

**MINUTES OF SPRING GROVE BOROUGH
COUNCIL MEETING
March 2, 2020**

The Spring Grove Borough Council met in Regular Session on Monday, March 2, 2020. 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

James D. Graham
Peter A. Lombardi
Joshua D. Moore
Rebecca J. Stauffer
Larry McConnell
David B. Kile
Vincent Catalano

ALSO PRESENT:

Beverly Hilt, Mayor
Andrew N. Shaffer, Borough Manager
Velda Nickell, Adm. Assist/Recording Secty
Matt Warfel, (ARRO Inc.)
Peter Ruth, Solicitor

ALSO ABSENT:

None

BOROUGH COUNCIL ABSENT:

None

Public Comment / Visitors

None

Approval of Minutes

February 2020

The Minutes of the Regular Council Meeting held February 3, 2020 and February 17, 2020 were presented to Council for their review. David B. Kile made a motion, seconded by Vincent Catalano, to approve the minutes for February as presented. Mayor Hilt asked if the speed trailer had been set up as discussed at the February 3rd meeting. Sgt. Krzywulak replied yes, it had been set up that same week. Mayor Hilt clarified that the Fire Department did not start the redecorating yet, they are just in the planning stages. James D. Graham referenced the refusal to the Predix trash request voted on in the February 17 meeting, stating that the intent of the original ordinance of 2017 was not to include multi-unit buildings, only multi-use buildings. Motion carried unanimously.

Treasurer's Report

February 2020

The Treasurer's Report for February 2020 will be submitted at the Committee Meeting on March 16, 2020.

President's Report

President Graham did not have any updates.

Mayor's ReportParking Enforcement Officer's Report – February 2020

The Parking Enforcement Officer's Report for February 2020 was presented to Council for their review.

Southwestern Regional Police Financial Report – January 2020

The Financial Report for January 2020 was presented to Council for their review.

Southwestern Regional Police Board Minutes – January 2020

The Minutes of the Southwestern Regional Police Board for the month of January 2020 were presented to Council for their review.

Meetings Attended

The Mayor reported she and Velda Nickell attended a two-day NEMO seminar two (2) weeks ago. A bill is up for vote in the House right now (HB 1069) that would require an agenda be advertised within 24-hours prior to meetings, and it cannot be changed in any way once it is posted, with the exception of an emergency. She will be meeting with Phil Smith, a Heidelberg Township resident and former volunteer with Southwestern Regional Police, regarding updating the Borough's EMA. The repercussions of not updating the EMA is that available funding during a disaster could be withheld. He has contacted Heidelberg and Jackson Township officials to join in updating this. Any council members that are interested are also invited to attend this and future meetings.

York Area Regional Police Activity Report –January 2020

The Police Activity Report for January 2020 was presented by Sgt. Krzywulak to Council for their review. President Graham expressed concerns that they might be over in the hours for service. They are paying for eighty (80) hours a week. Sgt. Krzywulak suggested President Graham call Chief Damon to discuss his concerns. It is not unusual for a municipality to be over in their hours, especially when they are just starting out and getting a feel for the needs of a community.

Manager

Manager Shaffer presented his monthly activity report to Council for their review. He has been working on training Velda Nickell in her first month of employment, and things are going well. He has also been working with ARRO to get the codes enforcement inspections started. President Graham suggested the activity report be posted on the website.

ARRO EngineeringMain Street Improvements

Engineer Warfel reported to Council that they are planning to begin tree removal on March 9. He and Manager Shaffer attended the kick-off meeting on February 25. There were concerns about the possible need of a retaining wall at the intersection of Jackson Street and Main Street. ARRO continues to assist the Borough to locate storm sewer at the Pixelle roundabout. They also continue to discuss the cost distribution with PennDOT; final cost has not been submitted yet but he is hoping to have it soon.

A hand out was distributed to Council regarding the need for additional curbing and restoration work. All the curbing will need to be replaced, not just a portion. This will triple or quadruple the amount needed; they are trying to lower the linear foot cost. The total revised Borough responsibility is estimated at \$482,000. The cash on hand for the project is \$270,000 bringing the funding gap to around \$212,000. This is dependent upon getting a final cost division from PennDot and negotiating a lower linear foot cost from the contractor – the cost could be lower. Manager Shaffer is researching securing a Pennsylvania Infrastructure loan of \$300,000. This would address any unforeseen costs in addition to the increased curbing. Peter A. Lombardi asked why all the curbing wasn't included in the original plan. They were targeting to work within the existing funds and identified the curbing they thought was necessary. After the contractor made their field measurements they identified this as a potential concern. PennDOT is not responsible for the cost of the curbing, so including it in the initial proposal would not have decreased the cost to the Borough. Manager Shaffer stated that there will most likely be a decrease in the linear foot cost and suggested the Council take this new information and digest it and be ready to discuss at the next meeting in two (2) weeks. He should have the new price from the contractor by that time. The retaining wall in question requires you dig back eight (8) feet for the anchoring. This is getting very close to the foundation of the Catholic Church that sits on the corner. There is concern of it shifting, so they have to move back a little bit and use a different retaining wall block. These blocks are heavier and won't require as much anchoring behind them. This is still being discussed with the contractor. There is also some concern with a retaining wall at the properties on North Main Street, up from Constitution Avenue. Presently there is a poured concrete wall, the specs call for a retaining wall and they have some concerns with the elevation. He is still working with them to figure it out, but there shouldn't be a change in the type of block. There was further discussion regarding possible ways to lower the cost of the entire project and the effect this may have on grant funding. Manager Shaffer stated that the current PA Infrastructure loan of \$550,000 will be paid off in June of 2021. That annual debt service is \$115,000. There would be some overlap from July or August of 2020 until June of 2021. The annual debt service of the new loan would be \$63,000. If the changes are not made there could be ADA compliance issues. A decision will need to be made soon.

President Graham suggested using non-stamped concrete in order to reduce costs. The project will be discussed further at the next Council meeting.

East Railroad Street Improvements

Engineer Warfel reported to Council that they are still holding funds from the contractor until all the punch-line items have been completed. AARO is also looking into a possible new project on the other side of Main Street; the extension of Railroad Street into Pixelle properties. They are looking to see what grant funds would be available for this as a future project.

Stormwater/ MS4

Engineer Warfel reported to Council that the report has been started.

Glenview Road and SR 116

Engineer Warfel reported to Council that they continue to look into the ARLE grant program. The initial set of traffic counts have been received. President Graham asked if Jackson Township is helping to pay for this. Manager Shaffer replied that we are currently gathering all the information so they will be ready to go when the grant money is available. Going forward it will be a partnership with Jackson Township. There will probably be a 15% match of the grant funds required, which is typical. Concerns were expressed regarding the Borough always having to put the work into these projects up front, when Jackson Township does nothing but benefits from it. Due to the fact that the traffic back up is occurring because of a neighborhood within the Borough and not through traffic, it is the Borough's responsibility to conduct the traffic studies and apply for grant funds to address the problem. President Graham recognized Joy Strausbaugh, who asked where the land is coming from to widen the road. Manager Shaffer stated it would come from the Jackson Township side. This is the reason the project does not qualify for the Green Light Go Grant.

Strategic Management Planning

Engineer Warfel reported to Council that ARRO has been working with Manager Shaffer to put out an RFP. The RFP went out January 4. The proposals will be due March 9, 2020. There is no commitment on the Borough at this time, the proposals will be submitted for Council's consideration.

Small Water and Sewer Grant

Engineer Warfel updated Council on the Small Water and Sewer Grant. There was nothing new to report, they are still anticipating a decision from the DCED in July 2020 or later.

Chapter 94 Report

Engineer Warfel updated Council on the Chapter 94 Report. They continue to work on gathering the one (1) year of data required by the PA DEP. This will be completed in June 2020. The hope is the restrictions placed as a result of the 2018 report will be lifted. They also are working on the 2019 report that has to be submitted by the end of March. This report is going to show three (3) consecutive months where they exceeded the hydraulic capacity of the facility. There was no upset into the creek, so it is a paperwork issue and they expect all the issues have been resolved with the repairs that have already been made.

Renewal of NPDES Permit

Engineer Warfel notified Council that the NPDES Permit for the wastewater plant is up for renewal and the application is due. They are working on getting the application ready for submission. This permit has to be renewed every five (5) years.

Code Enforcement Services

The Code Enforcement Activity Report for February 2020 was presented to Council for their review. Engineer Warfel reported that Collin Fox has been out in the field taking photographs of violations. There were 268 outside inspections performed with 107 violations discovered. Violators have been notified and re-inspections will be conducted. Twenty-six (26) Quality of Life Tickets were also issued for minor violations. The rental inspections will begin when the re-inspections have been completed. There is a detailed check list of items being utilized for the outside inspections to determine if a violation has occurred, making the process automatic instead of discretionary. The work performed by ARRO will make it easier for the future Code Enforcement Officer when the position has been filled. ARRO will then fade away, leaving them with the tools developed to make the position more proficient.

Solicitor's Report

Solicitor Ruth stated the ordinance to amend the current Refuse Ordinance was advertised. Additional potential revisions to the ordinance will be discussed at the next Council meeting.

Zoning & Code Enforcement

Zoning Report-February 2020

The Zoning Officer's Report for February 2020 was presented to Borough Council for their review.

Code Enforcement Report-February 2020

The Code Enforcement Report was discussed in detail under "Code Enforcement Services".

RecreationSpring Grove Regional Parks & Recreation Center Meeting Minutes –January 2020

The Minutes of the Spring Grove Regional Parks and Recreation Meeting for the month of January were presented to Council.

Spring Grove Regional Parks and Recreation Center Financial Report – January 2020

The Financial Report for the Spring Grove Regional Parks and Recreation Center for the month of January was presented to Council for their review. President Graham reported they are continuing to apply for grants. They are having difficulty hiring people (there are three or four positions open) and may have to shut down or readjust some of the programs. The YMCA group is still working on the building and applying for grants.

Committee Reports

There was nothing new to report.

Unfinished Business

None

New Business

None

CorrespondencePSAB Pension Plan Statement – Month Ending January 2020

The PSAB Pension Plan Statement for the month of January 2020 was presented to Council for their review.

York County Boroughs Association Invitation

Manager Shaffer asked anyone on Council let him know if they are interested in attending this meeting on March 26.

Executive Session

At this time Council convened into Executive Session at 8:02 PM to consult with Solicitor Ruth about Southwestern Regional Police and the Community Center Building. Council reconvened at 8:29 PM. Hearing no further business, the meeting was adjourned until Committee Meeting to be held Monday, March 16 at 7:00 PM.

Respectfully Submitted,

Velda Nichell

Recording Secretary