

**MINUTES OF SEVEN VALLEYS BOROUGH
COUNCIL MEETING MINUTES
APRIL 1, 2024**

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 Z. Stiles, followed by the pledge to the flag.

COUNCIL MEMBERS PRESENT

Zachary W. Stiles - President
William Stiles, II – Vice President
Gregory Bonas
Gary Landis – President Pro Tem
Deborah J. Ferree
Greg Kinard
Mark McWilliams

ALSO IN ATTENDANCE

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

Number of Visitors in Attendance – 7

APPROVAL OF MINUTES

- REGULAR MEETING HELD MARCH 4, 2024.
 - Motion by Kinard, seconded by B. Stiles, and unanimously carried to approve the March 4, 2024 meeting minutes.

PUBLIC COMMENT

- None

ENGINEER’S REPORT

- AMENDATORY CONTRACT #2 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) (CHURCH STREET CURB & SIDEWALK IMPROVEMENT PROJECT)
 - A motion was made by B. Stiles, seconded by Landis, to approve the CDBG Amendatory Contract #2, which increases the grant amount from \$105,000 to \$175,000. Motion carried unanimously. This grant will replace curb & sidewalk on the south side of Church Street, between Mason Avenue and Park Street.

SOLICITOR’S REPORT

- STYCSA/LOGANVILLE BOROUGH RATE ISSUE – MEDIATION
 - Solicitor Craley reported that the continuing mediation, conducted on March 26, 2024, related to the sewer rate dispute between the STYCSA and Loganville Borough, resulted in no resolution. Mayor Wagner questioned whether there is any progress. Solicitor Craley commented that the affected parties are gathering additional information/documentation.
- STATE POLICE REPORT
 - There was no report.

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ZONING/UCC/CODES REPORT

▪ **MONTHLY REPORT**

- Zeigler reviewed the March 2024 zoning & codes report with Council.
- Ferree questioned Zeigler as to what the difference is between the violation noted for 57/59 Main Street (Snyder) and other residents who park their work vehicles in their driveways. Zeigler responded stating that the violation is now before the District Court, and that he will not litigate the violation in a public meeting. Zeigler invited Ferree, and other Council members and the public, to meet with him to review any of their zoning/Borough related questions/concerns.

FIRE COMPANY / EMC REPORT

▪ **FIRE POLICE REQUESTS**

- Kinard made a motion, seconded by Ferree, and unanimously approved to authorize the Seven Valleys Fire Police/Fire Company to assist with the following 2024 events/municipalities (if the fire company chooses to do so): 1) Mason Dixon Ride for Life, 2) Dallastown Borough, and 3) Glen Rock Borough.
- Bahn commented that during a recent house fire on South Main Street in New Salem Borough, she witnessed the Seven Valleys Fire Company arrive on the scene and that she was impressed with the firefighters quick actions to lay a fire hose from a hydrant to the structure that was burning.

UNFINISHED BUSINESS

▪ **BUS STOP at 109 MAIN STREET**

- Zeigler followed up on a request from last month asking that school bus signage or a warning signal be placed in the vicinity of 109 Main Street. Kayla Royce, resident of 109 Main Street, and Zeigler, both reported that they have learned from the School District that a full-size school bus will not be used, but instead a school van.

NEW BUSINESS

▪ **CONTRACT AWARD FOR OAK STREET PAVING**

- In anticipation of receiving a second proposal, awarding a contract to pave Oak Street was tabled to the May 6, 2024 meeting.

▪ **YELLOW CURB PAINTING PROPOSAL**

- The proposal submitted by D.E. Gemmill, at \$5,523, to repaint curbing yellow throughout the Borough was discussed. Kinard suggested that a price quote be obtained from the last contractor, Dwayne Hilton. Zeigler will contact Hilton and present his pricing to Council at the May 6, 2024 meeting.

▪ **STREET SWEEPING – APRIL 23, 2024**

- Zeigler announced that street sweeping will take place on April 23, 2024, with the work to be performed by Spring Grove Borough. Zeigler stated that Rodney Barshinger will deliver the newsletter the week of April 15th, prior to the scheduled sweeping. Notification will also be via the Borough website and FaceBook page.
- B. Stiles noted that every year Spring Grove Borough remarks about the excessive leaves on Church Street, between Cross Street and Main Street. Zeigler will look into this with Spring Grove Borough.

▪ **UNION CHURCH ROAD PAVING – SPRINGFIELD TOWNSHIP**

- Following last month's inquiry about Springfield Township possibly planning to pave their section of Union Church Road, Zeigler reported that he contacted the Township. He was told that Union Church Road is slated only for base repair in 2024. The Township will contact the Borough when they decide to pave the road.

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▪ **APPOINTMENTS TO SPRING GROVE REGIONAL PARKS & RECREATION COMMISSION**

- President Stiles asked if any Council member was interested in serving as the Council’s representative on the Recreation Commission; B. Stiles stated that he would like to serve. A motion was made by Ferree, seconded by McWilliams, and unanimously carried to appoint B. Stiles to the Commission. There were two (2) individuals interested in fulfilling the resident position; Kayla Royce (109 Main Street) and Tina Stiles (79 Church Street). The following Councilmembers abstained from making a motion and from voting due to their relationship with Tina Stiles; President Stiles (son), B. Stiles (husband), and Landis (brother). Royce and T. Stiles both addressed Council and shared their reasons for wanting to serve on the Commission. Of the four Council members remaining, Ferree made a motion to appoint Royce, seconded by Bonas, and unanimously carried. The term for Royce will expire December 31, 2028 and the term for B. Stiles will expire December 31, 2029.

FINANCIAL REPORT

▪ **MARCH 2024**

- Motion by B. 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.

REPORTS

▪ **SECRETARY’S REPORT**

- Zeigler reported that WellSpan EMS responded to nine (9) emergency calls in the Borough during the month of February 2024.
- Zeigler reiterated that if Council or any member of the public has questions related to emails that he sends, reports he provides, or general questions related to zoning or the Borough in general, that he encourages and welcomes the opportunity to meet to answer any questions.

▪ **MAYOR’S REPORT**

- Wagner reported that he and Bahn attended the York County Borough’s Association quarterly meeting on March 28, 2024. The program was a presentation by Terry Kunkle, PA DCED, on the topic of internal controls.
- Wagner noted that the York County Economic Alliance launched a new grant program, “York County Trail Towns Façade Grant Program,” which has an application closing date of May 13, 2024.
- Wagner also stated that he is continuing discussions with Mike Fobes, York County Parks, on gate access to cross the Rail Trail at Cherry & Cross Streets to allow emergency vehicles to pass through if they cannot pass under the trail overpass. He anticipates this will be resolved this Spring.

▪ **LIEN COLLECTION REPORT**

- There remain three (3) outstanding liens.

▪ **YCSTSA REPORT**

- There remain six (6) EDUs available.
- Solicitor Craley noted that the report discusses the ongoing issue with illegal sump pump connections and inflow during rain events.

▪ **COUNCIL COMMENTS**

- Landis informed Council that he will not be in attendance at the May 6, 2024 meeting.

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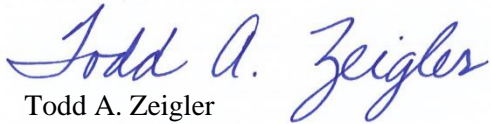
CLOSING PUBLIC COMMENT

- Brandon Breneman, 81 Main Street
 - Breneman stated that the YCSTSA will be scheduling a tour of the wastewater treatment plant for him, should anyone else be interested.
- Shawn Snyder, 59 Main Street
 - Snyder requested that his business be removed from the Borough’s website; specifically, from the “Support Local Businesses” page. Zeigler stated that he would do that by that night after the meeting.
 - Snyder referenced the civil complaints the Borough filed against him that are currently before District Court 19-3-04 and stated that his phone number is on his vehicles, and that he welcomes Council members to call him if they have any questions.

ADJOURNMENT

- The meeting was adjourned at 7:41 p.m. by President Stiles. The next Council meeting will be held on Monday, May 5, 2024, at 7:00 p.m., at 11 Main Street, Seven Valleys.

Respectfully submitted,



Todd A. Zeigler
Assistant Secretary

Seven Valleys Borough

TREASURER'S REPORT

APRIL 2024



Income (TOTAL) - \$ 28,011.69

Expenses (TOTAL) - \$ 10,927.50

Fund Balance - \$ 509,825.33
(TOTAL)

CASH BALANCE

APRIL 30, 2024

GENERAL FUND

ARPA (PB)	\$ 55,810.13
Peoples Bank	\$ 27,340.48
PLGIT	\$ 24,200.84
PRIME (PLGIT)	\$ 378,326.37
TOTAL -	\$ 485,677.82

LIQUID FUELS FUND

PLGIT	\$ 3,294.94
PRIME (PLGIT)	\$ 20,852.57
TOTAL -	\$ 24,147.51

SEVEN VALLEYS BOROUGH

INCOME DETAIL

APRIL 2024

GENERAL FUND

Date	Name	Memo	Account	Amount
04/01/2024	Connie Patterson	RE Taxes Collected - #5 for 2024	301.10	386.58
04/01/2024	PLGIT	Interest Earned - March 2024	341.00	225.29
04/01/2024	PLGIT	Interest Earned - March 2024	341.00	1,589.91
04/02/2024	Connie Patterson	RE Taxes Collected - #6 for 2024	301.10	772.47
04/03/2024	Recorder of Deeds	RE Tax Collected - March 2024	310.10	1,063.30
04/04/2024	Connie Patterson	RE Taxes Collected - #7 for 2024	301.10	345.84
04/05/2024	Commonwealth of Pa	Liquor License	355.08	150.00
04/05/2024	Peoples Bank	Interest Earned	341.00	159.06
04/05/2024	Peoples Bank	Interest Earned	341.00	2.80
04/08/2024	Connie Patterson	RE Taxes Collected - #8 for 2024	301.10	2,840.61
04/09/2024	Connie Patterson	RE Taxes Collected - #9 for 2024	301.10	2,975.44
04/11/2024	Connie Patterson	RE Taxes Collected - #10 for 2024	301.10	8,763.62
04/17/2024	County of York	Fines - Clerk of Court	331.12	153.63
04/19/2024	South Penn Code Consult	132 Main St - Septic Permit - Install Riser & Lid	362.44	180.00
04/19/2024	Todd A. Zeigler	49 Cherry St - Zoning Pmt - Lighted Wall Sign	361.41	100.00
04/19/2024	Todd A. Zeigler	79 Church St - Zoning Permit - Mini Split HVAC	361.41	100.00
04/22/2024	Connie Patterson	RE Taxes Collected - #11 for 2024	301.10	3,078.31
04/22/2024	YATB	EIT Collected - March 2024	310.21	2,738.57
04/29/2024	Connie Patterson	RE Taxes Collected - #12 for 2024	301.10	20.41
04/29/2024	Connie Patterson	RE Taxes Collected - #13 for 2024	301.10	262.72
04/30/2024	DCCS	March Building Permit Commission	361.41	16.00
04/30/2024	PLGIT	Interest Earned	341.00	1,671.98
04/30/2024	PLGIT	Interest Earned	341.00	125.61
04/30/2024	TODD A ZEIGLER	124 Main St (Walker) - Driveway Expansion Permit	361.41	75.00
			Total	<u>27,797.15</u>

LIQUID FUELS FUND

Date	Name	Memo	Account	Amount
04/01/2024	PLGIT	Interest Earned - PLGIT	341.00	104.13
04/01/2024	PLGIT	Interest Earned - PRIME	341.00	3.49
04/30/2024	PLGIT	Interest Earned - PLGIT	341.00	14.76
04/30/2024	PLGIT	Interest Earned - PRIME	341.00	92.16
			Total	<u>214.54</u>

TOTAL INCOME 28,011.69

SEVEN VALLEYS BOROUGH

EXPENSE DETAIL

APRIL 2024

GENERAL FUND

Date	Number	Name	Memo	Acct	Paid Amount
EFT	04/01/2024	York Water Company	Hydrant Rental	411.30	-618.12
EFT	04/06/2024	YATB	1st Qtr. 2024 Withholdings	2120 · I	-29.49
EFT	04/06/2024	PA Dept Of Revenue	1st Qtr. 2024 Withholdings	2170 · S	-90.53
EFT	04/06/2024	Cloudways LTD	Website Server/Email Charge - Mar. 2024	400.30	-31.38
4384	04/08/2024	District Court 19-3-06	Civil Complaint - 24 Cherry Street (Snow Reimb)	489.00	-7.84
4385	04/08/2024	United States Treasury	1st Qtr. 2024 Withholdings/Boro Match	2100 · I	-726.14
4386	04/08/2024	James R. Holley & Assc	Church St Curb & Sidewalk - Inv. #176504	408.00	-6,137.45
EFT	04/09/2024	Pa Dept of Labor	4th Qtr. UC Tax	489.00	-2.06
4387	04/26/2024	TODD A ZEIGLER	April 2024 Salary	405.10	-885.00
4390	04/26/2024	RODNEY BARSHINGER	Newsletter Delivery	489.00	-60.00
4388	04/30/2024	South Penn Code Cons	120 Maple Street	489.00	-40.00
4388	04/30/2024	South Penn Code Cons	132 Main Street	480.00	-300.00
4389	04/30/2024	D. Michael Craley	April 2024 Services	404.10	-310.50
EFT	04/30/2024	York Water Company	Hydrant Rental	411.30	-618.12
EFT	04/30/2024	York Water Company	Hydrant Rental	411.30	-618.12
				Total	-10,474.75

LIQUID FUELS FUND

Date	Num	Name	Memo	Acct	Paid Amount
04/08/2024	480	Met-Ed	Street Lights	434.36	-452.75
				Total	-452.75

TOTAL EXPENSES -10,927.50