

Abbottstown Borough Council Meeting January 17, 2019 7PM

CALL TO ORDER: 7:00 p.m.

PLEDGE OF ALLEGIANCE: Led by President Dennis Posey

ROLL CALL: Laura Baker, Dale Reichert (7:09), April O'Brien, Daniel Watkins, Dennis Posey. Also in attendance: Mayor Duane Watson; Administrator/Secretary/Treasurer, David Bolton, MBA, CBO; Solicitor, Tim Shultis; Engineer, Chad Clabaugh.

ANNOUNCEMENTS: None.

GUESTS: B.J. Giangliulio, H.A. Thomson, reviewed the Borough's coverages. Prima dropped 2%; 5% loss ratio (\$68 off liability); +\$360 loss/property (116% loss ratio, accidents?). Will look into numbers.

PUBLIC COMMENT: None.

APPROVAL OF MINUTES: *Motion made by Laura Baker to accept the minutes of December 20, 2018; 2nd 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 Ms. O'Brien.

Motion made by April O'Brien to accept the Treasurer's Report through December 31, 2018; 2nd by Laura Baker; Motion carried, 5 Ayes.

Motion made by Dan Watkins to approve paying the bills as presented; 2nd by Dale Reichert; Motion carried, 5 Ayes.

Motion made by April O'Brien to approve 2018 Municipal Budget Adjustments as presented (for audit); 2nd by Dan Watkins; Motion carried, 5 Ayes.

ADMINISTRATOR – David W. Bolton, MBA, CBO, updated Council on the following:

- ⇒ Center Square: investigation still pending, trying to locate driver/owner. Mr. Graham called PSP for follow-up; Corporal stated that file was "closed" with no driver or owner information put into system. Mr. Graham advised that we gave all this information and that the tow driver should have been cited for not reporting. Corporal will follow-up.
- ⇒ Recycled old flag pole and other metals in Utility Shed via Don Myers; \$164.

- ⇒ Comcast: ACCOG has several municipalities willing to negotiate new contracts. Gettysburg meets tonight to speak with public about Comcast issues.
- ⇒ Gained approval to get the pole for the Borough Sign restored after inactivity (Dave Holtzinger of Lincoln Way Sales picked up last week). Powercoat will be done by next week. Jack Graham from Keystone Marker Trust would like a picture when it is set.
- ⇒ Wireless Gateway from Comcast defective; replaced (free). Some issues w/ billing.
- ⇒ Review 2018 Borough Financial Standing for EOY.
- ⇒ Tenant Registration for 2019 in process. To be completed by January 31st.
- ⇒ General Code: left message with Michael Peter on 1/16 for update, arrival.
- ⇒ United Hook & Ladder dinner, January 29th at 6:30 pm. Only April has RSVP'ed. Deadline was Monday.
- ⇒ Adams County Official Notice of Municipal Vacancies for 2019 Primaries filed.
- ⇒ AmTrust worker's compensation audit completed on January 7th.
- ⇒ All 4th quarter taxes and UC filings completed (Jan 31st); all EOY taxes completed; W2s and 1099s have been mailed.
- ⇒ 2019 Exempt and Public Utility Report received; to be used for report due April 1st.
- ⇒ Municipal Call List for 911 Center emergencies completed and filed.
- ⇒ 2019 Statement of Financial Interests need to be completed by May 1st (provided).
- ⇒ Updated YATB with borough committee assignments and contact information.
- ⇒ Submitted building and zoning permits for December to County offices.
- ⇒ Advertised 2019 Meeting dates and times in Gettysburg Times; updated website.
- ⇒ 2019 Tree Seedling Sale brochure from Adams County Conservation District forwarded to Councilor Baker for review with Neil Group.
- ⇒ Executed agreement for services with PMCA for 2019 Code Enforcement.
- ⇒ York County Hazard Mitigation Plan Update in 45 day review period (In Report Binder). Anyone with comments now through Dec 31st should contact York Co. Planning.
- ⇒ Rusty Ryan, Adams County Conservation District, trying to coordinate changes to local weed ordinances to allow for indigenous plants to grow higher than other grasses, to help with stormwater improvements.
- ⇒ Completed DCED filings for municipal tax rates, assignments, etc.
- ⇒ Began sending information to Boyer & Ritter for 2018 Municipal Audit. Audit will occur prior to the next Council meeting.
- ⇒ Next Adams County Transportation Planning Organization meeting is Wed., January 23rd from 1-3 pm at the Emergency Services Building. Permission to amend office hours that day to attend (currently serving as the Vice-Chair).
- ⇒ 340 W. King Street; new residents knocked down two signs in alley; had Don Myers replace and Mr. Graham has sent a notice for reimbursement to residents.
- ⇒ Don Myers has requested a list of supplies for Road Crew work; replace Clinton Alley sign that was hit by residents and order 50 – 10' UP10G galvanized sign posts at \$29.30 each (\$1,465 with free shipping over \$500).
Supplies budget for 2019 is \$2,000.

Motion made by Laura Baker to purchase 20 posts and Clinton Alley sign from Econosigns; 2nd by Dale Reichert; Motion carried, 5 Ayes.

SOLICITOR – Tim Shultis -- Updates on the Moore Case. Payment schedule as established; 2nd payment was a week late and was only \$500 of the mandated \$2,000 due. Payments due on 12th of each month. Mr. Bolton let Solicitor know that the payment has been missed. Council asked what are their options. Mr. Shultis suggested taking action against the house lien through Sheriff's sale to recoup judgement and costs.

Motion made by Laura Baker to file necessary paperwork for Sheriff's sale; 2nd by Dan Watkins; Motion carried, 5 Ayes.

-- The Residence: No updates from contractors since last meeting. More is expected to occur later in the Spring.

-- Mr. Shultis received call from Brandy Harman, Tax Collector, about not being able to use the borough building to collect taxes. Mr. Bolton will send a copy of the letter sent to Mrs. Harman by Council on the subject.

ENGINEER – Chad Clabaugh -- 2019 Borough Pavement Preservation Plan. The Sidewalks & Streets Committee met and are suggesting the Double Chip and Fog (\$119k) for the overlay project option over Single Chip and Slurry since it will last longer (durability). W. Fleet Street potholes will need addressed along the one-way. Mr. Clabaugh handed out a tentative timeline for the project. Council will receive bid tabs prior to vote.

CODE ENFORCEMENT -- **Reports in binder.** Mr. Bolton has been fielding complaints from the community and Council members on enforcement issues. He meets with Mr. Graham every Wednesday to discuss and enforcement is completed same day. Please make sure all issues are brought to Mr. Bolton's attention prior to Wednesdays, preferably by email.

COMMITTEES and ORGANIZATIONS:

Parks and Recreation – Councilor Baker inquired about who will carry insurance coverage for new playground equipment (borough or non-profit). Articles for newsletter need to be received by Mr. Bolton prior to April meeting. A meeting with the club using baseball field will occur Tues, Jan 22nd at 4:30 pm.

Sidewalks & Streets Committee – Covered during Engineer report.

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

PUBLIC COMMENT – None

FOR THE GOOD OF THE ORDER:

- Councilor Laura Baker – Nothing further.
- Councilor April Trivitt – Concerns about “paper alleys” and right-of-ways in borough being maintained. Solicitor Shultis suggests a “quick claim” process to remove these paper alleys from the borough. He will update Council next month.
- Councilor Daniel Watkins – Nothing further.

- Administrator David Bolton – EBACC meets Monday, January 21st at 7pm.
- Mayor Duane Watson – Nothing further.
- Council Vice President Dale Reichert – Nothing further.
- Council President Dennis Posey – Nothing further.

ANNOUNCEMENTS – Next Council meeting is February 21st at 7 pm.

Motion made by Daniel Watkins to adjourn at 8:28 pm; 2nd by April O'Brien; Motion approved, 5 Ayes.