

**MINUTES OF SPRING GROVE BOROUGH
COUNCIL MEETING
July 18, 2022**

The Spring Grove Borough Council met for Regular Session on Monday, July 18th, 2022. President Rebecca Stauffer called the meeting to order at 6:30 pm for community comments.

BOROUGH COUNCIL PRESENT

Rebecca J. Stauffer
Robert Whyland
Peter Lombardi
Phillip Klocek
Kristina Morton
Kevin March
Darrell Ledford

ALSO PRESENT:

Beverly Hilt, Mayor
Kim Hackett, Borough Manager
Scott Miller, Director of Community Development

Peter Ruth, Solicitor
Matt Warfel, Engineer, ARRO
Collin Fox, Scientist, ARRO

BOROUGH COUNCIL ABSENT:

ALSO ABSENT:

Becky Magnani, Adm. Asst/Recording Secretary

Invocation and Pledge to the Flag

Public Comment/Visitors

Lieutenant Tobin Zech, York County Regional Police Department
Brent Auchey, Friendship Hose Company
Matt Coyne, Friendship Hose Company
Bob Hinkle, VFW
Tina Hinkle, VFW
Heather-Marie Merrill, Sacred Heart Parish
Father Michael Lefler, Sacred Heart Parish
Larry Lentz, VFW
Linda Legore, Resident
Deacon Tom Bollinger, Sacred Heart Parish

Meeting Minutes

A motion was made to approve the June 20, 2022, meeting minutes by Phil Klocek with Kevin March providing a second. The motion carried unanimously.

Treasurer's Report

Expenses totaling \$307,181.38 – a motion was made to approve by Peter Lombardi with a second made by Kristina Morton; the motion carried unanimously. Manager Hackett provided a brief overview of significant expenses and income for the last month. Billing for sewer and refuse will be processed in the next two weeks. The Borough staff will be reviewing our accounts receivable list and collecting via the appropriate process for large balances.

Administrative ReportsPresident

No report

Mayor

Mayor Hilt opened the floor for the representatives from Friendship Hose Fire Company to present their report. Brent Auchey confirmed that the land lease agreement has been accepted by the Executive Committee and membership but there are a few areas for discussion with the Borough. A meeting will be scheduled with Borough Manager, Director of Community Development, and Brent. The bell tower is progressing to schedule and the Department is very pleased with the design. Brent reported that inspections were completed at Friendship Hose, and they passed easily. Matt Coyne reviewed the submitted reports for last month's activity. E1 engine currently out for rehab work. Driver training is being completed upon return of the engine.

Lte. Zech reviewed the activity report in the Borough since our last meeting – 69 calls. The Department continues to investigate and confirm the suspects for the vandalism in the Borough Park and Trolley Trail. Lte. Zech reviewed a recent 911 call for the Trolley Trail which did not dispatch to York County Regional but was sent to York County Parks. Protocol has been revised to dispatch to the Police and not the County Park Rangers since the new Rail Trail and Trolley Trail are not under the Park system as of yet. Lte. Zech also confirmed that the Mayor and the Chief have followed up regarding a Council concern from last meeting's Executive Session. It was brought to Lte. Zech's attention by President Stauffer that youth in the Borough are loitering at the storm drain near Jim and Nenas. Lte. Zech acknowledged the need to investigate and monitor this situation.

The Mayor reviewed last month's calls made by Spring Grove Area Ambulance. 76- 911 calls received and responded to with no nonemergency calls. One issue with a call close to the station that was not received by the Ambulance. Council asked about length of Coroner contract – confirmed it is a year.

The EMS Intergovernmental contract has been prepared and will be reviewed by Attorney Ruth. The next meeting is August 22nd and the agreement will be brought for discussion and ratification.

Engineering Report

Engineer Warfel confirmed that this meeting would be his last official attendance and the meetings will be attended by Collin Fox who has been working with the Borough for several years in other capacities. Council acknowledged Mr. Warfel's expertise and guidance. Engineer Warfel will continue to work with the Borough on projects and other needs.

Main Street

- The pedestrian signal is not working, and the contractor has been contacted by PennDot to set up a meeting
- A final number for the project will be supplied to the Borough soon according to the latest email update

MS4/Stormwater

- ARRO continues to update the draft MS4 Annual Report
- ARRO is providing a draft stormwater ordinance document based on the Model 2022 Ordinance. Council, staff, and public are to review the document. A copy is at the front office area for the public. Council will receive a copy of the ordinance once reviewed by Attorney Ruth at the next meeting and we will adopt in September. Changes include some definitions, dechlorinated pool water handling. Robert Whyland inquired as to residents with pools and how the ordinance would impact our permit. President Stauffer also expressed concern regarding the School District's pool water discharge but both ARRO and Manager Hackett confirmed this water does not discharge to the stormwater system. The water is processed through the sanitary sewer system.
- No illicit discharges have been reported and all but one BMP has passed inspections. Scott Miller is working on this BMP issue with Collin.

Development Plan Reviews

- ARRO continues to work with Scott Miller on the Spring Forge and Dunkin Donuts reviews.

North Loop Interceptor

- ARRO is working with Manager Hackett and Attorney Ruth to secure easements. All easements have been signed by residents and the final two will be approved by Council this evening.
- Bid documents will be advertised on July 18th and is being managed on PennBid. Depending on the bids received, the scope of work for the first phase of construction may be limited due to rising construction costs.
- Sludge costs were discussed as well as measures to reduce costs and the amount of sludge coming from the plant. Several options were reviewed including bioburning and the supernatant tank project. There has been an

approval by the State for small sewer grants which open in September through DCED. ARRO and Borough Staff to review the grant program.

Borough Park - Phase 3

- Construction begins on August 1st and will finish the end of October to the beginning of November. A pre-construction meeting will be held on the 22nd. Funds from DCNR will be drawn down this week as well. Kate King is requesting them. Park will be closed to ensure public safety.

Code Enforcement

- ARRO has begun discussions to upgrade the Spring Grove system to a Cloud based system to increase the ease of updates to the system and allow access from any computer.
- Scott Miller is executing all Code Enforcement work. His monthly report is included in the packet.
- Robert Whyland asked about Highland Avenue property and Scott discussed his progress with the resident.

GIS

- ARRO continues to provide as-needed GIS support to Borough office staff and public works/maintenance staff.
- This system will also transition to a Cloud base.

Solicitor

Attorney Ruth presented the Roadway Improvement Agreement for the improvements made by the Rail Trail Authority on Hosiery Alley. Council concerns included the lack of highway aid funds to maintain the roadway along with the use by residents along the alley as the surface is not installed for heavy traffic usage. Further action under New Business.

Zoning & Codes Enforcement

Council inquired as to the status with Dunkin Donuts opening and Scott Miller confirmed that the permits have been issued but the owners are waiting for materials to complete the interior. Mayor Hilt asked about two of the violations in the report; Darrell Ledford asked about a neighbor's Maryland license which is a State not Borough issue. Kristina Morton asked for clarification on the reports with open and closing status. Director Miller reviewed his process.

Recreation

National Parks and Recreation month. YMCA settles on Roths Church Road the end of August. There is an update meeting on August 11th – Manager Hackett sent the meeting notice to all Council members. Director Kate King submitted a grant which has allowed SGRPRC to pay a staff bonus.

Attorney Ruth noted that the Rail Trail Agreement has been sent to the Authority and we are waiting for a response.

Council asked to have Public Works place barriers on the Rail Trail to stop cars from driving up onto new Trail from the Alley. Fences and gates will be installed once the contractor has the materials.

Committee Reports

None provided however it was noted that the Personnel Committee does need to review Administrative Service Manager's job description. Manager Hackett will contact President Stauffer regarding meeting dates and times. Robert Whyland asked about how to arrange a Committee meeting and what is required for advertising. Attorney Ruth clarified that if you do not have quorum there is not need to advertise and reports can be brought back to Council.

New Business

Council to approve Pixelle construction easement for North Loop Interceptor.

- Robert Whyland asked for clarification on the parcel location as to if we are discussing the parcel in the Borough and if this needs clarification for the easement which Attorney Ruth confirmed the parcel location is included as legally required for the easement.
- Attorney Ruth reviewed the changes requested by Pixelle's attorney for the easement.
- A motion was made to approve for execution by the Borough the temporary construction easement and ratification of permanent maintenance agreement of sanitary sewer facilities that is concerning the property of Pixelle Specialty Solutions, LLC on Hershey Road Codorus Township but specifically noting that improvements are only taking place in the Borough. Motion made by Kristina Morton; second by Robert Whyland and the motion carried unanimously.

Council to consider approval of Predix Property easement for North Loop Interceptor.

- Motion made to approve the temporary construction easement and ratification of permanent maintenance easement agreement for sanitary sewer for facilities at 327 Pine Avenue in the Borough of Spring Grove owned by Predix Property, LLC with a \$1.00 consideration. Motion made by Peter Lombardi; Robert Whyland seconded the motion; the motion carried unanimously.

Council member Kristina Morton presented the idea of holding a Halloween Parade in the Borough. It was organized in the past by the Lion's Club. The route will be sent to the Fire Department per Matt Coyne's request. Kristina contacted other municipalities and has information on permits and insurance coverage.

Council to review insurance proposal from Keller Brown Insurance Services and consider the acceptance of proposal to move our insurance coverage and authorize

President Stauffer and Borough Manager Hackett to execute the documents included in the packet.

- Robert Whyland made a motion to table the discussion for the August 15th meeting and Kristina Morton provided a second; the motion carried unanimously.

Collin Fox from ARRO reviewed the updated Stormwater Ordinance. Attorney Ruth will be reviewing the ordinance and sending comments on language. One of the changes is for small developments. We will add the advertisement of the Ordinance to the August agenda. Borough Manager Hackett to send the document to Council.

Council to consider approval of non-budgeted expenditure for spare blowers for Wastewater Treatment Plant utilizing ARPA funds.

- A motion was made by to approve the expenditure for the spare blowers by Kristina Morton with a second by Darrell Ledford; the motion carried unanimously.

Old Business

Council to consider approval of zoning map amendment which extends the Village zoning from the corner of Jackson and Main St. to First Avenue including the VFW property and the Post Office.

- President Stauffer addressed public visitors for further comment, and none were made.
- A motion was to approve an ordinance for Spring Grove Borough, York County, PA, amending Chapter 400 of the code for Spring Grove Borough entitled "zoning to amend the official zoning map of Borough of Spring Grove changing the classification of certain parcels from Town Residential to Village". Robert Whyland made the motion; Peter Lombardi provided a second and the motion was carried unanimously.

Correspondence and other business

President Stauffer reviewed the 2023 Budget Request Form and Manager Hackett discussed the timeline and process. President Stauffer reviewed the October budget meeting schedule as well.

The acknowledgement letter from Glatfelter Memorial Library was brought to Council attention by Rebecca Stauffer.

A motion was made by Phillip Klocek to adjourn the meeting and Peter Lombardi made the second; the motion carried unanimously.

The meeting adjourned at 8:28 pm and the next meeting is scheduled for August 15th at 7:00 pm at the Borough building.

Respectfully Submitted,

Kim Hackett
Borough Manager