

**GLEN ROCK BOROUGH  
COUNCIL MEETING  
October 16, 2024**

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

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

**Visitors:** Seventeen in-person and a few on Zoom

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

**Amended Agenda**

1. C. McCullough moved to approve an amended agenda for October 16 to include the next steps for ordinance violations at 207 Hanover Street and 209 Hanover Street under the Ordinance Committee Report and consider the transfer of \$4928.85 from Recreation Funds to the General Fund for reimbursement of the 2024 Summer Playground Program payroll and employer taxes under the Secretary Report, seconded by A. Rombach. Motion carried.

**Announcements**

1. Executive Session is planned for the end of the meeting to discuss a personnel matter.

**Public Comment**

1. Samantha Tracey is requesting permission from the Borough to hang Hometown Hero Banners in honor of family members. Council granted permission; the Borough will provide the labor to install the banners; Ms. Tracey will be responsible to provide all equipment and banners.

**Borough Engineer's Report**

1. J. Brenneman introduced Lucas Ensor to Council. L. Ensor may begin attending Council meetings for James R. Holley & Associates.
2. J. Brenneman provided an update for the Hanover Street Storm Sewer project. There have been several additions and deletions to the project due to changes under the road. One issue is the water service for the GR Hose & Ladder property conflicts with the new storm sewer line. Kinsley Contracting made temporary changes but the GR Authority discussed the installation of a new service line from the main to a new curb box just behind the curb for the property 15-17 Hanover Street. Initially Kinsley provided a quote of \$35,000 but they have now reduced the quote to \$6,600. S. O'Connor moved for conditional approval, accepting Kinsley's \$6600 offer to install new water service to 15-17 Hanover Street, with the Borough covering half of the cost, capping the Borough's cost at \$3300, seconded by C. McCullough. R. Apgar, C. McCullough, S. O'Connor, A. Rombach and M. Shaver voted in favor of the motion; J. Locke was opposed. Motion carried.
3. J. Brenneman provided an update for the Main Street Pedestrian Safety Improvement project. The Borough received two grants for this project: TASA Grant is only for construction, totaling \$808,210 and the Multi-Modal Grant awards \$783,750 for construction and ten percent toward engineering (approximately \$78,000 for engineering). Council discussed re-scoping the Multi-Modal Grant, to use partial funds for Engineering only, approximately \$120,000. S. O'Connor moved to explore re-

scoping the Multi-Modal grant, to be used only for engineering, seconded by J. Locke. Motion carried.

4. Cold patch is needed to temporarily patch Glen Avenue from completion of the Reconstruction Project.
5. Council discussed the GR Sewer and Water Authority Street Cut Permits for the Authority project being completed by Doli Construction on roads off of Church Street. J. Brenneman and the Work Supervisor are doing inspections, as well as an inspector from CS Davidson. Doli Construction is being watched carefully, to ensure the work is being completed correctly. A. Rombach moved to authorize the solicitor to send a letter to both the Glen Rock Authority and CS Davidson with the Borough's concerns for the Authority Project, seconded by C. McCullough. Motion carried.
6. An update was provided for the Cemetery Subdivision. Approval was granted for the area staked in the field and no additional funds were requested by Trinity UCC. The engineer has started the subdivision process and will submit the plans to YCPC as soon as possible. Once the review is completed by YCPC, the plans will be submitted to Council for final approval.
7. ARLE bid documents are being developed.

#### **Donation to York County Library**

1. Council discussed making a donation to the York County Library project at 32 Main Street. The total cost of the project is \$140,733 as per a quote obtained by YC Library. Arthur's Friends has committed \$50,000 toward the project and John Miller, Director/Administrator with York County Libraries (YCL) stated that YCL has \$15,000 of insurance funds plus YC Library will be replacing all internal items, including books and computers. M. Shaver moved for GR Borough to conditionally pledge up to \$30,000 of Borough funds, once all fundraising funds are exhausted to mitigate and the pledged funds to be released to YC Library, seconded by J. Locke. Motion carried.
2. A. Rombach moved to use the same funds (up to \$30,000) as matching funds for a grant, while pursuing grant applications, if a match is necessary, seconded by J. Locke. Motion carried.

#### **No Persons on Agenda**

#### **Ordinance Report**

1. Pam Tracey, 352 Park Avenue, received an approved animal permit.

#### **Vacancies**

1. Planning Commission has two vacancies and Sewer/Water Authority has one vacancy.

#### **Approval of Minutes**

1. A. Rombach moved to approve the September 18, 2024 Meeting Minutes, seconded by C. McCullough. Motion carried.

#### **No Complaints/No New Business**

#### **Recreation Board**

1. A resident of Glen Rock, Michael Stamey, is interested to serve on the GR Recreation Board; there will be an opening in January, 2025.
2. Panel on play structure has been replaced.

### **Solicitor's Report**

1. E. Gabel confirmed that the new owner of 35 Junior Street is planning construction for fourteen-residential units near the end of this year.
2. No update available for the enforcement of ordinances beyond municipal boundaries that was submitted to Shrewsbury Township.
3. E. Gabel has been responding to media questions as needed regarding the library.
4. The solicitor will send an updated Notice of Violation letter to the owners of 10 Junior Street prior to taking DJ Action. SRPD will site for the abandoned vehicle at this same location.
5. The solicitor is reviewing Borough letters and will file DJ Action.
6. C. McCullough moved to adopt Resolution 2024-16, a resolution amending the GR Recreation Board By-Laws regarding Membership, seconded by A. Rombach. Motion carried.,
7. A. Rombach moved to appoint Michael Stamey to the GR Recreation Board beginning January 1, 2025 for a one-year term, seconded by M. Shaver. Motion carried.
8. The solicitor provided a draft of an ordinance for Short-Term Rentals, for review by Council.
9. The solicitor provided a draft of an ordinance for leaf pick up, for review by Council.

### **Work Supervisor's Report**

1. WS reported the following:
  - Dump Trucks are being sprayed with an undercoating to protect from rust and salt.
  - Maintenance Building computer needs updated.
  - Neuhauses's Building Alarm system will be repaired when the building is ready to be re-opened to the public.
  - Leaf Pickup will begin on October 28; WS found a local location to dump the leaves.

### **Secretary's Report**

1. M. Shaver moved to confirm the payment of \$11,490.16 to the GR Firemen's Relief Fund from the 2024 Commonwealth State Aid Allocation funds, seconded by C. McCullough. Motion carried.
2. M. Shaver moved to adopt Resolution 2024-15, updates to Rental Ordinance Annual License Fees, effective in 2026, seconded by C. McCullough. Motion carried.
3. S. O'Connor moved to authorize the transfer for \$150,000 from Reserve Funds to General Fund to be used for budgeted expenses, seconded by A. Rombach. Motion carried.
4. C. McCullough moved to approve Supplement #6 from General Code, adding new laws to Borough's Code of Ordinances for a cost NTE \$1395, seconded by M. Shaver. Motion carried.
5. S. O'Connor moved to authorize the transfer of \$20,000 from the Rental Fund to the General Fund to be used for budgeted expenses, seconded by A. Rombach. Motion carried.
6. S. O'Connor moved to appoint Keith Hunnings, Zoning Officer, as the Borough's Floodplain Manager, seconded by J. Locke. Motion carried.
7. YCEA Update was provided; they are applying for Community-wide Assessment Grant, and identified Glen Rock Borough as a target area and will conduct environmental surveys.
8. S. O'Connor moved to authorize the transfer of \$4928.85 from Recreation Funds to the General Fund for the reimbursement of the 2024 SPP payroll and employer taxes, seconded by A. Rombach. Motion carried.

### **Animal Control Report**

1. Klugh Animal Control Services and SPCA submitted Agreements for Services for 2025.

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

1. 23 Mudd Lane has expired permits for an addition to the primary structure. DCCS should be sending a letter to the owner.

### **Mayor's Report**

1. Mayor J. Trout attended the recent Commission meeting; Chief Boddington said the calls for service in the borough are steady
2. Mayor Trout announced that additional support for Christmas Eve Carolers event is scheduled.

### **No Beautification Report**

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

### **Ordinance Report continued**

2. The Committee discussed revocation of rental license to any property owner with five or more DCR's at their properties. M. Shaver moved to authorize the solicitor to amend the Rental Ordinance with new language for the owners with nuisance properties, seconded by J. Locke. Motion carried.
3. Council discussed the following ordinance violations and made the following decisions:
  - a. Clean up of weeds, junk and garbage for 225 Hanover Street needs to stay on the November Agenda for further follow up.
  - b. Adequate cleanup has been completed for 239 Hanover Street.
  - c. Weeds and grass needs inspected at 25 Church Street.
  - d. Junk and garbage needs inspected at 27 Church Street.
  - e. Council approved the renewal of dumpster permit for 144 Walnut Street.
  - f. General nuisances at 207 Hanover Street and 209 Hanover Street require Notice of Violation letters.

### **No Public Safety/Special Projects/Strategic Planning Reports**

### **Finance Report**

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

a. CGA Law Firm	\$ 5050.60
b. Gettle Inc.	1131.00
c. James R. Holley & Associates, Inc.	3034.80
d. South Penn Code Consultants LLC	3025.60
e. Southern Reg. Police Commission	75000.00

Motion carried.
2. A. Rombach moved to approve the monthly Journal Entries and Check List, seconded by S. O'Connor. Motion carried.
3. Council discussed the 2025 Budget. C. McCullough moved to authorize the solicitor to advertise the 2025 General Fund budget, seconded by A. Rombach. Motion carried.

### **No Old Business**

**President Report**

1. Due to a fire at 100 Church Street on October 10, 2024, the property is uninhabitable. The Building Code Official, Kevin Hertzog, met with the owners and explained next steps.

**No Public Comment****Executive Session**

\*\*Council recessed to Executive Session at 9:35 PM to discuss a personnel matter.

\*\*The Council meeting resumed at 9:45 PM.

**Personnel Report**

1. S. O'Connor moved to appoint Ann Merrick as the part-time Borough Treasurer, \$40.00 per hour, effective October 21, 2024, seconded by M. Shaver. Motion carried.

A. Rombach moved to adjourn the meeting at 9:54 PM.

**Respectfully submitted,**

Ann E. Merrick  
Secretary/Treasurer