

MINUTES OF SEVEN VALLEYS BOROUGH
COUNCIL MEETING
OCTOBER 2, 2023

The meeting was held at the Tri-Community Ambulance Building, 11 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 W. Kinard – Vice President
Gregory Bonas
Deborah J. Ferree
Gary Landis
William H. Stiles, II

COUNCIL MEMBERS ABSENT

Greg Bonas
John J. Neal
Makannah Stiles

ALSO IN ATTENDANCE

Douglas J. Wagner – Mayor
Cheryl Bahn, Secretary
Todd A. Zeigler – Treasurer & Asst. Secretary
D. Michael Craley – Solicitor
Samantha Craley - Assistant Solicitor

Number of Visitors in Attendance – 10

APPROVAL OF MINUTES

- REGULAR MEETING HELD OCTOBER 2, 2023
 - Motion by Kinard, seconded by Bonas, and unanimously carried to approve the October 2, 2023, meeting minutes.

PUBLIC COMMENT

Kate King, Spring Grove Area Regional Recreation Commission (SGARRC)

1. Executive Director, Kate King, presented to the Council an overview of the SGARRC, including municipal membership, programs, and partners (YMCA). They are located on the Spring Grove Area School District campus located along Roth's Church Road. Ms. King stated that a municipal membership is based on \$7.64 per capita. The Commission prefers that new members begin January 1st of any year, and the membership agreement ranges from 3-5 years. There were comments and questions from Council, as well as resident Brandon Brenneman. Director King offered to return to meet with the Borough residents who are interested in a Borough recreation commission.

Lt. Springler, PA State Police

1. A report was given by Lt. Springler of the calls that the PSP responded to in the Borough. Incidents of most significance included 2 assaults, 2 thefts, 5 non-criminal, and 10 motor

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vehicle crashes. Scott Lackey, Seven Valleys Fire Company, stated that the fire company has documented at least bridge hits at the York County Rail Trail. Council thanked Lt. Springler for the service that the PSP provides to the Borough.

Brandon Brenneman, 81 Main Street

1. Brenneman asked questions about the relationship between the Borough and the Springfield Township York County Sewer Authority (STYCSA). He was informed that John Neal is the Borough's liaison to attend the Authority meetings, but that the Borough has no voting power. Brenneman stated that he plans to begin attending the meetings.
2. Brenneman suggested that the monthly treasurer's report be attached to the minutes and posted on the Borough website. Zeigler stated that can begin this month.
3. Brenneman confirmed that South Penn Code Consultants (SPCC) is no longer the Borough's third-party inspection agency.
4. Brenneman provided an update on a potential Borough recreation committee. He has organized a couple of meetings to gather input from residents on possible events, with the next meeting scheduled for October 5, 2023.
5. Brenneman indicated that Liberty Christian Fellowship, 7 Maple Street, will be implementing a food pantry for the community in need.
6. Brenneman provided an update on his efforts, and those of a couple other residents, who are speaking with the York County Parks department of the possibility of placing a playground at the Church Street Rail Trail Parking Lot.

Jessica Valis, 22 Cherry Street

1. Valis noted that there is an upcoming election for Borough Council and asked if each Council member could name one thing that they were most proud of and how long they have served on Council. Council members Landis, Kinard, Wm. Stiles, and Zac Stiles, along with mayor Wagner, spoke of what they were most proud to be a part of while serving on Council. Ferree did not mention anything she was most proud of but noted that she believes Council has not accomplished anything for a long time.
2. Valis inquired whether there was any further thought on the placement of a crosswalk on Church Street. It was noted that Church Street is a state highway.

ENGINEER'S REPORT

- No Report

SOLICITOR'S REPORT

▪ **STYCSA RATE ISSUE – MEDIATION**

- Solicitor Craley reported that the sewer rate mediation was held on September 20, 2023, at the Springfield Township building. Zeigler attended in place of Neal and Bahn. A second mediation meeting will be scheduled after the additional information requested at the meeting is secured.

▪ **STATE POLICE REPORT**

- There was no report.

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ZONING/UCC/CODE ENFORCEMENT REPORT

▪ **MONTHLY REPORT**

– Zeigler presented Council with the August & September 2023 zoning & codes enforcement report. He noted that he has begun to include zoning & code inquiries in the report.

▪ **PERMIT REVIEWS**

– Zeigler informed Council that he plans to complete his review of permits issued for roof replacements, etc., to ensure that permits were not issued for improvements that did not require a permit.

FIRE COMPANY / EMC REPORT

- No Report.

UNFINISHED BUSINESS

▪ **STOP SIGN RELOCATION/PAVEMENT MARKING (MAIN STREET AT UNDERPASS)**

– No update; waiting for a response from PennDOT.

▪ **TRUCK SIGNAGE – COLLEGE AVENUE & CHERRY STREET**

– Landis provided a report on the street committee meeting conducted on September 21, 2023. Following a brief overview, Landis made a motion, seconded by Kinard, authorizing the placement of “no truck” turns from Church Street onto College Avenue, along with the placement of “no truck signs on College Avenue and Cherry Street. The motion carried unanimously.

▪ **STREET LIGHTING at CODORUS CREEK BRIDGE (MAIN STREET)**

– Zeigler reported that he continues to wait for a response from Met-Ed. Wm. Stiles requested that a quote also be sought for 140 Watt, in addition to the 50 Watt and 90 Watt that has already been requested. He also asked if Zeigler would secure the specifications for each.

▪ **LIT COMMUNITIES – FIBER INTERNET ACCESS**

– Zeigler noted that he spoke to the LIT Communities and learned that York County is in the process of rebidding the fiber optic internet access expansion project to run from York south to the Maryland line, along the Rail Trail.

NEW BUSINESS

▪ **PENN WASTE DELINQUENT ACCOUNTS**

– Zeigler provided an account listing of refuse customers showing current and past due amounts.

▪ **SPCA OF YORK COUNTY – 2024 CONTRACT**

– The 2024 contract for the YC SPCA was discussed. It was reported that Klugh Animal Control Service may stop operating, which also has a contract with the Borough. Following a short conversation, it was the consensus of Council to table action on the contract until the November 6, 2023 meeting.

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FINANCIAL REPORT

▪ **SEPTEMBER 2023**

– Motion by Wm. Stiles, second by Ferree, and unanimously carried to approve, accept, and file the financial reports for audit, and to authorize the Treasurer to pay regular bills.

▪ **SHAWN SNYDER INVOICE - \$350**

– Zeigler shared with Borough Council an invoice that was received from Shawn Snyder, 59 Main Street, for cleaning up debris from a truck hitting the Rail Trail overpass. It was noted that the work was not requested by the Borough and that the invoice was received without the work being authorized. Mr. Snyder was present and stated that he was rescinding the request for payment.

REPORTS

▪ **SECRETARY'S REPORT**

– Zeigler noted that The Valley Tavern will again be hosting a Toy Drive for newborns through age 10, and newborns supplies, from November 9 – December 9, 2023. Donations can be dropped off at The Valley Tavern during regular business hours.

– It was reported by Zeigler that the Fall newsletter will be distributed next week.

– Zeigler reminded, and encouraged, the public to also ask questions between meetings by reaching out to him by telephone or email.

▪ **MAYOR'S REPORT**

– Mayor Wagner provided a report on the recent York County Boroughs Association quarterly meeting. The primary program was the PA Department of Conservation and Natural Resources (DCNR) open space and recreation grant program. The next application period closes in April 2024.

– Everyone was reminded by Mayor Wagner that the Borough Trick-or-Treating will take place on Tuesday, October 31st, from 6:00- 8:00 p.m., and that the evening includes the annual hot dog, snacks, and drink event in the south parking lot of The Valley Tavern. This is a joint event sponsored by The Valley Tavern and the Borough.

▪ **LIEN COLLECTION REPORT**

– There remain three (3) outstanding liens.

▪ **YCSTSA REPORT**

– There remain six (6) EDUs available.

– Solicitor Craley noted that Inflow & infiltration remains a problem for the Borough sewer system, and he encouraged everyone to pay attention to the actual vs budget throughout the year.

▪ **COUNCIL COMMENTS**

– Solicitor Craley encouraged everyone to read the sewer authority monthly reports, if not already doing so.

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- He noted that the 2023 repair and maintenance expenses are over budget for 2023, to date.
- Solicitor Craley also noted that the sewer authority minutes often reference Seven Valleys street addresses which are not within Seven Valleys Boroughs. Be aware of that fact because there are Seven valleys mailing addresses in Loganville and Borough and Springfield Township.
- He also encouraged the public to attend the sewer authority meetings.
- Mayor Wagner suggested that the STYCSA meeting minutes be posted on the Borough website. Zeigler stated that can be accomplished.
- Bahn asked when the Borough is going to own the building (11 Main Street). Solicitor Craley stated that to the best of his knowledge it remains before the PA Attorney General for approval, after which it then must be approved by the York County Orphans Court.
- Bahn commented that there is a Food pantry called Harvest of Hope located on Wolf's Church Road. She further commented that they serve anyone residing in Pennsylvania if they meet the needs criteria. She noted that there are others in the area but this one is one of the closest.
- Bahn commented that the Windy Hill Senior Center in Spring Grove provides meals Monday – Wednesday and meals can be picked up for Thursday and Friday. Meals on Wheels works with the Senior Center to provide meals to those that are housebound. Rabbit Transit also offers transportation for those in need.
- Bahn reported that she will be attending the PA State Association of Boroughs (PSAB) annual Fall Conference in Erie, PA next weekend.
- Bahn commented that she is willing to answer any questions at any time. She retired from York New Salem Borough six years ago and she still receives calls from Borough residents.
- Landis confirmed that Shrewsbury Township will install the signs approved earlier in the meeting, and then invoice the Borough.

CLOSING PUBLIC COMMENT

Jessica Valis, 22 Cherry Street

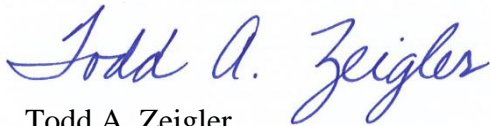
1. Valis asked Solicitor Craley how a property owner can check if their sump pump is connected to the public sewer. He suggested that the owner verify that the sump pump discharge hose/pipe is discharging to the outside. If it's not it most likely is connected to the public sewer.
2. Valis thanked Zeigler for expanding on the permit requests because she found it to be very insightful. Sharing that information on social media would also be helpful.
3. Valis thanked Bahn for the additional resources on other food banks. She noted that York County is an area that does not support SNAP.
4. Valis suggested that a master list of resources, such as Windy Hill Senior center, be compiled and placed on the Borough website.

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ADJOURNMENT

- The meeting was adjourned at 8:39 p.m. by President Stiles. The next regular Council meeting will be held on Monday, November 6, 2023, at 7:00 p.m., at 11 Main Street, Seven Valleys.

Respectfully submitted,



Todd A. Zeigler
Assistant Secretary

Seven Valleys Borough

TREASURER'S REPORT

OCTOBER 2023



Income (TOTAL) - \$ 4,851.07

Expenses (TOTAL) - \$ 7,091.65

Fund Balance - \$ 455,407.22
(TOTAL)

CASH BALANCE

October 31, 2023

GENERAL FUND

ARPA (PB)	\$ 54,923.05
Peoples Bank	\$ 9,078.16
PLGIT	\$ 47,570.98
PRIME (PLGIT)	\$327,453.65
TOTAL -	\$ 439,025.84

LIQUID FUELS FUND

PLGIT	\$ 15,641.61
PRIME (PLGIT)	\$ 739.77
TOTAL -	\$ 16,381.38

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INCOME DETAIL

OCTOBER 2023

GENERAL FUND

Date	Name	Account Number	Amount
10/02/2023	PLGIT	341.00 · Interest	255.54
10/02/2023	PLGIT	341.00 · Interest	1,414.16
10/05/2023	Peoples Bank	341.00 · Interest	2.25
10/05/2023	Peoples Bank	341.00 · Interest	142.73
10/16/2023	District Court 19-3-06	331.11 · Fines - District Magistrate	23.40
10/16/2023	Kathleen Meissner	361.41 · Zoning Permits	75.00
10/16/2023	Scott C. Taylor	361.35 · Reimbursements	40.00
10/20/2023	PLGIT	310.21 · Earned Income - Current	2,623.04
10/24/2023	Connie Patterson	301.10 · Real Estate - Current	203.15
10/31/2023	Selective Insurance	380.30 · Miscellaneous Revenue	1.82
Total			4,781.09

LIQUID FUELS FUND

Date	Name	Account Number	Amount
10/02/2023	PLGIT	341.00 · Interest	66.65
10/02/2023	PLGIT	341.00 · Interest	3.33
Total			69.98

TOTAL INCOME 4,851.07

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EXPENSE DETAIL

OCTOBER 2023

GENERAL FUND

Num	Date	Name	Memo	Accour	Paid Amount
EFT	10/12/2023	PA U/C Fund	3rd Qtr. 2023	2200 · 5	-1.86
EFT	10/14/2023	Cloudways LTD	Website Server Charge - 09/23	400.30	-31.38
EFT	10/16/2023	U S Postal Service	Annual PO Box Rental	489.00	-98.00
EFT	10/16/2023	Amazon	Hanging File Folders, Lavalier Microphones	400.20	-204.04
EFT	10/16/2023	Amazon	Paid, Deposit Only, Received - Ink Stampers	400.20	-75.85
EFT	10/17/2023	Amazon	2 Microphone Stands	400.20	-128.41
EFT	10/18/2023	Cloudways LTD	Website / Email - 10/23	400.30	-31.38
EFT	10/20/2023	Edel Technology Service	QuickBooks Repair/Service	409.37	-85.00
EFT	10/31/2023	York Water Company	Hydrant Rental	411.30	-618.12
4310	10/01/2023	James R. Holley & Associates	Church St Curb & Sidewalk	408.00	-1,547.00
4312	10/16/2023	State Workers' Insurance Fund	(22-23 Audit Adjustment)	486.03	-256.00
4315	10/31/2023	General Code Publisher	One (1) Set of Code	400.30	-100.00
4316	10/31/2023	James R. Holley & Associates	Church St Curb & Sidewalk	408.00	-1,678.50
4317	10/31/2023	Kocman Insurance Group	Crime-Employee Dishonesty Policy	486.01	-150.00
4318	10/31/2023	The Valley Tavern	23 Community Trick-or-Treat (50% Share)	451 · C	-150.00
4319	10/31/2023	James R. Holley & Associates	VOID		0.00
4320	10/31/2023	York County Boroughs Assoc	Annual Banquest - Wagner	400.30.	-38.00
4321	10/31/2023	H. A. Thompson Co.	Treasurer's Bond - Zeigler	486.01	-246.00
4322	10/31/2023	Doug Wagner	Reimb Nameplate Holders	400.20	-32.85
EFT	10/12/2023	PA Dept Of Revenue	13094834	2170 · 5	-81.51
EFT	10/12/2023	YATB	23-2052893	2120 · E	-26.55
4311	10/12/2023	United States Treasury	23-2052893	2100 · F	-556.20
4313	10/31/2023	TODD A ZEIGLER	October Payroll	405.10	-885.00
4314	10/31/2023	RODNEY BARSHINGER	Newsletter Delivery	489.00	-70.00
				Total	-7,091.65

LIQUID FUELS FUND

Num	Date	Name	Memo	Accour	Paid Amount
				Total	0.00

TOTAL EXPENSES **-7,091.65**