

MINUTES OF SEVEN VALLEYS BOROUGH
COUNCIL MEETING
Monday, November 7, 2016

Council President John McDonald called the meeting to order at 7:00 pm with the Salute to the Flag. Those in attendance in addition to Mr. McDonald were Council members Gregory W. Kinard, Rebecca A. Kinard, Gary L. Landis, John J. Neal, William Stiles and Zachary Stiles; Mayor Douglas Wagner, Secretary Cheryl D. Bahn, Solicitor D. Michael Craley. The meeting was held at the Seven Valleys Fire Company, 35 Main St, in Seven Valleys Borough. October 3, 2016 meeting approved as circulated.

PUBLIC COMMENT

No public Comment

ENGINEER'S REPORT

No written report. Recommendation for Stewart & Tate, Inc was received for \$56,778.96. Original Contract price was \$63,509.65.

SOLICITOR'S PORTION OF THE MEETING

1. A citation was filed for 34 Church St. A second Citation will be filed for continued non-compliance and followed up with a third citation if necessary.
2. A contract was received from Penn Waste. John McDonald signed the contract as was authorized at the October meeting.
3. **Motion** by R. Kinard/W. Stiles to authorize Mr. Craley to advertise for an Ordinance to repeal Chapter 14, Article II of the Borough Code which was the Authorizing Ordinance of the Intermunicipal Agreement of Shared Zoning Officer with Jefferson, Seven Valleys and Spring Grove Boroughs and Paradise Township. Motion carried unanimously.

UNFINISHED BUSINESS

1. Curb painting has been completed. Doug is writing letters to the York County Prison Warden and County Commissioner Doug Hoke stating that we were happy with the service provided by the Community Clean-Up Program Crew and how easy the 2 Correction Officer supervisors were to work with through out the process.
2. The Borough has received three prices for the Building Permit/Zoning/Code Enforcement Officer for Seven Valleys Borough as follows:
 - A. Paradise Township \$30.00/hr. An intermunicipal agreement and Authorizing Ordinance would be necessary. Wayne Smith, Current Building Permit/Zoning/Code Enforcement Officer for Seven Valleys Borough would continue in the position.
 - B. Spring Grove Borough \$35.00/hr. An intermunicipal agreement and Authorizing Ordinance would be necessary. A draft of an agreement was provided and spelled out a 90-Day notice if either party wanted to end the Agreement. Regardless of the new Spring Grove hire, Andrew Shaffer, Manager would oversee the position and training.
 - C. South Penn Code Consultants, LLC \$80.00/hr. They provide service to 30 different Municipalities. A contract will be provide by the Company to be reviewed by Mr. Craley and then signed by Seven Valleys Borough. The Contract could end at any time unless spelled out differently in the Contract.

Wayne Smith and Andy Shaffer were not present at the meeting since they had other

obligations and Mr. McDonald expressed that the Borough Council is familiar with their work.

Eric Swiger, South Central Code Consultants, was present to present the fee schedule and answer questions. He indicated that more than likely he and another person named Jeremy would do the work in Seven Valleys Borough as he lives in Spring Grove and drives through Seven Valleys on his way to work in Shrewsbury. They would familiarize themselves with the Borough. He also noted that Seven Valleys may want to increase their Zoning Permit Fee from \$25.00 to a number more likely to cover the cost of issuing the permit.

- 3. Walt Reamer and Ron Perks were present from the YCSTSA to report on Smoke Testing in Seven Valleys Borough – the first area to be tested in the system. They reported that at least 50 addresses has a missing or broken clean out cap(s) or wrong vent cap(s) that allowed storm water to enter the sewer system and ultimately the sewer treatment plant. The Authority plans to notify all addresses where a problem was found and ask for resolution of the problems with in 60 or 90 days and then re-check those addresses for compliance. If the property is not in compliance after the re-check, the Borough could enforce Section 90-11, C. by sending notice to repair the situation or the Borough would make the repair and charge the Home Owner. If the charge is not paid; a lien could be placed on the property for the cost of the work plus a filing fee of \$350.00.
- 4. **Motion** made by W. Stiles/Z. Stiles to appoint South Penn Code Consultants, LLC at a cost of \$80.00/hr as Building Permit/Zoning/Code Enforcement Officer for Seven Valleys Borough beginning January 1, 2017. Motion carried 4-3. A fee schedule for South Penn would be approved by Resolution at the January Meeting of Council.
- 5. John McDonald will contact Wayne to obtain the records and files that belong to Seven Valleys Borough. They will be stored in the Borough Office until needed.

NEW BUSINESS

- 1. Greg Kinard presented the 2017 Draft Budget that had been developed by the Budget Committee. The proposed budget calls for revenues of \$98,391.00 along with cash and investments to total \$234,731.00 available in the General Fund and revenues of \$16,149.00 along with cash and investments to total \$26,265.00 available in the State Highway Aid Fund. Total expenditures of \$97,708.00 in the General Fund and \$21,100.00 in the State Highway Aid Fund. The budget includes a 1.2 mill Real Estate Tax, the 1/2 of 1% Earned Income Tax and the 1/2 of 1% Real Estate Transfer Tax. This reflects no change in current rate of taxation.
- 2. **Motion** made by G. Kinard/W. Stiles to accept the draft Budget presented, adding \$9,000. 00 to the General Fund Contingency line item and \$1,00.00 to the Snow Removal line item in the State Highway Aid fund, as the proposed budget for 2017 and to authorize the Secretary to advertise the proposed budget and authorize the Solicitor to advertise the 2016 real estate tax ordinance for 1.2 mills for 2017. Motion carried unanimously.
- 3. **Motion** by W.Stiles/G. Kinard to appoint South Penn Code Consultants, LLC as the SEO for Seven Valleys Borough beginning January 1, 2017. Motion carried unanimously.
- 4. **Motion** by Neal/R. Kinard to authorized signature of 2017 Contract with the York County SPCA at a cost of \$259.00. Motion carried unanimously.

FINANCIAL STATEMENT - Period Ending 10/31/2016

PLGIT	\$ 5,494.23
Peoples Bank	<u>\$ 128,819.86</u>
	\$ 134,314.09
PLGIT Balance State Liquid Fuels Fund	\$ 11,684.73

Motion made by Neal/G. Kinard to accept the Financial Report and to pay the bills listed as well as the November payment for State Insurance Fund, York Water as invoiced, James Holley as invoiced, Met-Ed as invoiced Valleys Tavern Reimburse Party Supplies and Doug Wagner – reimburse paint & supplies. Motion carried unanimously.

CORRESPONDENCE/REPORTS/AROUND THE TABLE

1. Lien Collection Report –3 outstanding liens.
2. The Zoning/Code Enforcement Report as distributed to Council was reviewed.
3. John Neal reported that he had attend the PSAB Fall Conference and found the conference educational and worthwhile.
4. Installation of LED Street lights has been completed.
5. John McDonald attended the EMS meeting in North Codorus Township On 11/3 concerning having a centrally located ALS from Spring Grove that will be housed in North Codorus Township. Tri Community may change the Box to indicate that this Spring Grove ALS unit would be 1st due for Seven Valleys Borough. There was talk of an EMS Tax, but no decision had been made.
6. Zach Stiles and John Neal had checked out the sidewalk damage under the underpass bridge. They reported that the outlet pipe is not connected to the box and water appeared to have undermined the sidewalk as the water is running under the pipe rather than through it. There is concern that if allowed to continue, a sink hole will develop. The Secretary will contact three Contractors to meet with John McDonald on Tuesday 11/15 to look at the drain situation and ask for a price for repair.

With no further business to come before council, President McDonald adjourned the meeting at 8:42 pm. Next Borough Council Meeting will be Monday, December 5, 2016 at 7:00 pm at the Seven Valleys Fire Hall, 35 Main Street, Seven Valleys.

Respectfully submitted,

Cheryl D. Bahn, Secretary