

**MINUTES OF SEVEN VALLEYS BOROUGH**  
**COUNCIL MEETING**  
**FEBRUARY 6, 2023**

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  
Deborah J. Ferree  
Gary Landis  
William H. Stiles, II

**COUNCIL MEMBERS ABSENT**

Gregory Bonas  
Gregory W. Kinard – Vice President  
John J. Neal

**ALSO IN ATTENDANCE**

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

**ALSO ABSENT**

Number of Visitors in Attendance – None

**APPROVAL OF MINUTES**

- **REGULAR MEETING HELD JANUARY 5, 2023**
  - Motion by W. Stiles, seconded by Landis, and unanimously carried to approve the January 5, 2023, meeting minutes.

**PUBLIC COMMENT**

- None

**ENGINEER'S REPORT**

- No Report.

**SOLICITOR'S REPORT**

- **MAILBOXES PLACED ON PUBLIC SIDEWALK**
  - Zeigler shared his findings of a mailbox inventory taken along Church Street, which revealed that there are 27 mailboxes in total, with 6 that are permanently affixed to the sidewalk and 21 that are temporary installations (use of 5-gallon buckets, milk cans, flower pots, etc.). There are 10 mailboxes that do not meet the minimum 36 inch clearance required by the ADA law. He also reviewed a handout of general ADA and

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Postal Service regulations related to mailbox placement. PennDOT confirmed that the Church Street right-of-way is 40 feet, which was established by the Borough in 1900. Following a period of brief discussion, a motion was made by W. Stiles, seconded by Ferree, and unanimously carried to authorize Solicitor Craley to prepare a draft ordinance to amend Chapter 105 (sidewalks) of the Code of Ordinances.

- **MEDIATION PARTICIPATION ON STYCSA RATE DISPUTE (w/LOGANVILLE BOROUGH)**
  - Solicitor Craley reported that mediation will soon begin between Loganville Borough and the STYCSA regarding Loganville Borough’s dispute over sewer rates. While Seven Valleys Borough is not directly involved or impacted by this dispute, it is now being argued that the rate adjustment calculations were done in error, which could affect the Borough’s sewer rates. To assure that the Borough receives accurate information, and to represent Seven Valleys Borough should there be proposed rate changes for the Borough, Solicitor Craley was authorized to participate in the mediation process at a cost of \$2,000. This amount will be combined with the other users for a total amount of \$8,000. The funds will be used as a retainer for the mediator, who will bill at \$350 per hour. In addition, there would be charges for Solicitor Craley’s time. The authorization was made on the motion of Landis, and second by W. Stiles, which carried unanimously.
  
- **STATE POLICE REPORT**
  - Assistant Solicitor S. Craley reported the PA State Police report for the period September 30 – December 30, 2022, which included vehicle crashes, a sex/rape offense, an assault, theft, and criminal mischief.

**ZONING/UCC/CODE ENFORCEMENT REPORT**

- **MONTHLY REPORT**
  - Koons reported that there were two (2) permits issued in January 2022.
  - 52 Main Street: Zeigler will monitor and report when (if) he paid the civil complaint fine.
  - 119 Church Street (Gutshall): Koons received his permit application and hopes to process his permit this week.
  - 23 Maple Street (Stiffler): Koons granted the owner additional time to remove junk/camper.
  - 132 Main Street (Workinger): The property owner wants to expand his home from 8 bedrooms to 9 bedrooms. Koons told the owner that the on-lot septic must first be tested to verify that it can handle additional waste flow. Koons spoke to Keith Hunnings, Sewage Enforcement Officer, and agreed to wait until they hear back from the owner who is having J.L Martin inspect the system. The size of the septic tanks is unknown. The question was raised as to whether every building on the property can be occupied. There is the main dwelling, separated by an uncovered deck, with another structure that once served as a garage but has since been converted into dwelling space.
  - 10, 12, 14 & 16 Mason Avenue: Koons mailed violation notices to these properties for feeding feral cats on the property known as 34 Church Street, resulting in trash laying around from the empty cat food cans.
  - 10 & 12 Mason Avenue (Kinard): Violation mailed for accumulation of trash/rubbish.

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**UNFINISHED BUSINESS**

▪ **CHURCH STREET CURB & SIDEWALK PROJECT (CDBG)**

- A motion was made by W. Stiles, seconded by Ferree, and carried unanimously, authorizing James R. Holley & Associates to prepare construction drawings and bid specifications for the Church Street curb & sidewalk replacement project. The \$15,000 engineering costs will be paid from the General Fund.

▪ **TRI-COMMUNITY AMBULANCE PROPERTY**

- A meeting between Tri-Community Ambulance, Wellspan, and the Borough is being scheduled to discuss a property lease for the ambulance property. A motion was made by Landis, seconded by Ferree, to appoint a Property Committee to represent the Borough, with Solicitor Craley, Mayor Wagner, W. Stiles, and Zeigler serving on the committee. Landis will serve as an alternate. Motion carried unanimously.

▪ **SCOTT LACKEY (SEVEN VALLEYS FIRE COMPANY)**

- Scott Lackey, Seven Valleys Fire Company representative, reported to Council that they have received an offer for the sale of their tanker truck. If the sale materializes the fire company will decide, if and when, it will be replaced.
- W. Stiles mentioned that he attended a meeting at the York County Department of Emergency Services in preparation of the County's update to the Hazard Mitigation Plan (due in February 2024). He informed Lackey that he may need his assistance in collecting information.

**NEW BUSINESS**

▪ **YORK COUNTY OPEN SPACE GRANT AGREEMENT – PUBLIC CREEK ACCESS FEASABILITY STUDY**

- Zeigler reported that the grant was awarded and that he will have President Stiles executed the contract and return it to the York County Planning Commission.

▪ **2021 & 2022 DELINQUENT REAL ESTATE TAX REPORT**

- The delinquent real estate tax report prepared by Connie Patterson, Tax Collector, which was submitted to the York County Tax Claim Bureau for collection, was provide to Council for their information.

▪ **EAST STREET PAVING**

- A motion was made by Landis, seconded by Ferree, and unanimously carried, to authorize Zeigler to seek three (3) proposals to pave East Street. The proposals will be presented at the March 2023 meeting.

**FINANCIAL REPORT**

**JANUARY 2023**

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

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**REPORTS**

**SECRETARY'S REPORT**

- No report.

**MAYOR'S REPORT**

- Mayor Wagner stated that he is in possession of the former Lion's Club photo albums, etc., which were given to him by the Fire Company (where the Lion's held meetings). If the transfer of the ambulance building to the Borough materializes the items could be stored there; otherwise, they may be stored in the jail house.

**LIEN COLLECTION REPORT**

- There remain five (5) liens.

**YCSTSA REPORT**

- There remain six (6) EDUs available.
- Mayor Wagner commented that the STYCSA minutes stated that they were going to have The York Water Company terminate water service to 34 Main Street for non-payment; however, The York Water Company informed them that the property is not served by public water. Zeigler reported that he contacted York Water after reading that, as well, and was told that the account was listed as inactive by York Water. Zeigler further commented that he informed York Water that the property is being occupied. The York Water Company will be contacting the tenants/owner to restore the account.

**COUNCIL COMMENTS**

- Landis questioned the number of Council seats that are up for election in 2023. It was agreed that there are four (4) seats open; three (3) seats are 4-year terms and one (1) seat is a two (2) year term.
- W. Stiles reported that two (2) 15-minute parking signs will be installed on College Avenue, across from the post office, later this week.

**ADJOURNMENT**

The meeting was adjourned at 8:06 p.m. by President Stiles. The next regular Council meeting will be held on Monday, March 6, 2023, at 7:00 p.m.

Respectfully submitted,

Todd A. Zeigler  
Assistant Secretary