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NORTH YORK BOROUGH MEETING MINUTES
December 11th, 2018

I. CALL TO ORDER

President Richard Shank, Jr. called to order the regular meeting of the North York Borough Council at 7:02pm on December 11th, 2018.

II. EXECUTIVE SESSION

Contract Issues and Personnel Issues

III. PLEDGE

Led by Mayor Andre Palmer

IV. ROLL CALL

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

V. APPROVAL OF MINUTES

November 2018 MINUTES- Deb Smith made motion to approve, Chris Kaltreider 2nd, All Agreed.

VI. TREASURERS REPORT – RICK SHANK

Monthly Expenses: $10,754.07
Payroll: $7,934.52
Sewer: $39,451.60
Recreation: $741.76
Liquid Fuels: $68,143.92

Sonya Grim asked for approval to pay the Debt Services for Sewer Invoice received from North York Borough, This item was not budgeted in 2019 budget. Vivian Amspacher made motion to approve payment. Deb Smith 2nd motion, all agreed.

Resolution 2019-02 to update 2019 Budget with Debt Services included under Sewer.

VII. CORRESPONDENCE: - BRITTANY REED

Nothing to report

VIII. MAYORS REPORT: ANDRE PALMER

Nothing New to Report – Did not receive report from NYCRPD, will have 2 reports next month's meeting to review.

IX. ENGINEERS REPORT: JEFF SPANGLER

MS4 Stormwater Permit: Attended the annual year-end meeting for the York County Stormwater Consortium for the Chesapeake Bay Pollution Reduction Plan on November 28th. Work continues on addressing the comments that were received from DEP on Pollution Reduction Plan that was submitted by the Consortium. An overview of the proposed projects status was discussed. Invoice for next year's annual contribution will be sent by the end of the year.

Sewer Agreement: No new updates

W. Sixth Ave: Received call from Columbia Gas regarding the restoration work on W. Sixth Ave. It is anticipated that the concrete repairs will be made this year along with some of the street base repairs. The final surfacing of the street will be done next year when weather permits the installation of wearing course material.

X. FIRE CHIEF REPORT: STEVE MILLER

17 Calls for month of November.

Two members tested for Firefighter -1 firefighter passed his test and the other firefighter is waiting for his results.

Hazmat Refresher will be January 20th.

First aid, CPR, and blood borne pathogens being scheduled for February. Also, the first aid class is being planned with Rick and Bill for the personnel list to attend.

Two members completed Emergency vehicle operations in the end of November.

XI. ZONING OFFICER REPORT: LARRY SHROYER

Balance of Registration received $57,020.00
Inspection Received $6,010.00

XII. EMA: CHRIS WILHEIM

Nothing to Report

XIII. SOLICITORS REPORT: Walt Tilley, Stock and Leader

Reviewal of Refuse Contracts

XIV. PERSONNEL COMMITTEE: RICK SHANK

Hired a new public works laborer. Robert Sier will work 3 days a week, alternating days with Mike Laugerman. To start on November 19, 2018.

Background checks are being done on two individuals for the Winter Maintenance.

Gary Braham made motion to approve Christmas Eve off with pay for the Borough employees. Jamie Moore 2nd motion. All agreed.

XV. PUBLIC WORKS: BILL JACKSON

Winter Equipment is ready for use.

XVI. FINANCE: RICH SHANK

Budget Approved last meeting.

Sonya Grim, Gary Braham, Rick Shank, and Brittany Reed attended Financial Training

XVII. RECREATION REPORT: DEB SMITH

Christmas party was a success.

XVIII. BUILDINGS AND GROUNDS: GARY BRAHAM

Nothing to report.

XIX. SANITATION

Bill Jackson made motion to accept Penn Waste bid for the new Refuse contract, Jamie Moore 2nd motion, and all agreed.

XX. UNFINISHED BUSINESS

Speed Humps – can be put down and won't affect liquid fuels. Now need to make determination on how and where they will be installed throughout the Borough. President Rick Shank is waiting for the York City Public Works Director to contact him to provide him with specs used on Pennsylvania Ave in the City. Engineer looking into different specification as well. – hoping to start working on the speed humps Spring 2019.

Shirts for Borough Officials to wear during events at the park and throughout the Borough. Bill Jackson to get some options of shirts available. Tabled until the next meeting.

Jerry Duncan made comment that the Council made exceptions for 5th Ave apartments. What's the limitation since no work has been started. Larry Shroyer to check with zoning attorney.

Borough is looking into way to give volunteer firefighters incentives to be a part of the Fire Department. Contacting other fire departments to find out different options. Fire Committee has been set up. Committee consists of Vivian Amspacher, Bill Jackson, Rick Shank, and Steve Miller.

XXI. NEW BUSINESS

Code Complaints for Latimer St.

Committees to be appointed at next meeting.

Addition of Late Registration fee charge for 2019 Fee Schedule- After January 31, fee doubles. If not Received my March 31 could result in loss of license. Addition of Housing Appeals fee of $200.00 to 2019 Fee Schedule. Added by Resolution 2019-01.

Approval to establish a Housing Appeals Board. The Board shall meet the first Tuesday of the month. The Board should consist of 5 residents within the Borough. As stated in Fee Schedule the fee to appeal is $200.00 non-refundable. Roll Call Vote was done 7 Yes / 0 No. All approved.

XXII. FINSIHED BUSINESS

Installed cellular dialer in the pump station on 12/10/2018.

Updated code book in office and has been posted on the Borough Website.

Ongoing Issues:

Fire Department Appraisal

President Rick Shank made motion to adjourn the meeting at 7:40pm. Jamie Moore 2nd motion, all agreed.

Minutes submitted by: Brittany Reed

APPROVED Bill Jackson motioned, VV. app. all agreed

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NORTH YORK BOROUGH MEETING MINUTES

December 11th, 2018

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IV. ROLL CALL

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V. APPROVAL OF MINUTES

November 2018 MINUTES- Deb Smith made motion to approve, Chris Kaltreider 2nd, All Agreed.

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VII. CORRESPONDENCE: - BRITTANY REED

Nothing to report

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IX. ENGINEERS REPORT: JEFF SPANGLER

MS4 Stormwater Permit: Attended the annual year-end meeting for the York County Stormwater Consortium for the Chesapeake Bay Pollution Reduction Plan on November 28th. Work continues on addressing the comments that were received from DEP on Pollution Reduction Plan that was submitted by the Consortium. An overview of the proposed projects status was discussed. Invoice for next year's annual contribution will be sent by the end of the year.

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XIII. SOLICITORS REPORT: Walt Tilley, Stock and Leader

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XIV. PERSONNEL COMMITTEE: RICK SHANK

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XV. PUBLIC WORKS: BILL JACKSON

Winter Equipment is ready for use.

XVI. FINANCE: RICH SHANK

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XVII. RECREATION REPORT: DEB SMITH

Christmas party was a success.

XVIII. BUILDINGS AND GROUNDS: GARY BRAHAM

Nothing to report.

XIX. SANITATION

Bill Jackson made motion to accept Penn Waste bid for the new Refuse contract, Jamie Moore 2nd motion, and all agreed.

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Shirts for Borough Officials to wear during events at the park and throughout the Borough. Bill Jackson to get some options of shirts available. Tabled until the next meeting.

Jerry Duncan made comment that the Council made exceptions for 5th Ave apartments. What's the limitation since no work has been started. Larry Shroyer to check with zoning attorney.

Borough is looking into way to give volunteer firefighters incentives to be a part of the Fire Department. Contacting other fire departments to find out different options. Fire Committee has been set up. Committee consists of Vivian Amspacher, Bill Jackson, Rick Shank, and Steve Miller.

XXI. NEW BUSINESS

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XXII. FINSIHED BUSINESS

Installed cellular dialer in the pump station on 12/10/2018.

Updated code book in office and has been posted on the Borough Website.

Ongoing Issues:

Fire Department Appraisal

President Rick Shank made motion to adjourn the meeting at 7:40pm. Jamie Moore 2nd motion, all agreed.

Minutes submitted by: Brittany Reed

DRAFT COPY
NORTH YORK BOROUGH MEETING MINUTES
November 13, 2018

I. CALL TO ORDER

President Richard Shank, Jr. called to order the regular meeting of the North York Borough Council at 7:04pm on November 13th, 2018.

II. EXECUTIVE SESSION

Fire Department Contract and Code Enforcement Issues.

III. PLEDGE

Led by Mayor Andre Palmer

IV. ROLL CALL

President Richard Shank, Vice President Bill Jackson, Deb Smith, Gary Braham, Vivian Amspacher, Jamie Moore, and Solicitor Marty Siegel

V. APPROVAL OF MINUTES

October 2018 MINUTES- Vivian Amspacher made motion to accept, Deb Smith 2nd. All approved

VI. TREASURERS REPORT – RICK SHANK

Monthly Expenses: $129,358.48
Payroll: $6,372.30
Sewer: $18,269.91
Recreation: $103.35

VII. CORRESPONDENCE: - BRITTANY REED

Martin Memorial Library asking for Donation in the amount of $750.00. (Increased from $500.00 to $750.00 due to higher operating costs) Bill Jackson made motion to approve the donation in the amount of $750.00, Vivian Amspacher 2nd, all agreed.

Richard Shank motioned to move $250.00 from Acct 438.150 to Acct. 400.250 to be able to donate the amount of $750.00 requested. Bill 2nd motion, all agreed.

VIII. MAYORS REPORT: DEB SMITH

2 Auto Thefts
- 900 Block N George St Car Theft
- 700 Block N George St Motorcycle Theft

IX. ENGINEERS REPORT: JEFF SPANGLER

Stewart & Tate has completed the work. Application for payment have been received from Stewart & Tate, Inc. and York Materials Group, LLC. Recommendation of Payment to Stewart & Tate, Inc. in the amount of $60,366.92 with $59,766.92 from liquid fuels funds and $600.00 from sewer funds for manhole risers. Recommendation of Payment to York Materials Group, LLC in the amount of $8,377.00 for Superpave material from liquid fuels funds.

MS4 Stormwater Permit: The annual year end meeting for the York County Stormwater Consortium for the Chesapeake Bay Pollution Reduction Plan will be held on November 28th at 9 am.

Sewer Agreement – No new updated.

Vivian Amspacher made motion $60,366.92 to be paid to Stewart & Tate and York Materials for the street work that has been completed. Jamie Moore 2nd motion, all agreed.

X. FIRE CHIEF REPORT: STEVE MILLER

24 Calls for the month of October.
10 Calls where within the Borough.
- 3 No Injury Motor Vehicle Accidents with debris removal
- 1 Motor Vehicle Accident with injury
- 2 Cardiac Arrests
- 2 Automatic Fire Alarms
- 1 Car Fire
- 1 Public Services call that involved a fallen tree on George St that needed cut up.

Attempting to schedule on or two training for each of the last two months.

Fire Department has members attending certification testing this week and hopefully more at the beginning of 2019. Department has a large number of members who were supposed to test this year but due to work conflicts were not able to test, so Department is hoping to have them certified by the Spring.

Toy Bingo is this Sunday, Doors Open at Noon, first game starts at 2:00PM.

XI. ZONING OFFICER REPORT: LARRY SHROYER

Reminder with a chance of winter weather approaching to shovel within 24 hours of the last snow flake to avoid a citation.

Newer snow routes are in effect on 8th and Sigsbee.

House on 500blk N George St is no longer deemed unsafe. The signs have been removed, property is fixed to code.

XII. EMA: CHRIS WILHEIM

Nothing to Report

XIII. SOLICITORS REPORT: Walt Tilley, Stock and Leader

Advertisements of Tax Levy Ordinance and 2019 Budget
Approval for Settlement for Paradise Township
Bid Opening for Refuse.

XIV. PERSONNEL COMMITTEE: RICK SHANK

Hired a new public works laborer. Robert Sier will work 3 days a week, alternating days with Mike Laugerman. To start on November 19, 2018.

XV. PUBLIC WORKS: BILL JACKSON

Winter Equipment is ready for use.

XVI. FINANCE: RICH SHANK

XVII. RECREATION REPORT: DEB SMITH

Summer Program at the Park was discussed at the Recreation Meeting, more information to come on Program.

Held annual Bon-fire with Halloween Parade on November 3rd, Met at the fire company and walked to the Borough Park for Hot chocolate and cookies.

Christmas Party at the Fire Company. Sunday December 9th, 2018 at 2:00PM.
Residents Only – gift will only be given to the child, sign up by November 29th, 2018. Must provide child's name, age, and the address.

XVIII. BUILDINGS AND GROUNDS: GARY BRAHAM

Nothing to report.

XIX. SANITATION

Bid Opening for Refuse
Republic – Average 1st 3-year cost – 1st year $282.00 / 2nd year $293.28 / 3rd year $305.01 Average - $293.43
Penn Waste – Average 1st 3-year cost – 1st year 282.00 / 2nd year $293.25 / 3rd year $305.00 Average - $293.42
Tabling for solicitor's review until next meeting on December 11, 2018.

XX. UNFINISHED BUSINESS

Speed Humps – can be put down and won't affect liquid fuels. Now need to make determination on how and where they will be installed throughout the Borough. President Rick Shank is waiting for the York City Public Works Director to contact him to provide him with specs used on Pennsylvania Ave in the City. Engineer looking into different specification as well. – hoping to start working on the speed humps Spring 2019.

Shirts for Borough Officials to wear during events at the park and throughout the Borough. Bill Jackson to get some options of shirts available. Tabled until the next meeting.

Jerry Duncan made comment that the Council made exceptions for 5th Ave apartments. What's the limitation since no work has been started. Larry Shroyer to check with zoning attorney.

Borough is looking into way to give volunteer firefighters incentives to be a part of the Fire Department. Contacting other fire departments to find out different options. Fire Committee has been set up. Committee consists of Vivian Amspacher, Bill Jackson, Rick Shank, and Steve Miller.

XXI. NEW BUSINESS

Code Complaints for Latimer St & W 6th Ave from various citizens.

Paradise Township Agreement to pay the amount of $69,691.64 in diverted traffic fines over a period of 20 years. Payable in equal annual installments beginning June 1, 2019. Annual Payment totals $3,484.58. Bill Jackson made motion to approve agreement, Vivian Amspacher 2nd motion, all agreed.

Yearly membership dues due for PA State Borough Association in the amount of $378.00, Vivian Amspacher made motion to approve member payment. Jamie Moore 2nd motion, all agreed.

Approval of 2019 Proposed budget with corrections to donation amount. Bill Jackson made motion to approve budget for 2019, Deb Smith 2nd motion, all agreed.

Tax Levy Ordinance – Ordinance Number 2018-01. Approval of Ordinance. Bill Jackson motioned to approve Ordinance, Vivian Amspacher 2nd motion, all agreed. No changes from previous year.

XXII. PUBLIC COMMENT

Ongoing Issues:
Fire Department Appraisal

President Rick Shank adjourned the meeting at 8:10pm.

Minutes submitted by: Brittany Reed

APPROVED- VIVIAN AMSPACHER MADE MOTION TO APPROVE, DEB SMITH 2ND MOTION, ALL AGREED.

NORTH YORK BOROUGH MEETING MINUTES

October 9, 2018

I. **CALL TO ORDER**

President Richard Shank, Jr. called to order the regular meeting of the North York Borough Council at 7:03pm on October 9th, 2018.

II. **EXECUTIVE SESSION**

Reviewed sewer issues

III. **PLEDGE**

Led by Vice President Bill Jackson

IV. **ROLL CALL**

President Richard Shank, Vice President Bill Jackson, Deb Smith, Gary Braham, Vivian Amspacher, Solicitor, Jamie Moore- Absent

V. **APPROVAL OF MINUTES**

September 2018 MINUTES- Bill Jackson made motion to accept, Deb Smith 2nd. All approved

VI. **TREASURERS REPORT – RICK SHANK**

Monthly Expenses: $11,681.67
Payroll: $no payroll report printed
Sewer: $7256.17
Recreation: $684.68

VII. **CORRESPONDENCE: - BRITTANY REED**

Nothing to report

VIII. **MAYORS REPORT: DEB SMITH**

Drug Act 700 block of Albright Ave, - sale of marijuana.

Vehicle thefts and thefts throughout the borrow have been taking place. There are Officers and Council out patrolling.

Resident asked if there can be any type of street lighting upgrade done. Council to look into Grants that may be available to help support costs.

IX. **ENGINEERS REPORT: JEFF SPANGLER**

Street work 2018 – Stewart & Tate has completed the work. I am waiting on the applications for payments.

MS4 Stormwater Permit – The annual year-end report was submitted to DEP on September 26, 2018. A Copy was provided to the Borough.

Sewer Agreement – No new updated.

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

12 calls total for Liberty Fire Department. 8 total for the Borough of North York.
1-call for motor vehicle accident with no injuries.
1-Attemp to burn ,
1-Unauthorized buring
1-Good intent call, other
4-False Alarm or falls calls, other

Station inspection was done for the kitchen by the Department of Agriculture and the Department of Health in the Fire Hall. Passed with no violations issued.

MS4 issue can't use oil dry to clean up spills on roadway. If it is removed it must be cleaned up and disposed of at proper location, can no longer stay on roadway.

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

National Fire Prevention Week – check smoke detectors!!!!

To file a complaint – form must be completed and submitted for further processing.

Housing Inspections still being conducted.

XII. **EMA: CHRIS WILHEIM**

2019 Chris will be extending his level of EMA to the PRO level.

Fluids such as oil, gasoline, etc. can be disposed of at Auto Zone for no fee. MUST NOT BE MIXED FLUIDS.

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

Garbage collection – Contract
2 bids were reviewed.
1 year with 4 year renewal or 3 year with 2 year renewal which is recommended by attorney.
Bill Jackson made motion to approve the Bid for the 3 year with 2 year renewal, Chris Kaltreider 2nd motion, all agreed.
Bid will be sent out by Attorney.

XIV. **PERSONNEL COMMITTEE: RICK SHANK**

Nothing to report

XV. **PUBLIC WORKS: BILL JACKSON**

Bill Jackson made a motion to purchase an articulating blade plow for the skid loader for winter maintenance. This will be purchased out of the 2018 budget. Looking to purchase from Douglas Equipment. Vivian Amspacher 2nds motioned all agreed.

Estimate was submitted to have the bumper on the back of the pick up truck repaired for $1,005.09. This would be repaired out of the 2018 budget. Bill Jackson motioned to have repair completed, Deb Smith 2nd motion, all agreed.

Vivian Amspacher made motion to purchase a back up camera for the pick up truck in the amount of no more than $250.00. Deb Smith 2nd motion, all agreed.

XVI. FINANCE: RICH SHANK

Reviewed Budget (see new business)

XVII. RECREATION REPORT: DEB SMITH

Recreation meetings dates 9/17, 10/15, 11/19, 12/17.

Sunday September 23 from 4pm until 6pm. Back to school at the park. Event was rained out.

Trick or Treat October 31, 2018 from 6pm until 8pm. Rain date for November 1, 2018 from 6pm until 8pm.

Saturday November 3rd, Parade and Bon Fire at the Park, Meet at the Liberty Fire Company at 5pm. Judging of costumes and prizes. Hot chocolate and cookies.

Christmas Party is December 9th, 2018 at 2pm. Residents Only and gift will only be given to the CHILD. Sign up by no later than November 16, 2018. First and Last Name, Childs Age, Address, and Phone Number needed for registration.

Recreation budget proposed 2019 - $10,375.00.

XVIII. BUILDINGS AND GROUNDS: GARY BRAHAM

Nothing to report.

XIX. SANITATION

Nothing to report.

XX. UNFINISHED BUSINESS

Speed Humps – can be put down and won't affect liquid fuels. Now need to make determination on how and where they will be installed throughout the Borough. President Rick Shank is waiting for the York City Public Works Director to contact him to provide him with specs used on Pennsylvania Ave in the City. Engineer looking into different specification as well. – hoping to start working on the speed humps Spring 2019.

Shirts for Borough Officials to wear during events at the park and throughout the Borough. Bill Jackson to get some options of shirts available. Tabled until the next meeting.

XXI. NEW BUSINESS

Proposed 2019 Budget reviewed. Changes were made to the Expenses to make a balanced budget in the amount of $1,210,574.00.

Increased amount for Repairs to Fire Vehicles from $10,000.00 to $13,000.00. Increased due to fire trucks needing tires and inspections.
Increased amount for Materials and Supplies for Public Works from $5,000.00 to $10,344.00.
Increased Maintenance & Repairs to Road for Public Works from $40,000.00 to $50,000.00. Increased for upgrades to signs, roadway with pothole repairs, and extra money for other work within the borough. This is contingent depending on weather, the extra money may have to be used to winter maintenance (snow removal) if a bad winter happens.

Jerry Duncan made comment that the Council made exceptions for 5th Ave apartments. What's the limitation since no work has been started. Larry Shroyer to check with zoning attorney.

Geese problem at the old Central High School due to the high grass issue.

Cellular dialer in the pump station to be installed by Lefever Electric, Inc in the amount of $3,040.00. Bill Jackson made motion to approve, Vivian Amspacher 2nd motion, all agreed.

Borough is looking into way to give volunteer firefighters incentives to be apart of the Fire Department. Contacting other fire departments to find out different options. Fire Committee has been set up. Committee consists of Vivian Amspacher, Bill Jackson, Rick Shank, and Steve Miller.

Handicap Applications –
1 Approved – Dillow is in compliance with Borough code
1 Denied – Hernandez was not in compliance with Borough code, has off street parking to rear of residence as well as a garage in rear of residence.

Bill Jackson made a motion to pay the over charge of sewer payments to Pamela Keller in the amount of $4,420.00. Chris Kaltreider 2nd motion, all agreed.

Towns meeting to be held at the Borough Hall October 21, 2018 at 6:30pm. This is a tentative date. This meeting is to discuss setting up block watches throughout the borough.

October 18th, 2018 Cheerleaders with the Central York High School will be going around to different football players houses and decorating their houses. They ask if you see this to not call the cops on them.

Borough is looking for Winter Maintenance help. Come into the North York Borough Office to complete an application for employment. Must have valid DOT certification by physician.

Richard Shank asked for permission to advertise 2019 Budget. Gary Braham made motion, Vivian Amspacher 2nd motion, all agreed.

XXII. PUBLIC COMMENT

Ongoing Issues:
Fire Department Appraisal

President Rick Shank adjourned the meeting at 8:20pm.

Minutes submitted by: Brittany Reed

APPROVED – BILL JACKSON MADE MOTION TO APPROVE MINUTES, DEB SMITH 2ND, ALL AGREED
NORTH YORK BOROUGH MEETING MINUTES
September 11, 2018

I. **CALL TO ORDER**
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II. **EXECUTIVE SESSION**

III. **PLEDGE**
Led by Vice President Bill Jackson

IV. **ROLL CALL**
President Richard Shank, Vice President Bill Jackson, Jamie Moore, Deb Smith, Gary Braham, Vivian Amspacher, Solicitor Walt Tilley.

Absent: Mayor Andre Palmer, Chris Kaltreider

V. **RECOGNITION**
Judy Delp for her volunteer work throughout the Borough removing trash off the Borough streets. Ms. Delp was unable to attend the meeting but will receive an award of recognition for her service.

6th Ave resident will be receiving a recognition for his work throughout the borough. Resident has been mowing a vacant property to keep up with yard maintenance for the borough.

VI. **APPROVAL OF MINUTES**

August 2018 MINUTES- Bill Jackson made motion to accept, Deb Smith 2nd. All approved

VII. **TREASURERS REPORT – RICK SHANK**
Treasurer Sonya Grim read the Monthly Expenses, Pay Roll and Sewer/Refuse Reports for June 2018
Monthly Expenses: $22,917.11
Payroll: $6,766.93
Sewer/Refuse: $37,949.02
Recreation: $686.11

VIII. **CORRESPONDENCE: - BRITTANY REED**
York County Coalition and Tobacco Program Coordinator is reaching out asking us to adopt a policy to support community efforts in the Young Lungs at Play program. Bill Jackson made motion to adopt policy, Chris Kaltreider 2nd motion, all agreed. **Policy wrote up by secretary for council members to sign to adopt policy.**

September National Suicide Prevention Month – Proclamation made to make September the National Suicide Prevention Month in North York Borough. In doing this the Borough will join over 1000 other municipalities throughout the United States in the efforts to educate the public on the crisis. Jamie Moore made motion to approve, Deb Smith 2nd motion. All agreed.

YCRTA Requested an additional $500.00 donation to acknowledge recreation services their projects provide. (Keep in minutes until end of year to review with the budget for 2019)

IX. MAYORS REPORT: DEB SMITH

Currently police are still having drug investigations for reoccurring incidents involving drug activity on Duke St between 7th and 8th Aves.

X. ENGINEERS REPORT: JEFF SPANGLER

Street work 2018 – Base Repair started for Chapel Drive. Yesterday 9/11/2018 also started working on Reynolds Lane. Weather permitting on scheduled projects and completion of projects.

MS4 Stormwater Permit – Working on the annual year-end report which is due to DEP by end of September and the presentation of the September council meeting. Yearly presentation was presented with information about the MS4 Permit Program to Update Resident. This program is to improve the water quality within our creeks, streams, and bays. Also provides public education on Storm Water Management. Our current Permit with DEP is still under review. There are multiple information packets throughout the Borough Office on Storm water Management and other useful information if interested. Website has been updated with all the newest links and policies/procedures for MS4 Storm Water Management. There is a Storm Water Authority Meeting to discuss some improvements to be made to the program at the York Learning Center on 7th Ave on September 25, 2018 from 5:30pm until 8:30pm.

Sewer Agreement – No new updated.

XI. FIRE CHIEF REPORT: STEVE MILLER

12 calls for the month of July. 8 within the Borough.
1 Motor vehicle accident with no injuries., 1 Attempt to burn, 1 Unauthorized burning, 1 Good intent to call, and 4 False Alarm or false calls.

Fire department has a list of 6 for another First Aid and CPR class. Also, several council members are requesting to have the CPR and First Aid training as well.

Construction Burn at Fire School on the 23rd of September. Fire Department to attend.

Richard Shank, President, made comment to Fire Department to make sure we have pumps and all available for backups in basements with sewer and or flooding. To follow the proper procedure when pumping sewage out of basements into draining systems.

XII. ZONING OFFICER REPORT: LARRY SHROYER

Property rehabilitation and new construction at 20 Sigsbee Ave. started.

New natural gas lines being installed; mains / services through- out the borough. Please be patient with the workers when roads are closed, or construction is taking place.

Ongoing residential inspections are being conducted.

Housing violation complaints; Larry Shroyer will look into. Areas of issues W. 9th Ave house with garage falling down, weeds and grass overgrown, abandoned vehicle in yard along with a curb in the front that was damaged last year and never repaired.

600 block of N George St – ongoing traffic and nuisance property complaints. (loose dogs, suspicious activity with large volume of people coming and going from one of the properties)

XIII. **EMA: CHRIS WILHEIM**
Nothing to report

XIV. **SOLICITORS REPORT:** Walt Tilley, Stock and Leader
Nothing to report.

XV. **PERSONNEL COMMITTEE: RICK SHANK**
Nothing to report

XVI. **PUBLIC WORKS: BILL JACKSON**
Chains are needed on the snow equipment for winter season. Bill requested and made motion that we spend approx. $900.00 on chains for dump truck and equipment. Vivian Amspacher 2nd motion, all agreed.

New Portable Radios and repair of antenna for better transmission of RF. Motion to approve purchase of portable radios and repair of antenna in the amount of $904.00 was made by Bill Jackson, Deb Smith 2nd motion, all agreed.

XVII. **FINANCE: RICH SHANK**
2019 Budget overview coming up. Finance committee to meet.

XVIII. **RECREATION REPORT: DEB SMITH**
Recreation meetings dates 9/17, 10/15, 11/19, 12/17.

Sunday September 23 from 4pm until 6pm. Back to school at the park.

Trick or Treat October 31, 2018 from 6pm until 8pm.

Saturday November 3rd, Bon Fire at the Park. (Halloween Costume Parade; starts at the fire company, must be there by 5pm and dressed in costumes. Parade will go from Duke St to the Borough Park.

Christmas Party is December 9th, 2018 at 2pm. Residents Only and gift will only be given to the CHILD. Sign up by no later than November 16, 2018. First and Last Name, Childs Age, Address, and Phone Number needed for registration.

Jerry Duncan brought up idea of New Years Eve in the Borough. Churches would like to get involved along with others. Deb Smith to bring up to recreation at the next recreation meeting on September 17, 2018.

XIX. **BUILDINGS AND GROUNDS: GARY BRAHAM**
Maintenance was done to the AC unit in the Borough Office.

Garage Roof at the Borough Park is leaking, needs repaired.

Phone system approval of the contract for technical support and VM services through Higher Performance Group. Vivian Amspacher motioned to approve contract for the next year. Bill Jackson 2nd motion, all agreed.

XX. **SANITATION**
Sanitation Contract –Request for bids need to go out for notice. Attorney Walt Tilley is working on contract. North York Borough and Penn Waste have agreed to extend the contract out until 12/31/2018 (no changes).

XXI. UNFINISHED BUSINESS

Speed Humps – can be put down and won't affect liquid fuels. Now need to make determination on how and where they will be installed throughout the Borough. President Rick Shank is waiting for the York City Public Works Director to contact him to provide him with specs used on Pennsylvania Ave in the City.

Julia Drebushenko Animal Control Services Contract – put with 2019 budget information to address and approve.

Shirts for Borough Officials to wear during events at the park and throughout the borrow. Bill Jackson to get some options of shirts available. Tabled until the next meeting in September.

XXII. NEW BUSINESS

XXIII. PUBLIC COMMENT

Resident would like Borough to notify the property manager of a nuisance property on 7th Ave about their tenants and the police involvement due to illegal activity and to also make them aware of the none residents dumping trash in the dumpster behind the apartments.

Northern Regional has been doing a lot more patrolling within the Borough.

Ongoing Issues:
Fire Department Appraisal

President Rick Shank adjourned the meeting at 8:20pm.

Minutes submitted by: Brittany Reed

APPROVED – BILL JACKSON MOTIONED TO APPROVE, DEB SMITH 2ND, ALL AGREED
NORTH YORK BOROUGH MEETING MINUTES
August 14, 2018

I. CALL TO ORDER

President Richard Shank, Jr. called to order the regular meeting of the North York Borough Council at 7:04pm on August 14, 2018.

II. EXECUTIVE SESSION

Fire Department Meeting to be held Wednesday August 29, 2018 at 7:00pm,

III. PLEDGE

Led by Mayor Andre Palmer

IV. ROLL CALL

President Richard Shank, Vice President Bill Jackson, Jamie Moore, Deb Smith, Chris Kaltreider, Gary Braham, Vivian Amspacher, Mayor Andre Palmer, Solicitor Walt Tilley.

V. APPROVAL OF MINUTES

July 2018 MINUTES- Vivian Amspacher made motion to accept, Deb Smith 2nd. All approved

August 2018 MINUTES- FOR APPROVAL

VI. TREASURERS REPORT – RICK SHANK

Treasurer Sonya Grim read the Monthly Expenses, Pay Roll and Sewer/Refuse Reports for June 2018
Monthly Expenses: $110.610.53
Payroll: $7,378.93
Sewer/Refuse: $18,217.97
Recreation: $408.70

VII. CORRESPONDENCE: - BRITTANY REED

Central West Moreland COG Membership - $220.0 per year. Brittany Reed to get more information on figures for savings will and address at August Council Meeting – after speaking with the company there is no savings since we are part of COSTARS.

York County Coalition and Tobacco Program Coordinator is reaching out asking us to adopt a policy to support community efforts in the Young Lungs at Play program. Bill Jackson made motion to adopt policy, Chris Kaltreider 2nd motion, all agreed.

St Peters Lutheran Church is hosting an Ice Cream Party on Sunday August 26, 2018 from 4:00pm to 6:00pm on the church lawn. Friends and neighbors of North York Borough are invited at no cost. Will have a band performing along with door prizes.

VIII. MAYORS REPORT: ANDRE PALMER

Mayor Palmer went along with NYCPD for a ride along within the borrow. Hoping to be able to do those ride a longs once every other month.

DUI – checkpoint was set up within the borough 8 arrests were made one including endangering the welfare of a child for having a child unrestrained and driving under the influence. There were 7 alcohol arrests and 27 traffic citations issued.

IX. ENGINEERS REPORT: JEFF SPANGLER

Street work 2018 – Notice of award/notice to proceed was sent to Stewart and Tate and York Materials. Start date to be determined.

MS4 Stormwater Permit – Working on the annual year-end report which is due to DEP by end of September and the presentation of the September council meeting.

Sewer Agreement – No new updated.

X. FIRE CHIEF REPORT: STEVE MILLER

12 calls for the month of July. 1 within the Borough.

8 members attended a pump operation 1 class. 2 members attend a Hazmat Operations Class. 4 Members completed First Aid and CPR, there are still 2 more members that need to finish the First Aid and CPR. 1 Member finished their Exterior Firefighter class.

Fire department has a list of 6 for another First Aid and CPR class. Also, several council members are requesting to have the CPR and First Aid training as well.

Fire Department will be conducting a pump operations 2 class, pending dates either in August or September. 3-4 members will be testing for firefighter 1, and one member started Fire Inspector 1 class. Also, there are other classes in the works there will be more information provided next month.

XI. ZONING OFFICER REPORT: LARRY SHROYER

Money received for housing license registration fees to date; $56,080.00.

Inspection fees received to date; $2,080.00]

Property rehabilitation and new construction at 20 Sigsbee Ave. started.

New natural gas lines being installed; mains / services through- out the borough.

Ongoing residential inspections are being conducted.

Work has been started on the Rail Trail extension.

There are (3) properties in the borough that are placarded/posted as un-safe structures. Property locations; 951 N Duke St, 119 E. 7th Ave, and 511 N George St.

Electrical service at the pump station is turned on and now working.

Larry recommended to council to formally adopt the International Fire Code and International Property Maintenance Code.

Recommended to all citizens to be careful with greases and oils being disposed of in waste drain lines. Can cause major blockage problems with sewer lines. Safety Tip for the month; be careful not to overload extension cords and multi-outlet plug devices.

XII. EMA: CHRIS WILHEIM

Nothing to report

XIII. SOLICITORS REPORT: Walt Tilley, Stock and Leader

Reviewing Code Book with college students that were hired to address the new code book review. Report produced to Richard Shank to review some items that need responses.

XIV. PERSONNEL COMMITTEE: RICK SHANK

Nothing to report

XV. PUBLIC WORKS: BILL JACKSON

Nothing to report

XVI. FINANCE: RICH SHANK

2019 Budget overview coming up. Finance committee to meet.

XVII. RECREATION REPORT: DEB SMITH

Recreation meetings dates 8/20, 9/17, 10/15, 11/19, 12/17.

August 7th was National Night Out at the Borough Park served hot dogs, sodas, chips, baked beans, and ice pops. Activities included face painting and games. York County Probation Department handed out school supplies.

August 21 BINGO at the Liberty Fire Company – this date is a tentative date (unsure if BINGO will be held in August no information provided)

XVIII. BUILDINGS AND GROUNDS: GARY BRAHAM

Deb Smith motioned to get appraisal of the Firehouse, Jamie Moore 2nd motion. All agreed. Walt Tilley will be providing the borough with some name and amounts of appraisers.

XIX. SANITATION

Sanitation Contract – Attorney Walt Tilley needs a copy to review. Request for bids need to go out for notice. North York Borough and Penn Waste have agreed to extend the contract out until 12/31/2018 (no changes).

XX. UNFINISHED BUSINESS

Legal Review – still reviewing

Speed Humps – can be put down and won't affect liquid fuels. Now need to make determination on how and where they will be installed throughout the Borough. President Rick Shank is waiting for the York City Public Works Director to contact him to provide him with specs used on Pennsylvania Ave in the City.

Borough will be out now that its warmer updating the crosswalks on the borough streets/intersections.

117 E 5th Ave Handicap Parking Space was approved for Barbara Hogue in light of the American Disabilities Act. Ordinance will be changed to address individual needs.

Julia Drebushenko Animal Control Services Contract – put with 2019 budget information to address and approve.

Golf Cart use within the Borough – Tabled until August 2018 meeting.

XXI. NEW BUSINESS

First Capital Harley Davidson is requesting approval to close North Duke Street between 10th & 11th Ave on Saturday September 22, 2018 to help facilitate the "Pride and Ride". Police will be escorting the motorcycles from the back-parking area of 1st Capital Harley-Davidson. Registration starts at 11am – 1pm and all riders will be leaving by 1:30pm. Bill Jackson made motion to allow them to close N Duke St between 10th & 11th, Jamie Moore 2nd motion, all agreed.

Shirts for Borough Officials to wear during events at the park and throughout the borrow. Bill Jackson to get some options of shirts available. Tabled until the next meeting in September.

XXII. PUBLIC COMMENT

None

President Rick Shank adjourned the meeting at 8:15pm.

Minutes submitted by: Brittany Reed

APPROVED COPY – VIVIAN AMSPACHER MOTIONED, DEB SMITH 2ND, ALL AGREED.
NORTH YORK BOROUGH MEETING MINUTES
July 10, 2018

I. CALL TO ORDER

President Richard Shank, Jr. called to order the regular meeting of the North York Borough Council at 7:00pm on July 10, 2018.

II. EXECUTIVE SESSION

Nothing to report

III. PLEDGE

Led by Mayor Andre Palmer

IV. ROLL CALL

President Richard Shank, Vice President Bill Jackson, Jamie Moore, Deb Smith, Chris Kaltreider, Gary Braham, Vivian Amspacher, Mayor Andre Palmer, Solicitor Walt Tilley.

V. APPROVAL OF MINUTES

JUNE 2018 MINUTES- Vivian Amspacher made motion to accept, Bill Jackson 2nd. All approved

JULY 2018 MINUTES- FOR APPROVAL

VI. TREASURERS REPORT – RICK SHANK

Treasurer Sonya Grim read the Monthly Expenses, Pay Roll and Sewer/Refuse Reports for June 2018
Monthly Expenses: $38,471.80
Payroll: $11,442.01
Sewer/Refuse: $140,543.31

VII. CORRESPONDENCE: - BRITTANY REED

Central West Moreland COG Membership - $220.0 per year. Brittany Reed to get more information on figures for savings will and address at August Council Meeting – Tabled.

Thank you card from Larry Shroyer for the Boroughs donation to Spirit Lutheran Trust in lieu of flowers for the death of his grandmother.

Rail Trail Update – Construction will begin on or around July 9, 2018 on the extension of the Heritage Rail Trail.

VIII. MAYORS REPORT: ANDRE PALMER

6 incidents in the Borough
2 Death investigations due to heroin overdoses on Albright Ave.
1 Drug act – E 5th Ave possession of heroin and crack cocaine.
1 Auto theft 1000 block N George St
1 Theft Sigsbee Ave
1 Theft 700 block N George St

IX. ENGINEERS REPORT: JEFF SPANGLER

Street Work 2018 – Notice of Award/Notice to Proceed will be sent to Stewart & Tate and York Materials. Start date to be determined.

Sewer Repairs- Manchester Township televised the sewer line at 1020 N George St. Repairs to the wye and lateral were made by Fitz & Smith.

MS4 Stormwater Permit- Will be beginning work on the annual year end report which is due to DEP by the end of September.

Sewer Agreement – No new updates.

X. FIRE CHIEF REPORT: STEVE MILLER

16 calls all together for the month of June. 5 calls were within North York Borough.
1 Trash Rubbish, contained
1 EMS call
1 Public Service
1 False Alarm
1 Smoke detector activation, no fire

Firework concern about the issues the fire department has been having with calls with inappropriate firework play, Attorney Walt Tilley will look into ordinance to review rules and regulations for firework use within the Borough. If possible would like to set up a meeting with the Chief of Police for Northern York County Regional Police Department to give our fire Chief Steve Miller permission to cite violators on site. Vivian Amspacher motioned, Gary Braham 2nd. All agreed

XI. ZONING OFFICER REPORT: LARRY SHROYER

Reminder all grass must be kept at a 6-inch minimum.

Ruth Duncan made a comment that she was pleased with the experience she had with the rental inspections involving Larry Shroyer felt that it was very informative.

Vivian Amspacher had some questions regarding high grass/weed complaints and the process we currently use to notify violators. Instead of us doing citations with the current due process can we just give the offenders once chance and once notified they will be cited throughout year. Larry Shroyer did not feel that this would be a good recommendation.

XII. EMA: CHRIS WILHEIM

April 2019 Training in Maryland Chris to provide more information to Brittany Reed.

York County now has our old radios in possession.

XIII. SOLICITORS REPORT: Walt Tilley, Stock and Leader

Nothing to report.

XIV. PERSONNEL COMMITTEE: RICK SHANK

Nothing to report

XV. PUBLIC WORKS: BILL JACKSON

Gator will be repaired in 2019.

Chains will start being repaired next month August 2018.

XVI. FINANCE: RICH SHANK

2019 Budget overview coming up. Finance committee to meet.

XVII. RECREATION REPORT: DEB SMITH

Recreation meetings dates 7/16, 8/20, 9/17, 10/15, 11/19, 12/17.

4th of July celebration was a success.

Summer Celebration Service with Pastor Castillo that was on July 1 was also a success.

August 7th National Night Out for North York Borough will be coordinating with Heather Newford who works for the York County Probation Department as well as Mission BBQ to help host event.

XVIII. BUILDINGS AND GROUNDS: GARY BRAHAM

Northing new to report.

XIX. SANITATION

Sanitation Contract – Attorney Walt Tilley needs a copy to review. Request for bids need to go out for notice.

XX. UNFINISHED BUSINESS

Legal Review – still reviewing

Speed Humps – can be put down and won't affect liquid fuels. Now need to make determination on how and where they will be installed throughout the Borough. President Rick Shank is waiting for the York City Public Works Director to contact him to provide him with specs used on Pennsylvania Ave in the City.

Borough will be out now that its warmer updating the crosswalks on the borough streets/intersections.

Swimming Pools with a height above 30 inches high need a pool permit.

XXI. NEW BUSINESS

Appeal was made for the decision for the 117 E 5th Ave handicap parking spot due to hardship, currently ordinance leaves no consideration for hardship/situations needing special exceptions. Attorney Walt Tilley to review ordinance and create new ordinance which will allow council to make decisions based on the circumstance. Item has been tabled until August Council meeting. Jamie Moore motioned, Vivian Amspacher 2nd, all agreed.

Julia Drebushenko Animal Control Services Contract – put with 2019 budget information to address and approve.

Golf Cart use within the Borough – Tabled until August 2018 meeting.

Jamie Moore motioned that the Borough purchase a tablet for the Square reader machine because the current phone that is being used doesn't work properly with the program. Asked to spend no more than $350.00 on tablet for the Borough Office. Bill Jackson 2nd, all agreed.

XXII. PUBLIC COMMENT

None

President Rick Shank adjourned the meeting at 8:15pm.

Minutes submitted by: Brittany Reed

Approved- Vivian Amspacher motioned, Bill Jackson 2nd, All agreed.
NORTH YORK BOROUGH MEETING MINUTES
JUNE 12, 2018

I. CALL TO ORDER

President Richard Shank, Jr. called to order the regular meeting of the North York Borough Council at 6:56pm on May 8th, 2018.

II. EXECUTIVE SESSION

Nothing to report

III. PLEDGE

Led by Mayor Andre Palmer

IV. ROLL CALL

President Richard Shank, Vice President Bill Jackson, Jamie Moore, Deb Smith, Chris Kaltreider, Gary Braham, Vivian Amspacher, Mayor Andre Palmer, Solicitor Walt Tilley.

V. APPROVAL OF MINUTES

MAY 2018 MINUTES- Bill Jackson made motion to accept, Vivian Amspacher 2nd. All approved

JUNE 2018 MINUTES- FOR APPROVAL

VI. TREASURERS REPORT – RICK SHANK

Treasurer Sonya Grim read the Monthly Expenses, Pay Roll and Sewer/Refuse Reports for March 2018
Monthly Expenses: $641,767.54 (Transferred funds to new accounts at Peoples Bank)
Payroll: $21,745.75 (3 pays in month of May)
Sewer/Refuse: $228.99

CD Rate information – S&T will be closing its York Branch, Borough is able to reinvest in new CD with another bank with a shorter term and higher percentage rate. Bill Jackson made a motion to take $20,000.00 out of savings to make the CD of $80,000.00 we have to $100,000.00 and move it to York Traditions Bank for 12 months at 1.59% Vivian 2nd the motion and all agreed.

For the $200,000.00 CD that is not currently due we can move that to York Traditions Bank from S&T bank for 24 months at 1.99%. In order to cash out the Cd early we were told by the York Traditions there would be penalty of approximately $500.00 per month. Bill Jackson made motion to move the money to York Traditions Bank with the 24 months at 1.99%. Chris Kaltreider 2nd motions. All agreed.

VII. CORRESPONDENCE: - RICK SHANK

Nothing to report

VIII. MAYORS REPORT: ANDRE PALMER

2 incidents within the borough.
900 block of N Duke subject was arrested for the use of marijuana.
East 5th Ave 3 subjects were arrested for possession of marijuana.

IX. ENGINEERS REPORT: JEFF SPANGLER

Sewer Contract – still being negotiated with York City.

Reviewed bid results received.
Street Construction Bids 3 received– Stewart & Tate $63,532.00, Fitz & Smith Inc. $71,046.60, & Yoe Paving Inc. $86,172.00.

Material Bids 1 received- York Materials Group $12,860.00

Vivian Amspacher made motion to award the contract to the lowest bid (Stewart & Tate Inc, and York Materials Group) the contracts for street repair, Jamie Moore 2nd motion. All agreed.

MS4 Stormwater Permit – May 16, 2018 employees of North York Borough were trained on proper maintenance and housekeeping by Jeff Spangler.

X. FIRE CHIEF REPORT: STEVE MILLER

18 calls all together for May 2018.

Next BBQ is in August.

XI. ZONING OFFICER REPORT: LARRY SHROYER

Nothing to report.

Vacant and abandoned properties with high grass/weeds will be getting letters sent to the owner notifying them that they have X amount of days from date of letter to take care of violation or the Borough will handle and bill them for manhours worked as well as materials.

XII. EMA: CHRIS WILHEIM

Nothing new reported.

Hazardous Litigation Plan for EMA is currently being updated by Chris Wilheim.

Base station for the fire company has been installed. Borough is requesting one for the office. Hand helds will be stored at the Borough Office.

XIII. SOLICITORS REPORT: Walt Tilley, Stock and Leader

ORDIANCE 2018-01 presented to council. This ordinance amends Chapter 15, Motor Vehicles and Traffic, of the code of ordinances of the borough of North York, by amending the snow emergency routes, establishing snow access routes, and by restricting the use of certain handicap parking spaces to use by persons with corresponding registration placards of plates only.
Gary Braham motioned to approve amendment. Jamie Moore 2nd motion, all agreed.

XIV. PERSONNEL COMMITTEE: RICK SHANK

Jamie Moore made motion to send Larry Shroyer to BCO training at the Boroughs expense ($500.00) for the training. Bill Jackson 2nd motion, all agreed.

Jamie Moore made motion for pay increase of $2.00 for Brittany Reed, Larry Shroyer and Mike Laugerman for their job performances since being hired with the Borough. Gary Braham 2nd motion, all agreed.

XV. PUBLIC WORKS: BILL JACKSON

Street Sweeping contract with Ross Industries reviews. No changes from previous contact 3 years at $1,000.00 a year. Bill Jackson made motion to accept contract with Ross Industries, Vivian Amspacher 2nd motion, all agreed.

XVI. FINANCE: RICH SHANK

Nothing to report.

XVII. RECREATION REPORT: DEB SMITH

Recreation meetings dates 5/21, 6/18, 7/16, 8/20, 9/17, 10/15, 11/19, 12/17.

There was no meeting for May 2018.

July 1, 2018 Believers in Chris Church of the Living God will be holding a Service/BBQ for public at the Borough Park. There will be free food, games, bounce houses, and music for all the enjoy.

July 4th Celebration at the Borough Park. Fire Works from the Revs Stadium, food, games and more!

XVIII. BUILDINGS AND GROUNDS: GARY BRAHAM

Nothing to report.

XIX. UNFINISHED BUSINESS

Sanitation- Sanitization Committee will hold a meeting to finalize refuse collection.

Zoning proposing a Late Fee for Registration (Tenant Occupied) – looking into what other borough and township charge as a penalty fee for late submissions. No late fee will be charged for the YR 2018. Will address towards end of 2018 for new registration year.

Borough will be out now that its warmer updating the crosswalks on the borough streets/intersections.

Sewer Billing System – went over where we currently are and what the new system will offer.

XX. NEW BUSINESS

Printer Quotes for Sewer Printer and Newer Printer.
3 Quotes received for 60 month lease.
HIG - $259.52, DOCEO - $163.80, Phillips – $229.30
Vivian Amspacher made motion to go with DOCEO. Gary Braham 2nd motion, all agreed.

Handicap Application for 117 E 5th Ave reviewed. Vivian Amspacher motioned to approve after Larry Shroyer reviews area and makes approval. Deb Smith 2nd motion, all agreed.

Chris Kaltreider made motion to donate $50.00 to SpiriTrust Lutheran Home Care and Hospice in lieu of flowers for Larry Shroyer's grandmother who recently passed away. Vivian Amspacher 2nd motion, all agreed.

Borough will try to send a letter out to residence who have issues with their dogs running loose. If residents can get dogs into a confined area and contact the borough, we can contact the animal control specialist to come and handle.

Cameras on Borough Property will have all sounds turned off to follow PA Law.

XXI. PUBLIC COMMENT

Resident just wanted to thank the Northern York County Regional Police Department on there thoroughness of there vacation checks.

Jerry Duncan had a request to allow him to lead a fundraiser to pay for portable/removable speed bumps for North Duke St. starting at the 900 block. Safety of children a concern in this area due to the speed cars use on that roadway. Solicitor Walt Tilley to review. If this is not allowed what can be done to address this issue.

President Rick Shank adjourned the meeting at 7:45pm. Jamie motioned, Bill Jackson 2nd, all agreed.

Minutes submitted by: Brittany Reed

APPROVED – BILL JACKSON MOTIONED, VIVIAN AMSPACHER 2ND – ALL APPROVED.
NORTH YORK BOROUGH MEETING MINUTES
May 8, 2018

I. **CALL TO ORDER**
President Rick Shank called to order the regular meeting of the North York Borough Council at 7:05pm on May 8th, 2018.

II. **EXECUTIVE SESSION**
Nothing to report

III. **PLEDGE**
Led by Mayor Andre Palmer

IV. **ROLL CALL**
President Richard Shank, Vice President Bill Jackson, Jamie Moore, Deb Smith, Chris Kaltreider, Gary Braham, Vivian Amspacher, Mayor Andre Palmer, Solicitor Walt Tilley.

V. **RAIL TRAIL AUTHORITY**
Borough presented the York County Rail Trail Authority with a check per the agreement for $10,000.00.

VI. **APPROVAL OF MINUTES**

APRIL 2018 MINUTES- Vivian Amspacher made motion to accept with correction to her comment, Deb Smith 2nd. All approved

MAY 2018 MINUTES- FOR APPROVAL

VII. **TREASURERS REPORT – RICK SHANK**
Treasurer Sonya Grim read the Monthly Expenses, Pay Roll and Sewer/Refuse Reports for March 2018
Monthly Expenses: $ $21, 655.83 ($7,800.73 SEWER)
Payroll: $13,657.31
Sewer/Refuse: no vendor bills
Vivian Amspacher motioned to approve, Deb Smith 2nd motion, all approved.

VIII. **CORRESPONDENCE: - RICK SHANK**
Nothing to report

IX. **MAYORS REPORT: ANDRE PALMER**
No Report

Mayor spoke to the Northern Regional Police Department about the issue brought to him at March meeting. The police department stated they will investigate the issues and advised if the resident have issues to can't the police department immediately – don't hesitate to call at the time of the issues instead of waiting until Council Mtg to address.

X. **ENGINEERS REPORT: JEFF SPANGLER**
Sewer Contract – still being negotiated with York City.

Street Work – $70,000.00 Budget for Street Repairs
Overlay project approved – Chapel Dr 9th to Olympia
Base Repair projects approved – Albright Ave North of 1st Ave the two large potholes. Reynolds Lane entire south side. E Fifth Ave at Park along edge of the curb. Albright Ave behind 815 N George St. 10th Ave at George St. Court St (curb) at 9th Ave. E Seventh Ave @ Duke St storm pipe crossing. Chapel Dr surrounding manhole.

MS4 Stormwater Permit – Updates have been made to the Borough website Jeff would like to schedule a day of training (Municipal Good Housekeeping) would like Public Works employees, Zoning, and any council members interested. Jeff Spangler to provide available dates.

XI. FIRE CHIEF REPORT: STEVE MILLER

New Reporting System with the state – more detailed information.

13 calls all together for April 2018. 7 calls were for the Borough.

Burn Building Training Drill at the fire school was conducted. Also have one scheduled for Fall 2018.

2 Gas Leak calls, 1 overdose, 1 Legal Recreation Burn, 1 Traffic Control, 1 Cardiac Arrest, and 1 Automatic Fire Alarm – false alarm.

3 New interior fire fighters started in the month of April.

7 of the Liberty Firefighters that were involved with the York City Warehouse Fire will be getting interviewed by NASA.

First BBQ of the season was sold out!!! Next BBQ is in June.

XII. ZONING OFFICER REPORT: LARRY SHROYER

Registration fees received up to date $50,580.00.

Resolution created to remove re-check fee.

Various concerns about code enforcement throughout the borough.

XIII. EMA: CHRIS WILHEIM

Hazardous Litigation Plan for EMA is currently being updated by Chris Wilheim.

Base station for the fire company has been installed. Borough is requesting one for the office. Hand helds will be stored at the Borough Office.

XIV. SOLICITORS REPORT: Walt Tilley, Stock and Leader

Ordinance for parking.

Renew Ordinance for Commercial/Recreation/Trailers Parking within the borough. Bill Jackson made motion, Jamie Moore 2nd. All agreed to allow solicitor to check into this and create new ordinance as he sees fit.

XV. PERSONNEL COMMITTEE: RICK SHANK

Nothing to report.

XVI. PUBLIC WORKS: BILL JACKSON

Nothing to report.

XVII. FINANCE: RICH SHANK

Reviewed bank proposals. Total of 4 banks to review. Decision was made to choose Peoples Bank as the Boroughs new banking partner. Gary Braham motions, Deb Smith 2nd, all approved.

XVIII. RECREATION REPORT: DEB SMITH

Recreation meetings dates 5/21, 6/18, 7/16, 8/20, 9/17, 10/15, 11/19, 12/17.

April BINGO was held – 58 people showed up. Profit of $764.06.

May 15, 2018 BINGO starting at 6:30PM at the Liberty Fire Company. $20.00 Book & $1.00 Single Sheets.

Community Yard Sale- resident can hold on property NO PERMIT FEE needed. June 9th, 2018.

Total Rec Checking $8,353.02

The new Church on East 8th Ave would like to work with the recreation committee to do something at the Borough park (an outside service and then free activities and food to reach out to the community)- More information to come. Also informed the borough that they have a Food Pantry and Clothing Closet every Saturday from 9am – 11am. Donations can also be dropped off that the location.

XIX. BUILDINGS AND GROUNDS: GARY BRAHAM

Nothing to report.

XX. UNFINISHED BUSINESS

Sanitation- Sanitization Committee will hold a meeting to finalize refuse collection.

Purchasing shirts for the borough employees. Shirts have been purchased and are being handed out to the employees who require one.

Zoning proposing a Late Fee for Registration (Tenant Occupied) – looking into what other borough and township charge as a penalty fee for late submissions. No late fee will be charged for the YR 2018. Will address towards end of 2018 for new registration year.

Security Cameras have been purchased and just need installed at the Borough office.

Borough will be out now that its warmer updating the crosswalks on the borough streets/intersections.

A sound system has been donated by Gene Garrod with Garrod Hydraulics. Only need to purchase microphones for the council platform. Vivian Amspacher motioned to spend up to $70.00 on microphones, Deb Smith 2nd, all agreed.

Sewer Billing System – went over where we currently are and what the new system will offer.

XXI. NEW BUSINESS

Fee Schedule Resolution to remove first recheck fee of 35.00. Jamie Moore motioned, Bill Jackson 2nd, all agreed to updated fee schedule.

XXII. PUBLIC COMMENT

Office furniture available at the old YTI building that was recently sold. (WellSpan) per James Murphy.

President Rick Shank adjourned the meeting at 8:26pm.

Minutes submitted by: Brittany Reed

APPROVED – 5/8/2018
NORTH YORK BOROUGH MEETING MINUTES
APRIL 10, 2018

I. **CALL TO ORDER**

President Rick Shank called to order the regular meeting of the North York Borough Council at 7:04pm on April 10, 2018.

II. **EXECUTIVE SESSION**

Bill Jackson motioned, Gary Braham 2nd. All approved to terminate current payroll service.

Bill Jackson motioned, Gary Braham 2nd. For treasurer to take over doing payroll. Roll Call Vote 5 Yes / 2 No. (Vivian Amspacher / Jamie Moore were the 2 No Votes)

Law Suit Agreement – Jamie Moore motioned, Bill Jackson 2nd. All agreed to pay past secretary Norma Hess in the amount of $6,000.00

Discussion to pay Tyler Taylor to open and close bathrooms Saturday and Sunday at the borough park not to exceed $1,400.00. Public works department will be responsible Monday through Friday. Bill Jackson made motion, Gary Braham 2nd. All agreed.

Financial Institutions- changing to get better rates. Finance committee looking into.

III. **PLEDGE**

Led by Mayor Andre Palmer

IV. **ROLL CALL**

President Richard Shank, Vice President Bill Jackson, Jamie Moore, Deb Smith, Chris Kaltreider, Gary Braham, Vivian Amspacher, Mayor Andre Palmer, Solicitor Walt Tilley.

V. **APPROVAL OF MINUTES**

MARCH 2018 MINUTES- Deb Smith made motion to accept, Bill Jackson 2nd. All approved

APRIL 2018 MINUTES- FOR APPROVAL

VI. **TREASURERS REPORT – RICK SHANK**

Treasurer Sonya Grim read the Monthly Expenses, Pay Roll and Sewer/Refuse Reports for March 2018
Monthly Expenses: $ 130,910.02
Payroll: $10,5312.25
Sewer/Refuse: no vendor bills
Vivian Amspacher motioned to approve, Deb Smith 2nd motion, all approved.

VII. **CORRESPONDENCE: - RICK SHANK**

Nothing to report

VIII. **MAYORS REPORT: ANDRE PALMER**

2 drug acts on the 900 blk of N George St
1 drug act on E 5th Ave

1 weapons charge 800 blk N Duke St

Vivian Amspacher stated she has been contacted on several occasions about an adolescent male harassing children. Mayor Andre Palmer to speak to the police about the issue and to see if there can be more cars patrolling the area.

IX. ENGINEERS REPORT: JEFF SPANGLER

Sewer televising – Manchester Township televised the sewer line in West Sixth Avenue before any street restoration by utilities. Video was provided, and no issues were found.

Street Work – Borough will be doing a walk through, report will be available next meeting.

MS4 Stormwater Permit – Will be providing a list of updates to be made to the Borough website. Would like to set up a date for employee training on permit requirements and for any council members who would like additional information.

X. FIRE CHIEF REPORT: BILL JACKSON

11 calls all together for March 2018. 5 calls were for the Borough.

2 fire alarms, 2 med assists, 1 crash.

Training for the month of April is to include two separate opportunities for a Spring Structure Burn Session at the fire school. Also Sunday, April 22nd, 2018 we have the Burn Building rented out at the Fire School for a Training Drill.

First Aid, CPR, and AED will be completed within the next few weeks (about 90% completed but was interrupted by a working fire structure)

April Chicken BBQ was cancelled do to logistics issues with the person who allots their property to use for the BBQ. MAY, JUNE, and AUGUST BBQs are still scheduled.

Ladder trucks have been inspected. Invoice needs submitted

XI. ZONING OFFICER REPORT: LARRY SHROYER

Registration fees received up to date $46,730.00.

Reviewed violation information and zoning officer and secretary will be trying to create a better cheat sheet to help property owners become up to date with issues prior to inspections. Jerry Duncan inquired about the inspections and fees. Bill Jackson made motion and Gary Braham 2nd. All agreed to have Borough Secretary look into Resolution to change recheck fee from $35.00 to no recheck fee until 2nd recheck and to change per units to per structure for recheck for property being inspected. This is to fall back to date of April 10, 2018.

Handicap renewal applications will be sent out to residents within the month.
There are issues with other handicap cars parking in designated parking spaces assigned to residents. Cops can not enforce unless cars are tagged. Vivian Amspacher made motion, Bill Jackson 2nd. All agreed to give permission to solicitor to change the ordinance to have a tag or sticker with a permit # attached to vehicle listed on the handicap application.

Issue was brought up with wires hanging at 7th and Duke St. They look to be cable/dish lines not electrical. Zoning Officer Larry Shroyer will inspect and address accordingly.

XII. EMA: CHRIS WILHEIM

Chris Wilheim stated that Liberty Fire Company is asking for the Borough to allow the following old members be allowed back on Borough Property; K. Herman, R. Raybuck, and K. Hevner. Council will discuss at the next executive meeting with Attorney.

Hazardous Litigation Plan for EMA is currently being updated by Chris Wilheim.

Base station for the fire company has been installed. Borough is requesting one for the office. Hand helds will be stored at the Borough Office.

NIMS class on the 14th, 15th, and 21st has been cancelled due to not enough participants.

Class in MD FEMA building to renew EMA certificates. Borough office needs a copy of the application to submit.

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

Nothing to report.

XIV. PERSONNEL COMMITTEE: RICK SHANK

Nothing to report.

XV. PUBLIC WORKS: BILL JACKSON

Also have some community service taking place in the borough cleaning sidewalks of debris. The community service members have already cleaned up the bank along the Codorus.

Ongoing training for Mike Laugerman.

Bank on the walk way on the path side of Willis Run to be mulched.

XVI. FINANCE: RICH SHANK

Nothing to report.

XVII. RECREATION REPORT: DEB SMITH

Recreation meetings dates 1/22, 2/19, 3/19, 4/16, 5/21, 6/18, 7/16, 8/20, 9/17, 10/15, 11/19, 12/17.

Easter Egg Hunt was held on March 31, 2018 @ 11am at the Borough Park. Refreshments were sold.

April 13th, CASH BINGO @ the Liberty Fire Hall. $20.00 Ticket

Beginning Budget $16,900.00 Earmarked Rail Trail $10,000.00
Total Rec Checking $6,900.00.

XVIII. BUILDINGS AND GROUNDS: RICK SHANK

Nothing to report.

XIX. UNFINISHED BUSINESS

Sanitation- Sanitization Committee will hold a meeting to finalize refuse collection.

Bill Jackson made comment there are 3 intersections within the Borough that are Dangerous and needs attention.

6th Ave and Queen St as well as North Queen St & Meade –Incidents were provided by NYCRPD and will be completed by TRG

Purchasing shirts for the borough employees. Public works, zoning officer. Currently the borough employees do not have any shirts and would be nice for the public to be able to identify who they are by having Borough attire on. Brittany Reed to make badges for employees until we find out about the purchasing of shirts. Option for council to purchase for a certain price if they want to. – Bill Jackson to handle the labeling of the shirts.

Zoning proposing a Late Fee for Registration (Tenant Occupied) – looking into what other borough and township charge as a penalty fee for late submissions. No late fee will be charged for the YR 2018. Will address towards end of 2018 for new registration year.

Vivian Amspacher mentioned about a Security Camera at the main entrance to the Borough Office. This was tabled due to high pricing. Jamie Moore and Bill Jackson are looking into options through Sams Club. Vivian Amspacher motioned, Deb 2nd, all agreed to give up to $1,000.00 to purchase equipment.

XX. NEW BUSINESS

Box Factory tractor trailers parking on the curb. Owner was advised and will address issue with the tractor trailer company and the driver of the tractor trailer. If damage does occur it need needs documented. Also, the street sweeping sign needs to be reinstalled was taken down because trucks kept hitting it.

Elizabeth Eisenhart (resident) inquired about the crosswalk improvements. With the safety improvements that PENNDOT is looking to do it will upgrade intersections and crosswalks from 2nd Ave to 11th Ave in the borough. Descriptive plans are available for review. Some improvements could cost Borough large amount of money, but we may be able to get grants to help incur the costs.

Borough will be out now that its warmer updating the crosswalks on the borough streets/intersections.
Hand outs were given with information on the I-83 roundabout. Flyers are available in the Borough office.

Nuisance Properties- codes enforcement/zoning officer will check the ordinance and address if applicable.

Bill Jackson made motion, Gary Braham 2nd. All agreed to change Sigsbee Ave and 8th Ave into a snow access route that would require no parking on south side of each street during snow/ice events.

Emergency Routes Ordinance – Issues in new book. Jamie Moore looking into.

High visibility jacket is need for the one public works member that is also on Council. (Gary Braham). Bill Jackson would like to purchase the jacket at Gemmill on the clearance rack. Vivian Amspacher made motion, Jamie 2nd, all agreed excluding Gary Braham. (Gary Braham did not participate in vote)

Bill Jackson asked that we bring back Petty Cash for Recreation and General Fund. Petty Cash will be kept a the borrow office and will be maintained only by Borough Secretary. Recreation $150.00. Will be reconciled weekly and monthly by treasurer. Bill Jackson made motion, Jamie Moore 2nd. All agreed.

NO SMOKING POLICY – There is to be no smoking in all borough vehicles/buildings owned by North York Borough except for in designated smoking areas.

Sewer Program, Borough would like to bring the sewer invoicing/billing inhouse – 3 quotes were provided. Vivian Amspacher made motion, Jamie 2nd motion and all agreed to use Freedom Systems with online payments. All purchases for this will be paid out of the Sewer Fund.

Sound System – 3 quotes were provided. Bill Jackson to work with Doug Moore and Jerry Duncan to see what will best fit what we need.

Renew Ordinance for Commercial/Recreation/Trailers Parking within the borough. Bill Jackson made motion, Jamie Moore 2nd. All agreed to allow solicitor to check into this and create new ordinance as he sees fit.

XXI. PUBLIC COMMENT

Neighbor issues explained the process, contact police if you feel it is harassment. Issues with mail being put in mailbox by other than post office carrier, informed resident to contact the post office to report.

President Rick Shank adjourned the meeting at 9:35pm.

Minutes submitted by: Brittany Reed
Minutes approved by:

APPROVED
NORTH YORK BOROUGH MEETING MINUTES
MARCH 13, 2018

I. CALL TO ORDER

President Rick Shank called to order the regular meeting of the North York Borough Council at 7:15pm on March 13, 2018.

II. EXECUTIVE SESSION

a. Personnel

III. PLEDGE

Led by Mayor Andre Palmer

IV. ROLL CALL

President Richard Shank, Vice President Bill Jackson, Jamie Moore, Deb Smith, Chris Kaltreider, Gary Braham, Vivian Amspacher, Mayor Andre Palmer, Solicitor Walt Tilly.

V. APPROVAL OF MINUTES

FEBRUARY 2018 MINUTES- Bill made motion to accept, Gary 2nd motion. All approved.

MARCH 2018 MINUTES- FOR APPROVAL

VI. TREASURERS REPORT – RICK SHANK

President Rick Shank read the Monthly Expenses, Pay Roll and Sewer/Refuse Reports for February 2018

Monthly Expenses: $ 34,997.73
Payroll: $2,189.01
Sewer/Refuse: $38,648.83
Vivian Amspacher motioned to approve, Jamie Moore 2nd motion, all approved.

VII. CORRESPONDENCE: - RICK SHANK

Donations for the York County Quick Response Team (YCQRT). Borough agreed to donate $200.00. Bill Jackson made motion, Deb Smith 2nd. Bill Jackson is also donating $50.00 out of pocket.

VIII. ENGINEERS REPORT :

Chapter 94 Report – Report was completed and sent to the City of York on March 1, 2018. A copy of the report is located in the borough office.

MS4 Stormwater Permit – Provided information for inclusion in newsletter. Will be providing a list of updates to be made to the borough website.

Street Work 2018 - Borough determined what street work they would like to have bid this year. Council will be out in the next couple weeks to do road checks.

Vivian Amspacher asked if we can look at the sewer lines in North York Borough as the Gas and Water Company are upgrading their lines and maybe have the sewer lines repaired as they are digging up the roadways for the other repairs. This will save the Borough from having to come back in and dig the roads

back up after they are paved by the utilities. All members agree to contact the engineer to find out what needs done to get the process started. – Meeting March 20, 2018. Issues will be addressed during walk through of borough.

IX. MAYOR REPORT : ANDRE PALMER

Reported on the overdoses within the Borough and the use and availability of NARCAN.

X. FIRE CHIEF REPORT : BILL JACKSON

8 calls total for the month of February 2018. 5 were within North York Borough
1 Alarm system activation- no fire, 1 Medical Assist, 1 Motor Vehicle Accident with injuries, 1 Gas leak, 1 Smoke detector activation due to malfunction, 1 passenger vehicle fire, 2 dispatched and cancelled in route.

13 S 300 Training @ YC911 those who do not take the course that day will be sent to a 2-day training.

XI. ZONING OFFICER REPORT: LARRY SHROYER

Inspections are starting to take place for rental properties within the borough.

Collected a total of $45,520.00 in registration and inspection fees so far for the year 2018.

XII. EMA: CHRIS WILHEIM

EMA base radio – there is one in Larry's Office.

Hazardous Litigation Plan for EMA- ours needs updated.

Bill Jackson and Chris Wilheim will be getting together to set up community service clean up along the creek.

XIII. **SOLICITORS REPORT:** Walt Tilly, Stock and Leader

New Solicitor –.Gary made motion to approve Walt as the new Solicitor for North York Borough, Bill 2nd motion, all were in favor. APPROVED

XIV. PERSONNEL COMMITTEE: RICK SHANK

New Treasurer – Sonya Grim; Bill Jackson made motion to approve Sonya as new Treasurer of North York Borough, Gary Braham 2nd motion.
Roll Call Vote done- 5 Yes / 2 No
APPROVED

XV. PUBLIC WORKS : BILL JACKSON

Rick, Gary, Bill removed tree and picked up trash along the bank behind borough office.

Also have some community service taking place in the borough cleaning sidewalks of debris.

Ongoing training for Mike Laugerman

XVI. FINANCE : RICH SHANK

A spread sheet will be created with the CD's and monthly amounts to be able to continue to remain transparent as possible to the public.

XVII. RECREATION REPORT: DEB SMITH

Recreation meetings dates 1/22, 2/19, 3/19, 4/16, 5/21, 6/18, 7/16, 8/20, 9/17, 10/15, 11/19, 12/17.

Easter Egg Hunt is scheduled for March 31, 2018 @ 11am at the Borough Park.

April 13th, 2018 American Doll Bingo @ the Liberty Fire Hall.

Beginning Budget 16,900.00 Earmarked Rail Trail $10,000.00
Total Rec Checking $6,900.00.

XVIII. BUILDINGS AND GROUNDS: RICK SHANK

Borough chose ESI for the security system. Security system is up and running.

Painted Borough Office

XIX. UNFINISHED BUSINESS

4YR Law Suit Cost -

2014- $37,537.54, 2015 - $16,009.70, 2016 – $44,981.25, 2017 – $55,312.05

Sanitation- Chris Kaltreider stated that an advertisement to bid is to be sent out. There was a question from the public if we can rent a second recycle receptacle for residents if they want due to the current ones being filled up if you have a larger family. When the bid is sent out this will be included in the bid. The borough office used to have a large recycle container on the property, but it had to be removed because it didn't meet state guidelines.

Bill Jackson mentioned free Wi-Fi at the park. Disagreement on how that should be handled arose from both council members and public. Looking into the other options for the Wi-Fi, possibly just having Wi-Fi at the garage for the cameras with a locked password to access the Wi-Fi. Current system for the security camera is up to date but is not easily accessible. With having them on WIFI they can be viewed easier. Council will investigate options.

Purchase of Apple iPad for SQUARE to allow residence to pay bills with a credit card. Bill Jackson motioned was made to spend up to $75.00 for square. Deb Smith 2nd motion. All Approved.

Bill Jackson made comment there are 3 intersections within the township that are Dangerous and needs attention.

6th Ave and Queen St – There is no stop sign heading East/West. Would like to make it a four way stop. Originally thought that a traffic study was needed to be done by PENNDOT but looking into this because it was stated that you only need a traffic study done if it's a township road connecting to a state road.

North Queen St & Meade – requesting a 4 way stop sign. Again, looking into seeing if a traffic study need done.

BILL JACKSON MADE MOTION TO APPROVE TRG PROPOSAL FOR STOP SIGNS, GARY 2ND MOTION, ALL WERE IN FAVOR.

Requesting an R turn only sign be placed at the intersection of Dewey and George St. Public works to go out and speak with the residents on the block to see if they want the R turn only. – HAVE TO WORK WITH PENNDOT SINCE TOWNSHIP ROAD ENTERS ONTO A STATE ROAD.

Purchasing shirts for the borough employees. Public works, zoning officer. Currently the borough employees do not have any shirts and would be nice for the public to be able to identify who they are by having Borough attire on. Brittany Reed to make badges for employees until we find out about the purchasing of shirts. Option for council to purchase for a certain price if they want to. – DJ Abbott to check with the girl who does the attire for the fire company.

XX. NEW BUSINESS

Borough presented David Steidler with an Youth Appreciation Award for his dedication to North York Borough, he helped a local resident during a snow storm as well as always makes sure kids feel welcomed in the borough.

Zoning proposing a Late Fee for Registration (Tenant Occupied) – looking into what other borough and township charge as a penalty fee for late submissions.

Vivian Amspacher mentioned about a Security Camera at the main entrance to the Borough Office. (checking into 3 quotes for cameras/security)

XXI. PUBLIC COMMENT

1200blk of N Duke Street and the sewer issue. Parties met after borough meeting. Information has been pasted onto our insurance carrier.

Hedges growing into alley way from private properties. Zoning officer has been notified and issues will be checked and addressed as needed.

Issues with abandoned property on N. Duke St. Zoning/Codes been notified and issue will be checked and addressed as needed. Vandalization of private properties- CALL THE POLICE!!!!

President Rick Shank adjourned the meeting at 8:46pm. Jamie Moore made the motion, Deb Smith 2nd motion, meeting adjourned.

Minutes submitted by: Brittany Reed
Minutes approved by:

Approved 3/13/2018
NORTH YORK BOROUGH MEETING MINUTES
FEBRUARY 13, 2018

I. CALL TO ORDER
President Rick Shank called to order the regular meeting of the North York Borough Council at 7:08pm on February 13, 2018.

II. EXECUTIVE SESSION
a. Personnel

III. PLEDGE
Led by Mayor Andre Palmer

IV. ROLL CALL
President Richard Shank, Vice President Bill Jackson, Jamie Moore, Deb Smith, Chris Kaltreider, Gary Braham, Vivian Amspacher, Mayor Andre Palmer, Solicitor John Elliot. ALL PRESENT

V. APPROVAL OF MINUTES
a. JANUARY 2018 MINUTES – Jamie Moore made motion to accept, Bill Jackson seconded, motion to passed to accept January's minutes with the correction to Vivian "declining interest" the Right to Know Committee.

b. FEBRUARY 2018 MINUTES-

VI. TREASURERS REPORT – RICK SHANK
President Rick Shank read the Monthly Expenses, Pay Roll and Sewer/Refuse Reports for January 2018
a. Monthly Expenses : $ 144,475.35
b. Payroll : $2,862.06
c. Sewer/Refuse : $1,119.46

(i) Inquiry from public whether or not Northern Regional Police first quarter was paid. Answer is Yes.
(ii) Inquiry from public on the amount of $438.45 being paid to Councilman Gary Braham. It was explained that it was for a purchase to repair the furnace that was not working. Gary purchased part for furnace.

VII. CORRESPONDENCE : - RICK SHANK
Nothing new to report.

VIII. ENGINEERS REPORT :
a. Manhole at Duke St & 9th Ave. – work was completed on February 1, 2018 by Clearview Excavation Inc. – Invoice for $1,100.00 Jamie Moore motioned to approved, Gary Braham seconded, motion passed to pay invoice.
b. Chapter 94 Report – currently working on compiling the information and preparing the report for sewer flows and other sewer related data for North York Borough to submit to the City of York for their preparation of the Chapter 94 Municipal Waste load Management Report for the City of York Wastewater Treatment Plant. Once completed, council president will sign and will be forwarded to the City by the beginning of March 2018.

c. Vivian Amspacher asked if we can look at the sewer lines in North York Borough as the Gas and Water Company are upgrading their lines and maybe have the sewer lines repaired as they are digging up the roadways for the other repairs. This will save the Borough from having to come back in and dig the roads back up after they are paved by the utilities. All members agree to contact the engineer to find out what needs done to get the process started.

IX. MAYOR REPORT :

a. Nothing to report

X. FIRE CHIEF REPORT : BILL JACKSON

a. 15 calls total for the month of January 2018. 9 were within North York Borough
2 trash/rubbish fire (both were in the trash dumpster in front of the fire house),
1 smoke detector, 1 motor vehicle accident, 3 false alarms, 1 medical assist, and 1 gas leak.

b. Hazmat Refreshers have all been completed. Members spent January and first two weeks of February getting this completed. Training for February will consist of their Yearly First Aid/CPR/AED and Blood Borne Pathogens. Various other trainings have been set up for firefighters and line officers. Firefighters are obtaining certifications which could help in obtaining more grant money in the future. Also Fire Officer Certification will be done which is a national certification. Also have purchased a separate subscription to Bucks County Community College – in obtaining this we are provided this with no cost for the trainings. Along which securing several dates with the York County Fire School Facilities to ensure the fire department is well trained.

c. There will be a meeting for fundraisers Friday February 16, 2018. Fire Chief plans on having 4 chicken BBQ's for the 2018 year. First Saturday of April, May, June, and August. And in addition to the Toy Bingo, the department is hoping to branch out and attempt new things to raise funds.

XI. ZONING OFFICER REPORT : LARRY SHROYER

a. 272 tenant occupied/owner registration forms were sent out the first week of February 2018. Forms and fees are due end of the month of February 2018.

b. 25 Inspection forms sent out first week of February. Property Inspections will start around the second week of March 2018.

c. Gary Braham asked if Larry and Brittany can create some type of checklist for landlords to help with the inspection process. List major issues or minor issues. Once checklist is completed we will put it on the North York Borough website for public access.

d. Public inquired about the current code inspection process especially with vacant/run down homes. Larry Shroyer explained how the borough will be handling. If there is a complaint customer is to come into the Borough Office or call and make a formal complaint. Once complaint is received at borough office Larry will go out and check the property/issue, if there is a violation a letter will be sent out that day informing the property owner of the issues and owner is then given a set amount of time per codes to correct, Larry will then go out the day that that issue was to be completed, if issue is address there will be no further action. If there is still an issue then a fine will be sent to the owner.

e. If the property is abandoned of foreclosed a letter will be sent to the bank. If there is no response from the bank and issues hasn't been address we will have our public works go out and take care of the issue if

possible. The bank will then be charged for the Boroughs man hours/materials/etc. Solicitor John Elliot said that yes, we are able to bill them.

XII. EMA : CHRIS WILHEIM

a. Course to help report damages is now available. The course covers the basic responsibilities for the reporting of damages by the Municipal Emergency Management Coordinators after a disaster occurs. The instruction will cover the collection and reporting of damages to homes, apartments, rental units, as well as damages to infrastructure such as roads, bridges, culverts, etc. The Impact Statement will also be explained. Forms that can be used to collect the damage information are also provided. Training will be at the 911 Center located at 120 Davies Dr. (off Concord Rd) dates for the classes are March 7, 2018 from 9:00am-11:00am and/or March 9, 2018 from 9:00am-11:00am. Just need to provide Chris with a head count on how many will want to attend the training.

b. FEMA has a large amount of training material that we can use on their website for those who are unable to attend outside trainings.

c. Hazardous Litigation Plan for EMA- ours needs updated.

XIII. SOLICITORS REPORT : JOHN ELLIOT

a. Nothing to report

XIV. PERSONNEL COMMITTEE: RICK SHANK

a. Resolution No. 2018 appointing zoning hearing board members Nancy Brunk and Angela Ramsay for the term of three (3) years in accordance with the section 903 of the Pennsylvania Municipalities Planning Code. Jamie Moore motioned to pass, Gary Braham seconded, all agreed.

XV. PUBLIC WORKS : BILL JACKSON

a. All equipment is except for the Gator is all up and running. Gator continues to eat tires- will be replacing tires.

XVI. FINANCE : RICH SHANK

a. A spread sheet will be created with the CD's and monthly amounts to be able to continue to remain transparent as possible to the public.

b. There are no other CD's than the two on the spreadsheet.

XVII. RECERATION REPORT : BILL JACKSON

a. Recreation meetings dates 1/22, 2/19, 3/19, 4/16, 5/21, 6/18, 7/16, 8/20, 9/17, 10/15, 11/19, 12/17.

b. Following events for the park Easter Egg Hunt, July 4th, National Night Out – August 7, Halloween at the Park – October 27, and the Christmas Party either December 9 or 16.

c. Some ideas to raise money were an old fashion block party. Currently N Duke does this they are looking to expand it to the entire length of N Duke not just the one block. American Doll Bingo in April and Breakfast with the Easter Bunny if anything other ideas arise please let the recreation committee know.

d. Beginning Budget 16,900.00 Earmarked Rail Trail $10,000.00
Total Rec Checking $6,900.00.

XVIII. BUILDINGS AND GROUNDS: RICK SHANK

a. Borough is looking to update its security system and fire protection. The current alarm system is not functional and hasn't been for a while. Three (3) bids were received for a new alarm system and quotes were provided. All 3 companies came in a looked at the property the following are the quotes that were provided

(i) Gettle - $10,877.00 CHOICE - $9,597.00 ESI - $8,606.00
All 3 companies charge a $27.00per/month fee.

b. All council members were in favor and agreed to use ESI for the alarm system company.

XIX. UNFINISHED BUSINESS

a. Jerry Duncan asked if we talked about the profit and loss budget overview

b. President Rick Shank brought up Jerry Duncan questioning the lawsuit and total amounts to date and when does it stop. HE then directed him to the section in the profit loss report where it was listed. Stating we the council will do what is in the best interest of the borough. We have a meeting with the lawyer and will fill you in next month. Vivian Amspacher stated the amount is roughly the same as what is has been over the course of the proceedings.

XX. NEW BUSINESS

a. Manchester Township Salt and Anti-skid agreement. The township will maintain a record of the number of truck loads supplied during the winter maintenance season. It is agreed that the average tonnage per truck load is 9,500 or 4.75 tons. The cost of the material will be calculated based on the most current cost of materials purchased by Manchester Twp. Vivian Amspacher made motion to pass agreement, Bill Jackson seconded. All agreed.

b. Grants- ANY and ALL grants will be pursued by the Borough to improve the Borough.

c. Sanitation- Chris Kaltreider stated that an advertisement to bid is to be sent out. There was a question from the public if we are able to rent a second recycle receptacle for residents if they want due to the current ones being filled up if you have a larger family. When the bid is sent out this will be included in the bid. The borough office used to have a large recycle container on the property but it had to be removed because it didn't meet state guidelines.

d. Quote for IT Security – Received quote from TREYSTA a Technology Management Company that offers IT security services that include software updates, website control, 24/7 IT support with remote access capability. This service also offers a firewall which is needed to keep outside sources out of our software systems. This service will also give each person their own account to log into for access, making it easy to identify issues. Bill Jackson motioned to purchase services through TREYSTA, Jamie Moore seconded. All members were in agreement.

e. Bill Jackson mentioned free Wi-Fi at the park. Disagreement on how that should be handled arose from both council members and public. Looking into the other options for the Wi-Fi, possibly just having Wi-Fi at the garage for the cameras with a locked password to access the Wi-Fi. Current system for the security

camera is up to date but is not easily accessible. With having them on WIFI they can be viewed easier. Council will look into options.

f. Purchase of Apple IPad for SQUARE to allow residence to pay bills with a credit card. Jamie Moore is looking to see if she has any extra equipment that will save us having to purchase the IPad and SQUARE device. Purchase amount for IPad $299.00, 2Yr Service Plan $79.00, and Square Stand for IPad $169.95.

g. All fuel cards and all cell phone service plans purchased for or used by council members have been cancelled. Bill station made motion to cancel. Deb Smith seconded. All agreed to cancel.

h. Bill Jackson made comment there are 3 intersections within the township that are Dangerous and needs attention. Jamie Moore motioned to go ahead with looking into 4 ways stops. Bill Jackson seconded.

   (i) 6th Ave and Queen St – There is no stop sign heading East/West. Would like to make it a four way stop. Originally thought that a traffic study was needed to be done by PENNDOT, but looking into this because it was stated that you only need a traffic study done if it's a township road connecting to a state road.
   (ii) North Queen St & Meade – requesting a 4 way stop sign. Again looking into seeing if a traffic study need done.
   (iii) Requesting an R turn only sign be placed at the intersection of Dewey and George St. Public works to go out and speak with the residents on the block to see if they want the R turn only.

i. Purchasing shirts for the borough employees. Public works, zoning officer. Currently the borough employees do not have any shirts and would be nice for the public to be able to identify who they are by having Borough attire on. Brittany Reed to make badges for employees until we find out about the purchasing of shirts. Option for council to purchase for a certain price if they want to.

XXI. PUBLIC COMMENT

a. 1200blk of N Duke Street and the sewer issue. Both parties' attorneys are involved and now handling. Any issues or concerns need to be address with the attorneys.

President Rick Shank adjourned the meeting at 8:47pm. Jamie Moore made the motion, Bill Jackson seconded, meeting adjourned.

Minutes submitted by: Brittany Reed
Minutes approved by:

DRAFT COPY
NORTH YORK BOROUGH MEETING MINUTES
FEBRUARY 13, 2018

I. CALL TO ORDER

President Rick Shank called to order the regular meeting of the North York Borough Council at 7:08pm on February 13, 2018.

II. EXECUTIVE SESSION

a. Personnel

III. PLEDGE

Led by Mayor Andre Palmer

IV. ROLL CALL

President Richard Shank, Vice President Bill Jackson, Jamie Moore, Deb Smith, Chris Kaltreider, Gary Braham, Vivian Amspacher, Mayor Andre Palmer, Solicitor John Elliot. ALL PRESENT

V. APPROVAL OF MINUTES

a. JANUARY 2018 MINUTES – Jamie Moore made motion to accept, Bill Jackson seconded, motion to passed to accept January's minutes with the correction to Vivian "declining interest" the Right to Know Committee.

b. FEBRUARY 2018 MINUTES-

VI. TREASURERS REPORT – RICK SHANK

President Rick Shank read the Monthly Expenses, Pay Roll and Sewer/Refuse Reports for January 2018

a. Monthly Expenses : $ 144,475.35
b. Payroll : $2,862.06
c. Sewer/Refuse : $1,119.46

(i) Inquiry from public whether or not Northern Regional Police first quarter was paid. Answer is Yes.

(ii) Inquiry from public on the amount of $438.45 being paid to Councilman Gary Braham. It was explained that it was for a purchase to repair the furnace that was not working. Gary purchased part for furnace.

VII. CORRESPONDENCE : - RICK SHANK

Nothing new to report.

VIII. ENGINEERS REPORT :

a. Manhole at Duke St & 9th Ave. – work was completed on February 1, 2018 by Clearview Excavation Inc. – Invoice for $1,100.00 Jamie Moore motioned to approved, Gary Braham seconded, motion passed to pay invoice.
b. Chapter 94 Report – currently working on compiling the information and preparing the report for sewer flows and other sewer related data for North York Borough to submit to the City of York for their preparation of the Chapter 94 Municipal Waste load Management Report for the City of York Wastewater Treatment Plant. Once completed, council president will sign and will be forwarded to the City by the beginning of March 2018.

c. Vivian Amspacher asked if we can look at the sewer lines in North York Borough as the Gas and Water Company are upgrading their lines and maybe have the sewer lines repaired as they are digging up the roadways for the other repairs. This will save the Borough from having to come back in and dig the roads back up after they are paved by the utilities. All members agree to contact the engineer to find out what needs done to get the process started.

IX. MAYOR REPORT :

a. Nothing to report

X. FIRE CHIEF REPORT : BILL JACKSON

a. 15 calls total for the month of January 2018. 9 were within North York Borough
2 trash/rubbish fire (both were in the trash dumpster in front of the fire house),
1 smoke detector, 1 motor vehicle accident, 3 false alarms, 1 medical assist, and 1 gas leak.

b. Hazmat Refreshers have all been completed. Members spent January and first two weeks of February getting this completed. Training for February will consist of their Yearly First Aid/CPR/AED and Blood Borne Pathogens. Various other trainings have been set up for firefighters and line officers. Firefighters are obtaining certifications which could help in obtaining more grant money in the future. Also Fire Officer Certification will be done which is a national certification. Also have purchased a separate subscription to Bucks County Community College – in obtaining this we are provided this with no cost for the trainings. Along which securing several dates with the York County Fire School Facilities to ensure the fire department is well trained.

c. There will be a meeting for fundraisers Friday February 16, 2018. Fire Chief plans on having 4 chicken BBQ's for the 2018 year. First Saturday of April, May, June, and August. And in addition to the Toy Bingo, the department is hoping to branch out and attempt new things to raise funds.

XI. ZONING OFFICER REPORT : LARRY SHROYER

a. 272 tenant occupied/owner registration forms were sent out the first week of February 2018. Forms and fees are due end of the month of February 2018.

b. 25 Inspection forms sent out first week of February. Property Inspections will start around the second week of March 2018.

c. Gary Braham asked if Larry and Brittany can create some type of checklist for landlords to help with the inspection process. List major issues or minor issues. Once checklist is completed we will put it on the North York Borough website for public access.

d. Public inquired about the current code inspection process especially with vacant/run down homes. Larry Shroyer explained how the borough will be handling. If there is a complaint customer is to come into the Borough Office or call and make a formal complaint. Once complaint is received at borough office Larry will go out and check the property/issue, if there is a violation a letter will be sent out that day informing the property owner of the issues and owner is then given a set amount of time per codes to correct, Larry will then go out the day that that issue was to be completed, if issue is address there will be no further action. If there is still an issue then a fine will be sent to the owner.

e. If the property is abandoned of foreclosed a letter will be sent to the bank. If there is no response from the bank and issues hasn't been address we will have our public works go out and take care of the issue if

possible. The bank will then be charged for the Boroughs man hours/materials/etc. Solicitor John Elliot said that yes, we are able to bill them.

XII. EMA : CHRIS WILHEIM

a. Course to help report damages is now available. The course covers the basic responsibilities for the reporting of damages by the Municipal Emergency Management Coordinators after a disaster occurs. The instruction will cover the collection and reporting of damages to homes, apartments, rental units, as well as damages to infrastructure such as roads, bridges, culverts, etc. The Impact Statement will also be explained. Forms that can be used to collect the damage information are also provided. Training will be at the 911 Center located at 120 Davies Dr. (off Concord Rd) dates for the classes are March 7, 2018 from 9:00am-11:00am and/or March 9, 2018 from 9:00am-11:00am. Just need to provide Chris with a head count on how many will want to attend the training.

b. FEMA has a large amount of training material that we can use on their website for those who are unable to attend outside trainings.

c. Hazardous Litigation Plan for EMA- ours needs updated.

XIII. SOLICITORS REPORT : JOHN ELLIOT

a. Nothing to report

XIV. PERSONNEL COMMITTEE: RICK SHANK

a. Resolution No. 2018 appointing zoning hearing board members Nancy Brunk and Angela Ramsay for the term of three (3) years in accordance with the section 903 of the Pennsylvania Municipalities Planning Code. Jamie Moore motioned to pass, Gary Braham seconded, all agreed.

XV. PUBLIC WORKS : BILL JACKSON

a. All equipment is except for the Gator is all up and running. Gator continues to eat tires- will be replacing tires.

XVI. FINANCE : RICH SHANK

a. A spread sheet will be created with the CD's and monthly amounts to be able to continue to remain transparent as possible to the public.

b. There are no other CD's than the two on the spreadsheet.

XVII. RECERATION REPORT : BILL JACKSON

a. Recreation meetings dates 1/22, 2/19, 3/19, 4/16, 5/21, 6/18, 7/16, 8/20, 9/17, 10/15, 11/19, 12/17.

b. Following events for the park Easter Egg Hunt, July 4th, National Night Out – August 7, Halloween at the Park – October 27, and the Christmas Party either December 9 or 16.

c. Some ideas to raise money were an old fashion block party. Currently N Duke does this they are looking to expand it to the entire length of N Duke not just the one block. American Doll Bingo in April and Breakfast with the Easter Bunny if anything other ideas arise please let the recreation committee know.

d. Beginning Budget 16,900.00 Earmarked Rail Trail $10,000.00
Total Rec Checking $6,900.00.

XVIII. BUILDINGS AND GROUNDS: RICK SHANK

a. Borough is looking to update its security system and fire protection. The current alarm system is not functional and hasn't been for a while. Three (3) bids were received for a new alarm system and quotes were provided. All 3 companies came in a looked at the property the following are the quotes that were provided

(i) Gettle - $10,877.00 CHOICE - $9,597.00 ESI - $8,606.00
All 3 companies charge a $27.00per/month fee.

b. All council members were in favor and agreed to use ESI for the alarm system company.

XIX. UNFINISHED BUSINESS

a. Jerry Duncan asked if we talked about the profit and loss budget overview

b. President Rick Shank brought up Jerry Duncan questioning the lawsuit and total amounts to date and when does it stop. HE then directed him to the section in the profit loss report where it was listed. Stating we the council will do what is in the best interest of the borough. We have a meeting with the lawyer and will fill you in next month. Vivian Amspacher stated the amount is roughly the same as what is has been over the course of the proceedings.

XX. NEW BUSINESS

a. Manchester Township Salt and Anti-skid agreement. The township will maintain a record of the number of truck loads supplied during the winter maintenance season. It is agreed that the average tonnage per truck load is 9,500 or 4.75 tons. The cost of the material will be calculated based on the most current cost of materials purchased by Manchester Twp. Vivian Amspacher made motion to pass agreement, Bill Jackson seconded. All agreed.

b. Grants- ANY and ALL grants will be pursued by the Borough to improve the Borough.

c. Sanitation- Chris Kaltreider stated that an advertisement to bid is to be sent out. There was a question from the public if we are able to rent a second recycle receptacle for residents if they want due to the current ones being filled up if you have a larger family. When the bid is sent out this will be included in the bid. The borough office used to have a large recycle container on the property but it had to be removed because it didn't meet state guidelines.

d. Quote for IT Security – Received quote from TREYSTA a Technology Management Company that offers IT security services that include software updates, website control, 24/7 IT support with remote access capability. This service also offers a firewall which is needed to keep outside sources out of our software systems. This service will also give each person their own account to log into for access, making it easy to identify issues. Bill Jackson motioned to purchase services through TREYSTA, Jamie Moore seconded. All members were in agreement.

e. Bill Jackson mentioned free Wi-Fi at the park. Disagreement on how that should be handled arose from both council members and public. Looking into the other options for the Wi-Fi, possibly just having Wi-Fi at the garage for the cameras with a locked password to access the Wi-Fi. Current system for the security

camera is up to date but is not easily accessible. With having them on WIFI they can be viewed easier. Council will look into options.

f. Purchase of Apple IPad for SQUARE to allow residence to pay bills with a credit card. Jamie Moore is looking to see if she has any extra equipment that will save us having to purchase the IPad and SQUARE device. Purchase amount for IPad $299.00, 2Yr Service Plan $79.00, and Square Stand for IPad $169.95.

g. All fuel cards and all cell phone service plans purchased for or used by council members have been cancelled. Bill station made motion to cancel. Deb Smith seconded. All agreed to cancel.

h. Bill Jackson made comment there are 3 intersections within the township that are Dangerous and needs attention. Jamie Moore motioned to go ahead with looking into 4 ways stops. Bill Jackson seconded.

   (i) 6th Ave and Queen St – There is no stop sign heading East/West. Would like to make it a four way stop. Originally thought that a traffic study was needed to be done by PENNDOT, but looking into this because it was stated that you only need a traffic study done if it's a township road connecting to a state road.
   (ii) North Queen St & Meade – requesting a 4 way stop sign. Again looking into seeing if a traffic study need done.
   (iii) Requesting an R turn only sign be placed at the intersection of Dewey and George St. Public works to go out and speak with the residents on the block to see if they want the R turn only.

i. Purchasing shirts for the borough employees. Public works, zoning officer. Currently the borough employees do not have any shirts and would be nice for the public to be able to identify who they are by having Borough attire on. Brittany Reed to make badges for employees until we find out about the purchasing of shirts. Option for council to purchase for a certain price if they want to.

XXI. PUBLIC COMMENT

a. 1200blk of N Duke Street and the sewer issue. Both parties' attorneys are involved and now handling. Any issues or concerns need to be address with the attorneys.

President Rick Shank adjourned the meeting at 8:47pm. Jamie Moore made the motion, Bill Jackson seconded, meeting adjourned.

Minutes submitted by: Brittany Reed
Minutes approved by:

North York Borough
Meeting Minutes

January 9th, 2018

I. Call to order

President Rick Shank called to order the regular meeting of the North York Borough Council at 7:01 pm on January 9, 2108.

II. Executive Session

Discussion: Committees, Lawsuit and Personnel.

III. Pledge:

Led by Mayor Andre Palmer

IV. Roll Call

President Richard Shank, Vice President Bill Jackson, Jamie Moore, Deb Smith, Chris Kaltreider, Gary Braham, Vivian Amspacher Mayor Andre Palmer, Solicitor John Elliott. **All Present**

V. Appointment of Committees

President Richard Shank announced the new committees and those who would be filling them.

a) Preceding the announcement Mayor Andre Palmer swore in every committee member as a group.

VI. Approval of Minutes

a) *December 2017 Minutes:*
Deb Smith made motion to accept, Gary Braham seconded, motion passed to accept Decembers minutes.

b) *January 2018 Minutes:*
Vivian Amspacher asked that the minutes be corrected to reflect the proper sequence of the meeting and her statement regarding Right To Know Committee. When asked if she would like to be on it her response was "No, I am not interested. Not that she had declined it out right. Bill Jackson makes motion to accept January 2, 2018 minutes with corrections, Chris Kaltreider seconded, motion passed.

VII. Treasurers Report: Rick Shank

President Rick Shank read the Monthly Expenses, Pay Roll and Sewer/ Refuse Reports for December 2017.

a) Payroll: $11,432.23

b) Monthly Expenses: $33,767.93

c) Sewer/ Refuse: $74,550.33

(i) Gary Braham asked what the $10,000 paid to Liberty Fire Co. was for. Bill Jackson explained that is was for two quarters worth of receipts submitted by the Fire Company.

(ii) Gary Braham asked what the Pinnacle Health and Wellspan OCC expenses were for. After some discussion it was discovered to be for DOT testing and one employee being seen by their own physician for the DOT.

(iii) President Rick Shank relayed to Council and Residents that we will be providing monthly updates on the investments.

VIII. Correspondence: President Rick Shank

a) Received noticed on Public Official and Employee Ethics Act, stating anyone that hasn't completed the form needs to do so as soon as possible. Also anyone going out of office needs to file one as well.

IX. Engineers Report: Jeff Spangler

a) Intermunicipal Sewer agreement refresher, there has been no movement on it and they're not sure with the new administration, they may want to look at it again. The only issue outstanding is the term of the new agreement, the City wants to have a lengthen of 20 year and after would need renegotiated, and if not renege within 3 years they want to charge a 5% and after another 3 years it goes to 10%.

b) Gary Braham ask when our contract ends. Jeff explained its from 1976 which doesn't have an expiration date but they'd like to update it due to changes and age of the agreement

c) MS4 Storm water permit: Jeff Spangler would like to come in and meet with the secretary and a council person to update the website

d) Street Work: There is a completion report and yearend report that needs to be done for Liquid Fuels. Jeff called Josh Kopp from Penndot and he offered to come in and help get the reports done so we can get the money for this coming year.

e) Update on Approval for replacing the ring on Duke and 9th. Due to weather they haven't been able to get the work done.

X. Mayors Report: Mayor Andre Palmer

a) There was a vehicle theft on December 16th, three juveniles arrested.

b) A total of $69,600.96 owed to the Boro from Northern Regional for the DUI Disbursement. The money was disbursed incorrectly throughout. It being brought to you to decide how you want to recoup the money

(1) President Rick Shank stated that there had been talk through the Townships Assoc. of York County are pushing to go through the insurance Co and demand their errors and omissions to recoup the money.

(2) Jerry Duncan stated the Police Commissions attorney thought they would be exempt from errors and omissions. What was suggested is we have our solicitor look into it.

(3) The Mayor will get more information as it becomes available so we can make an informed decision

XI. Fire Chief Report: Bill Jackson

a) There were 5 call in the month of December. 1 Ill. Building, 1 ER medical response, 1 Good Intent, 2 fires

b) 158 total calls for the year of 2017

c) $17,000 in total loss for the dept. in 2017

XII. EMA: Bill Jackson

a) EMA received new radios at no cost.

XIII. Solicitors Report: John Elliott

a) Nothing to report.

XIV. Personnel Committee: President Rick Shank

a) Nothing to report other then having meeting in the next few days to fix our personnel issues.

XV. Public Works: Bill Jackson

a) Reported that the dump truck is fixed. There was an issue with previous work that had been done improperly and they are looking to recoup the cost from the person/persons who fixed it the first time.

b) Receipt from United Refrigeration payable to Gary Braham in the amount of $107.39 for a part to repair garage heater.

c) $19.10 to Lowes for replacing pipes that burst during inclimate weather at garage.

d) P.H. Distributors for fittings and clamps. No total amount provided at that time

e) Douglas Repair: $4,087.07 for spreader on dump truck.

f) Motion to accept and pay outstanding bills made by Deb Smith, Seconded by Vivian Amspacher, motion passed.

XVI. Finance: Rick Shank

a) We will continue to remain transparent and provide information on the CD's.

XVII. Buildings and Grounds: Gary Braham

a) Heater is fixed.

b) Nothing to report other then what Bill Jackson covered in his report with the dump truck and spreader.

XVIII. Unfinished Business:

a) Jerry Duncan asked if we talked about the profit and loss budget over view.

b) President Rick Shank brought up Jerry Duncan questioning the lawsuit and total amounts to date and when does it stop. He then directed him to the section in the

profit and loss report where it was listed. Stating we the council will do what is in the best interest of the borough. We have a meeting with the lawyer and will fill you in next month. Vivian Amspacher stated the amount is roughly the same as what it has been over the course of the proceedings.

c) President Rick Shank questioned the reasoning behind codifications being listed under LAW on the profit and loss overview. John Elliott responded that it falls under a legal aspect but its not fees.

XIX. New Business:

a) Nothing new

XX. Public Comment

a) Bill Jackson mentioned there is water in the fridge and coffee in the lobby for residents.

President Rick Shank adjourned the meeting at 7:39pm. Bill Jackson made motion, Deb Smith with the second, meeting adjourned.

Minutes submitted by: Jamie Moore

Minutes approved by: