

**MINUTES OF SPRING GROVE BOROUGH  
COUNCIL MEETING  
March 20, 2023**

The Spring Grove Borough Council met for a regular session on March 20, 2023. President Rebecca Stauffer called the meeting to order at 7:00 PM.

**BOROUGH COUNCIL PRESENT:**

Rebecca Stauffer  
Phillip Klocek  
Robert Whyland  
Kevin March  
Darrell Ledford  
Peter Lombardi

**ALSO PRESENT:**

Beverly Hilt, Mayor  
Scott Miller, Director of Community Development  
Zach Gulden, Borough Manager  
Nicolle Ruth, Executive Assistant  
Peter Ruth, Solicitor

**ABSENT:**

Kristina Morton was noted as absent during Roll Call. She was noted as present at 7:12 PM.

**Visitors**

Karla Farrel	Tracy Haper
Sarah Laughlin	Peggie Kile
Alice Bortner	Brent Auchey, Friendship Hose Fire Co.
Bob and Karen S.	Garret Strouse, Friendship Hose Fire Co.

**Invocation and Pledge to the Flag**

**Public Comment**

Sarah Laughlin spoke on sewer bill receipts.

Alice Bortner spoke on founding father pictures.

**New Business Item # 1**

1. Council considered approval of the pocket park design & budget. Karla Farrel presented the plan and budget. Kristina Morton made a motion to approve. Peter Lombardi seconded the motion. The motion passed unanimously.

**Meeting Minutes**

Minutes from the February 20, 2023, meeting was presented. Darrell Ledford made a motion to approve the minutes. Phillip Klocek seconded the motion. The motion was passed unanimously.

**Treasurer's Report**

Expenses in February totaled \$175,089.64. Budget vs actual reports were provided. Robert Whyland motioned to approve the expense report. Peter Lombardi seconded the motion. The motion was passed unanimously.

### **Administrative Reports**

#### **President**

Borough Manager gave an update on Q1 sewer/refuse/stormwater fee collections.

#### **Mayor**

No Comment

#### **Friendship Hose Fire Company**

Friendship Hose reported 13 calls in the month of January. The fire company has a Sugar Cake sale scheduled for March 28<sup>th</sup> and 29<sup>th</sup>.

#### **Police**

No Comment

#### **Solicitor**

No Comment

### **Engineering Report**

North Loop Interceptor

- Phase I is in progress.
- On February 23<sup>rd</sup>, 2023, the YCRTA and Jackson Township submitted complaints of activity and storage of materials by Wexcon outside of the work area indicated on the plan sets. All materials have since been moved and Wexcon has communicated to the YCRTA that any areas impacted will be restored to their specifications.

Community Park - Phase 3

- Work has started and the project is projected to be completed by Mid- June.

### **Zoning, Code, & Parking Enforcement Reports**

No Comment

### **Recreation**

Kristina Morton reported that Parks and Recreation has a Gift Card Bingo event scheduled for March 25<sup>th</sup>, 2023. On April 1<sup>st</sup>, 2023, Egg hunts are planned and there is a Food Truck event planned for April 14<sup>th</sup>, 2023.

### **Committee Reports**

No Comment

### **Old Business**

1. Council considered approval for the Final Subdivision Plan for the Spring Grove School District. Borough Manager Zach Gulden stated that the subdivision plan was ready for approval. After discussion, Robert Whyland made a motion for an executive session to discuss contract negotiations. The motion passed unanimously.  
The executive session began at 7:57 pm.  
The executive session concluded at 8:15 pm. President Stauffer noted no action was taken.  
Peter Lombardi made a motion to approve the Final Subdivision for the Spring Grove School District. Kevin March seconded the motion. The motion passed unanimously.
2. Council considered approval of Ordinance 01-2023, the establishment of a volunteer service tax credit. After a brief discussion of EMS volunteers qualifying for the tax credit, Robert Whyland made a motion to approve. Phillip Klocek seconded the motion. The motion passed unanimously.
3. Council considered approval of the new employee handbook. Rebecca Stauffer suggested tabling the discussion until the next meeting on April 17<sup>th</sup>, 2023. Peter Lombardi made a motion to approve the suggestion. Darrell Ledford seconded the motion. The motion passed unanimously.
4. Council considered New Freedom Borough's updated offer to purchase various special event items for \$13,500. Robert Whyland made a motion to approve. Kristina Morton seconded the motion. The motion passed 6 to 1. Phillip Klocek voted nay.
5. Council considered approval of the Halloween parade to be held on Wednesday, October 25<sup>th</sup> at 7:00 PM, a rain date of Sunday, October 29<sup>th</sup> at 7:00 PM, and route. Robert Whyland made a motion to approve pending approval from PennDOT. Darrel Ledford seconded the motion. The motion passed unanimously.
6. Council considered approval of a veteran banner program. Kristina Morton made a motion to approve. Phillip Klocek seconded the motion. The motion passed unanimously.

### **New Business**

1. Council considered approval of Resolution 05-2023, which will authorize the Borough Manager to sign the pocket park grant application through PA Department of Conservation & Natural Resources, grant agreements (if awarded), and grant amendments (if awarded). Kristina Morton made the motion to approve. Phillip Klocek seconded the motion. The motion passed unanimously.
2. Council considered the advertisement of proposed Ordinance 02-2023, extending sewer billing due date from 15 to 30 days after distribution & discount for those who use electronic bill delivery and ACH payments. Phillip Klocek made a motion to authorize the advertisement of Ordinance 02-2023. Peter Lombardi seconded the motion. The motion passed unanimously.

3. Council considered approval of purchasing Savvy Citizen: Mass Communication & Alert System Solutions. Robert Whyland made a motion to approve. Kristina Morton seconded the motion. The motion passed unanimously.
4. Council considered approval of a handicapped parking space application for 70 N. Water Street. Kristina Morton made the motion to approve. Robert Whyland seconded the motion. The motion passed unanimously.

### **Correspondence and Other Business**

Borough Manager Zach Gulden reached out to Jackson township to see if they will provide machinery to remove landscaping in the circle. Council would like the roses and evergreen shrubs removed.

### **Adjournment**

Peter Lombardi made the motion to adjourn the meeting. The motion was seconded by Phillip Klocek. President Stauffer adjourned the meeting at 9:32 pm.

The next meeting is scheduled for April 17<sup>th</sup>, 2023, at 7:00 pm at the Borough building.

Respectfully Submitted,  
Nicolle Ruth, Executive Assistant