

MINUTES OF NEW SALEM BOROUGH
COUNCIL MEETING
Tuesday, March 1, 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 Susan P. Barley, Stephanie D. Fields, Kim E. Martin, Peter E. Partridge, Joseph A. Shubert and Kathleen W. Yeater; Mayor Elwood G. Bahn, Jr.; Secretary Cheryl D. Bahn and Solicitor D. Michael Craley. The meeting was held at the Municipal Building, 80 Water Street.

Motion was made by Shubert/Martin to approve the February 2, 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.

Since the photographer and all members of Council were present, there was a short recess to allow for a group Council photo. The meeting reconvened.

UNFINISHED BUSINESS

1. **Motion** made by Partridge/Yeater to adopt Ordinance #2016-1 **AMENDING ARTICLE II OF CHAPTER 201 OF THE CODE OF ORDINANCES OF THE BOROUGH OF NEW SALEM TO PROHIBIT OBSTRUCTIONS WITHIN THE STREETS OR ROADS** of the Borough. Motion carried unanimously.
2. 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.
3. **Motion** made by Partridge/Barley to authorize signature of Agreement with Met Ed to provide electrical service for Ten (10) years from the date hereof for street lighting service provided pursuant to LED Street Lighting. Motion carried unanimously.
4. Sewer Maintenance Program – Andrew Shaffer – Delayed until April 5th – waiting for pricing. Reported that it might be best to divide the system into three sections.
5. Request for Cross walk at ST. JACOB'S UNITED CHURCH OF CHRIST, 100 East George Street. The Secretary talked with Will Clark, Planning and Transportation York County Planning Commission. He indicated that a traffic study would need to be done by Penn DOT since it is a state highway. SR 3042. Next, spoke with the Penn DOT District 8 Engineer in Harrisburg, Jason Bewley. The engineer had looked at a map and determined that what we were asking for is a mid-block crosswalk. He further indicated that unfortunately the location would not meet Penn DOT's requirements for a mid block crosswalk because of the daily count that would be required. He concluded that the location does not warrant a crosswalk. He did offer an option of 20 x 36 yellow warning signs that say CHURCH. In order to install that type of sign, the Borough would need to request a study by written document to the District Engineer. Penn DOT would then look at the sight to let the Borough know exactly where the signs must be installed and the sign specifications. The Church was to meet 2/15 to discuss if they wanted to proceed with a sign study. No further action to date.

NEW BUSINESS

1. **Motion** by Barley/Fields to authorize Street Sweeping in the Borough by Spring Grove Borough to be scheduled April 13, 2016. Motion carried unanimously.
2. The DRAFT Newsletter was reviewed and suggestions made to include edits to the Sidewalk Inspection and add a vegetation control section. While the Borough has the authority to require property owners to make needed repairs, it was thought that at this time the Borough would ask for self inspection. The Newsletter will be reviewed again at the April Meeting, before being sent out April 6th. The Mayor is willing to contact New Salem restaurant owners to find out if there is interest in having a Restaurant Week this year. He will report at the April 5th Meeting so the dates could be advertised in the Newsletter.
3. The State Workers Insurance Fund Audit issue. The legal department has completed their review. They are saying that we are responsible for both Tyke Shubert and Brad Hengst as employees even though they are independent contractors. Secretary will continue to dispute the Audit. It appears that according to SWIF, if an independent contractor does not have liability insurance, they will be considered an employee for Worker Compensation Insurance purposes. They could also be considered an employee for Worker Compensation Insurance purposes even if they have their own liability insurance. Secretary will continue to dispute the Audit
4. **Motion** by Partridge/Yeater to combine the Highways Committee and the Sidewalks Committee into one Committee to be named the Highways/Sidewalks Committee. The members will be Vicki M. Rohrbaugh, Joseph A. Shubert, Stephanie D. Fields, Susan P. Barley and Kim E. Martin. Motion carried unanimously.
5. Bids for mowing the Borough properties and for enforcement work were received from the following:

Name	Field	Lawn	Enforce	W Comp	Liability
	bi-weekly @				
Tyke Shubert	\$30 each	Weekly @ 20 each	35	No	No
Forbes Services	Monthly @ 140	Bi-weekly @ 35 each	40	Yes	Yes
Hersh Concepts Seven Valleys	Monthly @ 175	Bi-weekly @ 45 each	30	No	Yes
Landscapes	Monthly @ 155	Bi-weekly @ 45	70	Yes	Yes

Motion made by Fields/Barley to award the work to Tyke Shubert with the understanding that he may be included on the Borough’s Workers Compensation Policy at a charge of \$12.19 for each \$100.00 that he receives in payment. Motion carried 6-0. Joe Shubert abstained from the vote due to a conflict of interest as Tyke Shubert is his son.

STATEMENT Period Ending February 29, 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

\$125,000.00

TOTAL SEWER FUNDS

\$606,214.56

Motion made by Partridge/Barley to approve, accept and file the Financial Statement for audit. Also pay York Water as invoiced, Met Ed as invoiced, Hersh Concepts \$3,852.50, Milt's Repair \$525.00 and \$15.00 per each attendee at the YCBA Meeting. 7-0. Joe Shubert abstained from the vote due to a conflict of interest as Tyke Shubert is his son there are checks for work that Tyke has done for the Borough.

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 - No activity listed for February.
3. The Police Report was reviewed by Council.
4. The March 31, 2016 York County Boroughs Association (Dinner at 6:30 pm) will be held in Seven Valleys at the Fire Hall. The speaker will be persons from Met Ed regarding LED Street light conversions and the upcoming smart meter program.
5. Mayor Bahn reported that he had attended the Newly Elected Officials Class in Lancaster.
6. Secretary Bahn and President Rohrbaugh attended York County Department of Emergency Services - Elected Officials Seminar. Secretary Bahn encouraged others to attend when a future class might be scheduled.
7. The Borough has been charged for a temporary repair to the Traffic Signal (\$525) – Permanent Repair at a later time will involve replacing signal and hardware. We do not know who caused the damage. Milt was just out 2/26 to fasten a signal that had broken loose from the holding wire due to the heavy winds.
8. CR Lloyd is working on updating the Emergency Operations Plan. He has also advised that one of the EMC radios has been sent for repair and that we will be receiving an invoice for the work.
9. President Rohrbaugh and Sue Barley attended a Breakfast Meeting with State Representative Seth Grove. The disposal of electronics was discussed since York County Solid Waste Authority is no longer accepting them
10. Secretary will attend the Annual PSAB Conference in June. The Mayor is also planning to attend.
11. Letters were written to two residents reminding them to replace the broken or missing sewer clean out cap on their property, as required by Ordinance.
12. Joe Shubert reminder all to clear the sidewalks to at least 36" to allow a wheelchair to pass. A wheel chair bound resident was unable to pass through and ended up stuck in his wheel chair.
13. Kath Yeater reported two tires off the rim discarded on a vacant lot in Sherwood Forest. They will be picked up if the trash truck does not get them Wednesday.
14. Received a letter on 2/27 stating that we will receive the Liquid Fuel Funds on March 1st - \$20,370.75. So we will pay both Hersh & Milt in March so as to not use General Fund money.

With no further business to come before council, President Rohrbaugh adjourned the meeting at 8:20 pm. Next Council Meeting is Tuesday, April 5, 2016, 7:00 pm, at the Borough Building in New Salem.

Respectfully submitted,

Cheryl D. Bahn, Secretary