

**MINUTES OF SPRING GROVE BOROUGH
COUNCIL MEETING
August 28, 2023**

The Spring Grove Borough Council met for a regular session on August 28th, 2023. President Rebecca Stauffer called the meeting to order at 7:01 PM.

BOROUGH COUNCIL PRESENT:

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

ALSO PRESENT:

Beverly Hilt, Mayor
Scott Miller, Operations Manager
Nicolle Ruth, Business Manager
Danielle Robison, Administrative Assistant
Collin Fox, ARRO Engineer

Visitors

Garrett Strouse, Friendship Hose Fire Co.
Officer Good
Ryan Yingling
Tracey Crouse
Brian Carter-Rutter's Representative
Eric Thomas-Rutter's Representative

Invocation and Pledge to the Flag

Public Comment

No Comment

Rebecca Stauffer suggested adding Mosquito control discussion under new business, item 8. Robert Whyland made a motion to approve the suggestion. Peter Lombardi seconded the motion. The motion passed unanimously.

Meeting Minutes

Minutes from July 17, 2023, meeting was presented. Peter Lombardi made a motion to approve the minutes. Robert Whyland seconded the motion. The motion passed unanimously.

Treasurer's Report

1. Expenses in June totaled \$253,147.54. Reconciliation and Budget vs Actual reports were provided. Peter Lombardi motioned to approve reports. Kevin March seconded the motion. The motion passed unanimously.

2. Expenses in July totaled \$105,622.55. Reconciliation and Budget vs Actual reports were provided. Robert Whyland motioned to approve reports. Peter Lombardi seconded the motion. The motion passed unanimously.

Administrative Reports

President

No Comment

Mayor

No Comment

- a) Friendship Hose Fire Company-No Comment
- b) Police-No Comment

Solicitor

No Comment

Engineering Report

North Loop Interceptor

- Phase 1 has been completed.
- Phase 2 is in early discussion.

GIS

- ARRO is working to transition the staff's dashboards to the current ESRI model of an "experience".

MS4

- ARRO is near completion of the 2022 – 2023 MS4 Annual Report.

Sewer/Stormwater

- A letter was received from DEP with some minor items to correct in regards to the Chapter 94 Report. AARO is working with the Borough WWTP Operator to comply with DEP requirements.

Zoning, Code, & Parking Enforcement Reports

Rental Inspections – 1st Letter going out December 1st.

Recreation

No Comment

Committee Reports

Halloween Parade Committee met July 20, 2023. The next meeting is scheduled for September 21, 2023.

Christmas Tree Lighting Committee met August 7, 2023. The next meeting is to be determined.

New Business

1. Council considered hiring Danielle Robison as the Administrative Assistant. Peter Lombardi made a motion to approve. Phillip Klocek seconded the motion. The motion passed unanimously.
2. Council discussed recommendations from the Planning Commission on zoning text amendment. Brian Carter spoke on behalf of Rutter's. Phillip Klocek made a motion to schedule a public hearing for September 18, 2023, at 6:00 pm. Kristina Morton seconded the motion. The motion passed unanimously. Staff will advertise the meeting.
3. Council considered appointing Nicolle Ruth as the Open Records Officer. Darrell Ledford made a motion to approve. Kevin March seconded the motion. The motion passed unanimously.
4. Council considered appointing Nicolle Ruth as the new 2023 FEMA Contact. Kristina Morton made a motion to approve. Phillip Klocek seconded the motion. The motion passed unanimously.
5. Council considered appointing Nicolle Ruth as the new PSAB Representative. Phillip Klocek made a motion to approve. Darrell Ledford seconded the motion. The motion passed unanimously.
6. Council considered approval of amending Ordinance No. 2023-3 to Ordinance No. 2024-4. Robert Whyland made a motion to approve. Kristina Morton seconded the motion. The motion passed unanimously.
7. Council considered approval of Ordinance No. 2023-4 Compensation of Borough Council. Robert Whyland made a motion to approve. Kristina Morton seconded the motion. The motion passed unanimously.
8. Council to discuss Hamlet Drive Phase 2.
9. Council to discuss Mosquito Control. Staff will make a call to follow up with the York County Planning Commission.

Old Business

1. Council discussed Spring Forge Phase 4, installing sidewalks.
2. Council discussed the Budget Process Update. Budget Request Forms are due September 1, 2023.

Correspondence and Other Business

1. Council discussed updates on the Hoke House. There will be a Town Hall meeting on September 11, 2023, from 6:30 pm-8:30 pm.
2. Council discussed Green Space-College Ave. Staff will send out a survey via Survey Monkey.
3. Council discussed the Community Park. The project has been completed and we are currently closing out grants.
4. Council discussed expunging individual committees. Starting the month of November meetings will be held bi-weekly. Staff will advertise.
5. Council discussed October budget meeting conflicts. Budget meetings will be rescheduled for October 16, 2023, October 23, 2023, and October 30, 2023. Staff will advertise.

Adjournment

Kristina Morton made the motion to adjourn the meeting. The motion was seconded by Kevin March.

President Rebecca Stauffer adjourned the meeting at 9:19 PM.

The next meeting is scheduled for September 18, 2023, at 7:00 PM at the Borough building.

Respectfully Submitted,

Danielle Robison, Admirative Assistant