

# Abbottstown Borough Council Meeting

## October 18, 2018 7 PM

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

**ROLL CALL:** Laura Baker, Dale Reichert, April Trivitt, Daniel Watkins, Dennis Posey (attending by Telecommunication Device after Council vote).

Also in attendance: Mayor Duane Watson; Solicitor, Tim Shultis.

Excused Absences were Administrator/Secretary/Treasurer, David Bolton, MBA, CBO; Engineer, Chad Clabaugh.

**PLEDGE OF ALLEGIANCE:** Led by Vice-President Dale Reichert

**NEW BUSINESS:** Resolution 2018-10, Allow Participation and Voting by Telecommunication Device. ***Motion made by Dan Watkins to adopt Res. 2018-10; 2<sup>nd</sup> by Laura Baker; Motion carried, 4 Ayes.***

**ANNOUNCEMENTS:** President Posey will be contacted by cell and put on speaker.

**GUESTS:** Walter C. Baker, Jr., 389 S. Queen Street  
PFC Mulder, Eastern Adams Regional Police  
Chief Staab, Eastern Adams Regional Police  
Officer Hess, Eastern Adams Regional Police  
Pat Markosian, UCC  
Margaret Wise, Pastor of UCC

**PUBLIC COMMENT:** Chief Staab of Eastern Adams Regional Police gave a presentation on the costs for Regional Police Coverage in the borough for 2019. Vice-President Reichert thanked the Chief for the information.

Pastor Margaret Wise of UCC (formerly with Zwingli for 14 years in East Berlin) offers to be involved in community efforts (share-a-book mini-library on square, cooperative improvements, projects, etc).

**APPROVAL OF MINUTES:** ***Motion made by Laura Baker to accept the minutes of September 20, 2018; 2<sup>nd</sup> by Dan Watkins; Motion carried, 5 Ayes.***

***Motion made by Dan Watkins to accept the minutes of October 4, 2018; 2<sup>nd</sup> by Dennis Posey; 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 through September 30, 2018; 2<sup>nd</sup> by Laura Baker; Motion carried, 5 Ayes.***

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

**ADMINISTRATOR** – David Bolton, MBA, CBO submitted reports and recommendations for action on the following activity:

- ⇒ Snow Plow RFPs: 4 contractors were contacted (McCoy's Snow Plowing, K&C Lawn, A C Lawn Care and Beaver Trucking). A C Lawn Care did not respond, other three received packets. Only Beaver Trucking has returned their completed paperwork. Beaver Trucking proposal is set at same costs as last year. All necessary Certificates of Liability have been received and confirmed with Issuer. Contract draft included.

***Motion to accept RFP from Beaver Trucking and award contract for snow plow services through 2019 calendar year to R. L. Beaver Trucking, LLC. made by Laura Baker; 2<sup>nd</sup> by April Trivitt; Motion carried, 5 Ayes.***

- ⇒ Codification Proposal: General Code has forwarded an agreement to finish codification, produce Code books and maintain online Code database. Total cost is \$8,600 (includes 5 bound Code books, 1<sup>st</sup> year of online database maintenance, inclusion of proposed Fireworks Ordinance should it be adopted). 2019 Budget should increase line item 407.450 by \$695 for Code database maintenance fee for 2020.

Funding: 2018 Budget: Administrative adjust to line item 404.310 (Solicitor) from \$30K to \$21,400 (currently \$17,418); transfer \$8,600 to line item 405.450 (Contracted Services) from \$300 to \$8,900 (currently \$291.50) to cover cost of codification.

***Motion to accept proposal and enter into agreement with General Code for codification services as presented made by April Trivitt; 2<sup>nd</sup> by Laura Baker; Motion carried, 5 Ayes.***

***Motion to authorize administrative adjustment as presented to fund codification services agreement in current 2018 General Fund budget made by Dennis Posey; 2<sup>nd</sup> by Dan Watkins; Motion carried, 5 Ayes.***

Council to direct Mr. Bolton on the following:

Color of Code Book binders: Black  
Color of Lettering: Silver  
Borough Seal embossed on front and spine: Yes

- ⇒ Waste Connections: 2019 Price Adjustment for increase in recycling costs (\$15 per ton or \$13,698 increase; \$2.40 per year per customer). Lee Zimmerman, District Manager, would like Council's permission to increase rate for 2019 by \$.60 per quarterly bill (this option is listed in our Waste Hauling agreement, page B-9, paragraph 18; attached).

***Motion to allow Waste Connections to adjust 2019 quarterly bills by \$.60 for recycling costs as presented made by April Trivitt; 2<sup>nd</sup> by Laura Baker; Motion carried, 5 Ayes.***

- ⇒ Adams Economic Alliance: Request for Abbottstown Borough to join as Municipal Partner in 2019; \$200 investment.

***Motion to not join Adams Economic Alliance in 2019 made by April Trivitt; 2<sup>nd</sup> by Laura Baker; Motion carried, 5 Ayes.***

- ⇒ Letter was sent to Tax Collector Brandy Harman concerning 2019 collection location.
- ⇒ Requests from Adams Co Office for Aging and Survivors, Inc for 2019 funding.
- ⇒ Request from EBACC for Winter Newsletter content (free 3.75" x 5" ad).
- ⇒ Center Square estimates: accepted by Insurer, authorized by President Posey; work will begin week of October 22, 2018.
- ⇒ Comcast: Kristen Ritchey spoke with VP Lisa Birmingham; they have rejected our request for .75% PEG fee; again offered \$.10 per bill. Kristen will speak with her VP again to see if they will meet in middle at .5% PEG fee. Will update Council.
- ⇒ 3<sup>rd</sup> Quarter taxes and UC payments due Oct 31<sup>st</sup> completed.
- ⇒ E-cycling event; coordinating date for fourth event with Cumberland and Straban Townships for December. East Berlin has joined our group; looking to hold there.
- ⇒ PSAB Leadership Conference: Report will be presented at the next meeting.
- ⇒ Borough Newsletter, Winter Edition. Need articles/direction for content ASAP.
- ⇒ 2019 Liquid Fuels Estimated Allocation from PennDOT: \$34,929.27
- ⇒ Six RFPs for Engineering have been sent out; will present results at next meeting.

**SOLICITOR** – Tim Shultis -- Updates on the Moore Case: On Sept 21, court ordered inspection with Mr. James Graham. Many vehicles removed, about 7 left pending further information. Moore claims these vehicles are collectable for parts. Moore has until November 21<sup>st</sup> to comply. Other code violations were noticed (abandoned pool, deck in disrepair, Uhaul truck converted into a shed with set-back violations). Mr. Shultis has a Motion for Contempt prepared from last meeting for signature and filing. Current judgement can execute against the property for payment. Mr. Shultis requests a title search to execute on the property. Cost will be \$75.

***Motion made by Dennis Posey to file title search on the property in preparation of executing for payment on judgement; 2<sup>nd</sup> by Laura Baker; Motion carried, 5 Ayes.***

-- Proposed Fireworks Ordinance: Mr. Shultis has consulted with other municipal solicitors and has presented a final version for review. One change was made by Council

concerning consumer fireworks time limits (6 am start time changed to 9 am). Ordinance was duly advertised in the Gettysburg Times on September 22, 2018 and has been posted to the borough website since that time. A copy has been available in the Borough Office lobby since that date, also.

***Motion made by Laura Baker to adopt Ordinance 2018-01 (Fireworks); 2<sup>nd</sup> by Dennis Posey; Motion carried, 4 Ayes, 1 Nay (Dan Watkins).***

--Mr. Shultis is working on the Developer's Agreement for Kinneman Road and presented some preliminary estimates on the costs per municipality towards the project. He will also produce a "Conflict of Interest" Consent form for Berwick and Abbottstown since he currently represents both.

**CODE ENFORCEMENT** –

-- Mr. Graham provided reports on individual enforcements.

**COMMITTEES and ORGANIZATIONS:**

**Finance and Budget** – Budget Workshop advertised Nov 1<sup>st</sup> at 7 pm.

***Motion to cancel Budget Workshop for Nov 1<sup>st</sup>, 2018 made by Dennis Posey; 2<sup>nd</sup> by Dan Watkins; Motion carried, 5 Ayes***

**Parks and Recreation** – Mr. Shultis has reviewed the agreement proposal with Neil Strategy Group to establish non-profit for Rec Park and Square. Agreement will take effect November 1, 2018 and last for one year.

***Motion to ratify proposal and sign agreements with Neil Strategy Group to form non-profit for Rec Park and Center Square made by April Trivitt; 2<sup>nd</sup> by Dan Watkins; Motion carried, 5 Ayes.***

**PA State Assoc. of Boroughs** – Mr. Bolton attended the PSAB Board of Directors meeting and Leadership Conference October 12-14, 2018.

**Personnel Committee** – Annual Performance Review for Mr. Bolton was tabled until such time that Council can obtain more information about his current compensation as well as his daily duties for the borough, and to get compensation information from other municipalities for similar positions and duties.

**CORRESPONDENCE** – Reports were available in binder from Code Enforcement, PSP, United Hook & Ladder, Adams Regional EMS.

**PUBLIC COMMENT** – Pat Markosian attests to Pastor Wise’s skills in the community.

**FOR THE GOOD OF THE ORDER:**

- Councilor Laura Baker – A logo and name for the park non-profit will need to be suggested to move forward with public correspondence.
- Councilor April Trivitt – There is an alley behind her house that is a borough right-of-way and there is need for maintenance.
- Councilor Daniel Watkins – Example of parking tickets from Newport Borough was presented. Council would like to amend the parking and other ordinances if possible prior to codification.
- Mayor Duane Watson – Nothing further.
- Council Vice President Dale Reichert – Nothing further.
- Council President Dennis Posey – Nothing further.

**ANNOUNCEMENTS** – Next Council meeting is November 15<sup>th</sup> at 7 pm.

***Motion made by Daniel Watkins to adjourn at 8:00 pm; 2<sup>nd</sup> by April Trivitt; Motion approved, 5 Ayes.***