

**MINUTES OF SPRING GROVE BOROUGH  
COUNCIL MEETING  
November 21, 2022**

The Spring Grove Borough Council met for Regular Session on November 21, 2022. There was an Executive Session held at 6:00pm and a Budget Session which started at 6:11pm. President Rebecca Stauffer called the Budget Session to order at 6:11pm and the Regular Session meeting to order at 7:00 pm.

**BOROUGH COUNCIL PRESENT**

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

**ALSO PRESENT:**

Beverly Hilt, Mayor  
Zach Gulden, Borough Manager  
Scott Miller, Director of Community Development  
Becky Magnani, Adm. Asst/Recording Secretary  
Peter Ruth, Solicitor

**ALSO ABSENT:**

**BOROUGH COUNCIL ABSENT:**

**Budget Session**

Manager Gulden presented the budget to council and recommended not raising taxes this year. All council members agreed.

A motion was made by Peter Lombardi to accept Administrative Assistant Becky Magnani's resignation effective December 9<sup>th</sup>. Kevin March seconded the motion which passed unanimously.

The budget session adjourned at 6:40pm with a motion made by Peter Lombardi and seconded by Robert Whyland. The motion passed unanimously.

## **Invocation and Pledge to the Flag**

### **Visitors**

Tobin Zech, YCRPD

Mrs. Hecker, York New Salem

Tammy Miller, Windy Hill

Garrett Strouse, Friendship Hose Fire Co.

Matthew Coyne, Friendship Hose Fire Co.

### **Public Comment**

Tammy Miller spoke about the dynamic programming at Windy Hill, along with membership statistics. Windy Hill provides home meal delivery to 110 seniors in Spring Grove and Hanover which totals over 16,000 meals over the course of a year. They recently had a program for Veteran's Day and provided 240 meals for Thanksgiving.

### **Meeting Minutes**

Robert Whyland made a motion to approve the October 17, 2022 and October 24, 2022 minutes with Peter Lombardi providing a second; the motion carried unanimously.

### **Treasurer's Report**

For September 2022, there were expenses totaling \$428,772.14

For October 2022, there were expenses totaling \$132,247.01

Peter Lombardi made a motion to approve both months expenses with Kristina Morton providing a second; the motion passed unanimously.

### **Administrative Reports**

#### President

Rebecca Stauffer did not have any comments.

#### Mayor

Mayor Hilt reported that Spring Grove Ambulance responded to 83 calls in October.

#### York County Regional Police Department

Tobin Zech reviewed the reports and there were 53 calls in the Borough in October. YCRPD has acquired the horse for the new mounted unit and there is an upcoming fundraiser where people can meet Officer Bishop on December 18<sup>th</sup>.

### Friendship Hose Company

Garrett Strouse reported that of the 13 calls received in October, Friendship Hose Company responded to 3 calls in Spring Grove Borough. Bingo is on Thursday afternoon starting at 3:30pm. The new engine is in service and training was held on November 6<sup>th</sup>.

### **Engineering Report**

Manager Zach Gulden provided updates on the following projects from ARRO Engineering:

#### MS4

- Annual MS4 Report Submitted to PA DEP in September 2022.
- ARRO has a meeting scheduled with SM to review 2022-2023 MS4 requirements and outline action items. Will schedule a January meeting to assess program progress and review completed action items.
  
- MCM 3 – Illicit Discharge Detection and Elimination
  - No illicit discharges reported from the public.

#### Development Plan Reviews

- 530 Monocacy Trail:
  - At this time only administrative comments remain (i.e. record O&M agreement, pay stormwater facilities fee, pay stormwater maintenance fund).

#### North Loop Interceptor

- ARRO has received the executed contract agreement from the Borough and Notice to Proceed has been provided to the contractor. Contract start date is set for October 5th, 2022.
- ARRO is providing Construction Management for this project, including a pre-construction meeting held on November 1st, 2022. Meeting included review contract requirements, along with York County Conservation District requirements. Contractor has not provided a mobilization date for construction activities at this time.

#### GIS

- ARRO continues to provide as-needed GIS support to Borough office staff and public works/maintenance staff.
- There are 248 Registered Users (to date) for the Public Notification System. The Borough's current balance for SMS notifications is \$96.49.
- ARRO backed up the Borough's rental property and code enforcement databases (month; reoccurring).

### Community Park - Phase 3

- Commonwealth is currently reviewing the latest Romtec plan revisions. Once Building Permit has been issued, an updated schedule with the contractor to re-mobilize/continue work will be determined.
- Shiloh Paving & Excavating has completed the removal of landfill waste soil stockpiles from the project site and has hauled materials to an approved dump site.
- ARRO has facilitated discussions with PA DEP Waste Management to obtain any required actions needed to continue construction activities for project. PA DEP requests that excavations where soil cap to landfill has been removed, that it's 2-ft. soil cap be reinstated during restorations.
- ARRO has made modifications to the stormwater management facilities to help limit exposure to landfill waste and additional work to haul off-site.
- There was a meeting with the contractor and engineering firm and the contractor recommends pushing construction back to March 1<sup>st</sup>. There will be additional costs to continue construction now or a mobilization fee to start on March 1<sup>st</sup>. Scott Miller will inform the baseball teams that use the fields that they will not be available in the spring.
- Robert Whyland discussed the erosion along the shopping center; Becky Stauffer recommended collaborating with Jackson Township.

### Code Enforcement

- ARRO has finished the process 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.

### **Solicitor**

Attorney Ruth requested a roster from Friendship Hose Company.

### **Zoning & Code Enforcement**

A list of Zoning permits and Code Enforcement report was included with the packet.

There are issues with 76 S Water Street refusing to fumigate the property.

**Recreation**

The meeting minutes for the September 27 and October 25 meetings were included with the meeting packet. Recent events include the Pumpkin Trail and the Pumpkin Slime Run, and the Nutcracker Tea Party. The Spring Grove Tree Lighting will be held on December 1<sup>st</sup> and a Winter Wonderland event will be at Little Creek Park on December 3<sup>rd</sup>. On November 2<sup>nd</sup>, there was a kickoff campaign to begin raising funds for the Roth's Church Road project.

**Committee Reports**

None at this time.

**New Business**

A. Zach Gulden's 90 day review will be on January 26, 2023.

B. Scott will drop off a proclamation to the new manager at Kennie's Markets for outstanding community support. Kristina Morton made a motion to approve the proclamation with Darrell Ledford providing a second. Peter Lombardi opposed the motion, but the motion carried.

C. Review of parking ordinance: Kevin March, council member, has volunteered to write parking tickets. If parking tickets are unpaid, they go to the magistrate's office and the parking enforcement officer will need to attend the hearing. Solicitor Ruth will look at the parking ordinance and this will be discussed at the next council meeting.

D. There was discussion regarding Smoke in the Grove for 2023 – which will stay in the budget for 2023 and council will request another meeting with the organizer, Andy Shaffer.

E. Advertise Budget: Kristina Morton made a motion to advertise the budget for public inspection and Kevin March seconded the motion which carried unanimously.

F. Council to consider approval of a holiday bonus for Borough Staff. Peter Lombardi made a motion to approve a holiday bonus of \$300 for four full time employees and \$100 for two part time employees. Robert Whyland seconded the motion which passed unanimously.

G. Council to consider approval of Resolution 11-2022. Peter Lombardi made a motion to authorize the temporary creation of a Planning Commission Committee until the Planning Commission vacancies are filled. Robert Whyland seconded the motion which carried unanimously. Peter Lombardi, Robert Whyland, and Darrell Ledford will volunteer for the Planning Commission Committee.

H. Add to the agenda: Phillip Klocek made a motion to add advertising the Executive Assistant job to the agenda. Peter Lombardi seconded the motion which carried unanimously.

I. A motion was made to advertise for the Executive Assistant position at an hourly rate range of \$20 to \$24 per hour by Kristina Morton. Robert Whyland seconded the motion which carried unanimously.

### **Old Business**

A. Dedication of Parcel by V. Rimel: Robert Whyland made a motion send a letter of "Thanks, but no thanks" to Mr. Rimel. Kristina Morton seconded the motion which carried unanimously.

B. Contract with Karla Schweitzer Farrell & Associates for professional services for Main Street's Pocket Park in the amount of \$2,625: Peter Lombardi made a motion to approve the contract with Karla Schweitzer Farrell & Associates with Phillip Klocek providing a second; the motion carried unanimously.

C. Eagle Scout Response: Administrative Assistant Magnani informed council that she had responded to the inquiry via email based on the outcome of the last council meeting (advising Mr. Ritenour to reach out to Spring Grove Recreation & Parks).

### **Correspondence and other business**

- A. There is a light out at 84 S. Water Street. Manager Gulden will inform the public works staff.

Peter Lombardi made a motion to adjourn the meeting at 8:33pm. Kevin March seconded the motion which passed unanimously. The meeting adjourned at 8:33pm.

The next meeting is scheduled for December 19, 2022 at 6:00 pm at the Borough building.

Respectfully Submitted,

Becky Magnani  
Recording Secretary