

**MINUTES OF SPRING GROVE BOROUGH  
COUNCIL MEETING  
December 10, 2018**

The Spring Grove Borough Council met in Regular Session on Monday, December 10, 2018. President James D. Graham led those in attendance in a word of prayer and Pledge to the Flag. The meeting was called to order at 7:00 PM.

**BOROUGH COUNCIL PRESENT**

David B. Kile  
James D. Graham  
Larry McConnell  
Joshua D. Moore  
Kristyn Stouch

**ALSO PRESENT:**

Beverly Hilt, Mayor  
Andrew N. Shaffer, Borough Manager  
Melissa J. Helm, Adm. Assist/Recording Secty  
Matt Warfel, (ARRO Inc.)

**BOROUGH COUNCIL ABSENT:**

Peter A. Lombardi  
Rebecca J. Stauffer

**ALSO ABSENT:**

Peter Ruth, Solicitor

**Public Comment / Visitors**

Mr. Jack Greene, representing the Police Officer's Association, informed Council that in an effort to keep the dialogue moving, the Association is offering to sit down and meet with all of the board members of the involved municipalities to discuss issues and how they can help to bring conclusion to the matter.

**Approval of Minutes**

**November 2018**

The Minutes of the Regular Council Meeting held November 5, 2018, and the Minutes of the Committee Meeting held November 19, 2018 were presented to Council for their review. Larry McConnell made a motion, seconded by David B. Kile, to approve the minutes as presented. Motion Carried.

**Treasurer's Report**

**November 2018**

The Treasurer's Report for November 2018 with expenses totaling \$802,064.68 was presented for approval. David B. Kile made a motion to approve the report as presented, seconded by Kristyn M. Stouch. Motion Carried.

**President's Report**

None

## **Mayor's Report**

### Parking Enforcement Officer's Report –November 2018

The Parking Enforcement Officer's Report for November 2018 was presented to Council for their review.

### Southwestern Regional Police Activity Report –October 2018

The Police Activity Report for October 2018 was presented to Council for their review. Chief Bean was present to answer any questions.

### Southwestern Regional Police Treasurer Report –October 2018

The Treasurer's Report for October 2018 was presented to Council for their review.

### Southwestern Regional Police Board Minutes –October 2018

The Minutes of the Southwestern Police Board for the month of October 2018 were presented to Council for their review.

## **Manager**

None

## **ARRO Engineering**

### Main Street Improvements

Engineer Warfel reported to Council that Engineer Carol Moulds and Manager Shaffer met with PennDOT for a constructability review meeting.

### East Railroad Street Improvements – CDBG Funding

Engineer Warfel reported to Council that ARRO has submitted plans for the Borough to review. They are putting together bidding documents for January 2019.

### Main Street Sanitary Sewer Rehabilitation

Kristyn M. Stouch made a motion, seconded by Larry McConnell, to approve Application for Payment #4 in the amount of \$12,790.80 to Mr. Rehab LLC. Motion Carried.

### Campus Avenue Stream Improvements

Engineer Warfel reported to Council that the contractor began mobilization of the equipment for the stream restoration project.

## GIS

Engineer Warfel reported to Council that they continue to work with Borough building the GIS system and tracking building permits while adding some additional features including property assessment.

North Loop Interceptor Concerns

Engineer Warfel ARRO had nothing new to report on this matter.

Wastewater Treatment Plant

Engineer Warfel reported to Council that they are still searching for a contractor to televising to locate where the stone is entering the sewer system.

Phase III – Community Park

Engineer Warfel reported to Council that the Borough received a DCNR grant for Phase III of the Community Park and ARRO will be working to start that design in the first quarter of 2019.

Stormwater

Engineer Warfel reported to Council that ARRO has been doing some stormwater review for the Borough in Spring Forge Development along with some design work between Hamlet Drive and Seneca Way.

Draft – Early Intervention Program

Engineer Warfel reported that ARRO prepared an Early Intervention Program and submitted to Manager Shaffer for review.

**Solicitor's Report**

Solicitor Ruth was absent from tonight's meeting.

**Director of Community Development**

Zoning Officer's Report –November 2018

The Zoning Officer's Report for November 2018 was presented to Council for their review.

Code Enforcement Report – November 2018

There was no Code Enforcement Report to present for tonight's meeting.

Rental Inspection Report – November 2018

Manager Shaffer reported that there are only 45 rental properties that need to be inspected out of 383 rental units.

**Recreation**

Spring Grove Regional Parks & Recreation Center Meeting Minutes –October 2018

The minutes of the Spring Grove Regional Parks and Recreation Meeting for the month of October were presented to Council for their review.

Spring Grove Regional Parks and Recreation Center Financial Report – October 2018

The Financial Report for the Spring Grove Regional Parks and Recreation Center for the month of October was presented to Council for their review.

**Committee Reports**

Manager Shaffer reported to Council that the Committee has narrowed down a list of applicants to interview. That process will be December 17 at 4:30 PM. The Committee will meet at 4:00 PM to go over questions.

**Unfinished Business**50 North East Street – Survey Results

Manager Shaffer gave an update for the survey results for the Community Center.

**New Business**Consider Approval of Ordinance 1-2018, Establishing the Real Estate Tax Rate

Kristyn M. Stouch made a motion, seconded by David B. Kile, to approve Ordinance 1-2018, which established the Real Estate Tax Rate for 2019 at 5.75 Mills. Motion Carried.

Consider Approval of Resolution 7-2018, Setting the Sanitary Sewer Rates

Larry McConnell made a motion, seconded by Kristyn M. Stouch, to approve Resolution 7-2018, which sets the Sanitary Sewer rates for 2019. Motion Carried.

Consider Approval of Resolution 8-2018, Setting the Fees Relating to the Rental Housing Ordinance

David B. Kile made a motion, seconded by Kristyn M. Stouch, to approve Resolution 8-2018, which sets the fees relating to the rental housing ordinance. Motion Carried.

Approval of Resolution 9-2018, Establishing the Wage and Salary Schedule for 2019

David B. Kile made a motion, seconded by Larry McConnell, to approve Resolution 9-2018, which establishes the wage and salary schedule for 2019. Motion Carried.

Consider Approval of Resolution 10-2018, Establishing the Miscellaneous Fee Schedule for 2019

Larry McConnell made a motion, seconded by Joshua B. Moore, to approve Resolution 10-2018, which establishes the miscellaneous fee schedule for 2019. Motion Carried.

Consider Approval of the 2019 Budget

David B. Kile made a motion, seconded by Kristyn M. Stouch, to approve the Budget for 2019. Motion Carried.

Consider Approval of the 2019 Holiday Calendar

Larry McConnell made a motion, seconded by Joshua Moore, to approve the Holiday Calendar for 2019. Motion Carried.

Consider Authorizing Advertisement of the 2019 Meeting Schedule

Kristyn M. Stouch made a motion, seconded by Joshua B. Moore, to authorize the advertisement of the 2019 meeting schedule. Motion Carried.

**Correspondence**

PSAB Pension Plan Statement – Month Ending October 2018

The PSAB Pension Plan Statement for the month of October was presented to Council for their review.

Spring Grove Parks and Recreation Commission Letter

A letter from the Spring Grove Parks and Recreation Board was presented to Council for their consideration. The matter was tabled until the January Council meeting.

At this time Council convened into Executive Session at 8:24 PM to discuss police and a personnel matter. Council reconvened at 8:52 PM.

It was noted that there will not be a Committee meeting in December. Interviews for the open position of Zoning/Codes and Community Development will be conducted during that time.

Hearing no further business, the meeting was adjourned until the Council Meeting to be held Monday January 7, 2019 at 7:00 PM.

Adjournment was at 8:54 PM.

Respectfully submitted,  
Melissa J. Helm  
Recording Secretary