NYB 12/12/17

1. Call to order at 7:10pm

2. Executive session: personnel issues

3. Pledge led by mayor

4. Roll call: all present including John Elliot

5. approval of November minutes
    a. Deb brought up an error in 9a, should be Albright ave, not little duke
    b. Jamie made motion, deb seconded: motion passed

6. Sec/Treasurer's report
    a. Monthly payroll $6692.12
    b. Gen Fund $20609.02
    c. Sewer $4827.84
    d. Rick Shank questioned the $2561.43 paid to sewer from gen fund as well as the #382 to anstine and sparler.
        1. Anstine paid for a property issue with Jack/codes. (zoning hearing).
        2. Sewer 1 fund was a deposit where the wrong slip was used and the entry was removing the sewer funds that were erroneously deposited into gen fund.
        3. motion to pay bills, Jamie 1st, dana 2nd: motion passed

7. Engineer's report
    a. Intermunicap sewer agreement was received by the city.
    b. MS4 stormwater, fine issued to wolfgang and it has been paid.
    c. Broken riser ring at duke and 9th. Quotes received
        1. clearview excavation $1100
            a. boro provides ring, and we have a spare
        2. fitz and smith $1475
        3. Bill made motion to use clearview, Doug seconded: motion passed

8. public comment:
    a. Rick Shank: Comment regarding streets (esp N George St), Most people don't clean up their leaves and it is an eyesore when driving down George. Rick asked if public works can focus on this area.
    b. Pastor Matthew Castillo: Introduced his church at 109 E 8th Ave. believers in Christ, church of the living god. Saturday is the conclusion of a coat drive. Sunday services are at 10am. Bible study on wed at 6:30p, celebrate recovery Tuesday evenings at 8:30p. Friday nights 6pm Youth program(570) 234-6156. Accepting donations of coats, winter gloves, clothing, toys, non perishable goods.

10. Fire Chief's report
    a. 6 calls for the month, 2 were in the borough.

11. EMA report
    a. York county elected officials seminar 2/17/18 @ 9am. Lunch provided, class is about 3 hour.
    b. EMA's received portables (911 system).
    c. Aerial ops training, random drill training in December and January. CPR, FA, AED, HAZMAT refresher in January.

12. Presidents report
    a. Employee snowplow procedure being worked on by Personnel Solicitor.
    b. anyone with DOT cert should be in a random drug testing pool.
    c. Borough received $300 from wolfgang for storm water violation
    d. LUCA (local update of census addresses operation). Bill volunteered.
    e. Motion to accept Jack Graybill's agreement for 2018.
        1. Doug 1st, Dana 2nd: motion passed
    f. Motion for termination for Tanisha Silvagnoli. Jamie made motion, dana 2nd: Motion passed

13. Mayor's report
    a. 11/4 OD 800 block N Duke resulted in death
    b. 11/19 burglary at big mouth. Cash taken from register and office while business was closed
    c. Changes coming to NYCRPD. They are expanding services into Southern York county. The expansion/merger may reduce our cost.

14. Solicitors report
    a. Chris Wilhem approved in November for Zoning hearing board. Written resolution signed.
    b. Cat 4 Casino location opt-out. 300-700 slot machines. Limited # of licenses. Local municipalities may prohibit their presence within their borders.
        1. Jamie made motion, doug seconded: motion passed

15. New business
    a. per capita tax: should the borough implement a per capita tax. Bill recommended at current it may be difficult to collect due to people moving in and out and we do not need the additional $. We should keep it in our back pocket for the future.
    b. wage increase for 2018. 3% recommended by Bill. Doug agreed as cost of living increase. Bill made motion, Jamie seconded: motion passed.
    c. 2018 fee schedule
        1. Bill:
            a. Notary fee is not included: $5 first name, $7 for 2, $5 for the page.

b. Grease trap inspection, there are 12 in the borough. We should make sure we inspect once or twice a year at $40. Vivian recommended increasing to $50.
c. housing inspection: increase by $10 across the board
d. tenant housing: increase by $10 for each.
e. Vehicle storage: Remove
f. open burning: remove
g. dogs running at large: must be enforced
h. juke box: increase by $20
i. mechanical amusement device: increase by $25
j. motion to approve increases by doug, Jamie 2nd. Motion passed

d. Draft Budget: approval will be next Tuesday

1. 400.310 payroll processing: increased to $4305 since there'll be a 5% increase
2. 400.325 Cellular phones: only 1 cell phone so amount was reduced. If provider is changed the dollar amount can be further reduced.
4. 400.340 adv and printing: increased to cover cost of newsletters
5. 400.500 increased to $1000
6. 400.600 mgr salary reduced
7. 400.000 added 403.140 bond for tax collector.
8. 404.310 professional legal advice. Reduced to 90k based on 2017 expense
9. 408.100 prof eng services, decreased to 12k due to existing agreement
10. 411.380 hydrant rental 5% increase
11. 411.521
13. 432.150 increased based on expected snowfall
14. 432.151 decreased based on usage and current cost
15. 438.150 maint repairs increased to fix damaged drains
16. 438.370 increased to maintain equipment
17. 452.247 increased to donate to railtrail (10k)
18. 452.150 parks wages
19. 483.001 FICA increased to cover current wages

16. Motion to adjourn at 8:56

Council of North York Borough
350 East Sixth Ave.
York, PA 17404-2544
Council Meeting Minutes – November 14th, 2017

1. **Call to order**: Council President Vivian Amspacher called the meeting to order at 7:00PM.
2. **Pledge to the flag**: Mayor Jerry Dunkin led the National Pledge of Allegiance
3. **Roll Call of Council Member**: Roll call was conducted by Tanisha Silvagnoli, Administrative Assistant
   All Council members were present with the exception of Dana A'Hearn
4. **Approval of October 10th, 2017 Minutes:**
   Doug Moore noted an error in the "stated month" (Oct. vs. Sept.) of the reviewed October minutes and made a motion to accept the October 10th meeting minutes as corrected. Jamie Moore seconded the motion. There being no opposition, the motion passed.
5. **Secretary / Treasurer report**: Tanisha, Administrative Assistant read aloud the below October 2017 Payroll expenses, Monthly expenses, and Sewer / Refuse expense by vendor:
   a. Payroll Expenses: $4,463.90
   b. Monthly Expenses: $107,519.36
   c. Sewer / Refuse Expenses: $2,330.56
6. **Engineers Report**: Jeff Spangler, Engineer
   a. Street Work:
      1. Baseline repairs are completed on 2nd Avenue.
      2. Columbia Gas completed the overlay work on 8th Ave. Jeff will reach out to them in the spring when they return to complete work on 6th and Dewey. Overlay will not cost the borough.
      3. Jeff provided invoices for Fitz & Smith and York Materials Group who performed the work. Doug made a motion to accept and pay the invoices received. Bill Jackson seconded the motion. There being no opposition, the motion passed.
      4. The firms who completed work came in under the bid amount. There will be roughly $9,622 of the allotted funds available for roll over into the next budget year.
   b. MS4 Update: Jeff followed up with the City of York, Steve Hovis regarding the provisions. They are still on hold.
   c. Intermunicipal Sewer Agreement Update: The first meeting of the Regional Committee will be held November 15th 2017. Jeff will attend.
   d. Illicit Discharge Reporting:
      1. Bill Jackson discovered Wolfgang Candy Company (Wolfgang) dumping chocolate residue and waste water directly into a drain off of East 4th Ave., and Duke St. The borough's engineer, Police, and DEP were contacted. Wolfgang employees were interviewed and the company was found to have been in violation of the boroughs stormwater management ordinance. Ultimately DEP informed Wolfgang they are required to suck out the inlet since it leads directly into the creek. Wolfgang completed this requirement.
      2. Jeff recommended drafting a letter to Wolfgang informing them of the boroughs stormwater ordinance, violations, and penalties associated. Jeff stated it would be up to the borough to decide whether a fine would be applied. Fines may go up to $600.00 per violation. After

discussion, councilmembers decided to enforce a fine which will be included with the letter Jeff will draft to Wolfgang for council members to sign. Bill Jackson made a motion to impose a $300.00 fine upon Wolfgang for violating the boroughs stormwater ordinance. Jamie Moore seconded the motion. There being no opposition, the motion passed.

e. Community Development Block Grant (CDBG): North York Borough will be the recipient of a CDB grant in the amount of roughly $110,000. The County of York will be sending out requests for proposals.

7. **Public Comment:**
    1. Discussion among residents took place concerning chocolate residue and waste water being dumped in the drains for some time. Residents suggested a warning letter, while others suggested imposing a penalty fine.
    2. Liz also followed up regarding additional crosswalks in the borough. Vivian shared she hadn't contacted YAMPO this month concerning the Roadway Safety Audit (RSA). Vivian contacted them the previous month and learned the RSA is still with the Controllers officer. Liz also commented on the Predix Properties, LLC presentation adding that it has been a pleasure being their neighbor.
    3. Gary Braham and other residents provided input regarding Act 42 of 2017.
8. **Presidents Report:**
    a. 2017 Audit by Kochenour, Earnst Smyser, and Burg: Kochenour Earnst Smyser, and Burg have performed the boroughs yearly audits. The 2017 Audit proposal was received with a quote in the amount of $6,375.00. Doug made a motion to accept and move forward with the proposal for the 2017 office audit to occur in 2018. Deb seconded the motion. There being no opposition, the motion passed.
    b. EMA Proposed Quarterly Stipend: Discussion occurred regarding a quarterly stipend of $250.00 for the EMA Volunteer Coordinator. Included in the discussion were costs associated with training and development of this position, budgetary constraints, and the potential for a 1099-Independent contractor role instead of a payroll deduction. Bill Jackson made a motion to deny the proposed $250.00 quarterly stipend and continue with what is already allotted in the draft budget for training, travelling, and development. Doug seconded the motion. There being no opposition, the motion passed.
    c. Borough Doors in advance of monthly council meetings: The doors to the borough will open at 6:45PM instead of 6:55PM the night of borough council meetings.
    d. 2017 – 2018 Snow Plow Volunteers: The borough's "Rules and Procedures" form will be updated to reflect recommendations received from the borough's insurance agent. These revisions will improve the borough's standards of service while also limiting the boroughs liability. Once completed, snow plow volunteers will be asked to review and sign the updated version. Tanisha will be working on this task and will submit the revised for to the insurance agent for review. Bill Jackson offered to work with Tanisha in making said revisions. Vivian also stated snow plow volunteers will need to submit copies of their driver's license and also provide copies of their signed "Rules and Procedures" that have already been provided to them for the borough's record keeping.
9. **Fire Chiefs report:**
    a. Calls: There were 11 calls. Of these calls, 4 were in the borough. There was a structure fire on Albright Alley. Northern York County Regional Police are currently investigating.

b. Kids Toy Bingo: Liberty is holding a fundraiser on November 19th, 2017. There is a mandatory age of 21 and over rule in effect.

10. **EMA:** Chris Wilhelm registered the borough for a mock blizzard session with the County of York EMA. On 12/6/2017 the County of York EMA will be testing county resources during a mock blizzard of 3 ½ feet. Chris will participate on behalf of the borough.
11. **Mayor's report:** Mayor Duncan contacted Manchester Township regarding 1400 North Pine Street (dilapidated residential property) and learned the township is not quite ready to move forward with demolition. According to Manchester Twp., the house needs to be bulldozed.
12. **Solicitors Report:**
    a. Recodification: John has been corresponding with the attorney of American Legal Publishing to ensure they have copies of ordinances since 2007. American Legal Publishing has confirmed they have everything they need to update and recodify and will be providing a draft in the future.
    b. Prohibiting over-sized vehicles and trailers from parking on Borough streets: John identified an edit from last month's solicitors report. The borough did in fact pass an ordinance in 2007 which states it is unlawful to park any vehicle except passenger vehicles on certain roads. The borough has been unable to locate a signed copy, however the borough's minutes reflect this passage. The borough can expand on this ordinance if it so chooses. Following discussion, it was decided council will form a committee and table the topic until the New Year. During the interim, Jamie Moore will head the committee as she has already performed much of the necessary research to begin dialogue and language revisions of the current ordinance. John Elliot reminded council that any revisions to the ordinance will have to be in the form of a resolution and advertised 10 days in advance of adoption.
    c. Landlord Registration Ordinance: Ordinance models were provided at previous month's council meeting. Some have been challenged and upheld in court and are a good basis for initiating the borough's own language. This topic was also tabled until the New Year and a committee will be formed.
13. **Administrative Report:** None at this time.
14. **Recreation and Public Works Report:**
    a. The boroughs Fire Chief and Public Works were contacted over the weekend concerning a sewer clog which caused live sewage backup into a residential property. Purportedly, 4-5 inches of live sewage backed up into the residence basement. Bill Jackson and Steve Miler investigated and found a manhole backed up south on Duke St. roughly 3-4 feet from the surface. Manchester Township were contacted. They performed a blast to unclog the line. While it was initially thought to have been a clog in the range of 175ft, the hose actually went out 325ft and broke loose. Additionally, Bill reported that the line to the house at the 1200 block has collapsed. Finally Bill shared that large amounts of tissue and rags were key factors in the backup. Vivian spoke with the workers who were out that evening. It appears that the workers did not camera the line. Vivian stated foam blasts are typically done to the lines in the spring and will be sure to contact the boroughs engineer so they can blast foam at this site as well. Vivian added they can possibly add a line.
    b. Borough Equipment: Bill Jackson reported that much of the boroughs snow plow equipment are not in operating condition. Bill requested council blessings in moving forward with repairs utilizing funds from the 2017 budget. Bill reported the 2017 equipment budget amount is roughly $17,000 and has been untouched. Repairs will include: repairs to the back end of the dump truck which is cracked, hydraulic repair, new plow, a replacement door, an Auger and a belt. Vivian has requested that

moving forward, at the end of every year, borough equipment is thoroughly inspected in preparation for the upcoming year.

15. **Unfinished Business:**
    a. 9th Avenue Street Light: Council has decided the borough will contact Met-Ed and request they install a regular pole with Met-Ed lights.
    b. Zoning Officer Vacancy: Chris Wilhelm offered his intent for this position.
    c. Landlord Registration Ordinance: Update is also provided in the above Solicitor report.
16. **New Business:**
    a) A $500.00 Police Museum donation was approved pending available funds in the 2018 approved budget
    b) A $500.00 Library donation was approved pending available funds in the 2018 approved budget
    c) Predix Properties, LLC. "20 Sigsbee Avenue": Seth Predix presented Predix Properties, LLC's proposal for new luxury apartments that would be located at 20 Sigsbee Ave. where the old Wilson school was located. Seth reviewed a number of variances that were approved by both the borough's Planning Commission and Zoning Board. After discussion amongst council members, Bill Jackson made a motion to accept Predix Properties, LLC's proposal for Luxury apartments and the addition of a new building at the site of 20 Sigsbee Avenue. Vivian Amspacher seconded the motion. There being no opposition, the motion passed.
    d) Pennsylvania House of Reps., Act 42 of 2017 ("Opt-In" or "Opt-Out" of PA's Gambling Expansion Law by December 31st, 2017): Council decided to table their response until the December council meeting.
    e) 2018 Draft Budget Review: Bill Jackson identified a discrepancy within the 2018 draft budget and offered to make edits. Bill will propose the 2018 draft budget at the December council meeting.

15. **Meeting Adjournment:**

Bill Jackson made a motion to adjourn the meeting at 9:03PM. Doug Moore seconded the motion. There being no opposition, the motion passed.

Council of North York Borough
350 East Sixth Ave.
York, PA 17404-2544
Council Meeting Minutes - October 10th, 2017

1. **Call to order:** Meeting was called to order by Vivian Amspacher at 7:01PM
2. **Pledge to the flag:** Pledge led by Mayor Jerry Duncan
3. **Roll Call of Council Member:** Roll call conducted by Tanisha Silvagnoli
   Council members were present with the exception of Chris Kaltreider
4. **Approval of September 12th, 2017 Minutes:**
   Doug Moore made a motion to accept the meeting minutes as revised under 13c of the recreation update. Jamie Moore seconded the motion. Motion passed.
5. **Secretary / Treasurer report:** September Payroll Expenses, Monthly Expenses, and Sewer / Refuse expenses by vendor was presented by Tanisha as following:
   a. Payroll Expenses: $9,085.57
   b. Monthly Expenses: $34,183.50
   c. Sewer / Refuse Expenses: $46,287.04

   Bill Jackson and Jerry Duncan asked what the difference is between the monthly expense and Sewer / Refuse expense concerning the solicitor. Vivian shared the Solicitor is working on separate projects including engineering and MS4 procedural work. Sewer / Refuse liens and other related items are separate from the above. Vivian also reminded council members that Stock and Leader continue their work concerning personnel and other legal matters. Dana Ahearn made a motion to accept the monthly expense report as presented and Doug Moore seconded the motion. The motion passed.

6. **Engineers Report:** Jeff Spangler updated council with respect to the following:
   a. Street Work: Street work started this week at Portner Way, Eisenhart, and Second Street. Work continues on these sites and will move on to paving as a next step.
      1. Baseline repairs have initiated on 8th Avenue and will move down to 1st Ave. thereafter. Columbia Gas will be doing the overlay work, weather permitting.
      2. PennDot initially held a deadline of October 15th for Blacktop overlay, however PennDot accepted the Boroughs request for an extension.
      3. Paving will be taking place at the park on 8th, 9th, and 10th Avenue.
   b. MS4 Storm Water Update & Presentation: Jeff shared a user's meeting was held to discuss revisions to the current agreement. As it stands, the current agreement dates to 1976. The City's Solicitor is reviewing the revisions submitted and will be getting back to the group. Jeff also shared that the revised agreement can possibly be authorized at the November meeting and adopted at the December meeting.
      1. Notice of Intent: The Borough's Storm Water Notice of Intent were signed and submitted to DEP on September 14th, 2017.
      2. Pollution Reductions plans were submitted to DEP.
      3. The Regional Stormwater Authority has requested the borough identify a second person (a proxy) to serve on the committee should Jeff not be available. The Regional Stormwater Authority Board meets quarterly at the York County Emergency Services building. Bill Jackson volunteered to serve in that role.
      4. A large proponent to the MS4 initiative is Education and Outreach. The borough has a bulletin board in the Borough lobby with up to date material for residents and business owners which includes an illicit activity complaint form. Residents can contact the borough or submit a form. Door hangers are also available.

5. Jeff shared that the DEP inspection took place in March of this year and the agency reviewed our program, took a tour of the borough's facilities, and identified mostly clerical errors. Errors addressed will reflect in the annual report submitted to DEP as revisions.

c. Intermunicipal Sewer Agreement Update: The Intergovernmental Chesapeake Bay Plan contribution from the borough will be roughly $11,000.

7. **Public Comment:**

a. Borough resident, Elizabeth Eisenhart was interested in following up with the Pedestrian Crosswalk Project. Vivian stated that she would present an update on this matter under the Council Presidents report.

b. Borough resident, Vicky introduced herself as a newer resident. Vicky shared that since moving into the borough a few months back, she has had several concerns with parking and has emailed the Borough. Vicky also stated that she works evenings as a Domestic Violence counselor and has called the police after several nights of driving around seeking parking. Vicky has ultimately reached out to Wolfgang Candy who now allow Vicky to utilize their parking lot.

c. Borough resident Sandy Hinkle inquired as to whether or not the borough submitted for a Solid Waste Grant the borough has received it in the past. Vivian stated she would be addressing this matter in the Presidents report.

d. Mayor Duncan inquired with council as to whether the borough would feel encouraged to draft a formal letter to Manchester Township in relation to the residential property on the corner of East 10th Ave. (Manchester Twp.)? Mayor Duncan stated there are rodents traveling in and out of the property and reports of children pulling material out of holes on the exterior property walls (North Pine Street and 10th Avenue). Vivian added it may be more appropriate for the Zoning department to draft and send the letter inquiring about the property.

8. **Presidents Report:**

a. Personnel:

1. Administrative Assistant Vacancy / Fill: Vivian Amspacher requested a motion to hire Tanisha Silvagnoli as Administrative Assistant at $15.00 / hr. Jamie made the motion that the borough hire Tanisha Silvagnoli Dana seconded the motion. Motion passed.
2. Public Works Vacancy / Fill: Vivian Amspacher requested a motion to hire Mike Laugerman as Public Works at $12.00 / hr. Doug made the motion. Jamie seconded the motion. Motion passed.

b. York Solid Waste Authority: York Solid Waste Authority has approved the 2018 Fiscal Budget. Fee's for processing the boroughs municipal solid waste at the York County Recovery Center will remain at $62.00 a ton in 2018. However, the minimum fee for disposal will increase from $10.00 for disposal of up to 320 lbs., to $20.00 for disposal of up to 340 lbs. Thereafter fees are prorated to $62.00 a ton. The increase in minimum disposal fees will be the first increase since the RRC began operating in 1989.

c. Recycling Grant: Vivian submitted the Recycling Grant application this year. The borough will be the recipient of approximately $829.00.

d. Roadway Safety Audit: Vivian Amspacher contacted York County Planning commission and Penn Dot concerning the Roadway Safety Audit. At this time the RSA is in the Controller's office and is currently under Signatory Review.

e. Pennsylvania Treasury Funds: Vivian recently discovered the Pennsylvania Treasury Fund was in possession of borough funds and applied for a refund. The borough has been refunded $908.24 of the $1,978.24 so far.

f. Anonymous letter regarding lots in the Borough: Vivian read aloud a letter the Borough received from an anonymous resident concerning the lot located behind Dunkin Donuts on N. George St., and the lot located on 10th Avenue. The letter shared confusion concerning whether or not the lot(s)

identified in the letters, which house vehicles (abandoned, parked, and/or scrapped), are zoned as commercial or residential? The letter also alleges noise and inconveniences resulting from lot activities. Some of the allegations in the letter suggest unsafe environments for children who play in the area. The lot behind Dunkin Donuts is grandfathered in as part of the property on 1309 N. George Street and has been used as a junkyard since the 1940's. The lot behind Dunkin Donuts is already fenced in with a 6 foot fence. The owner of the lot, Brad Wilt, shared concerns over replacing the present fence with taller fencing in fear of anyone illegally climbing the fence that can potentially injure themselves. Brad also stated the lots are used to store vehicles towed, store plowed snow for the borough, rock salt, and provides parking for Brad's customers.

Bill Jackson suggested Brad cover junked/scrapped vehicles with tarp in efforts of securing serrated and sharp edges. Discussion took place concerning whether or not a special exemption may have been granted in the past allowing for commercial use of the residential lots. It was decided to direct these inquiries to the Zoning committee in efforts of learning more about special exemptions and potential solutions (higher fences, privacy fences, rezoning).

g. Zoning Vacancies: Vivian shared there are currently two vacancies on the Zoning board. Borough resident, Terry Sterner expressed interest in one of the vacancies and shared his contact information. Borough resident, Tom Delouise also expressed interest in the Zoning board vacancy and stated that he would think about it and get back to the Borough.

9. **Fire Chiefs report:**
    a. Calls: There were 22 fire calls to Liberty, 7 of which were in the Borough.
    b. Truck repaired and donation: Liberty got back a truck that was out from repair and loading. In addition, Liberty was offered an opportunity to secure for themselves a donated 1998 Seagrass Fire Engine from West York Volunteer Fire Company. However the engine is 10 feet longer, is not pump certified, and required full loading. It was decided that after the Hurricane Harvey natural disaster, the south would benefit greater from such a donation.
    c. Awards Banquet: Liberty held an awards banquet last weekend for top performers.
    d. Recruitment: Liberty had a successful round of recruitment having recruited 6 new members in a month.
    e. Training: Training included a live burn, radio training, and SCBA training.
    f. Fundraiser: Liberty is holding a fundraiser on November 19th, 2017, "Kids Toy" bingo for adults with mandatory 21 and over requirement as gambling will take place.
    g. EMA:
        1. Registered for a Weatherized preparation course and forwarded the information to Bill Jackson. The course will take place at the Lancaster 9-1-1 building from 8:30am – 5:30pm on November 7th, 2017. DJ offered to attend in place of Bill should Bill not be available.
        2. Property Damage and Loss: Remnants from Hurricane Harvey continue pushing through. It was requested of borough residents that if there are any damages to properties in the borough, that residents take pictures and submit to EMA. These efforts have proven to be helpful in evaluating natural disaster damage, such as that of Hurricane Harvey in the south.
        3. Damage and Loss Claims: There is a County of York pool that residents can submit loss information to outside of their homeowners or renters insurance. The county has a formula they use to evaluate the full cost and if cost exceed an identified number, then the county can submit the loss to FEMA or PEMA. Submitting property damage (photos & information) can also be submitted under the crime page.

10. **Mayors report:** Mayor Duncan reported there were:
    a. 10- DUI arrests
    b. 1- suicide (root cause is unknown)

c. 1- Naloxone event (requiring 3 doses)
d. Municipal refunds: the commission voted against refunding individual municipalities
e. Opioid epidemic continues

11. **Solicitors Report:** Vivian presented the solicitors report as he was unable to attend the meeting;
    a. Landlord Registration Ordinance: examples of other municipal ordinances were provided with regard to varying property standards or conditions which state how some ordinances are enforced for violations. These were provided in efforts of assisting the discussions for the sort of provisions council may wish to adopt.
    b. Curb Painting: Confirmation of the boroughs options with regard to curb painting and potential liability for doing so were provided in the form of Title 75 of Pennsylvania Consolidated Statutes- the vehicle code; under section 3353 which state when, where, and what color to mark curbs. Discussion took place which ultimately resulted in having Jerry take a look at the fire house, fire hydrant, and stop sign curb painting.
    c. Prohibiting over-sized vehicles and trailers from parking on Borough streets: Across the country many ordinances passed restricting over-sized vehicles or trailers from parking on borough streets. Most prohibit overnight parking in designated areas. An example from Lower Swatara Twp., was provided for review. Jamie stated that she recalled seeing language in the borough's current ordinance relating to over-sized vehicles. Council discussed the boroughs current ordinance finding language under 15.405 that may need revised.

12. **Recreation Report:**
    a. Trunk-or-Treat: Bill Jackson shared the Trunk-or-Treat parade will take place at 5:00pm on October 28th and those interested should be at the fire station by 4:30pm.
    b. Halloween: Trick or Treating will still take place on October 31st, 2017 from 6-8:00pm for those who would like to participate (porch lights on).
    c. Commercial Grade Bounce House: Bill located a company who fully replaces their bounce houses every 3 years. They have offered the borough an opportunity to rent a bounce house at a cost of $200.00 /day in efforts of testing before purchase. Should the borough decide on purchasing one of those bounce houses, the $200.00 rental fee would then be applied to the overall purchase price of $1600.00. This can be a substantial saving for the borough. Bill added that as far as liability, the liability would be covered under the same insurance policy that the rest of the Recreations department equipment would fall under.
    d. Mulching: Bill initially requested $7500.00 for mulching and shared he was happy to report not all the funds would be used as 100 lbs., of mulch were laid. Special thanks were extended to Jamie, Tom, Rick, and Mark Taylor.
    e. Next Meeting: Bill shared that the next recreation meeting is tomorrow (October 11th, 2017) at the park.

13. **Unfinished Business:**
    a. Garage and other Borough facilities: Plumbing is still being addressed. They are still building a small deck on the back of the trailer and Mayor Duncan donated the necessary wood.

14. **New Business:**
    a. SPCA Housing Agreement: SPCA Housing agreement (spay, neuter etc.). Bill made a motion to accept the 2018 SPCA Housing Agreement pending available funds in the upcoming 2018 year. Doug seconded the motion. Motion passed.
    b. Handicapped Parking Space application: A borough resident who applied at the last council meeting resubmitted an application and fee along with physician authorization for a handicapped parking space allowance. Bill Jackson shared he has recently held multiple conversations with the resident concerning her

health diagnosis. Vivian stated the resident could likely benefit from a handicapped parking space in the borough. Council discussed the request again. Jamie stated that if off street parking is available then a handicap parking space request may be denied. Jamie made a motion to deny the handicapped parking space application. Doug seconded the motion. The motion passed.

15. **Meeting Adjournment**: Vivian made a motion to adjourn the meeting. Bill seconded the motion. Motion passed.

9/12/17

1. Pledge led by Mayor
2. Roll Call: All present including John Elliot (solicitor)
3. Approval of Aug 8, 2017 minutes
4. Motion to remove public comment regarding Jack Graybill by Richard Shank made by Vivian Amspacher. Seconded by Doug Moore, motion passed
    a. Motion to approve minutes upon revision, Doug Moore seconded, motion passed.
5. Secretary/Treasurer report:
    a. Payroll $7,184.75
    b. Sewer $4,3709.9
    c. General $3,7285.96
    d. Motion made by Bill Jackson to accept, seconded by Dana A'Hearn. Motion passed
6. Engineers Report (Jeff Spangler)
    a. Discussed overlay on 8th Ave.
    b. MS4 storm water update
        i. Need to adopt ordinance to approve intergovernmental cooperation agreement.
            1. John Elliot stated it was advertised that tonight ordinance 2017-1 would be voted on regarding the agreement.
                a. Discussion by public:
                    i. Mayor Duncan asked what happens if there is a natural disaster in the borough that floods the Susquehanna with chemicals. Jeff Spangler responded those types of events are not covered under this DEP state permit.
                b. Doug Moore made motion to adopt, Dana A'Hearn seconded: motion passed.
        ii. Doug Moore made motion for Vivian Amspacher to sign permit application, Jamie Moore seconded: motion passed
    c. Presentation will be in October's council meeting on storm water.
    d. Intermunicipal sewer agreement update has been revisited. In the next several months, the agreement may need to be updated.
7. Public Comment:
    a. Liz Eisenhart
        i. Asked for follow-up on the crosswalk across George St.
            1. Bill Jackson responded, there actually is one already in existence at 7th and George. Once the weather permits, the existing lines will be repainted.
            2. Liz Eisenhart stated she uses that one now and feels the Borough needs them other places along George St.

b. Angela Ramsey
    i. Asked if there are any speed limit signs in alleys since there isn't one in the alley that runs behind her house. Kids often play in the alley and cars fly up the alley.
        1. Vivian Amspacher responded that there are several areas in the borough that need additional signage for "children at play".

            a. Additional signs will be purchased since there are available moneys in the line item.
            b. Bill Jackson ask to check the price first that they could be 1,500.00's

8. Presidents Report:
    a. Secretary that was hired resigned.
    b. Fire escapes follow up from August meeting.
        i. Vivian Amspacher reviewed residential codes that state opening size.
    c. Block watch
        i. Vivian Amspacher thanked Andy Burkins, Deb Smith, & everyone involved.
    d. Pumpkin walk on rail trail
        i. 10/14 6-9pm
        ii. ½ mile walk
9. Fire Chiefs report – Bill Jackson
    a. No call log available
    b. New radios and equipment have been installed.
    c. Live burn this weekend on sat/sun. 2nd complete burn for the quarter.
10. EMA Report – Chris Wilhelm
    a. Any storm damage – please take photos and give to Chris so that he can forward to the county. All damages go into a pool and if a threshold is met, PEMA will open a declaration, which can provide funds for homeowners.
11. Mayor's Report
    a. 8/3 curfew violation on N George at 0200
    b. 8/8 report of receiving stolen property on N Duke
    c. 8/14 burglary 400 block of N George
    d. Proposed police budget currently equals 90 hours of service, which is 80% of recommended coverage. The cost is $374,452.70 In the 2018 budget, there will be an increase of 4.41% bringing it to $386,713.13.
    e. At the last police commission meeting, it was explained there is a surplus in the police fund account. They were asking how we wanted them to handle the surplus. Some recommendations were to keep the Extra Funds for improvements; others stated it should be refunded to the boroughs.

i. Bill Jackson made motion to leave the coverage with NYCRPD, Dana A'Hearn seconded: motion passed

12. Solicitors report:
    a. NONE
13. Recreation Report: Bill Jackson
    a. 10/28 4:30pm line up for parade
        i. Bonfire requested for fire dept. support
        ii. Groups/Judges for various age groups
    b. 12/10 Christmas Party
        i. Reservations for toys deadline 11/22
            1. Google registration will be utilized.
            2. Can also be registered in the borough office.
    c. This years budget: they want to purchase a commercial bounce house.
        i. Approx. $2500
    d. Next years budget: special needs swing as well as other special needs equipment.
    e. Borough garage: The wall is up and was inspected/passed.
        i. Water lines were also completed.
        ii. Water leak was discovered and records were moved to pump house.
    f. Mulch and Spring Riders: Need dryer ground. If its not done in the next 3 weeks, mulch will be put in and spring riders will be replaced in the Spring.
    g. National Night Out: Booth requested for council members so residents can meet council. It is a community driven event. It is not just a Recreation event.
14. Unfinished Business
    a. Pump station garage doors:
        i. Drake Reed $608 w/ lock was the cheapest for door & install.. Bill Jackson said he had to fix frame first before replacing door.
15. New Business:
    a. York County Rail Trail Authority looking for annual $500 contribution:
        i. Doug made motion, Bill seconded: motion passed
        ii. Vivian made motion that payment contingent on available funds in Budget for 2018, Doug Seconded, motion passed.

    b. Resident complaint about commercial vehicles large vans and buses parked on borough streets.
        i. Discussion on past method of parking passes.
        ii. Doug recommended forming a committee: Jamie Moore, Vivian Amspacher and Doug Moore volunteered.

    c. Animal control contract for 2018
        i. $300 retainer, $30/hour.

1. Rick Shank expressed concern on approvals of annual payments/expenses prior to budget.

2. Nancy Brunk asked about who pays the $30/hour. The person who owns the dog that got lose should be responsible for the cost.
3. John Elliot will review current ordinance
4. Vivian Amspacher made motion to continue the Animal Control Contract for 2018 if funds are available for 2018 budget, Bill Jackson seconded: motion passed.

d. Handicap parking request 34 E 8th Ave
    i. Doug Moore made motion to deny based on the existence of off-street parking, Bill Jackson seconded in accordance with ordinance: Motion passed.

16. Motion to adjourn by Jamie Moore at 8:32pm

August 8, 2017
North York Borough
Council Meeting Minutes

1. **Executive Session** – Called at 6:30 pm to address personnel issues
2. **Call to Order** – Vivian Amspacher 7:02 pm
3. **Pledge to the Flag** – Led by Mayor Duncan
4. Vivian Amspacher stated that it is with great sadness that she informs everyone of Park Cunningham's passing. She also stated he joined the North York Liberty Fire Company in November 1977 and the Fire Police in 1978. She stated he was on council from 2009 to 2016 and funeral arrangements are still pending at this time. Vivian Amspacher asked for a moment of silence.
5. **Roll Call** – Chris Kaltreider and Solicitor John Elliot are absent
6. **Approval of Minutes – July 11, 2017**
    a. Doug Motion makes motion to approve minutes. Jamie Moore seconds. None opposed. Motion passed.
7. **Secretary/Treasurer's Report**
    a. **Payroll $6,410.90**
    b. **General Fund $18,569.99**
    c. **Sewer $2,245.75**
        i. Dana A'Hearn makes motion to approve all expenses. Deb Smith seconds. None opposed. Motion passed.
8. **Engineer's Report**
    a. **Street Work Update**
        i. Jeff Spangler has been in contact with the contractor and they will be beginning work in September. There is a change order for the project, but it will not change the monetary value. PennDOT wants the value of the double yellow changed from the lump sum of $425 to the broken down price of $8.50/lineal foot. Vivian Amspacher makes motion to accept change order for street work. Doug Moore seconds. None opposed. Motion passed.
    b. **MS4 Stormwater Permit Update/Intergovernmental Agreement**
        i. The final agreement is very similar to what is in effect now, except the yearly cost is $11,828. It must be implemented by ordinance. Solicitor John Elliot needs to be authorized to advertise the ordinance so it can be adopted next meeting. Vivian Amspacher makes motion to authorize John to advertise the ordinance. Doug Moore seconds. None opposed. Motion passed.
        ii. At the next meeting engineer Jeff Spangler will have the Notice of Intent for Permit Application to be signed by council. There must be a $500 check addressed to the Commonwealth of PA for the application fee by September 15th.
    c. Asking for ad for October 11th sessions to be put in newsletter. He will email it tomorrow.
    d. Rick Shank claims with this update if someone were to dump gas in the sewer line, it is now the Borough's responsibility to pay for the fine and the court. Previously the DEP took care of this but no longer. Engineer Jeff Spangler stated that the DEP will no longer get involved and this must be kept in mind for the budget.
9. **President's Report**

a. Vivian Amspacher wants to know if Council wants to look into the Nuisance ordinance and possibly make it stricter. Bill Jackson stated that he talked to a landlord about a nuisance property and the landlord was not being notified when the police were called on his tenants. Bill Jackson stated that the Borough should contact landlords to tell them that their tenants are a problem. Vivian Amspacher believes that the police need an ordinance to be in place in or to take action. Bill Jackson states that the police either need a video of the crime or to witness it themselves. Vivian Amspacher stated that the lawyer should look into this. Bill Jackson also stated go back into the landlord and tenant ordinance and have our codes official go look at the properties. Gary Braham stated that the Borough could create a licensing service and threaten to take away the landlord license. Mayor Duncan claimed that the fee all landlords pay is a licensing fee but it is not called that. Vivian Amspacher stated it must be more specific. Gary Braham stated that the nuisance ordinance can be added in the licensing service. Vivian Amspacher stated that all of council is in agreement that there are to be no more verbal warnings from the codes official.

b. Garage Door at Pump Station

   i. One door is in terrible shape. $239 at Lowe's. Labor is between $400-$500. Total is between $674-$774. Bill Jackson stated Drake Reed is cheap installer and that the framing could be in rough shape or rotting. Bill Jackson is asking for price of installation from Drake Reed and Ben Druck. Tabled for September. Bill Jackson also asked that the spring be installed above the door, not on the side.

c. Unclaimed Properties Update

   i. We have sent authorization letters to the Unclaimed Property Return Team as the next step in the process of claiming our accounts. There are 6 accounts that total up to $1,978.24 and come from Columbia Gas, the Office of the Budget, and York County.

d. Vivian Amspacher asked Doug Moore and Dana A'Hearn to come up with some dates they would be available to work on the budget.

e. Stone for SW Corner of Duke and 8th was completed successfully. Thank you to Todd Taylor, Bill Jackson, Jack Graybill, Doudrick's and all others who were involved. The Borough did pay $200 to Doudrick's for one hour of rolling stone, but it was well worth it. They also hardened the stone at the park.

f. North York Hoops was a great success. A lot of kids showed up on Sunday and they had a lot of fun. If you create things for the kids, they will come. They are looking for things to do and they want mentorship. There are some other things in the works in the park. Todd and Vivian have been talking about creating an event for music. Vivian Amspacher thanked Todd and Tyler Taylor. Tyler is going to try to text other kids and set this up every month or two weeks.

g. Vivian Amspacher has contacted Greg Halpin, who takes care of editing our website, and he is currently working on creating an online version of the complaint form that will email the resident's information and complaint to both the office email and Jack's email so that we can keep a better record of the complaints and to provide more ease for residents.

h. Mike Laugerman claims he is still not ready to move forward with selling at this time.

i. Vivian Amspacher was told probation was not coming for National Night Out but they did and a lot of kids ended up coming out. Bill Jackson stated that last year, the Borough lost residents to Dover and West York, so recreation refused to fund another year. Bill Jackson was told probation would not show up and he was also surprised. Vivian Amspacher emailed probation and told them they did a fantastic job and hope they consider coming back next year.

10. Public Comment

a. Verna Seighman: Why don't most apartment houses have front and back exit in case of fire?
   i. Vivian Amspacher stated that she understands her concern but has never received a clear answer. She also states that because most houses are from a certain time period, they are grandfathered in. Gary Braham suggests that losing this ability to be grandfathered in could be another thing threatened when taking away a landlord license.

b. Andrew Burkins 823 N Duke: He has started a block watch in the 5th Avenue corridor to include 5th Ave, Latimer St, Court Alley, Queen St, and Pine St and has contacts on each block and there are 17 members in the North York Borough. He has been in contact with Chief Bentzel, Lieutenant Lash, and Officer Wise from Northern Regional. Jessica Brooks is looking to start a block watch between 10th Ave and 8th Ave. Andrew Burkins is currently in the process of installing cameras to everyone who volunteers their house. They were put into action this morning at 2:15 when a young man was walking around the Borough near little Duke to look in cars. Pictures of the culprit were sent to Northern Regional.
   i. Vivian Amspacher claims that the west side has been quiet except for the people trying to get into her garage. Andrew Burkins started a block watch in that area because of the park. Council thanks Andrew Burkins. He stated that if anyone is interested there is a Facebook group and he has many resources and friends in the criminal justice field. Deb Smith stated he is doing a fantastic job.
   ii. Mayor Duncan states that if a property is complained about, that property will receive a letter then a fine. This means that a property can be in much better shape than others in the neighborhood but still receive a fine if somebody complains about their house. This allows the problem to become personal and borders on harassment.
   iii. Doug Moore states that there is an issue of consistency and that Jack Graybill does not need to receive a complaint to act.
   iv. Mayor Duncan agrees that the same rules apply to everyone.

c. Richard Shank also stated that Dave Golden left a note that he is tired of the political rhetoric and that the Mayor was not friendly to him.
   i. Mayor Duncan stated he had 3 other customers in the store when Dave Golden barged in and the Mayor asked him to wait but Dave Golden took offense to this. Bill Jackson stated that Dave Golden could use prayers as he is in a facility at the moment.

d. Deb Smith asks for Duke St to be blocked off from Meade St to 6th Ave for a block party from 4 pm to 9 pm on August 19th. They need cones. Deb Smith also thanks everyone for coming to the block watch meeting and Vivian Amspacher thanks Deb Smith for putting it together.

11. Fire Chief's Report

a. 16 calls in July. There are trainings coming up in August and September.
   i. Driver's training last Sunday in August
   ii. August 13 and 17 is SCBA Airpack fittings
   iii. September 17 there is live burn at Fire School
   iv. September 23 is Crab Feed from 3-6 pm for $40/ticket
   v. November 16 is Toy Bingo at 12 pm
b. Engine 1 is going out the 17-18 and then it will be 3-4 weeks to get it done.
c. Vivian Amspacher stated that Chris Wilheim asked if Vivian Amspacher and Mayor Duncan would hand out certificates at fire hall banquet. Steve Miller is unsure about what she is talking about.
d. Vivian Amspacher stated that next year the Borough should make sure one of our firemen are nominated for the Fireman of the Year award in June.
e. Mayor Duncan questioned whether or not anyone from the Borough was represented at the new building dedication at the school. Steve Miller answers no.
f. Steve Miller states that the paging system is still down. There is a meeting tomorrow night at the 911 Center at 6:30. The Chief's Association is talking to all York County Fire Departments.

12. Emergency Management Report

a. August 12 Shanksville training 8 am - ?

13. Mayor's Report

a. 5th Burglary – 1000 block of North Duke Street – Unknown subjects forced entry into a home. A bicycle was stolen.
b. 12th Robbery – North Court at Laurel – A 16 year old was arrested after the strong arm robbery of a bicycle and the theft of another.
c. The block watch meeting was well attended. It would be a benefit to all residents to get involved and look out for one another.
d. The "Tip Line" door hangers were distributed throughout the Borough to push the slogan if you "see something, say something".
e. Amazing turn out for the National Night Out Against Crime in Dover. Many residents from North York were in attendance as well. Everyone seemed to have a great time.
f. Mayor Duncan went back to reports from one year ago at this time and found that there are still some issues with teens and younger children in and around Laurel St. Reports of blocking the street, not allowing cars to pass, offensive language. Also the police have been asked to increase their patrol time around the park as was suggested by Council and they have complied as scheduling allows. We are operating at about 80% of the suggested police coverage as outlined by the recent Police audit. Does Council want to purchase additional police patrol time for the coming year? Mayor Duncan stated not much has changed since last year based on these reports.

14. Solicitor's Report

a. Amended Intergovernmental Agreement
   i. Doug Moore read the solicitor's report:
   ii. As discussed over the previous several months, the Council will need to adopt an ordinance ot approve and sign the Amended Intergovernmental Cooperation Agreement relating to the Chesapeake Bay Pollutant Reduction Plan. The contribution for North York Borough will be increased to

$11,828.00 per year, which will obviously need to be factored into the calculations for next year's budget. An e-mailed copy of the final version of the Amended Agreement is on file with the Borough office, and a copy for public inspection will also be available concurrently with the advertisement of proposed ordinance. No action items for consideration.

15. Administration Report – No report

16. Recreation Report

a. Bill Jackson stated that Recreation has a lot of projects coming up in the next few months and only a little more than $5000 in their account. Halloween has the parade, bonfire, and food as well as Trunk or Treat and bounce houses with Action Church. The cost for Halloween is around $400. Recreation buys very nice gifts for the kids for Christmas for the party and this costs about $1200-$1500. This year Recreation is doing a bonfire and selling food on New Years Eve for about $400-$500. Spring riders (little toys you bounce on) need to be an area of focus in the park. One was pulled out of the ground because they are all installed incorrectly. They need to be pulled out and a 24 in auger needs to be put in the ground so more weight and stability is underneath. They need to bust concrete, reinstall units, remove bolts, and put lock tight on them. This is going to start sometime next week and needs to be done prior to mulching. The inspector that Bill Jackson contacted stated that there must be 1 inch of mulch for every foot off the ground the toy is. Bill Jackson called the mulch places with incorrect measurements. Original incorrect measurement (175 feet long x 75 feet wide) needs 500-600 yards of mulch, but actual measurement (129 feet long x 45 feet wide) should be closer to 300 yards. Weaver Mulch is $2,250 per 100 yards. Zimmerman only installs mulch, does not sell it. Zeager is $1,944 per 100 yards. Bill Jackson stated that the playground needs the mulch for safety and Recreation does not have enough money and they are asking for $4500-$5000 from council. They will fill the playground in 100 yards at a time. The money could be reallocated from the $45,000 for a manager. The Mayor asked if Recreation could use the money from the apartments. Bill Jackson responded that they have not been built yet so there is no money coming in from them. Mayor Duncan asked if we can ask for a donation ahead of time and that it cannot hurt to ask. Bill Jackson would like a backup plan in case they say no since this must be handled before the next meeting. Rick Shank stated that every year 6 inches is supposed to be added to, but the mulch has not been added to for 2 years. Bill Jackson stated that there was some added last year, but not a full 6 inches. Bill Jackson also states that they need to cut a path from the walkway in the park onto the playground area. They need to cut 6 x 6 lumber, dig a trench, put stone in, and bring crusher in. Bill Jackson suggests that any leftover stone goes into the alley to fix the other side. Dana A'Hearn asks how much stone they would need. Bill Jackson states he would need 1 ton of ¾ stone for $15 and inexpensive crusher stone. Council is in agreement that it needs to be done. Doug makes motion to approve 300 yards of mulch, 3 tons of ¾ stone, and a full truckload of crusher. No second. Motion dies. Vivian Amspacher states that ¾ stone may not be best and that just crusher could be most useful. Bill Jackson makes motion for 4 tons of crusher and 300 yards of mulch. Vivian Amspacher seconds. Dana A'Hearn makes motion to add $400 for wall. Jamie Moore seconds. None opposed. Motion passed. Bill Jackson makes

motion to reallocate money from manager's salary to Recreation for funding up to $7500. Doug Moore seconds motion. None opposed. Motion passed.

17. Unfinished Business

a. Borough Garage/Recreation (Construction/Remodel)

i. Bill Jackson stated that the best solution would be to go put the wall back where it was before and build no second wall. He stated the door that was originally taken from the front of the building will be the egress door between the small garage and large garage. The cost is still in the neighborhood of $350-$450 and Bill Jackson questioned who is paying for it because he was under the impression that Mark and Todd Taylor are paying for it, but they said absolutely not when Bill Jackson asked. Vivian Amspacher stated that she thinks they would do the work, but not pay for it. She also wants to know what is in the small room and if the door must be kept open. Steve Miller says the sewer pump is in there and it is to stay open. Bill Jackson thinks any updates more than this would be a waste of money and he has people willing to put it together.

b. Water Lines in Garage

i. Bill Jackson stated that until he and Steve Miller can get off on the same day, nothing would be fixed. They have decided to use Plexline, not PVC.

18. New Business

a. Vivian Amspacher stated she looked into creating metal cages outside in the Borough Park for propane tanks and it is not appropriate. She has a letter from the insurance agency that states it is a liability concern. She stated that overall it is not the safest or best idea for the park. Bill Jackson agrees and asks for the tanks to be removed. Vivian Amspacher stated that the tanks are already gone.

b. Bill Jackson stated that the trailer needs lighting and he will take care of it.

c. Steve Miller raises concerns that the trailer is dangerous. Vivian Amspacher stated she thought Bill Jackson was creating a platform. Mayor Duncan has pressure treated lumber he is willing to donate so Bill Jackson can get this done, Bill Jackson accepted.

19. Motion to Adjourn – Jamie Moore 8:46 pm

July 11, 2017
North York Borough
Council Meeting Minutes

1. **Executive Session** – No session
2. **Call to Order** - Vivian Amspacher 7 pm
3. **Pledge to the Flag** - Led by Mayor Duncan
4. **Roll Call of Council** - All here
5. **Approval of Minutes** - June 13, 2017
    a. Bill Jackson had questions concerning wording that "Vivian made investments..." should be changed. "Vivian made deposits for North York Borough..." was agreed upon by council. Also, Bill Jackson stated he agreed to talk to PennDOT about the crosswalks but not the change in the speed limit. Vivian Amspacher stated the changing of the speed limit was addressed in the meeting and should be addressed. Bill Jackson did not claim individual responsibility for speaking to PennDOT about these speed limits. Also, Bill Jackson would like committee emails sent out to everyone in the committee, not just the chair. Bill Jackson requested to receive recreation emails along with the chair.
    b. Doug Moore makes motion to approve minutes. Deb Smith seconds. None opposed. Motion passed.
6. **Secretary/Treasurer's Report**
    a. **Payroll $14,349.47**
    b. **General Fund $396,028.64**
    c. **Sewer $47,846.64**
        i. Bill Jackson would like clarification on why the General Fund is so high. He asked if it is because the check for investments in Integrity Bank came from General Fund. Vivian Amspacher stated yes.
        ii. Doug Moore makes motion to accept expenses. Dana A'Hearn seconds. None opposed. Motion passed.
7. **Engineer's Report**
    a. **Street Work Bid Documents**
        i. 2 contracts are ready for signature, but council must decide if the full project will be kept for $58,000 or if 2nd Avenue will be cut from the project to make the total closer to $50,000. Bill Jackson suggests that liquid fuels may have some money left from last year. Dana A'Hearn checked with Vanessa Dickson (clerk) and there is $83,894.25 in liquid fuels. Bill Jackson stated that the project should happen in full this year. Doug Moore and Vivian Amspacher are in agreement. All of council is in agreement for entire $58,000 project. Jeff Spangler gets signatures from Vivian Amspacher and Doug Moore.
    b. **MS4 Stormwater Update**
        i. At the meeting on June 29th funding scenario 4b was chosen. Starting July 19th there will be a 30 day public comment period, as well as a meeting open to the public on August 9th at the West Manchester Township Municipal Building. Planning Commission must submit their plans to DEP by September 16th, at which point all municipalities must adopt it. Instead of a single yearly payment, there will be 1 payment in April and 1 payment in August. North York Borough will not qualify for the waiver.

Yearly contribution for NYB will move from around $800 to $11,828, but this is still much cheaper than handling it by ourselves. Our first payment would happen after we receive our permit, most likely April 2018. No finalized agreement yet from the York County Planning Commission, tabled for September for approval.

8. **Public Comment**
    a. Elizabeth Eisenhart (814 Latimer Street) spoke to Vivian Amspacher before June meeting to share her concerns. She gave up driving 1.5 years ago and now she walks and uses public transportation often. When she gets off the bus and must cross George Street, it is very difficult because the traffic is horrendous and there are no crosswalks. Elizabeth Eisenhart believes crosswalks would be a reminder to the drivers that they must slow down for pedestrians. She called the York County Planning Commission and spoke to Will Clark and he informed her that she must share her concerns with council. She also contacted the Healthy York County Coalition and Deb Gogniat and made contacts that are trying to make York County friendlier for walkers. She has also been in contact with Rabbit Transit. She is willing to help anyway she can.
9. **President's Report**
    a. **9th Avenue Cul-de-sac Street Light**
        i. Never approved. Steve Miller is still looking into lights because the one he originally found will not work. Trying to come up with the best solution for the best price. Must wait for approval on the price.
    b. **Crosswalk on North George**
        i. Vivian Amspacher spoke with YCPC (York County Planning Commission). The only crosswalk the Borough has approval to paint right now is 7th Avenue. YCPC did not provide a lot of detail, but claimed that it is in the best interest of the Borough to contact PennDOT once the Safety Audit of George Street has been completed. Rick Shank stated that now is the best time to talk to PennDOT and show interest in creating crosswalks so they do not finish the Audit without realizing the need for crosswalks, because then it will be too late. Vivian Amspacher states that they will be requesting which corner of George Street is the busiest so they can observe it. Mayor Duncan questioned why the Borough cannot paint more crosswalks if PA law dictates that drivers must yield to pedestrians. Vivian Amspacher claims that it has to do with liability and access to the curbs. Jamie Moore states that it has nothing to do with the curbs, but instead it is about speed and visibility. Vivian Amspacher stated that the Borough will receive an email from PennDOT when the walk through is going to happen so that we may participate. Council agrees that PennDOT will receive a letter from us that explains our intentions when the appropriate time comes. The committee that will draft the letter will be Bill Jackson, Jamie Moore, and Vivian Amspacher.
    c. **Stone for SW Corner of Duke and 8th**
        i. The sons of the woman who live on the SW corner of 8th and Duke have filled in ruts on either side of alley. They asked if the Borough would consider getting them stone to put in the ruts so they do not turn into mud. The alley is not an adopted street but it is used by a lot of people. Stone from Standard Concrete will be $15.60/ton for ¾" stone, the most

common for driving and parking. One ton covers 100 square feet at 2 inches deep. Bill Jackson makes motion that we will supply materials that they need. Doug Moore seconds. None opposed. Motion approved. Bill Jackson will take care of ordering the stone sometime in the next few weeks.

10. Fire Chief's Report

a. 14 calls in June.
b. Bill Jackson stated Engine 1 is out of service. Engine 1 was responding to a working call and as they pulled out of the garage, one of the compartment doors opened and the driver pulled through the garage and pulled the door off the truck. There is extensive damage. Insurance estimate is expected sometime this week. Fire Company claims that in the event of a dire emergency it will be brought back into service. 2 residents raised concerns about liability if the truck is used. 1 resident states that a call can be placed to 911 to officially remove the engine from service. Bill Jackson suggests that Engine 1 is completely out of service until repaired. Vivian Amspacher asked if Bill Jackson would be the one to contact 911 to secure that Engine 1 is out of service. Bill Jackson agrees and makes motion to take Engine 1 out of service. Doug Moore seconds. None opposed. Motion passed.
c. Training is still in Shanksville in August.

11. Emergency Management Report – No report

12. Mayor's Report

a. 13th Criminal Mischief – Round the Clock Storage – Several storage lockers were damaged by someone trying to forcefully enter them.
b. 25th Theft – 1100 block of North Duke St – Resident reported that someone stole his gas grill from his back porch.
c. 30th Assault – Dunkin Donuts – A 25 year old male was arrested after being found under the influence of drugs and for assault. He then fought with arresting officers.
d. A new "Tip Line" has been established. Anyone can call and report what they see and remain anonymous.
    i. Call 717-467-8355 or email TIPS@NYCRPD.ORG
    ii. Help keep your community safe. "If you see something, say something"
e. Mike Laugerman plans to address council because a fire station has now become more paramount in their future plans. Laugerman suggested that if the funds were not available (excess of $600,000) for the building, he would sell the Borough the parking lot and allow a fire station to be built on the parking lot. Laugerman went through the process of splitting the parking lot and creating different plots. The building itself is currently illegal to be sold because it is not up to code (missing a wall). Mayor Duncan suggests the creation of a planning committee for the facilitation of this project. Vivian Amspacher suggests another piece of land that needs to be cleared out of trees and brush but will be much cheaper and easily accessible. Social hall could be removed from the fire hall, but the money they gain renting it out would be gone. Committee will be Bill Jackson, Steve Miller, Vivian Amspacher, and Rick Shank. Other possible options: Wolfgang is selling, area near borough garage, Doudrick's.

13. Solicitor's Report

a. Update on cost share scenarios (same as earlier): Tabled for adoption at September meeting.

14. Administration Report – No report

15. Recreation Report – No report

a. Mayor Duncan – 4th of July event was extremely well attended

16. Unfinished Business

a. Borough Garage Building/Recreation (Construction/Remodel)

i. Bill Jackson stated that the garage was set up for recreation to store their equipment in and authorization was given to Mark Taylor to build a wall. Pete Shilling is a codes administrator who advertised concern that as long as the garage door is open and the egress is between the small and large door, it can be used for storage. If any food is served, another egress has to be made on the north side of the building. Therefore, food must be served outside of the building. If the Borough sheet rocks one side, the cost is $424. If both sides are done the total is $532. Bill Jackson states that he will watch govdeals.com, a site for government auctions of equipment, to find appropriate supplies.

ii. There was a discussion about propane tanks at the borough park. A resident stated that they must be stored in a metal cage that is locked and outdoors. Mayor Duncan stated we should check with Troy from Charlie's to see if he could possible make one.

b. Water Lines in Garage

i. Bill Jackson still needs to get together with Steve Miller. No update.

c. Delinquent Sewer Account Collection Policy

i. In revisiting the Sewer Account Collection Policy, Bill Jackson asked if most of the accounts are paid up. Then Vivian Amspacher stated that as far as she knows everyone has pretty much paid up. Bill Jackson stated that if it is working keep it working. All of council agrees.

d. Soffit on Side of North York Borough Building

i. Gary Braham stated that he would repair it for free.

17. New Business

a. Handicap Parking Spot

i. Brett A Altland at 903 North Duke Street. Vivian Amspacher stated that there is only an alley out back. There is no parking in the rear. Doug Moore makes motion to award parking spot. Bill Jackson seconds. None opposed. Motion passed.

18. Motion to Adjourn - Doug Moore 8:22 pm

5/9/17

NYB Minutes

Pledge of allegiance led by Mayor Duncan

1. Roll Call: John Elliot (solicitor), Jamie Moore, Dana A'Hearn, Vivian Amspacher, Doug Moore, Deb Smith, Bill Jackson, Mayor Duncan (Chris Kaltreider absent)

1. Approval of April Minutes: Doug Moore made motion to approve, Dana A'Hearn Seconded. Motion passed.
2. Secretary/Treasurer
    a. Payroll- $15,214.18
    b. General Fund- $12,280.47
    c. Sewer- $9,522.49
        i. Bill Jackson questioned $204 for snow removal under wages. Vivian Amspacher responded it was for a check that was written to replace one that was never cashed and over 6 months old.
        ii. Mayor Duncan questioned Stock and leader's charge for $7,579. Vivian Amspacher responded there are more depositions coming up but she will look into it and provide any information that she can.
        iii. Mayor Duncan also questioned Ream, Carr, Markey and Woloshin, LLP having 2 separate entries.
            1. Vivian Amspacher responded different work, such as sewer and refuge is billed separately (liens)
        iv. Doug Moore made motion, Dana A'Hearn Seconded: motion passed.
3. Public Comment
    a. Vivian Amspacher addressed an issue related to codes and Big Mouth Pizza (garbage accumulation and location of used oil). She was approached by Anne Rohrbaugh with concerns. Vivian spoke with Mr. Sing and he said he would clean it up.
4. Engineers Report: Jeff Spangler
    a. CDBG projects resolution & application
        i. Resolution and application have been drafted. He asked for a motion to approve council president to sign resolution 2017-4.
            1. Doug Moore made motion to accept resolution, Jamie Moore seconded: motion passed
            2. Doug Moore made motion to permit Vivian Amspacher to sign resolution. Deb Smith seconded: motion passed.
    b. Street Work
        i. Total estimated costs for proposed improvements $49,192. ($48,144 was received in 2017 for liquid fuels)

1. Portner Way (Court to Duke)
2. Everhart St (Court to Duke)
3. Second Ave (entire)
4. West Eighth Ave (George St intersection)
5. First Ave (at alley and George)
6. East Eighth Ave (George St intersection)
    a. Bill Jackson made motion to bid, Doug Moore seconded: motion passed.

c. MS4 update:
    i. Jeff Spangler proposed 4 cost sharing scenarios.
        1. #2 was based on sediment loading
        2. #3 based on population
        3. #4 modification of #3 (removed waivers)
            a. Yearly cost would be between $8k-12.5k depending on which scenario. Jeff recommends #2 since he believes it is the most fair.
            b. Currently the borough pays about $800/year
    ii. Doudrick Quitclaim Deed
        1. John Elliot stated Mr. Doudrick's attorney contacted him to re execute the quitclaim deed from 2007 regarding part of 3rd Ave (abandoned street that runs in front of his property that the borough has no interest in). When a street is abandoned it reverts to the adjoining properties.
            a. The property was divided among all adjoining properties.
            b. Doudrick's is paying any fees related.
            c. Doug Moore made motion, Jamie Moore seconded: motion passed.

5. Presidents Report
    a. Crab feed at fire company
        i. Vivian Amspacher asked for motion to allow 150 copies made for flyers. Jamie Moore made motion, Bill Jackson seconded: motion passed.
        ii. Money for plants at the office planters
            1. Historically spend around $25/year.
                a. Doug Dillow offered to help find perennials for free.
                b. Doug Moore made motion for $40, Dana A'Hearn seconded: motion passed
        iii. Dump truck has oil leak
            1. Oil is leaking from rust spots. Charlie's made a short-term repair and sealed it but the long-term repair will require removal of the engine.

2. Service truck is going in on the 10th for an idle issue. Once the service truck is returned the dump truck will be repaired prior to winter.
3. Side rails were rusted and removed. Replacements are $168.99 (for black) stainless $279.99.
    a. Dana A'Hearn made motion for $168.99, no one made second.
        i. Jamie Moore requested additional research for options.

b. Peddler and Transient merchant ordinance
    i. Currently it states any person desiring in soliciting or peddling must request permit. Ordinance is from 1975 and NYCRPD now handles those permits.
        1. Deb asked if the ice cream truck has one. No one had an answer.
    ii. John Elliot recommended waiting until the re-codification to save a few dollars

6. Fire Chief's Report: Steve Miller
    a. 13 calls for the month of April.
    b. 36 hours of training has been completed over the last 3 weeks.
    c. Air cylinders
        i. Bill Jackson: Last month he thought air packs were all going to expire. He discovered they are actually good and we have the parts to maintain them for the next 8 years.
            1. The bottles will need to be replaced. Miles offered 30 air pack bottles for 14k.
                a. Jamie Moore made motion, Deb Smith seconded: motion passed
    d. Box 2501 (the borough) update
        i. Minor changes, response time with engines coming in to help us is very good from West York.
            1. Update: Based on response time (taking traffic into consideration in addition to proximity)
            2. Dana A'Hearn made motion to approve box change; Doug Moore seconded: motion passed.
7. EMA Report ---
8. Mayor's Report
    a. Burglary on east 5th
    b. Robbery on east 6th at gun point
    c. 4/10 OD on East 9th
    d. Auto theft on east 7th
    e. April 27th man fell asleep and his 2 year old was wandering around the street 600 block of N George
    f. Patrols around park have increased.
    g. It was noted our area is more active with regards to crime. Recommended lights – dusk till dawn, leave on porch lights etc.

9. Solicitors Report
    a. Delinquent sewer
        i. Proposed formal written policy for delinquent sewer account collection.
        ii. Mayor Duncan asked for ballpark on how many landlords vs. homeowners are behind: Vivian does not for sure and did not provide a breakdown.
        iii. Approval of the policy is tabled until July (John Elliot will not be present for June Meeting)
10. Recreation Report
    a. Yard sale May 20 – no permit required
11. Unfinished Business
    a. Health insurance for manager – can't offer group insurance for a single employee.
    b. Bank rates
        i. Approved last meeting. Finance committee will act on prior approved motion
12. New Business
    a. Northern ext. rail trail – seeking donation from the borough
        i. Did not specify an amount.
        ii. Mrs. Jackson asked whether resident donations to rail trail were sent to rail trail.
        iii. Mayor Duncan asked if a borough could declare a loss from a business investment. John Elliot replied it is an accounting question and doesn't have the answer.
            1. He stated we tried to do a good thing and lost 30k and there is no way to report/recover the loss.
    b. Mold at garage has been addressed
    c. Water lines in garage
        i. When it was piped it went up to ceiling and back down and they freeze.
            1. Bill Jackson and Steve Miller would like to bring them down to the floor. Cost would be approx. $200
            2. Once the cost is determined Bill Jackson will seek a motion
    d. Penn waste contract – 1 year extension
        i. Expires in September
            1. Can be extended 1 more year, which locks in the price.
            2. 2018 – renegotiation.
            3. Doug Moore made motion to extend, Bill Jackson seconded: motion passed

    e. Deb Smith asked about businesses that come and go on Sigsbee and George St, whether they are paying mercantile tax.
        i. Vivian stated that as far as she knows they have. The beauty shop owner was just in to file for hers.

f. Block watch
    i. Vivian Amspacher contacted police department May 24th 6:30pm for anyone that is interested.

g. Mrs. Jackson asked about incorrectly painted lines on George St in the 600 block (less than 8' between curb and line). It is dangerous for parked cars.
    i. Vivian is having Fae call the company to remedy it.

Motion to adjourn 9:04pm

April 11, 2017
North York Borough Council Meeting Minutes

1. No executive session
2. Call to order: 7:00pm
3. Pledge to the flag led by Mayor Duncan
4. Roll call: John Elliott, Chris Kaltreider, Jamie Moore, Vivian Amspacher, Doug Moore, Deb Smith, Bill Jackson, Mayor Duncan (Dana absent)
5. Motion to approve March meeting minutes
    a. Chris Kaltreider made motion, Doug Moore seconded: Motion passed
6. Secretary/Treasurers Report: Fae
    a. Payroll: $14,115.97
    b. Gen fund: $27,201.57
    c. Sewer: $4,031.39
        i. Deb Smith made motion, Jamie Moore seconded: motion passed
7. Public comment
    a. Dennis Brunk
        i. Availability of getting building permits due to Jack's limited hours. He feels that maybe one day would be feasible for Jack to be in the office later. He stated that he works 11-5pm and it is difficult for people to make it in while he is here since he is only here until 11am. Another suggestion is by appointment.
            1. Vivian Amspacher responded that Fae relays paperwork to Jack and can distribute it to the homeowner since her hours are longer than Jack's.
    b. Richard Shank
        i. Describing accusations from Sandra Hinkle regarding Court Street. Someone called about a hole and out of public safety. Rick stated as he was going to pick up cones he drove passed the Mayors house who was sitting out and asked that he come along to view what he had gotten a call about. They picked up the cones and went to the location; there was a 3ft by 2ft hole with water gushing in it. He then called Jack about the hole. Jack called Rick back once he got to the alley and Jack stated it could affect the sewer line and that they need to check it out. If the hole is closed and that water runs into the sewer we pay for the water that enters.
            1. Vivian Amspacher responded at the time she recalls she objected since it was the business owner's responsibility.
    c. Engineers Report: Jeff Spangler
        i. MS4 Storm Water Update: website updates requested
        ii. Street work: He is concerned with some of the potholes and requested a time set up to review the condition of the streets.

1. Vivian responded we should look at the areas we had to skip over last year.
2. Curb and Sidewalk: He recommends that we apply for the same as the prior years since we were shortlisted.
    a. Vivian Amspacher made motion to put in for the $100K grant and include engineering fees. It would be 2018, 2019, 2020 cycle.
        i. Vivian Amspacher made motion, Bill Jackson seconded: motion passed
            1. Rick Shank asked if 2018 is requested are we eligible for the other two years. Jeff responded you can only apply for one year but may be given the money another year.
        ii. Vivian Amspacher made motion to apply for 2018, Doug Moore seconded: motion passed

iii. Gate at park/maintenance building: Jeff Spangler met with ADAR. The exact location for the gate placement is not known at this time based on the grading. It was agreed that the location could be chosen once the work begins. Work will not begin for another 2 months.
    1. Vivian Amspacher asked if Recreation has discussed entrance to the park. Jeff responded this is an access road to the maintenance facility, not a park entrance for the public.
        a. Vivian Amspacher asked Bill Jackson to speak with Recreation on whether there is intention on putting in a road.
            i. Bill Jackson responded they do not have near the funds to put a road in.
            ii. Mayor Duncan stated, we might want to coordinate with ADAR if their equipment for construction is there then there may be the possibility of a "buddy deal".
                1. Nancy Brunk asked if we were talking about putting a road in. Whose property is it? If North York Borough doesn't own it why would we spend the money on a road?
                2. Rick Shank added the agreement states that all permits must come through York City.

8. Fire Chief's Report: Weston Teare
    a. Total calls in march: 17 (YTD 41)
    b. 9 incidents within the borough, 1 fire related, 1 over heat, 4 med emergencies, 1 hazardous condition, 1 service call, and 1 false alarm. Zero $ loss
    c. Training: 4 trainings in the end of April.
    d. Fundraisers: Crab feed in September. Chicken BBQ's are starting soon.
    e. Bill Jackson added: training records are up to date and they have been fit tested. The fire trucks were inspected by Glick Truck Services and given clean bill of health. All ladders inspected and passed. Trucks coming up on pump inspection. Fire chief vehicle has an issue – right front wheel grinds.
9. Mayor's Report:
    a. Burglary 700 block of N George Street
    b. Burglary 200 block of Meade Street
    c. Assault 1200 block N George Street
    d. In response to questions that appeared on the website.
        i. 9 units/blocks were purchased of police coverage (90 hours a week). $374452.70 was the cost. $80/hr.
        ii. The police audit recommendation is for another 5-10 hours per week but was not included in 2017's budget
            1. Rick Shank commented, people need to understand that they have agreements with properties where they sit to complete paperwork, which are "hot spots".
            2. We are not billed for the hours while they are in American Speed's parking lot.
10. Presidents Report:
    a. Vivian Amspacher had a discussion with Mark from recreation. He would like to have part of the borough garage for rec. Vivian Amspacher ran it by Steve Miller and he is willing to put a wall up and provide an area for rec. The area would be the first garage door and the wall would go between the first and second door.
        i. Chris Kaltreider made motion to give rec part of the garage. Jamie Moore seconded: motion passed
    b. Medical Insurance for Manager: Looking at availability/options. More info to come. Council must decide on the amount.
        i. Manager's responsibilities will not be all inclusive. There will be separation of duties. Another person will do payroll and reconciliations.
    c. The 2014 liquid fuels error was discovered and corrected by Vanessa Dixon.

d. Bank rates – approx. $287k received. Vivian stated the best place she has found so far to invest the money is PA State Credit Union. She believes the rates were 2.3% and would like to know if she is allowed to invest it. I feel we need to put the money some place where it earns interest.
    i. Bill Jackson suggested some should be used for the air pacs for the firehouse. The certification is soon to expire but if we spread it out it will help us in the future since they were purchased all at one time.
        1. Vivian Amspacher asked for the actual prices so we can review it. There are 11 plus a few spares. The certification expires in 1.5 to 2 years. Masks are another consideration since their life is shorter than the air pac.

    ii. Vivian Amspacher stated that there was roughly another $30,000 received from business taxes.
        1. In continuing the conversation about investing the money Rick Shank asked that once the money is invested there should be a monthly statement that is released so the residents are aware of what is going on with it.
        2. Mrs. Brunk brought up the option to splitting up the money and not placing it all in the same account. Maybe a 1-year and a 5-year.
        3. Bill Jackson stated that's a valid point so if we need money for something we aren't taking the penalty for withdrawing it too soon.
        4. Doug Moore added we couldn't decide on it without the information or the options in front of us. Are there CD's without penalty? How do their rates differ from a 5-year no penalty to a 1-year?
    iii. Motion to authorize Finance Committee to investigate rates and deposit the total amount less $80k into a 5-year. $80k will go into a 1-year. With the remaining balance to be placed in the Boro's savings account. Doug Moore made motion, Bill Jackson seconded: motion passed
e. Sewer bills: Overall things are improving but there are still a few residents who "are not playing very well". Vivian asked for John Elliott's advice on how we move forward with sheriff's sale.
    i. Shutting off water is most cost effective avenue to get resident to act.
        1. If someone doesn't have public water or shutting the water off is not an option, a civil lawsuit is another option for a money judgment that can be executed by sale of personal property.

f. Doug Moore made motion to use sheriff's sale as alternate method, Jamie Moore seconded: motion passed

11. Solicitor's Report
    a. Last meeting, a question was raised whether our handicap-parking ordinance conflicts with ADA guidelines.
        i. John Elliott's memorandum regarding his response is on file in which he states he does not believe the ordinance in conflict with the ADA.
12. Recreation Report
    a. May 20th Community yard sale (in front of house)
    b. April 15th Easter egg hunt – hot dogs will be sold. Starts at 10am. Action Church is bringing a bounce house and candy.
13. Unfinished Business
    a. Vacancy Board Chair – Dennis Brunk volunteered
        i. Vivian Amspacher made motion to approve, Doug Moore seconded: motion passed
    b. Zoning board alternate – remains open
14. Motion to adjourn Vivian Amspacher, Bill Jackson seconded at 8:51pm.

March 14, 2017

No Executive Session

Council Meeting was called to order at 7:00 PM

Pledge led by Bill Jackson
Roll Call John Elliot, Chris Kaltreider, Jamie Moore, Vivian Amspacher, Doug Moore, Deb Smith and Bill Jackson – present. Mayor Jerry Duncan and Dana Ahearn - absent

1. Approval of February 14, 2017 minutes
    a. Bill Jackson: Would like the minutes distributed earlier to the council so they can be reviewed in depth.
        i. Page 1 paragraph 2, questioned "discussion by council" and expressed concerns about a 2 month delay for distribution to the public at a meeting. He asked that minutes become available to public at the office once they're approved. Vivian Amspacher agreed that we can make them available once any revisions are made that were part of the approval vote.
        ii. Page 3 paragraph 3, Bill Jackson believes the conversation shouldn't be relegated to just the finance committee but the whole council. Regarding the approximate $287,000 that was recovered through the business tax.
        iii. Page 3 Paragraph 6, Bill Jackson questioned how financial ethics documents can be obtained, by filling out a right to know.
        iv. Pump house: Bill Jackson questioned. Is anything stored aside from sewer stuff? Vivian Amspacher answered there are some trashcans. It needs a new door.
    b. Doug Moore made motion for approval of February minutes, Chris Kaltreider seconded. Motion passed
2. Secretary/Treasurer Report
    a. Monthly payroll expense $5,615.76
    b. General fund $15,248.02
    c. Sewer $3,027.30
        i. Doug Moore made motion to accept, Deb Smith seconded; motion passed.
3. Public Comment:
    a. Sandy Hinkle
        i. I would like to clarify a previous statement made. It wasn't about the crack sealing machine; it was on a different subject. The Crack sealing machine had been sold to a construction company. What I was speaking about was Mr. Shank calling in a favor from Manchester for Adar. There was an issue with sinkholes in their parking lot. Council was told during an Exec. session that it should not have been done. Sandy Hinkle

believes Adar could have paid their own bill. Rick Shank and Jack were the only two aware. Just like the letter that Mr. Shank wrote to Penn Waste to excuse them from paying refuge. This is one more instance where Rick Shank took it upon himself to do something without council's knowledge.

ii. Vivian Amspacher replied about Laugermans, the situation should be re-evaluated. They paid their bills on time until the letter. They have since sold the building. Vivian asked if they should now be paying for their refuge? They owned two properties across the street but the shop was sold.

1. Bill Jackson asked to table it since they are two entities and research is required.

4. Engineers Report: Jeff Spangler
   a. MS4 update: Asked for motion for Vivian Amspacher to sign annual progress report for 2016.
      i. Bill Jackson Made motion, Doug Moore Seconded; motion passed
      ii. He attended two meetings on Chesapeake pollution reduction. Not much to update on existing plan. The new plan (2018 permit cycle) all areas will need to show numeric reductions in pollution. The county is doing a group thing to make it easier. 2 potential scenarios for project scope. Cost was similar but it cost about 30 times more than current ($800). An example for requirements if we did it on our own would be 25 street sweepings a year.
      iii. Municipal Good Housekeeping: records of inlet cleaning, street sweeping etc. Additionally, more will need to be done at maintenance facility. Spill containment, labeling, vehicle leak repair, picking up garbage in park etc. There is an inspection on March 30th and he'd like to have some of it in place by the audit. The inspection isn't meant to be punitive but informative for improvement.
      iv. Suggested a spill clean up kit for borough office and maintenance building.
   b. Street work for 2017
      i. How much do we want to spend, what roads etc.? Needs to be looked at soon.
   c. Community Development block grant. Applications came out and due June 9th. Decision will need to be made in April meeting so application can be acted on in May meeting. Previously we submitted curb and sidewalk jobs.
   d. Bill Jackson brought up gate for snow removal etc. for Adar's lot. We need to meet with Adar for gate location and submit a drawing. Bill Jackson stated Adar did say if we submit a gate he'd allow us to use his street. Jeff Spangler stated he has no issue meeting with them.

i. Bill Jackson made motion, Jamie Moore seconded; motion passed for Jeff Spangler to meet with Adar

5. Fire Chief's Report: No one from fire dept. present.
    a. Bill Jackson stated he reviewed their books and certs.
        i. Hazmat Training - current
6. EMA Report: on file with minutes (Fae --- please include Chris Wilhelm's letter with minutes)
    a. Bill Jackson made comment about Chris Wilhelm. A year was permitted to take all classes and he completed everything in 4 months. Good job.
7. Mayor's Report: Not present read by Vivian Amspacher
    a. Criminal mischief North Duke St – screen was damaged.
    b. Arson E 7th Ave – 2 juveniles charged after setting fire in field.
    c. Patrols are operating on schedule.
    d. Thanked snow removal crew and Chris Wilhelm for job well done.
8. Solicitors Report-John Elliot
    a. Advertisement for manager; There is an existing manager section NYB Code that states job requirements. Personnel department should review to verify the scope in our ordinance matches our expectations.
    b. Vivian Amspacher read the advertisement that is being considered but not finalized. Would like to advertise by next meeting.
9. Admin Report – No report
10. Recreation Committee Report– Bill Jackson
    a. Meeting was held in February.
    b. Easter Egg Hunt 4/15 at the park. May not allow parents to help.
    c. Christmas Party 12/10. Parent and child must be present to receive gift.
    d. St Patty's Dance 3/31 7:30 21 to attend. Not confirmed
    e. Camping at the Park 6/17 rain date 7/15
        i. No open fires in front of individual tents. There may be a bonfire.
        ii. Scavenger hunt throughout North York.
        iii. No age restrictions although adults must be present with children.
    f. Halloween 10/28
        i. Trunk or Treat along Duke Street as part of parade
11. Unfinished Business
    a. Handicap spot 56 E 8th Ave: Off street parking is available and ordinance states handicap spot is not permitted if there is off-street parking.
        i. Bill Jackson: Doesn't want to deny anyone who truly needs parking. Based on ordinance they do not qualify. Bill asked John Elliot about potential changes with the ADA law
        ii. Andre Palmer asked Bill Jackson, he lives on w 9th, there are 2 or three handicap spots and there appears to be off street parking. Bill Jackson believes the lot belongs to the church.

iii. Doug Moore made motion to deny based on ordinance unless John Elliot determines it to be unlawful due to ADA law. Bill Jackson seconded. Motion passed

b. NIMS 700 and 100 are requested to be done by Council Members.
c. Vacancy Board- chair still vacant.
d. Zoning board – waiting on Richard Emswiler to come to meeting for appointment
e. Solar light for 9th Ave – waiting on weather to improve

12. Presidents Report:
    a. Christine Cruz taking Jill Harbaugh's spot with payroll
    b. NYCRPD report has been released
    c. Liquid fuels tax fund payment will be deposited 3/22 for $50,384.24
    d. Vivian made a correction to Bill Jackson's statements in prior months meeting. Bill Jackson made a statement no one got back to him, Norm Strenger from Code Administrators did meet with Bill Jackson and, or Rick Shank at pump station and advised on what was required for installation.
    e. Additionally, Bill Jackson stated that there were items paid from wrong accounts, Vivian feels it is inappropriate, unprofessional and inconsiderate to not contact Vivian or the office prior to the meeting and address this. She stated he was here at the office an hour before the meeting and Bill Jackson could have mentioned it to Vanessa Dickson and reviewed the issue. Vivian Amspacher asked why he didn't acknowledge Vanessa Dickson to correct the errors when he was walking back and forth in the hallway instead of calling it out during the meeting.
    f. Charlie's Repair Service – Todd Lamparter wrote a letter about donating ½ of the cost for repair of the truck. $1,376.50 back to the borough. Additionally, Todd Lamparter donated the cost of skid loader repair $562.50.
13. Motion to adjourn by Vivian Amspacher, Bill Jackson seconded; motion passed.

Motion to adjourn: 8:10 pm

AGENDA: April 11, 2017

EXECUTIVE SESSION:

CALL TO ORDER:

PLEDGE TO THE FLAG:

ROLL CALL OF COUNCIL:

APPROVAL OF MINUTES:

March 14, 2017

SECRETARY/TREASURER'S REPORT:

Monthly Payroll Expenses – March 2017	$14,115.97
Monthly General Fund Expenses – March 2017	$27,201.57
Monthly Sewer Expense – March 2017	$44,031.39

PUBLIC COMMENT:

PRESIDENT'S REPORT:

ENGINEERS REPORT:

1. MS4 Stormwater Update
2. Street Work
3. CDBG Projects
4. Gate at Park/Maintenance Building

FIRE CHIEF'S REPORT:

EMERGENCY MANAGEMENT REPORT:

MAYOR'S REPORT:

SOLICITORS REPORT:

ADMINISTRATION REPORT:

RECREATION REPORT:

UNFINISHED BUSINESS:

1. Vacancy Board Chair –
2. Zoning Board Alternate –
3. Solar light for 9th Ave. Cul-de-sac update

NEW BUSINESS:

MOTION TO ADJOURN:

February 14, 2017

No Executive Session:

Council Meeting was called to order at 7:00 pm

Pledge of Allegiance: Mayor Jerry Duncan

Roll call of Council: Chris Kaltreider, Jamie Moore, Dana A 'Hearn, Vivian Amspacher, Doug Moore, Deb Smith, Bill Jackson, John Elliott, Attorney, Mayor Jerry Duncan All Present

Vivian Amspacher stated, someone questioned why we would give minutes out for right-to-know requests that had not been approved. She stated that we started handing out minutes before being approved about 9 months ago. After a discussion the council voted to hand out only approved minutes. So January minutes will be available at our March council meeting, since they should be approved tonight.

Doug Moore made a motion to only supply copies of approved minutes at our council meetings. Chris Kaltreider seconded: Deb Smith and Bill Jackson opposed. Motion carried 5-2.

APPROVAL OF MINUTES: January 10, 2017

Bill Jackson addressed concerns regarding omission of details in the public comments of the January 10th meeting. Also, the hearsay comment that was made during the meeting and was put in the minutes. An example of omission is Chris Wilhelm's comments regarding Rick Shank and his desire that we fill both vacancies. Bill thinks that Chris Wilhelm's comments should be added to the minutes. Bill mentioned that he does not need a second person as liaison to deal with the Fire Company. He also asked that the hearsay statement "she should know what it is for a man to cheat" be deleted from the January 10th minutes. Vivian Amspacher stated that she will also stay on as liaison to Liberty Fire Company.

Doug Moore made a motion to delete the statement "she should know ... Jamie Moore seconded. Motion carried.

Bill Jackson made a motion to accept minutes pending changes: Doug Moore seconded. Motion passed.

APPROVAL OF MINUTES: January 31, 2017

Bill Jackson –regarding the garage and generator. He added the reason it was never completed, he gave the drawings to Jack and the engineers and no one

ever got back to him. He also asked Vivian Amspacher about the statement "legally it should never have been sold". Vivian Amspacher responded the feet from the side door to the pump. She will bring pictures to show the public at the next council meeting. Bill asked for clarification that "it" was the building that never should have been sold. Vivian Amspacher said yes, it is the building.

Bill Jackson stated that Gary Braham, a council applicant, was asked if he ever attended council meetings. Bill Jackson suggested this question should never have been asked.

Bill Jackson also commented on the waiver for Laugerman's. Saying it wasn't the first time the waiver was written and it wasn't to get them out of paying sewer and refuse. Blame should not be put on anyone. This has gone on for years.

Regarding favors, Bill Jackson said that we loaned our crack seal machine to Manchester Township and they came back and sealed our cracks. Vivian stated that she didn't know if that was the favor Sandy Hinkle was speaking about.

Doug Moore made a motion to accept minutes, Dana A'Hearn seconded: Motion passed.

SECRETARY/TREASURER'S REPORT:

January Payroll Expense:	$ 5,908.00
January General Fund:	$183,709.73
January Sewer Fund:	$ 2,526.19

Deb Smith questioned the Veritax payment of $57,406.
John Elliot replied it is a Tax Auditor fee that is based on a contingent fee recovery on an open settlement.

Bill Jackson asked about a January payment of $5,000 for Liberty Fire Company. It should have been paid in 2016. Now they are due another $5,000 for 2017. Vivian Amspacher replied they will receive another check for this quarter.

Bill Jackson questioned Jack's fuel for $89.20. It was taken out of the postage account.

Bill Jackson continued saying the check for $788 to MS4 came out of the background account.

Vivian Amspacher asked Bill Jackson how you know these numbers are written out of the wrong accounts. Bill stated it doesn't matter. Mayor Duncan said I would like to know. Bill Jackson stated do you want to know the truth. The Mayor said the truth would be nice. Vivian responded, yes it does matter. I would like

to know. Bill responded he has a resident that gets a right-to-know. Fae will check with Vanessa Dickson to correct these two accounts, $89.20 and $788.00.

Rick Shank stated the $57,406 should have been brought to the Borough for approval prior to payment. Vivian Amspacher said the 20% had already been approved. John Elliott replied there was a contractual obligation to pay the fee.

Mayor Jerry Duncan asked what the total amount recovered was, and where did the money go. John Elliott stated approximately $287,000 was recovered. The money was put into the General Fund.

Bill Jackson asked why don't we take that money and put it aside for the Fire House. Mayor Jerry Duncan suggested to put the money on the Sewer debt. Vivian Amspacher replied that is something we will need to discuss with the finance committee.

Motion to accept Payroll, General Fund and Sewer expenses was made by Bill Jackson, seconded by Deb Smith. Motion passed.

PUBLIC COMMENT:

Harriot Thomas asked if anyone knows how we faired with the 2016 budget. Doug Moore replied we were approximately 97% of budget.

Sandra Hinkle stated she was not surprised when her daughter went for the open seat since she was interested previously. She added, she did not expect the Mayor to walk out without swearing in Jamie despite knowing her all her life. She added she is still asking for Bill Jackson's resignation. Sandy Hinkle asked Vivian Amspacher if all of the Financial Ethics documents have been reviewed and are accurate. Vivian Amspacher answered there are some that need to be addressed by a few council members.

Jerry Duncan responded to Sandra Hinkle's comment, since Sandra opened that door. He believes this council, including Vivian Amspacher, owes the entire audience an apology for the charade that went on the prior week. Since it appeared the choice for the new council member was made prior to the meeting. He added he felt the three other candidates had much more business experience. He has no animosity against her daughter being on council, but he does have extreme animosity how it was done.

Dana A'Hearn added she took offense to Mayor Duncan's implication that there was some kind of side bargain going on prior to the meeting. Mayor Duncan stated that he had called it a charade. Dana asked him who is the "we" that couldn't get Jamie in so Doug Moore had to change his vote. She said, I take offense to what you are trying to imply. Mayor Duncan stated offense noted.

Rick Shank asked who swore in Jamie Moore. Jamie Moore replied that John Elliott swore her in and her form was notarized the following day and is on file in the borough office.

PRESIDENT'S REPORT:

Vivian Amspacher brought up a concern regarding peoples "agendas". Vivian Amspacher said she contacted The Borough Association for an updated "Oath of Office" form. At that time, the Association notified Vivian that they do not want anyone from North York Borough contacting them moving forward, except the borough Solicitor. When she spoke to the senior director he informed her it seemed as though people where fielding his office for answers that they were looking for. After that conversation, it was communicated the only official of North York Borough that is permitted to contact The Borough Association is the president, vice president and the borough Solicitor.

Just for verification, Mayor Jerry Duncan said it was not him that called The Borough Association.

Mr. Brunk asked about Vivian Amspacher request regarding contacts to the Association. Why did the Association allow themselves to be harassed since they could have stopped this? The Association had the ability to stop it. Vivian Amspacher replied, now they have.

Vivian Amspacher read a statement regarding Eminent Domain: "The purpose of the condemnation is to house equipment and supplies necessary for the operation of a sanitary sewer pump station".

ENGINEERS REPORT: Jeff Spangler

MS4 Storm Water update – Jeff Spangler attended the first MS4 meeting and stated there will be another meeting held in February. A new application needs to be submitted by September. Jeff Spangler is currently working on the annual report for the old permit due March 30th. North York Borough has an inspection with DEP on March 30th. They will come and inspect our records, the park, and garage and pump station.

Chapter 94 Report –a report for York City on our sanitary sewer flows is due on March 3rd. Jeff Spangler relies on information from the city that has not yet been provided. He asked for authorization for Vivian Amspacher to sign the Chapter 94 DEP report form.

Bill Jackson made a motion for Vivian Amspacher to sign the Chapter 94 report form, Chris Kaltreider seconded. Motion carried.

Street work for 2017 –Jeff Spangler had a list of streets compiled from last year and stated we need to begin the bid process for this year. Council should look at the list and decide which roads they want to put out for bids. Council should decide how much they want to spend from Liquid Fuels on road work. Vivian Amspacher asked if we could use Liquid Fuels funds for street crack work. Jeff Spangler informed council that we could use Liquid Fuels money for street crack work.

Bill Jackson stated the Liquid Fuels amount for 2017 is: $48,144.46

Community Development Block Grant – any projects for grant money. The best applications are for curb and sidewalk work. Applications are due in June for the 2018-2020 cycle. This is only for residential. We can put in for 3 projects.

FIRE CHIEF'S REPORT: Steve Miller

There were 11 calls in January, 5 were only for fire police.
The firemen are working on yearly training.
Fire Company has received a grant for new turnout gear.
Air packs are nearing their date. Columbia may have some to hold us off another 5 years. They need 11 and they are approximately $8,000 to $9,000 each.
They are meeting with a gentleman from York County about the radios. He has asked for a list of our radios and handhelds that we have for EMA.

EMERGENCY MANAGEMENT REPORT: Chris Wilhelm

Chris Wilhelm provided updates to EOP and update on his required training as EMA. Chris stated he has 2 more courses to take.

NIMS – there are multiple courses required by all Council members in case the EMA is not available during an emergency. There are 4 courses and they are available online: 100, 700, 800 and one more. Vivian Amspacher thought there was only 1 course required.

Chris Wilhelm asked council to appoint Bill Jackson as deputy EMA. Vivian Amspacher made motion, Dana A'Hearn seconded. Motion passed.

Chris Wilhelm asked for approval of EOP to be provided to 911. Vivian Amspacher added approval would be contingent on pending updates. Bill Jackson made motion, Dana A'Hearn seconded: Motion passed.

Chris Wilhelm needs to make a list of non-ambulatory and non-English speaking residents in the borough. Also a current business list in the borough is needed.

Rick Shank recommended to include a form with our newsletter for residents to send back to the office regarding non- ambulatory or non-English speaking residents.

MAYOR'S REPORT: Mayor Jerry Duncan

January 2nd Auto theft
January 3rd Heroin OD/revived
January 5th Heroin OD/revived
January 11th Burglary 300 block East 5th
January 15th Theft 600 block North George

SOLICITORS REPORT: John Elliott

No action items

ADMINISTRATION REPORT:

No report

RECREATION REPORT: Bill Jackson

A meeting is scheduled on Thursday to begin the planning phase for the year. Bill Jackson asked if anyone was interested in jumping on the Recreation Committee. They could use the help. Meeting is at 6:30 pm at the Borough Office.

UNFINISHED BUSINESS:

Handicap space at 46th West 9th - Bill Jackson made motion, Dana A'Hearn seconded; Motion passed.

Handicap space at 56 E. 8thAve – needs further review. Doug Moore and Bill Jackson will review Saturday morning at 9 am.

Vacancy Board – no volunteer for this position

Zoning Board appointment – Richard Emswiler (3 year term). Postponed until he is present at council meeting.

Zoning Board Alternate Appointment – no volunteer at this time

Council Appointments for Committees:

Assistant to the Mayor: Deb Smith, Alt: Vivian Amspacher
Representative to York /Adams Tax Bureau: Jamie Moore, Alt: Deb Smith

Representative to Local Government Advisory Committee: Chairperson: Vivian Amspacher, Doug Moore
Secretary/Treasurer: Vanessa Dickson
Fire Chief: Steve Miller
Assistant Fire Chief: David Abbott, Jr.
Emergency Management: Chris Wilhelm
Emergency Management Deputy: Bill Jackson
Safety and Loss: Chairperson: Deb Smith, Bill Jackson, Alt: Vivian Amspacher
Sanitation: Chairperson: Deb Smith, Bill Jackson, Jamie Moore, Alt: Vivian Amspacher
Finance Committee: Chairperson: Doug Moore, Vivian Amspacher, Dana A'Hearn, Alt: Chris Kaltreider
York County Planning Commission: Chairperson: Bill Jackson, Alt: Deb Smith
Public Works: Chairperson: Vivian Amspacher, Doug Moore, Bill Jackson, Alt: Chris Kaltreider
Right to Know Officer: Jack Graybill
Personnel Committee: Chairperson: Vivian Amspacher, Doug Moore, Dana A'Hearn
Buildings and Grounds: Chairperson: Chris Kaltreider, Bill Jackson, Alt: Vivian Amspacher
P.I.O: Chairperson: Doug Moore, Alt: Vivian Amspacher
Recreation Commission: Mark Taylor, Joyce Teare, Autavia Taylor, Bill Teare, Deirdre Nieves, Jorge Nieves, and Bill Jackson
Chesapeake Bay Regional: Chairperson: Jeff Spangler, Alt: Bill Jackson

BACK TO PUBLIC COMMENT:

Melinda Beers - 52 W. 9th Ave. – rents from Southern Regional Rental Management. Has lived there for 19 years. She stated that there was a railing for the steps which was very rusty and unsafe. She asked for it to be replaced since she is disabled. The landlord said it would be replaced initially. She has written letters for several years. At Thanksgiving time they took down the railing and put up a wood railing on the steps, but removed the railing on the landing. Southern Regional Rental told her that since she is disabled she is responsible to pay for the railing. Section 4 103 paragraph H states that a railing is required. Fae, see that Jack gets this in the morning.

Motion to adjourn: 9:04 pm

Council of North York Borough
350 East Sixth Ave
York PA 17404-2544

(ALL COUNCIL AND MAYOR MUST FILL OUT STATEMENT OF FINANCIAL INTEREST)

Agenda: **January 10, 2017**

Executive Session:

Call to order:

Pledge to the Flag:

Roll Call of Council:

Council Seat Available:

Approval of Meeting Minutes:
- **December 13, 2016**
- **December 20, 2016**

Secretary Treasurer/ Treasurer's Report:
- **Monthly Payroll Expense– December 2016**
- **Monthly General Fund Expense – December 2016**
- **Monthly Sewer Expense – December 2016**

Public Comment:

Engineers Report:
- **(Comments attached)**

Fire Chief's Report:

Emergency Management:

Mayor's Report:

Solicitors Report:

Administration Report:

Council of North York Borough
350 East Sixth Ave
York PA 17404-2544

Recreation Report:

Unfinished Business:

a. Handicap parking space – 46 West 9th Avenue/Apt.1
b. North York Liberty Volunteer Fire Company
c. York Area United Fire and Rescue
d. Resignation – Sandra Hinkle

New Business:

a. North York Borough Nondiscrimination/Anti-Harassment Policy and Complaint
b. 2017 Fee Schedule

Vendor Accounts:

Stock and Leader – Solicitor- Personnel

Ream, Carr, Markey & Woloshin LLP – Municipal Government

James R. Holley & Associates – Engineers

Commonwealth Code Inspection Service, Inc. – Commercial Code Enforcement

Kochenour, Earnest, Smyser & Burg CPA – Auditors

Agreements:

American Legal – Code Book

Ellis Wildlife Pest Control

Appointments:

Building Code Official/Zoning Officer – Jack Graybill

Zoning Board - 1. Duane Doll to a 1 year term

2. Todd Ruppert to a two year term

3. _____ to a three year term

4. Richard Emswiller as Alternate

Planning Board – 1. Melvina Clagg

2. Melissa Kearney

3. Deb Smith

4. Weston Teare

Appointment of Fire Chief:

Appointment of Assistant Fire Chief:

Motion to Adjourn:

January 10, 2017

EXECUTIVE SESSION: Discussed personnel and legal issues

Council Meeting was called to order at 7:05 PM

Pledge of Allegiance: Lead by Mayor Jerry Duncan

Roll call of Council: Chris Kaltreider, Vivian Amspacher, Douglas Moore, Deb Smith, Bill. Jackson, Mayor Jerry Duncan, Attorney John Elliott

OPEN COUNCIL POSITION: (Angi Kaltreider position)
APPLICANTS:

Rick Shank: Letter of intent and residency affidavit submitted and on file.

Bill Jackson asked Rick Shank: You're going to do things in the best interest of the borough correct? Rick Shank replied yes.
Sandy Hinkle: Remarked - does this mean you will quit for the third time?

Dana A'Hearn: Letter of intent and residency affidavit submitted and on file.

Vivian Amspacher asked what Dana A'Hearn does currently.
Dana A'Hearn answered she manages a BB&T branch and serves on the Board of the Red Lion Senior Center, now called Golden Connections, as secretary for about a year.

Vivian Amspacher added she would like council members to devote some time to the borough between monthly meetings.

Melvina Clagg commented that she has not met Dana A'Hearn yet and she's been coming to meetings for several years, what sparked Dana's recent interest. Dana A'Hearn replied her work schedule/obligations have changed and she is now able to attend meetings.
Melvina Clagg followed up with how she kept abreast what is going on in the borough. Dana A'Hearn replied as a home owner she has seen change in the borough and wanted to be involved in decisions.

Angela Ramsey asked what if your company goes back to prior schedules. Dana A'Hearn replied that she submitted a memo to get approval before seeking the appointment.

Karen Wagman asked how she heard there was an open position. Dana A'Hearn replied the posting on the door when she paid her sewer bill and speaking with Vivian Amspacher.

Deb Smith made motion for Rick Shank to serve on Council. Bill Jackson seconded.
VOTE: Chris Kaltreider – No
Vivian Amspacher – No
Doug Moore – No
Deb Smith – Yes
Bill Jackson – Yes

Chris Kaltreider made motion for Dana A 'Hearn to serve on Council.
VOTE: Chris Kaltreider – Yes
Vivian Amspacher – Yes
Doug Moore – Yes
Bill Jackson – No
Deb Smith – No

Motion passed to accept Dana A'Hearn to serve on Council

Angela Ramsey expressed concern about what makes Dana A'Hearn more qualified than Rick Shank. Doug Moore responded he voted No based on Rick Shank's history of quitting.

Mayor Jerry Duncan swore in Dana A'Hearn as Council Member
Resolution 2017-2. Dana A'Hearn's appointment to Council

Mayor Jerry Duncan asked about the second council position. Vivian Amspacher responded Sandy Hinkle's resignation was not official at the December meeting.

Nomination for President Pro Tem: Doug Moore nominated Chris Kaltreider for Pro Tem, Vivian Amspacher seconded. Motion passed

Appointee for Vacancy Board Chair: Mayor Jerry Duncan volunteered. Vivian Amspacher thanked him for volunteering.

APPROVAL OF MINUTES: December 13, 2016
Bill Jackson made motion, Chris Kaltreider seconded – motion passed

APPROVAL OF MINUTES: December 20, 2016
Douglas Moore made motion, Chris Kaltreider seconded – motion passed

SECRETARY/TREASURER'S REPORT:

December Payroll	$11,762.44
December General Fund	$69,401.46
December Sewer Fund	$22,783.79

Rick Shank asked about the $96 to PA State Police. Vivian Amspacher responded, background checks. Vivian Amspacher asked for Fae to verify.

Deb Smith and Vivian Amspacher asked about the $1,150. Chief Hoff responded it was a call that they handled regarding an issue down at the cemetery.

Motion to accept December expenses:
Bill Jackson made motion, Chris Kaltreider seconded. Motion passed.

PUBLIC COMMENT:

Vivian Amspacher made the statement about people interested in starting Block Watches around North York Borough. Vivian Amspacher will refer people to Deb Smith as she is the Liaison.

Andy Burkins stated he is leading the Block Watch effort along the 5th Avenue corridor area and working on pamphlets. An email has been set up for those interested in the Block watch effort. (fifthaveblockwatch@yahoo.com)

Rick Shank commented that the notification for the Council position was only posted on the front door. Vivian Amspacher responded it was also on the Official North York Borough Facebook page and website.

Nancy Brunk, 1153 N. Duke, stated she has been coming to the meeting regularly and is taken back by the immaturity of the board. The side conversations has got to stop and the board must keep an eye on the audience as they are the ones the board works for. You are elected here to do a job. The side comments make a poor showing.

Vivian Amspacher responded it is interesting people come in and complain at a meeting and claim they want to help. But it is rare that help is offered.

Melvina Clagg stated she deserves respect since she has tried three times to get on council.

Sandy Hinkle stated to sit up here and watch everyone (Nancy Brunk, Rick Shank, Melvina Clagg etc.) What do they expect us to do?
Sandy Hinkle stated she came down regularly to help Fae and Vivian.

Chris Wilhelm stated again that each of the council members must understand we are held to a higher standard.

ENGINEERS REPORT: (Vivian Amspacher read Engineers report)

MS4 storm water permit: First meeting for 2018 permit cycle is 1/11/17. DEP will be conducting an onsite inspection of Borough MS4 program on 3/30/17. Annual MS4 Report for 2016 due to DEP by 3/30/17.

Sewer: City of York is again asking municipalities to revisit updating the Intermunicipal Agreement. Chapter 94 report information will be due to the city in early March.

FIRE CHIEF'S REPORT:
There were 227 total runs for the year. 15 incidents in December.
Annual trainings have begun for 2017. Hazmat, BBP and CPR are the first 3 scheduled for 2017.

EMERGENCY MANAGEMENT REPORT: (Need to appoint an EMA Coordinator)
Chris Wilhelm is interested in the appointment of the EMA Coordinator. He also stated he is interested in any required/relevant classes.

Doug Moore made motion to appoint Chris Wilhelm as EMA Coordinator, Deb Smith seconded. Motion passed.

MAYOR'S REPORT:
Mayor Jerry Duncan informed the Police Chief about continued issues with youth. He will ask officers to increase focus on areas with activity. The Police Chief reinforced the need to call 911 when someone sees something suspicious. Many of the issues discussed about the problems in North York have not been reported to police.

On 12/11 criminal mischief – brick thrown through car window
12/14 auto theft on Laurel St. – The vehicle was left running, unoccupied with door open. It was recovered in the city, crashed.
Burglary in the100 block of E. 5th. The person used bathroom, took a shower and left.
On 12/17 criminal mischief, 500/600 block of N. George, broken car windows which appeared to be from a BB or pellet gun.

SOLICITORS REPORT:
John Elliott stated, regarding the paid fire fighters, there is no five year time line as was discussed in prior meetings concerning a law that exists where we can face penalties if changing from a paid to a volunteer fire company.

ADMINISTRATION REPORT:
The Police Pension refund of $39,053.64 was received on January 5, 2017.

RECREATION REPORT:
No report

Chris Wilhelm stated in September (the 23rd) there will be the first annual crab feed to benefit the Fire Department. $50 all you can eat MD crab, soup, and drinks. Must be 21 to attend. It is BYOB. They will sell tickets in near future.

UNFINISHED BUSINESS:

a. 46th W. 9th Avenue. Handicap parking space. Off street parking available per Bill Jackson's additional inspection. Per Borough code, handicap parking shall not be approved if off street parking is available.
Bill Jackson made motion to deny handicap parking space: Deb Smith seconded. Motion passed.

b. Liberty Fire Department and paid chief services:
Vivian Amspacher said, just to let you know Rick, Gavin Markey said that he was never ask to check into the five year paid fire fighters agreement. Rick Shank stated, Vivian you and I were in the office when we were discussing this with Gavin Markey on the phone. Vivian Amspacher added, If that would be the case, wouldn't I have contacted him again?

c. Vivian Amspacher stated that we need to make a decision tonight to go with Liberty Fire Company going out on their own. Vivian Amspacher also stated that there will be no box changed without Council approval. Motor Vehicles and background checks must be done annually. She will also be considered a liaison to the Fire Department along with Bill Jackson. If Chief Hoff said that Liberty Fire Company is ready to run on their own, then I can't argue with that.

Bill Jackson made a motion (as liaison to Fire Dept.) to step back from YAUFAR and let Liberty Volunteer Fire Company run as a volunteer fire department. Doug Moore Seconded: Motion passed.

d. Vivian Amspacher made a motion for Steve Miller to become Fire Chief, Bill Jackson seconded: Motion passed.

Rick Shank asked for clarification, said he should be made Fire Chief for North York Borough, not Liberty Fire Company. Steve Miller is already Fire Chief for Liberty Fire Company.

Bill Jackson changed motion to Fire Chief of North York Borough, Deb Smith seconded. Motion passed.

e. Vivian Amspacher made motion for DJ (David) Abbott as Assistant Fire Chief for North York Borough, Bill Jackson seconded: Motion passed.

Mayor Duncan commented that procedure is, if a motion is made and seconded, the Council should allow anyone who would like to comment, comment.

f. Resignation: Sandra Hinkle
Sandy Hinkle commented that last meeting she asked Bill Jackson to step down, and asked will he step down? She stated her actions were bad but his were equally as bad. If she submits a polygraph can we act? Vivian Amspacher responded we cannot force someone to resign.

Doug Moore made motion to accept Sandra Hinkle's resignation. Chris Kaltreider seconded: Motion passed.

NEW BUSINESS:

NEW BUSINESS:

a. North York Borough Nondiscrimination/Anti-harassment Policy and Complaint.
Nancy Brunk asked for the policy to be read out loud. (Vivian Amspacher and Doug Moore read the entire policy)
Mayor Duncan asked who would conduct investigations. He believes there are some areas overlooked in the policy and a 3rd party arbitrator would be a better way to move forward to avoid potential litigation.
John Elliott replied Employment Council would be contacted on how to proceed should an accusation be made.

Sandy Hinkle asked if this is just being put into effect now, was there not a prior version? Vivian Amspacher replied that there was and she will provide a copy to Sandy Hinkle.

Doug Moore made motion to accept new Policy. Chris Kaltreider seconded. Motion passed.

b. 2017 Fee schedule (on file) Water shut off fees were added.

Doug Moore made motion to accept 2017 Fee Schedule. Bill Jackson seconded. Motion passed.

c. Saturday, February 4th, an elected official's seminar for newly elected and incumbent officials as well as managers and EMA coordinators is being held by York County Department of Emergency Services.

VENDOR ACCOUNTS:
Looking for motions to accept the following vendors for 2017:

a. Stock and leader – solicitor – personnel. Doug Moore made motion, Deb Smith, seconded. Motion passed.

b. Ream, Carr, Markey and Woloshin LLP – municipal government. Chris Kaltreider made motion. Doug Moore seconded, Motion passed.

c. James R. Holley and Associates – Engineers. Chris Kaltreider made motion, Deb Smith seconded. Motion passed.

d. Commonwealth Code and Inspection Service – Commercial Code Enforcement. Doug Moore made motion, Chris Kaltreider seconded. Motion passed.

e. Kochenour, Ernest, Smyser and Burg CPA – Auditors. Chris Kaltreider made motion, Deb Smith seconded. Motion passed.

Chris Kaltreider made motion to accept estimate from Kochenour, Ernest, Smyser and Burg CPA for $6,350 for 2016 audit, Doug Moore seconded. Motion passed.

AGREEMENTS:
Looking for motions to accept the following agreements for 2017:

a. American Legal – coding book. Motion is to approve American Legal for $5,000 the first year to get it started. Doug Moore made motion, Chris Kaltreider seconded: Motion passed.

b. Ellis Wildlife Pest Control – Chris Kaltreider made motion, Doug Moore seconded: Motion passed.

Bill Jackson opposed based on the use of Ellis for bats and squirrels.

APPOINTMENTS:

Looking for motions to accept the following appointments for 2017:

a. Building Code Official/Zoning Officer – Appointed Jack Graybill. Bill Jackson made motion, Deb Smith seconded: Motion passed.

b. ZONING BOARD:
   1. Duane Doll to a 1 year term
   2. Todd Ruppert to a 2 year term
   3. Opening for 3 year term
   4. Richard Emswiler as Alternate

Mayor Jerry Duncan suggested Vivian Amspacher ask Richard Emswiler if he would like to take the open position.

Vivian asked if there was anyone in the audience who is interested in the opening. No interest from those who attended the meeting.

Mayor Jerry Duncan asked if it was advertised. Vivian Amspacher stated she put it on the Official Borough Facebook page. Vivian Amspacher asked Fae to look into getting it onto the website.

c. PLANNING BOARD – (All have two year terms remaining)
   1. Melvina Clagg
   2. Melissa Kearney
   3. Weston Teare
   4. Deb Smith

Bill Jackson and Vivian Amspacher will be liaison to North York Borough Fire Company.

Rick Shank asked if we appointed Vacancy Board because there is more than 30 days until next meeting. John Elliot commented it is required to be appointed in January.

Bill Jackson made motion to fill vacant seat tonight with Rick Shank. Deb Smith seconded.
VOTE:

Bill Jackson – Yes, Deb Smith Yes, Doug Moore No, Vivian Amspacher No, Chris Kaltreider No, Dana A'Hearn No

Vivian Amspacher responded, waiting until next meeting will provide more time for those interested to come out. In the past, appointments were the meeting following approval of the resignation.

MOTION TO ADJOURN: 9:06 PM

January 31, 2017

Special Meeting for the sole purpose of filling the vacant council seat.

Council Meeting was called to order at 7:03 pm

Pledge of Allegiance: Lead by Mayor Jerry Duncan

Roll Call of Council: Dana A'Hearn, Chris Kaltreider, Vivian Amspacher, Douglas Moore, Deb Smith, Bill Jackson. Also present, Attorney John Elliott and Mayor Jerry Duncan.

Meeting to elect council member to replace vacancy created by Sandra Hinkle's resignation.

APPLICANTS:

a. Yahselah Matai (Noted that he did not bring a Letter of Intent)
    i. Vivian Amspacher asked if he lives in the Borough and is a home owner. He stated he is not a home owner in the Borough, but he does own a home in Florida. He has lived in the Borough for 4 years. He said he had not planned to stay in York, but due to his father's illness he stayed. He has multiple children in the Central School District. He is a business owner, and owns a tattoo shop in York on West Market Street, "Beneath the Surface".
    Vivian Amspacher asked, what do you think you can bring to the table? He replied he feels he can bring positive energy, and fairness to the council.
    Are there any questions for Yahselah Matai?

b. Rick Shank
    i. He has served in different capacities in the borough and would be willing to fill the remainder of this term. Rick Shank said he would like to clear the air for those who do not know him. The reason he quit as mayor was because there was a big part of the borough that wanted to start a borough police department. It was not cost affective and based on the harassment for him and his family, he resigned. The second time he quit was because of the generator which sat in a garage for 6 years and the condition of the existing generator that was in use. At the time there was no cover for the generator and the intent was to put the generator inside. About $20,000 was spent on the garage but the direction changed to put it outside.

    Vivian Amspacher added, when the building was taken over it was not specified for the generator to be put inside. Rick, you, and someone else on council were to address this and said you were going to get it done. For 2 years nothing was done with the garage which is why it was readdressed. You first stated, Rick, that it would cost $500, $600, and then $1000 and then $2000. Then I found out it would take tens of thousands to put it inside the building. The cost for putting the generator inside was prohibitive. There was no reason to pay

thousands of dollars to put the generator inside the building. Legally it should not have been sold.

Vivian Amspacher asked John Elliott to get a copy of eminent domain paper work for the garage.

Does anyone have questions for Rick Shank?

c. Gary Braham
   i. Gary Braham currently lives and owns his home at 701 N. George St. for ten years. Vivian Amspacher asked if he had ever been to a meeting. He answered no. He is interested by some embarrassment he felt by the news articles. He is a success at everything he does and it would be a challenge and feels he could be a success. He owns "My Favorite Deli", a home improvement business, a door and window business and several properties. He is now semi- retired and his kids have finished college. He is a lifer here and wants it to stay nice so the value of his house stays up.
      Does anyone have questions for Gary Braham?

d. Jamie Moore
   i. She's lived in the borough for 30 years. She has attended meetings when and if her schedule allowed. Jamie has volunteered to help, when asked, with typing minutes, painting the Borough office and various other things. She has spent time building a non-profit sports league in York City. And has been the President of the league for the last 3.5 years. Jamie Moore stated my only hope, if I am voted in, is to work diligently to get North York back on track to be the great Borough it once was because it is possible. More community, less bickering.
   Are there any questions for Jamie Moore?

Sandy Hinkle had some general statements: Her curiosity is, are the applicants able to do the job? Finish tasks given? Attend special meetings? Feel it is appropriate to call another municipality for a favor for a large business? Writing waivers for businesses that should be paying their sewer and refuge, but do not.

Vivian Amspacher interrupted and asked what this has to do with the vacant seat. Sandy Hinkle responded about Rick Shank writing a waiver for a business to avoid paying sewer refuge. Rick Shank asked if it was Laugermans, since Vivian Amspacher was involved.
Vivian Amspacher stated she did not recall such a conversation.

Kathy Stahle stated she was asked several times to come in to apply. She is not ready at this time and the Borough has left a bad taste in her mouth. The next best thing was to help find a good applicant. Yahsalah Matai is her neighbor and is active in the community.

Mayor Jerry Duncan asked what the job requirements are for the council position. Vivian Amspacher responded that there are no specific requirements, it is an elected position. He asked that the people on council make decisions that are in the best

interest of the Borough instead of based on Vivian's pep talks given before anyone gets in the building. Vivian Amspacher disagreed with his statement and called it uncalled for. Mayor Jerry Duncan said, would you like proof? Would you like the recording? Vivian Amspacher answered "yes". Mayor Jerry Duncan replied, okay, I'd be happy too.

Vivian asked for nominations for the open council seat:

Dana A'Hearn, nominated Jamie Moore, Chris Kaltreider seconded.
Roll call vote: Deb Smith NO, Bill Jackson NO, Vivian Amspacher YES, Dana A'Hearn YES, Chris Kaltreider YES, Doug Moore abstained from voting due to conflict of interest.

John Elliott stated 3 to 2 is not a majority vote.

Deb Smith nominated Gary Braham, Bill Jackson seconded:
Roll call vote: Vivian Amspacher NO, Doug Moore NO, Dana A'Hearn NO, Chris Kaltreider NO, Bill Jackson YES, Deb Smith YES

Bill Jackson nominated Yahsaleh Matai, Deb Smith seconded:
Roll call vote: Doug Moore NO, Vivian Amspacher NO, Dana A'Hearn NO, Chris Kaltreider NO, Bill Jackson YES, Deb Smith YES

Bill Jackson nominated Rick Shank, Deb Smith seconded:
Roll call vote: Doug Moore NO, Vivian Amspacher NO, Dana A'Hearn NO, Chris Kaltreider NO, Bill Jackson YES, Deb Smith YES

John Elliott stated Council's options are to hold another vote to see if the result would be different, or schedule another special meeting. The Vacancy Board will have 15 days starting 2/10/17 to fill the council seat.

According to The Pennsylvania State Association of Boroughs a mayor cannot serve on the Vacancy Board. Council will have to appoint a voting resident to serve on the Vacancy Board.

An Executive Session was called at 7:42 pm to discuss voting or to schedule a special meeting.

Council Meeting resumed at 7:50 PM

Vivian Amspacher called for a nomination to fill the vacant seat.

Dana A'Hearn re-nominated Jamie Moore, Chris Kaltreider seconded:
Roll call vote: Chris Kaltreider YES, Dana A'Hearn YES, Vivian Amspacher YES, Doug Moore YES, Deb Smith NO, and Bill Jackson NO. Motion passed.

Rick Shank stated officially, and I will check on this first thing in the morning, it is a financial gain if Doug Moore votes for Jamie Moore. Jamie stated she isn't going to side with anyone, tired of the bickering and circus like behavior. She lived here for 30 years, it's her neighborhood. I love this place.

Vivian Amspacher asked Mayor Jerry Duncan, "Are you going to swear in Jamie Moore". No Madam President, I'm leaving. No Madam President, I am not. You can swear her in. You seemed to have had this lined up from the beginning. Vivian Amspacher stated this is ridiculous.

Mayor Jerry Duncan refused to swear in Jamie Moore. Mayor Duncan left at 7:51 pm, prior to the end of the meeting.

Vivian Amspacher asked John Elliott if he would swear in Jamie Moore,

Jamie Moore was sworn in by the solicitor, John Elliott.

Meeting adjourned at 7:55 pm