

MINUTES OF NEW SALEM BOROUGH
COUNCIL MEETING
Tuesday, April 5, 2016

President Vicki M. Rohrbaugh called the meeting to order at 7:00 PM with the salute to the flag. Those in attendance were Council members Stephanie D. Fields, Peter E. Partridge, Joseph A. Shubert and Kathleen W. Yeater; Mayor Elwood G. Bahn (7:20 pm), Jr.; Secretary Cheryl D. Bahn and Solicitor D. Michael Craley. Susan P. Barley and Kim E. Martin were absent from the meeting. The meeting was held at the Municipal Building, 80 Water Street.

Motion was made by Partridge/Shubert to approve the March 1, 2016 meeting minutes as circulated. Motion carried unanimously.

PUBLIC COMMENT

No Public Comment

ENGINEER'S REPORT

No written report.

SOLICITOR'S REPORT

No written report

UNFINISHED BUSINESS

New Salem and Spring Grove have an intergovernmental agreement to have Spring Grove to provide a certified operator to the sewer collection system. Part of the agreement is that a preventative maintenance plan would be developed for Flushing and Televising the New Salem Sanitary Sewer Collection System. Andy Shaffer, Spring Grove Borough Manager, was present to present the plan as developed with input from the Borough Engineer and others.

Flushing and Televising will clean the system, check for damage and record the video findings in a log form of each section of pipe. The information in the log of each section from manhole to manhole will be used as a tool for any needed repairs and maintenance.

Prices were given for the cost of Flushing and Televising the Borough system over a three year period by dividing the system into three sections. The cost is not a three year cost. New prices would be needed for each year work is done. The prices were from Mr. Rehab of Mechanicsburg, PA. They have been providing services to Spring Grove Sanitary Sewer for over 10 years. They have been found to do a good job at a reasonable price. They also do pipe and manhole repairs.

Section	Lin Ft	Cost per Lin Ft	Total cost of section	
1	11,250	\$1.30	\$14,625.00	Cost varies depending on
2	9,100	\$1.40	\$12,740.00	location of the main addition time
3	8,000	\$1.35	\$10,800.00	that will be necessary
Whole System	28,350	\$1.20	\$34,020.00	

After a discussion concerning the best approach for the Borough, there was a consensus that cleaning the whole system at one time would save money over the long term and also provide the Borough with a baseline for the condition of the Sewer System. If there were to be a problem, the sooner it is discovered the better for all.

Motion by Fields/Yeater to authorize Spring Grove to coordinate with Mr. Rehab to Flush and Televis the entire system of approximately 28,350 lineal feet at a cost of \$1.20 per linear foot for a total cost of \$34,020.00. There will also be costs associated with Spring Grove employees that would coordinate the project as per the intergovernmental agreement. Motion carried unanimously.

Residents will be notified when the work is scheduled.

NEW BUSINESS

1. There is a storm water drain at 96 N Main St that was installed before the 70's. The current owner of the property has noted a hole in his parking lot where the drain pipe runs under it. The pipe continues from Main Street through his property and exits in the stream by the Borough building. Jeff has been out to look at the areas and suggests that in order to determine the extent of the damage, we should televis the pipe. Shrewsbury Borough charges \$145/hr. Jeff estimates a half day or \$660.00 Spring Grove was asked if they could do the work. Mr. Shaffer said that they could at the Intergovernmental Cost per employee of \$33.00. **Motion** by Partridge/Shubert to authorize Spring Grove to Televis the pipe at a cost of \$33.00 per hour per man. They will let New Salem know if they are not able to televis the pipe. Motion carried unanimously.
2. General Code updated cost to codify Ord. Nos. 2-2012, 3-2012, 1-2013, 2-2014, 4-2014 through 6-2014, 1-2015 through 3-2015 and 1-2016, including revisions to the Table of Contents, Disposition List and Index, will be between \$5,075 and \$6,315, which includes shipping and handling. The price for the updated PDF version of the Code on a CD is \$25. **Motion** by Partridge/Fields to accept the cost estimate and have the Code updated as described. Motion carried unanimously.
3. **Motion** by Partridge/Yeater to authorize President Vicki Rohrbaugh and Vice-President Kim Martin to sign bank documents presented by the Bank to allow the Secretary/Treasurer to view the Financial Records through online banking. Motion carried unanimously.
4. The Secretary has a conflict with the PSAB Conference June 5-8 and the June 7th meeting. We can either have some one take minutes etc or re-schedule the meeting. **Motion** by Yeater/Fields to authorize Secretary to re-schedule to June meeting from June 7, 2016 to Thursday, June 2, 2016 and to advertise the meeting. Motion carried unanimously.
5. **Motion** by Shubert/Partridge to Approve Resolution appointing Cheryl D. Bahn as the Designated Agent for NSB for applying for Assistance through FEMA for Snow Storm Jonas. Motion carried unanimously. Applicant Briefing Meeting is scheduled for Friday, April 8, 2016. The Secretary will attend.
6. **Motion** by Yeater/Shubert to authorize Cheryl D. Bahn to execute for and behalf of the Borough as necessary to apply for Assistance through FEMA for Snow Storm Jonas. Motion carried unanimously.
7. The final draft of the Spring Newsletter was reviewed including Restaurant Week Information as Mayor Bahn reported that the Restaurant Owners were interested in celebrating restaurant week again this year.

STATEMENT Period Ending March 31, 2016***General Fund**

Peoples Bank of Glen Rock CD	\$125,000.00
Peoples Bank of Glen Rock IMF Savings Account	\$103,932.23
PLGIT Checking Account	<u>\$ 12,529.06</u>
TOTAL GENERAL FUND	\$241,461.29

***Highway Aid Fund**

PLGIT Checking Account	\$ 205.16
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***Sewer Fund**

PLGIT CD	\$125,000.00
PLGIT Sewer Construction Fund	\$ 3,343.87
Peoples Bank Sewer Fund	\$352,870.69
Peoples Bank CD	<u>\$125,000.00</u>
TOTAL SEWER FUNDS	\$606,214.56

Motion made by Partridge/Yeater to approve, accept and file the Financial Statement for audit. Also pay York Water as invoiced and Met Ed as invoiced. Motion carried unanimously.

CORRESPONDENCE/SECRETARY'S REPORTS/FYI/AROUND THE TABLE

1. State Ethics Reports are due to the Borough Secretary by May, 1, 2016.
2. The Zoning/Enforcement Report was reviewed.
3. The Police Report was reviewed by Council.
4. Secretary will attend the Annual PSAB Conference in June. The Mayor is also planning to attend.
5. Conversion of the four Borough-owned street lights in Sherwood II to LED Lighting will be considered in the near future once prices have been obtained to replace the fixtures and savings can be quantified.
6. It was reported that there are basketball hoops along King Richards Court South. The enforcement Officer will be notified if the hoops are there longer than this next week - after the Newsletter is distributed.

With no further business to come before council, President Rohrbaugh adjourned the meeting at 8:20 pm. Next Council Meeting is Tuesday, May 3, 2016, 7:00 pm, at the Borough Building in New Salem.

Respectfully submitted,

Cheryl D. Bahn, Secretary