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asked to provide Council with what he sees would be the benefits to the Borough of the new building they are hoping to get a grant for to build.

Several residents were present to inquire about rumors that PennDOT was planning to put a traffic circle at the intersection of George and Main Streets which would require that some private property be taken by eminent domain. One of these persons identified himself as James Ness, owner of Zaza's Emporium on the northwest corner of the intersection. Engr. Lipinski stated that he was aware that PennDOT had solicited proposals for designs on how to improve traffic flow at that intersection but that was the extent of the planning so far and that the Borough may have little or no say in what design was eventually selected, if any, to implement and that any such implementation was probably several years in the future. Solicitor Craley suggested they contact Seth Grove, New Salem Borough's State Representative, who could obtain information from PennDOT on their plans for that intersection. Council assured the residents that it would keep them informed of any planned changes to the intersection as they became known to the Borough.

2. Z&CEO's Report

A. Permits issued in January – Excavation permit to York Water Company for Water Street, zoning permit to Scott Kunkel for accessory structure at 341 N. Main Street, building permit in process for Robert Wood at 38 E. George Street for a garage, and building permit in process for Jeremy Pritchett at 2005 Marian Way for deck replacement.

B. Enforcement actions taken:

1. NOV mailed 12/7/21 to Timothy Freyman 105 W. George Street regarding junk, DJ hearing was scheduled for 3/3/22. Hearing has been delayed, paperwork was never served, I gave the street address to DJ office and paid fee for constable delivery on 3/3/22. Case was dismissed on 3/24/22, refiled 5/27/22 and has been served. CV-0000014- 2022, judgement was awarded. No new updates, violation remains. No updates.
2. NOV mailed 9/12/22 to Ramous Lopez, 51 N Main Street for permit violation for fence and pool, due to no response, filed complaint 10/14/22, proposed hearing for Nov 17 at 9AM. Complaint was non-deliverable, paid for constable service, has been delivered, hearing scheduled for 12/15/22 at 9AM, hearing now scheduled for Jan 12, 2023 at 9AM. Hearing is now scheduled for Feb. 15, 10AM, entered defense.
3. 301 N. Main Street (Diaz complaint filed, Diaz entered defense. Attorney Herrold discussion 10/4/22. Planning Commission hearing on 12/1/22, Zoning Hearing Board denied, decision mailed 2/3/23. Solicitor Craley requested authorization to file a notice of intervention on behalf of the Borough should the decision be appealed. **A CM Thumma/CM Martin motion to authorize Solicitor Craley to file a notice of intervention on behalf of the Borough should the decision of the ZHB be appealed carried unanimously.**

CM Partridge reported on a complaint he had received by telephone from a NCT resident who lived two houses north of the Dollar General about noise from equipment running on delivery trucks parked at the Dollar General all night. Solicitor Craley stated that this situation was in violation of the Borough's nuisance ordinance, Chapter 130, paragraph 2f. It was suggested that Z&CEO Koons contact the complainant and enlist their assistance in collecting audio/video evidence, truck and trailer numbers, etc. and noting times and dates of occurrence so the Borough can take it to court if necessary. An attendee suggested the Dollar General tell its trucks about nearby places they could legally park at night and run their equipment where it would not disturb anyone.

3. BCO's Report – BCO not in attendance – just the two building permits in progress reported above.

CM Martin inquired what the Borough's ordinances say about dog ownership, specifically if there is a limit to the number of dogs a resident can own and keep on their property. Solicitor Craley responded that breeding dogs to sell for profit or operating a kennel would not be allowed and that the New Salem Borough Code does not currently restrict the number of domestic pets that a resident can keep on their property, but that the Borough can set a limit if it wants to. Other problems with dogs can usually be dealt with under the Borough's nuisance ordinance.

Z&COE Koons leaves the meeting.

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4. Engineer's Report

- A. ADA Ramps – After some delay, PennDOT finally approved the Borough's request for registration as a Business Partner and CM Partridge, as the administrator, will be meeting with Engr. Lipinski tomorrow to authorize him to apply for permits on behalf of the Borough. He can then move forward on applying for the permit to install the ADA ramps at the Sunoco Station which PennDOT says they will expedite.
 - B. Fire Company Signal – covered above with Fire Chief under Public Comment
 - C. Evaluation of Sanitary Sewer Inspection – A autocad person at JR Holley has been working with Spring Grove Borough to get accurate sanitary sewer information that can be given to Diamond Maps to include in the Borough's GIS map. Then we can link the videos and other sewer maintenance and repair information to specific locations on the map. This process will take some time to complete setting up but will be a valuable asset to track and record sewer issues.
 - D. Ground Depression at 122 S. Main Street – The work has not been accomplished awaiting suitable weather, but a temporary patch has been applied in the meantime.
 - E. Depression in Sewer Line at Borough Bldg. – a contractor was contacted and, due to the uncertainty of what would be required to fix the problem, would only take the job on a time and materials basis. Engr. Lipinski has ruled out rigid foam as a solution due to potential cost. He has talked to a company who would do drillings and soil analysis that can help to define the nature and scope of the problem so that they can give us a fixed price proposal to do the work needed. They can provide us with a proposal to do the drillings and analysis by our next meeting. The expected cost of this proposal is around \$7,500. **A CM Balauf/CM Partridge motion to authorize Engr. Lipinski to request a proposal by our next meeting for the evaluation process carried unanimously.**
 - F. Highway Access Permit for 85 W. George Street – supposedly in progress by homeowner. Some concern expressed about having a tractor trailer truck backing into the parking pad. It appears that there is no ordinance prohibiting parking a tractor trailer at a residence so the decision is up to PennDOT to approve or not a minimum access permit. Engr. Lipinski will check with PennDOT if they have received the application and express the Borough's concern about backing in.
 - G. Palmer Ave and Scarlet Drive Adoption – the legal description of the road sections to be adopted were completed and have been sent to Solicitor Craley.
 - H. Ground Depression at 74 N. Main Street – the depression was determined not to be associated with a sewer line so therefore is a private matter.
 - I. Road depressions on Robin Hood Drive – Sue Barley mentioned to CM Partridge that the road depressions on Robin Hood Drive have gotten noticeably worse. CM Partridge took a photo of the depressions and gave it to Engr. Lipinski just this afternoon. On the basis of the photo, which shows wet spots in the depressions, it appears that there is a water problem that needs to be addressed as the situation will only deteriorate further with time. Once the source of the water has been determined, the water can probably be channeled into the storm water system. Engr. Lipinski estimated the cost of fixing the water problem and repairing the road would be at least \$40,000. **A CM Partridge/CM Martin motion to authorize Engr. Lipinski to obtain a bid to fix the road depression problem on Robin Hood Drive carried unanimously.**
5. **Approval of January 3rd Council Meeting Minutes – A CM Thumma/CM Becker motion to accept the minutes as they appear in the meeting packet carried unanimously.**

Engr. Lipinski leaves the meeting.

6. Solicitor's Report

- A. Sewer Arrearages – Myers judgement was forwarded to the Prothonotary's office. Still no verbal contact with Vernon Bracey of York Water re shutoff agreement, will send letter. Can't do shutoffs before April. Going to follow-up on delinquent payment agreements. Mr. Lander made only one payment on his delinquency agreement and none since. The Methodist Church split will be consuming a lot of time until March 31st.
- B. Adoption of Palmer Ave and Scarlet Drive – now that Engr. Lipinski has completed the legal descriptions, the adoption ordinance will be drawn up and ready for the March meeting.
- C. Payment of work completed by Tyke and passed on to property owners – will get that filed for 30 S. Main Street.

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D. Elections – reminder to those up for reelection that petitions can start to be circulated beginning on Feb 14th.

7. Unfinished Business

- A. Update on Moving Voting Polls to the UCC Church – CM Becker reported that the move is now in the hands of the York County Board of Elections who will do an inspection and decide. The Borough has no more involvement or obligation to pay any costs to UCC. Voting would be in their gymnasium with lots of room, good lighting, separate entrance and exit, and there is ample parking with no street to cross. If approved, it will probably not take effect until next year.
- B. Borough Bldg. Emergency Lighting System – awaiting estimate from Hagen in Dover for installing emergency lights and replacing the florescent lights indoors, replacing outdoor lights; and, in the storage room, reestablishing electrical service to the gas heater and disposing of the old emergency battery packs. Code also requires an emergency light just outside the entrance doors. The original contractor contacted is no longer in business.
- C. Status of Crosswalk and Curb Painting – contract signed, awaiting warmer weather to perform.
- D. Consider Revisions to Fee Schedule for ZHB Applications – Solicitor Craley recalculated the allowable costs to the Borough included in the packet and came up with no more than \$1,300. His time and Planning Commission costs are not allowable expenses. He said that it has to be a flat rate and suggested that \$750 would be appropriate. He also said there should be a provision that if the ZHB hearing is postponed at the request of the applicant after it has been advertised, that the applicant has to pay the cost of readvertising. **A CM Partridge/CM Thumma motion to raise the application fee from \$500 to \$750 carried with CM Baldauf voting “No”.**

Resident James Ness, owner of Zaza’s Emporium, asked if anyone present had knowledge of any history associated with his property. CM Becker said she might and S/T Delp said she just posted some Borough history on the Borough’s Facebook page. It was decided that this discussion should be continued after the meeting.

8. New Business

- A. Consider Increasing Compensation for Planning Commission & ZHB Members – Current compensation of \$30 per meeting was set back in 1992 and has not changed since. After some discussion, the consensus of Council was to increase the compensation. It was pointed out that Planning Commission members, who are also council members, are not eligible for this compensation. **A CM Baldauf/CM Martin motion to increase the compensation of Planning Commission and Zoning Hearing Board members to \$60 per meeting effective immediately carried unanimously.**
- B. Resolve duplicate address for York County 911 – Because the two lots are adjacent, owed by the same individual, and one of the lots is vacant, the consensus opinion of the council was that the two lots should be considered a single property and that there does not seem to be any logical reason at this time to assign different street numbers to the two lots. If the new 911 database requires that the addresses of the two lots be different because they are on the county’s records as separate lots, the Council will take up the issue again and probably resolve it by adding an “A” and a “B” to the current street address, if that would be acceptable. CM Partridge will convey this opinion to the 911 staff.

- 9. Financial Report** – CM Martin inquired about item 403.491 (Refund of Prior Year’s Revenue) on the General Fund Profit and Loss statement. S/T Delp said it was a taxpayer who had applied for a special tax exemption that was granted so we had to pay her back. CM Martin requested that the Engineering expenses be broken down into projects. CM Partridge said this was possible because the invoices provide such a breakdown. It was agreed that the Borough should not have to pay for any of the engineering costs associated with Fire Company projects like the flashing signal lights and new facility planning. Pres. Mundorf inquired about the check to Spring Grove Borough for MSW collection, and the \$847.50 paid to Spring Grove Borough from the Sewer Fund. CM partridge said the MSW check was for the leaf collection last fall and the \$847.50 was for billing costs. A lengthy discussion about sewer billing costs ensued. Solicitor Craley described how Glen Rock Borough does their billing and said he would provide CM Partridge with the name and phone number of the person who handles their billing. **A CM Baldauf/CM Thumma motion to find alternate sewer billing agents to Spring Grove Borough carried unanimously.** CM Partridge said he will prepare a request for proposal for consideration at the March council meeting that the Borough can send to potential billing services, including Spring Grove, who would be invited to bid on a competitive basis. He also mentioned that the Borough could even probably do the ACH debits ourselves using

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the new Peoples Bank on-line software. CM Partridge reported that the error that appeared in the November financial report was corrected and that the report passed the consistency and reconciliation checks. **A CM Thumma/CM Partridge motion to accept the December financial report carried unanimously.**

10. Secretary's Report

- A. Correspondence & Significant Phone Calls – Just the phone call against the Dollar General mentioned in the Z&CEO report above.
- B. News Items – the 2020 and 2021 audits are complete, submitted, and approved, Solicitor Craley handed CM Partridge a copy of a letter he is required to send the auditor every year stating nobody is suing the Borough – PennDOT MS965 Liquid Fuels Report was submitted and approved – Migration from QB's desktop to QB's on-line is in-progress, S/T Delp explained the issues she has run into and how they are going to be resolved and requested W-4's and I-9's from all paid officials for payroll purposes. She also checked with the Borough's auditor to make sure he has no problems with how QB's on-line will function for us; he does not – negotiation with Spring Grove on sewer billing costs not started yet, see discuss under Financial report above – 2023 election, 3 council members terms are expiring: Partridge, Baldauf, & Harvey, nomination documents are due to Board of Elections by 7 March – Minute and Ordinance Books are now up-to-date, some are missing, some are unsigned, Solicitor Craley said council minutes do not have to be signed – plan to update Borough Directory by next meeting – CM Partridge discussed possible errors in the 2021 Audit of NCT Sewer Charges and referred to a letter to NCT in the packet he has written, **a CM Thumma/CM Baldauf motion to authorize CM Partridge to sign and send the letter to NCT, with a copy to their auditor, carried unanimously.** – the cost of AED devices recommended by American Red Cross were included in the meeting packet, Council has no interest in purchasing at this time.

11. Mayor's Report – Mayor Franklin was unable to attend due to injury.

12. Police Activity Report – Asst. Solicitor Craley provided the following report from the State Police website – for the period Oct 1st to Dec 31st there were five crashes, three in Oct including one fatality to a 67 year old on a motorcycle attributed to DUI, a car crash with injury to a 67 year old, one distracted driver from 22 to 25 years old in Dec, a hit and run in Dec, eight warnings were issued, one to a 19 to 21 year old and seven to 30 to 40 year old's. For crimes there were five investigations with one arrest, one crime in Oct against a person endangering the welfare of a child, one crime of property fraud in Nov, three crimes against society one being a DUI for a fatal accident, one in Oct for disorderly conduct, and one in Dec for other other, whatever that means.

13. Committee Reports – None

14. Around the Table – Pres. Mundorf noted updates he had made to the Borough website. Confusion about the Tax Collector's W-2 was resolved, and it was requested that the newsletter and yard sale be put on next month's agenda.

15. Adjournment – Meeting was adjourned at approximately 8:35 pm.

These minutes were transcribed from an audio recording and respectfully submitted by Assistant Secretary/
Councilmember Peter E. Partridge