

**MINUTES OF SEVEN VALLEYS BOROUGH  
COUNCIL MEETING  
February 7, 2022**

The meeting was held at the Seven Valleys Fire Hall, 35 Main Street, and was called to order at 7:00 p.m. by President Stiles, followed by the pledge to the flag.

**COUNCIL MEMBERS PRESENT**

Zachary W. Stiles - President  
Gregory W. Kinard – Vice President  
Deborah J. Ferree  
Gary Landis  
John J. Neal

**COUNCIL MEMBERS ABSENT**

Gregory Bonas  
William H. Stiles, II

**ALSO IN ATTENDANCE**

Douglas J. Wagner – Mayor  
Cheryl D. Bahn – Secretary  
Todd A. Zeigler – Asst. Secretary & Treasurer  
D. Michael Craley – Solicitor  
Samantha Craley, Assistant Solicitor  
Jeffrey Koons – Zoning Officer

Number of Visitors in Attendance – 0

**APPROVAL OF MINUTES**

**REGULAR MEETING HELD JANUARY 6, 2022**

- Motion by Councilman Kinard, seconded by Councilman Neal, and unanimously carried to approve the January 6, 2022, meeting minutes.

**PUBLIC COMMENT**

- None

**ENGINEER'S REPORT**

- There was no engineer's report this month.

**SOLICITOR'S REPORT**

- Solicitor Craley informed the Council that the PA Borough Code requires an Ordinance when the Secretary and Treasurer are the same person. While at this time there are two different persons holding those positions, Council anticipates the same person will hold both when the time comes that Secretary Bahn retires. Councilman Landis made a motion, seconded by Councilwoman Ferree, authorized Solicitor Craley to prepare and advertise an ordinance for adoption at the March meeting. Motion carried unanimously. The ordinance will allow the Council to appoint the same person to serve both positions when that time arrives.
- Council was reminded by Solicitor Craley that Zoning Officer Koons' six-month probation period will end. This item will be placed on the March 6, 2022, meeting agenda.

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**ZONING/UCC/CODE ENFORCEMENT REPORT**

- Zoning Officer Koons reviewed his monthly report with the Council.
- It was reported that a zoning and building permit has been issued to Hostetter Supply, 97 Church Street.
- Rock Realty is working with Zoning Officer Koons since December 2021 at 62 Main Street regarding the possibility of a house of worship at the site. The property is the location of a former funeral home and has two (2) apartments on the second floor. An inspection of the property was conducted by Zoning Officer Koons and South Penn Code Consultants. If the House of Worship moves forward, they will need to receive building permit approval from South Penn, as well as the issuance of a Use & Occupancy Certificate by the Borough (for zoning).
- 34 Church Street was discussed. The owner must contact South Penn Code Consultants for permits, as well as secure permits from the Borough.
- It was reported that the STYCSA approved the assignment of one (1) sewer EDU to the Oliver property, 111 Main Street (UPI 83-000-FH-0112.C0-00000). Before placement of a single-family dwelling can proceed, all permits must be secured, including zoning, building, sewer, and highway occupancy.
- Zoning Officer Koons stated that he is working with the Fire Company on replacement of their sign along Main Street.
- The current and past uses of 34 Main Street were addressed by Zoning Officer Koons. He reported that the documentation he was able to locate indicates that in 2004 the Zoning Hearing Board granted a mixed use for the property, as a retail store and apartment on the second floor. Recently, under former Zoning Officer John McLucas, a permit was issued in June 2021 for a sign designating the location as a U-Haul dealer. It was the consensus that there are now three (3) uses on the property; a dwelling unit, retail, and the outside U-Haul business. He noted that there was no record of the former Cross Fit (gym) business receiving a permit. It was also the consensus of the Council and Solicitor Craley that if the new owner wants to open an indoor recreation facility that he will need to return to the Zoning Hearing Board for approval of a Special Exception.

**UNFINISHED BUSINESS**

**SEWER EDU FOR JAIL HOUSE REPAIRS MAIN STREET (OLIVER)**

- This was addressed under the Zoning Officer's Report.

**CONSTABLE VACANCY**

- There was discussion on the appointment of a Constable for the Borough because no one was elected during the November 2, 2021, election, which leaves the post vacant. Solicitor Craley believes that it is the courts who appoint a constable, not the Borough. Assistant Secretary Zeigler will contact the York County Clerk of Courts to confirm.

**NEW BUSINESS**

**RESIGNATION OF EMERGENCY MANAGEMENT COORDINATOR**

- With regret, Councilman Kinard made a motion, seconded by Councilman Neal, to accept the resignation of David Meiler as the Borough's Emergency Management Coordinator. The motion carried unanimously. It was noted that the Emergency Operations Plan will need

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updated to reflect changes of Borough officials. Assistant Secretary Zeigler will contact Jefferson Borough to learn the name of their current coordinator. The names of Spring Grove and Loganville Borough's EMCs were also mentioned as possibilities.

**FINANCIAL REPORT**

**JANUARY 2022**

- Motion by Councilman Landis, seconded by Councilwoman Ferree, and unanimously carried to approve, accept, and file the financial report for audit, and authorize the Treasurer to pay regular bills.

**AMERICAN RESCUE PLAN COVID RELIEF FUNDS**

- Assistant Secretary Zeigler reported that the U.S. Treasury Department has issued final rules for use of the ARP funds. The least cumbersome, and broadest, option is for the Borough to make a one-time election of a "Standard Allowance." This option will allow use of the funds on streets, stormwater, snow removal, and any other normal expenditure of the Borough. Solicitor Craley will prepare a resolution for approval at the March 7, 2022, meeting, which will approve the Standard Allowance option.

**REPORTS**

**SECRETARY'S REPORT**

- Assistant Secretary Zeigler will participate in a virtual grant workshop on February 24, 2022, which is being sponsored by State Senator Kristen Phillips-Hill.
- It was the consensus of the Council to issue a letter of acknowledgment and support to The Arc of York County for their 24<sup>th</sup> Annual Rail Trail 10-Miler on Saturday, August 27, 2022.
- By consensus, Secretary Bahn will continue to be the Borough's voting delegate at the PA State Association of Borough's annual conference.

**MAYOR'S REPORT**

- Mayor Wagner lead a discussion on trash and recycling collection by Penn Waste, who is experiencing collection issues due to a lack of drivers. There was also a brief discussion on bidding refuse services for 2023.
- East Street has two (2) potholes forming. Mayor Wagner volunteered to pickup a couple of bags of cold patch and fill in the holes.

**LIEN COLLECTION REPORT**

- No report.

**YCSTSA REPORT**

- The Council was provided with the monthly Sewer Authority report.

**COUNCIL COMMENTS**

- Secretary Bahn reported that she updated the website, including the new committee appointments.

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- Councilman Landis reported that he received communication from David Gonzalez, coordinator of the York County Trail Towns, which included an update on funding and possible programs. He said that this is the first he has heard from Mr. Gonzalez in several months. It was further noted that meetings are typically in the morning, on weekdays, which makes it impossible for the Borough representatives to attend. There was no action required from the Council.
- Councilwoman Ferree asked about the possibility of adopting an ordinance that limits the use of fireworks. She mentioned an ordinance recently passed by Manheim Township, Lancaster County, which limits the number of days to seven (7) in a year (specifically named holidays), and it limits the hours during which the fireworks can be displayed. Discussion followed related to enforcement, which would be difficult because the PA State Police do not enforce local ordinances. There was no further action on this item.

**ADJOURNMENT**

- The meeting was adjourned at 7:56 p.m. by President Stiles. The next regular Council meeting will be held on Monday, April 4, 2022, at 7:00 p.m.

Respectfully submitted,

Todd A. Zeigler  
Assistant Secretary