

**MINUTES OF SPRING GROVE BOROUGH
COUNCIL MEETING
January 6, 2020**

Call to Order

Invocation and Pledge to the Flag

The Spring Grove Borough Council met in Regular Session on Monday, January 6, 2020. Mayor Beverly Hilt led those in attendance in a word of prayer and Pledge to the Flag. The meeting was called to order at 7:00 PM.

Administration of Oath of Office

The newly elected members of Council for a four (4) year term were: Peter A. Lombardi, and Rebecca J. Stauffer. Having filed their Election Certificates with the Borough Manager, those newly elected members presented themselves and received their Oath of Office, which was administered by Mayor Beverly Hilt.

Election of Officers

After the administration of the Oath of Office, Mayor Hilt called the meeting to order. Mayor Hilt called for the nominations of Council President, Vice President and President Pro Tem open for the 2020-2023 term.

President

A nomination was heard by Peter A. Lombardi to nominate James D. Graham as Council President. Hearing no further nominations, Mayor Hilt declared the nominations closed for the office of President.

Vice President

A nomination was heard by Peter A. Lombardi to nominate Rebecca J. Stauffer as Council Vice President. Hearing no further nominations, Mayor Hilt declared the nominations closed for the office of Vice President.

President Pro-Tem

A nomination was heard by Rebecca J. Stauffer to nominate Peter A. Lombardi as President Pro-Tem. Hearing no further nominations, Mayor Hilt declared the nominations closed for the office of President Pro-Tem.

Joshua Moore made a motion, seconded by Larry McConnell, to accept the nominations for President, Vice President and President Pro Tem. Motion Carried.

At this time, Mayor Hilt congratulated the re-elected officers and turned the gavel over to President James D. Graham.

Roll Call

BOROUGH COUNCIL PRESENT

James D. Graham
Peter A. Lombardi
Larry McConnell
Joshua D. Moore
Rebecca J. Stauffer

ALSO PRESENT:

Beverly Hilt, Mayor
Andrew N. Shaffer, Borough Manager
Melissa J. Helm, Adm. Assist/Recording Secty
Matt Warfel, (ARRO Inc.)
Peter Ruth, Solicitor-Arrived at 7:54 PM

BOROUGH COUNCIL ABSENT:

David B. Kile
Kristyn Stouch

ALSO ABSENT:

None

Public Comment / Visitors

Mr. William Kessler, 407 Monocacy Trail, asked Council if Spring Grove Borough has a Police force. Manager Shaffer read the meeting minutes of the Meeting held on December 16, 2019, indicating that Spring Grove Borough voted to ratify the change to the York Area Regional Police Department contract at a cost of \$392,552.00 for 2020. Motion Carried. There was a NAY vote from James D. Graham.

Approval of Minutes

December 2019

The Minutes of the Regular Council Meeting held December 2, 2019 and the Committee Meeting held December 16, 2019 were presented to Council for their review. Peter A. Lombardi made a motion, seconded by Joshua Moore, to approve the minutes for December as presented. Motion Carried

Treasurer's Report

December 2019

The Treasurer's Report for December 2019 in the amount of \$211,819.99 was presented to Council for their review. Peter A. Lombardi made a motion, seconded by Joshua Moore, to approve the Treasurer's Report as presented.

President's Report

At this time President Graham took this opportunity to thank the Borough staff for all the work they have done for the Borough's different functions during 2019.

Parking Enforcement Officer's Report –December 2019

The Parking Enforcement Officer's Report for December 2019 was presented to Council for their review.

Southwestern Regional Police Activity Report –November 2019

The Police Activity Report for November 2019 was presented to Council for their review.

Southwestern Regional Police Financial Report – November 2019

The Financial Report for November 2019 was presented to Council for their review.

Southwestern Regional Police Board Minutes - November 2019

The Minutes of the Southwestern Regional Police Board for the month of November 2019 were presented to Council for their review.

Manager's Report

End of the Year Financial Report

Manager Shaffer presented the End of the Year Financial Report to Council for their review. He noted that this is an unaudited report and it could be subject to change after the financial audit is conducted.

ARRO Engineering

East Railroad Street Improvements

Engineer Warfel reported to Council that final inspection was completed on December 12, 2019. There is a small punch list that needs to be addressed by H&H under their one year performance period.

Stormwater/MS4

Engineer Warfel reported to Council that ARRO continues to work with the Borough and developers on plan reviews of the stormwater plans for Spring Forge.

Glenview Road and SR 116

Engineer Warfel reported to Council that ARRO is waiting for a response from PennDOT regarding the project scoping form that was submitted as part as the 2020/2021 "Green Light Go" Grant program. That application is due for submission by January 10, 2020.

Strategic Management Planning

Engineer Warfel reported to Council that this is a program through PA DCED (Department of Community Economic Development). It puts together a strategic management plan that evaluates the Borough to determine their financial viability as a local government. It is a key step for securing additional funding from DCED.

Small Water and Sewer Grant

Engineer Warfel reported to Council that an application has been submitted to DCED for a Small Water and Sewer Grant. They hope to receive a response in late Spring or early Summer.

Solicitor's Report

Solicitor Ruth reported that he had nothing new to report tonight.

Zoning & Code Enforcement**Zoning Report- December 2019**

The Zoning Officer's Report for December 2019 was presented to Council for their review.

Code Enforcement Report- December 2019

The Code Enforcement Report, which shows code violations for the month of December 2019 as well as the status of any outstanding violations, was presented to Council for their review.

Recreation**Spring Grove Regional Parks & Recreation Center Meeting Minutes –November 2019**

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

Spring Grove Regional Parks and Recreation Center Financial Report – November 2019

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

Unfinished Business**New Business****A. Committee Chair Appointments**

Larry McConnell made a motion by Peter A. Lombardi, to approve the following committee appointments for 2020-2021.

<u>Committee</u>	<u>Chair</u>	<u>Previous Members</u>
Personnel	Rebecca J. Stauffer	Larry A. McConnell, Peter A. Lombardi
General Government	James D. Graham	David B. Kile
Persons & Property	Larry A. McConnell	
Health & Sanitation	Peter A. Lombardi	
Highways	David Kile	
Municipalities	Joshua D. Moore	
Community Services	David B. Kile	Rebecca J. Stauffer

B. Board/Commission/Staff Reappointments

Larry McConnell made a motion, seconded by Rebecca J. Stauffer, to approve the following Staff Reappointments for Manager (Secretary/Treasurer), Solicitor and Engineer. Motion Carried.

Joshua Moore made a motion, seconded by Larry McConnell, to approve the Board/Commission appointments as shown below. Motion Carried.

Committee Chair Reappointments

<u>Name</u>	<u>Position</u>	<u>Term</u>
Andrew N. Shaffer	Manager (Secretary / Treasurer)	-
Peter T. Ruth	Solicitor	
ARRO Consulting	Engineer	
Robert Whyland	Police Board - Citizen At-Large	2 Years - 12/31/21
Beverly Hilt	Police Board - Elected Official	2 Years - 12/31/21
Beverly Hilt	Rep. Local Government Advisory Committee	2 Years - 12/31/21
Andrew N. Shaffer	Alternate - Local Government Advisory Committee	2 Years - 12/31/21
Andrew N. Shaffer	Rep. York Adams Tax Bureau	2 Years - 12/31/21
Rebecca J Stauffer	Alternate - York Adams Tax Bureau	2 Years - 12/31/21
Andrew N. Shaffer	Rep. Tax Collection Committee	2 Years - 12/31/21
Rebecca J Stauffer	Alternate - Tax Collection Committee	2 Years - 12/31/21
Andrew N. Shaffer	Delegate - PSAB	2 Years - 12/31/21
Beverly Hilt	Alternate - PSAB	2 Years - 12/31/21
Barry Black	Zoning Hearing Board	5 Years - 12/31/2024
John Bailey	Property Maintenance Appeals Board	5 Years - 12/31/2024

C. Predix Properties – Refuse Contract Removal Request

Joshua Moore made a motion, seconded by Peter A. Lombardi, to approve the request made by Predix Properties, to be released from the Borough Refuse contract, contingent upon Manager Shaffer obtaining information from Republic Services with regards to reducing the contract price and a change to the Borough Ordinance. Motion Carried with a Nay vote from Rebecca J Stauffer.

D. Resolution No. 1-2020 – Lien Fees

Joshua Moore made a motion, seconded by Peter A. Lombardi, to approve Resolution No. 1-2020, which sets forth lien fees for the collection of delinquent sewer, property maintenance and refuse claims. Motion Carried.

- E. Consider Approval of Lease Agreement for Regional Parks and Recreation Center
Rebecca J. Stauffer made a motion, seconded by Larry McConnell, to approve the lease agreement for the Regional Parks and Recreation Center for 2020. Motion Carried.

- F. Consider Approval of Lease Agreement for Spring Grove Baseball
Rebecca J. Stauffer made a motion, seconded by Larry McConnell, to approve the lease agreement for Spring Grove Baseball. Motion Carried.

2020 Budget – Open for Reconsideration

There was no interest by Council in reopening the 2020 Budget.

Correspondence

- A. PSAB Pension Plan Statement – Month Ending November 2019.

Adjournment to Meeting Scheduled for Monday, January 20, 2020 at 7:00 PM

Adjournment was at 8:41 PM.

Respectfully submitted,
Melissa J. Helm
Recording Secretary