

**MINUTES**  
**NORTH YORK BOROUGH COUNCIL MEETINGS**  
**November 9, 2022**

The Council meeting was called to order at 6:40 pm by President Hightman. President Hightman ask Mayor Brunk to lead the moment of silence and the Pledge of Allegiance to the flag.

**Roll Call of Council Members and Mayor by Roxanne Schroeder:** Member's in attendance were Gary Braham, Seth Hightman, Matty Stahlman, Dhani Thomas, Joel Collier and Solicitor Walt Tilley.

There was an Executive Session held tonight at 6:00 pm at this building to discuss personnel issues.

**Announcements:** Code Enforcement will be issuing fines to those residents that do not put their garbage out in approved containers with lids. Any garbage not placed in a can will result in a fine for each day the garbage is observed. Also, Code Enforcement will be issuing parking violations in the borough for no parking zones, outside of tick lines, etc. These tickets will be filed with the magistrate if not paid for in a timely manner.

**Council Vacancy:** The letter submitted by Tracey Knouse to be on the council was accepted. There was a motion by Dhani Thomas, second by Gary Braham and unanimously carried to add Tracey Knouse to the council. Tracey Knouse was then sworn in by Mayor Brunk.

**Public Comment:** None

**Approval of Minutes:** The October 11, 2022 minutes were presented for approval. On a motion by Matty Stahlman, second by Gary Braham and unanimously carried, these minutes were accepted.

**Mayor's Report:** Honorable Nancy Brunk's report from the Northern York County Regional Police Board of Commissions meeting was held on October 18, 2022. Regional Police had a Memorial Community Picnic in honor of David Tome who was killed in the line of duty 14 years ago. It was held at Little Creek Park in Jackson township on October 21. It was well attended.

Our calls increased by 24 from the same time last year. The borough had a total of 188 calls for the month of September. Overall, for 2022, we have 33 more calls than from the same time in 2021. The Mayor also reminded residents that if you see something, call 911 to report it. Going on social media and stating what happened doesn't get it resolved.

**Police:** Chief Lash requested the Borough to purchase more hours for patrol to prevent crime before it happens. We are understaffed according to the IACP formula. The department will be collecting Toys for Tots through 11/26/2022.

**Fire:** Chief Sleeper announced their ISO Certification moving from a 3 to a 2 ISO rating class. They have 3 guys in training and will "hit the street" next week. They will also be adding to the staff in the future. There were only 6 calls completed during the month.

**Emergency Management Coordinator:** None.

**Engineering Report:** The Engineer's Report has been placed in the Members' folders. Shiloh Paving completed storm sewer work on 7<sup>th</sup> and N. George Street. A motion was made by Matty Stahlman, second by Gary Braham and unanimously carried to authorize payment.

**Solicitor:** Walt Tilley stated that he is working on the Parkview Apartment Easement agreement so no action will be taken tonight. The IPS settlement for Mercantile Taxes has been accepted and approval has been granted for the funds to be released by the York Adams Tax Bureau, on a motion from Gary Braham, second by Dhani Thomas and unanimously carried. The Sewer Payment Ordinance was presented for adoption. A motion was made by Gary Braham, second by Dhani Thomas and unanimously carried to adopt the Sewer Payment Ordinance. The Act 57 Ordinance was presented for advertisement. A motion was made by Matty Stahlman, second by Gary Braham and unanimously carried to advertise this ordinance. The Comprehensive Plan with Manchester Township was accepted on a motion by Gary Braham, second by Dhani Thomas and unanimously carried. The Employee Handbook draft is still being reviewed and has been tabled until the December meeting. The borough was asked by Inch & Co. to vacate a portion of Reynolds Way. The Borough is considering this request. The Borough will require reimbursement for cost(s) involved with this action and require a waiver and release form of any liability due to this action. This request was tabled until the December meeting.

**Staff Reports:** A donation to Penny Heaven for Pauper Grave identification was discussed. A motion by Matty Stahlman, second by Joel Collier and unanimously carried for the donation of \$5000. The New Holland and Brush Hog is to be liquidated as there is little use for them. It will either be put on Muncibid or traded in. On a motion by Matty Stahlman second by Dhani Thomas and unanimously passed, this will be done. There was discussion on setting up auto pay for sewer billing. Also, a discussion on website updates. It was also noted that Juan Rivera returned to work full duty. Richard Shank was hired part time for public works and Wendy Brashears is working some public works hours as needed.

**Treasurer's Report:** There was a motion by Gary Braham, second by Matty Stahlman and unanimously carried to accept the reports through 10/31/2022.

Recreation: \$1,496.32  
Sewer: \$822.01  
Payroll: \$17,133.12  
General: \$152,067.21

Also bills to approve and ratify with a motion by Gary Braham, second by Matty Stahlman and unanimously carried.

**Borough Correspondence:** There was a flyer placed in member's folders about Habitat for Humanity. Also, a thank you note was presented from Tara Bolton for flowers received from the borough for her father's passing.

Public Works: The update on the new PW truck stated it's not here yet but very soon. Plow and salt spreader will be ready to install as soon as the new truck arrives. Charley stated the public works employees are doing a fantastic job keeping streets clean, picking up leaves, filling potholes, replacing signs, crosswalks at 15<sup>th</sup> and Duke have been done and the handicap signs are being reevaluated and the signs removed when necessary. We are still waiting for the doors for the public works building.

Code and Zoning Enforcement: Tom Arnold, Zoning Officer presented his report. Each Councilmember received a copy in their folder. We are now up to 95 violations for the year. Most are from garbage now since grass is not growing as fast. There were several more inspections completed in October and Tom is also looking into a different plan to make sure all rental properties are inspected. There are also 19 permits for the year, with two pending. He is looking into writing parking tickets in the borough and working with the police department about license information. New shirts are being ordered--please let Tom know if you are interested.

**Committees and Organizations:**

Building and Grounds: Air conditioning units have been installed in the public works building.

Finance: President Seth Hightman – There was a motion by Matty Stahlman, second by Gary Braham, and unanimously carried to advertise the 2023 budget.

Parks and Recreation: Wendy Brashears – The Trunk or Treat event was a huge success, over 100 people attended. Every bit of candy that was there was gone! Seth Hightman and David Bolton thanked Wendy for a job well done.

Personnel: President Seth Hightman – Roxanne Schroeder had her evaluation done by Sonya Grim. It all went well with an increase to \$16.50 per hour. A motion by Matty Stahlman, second by Gary Braham and unanimously carried to let the increase become effective with the November 23<sup>rd</sup>, 2022 pay. Personnel wage recommendations for 2023 were approved on a motion by Joel Collier, second by Dhani Thomas and unanimously carried.

Sanitation: Since the zoning office has spoken to Penn Waste, things have gotten better in the Borough.

Streets and Sidewalks: North George Street continues to be a problem. Kinsley is supposed to smooth it out before winter and snow plowing begins but it seems they are running out of time. North George Street is a PennDot road and the borough has no control over a state road.

Unfinished Business: None

New Business: None

Public Comment: A resident from Duke Street stated there is a line hanging down from a telephone pole that the kids were "playing" with since it fell. It needs to be wrapped up and placed higher on the pole so it cannot be reached. It is either a cable wire or a phone wire. Charley stated that one of the public guys would see to this. The sidewalk replaced by the water company needs to be looked at and possibly replaced. There is a pole in the alley and refuse that needs to be investigated.

Announcements: Next council meeting will be held December 13, 2022 at 6:30 pm.

On a motion by Joel Collier, second by Dhani Thomas and unanimously carried, the meeting was adjourned at 8:54 pm.

Respectfully submitted

*Roxanne J Schroeder*

Administrative Assistant