December 20, 2016

Executive Session: No session held

Call to Order: 7:05 PM by Vivian Amspacher

Pledge to Flag: Douglas Moore

Roll Call of Council: Chris Kaltreider, Bill Jackson, Sandra Hinkle, Vivian Amspacher, Douglas Moore, Deb Smith and Attorney John Elliott (Mayor Jerry Duncan had another meeting tonight)

PUBLIC COMMENT:

Vivian Amspacher asked council to have the unfinished 2017 Budget discussion before Public Comment – Council was okay with that.

UNFINISHED BUSINESS:
2017 Budget – Vivian Amspacher stated that Bill Jackson got together with a few residents to clean the budget up and Vivian thank them for their help. Vivian Amspacher asked Bill Jackson to go over the items they questioned:

400.100 Approval of pay increase - Changed back to $12,250
321.902 Housing Registration - No change
331.120 Enforcing our Ordinances - No change
355.020 Liquid Fuels is $48,144.46
400.191 Line item not for Worker's Comp
400.223 Payroll taxes / Medicare covered by FICA (not a part of the budget)
400.230 Postage - No change
400.250 Office Equipment - No change
400.310 Increased to $105,448.46
400 320 Telephone - No change
400.600 Manager Salary - Change to $40,000 due to no manager during the 1st quarter of 2017. Vivian remarked, this is a full time position.
400.350 Insurance - No change
400.520 Donations - Increase to $1,000. To cover both Police Museum and Library
400.800 Salary Clerical – Changed to $9,000
400.801 Salary Administrative Asst. - Changed to $20,000
404.310 Professional/legal fees - Increased to $105, 546
409.370 Maintenance Gov. Building – No change - Need to bury water line, Borough roof vent and furnaces
411.310 Contracted Fire Service - Added $10,000 back into Budget. Vivian Amspacher stated there are other things we have to look at. Some issues with the referendum. John Elliott is looking into this and will report at the January meeting.
411.320 Fire House Phones - Increased to $1,500
411.370 Repairs to Fire Vehicles - No change
411.380 Fire Hydrants - No change
452.247 Recreation - No change
452.150 Recreation Wages - No change

Pest Control: Ellis Wildlife contract was passed in the January 2016 Minutes.

FICA Tax: $11,483 is included with Social Security.

Vivian Amspacher thanked all that helped with the budget and appreciates everyone that helped because without a borough manager it's a lot to do. Vivian also stated that the borough manager is a full time, not a part time position.

COMMENTS:

Rick Shank asked where we would get the $10,000 for fire services if we need YARFA.

John Elliott stated that there will be $287,000 tax revenue coming into the borough from the tax bureau in 2017. This amount has been approved by the court and it's just a matter of writing the check. John Elliott said we would be okay with this budget.

Bill Jackson recommended borrowing the $10,000 from the sewer fund and add the $10,000 back into account #411.30 – Contracted Fire Service to balance the budget.

Rick Shank made the comment to let the residents know there will be no tax increase for 2017.

Karen Wagman asked - What are the projected revenues for 2016? Douglas Moore replied it was $973,557.

Chris Wilhelm – Remarked that the organizational and training records for the Fire Department will be kept at the Fire Company in a locked safe. Vivian Amspacher asked who would be responsible for the records. Chris Wilhelm said the 2017 Fire Company secretary will be responsible for the fire records. He will be helping the Fire Chief in keeping up with the records.

Vivian Amspacher asked for a motion to adopt the 2017 Budget. Douglas Moore made the motion to adopt the 2017 Budget with the change to the Contracted Fire Service account. Sandra Hinkle seconded. Motion passed.

PUBLIC COMMENTS:

DISCUSSION:

Chris Wilhelm read a statement regarding comments made to him by Sandra Hinkle, because he was recording the December 13th council meeting. Chris Wilhelm asked Sandra Hinkle to resign due to this statement, and he quoted her, "Next time I will show you my tits". Chris replied, "Not to me, you won't". She then went on to say, "Don't put it on You Tube or Facebook or I will take your leg off and beat you with it". Sandra Hinkle, I am asking you to resign your position because you failed the North York Borough citizens that you serve. If you choose to decline I'm asking the borough council and the mayor to make the right choices.

Sandra Hinkle: I, Sandra L. Hinkle, resign my position on North York Borough Council as of December 20th, 2016, as my statement of resignation follows: On Tuesday, December 13th, 2016, I made an unkind

comment to Chris Wilhelm after the council meeting outside of the building in front of several other people. This is not the first time that either members of the Fire Co. or myself have said things of this nature to Chris in a joking manner. But this is the first time that Chris has displayed being upset over this type of comment.

What is curious to me is how and why Chris Wilhelm would involve Bill Jackson and Rick Shank when they were not present at the time.

What I said to Chris was off color but for Chris Wilhelm, Bill Jackson, Rick Shank, Facebook and the media having blown this so far out of proportion it is unbelievable and has become ugly and a very stressful situation. Council meetings have become unbearable and unsafe place to conduct Borough business as a council woman. I have requested that Bill Jackson move his seat from alongside of me many times this year and he has refused. Council, the Mayor, office staff, and the Solicitor are all aware of the issues, the tension and personality conflicts between Bill Jackson and myself.

Because of what I said to Chris Wilhelm, Bill Jackson has been interview by reporters, which gave him the opportunity to place the blame of his actions towards me, onto me, that he himself had done to me. I have witnesses to three incidents and the statements he made to the reporter were totally false and very derogatory in nature.

There are laws as we all know about both verbal and sexual harassment. But council has not chosen to address this, knowing this past year's issues.

Sandra Hinkle stated that at this time I have no recourse but to resign. But before doing so, I will ask if my actions were so unprofessional, that Bill Jackson's were just as bad as well. I ask for his immediate resignation as well. I will not sign this unless Bill Jackson resigns.

Sandra Hinkle asked does anyone have any comments. Angela Ramsey stated I doubt that Mr. Jackson has ever said to somebody, at least two times about flashing his tits.

Angela Ramsay stated: You have told people to shut up several times, you've told people you would flash your tits and you also said you were going take his leg off and beat Chris with it.
This is not behavior of an elected official.

Angela Ramsay said what about Bill Jackson's sexual harassment? Do you have proof? Yes, I do, but the council member is not here tonight.

Rick Shank stated that somebody gave the news media his phone number and was asked questions. I answered them truthfully. Other than that, I didn't know this existed until the next day, by then it was all over the world.

Vivian Amspacher asked John Elliott to clarify removing a council member. He stated if Ms. Hinkle does not resign voluntarily the council does not have the authority to remove her. That is limited to impeachment by the governor after a hearing and a 2/3 vote of the Senate or certain crimes under the Pennsylvania Borough Code.

Sandra Hinkle said, I want to ask Bill Jackson a question. What did you put in the newspaper that I did to you? Bill Jackson replied, when we came out of a refuse budget meeting we were on the front porch and you told me that you were coming after me (with your fingers in the air) with both barrels.

Bill Jackson continued. You and I had a conversation about moving chairs around and I walked away. In the room where the coffee machine is you came after me. Leaving, with my butt against the door you made the comment, why don't I rub my boobs against you.

Bill Jackson said, I put in the paper that I did call the police.

Sandra Hinkle stated - One time we came out of a stressful meeting and Bill Jackson said to me, you look like you need a hug. I said that would be nice. He stood in back of me, held my arms and said there're so nice and soft. Bill Jackson said that is bullshit. Anita Jackson said that her husband never hugs anyone. She stated, I have to disagree, my husband is not a hugger of anyone except me. Bill Jackson stated, hold on, I have hugged her, hold on..... Anita Jackson stated again my husband never hugs anyone.

On October 31st I was on Trick or Treat duty for the Fire Police and Mr. Jackson said to me, I was thinking about stopping at your house – Bill Jackson stated, bull crap Sandy.

At the November poll we were all sitting out front handing out fliers and I put my sweater over my shoulders and Mr. Jackson bent over my shoulder and said, Sandy you don't have to do that. I can't see your head lights. I can't see your nipples. Angi Kaltreider was there and asked me what he said. Bill Jackson stated, that is so much garbage, Sandy. That is so much garbage. Bill Jackson said excuse me a second are you done now?

NEW BUSINESS;

Angela Kaltreider: Vivian Amspacher read her resignation statement. Please accept this as my official resignation as council person. Please cease the use of any email and other means of contact. Thank you for your time. Vivian Amspacher called for a motion to accept her resignation. Motion made by Douglas Moore, seconded by Chris Kaltreider.

Vivian Amspacher asked Sandra Hinkle "Are you or are you not resigning"? Sandra Hinkle replied "I am not".

MOTION TO ADJOURN: 8:05 PM

December 13, 2016

EXECUTIVE SESSION:

Council Meeting was called to order at 7:02 PM

Pledge to the Flag: Mayor Jerry Duncan

Roll Call of Council: All council members present, and Mayor Jerry Duncan and Attorney John Elliott

Vivian Amspacher asked for a moment of silence for Greg Hinkle, prior council member and longtime resident.

Bill Jackson requested a change to the agenda to discuss the budget at the beginning of the meeting. A vote was requested:

Chris Kaltreider – end Vivian Amspacher – end Angi Kaltreider - beginning
Bill Jackson – beginning Douglas Moore – end
Sandra Hinkle – end Deb Smith – beginning
Vote was 4 to 3, discussion of the 2017 budget stays at the end.

Approval of November 9, 2016 minutes:

Bill Jackson asked about how a Right to Know is done for camera footage. How do we charge $0.25 per sheet for video footage? John Elliot clarified that the Right to Know process should be used to view footage, the Right to Know doesn't mean paper.

Motion to accept the minutes made by Sandra Hinkle, Chris Kaltreider seconded – motion passed.

Secretary/Treasurer's ~~we have a~~ Report:

November Payroll Expense:	$ 5,885.92
November Sewer Expense:	77,122.85
General Fund Expense:	33,459.51

Rick Shank asked whether Washington and Dowling payment should come out of liquid fuels. Vivian replied, she checked with Jeff Spangler and it should be paid from general funds.

Deb Smith asked about the payment to York Township for sewer/refuge. Sandra Hinkle checked with Vanessa Dickson and it should be York City but the billing was on a York Township paper invoice.

Doug Moore made motion, Sandra Hinkle seconded – motion passed

PUBLIC COMMENT:

Sam Jeffe, Owner of Cityside Apartments: Said there were 2 alarms that went off for the fire department on December 2nd. The fire department indicated they were not able to access the Apartments. This is a repeat occurrence. There is a Knox box for the firemen to use to be able to enter the Apartments. Steve Miller replied, the key that the Assistant Fire Chief had did not work. The key has since been replaced.

ENGINEERS REPORT:

No report

FIRE CHIEF'S REPORT:

Steve Miller reported there were 18 calls during the month of November.
Total calls year to date are 212.

EMERGENCY MANAGEMENT REPORT:

Sandra Hinkle submitted her resignation letter as EMA Coordinator as of 12/13/16.
Vivian Amspacher thanked her for filling in this year. She asked if anyone is interested in taking on this position. No response from anyone.
Steve Miller said he will look for a replacement.

MAYOR'S REPORT:

Mayor Jerry Duncan reported five incidents:
11/7 criminal mischief
11/15 terroristic threats
11/26 burglary on Latimer, detached garage
11/26 burglary E. 7th Ave., detached garage
11/28 criminal mischief
Patrols in off street areas have reduced the calls.

SOLICITORS REPORT:

Last month there was a question regarding the refuse contract on whether or not they can increase the tipping fees? John Elliott said that there is a provision in the contract that they can increase the tipping fee.

The Park Camera Policy was updated based on the decisions made at the November council meeting. Added that law enforcement officers may have remote mobile access to camera footage in the event Wi-Fi access becomes available at the Borough offices.

And all requests to view park camera footage should be made in writing pursuant to the PA Right to Know Law on forms available through the Borough and/or the Office of Open Records.

ADMINISTRATION REPORT:

No report

RECREATION REPORT:

The Christmas party went off without a hitch. Bill Jackson reported they had a good turnout. Bill Jackson thanked the Fire Department for allowing Recreation to join the toy drive. Recreation is asking for council members to volunteer for at least 2 events per year. Recreation is not interested in the coat rack/book giveaway ideas discussed in November.

Vivian Amspacher stated background checks have not been received from all Recreation Committee members. She provided Bill Jackson with the forms for those who have not completed the required checks.

Vivian Amspacher reported on a call from the Post Office. Recreation flyers cannot be placed in mail boxes. They were thrown away by the Post Office.

Mayor Jerry Duncan questioned: When there is involvement by outside organizations, like Action Church, do they need to do the same background checks? Vivian Amspacher answered, yes, the same requirements exist. Mayor Jerry Duncan will check with Action Church to see if they do background checks on members that work with children.

UNFINISHED BUSINESS:

a. We still do not have the truck back from getting repaired.

b. Solar light: No update

c. Delinquent sewer updates: Notices were sent to those who signed agreements, but did not meet their obligations. 10 day shut off notices will be sent out next week.

d. Memorandum of Understanding between YAURF, LFD, NYB. Administration fee $5,000 for Fire Chief Services. $1,000 per incident if Liberty can't respond. $150 if YAUFR takes command of the scene.

Jerry Duncan asked what the $5,000 covers. Chief Hoff answered, administrative and liability as being named Fire Chief of Liberty Fire Department.

Steve Miller questioned about the last two years that we did not have to pay anything. Chief Hoff replied it was discussed in their executive session that there should be a cost for the liability. Steve Miller stated that two years ago it was discussed about Liberty proving itself and they have done so. Chief Hoff had previously agreed. Mayor Jerry Duncan asked about liability. Chief Hoff replied it can come into play if a member doesn't have minimum driver training and there was an incident or if there is an injury and investigation. It is Chief Hoff's responsibility to make sure all training is current. All policies, training levels etc. will be reviewed. Any delinquencies fall on the Chief.
Rick Shank stated if Steve Miller is doing all the work then he should be named Chief and reduce YAUFR Memorandum's $5,000 fee and limit it to the $1,000 calls. Chief Hoff clarified their intentions was to support, not take over the day to day operations. Our department is ready to go. But if they need support to help with administrative requirements, he is a phone call away.
Vivian Amspacher was concerned with the lack of background checks for the prior 2 years. Steve Miller answered that only last year it became a yearly requirement. Chief Hoff agreed that it was a new requirement. Vivian Amspacher believes there needs to be someone else to oversee the department, specifically administrative. Chris Wilhelm stated mutual aid is free. Why waste money on a contract when Chief Hoff says they are good as a department. Deb Smith asked Chief Hoff if he feels they are ready to run on their own. He said yes, they are ready. He also added he's known Steve Miller for 20 years, and he trained DJ. The agreement he brought was because he was asked to. If we choose not to accept the agreement, he will continue being a good neighbor. Vivian told Chief Hoff that she was told he does not use Liberty for anything North of Rt. 30. He answered, they use the closest unit although there are restrictions by 911 on how often they can change box cards.

Five years ago, Gavin Markey was supposed to find proof that a law exists where we can face penalties if changing from a paid to a volunteer department where we must maintain paid Chief services. Mayor Jerry Duncan asked Chief Hoff and he did not know of a law. Gavin Markey never followed up regarding this law.
Vivian said that she needs assurances that we remain compliant in the future. Steve Miller said he will accept the responsibility. Aaron Houseman stated he stands behind Steve Miller. The reason for using YAUFR isn't due to the capability of Liberty Fire Department. It is that we are covered if this supposed law or agreement exists. Rick Shank was told about it by the guy who set up the contract.

Steve Miller commented we should not make a decision until the Solicitor can clarify some of the questions regarding the paid contract.

Chris Wilhelm stated as an example of their capability, he took the initiative to get a certificate to administer Narcan. He wasn't ordered to take the

course, he saw that there is an issue in the borough so he researched and is now certified.

Council tabled this issue until the January meeting.

e. Vivian Amspacher stated that the generator has been installed and it is functional.

NEW BUSINESS:

a. Handicap parking request for 46 W. 9th Avenue: Bill Jackson asked for the handicap space to be tabled until January meeting because the pictures of the property do not show enough.

b. Julia Drebusheko Animal Control Services for 2017: (taking over for Mary Harris) Vivian Amspacher asked for motion. Doug Moore asked if the rates were comparable. Vivian Amspacher said the retaining fee is $200 less. Chris Kaltreider seconded. Motion passed.

c. Ellis Wildlife Pest Control Agreement: Rick Shank stated he thought we voted to discontinue the service. Tabled until January to check prior minutes.

d. Vivian Amspacher asked for a motion to accept 2017 meeting dates which mimic 2016's patterns, 2nd Tuesdays for council etc. Douglas Moore made motion, Deb Smith seconded. Motion passed.

e. 2017 Budget: Bill Jackson gave council 9 pages of questions/statements that he asked for clarification regarding the budget.

The Budget Committee responded to his questions:

400.100: Who approved the pay increase for council? Angi Kaltreider stated that the Budget Committee agreed with the exception of Vivian Amspacher, she didn't agree.
321.902: Housing registration/inspection increase of $15,000. Where is the money coming from? From new apartments and other rentals. Mayor Jerry Duncan replied it isn't double dipping.
331.120: Ordinance code violation increase of $2,000: The Borough will be more diligent in collection fines.
355.020: Liquid fuel
400.191: Workers Comp, $25,850 and we have already spent $23,639 with a month to go. This was an estimate using last year's figures.
400.223: Payroll taxes (SS/Medicare) explain how you were able to cut in half. Doug Moore replied last year was $6,246.
400.230: Postage was cut by $1,200. Council had voted that the newsletter would not be mailed/handed out at a prior council meeting.

Bill Jackson stated that council members said they will not deliver the newsletters.
400.250: Office equipment/Maint. Budget was $2,800 and new proposed is $1,500. Ink is included in the printer contract. We used 30% under budget this year.
400.310: Payroll Processing, was $5,060 and you cut it by $960. Cost is approximately $200/month.
400.320: Telephones/Internet: Going up by $1,000. There was a rate hike and 20% over spent in 2016.
400.325: Cell phones. If we have a contract, how can the price increase $1,000? Proposed new manager will have a phone.
400.600: Manager Salary, $52,000 is only a portion of information. There will be no manager for the first 3 months. More information regarding manager forth coming.
400.340: Advertising/Printing, $2,200 is what is on the budget. We already spent $4,700. We no longer are doing mailings.
400.350: Insurance, show the contract or quote that was used to determine these figures. Per a phone call it should cover cost.
400.520: Donations (Police Museum & Library), was $1,000 you proposed $500. Who is not getting a donation and why? We should donate $500 to each.
400.800: Salary Clerical, Hourly rate? How many hours a week? Pay rate is $16/per hour
400.801: Salary Administrative Asst: Hourly rate? $14/per hour, 24-26 hours per week.
404.310: Professional Legal Fees, Budget proposed $65,000. We have already spent $101,546 this year. How are we making up the difference?
409.370: Maintenance Gov. Building, proposed budget of $7,000
411.310: Contracted Fire Service, $10,000. John Elliott is looking into our obligation for the January council meeting. Tabled until January.
411.320: Fire house telephones, $1,200 proposed. We have already spent $1,390 so are short on this line item.
411.370: Repairs to fire vehicles, Proposed $15,000.
411.380: Fire Hydrants: $6,500
452.150: This is included in 452.247
452.247: Recreation has been very responsible with the money used to help upgrade the park and in holding functions for the residents.

Bill Jackson read a statement regarding buying a fire house – see attached.

Rick Shank suggested that the borough speak with a bank regarding a loan for the purchase of the fire house. It would be less expensive now than to wait six years.
Bill Jackson asked council to visit Laugerman regarding the purchase.

Bill Jackson stated we also need to pay our sewer fund back – see attached.

Bill Jackson said we should be padding a savings account to help pay for upcoming legal fees.

Bill Jackson was asked if he wanted to attend the Budget Committee meeting to help complete the budget before our next council meeting.

Mayor Jerry Duncan said we need to pick a council meeting date to accept the 2017 budget.

A special council meeting to approve the 2017 budget is scheduled for December 20, 2016 at 7:00PM.

Motion to Adjourn: 9:56 PM

December 13, 2016

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400.325: Cell phones. If we have a contract, how can the price increase $1,000? Proposed new manager will have a phone.
400.600: Manager Salary, $52,000 is only a portion of information. There will be no manager for the first 3 months. More information regarding manager forth coming.
400.340: Advertising/Printing, $2,200 is what is on the budget. We already spent $4,700. We no longer are doing mailings.
400.350: Insurance, show the contract or quote that was used to determine these figures. Per a phone call it should cover cost.
400.520: Donations (Police Museum & Library), was $1,000 you proposed $500. Who is not getting a donation and why? We should donate $500 to each.
400.800: Salary Clerical, Hourly rate? How many hours a week? Pay rate is $16/per hour
400.801: Salary Administrative Asst: Hourly rate? $14/per hour, 24-26 hours per week.
404.310: Professional Legal Fees, Budget proposed $65,000. We have already spent $101,546 this year. How are we making up the difference?
409.370: Maintenance Gov. Building, proposed budget of $7,000
411.310: Contracted Fire Service, $10,000. John Elliott is looking into our obligation for the January council meeting. Tabled until January.
411.320: Fire house telephones, $1,200 proposed. We have already spent $1,390 so are short on this line item.
411.370: Repairs to fire vehicles, Proposed $15,000.
411.380: Fire Hydrants: $6,500
452.150: This is included in 452.247
452.247: Recreation has been very responsible with the money used to help upgrade the park and in holding functions for the residents.

Bill Jackson read a statement regarding buying a fire house – see attached.

Rick Shank suggested that the borough speak with a bank regarding a loan for the purchase of the fire house. It would be less expensive now than to wait six years.
Bill Jackson asked council to visit Laugerman regarding the purchase.

Bill Jackson stated we also need to pay our sewer fund back – see attached.

Bill Jackson said we should be padding a savings account to help pay for upcoming legal fees.

Bill Jackson was asked if he wanted to attend the Budget Committee meeting to help complete the budget before our next council meeting.

Mayor Jerry Duncan said we need to pick a council meeting date to accept the 2017 budget.

A special council meeting to approve the 2017 budget is scheduled for December 20, 2016 at 7:00PM.

Motion to Adjourn: 9:56 PM

November 9, 2016

EXECUTIVE SESSION:

Vivian Amspacher announced Executive Session was held at 6:30 pm for personnel issues and litigating matters.

Council Meeting was called to order at 7:00 pm.

Pledge to the Flag: Mayor Jerry Duncan

Roll Call of Council: Mayor Jerry Duncan, Attorney John Elliott
Council Members: Bill Jackson, Sandy Hinkle, Vivian Amspacher, Douglas Moore, Deb Smith and Angi Kaltreider.
Chris Kaltreider - Absent

Approval of October 11, 2016 Minutes: Sandy Hinkle made motion, Douglas Moore seconded. Motion passed.

Secretary/Treasurers Report:

October Payroll Expense:	$ 5,879.02
October General Fund Expense:	$107,338.90
October Sewer Expense	$ 87,706.21

Motion made by Douglas Moore to accept October Expenses, Angi Kaltreider seconded. Motion passed.

PUBLIC COMMENT:

Rick Shank: Had a discussion regarding his removal from Borough accounts.
Vivian Amspacher has contacted First National Bank to remove his name from all accounts. The Mayor stated that Rick Shank will need to sign a card at the bank to remove his name from the Borough accounts.

Vivian Amspacher: Stated that Attorney Mark Evans, of Stock and Leader, is no longer our attorney.

Bill Jackson: Asked about the Borough's Standard Operation Procedures regarding the cameras at the park

Vivian Amspacher: There was an issue at the park with the theft of a child's phone, diabetic supplies etc. The parent and child should not be permitted to have free access to view the tape without filing a police report.
Vivian Amspacher read a policy statement regarding park cameras.

Basic procedure should be:

1. File a police report
2. If deemed necessary by police, the police will contact the borough to view the video
3. If necessary the police will request the individual to view the video
4. All requests to view park camera footage should be put in a" Right to Know" request.
5. There should be no mobile access except by appropriate law enforcement/police.

Vivian Amspacher read a "Policy Statement Regarding Park Cameras"
After discussion, John Elliott, was asked to include in the policy that there should be no mobile access to the cameras except by appropriate law enforcement/police. Vivian Amspacher made a motion to adopt the policy with this revision. Sandy Hinkle seconded.

Bill Jackson asked for a hand vote.
Angi: Yes
Deb: Yes
Douglas: Yes
Vivian: Yes
Sandy: Yes
Bill: No

Vivian Amspacher: YAUFR stated that they would be submitting a new agreement for 2017. Steve Miller responded that Liberty Fire Company has proved themselves within the two years. "We showed you we are doing fine".

Bill Jackson: Asked about money set aside for the new fire house. The lease is up in 2 years. Mayor Jerry Duncan recommended having another conversation with Mike Laugerman in regards to his position by a committee of council members. Committee: Vivian Amspacher, Bill Jackson and Douglas Moore.

ENGINEERS REPORT:

6th Avenue Curb Ramp: Complete aside from sealing the pavement. Jeff Spangle submitted a pay request for $3,100. Bill Jackson made a motion, Sandy Hinkle seconded to conditionally approve payment when completed. Motion passed

MS4: Borough bulletin board was updated. Jeff Spangle asked if there are any questions. There is another meeting next Wednesday, November 16th, at 9 am at the 911 center on the Chesapeake Bay Plan.

FIRE CHIEF'S REPORT:

There were 3 calls in the Borough, 18 outside the Borough.
There were 3 trainings sessions in October.
A structural burn training is scheduled in December.
Bingo (child's toy) is on November the 20th.

Mayor Jerry Duncan asked who the liaison would be between the Fire Company and YAUFR. Steve Miller answered that duty chiefs are the contact. Vivian stated she and Sandy Hinkle are liaison on the Borough Council.

EMERGENCY MANAGEMENT REPORT:

Solid Waste: Sandy Hinkle remarked that Penn Waste will increase bills slightly (approx. $3/month). Rick Shank said they cannot increase because we have a contract. Should check our contract. John Elliott will check our contract with Penn Waste. Mayor Jerry Duncan suggested posting this change on our web site.

Beginning November 8th the electronic recycle waste program will be on Tuesdays, Wednesdays and Thursdays from 1:30 to 4:30 pm until further notice. The borough, as an entity, is not eligible to participate.

MAYOR'S REPORT:

On October 14th there was a heroin overdose – revived.
On October 21st there was a theft on North George Street.
There has been a 35% increase in calls. Police patrols are up in the Borough.
There have been some businesses close recently in the Borough.

Rick Shank asked about the amount of increase for police protection for 2017. Mayor Jerry Duncan answered approx. $4,500.

SOLICITORS REPORT:

John Elliott discussed there were a couple of inquiries regarding clarification of BYOB. He stated this is not regulated by the state, it is a policy set by the restaurant. John Elliott also clarified that a bankruptcy does not remove what the Borough can collect on sewer liens.

ADMINISTRATION REPORT:

SPCA – A new agreement for SPCA services for 2017 is $957. Bill Jackson asked what is included in the agreement. This is for animal care and housing. Angi Kaltreider made a motion to accept agreement, Douglas Moore seconded. Motion passed.

Liquid Fuels Audit for 2014 and 2015 was completed. There were 3 findings.

1. Late receipt for allocations and allocations deposited into General Fund.

Response: Direct Deposit has been set up to have allocations direct deposited into the Liquid Fuels Account.

2. Failure to timely submit the MS-965 Completion Report.

Response: MS-965 report will be submitted on time.

3. Duplicate payment for an invoice from 2014.

Response: There was a journal entry made in October, 2014 which caused that finding.

RECREATION REPORT:

Vivian Amspacher brought a request regarding a resident's school bus parking in front of the Borough garage building at the park. After discussing with Public Works it was decided it wouldn't be a good idea because of pulling equipment in and out of the garage. Mayor Jerry Duncan offered his property to park the bus.

Vivian Amspacher suggested to start a coat tree for children under the pavilion. Bill Jackson said he will talk to the Recreation Committee. Another idea was a Rubbermaid container for donated books which can be offered for free. Angi Kaltreider suggested doing this during activities at the park.

Vivian Amspacher stated that background checks for the Recreation Committee needs to be updated. The 3 background checks needed – Criminal, Child Abuse, and Finger Printing.

Bill Jackson reported - No activities scheduled in November. The children's Christmas party is December 4th. The Halloween event went well. Thanks to the Fire Department for controlling the bon fire and thank you to all who volunteered to help. The Recreation Committee created their own flier and handed them out. Bill Jackson stated, just an idea, Kiwanis Lake used to have pow wows. Bill Jackson thought a camping weekend at the park could be a good idea.

Vivian Amspacher asked if the Recreation Committee will continue to do their own advertising.
Bill Jackson will discuss this with Mark Taylor. The Borough had no offers from volunteers to deliver the newsletters to residents.

UNFINISHED BUSINESS:

Truck Body Repair: Cost- $4,000 (estimate) from Charlie's.
Vivian Amspacher made motion to repair the truck and approve the payment even if the cost is over the estimate from Charlie's. Sandy Hinkle seconded. Motion passed.

Borough Roof Repairs: Bill Jackson stated we are better holding off until spring to put in a vent. He and Steve Miller will remove some insulation along the roof edge to have better air flow.

Solar Light for Ninth Avenue: Steve Miller has not received a response from Outdoor Solar. Will have update at the December meeting.

Volunteer Insurance Waiver: Douglas Moore made motion to adopt the Volunteer Insurance Waiver, Sandy Hinkle seconded. Motion passed.

Generator: Will be installed within the next 2-3 weeks. Steve Miller- thank you.

Delinquent Sewer Update: There are 40 unacknowledged delinquent accounts which will be given notice for turning off their water. The question was asked if these delinquent accounts included delinquent trash. 23 accounts were paid in full for a total of $14,926.11. 31 signed agreements were made for monthly payments. There was 1 bankruptcy. John Elliott stated that a lien can still be collected.

NEW BUSINESS:

Vivian Amspacher read a note from Dan Harris: "How do I get the Council to look at putting a moratorium on any new residential construction (homes, hotels, motels, trailer parks, apartment buildings, etc.) with all the vacant buildings in the Borough, use these spaces before building new structures".

Vivian Amspacher remarked how Vanessa Dickson was doing a great job and going out of her way to help with the sewer collections. She recommended increasing her hourly pay rate by $1.00 per hour effective immediately. Douglas Moore made a motion for a $1.00 per hour increase. Angi Kaltreider seconded. Motion passed.

Rick Shank mentioned a woman complained about how dark it was when she came to vote on Tuesday night. The timer for the parking lot lights hadn't been changed. Steve Miller changed the timer before the council meeting.

Motion to adjourn: 8:58 pm

October 11, 2016

EXECUTIVE SESSION:

Vivian Amspacher announced Executive Session was held at 6:30 pm for personnel issues and litigation matters.

Council Meeting was called to order at 7:00 pm.

Pledge to the Flag: Mayor Jerry Duncan

Roll Call of Council: In attendance – Mayor Jerry Duncan, Attorney Mark Evans, Council Members: Chris Kaltreider, Bill Jackson, Sandra Hinkle, Vivian Amspacher, Douglas Moore, Deb Smith and Angi Kaltreider.

Approval of September 13, 2016 minutes: Sandy Hinkle made motion, Chris Kaltreider seconded. Motion passed.

Secretary/Treasurers Report:

September Payroll Expense:	$ 9,914.07
September Sewer Expense:	$ 4,673.44
September General Fun Expense:	$21,487.17

Motion to accept September Payroll, Sewer, and General Fund expenses. Angi Kaltreider made motion, Doug Moore Seconded. Motion passed.

PUBLIC COMMENT:

Sheldon McMaster: Apologized for comments prior month. Discussed the 6 businesses affected if 2nd Avenue was changed to one way. On October 27th there will be a meeting with the York County Planning Commission at 9:00 am at the 911 center to discuss the changes involved. All are welcome to attend.

Mayor Jerry Duncan asked about any potential legal action the Borough may have if our vote for 2nd Avenue to remain 2 way is over ridden.

ENGINEERS REPORT: Jeff Spangler

1. Laurel Street sewer work is completed. There was an $848 charge for flowable fill for an 8 foot void that was discovered.
   Vivian Amspacher made motion, Bill Jackson seconded motion to approve paying the change order for $848. Motion passed
   Jeff Spangler asked for approval to pay the invoice in 2 payments. $79,543.90 for the first payment. The second payment of $1,000 to be paid upon final inspection.

Vivian Amspacher made motion for approval of the first payment, Doug Moore seconded. Motion passed.
Bill Jackson made a motion for conditional payment of the second payment of $1,000 upon final inspection. Vivian Amspacher seconded. Motion passed.

1. 6th Avenue curb ramp repair: Curbs are in, inlet top is set. All that is really left is the sidewalk.

2. MS4 Stormwater presentation: The annual report for last period was mailed to DEP. Renewal for statewide is due 3/16/18. All municipalities must submit notice of intent in September 2017. A change is coming with numerical limits to pollutants to meet instead of proof of improvement.

Jeff Spangle shared that stormwater run-off information is available for public education.

FIRE CHIEFS REPORT:

Steve Miller reported 19 calls for the month of September.
A bonfire will be held October 29th at the park.

EMERGENCY MANAGEMENT REPORT:

Sandy Hinkle received a letter from PEMA. North York Borough payment of $12,713.68 will be electronically transferred in approx. 3-4 weeks. Original amount expected was over $16,000.

Vivian added that all receipts during snow plowing must be singly done, dated and itemized and then they aren't guaranteed.

MAYORS REPORT;

September 5th - recovered stolen vehicle in 500 block of North George.
September 16th - DUI checkpoint 10 arrests, 40 traffic citations.
September 20th - 11 block of Columbia Avenue – burglary.
September 23rd - attempted burglary 800 block of North Duke St.

Currently borough purchases 9 units (90 hours) 80% of recommended coverage.
For 2017 fees will increase 4.41% from $370,307.74 to $374,452.70.

As a result of request for patrols around park and lesser traveled streets, 3 juveniles were picked up.

ADMINISTRATION REPORT:

Nothing to report at this time.

RECREATION REPORT: Bill Jackson

Bill Jackson reported there will be Trick or Treating on October 31st from 6-8pm. October 29th is the Halloween Parade. Everyone will meet at the Fire Company at 4:45 pm. At 5 pm, we will be parading to the park, where there will be a bonfire, food for sale, and fun. Joyce Teare will be in charge of judging costumes and a $50 gift card will be given to the winner of the float contest.

There are 3 areas of concern for the playground. 1. Certified mulch around play area. 2. Stones on pathway. 3. Paint or replace wood as needed on pavilion. No change needed in lighting – it is working well.

Vivian Amspacher said the Borough is still trying to get the semi-annual Recreation Financial Report for January 2016 thru June 2016. Bill Jackson will get with Mark Taylor and try to get it together for us.

UNFINISHED BUSINESS:

a. Truck body replacement: Working with Charlie's. They feel as though our truck is good, but it needs taken care off. They can repair the bad areas for much less than replacing the bed.

b. Tree removal ordinance: Vivian contacted the person that was recommended by those doing the sewer work and he does not do that type of work. Need recommendations.

c. Penn Waste waiver for property at 1425 N. Duke St.: Property is still owned by Laugerman's (per Sandy Hinkle). Building is used for storage, no waste or sewer use. Rick Shank wrote waiver several years back (possibly 2014) since no sewer use was used. We are no longer involved so it is a moot point.

Sandy Hinkle added that the York County Solid Waste Authority approved their 2017 budget. Dumping/tipping fees will increase by $3 per ton ($59 to $62) cost of average $1.12/week household generation rate. The increase for the average household is $3/year.

d. Borough roof repairs: Several contractors came out, couldn't find leak. One said there is no need to replace roof. There is a possibility the leak is condensation from the vents. Steve Miller and Bill Jackson discovered there are no vents in the ceiling. There is old condensation trail marks on the rafters. There is 18" or more of insulation above the drop ceiling. The vent is beat up and condensation could be building on the other side of the insulation.

Jerry Duncan commented that he has a commercial exhaust system from the Wheelie Bar.
Vivian Amspacher asked Steve Miller if he could install a fan. Steve said he would look at it.

e. Vests for winter snow plowing: Bill Jackson recommended we purchase 10 vests. (6xxl, 3 xxxl, 1 xxxxxxxxxl). Vivian Amspacher will purchase the vests.

f. Solar light for 9thAvenue cul-de-sac update: A solar light with 3,000 lumens which is equivalent to 200 watts for approximately $1,175 was discussed. Vivian Amspacher asked Steve Miller to look into this.

g. Handicap parking space for 946 N. George St.: Pictures were taken. Although there is off street parking, it would require the use of stairs. Bill Jackson recommends the handicap space to be located on Dewey Street. Legally it may be required to be located in front of the house, but if she agrees we'll locate it on Dewey Street. Jack Graybill will speak with her regarding this.

Vivian asked for a motion to approve a handicap space on Dewey Street if she agrees, if not we approve a space on N. George Street. Doug Moore made motion, Bill Jackson seconded: motion passed.

NEW BUSINESS:

a. 2017 Budget Update: Angi Kaltreider responded that the committee is still working on the 2017 budget. The next meeting is scheduled for October 19th.

b. Delinquent Sewer Bills: Vivian Amspacher explained there are about 100 delinquent sewer bills. Too many people were involved with the sewer and the ball was dropped along the way. It has been discussed in the past to begin shutting off water in an attempt to collect the money that is owed. She read a new delinquent agreement, which is on file. She will ask Mark Evans to look over the new delinquent agreement before the agreements are mailed.

Vivian Amspacher is seeking support to limit the handling of sewer agreements to Vanessa Dickson to streamline the process and improve the possibility the borough will collect past due accounts.

Vivian Amspacher made a motion that Vanessa Dickson do past due notices, past due agreements and inform Jack Graybill when payments are missed so he can move forward with water shut off. Doug Moore seconded, motion passed.

Motion to adjourn at 8:40pm

September 13, 2016

No executive session

Council Meeting called to order at 7:00 pm

Pledge to the Flag: Pledge lead by Mayor Jerry Duncan

Roll Call of Council: In attendance - Mayor Jerry Duncan, Solicitor John Elliott, Council members: Chris Kaltreider, Bill Jackson, Sandra Hinkle, Vivian Amspacher, Douglas Moore, Deb Smith, And Angi Kaltreider.

Approval of August 9th 2016 minutes: Sandy Hinkle made motion, Deb Smith seconded. Motion passed

Secretary/Treasurer Report:

August Payroll Expense:	$6,881.23
August Sewer Expense:	$41,174.19
August General Fund Expense:	$30,255.91

Bill Jackson: Asked about 2nd half of the bill for the security cameras and whether it was paid. The payment was not made in August.

Motion to accept monthly payroll, general and sewer expenses. Douglas Moore made Motion, Chris Kaltreider seconded. Motion passed.

PUBLIC COMMENT:

Rick Shank: No comments, he stated "not now."

George Ruth** 818 Latimer St: He states he is here to reference changing the street at the flower shop. If you try and get out on 4th or 5th you are taking your life in your hands. People are flying. He suggests a second light due to safety concerns. He has almost been in 2 wrecks since people come flying over the hill and they are right on top of you. He feels it would be a big mistake if it was made 1 way coming in.

Elizabeth Eisenhart** 814 Latimer St: She is here to speak about 2nd Avenue change to one way. She feels it is definitely a mistake. She spoke to her neighbors, Hayman Photography and Wolfgang's. She works at Wolfgang's and they suggest customers go down to 2nd to avoid an accident if going into the city.

Robert Seighman** 824 Latimer St: Asked about trick or treat and if there would be any changes based on what is going on. He is wondering due to the shootings at the bottom of the hill. Vivian Amspacher responded there would be no changes

Harriet Thomas** 121 Olympia Ave: She wanted to know about Chapel Drive. Will it be resurfaced this year? Neighbors were promised last year and told it was on the list for this year. Vivian Amspacher responded it was not on the list. Harriet asked about a payment to Manchester Township, $3,460.90 for traffic light maintenance. It was booked under traffic signal maintenance or repair for August. It should be paid from sewer funds if it was painting lines/maintenance.

Kathy Stahle Hughes** 826 Latimer St: She is here about changing of traffic patterns. She uses 2nd Avenue all the time to go south. She uses 2nd due to the short line of sight. Trying to make a

left hand turn from 4th or 5th is very difficult. If we agree to change the traffic to one way then we'll have to eventually foot the whole cost of a second light.

Melvina Clagg**: No comment, "Not right now".

Sheldon McMaster** 607 N George St. Last time he was here the hotel was voted down. Now he heard we are getting a hotel. Vivian Amspacher clarified we approved apartments not a hotel. He stated as far as changing 2nd Avenue is flippin ridiculous, he uses it every day. He brought up a crack in the street that is parallel and every time a truck drives over it his house shakes. Another thing, people are complaining about the basketball court bringing all the black kids. Take it down. As far as cars getting broken in. Everyone has to watch out for everyone. Look out for each other.

Dan Hinson** Stagemyer Flower Shop owner: 5 trucks come to him daily. If you want them coming down Duke Street, if they can't use 2nd, it is going to make a mess. With the apartments, how will they exit the borough? He says he averages 10-15 cars a day during holidays. He thinks changing 2ndAvenue to one way is a bad idea and will cause a lot of headaches

Chris Wilhelm ** 1049 N duke St: The nuisance on Laurel behind Liberty Club is getting worse. Last week police were called, fights, cussing in alley after 11pm, not moving for traffic. He could hear the cursing inside his home on N Duke St. It is out of control now and something needs to be done.

Deb Smith asked about the curfew. Jerry Duncan said we could change it to 10pm. Deb Smith added the curfew needs to be enforced which is currently 11pm.

Jerry Duncan asked John Elliot if the Mayor can call an emergency curfew. John Elliot will need to research the answer.

Kathy Stahle Hughes asked if it is nightly, can we ask the police to drive through nightly at 11pm. Jerry Duncan said they can drive through at 11 pm and street sweep and pick up all kids violating curfew.

Jerry Duncan stated there is another possibility, such as an after school program. We would need to reach out to local churches and those who want to volunteer could assist. Vivian Amspacher felt as though it is a good idea but has concerns whether or not the kids would be interested.

Bill Jackson** Bill stated, he is against making 2nd Avenue 1 way. It will hurt Stagemyer Flowers. He doesn't need the trucks up the alley. It will also hurt Doudricks and the building directly behind his house that has something to do with mental health. If something happens there is only 1 way in and 1 way out. Also, he parks in front of his house, he has to go out 2nd Ave. and come back up. If it is one way he would have to drive down to the city to turn around.

YORK PLANNING COMMISSION: Mike Pritchard

Explanation on the George Street/ 2nd Avenue traffic pattern issue.

Projects are data driven. The project is at the beginning conceptual stage.

Changing 2nd Avenue will improve the traffic flow when George Street is changed to 1 lane each way with a turn lane in the middle. Mike Pritchard stated that all federal roads in York County are under the York County Planning Commission jurisdiction. Mayor Jerry Duncan suggested John Elliott research if we could be overridden by the York County Planning Commission.

After a lengthy discussion Bill Jackson made a motion to leave 2nd Avenue intersection how it is. Vivian Amspacher seconded. Motion passed

ENGINEERS REPORT: Jeff Spangler

a. Adoption of Meade Street 2016-2 Ordinance has been advertised twice in the paper. No petition has been filed to block the Ordinance.

Douglas Moore made motion to adopt Ordinance 2016-2. Angi Kaltreider seconded. Motion passed.

b. Sewer replacement work has started. Should be completed by mid-October

c. Manhole at George St. and 11th Ave. is complete. Payment is requested for $964.00 by Stewart and Tate. Vivian Amspacher made motion to pay, Sandy Hinkle seconded. Motion passed.

d. 6th Avenue curb repair work started. They are planning on continuing this week and finishing next week.

e. MS4 update: The next cycle of the permit is 2018. Application must be submitted Sept 2017. Pollution reduction plan must be submitted with new application. He recommended we opt in to the York County Regional Pollutant Reduction Plan which will be significant savings to the Borough. Otherwise we would have to come up with our own plan. A resolution is required to opt in.

Vivian made a motion to adopt the Resolution to opt into the York County Pollutant Reduction Plan. Sandra Hinkle seconded. Motion passed.

Jeff Spangler will be attending the development meetings for the borough. We need to appoint an alternate.

FIRE CHIEF'S REPORT:

Fund raising is finished for the year except the 3rd Sunday in November for Toy Bingo. They went to Wellsville for the fire convention and won a trophy.

Vivian Amspacher thanked Steve Miller and DJ Abbott for a great job on repairing the porch.

EMERGENCY MANAGEMENT REPORT:

a. Sandra Hinkle needs to know if all council members have completed NIMS. The certification needs to be completed by September 30, 2016. Deb Smith, Bill Jackson and Chris Kaltreider will need the certificate.

b. DEP sent papers for possible grants and for classes to learn how to write grants. Bill Jackson asked for information on the classes.

MAYOR'S REPORT:

August 5th an OD on 1st block of Sigsbee Ave., he passed away. A vehicle was stolen at 1000 N. Duke St. Still have issues with teens and children around Laurel. As a result the police have been asked to increase patrol time around the park. At the last commission meeting, it was noted the borough has 80% of the recommended coverage. We have the opportunity to purchase additional coverage.

SOLICITORS REPORT:

a. Municipality planning code requires a written acceptance of the conditional use approval. It was voted and passed at our August meeting. Vivian Amspacher signed written acceptance.

b. During our August meeting there was a question if council members could act as an employee of the borough. If the borough has less than 3,000 population, then they can. The 2010 census had approximately 1,900 residents. During snow removal or other activities, council members, as employees, can be covered by Worker's Comp Insurance.

Vivian Amspacher made motion that moving forward council members can be employed for certain jobs within the borough. Sandra Hinkle seconded. Motion passed.

c. Bill Jackson made motion to rescind handicap parking space for 35 E. 8th Avenue based on the availability of off-street parking. Douglas Moore seconded. Motion passed.

ADMINISTRATION REPORT:

Fae Byers presented a proposal from America Legal for codification. The borough has not updated codification for over 10 years. The initial cost is $10,850. This can be paid over 2 years. Additional, yearly cost would be $250, and $17 for each new page. To place online there is a $400 one-time fee. The budget committee will consider adding this cost to the 2017 and 2018 budget at $8,000 per year.

RECREATION REPORT:

a. Cameras are up and running in the park.

b. More information will be forth coming on Trick or Treat night and the Halloween Parade.

UNFINISHED BUSINES:

a. Truck body replacement: Bill Jackson, $18,785.50 for stainless steel, high sides and spreader. 12-14 week lead time to manufacture bed. Jerry Duncan will contact Charlie's for a quote, if they can do the welding to repair the frame. This will be taken up at the October meeting.

b. Tree removal ordinance 2014-3: potentially revise ordinance to include different distances per type of tree. Perhaps ask an arborist to come to council meeting to discuss, if necessary.

Buildings and Grounds:

a. Roof repair for borough office: We received 3 bids for roof repair on the borough office. 1 of the bids recommends no repair. Said the roof looks good. The leak may be from the HVAC. Bill Jackson will check under the ceiling tiles.

NEW BUSINESS:

a. Handicap parking request for 946 N. George Street - Additional information required regarding off-street parking. Council asked for pictures to be available at the October meeting.

b. Vests for winter snow plowing – Need to purchase vests for snow plowing. Vivian Amspacher suggested having a form signed that the last check would be held until the employee turned in their vest. Bill Jackson suggested a fee of $10 could be charged

when the vest is handed out and then returned to the employee when they returned the vest.

c. Street light for 9th Avenue cul-de-sac - Vivian Amspacher read a letter from concerned residents as to when this light will be repaired. Vivian suggested purchasing a solar street light for $1,175.00. Was asked by council to contact Met Ed again regarding who is responsible to repair this street light.

Motion to Adjourn:

Vivian Amspacher made a motion to adjourn at 10:25 pm

August 9, 2016

Executive session held prior to meeting at 6:30 PM

Council Meeting called to order at 7:00 PM

Pledge to the Flag: Pledge led by Mayor Duncan

Roll Call of Council: All present (Douglas Moore by video internet)

Approval of July 12, 2016 Minutes:

Sandra Hinkle made motion to accept July minutes, Chris Kaltreider Seconded – motion carried.

Vivian Amspacher: Introduction of Adar Enterprises: Presenting Parkview Apartments for conditional use for approval.

Attorney John Baranski, Esq. confirmed Douglas Moore was on video.

Address of Parkview Apartments is 200 5th Avenue, York, PA

What Adar Enterprises has accomplished thus far: Took plan to zoning board for final step for municipal conditional use, has an approved plan for option A from hearing board on 5 separate variances approved the reason for the conditional use. Tonight we are here to show you that we meet all the elements for conditional use.

Swear in witnesses by John Elliott: Sam Juffe – Adar Enterprises, Construction Manager; Eric Peel – Adar Enterprises, Harrison Bink – Architect

Please explain what the 3 D architect renderings represents:

3 building complex, each building 3 stories, 35 units per building. Styling as shown, Handicap parking on site, 3 different signs were approved by zoning, parking for 106 spaces was approved. Use of storage facility not public

Easement for the access drive only. 9 Overflow parking spaces are part of the easement in back of the warehouse.

Interior:

8 two bedroom units, 24 one bedroom units and 3 studio units. Open floor plan. Materials used are above builder's grade, won't be high end, but market housing, hardwood flooring, carpet, granite in kitchen. 2 bedroom corner units, 4 in each building with balcony, 2 bedroom unit at corner of units similar to 3rd floor -Loft area. Steps Up and down in units. Water sprinklers are provided as per fire chief. Adar will cooperate with the fire department as required. Traffic layout – flow – ingress is off of 5th Avenue or off 4th or off George St. at Wolfgang Candy. No public improvements or stop signs needed. Signaling is sufficient for traffic flow. Parking spaces are 9 x 18. 1 car per unit on site for each unit, which is considered sufficient. Handicapped

spaces will be sufficient. This is strictly a residential development, no commercial, no unusual noises or smells, no toxic waste. Developer is responsible for maintenance of streets in apartment complex. There are sidewalks immediately around the buildings.

Comments/Questions:

Sandra Hinkle: Has a traffic study been done? Adar asked their engineer to provide traffic study to council. Only 1st floor disability accessible? Up to ADA codes? Adar responded there are 8 disability apartments per building, all are on the first floor. Stairwells from 1st floor to 3rd floor on both ends of buildings.

Vivian Amspacher: All ADA codes will be met? Adar stated, yes. There is Landscape buffer (trees/bushes) to separate the 2 properties. There are separate deeds, but same owner.

Angela Kaltreider: Visitor parking? Adar stated, there are 9 overflow spaces available beside the storage building. (no problem with parking on 7th Ave)

Vivian Amspacher: Date plans were first submitted? June 8th per Jack Graybill.

Steve Miller: Hydrant upgrade will be on the 5th Avenue water line. York Water Co. is replacing line. Gated access to park garage?

Adar engineering will provide access that would be open to the borough.

Vivian Amspacher: Employees are concerned with getting in /out in snow storms. How would we get snow plows in and out? Leave gate open or put in a road.

Adar responded, if the borough comes to Adar with specific requests on paper, Adar Enterprises is open to discussion.

Allan Kearney: Asked about parking on 4th Avenue.

Chris Wilhem: What are your trash plans?

Adar said, one location- Republic Refuse would put a fence around dumpsters.

Kelly Sage: Has a study been done for traffic to get in and out on George Street?

Adar stated that no study was done.

Deb Smith: Could signs be posted to use 4th Avenue into the apartments?

Wade Elfner: 105 units, 106 total parking spaces. 130 total parking spaces is adequate? Concerned that his tenants on 5th Avenue will not have street parking. He has 2 spaces per unit.

Adar stated with the parking variance close to the apartment buildings, tenants will be encouraged to park on site, not on the street.

Sandy Hinkle: Location of dumpsters?

Adar stated that all front load dumpsters will be angled toward the front. Drive isles are wide enough for garbage trucks to come in from either side.

Vivian Amspacher: Green area?

Adar said that some homes are already there and that area is not owned by Adar.

Rick Shank: If council denies apartment plan what will happen?

Adar will go to plan B, Hotel. Adar has an approved plan now and can start tomorrow.

John Elliott stated as long as Adar meets all the requirements of conditional use approval, they are entitled to approval.

Are there any questions from Douglas Moore/computer? No questions, I'm good.

Mayor Jerry Duncan: Asked about the special provision to participate telephonically?

John Elliott replied that the borough code states it is correct to use.

Chris Kaltreider: What is the estimated tax revenue from the property?

$105,000 plus sewer.

Kelly Sage: What is your plan for a hotel?

No background checks would be made for the hotel.

Rick Shank: Asked to see Douglas Moore when the vote is taken.

Vivian Amspacher will turn the computer around so all can see.

Bill Jackson: Where is the code for telephonic voting?

John Elliott responded, it is in the PA Borough Code – Section 1001 C.

Allan Kearney: Asked if Douglas Moore can vote by video?

John Elliott said yes, it is in the PA Borough Code.

Lucas Teare: Parking for more vehicles – will you limit vehicles? Adar commented, this can be arranged by parking permits. Adar will regulate parking.

Vivian Amspacher: Any last questions from residents and pubic? Doug any questions? Any questions from council? York County planning has reviewed and has given recommendations. You have recommendations from our engineers and are you working to get these recommendations satisfied? York planning has approved it, North York Borough Zoning committee has approved it and I hope they have done their due diligence.

Bill Jackson made a motion to accept building Parkview Apartments - Seconded –Angela Kaltreider

Vivian Amspacher asked for a hand vote to approve the motion.

Hand vote: Bill Jackson – Yes, Sandra Hinkle – No, Chris Kaltreider – Yes, Deb Smith – Yes, Angela Kaltreider – Yes, Douglas Moore – Yes, Vivian Amspacher – Yes, with the idea that everyone is going to do their job and do it right.

John Baranski,Esq,: Thank you gentlemen for your time and effort.

Break

August 9, 2016 Called back to order at 8:20 PM

Secretary/Treasurer's Report:

July Payroll Total	$ 7,267.11
July General Fund Expenses:	$ 111,275.42
July Sewer Expenses:	$ 4,547.28

Vivian Amspacher asked for a motion to accept the July Payroll, General Fund and Sewer Expenses: Motion made by Angela Kaltreider. Deb Smith seconded. Motion carried.

Public Comment:

a. Kelly Sage: What can be done about the noise coming from the Spanish Church? There is loud talking and they are using hand and power tools late in the night, sometimes until 9 or 10 PM. Mayor Jerry Duncan has spoken with them regarding this problem. He understands and will look into this problem again. He suggested calling the police if necessary.
b. Alex Zeigler: Concern about the caulking of his sidewalk at 54 East 8th Avenue. Jeff Spangler will look into this problem.
c. Bill Jackson: The borough is working through some very challenging times with limited funds. Bill Jackson suggested the council should be willing to suspend pay to help the borough recover or at least until the borough is not struggling anymore. We, as the council, should hold a high standard of professionalism. The under breath snide remarks and the accusations need to stop. To be respected as adults, you need to act like one. The borough office building needs repair to the roof and the stairs leading out of the main room needs replaced.

Engineers Report:

a. Meade Street Adoption Update: John Elliott will have the information at the September meeting to officially adopt.
b. Laurel Street Sewer Replacement Update: All contracts have been signed and work will start in a couple weeks.
c. Manhole at 11th Avenue and George Street Update: Work is being done today to replace cover. This was a bid job. If Borough receives a bill forward it to engineers.
d. 6th Avenue Curb Ramp Repair Update: Work will be done by the end of August.

e. Intermunicipal Agreement Update: Email from York City has this agreement on hold. Manchester has dropped out of the agreement.
f. Parkview Apartments Land Development Plan: Not ready tonight, will be on September's agenda.
g. Chesapeake Bay: Need to submit a new reduction plan with application. A meeting will be held on August 31st at the York County 911 call center. Times available are 9:00 – 11:00 AM or 6:00 – 8:00 PM.

Fire Chief's Report:

Matt Arnold reported there were 26 calls for July.

Emergency Management:

Sandra Hinkle reported she spoke with Joe Rupe (PA State Applicant Liaison). Mr. Rupe stated that FEMA was backlogged due to a new process recently implemented and the amount of claims. Emergency Snow Removal, Jonas Storm, February 2016, has been reviewed and will be signed and submitted on August 10th. Sandy Hinkle was told there would be a return possibly by mid-October. She was also told it will be 75% of what was submitted and allowed by FEMA. The amount quoted was $16,951.97, so some of the items submitted did not qualify for reimbursement. We also discussed how the Borough would benefit more if everything; any purchases, usages, equipment, manpower, food, even volunteer hours, are fully documented. There are also volunteer and donation funds available.

Mayor's Report:

June – July 2016

Suicide attempt – 20 year old female

Reckless Endangerment – 2 bullet holes found in windows of residence

Auto Theft – unknown suspects stole vehicle from residence parking lot

Naloxone – 36 year old York City male revived after overdose

Solicitors Report:

a. Meade Street Adoption Update: Will be advertised in time for the September Council Meeting Agenda.
b. Parking space at 35 East 8th Avenue: John Elliott advised that Council is able to revoke handicap street parking space since there is a double parking pad in back of house. Bill Jackson asked pictures be taken of the property. Sandra Hinkle commented that there are 2 women with walking issues living at this address. (Tabled until September)
c. Tree Removal: Ordinance passed in 2014 which requires removal of any trees designated within the right of way or 10 feet of that.

d. Penn Waste: Current contract is still in effect - send notice to Penn Waste to continue contract for 2017, if Council approves.

Administration Report:

Anytime Heating and Cooling gave the lowest bid of $5,470 which had been approved at the July Council Meeting.

Recreation Report:

a. Bill Jackson stated that National Night Out was a bust. We didn't get the word out fast enough. We had a hot dog stand. Action Church supplied the bounce house, trinkets, shaved ice and temporary tattoos. They did a wonderful job. The Liberty fire truck was there and Bill Jackson thank them. Apparently the police department was not able to attend.

   Vivian Amspacher thanked Recreation, Liberty Number 1, Action Church and the volunteers that helped with National Night Out in the park.

b. Cameras for the park have been ordered.

Unfinished Business:

a. Weed Ordinance: John Elliott stated in the ordinance, weeds/grass over 6", you can give a written notice by hand delivering or by mail to resident. After 5 days if resident hasn't corrected the problem the borough has the option of having the work done and charging the owner the cost and then fine the resident for violating the ordinance. We would file a complaint with the district justice and he will set the fine (up to $1,000) for violating the ordnance. Vivian Amspacher asked if everyone is satisfied with our weed ordinance to keep as is. Motion made by Bill Jackson to keep weed ordinance as is, seconded by Sandra Hinkle. Motion carried.
b. Volunteer Accident Insurance: Vivian Amspacher stated in talking with Keith Kieber, (our insurance agent). Volunteers are provided an accident policy coverage up to $10,000. If injured, and the borough is legally liable for their injury, the liability policy provided coverage for an occurrence in the amount up to $2,000,000. For an injured volunteer driver, the PA Automobile laws dictate how a driver injury is covered—the first priority of insurance coverage comes from the insured driver's personal auto policy. If the individual is a paid employee, they are covered under workman's comp. A Council member is allowed to work as an employee for the borough. Not necessarily a good idea, but for snow plowing it might work out due to being covered through workman's compensation. Rick Shank stated that it's a fact that a council member cannot collect workman's' comp. John Elliott stated that he wasn't sure and he would have to check into it.

   Mayor Jerry Duncan asked which option puts the borough in the least liability. John Elliott stated that he wasn't sure and he would check into this. (Tabled until September Meeting).

Nancy Brunk asked, why don't we do a "waiver"? John Elliott commented that's what was discussed at the previous meeting. Vivian stated that a waiver was already drawn up and presented at the July meeting.

c. Handicap Parking Space: At 35 E. 8th Avenue. Council will ask Jack Graybill to take pictures. (Tabled until September)
d. Body Replacement/Repair: Bill Jackson received a bid from Mid Atlantic Municipal LLC, for $10.996.50. There is rust on truck bed, body and frame. We need to go to a stainless steel body which will require new bids. I request that we get 3 sealed bids sent to John Elliott that we can open at the next council meeting and be a surprise for all of us. John Elliott stated telephonic bids can be between $10,000 and $18,500, over $18,500 we will have to go with official advertised bids. Bill Jackson requested to do the telephonic bids, if not, he requested to be in on the telephonic bids. Angela Kaltreider questioned why ask for secret bids? Bill Jackson responded, I'm not, I wanted the sealed bids to be open by council.

e. Tree Removal Ordinance No. 2014-3: John Elliott stated the ordinance was passed in 2014 which requires removal of any trees designated within 10 feet of the sewer right of way.

Buildings and Grounds:

a. Borough Roof Repairs/Bids: Bill Jackson stated that the ceiling tile and insulation is wet and the roof dips in. Bill Jackson will acquire three bids and bring to September meeting.
b. Borough Building Deck Stairs Repairs/Bids: Part time employees will be asked to replace the deck, if employees not available, council will ask for bids.
c. Window in Clerks Office Leaks: Vivian Amspacher stated she will show Bill Jackson when she has a chance to look at it.
d. Spigot in Front Office Leaks: Bill Jackson said a gasket on the hose needs replace and it was just a cheap hose.

New Business:

a. Sanitation: Need motion to approve the Penn Waste Contract for 2017 in the amount of $177,156.00 for one year. In 2018 we will require new bids for a new contract. Motion made by Sandra Hinkle, seconded by Bill Jackson, Motion carried.
b. Penn Waste Waiver: Recycling on the property at 1425 N. Duke St. The new owner is First Capital Harley Davidson. It was stated that we receive no recycle income from this address. A white plastic barrel is there and maybe the neighbors are using. Bill Jackson will speak with First Capital Harley Davidson and inquire into this. Sandra Hinkle said she will go along with him. (Tabled until September meeting)
c. York Solid Waste: Sandra Hinkle, Deb Smith, Bill Jackson met with Kelly Megonnel of York Solid Waste for advice to apply for refuse grants. No. 902, waste disposal grant with a 90/10% split to use for Equipment, Recycle Bins, education, etc., No. 904 is an unrestricted

funding recycling grant the borough can use money received as we see fit. There is also a grant for hazardous house hold waste. More information is available on the table. Bill Jackson commented Mindy Whitmyer, with York Waste, has a program for youth to teach then about trash /recycling to help keep our community and streets clean which is free to the borough.

d. Discarded TV's, Electronic Equipment: Bill Jackson suggested that the borough collect and take for recycling to clean up our streets. Recycle center is not available for residents who work during the day. We could send a letter to residents to bring in or we would pick up on a one time basis. The borough will need to coordinate with Tom Gradbill to arrange a time to recycle items. Tom Gradbill can be reached via E-mail: t.gradwell@ycswa.com.

Motion to Adjourn:

Vivian Amspacher made a motion to adjourn at 9:38 PM

JULY 12, 2016

Executive session held prior to meeting at 6:30 PM

Call meeting to order at 7:08 PM

Pledge to the Flag: Pledge led by Mayor Jerry Duncan

1. Introduction of Fae Byers
2. Roll Call of Council: All present
3. Motion to make conditional offer to hire Fae Byers for Administrative/Secretary position
   Motion made by Deb Smith, and seconded by Angie Kaltreider, All Passed
4. Introduction of new owner of Grocery Outlet store - Tom and Angie Russell
   Grand opening on August 4th - Open 7 days a week
5. Approval of Minutes:
   a. Discussion on legality of changes to minutes limited to spelling changes and grammar.
   b. Sonya Grim – Check numbers were prior to 2014 not 2013. It was an error in the prior minutes.
   c. Vivian Amspacher made a motion for approval to May minutes contingent on spelling corrections and dates. Rick Shank stated he doesn't understand why the minutes can't be changed. Rick asked John Elliott to explain and told Vivian to shut up, he was not speaking to her.
   d. Vivian Amspacher discussed reasons why check numbers could be changed by accident based on information she recently learned.
   e. Chris Kaltreider made motion to accept May minutes, Sandy Hinkle seconded to approve minutes subject to corrections that were identified. – HAND VOTE: Angie Kaltreider: Yes, Deb Smith: No, Douglas Moore: Yes, Vivian Amspacher: Yes, Sandy Hinkle: Yes, Bill Jackson: No, Chris Kaltreider: Yes Motion passed.
   f. Approval of June minutes
      i. Jerry Duncan brought up a concern about an uncompleted sentence. Also Mayor's Report asked the business name is listed in the minutes.
      ii. Sandy Hinkle made motion to accept June minutes with corrections, Chris Kaltreider Seconded – motion passed.

6. Secretary/ Treasurer's Report – Fae Byers
   a. June Payroll total: $12,633.02
   b. June General Fund expense: $26,671.43
   c. Sewer: $49,069.11
      i. Rick Shank had questions on monthly expenses: Stagemyers Flower Shop - Vivian answered we purchased flowers for Steve Miller whose sister passed away. Questioned salary part time - Vivian answered it was some hours for Fae Byers.

ii. Karen Wagman questioned payment to Flamm Walton Heimbach & Lamm PC: John Elliot specified it is confidential but it is the borough hearing officer.

iii. Motion by Vivian Amspacher to accept and pay payroll, general fund and sewer expenses. Sandy Hinkle seconded. Motion passed.

7. Public Comment
   a. Chris Wilhem: Kids on Laurel Street and now Duke Street. The quantity of kids has increased and Cops can't do anything since they do not witness anything illegal. Vivian asked Jerry Duncan if during their rotation if they could focus on these areas. Chris Wilhem is concerned that 5th Avenue doesn't have a stop sign when you turn onto Duke Street. There was about 15-20 kids today when he was coming home from school and came close to one despite following the speed limit at 15mph. Bill Jackson asked if it was limited to certain times but since there is no school it is from 1 PM until dark. Chris Kaltreider acknowledges there is nothing we can do but he is concerned about their safety in the road. Jerry Duncan recommended a letter to the children's parents regarding their child's behavior for which they'll be held responsible for their behavior. Douglas Moore mentioned including it in the next newsletter.
   b. Nancy Brunk asked about a loitering ordinance that may already exist. Jamie Moore said she recalls more than 10 people becomes loitering.
   c. Tom Kuhn: The last meeting he said he heard the borough passed getting a camera system. He has concerns about the poor quality being 720p. He feels the cost is outrageous for what we are getting. He feels we need more cameras of better quality which should not cost that much. Rick Shank asked Tom Kuhn about his camera on the tower and how far he can see and if it's the one he can see Rick's front door. Tom Kuhn said it was but it isn't the type that the borough would purchase. Vivian commented she asked a police officer and the concerns about the 720p vs 1080p differences in low light. She will provide the contact information for Bill Jackson to speak with him. Bill responded he checked with the police department and it's more important that it is placed well over the resolution.
   d. Melvina Clagg: Melvina Clagg asked Tom Kuhn why he is surveying the borough and why he has a camera that can see the whole borough. She feels it is an infringement of privacy. Tom Kuhn responded you have a legal right to have a camera system. She also publically thanked Bill Jackson for removing the TV that was dumped behind her house. She also asked council if barricades can be brought on Saturday, August 6th for a block party (6th and Duke and Meade and Duke). Bill Jackson commented it is done every year and it is a nice event. He is concerned that due to the request to a street closure it should require a motion. Bill Jackson made motion, Vivian Amspacher seconded – motion passed.
   e. Jamie Moore: Several years ago when the repaving was done on 9th and 10th on Court and it was not graded properly. The water from runoff separates concrete against her home. She has approached the borough in the past and was told by Kevin Hevner, the engineer said it was okay.

f. Richard Shank: He asked that in the future when documents are provided to the public that it is the same as the council.
g. Nancy Brunk: Asked about the pot hole on 10th and George Street that has not been repaired. Steve Miller said he will get it tomorrow after work.
h. Jamie Moore: The alley way between 10th and 9th repair. Vivian Amspacher responded it is one that is going to be repaired.

8. Engineer's Report – Mark Clark
   a. Crosswalk on George and 8th: A traffic study is not needed nor is a PennDOT permit. However, the ramps would have to be updated.
   b. Crack sealing – Stewart and Tate: $9,999.50. Recommendation for payment. $10,000 was previously approved. When questioned, Stewart and Tate said they used our material plus some additional but the cost actually exceeded the approved $10,000. Bill Jackson made motion, Sandy seconded – motion passed.
   c. To clarify the bill from last month Fitz and Smith 2nd Avenue project: The breakdown of liquid fuels eligible expenses. A few thousand from general fund will be required due to eligibility. The curb was raised slightly higher to prevent storm water run-off. The completion report from 2015: Last December a partial report was completed but PennDOT needs a final completion report for Liquid Fuels regarding the project. Vivian Amspacher asked Chris Kaltreider to get with Mark Clark regarding the report.
   d. Laurel Street bid for sanitary sewer replacement: Initial estimate was around $82,000, but the bid came in at $90,957 with MacMor Construction. Seeking motion to accept MacMor Construction by Vivian Amspacher. Vivian Amspacher also stated she has addressed the issue of trees too close to sewer lines and property owner responsibility due to repeat cleanouts. Rick Shank also added that council never made a decision and there was supposed to be an ordinance drafted which was never completed regarding taking trees down that are too close to sewer lines. John Elliot recalls there was never a vote to advertise and move forward in enacting a new ordinance but he does not recall the specifics of the ordinance. Nancy Brunk raised environmental concerns with regards to the tree removal. Douglas Moore made motion to investigate motion. Angie seconded – motion passed. Lucas Teare asked if a tree root raises a sidewalk, who is responsible for the sidewalk repair once the tree is removed. Vivian Amspacher responded it is the homeowner. Vivian Amspacher asked for a motion to approve MacMor Construction for $90, 957 for Laurel Street repair between Queen and Duke. Douglas Moore made motion, Deb Smith seconded – motion passed. Mark Clark commented there are also other options such as pipe linings, root killer in pipes. These pipes had too much going on to use root killer or linings.
   e. Manhole at George and 11th: Stewart and Tate was looking at permanent restoration this week but there were delays with York Water. Looking at last week of July.
   f. 6th Avenue curb ramp repair: Washing and Dowling is looking at finishing their current project and should begin next week weather permitting.
   g. Intermunicipal agreement update: Unaudited balance in the fund $108,236.10 for the borough. There is talk of returning the money, however, one thing to remember that if the city has a big project they'll come back to the borough. There is no resolution at this moment, in discussion

phase. John Elliot added what is being discussed is they'll either keep it all or give it back to every municipality.

h. Meade Street: Vivian Amspacher made comment we have wasted some money on engineering fees on adopting properties that will yield no liquid fuels movement. We will get Liquid Fuels if we adopt this property. Vivian Amspacher made motion to move forward and adopt between Elk and Pine. Sandy Hinkle seconded motion – motion passed.

9. Fire Chief's Report: Steve Miller

a. Steve Miller stated we were up from prior months with 21 calls. He is finalizing the grant received from the fire commissioners as well as one for the air packs. Training is going well with weekly training on the weekends. There is a BBQ coming up in August. Steve Miller said thank you for the flowers sent for his sister's passing.

10. EMA: Sandy Hinkle – Nothing at this time

11. Mayor's Report: Jerry Duncan

a. Jerry Duncan spoke with the children/teenagers which had little effect. He spoke with Chief Bentzel about an incident down by the armory (shooting). A resident picked up a bag full of shell casings and gave them to Mayor Duncan. Unfortunately it is city jurisdiction and their attitude is not "real good." City officers stated they didn't have time to check on the shell casings and Chief Bentzel was disappointed at their reply that they don't have time to look at shell casings. Jerry Duncan said there have been additional patrols by the city police for which the residents agreed. There is additional patrols in alley and side streets but the Chief reiterated there is only so much time and if something is made a priority something else comes off the list which may be a higher priority.

12. Solicitor's Report: John Elliott

a. Meade Street needs to be adopted by ordinance and there are additional notice requirements that are different than a typical ordinance. There should be enough time before August meeting for advertisement.

b. In addition to the items in Executive Session. He prepared a form for volunteer release and waiver of liability that he suggests is used for all volunteers. The issue came up from a discussion with the insurance carrier and Vivian Amspacher. When reviewing the volunteer insurance policy, while accidents may be covered it will not cover situations where the volunteer would injure someone else. He recommends looking into the level of current coverage as well as the scope of their use. Vivian Amspacher commented on a review of insurance coverage with Douglas Moore and Bill Jackson and herself. Bill Jackson agreed our insurance is not sufficient. Nancy Brunk asked about the effect to the

fire company since they are volunteers. Vivian Amspacher and John Elliott stated it does not pertain since they have their own coverage. Rick Shank said it sounds like the borough does not want volunteers from the conversation based on the waiver. John Elliott responded the waiver is a warning that the coverage is low and it would be secondary to their personal insurance. Jerry Duncan asked how it effects snow removal and the number of volunteers. Other than being paid there is no benefits but if they get hurt there is minimal benefit. Why would anyone volunteer? Vivian responded it could become a problem but the waiver is common among municipalities. Jerry Duncan is concerned that the presentation of the waiver that all but restricts people from volunteering due to fear for their safety then we won't have volunteers and will need all employees. We don't have money to pay people to do everything that volunteers do. Jerry Duncan stated he has nothing against the waiver. Bill Jackson added it started several months ago following snow removal when they discovered our insurance for volunteers had a $10,000 cap. After the cap the costs go to the individuals insurance but many people do not have great insurance. Vivian Amspacher stated additional insurance was cost prohibitive when it was looked into in the past. Sonya Grim asked about a situation where an insurance company comes back to the individual or other company because it was an accident. Would this affect our efforts if the insurance company comes back to the boroughs insurance? John Elliot responded that was considered but that situation is generally between the insurance companies. John Elliot reiterated that this type of waiver is common among non-profit entities that rely heavily on volunteers. The purpose is to protect the borough to the greatest extent possible. Angie Kaltreider asked if we could table the waiver until we can look into it. Nancy Brunk: We must weigh the cost of liability vs the cost of paying people to remove insurance. Every time there is an injury there will be an injury letter requesting more information. Vivian Amspacher responded even with a $50,000 cap the cost was very high and $50,000 isn't even sufficient. Bill Jackson made recommendation to change it slightly: If the focus is an event with kids handing out flyers, the guardian or adult is responsible for the child. He feels we have to go further due to people driving their own vehicles volunteering and should something happen we are responsible for any accident. This should be added to the waiver. Bill Jackson feels it requires additional research and should be tabled. Nancy Brunk also commented a volunteer who falls on her sidewalk then she is responsible as a homeowner. Waiver tabled. Meeting with Insurance and Vivian Amspacher, Bill Jackson and Doug Moore will occur. Angie Kaltreider made motion to table, Sandy Hinkle seconded – motion passed.

c. Intermunicipal Sewer Agreement: Recently received a draft which is getting close to final proposal. Jeff Spangler believes there may be additional changes. Perhaps by next month.

13. Administration Report: Nothing at this time

14. Recreation Report: Bill Jackson

    a. July 4th was a bust at the park. There was a fear from the prior year of lost money due to the rain and was cancelled due to rain this year at the last minute. The fire department came in and sold hot dogs and such. Recreation Committee didn't want to lose money again which was the driver for the cancellation. Chris Wilhem said the kids had a blast and they weren't trying to make a buck.
    b. Pavilion: Continues to deteriorate and needs a roof. For Mark and Autavia Taylor, the new playground equipment that was installed is pretty nice.

15. Unfinished Business:

    a. Pump house: Gettle quote that was questioned last month by Rick Shank. All electrical work will be completed as per quote. Steve Miller stated the old one will be removed and new one installed and wired to operate. Rick Shank asked if it was in writing. Yes, the wiring is included in the quote. Motion to accept bid for $2,400 for installation. The bid for the cover needs to be renewed. Motion for bid up to $5,000 for enclosure/cover. Sandy Hinkle made motion, Angie Kaltreider seconded – motion passed (Bill Jackson opposed).
    b. Approval of handicap space at 35 E. 8th Ave.: In the past they were given with documentation but the ordinance states if there is off street parking that is easily accessible you may not be provided a handicap space. It was approved last meeting but neighbors came in and complained that no one checked the property. Vivian Amspacher asked John Elliott for legal advice on why the ordinance exists if we cannot deny a handicap space. Vivian Amspacher is concerned whether or not our ordinance overrides anything legal. John Elliot says if it states that if off-street parking exists then the borough wouldn't have to offer parking on the street. John Elliot stated we should check ordinance for whether it can be revoked. In many situations where permits are issued in error they may be revoked. John Elliott would like to look at ordinance and what was communicated. Jerry Duncan stated unfortunately the burden was on us in this situation.

16. New Business:
    a. Motion by Vivian Amspacher to make Richard Emswiler on zoning board from alternate to full member. Angie Kaltreider seconded – motion passed.
    b. Deck stairs on back of borough office needs repaired or replaced. Window in clerk's office leaks. Spigot in front of office leaks. Office air conditioners, there are 3, and the middle one is not working.
    c. An HVAC contractor replaced a part which he wasn't sure that it would work since the fan may fail. He advised and provided estimates repair that starts at $625. Next year Freon will

not be available to recharge and replacement recommended for next year. Price for removal and replacement for furnace and A/C $5, 470 with a 10 year warranty.

d. There is $5,000 budgeted for buildings. Motion to move forward and replace middle furnace and A/C. Ruth Duncan stated the weird configuration at her church didn't allow central air and there are units that heat and A/C. Vivian Amspacher responded the cost for those were investigated and the cost is at least $6,000. Rick Shank asked we call 2 other contractors for quotes. Doug Moore made motion to replace unit after 2 other bids are received not exceeding $5,500. Angie Kaltreider seconded – motioned passed.
e. 2017 budget is coming up. By the end of this month budget meetings should start.
f. 43 W. 9th Avenue handicap space request for Trulymae O'Neil. Douglas Moore made motion, Angie Kaltreider seconded – motion passed.
g. 3 tires for skid loader at $310 each. Filled at cost. No charges for changing. Douglas Moore made motion, Sandy Hinkle seconded – motion passed.
h. New vacuum cleaner for office. Sandy Hinkle made motion to purchase new vacuum not to exceed $250. Angie Kaltreider seconded – motion passed.
i. Vivian Amspacher spoke about the constant conversation about weeds. She recommends amendment to the ordinance since after they are 6" high, Jack Graybill has to send a letter, wait 30 days, they cut and the cycle repeats. Bill Jackson asked about the cost to amend an ordinance. Doug Moore asked John Elliot to which he responded the advertising cost would be the majority $500 - $600. Ordinance tabled until next meeting.
j. Road put in to park needs to be paid by borough. Rick Shank raised concerns about the condition of the plow/truck.
k. Rick Shank questioned accusations made by Vivian. Vivian stated she didn't know about the $10,000 left from prior year and we gave another $19,000 to Recreation. Vivian stated we need to be smarter with our allocations.

Meeting adjourned at 10:00 PM

June 14, 2016

Executive session held at 6:30pm – 7:15pm.
1. Vivian Amspacher announced the executive session was for current legal and personnel issues

Call to order:

Pledge to the flag:

Roll Call of Council: all present

Approval of April minutes

1. Vivian made motion to accept April minutes
    a. Bill questioned corrections regarding Mrs. Ramsay
    b. Doug Moore seconded – motion passed

Approval of May 10th minutes

1. Dickson is correct; Vivian made motion to approve with corrections. (Capitalization, name spellings).
2. Bill Jackson made several comments about re: Unfinished business in regards to a letter that does not exist.
3. Harriet Thomas made a clarification about the petty cash. (10:00) She figured out where the 50$ shortage.
4. Rick Shank asked about how someone can do a right to know and find all the information Vivian stated was not in the box. Rick Shank stated that there is no money missing and the money is there. Vivian Agreed.
5. Bill Jackson questioned the letter from which Vivian read a part of the letter and not the full letter. It was also not distributed so it should be stricken from the record. Bill Jackson asked that Vivian stop entertaining letters from individuals who are no longer active in the borough.
    a. Bill made motion to strike it from the minutes.
    b. Matt Armold stated he was asked to clarify what had occurred. Jerry and Bill asked who asked, Sandy stated she asked.
    c. There was no second.
6. Sonya Grim clarified that in the two years she was here that no check numbers were changed; they were changed prior to 2014. She asked that the minutes be revised to clarify when the changed check numbers occurred.
7. Approval of minutes tabled.

Secretary Treasurer Report:

1. General fund $45,468.64
2. Payroll expenses $13,199.72.
3. Sewer fund $42,427.43. There is $569,861.86 remain

4. Rick Shank questioned why financial reports are not distributed to the public. He also stated the April minutes were not present. He asked where we are year to date compared to our budget.
5. Harriet Thomas asked $11,525 paid out of general fund for Fitz and Smith but the memo says street sweeping based on her right to know. If it was street sweeping it should be from the liquid fuels fund since it is highway maintenance and should not be in the general fund.
    a. Bill Jackson asked that we wait until after the engineers report to review these concerns.
    b. Jeff Spangler stated the bill was sent to the borough and not him so it was not split up between general fund and liquid fuels.
6. Rick Shank stated that we need to make sure how these things are labeled are correct or there'll be problems when we are audited. If we didn't transfer the money from general to payroll the account may be negative.
7. Bill Jackson stated the payroll expense total is highlighted and is negative. We need to investigate and correct.
8. It was clarified that some months the total is negative and others it is positive. The issue may be with changes in the process.
9. Vivian made motion to accept monthly payroll expenses with the corrections listed above.

Mike Shaffer York County Planning Commission

1. Countywide storm water authority. A presentation was distributed to the council from which he read. He asked for our participation.
2. The Borough is already an MS4 municipality and the countywide storm water authority is an extension.
3. Jeff Spangler is attending the planning meetings and will keep the council informed.
4. This is in the introduction phase and additional information will be available.

Sonya Grim asked about the monthly reports. One is done on cash basis and one is on an accrual basis. She thinks that they should be the same and the "accrual basis" may be giving us the negative total.

Vivian stated that comments are to be made during the public comment section of the meeting and those who wish to speak must sign in.

Public Comment

1. Harriet Thomas asked about the cross walk by the Vietnamese church that was approved but not completed.
    a. Vivian stated she recalls Jeff Spangler had concerns about the crosswalk, drainage and liability. Jeff Spangler does not recall the comment but will look into it.

   b. Harriet stated if we do not do the cross walk we need to notify the church if we are not going to provide a sign since we said we would provide one.
   c. Harriet also stated about the street sweeping where a pile of cinders and antiskid was left at the corner of Olympia and North Beaver. She was concerned the pile could end up in the wrong place and get dumped somewhere it is not supposed to be.
2. Chris Wilhelm – declined
3. Sonya Grim – declined
4. Shauna Kaiser – declined
5. Kathy Stall – not present
6. Jill Richcreek? – She has a problem on Laurel Street. There is a professional size basketball net on the street where people walk in front of the business (the wood shop). It is on the sidewalk where people have to walk around and there are 10 kids who play basketball and they don't move as people try and drive by. There was one occurrence when someone on a skateboard where the kid rode straight in front of her car. It is Laurel and Court St. Someone on 7th Ave owns the basketball net. The police have been called but it continues and their motions are borderline threatening. Doug Dillow has also witnessed this issue. If it is on the sidewalk it is a zoning issue, if it is on the street it is a police issue. It is also a safety issue since the kids play on the street at night.
   a. The council will address it with zoning. Jerry Duncan will speak with the kids personally.
7. Melvina Clagg – She called 2 months ago and asked for help about a huge flat screen TV that was dumped behind her garage. She asked if the borough could go around and pick up some of these TV's that are starting to litter the streets. Jack said he would assist but has yet to help.
   a. Chris Wilhelm commented about disposing electronics and older people who live in the borough and are unable to haul these types of refuse.
   b. Peter Brady asked what we would do once we collect them.
   c. Deb asked if the fire company could assist from which they agreed to the possibility of supporting the borough employee.
   d. Bill Jackson offered to pick up the TV tomorrow June 15th.
8. Samantha Riker – Asked about assigned parking spaces/permits.
   a. Vivian Amspacher stated it would be nice but it would not work and has been investigated.
   b. Bill Jackson clarified it is a public street so the borough cannot assign spaces.
9. Nancy Brunk – What can be done at Resource York that is starting to look like a dump once again? Secondly, in the 1100 block of Duke. Behind 7th avenue besides Doug Dillow's house. It's at 7th, then the house with the new big fence then the alley. At the bottom of the alley if you are coming south on Howard and need to make a right it is very difficult to see due to

a 6-foot fence. It is a corner property at 7th and the alley, passed the red brick house. The fence was taken down and then was put back up. The fence was put back up haphazardly and blocks the line of sight. It is at the rear of the firehouse parking lot. Location 7th and Reynolds Lane.

a. Vivian will speak with Jack.
b. Nancy also asked about a large pothole at 10th and George St.

10. Richard Shank – Concerned about harassment and distributed a picture of Sandra Hinkle. Sandra stated the picture is out of context and her expression is due to arthritis in her hand.

Angela Kaltreider

1. Roughly we spent $3,000 over budget for the first quarter. The budget was $243,394.25 we spent $246,588.29. Rick asked which category ran us over budget.

Engineer's report

1. Crack sealing – complete. Pay request has not been submitted.
2. 2nd Ave ramp update – work complete but bill was sent to borough and was paid. Since it wasn't sent to Jeff Spangler it wasn't broken down into categories.
3. Meade Street adoption sewer lands – land is no longer available. City and rail trail is interested. The area at Pine to Elk was never officially adopted although we continue to take of it. We discussed adoption but we never followed through. Jeff asked if we want to go further.
    a. Bill Jackson asked for clarification it is only the 1 block and we aren't going to touch the area that was discussed.
    b. Vivian made motion we adopt the area from Elk to Pine.
        i. Rick Shank stated when winter comes again that we will need places to put snow. No one owned it so last year we put snow there. Rick stated we do not have anywhere to put snow. The reason we looked at the area down to the dead-end was for placing snow that was plowed.
        ii. Jeff stated we would not get any more liquid fuels but it would be additional road to maintain.
        iii. Bill Jackson stated last year was difficult and we'll be in trouble if we do not have any place to put snow.
        iv. Sandra Hinkle seconded
        v. Bill Jackson asked what it would cost to maintain. Jeff stated there might be issues with blocking driveways.
        vi. Rick Shank stated the sewer right away goes through there so nothing can be put there.
        vii. Deb Smith stated she heard they were going to close to pool and put parking there.

viii. Solicitor stated the legal fees would be approximately $500-600 and possibly additional engineering fees.
ix. Deb Smith asked if we could table it until we know what is going to be built there.
x. Vivian withdrew motion and tabled until next meeting.

4. Laurel Street sewer replacement out for bid
5. Manhole on George Street – Stewart and Tate is doing work on the water line, which is going up next to the manhole. Combining with 6th ave handicap ramp. We would recognize a $350 savings based off the two phone quotes. The manhole is 2075 and curb ramp 3100
    a. Bill Jackson Made motion to repair manhole cover for $2075, Vivian seconded – motion passed
    b. Vivian made motion to fix handicap ramp for $3100. (Washington Dowling) Angie seconded – Motion passed.
6. Intermunicipal sewer agreement update – they asked as we pay the sewer, part of the money goes into a transportation fund. This is used for smaller projects and the city asked for the transportation fund to remain. Some municipalities said no and they want the money refunded. Small projects are like the interceptors on Codorus Creek. They want to do a study on the sewage pipes. If the study is $100,000 the borough's portion is 2%. Instead of coming to the borough they take the money from the transportation fund. Jeff does not have the amount that is in the fund for the borough. He is working on the amount so we can make a decision. Additionally, it is unknown whether it is all or none.

Fire Chief's report

1. Dave Abbott – The report includes April and May due to a computer issue last month.
    a. April there was an estimated $200,000 loss for water main break at York Learning Center
    b. There is no chicken BBQ in July, next one is in August.

Emergency Management

1. Sandy Hinkle – all paperwork completed for PEMA. Matt Armold had started paperwork and Sandy finished. The estimated potential cash flow would be $20-25k.
2. Additional vehicles were added, like the chief's vehicle. As well as the truck with a spreader and plow which we did not know until PEMA's assistance.
3. Food Receipts, duty vehicle is permissible to be submitted.
4. Rick Shank asked for expansion on food receipts. Sandy stated they review manpower and the money spent. It is reviewed and reimbursement considered.

Solicitor's Report – John Elliot – Everything was covered during executive session unless there are further questions.

Mayor's report

1. 5/6 weapons violation. 44 m gun w/out license

2. 5/27 DUI check point 7 DUI arrests, 3 drug arrests. 1 drug paraphilia, 25 citations

3. In commission meeting, he brought up issue w/ parking infractions. The chief indicated it is a tough area, if they focus their patrol time on parking issues there would be less time spent patrolling focusing on drug use and other issues in borough. The council needs to determine what we want them to focus on since a focus on parking infractions would make other issues take a back seat.

a. Vivian responded how people park near corners, especially on George Street is safety concern since there it blocks visibility from traffic on George as people are trying to turn onto George. She believes these scenarios should be addressed when they see it. Crime should take precedence but if this is seen then we ask that it be addressed.

b. Jerry Duncan noted there could be additional congestion on 7th due to a new business formally known as Farm to Freezer.

Rick Shank on solicitors report. John Elliot stated all his comments were made in executive session which were all legal matters and confidential.

Recreation Committee (Bill Jackson)

1. Cameras – 4 cameras mounted on poles. Bill Jackson looked into 2 vs. 5 mega pixels. Lower resolution was chosen based on increased ability to work in low light. Additionally, bulletproof cases cost more than the entire system. Recreation asks to change the two lights from timers to photocells for constant power. The cameras will be focused on picnic area, basketball court and play area. The 4th camera inside garage. 5th camera mounted above the bathrooms due to vandalism. The 5th camera is an additional $500. The storage is dependent on the amount of motion. If all 4 cameras record 24 hours a day we should get about 14 days of video to review.
2. The Rec Committee asks that the council reconsider the newsletters. Posting on website – some people do not have computers. Available at office – elderly can't make it down to the office. Everyone on the rec committee is a volunteer and the hours required to distribute newsletters is excessive.
    a. Vivian clarified it is approximately $8000 per year, plus $250x4 instead of the $4,000 that Bill had stated. Vivian added the council's belief is Internet, Facebook, borough

office is sufficient. If someone is handicap or elderly we could deliver.

b. Bill Jackson stated the Rec Committee would not distribute the letters again.
c. Vivian stated the cut was due to our manager search.
d. Nancy Brunk asked about speaking with youth groups for distribution as community's service.
e. Kathy Hughs is involved with boy scouts, there are only 3 active scouts and stated they would be interested.

3. 4th of July event – the church wants to get involved with bounce house. Park equipment, 3 pieces are in Ohio, we are waiting on the 4th piece. We are waiting since we wanted them to all match. It can be installed ourselves but time is limited. $2,400 is the cost for a contractor to install.
4. Pavilion roof and paint – Will try and involve boy scouts.
5. Community's yard sale in May – was a wash. Did not work out. Will go back to tentative date. 6/25 and second week of July. We will not use the parking lot. We will try and have a "community yard sale" where people do it in front of their homes.
6. Cameras – The rec committee will pay the $3,700 set, $500 for extra camera with understanding the ADAR's rec money goes to borough and refunds the camera cost to the rec committee.
7. Rec committee will send a member to pick up flowers to place by park sign. Donations of perennials would be appreciated.
8. Peter Brady asked about maintenance costs. Maintenance for the first year is covered. After the 1 year it is negotiable.

Unfinished Business

1. Motion for handicap parking space 35 E 8th Ave. Doug Moore made motion Angie seconded – motion passed
2. Vivian asked Rick Shank about the files for the 2015 fire department logs. They are not in their folder. Rick said they were in the files when he left.

New Business

1. Pesticide training and certification required for employees. 2 classifications PEP10 and PEP23. There are associated fees. The borough is going to try to avoid using chemicals until September when there is a less expensive "easier" class.
    a. Doug Moore made motion for certifications, Chris seconded – motion passed
2. Generator estimate from Gettle.
    a. Angles and Falls 30k outside, 42k inside
    b. Gettle's estimate (borough purchases enclosure from Winters $4,045), $2,400 for removal of old generator, tie in electrical.

c. Bill Jackson asked about a third estimate. Kathy confirmed with Vivian that we could not find another contractor that wanted the work.
d. Rick Shank asked if this was advertised for other bidders. Kathy answered we did not due to the price is 2-6k range and therefor it did not need to be advertised since 19k is the limit.
e. Angie asked that we table it until it is added to quote.
f. Tabled

Vivian motion to adjourn at 9:30.

May 10th, 2016

Executive session prior to meeting @ 6:30p

Bring to order at 7:14pm

Mayor led pledge of allegiance @ 7:14pm

Call to order: all present

1. Vivian Amspacher looking for approval of April 12th meeting
    a. Bill Jackson cited concerns regarding last meetings minutes.
        i. Cameras, last meeting they were approved for the park pending money and where it is coming from. Vivian Amspacher stated it is on the agenda later in the meeting.
    b. Vivian made a motion to not approve the minutes and table until next meeting. Bill Jackson seconded. Motion passed unanimously.

Secretary Treasury/treasurer's report

1. Angie – Sewer and refuge expenses. Sewer $561,055.33 in checking. Payroll $13,715.80 expenses. Monthly expenses $132,659.87.
    a. Vivian asked for motion to accept. Bill cited question about petty cash for $50.78 asking about receipt. Vivian stated she discovered the paper in the petty cash box citing use of petty cash was missing when she asked Kathy get some money out so she could go to the post office. Vanessa stated she noticed the form was missing after finding what she thought was $30 short due to missing receipts. Normally, $200 is kept and we added the money back to petty cash and put the paper back in to document the use.
        i. Rick Shank stated it used to be $100 and the paper was there prior to his resignation. The only discrepancy was when someone requested money and it was pulled from the wrong box (recreation) which was about $50 and he discovered it when he went to get money from recreation and the recreation petty cash was short. Vivian stated she never pulled money from there, she requested access by Kathy or Vanessa. The discrepancy may have been caused by replenishing the recreation petty cash.
        ii. Bill Jackson asked who has access and why weren't the police called if there was money missing.
        iii. Bill Jackson requested an audit on the cash box. Vivian stated we know where it is now, although we don't know exactly. Bill stated he was not trying to point fingers but it appears to the residents we don't know where the money is. Vivian Amspacher replied the missing paper from the cash box might have gone with the audit documentation.
        iv. Rick Shank, the financial quick books person should have record of the changes and that we never had more than $100 and there should be documented proof. Vivian Amspacher asked why there was more than $100 in the box if there was only ever kept $100 in borough petty cash.
        v. Rick Shank asked another question about sewer refuge amount and the total amount of the bills, where do we stand 1st quarter and what percent of budget has been spent. Angie replied $2,181.87 is the total of the

sewer/refuge expenses. Angie Kaltenrider did not have the answer for what % of the budget that was spent in the 1st quarter.

vi. Vivian Amspacher asked for motion to accept secretary/treasurer's report. Douglas Moore made the motion, seconded by Chris Kaltenrider. Motion passed.

vii. Vivian Amspacher asked for motion to pay bills through general fund and the sewer. Douglas Moore made the motion, Angie Kaltenrider seconded – motion passed.

2. Vivian Amspacher stated we need to appoint Vanessa Dixon as borough treasurer since the council did not do it during the last meeting when it was discussed. Bill Jackson asked if there were other options. Bill asked if she has a good track record, Vivian Amspacher stated she thinks she does with the exception of the minor error where she mixed up a code for budget line items.
    a. Following Vivian's comments regarding mysterious checks while responding to errors, Gordy asked for more information about the checks for which Vivian Amspacher had referred. When Vivian Amspacher went to pay the bill for someone that assisted with snow clearing, the check number that popped up was a check from the past (2010). A check to Kevin Hevner for ema services or some related expense. Rick Shank interrupted and stated "you really don't know what you're talking about, do you want me to explain to them what the hell happened?" Vivian Amspacher continued, prior to this discovery, she saw a printout of this check during the "scuttlebutt" about the money reimbursement for central restaurant during snow storm. No one knew Vivian had seen this check. Unnamed person in the office looked further and discovered the check was the same as the copy that was in Jack's office. Vivian Amspacher stated now it has been explained that changing check numbers to future numbers is a way to hide expenditures. Vivian stated the timing is ironic. Additionally, Vivian Amspacher stated we can expect additional check #'s to pop up as used.
    b. Rick Shank asked if anyone read the audits from the past which explained out of sequence check #'s. He added there is no fishy shit going on now but in the past there was. Vivian reiterated it was odd that it was the same check as the one that was on Jack's desk.
    c. Sandy Hinkle stated she was just provided a copy of a check from 6/24/2014 that stated there has been $200 in Petty Cash (By Vanessa Dixon) and Rick Shank cited he was wrong.
    d. Douglas Moore made the motion to appoint Vanessa Dixon as borough treasurer, Angie Kaltenrider seconded. Motion passed.
    e. Rick Shank asked whether the treasurer will be present at future meetings to answer finance related questions. He added the financial committee should know what is going on with the budget and should be able to answer the questions. Are we in budget, over budget? Vivian answered that although she does not have the "hard numbers right now," we are "okay" but moving forward we are going to have to be careful based on upcoming obligations.

Public Comment:

1. Gordy stated petty cash traceability should be placed on computer so there is a constant record and it is know who took it and where it went. Sandy Hinkle stated the money was missing when Mr. Shank and other people were here. Rick Shank asked if he was being accused of theft because "she can't prove any of that shit..." Sandy responded she did not

intend to make accusations but the money has been missing since then. Gordy stated we should eliminate petty cash. Vivian responded that we do not have a credit card and there is a need for petty cash for small expenses such as post office, mailings etc. Gordy asked that we reduce it to $100 and audit it weekly by finance committee.

i. Angie Kaltenrider asked who has access, Vivian Amspacher answered it is her, Vanessa, and Kathy. She also asked if we have all the keys returned from the people that have left. Vivian said yes. Layered audits (dual control) were suggested by Angie Kaltenrider to eliminate accusations.
ii. Rick Shank stated we went to petty cash so we aren't paying out all these checks to councilmen which looked like they are receiving small payments. Vivian Amspacher stated she believes people get busy and receipts are lost but she believes this issue wasn't theft. She added she feels we should get rid of petty cash.

b. Anita Jackson – does the borough have a credit card? Vivian said we do not but she may look about getting another card moving forward.
   i. Bill made motion to get a credit card and card is returned with receipt and to close petty cash. Douglas Moore seconded – motion passed/none opposed
c. Vivian reiterated those who wish to speak during public comment need to sign in.
   i. Bill Jackson stated he doesn't believe the sheet needs to brought up to the front and should remain on the table in the back. Vivian Amspacher responded she'd like to call the people by name that wish to speak during public comment. He used the term dictatorship. Vivian stated last meeting went well because of how we handled it with the sign up sheet.
d. Gary Gearhart asked what is Jack Graybill's job? Vivian answered he is the zoning officer/codes, Gary Gearhart added there is a car with the bumper falling off and had been that way a year. Gary Gearhart voiced a complaint 2 years ago about the cars parked on 5th avenue behind his house with no inspection stickers and believes Don Yon has the one with the front end falling off. It was clarified it was in private parking but these cars are taking up spaces. 127 E 5th – behind 117 E 5th Ave. Gary Gearhart added that he felt Jack never followed up or handled the issue
   i. Vivian Amspacher said if there is a car on the street, as a citizen/resident you are more than welcome to call and report to the police about a car uninspected/registered that is parked on the street.
   ii. Gary Gearhart also stated cars blow the stop signs constantly but the police do not do anything.
   iii. Vivian said she would address it with Jack Graybill as she has with different things many times and stated we'll see how it goes, but it'll definitely be addressed.
   iv. She asked that if the issue continues that Gary Gearhart call and leave a message if there are no results.
   v. Vivian Amspacher asked Jerry Duncan, if police come is it tagged for 30 days before it is towed? Gary Gearhart clarified there is an ordinance about uninspected vehicles on private property since the police have no jurisdiction. It is Jack's Graybill's responsibility to cite the individual.
e. Nancy Brunk – passed

Engineer's report

1. Summary of proposals for paving. Received 2 bids, Kinsley and Fitz and smith. Fitz and Smith was low bidder. The summary is attached to minutes.
    i. Manhole repair could be paid from sewer, others could be paid liquid fuels.
    ii. Fitz and smith total = $27,745.00
    f. Jerry Duncan asked about the disparity in pricing between manhole cover to ADA ramp. Fitz and Smith was $6000 for manhole and Kinsley quoted $18,000. Jeff answered that people low bid to get the job but the materials are the same. Jerry Duncan asked whether it was a "like product", Jeff Spangler reassured that it was.
    g. Douglas Moore asked what was the estimate since the bids are higher than originally thought. Jeff Spangler said it was originally estimated at a little over $20k. We could pull the add ramp out and quote out to contractors. Jeff feels we could find the ADA ramp and manhole repaired for less/ better price.
        i. Vivian Amspacher asked if we could pull them out of the bid. Jeff recommends we could reject the bid and call contractors for each individual line item. We would leave the first two out and bid the ramp and manhole. He feels we would end up paying less.
        ii. Vivian Amspacher made motion to reject bids. Sandy Hinkle seconded. Motion Passed / none opposed
        iii. Vivian made motion to quote out line items 3 & 4, Sandy Hinkle seconded. Motion passed
2. Laurel street paving – issues with sanitary sewer under the road and the video from a few years ago. There are 2 significant sags in the sewer line. In each joint the camera came to it jumped with means the joints may not be in good condition. There are roots remaining at joints and laterals that were cut.
    a. Suggest replace the line between Duke and queen on Laurel. This would be paid from sewer funds. Vivian asked Angie what was in sewer, Angie stated $560,155.33.
    b. Vivian stated concerns that the roots have been an ongoing concern and in the past we talked about residents with trees close to sewer had to remove the tree and roots but we never moved forward.
    c. Bill Jackson had a comment for Vivian Amspacher and Jeff Spangler – this is something we need to repair despite our need to have more money in the account. Vivian stated it was not an argument, just stating the concerns of our expenditures.
    d. When discussing the sewer fund, it was stated that increasing the balance is a matter of residents paying their sewer bills.
        i. Angela Ramsey asked about efforts to get money from those who are delinquent.
        ii. Bill Jackson made motion to bid out the repair and Chris Kaltenrider seconded – motion passed.
3. Meade street and front street – he met with city sewer authority solicitor about the land it sits on. Would the borough be interested in the whole property. The city sewer authority solicitor said she doesn't see that the sewer authority or city would have a use for the land. Jeff Spangler asked her what type of price for the land and she said maybe a dollar but could not say for sure. There are easements for rail trail and sewer that runs through as well as possibly army core flood control easement.
    a. Jerry Duncan asked what the widest distance across the plot. Jeff Spangler doesn't know, we didn't survey that far. Jerry Duncan asked about the $330820 land value since the widest area is probably 25ft and if council decides to move on the property would we be required to do anything or would there be stipulations? Do

we know about the condition of the sewer line? Jeff Spangler answered it would be the city's responsibility due to the sewer easement.

b. Vivian Amspacher mentioned down the road we could use that area for picnic tables, who knows, if the rail trail comes through there.
c. Jeff stated the only stipulations he would expect is that the borough pay for the paperwork fees.
d. Bill Jackson asked about the condition of the building on the property. Specifically the roof. A suggestion was made a few years ago about consolidating records, digitally. Thereby not needing so much storage space. Vivian Amspacher responded if we got the help that was promised then maybe we would make it happen.
e. Gordie asked several months ago when there was discussion regarding the adoption of 3rd Ave. He is concerned about the drug use as well as maintaining the area. He added we do not have any money. It is just more property to maintain where kids are down there doing their thing and we would have to do something.
f. Jerry Duncan stated acquiring new land is a nice idea. We once bought a bridge for $1 but it cost $30k to get here and we sold it for $1. He cautioned us not to make the same mistake in that it is an unknown.
g. Gordie said we should look at the building and have the roof inspected. Where are we going to get the money to get the building fixed up so it is in a condition to keep records?
h. Jerry Duncan reiterated he disagreed with the eminent domain of the property.
i. Bill Jackson stated it has to be climate controlled.
j. Vivian Amspacher made a motion to get an estimate of the cost of repairs despite we are unable to get inside.
k. Nancy Brunk stated to Vivian Amspacher, you don't want to buy a car without looking. We have to find a way to get in the building before we make a decision. Vivian Amspacher stated, she did not believe anyone owns it? The Sewer Authority didn't know it was there since Gibbs put it there (per Deb Smith). Nancy Brunk is concerned about the roofing cost and the longer we don't maintain it the higher the cost. Vivian Amspacher stated the potential opportunities down the road.
l. Gordie asked about the pump station, what are we going to use it for, it is an empty building. Vivian Amspacher said storage for stuff from the garage, we are waiting on an estimate from Gettle.
m. Rick Shank stated if we take this land, people always complain about how the borough looks but the president said we'd take the land, not do anything with it despite the dilapidated building. After we get the building we pay hourly employees to maintain the land and make believe something would happen down the road. Vivian Amspacher responded the surveyor's said it was foolish not to take the land.
n. Bill Jackson made motion we do not take the land. Deb Smith Seconded motion. Yes agrees with motion
    1. Angie – No
    2. Deb – Yes
    3. Doug – Yes
    4. Vivian – No
    5. Sandy – no
    6. Bill – Yes
    7. Chris – Yes

4. Still working on Intermunicipal sewer agreement. No new update.

5. Crack Sealing – started but has not finished due to weather.
6. 2nd ave curb work has begun and should be finished in the near future.
7. Planning meeting was held on May 4th and the plans for the hotel was reviewed. The plans met all requirements of zoning code except minor outstanding comments. The planning committee recommended to the borough council that we accept the plans.
    a. John Beranski with Randy Sheer (engineer). They paid for and had delivered 12 full sets of the plans but they were not available for the council meeting.
        1. John Beranski displayed artist renderings of the 105 unit hotel in 3 buildings which fit nicely on the site. The borough engineer agreed that plans met all ordinances with respect to zoning. Sub division land ordinances has been met and there are a few outside agencies approvals that are still needed. The idea was to make it blend with the surroundings of the borough.
        2. Randy Sheer stated the goal was to make it look like an apartment building. The hotels are suites with a kitchenette.
            a. Vivian Amspacher asked about a year ago about the sewer right-away from Doudrick property. She asked that we would always have access to the borough garage. Jeff Spangler said it does not go through there; there is no sewer right away. Randy Sheer said there would be no changes to the access.
            b. Bill Jackson asked they entertain the thought that we can use their parking lot as a throughway so we can access the road between the garage and the borough. Adar is not opposed to limited access for borough business. Adar stated they will grant approval
            c. On 3/21 it was reviewed with comments that were addressed by Adar's engineer by 4/21 and minor changes were made. The revisions have not been submitted for Jeff Spangler's approval.
            d. Bill Jackson asked if they would be open to negotiations about apartment possibility. John Sheer said he did not feel the builder would be opposed to conversations.
            e. Rick Shank asked before we approve anything we go back to issue with access to field. How wide is the access off 5th avenue going to be? Can the public use it for access to the park? It was 24 feet wide. Rick asked what the concern was that people use it to access the wiffleball. Adar answered it is a liability since it is private property. Rick asked they build us a street to remove their liability. Adar answered it would screw up their building set backs and cause issues with all their plans.
            f. John Beranski asked that the only access to people have to our park was over private property? Vivian Amspacher believed we would always have right of access.
            g. Jerry Duncan asked where our borough garage building is built and if we own the property. Rick Shank said it was supposed to be recreation use only. Rick Shenk answered we lease it from the York city school district.
            h. Bill made motion to approve hotel plan with conditions of outstanding issues. Douglas Moore second, motion passed

Solicitor report – John Elliot.

1. Adoption ordinance 2016-1 for rezoning of parcel that hotel plans were submitted from Light industrial to R2 residential.
    b. Public Comment:
        i. Rick Shank – If the borough listens to citizens we'll pass the ordinance.
    c. Bill Jackson made motion we change to R2 Deb Smith seconded– motion passed.

Fire chief report

1. Report will be added to next month. Steve was out on a call and was not able to get the notes.
2. EMA/FEMA update:
    a. Looking for motion to appoint Sandy Hinkle as EMA coordinator
        i. Bill Jackson expressed concerns he didn't know anything about Sandy Hinkle and her proposed appointment as EMA coordinator.
        ii. Steve Miller said that the reason Sandy Hinkle has stepped up into the position is so we can complete the paperwork for reimbursement for the snow storm. Someone has to be in the position just so we can have the paperwork completed.
        iii. Sandy Hinkle made motion for Bill Jackson to Appointed to EMA coordinator. There was no second.
        iv. Angie Kaltenrider made motion for the appointment of Sandy Hinkle as EMA coordinator, Chris Kaltenrider seconded. Motion carried.

Mayor's report:

1. April 9th 1100 block of N George – terroristic threats between room mates
2. April 30th criminal mischief – vehicle was vandalized
3. At last commission meeting, Jerry Duncan requested the focus on the park area through their normal patrol due to illicit activity. There was recently a study that showed we had less than recommended coverage. We are close with the hours with ½ an officer which is currently patrolling (5-8 hours per week). Mayor's report is attached to minutes.

Admin report

1. Codification - American legal is the only firm that is interested in taking us on due to complexity. Their price was $10,000.00. They can spread the cost over 2 physical years.
    d. Rick stated we do not have that amount of money in the line item in the budget. We should wait another year. Angie Kaltenrider asked if we could table it.
    e. Angie Kaltenrider made motion to table, Bill Jackson seconded, motion passed.

Rec Report: There was no meeting to report.

1. Vivian Amspacher looking for motion to appoint Bill Jackson as liaison to rec committee.
        i. Vivian Amspacher made motion, Douglas Moore seconded – motion passed
2. Vivian Amspacher: Pay for Tyler to do the park – The money is supposed to be paid from rec committee. When we looked back it didn't appear as though he is getting paid from regular payroll. Rick Shank replied, it should be transferred from rec back to regular payroll. During budget, his pay was budgeted to be paid from Recreation. $120 less taxes.

Unfinished business:

1. Cameras – Vivian states, Looking at the budget, due to building maintenance which is budgeted at $5000, we can't justify paying for the cameras from this line item. Recreation started the year with 29,000 (10k left from the prior year) so it makes more sense to pay

the $3,700 from the buildings and maintenance line item. A letter was sent to the rec committee (which is on file) asking that they pay for the cameras at the park and then we'll look to pay for the cameras at the borough building.

   i. Rick Shenk states that this new building, the hotel from Adar, will have recreation fees. The money will be coming in once they file their paperwork to get started. The money can be allocated for the security cameras. Rick Shenk asked that the general fund pay the cameras and get reimbursed but Vivian Amspacher stated we don't know when those funds will come in.
   ii. Rick Shenk asked to go back to the rec committee for their approval of paying for the cameras.
   iii. Vivian Amspacher made motion that council turns over responsibility of cameras to rec committee, Bill Jackson seconded. Motion passed.

2. Community residents committee: Vivian Amspacher stated a lot of people have a problem with the council's contribution since it is for adults. We have nothing for teenagers and if we were going to contribute 200 or 300 dollars then why wouldn't we give the money to fire company or for a teen related activity.
   i. This can be revisited per solicitor
   ii. Bill clarified they asked for $100 - $150 or advertising/paperwork. She asked to build this committee to build comradery. Rec is only geared to little people. Bill offered to give the first $50.
   iii. Bill Jackson said they are trying to recreate the potluck which went over well and it cost them some money out of pocket.
   iv. Nancy Brunk fears we are not setting examples for our teenagers that it is important to get along with neighbors. The point is to pull neighbors together.
   v. Vivian Amspacher stated she recalled we made a motion for $150 and brought it up based on concerns by council and residents.
   vi. Angie Kaltenrider believes it is exclusionary and it should be listed as a community event rather than an adult committee.
   vii. Further discussion tabled.
3. Erlich pest control: Vivian Amspacher stated we hired them because we thought we saw 1 roach in the building. We could stop using Erlich by using over the counter as well as stock the bait boxes ourselves. Vivian Amspacher asked that John Elliot look to make sure we are legally allowed to take over our own pest control.
   a. Vivian states we pay him monthly and we could save a substantial amount of money based on what the materials cost.
   b. Tabled due to further research on the legality of the borough using pesticides.
4. Common wealth code services fee schedule (on file):
   a. Gordie sarcastically stated it would be a terrible thing if Jack left and Common Wealth code services took over.
   b. Douglas Moore made motion to approve, Angie Kaltenrider seconded - motion passed.
5. White rose ambulance club insurance to cover transportation. Coverage was for employees and people while working. DJ, Steve, Lucas and Weston were also covered. Steve asked if we could include the fire department (active members) since it would be a savings since they >$200 per trip.
   a. Rick Shank asked why isn't workers comp insurance covering calls.
   b. Steve clarified it is a membership and all fire department are employees of the borough. It doesn't make sense to have 2 memberships. We should combine.

c. Nancy Brunk stated she works in workers comp and it will pick up X amount. By state law they are required to reduce the insurance based on what workers comp pays. Why are we paying a membership when they will bill workers comp. Example: $270 ride. Workers comp pays $120. They can not bill above what the workers comp pays. There is no need for another insurance/membership. State law states workers comp first. We do not need this additional insurance and reduce it to just council members.

6. Vivian Amspacher read a letter from Matt Arnold which is on file. He requested it to be read to clarify concerns about a contested confrontation that occurred during the meeting at which he resigned.
    a. Jerry Duncan stated it was a moot point. Sandy Hinkle responded it is not since she was called a liar and screamed at. All she did was relay what was told to her.
7. Rick Shank added we didn't explain the purpose of executive session. Additionally, Kathy's resignation.
8. Vivian Amspacher responded that Kathy decided to leave earlier than originally stated but is willing to help acclimate her replacement.
9. Vivian Amspacher asked for approval for agreement with Temp Star for support in filling the secretary role.
    i. Angie Kaltenrider asked we get Kathy's keys ASAP.
    ii. Vivian Amspacher made motion to accept Kathy's resignation, Douglas Moore seconded – motion passed.
    iii. Jerry Duncan asked about the cost of Temp Star. Vivian answered $19/hr. for 320 hours until they are eligible to be hired on.
    iv. Doug Moore made motion, sandy Hinkle seconded – motion passed
10. Adjourned at 10:05

Minutes: April 12, 2016

Call to order: Meeting called to order at 7:01PM

Pledge to the Flag: Pledge led by Mayor Jerry Duncan

Roll Call of Council: in attendance Mayor Jerry Duncan, Solicitors John Elliott and Mark Evans, Council members Angi Kaltreider, Deb Smith, Sandy Hinkle, Bill Jackson, VP Doug Moore, and President Vivian Amspacher.

Appointment of Vacant Seat on Council: Council President Vivian Amspacher opened by reading a statement that the public wait until public comment to speak and that you must sign in to speak. Then asked if anyone present that would like to be considered for the vacant seat to stand. The only applicant standing was Chris Kaltreider, after a few questions the motion was made by Doug Moore seconded by Sandy Hinkle the motion passed with Angi Kaltreider abstaining.

Approval of March 8, 2016 Meeting minutes: Motion was made by Doug Moore and seconded by Angi Kaltreider to strike a statement made by Sandy Hinkle from the minute's motion carried. Motion to accept the corrected minutes made by Doug Moore, seconded by Angi Kaltreider motion carried by all.

Motion to approve the use of recorded minutes to ensure the accuracy of the minutes. Motion made by Vivian Amspacher, seconded by Sandy Hinkle carried by all.

Secretary Treasurer/ Treasurer's report:
The two items that were questioned last month were Mistras Group for 1157.40 that was for fire truck pump testing and the Recreation payment for 53.70 was reimbursement for notary services at the January 4th meeting. Payroll expense was 11,414.61 General fund expense was 48,768.33 total monthly expense was 60,182.94 Sewer expense was 3,674.30 leaving a bottom line in Sewer is 536,854.23

Engineers Report: Mark Clark gave his proposal for street work, and will check on work done last year to see how it faired over the winter season. Motion was made to put the street work out to bid by Bill Jackson, seconded by Sandy Hinkle all in favor motion carried.
Jeff Spangler will have reports on the sewer authority property at the next meeting.

Public Comment:
Nancy Brunk hole in alley behind re-source York, Howard alley 9th and 10th it was discovered it's in Manchester Twp.

Chad Sponseller wanted to thank the Borough for patching his alley and the church on Duke looks really good. Chad also asked about what the status is on the radios, Council and Steve Miller stated that Steve would get them installed.

Kelly Sponseller asked what's being done with the house falling down, she was told it was Manchester twp. She just wanted to confirm. It was confirmed that it is in fact in the township.

Rick Shank asked for clarification on the plans that were approved for signature at the last meeting, because he was a member of council at that meeting and did not sign. Kathy Stahle Hughes had spoken with Jeff Spangler following that meeting to find out who needed to sign, since it was not signed at the last meeting and was told it was fine as long as the majority of Council signed.

Ted Branin stated that a North York Facebook page made defamatory statements that caused damages to Mr. Tom Kuhn, he was told that page is not operated by the borough and is run by residents.

The Mayor wanted to clarify that he asked to meet with Tom Kuhn and had Rick Shank as a witness to ask if he would step down from any Borough involvement until the situation on Facebook was resolved.

Harriet Thomas wanted to clarify that the attorney's fees of 48,555 doesn't include sewer liens, the sewer liens and eminent domain attorney fees that came out of sewer totaled 21,293. Totaling 69,848 to John Elliott's fees.

Nancy Brunk has an issue with a vehicle parked at the yellow line approx. at 330 in the afternoon. The Mayor would pass this information onto Northern Regional.

Marlene Emig Albright alley trash outside the day of trash collection right after trash goes.

Angela Ramsay stated that the statements on Facebook were about the protection of the children and those women came forward years after as most victims do.

Jeff Worfel wants the handicapped curb painted white now that the sign was removed on 5th Ave.

Fire Chief's Report: David Abbott gave the report there were 26 calls last month 7 in the Borough. A copy of his report is on file with the minutes. Chicken BBQ and Community Yard sale on May 7th.

Emergency Management: Nothing to report.

Executive Session: These sessions are required by law to be called during a regular meeting. Following the executive session Council members Angi Kaltreider and Deb Smith did not return for the remainder of the meeting.

Solicitors Report: John Elliott reported that the rezoning has been advertised for the May meeting. York County Planning will not have it on their agenda until after that meeting, but it will not interfere if Council wants to move forward as their opinion is purely advisory.

Concerning Meade St, Jeff Spangler setting meeting with York City Sewer Authority to grant a quit claim deed for building.

Concerning the emanate domain of the pump station the ordinance and paperwork states it was for storing and operating the sewer pump station and does not specify that the generator has to be on the interior of the building.

Mayor's Report: There was a death investigation, determined natural causes and A DUI on N. George St. statistical data shows in 5 surrounding Motels accounted for 637 police calls for the first quarter of 2015. One motel as many as 191 calls another as low as 34. This will increase a need for police services, Chief Bentzel encourages the Borough to consider increased coverage if the Motel is built. There was a citizen's arrest made by Keith Ramsay and Bill Jackson and the department will be recognizing them at the next meeting. The mayor also presented Council with a request from Angela Ramsay to form a resident committee that would host events like the pot luck dinner they did this past February. Asking for a line item in the budget for next year to cover some of the expenses of this committee. The full report is on file with the minutes.

Administration Report: Several firms were contacted to do the codification the only firm to follow up was American Legal they would recommend redoing the entire book since it's been 10 years. They can spread the cost over two fiscal years totaling 10,000.00

Recreation Report: Recreation held a successful Easter Egg Hunt. Park equipment was purchased to replace the existing play equipment.

Unfinished Business: It was reported that since Code Administrators has not added North York Borough as a named insured on their policy, The Borough has contacted Commonwealth Code Inspection Services and they have sent over a contract for review that does have the Borough listed as an additional insured. Motion to accept Commonwealth's Contract made by Doug, Seconded by Chris, motion passed all in favor.

It was reported that to date the Borough has only received one estimate for the installation of the generator. Therefore we will have to wait until we receive all three before moving forward on a vote.

It was reported on by Bill Jackson that he received an estimate for Cameras from Crime free security. For the municipal building 1500.00 for 4 analog cameras, with a 1 year warranty. Digital camera 2250.00 for 4 cameras with 1 year warranty.
For the park 3475.00 4 network cameras with 1 year warranty. All proposals include all equipment wires, ect. All cameras would be HIK Cameras. Motion made by Vivian to table the cameras at the office and to approve the installation of the cameras at the park contingent on the money being available in the budget seconded by Bill, motion carried all in favor.

New Business:
Sonya Grimm's resignation was read and is on file in the office.

After interviewing several people and bookkeeping businesses the personnel committee Recommends Jill Harbaugh from Altland Associates, she will remain an employee of Altland they will cover insurance cost on her although the Borough may have to pay to have her Bonded as they did in the past with Sonya. Motion to accept Jill Harbaugh Motion made by Sandy seconded by Doug motion carried all in favor.

President Vivian Amspacher made some new appointments to committees York Adams tax appointment change Angi Kaltreider in place of former council member Richard Shank

Chris Kaltreider will take Richard Shank's place in the following committees Finance, public works, Chesapeake Bay

Sandy Hinkle will take Richard Shank's place as an Alt. For Yaufr liaison and YCPC.

Motion to accept changes made by Doug seconded by Sandy carried by all.

A discussion on newsletters being available on line and printing copies in house for residents that don't have internet access. This would save roughly 8000.00 a year. It was decided that there would be one last printing mailed, with the information on having copies available in office, and have residents contact the office to create a list for distribution of hard copies.

Vivian read Kathy Stahle Hughes resignation, council choose not to accept the resignation tonight as Kathy has agreed to be available as her schedule allows to make the transition as smooth as possible.

The personnel committee has made the recommendation to hire a manager for the Borough, and wants to look over the budget to determine what we can afford and to create the job description necessary. When those items are in place they would like permission to advertise for the position. Motion to advertise once the job description is ready made by Doug, seconded by Sandy motion carried all in favor.

Councilman Bill Jackson stated that in response to what happened in the executive session that he feels if a Council member gets in another's face, they should be removed from the building.

Meeting Adjourned at 10:32 PM

Minutes: March 8, 2016

Call to order: Meeting was called to order at 7:05 PM by Council President Vivian Amspacher.

Pledge to the Flag: Mayor Jerry Duncan led the Pledge of Allegiance.

Roll Call of Council: Mayor Jerry Duncan, Council members Angi Kaltreider, Deb Smith, Doug Moore, Vivian Amspacher, Sandy Hinkle, Bill Jackson, Rick Shank, and Solicitor John Elliott were in attendance. Solicitor Walt Tilly attended the meeting for Executive session.

Approval of January 12, 2016 motion made by Sandy Hinkle, seconded by Doug Moore to accept the minutes from January 12, 2016. Motion carried by all. **Meeting minutes:** Rick Shank made a motion for approval of the January 4 re-organization minutes seconded by Deb Smith motion called by all. There are no February minutes due to the meeting being cancelled due to the weather.

Secretary Treasurer/ Treasurer's report: Harriet Thomas has tendered her resignation and asked to read her resignation, full resignation on file. Vivian replied by reading a statement also on file. Mayor Duncan asked if Council did not accept the resignation would that be incentive for Harriet to stay on. Harriet stated not under the current circumstances. Rick Shank stated that Harriet Thomas had been a great asset to the Borough and had made many great strides in the finances during her time. Rick than asked that the public stand and give their thanks to Harriet.
Sandy made the motion to accept Harriet Thomas's resignation Doug seconded, Vote was taken by Roll Call as follows...

Angi Kaltreider	Yes
Deb Smith	No
Doug Moore	Yes
Vivian Amspacher	Yes
Sandy Hinkle	Yes
Bill Jackson	No
Rick Shank	No

With a 4 yes to 3 no Motion carried.

Rick Shank made a motion that we run the Borough Council meetings by Roberts Rules of Order. Bill Jackson seconded the motion. Solicitor Elliott stated that Roberts's rules of Order are designed for complicated legislative bodies, and because those rules are so particular he would suggest holding off and researching other acceptable rules of order that may be better

suited. Rick cited the Borough code as having Roberts rules in the code as a reference as to how to tailor them to a Pennsylvania Borough. A roll call vote was taken as follows...

Angi Kaltreider	No
Deb Smith	Yes
Doug Moore	No
Vivian Amspacher	No
Sandy Hinkle	No
Bill Jackson	Yes
Rick Shank	Yes

With a 3 Yes to 4 No vote the motion did not carry.

The expenses from January are as follows...27,039.32 from general fund additional 9,467.14 for payroll for a total of 36,506.46 from the General fund. Rick Shank asked for clarification on a line item listed as Recreation 1, Kathy Stahle Hughes stated she'd have to look at the invoices. January sewer expenses were 5,884.59 for a balance of 524,537.17.

The expenses from February are as follows 136,489.16 from the general fund the largest payment being 92,576.93 for the last quarter's police services an additional 11,729.60 was payed out of payroll for a total of 148,218.76. Rick Shank questioned line item for Mistras Group for 1,157.40, Kathy Stahle Hughes stated that she'd check the invoices for that payment as well. February sewer expenses were 6,202.50 for a balance of 511,787.23.

Rick Shank made a motion to accept the reports and pay the bills excluding the two line items in question until we have further explanation. Sandy seconded the motion and it was carried by all.

Vivian asked that anyone interested in the position of Secretary/treasurer to leave their name and contact information with Kathy Stahle Hughes before leaving.

Emergency Management: Lucas Teare has tendered his resignation. Sandy made a motion to accept his resignation seconded by Doug carried by all.

Matt Armold resigned as assistant EMA. Rick asked to read his resignation a copy is on file. Vivian stated that during the snow emergency Matt was told to keep her out of the loop she also read her text message from Matt that thanks her for her help and wishes her luck and says he'll be praying for her and council. John Stein stated that someone that busy has no business taking on more responsibility and the Borough should have made that clear. Rick made a motion to accept Matt's resignation Bill seconded motion passed 6 to 1 with Sandy being the only no vote.

Anyone interested in being EMA should let Council know.

FCC License has been submitted we are just awaiting approval and frequency assignment.

Engineers Report: Due to the snow melt the underneath of the road ways are wetter than they like for crack sealing to be most effective, they will be out to do the work as soon as they get the optimal weather conditions.

Mark Clark will forward the list for Council to look over for the streets that are in the worst condition and most usage to put together a list of which roads need to be done this year.

Jeff Spangler has everything ready for the DEP filing on flows for the City's annual report he needed a motion to sign the reports Sandy made the motion Rick seconded motion carried by all the intermunicipal sewer authority has met several times in regards to the city of York leasing the treatment plant. Jeff asked if we would give Steve Hovis of Stock and Leader the authority to broker the deal with the city and split cost with the other municipalities in the sewer authority. Motion made by Rick seconded by Bill carried by all. Jeff also recommended the Borough continue having Manchester Township clean and televise the sewer system as they have done in the past. Motion made by Rick, seconded by Bill, and carried by all.

Jeff also reported that he has the MS4 DEP report on pollution reduction plan complete and needs to have that signed as well Sandy made the motion, Doug seconded carried by all. Jeff supplied the Borough with an inlet map with proposed numbering for all inlets.

The survey is completed on the Meade St./Front St. The block building sits mostly on what would be front st, a small portion of it sits on the sewer authority land. Jeff's recommendation is to adopt Meade St officially and quiet title Front St to take possession of the building. Vivian wants to take Front St to the end squaring off with Fifth. Jeff pointed out that due to the drop off after Meade St The Borough would be looking into having to get into discussions with the Army Corp of Engineers. Rick makes a motion to adopt Meade and quiet title front from the building to Meade st. Bill seconded and carried by all.

Jeff presented Council with the final plans to split the 5th Ave condos to individual homes, just needing council to sign off on the completion. Rick made the motion to sign, Sandy seconded, and motion carried by all.

Adar Enterprises Council President Vivian Amspacher asked if Adar would like the floor to have a discussion with the residents. Angela Ramsay stood and asked residents to stand with her in not wanting a hotel/motel to be built on the land that borders the park. Angela admitted that she did not initially want apartments and at that time was speaking from an emotion stance wanting to preserve that land but given the alternative would much rather accept apartments.

Mayor Duncan asked Bruce Wilt of Adar if they would yield the floor to him for a moment and took this opportunity to explain that Adar LLC is the property owner and as such as the right by use to build a hotel/motel on that piece of land. His full statement is on file.

Bruce Wilt then addressed the floor stating that he was not here to argue with anyone, they built CitySide and experienced great success. "we felt positive feedback and saw an opportunity to add to the community. I stated clearly we have to do something with this property over 30,000.00 and 5 months later we are moving forward with the hotel."

Bill Jackson "I prefer apartments to a Hotel. I don't want anything in the park but we have no choice unless we rezone"

Rick Shank "John, I just want to know if we'd be in trouble if we tried to change the zoning now"

John Elliott "You can change the zoning any time however any plans that are submitted under the current Zoning are grandfathered in and can continue through to completion under the previous zoning requirements."

Resident Nancy Brunk asked if an impact study for traffic patterns had been completed yet. She then admonished the Council for their continued childlike antics when they are to be representing the Borough's residents.

Resident Jason Miller Asked if a study had been done to see if apartments were a good fit or a study for a hotel, and also shouldn't a survey be done for a Hotel as well?

Steve Rotz a Property owner in the Borough and a Commercial real estate agent for 34 years stated that the hotel will not make it through a franchising 'flag', He does not believe with his experience that a hotel is a viable business option for that parcel of land. Mr. Rotz felt that if you want to allow apartments do it under a variance.

Bill Jackson stated that the apartments would bring in 35,000.00 in the first year for the Borough.

Resident Chad Sponseller stated that he worked maintenance in Hotels and apartments for years and would much rather have an apartment in the Borough.

Rick asked if Mr. Wilt would reconsider if Council makes a motion to change the zoning tonight?

Mr. Wilt stated that they felt they had support going into it, and three times were rejected. They felt they made it quite clear this would be their course of action. Adar owns this land and

is looking to make a successful business. They would consider revisiting this after the zoning is changed but will continue to move forward with the hotel plans at this time."

Angi Kaltreider asked Mr. Wilt how long has Adar owned this property and why haven't they moved forward before now.

Mr. Wilt said about two years and they didn't move forward with the hotel because they were hopeful that the zoning would be changed to accommodate the Apartments.

Carl Linquist asked that everyone move forward with caution, possibly changing zoning to R1 in the event something goes wrong with their plans they would then have to resubmit under the new zoning.

Rick Shank asked where Mr. Rotz was during the initial planning phases. Steve Rotz stated that he was unavailable and was exercising his right as a property owner to be heard now. Rick went on to tell the public that hotels in other states have already started being off the beaten path. He urged Adar to go back and share the conversations from tonight with his business partners because he believes there are whispers to make changes to zoning.

Kathy Stahle Hughes stated that since the residents are pressing council to make the changes, it might go a little further as a show of good faith to Adar if Council would go ahead and vote to make the changes tonight. Bill Jackson made a motion to change the Zoning from LIC to R2. Rick seconded the motion, a roll call vote was taken with all voting yea to the change. Sandy Hinkle made a comment that she voted the way she did in the past because she didn't get clear answers in the past from Adar. Vivian stated that in the past the Council voted the way they did because that was what the residents were asking for at that time at the planning meeting.

Rick asked for a 5 minute break. Council agreed and took 5 minutes. Meeting called back to order at 9:25 PM
Vivian Amspacher apologized to the public for her behavior admitting it was unprofessional.

Public Comment:
Alex Zigler 54 E 8th Ave, the caulking along the house silver seal is coming up.

Fire Chief's Report: Please see attached for full report, again we incurred no cost Vivian thanked the fire department for their continued dedication and read a letter from the McFarland's for the departments help during the snow storm. Weston Teare added the chicken BBQ's were beginning again so asked that the community come out to support the department.

Vivian read a statement to clarify the news article that appeared a month prior. The full statement is attached.

Executive Session: 9:32 executive session called to order these sessions are required by law to be called during a regular meeting we have several personnel issues and ongoing litigation to discuss. Meeting called back to order at 10:45.

Personnel Committee recommendation at this time would like to hire Sonya Grim at a pay rate of 26.00 an hour. Motion made by Doug, seconded by Angi, all approved.

Solicitors Report: John Elliott stated everything he had to report on was discussed in executive session.

Mayor's Report: Full report attached.

Administration Report:
Keystate Publishers is closing due to the death of the owner Keith Rotz therefore we need to get estimates on new publishers, Pot luck dinner was a success, Council members still to get Nims 700 done. 511 North George St responsibility was taken by PHFA and all invoices received have been forwarded. 2015 Liquid Fuels audit was completed and accepted. After meeting with Ann Yost about the park plans Council needs to speak with the county commissioners to see if they have and Act 13 money available and would they consider donating it to the Borough for the park. She also asked if we have a monetary deduction ordinance for new building being built that ordinance allows for money to go directly to the recreation fund. It was stated that we do in fact have that in place.
Vivian asked about the cameras, Kathy relayed that Tom Kuhn was not comfortable being involved any longer at that time Bill Jackson volunteered to look into the cameras and coordinate with Deb Smith since she has an established relationship with the police department and that he would bring information to the next meeting.

Recreation Report: Rick Shank gave the recreation report that the easter egg hunt would be on march 26, 2016 beginning at 10 AM Action Church will be assisting, yard sale may 7 open to the public 5.00 per space located at the fire house. Christmas party will be Dec 4th. They are also looking into a Summer Park program, and can the recreation committee interview or does it happen through the personnel committee. After some discussion on it was decided that it would be a joint effort since they would be working for the Recreation Committee but still be employed by the Borough.

Unfinished Business: There is a tree at the pump station the city will remove the tree they just asked that we have two guys available to help. Looking for a motion to set that up when Richard Hughes and Todd Taylor are working. Bill asked who owns the tree, he was told the City. Doug made the motion, Angi Seconded all agreed.

The cost of the generator installation is 4500.00 outside inside closer to 6500.00, Rick Shank made a motion to have buildings and grounds committee install the generator on the interior of the building as it was taken by emanate domain for that purpose. Bill Jackson seconded the motion, Vivian asked for a roll call vote, Angi Kaltreider asked for clarification on the issue and was told the prices of the interior vs exterior installation cost. The vote was as follows...

Angi Kaltreider	No
Deb Smith	Yes
Doug Moore	No
Vivian Amspacher	No
Sandy Hinkle	No
Bill Jackson	Yes
Rick Shank	Yes

With a 3 Yes to 4 No vote the motion did not carry.

Vivian made a motion to put it on the exterior. Mayor Duncan asked that council get additional estimates. Bill Jackson asked for permission to get estimates. There was a discussion on the moral, ethical, and legal ramifications of putting the generator on the exterior of the property. Jerry Duncan, Rick Shank, and Bill Jackson felt the generator should only be placed in the interior of the building, whereas Vivian Amspacher stated that in past meeting the solicitor John Elliott was clear in that we were fine in placing it on the exterior to save space and money, both of which the Borough is short on. Angi Kaltreider then called for a motion to table the issue so that she could research the taking of the property by eminent domain as she was not on council at that time. John Stein stated that there should be someone to tell you where the best placement would be. Vivian made a motion to get other bids to install it outside, Angi seconded the motion. Motion carried by 5, Rick Shank and Bill Jackson voted Nay. Bill Jackson also stated that he would not get any quotes, he wants no parts of installing the generator on the exterior of the property.

New Business: Vivian Amspacher asked for a motion to approve the 2016/2017 anti-skid agreement with Manchester Township this allows us to purchase from the township on an as needed basis and they store the materials. Rick made the motion Angi seconded all in favor.

Vivian stated that during declared snow emergency's the Borough will provide a stipend for workers of 10.00 a day for Breakfast, 15.00 a day for Lunch, 20.00 a day for Dinner, Rick stated that he will make the motion adding that it is in the event that EMA does not have other options in place all in favor.

Vivian also asked for a motion that whoever paid the Central Restaurant bill be reimbursed, Doug seconded the motion, all in favor.

Rick stated the general fund should be reimbursed the 7500.00 from liquid fuels for payment of snow removal work. Vivian made a motion to have the general fund reimbursed, Sandy seconded the motion, all in favor.

Doug wanted to thank everyone for their efforts during the snow emergency, And Rick added a thank you to Jason and April Miller for their organizing and making of the food for the workers.

Rick added one last item of business, it was his resignation the full resignation is attached. Vivian made a motion to accept Richard Shank's resignation, Doug seconded, a roll call vote was requested.

Angi Kaltreider	Yes with regret
Deb Smith	No
Doug Moore	Yes
Vivian Amspacher	Yes in disagreement
Sandy Hinkle	Yes
Bill Jackson	No

With a 4 Yes to 2 No vote the Motion carried.

Motion to Adjourn meeting was adjourned at 11:24PM.

Respectfully Submitted

Kathy Stahle Hughes

Administrative Assistant

Date: February 9 2016

The Council Meeting was cancelled due to inclement weather. All Borough business for the Agenda has been placed on the March 8, 2016 Agenda.

Date: January 12, 2016

Call to Order: North York Borough Council Meeting for January 12, 2016 was called to order at 7:00 PM by Council President Vivian Amspacher.

Pledge of Allegiance: Mayor Jerry Duncan led council and guests in the pledge of allegiance.

Roll Call: Roll call was taken by the secretary with the following in attendance: Angi Kaltreider, Deb Smith, Douglas Moore, Vivian Amspacher, Sandra Hinkle, Bill Jackson, and Rick Shank. Also in attendance were Mayor Jerry Duncan, Solicitor John Elliott, and Attorney Mark Evans of Stock & Leader Law Firm.

Executive Session: Council President Vivian Amspacher called for an executive session at 7:03 PM; meeting reconvened at 8:07 PM. The meeting was for personnel issues. Gordon Becker started to asked why these sessions cannot be held until later, but was told by Council President to hold his comments until the public comment section of the meeting.

Minutes for December 8, 2015: Council President Vivian Amspacher called for a motion to approve the December 8, 2015 meeting minutes. A motion to approve the meeting minutes was made by Rick Shank and seconded by Sandra Hinkle. Motion carried by all.

Minutes for January 4, 2016: Council President Vivian Amspacher asked to put the approval of the January 4, 2016 minutes on hold until the secretary had an opportunity to review the thumb drive that had recorded these minutes. A motion was made by Vivian Amspacher to move forward with use of the thumb drive to verify these minutes and seconded by Douglas Moore. A roll call vote was called for with the following results:

Angi Kaltreider – Yes
Deb Smith – No
Doug Moore – Yes
Vivian Amspacher – Yes
Sandra Hinkle – Yes
Bill Jackson – No
Rick Shank – No

With a 4 to 3 vote motion carried. **I was unable to verify the accuracy of these minutes since I was unable to open the thumb drive on any computer I had access to.**

Council President Vivian Amspacher said they will be looking into the purchase of a recorder and microphone to be used at these meetings so everyone can hear and be heard. Mayor Duncan asked to be included in this purchase since he has extensive experience in this area. A motion to purchase a recording device and microphone was made by Vivian Amspacher and seconded by Rick Shank. A roll call vote was called for with the following results:

Angi Kaltreider – Yes
Deb Smith – Yes
Doug Moore – Yes
Vivian Amspacher – Yes
Sandra Hinkle – Yes
Bill Jackson – Yes
Rick Shank – Yes

Motion carried by all.

Secretary/Treasurers Report: Harriet Thomas reported that the bottom line sewer fund was $498,524.14 and the monthly expenses for the sewer fund were $23,005.66. She said she was not sure what the $16,329.76 to the City of York Revenue Office was for, but she could look into it if need be. She also reported that the expenses for the general fund were $26,171.67. The payroll expenses were $11,690.62 for a combined expenditure total of $37,862.29. A motion to approve the general fund and sewer fund reports was made by Sandra Hinkle and seconded by Doug Moore. Motion carried by all.

A motion to approve paying the general fund and sewer fund bills was made by Rick Shank and seconded by Sandra Hinkle. Motion carried by all.

Engineers Report: Rick Shank gave the engineers report. Stewart & Tate will do crack sealing of the streets. The cost starts at $8,750 and is not to exceed $10,000; this is at a cost of $1.75 per pound. This must be done when the streets are cold so the cracks are open and will seal. A motion to have Stewart & Tate do the crack sealing was made by Doug Moore and seconded by Bill Jackson. Motion carried by all. This will be paid out of liquid fuels dollars.

The manhole at E 11th Ave and N. George St. must be raised to meet the street height. When the street was resurfaced the manhole was not raised to meet the new surfacing, therefore leaving a pothole in the street. Since this is in North York Borough it is our responsibility to repair the problem. A motion to have the manhole raised was made by Vivian Amspacher and seconded by Bill Jackson. Motion carried by all.

Bill Jackson asked who would do the work, Manchester Township or did they have to go out for bid. Since the price is well under the dollar amount required to have to submit to bidding the solicitor verified that phone quotes would be acceptable. A motion to get phone quotes was made by Vivian Amspacher and seconded by Sandra Hinkle. Motion carried by all.

A date is to be set to walk the streets for street repairs to be done in 2016. There is $80,000 available for repairs in 2016. They will check all streets with the worst ones being identified for repair. Vivian Amspacher, Rick Shank, and Bill Jackson will participate in the walk through.

Fire Department Report: Steve Miller gave the 2015 year-end report. He said there were 54 calls within the borough boundaries and an overall grand total of 170 calls.

Liberty Fire Department saved the borough $56,700 by handling their own calls. Rick Shank said that 8 of Liberty's firefighters made it to over half the calls.

Emergency Management: A motion was made by Rick Shank to appoint Matt Armold as assistant local emergency management coordinator to assist Lucas Teare in updating the comprehensive emergency plan for the borough and seconded by Sandra Hinkle. Motion carried by all.

Solicitors Report: John Elliott stated he just had Resolution 2016-2 that needs to be approved and that will be handled later in the meeting.

Mayors Report: Mayor Duncan's report is attached.

Administrative Assistant Report: Kathy Stahle Hughes stated that the winter newsletter information was sent to the printers too late, therefore the Christmas party was over before people got the newsletter. To correct this problem for the 2016 winter newsletter, information must be ready to send to the printers around Halloween.

There was a mis-print in the newsletter due to the volume of work Caskey Group received during the Christmas season.

The rail trail got a $40,000 donation that will help in proceeding with the next phase of the trail.

She reminded new council members to get their statement of financial interest in as well as do the Nims 700 training.

LIU requested a cigarette container be placed at the far end of the parking lot. The garbage can that was there was removed due to fires being set. They have agreed to maintain it.

An issue has arisen for the borough with the bank merger between Metro Bank and First National Bank. At present, sewer bills can be mailed to the bank and the bank in turn gives the borough the physical receipts. The new bank will do everything electronically and destroy the physical receipts. This is unacceptable to the borough. A motion to change the mailing address at the top of the sewer bill to the borough office building address was made by Rick Shank and seconded by Vivian Amspacher. Motion carried by all.

Harriet Thomas expressed concern about the liquid fuels account since that has to be an interest bearing account as well as a checking account. Angi Kaltreider said to get advice before changing banks. Harriet agreed, but depending on what the bank does the borough may not have a choice.

A motion to place a cigarette container at the end of the parking lot was made by Rick Shank and seconded by Sandra Hinkle. Motion carried by all.

Parks & Recreation Report: Rick Shank gave the reports. Copies are attached. He also stated they would like to get a Recreation Director to have programs for the kids during the summer. Sandra Hinkle told him that York College could be a good source for finding someone to do this type of work.

Public Comment: Gordon Becker asked why the executive sessions could not be held until the end of the meeting. Rick Shank said that sometimes there are things that must be voted on during the public meeting; therefore it is not always possible to wait until the end of the meeting. Doug Moore suggested that maybe they start the executive session at 7PM and the regular meeting at 7:45PM, however Bill Jackson thought that may discourage people from coming to the meetings because they will deem it too late to go out. Attorney Elliott suggested that they do more of the agenda items before going to executive session. It was decided to move public comments earlier on the agenda and the executive sessions later on the agenda. A motion to move public comments earlier on the agenda was made by Rick Shank and seconded by Doug Moore. Motion carried by all.

Chad Sponseller said the alley in the back of his property (alley runs between 8th Ave and 9th Ave) is becoming badly eroded and they are getting their cars stuck in bad weather. He wanted to know if he could put some cold patch on it to alleviate the problem. Rick Shank told him to hold off doing the repair himself because the borough will cold patch it, but the weather has to get warmer then it is at present or the cold patch will not hold. Rick said when it warms up give him a call and he will get it patched.

Unfinished Business: A motion was made by Council President Vivian Amspacher to continue the contract with Stock and Leader as legal counsel for personnel issues and seconded by Sandra Hinkle. Motion carried by all. Rick

Shank asked if they had been asked about being our solicitor as well, but Vivian said they could not handle the work load at present.

A motion was made by Council President Vivian Amspacher to continue the contract with Ream, Carr, Markey & Woloshin LLP as legal counsel for borough business and seconded by Sandra Hinkle. Motion carried by all.

A motion was made by Council President Vivian Amspacher to continue the contract with James R. Holley & Associates for engineering and seconded by Rick Shank. Motion carried by all.

A motion was made by Council President Vivian Amspacher to continue the contract with Kochenour, Earnest, Smyser & Burg as auditors for the borough and seconded by Rick Shank. Motion carried by all.

Council President Vivian Amspacher said they were still reviewing the contract for Codes Administrators. Rick Shank asked about the outcome of the meeting held between herself, Doug Moore and Codes Administrators representatives. If there are issues with the company, he for one will not vote to continue contracting with them. Doug Moore said he did some research on the company and they have a good reputation. He also stated that they provided proof that their company had contacted the church on N. Duke St & E 6th Ave 2 years ago telling them they had to repair the building.

Rick Shank questioned what Codes Administrators response was regarding the E 7th Ave Apartment complex not meeting code. Council President Vivian Amspacher admitted they said it does meet code but she said it was by a bare minimum. The hall landing would be better if it would have been forty eight inches, but it still meets code as is. Mayor Duncan said ADAR, who is the owner of this apartment complex, should be sent a letter of apology for being called lairs about the building meeting code. After some back and forth between Vivian and the Mayor and Vivian and Rick Shank, Vivian stated she does not owe an apology because she has done nothing wrong and was not going to beat a dead horse. The Mayor felt the borough should do their due diligence and send a letter, Doug Moore said a letter would help establish a better relationship between ADAR and the borough. A motion to approve Codes Administrators for commercial codes enforcement and as backup to the borough's residential codes officer was made by Vivian Amspacher and seconded by Rick Shank. Motion carried by all.

A motion was made by Rick Shank to appoint the finance committee as the audit committee and seconded by Sandra Hinkle. Motion carried by all.

A motion was made by Council President Vivian Amspacher to appoint Jack Graybill as Right to Know Officer and seconded by Rick Shank. Motion carried by all

A motion to approve Resolution 2016-1 was made by Sandra Hinkle and seconded by Angi Kaltreider. Motion carried by all. This appoints the Zoning Commission. A copy of the resolution is attached to these minutes. Resolution was signed at this meeting.

A motion to approve Resolution 2016-2 was made by Rick Shank and seconded by Vivian Amspacher. Motion carried by all. This appoints Jack Graybill as Construction Code Official with Codes Administrators as his backup. A copy of the resolution is attached.

Recreation Committee expenditure limits were questioned by Rick Shank. He stated that by borough code, council has to sign any checks written for the recreation committee therefore as long as the committee has receipts for what they spend there should not be any questions. He did not understand why Sandra Hinkle felt the committee had to set a $500 limit like the fire department had set for themselves. That was the fire departments decision, not council's decision. It was at this point Sandra, who had asked the questioned at the January 4 meeting realized

her question has been misunderstood. She just wanted to know if they had set themselves a limit the same as the fire company had. She had not been questioning what the recreation committee was spending. Rick Shank said that recreation had not set such a limit. He did ask some of the recreation committee members present at this council meeting if they were comfortable with not having set a limit. Angi Kaltreider and Joyce Teare verified that they were.

The Recreation Committee was appointed. Mark Taylor will be chairperson and Rick Shank will be liaison between the committee and council. Eight members were appointed as follows:

Rick Shank – 3 years
Bill Jackson – 3 years
Mark Taylor – 3 years
Autavia Taylor – 3 years
Joyce Teare – 3 years
Bill Teare – 3 years
George Nieves – 4 years
Deidre Nieves – 4 years

A motion to accept the Recreation Committee members was made by Sandra Hinkle and seconded by Douglas Moore. Motion carried by all.

Council President Vivian Amspacher asked Rick Shank if he had contacted YAUFR about a contract. He said he did and it would be the same contract as last year. A motion to accept YAUFR contract was made by Rick Shank and seconded by Angie Kaltreider. Motion carried by all. Contract signed at this meeting.

Council President Vivian Amspacher asked if Rick Shank would act as liaison between North York Borough and YAUFR along with her. He said he would but he wanted a third member of council to participate. Bill Jackson agreed to be the third member.

Council President Vivian Amspacher said she was waiting to see what happened with the emergency backup generator for the sewer system. She feels the whole situation must be revisited. Some questions have been raised as to where the generator can or cannot be installed, i.e. inside or outside. If it goes outside some sort of shelter must be built and that will have to go out for bid. Rick Shank said he was ashamed of the whole situation since the building was secured by eminent domain for the purpose of installing the generator inside and now they want to install it outside and use the building for other purposes. He feels the building should be given back to the original owner if this happens. After many questions and much discussion back and forth Solicitor John Elliott said he was not clear on what can or cannot be done with the generator and that maybe Codes Administrators could advise them on what was needed. Permits will have to be secured for sure. Rick Shank said he would contact the generator company on Vogelsong Road to get some clairfication.

Rick Shank said that the purchase of the radios for the snow removal equipment may exceed the $2,000 originally approved for the system. The FCC license had not been accounted for in the original figure. Gordon Becker questioned why they needed radios because when he worked for the borough he and one other person were able to work together and did not need radios. Bill Jackson said that now they have six people working at one time and all are located at different locations in the borough and need to be able to communicate. Matt Armold was present to give some cost figures for the radios. Used radios would be about $850, Base Station and accessories about $261.95 and 4 mobile units about $78.00 each plus the FCC license. It was determined that another $500

would cover all costs. A motion to approve an additional $500 for the radio system was made by Vivian Amspacher and seconded by Sandra Hinkle. Motion carried by all.

A motion to approve changing Sonya Grim's title from payroll clerk to payroll administrator was made by Sandra Hinkle and seconded by Angi Kaltreider. Motion carried by 6 council members; Rick Shank recused himself since he was classified as a personal friend of Sonya.

Sewer liens were addressed. The question was asked if peoples' wages or even a council members' stipend could be garnished to cover their sewer costs. Solicitor Elliott said in the state of Pennsylvania wages are not allowed to be garnished. Rick Shank said people owe the sewer fund thousands of dollars and we do not seem to be able to collect it. A lien is put on property after the sewer bill reaches $500, but if they do not pay, the borough has not followed through with further action. The borough needs to get all the necessary information together by spring so the water can be shut off to delinquent accounts. It was also discussed about the possibility of publishing delinquent account owners' names in a local newsletter. A motion to shut off water service to delinquent sewer account owners was made by Sandra Hinkle and seconded by Bill Jackson. A roll call vote was called for with the following results:

Angie Kaltreider – Yes
Deb Smith – Yes
Doug Moore – Yes
Vivian Amspacher – Yes
Sandra Hinkle – Yes
Bill Jackson – Yes
Rick Shank – Yes

Motion carried by all. Chad Sponseller stated that with the water shut off the traps could dry out and cause gases to form. Rick Shank said that is true, but the house cannot be lived in if there is no water therefore this does not pose a danger to the residents.

Ellis Wildlife contract: Use them for bat control if an infestation occurs in the borough. However the borough code states the property owner must be responsible for pest control in their own home. A motion to retain Ellis Wildlife for bat control was made by Sandra Hinkle and seconded by Vivian Amspacher. Motion carried by all.

A motion to maintain a contract with Mary Harris was made by Angie Kaltreider and seconded by Doug Moore. Motion carried by all.

A motion to maintain a contract with the SPCA was made by Sandra Hinkle and seconded by Angie Kaltreider. Motion carried by all.

A motion to grant Robert Delp a handicapped parking space at 1137 N. Duke St., providing all requirements are met, was made by Sandra Hinkle and seconded by Rick Shank. Motion carried by all.

The fee schedule for equipment rental for non-residents was amended to: backhoe from $80.00 per hour to $200.00 per hour, the dump truck from $55.00 per hour to $250.00 per hour, and the skid loader from $40.00 per hour to $200.00 per hour. The resident costs will remain the same and the operator costs will remain the same. A motion to amend the fee schedule was made by Doug Moore and seconded by Rick Shank. Motion carried by all. The line items for refuse and large item pick-up can be removed from the list since they no longer apply.

A motion to put the money received from the sale of the crack sealer back into the highway maintenance account was made by Rick Shank and seconded by Vivian Amspacher. Motion carried by all.

Rick Shank informed council he has turned in his gas card as well as his Sam's Club card.

Rick asked Kathy if the tax exempt card from Sam's Club had been received by the borough. She confirmed it had been.

A request from Martin Memorial Library for a $1,000 donation was read. It was stated by the secretary that they always request $1,000, but the borough only gives $500. A motion to donate $500 to Martin Memorial Library was made by Vivian Amspacher and seconded by Sandra Hinkle. Motion carried by all.

There being no further business, Council President Vivian Amspacher adjourned the meeting at 10:37 PM.

Respectfully Submitted

SPECIAL ORGANIZATIONAL MEETING

Date: January 4, 2016

Sonya Grim, Notary Public was present to swear in Jerroid (Jerry) Duncan as Mayor of North York Borough. He signed his Oath of Office as well as his Affidavit of Residency in her presence and she notarized them. Sonya swore him in as Mayor. However council members brought to everyone's attention that he had not raised his right hand during the swearing in, so Sonya had to redo the swearing in.

Call to Order: North York Borough Council meeting for January 4, 2016 was called to order by Mayor Jerry Duncan at 7:05 PM. After signing their Oaths of Office as well as their Affidavits of Residency the new members of council were sworn in by Sonya Grim. The new members were Bill Jackson, Angie Kaltreider, and Deb Smith.

Pledge of Allegiance: Mayor Duncan led council and guests in the pledge of allegiance.

Roll Call: Roll call was taken by the secretary with the following in attendance: Angie Kaltreider, Deb Smith, Douglas Moore, Vivian Amspacher, Sandra Hinkle, Bill Jackson and Rick Smith. Also in attendance was Mayor Duncan as well as Solicitor John Elliott.

Organization of Council: Mayor Duncan call for a motion to appoint a council president. Bill Jackson made a motion to appoint Rick Shank as council president; Sandy Hinkle made a motion to appoint Vivian Amspacher as council president. There being no other nominations, nominations were closed. A roll call vote was called for to accept the appointment of Rick Shank as council president with the following results:

Bill Jackson – Yes
Deb Smith – Yes
Sandra Hinkle – No
Vivian Amspacher – No
Rick Shank – Yes
Angie Kaltreider – No
Douglas Moore – No

With a 3 yes to a 4 no vote, motion did not carry.

A roll call vote was called for to accept the appointment of Vivian Amspacher as council president with the following results:

Bill Jackson – No
Deb Smith – No
Sandra Hinkle – Yes
Vivian Amspacher – Yes
Rick Shank – No
Angie Kaltreider – Yes
Douglas Moore – Yes

With a 4 yes to a 3 no vote, motion carried.

The meeting was turned over to Council President Vivian Amspacher. She called for nominations for council vice president. Bill Jackson nominated Rick Shank for appointment to vice president, but Rick Shank declined the nomination. Vivian Amspacher nominated Douglas Moore for appointment to vice president of council.

A roll call vote was called for to accept the appointment of Douglas Moore as council vice president with the following results:

Bill Jackson – No
Deb Smith – No
Sandra Hinkle – Yes
Vivian Amspacher – Yes
Rick Shank – Yes
Angie Kaltreider – Yes
Douglas Moore – Yes

With a 5 yes to a 2 no vote, motion carried.

Council President Vivian Amspacher called for a nomination for President Pro Tem (this person would fill in at meetings in the event the president and vice president could not attend the meeting). Vivian Amspacher nominated Angie Kaltreider as President Pro Tem.

A roll call vote was called for to accept the appointment of Angie Kaltreider as president pro tem with the following results:

Bill Jackson – Yes
Deb Smith – Yes
Sandra Hinkle – Yes
Vivian Amspacher – Yes
Rick Shank – Yes
Angie Kaltreider – Yes
Douglas Moore – Yes

Motion carried by all.

Council President Vivian Amspacher called for an appointee for Vacancy Board Chair. This person must be a registered voter who chairs the vacancy board if the council is unable to fill the position of a vacancy after 30 days. Tom Kuhn sitting in the guest area of the meeting room volunteered his services.

Council President Vivian Amspacher asked Deb Smith if she still wanted to serve on the Planning Commission since she can be on council and the commission at the same time. Deb said she would still serve on the Planning Commission.

Council president read the contracted services:

Stock & Leader and Ream, Carr, Markey & Woloshin LLP for legal counsel
James R. Holley & Associates for engineering
Codes Administrators for codes
Kochenour, Earnest, Smyser & Burg for auditing

Appointments: Council President Vivian Amspacher read the following appointed positions:

Representative to Northern Regional Police: Mayor Jerry Duncan

Assistant to Mayor for Northern Regional Police: Deb Smith, Alt. Vivian Amspacher

Representative to York/Adams Tax Bureau: Kathy Stahle Hughes, Alt. Deb Smith

Representative to Local Government Advisory Committee: Angie Kaltreider, Douglas Moore

Appointment of Secretary/Treasurer: Harriet Thomas

Appointment of Fire Chief: Robert McCoy, Jr

Appointment of Deputy Fire Chief: Steve Miller

Appointment of Asst. Fire Chief: David Abbott

Appointment of Emergency Management: Lucas Teare

Appointment to Safety and Loss Prevention: Chairperson: Deb Smith, Bill Jackson, And Sandra Hinkle

Appointment to Sanitation: Chairperson: Sandra Hinkle, Bill Jackson, Deb Smith, And Alt. Vivian Amspacher

Appointment to Finance Committee: Chairperson: Rick Shank, Douglas Moore, Vivian Amspacher, Alt. Angie Kaltreider, Harriet Thomas, Kathy Stahle Hughes

Appointment to York County Planning Commission: Chairperson: Sandy Hinkle, Alt. Deb Smith

Appointment to Public Works: Chairperson: Vivian Amspacher, Rick Shank, Bill Jackson

Appointment Right to Know Officer: Jack Graybill

Appointment to Personnel Committee: Chairperson: Vivian Amspacher, Douglas Moore, Angie Kaltreider, Alt. Sandy Hinkle

Appointment to Buildings and Grounds: Chairperson: Bill Jackson, Angie Kaltreider, Deb Smith

Appointment to P.I.O.: Douglas Moore, Alt. Vivian Amspacher, Angi Kaltreider

Bill Jackson asked to reopen the 2016 budget so the new members can look over it. A roll call vote was taken with the following results:

Bill Jackson – Yes
Deb Smith – Yes
Sandra Hinkle – No
Vivian Amspacher – No
Rick Shank – Yes
Angie Kaltreider – No
Douglas Moore – No

With a 3 yes vote to a 4 no vote the motion did not carry.

Rick Shank asked if there was still going to be a Building Code Official. Vivian Amspacher asked who held that position now, Rick said that Jack Graybill held it at present; Vivian said he would continue in that position. Jack Graybill is also zoning officer.

Rick Shank asked if council was going to continue to allow the council president to use a borough gas card for fueling her personal vehicle or have her instead log her mileage and get reimbursed for miles driven in the borough. The reimbursement rate is a national average figure. This question was asked in part due to the high fuel usage indicated by an expenditure report from a right-to-know request made by Mayor Duncan which showed large monthly expenditures for fuel logged to council president's personal vehicle. The Mayor said the mileage would have had to have been 1200 miles for one month to have consumed that much fuel. Council president said that she was not abusing the fuel card and she may have fueled a borough vehicle instead of her personal vehicle if

the usage was extra high. It was then pointed out that all borough vehicles have their own individual fuel cards. She then said that if that figure was from 2014 it was due to all the traveling she had to do within the borough due to the problems that the borough had encountered. A motion to require personal vehicles fueled with borough fuel to use a mileage log for reimbursement was made by Rick Shank and seconded by Bill Jackson. Motion carried by all.

Rick Shank asked if council was going to continue paying for the council president's cell phone. How necessary is it for a council member to have a cell phone to perform as a council member. Mayor Duncan had information that showed a yearly expenditure of over $1600 for cell phones from a right-to- know request. Vivian said that she could not afford a cell phone if the borough did not pay for it; Harriet Thomas asked why she did not make use of the office she deems as hers' to do her borough duties. Vivian said she is all over the borough doing things so she cannot be in the office; therefore she needs a cell phone. She said she does not use it for anything that is not borough related. A motion asking if council wanted to continue paying for council presidents' cell phone was made by Rick Shank and seconded by Bill Jackson. A roll call vote was taken with the following results:

Bill Jackson – No
Deb Smith – No
Sandra Hinkle – Yes
Vivian Amspacher – Yes
Rick Shank – No
Angie Kaltreider – Yes
Douglas Moore – Yes

With a 4 yes to a 3 no vote the cell phone will still be provided to council president. Bill Jackson requested that he not be getting any late night calls.

Rick Shank requested that his name be removed from the 911 emergency call list. Kathy Stahle Hughes asked if that was just a borough list or if it was a county list. Rick told her it was a county list that the 911 call center has. Douglas Moore said they could put his name on the list.

Sandra Hinkle said she understood that it was voted not to reopen the budget, but she had a question on the $19,000 for Parks & Recreation. Gordon Becker said that any questions would reopen the budget. She said she only wanted to know if Parks & Recreation were required to handle their money the same as the fire company, with a $500 limit before having to get bids for something. Rick Shank did not seem to really understand the question, but said that nothing like had been set up for Parks & Recreation.

Angie Kaltreider asked about hiring a manager for the borough. She felt it may help some of our issues. Rick Shank said a committee could be formed to decide the feasibility of looking for a manager, but no money has been budgeted for that purpose in 2016.

Council President Vivian Amspacher decided to table forming a Recreation Committee until the next meeting since nobody was willing to chair the committee.

The Mayor asked for clarification on the part of the PIO duties. Since it is the Mayor's duty to hold press conferences; council president agreed that press conferences are the duty of the mayor and not the PIO.

The Zoning Commission terms will be set by Resolution 2016-1 and will be adopted at the January 12, 2016 meeting. The terms are Duane Doll – 2 year; Alan Kearney – 1 year; Todd Ruppert – 3 year; and Richard Emsweiler – Alt.

Rick Shank reported the project at 511 N. George St. is complete and all bills are to be submitted to the bank which now owns the property.

There being no further business the Council President Vivian Amspacher adjourned the meeting at 8:00 PM

Respectfully Submitted

Harriet C. Thomas
Secretary

Change to Committees

Mayor's Report: There was a death investigation, determined natural causes and A DUI on N. George St. statistical data shows in 5 surrounding Motels accounted for 637 police calls for the first quarter of 2015. One motel as many as 191 calls another as low as 34. This will increase a need for police services, Chief Bentzel encourages the Borough to consider increased coverage if the Motel is built. There was a citizen's arrest made by Keith Ramsay and Bill Jackson and the department will be recognizing them at the next meeting. The mayor also presented Council with a request from Angela Ramsay to form a resident committee that would host events like the pot luck dinner they did this past February. Asking for a line item in the budget for next year to cover some of the expenses of this committee. The full report is on file with the minutes.

Administration Report: Several firms were contacted to do the codification the only firm to follow up was American Legal they would recommend redoing the entire book since it's been 10 years. They can spread the cost over two fiscal years totaling 10,000.00

Recreation Report: Recreation held a successful Easter Egg Hunt. Park equipment was purchased to replace the existing play equipment.

Unfinished Business: It was reported that since Code Administrators has not added North York Borough as a named insured on their policy, The Borough has contacted Commonwealth Code Inspection Services and they have sent over a contract for review that does have the Borough listed as an additional insured. Motion to accept Commonwealth's Contract made by Doug, Seconded by Chris, motion passed all in favor.

It was reported that to date the Borough has only received one estimate for the installation of the generator. Therefore we will have to wait until we receive all three before moving forward on a vote.

It was reported on by Bill Jackson that he received an estimate for Cameras from Crime free security. For the municipal building 1500.00 for 4 analog cameras, with a 1 year warranty. Digital camera 2250.00 for 4 cameras with 1 year warranty.
For the park 3475.00 4 network cameras with 1 year warranty. All proposals include all equipment wires, ect. All cameras would be HIK Cameras. Motion made by Vivian to table the cameras at the office and to approve the installation of the cameras at the park contingent on the money being available in the budget seconded by Bill, motion carried all in favor.

New Business:
Sonya Grimm's resignation was read and is on file in the office.

After interviewing several people and bookkeeping businesses the personnel committee Recommends Jill Harbaugh from Altland Associates, she will remain an employee of Altland they will cover insurance cost on her although the Borough may have to pay to have her Bonded as they did in the past with Sonya. Motion to accept Jill Harbaugh Motion made by Sandy seconded by Doug motion carried all in favor.

President Vivian Amspacher made some new appointments to committees York Adams tax appointment change Angi Kaltreider in place of former council member Richard Shank

Chris Kaltreider will take Richard Shank's place in the following committees Finance, public works, Chesapeake Bay

Sandy Hinkle will take Richard Shank's place as an Alt. For Yaufr liaison and YCPC.