

MINUTES OF SEVEN VALLEYS BOROUGH  
COUNCIL MEETING  
Wednesday, January 4, 2012

The 2012 Reorganization of the Seven Valleys Borough Council was held on Wednesday, January 4, 2012. Mayor Steven A. Venable called the meeting to order at 7:00 pm with the Salute to the Flag.

The Mayor administered the Oath of Office to Council-elect members Gregory W. Kinard, Rebecca Kinard, John A. McDonald and Edwin E. Zeigler.

Also present were council members Larry E. Garland and Robin L. Venable, Secretary Cheryl D. Bahn and Solicitor D. Michael Craley. Council-elect Clarke T. Schuyler was absent from the meeting. The meeting was held at the Seven Valleys Fire Hall, 35 Main St, in Seven Valleys Borough.

**Motion** made by McDonald/R. Kinard to keep John McDonald as President of Council and Gregory W. Kinard as vice president of Council. Motion carried unanimously.

President McDonald took control of the meeting.

**Motion** by G.Kinard/Garland to appoint Robin L. Venable as Chairman Pro Tem . Motion carried unanimously.

President McDonald next appointed Committee Members.

Finance Committee	Ordinance Committee	Street Committee
Larry E. Garland	Robin L. Venable	Gregory W. Kinard
Gregory W. Kinard	Rebecca A. Kinard	Edwin E. Zeigler
John McDonald	John McDonald	John McDonald

President McDonald next made the following appointments.

Local Government Advisory Committee of the York County Planning Commission.

- John A. McDonald     Cheryl D. Bahn – Alternate
- Representative to the Board of Directors of the YATB
- Robin L. Venable     Steven A. Venable – Alternate

**Motion** made by Garland/R. Kinard to reaffirm/approve the following items:

1. The monthly office rent paid to Trinity Lutheran Church reset at \$100.00.
2. Set the Bond for the Borough Treasurer at \$15,000.00 and the bond for Elected Public Officials at \$25,000.00.
3. Set the mileage fee paid by Seven Valleys Borough for a personally owned automobile used on Borough business as updated by the IRS.
4. Authorize the Borough Secretary to pay stated obligations, payrolls and outstanding bills, prior to the next regular meeting of the Borough Council, when such payments will be advantageous to the Borough.
5. Pay Cheryl Bahn \$625.00/month for services as Borough Secretary/ Treasurer
6. Reappoint Cheryl D. Bahn as Voting Delegate for the Annual PASB Conference in April.
7. Designate People's Bank of Glen Rock, New Salem Branch and Pennsylvania Local Government Investment Trust as the depositories for all Borough Funds.
8. Reappoint Robert Whitmore as SEO.
9. Reappoint Charles Kahew of James R. Holley & Associates as alternate On-Lot Sewage Enforcement Officer.
10. Reappoint D. Michael Craley as Borough Solicitor at \$115.00/hour.

- 11. Reappoint James R Holley Associates as Borough Engineer.
- 12. Pay schedule of temporary help as needed at \$7.50/hour.
- 13. Continue compensation to council members at the rate of \$50.00 per month. (Ordinance 2004-1)
- 14. Continue compensation to the Mayor and Council President at the rate of \$70.00 per month. (Ordinance 2004-1)
- 15. Continue compensation for Planning Commission Members and Zoning Hearing Board Members at \$20.00 per meeting for citizen members.
- 16. Retain the rate of commission for the Tax Collector at five per cent for all taxes collected.
- 17. Retain the following fee schedule for all permits, services & applications.

- A. Refuse - Penn Waste – Borough Contract \$209.40 Annually until 12/31/2013
- B. Zoning Books - \$10.00 each & Subdivision Books - \$5.00 each
- C. Return Check Fee \$ 20.00
- D. Copies - per page \$ .25
- E. Lien Filing Fee \$250.00
- F. Enforcement Mowing and Yard Work \$30.00 per man hour at time of printing
- G. Subdivision Applications (Resolution #91-R2)  
 Residential Plans - \$50.00 per plan, plus \$5.00 per lot or dwelling unit shown  
 Commercial/Industrial \$50.00 per plan, plus \$5.00 per acre for all land subject to the plan

PLUS

- 1. Filing & review fees payable to York County Planning Commission according to its Schedule of fees in effect at the time.
- 2. All reasonable expenses actually incurred for engineering & legal review prior to final approval.
- H. SEO Schedule – On File - at time of printing  
 Deep Soil Probe - \$100.00  
 Percolation Test - \$200.00 per test  
 System Design Review & Permit issuance - \$60.00  
 Final Inspection - \$105.00  
 Site Inspection - \$75.00  
 Sewage Complaint Investigation - \$75.00 per hour

I. Uniform Construction Code (UCC) and Related Permit Fees

<u>DESCRIPTION</u>	<u>FEE</u>
Zoning Permit	
This permit includes one ( 1) zoning inspection for setbacks, etc	\$25 00
Zoning Re-inspection	
This fee is required for each additional zoning re-inspection, which is the result of a failed initial inspection	\$30.00
Zoning Use or Occupancy Certificate	\$10.00
Zoning Hearing Application	\$450.00
Building Permit	
Residential-	
0- 500 sq ft	\$100.00
500 -1000 sq ft	\$200 00
1000- 2000 sq ft	\$300.00
2000- 3500 sq ft	\$500.00
3501sq ft or more	\$.20 per sq ft.
Commercial-	\$100.00 plus \$.20 per sq ft of floor area

(sq ft are calculated on total foot print of the structure) (includes plumbing, electrical & mechanical permit)

UCC Section 703 Fee (Commonwealth Training Fund)	\$2.00 per
building permit	
Annual Permit (Qualified Industry only)	\$200.00 per calendar year
Electrical Permit (If separate from Building Permit)	\$30.00 per calendar year
Plumbing Permit (If separate from Building Permit)	\$30.00 per calendar ear
Mechanical Permit (If separate from Building Permit)	\$30.00
Swimming Pools (24" or deeper)	\$50.00
Demolish of Structure	\$30.00
Certificate of Occupancy (C of O) (1 Inspection)	\$30.00
Re-inspection of C of O due to failure of 1 <sup>st</sup> inspection	\$30.00
Permit Extension (If grantable) 6 Month Maximum	0% of original permit fees
Sign Permits Illuminated -Permanent	\$50.00 per sign
Non Illuminated -Permanent	\$20.00 per sign
Non Illuminated -Temporary	\$10.00 per sign

Third Party Inspections – Middle Department Inspection Agency Fee Schedule on File Motion carried unanimously.

Hearing no corrections, President McDonald then declared the minutes of the December 5 , 2011 meeting approved as circulated.

**PUBLIC COMMENT**

No Public Comment

**ENGINEER’S REPORT**

The Maple Street Culvert Repair work has been completed.

**SOLICITOR’S PORTION OF THE MEETING**

1. The amended Storm Water Management Ordinance is still on hold until further notice.
2. Mr. Schuyler must take his oath of office within 30 days of the first of the year.. Mayor Venable will contact Mr. Schuyler and Administer the Oath of Office to Mr. Schuyler within the time allotted. Mr. Schuyler is planning to move from the Borough. Council will have 30 days from the date of his resignation to appoint a new council member. Any person who is a registered voter in Seven Valleys and has been a resident of Seven Valleys Borough for at least one year may serve as a council member.

**UNFINISHED BUSINESS**

No Unfinished Business

**NEW BUSINESS**

1. **Motion** by Zeigler/G. Kinard to approve payment to Douts Excavating, LLC in the amount of \$825.00 as recommended by Holley Associates. Motion carried unanimously.

**FINANCIAL STATEMENT** - Period Ending 12/31/2011

PLGIT	\$ 6,229.13
Peoples Bank	\$ 127,883.46
York Federal Tax Collector Account	\$ 50.00
	\$ 134,162.59
PLGIT Balance State Liquid Fuels Fund	\$ 3,200.21

**Motion** made by Ziegler/Garland to pay the bills as listed on the Financial Report and to approve the financial statement and place it on file for audit. Motion carried unanimously.

**CORRESPONDENCE/REPORTS/AROUND THE TABLE**

1. While working with PSAB Energy Procurement Program to look for the best combination of price, terms and conditions, and reliability from competing electricity suppliers, it was discovered that the current provider, First Energy, began charging state sales tax on the supplied energy cost. Met Ed has the Borough listed as a tax exempt agency, but First Energy does not. First Energy was contacted. I have sent forms listing the Borough as tax exempt. First Energy has indicated that they will return the tax money that they charged and that we have paid. If not we will take the next step to have the money returned.  
We are now supplied by Washington Gas Energy Services at a cost of \$.06095/kWh for three years. They also have all the paper work to show that the Borough is tax exempt. The first bill from them should be February.
2. There was a question as to how much time will be given to the property at 22 Church Street to repair their property with the help from Christian Liberty Fellowship. Mr. McDonald will check into the situation.
3. It was also mentioned that vehicles have been removed from Cherry Street and parked in the parking lot across the street. Question as to if that is allowed.
4. Borough attendance at the Sewer Authority meetings has been sporadic. Consensus that the Borough will depend on the reports and minutes that are sent to Seven Valleys until further notice.
5. Robin Venable questioned if the Borough could have large recycling bins. The bins are supplied by the Borough through a grant. A resident may place unlimited single stream recycling curbside it does not need to be separated.

With no further business to come before council, President McDonald adjourned the meeting at 7:45 p.m. Next Borough Council Meeting will be Monday, February 6, 2012 at 7:00 pm at the Seven Valleys Fire Hall, 35 Main Street, Seven Valleys Borough.

Respectfully submitted,

Cheryl D. Bahn, Secretary