

**Abbottstown Borough Council Meeting
December 15, 2016**

Meeting was called to order in the Council Room at 7:03 p.m. by Council President Dennis Posey.

COUNCIL ROLL CALL: Laura Baker, Dennis Posey, Dale Reichert, April Trivitt, Daniel Watkins.

Also in Attendance: Mayor Craig Peterson; Chad Clabaugh, Engineer; Guy Beneventano, Solicitor

VISITORS - none

PLEDGE OF ALLEGIANCE

ANNOUNCEMENT

An Executive Session was held on December 15, 2016 from 6:30 - 7:00 to discuss a pending legal matter.

PUBLIC COMMENT - none

APPROVAL OF MINUTES:

Motion made by Daniel Watkins to accept the minutes of November 17, 2016; 2nd by April Trivitt; Motion carried, 5 Ayes

REPORTS:

TREASURER:

- Profit /Loss Statements; Bank Acct Statements

Motion made by Dale Reichert to accept the Treasurer's Report for November, 2016; 2nd by April Trivitt; Motion carried, 5 Ayes

- Approval to Pay Bills

Motion made by April Trivitt to approve paying the bills; 2nd by Daniel Watkins; Motion carried, 5 Ayes

ABBOTTSTOWN PARADISE JOINT SEWER AUTHORITY – April Trivitt

The November 22nd monthly report, September 27th minutes and 2017 meeting schedule were presented.

ADAMS COUNTY BOROUGH ASSOCIATION – Dennis Posey

Information from the November meeting was presented.

ADAMS COUNTY COUNCIL OF GOVERNMENTS – Craig Peterson

The 2017 dues will be waived for all members.

COMMITTEES:

Adams County Tax Collection Committee – no report

Finance and Budget – no report

Parks and Recreation –

- Chad reported that there may be money available from C.S. Davidson for park renovations.
- Renovating the large ball field into a different sports venue – tabled

Personnel –

Job performance reviews for two part-time employees – tabled

Sidewalk & Street Committee – next meeting January 12th at 5:30

- Clinton Alley Project – There may be a grave site in the right-of-way; Dale will check with the Adams County Historical Society to see if they have any information. If the plans need to change to accommodate this site, there will be an increase in the engineering and construction costs. Chad should have base mapping and some preliminary designs ready for the January committee meeting.
- Street Ordinance – no report

CODE ENFORCEMENT

Building Permit Report – November 2016 report

Codes Enforcement Report – November 2016 report

It was recommended to have Andrew Merkel attend a Council meeting to discuss changes Council may want to make to the permit process.

EAST BERLIN AREA COMMUNITY CENTER – Craig Peterson – no report

ENGINEER – Chad Clabaugh

Northwest Quad – Chad received a notice from PENNDOT stating the HOP for the work done at the Northwest corner of the square is scheduled for expiration on March 1, 2017. Chad has already begun work to close the permit. He has done the inspection and took pictures.

Motion made by Daniel Watkins to authorize the Borough Engineer to finish the correspondence with PENNDOT; 2nd by Dale Reichert; Motion carried, 5 Ayes.

Park Survey – Research shows that one of the parcels recently surveyed at one time belonged to the Abbottstown Borough School District (currently Conewago School District). Guy will prepare paperwork to correct and work with the school district's solicitor.

MAYOR – Craig Peterson

Craig recommends a newsletter be sent out again to inform residents about regulations and the newsletter.

Motion made by Dennis Posey to create a newsletter, to be reviewed by Council and sent out to the residents; Motion carried, 5 Ayes.

PENNSYLVANIA STATE ASSOCIATION OF BOROUGHES – April Trivitt

PENNSYLVANIA STATE POLICE – November 2016 report

SECRETARY – Loreen Greer – November 2016 report

UNITED HOOK AND LADDER COMPANY #33 – November 2016 report
Dennis will submit the report from Annual Meeting to be filed at the borough office.

YORK ADAMS TAX BUREAU – Craig Peterson – no report

CORRESPONDENCE:

OLD BUSINESS:

Appraisal of Borough Owned Properties – Decision on sale of properties – Tabled until February 16th meeting.

Trash Collection 2018 Contract – April – no report

Recognition of Past Donations – Laura – plaque to display names
Laura will submit designs for Council to review at the January 19th meeting.

Keystone Historical Marker – installation
Dennis plans to install the post in spring.

Electric Rate Comparisons – Craig – no report

MS4 – waiver request

C. S. Davidson is submitting the initial paperwork for the waiver request.

Rental Property Ordinance – Guy

Guy has submitted a sample of Rental Property Ordinance from Palmyra. He suggests if Council moves forward to work with Land & Sea Services. Dale said that when the subject come up in a prior council, landlords came out in force to object to the idea. Currently landlords complete an annual registration. Tabled until January 19th meeting.

Code Enforcement Process – flow chart for dealing with code enforcement issues

Motion made by Dale Reichert to adopt the flow chart as written going from resident's complaint to Borough Office to the Mayor to the Zoning Officer and Code Enforcement Office and then when it leaves them it goes to the Mayor and the resident. And then the Borough Office will be copied on all documents and correspondence to be filed in the appropriate property file; 2nd by Daniel Watkins; Motion carried 4 Ayes, 1 Nay April Trivitt

NEW BUSINESS:

Ratify B B & T Bank Account Closings –

The funds went to the ACNB General Fund account.

Motion made by April Trivitt to ratify the closing of BB&T General Fund checking account, account number ending 1638; 2nd by Daniel Watkins; Motion carried, 5 Ayes

The fund went to the ACNB Liquid Fuels Fund account.

Motion made by Dale Reichert to ratify the closing of BB&T Liquid Fuels Fund checking account, account number ending 0393; 2nd by Daniel Watkins; Motion carried, 5 Ayes

Police Coverage – Dan –
Information on referendum was presented. Dan will meet with New Oxford Council President

Trunk or Treat – April and Loreen – Development of a program for 2017 – no report

2017 General Fund Budget

Motion made by April Trivitt to adopt the 2017 General Fund Budget as advertised; 2nd by Laura Baker; Motion carried, 5 ayes

2017 Liquid Fuels Fund Budget

Motion made by April Trivitt to adopt the 2017 Liquid Fuels Fund Budget as advertised; 2nd by Laura Baker; Motion carried, 5 ayes

Ordinance 2016-03 2017 Tax Rates

Motion made by Laura Baker to adopt Ordinance 2016-03 Tax Rates; 2nd by April Trivitt; Motion carried, 5 Ayes

Ordinance 2016-04 Fire Tax

Motion made by Laura Baker to adopt Ordinance 2016-04 Fire Tax; 2nd by April Trivitt; Motion carried, 5 Ayes

PA 1 Call Proclamation – no action at this time

COUNCIL COMMENTS:

Councilor Laura Baker – none

Secretary Loreen Greer – none

Mayor Craig Peterson – none

Council Vice President Dale Reichert

The 2016 General Fund Budget allows for a \$100,000 payment on the bond principal.

Motion made by Dale Reichert to pay \$100,000 on the bond principal out of the 2016 General Fund budget; 2nd by Laura Carson; Motion carried, 5 Ayes

Dan feels money could be spent on part-time police coverage and or code enforcement officer.

Councilor April Trivitt

An ordinance book is missing.

Councilor Daniel Watkins – none

Council President Dennis Posey – none

PUBLIC COMMENT – none

Adjourned to Executive Session at 9:10 p.m.

ANNOUNCEMENTS

Next council meeting is January 4, 2017 at 7:00 p.m.

Submitted,

Loreen Greer, Secretary – Treasurer