

**GLEN ROCK BOROUGH  
COUNCIL MEETING  
March 20, 2024**

**Present:** Rollin Apgar, John Locke, Sean O'Connor, Amanda Rombach and Mike Shaver

**Visitors:** Three on Zoom and in person.

**Others Present:** Evan Gabel, Esq., Mayor John Trout, Ronald McCullough, Work Supervisor, Ann Merrick, Sec/Treas.

**Zoom:** Jason Brenneman, P.E.

**The meeting was Called to Order** at 7:00PM by President R. Apgar with the pledge to the flag.

**Announcements/Vacancies**

1. A. Rombach moved to amend the March 20 Agenda to consider the purchase of real property under New Business, seconded by M. Shaver. Motion carried.
2. Planning Commission has two vacancies and Sewer/Water Authority has one vacancy.

**Public Comment**

1. Richard Shiles announced the installation of Veteran Bricks at Veterans Park is now complete.

**Borough Engineer's Report**

1. J. Brenneman provided an update for the GR Mill Race project. A. Rombach moved to approve payment #2, \$37,836 to Atlantic Stormwater for the GR Mill Race project, seconded by M. Shaver. Motion carried.
2. J. Brenneman shared that a portion of the tailrace has caved in and water does pond between the tailrace and the GR Mill Race. Atlantic Stormwater provided an estimate of \$3500 per day to remove/cleanup the caved in portion of the Tail Race.
3. The Contractor will begin working again on the park project beginning May 6. A change order was submitted for the addition of Pickleball lines on the Tennis Court for Park Project. M. Shaver moved to approve Change Order #1, cost of \$668.60 for the painting of Pickleball lines on the Tennis Court, seconded by A. Rombach. Motion carried.
4. The engineer is working on an estimate for reconstruction of Glen Avenue.
5. The Hanover Street Storm Sewer project is estimated to cost \$420,000. Prior to going out to bid, the Borough needs to obtain three Easement Agreements. S. O'Connor moved to bid the Hanover Street Storm Sewer project when the Easement Agreements are received, seconded by A. Rombach.
6. Council discussed who is responsible for completing line painting on State Highway roads and asked the engineer to discuss with Penn DOT. Line painting will be completed when the ADA ramps are installed at the traffic light as part of the ARLE Grant project.

\*J. Brenneman left the meeting at 7:24 PM.

## **Persons on Agenda**

1. Zach Zimmerman, Facilities Manager for York County Libraries, was not able to attend the meeting but submitted a statement of concern since the water damages at the Neuhaus'es Building; the statement was read by President R. Apgar and Council discussed the concerns and mitigation and remediation of the water damages project. S. O'Connor moved for the borough to complete the work as outlined in the Agreement with professional company, to not pursue the request for additional testing, but allow York County Libraries to complete testing at their own expense, seconded by M. Shaver. Motion carried.
2. Council discussed the remediation work and directed that no painting be completed in the train room, but instead requested the installation of plywood to protect but not finish the walls.

## **Approval of Minutes**

1. S. O'Connor moved to approve the February 21, 2024 Meeting Minutes, seconded by A. Rombach. Motion carried.

## **New Business**

1. M. Shaver moved to purchase the 4.53-acre parcel of land from Trinity UCC Trustees for a cost of \$160,000 with the Borough paying all subdivision costs using the Borough's Reserve Funds, seconded by S. O'Connor. Motion carried.
2. Council discussed the process for obtaining multiple quotes; council could set a policy being more restrictive than the Pennsylvania State bidding thresholds.
3. Council discussed the process for responding to Complaints.
4. Borough received a phone call from Ben Wetzel who asked if Council would consider submitting a CDBG Grant for new sidewalks in front of 139/141 Manchester Street. Council would like to invite Ben Wetzel to a Council Meeting; the Borough has already submitted a list of projects for the 2024-2026 Grant Cycle; the next cycle is 2027 – 2029.

## **Recreation Board**

1. New Shed has been delivered to the park.
2. A. Rombach moved to hire James Frane as the Park Custodian, seconded by S. O'Connor. Motion carried.

## **Solicitor's Report**

1. Collection Letter was mailed to the owner of 138 Park Avenue by CGA Law Firm.
2. Overtime calculation was discussed and will be updated in the Employee Handbook.
3. Council approved the removal of the thirty-minute parking sign in front of the 57 Main Street property.
4. The solicitor filed a removal of the municipal lien for 35 Cottage Avenue.

## **Work Supervisor's Report**

1. Maintenance will be flushing out storm sewer lines and will clean and paint the curb on Cottage Avenue.

## **Secretary's Report**

1. S. O'Connor moved to adopt Res 2024-11, confirming the Borough's participation in the 2024 – 2028 YC bridge inspection program as administered through the Commonwealth of PA and Dept of Transportation, seconded by J. Locke. Motion carried.

2. Council discussed the installation of a two-stage water filter system at the Neuhaus'es Building, 32 Main Street. No decision was made about this project.
3. A. Rombach moved to reimburse the certified emergency services volunteers for 2023 RE Borough Taxes, seconded by S. O'Connor. Motion carried.
4. A. Rombach moved to approve the transfer of \$5000 from Rental Fund to General Fund for budgeted expenses, seconded by S. O'Connor. Motion carried.
5. S. O'Connor moved to authorize A. Merrick to grant waiver for late fees for Animal Permit Invoices for 2023 and 2024, but no further waivers will be granted for non-payment of fees, seconded by A. Rombach. Motion carried.
6. M. Shaver moved to authorize GR Fire Police to assist with non-emergency events planned for Red Lion Borough and Dallastown Borough, seconded by A. Rombach. Motion carried.
7. S. O'Connor moved to approve the donation of \$16, 400 to York County Land Bank upon the sale of 3 Holly Lane, seconded by A. Rombach. Motion carried.

### **No Animal Control Report**

### **Zoning Officer's Report**

1. Council discussed the best approach to obtain consistent UCC Permits for Commercial Properties and decided using a standard letter for all commercial property owners to provide copies of Use & Occupancy Certificates for the properties.

### **Mayor's Report**

1. Mayor J. Trout attended recent Police Commission meeting and provided copies of minutes and agenda. Chief Boddington says that GR Borough's hours remain in line with the borough's fees for services.

### **Beautification Report**

1. First cleanup day was March 16.
2. Karen Gahs announced that a dumpster is not needed for the April 20 Earth Day celebration.
3. Karen Gahs provided a list of the gardens to be maintained by the Beautification Committee. The Committee will not be able to mow or mulch large bed areas due to limited volunteers.
4. K. Gahs has requested an additional trash can on Valley Street, near the Rail Trail Tavern.

### **No Building & Property Report**

### **Ordinance Committee**

1. The Committee will schedule a meeting to discuss possible changes to the Disruptive Conduct Report information provided by the solicitor.

### **No Public Safety Report**

### **Special Project Report**

1. R. Apgar will schedule a committee meeting to discuss upcoming projects.

### **Strategic Planning**

1. President R. Apgar plans to schedule a committee meeting and will then update the rest of Council.

**Finance Report**

1. A. Rombach moved to authorize the payment of invoices over \$1000.00 using the General Fund, seconded by S. O'Connor:

a. CGA Law Firm	\$ 1834.50
b. Hamilton & Musser, PC	\$ 4400.00
c. James R. Holley & Assoc.	\$ 1674.05
d. V.L. Tracey Sales	\$ 2682.70
e. Southern Reg. Police Comm.	\$ 75000.00

Motion carried.
2. S. O'Connor moved to ratify the approval of the Conservative Environmental Services Agreement for abatement of mold and asbestos at 32 Main Street due to water damages, seconded by A. Rombach. Motion carried.
3. A. Rombach moved to ratify the approval of the ServPro Construction contract for remediation for water damages at 32 Main Street to include changes as discussed by Council including no painting and installation of drywall in storage room, seconded by S. O'Connor. Motion carried.
4. A. Rombach moved to approve the transfer of \$38,966.05 from Covid 19 ARPA Funds to General Fund to reimburse engineering and GR Mill Race project expenses, seconded by J. Locke. Motion carried.
5. Council has no questions about monthly Journal Entries, check list or budget.

**No Old Business**

**President Report**

1. S. O'Connor moved to adopt Resolution 2024-12, Junior Council Member, seconded by A. Rombach. Motion carried.
2. S. O'Connor moved to appoint Abigail Apgar as a Junior Council Member, beginning September, 2024 through May, 2025, seconded by M. Shaver. Motion carried.
3. M. Shaver moved to authorize the borough maintenance to assist with the installation of the GR Kiosk, part of the Trail Towns Signage & Wayfinding Check-in project, seconded by A. Rombach. Motion carried.

**No Public Comment**

S. O'Connor moved to adjourn the meeting at 9:33 PM.

**Respectfully submitted,**

Ann E. Merrick  
Secretary/Treasurer