

MINUTES
NORTH YORK BOROUGH COUNCIL MEETING
May 10, 2022

The Public Council Meeting was called to order at 7:03 pm by President Hightman. President Hightman asked Mayor Brunk to lead the moment of silence and the Pledge of Allegiance to the Flag.

Roll Call of Council Members and Mayor by Sonya Grim: All members were in attendance. Vivian Amspacher attended by Zoom, which was approved on a motion by Tina Strine, second by Vivian Amspacher, and approved with a six to one (Shank opposed) vote and one absent.

At this time the Public Comment portion concerning CDBG Sidewalk & Curbs Project parameters was presented by Holley & Associates. Jason Brenneman from Holley & Associates answered questions. There was a letter dropped off at the office regarding this item. At 7:11 pm, we adjourned into our regular monthly council meeting.

Announcements: An executive session began at 6:30 pm to discuss personnel matters on the agenda and pending litigation with the Solicitor.

Vacancy/Reorganization: Resignation received from Councilor Deb Smith was approved on a motion by Richard Shank, second by Gary Braham, and unanimously carried. Resolution #2022-12 Filling the Vacancy on Borough Council with Dhani Thomas was approved on a motion by Matty Stahlman, second by Gary Braham, and unanimously carried. Committee Leadership was mentioned and the Committees will be posted at a later date.

Guests: None

Public Comment (on agenda items only): Questions about a paid Recreation Director and Part-time Borough Manager.

Approval of Minutes: It was brought to our attention that the December Minutes were never approved. The December 14, 2021 minutes were approved on a motion by Richard Shank, second by Matty Stahlman, and unanimously carried.

Approval of Minutes: The April 12, 2022 minutes were presented for approval. On a motion by Tina Strine, second by Vivian Amspacher, and unanimously carried these minutes were approved as amended.

Treasurer's Reports: Treasurer's Report through April 20, 2022 was accepted on a motion by Matty Stahlman, second by Gary Braham, and unanimously passed. Motion to approve/ratify paying the bills as presented through 5/10/2022 was presented by Richard Shank, second by Gary Braham and unanimously carried. Bunny suit disposition: Tina Strine said that she did not need to be reimbursed.

Recreation \$3,498.05; Sewer \$4667.08; Payroll \$18,523.56; General Fund \$16,750.11

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Mayor's Report: Mayor Nancy Brunk presented her report from the Northern York County Regional Police Board of Commissioners' meeting on Tuesday, April 19, 2022. Our calls increased in March 2022 by 17 calls from the same time last year. We had a total of 205 calls for the month of March 2022. Mayor Brunk also spoke about borough relationships needing to be more positive.

Police Report: Lt Anderson reported that the Department is preparing for "Accreditation" this week. Street Rods will be in the area the first weekend of June. We should be seeing the new equipment on the streets. He hopes to have an in-service meet and greet in the near future to see the new equipment.

Fire Report: Chief Sleeper report nothing of significance this month. The Department had one promotion and a few awards given out. They are still working with the new truck and we should see it driving around the Borough. The ISO is coming up and the QRS Renewal in June.

EMA Report: Kevin Olewiler attended the York County Emergency Management Peach Bottom Drill and York County Planning Commission Hazard Update. They have a form and pamphlet for any Special Needs Persons who want to participate in the County Program. There is a legal form that he would like the Solicitor to look over. He is also looking into CPR/First Aid training to offer to interested residents. Tina Strine suggested he contact WellSpan to see if they have any programs.

Engineering Report: Engineer's report was presented. Also, Jason Brenneman and Lucas Ensor from James R. Holley & Associates presented bids for the 7th Avenue Storm Sewer project. They are as follows: Shiloh Paving & Excavating \$156,000 - Farhat Excavating \$220,370 - York Excavating \$268,555. On a motion by Richard Shank, second by Gary Braham, and unanimously carried, the Shiloh Paving & Excavating Bid was approved.

Solicitor's Report: Enactment of Ordinance 2022-02 PA American Water Rules and Regs, which is a common ordinance with other municipalities was presented for approval. On a motion by Matty Stahlman, second by Richard Shank, this Ordinance was unanimously approved. Advertisement of Ordinance 2022-03 Feral Cat Enforcement was presented for approval. On a motion by Richard Shank, second by Gary Braham, and unanimously approved. Preparation and Advertisement of York City Escrow Agreement was presented for approval. On a motion by Richard Shank, second by Gary Braham, and unanimously carried, the Agreement was accepted and authorized as it is for signature and for advertisement of the Ordinance.

STAFF REPORTS:

Borough Manager's Report: Manager Bolton presented Resolution 2022-13, Disposal of Records (prior to 2014) for approval. On a motion by Matty Stahlman, second by Gary Braham, and unanimously carried. Vivian Amspacher spoke to Manager Bolton about Borough Donation Forms and/or Letters be given to those that donate items to the Borough. On a motion by Richard Shank, second by Vivian Amspacher, and unanimously carried, Manager Bolton was authorized to do so. Manager Bolton has supplied the Council and employees with an Organizational Chart and he is working on the employee handbook and job descriptions.

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A proposal was presented from SockEm for website service for a new website. After some discussion, Manager Bolton was asked to collect more information from other sources to see if this was the best choice for our Borough. The new website would include fillable forms, credit card payments, etc. Lastly, authorization was given to Manager Bolton to organize information for bid documents for our Public Works Truck on a motion by Richard Shank, second by Gary Braham and unanimously carried.

Borough Correspondence: None

Public Works: Interim Director Brashears presented his report. Will be getting quote for upgrading the Public Works Building and night cameras for the Park.

Code Enforcement Report: Zoning Officer, Tom Arnold read his report. He is looking into get bids for the 417 North George Street - Condemned Building. Councilor Strine requested that Handicap Parking be reviewed and persons reapply for parking permits. Letters should be sent out to applicants with ordinance compliance information. At this point, Tom spoke to those in attendance about building up the Borough and its employees and council members instead of always tearing everything down and start acting like grown-ups!

Committees and Organizations:

Personnel: Charlie Brashears, Interim Public Works Director has completed his probationary period and is being recommended for permanent Public Works Director with the new wage of \$18.00/hour. On a motion by Matty Stahlman, second by Richard Shank, and unanimously carried, this recommendation was approved. To create a paid Recreation Director position, a motion was made by Richard Shank, second by Gary Braham, and approved 6 to 1 (Strine opposed). Tess Croy was presented for the Recreation Direct part-time position at a rate of \$20/hour, \$5K annually. On a motion by Richard Shank, second by Gary Braham, unanimously carried, this hire was approved. Wendy Brashears was presented for the Parks and Recreation Coordinator part-time position at a rate of \$14/hour, \$4K annually. On a motion by Richard Shank, second by Gary Braham, and unanimously carried, this hire was approved. The hiring of two part-time Parks and Recreation Helps at the rate of \$10/hour, \$5K/year has been presented for approval. On a motion by Matty Stahlman, second by Gary Braham, and this motion was unanimously approved. Christmas Eve with pay should be added to our paid holiday list. This holiday was previously missed on the list. On a motion by Richard Shank, second by Gary Braham and unanimously carried this motion was approved.

Finance: Nothing at this time.

Building and Grounds: Awaiting quote for Security Camera upgrades--Three for the Public Works building and three for the park. On a motion by Gary Braham, second by Richard Shank, and unanimously carried, this motion was Approved for a "reasonable" quote.

Sanitation: Nothing at this time.

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Recreation & Parks: YSM will be addressing the Incompleteness Letter for Permitting at Kauffman Park. Tom Arnold will reach out to Jason Brenneman, James Holley & Associates for documents to give to Walt.

Unfinished Business: Nothing

New Business: None.

Public Comment (any topic): Michael Werner (821 North Duke Street) discussed concerns he had about borough. Misty Ness inquired about some personal items donated to the Fire Department. A motion was made by Vivian Amspacher, second by Tina Strine, and unanimously carried to return items that are still in our possession from the Fire Department. Tina Strine presented a Distinguished Service Award to Vivian Amspacher. She was nominated for this award by Ashley Stine. Tina Strine read her resignation letter and on a motion by Richard Shank, second by Gary Braham and unanimously carried, this resignation was accepted. Mr. Treadwell spoke to Solicitor Tilley about the PA American Water Company. Richard Shank reported that the Fire Truck that we donated to the Fire School has had to be junked. It required over \$10,000 in repairs.

Announcements: Next regular Council meeting is June 14, 2022, at 7:00 pm.

The meeting adjourned at 10:05 pm on a motion by Richard Shank, second by Matty Stahlman, and unanimously carried.

Respectfully submitted

Sonya J. Grim

Secretary/Treasurer