

**MINUTES OF SEVEN VALLEYS BOROUGH  
COUNCIL MEETING  
MARCH 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  
Gregory Bonas  
Gregory W. Kinard – Vice President  
Deborah J. Ferree  
Gary Landis  
John J. Neal  
William H. Stiles, II

**COUNCIL MEMBERS ABSENT**

None

**ALSO IN ATTENDANCE**

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

**ALSO ABSENT**

Samantha Craley - Assistant Solicitor

Number of Visitors in Attendance – None

**APPROVAL OF MINUTES**

- REGULAR MEETING HELD FEBRUARY 6, 2023
  - Motion by Landis, seconded by Kinard, and unanimously carried to approve the February 6, 2023, meeting minutes.

**PUBLIC COMMENT**

- None

**ENGINEER'S REPORT**

- No Report.

**SOLICITOR'S REPORT**

- MAILBOXES PLACED ON PUBLIC SIDEWALK
  - A draft ordinance was reviewed by Council. The ordinance places requirements for the installation of a mailbox that is located on a public sidewalk. It will include a diagram showing the distances required to meet postal regulations and for the clearance required on the sidewalk, between the rear of the mailbox and the interior line of the sidewalk,

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which requires a minimum clearance of 36 inches to allow the passage of a wheelchair. The new ordinance would require owners of existing mailboxes to become complaint within 180 days. Mayor Wagner questioned whether the ordinance should include language naming specific streets. It was agreed that the diagram would be revised and that the ordinance would apply to all public sidewalks without the need to name individual streets. Mayor Wagner also questioned whether language should be included to explain that the primary reason for the regulations is to meet the Americans with Disabilities Act (ADA). It was agreed that the ADA requirement notation would be added to the ordinance text and the diagram. Zeigler will mail letters to property owners after the ordinance is adopted. A motion was made by W. Stiles, seconded by Kinard, and unanimously carried, to authorize Solicitor Craley to advertise the ordinance and diagram, as amended above, for adoption at the April 3, 2023, meeting.

▪ **MEDIATION PARTICIPATION ON STYCOSA RATE DISPUTE**

- Solicitor Craley reported that there is nothing of any substance new to report. It is his understanding that a mediator has been selected and that an agreement for the mediator is being finalized.

▪ **STATE POLICE REPORT**

- There was no report. Assistant Solicitor S. Craley was not present.

**ZONING/UCC/CODE ENFORCEMENT REPORT**

▪ **MONTHLY REPORT**

- Koons reported that there was one (1) permit issued in February 2023.
- 119 Church Street (Gutshall): A permit was issued in February for the accessory building.
- 52 Main Street: This will remain in the report until it is confirmed that he paid the district court judgement.
- 132 Main Street (Workinger): There is no update. The property owner wants to expand the dwelling from 8 bedrooms to 9 bedrooms.
- 10 & 12 Mason Avenue (Ray Kinard): Violation mailed for accumulation of trash/rubbish.
- 83 Church: The work being done was the replacement of kitchen cabinets only, no need for a zoning or building permit.
- Neal mentioned that there are an increasing number of vehicles that are being covered by tarps. Koons will research whether this is permitted. Solicitor Craley commented that for unregistered/uninspected vehicles you need to prove it is a nuisance (high weeds, harboring rodents, etc.).
- There was discussion on whether daily fines should be issued for violations that are repeats or are non-responsive. It was agreed that compliance is the first priority but that it may require citations to prompt a response. This will continue to be determined on a case-by-case basis.

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**UNFINISHED BUSINESS**

▪ **TRI-COMMUNITY AMBULANCE PROPERTY**

- It was reported that the Building Committee met with Wellspan and Tri-Community Ambulance to iron out details of a lease, which would be assumed by the Borough when the property is transferred to the Borough from Tri-Community Ambulance. In summary, the lease would be for five (5) years, with a one (1) time option to extend the lease an additional five (5) years. Wellspan had proposed two (2) separate five (5) extensions. The lease amount for each month, during the first five (5) years, would be \$1,000. The lease amount for the second five (5) year period would increase to \$1,200 per month. The Borough would utilize the large meeting room, one (1) office, and a storage room, and Wellspan would occupy the remainder of the building. Wellspan would place all utilities in their name and pay the full amount for the entire building; the exception being Comcast (Internet) for the Borough's use. In addition, Wellspan would maintain the lawn and perform general repairs to the areas that they lease. The Borough would manage snow removal and any major repairs/replacements (structural, HVAC, etc.).
- Bonas noted that he has concern with the number of parking spaces during meetings. Solicitor Craley commented that other municipalities that have a meeting, at which a large attendance is anticipated, change their meeting location.
- Zeigler mentioned that Wellspan is exploring options to limit vehicular (particularly trucks) from using the parking lot as turnaround point.
- Zeigler also reported that Attorney David Jones, legal counsel for Tri-Community Ambulance, provided an update that the transfer is expected to conclude by the end of March; mid-April 2023 at the latest. The PA Attorney General must approve the distribution of a not-for-profit organization's assets. The York County Orphans Court must also grant its approval. Following further discussion, it was the consensus of Council that Solicitor Craley contact Wellspan and advise them that the Borough wants to see the draft lease amended to reflect only one (1) renewal period of five (5) years, along with several other minor revisions noted by the Solicitor's previous review.

▪ **EAST STREET PAVING**

- Zeigler reported that he sought cost proposals from three (3) contractors to make repairs and an overlay to East Street. He requested proposals from Emory J. Peters (Dallastown), H&H Contracting (Spring Grove), and Yohe Paving (Spring Grove). Emory Peters did not respond to the request. H&H Contracting proposal was in the amount of \$18,320.00 and Yohe paving submitted a proposal in the amount of \$28,090.00. A motion was made by W. Stiles, seconded by Neal, and unanimously carried, to award the paving contract for East Street to H&H Contracting at their low bid of \$18,320.00.

**NEW BUSINESS**

- No new business.

**FINANCIAL REPORT**

▪ **FEBRUARY 2023**

- It was noted by Zeigler that during an account reconciliation of the Peoples Bank

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checking account, it was discovered that the bank made an error and cashed a check against the Borough's account. It is identified as Check #1200 and was in the amount of \$100. The bank apologized and was reversing the charge made in error.

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

**REPORTS**

▪ **SECRETARY'S REPORT**

- Zeigler commented that he will schedule street sweeping with Spring Grove Borough for late April, which will be published in the Spring newsletter.
- It was suggested that information be placed in the newsletter about the new mailbox installation regulations.
- The website was down a couple weeks earlier and continues to have issues. It will need to be rebuilt because it was attacked by multiple viruses.

▪ **MAYOR'S REPORT**

- Mayor Wagner reported that he is waiting for the Economic Alliance to schedule a meeting to work on the grant that was recently awarded by York County Planning Commission for the South Branch Codorus Creek Public Access feasibility study.
- He also reported that he has recruited two (2) new members of the community to represent the Borough with Trail Towns group.

▪ **LIEN COLLECTION REPORT**

- There remain five (5) liens.

▪ **YCSTSA REPORT**

- There remain six (6) EDUs available.
- Kinard noted that according to the sewer authority minutes, replacement of the Church Street pump station has been placed on hold. He also noted that debt service will be satisfied in 2027.

▪ **COUNCIL COMMENTS**

- Kinard commented that 68 Church Street is pumping water across the sidewalk.
- Bahn mentioned that the York County Borough's Association's quarterly meeting in March includes a tour of the newly renovated/reopened Yorktowne Hotel, and encouraged everyone to attend. At this point, Bahn, Wagner, and Zeigler plan to attend.

**ADJOURNMENT**

- The meeting was adjourned at 7:59 p.m. by President Stiles. The next regular Council meeting will be held on Monday, April 3, 2023, at 7:00 p.m.

Respectfully submitted,

Todd A. Zeigler  
Assistant Secretary