

MINUTES OF SEVEN VALLEYS BOROUGH
COUNCIL MEETING
Thursday, September 2, 2021

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

Motion by R. Kinard/Ferree to approve August 2, 2021 meeting minutes with a spelling correction.
MCU

PUBLIC COMMENT

No Public Comment.

ENGINEER'S REPORT

No Engineer's Report.

SOLICITOR'S PORTION OF THE MEETING

34 Church St property did not sell at August 9th Sheriff's Sale. YCSTSA has petition to sell property at free & clear Judicial Sale on October 4th, 2021. Downside is that we might not collect liens and the upside is that the property will be sold and put back on the tax rolls. As no action was taken to stop mowing property, the Borough will continue to have the property mowed by Forbes only as needed for the property to comply with our Ordinance.

UNFINISHED BUSINESS

1. After review of the Refuse Bid Contract Specifications, **Motion** was made by Neal/R. Kinard to advertise for Bids to be received before or at the October 4th Council Meeting. MCU Mr. Craley will email the "Invitation to Bid Ad" and Bid Documents to Secretary.
2. The Radar sign arrived 8.30.2021. Council had decided not to have the cloud, just want to be sure that we didn't want to reconsider since we have had several sign problems. Each sign would be \$400.00 a year. Once it is determined if we need the cloud to operate the sign and whether or not we want the signs on the cloud, we will ask Mike M, at Shrewsbury Maintenance to have the sign installed. Mayor Wagner is interested in knowing how the sign works. The old sign will need to be packaged and ready for FED EX Pickup by Traffic Logix.
3. Zoning, Codes Enforcement and BCO Discussion centering on the following:
 - a) South Penn Code will not do our UCC/BCO Permits without being Zoning Officer and doing zoning violation enforcement. I immediately let Mike know because of the Zoning Officer Contract preparation.
 - b) Kim Hackett, manager of Spring Grove Borough, she stated that Spring Grove will do whatever the Borough wants to do in regard to the Agreement that we have in place with them. She indicated that it is not a concern.
 - c) From 1/1/19 – 7/31/2021 We have issued 37 Zoning building permits and 12 UCC Building Permits.
 - d) John McLucas is a certified BCO working for Spring Grove Borough part time. He is currently training the new BCO hired by Spring Grove – Scott Miller.
 - e) John McLucas indicated that he is willing to continue as only the BCO for Seven Valleys through the Spring Grove Agreement at this time. He indicated that if the Zoning and

enforcement were not part of his responsibilities, he could handle the BCO component of the job. There is an office available for application drop off and permit payment and pick up at Spring Grove.

- f) We would still need to work out a way for the Zoning Officer to receive and deliver Zoning Permits and collect fees. A drop box and or delivery box at the Borough Jail could be an answer to this process.
 - g) Todd A. Ziegler will contact South Penn Codes to determine if they might reconsider their decision and fee schedule to do the BCO work & 3rd party inspections for Seven Valleys Borough and possibly Zoning Permits, but leave zoning violation enforcement to the Borough. There is an office available for application drop off and permit payment and pick up at their office.
 - h) An increase in Permit Fees would help users pay a larger share for the service rather than the Borough.
 - i) Mr. Koons was present and is agreeable to wait until the October 4th meeting of Council to see if he might be appointed as the Zoning Officer for the Borough. He is not interested in BCO certification or Code Enforcement only. Mr. Craley will send a copy of a contract for Mr. Koons for Council to review in case it would be needed at the next meeting.
 - j) Mr. Craley indicated that there are independent certified BCO's who may be interested in serving in that capacity in Seven Valleys Borough.
4. Todd A. Ziegler was present as he is interested in the position of Borough Secretary/Treasurer. After an in-depth discussion, **Motion** by W. Stiles/ Ferree to appoint Mr. Zeigler as assistant Secretary/Treasurer as well as assistant Codes Enforcement Officer and assistant Zoning Officer at a cost of \$1,000.00 per month beginning September 2, 2021. Since he will be away for 2 weeks in September, any work in September will be at an hourly rate of \$40.00 per hour, with full salary will start October 1, 2021. MCU
5. **Motion** made by Neal/R. Kinard to adopt Resolution 4-2021 updating the Fee Schedule of Building & Zoning Permits. MCU

NEW BUSINESS

1. The Fall Newsletter will be prepared and sent to Council for Final Review. We will try to have newspaper delivered in Early October.
2. Halloween will be celebrated with Trick or Treat, Sunday, October 31, 2021 from 6-8. There will also be a drop in social at the Valleys Tavern. Rail Trail Side Parking Lot.
3. Snow removal bids will be sent to 5 Contractors for Bids for the 2021-2022 Snow season. The bids must be returned by September 30th, in time for the October 4th Meeting.
4. Budget Meeting will be held at a mutual agreeable date in mid-October - to be determined.
5. The Secretary determined that all revenue is to be included as a whole (not just one line item) to Replace Lost public revenue to provide government services to the extent of the reduction in revenue experienced due to the pandemic. Including Real Estate Sales. This would make a big difference in our loss, since 34 Church St was sold in the base year of 2019. Therefore, the Secretary has not transferred any funds from our ARP account to the General Fund. It might be best to wait until the end of the year if not next year when there is a new Secretary/Treasurer.

6. Stop Sign at Church & Main, needs to be repaired. The brush hiding the 35 mph near 8 Main Street needs to be cut away. We will ask Shrewsbury Township maintenance to do the work.
7. **Motion** by Ferree/Landis to accept the Contract for 2022 with York County SPCA at a cost of \$266.77. MCU
8. **Motion** by Ferree/R. Kinard to authorize payment of \$16.00 each, for Cheryl & Doug to attend the YBA Meeting at Dallastown 9/23/2021. MCU

FINANCIAL STATEMENT – Period ending August 31, 2021

General Fund	
PLGIT	\$ 26,357.58
PLGIT PRIME	\$233,895.92
Peoples Bank	\$ 9,042.54
ARPA Funds	<u>\$ 26,743.38</u>
	\$296,039.42
State Liquid Fuels Fund	
PLGIT	\$ 54.54
PLGIT PRIME	\$ <u>3,679.44</u>
	\$ 3,733.98

Motion made by R. Kinard/W. Stiles to approve, accept and file statement for audit. Also pay SWIF payment, York Water, and Met Ed as invoiced. Also, authorization for the Secretary to pay regular bills. MCU

CORRESPONDENCE/REPORTS/AROUND THE TABLE

1. Secretary's Report - Bill and Zac are planning to attend the Community Partnerships Appreciation Breakfast at SGASD on 9.29.21.
2. Mayor's Report – The Mayor reported that the tree by the Rail Trail bridge that had been blocking a sign had been removed. More trees will be removed at a later date. He also reported that there was no damage to buildings from Storm Ida, September 25th. There were a few trees that came down on Maple St. He did contact the State Police in regard to calls made during the July 4th holiday. They responded that calls in regard to fireworks were not high priority unless there was a fire or personal damage to a person. Their priorities are domestic violence, accidents, fires and medical emergency. He would be interested in the cost of regional policing.
3. Lien Collection Report - 5 unpaid
4. Zoning/UCC/Code Enforcement Report – John Neal reported 6 properties for high grass enforcement. 128, 100, 94, 12 Church, 25 Cherry and 5 Maple. Also, junk red dodge pickup in driveway at 22 or 28 Church. 50 Church St can now be mowed by Forbes.
5. YCSTSA Meeting – Review Information from Authority - No one in the Borough has received any notice from YCSTSA regarding any rate increase although customers from Loganville received such a notice.
6. Comments Around the table

With no further business to come before council, President Stiles adjourned the meeting at 9:10 pm. Next Borough Council Meeting will be Monday, October 4, 2021 at 7:00 pm at the Seven Valleys Fire Hall, 35 Main Street, Seven Valleys.

Respectfully submitted,

Cheryl D. Bahn, Secretary