

MINUTES OF SEVEN VALLEYS BOROUGH
COUNCIL MEETING
Monday, January 6, 2014

The 2014 Reorganization of the Seven Valleys Borough Council was held on Monday, January 6, 2014. Notary Theresa Craley administered the Oath of Office to the Mayor-elect Douglas J. Wagner and to Council-elect members David M. Dietrich and Zachary W. Stiles, and to Connie M. Patterson, Tax Collector–elect. Also present were council members, Gregory W. Kinard, John A. McDonald, and Edwin Ziegler, Secretary Cheryl D. Bahn and Solicitor D. Michael Craley. The meeting was held at the Seven Valleys Fire Hall, 35 Main St, in Seven Valleys Borough. Rebecca A. Kinard and William H. Stiles, II were absent from the meeting. Mayor Wagner will administer the oath to Council-elect William H. Stiles within the next week.

The Mayor took control of the meeting and then asked for nominations for Council President.

John A. McDonald was nominated for President of Borough Council

Motion made by Dietrich/Z. Stiles to close nominations. Motion carried unanimously.

Motion made by Zeigler/G. Kinard to approve the nomination to appoint John A. McDonald as President of Seven Valleys Borough Council. Motion carried unanimously.

The Mayor then asked for nominations for Council Vice-President.

Gregory W. Kinard was nominated for Council Vice-president.

Motion made by McDonald/Dietrich to close nominations. Motion carried unanimously.

Motion made by Dietrich/McDonald to approve the nomination to appoint Gregory W. Kinard as Vice-President of Seven Valleys Borough Council. Motion carried unanimously.

President McDonald took control of the meeting.

Motion by Z. Stiles/Zeigler to appoint David M. Dietrich as Chairman Pro Tem . Motion carried unanimously.

President McDonald next appointed Committee Members.

<u>Finance Committee</u>	<u>Ordinance Committee</u>	<u>Street Committee</u>
William H. Stiles, II	David M. Dietrich	Zachary W. Stiles
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 - Representative William H. Stiles, II – Alternate
Representative to the Board of Directors of the YATB

David M. Dietrich - Representative Gregory W. Kinard – Alternate

Motion made by G.Kinard/Zeigler to reaffirm/approve the following items:

1. The monthly office rent paid to Larry Garland reset at \$60.00.
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.
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 \$125.00/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 Borough taxes collected.
17. Retain the following fee schedule for all permits, services & applications.
 - A. Refuse - Penn Waste – Borough Contract \$209.40 Annually until 12/31/2015
 - 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 year
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 st 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 2, 2013 meeting approved as circulated.

PUBLIC COMMENT

No Public Comment.

ENGINEER'S REPORT

No Engineer's Report.

SOLICITOR'S PORTION OF THE MEETING

1. Mr. Craley reported that Wayne Smith, Zoning Officer, had contacted him last month regarding an inquiry concerning the GROWMARK FS INC property, 21 Mason Avenue. The possibility of mini-storage units and outdoor storage of recreational vehicles. The uses mentioned are allowed by Special Exception. Both a Planning Commission Meeting and a Zoning Hearing would need to be scheduled. Secretary Bahn had received a call questioning if there was an EDU assigned to the property. She referred the caller to the Sewer Authority.

UNFINISHED BUSINESS

1. The New Map for the Flood Insurance Study has not been received to date. Seven Valleys does have a Flood Plain Ordinance. If any thing it may need to be updated. No action needs to be taken at this time.
2. Mr. McDonald looked at the tax map. The Street runs on Hunt property where it meets the driveway of the property in Springfield Township that access from Mulberry Street. Mr. McDonald would like to return the street to the property owner. This year more money was spent on Mulberry Street than on South Street. It might be to the best interest

of the property owners to own the street so they can take care of it in the manner that they want to. Currently Hunt does the plowing of the street. Mr. McDonald will contact Tom Hunt to talk with him about the street. The property belongs to Lois Hunt.

NEW BUSINESS

1. A letter was received from the Sewer Authority regarding the allocation of Sewer Capacity. They asked the Borough to review the guidelines and confirm the excess capacity available in the Borough. They would like a waiting list if any and questioned if the Borough still wishes to carry the excess capacity. A brief discussion confirmed that the Borough does not want to return any of the capacity that it has in the Sewer System. Currently the Borough has 7 unassigned EDU.
2. With the \$.03 postage increase coming later this month, the secretary suggested purchasing extra postage to save money. No motion was made authorizing the purchase.
3. There was a report of a minor injury of a Junior Fire Fighter. He did not need medical treatment. No report was filed and he has recovered from scrapes.

FINANCIAL STATEMENT - Period Ending 12/31/2013

PLGIT	\$ 6,401.60
Peoples Bank	<u>\$ 153,156.34</u>
	\$ 159,557.94
PLGIT Balance State Liquid Fuels Fund	\$ 5,909.99

Motion made by G. Kinard/Dietrich to pay the bills listed on the Financial Report and to pay fourth quarter payroll liabilities, Media One - \$162.60, Kocman's Insurance - \$250.00, Met-Ed 591.50 and Hersh Concepts - \$962.50.

Motion carried unanimously

CORRESPONDENCE/REPORTS/AROUND THE TABLE

1. Lien Collection Report - 5 outstanding.
2. The Sewer Authority report was reviewed by Council.
3. The Zoning/UCC Report was reviewed
4. The Borough won the cost of ½ of the registration for the annual conference at the Annual YCBA Meeting in November. The Conference is to be held in State College April 6-9, 2014.
5. Mr. McDonald reported that 2T of stone had been placed on Mulberry St. He also noted that salt should not be placed on stone roads.

With no further business to come before council, President McDonald adjourned the meeting at 7:43 pm. Next Borough Council Meeting will be Monday, February 3, 2014 at 7:00 pm at the Seven Valleys Fire Hall, 35 Main Street, Seven Valleys Borough.

Respectfully submitted,

Cheryl D. Bahn, Secretary