

**Abbottstown Borough Council Meeting  
August 18, 2016**

Meeting was called to order in the Council Room at 7:05 p.m. by Council President Dennis Posey.

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

Also in Attendance: Mayor Craig Peterson; Guy Beneventano, Solicitor; Chad Clabaugh, Engineer; Loreen Greer, Secretary/Treasurer

**VISITORS**

Joyce Hoffman, Abbottstown; Delores Simmons, Abbottstown

**PLEDGE OF ALLEGIANCE**

**ANNOUNCEMENT**

- An Executive Session was held on August 18, 2016 from 6:40 – 7:03 to obtain legal advice on pending legal matters.

**PUBLIC COMMENT**

- Joyce Hoffman reported her neighbor at 122 Sunrise Drive is collecting junk on the property and she would like someone from the Borough to check on the problem. She has spoken to the trailer park manager and has photos she will send to the office.
- Delores Simmons reported on the same issue.

Information will be sent to Land & Sea Services and the Zoning Officer for investigations. Follow up correspondence will be sent to both the trailer park manager and the owner of the trailer.

**APPROVAL OF MINUTES:**

***Motion made by Daniel Watkins to accept the minutes of July 21, 2016; 2<sup>nd</sup> by Laura Carson; Motion carried, 5 Ayes***

**REPORTS:**

**TREASURER:**

- Profit /Loss Statements; Bank Acct Statements  
***Motion made by April Trivitt to accept the Treasurer's Report for July, 2016; 2<sup>nd</sup> by Daniel Watkins; Motion carried, 5 Ayes***
- Approval to Pay Bills  
***Motion made by April Trivitt to approve paying the bills as amended; 2<sup>nd</sup> by Laura Carson; Motion carried, 5 Ayes***

ABBOTTSTOWN PARADISE JOINT SEWER AUTHORITY – April Trivitt – May minutes presented.

ADAMS COUNTY BOROUGH ASSOCIATION – Dennis Posey – Next meeting is September.

ADAMS COUNTY COUNCIL OF GOVERNMENTS – Craig Peterson – no report

## COMMITTEES:

- Adams County Tax Collection Committee – no report
- Finance and Budget – Meeting is scheduled for September 1<sup>st</sup> at 7pm.
- Parks and Recreation

Electric in Broadcast Booth – Dennis said electric will be hooked up for the spring of 2017.

NW Corner Survey Pin – Chad reported an estimate of less than \$1,000 to set the NW pin and approximately \$3,500 to \$4,000 to survey both park properties. Pins will be set flush with the ground and one on each property will be set in concrete. The 2017 landscaping contract should have a stipulation added that they must keep the pins cleared.

***Motion made by Laura Carson to have C. S. Davidson survey and set pins on both park properties; 2<sup>nd</sup> by Daniel Watkins; Motion carried, 5 Ayes***

Insurance Certificate Requirement – Laura will review the current Park Rental form and update it as needed.

Fee Waiver Request by Bulldogs Baseball Club – Laura spoke to Melissa Moseley and explained that no work would be done on the field in 2017.

***Motion made by Laura Carson to waive the rental fee for the Bulldogs Baseball Club; 2<sup>nd</sup> by Dale Reichert; Motion carried, 5 Ayes***

Small Ball Field – Matt baker is still planning to do the work on the field to allow it to be used by different age groups. He received \$1,000 from L & M Tires to cover the work and do some renovations to the scoreboard.

***Motion made by April Trivitt to allow Matt Baker to do the requested renovation to the small baseball field; 2<sup>nd</sup> by Daniel Watkins; Motion carried, 5 Ayes***

Large Ball Field – Laura said that no work is being planned on the field for 2017. She got an estimate of \$20,000 for the work to be done. Dennis said he would rather see that money go towards the playground.

Playground – Laura has plans for moving the playground farther west between the pavilion and the small baseball field. She has an estimate of \$50,000 for this work. There is a grant from DCNR that may contribute \$20,000 and she is going to go to local businesses to see if she can find additional money.

- Personnel  
Employee Reviews – April would like to see reviews done now because they are overdue. Dennis would like to wait until November or December, after the 2017 budget preparations.
- Sidewalk & Street Committee  
August 11, 2016 draft committee meeting minutes were not available.

Clinton Alley Ponding – Committee members went out to look at the problem after the committee meeting on 8/11/16. Chad requested Matt Stough, Adams County Conservation District, treat the water to control any mosquitos. Clinton Alley is scheduled for work in 2017 on the 5 year plan with an estimate of \$12,000. Chad will work on getting the estimate closer to the actual. There is a water curb box in the middle of the pond. Chad contacted The York Water Company and asked them to check for leaks.

2016 Roadway Improvement Project – Chad reported that the paving has been completed, there has been one report from a resident that the work done at their driveway has left a significant difference between the level of the driveway and the road. There has not been an application for payment submitted yet.

2016 Stormwater Improvement Project – Chad reported that the work is finished and the final walkthrough was done. April asked if there would be any retainage and Chad said that there is no retainage, but there is a bond that is in force for one year.

***Motion made by Daniel Watkins to approve application for payment by Kinsley Construction in the amount of \$30,255.00 for the 2016 stormwater improvement project; 2<sup>nd</sup> by Laura Carson; Motion carried, 5 Ayes***

East Fleet Street – Chad reported that because there is no crown on East Fleet Street, the water will not run into the new inlet at the intersection of South Country Club Road and East Fleet Street. Kinsley can do the work on a time and material basis for approximately \$3,500 to \$4,000 and if Council directs them before they take their equipment out of the area, Kinsley they will not charge a mobilization fee.

***Motion made by Laura Carson to have Kinsley reprofile East Fleet Street neat the inlet at South Country Club Road; 2<sup>nd</sup> by Dale Reichert; Motion carried, 4 Ayes, 1 Nay, April Trivitt***

Road Patching – Nothing new to report.

Town Circle – Laura reported Dynamic landscaping would charge \$200 - \$300 to spray the weeds. This should be included in the 2017 budget preparations.

## **CODE ENFORCEMENT**

Building Permit Report – July 2016 report

Codes Enforcement Report – July 2016 report

## **EAST BERLIN AREA COMMUNITY CENTER – Craig Peterson –**

Craig reported improvements are being made at the center and profits are up.

## **ENGINEER – Chad Clabaugh – see above**

## **MAYOR – Craig Peterson**

Craig worked with Met Ed to get credit for bills paid back to October 2015 on account # 100 020 851 794. The credit will be approx. \$25 per month.

Craig reported that within the next two months, Met-Ed will replace all the street lights with LED at a cost to the borough of \$199.07 which will cover the street light at the playground which was in place less than 10 years.

Craig spoke to APPI who suggested the borough partner with a larger entity to get the best rate possible. Craig will continue to check.

Route 30 bridge will switch construction sides of bridge week of August 22<sup>nd</sup>.

**PENNSYLVANIA STATE POLICE** – July 2016 report

**SECRETARY** – Loreen Greer – July 2016 report

**UNITED HOOK AND LADDER COMPANY #33** – July 2016 report

**YORK ADAMS TAX BUREAU** – Craig Peterson

**CORRESPONDENCE:**

**OLD BUSINESS:**

Appraisal of Borough Owned Properties – contacted Pat Laughman to begin appraisal of property on North Queen St and property on Kinneman Road.

Polling Place for Abbottstown Borough – Adams County Commissioners approved the use of the Borough building as a polling place.

Open House – Set for September 10<sup>th</sup> 11:00 – 2:00, Dennis is getting drinks from McDonald's and Laura has flyers to hand out instead of mailing them. Tables to use are in the maintenance building.

Trash Collection 2018 Contract – April attended the recent meeting and the next meeting will be September.

Zoning Officer – no update

Use of Jake Brakes within the Borough Limits – Craig gave Guy some sample ordinances. Guy will have a draft ordinance available to distribute to Council next week.

Recognition of Past Donations – Loreen will get information on past donors and Council can decide how to recognize.

Keystone Historical Marker – The marker will be installed on the SE corner of the mulched area of the building.

Municipal Building –

Landscaping – no update

Problem Punch List – door lock and window panels were repaired in August.

Rain Barrels – Council is not interested at this time.

312 Sutton Road

***Motion made by Laura Carson to authorize and direct the Zoning Officer to file a civil complaint against both the owner and the occupant for violations of the Zoning Ordinance; 2<sup>nd</sup> by April Trivitt; Motion carried, 5 Ayes.***

**NEW BUSINESS:**

Parking on High Street and North Cheapside Street – Dan checked and found four vehicles parked in right of way. Loreen will develop a letter to residents regarding paper alleys in the borough. Dennis will review and sign.

PSAB Leadership Conference 10/14 – 10/16/16

***Motion made by Laura to pay for the full package for April Trivitt to attend PSAB Leadership Conference; 2<sup>nd</sup> by Dale Reichert; Motion carried 5 Ayes.***

Street Light Replacement with LED Bulbs – see Mayor’s report

Electric Rate Comparisons – see Mayor’s report

Emergency Plans Promulgation and Resolution

***Motion made by Laura Carson to approve Resolution 2016-06 and promulgation; 2<sup>nd</sup> by Daniel Watkins; Motion carried, 5 Ayes***

“No Truck Turn Around” Sign at Town Circle

Loreen will check with Don to see if the borough already has a sign to use.

Request For Proposals for Snow Removal in 2017

Loreen will develop a Request For Proposal for snow removal and will include a section for the vendor to define their equipment.

**COUNCIL COMMENTS:**

Councilor Laura Carson – none

Secretary Loreen Greer – none

Mayor Craig Peterson – none

Council Vice President Dale Reichert – none

Councilor April Trivitt – April asked about another shredding event for the borough through our trash collector.

Councilor Daniel Watkins – While at the recent court appearance for the issues at 312 Sutton Road, Mr. Moore read a borough email. Dan did not see it, but wondered where he would have gotten it.

Council President Dennis Posey – Dennis thanked Laura for doing all the landscape planting.

**PUBLIC COMMENT –**

**ANNOUNCEMENTS**

Next council meeting is September 1, 2016 at 7:00 p.m.

**ADJOURNMENT**

***Motion made by Daniel Watkins to adjourn at 9:20 p.m.; 2<sup>nd</sup> by April Trivitt; Motion carried***

Submitted,

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Loreen Greer, Secretary – Treasurer