

# Abbottstown Borough Council Meeting June 21, 2018

**CALL TO ORDER:** 7:00 p.m.

**ROLL CALL:**

Laura Baker, Dennis Posey, Dale Reichert, Daniel Watkins, April Trivitt.  
Also in attendance: Mayor Duane Watson; Engineer Chad Clabaugh;  
Administrator/Secretary/Treasurer, David W. Bolton, Solicitor Tim Shultis.

**PLEDGE OF ALLEGIANCE** – led by Boy Scout Nathan Maysilles.

**ANNOUNCEMENTS:** -- An Executive Session was held at 6:30 pm on June 21<sup>st</sup> to discuss Personnel matters.

**OLD BUSINESS:** *Motion made by Laura Baker to accept the resignation of Guy Beneventano as Borough Solicitor; 2<sup>nd</sup> by Dan Watkins; Motion carried, 5 Ayes.*

**GUESTS:** Nathan and Kelli Maysilles, 204 W. King Street

**PUBLIC COMMENT:** None

**APPROVAL OF MINUTES:** *Motion made by Dale Reichert to accept the minutes of May 17<sup>th</sup>, 2018; 2<sup>nd</sup> by Dan Watkins; Motion carried, 5 Ayes.*

**REPORTS:**

**TREASURER:** Council reviewed the financial documents and prepared bills; Mr. Bolton answered questions concerning specifics. A bank audit was also presented, which was thoroughly reviewed by Mrs. Trivitt.

*Motion made by April Trivitt to accept the Treasurer's Report thru May 31, 2018; 2<sup>nd</sup> by Dan Watkins; Motion carried, 5 Ayes.*

*Motion made by April Trivitt to approve paying the bills as presented; 2<sup>nd</sup> by Dale Reichert; Motion carried, 5 Ayes.*

**ADMINISTRATOR** – David W. Bolton updated Council on the following activity:

- Borough received unexpected income from YATB for Excess Operating Funds in the amount of \$735.94.
- PA DEP approval for E-cycling event held last month.
- Letters sent to new property owners welcoming them (from RE transfers).
- Travelers President bond for April Trivitt from 2014 (never cancelled); savings

of \$500 to 2018 budget and a refund coming of \$500 for 2017 (cannot go back further).

- FEMA Community Coordination Outreach for changes to Floodplains in Adams County; meeting Monday, June 25<sup>th</sup>; Abbottstown NOT affected by changes per Mike Baker with FEMA.
- PEMA; new State Training Officer Kimberly McBride; teleconferences held on June 6<sup>th</sup> (access codes kept ringing busy); notified agency.
- Comcast; Kristen Ritchey and VP of Gov't Outreach working on new agreement to include PEG language, to be completed soon (votes from last meeting).
- Adams County Tax Services; named Deputy Tax Collector for Brandy Harman; to collect Aug 22<sup>nd</sup> thru 24<sup>th</sup> while on vacation; County bonded; during office hours.
- Approval for office hours for Brandy Harman; Aug 29<sup>th</sup> 3-6pm, Aug 30<sup>th</sup> 9am-1pm, Aug 31<sup>st</sup> 1-4pm (no vote, voice approval). However, Solicitor Shultis comments that the Council should consider charging Mrs. Harman for the rental of the space, as she is compensated for tax collection is to provide her own space, and using the borough building could be construed as additional "in kind" compensation. VP Reichert stated she can use it for the last collection of this year, and Council will determine actions going forward.
- Resident outreach for Stormwater project; Lucie Cleary, others, comments were given to Council.
- PA Dept of Revenue; W-2/1099 filing changes for 2018.
- Smith Elliot Kearns & Co.; Free seminar for local governments on Financial best practices, audit prep, software utilization, etc. Thurs, Aug. 2<sup>nd</sup> from 7:30am-Noon (voice approval).
- New Cameras; Law Security (Westminster Fire), cost for new surveillance. To view pavilion, \$1,806. To view ballfields/dugouts, \$3,571. Total for both, \$5,377. Lower res; higher res available at a higher cost. Take action or find other quotes? Council directly Mr. Bolton to look for other options.
- HA Thomson/AmTrust North America; Commitment to Injury Prevention and Claims Management declaration and Workers Comp Application for policy effective 11/30/18 executed with Pres. Posey.
- Solicitor Tim Shultis; Letter of Legal Services & Fees for 2018.
- South Mountain Partnership; one day conference in November at Shippensburg University to discuss trails and non-motorized transportation development. Survey available at <https://www.surveymonkey.com/r/PPSG9TP> asap.
- COG Collaborative Committee; Stormwater issues, building permits, glass recycling in future (June 26<sup>th</sup>).
- Community Media and Ray Gouker thank Abbottstown Council for taking the lead and setting the example with funding options.
- Financial Analysis requested from Pres. Posey (graph in binder).
- New electricity provider; previous bills averaged \$758 (3 monthly invoices); this month with new provider - \$602. Savings of 21% per month.
- Financial improvement implementation YTD; savings of \$14K, carry over into next year's budget prep; still working on bridge repair costs with County Engineer on ACTPO TIP for 2019-2022.

- PSAB Voting Delegate report; in binders.
- One Right-To-Know and 7 Yard Sale Permits issued since last meeting.
- Working with Mr. Graham to identify code violations; coordinate efforts.

**ENGINEER** – Chad Clabaugh: Updated Council on Storm sewer project.

***Motion to authorize AFP #1 for the 2018 Stormwater Improvements project for \$3,703.77 to E.K. Services, Inc. (LF approved) made by Laura Baker; 2<sup>nd</sup> by April Trivitt; Motion passed, 5 Ayes.***

Chad spoke with Bob Sharrar about the soft costs covered by the developer of the Residences home project for storm sewer tie in (as pipes are currently of poor quality). He suggested future inter-municipal cooperation on the infrastructure improvements for the share of costs resulting after the required coverage by developers. Street Committee should meet to discuss surface treatments for next year. Meeting will be held July 12<sup>th</sup> at 5:30 pm at the Borough Building.

**SOLICITOR** – Mr. Shultis gave a brief overview of the timeline for the Moore case. He explained that Mr. Moore has not paid any of the judgement, as offered in good faith to the Borough, and that his attorney was not able to reach him for several weeks. The time for appeal of the case has passed and Mr. Moore is currently in contempt. Mr. Shultis and Mr. Jim Graham, Borough Code Enforcement Officer, gave their opinions on the matter and made suggestions to Council as to future actions.

***Motion to authorize Mr. Graham to pursue Administrative Search Warrant on the Moore property and to authorize Mr. Shultis to use that information to file for Civil Contempt in the case made by Dennis Posey; 2<sup>nd</sup> by Dan Watkins; Motion passed, 5 Ayes.***

### **COMMITTEES and ORGANIZATIONS:**

Abbottstown-Paradise Joint Sewer Authority – Minutes from last meeting presented.

Adams County Boroughs Assoc. – Minutes and materials from meeting on Mon, May 21<sup>st</sup>.

Adams County Council of Governments – David W. Bolton gave update on involvements.

Parks and Recreation – Laura Baker updated Council on the trees/shrubs around Center Square that need to be removed (overgrown) and replaced. She also states there is a problem with ants and traps need to be set out, as they are digging up the sand under the pavers. She would also like to move the planters to the edge of the pavilions at the end of the season to help the plants get more rainwater. Boy Scout Nathan Maysilles (in attendance) volunteers to water the borough planters as community service credit for his merit badges. She would also like to see Austin Brown and Hunter Weaver (locals) recognized for their efforts in shoveling sidewalks for the

dis/unabled last winter. She also had plans for the wetlands at the property on Kinneman Road through a no-cost program with the Adams County Conservation District, but on further discussion, Council does not want to pursue anything on the property and would like to see the developers of the Residences take over the property.

Pennsylvania State Association of Boroughs – Mr. Bolton updated Council on the events at the PSAB Annual Conference, where Councilors Trivitt and Reichert were awarded the Leberknight Award for 10+ years of service to the Borough.

Sidewalks & Streets Committee – Will meet July 12<sup>th</sup> at 5:30 pm to review 5 year plan.

**CORRESPONDENCE:** Several in Binder, to include:

**CODE ENFORCEMENT/ZONING OFFICER:**

- Building Permit/Inspection Report – May 2018 report
- Codes Enforcement Report – May 2018 report
- Enforcement Strategy/Discussions included in Binder
- Mr. Graham was in attendance and updated Council on the challenges being faced with Code Enforcement, including updates on the store property on the square, junk cars in the borough and the Lillich property that was condemned.

**PENNSYLVANIA STATE POLICE:**

- May 2018 report

**UNITED HOOK AND LADDER COMPANY #33:**

- May 2018 report

**ADAMS REGIONAL EMS:**

- May 2018 report

**OLD BUSINESS:** Mr. Bolton discussed options for street sweeping with Council. He was directed to contact New Oxford Borough to determine how they address the issue and report back with suggestions at the next meeting.

**NEW BUSINESS:** President Posey announced that, during their Executive Session, Council reviewed the performance of Mr. Bolton in his various roles for the Borough and would like to increase his compensation to \$20 per hour (25-30 hours per week), beginning the next pay.

***Motion to approve increase in pay of Mr. Bolton to \$20 per hour made by Dennis Posey; 2<sup>nd</sup> by Dan Watkins; Motion passed, 5 Ayes.***

**PUBLIC COMMENT** – None

**FOR THE GOOD OF THE ORDER:**

- Councilor Laura Baker – Nothing further.
- Councilor April Trivitt – Nothing Further.
- Councilor Daniel Watkins – Explained to Council about missing parking signs in the Borough, prompting others to park in those areas. Mr. Bolton was directed to have new signs put up, as well as replace a stop sign on Pleasant Street. He also asked about the current parking ordinances and the need for parking tickets in the Borough. Mr. Graham discussed a few points and it was decided that Mr. Bolton and Mr. Graham will work together gathering information on the parking ordinances.
- Administrator David Bolton – Articles needed for Newsletter ASAP, as the release date for the newsletter is being held up for lack of material. Mr. Bolton called PennDOT about the crosswalks at the square when the paving is done for the bridge project; north and south will be included, but east and west were part of another project and cannot be added at this time. He will look into getting new crosswalk lines (adhesive) from Gemmill once the paving is completed.
- Mayor Duane Watson – Nothing further.
- Council Vice President Dale Reichert –Nothing further.
- Council President Dennis Posey – Nothing further.

**RECESS:** Executive Session called by Mr. Bolton for Personnel Matters at 8:38 pm.  
Council reconvened at 8:43 pm.

**ANNOUNCEMENTS** – Next Council meeting is July 19<sup>th</sup>, 2018 at 7:00 p.m.

***Motion made by Dan Watkins to adjourn at 8:44 pm; 2<sup>nd</sup> by Laura Baker; Motion approved, 5 Ayes.***