

MINUTES OF SEVEN VALLEYS NEW SALEM BOROUGH
COUNCIL MEETING
Monday, October 3 Monday, January 4, 2016, 2011

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The 2016 Reorganization of the New Salem Borough Council was held on Monday, January 4, 2016, beginning at 6:00 pm. Newly Elected Council members Peter E. Partridge, Vicki M. Rohrbaugh and Joseph A. Shubert presented their certificates of Election to Secretary Bahn. Those in attendance in addition to those listed above were Council Members Susan P. Barley, Kim E. Martin Stephanie D. Fields and Kathleen W. Yeater; Mayor, Elwood G. Bahn, Jr. and Secretary Cheryl D. Bahn. Solicitor D. Michael Craley was absent from the meeting. The meeting was held at the Municipal Building, 80 Water Street.

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Following the Salute to the Flag, Newly Elected Council members Peter E. Partridge, Vicki M. Rohrbaugh and Joseph A. Shubert present their certificates of Election to Secretary Bahn. Mayor Elwood G. Bahn signed their Affidavits of Residency and administered the Oath of Office to all of the aforementioned present. Mayor Bahn assumed control of the meeting and asked for nominations for the position of Council President.

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Vicki M. Rohrbaugh was nominated for President of Borough Council

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Motion made by Partridge/Shubert to close nominations. Motion carried unanimously.

Motion made by Martin/Partridge to approve the nomination to appoint Vicki M. Rohrbaugh as President of New Salem Borough Council. Motion carried unanimously.

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The Mayor then asked for nominations for Council Vice-President.

Kim E. Martin was nominated for Council Vice-president.

Motion made by Partridge/Rohrbaugh to close nominations. Motion carried unanimously.

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Motion made by Partridge/Rohrbaugh to approve the nomination to appoint Kim E. Martin as Vice-President of New Salem Borough Council. Motion carried unanimously.

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President Rohrbaugh took control of the meeting.

Sue Barley was nominated for Chairman Pro Tem

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Motion by Partridge/Fields to close nominations and appoint Susan P. Barley as Chairman Pro Tem. Motion carried unanimously.

President Rohrbaugh next appointed Committee Members.

Sidewalk Committee Sewer Committee Highways Committee Building Committee

Kim E. Martin Peter E. Partridge Joseph Shubert Kathleen W. Yeater

Susan P. Barley Kathleen W. Yeater Stephanie Fields Vicki M. Rohrbaugh

Vicki M. Rohrbaugh Vicki M. Rohrbaugh Vicki M. Rohrbaugh

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President Rohrbaugh next made the following appointments.

1. Local Government Advisory Committee of the York County Planning Commission.

Kim E. Martin - Representative Joseph A. Shubert - Alternate

2. Representative to the Board of Directors of the YATB

Susan P. Barley - Representative Stephanie D. Fields - Alternate

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Motion made by Barley/Fields to reaffirm/approve/adopt the Resolution # 2016-1.

A Resolution reaffirming, approving and adopting the following items:

1. Reappoint Cheryl Bahn as Borough Secretary/Treasurer/Zoning Officer at a monthly salary of \$1,466.67

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2. Reappoint Cheryl D. Bahn as Voting Delegate for the Annual PASB Conference each year.

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3. The monthly office rent paid to the Borough Secretary is \$210.00 or \$2520.00 per year.

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4. Reappoint D. Michael Craley as Borough Solicitor at a rate of \$125.00 per hour.

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5. Reappoint James R. Holley & Associates as Borough Engineer for all engineering work required by the Borough.

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6. Reappoint Bradley Hengst as On-Lot Sewage Enforcement Officer.

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7. Reappoint Charles Kahew of James R. Holley & Associates as alternate On-Lot Sewage Enforcement Officer.

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8. Designate People's Bank of Glen Rock, New Salem Branch and Pennsylvania Local Government Investment Trust as the depositories for all Borough Funds.

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9. Set the Bond for the Borough Treasurer at \$50,000.00 and the bond for Elected Public Officials at \$100,000.00 maximum.

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10. Retain the fee paid to the Mayor and Council Members at \$910.00 to be paid annually.

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11. Retain the fee for the Zoning Hearing Board Members and Planning Commission Citizen Members at \$30.00 per meeting.

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12. Resolution # 2016-2 appointing Kochenour, Earnest, Smyser – Burg, CPA, as become independent auditors for the borough for the 2015 Audit conducted in 2016.

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13. Retain the rate of commission for the Tax Collector at five per cent for all Borough taxes collected. Allowing a \$25.00 Tax Certification Fee and a \$5.00 per bill Duplicate Tax Fee.

14. Set the mileage fee paid by New Salem Borough for a personally owned automobile used on Borough business at the amount set by the IRS per mile.

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15. Authorize the Borough Secretary/Treasurer to pay stated obligations, payrolls and outstanding bills, prior to the next regular meeting of the Borough Council, when such payments will be advantageous to the Borough.

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16. Retain the following fees:

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Subdivision Application \$ 50.00

Zoning Appeals & Applications \$450.00

Ordinance Books \$ 6.00

Return Check Fee \$ 20.00

Copies - per page	\$.25
Lien Filing Fee	\$350.00 Resolution #1-2007
Refuse Contract – Penn Waste, Inc.	\$199.52 Annually until December 31, 2018
Enforcement Mowing and Yard Work	\$35.00 per man hour or as updated in 2015
Sewer Rent Fee	\$975.00 annually - billed quarterly

SEO FEES

Sewage Permit Application at time of printing	\$ 165.00
Sewage Permit Application for Repair	\$ 50.00
Soils profile (Probe)	\$ 70.00
Percolation test	\$ 295.00
Sewage Permit/portable toilet	\$ 40.00
Annual Inspection Holding Tank	\$ 40.00
Planning/Enforcement	\$ 45.00/hr
Inspection, mail report, review & retain manifests pursuant to the Sewer Management Ordinance	\$ 80.00

Uniform Construction Code (UCC and Related Permit Fees

Zoning Permit

This permit includes one (1) zoning inspection for setbacks, etc \$25 00

Zoning Re-inspection

This fee is required for each additional zoning re-inspection,

which is the result of a failed initial inspection \$30.00

Zoning Use or Occupancy Certificate \$25.00

Building Permit

Residential-	0- 500 sq ft	\$100.00
	500 -1000 sq ft	\$200 00
	1000- 2000 sq ft	\$300.00
	2000- 3500 sq ft	\$500.00
	3501sq ft or more	\$.20 per sq ft.
Commercial-	\$100.00 plus	\$.20 per sq ft floor area

(sq ft are calculated on total foot print of the structure) (includes plumbing, electrical & mechanical permit)

UCC Section 703 Fee (Commonwealth Training Fund)	\$2.00 per building permit
Annual Permit (Qualified Industry only)	\$200.00 per calendar year
Electrical Permit (If separate from Building Permit)	\$30.00 per calendar year
Plumbing Permit (If separate from Building Permit)	\$30.00 per calendar ear
Mechanical Permit (If separate from Building Permit)	\$30.00
Swimming Pools (24" or deeper)	\$50.00
Demolish of Structure	\$30.00
Certificate of Occupancy (C of O) (1 Inspection)	\$30.00
Re-inspection of C of O due to failure of 1 st inspection	\$30.00
Permit Extension (If grantable) 6 Month Maximum	50% of original permit Fees

Sign Permits Illuminated -Permanent	\$50.00 per sign
Non Illuminated -Permanent	\$20.00 per sign
Non Illuminated –Temporary	\$10.00 per sign

Third Party Inspections – Middle Department Inspection Agency Fee Schedule on File
Motion carried unanimously.

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With no further business to come before council, President Rohrbaugh adjourned the meeting at 6:17 pm. Next Borough Council Meeting will be Tuesday, January 5, 2016 at 7:00 pm at the Borough Building in New Salem.

Respectfully submitted,

Cheryl D. Bahn, Secretary

[Redacted text: Council President John A. McDonald called the meeting to order at 7:00 pm with the Salute to the Flag. Those in attendance in addition to Mr. McDonald were Council members: Larry E. Garland, Gregory W. Kinard, Rebecca Kinard, Clarke T. Schuyler, Robin L. Venable and Edwin S. Zeigler, Mayor Steven A. Venable, Secretary Cheryl D. Bahn and Solicitor D. Michael Craley. The meeting was held at the Tri Community Ambulance Association's Building, 14 Main St. in South Hadley Borough.

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[Redacted text: The September 23, 2011 minutes were corrected as follows: The motion to adopt Resolution 2011-3 does not have who made recorded the motion. The Motion was made by Zeigler/R. Kinard. The Resolution is 2011-6 not 2011-5. Council President McDonald then declared the minutes of the August 15, 2011 meeting approved as corrected.

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PUBLIC COMMENT

No Public Comment

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ENGINEER'S REPORT

No Written Report - Holley Associates have asked contractors for Cost Estimate to repair the Storm Drain Facility at Maple Street and South Street. They should have the Estimates by October 7th. They will contact the Secretary with the information.

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SOLICITOR'S PORTION OF THE MEETING,

- 1. The amended Storm Water Management Ordinance is on hold until further notice.
- 3. It will become necessary to amend the Borough Code in regard to the YATB. We will look at this at the October meeting and have ready for possible adoption at the November 7th meeting.
- 4. The current Cable Television Franchise Renewal between Comcast and the Borough runs through November 1, 2011. The new Agreement has been submitted to the Borough and reviewed by Mr. Craley. Motion, made by G. Kinard/R. Kinard to authorize Mr. Craley to advertise the Ordinance necessary to authorize signature of the Comcast Agreement and the Date and time of the Public Hearing necessary, as well as the YATB Ordinance necessary to be in compliance with Act 32 and The Amendment to the Refuse Ordinance. All for consideration at the November 7, 2011 meeting. Motion carried unanimously.
- 5. Discussion regarding a possible re-negotiation of our Street Loan with People's Bank. The Secretary will contact People's Bank to see what kind of interest might be available.

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UNFINISHED BUSINESS

Hersh Concepts, LLC has replied to the request to provide a written cost for snow removal from the Borough if it would become necessary. End Loader \$104.000 per hour for equipment and operator and Tri-Axle dump truck - \$74.00 per hour for equipment and operator.

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NEW BUSINESS

- 1. The Newsletter was delivered to Rebecca Kinard. She will see that they are delivered by Rodney Barshinger.
- 2. The Fire Company has requested permission to store the two pieces of Antiques Fire Equipment in the Old Fire House/Jail 44 Cherry Street. They will secure the property and take full responsibility for liability. Motion by R. Kinard/R. Venable to authorize Mr. Craley to draw up an agreement with the Fire Company to spell out the details of the permission. Motion carried unanimously.
- 3. Motion by G. Kinard/Garland to authorize that a SVB Police Patch be sent to the Police Heritage Museum. Motion carried unanimously.
- 4. The Tri Community has given permission for the Borough Council to meet at their building for the rest of this year and into the new year if necessary.

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FINANCIAL STATEMENT, Period Ending 9/30/2011

PLGIT	\$ 15,508.05
Peoples Bank	\$ 125,317.54
York Federal Tax Collector Account	\$ 50.00

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\$ 140,875.59

PLGIT Balance State Liquid Fuels Fund \$ 5,669.33

Motion made by R. Venable/Ziegler to pay the bills as listed on the Financial Report and to approve the financial statement and place it on file for audit. Also authorized were the following payments: Pay roll liabilities, \$412.78, Postmaster \$44.00 and Forbes Services \$150.00 Motion carried unanimously.

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CORRESPONDENCE/REPORTS/AROUND THE TABLE

1. The outstanding Code Book belonged to Trabert Ellis. Either Larry Garland or John McDonald will contact him to find out he has the book or knows where it might be.

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2. The Finance Committee will meet October 11, 2011 to work on the Budget.

3. Several items were presented for Mr. Smith. The Secretary will notify Mr. Smith.

1. Motion by Ziegler/G. Kinard to authorize Forbes Services to mow the grass at 49 Church Street Owner, Richard Wiegard, PO Box 251, Seven Valleys, PA 17360, if the mowing is not done after 5 days from the date of an enforcement notice to be sent or posted by Mr. Smith ASAP (Tuesday October 11th). Chapter 44. Motion carried unanimously.

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2. Cherry Street Butterfly Bush. Chapter 105-11 Cite 10 days after date of notice either mailed or posted.

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3. Cherry Street & Serenity Station. Chapter 105-11 Cite 10 days after date of notice either mailed or posted.

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4. Enforcement notice to cite after 5 days Chapter 44 High grass & weeds behind tree house property. Cite 10 days after date of notice either mailed or posted.

5. Shed Roof and broken doors at Maple Street Covered by Nuisance Ordinance

Chapter 75

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With no further business to come before council, President McDonald adjourned the meeting at 7:57 p.m. Next Borough Council Meeting will be Monday, November 7, 2011 at 7:00 pm at the Tri Community Ambulance Building, 11 Main Street, Seven Valleys Borough.

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Respectfully submitted,

Cheryl D. Bahn, Secretary