

Abbottstown Borough Council Meeting February 15, 2018 7PM

CALL TO ORDER: 7:00 p.m.

ROLL CALL: Laura Baker, Dennis Posey, April Trivitt, Daniel Watkins.
Also in attendance: Mayor Duane Watson; Engineer, Chad Clabaugh,
Administrator/Secretary/Treasurer, David W. Bolton.
Absent were Dale Reichert and Solicitor, Guy Beneventano.

PLEDGE OF ALLEGIANCE Councilor Watkins called for a moment of silence for the victims of the school shooting in Florida.

ANNOUNCEMENTS: -- An Executive Session was held at 9:25 pm on January 18th to discuss pending legal matters and personnel performance review.

PUBLIC COMMENT: --Barry Cockley, Berwick Twsp Supervisor, presented himself as a candidate for State Representative (Will Tallman is retiring).
--PFC Mulder from EARP presented a proposal for police coverage in Abbottstown. Mr. Posey and Mayor Watson will review.

GUESTS: John Runge – 6039 Old Hanover Road

APPROVAL OF MINUTES:
Motion made by Laura Baker to accept the minutes of January 18th, 2018; 2nd by April Trivitt; Motion carried, 4 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 for January 2018; 2nd by Laura Baker; Motion carried, 4 Ayes.

Motion made by April Trivitt to approve paying the bills as presented; 2nd by Laura Baker; Motion carried, 4 Ayes.

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

- DCED-CLGS-19 forms submitted to state
- MS-965 (L.F.) submitted and accepted by PennDOT
- Survey of Financial Condition (DCED-CLGS-69) submitted & accepted
- 2018 Tax Information Form filed & accepted by GCLGS
- ACT 101 Recycling Report submitted and accepted by County Planning

- W-2s, W-3, 1096 & 1099s distributed to appropriate parties
- PennDOT approves Liquid Fuels funds for 2018 (\$34,453.49, \$46.51 less than budgeted)

Motion to approve amending L.F. budget to reflect award made by Laura Baker; 2nd by Dan Watkins; Motion carried, 4 Ayes.

- Tenant Registration Forms (17 of 174 still outstanding, letters to be sent)
- Snow plowing: Martin contract canceled, Beaver contract executed
- Boyer & Ritter audit rescheduled for 2/27/18 (weather)
- PSP/Lt. Nickey assisting with reports for planters on square (Peterson's)
- Credit Card: Names/authorizations changed, limit at \$10k
- Invoice from EARP: Lt. Nickey (PSP)—mutual aid agreement (Hamilton, Berwick, Mt. Pleasant), 17 calls (4 were requested assistance), 911 does not dispatch EARP to these calls, Commission told Chief to bill, “no expectations”, no current agreement for such charges with Borough.

PFC Mulder explains that there is no expectation of payment, that the invoice was merely to show that EARP has been available to help.

Councilor Watkins states that the Borough appreciates their support and feels that something should be given as compensation.

President Posey called for the matter to be tabled.

- Helped resident Sierra Nyser with shared metering issue at 451A W. King Street; Met-Ed has confirmed and will address.
- ACTPO: Representing ACBA via Abbottstown; elected Vice-Chair
- Fulfilled two Right-To-Know requests (Survey on energy consumption; Solicitor information)
- MediaOnePa Invoice: Bill meant for A/P Sewer, not the Borough
- Credit Card late fees: reversed due to slow processing on their part (\$37)
- Credit Card: rate increase from 14.99 to 15.24% (prime increase), no effect
- Resident concern: Mr. Shearer, stone bench at U.C.C. “vandalized”.
Council directed Mr. Bolton to purchase the proper adhesive to affix the top of the bench to the base permanently, and to send a letter to the identified person who keeps moving the bench to cease (by regular and certified mail).
- Met-Ed rates: shopping PUC rate changes (Mar-May), \$196/yr savings, will compare with competitors and advise Council at that time
- Attended “Cabinet in your Community” with Secretaries from 5 departments (DoC, DCNR, DCED, PennDOT, DHS), updates on 2018 state budget items.
- Hometown Press: Community Newsletter, free to Borough (paid by ads from local businesses), bi-annual (Spring/Summer and Fall/Winter editions, option to mail direct (bulk rate postage) at \$239.00 per edition (\$478/yr). Funding available from return of Council salaries (\$0 budget, \$474-Reichert)

Motion to approve partnership with Community Business Network to produce quarterly newsletter and fund mailers with donations from Mr. Reichert made by Dan Watkins; 2nd by April Trivitt; Motion carried, 4 Ayes

- Landscaping/mowing contract for 2018; need approval to solicit RFPs to consider at March 15th meeting.

Motion to direct Mr. Bolton to solicit RFPs for landscaping/mowing contract made by Laura Baker; 2nd by April Trivitt; Motion carried, 4 Ayes (later rescinded)

- CrimeStoppers sign replacement at Rt. 194 Bridge-working with 911 Center
- Budget amendments from salary increase (review)

Motion to accept Administrator's recommendations for Budget amendments made by April Trivitt; 2nd by Dan Watkins; Motion carried, 4 Ayes.

- Interested party for property on Kinneman Road; previously advertised.
- Invoice received from Jeff Martin at 12:30pm today for \$2,210.00 for services provided 1/8, 1/17, 1/18. Demanded a signature of completion; denied. He informed me that he has contacted an attorney concerning December billing and contract dissolution. I invited him to speak to Council this evening (letter).

Motion to pay invoiced amounts from Mr. Martin for services rendered in January 2018 prior to contract dissolution made by Dan Watkins; 2nd by Laura Baker; Motion carried 3 Ayes, 1 Nay (Trivitt).

Council also directed Mr. Bolton to forward Mr. Martin's previous invoice and his response letter to Solicitor Beneventano.

ENGINEER – Chad Clabaugh updated Council on the technical aspects of the Storm Water sewer system repairs and heard updates from the Sidewalks and Streets Committee. He noted there are water cisterns under Cheapside and Pleasant, but due to concerns of restrictions of prevailing wages on the project, this part of the plan will be omitted at this time. Bids will be advertised on Monday and Thursday of next week. Construction should begin April 30th and take three weeks. Water Street will then be surface treated next year. Mr. Clabaugh will work with Mr. Bolton on the approvals for use of liquid fuels funds through the appropriate PennDOT representative.

Motion to authorize the Borough Engineer to advertise the 2018 Storm Sewer Improvements Project for Construction Bids made by Laura Baker; 2nd by April Trivitt; Motion passed, 3 Ayes (President Posey abstains since work involves his personal property).

SOLICITOR – Absent.

COMMITTEES and ORGANIZATIONS:

ACCOG – Mr. Bolton informed Council of the schedule of meetings for the coming

month: Legislative Committee to meet 2/20 @ 8am. ACCOG Meeting 2/22 @ 8:30am; Collaboration meeting 2/27 @ 8am.

Parks and Recreation – Electric service to the pavilion and ballfield for the coming season was discussed again. Councilor Baker asked what hook-up and shut-off costs would be, and what the minimum cost for service would be over the six months of Spring/Summer season. Pres. Posey said he would find out.

Also, Councilor Baker described the services needed for landscaping the park and wet areas and cleaning out the swells. There are also ruts from Met-Ed trucks that need rolled out. Councilor Baker has already received information from Keith's Landscaping (last year's contractor) to determine costs of upkeep. As the proposed costs were well under established bidding requirements, Council called for a vote to rescind their previous decision of accepting RFPs for the work.

Motion made by Laura Baker to rescind previous vote; 2nd by Dan Watkins; Motion carried, 4 Ayes.

Motion to contract with Keith's Landscaping for the 2018 season made by April Trivitt; 2nd by Dan Watkins; Motion carried, 4 Ayes.

Council directed Mr. Bolton to produce the contract and secure the appropriate signatures.

Pennsylvania State Association of Boroughs – Council must choose a delegate and alternate to vote for the Borough at the Annual Conference in May.

Motion to nominate David W. Bolton as Voting Delegate to PSAB Annual Conference made by April Trivitt; 2nd by Dan Watkins; Motion carried, 4 Ayes.

Motion to nominate April Trivitt as Alternate Delegate to PSAB Annual Conference made by Dan Watkins; 2nd by Laura Baker; Motion carried, 4 Ayes.

Mr. Bolton was directed to submit the necessary paperwork.

York Adams Tax Bureau/ACTCC – Report was presented. Council extends their appreciation to Mr. Craig Peterson for his continued representation on the board for the Borough.

Website Committee – MOU with Adams County IT Department to provide Abbottstown with website services (one-year agreement), \$100 one-time set-up fee and \$60 annual maintenance fee.

Motion to approve MOU with ACIT for services in 2018 made by Laura Baker; 2nd by Dan Watkins; Motion carried, 4 Ayes.

Council directed Mr. Bolton to process the appropriate paperwork and submit to the County.

Code Enforcement/Zoning Officer – Reports were reviewed. Council directed Mr. Bolton to address with Mr. Graham a few specific instances, to be investigated.

CORRESPONDENCE

- C.S. Davidson/Chad Clabaugh – “Thanks” for reappointment.
- East Berlin Library a Finalist for Nonprofit Innovation Award.
- Susan Spicka, Exec. Director for Education Voters of PA (letter on SB2)

OLD BUSINESS – *Ownership of Beaver Creek/Country Club Road Bridge update (findings); “Scour 4” makes it “structurally deficient” per Will Cameron, bridges must be categorized as such in order to be considered for inclusion on next TIP (2019-2022) per Andy Merkel.*

Motion to authorize Mr. Bolton to initiate discussion with Adams Co. Planning to include bridge repairs on TIP in concert with County Engineer (Mr. Cameron) made Laura Baker; 2nd by Dan Watkins; Motion carried, 4 Ayes

NEW BUSINESS – Curb painting in the Spring; authorize Don to perform work when warmer.

Motion to authorize Mr. Bolton to oversee work, budget made Laura Baker; 2nd by April Trivitt; Motion carried, 4 Ayes. Councilor Baker and Pres. Posey will assist.

FOR THE GOOD OF THE ORDER:

- Councilor Laura Carson – Nothing further.
- Councilor April Trivitt – Nothing further.
- Councilor Daniel Watkins – EMA classes on 2/20, must reprogram his own radio to use, will absorb cost. Has concerns about trespassers on ballfields. Proposed putting up LED lights and motion sensors to be funded by donation. Pres. Posey will look into some options.
- Administrator David Bolton – Nothing further.
- Mayor Duane Watson – Nothing further.
- Council Vice President Dale Reichert – Absent.
- Council President Dennis Posey – Nothing further.

ANNOUNCEMENTS – Next Council meeting is March 15, 2018 at 7:00 p.m.

Motion made by Daniel Watkins to adjourn at 8:32 pm; 2nd by Laura Baker; Motion approved, 4 Ayes.