

**MINUTES OF SPRING GROVE BOROUGH
COUNCIL MEETING
April 17, 2023**

The Spring Grove Borough Council met for a regular session on April 17, 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
Kristina Morton

ALSO PRESENT:

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

Visitors

Tammy Miller Tracy Haper
Larry Richardson John Bailey
Alice Bortner Deacon Ballinger
Garret Strouse, Friendship Hose Fire Co.

Invocation and Pledge to the Flag

Public Comment

Tammy Miller and Larry Richardson spoke on behalf of the Campaign for the Generations YMCA of the Roses.
John Bailey spoke on behalf of Hoke Street.

Meeting Minutes

Minutes from the March 20, 2023, meeting was presented. Darrel Ledford made a motion to approve the minutes. Kevin March seconded the motion. The motion passed unanimously.

Treasurer's Report

Expenses in March totaled \$579,278.66. Budget vs actual reports were provided. Peter Lombardi motioned to approve the expense report. Phillip Klocek seconded the motion. The motion passed unanimously.

Administrative Reports

President

President Rebecca Stauffer thanked Borough staff for putting historical picture's back up in the meeting room.

The Community Services Committee will discuss ways to replenish the community development fund in the next few months.

Mayor

No Comment

Friendship Hose Fire Company

No comment

Police

Officer Timothy Damon spoke on the annual report from 2022.

Solicitor

Peter Ruth is drafting a parking ordinance.

Engineering Report

North Loop Interceptor

- Phase I is in progress. The contractor states we are ahead of schedule.

Community Park - Phase 3

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

Zoning, Code, & Parking Enforcement Reports

Permitting season is in high gear due to the warm weather.

New businesses opening in town.

- April Henry Photography
- Blue Apple Vape and Smoke
- REMAX
- Springwood Builders

Recreation

Rebecca Stauffer reported that the Food Truck event went great. The Borough will keep the trailer and will let nonprofits use it as needed.

Committee Reports

Halloween Parade Committee met this past month.

The Safety Committee has been reformed and will start meeting on the first Wednesday of each month.

The Highway and Street committee met this past month.

The Personnel Committee met to review Nicolle Ruth's 90-day employee evaluation.

Old Business

1. New employee handbook discussion. Borough Manager Zach Gulden will have the resolution created for next month's meeting.
2. Council considered approval of proposed Ordinance 02-2023, extending sewer billing due date from 15 to 30 days after distribution & allowing a discount for those who use electronic bill delivery and ACH payments. Kristina Morton made a motion to approve. Darrell Ledford seconded the motion. The motion passed unanimously.

New Business

1. Council considered approval of Resolution 06-2023, setting the discount amount for those who use electronic bill delivery and ACH payments. Phillip Klocek made the motion to approve. Kristina Morton seconded the motion. The motion passed unanimously.
2. Council considered approval of Resolution 07-2023, loose change policy. Peter Lombardi made a motion to approve. Kevin March seconded the motion. The motion passed unanimously.
3. Council considered office safety upgrades at an expense of \$3,255.00. Robert Whyland made a motion to approve. Kristina Morton seconded the motion. The motion passed 6 to 0 to 1. Peter Lombardi abstained.
4. Council considered approval of a request of proposals advertisement via PennBid seeking a qualified contractor for full services to haul dewatered municipal sludge, screenings, and grit materials. The contract will be from September 1, 2023 – August 31, 2026. Phillip Klocek made the motion to approve. Peter Lombardi seconded the motion. The motion passed unanimously.
5. Council considered approval of a request for proposals advertisement seeking a qualified planning consultant to provide professional services to develop a new, long-term comprehensive plan. Kristina Morton made the motion to approve. Robert Whyland seconded the motion. The motion passed unanimously.
6. Council considered approval of Community Park Phase 3 change order #4 resulting in a savings of \$7,720.00. Darrell Ledford made the motion to approve. Phillip Klocek seconded the motion. The motion passed unanimously.
7. Council considered approval of work order with Landscape Architectural Services, LLC. In the amount of \$9,700.00 for Community Park Phase 3. Peter Lombardi made the

motion to approve. Kristina Morton seconded the motion. The motion passed unanimously.

8. Council considered approval of Community Park Phase 3 change order #5 at an estimated cost of \$3,500.00. Kristina Morton made the motion to approve. Phillip Klocek seconded the motion. The motion passed unanimously.
9. Council considered approval of a handicapped parking space application for 74 N Main Street. Peter Lombardi made the motion to approve. Darrell Ledford seconded the motion. The motion passed unanimously.
10. Council considered approval of Nicolle Ruth's successful completion of the 90-day probationary period, starting regular employment, and increasing hourly rate from \$20.00 to \$21.00 per hour. Robert Whyland made the motion to approve. Darrell Ledford seconded the motion. The motion passed unanimously.
11. Council considered appointing Beverly Hilt, Mayor, as the Borough's voting delegate at the 2023 PSAB Conference. Peter Lombardi made the motion to approve. Kristina Morton seconded the motion. The motion passed unanimously.

Correspondence and Other Business

None

Adjournment

Peter Lombardi made the motion to adjourn the meeting. The motion was seconded by Phillip Klocek. President Rebecca Stauffer adjourned the meeting at 8:55 pm.

The next meeting is scheduled for May 15th, 2023, at 7:00 pm at the Borough building.

Respectfully Submitted,
Nicolle Ruth, Executive Assistant