

APPROVED – DEB SMITH MOTIONED TO APPROVE, JAMIE MOORE SECOND, ALL APPROVED

NORTH YORK BOROUGH MEETING MINUTES

July 9<sup>th</sup>, 2019

**I. CALL TO ORDER**

Vice President Bill Jackson called to order the regular meeting of the North York Borough Council at 7:04pm on July 9<sup>th</sup>, 2019.

**II. EXECUTIVE SESSION**

**III. PLEDGE**

Led by Andre Palmer, Mayor

**IV. ROLL CALL**

Vice President Bill Jackson, Deb Smith, Gary Braham, Vivian Amspacher, Jamie Moore, Chris Kaltreider, President Richard Shank, Mayor Andrew Palmer

**V. APPROVAL OF MINUTES**

JUNE 2019 Meeting Minutes – Bill Jackson made motion to approve meeting minutes, Vivian Amspacher 2<sup>nd</sup> motion all approved with correction to Fire Department Audit and Jamie more recommending a 7-year time frame for the audit.

**VI. HANDICAP APPROVALS – COUNCIL / WALT TILLEY**

None

**VII. TREASURERS REPORT – SONYA GRIM**

Monthly Expenses: \$36,734.94

Payroll: \$11,487.68

Sewer: \$54,342.50

Recreation: \$1,589.44 (Mulch for Park)

Vivian Amspacher made motion to approve. Jamie Moore 2<sup>nd</sup> motion, all approved.

**VIII. CORRESPONDENCE: - BRITTANY REED**

Animal Control Officer Elizabeth Drebusenko will be retiring at the end of the contract year. Rick Shank to set up meeting with SPCA about receiving services from them and not going with an outside enforcement officer.

**IX. MAYORS REPORT: ANDRE PALMER**

Increase in calls due to the resource officer needing assistance at the LIU Bldg.

1 Suicide

1 Overdose

1 Burglar

NYCRPD National Night out will be at the Union Fire Company in Dover Township August 6<sup>th</sup>, 2019.

**X. ENGINEERS REPORT: JEFF SPANGLER**

MS4 Stormwater Permit Employee training session was held on Monday June 24<sup>th</sup> at 9 am at the Borough office to cover general outline and municipal good housekeeping. A visit was then taken to the Borough maintenance building to discuss good housekeeping at the facility. The training session was attended by municipal employees and Rick Shank.

The stormwater bulletin board in the lobby was updated on June 26<sup>th</sup>, 2019.

Street Work for 2019 – The Notice of Award/Notice to Proceed for the project was sent to the contractor and a copy of all bidding information was provided to the Borough. The contractor is to notify our office prior to starting work to schedule a preconstruction meeting. Start date is unknown currently.

**XI. ZONING OFFICER REPORT: LARRY SHROYER**

Nothing to Report

**XII. FIRE CHIEF REPORT: STEVE MILLER**

No report – Fire Chief had to respond to fire call just prior to Council Meeting.

**XIII. EMA: VACANT**

Nothing to Report

**XIV. SOLICITORS REPORT: Walt Tilley, Stock and Leader**

Fee Schedule change to reflect the street cut permit fee amount.

Exhibit of MOU for York County Rail Trail

Request to change parking ordinance as mentioned previously, email was sent from Walt to the council for review and then make determination of handling of Ordinance change.

**XV. RECREATION REPORT: DEB SMITH**

July 4<sup>th</sup> at the Borough Park, 6:00pm-8:00pm

Bounce House, Games

Food provided by Fire Department

Tuesday August 6<sup>th</sup>, Night Out

Pig Roast, Corn on the Cob

Games – Northern Regional

Probation Dept attending

September - Chili Cook Off'

Rail Trail was initially \$30,000 short for the connector from Park to Rail Trail, DCNR donated \$35,000 to help connector from Trail to Park, Landscaping, Etc.

**XVI. PERSONNEL COMMITTEE: RICHARD SHANK**

Approved to hire Juan Rivera for Public Works Department

Bill Jackson motioned to approve, Vivian Amspacher 2<sup>nd</sup> motion, all agreed.

**XVII. PUBLIC WORKS: BILL JACKSON**

Nothing to Report.

**XVIII. FINANCE: RICHARD SHANK**

Looking for suggestions on improving the 2020 budget year, looking to have a preliminary budget ready in September and hope to approve by the October/November Meeting.

**XIX. BUILDINGS AND GROUNDS: GARY BRAHAM**

Nothing to Report

**XX. SANITATION**

904 Grant has been submitted 7/9/2019  
902 Grant to be reviewed and applied for.

**XXI. UNFINISHED BUSINESS**

Larry Shroyer made a recommendation to amend Ordinance 7-302 to include smoke detectors in all bedrooms and 1 carbon monoxide detector on each floor. Vivian Amspacher made motion to amend Ordinance 7-302. Jamie Moore 2<sup>nd</sup> motion. All agreed – Need ordinance to file. \_ Walt has information drafting ordinance.

Bill Jackson motioned, Gary Braham 2<sup>nd</sup>, all approved. To seek out a contract with a medical facility for Fire Fighter Physicals for Safety of the Fire Department employees as well as resident’s safety.

**XXII. NEW BUSINESS**

§11-207 Part B Ordinance change request to have language reviewed and add verbiage to have landlord make their onsite garage available to tenants before renting to other individuals, thoughts that this may help with the parking issues in the borough. Jamie motioned to Table this until we gather more information, Bill Jackson 2<sup>nd</sup> table, all agreed. Committee was created to discuss. Committee will include Bill Jackson, Vivian Amspacher, Jamie Moore, and Alternate Larry Shroyer. – Committee came up with verbiage below to add to the Ordinance

C. Rental property with attached or detached garage will be for tenant use. This policy will be enforced on the following streets:

West 6<sup>th</sup> Ave South Side, West Dewey St North Side, and East 7<sup>th</sup> Ave North Side.

This policy is enacted to ease the lack of inadequate parking on streets with only one-sided parking. Deb Smith motioned to approve the above addition to the ordinance, Bill Jackson 2<sup>nd</sup> motion, all agreed. If it is a possibility – potentially adding 1100 Blk N George St and 1000 Blk N Duke. Roll Call Vote 5 YES / 2 NO – After review and discussion of Walt Tilley’s recommendation it has been decided to enforce the current ordinance, if enforcing current ordinance doesn’t elevate the problem will investigate further. Brittany Reed will insert a letter next sewer billing to inform or remind property owners of the Ordinance already in place and that it will be enforced. Jamie Moore made motion to enforce the already in place ordinance along with the letter to be sent out to the residents. Vivian Amspacher 2<sup>nd</sup> motion, all agreed.

Vehicle Parking Lots beside the pump station, parking lot behind Dunkin Donuts, Albright Ave, and lot at fire station. Appropriate action is being taken to have the lots cleared up and maintained per zoning classification.

Discussion came up about the Liberty Fire Company. Items discussed were questions on the type of audit to be performed. This is a 7-year audit of the Fire Company. The appointment of the Grant/Fundraising Coordinator along with the background and qualifications of the appointed Coordinator. The Departments by laws and then the position of the Borough overseeing the fire department. It was suggested that the Fire Departments has a maximum distance of residence for the Fire Chief/Asst Fire Chief. Residents had concerns and questions if the Volunteer Fire Fighters are receiving the training required and have the correct certifications to perform as fire fighters. All records are kept at the fire department by the Chief and Assistant Chief, due to HIPPA there is only certain information that can be for public review, but the department has recently learned a system to track the certifications for the fire fighters. There were personnel changes to the fire department committee removing Vivian Amspacher and appointing Jamie Moore. The Fire Departments Fundraising Committee asked if they can be provided receipts for the donations that were received for the last fundraising even so that letters can be sent out to the companies and individuals who donated. The Coordinator for the Borough had already sent out the thank you letters to the donators. Discussion of the Fire Department Actions with current events were

brought up and the public was informed that they are trying to fix and were recently informed of the correct process on how to handle and manage the Department.

Questions were asked on when the testing of the parking spaces on N Duke were going to take place, Borough is waiting on paint sprayer which should be delivered by Thursday July 11, 2019. Once received lines will start to be put down.

4 Barricades were requested on Duke St at Meade St and 6<sup>th</sup> Ave to close of that section of N Duke St. for the block party to take place on August 17, 2019 between 3:00pm and 9:00pm. Also requested for No Parking during that time frame of the block party. Vivian Amspacher motioned to approve, Jamie Moore 2<sup>nd</sup> motion and all approved.

Graffiti on properties throughout the Borough, Chris Wilhelm suggested or asked if he could get with the York County Detention Center and get juvenile volunteers from the Detention Center to help removed the Graffiti on properties. If a waiver is received by the property owner to allow them to remove there should be no issue as to why this can't be done.

Appointment of Misty Ness for Borough Coordinator to assist in fundraising for the Borough, Recreation, and if Fire Department would like assistance she will help with their fundraising as well.

Volunteers are needed for the Fire Departments upcoming chicken barbeque in August.

Approval for Grant Writer- J.E. Salzar and Associates to assist in finding grants for projects to include George St beautification, 7<sup>th</sup> and George St signalization upgrade, and Borough Park upgrade. Cost is \$7,500.00 per month for services, those fees also have grants that can cover them. Jamie Moore motioned for approval, Vivian Amspacher 2<sup>nd</sup> motion, all approved.

Approval of fee schedule update to change the current fee for street cuts of \$125.00 to \$700.00 to match the Ordinance recently put in place for Utility Companies/Contractors street cut work. Vivian Amspacher motioned to approve fee schedule change Resolution 2019-06, Jamie Moore 2<sup>nd</sup> motion, all agreed.

Bill Jackson is currently working with the York County Probation Office along with Police Department to get classes set up for learning to administer NARCAN. Borough Employees and Fire Fighters will be encouraged to attend, public will be able to attend as well once Bill Jackson finds out how large class size is permitted.

Bill Jackson made motion to adjourn meeting, Vivian Amspacher 2<sup>nd</sup> motion, all agreed at 8:56pm.

Minutes submitted by: Brittany Reed