

**STRASBURG BOROUGH COUNCIL
JANUARY 9, 2007
MINUTES**

Members Present: Joe Coleman Lee Potts
 Michael Sollenberger Donald Bachman
 Penny D'Alessandro Jim Kiscaden
 Mary Simmons

Others Present:

Bruce L. Ryder, Mayor	May Gaynor
Lisa M. Boyd, Borough Manager	Diane Potts
Bradley A. Klunk, Police Officer	William Lyons
Christine D. Drennen, Admin. Asst.	R. Kenneth Weaver
Mark Campbell, HRG Inc.	Mary Ellen Weaver
Rob Bowman, Charter Homes	
Frank Gerhardt, Charter Homes	
Jim Strupe, Alpha Engineers	
Stacey Morgan, Hartman Underhill & Brubaker	
Mark Stanley, Hartman, Underhill & Brubaker	
Cindy Hummel, LNP Correspondent	

CALL TO ORDER AND PLEDGE TO THE FLAG: President Coleman called the meeting to order at 7:30 P.M., followed by the salute to the flag. President Coleman announced that the meeting is being audiotaped to assist in the preparation of the minutes. The Borough Manager took the roll call.

REQUESTS TO BE HEARD: None.

MINUTES OF DECEMBER 19, 2006: Jim Kiscaden made a motion to approve the minutes of the December 19, 2006 meeting as printed. Don Bachman seconded the motion. Members Coleman, Potts, Sollenberger, Bachman, D'Alessandro and Kiscaden cast assenting votes. Member Simmons abstained because she was not present for the meeting.

REPORTS:

MAYOR – The Mayor had no written report.

PRESIDENT – The President had no written report.

MANAGER – In addition to her written report, the Borough Manager reported on the following items:

1. The Planning Commission reorganized last evening and appointed Ken Johnson Chairman and Bob Marshall Vice Chairman.

2. She will be meeting with the Army Corps of Engineers to begin the last stormwater study with an expected completion date of April 2007.
3. Penny D'Alessandro and Lee Potts and the Borough Manager will be attending a Heritage Communities meeting.
4. The PSAB Spring Conference will be held on March 18-20, 2007.
5. The quarterly LCBA meeting will be held on February 28, 2007.

Joe Coleman added that a LCBA Stormwater Seminar will be held on February 15, 2007.

POLICE – The Police Report for December 2006 was received and accepted. Officer Bradley Klunk reported that as approved in the 2007 Budget, the second part-time police officer, Matthew Neidinger, was hired.

PUBLIC WORKS – The Public Works report for December 2006 was received and accepted.

ZONING OFFICER – The Zoning Officer's written report for December 2006 was received and accepted.

ENGINEER – The Engineer's report dated January 4, 2007 was received and accepted.

PAYMENT OF BILLS: Jim Kiscaden made a motion, seconded by Lee Potts and passed unanimously to approve the four lists of bills dated 12/21/06, 12/29/06 and two dated 1/5/07 totaling \$244,403.12.

UNFINISHED BUSINESS:

STRASBURG COMMONS (CHARTER HOMES) RENDERING DECISION ON CONDITIONAL USE HEARING: Attorney Crosswell stated that the testimony for the Conditional Use Hearing was closed at the December 19, 2006 meeting. Since Mary Simmons was not present at that hearing, Attorney Crosswell asked her if she wished to participate. Mary Simmons stated that she had reviewed all of the information from the December 19, 2006 meeting and did wish to participate. Stacey Morgan, on behalf of the applicant, did not object to Mary Simmons' participation.

Attorney Crosswell reviewed Conditions 33 and 54 that were revised based on discussions at the December 19, 2006 hearing and the applicant, Rob Bowman, stated that they were agreeable to the conditions and to the other non-substantive changes.

Penny D'Alessandro stated that the 6' separation is too close and creates a side yard that the residents are really not supposed to use and is also concerned about the 2' setback between the patio and the neighbor's garage and also does not like the setback of 26' from the rear of a home to a side of any other dwelling

Jim Kiscaden read a statement and asked that it be placed into the record:

I have some serious reservations regarding approval of Charter Homes request to change the minimum side yard width from 10 feet to 6 feet in order to accommodate the new plan that they are submitting as well as the changes in the rear yard distances. As a Council, we have an obligation to protect the integrity of the ordinances that exist as well as the interests of the present and future residents of this Borough.

Previously Mr's Bowman and Gerhart indicated market conditions have necessitated filing a revised plan. Instead of the 160 units that were originally approved and were told would sell at approximately \$160,000, there are now 126 units that will sell for an approximate cost of \$209,000 - \$260,000. I'm not sure what was specifically meant by the market conditions, but one thing I'm sure is that Charter Homes will not lose any money in the process. However, the community has lost approximately \$300,000 in revenues that would have been acquired through hook-up fees for water and sewer service. This is not a good business decision for the Borough.

Additionally, I am concerned about approving a waiver to the minimum side yard requirements. These requirements were included in the ordinance to enhance the quality of developments in the Borough and to enhance the saleability and safety of properties so that future purchasers would not be crowded in developments. What is being proposed is far different than the design that we have been sold over the past two years regarding the desire to replicate a development similar to old Strasburg. What has been designed in my opinion is similar to a double wide community with a colonial decor. It's a cookie cutter mentality and does not jive with what had been originally proposed.

Likewise, Charter Homes was insistent that we grant the various approvals back in August so that they could commence construction in early October. Obviously, when the dirt did not fly in October we should have realized there was an issue but Charter waited until November 20 to inform us.

Now we are at the 11th hour with the guise that these requests must be enacted immediately so that Charter will be able to construct a road that will serve as a detour route for the proposed bypass. I don't wish to be held hostage by Charter Homes in making a decision that will set a precedent regarding side yard widths and rear yard depths by using delay in constructing the bypass and the additional costs this may entail as the reason why we should approve their request.

We are here to protect the interests of Strasburg. What is being planned is far different than what we approved earlier this year.

Furthermore, we read that the Strasburg Fire Chief approves of the change. However, we only hear from Charter Homes a segment of the correspondence from the Chief. The

other component of the correspondence dealt with the inclusion of a fire suppression system in the homes. I strongly recommended the inclusion of sprinklers in the previous Conditional Use hearing but was not supported. During this amended Conditional Use hearing, I again requested the developer to give consideration of including sprinklers in these buildings since they are now proposed to be only 6 feet apart, there are no fire walls separating the units that existed in the previous design, and in my judgment we are creating a hazardous fire fighting situation to expect volunteers to risk their lives to drag fire hose and perform rescue operations between buildings that are only 6 feet apart. In fact, it would be extremely difficult to raise a ladder safely to the second floor between these buildings as the angle needed to raise the ladder would not be sufficient to guarantee the safety of working off the ladder, yet alone bringing a victim down the ladder. However, the developer states that they are not required in the Uniform Construction Code and that they are too costly, thus he will not consider the installation of sprinklers.

Mary Simmons stated that she would not want to live that close to another home and was concerned about the salability and resaleability of the homes.

Jim Kiscaden made a motion to adjourn the meeting into an Executive Session to discuss quasi-judicial deliberation. The meeting was reconvened at 8:50 P.M. and Joe Coleman stated that the meeting may be adjourned into an Executive Session again to continue quasi-judicial deliberation.

NEW BUSINESS:

2007 LATS GRANT – AUTHORIZATION TO SUBMIT GRANT APPLICATION: Penny D’Alessandro made a motion, seconded by Mary Simmons and passed unanimously to authorize the Borough Staff to submit the 2007 LATS Grant and authorize the appropriate persons to execute the grant documents.

ADOPTION OF FIRE COMPANY 2007 ACTIVITIES RESOLUTION 2007-1: Don Bachman made a motion, seconded by Lee Potts and passed unanimously to adopt the Fire Company 2007 Activities Resolution 2007-1.

ADOPTION OF POLICE PENSION CONTRIBUTION RESOLUTION 2007-2: Jim Kiscaden made a motion, seconded by Mary Simmons and passed unanimously to adopt Resolution 2007-2 which authorizes the continuation of the 1.3% pension contributions by the Police Department as recommended by Joe Duda of Duda Actuarial Consulting.

OTHER BUSINESS:

STORMWATER STUDY: Don Bachman made a motion, seconded by Penny D’Alessandro and passed unanimously to ratify and confirm the execution of the Army Corps of Engineer’s agreement for the Northeast 2 area stormwater study and the payment of \$8,500 towards the study.

ROUTE 896 RELOCATION PROJECT UPDATE: Mayor Ryder stated that HRG received the utility relocation proposal from PP&L yesterday which allows Verizon and Comcast to complete their proposal because they rent utility pole space from PP&L. He also reported that he and the Borough Manager are researching DCED funding to be used as a match with the LATS grant being applied for. Regarding outstanding rights-of-way needed for the project, Mayor Ryder reported that there are currently four outstanding properties of which three have verbally stated that they plan to sign.

CITIZEN'S COMMENTS: May Gaynor provided a copy of an e-mail she sent to Senator Armstrong with concerns about the proposed detour associated with the closing of the bridge on Strasburg Pike which redirects traffic onto Lampeter Road and following 741 through the Borough, which puts additional traffic onto the West portion of town. Mrs. Gaynor asked if the Borough would be willing to write a letter to PennDOT to encourage a different detour route. Mayor Ryder stated that he believed it was PennDOT's policy to only use PennDOT roads as part of detours. It was the consensus to have the staff contact PennDOT, Representative Cutler and Senator Armstrong to inquire if other options for the detour existed.

The meeting was recessed at 9:15 P.M.

**CONTINUATION OF STRASBURG COMMONS (CHARTER HOMES) RENDERING
DECISION ON CONDITIONAL USE HEARING:**

At 9:30 P.M., Jim Kiscaden made a motion to adjourn the meeting into an Executive Session to discuss quasi-judicial matters.

At 10:00 P.M., the meeting was reconvened.

Mike Sollenberger asked if the applicant would consider a combination of single units and multi-units to provide a variety of spacing down the street, firewalls or 10' separation of the units to address the fire safety and aesthetics concerns.

Rob Bowman stated that the fire fighting can be done from the front and rear of the units. Jim Kiscaden stated that it is not possible to put up a ladder in the 6' setbacks proposed. Rob Bowman stated that the window sills will be approximately 3' off the ground and that second floor windows are only proposed on the end units.

Bruce Ryder stated that by including duplex units, it is still possible to have a second bedroom on the first floor but also provides a variety of spacing and the firewall.

Rob Bowman agreed to investigate varying the setbacks but added that the end units were proposed to have architectural features such as side porches that may have to be eliminated to gain the varied setbacks. He also expressed his concern about the roof pitch being shallower with duplexes than the single units, with the steeper roof pitch being more historic in appearance.

The following revised items for inclusion in the conditions were agreed upon by Rob Bowman and Stacey Morgan.

1. Option provided to the buyer of all units to purchase sprinklers at the unit owners' expense.
2. Hard wired smoke detectors will be standard and installed in all units.
3. Increase the fire rating of the walls of any units less than 8' separation.
4. At least 1/3 of the units will be 8' apart or greater.
5. Any required egress from a second story shall be provided on walls facing the street or alley.

Mike Sollenberger made a motion, seconded by Jim Kiscaden and passed unanimously to grant the application of Charter Homes at Strasburg, Inc., a/k/a Charter Homes of Strasburg, Inc., as follows:

(1) for conditional use approval under Section 446.18 of the Zoning Ordinance to authorize modifications of the design standards under Section 446.7 of the Zoning Ordinance as follows:

(a) Section 446.7.3.B to decrease the minimum separation distance between the sides of principal buildings from ten feet to six feet.

(b) Section 446.7.3.C to reduce the separation distance from the rear of a single family detached dwelling to the side of any other single family detached dwelling from a minimum of thirty feet to a minimum of twenty-six feet.

(c) Section 446.7.3.D to reduce the separation distance from the rear of a single family detached dwelling to the rear of any other single family detached dwelling from a minimum of fifty feet to not less than twenty-eight feet.

(d) Section 446.7.3.E to reduce the minimum separation distance between an accessory structure and any other structure (other than the one to which it relates) from ten feet to two feet, limited to the patios.

(2) for conditional use approval under Section 446.18 of the Zoning Ordinance to authorize modification of the design standards under Section 446.14.1 of the Zoning Ordinance to permit the centerline of street cartways to not correspond with the centerline of street right of ways.

(3) for authorization under Section 446.4.9 of the Zoning Ordinance to revise the site plan to permit an active adult community consisting of 126 units comprised of single family dwelling units or a combination of single family dwelling units and duplexes on the Property in accordance with the revised conditional use plan set and other exhibits presented to the Borough Council at the hearing held on December 19, 2006.

(4) to ratify and confirm the modifications previously granted by Borough Council in Case No. 2005-2.

The foregoing shall be subject to the 59 conditions including the following amendments which have been accepted by the Applicant and which are incorporated by reference in this Motion.

1. Option provided to the buyer of all units to purchase sprinklers at the unit owners' expense.
2. Hard wired smoke detectors will be standard and installed in all units.
3. Increase the fire rating of the walls of any units less than 8' separation.
4. At least 1/3 of the units will be 8' apart or greater.
5. Any required egress from a second story shall be provided on walls facing the street or alley.

STRASBURG COMMONS (CHARTER HOMES) ACTION ON WAIVER REQUESTS, ACTION ON PRELIMINARY PLAN AND ACTION ON FINAL PHASE 1 PLAN: It was the consensus of the Council to defer action on these items until the January 30, 2007 meeting.

ADJOURNMENT: Jim Kiscaden made a motion to adjourn the meeting at 11:17 P.M., seconded by Mike Sollenberger and passed unanimously.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

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**STRASBURG BOROUGH COUNCIL
JANUARY 30, 2007
MINUTES**

Members Present: Joe Coleman Lee Potts
 Michael Sollenberger Donald Bachman
 Penny D'Alessandro Jim Kiscaden
 Mary Simmons

Others Present:

Bruce L. Ryder, Mayor	May Gaynor
Lisa M. Boyd, Borough Manager	Diane Potts
F. Steven Echternach, Chief of Police	William Lyons
Christine D. Drennen, Admin. Asst.	R. Kenneth Weaver
Mark Campbell, HRG Inc.	Mary Ellen Weaver
Rob Bowman, Charter Homes	Patricia Hunt
Jim Strupe, Alpha Engineers	Jeanette Earl
Stacey Morgan, Charter Homes Attorney	Bill Fisher
Cindy Hummel, LNP Correspondent	C. Robert May, LEMSA

CALL TO ORDER AND PLEDGE TO THE FLAG: President Coleman called the meeting to order at 7:30 P.M., followed by the salute to the flag. President Coleman announced that the meeting is being audiotaped to assist in the preparation of the minutes. The Borough Manager took the roll call.

REQUESTS TO BE HEARD: Police Chief Steve Echternach was present and introduced the new part-time police officer hired as approved in the 2007 Budget, Matthew Neidinger. He added that Officer Neidinger is a full-time police officer at West Lampeter Township Police Department and resides in Strasburg Borough.

May Gaynor provided information regarding the Urban Enhancement Fund and asked the members to review the information and consider how Strasburg Borough could take advantage of the grant. She suggested uses for the grant money including using the fees-in-lieu of parks and open space to be the matching funds. The Borough Manager stated that the staff is already working with the County regarding the Urban Enhancement Fund and investigating possible grant application options.

LANCASTER EMERGENCY MEDICAL SERVICES ASSOCIATION PRESENTATION: Bob May, Executive Director of LEMSA was present and provided a power point reviewing their history, call volume and accreditation. He noted that LEMSA is the largest ambulance service in Lancaster County and responds to approximately 25,000 calls per year. Joe Coleman stated LEMSA's sale of the building was discussed during the 2007 Budget process. Bob May stated that the building was sold for \$285,000, closing costs were \$14,000 and \$35,000 was re-invested as improvements to the section that LEMSA is leasing to create a crew quarters. He stated that the remaining funds were placed in investments to cover future expenses. He stated that the reason the building was sold is because they were only using less than half of the building and the costs for overhead and maintenance did not justify retaining ownership. In addition, Mr. May stated that the level of service provided to

this area has increased since LEMSA has taken over the Strasburg Ambulance because it is now an Advanced Life Support ambulance whose staff includes a paramedic. Mr. May described additional services available by LEMSA including a mass casualty trailer and an ambulance for overweight patients. Mr. May thanked Borough Council for being the largest per capita donor of \$1.50 per resident in their \$5,000/year donation noting that the next highest municipal per capita donor is \$1.25 per resident. Additionally, Mr. May stated that without donations and memberships, ambulance service would not exist due to the costs to have the service available 24/7, the billed amount for service that is written off due to contracts and debt that is unable to be collected.

Jim Kiscaden stated that he has an invoice from LEMSA for ambulance service for a firefighter injured on a fire call. Mr. May stated that he was not aware of this and they are normally written off as professional courtesy and stated he would investigate this matter.

UNFINISHED BUSINESS:

STRASBURG COMMONS ACTION ON WAIVER REQUESTS:

Rob Bowman, President of Charter Homes, was present to address some questions regarding the drafted conditions. Condition #62 regarding where to measure separation distance between buildings was discussed. He stated that the Borough's Zoning Ordinance measures setbacks from the foundation line and does not include the cornice, eaves and gutters. Mr. Bowman stated that they were initially asking to allow chimneys to extend into the setback but agreed that they are now asking to only allow appendages extending into the setback to be the cornice, eaves and gutters. In addition, the method for calculating the 1/3 of separation was discussed. Mr. Bowman stated that their intent was to vary the separation distances to vary the streetscape. He provided the example where the setback on one side of a home could be 6' and the other side setback 8' instead of having a home with setbacks of 8' on both sides. In summary, the request was to count 1/3 of the separation distances (not including end units) instead of counting 1/3 of the units to be separated 8'. The Borough Engineer quickly estimated the impact of the change and he stated that the request did not change the number of units involved.

It was agreed by both the applicant Rob Bowman and his attorney Stacey Morgan as well as Borough Council to modify Condition #62 as drafted by Attorney Crosswell to state:

The side separation distance between at least 1/3 of the single family dwellings or the duplexes (collectively the "principal building or buildings") constructed shall be a minimum of eight (8) feet. The balance of the principal buildings shall have a minimum side separation distance of six (6) feet. For purposes of this condition,

- (i) all appendages (excluding eaves, gutters and cornices) which extend beyond the principal building foundation shall be considered to be a part of the principal building, and
- (ii) side separation distance shall mean the separation distance between adjacent principal buildings not otherwise separated by another feature such as streets, alleys, driveways, and walkways

Mr. Bowman also questioned Condition #63, stating they recalled the two hour firewall to apply to any building that is 6 feet apart. Attorney Crosswell read from the transcription from the January 9, 2007 meeting where the applicant agreed that the two hour firewall would apply to any structure that was less than 8 feet apart. With the reading of the transcript, Mr. Bowman agreed to the condition stating the two hour firewall requirement for any structure less than 8 feet apart.

Penny D'Alessandro asked how the progress on a plan for duplexes was proceeding. Mr. Bowman stated that they are still working on the alternative and anticipate getting plans to the Borough Manager by the end of the month.

Don Bachman asked Mr. Bowman if they compared the cost of fire walls and sprinklers. Mr. Bowman stated that they did compare these costs and the 2 hour firewall is less expensive than the sprinkler. However, Mr. Bowman indicated that they will offer the option of sprinklers to each buyer as required.

It was also the consensus to modify Condition #12 include compliance with the HRG Comment letter dated January 30, 2007.

Attorney Crosswell asked the applicant if they were in agreement with all of the proposed conditions as amended tonight to which Rob Bowman and Stacey Morgan indicated that they were acceptable.

Jim Kiscaden made a motion to approve the Conditional Use Decision as amended tonight. Mary Simmons seconded the motion. Members Bachman, Coleman, Kiscaden, Potts, Simmons and Sollenberger casting assenting votes. Member D'Alessandro cast a dissenting vote. Motion carried.

In response to a question from Jim Kiscaden regarding heating methods and noting that there are not gas lines in Strasburg, Rob Bowman stated that they are planning to use propane and proposing to bury the tanks in a central location and are not planning on installing above grade tanks.

It was the consensus to amend all notes in the Conditional Use Decision to state that all of the garages will be attached. Attorney Crosswell asked the applicant if they were in agreement with all of the proposed conditions as amended tonight and Rob Bowman and Stacey Morgan stated that they were acceptable.

Mike Sollenberger made a motion to ratify and confirm the following waivers of the Strasburg Borough Subdivision and Land Development Ordinance of 1995 and the Strasburg Borough Storm Water Management Ordinance with regard to the Preliminary Subdivision and Land Development Plan for Strasburg Commons, a Planned Community, subject to compliance with the 62 conditions as amended tonight which have been accepted by the Applicant and which are incorporated by reference in this Motion:

- (i) Waivers of Section 604.01 and Section 604.08 of the Strasburg Borough Subdivision and Land Development Ordinance of 1995 which require that sidewalks be located along all street frontages and, where possible, within the street right of way;
- (ii) Waiver of Section 602.09.2 of the Strasburg Borough Subdivision and Land Development Ordinance of 1995 which requires that the centerline of the street cartway correspond with the centerline of the street right of way (this waiver is limited to perimeter streets of the development);

(iii) Waiver of Section 402.05.4 of the Strasburg Borough Subdivision and Land Development Ordinance of 1995 which requires the submission of a traffic impact report;

(iv) Waiver of Section 304 of the Strasburg Borough Storm Water Management Ordinance, which relates to groundwater recharge requirements, for a portion of the development site which drains to Basin 2; and

(v) Waiver of Section 301 of the Strasburg Borough Subdivision and Land Development Ordinance of 1995 which requires two mandatory plan processing procedures (preliminary plan and final plan) in order to allow Phase 1 to be processed as a final plan.

Lee Potts seconded the motion. Members Bachman, Coleman, Kiscaden, Potts, Simmons and Sollenberger cast assenting votes. Member D'Alessandro cast a dissenting vote stating that it is a bad precedence to waive the two mandatory plan processing procedures but acknowledged that this plan has been reviewed many times. Motion carried.

Penny D'Alessandro asked if a waiver for the traffic impact for Phase II will be required. Attorney Crosswell stated that the waiver for the traffic impact study is proposed for the Preliminary Plan, which includes Phase II. He added that the conditions do allow for the municipality to require an updated Traffic Impact Study if the developer(s) apply for a significantly different use than proposed in the calculations of the original Study.

Mike Sollenberger made a motion, seconded by Mary Simmons and passed unanimously to grant the following waivers of the Strasburg Borough Subdivision and Land Development Ordinance of 1995 with regard to the Preliminary Subdivision and Land Development Plan for Strasburg Commons, a Planned Community, subject to compliance with the 62 conditions as modified tonight and which have been accepted by the Applicant and which are incorporated by reference in this Motion:

(i) Waiver of Section 306.01 of the Strasburg Borough Subdivision and Land Development Ordinance of 1995 to permit the preliminary plan to be processed as a revised preliminary plan; and

(ii) Waiver of Section 601 of the Strasburg Borough Subdivision and Land Development Ordinance of 1995 which requires conditional use approval prior to submission of the final plan.

Upon request by Jim Kiscaden, Attorney Crosswell reviewed the differences between a Letter of Credit and a bond and stated that he prefers a Letter of Credit because it is easier to draw upon a Letter of Credit than enforce a bond.

Jim Kiscaden made a motion, seconded by Lee Potts and passed unanimously to deny the following requested waiver of the Strasburg Borough Subdivision and Land and Land Development Ordinance of 1995:

Waiver of Section 502.01.1 of the Strasburg Borough Subdivision and Land Development Ordinance of 1995 which requires the posting of financial security in the form of an irrevocable letter of credit or an escrow account to permit financial security in the form of a bond.

STRASBURG COMMONS ACTION ON PRELIMINARY PLAN:

Mike Sollenberger made a motion to grant conditional approval of the (revised) Preliminary Subdivision and Land Development Plan for Strasburg Commons, a Planned Community, subject to compliance with the 62 conditions as amended this evening which have been accepted by the Applicant and which are incorporated by reference in this Motion. Mary Simmons seconded the motion. Members Bachman, Coleman, Kiscaden, Potts, Simmons and Sollenberger cast assenting votes. Member D'Alessandro cast a dissenting vote. Motion carried.

STRASBURG COMMONS ACTION ON FINAL PHASE 1 PLAN:

Mike Sollenberger made a motion, seconded by Lee Potts and passed unanimously to grant conditional final approval of the (revised) Phase 1 Final Subdivision and Land Development Plan for Strasburg Commons, a Planned Community, subject to compliance with the 58 conditions as amended tonight and which have been accepted by the Applicant and which are incorporated by reference in this Motion.

MINUTES OF JANUARY 9, 2007: Mary Simmons made a motion, seconded by Lee Potts and passed unanimously to approve the minutes of January 9, 2007 as printed.

NEW BUSINESS:

PARK AND OPEN SPACE FEE DISCUSSION: The Borough Manager stated that the Community Park and Jaycee Park were asked to provide a list of possible improvements for consideration. The Pool also submitted a list of possible improvements. She provided members with information from the Municipalities Planning Code and the specific criteria from our Subdivision and Land Development Ordinance regarding the use of the fees collected in lieu of parks and open space.

Joe Coleman stated that if the Strasburg Playground and Cemetery organizations are no longer able to be supported by their existing members, they become the responsibility of the Borough to maintain. The Borough Manager stated that the same is true for the Jaycee Park as well.

Jim Kiscaden stated that in reviewing the information provided, these fees cannot be used to maintain the Cemetery and felt that the recreation provided by the Strasburg Pool is on a membership basis and also would not qualify to use these funds.

Lee Potts asked if funds could be used for the Street Tree Committee. Mayor Ryder asked if street trees are considered recreational.

Penny D'Alessandro stated that supporting the Community Park and Jaycee Park would meet the MPC Requirement providing park or recreational facilities accessible to the Keystone development. Jim Kiscaden added that the fees paid by Keystone Custom Homes were \$20,000 which has to be spent by July 14, 2008 and \$14,043 which has to be spent by April 18, 2009. It was also suggested that matching grants could be applied for, doubling the amount of funds available for improvements to these facilities.

Jim Kiscaden made a motion, seconded by Penny D'Alessandro and passed unanimously to authorize the Borough Manager to prepare a written policy to be adopted at a future meeting based this discussion and recommendations.

Mayor Ryder asked if language could be considered to make a standard practice that when future developers come before us with development plans that we ask for a waiver for the timeframe and use of the funds not required to be within Strasburg Borough (similar to the waiver Charter Homes provided).

Penny D'Alessandro stated that she is opposed to the fee in lieu of parks and open space because developments should be required to have the open space and recreational facilities close to the neighborhood where neighbors can meet and creates more of a community.

Joe Coleman asked if it is possible to invest the fees collected from Charter Homes because they waived the time requirement, creating a perpetual source of funds to be used for recreation through the interest.

MEETING WITH LEGISLATORS AND ALL BOROUGH BOARDS – SCHEDULE DATES: It was the consensus to schedule a meeting with the members of all Borough Boards for Tuesday, February 27, 2007 at 7:30 P.M.

It was also the consensus to schedule a meeting with the legislators (Senator Armstrong, Representative Cutler and Congressman Pitts) for Tuesday, March 27, 2007 at 7:30 P.M. The following items were suggested as topics to be discussed:

- * Traffic signal at Lancaster/Main/Miller Intersection
- * Change funding mechanism for supporting fire, EMS and libraries – by population, not physical location
- * Grants – general sources, assistance
 - * specific sources for parks and recreation grants & trees
 - * some grants too specific and don't apply to small towns
- * Tax relief for senior citizens for the school taxes.

OTHER BUSINESS:

ORDINANCE UPDATES: Penny D'Alessandro stated that other issues within the Ordinances such as signs, inspection of rental units, minimum amount of usable land, fast food restaurants need to be discussed. The Borough Manager stated that usable land will be discussed during the update of the Subdivision and Land Development Ordinance and that fast food restaurants will be reviewed during the review of the Zoning Ordinance. The Borough Manager added that ordinance reviews are a costly process and are planned for in the 5-year Capital Improvements Plan with the Subdivision and Land Development Ordinance currently being reviewed.

Bruce Ryder stated that in addition to funding, timing is also an issue and that the Planning Commission and other boards are currently reviewing the SALDO Ordinance in great detail and are not able to work on more than one ordinance at a time.

Penny D'Alessandro stated that she felt the most critical issue is fast food restaurants.

Lee Potts stated that Strasburg Township is currently working with the Lancaster County Planning Commission on gateway corridors which do not eliminate certain businesses but have design guidelines to regulate appearances. It was the consensus to contact the County to determine if it is possible for the Borough to join in the gateway discussion.

Mike Sollenberger stated that updating ordinances piece by piece, only picking off some of the hot issues at a time, is not a cost-effective approach. He added that the Planning Commission is currently attempting to rewrite the Subdivision and Land Development Ordinance on their own, with professionals to review the ordinance after the drafted rewrite to reduce costs.

MAIN/MILLER/LANCASTER AVENUE INTERSECTION: Following discussion, Penny D'Alessandro made a motion, seconded by Jim Kiscaden and passed unanimously to provide copies of the temporary intersection plans for the Main/Miller/Lancaster Avenue Intersection to all boards to review and provide comments to the Borough Council.

ROUTE 896 RELOCATION PROJECT UPDATE: Mayor Ryder reported that the utility relocation costs, originally estimated at \$75,000, have come in at an estimated \$250,000 for 17 poles. Members expressed their displeasure in the extreme increase between the original estimate and the final estimate. Mayor Ryder agreed that this is a substantial increase but stated that the utility companies will not provide an estimate until a final plan is prepared. He added that it is complex to move electric poles because service must be retained at all times. In addition, he stated that the contingency funds could have covered this increase but they were used up by the Right-Sizing engineering that was required by PennDOT. Mayor Ryder added that he and the Borough Manager are currently investigating grant options to help cover the additional expense.

275TH ANNIVERSARY: Jim Kiscaden reminded that 2008 is the 275th Anniversary of the Borough of Strasburg. He added that it is also the 75th Anniversary of the Strasburg Fire Company and that as previously approved, they will be hosting the Lancaster County Fire Convention in 2008. The Borough Manager was asked to begin researching what was done 25 years ago and to prepare a letter to the community organizations seeking their participation and input.

CITIZEN'S COMMENTS: Patty Hunt stated that she is in favor of the gateway and compatibility of connected areas. She added that the temporary improvements at the Main/Miller/Lancaster Avenue intersection make it much safer. She asked that Borough Council request the developers to provide clearer information on their requests, noting that in this computer age, the developer tonight should have shown on a screen exactly what he was proposing and that Borough Council has the right to request this for clarification.

May Gaynor stated that if Charter had provided calculations regarding the differences between the 1/3 of gaps/units, it would have been easier to make a decision. She also encouraged retaining the founding date of 1733. In addition, she stated that the improvements to the Main/Miller/Lancaster Avenue intersection should be historic in appearance. She also stated that changes to ordinances need to be done now and not wait for a rewrite, suggesting extra work sessions to speed up the review of the Subdivision and Land Development Ordinance. She also asked that funding priority be given to the Community Park and asked that citizens be able to provide suggestions for their use.

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ADJOURNMENT: Jim Kiscaden made a motion to adjourn the meeting at 10:52 P.M., seconded by Lee Potts and passed unanimously.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

**STRASBURG BOROUGH COUNCIL
FEBRUARY 13, 2007
MINUTES**

Members Present: Jim Kiscaden Lee Potts
 Michael Sollenberger Penny D'Alessandro
 Mary Simmons

Others Present:

Bruce L. Ryder, Mayor May Gaynor
Lisa M. Boyd, Borough Manager Rick Wentz
Jerald T. Drane, Police Officer Ralph Kaufman
Justin Wright Diane Potts

CALL TO ORDER AND PLEDGE TO THE FLAG: Vice President Kiscaden called the meeting to order at 7:30 P.M., followed by the salute to the flag. Vice President Kiscaden announced that the meeting is being audiotaped to assist in the preparation of the minutes. The Borough Manager took the roll call.

REQUESTS TO BE HEARD:

ANNUAL REPORT FROM STRASBURG FIRE COMPANY #1: Rick Wentz, Chief of the Strasburg Fire Company #1 was present and highlighted the following points from their 2006 Annual Report:

* Responded to 167 calls in 2006, the majority of calls were in Strasburg Borough (94 calls), followed by Paradise Township with 26 calls.

* Vehicle accidents make up the majority of their calls, followed by fires.

* Property lost is approximately \$800,000; property saved was over \$1,000,000.

* They plan to replace a 1982 Seagrave Fire truck in 2008.

Jim Kiscaden, on behalf of the Fire Company, thanked the Borough for their annual donation. He further reported that for their annual fund drive, they only received a 37% response with an average \$60 per household donation, totaling approximately \$53,000.

Penny D'Alessandro stated that she was surprised by the number of incidents within Strasburg Borough and thanked the Fire Company for all of their hard work and dedication.

Mike Sollenberger asked about membership and Rick Wentz stated that the average number of members on a call is 12. Mr. Wentz added that volunteer retention is a problem across the county because being a volunteer is time consuming – and you need to consider the necessary training involved and fundraising.

OTHER REQUESTS TO BE HEARD: May Gaynor stated that the signs for Netherlands Inn & Spa affect the clear sight triangle. Bruce Ryder stated that the signs being discussed on the agenda tonight are signs on the West side that are being relocated as part of the right-of-way acquisition and that the signs for the Netherlands Inn will be moved. May Gaynor suggested Penny D'Alessandro be considered for appointment to the Joint Planning Commission.

MINUTES OF JANUARY 30, 2007: Mike Sollenberger made a motion, seconded by Mary Simmons and passed unanimously to approve the minutes of the January 30, 2007 meeting as printed.

REPORTS:

MAYOR – The Mayor had no written report.

PRESIDENT – The President had no written report.

MANAGER – In addition to her written report, the Borough Manager reported that the first of four payments for 2007 Earned Income Tax was received in the amount of \$101,943.00.

POLICE – The Police Report for January 2007 was received and accepted.

PUBLIC WORKS – The Public Works report for January 2007 was received and accepted.

ZONING OFFICER – The Zoning Officer's written report for January 2007 was received and accepted.

ENGINEER – The Engineer's report dated February 7, 2007 was received and accepted. Based on a question from Penny D'Alessandro, Jim Kiscaden reviewed the Authority's sale of excess sewer capacity to the Railroad and Bruce Ryder agreed to check on and provide an update regarding the street lights at the intersections along Historic Drive.

CONSENT AGENDA: Mike Sollenberger made a motion to approve the following items on the Consent agenda, seconded by Mary Simmons and passed unanimously.

PAYMENT OF BILLS IN THE AMOUNT OF \$98,379.94

**HARB CERTIFICATES OF APPROPRIATENESS – 8-10 EAST MAIN ST, 11 SOUTH DECATUR ST, 243 MILLER ST AND 314 MILLER ST
ANNUAL HARB REPORT**

UNFINISHED BUSINESS: Penny D'Alessandro asked if the fees-in-lieu of park and open space could be invested. The Borough Manager stated that these funds are like any other Borough funds and could be invested. Penny D'Alessandro also asked if a plan of the Main/Miller/Lancaster Avenue intersection had been provided to the boards for their input. Mayor Ryder reported that the Engineer is working on the utility relocation issues for the Route 896 Relocation Project and then he will have them provide a map showing where some flexibility exists for planning the intersection.

NEW BUSINESS:

2007 LATS GRANT – ENACTMENT OF RESOLUTION #2007-4 AND APPROVAL OF BOROUGH'S MATCHING FUNDS:

Mayor Ryder explained that the LATS grant application is requesting 1/3 of the funds, with the remainder of the funds from the developers, \$20,000 was committed by Strasburg Township, Borough matching funds and possibly funds from DCED. The amount of the Borough's matching funds is between \$13,330 and \$63,330, dependent on if funds through a DCED grant can be obtained. Mayor Ryder clarified that these matching funds are in addition to the funds already included in the 2007 Budget.

Mary Simmons made a motion, seconded by Lee Potts and passed unanimously to enact the 2007 Lancaster County Municipal Transportation Grant Resolution #2007-4 and approve the Borough's matching funds in the amount of \$13,330 or up to \$63,330.

SIGN RELOCATIONS FOR 896 PROJECT: Jim Kiscaden clarified that this item was discussed previously in the meeting and that this is for the signs on the West side of Route 896 which are currently right up against the Right-of-way and have to be moved due to the project.

Penny D'Alessandro made a motion, seconded by Mike Sollenberger and passed unanimously to authorize the Zoning Officer to approve the sign relocation requests along North Decatur Street within the 896 Project area with the condition that an application be submitted and the \$15 permit fee be paid.

AUTHORIZATION TO BID 2007 PAVING PROJECT – PRECISION AVENUE: The Borough Manager provided a timeline for completing the project using Microsoft Project. Mike Sollenberger made a motion, seconded by Mary Simmons and passed unanimously to authorize the Borough Manager and the Public Works Director to bid the paving of Precision Avenue.

APPROVAL OF HARB BYLAWS: Jim Kiscaden asked for clarification regarding the membership of HARB, asking if one member can fill two of the requirements. Penny D'Alessandro suggested removing the word "unexcused" where it refers to attendance at meetings because what constitutes an excused or unexcused absence is not defined. Members also expressed their concern that the attendance requirements may be too strict. Mary Simmons asked if there were some way to require realtors to notify prospective homeowners that a property is in the Historic District and about the requirements contained in the Historic District Ordinance. It was the consensus to table this item and to have HARB clarify these issues.

275TH ANNIVERSARY – AUTHORIZATION TO ESTABLISH COMMITTEE: Penny D'Alessandro made a motion, seconded by Mary Simmons and passed unanimously to authorize the Borough Manager to send letters to community organizations and citizens to seek members for the 275th Anniversary Committee.

Penny D'Alessandro stated that she was interested in serving on the Committee. Bruce Ryder stated that the initial funding for this celebration will need to be discussed at a future meeting.

CABLE FRANCHISE AGREEMENT – AUTHORIZATION TO HAVE SOLICITOR REVIEW: Jim Kiscaden stated that it has been 29 years since the agreement has been updated. Mary Simmons made a motion, seconded by Lee Potts and passed unanimously to authorize Bill Crosswell to review the Cable Franchise Agreement.

APPOINTMENT OF COUNCIL REPRESENTATIVE TO JOINT PLANNING COMMISSION: Penny D'Alessandro volunteered to serve in this capacity. Mary Simmons made a motion, seconded by Mike Sollenberger and passed unanimously to appoint Penny D'Alessandro to serve on the Joint Planning Commission.

NORTH JACKSON STREET – NO PARKING REQUEST: The Borough Manager provided a map showing the existing no parking area and the proposed area for no parking with the properties of the signors of the petition highlighted. Bruce Ryder stated that this was proposed several years ago

and at that time, the neighbors were not in favor of “no parking” on the West side and added that the Safety Committee is agreeable to recommend approval. The property owners on North Jackson Street also requested Council to consider installation of speed tables in the future, which will be reviewed by the Safety Committee.

Mary Simmons made a motion, seconded by Penny D’Alessandro and passed unanimously to approve the No Parking request on North Jackson Street from Apple Alley South to West Main Street on the East side of the street. The Public Works Director will work with the Police Chief regarding the location to install the sign.

OTHER BUSINESS: None.

CITIZEN’S COMMENTS: May Gaynor stated that she felt that attendance requirements should be the same for all Boards.

Ralph Kaufman thanked the Safety Committee and Borough Council for the promptness in hearing the no parking request for North Jackson Street.

ADJOURNMENT: Mike Sollenberger made a motion to adjourn the meeting at 8:50 P.M., seconded by Lee Potts and passed unanimously.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

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**STRASBURG BOROUGH COUNCIL
JOINT MEETING WITH MEMBERS OF ALL BOROUGH BOARDS
FEBRUARY 27, 2007
MINUTES**

Members Present:

Joe Coleman (Council)	Lee Potts (Council & Tree Committee)
Mary Simmons 7:45 PM (Council)	Donald Bachman (Council & Authority)
Penny D'Alessandro (Council)	Jim Kiscaden (Council & Authority)
Michael Sollenberger (Council&Planning)	Tom Lainhoff (HARB)
Steve VanOrmer (HARB)	Florence Hoogerwerff (HARB)
Glenn Nolt (Zoning Hearing)	Dale Kauffman (HARB & Tree Committee)
Ken Johnson (Planning)	Harold Wiker (Authority)
Brad Botchlet (Tree Committee)	Joe Hunt (Zoning Hearing)
Beth Johnson (HARB)	Mary Dresser (Planning & Tree Committee)
Ray Garraffa (Civil Service)	Eric Fry (Planning)
Larry Shurr (Tree)	

Others Present:

Bruce L. Ryder, Mayor
Lisa M. Boyd, Borough Manager
F. Steven Echternach, Chief of Police
Christine Drennen, Administrative Assistant
Bryan D. Cutler, Rep. 100th District
Ryan Aument, Rep. Cutler Chief of Staff
William Lyons
Patricia Hunt
May Gaynor

CALL TO ORDER AND PLEDGE TO THE FLAG: Council President Joe Coleman called the meeting to order at 7:30 P.M., followed by the salute to the flag.

WELCOME BY BOROUGH COUNCIL PRESIDENT AND INTRODUCTION OF MEMBERS: Borough Council President Joe Coleman welcomed and thanked all present for attending this meeting and for each board's hard work and dedication to Strasburg Borough throughout the year. Everyone in attendance introduced themselves and stated in which capacity they serve.

UPDATE/REPORT/SUGGESTIONS BY EACH BOARD REPRESENTED:

PLANNING COMMISSION: Ken Johnson, Chairman of the Planning Commission, stated that they are currently working on updating the Subdivision and Land Development Ordinance. He added that they are considering using Pottstown's cutting-edge ordinance as a model which includes pictures to visualize the desired result. Mike Sollenberger explained the gateway information recently presented by Mark Stivers which would include the widening of 896 and installing an island. Penny D'Alessandro stated that the gateway also controls the exterior appearance of businesses. Don

Bachman stated that he researched sprinklers and mentioned the fire on West Main Street. Ken Johnson stated that possibly the Borough would want to consider a Fire Suppression Ordinance.

HISTORIC ARCHITECTURAL REVIEW BOARD: Tom Lainhoff, Chairman of HARB, thanked Borough Council for their decisive actions which resulted in two recent milestones, specifically the owner of 8-10 East Main Street agreeing to repair the barn and that 236 Miller Street being up for sale as one lot. The Borough Manager stated the review of the draft bylaws will be on a future Borough Council agenda and she added that the HARB and Council have worked well together during the review of this document. The Borough Manager also stated that Council always knew that HARB is moving toward becoming a Certified Local Government. Mike Sollenberger stated that Council was concerned that HARB may be being too strict regarding the attendance requirement suggested in the bylaws.

ZONING HEARING BOARD: Joe Hunt and Glenn Nolt were in attendance, stating that they were new members and that they had attended a couple of hearings.

BOROUGH AUTHORITY: Harold Wiker, Chairman of the Authority, reviewed the current projects including:

- Reservoir – new reservoir would be 750,000 gallons and include a storage building for chemicals and a lab as well as provide space for future treatment expansion. They hope to put the project out to bid in the Fall of 2007 and complete by the end of 2008. This new reservoir would be in addition to the existing 500,000 gallon reservoir. The reservoir will be higher and will increase pressure to town.
- Sewer Service to Railroad – agreements were completed for the sale of 22,000 gallons per day of excess sewer capacity to the Railroad, with all costs being paid for by the Railroad.
- Reviewing plans for the development along Historic Drive.
- A future goal is to own their own sewer treatment plant.

Mike Sollenberger asked if the Authority was planning to sell any property that is not needed to protect the watershed. Harold Wiker stated that the Authority had decided to retain ownership of the properties for now to control the surrounding uses.

TREE COMMITTEE: Mary Dresser, chair of the Tree Committee, reviewed the projects they have been involved with including:

- Extensive reviews of land development plans and providing suggestions for consideration by the Planning Commission.
- Reviewing the landscape section and definitions of the Subdivision and Land Development Ordinance.
- Continuation of the tree plantings and searching for grant funds.
- Plan to complete the street tree inventory.

Steve VanOrmer asked if there were any regulations to protect large trees. Mary Dresser stated that an ordinance was drafted a couple of years ago to protect what they called heritage trees but that it was not the right time and was not adopted by Borough Council. She added that they are recommending some controls in the Subdivision & Land Development Ordinance and that an ordinance to protect heritage trees may be reconsidered in the future.

Don Bachman challenged the Tree Committee to develop a collage of historical photographs of Strasburg to document what the town looked like with street trees.

Mary Dresser suggested educating residents about the value of trees to instill an appreciation of trees.

CIVIL SERVICE COMMISSION: Ray Garraffa was present, adding that he is the newest member of the Commission and that they have not had to meet since he has been appointed. Chief Echternach stated that the Commission is responsible for creating an eligibility list when a full-time officer is hired, to address grievances and biannually for reorganization.

COMMUNICATION BETWEEN BOARDS (STAFF RECOMMENDATIONS): The Borough Manager provided recommendations for improving communication between boards in that the Borough Office could e-mail agendas and draft minutes so all board members know what is being discussed at other meetings. Lee Potts stated that this is important so that all members are receiving accurate information. It was the consensus to have the staff begin e-mailing draft minutes and agendas to all board members.

The Borough Manager reminded the members that approved minutes and previous agendas are always available on the Borough's website.

AREAS OF CONCERN:

Ordinances: Penny D'Alessandro asked all Boards to provide feedback to the Borough Office any time that they feel an Ordinance may be "not working" or does not include the necessary controls so that the ordinances can be constantly updated instead of continuing to use an ordinance that they feel is inadequate.

Planting Areas: Dale Kaufman stated that he felt the planting beds at the Square are not maintained to his standards and asked if a Committee could be established by Borough Council to oversee their upkeep. It was also suggested that this may also be a project that could be considered by the Tree Committee. Dale Kaufman thanked the Public Works Department and staff for their assistance with the Tree Committee tree plantings. Mary Dresser added that the gateway "islands" and planting areas at the intersection of Main/Miller/Lancaster Avenue would also need to be maintained.

Main/Miller/Lancaster Avenue Intersection: Penny D'Alessandro reminded that the intersection plans will be forward to all Boards for their input. The Borough Manager stated that the office is in the process of receiving a plan to be distributed to all Boards. Don Bachman suggested placing a replica of the fountain that used to be in the Square. Steve Echternach cautioned that PennDOT will most likely not like anything to be placed in the center island except for possibly very low plants due to sight visibility. He added that PennDOT may also be concerned with the liability for the people maintaining the area but that landscaping in the perimeter planting areas may be more acceptable.

Destructive Plants: Steve VanOrmer asked Borough Council's opinion on destructive plants such as ivy destroying a brick building. Joe Coleman stated that HARB should review this issue and provide their recommendation to Borough Council. Tom Lainhoff suggested putting an article in the newsletter regarding destructive plants.

Grants: Don Bachman asked about the grant that has been applied for in the past for the street sweeper. The Borough Manager stated that a DCED grant application has again been filed for the Beautification of the Square to include the street sweeper but that this may need to be moved to second priority behind a grant for Utility Relocations associated with the Route 896 Relocation Project.

Borough Staff: Joe Coleman thanked Lisa Boyd and Christine Drennen for their hard work and dedication to the Borough.

OTHER BUSINESS: Bryan Cutler, newly elected Representative of the 100th District, was present and stated that it is an honor and privilege of serving the 100th District and invited all to attend an Open House scheduled at his office on March 2, 2007. He stated that a Legislative meeting has been scheduled for April 13, 2007 and that he is working on establishing a meeting between municipal representatives and PennDOT.

CITIZEN'S COMMENTS: May Gaynor expressed her concern regarding traffic and what could be done to divert truck traffic out of the Borough. She added that providing draft minutes is good but encouraged attendance at meetings.

Steve Echternach commented regarding the truck traffic, stating that a truck enforcement lane is included in the 896 Relocation Project and an officer will become certified for truck inspections. He added that after truck enforcement inspections are being done, some trucks will avoid traveling through town.

ADJOURNMENT: The meeting was adjourned at 9:10 P.M..

Respectfully submitted,

Lisa M. Boyd
Borough Manager

**STRASBURG BOROUGH COUNCIL
MARCH 13, 2007
MINUTES**

Members Present: Joeseph Coleman Lee Potts
 Michael Sollenberger Penny D'Alessandro
 Mary Simmons

Others Present:

Bruce L. Ryder, Mayor	May Gaynor
Lisa M. Boyd, Borough Manager	Jeff Hayes
F. Steven Echternach, Police Chief	John Irwin
Christine D. Drennen, Admin. Asst.	JoAnn Irwin
Cindy Hummel, Lancaster Newspapers	Mary Dresser
Danny Whittle, LCPC	Diane Potts
Chris Laudo	Steve VanOrmer
Tom Lainhoff	Florence Hoogerwerff

CALL TO ORDER AND PLEDGE TO THE FLAG: President Coleman called the meeting to order at 7:30 P.M., followed by the salute to the flag. President Coleman announced that the meeting is being audiotaped to assist in the preparation of the minutes. The Borough Manager took the roll call.

REQUESTS TO BE HEARD:

MAY GAYNOR – GRANT APPLICATION TO LANCASTER BIKE CLUB FOR BIKE

RACKS: May Gaynor provided information and a sample completed grant application offered by the Lancaster Bike Club for bike racks. Based on a question regarding embedded vs. surface mounted racks, Chief Echternach stated that he supported the embedded racks and suggested that approval from HARB also be obtained. Bruce Ryder also stated that we need to obtain permission to place the racks on private property. Following the discussion, Mary Simmons made a motion, seconded by Penny D'Alessandro and passed unanimously to approve the staff to submit a grant application to the Lancaster Bike Club for bike racks.

MINUTES OF FEBRUARY 13 AND 27, 2007: Mike Sollenberger made a motion to approve the minutes of the February 13 and 27, 2007 meetings as printed. Lee Potts seconded the motion and the motion carried with members Potts, Sollenberger, D'Alessandro and Simmons casting assenting votes. Member Coleman abstained from voting on the February 13, 2007 minutes because he was not present for the meeting.

REPORTS:

MAYOR – The Mayor had no written report.

PRESIDENT – The President had no written report but again thanked all who attended the Board/Committee member meeting on February 27, 2007.

MANAGER – In addition to her written report, the Borough Manager highlighted the following items:

1. The revised Recreation agreement from the YMCA should be received before the next meeting and the West Lampeter YMCA is still a priority with the same timetable for completion.
2. Strasburg Night at the Barnstormers has been set for Tuesday, June 19, 2007. The annual newsletter will be sent early to provide additional advertising for this event.

POLICE – The Police Report for February 2007 was received and accepted.

PUBLIC WORKS – The Public Works report for February 2007 was received and accepted. Joe Coleman questioned the Public Works Department clearing the sidewalks on Beddington Lane. The Police Chief explained that during the subdivision for that development, some parcels were never deeded to the property owners and are actually owned by the Borough. He added that all of the property owners except this one maintain the sections of sidewalk near their property but since it is actually owned by the Borough it is our responsibility.

ZONING OFFICER – The Zoning Officer's written report for February 2007 was received and accepted.

ENGINEER – The Engineer's report dated March 8, 2007 was received and accepted.

CONSENT AGENDA: Mike Sollenberger made a motion to approve the following items on the Consent agenda, seconded by Mary Simmons and passed unanimously.

PAYMENT OF BILLS IN THE AMOUNT OF \$82,292.73

**HARB CERTIFICATES OF APPROPRIATENESS – 49 EAST MAIN STREET
ANNUAL CIVIL SERVICE COMMISSION REPORT**

UNFINISHED BUSINESS:

NEW BUSINESS:

**SUBDIVISION LAND DEVELOPMENT ORDINANCE UPDATE – STATUS REPORT BY
BOROUGH PLANNING COMMISSION:**

Representing the Planning Commission, Mike Sollenberger explained that Mark Stivers of the Lancaster County Planning Commission provided the Borough with the information regarding Pottstown Borough's Subdivision Land Development Ordinance and Zoning Ordinance. He added that this Ordinance was adopted in 2004, the basic concept has been validated, has been upheld in court and similar concepts are already included in several ordinances in Lancaster County. He explained that this ordinance includes new planning principles and is based on how things look rather than the use and has more emphasis on design criteria. He explained that using these ordinances as a model will be a cost savings and a lot of the basic work is complete but cautioned that they must be tailored specifically to Strasburg. Danny Whittle of the Lancaster County Planning Commission stated that Pottstown's Ordinance uses the section allowed in the Municipalities Planning Code to establish traditional neighborhood zones. In fact, Mr. Whittle added that the LCPC recommended the Borough update our Zoning Ordinance to incorporate such zones back in 2001. He also added that this model includes districts such as the gateway district which Strasburg Township is also considering adopting and that grant funds may be available. A trip to Pottstown Borough was also discussed.

Lee Potts made a motion, seconded by Penny D'Alessandro and passed unanimously to authorize the Planning Commission to continue the update of the Subdivision and Land Development Ordinance utilizing the Pottstown Ordinance as a model.

HARB – BYLAWS AND CERTIFIED LOCAL GOVERNMENT: Penny D'Alessandro made a motion, seconded by Mike Sollenberger and passed unanimously to adopt the revised HARB Bylaws as drafted and recommended for approval by HARB, and to authorize HARB to proceed with the submittal of an application to become a Certified Local Government.

JOINT PLANNING COMMISSION – APPOINTMENT OF PLANNING COMMISSION AND TWO CITIZEN REPRESENTATIVES: The Borough Manager stated that only one citizen submitted a letter of interest to serve as the Citizen Representative but two are actually needed. It was the consensus to table the appointment of the two Citizen Representatives to the Joint Planning Commission until two citizens are able to be appointed. The Borough Manager will advertise this vacancy.

Mike Sollenberger made a motion, seconded by Mary Simmons and passed unanimously to appoint Mary Dresser as the Borough Planning Commission representative to serve on the Joint Planning Commission, as recommended by the Planning Commission.

REVIEW OF 2007 FEE SCHEDULE: The Borough Manager stated that some of the fees were questioned at a previous meeting. Because some of the questioned fees are administered by the Police Department, Steve Echternach provided a written response and added that the fees charged can only cover the administrative processing of the applications. The permit for the Guided Walking Tours and Peddling allows the Police Department to verify the identity of the applicant, to check if the applicant has a known criminal history and to basically ensure that the citizens are protected. In addition, he stated that the fee schedule was revised a few years ago where the initial fee paid for Guided Walking Tour and Peddling Permits is for the license and the first 5 applicants and additional fees charged for the remaining applicants. Chief Echternach clarified that he does not conduct a thorough background and the check is not based on fingerprints. Penny D'Alessandro questioned Special Events Permits being per event and Chief Echternach stated that the fee has only been charged once (non-profits are exempt from the fee) and that the police are more involved with special events. Considering the additional information received on this matter, it was the consensus to have the 2007 Fee Schedule remain as originally adopted.

The Borough Manager stated that alternate methods for calculating Building/Zoning Permit fees are being considered and a recommendation will be forwarded to Borough Council after she meets with the Finance Contacts to review the options.

LANCASTER COUNTY HOUSING AND REDEVELOPMENT AUTHORITIES 2008

REGIONAL ADVISORY COUNCILS – APPOINTMENT OF MUNICIPAL AND CITIZEN

REPRESENTATIVES: The Borough Manager explained the representatives' duties stating that they meet weekly in September and October and their primary duty is to review Community Development Block Grant applications and provide recommendations for awards. Lee Potts made a motion, seconded by Mary Simmons and passed unanimously to appoint Mike Sollenberger as the municipal representative to the Lancaster County Housing and Redevelopment Authorities 2008 Regional Advisory Council.

2010 CENSUS LUCA PROGRAM – DISCUSSION ON BOROUGH’S PARTICIPATION: The Borough Manager explained that the 2010 Census Local Update of Census Addresses Program is for the municipality to verify that all addresses are listed. She added that during the 2000 Census a Committee was established and actively encouraged resident completion of the Census documents. Mary Simmons made a motion, seconded by Penny D’Alessandro and passed unanimously to authorize the Borough to participate in the 2010 Census Local Update of Census Addresses Program.

REVIEW AND POSSIBLE ADOPTION OF PARK AND OPEN SPACE FUND POLICY: It was the consensus of the Board to have this meeting serve as a first read of the Park and Open Space Fund Policy and members will provide comments and suggestions to the Borough Manager for incorporation prior to the next meeting.

OTHER BUSINESS: Penny D’Alessandro asked about the status of the repairs to the barn at 8-10 East Main Street and if a timeline for making the repairs had been received from the owner. Christine Drennen stated that she had been in contact with the property owner and he is obtaining sealed plans for submission to obtain a Building Code Permit for the repairs.

Penny D’Alessandro asked the status of the S.E. Smoker trailer. The Borough Manager stated that she contacted Mr. Smoker and he stated that he will be starting the development and he was planning to keep the trailer. The Borough Manger then checked with the Zoning Officer who stated that if Mr. Smoker was proceeding with his development, the trailer could remain.

Joe Coleman stated that Beddington Lane has its original paving from the developer and is approximately 21 years old. He asked if having waiting this amount of time between repavings could be a disadvantage to the Borough. The Borough Manager stated that the streets are inspected and the Capital Improvements Plan is adjusted annually based on the age and condition of the streets. Joe Coleman suggested that the streets in the new developments be added to the repaving list.

Mayor Ryder cautioned members to be conscious of the Sunshine Law when scheduling and planning trips such as to Pottstown Borough and possibly to Harrisburg to discuss issues with the legislators.

The Borough Manager stated that Charter Homes is working aggressively to address the conditions imposed for the Strasburg Commons Active Adult Community and a packet of information was recently submitted to the Solicitor for his review.

Mary Simmons complimented Bruce Ryder and he was given a round of applause for his hard work over the last several years for the Route 896 Relocation Project, stating that it is above and beyond his call of duty.

Penny D’Alessandro asked the status of the Board receiving the map of the Main/Miller/Lancaster Avenue intersection. The Borough Manager and Mayor Ryder stated that the plan had not yet been received because the Engineer was directed to continue working on the plans associated with the Route 896 Relocation Project.

CITIZEN’S COMMENTS: The Borough Manager read a thank you letter received from Ralph Kaufman for the installation of the no parking signs on North Jackson Street.

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ADJOURNMENT: Mike Sollenberger made a motion to adjourn the meeting at 9:10 P.M., seconded by Lee Potts and passed unanimously.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2007 – 29

**STRASBURG BOROUGH COUNCIL
MARCH 27, 2007
MINUTES**

Members Present: Jim Kiscaden Lee Potts
 Michael Sollenberger Penny D'Alessandro
 Mary Simmons Donald Bachman

Others Present:

Bruce L. Ryder, Mayor	May Gaynor
Lisa M. Boyd, Borough Manager	Patricia Hunt
Christine D. Drennen, Administrative Assistant	Pauline Shurr
Cindy Hummel, Lancaster Newspapers	Jan Kennell
Tom Tillett, Congressman Pitts' Chief of Staff	Dick Kennell
Bob Thompson, Senator Armstrong's Chief of Staff	Chad Harnish
Bryan Cutler, Representative of the 100 th District	Doug Miller
Robert Stanley	Jerry Mellinger

CALL TO ORDER: Vice President Kiscaden called the meeting to order at 7:30 P.M. and announced that the meeting is being audiotaped to assist in the preparation of the minutes. The Borough Manager took the roll call.

WELCOME AND INTRODUCTION OF COUNCIL MEMBERS, MAYOR AND STAFF: Vice President Kiscaden welcomed everyone to this Strategic Planning meeting, Council Members, Mayor and Staff members were introduced as well as the following legislators and/or their representatives:

Bryan Cutler, Representative of the 100th District
Tom Tillett, Congressman Joe Pitts' Chief of Staff
Bob Thompson, Senator Armstrong's Chief of Staff

REQUESTS TO BE HEARD: May Gaynor asked to be able to speak during the agenda items.

Bob Stanley expressed his concern regarding the water runoff problem behind his property and several other properties on Dallas Avenue. He cited the October 11, 1988 Stormwater Ordinance stating that stormwater should not damage upstream or downstream properties and asked why he should complete the repairs previously suggested when it is the Borough putting the additional water on his property. He stated that a property owner along Lancaster Avenue began installing a stormwater pipe which will be increasing the amount of water coming onto the Dallas Avenue properties. Jim Kiscaden stated that approximately 6 months ago, a meeting was held with the residents of Dallas Avenue where everyone was told that after all of the stormwater studies were completed, Council would then decide how to address the stormwater problems Borough-wide.

ITEMS FOR DISCUSSION:

TRAFFIC SIGNAL AND DESIGN AT LANCASTER/MAIN/MILLER INTERSECTION - May Gaynor stated that she read the Context Sensitive Solutions and agreed that will help in obtaining a historic-looking intersection. In her opinion, the underlying problem is what she calls a "significant"

traffic increase on 741 as a result of developments in other municipalities and she says that there is a higher volume of truck traffic when truck inspections are being conducted on Route 30. Penny D'Alessandro stated that she is anxious to see the intersection plan to begin working on planning the final design. Mayor Ryder stated that HRG will be providing a sketch plan at the next Borough Council meeting for their review and to forward to other boards as previously promised.

Tom Tillett stated that a Comprehensive Study is being conducted by McCormick Taylor for PennDOT of Route 741 from Route 896 to Route 41. He encouraged the Borough to keep an eye on the study because of the potential traffic increase and to encourage improvements to Route 30. Patty Hunt suggested encouraging legislators to consider improvements to Ronks Road and Paradise Lane. Mr. Tillett also suggested discussing traffic problems with Mike Lapano at PennDOT and stated that the website to follow for the Route 30 study is www.route30eis.org.

CHANGE FUNDING MECHANISM FOR SUPPORTING FIRE, EMS AND LIBRARIES – BY POPULATION, NOT PHYSICAL LOCATION - Jim Kiscaden stated that the EMS Tax was originally established to provide municipalities with revenue for emergency responders. In discussing this matter with other firefighters, he has found that the donations to such organizations have decreased in municipalities which enacted the tax because their citizens feel that they are already paying for this service through the EMS Tax.

Jim Kiscaden stated that Strasburg Borough has supported our library significantly over the years and the problem with the funds from the County and State are that they are only for new funds and do not take into consideration the current funding level provided by the municipality. Bruce Ryder also stated that the municipality that hosts the library building or fire department is required to provide funds and neighboring municipalities are not required to provide financial support and suggested that a mechanism basing the support on population be considered. Bob Tillett stated that the Governor vetoed a bill for a local services tax last year which could have been used to provide funds to assist with library funding. He added that the House of Representatives removed some language in that bill to assist Pittsburgh but that he believed the bill would be re-introduced again this year.

GRANTS – GENERAL SOURCES, ASSISTANCE (SPECIFIC SOURCES FOR PARKS AND RECREATION GRANTS & TREES AND SOME GRANTS TOO SPECIFIC AND DON'T APPLY TO SMALL TOWNS) – Tom Tillett offered two websites for federal grants:

www.cfda.gov and www.grants.gov

He added that these websites have tutorials and added that Congressman Pitts' office can provide additional resource people.

Mayor Ryder stated that some federal grants have difficult guidelines for small towns. He cited one specific example that in 1984 when he first got involved in municipal government, in order to obtain federal funds for the traffic light one of the federal guidelines was that a historic building would need to be demolished to create a parking lot (which was obviously not done and the traffic signal was paid for locally).

Penny D'Alessandro stated that there is tax relief available for restoring a property for a commercial use and asked if legislation could be considered to provide tax relief for restoring a historic property for residential use.

TAX RELIEF FOR SENIOR CITIZENS FOR SCHOOL TAXES – Bob Thompson stated that Senator Armstrong has supported a sales tax that would be applied across the board and added that he intends to continue to support this taxing method.

STORMWATER – PADOT POLICY REGARDING BOROUGH V/S TOWNSHIP – Bob Thompson stated that a study is currently being conducted because they realize that the wealth shift has changed from Boroughs to Townships. Bob Thompson added that there are 207 million municipalities in Pennsylvania and the worst stormwater systems would have to be repaired first.

Mike Sollenberger stated that questions have arisen regarding who is responsible for stormwater lines on private property in the older parts of town. Mayor Ryder asked if legal shielding of risk could be provided to municipalities to repair stormwater pipes.

FUNDING FOR 896 PROJECT – UTILITY RELOCATION – Bob Thompson stated that they have talked with PPL to try to reduce the costs and are supporting a DCED grant application from the Borough to assist with offsetting these costs.

FUNDING FOR / STATUS OF THE RT. 896 PROJECT FROM RT. 30 TO BORO LINE – Tom Tillett stated that a feasibility study has been completed and that the bridge only needs to be widened and not replaced and that the cost determined by the study is \$11 million. He added that this project is not on the TIP and that the MPO must vote to put the project on the TIP, which may be done later this year. Mr. Tillett suggested that citizens call the Lancaster County Commissioners to encourage the plan being placed on the TIP.

FUNDING FOR MULTI-MUNICIPAL PLANNING PROJECTS-ORDINANCE UPDATES (COMPREHENSIVE PLAN, SUBDIVISION AND LAND DEVELOPMENT, AND ZONING) – Mike Sollenberger stated that the Borough and Township worked together on a Joint Comprehensive Plan and will coordinate together regarding the Zoning Ordinance. He asked the legislators to encourage other municipalities to work together.

SUNSHINE LAW LEGISLATION UPDATE AND LEGISLATIVE REFORMS – Bryan Cutler stated that the House passed some Sunshine Law Reform laws. He added that he has been posting his expenses in his office since the beginning of the year.

Bob Thompson stated that Senator Armstrong is sponsoring a bill to increase the fine for Sunshine Law Violations to make it clear that this issue is a concern by increasing the penalty.

Jim Kiscaden asked if the caucus was subject to the Sunshine Law and Bob Thompson stated that the caucus is not open to the public because they would not get anything done.

May Gaynor stated that she believes that some municipalities interpret the regulation that everything (except Executive Sessions) is available to the citizens.

EMPLOYEE BENEFIT COST CONTAINMENT-ABILITY FOR MUNICIPALITIES TO BAND TOGETHER TO CREATE LARGER INSURANCE POOLS – Mike Sollenberger asked legislators to assist in:

- * municipalities able to join together to create larger pools to purchase more reasonably-priced insurance
- * pension reform
- * tort law
- * malpractice insurance reform

Bob Thompson stated that the Senate has worked on such a bill for municipalities to join together for insurance but it has not yet been written to pass through the trial lawyers.

ANY OTHER ITEMS OF INTEREST – Jim Kiscaden asked about prevailing wage reform, noting that the minimum was set 25 years ago and that has not increased. Bryan Cutler stated that there is some legislation being reviewed to increase the minimum to \$500,000. If residents wish to offer their support, if you call his office he will provide the House Bill number for the legislation.

Mayor Ryder stated that the Borough has asked for a long time for the ability for local municipalities to be able to use radar. He added that the old feeling was that municipalities would use this as a “fundraising tool” and suggested that the financial benefit be removed but just asking to allow them the ability to use the tool. Bob Thompson stated that Hellam Township wants the fee to be increased and that we want the fee eliminated and suggested that all municipalities get together with a common goal.

Lee Potts stated that he would like to see required sprinkler installation. Bruce Ryder cited the recent example of the fire at the Wesley United Methodist Parsonage noting the difference that would have occurred if sprinklers would have been installed. Don Bachman added that Pennsylvania has the largest union of American Builders & Contractors.

May Gaynor stated that the following items are also a concern to her:

- * Working in Maryland and living in PA – concerned with housing increase
- * Vacant older homes / new homes being built & selling
- * Subprime mortgages

Bryan Cutler stated that he is a citizen representative on the Southern Lancaster County Comprehensive Plan Committee and they are planning to address the recent article in the newspaper regarding residents working in Maryland and the possible increased housing needed in Southern Lancaster County.

OTHER BUSINESS

Mike Sollenberger made a motion, seconded by Lee Potts and passed unanimously to adopt Resolution 2007-5 authorizing a DCED application for \$50,000.

Penny D’Alessandro stated that a pre-blast survey was distributed to the homes that will be affected by the Charter Homes development and added that the surveyor is requesting photographs and sensors. Mrs. D’Alessandro asked who pays for damages that may be incurred by the blasting. Jim Kiscaden stated that it is a civil issue between the property owner and the developer. Mike Sollenberger added that blasting is regulated by the Department of Mines.

Mary Simmons stated that funding was discussed at last evening's Recreation Commission meeting, adding that their revenue is down and that they may have to come back to the participating municipalities to ask for additional funds. She stated that they were told that a decrease in program participation is the reason for the decreased revenues but that they feel the trend is changing and participation is increasing. Mary Simmons added that their solicitor's hourly fee is less than we are paying.

CITIZEN'S COMMENTS: None.

ADJOURNMENT: Mike Sollenberger made a motion, seconded by Mary Simmons and passed unanimously to adjourn the meeting at 9:17 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

**STRASBURG BOROUGH COUNCIL
APRIL 10, 2007
MINUTES**

Members Present: Joseph Coleman Jim Kiscaden
 Michael Sollenberger Penny D’Alessandro
 Mary Simmons Lee Potts
 Don Bachman

Others Present:

Lisa M. Boyd, Borough Manager	Cindy Baker
F. Steven Echternach, Police Chief	Rich Shindle
Christine D. Drennen, Admin. Asst.	May Gaynor
Diane Potts	Harold Wiker
Tony D’Alessandro	George Desmond
John Blowers	Bonnie Anderson
Patricia Martin Hunt	Joseph Anderson
Joseph Hunt	Dale Kaufman
Chris Lainhoff	Tom Lainhoff
David Young	Ann Lainhoff

CALL TO ORDER AND PLEDGE TO THE FLAG: President Coleman called the meeting to order at 7:30 P.M., followed by the salute to the flag. President Coleman announced that the meeting is being audiotaped to assist in the preparation of the minutes. The Borough Manager took the roll call.

REQUESTS TO BE HEARD:

STRASBURG COMMUNITY PARKS FOUNDATION URBAN ENHANCEMENT FUND

LETTER OF INTENT – CINDY BAKER: Cindy Baker, representing Strasburg Community Parks Foundation, was present and apologized for not previously providing a letter of intent because she was out of town last week. She asked Borough Council to consider their request and it was the consensus to consider this item during the 2007 Urban Enhancement Fund agenda item.

May Gaynor asked if she could comment during the Open Space Fund Policy agenda item. Joe Coleman advised her that following the Sunshine Act, there were two places for the public to comment on the agenda. May Gaynor complained that she was denied a copy of the draft policy. Joe Coleman stated that it was a draft policy being considered by Borough Council and that the staff verified with the Solicitor that we were not required to provide the draft to the public. May Gaynor proceeded to accuse the Borough of being in violation of the Sunshine Act. Joe Coleman stated that he was personally offended by the recent articles in the newspaper, for saying that he is not in favor of open government and accusing him of not obeying the laws of the Commonwealth. May Gaynor attempted to continue the discussion and President Coleman declared her Out of Order and continued with the meeting.

MINUTES OF MARCH 13 AND 27, 2007: Jim Kiscaden made a motion to approve the minutes of the March 13 and 27, 2007 meetings as printed. Mary Simmons seconded the motion and the motion carried with members Potts, Sollenberger, D'Alessandro and Simmons casting assenting votes. Member Coleman abstained from voting on the March 27, 2007 minutes and members Kiscaden and Bachman abstained from the March 13th meeting because they were not present for the respective meetings.

REPORTS:

MAYOR – The Mayor was absent from the meeting and had no written report.

PRESIDENT – The President had no written report but offered his congratulations to the Lions Club for their recent 75 year anniversary.

MANAGER – In addition to her written report, the Borough Manager highlighted the following items:

1. The next Lancaster County Boroughs Association meeting will be held on April 25, 2007 and invited interested members to attend.
2. A special meeting will be held on Wednesday, May 2, 2007 at 7:30 P.M. which all Board members, Strasburg Township Officials and the public are invited to attend to hear a presentation by Tom Hylton, Planning Commission Chairman of Pottstown Borough. The Borough Manager reminded members that he is the author of Pottstown's innovative Subdivision and Land Development Ordinance which our Planning Commission is using as a model for our update.
3. The Borough Auditor, Mark Zettlemyer, will attend the May 8, 2007 Borough Council meeting and a copy of the 2006 Audit will be provided to each member by the end of the week.
4. Strasburg Night at the Barnstormers has been set for Tuesday, June 19, 2007 and tickets will be sold by our local organizations for \$7.50 each (which is \$0.50 less than the ticket price at the door).

Jim Kiscaden stated that during the Conditional Use Hearing for Charter Homes, he asked them if gas would be used for heating and was advised by Frank Gerhardt that they would use propane and would bury the tanks. He continued that we are now being told that UGI will be installing natural gas. Mr. Kiscaden added that he is concerned that Charter Homes will continue to deviate from what was stated during the approval process. The Borough Manager stated she advises the Solicitor of all of the issues and that the final plans have not yet been signed. In addition, the Borough Manager stated that by the end of the week Charter Homes will be removing the two signs they installed along North Decatur Street without a permit.

POLICE – The Police Report for March 2007 was received and accepted.

PUBLIC WORKS – The Public Works report for March 2007 was received and accepted. Mike Sollenberger asked if a change in stormwater flows was noticed on Lancaster Avenue due to the piping change at Mr. Widder's property. The Borough Manager stated that the rainfall was not a substantial rain to determine if there would be a change. Jim Kiscaden explained the improvements done by Mr. Widders included the installation of a catchbasin in the Northeast corner of Eberly Masonry and a 12" underground line compared to the convex pipe that existed there previously. Joe Coleman asked about the item on the report stating that a post was hit by a truck at the Square. The Police Chief stated that the driver who caused the damage was cited and the repair will be turned into his insurance company.

ZONING OFFICER – The Zoning Officer’s written report for March 2007 was received and accepted. Joe Coleman asked for an update regarding the outstanding rights-of-way excluding the developers. The Borough Manager stated that two rights-of-way are outstanding. She is not aware of any progress with Verizon and has been told that R.B. Campbell is ready to sign.

ENGINEER – The Engineer’s report dated April 5, 2007 was received and accepted.

CONSENT AGENDA: Jim Kiscaden made a motion to approve the following items on the Consent agenda, seconded by Mike Sollenberger and passed unanimously. In addition, Joe Coleman thanked Tony D’Alessandro for his many hours spent serving the Borough on the Shade Tree Committee. Penny D’Alessandro added that three letters of interest were received for serving on the Joint Planning Commission with one of the applicants applying because of the amount of time that the position was vacant and withdrew her request in support of the other two applicants.

PAYMENT OF BILLS IN THE AMOUNT OF \$155,370.76

HARB CERTIFICATES OF APPROPRIATENESS – 251 MILLER STREET, 308 MILLER STREET AND 47 EAST MAIN STREET

TRAILS AT STRASBURG LOT #7 – ACKNOWLEDGEMENT OF EXTENSION OF TIME UNTIL JULY 31, 2007

ACCEPTANCE OF TREE COMMITTEE MEMBER RESIGNATION WITH REGRET – TONY D’ALESSANDRO

JOINT PLANNING COMMISSION – APPOINTMENT OF TWO CITIZEN REPRESENTATIVES (PATTY HUNT AND JOE ORNDORFF)

UNFINISHED BUSINESS: None.

NEW BUSINESS:

2007 URBAN ENHANCEMENT FUNDS – STRASBURG RESTORATION AND

PRESERVATION – REQUEST FOR SUPPORT: Harold Wiker representing Strasburg Restoration and Preservation was present to provide an update to their organization utilizing suggestions provided by Borough Council during their pursuit last Fall for an Urban Enhancement Fund Grant. He explained that they have received their 501c3 status, have appointed two additional members (John Blowers and David Young) and a \$50,000 revolving loan program available to citizens for façade restoration has been included.

The Borough Manager stated that we have a Proof of Publication publicly advertising this meeting to discuss projects for the Urban Enhancement Fund. Joe Coleman added that the municipality is not required to rank the projects this year and multiple projects can be submitted for each municipality.

Cindy Baker representing the Strasburg Community Parks Foundation reviewed the history of the Park and stated that they would like to apply for a grant to build a pavilion with a storage area and restrooms to provide a different activity to have more people enjoy the Park. She added that the pavilion would be made out of environmentally friendly material with no sides and possibly composting or waterless toilets. Dale Kaufman added that they will work with the Art Association regarding a shared patio area. Since only a letter of intent is required at this point, sketches and more specific information would be provided to the Borough prior to submitting the actual application.

Mary Simmons made a motion to support Strasburg Restoration and Preservation and the Strasburg Community Parks Foundation for a 2007 Urban Enhancement Fund grant application. Don Bachman seconded the motion and passed with members Potts, Sollenberger, Simmons, Coleman, Kiscaden and Bachman casting assenting votes. Member D'Alessandro recused herself from voting on the Strasburg Restoration and Preservation application but stated that she supports the application of the Strasburg Community Parks Foundation.

PARK FOUNDATION REMOVAL OF TREES INSURANCE CLAIM: During the discussion on this item, it was explained that the insurance company is offering \$7,000 to settle the claim. This amount is approximately half of the value estimated by the certified arborist to correct the excavation mistake that removed the only mature trees on the Park property. Mike Sollenberger suggested bringing this matter to the developer's attention since they are marketing their development as being beside the Park. It was the consensus to have the Borough Manager work with the Parks Foundation to continue to pursue a more equitable resolution to this claim.

PARK AND OPEN SPACE FUND POLICY – CONSIDERATION AND POSSIBLE ADOPTION: Joe Coleman explained that this policy is being established to regulate the use of the funds paid by the developers in lieu of providing parks and open space. Local organizations were discussed and it was decided that the Playground and Jaycee Park are public organizations because they are open to the public and the Pool is a private organization because it is available for use only by the members who paid a membership fee. It was the consensus to table the Park and Open Space Fund Policy and to have the Borough Manager forward the draft policy to the Solicitor for his review.

STRASBURG POOL FUNDING REQUEST: Rich Shindle was present and explained that the Pool is a nonprofit organization, they try to keep the membership fees low and that their pool is unique because they have diving boards. However, last year they realized that one of the diving boards was damaged and they did not have sufficient funds to pay for its replacement. Therefore, they are requesting \$2,000 from the Park and Open Space Fund for the replacement of the diving board. Jim Kiscaden asked how many memberships they have and Mr. Shindle stated that they have approximately 180 family and single memberships. Jim Kiscaden suggested that they add \$10 per membership to cover this cost since this is a private organization. Mr. Shindle stated that memberships are open to everyone. Penny D'Alessandro suggested asking members for donations. No motion to support this funding request was offered. Mr. Shindle thanked the members for their time and consideration of their request.

ADOPTION OF PAVING ESCALATOR CLAUSE RESOLUTION 2007-6: The Borough Manager provided a brief explanation regarding this resolution stating that due to the fluctuation in oil prices, it has become necessary to include an escalator clause which ensures competitive bids. She further explained that the resolution allows for an across the board percentage increase on the bid if the oil price increases or a decrease on the contrary. Jim Kiscaden made a motion, seconded by Don Bachman and passed unanimously to approve the Paving Escalator Clause Resolution 2007-6.

LANCASTER/W. MAIN/MILLER INTERSECTION DISCUSSION – AUTHORIZATION TO FORWARD PLAN TO BOROUGH BOARDS: Penny D'Alessandro made a motion, seconded by Jim Kiscaden and passed unanimously to authorize the staff to forward the sketch plan of the Lancaster/West Main/Miller Intersection to Borough Boards for their review and comments.

OTHER BUSINESS: Penny D'Alessandro stated that she was disturbed with the discussion at the beginning of this meeting. She then asked if the citizen's notebook could be provided as was done in the past which contains copies of documents that are available to the public to eliminate the idea that secrets are being kept. Jim Kiscaden stated that all municipal business is conducted at regularly advertised meetings and does not like the insinuation that Council members are criminals and doing something wrong. Lee Potts stated that Pennsylvania municipal government is elective government and Borough Council members are doing the job they are elected to do. Joe Coleman stated that during the budget process last year, he asked how many citizens were in to view the budget and was advised that none were. Mike Sollenberger stated that some citizens are going from board to board misrepresenting the facts to get one board upset with another and is concerned what would happen if draft documents were available to the public. It was the consensus of the members to obtain the legal opinion of the Solicitor regarding the citizen's binder.

CITIZEN'S COMMENTS: Cindy Baker stated that John Penatzer is moving out of town to be closer to his family and deserves Borough Council recognition for the countless hours in maintaining the Jaycee Park.

Cindy Baker also stated that the Sertoma Club is assisting the VFW with the Memorial Day Parade this year and that they are seeking ways to improve the parade or possibly bring back things to the parade that used to be done. Joe Anderson stated that volunteers are also needed to assist with the parade. In addition, she stated that the Sertoma Club will be hosting Scott Riker from the School Board at their next meeting on Wednesday, April 18, 2007 at 7:00 P.M. to present his opinions regarding Act 1.

Cindy Baker stated that she appreciates the work that is done by Borough Council members and is concerned with the amount of tax money that goes into staff involvement to appease some citizens.

Patty Hunt echoed Mike Sollenberger's comments regarding Keystone marketing their development using the selling point of being adjacent to the Park and stated that it is her opinion that Keystone should offer to pay the difference between the amount agreed to by the insurance company and the estimate of the damage done during the removal of the trees from the Park property.

May Gaynor stated that it is her opinion that the Borough should be cautious regarding the Park and Open Space Fund policy, that the density sacrifice is on the citizens of the Borough and the funds should be used to benefit the Borough or to purchase additional park area rather than to fund outside recreation. She also thanked Penny D'Alessandro for asking to reinstate the citizen's binder.

Rich Shindle asked if the "Y" was membership based (private) and Joe Coleman stated that Strasburg Borough, Strasburg Township and the L-S School District support the Lampeter-Strasburg Recreation Commission.

ADJOURNMENT: Jim Kiscaden made a motion, seconded by Mike Sollenberger and passed unanimously to adjourn the meeting at 9:30 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

**STRASBURG BOROUGH COUNCIL
MAY 8, 2007
MINUTES**

Members Present: Joseph Coleman Jim Kiscaden
 Michael Sollenberger Penny D'Alessandro
 Lee Potts Don Bachman

Others Present:

Bruce L. Ryder, Mayor
Lisa M. Boyd, Borough Manager
F. Steven Echternach, Police Chief
Christine D. Drennen, Admin. Asst.
Cindy Hummel, LNP Correspondent
Ann Schein
May Gaynor
Brad Botchlet
Ralph Kauffman

CALL TO ORDER AND PLEDGE TO THE FLAG: President Coleman called the meeting to order at 7:30 P.M., followed by the salute to the flag. President Coleman announced that the meeting is being audiotaped to assist in the preparation of the minutes. The Borough Manager took the roll call.

REQUESTS TO BE HEARD:

REVIEW OF 2006 BOROUGH AUDIT – MARK ZETTLEMOYER, REINSEL KUNTZ

LESHER: Mark Zettlemoyer, representing Reinsel Kuntz Lesher, the Borough's auditor, was present and reviewed the Borough's 2006 audit. He reviewed the items listed in their management letters adding that significant changes in the accounting standards occurred in June 2006. The segregation of duties comment was discussed and Mr. Zettlemoyer stated that with the current staffing it is very difficult to eliminate comment in a cost effective manner and added that only about 5% of businesses are in compliance. He also explained that the due to/due froms did not balance due to the change to the new accounting program. Lastly, he stated that the comment regarding the staffing training is a very common comment and only eliminated if each business or municipality has a CPA on staff. Mike Sollenberger asked if there was anything in the audit that is a lending concern and Mr. Zettlemoyer stated that the majority of the debt is not in the general fund and has been obtained in the most cost-effective manner. Joe Coleman asked Mr. Zettlemoyer's opinion regarding the financial position of the Borough. Mr. Zettlemoyer stated that the Borough is in a good financial position, manages balance appropriately and has sufficient reserves for the structured debt payments. In addition, Mr. Coleman asked if Mr. Zettlemoyer had any suggestions to which Mr. Zettlemoyer recommended members to look at the monthly reports to verify that what is shown is what was expected and to compare any significant budget vs. actual variations.

In response to a question by Dave Young, Joe Coleman stated that the audit report is available to be reviewed by the citizens.

PRESENTATION OF RECREATION FACILITY AGREEMENT AND AUTHORIZATION TO ADVERTISE ORDINANCE – ANN SCHEIN:

Ann Schein provided copies of the proposed lease agreement and ordinance to enter into an intermunicipal agreement to amend the existing agreements governing the operation of the Lampeter-Strasburg Recreation Commission. She stated that the remaining municipalities are planning on adopting the ordinance by the end of May so that the fundraising can begin for the “Y” on June 1, 2007. In addition, Mrs. Schein reported that the Lampeter-Strasburg School District has its first ever swim team and will be participating in away meets only until the completion of the new facility. In response to a question raised by Jim Kiscaden, Ann Schein stated that the municipal funding obligation ceases when the facility is built and that municipalities are not responsible for the debt.

Mike Sollenberger made a motion, seconded by Lee Potts and passed unanimously to authorize the staff to advertise the Recreation Facility Agreement ordinance which authorizes the Borough, Strasburg Township, West Lampeter Township, and the L-S School District to enter into an intermunicipal agreement to the existing agreements governing the operation of the L-S Recreation Commission.

MINUTES OF APRIL 10, 2007: Jim Kiscaden made a motion, seconded by Don Bachman and passed unanimously to approve the minutes of the April 10, 2007 meeting as printed.

REPORTS:

MAYOR – Mayor Ryder reported that the 896 Relocation Project has reached an additional milestone – the completion of the utility relocation planning. The remaining item to be completed is the acquisition of a few rights-of-way and then the complete plans can be submitted to PADOT for final review and for them to begin the bidding process. Mayor Ryder also reported that PADOT finally agreed to work directly with the developers for reimbursement for right turn lanes. In addition, he reported that he met with representatives from UGI regarding their plans to bring natural gas lines to the Charter Homes development. He stated that UGI agreed to reimburse the Borough for any engineering and that they will not impact the new construction associated with the Route 896 Relocation Project. The Borough Manager reported that the Borough was awarded a \$103,620 LATS Grant for the 896 Relocation Project.

PRESIDENT – The President had no written report but verbally reported that he and the Mayor were invited to join Representative Pitts and his Washington staff for their annual visit to the district, which this year was the Strasburg Railroad. Mayor Ryder was unable to attend but President Coleman stated that he mentioned the progress of the 896 Relocation Project and his desire for underground utilities.

MANAGER – In addition to her written report, the Borough Manager highlighted the following items:

1. The annual Memorial Day Parade will be held on May 28, 2007. Don Bachman volunteered to drive in the parade and other Council members are welcome to ride.
2. The Army Corps of Engineer’s final Stormwater Study is estimated to be completed by the end of June.
3. The Planning Commission is working on updating the Subdivision and Land Development Ordinance and are using the Pottstown Borough Ordinance as a model. The Planning Commission members will be taking a trip to Pottstown in the next few weeks to tour the town. No deliberation or

official action will take place during this trip. The only anticipated expense is reimbursement for mileage.

4. A draft newsletter has been distributed for review, with the water information to be updated.
5. Strasburg Night at the Barnstormers will be held on Tuesday, June 19, 2007.
6. A sales brochure from Charter Homes is available for review.
7. The first meeting of the 275th Anniversary Committee will be held on May 31, 2007 at 7:00 P.M.
8. Based on a request from Joe Coleman, a 2006 year end report highlighting any variation of 5% or more from the budget was distributed for review.

Penny D'Alessandro noted that the work has begun on the barn at 8-10 East Main Street as reported but asked about the status of the improvements to the house. The Borough Manager acknowledged that the owner has been advised of the improvements needed to the house but he has started with the improvements to the barn.

POLICE – The Police Report for April 2007 was received and accepted. Penny D'Alessandro noted that the police report is now published in the Strasburg Weekly News. Chief Echternach stated that the police report is public record and in response to a concern raised to him, the report is being published so the citizens know what is happening.

PUBLIC WORKS – The Public Works report for April 2007 was received and accepted.

ZONING OFFICER – The Zoning Officer's written report for April 2007 was received and accepted.

ENGINEER – The Engineer's report dated May 2, 2007 was received and accepted.

TREASURER – Jim Kiscaden made a motion, seconded by Mike Sollenberger and passed unanimously to accept and file for audit the Treasurer's Report for the period ending March 31, 2007.

CONSENT AGENDA: Jim Kiscaden made a motion to approve the following items on the Consent agenda, seconded by Lee Potts and passed unanimously.

PAYMENT OF BILLS IN THE AMOUNT OF \$587,706.27

HARB CERTIFICATES OF APPROPRIATENESS – 51 EAST MAIN ST, 126 EAST MAIN ST, 135 EAST MAIN ST, 112 WEST MAIN ST, 121 WEST MAIN ST, 225 MILLER ST AND 317 MILLER ST

ACCEPTANCE OF THE MEMORANDUM OF UNDERSTANDING WITH THE LANCASTER COUNTY CONSERVATION DISTRICT

AWARD OF BID FOR 2007 PAVING PROJECT – PRECISION AVENUE

AUTHORIZATION TO OBTAIN BIDS FOR SALE OF 2001 POLICE CRUISER

UNFINISHED BUSINESS:

2007 URBAN ENHANCEMENT FUNDS – ADOPTION OF RESOLUTIONS OF SUPPORT #2007-7 (STRASBURG COMMUNITY PARK) AND #2007-8 (STRASBURG RESTORATION AND PRESERVATION): Mike Sollenberger made a motion to support the 2007 Urban Enhancement

Fund grant applications by adopting Resolutions #2007-7 for the Strasburg Community

Park and #2007-8 for Strasburg Restoration and Preservation. Jim Kiscaden seconded the motion. Motion carried with members Coleman, Kiscaden, Sollenberger, Potts and Bachman casting assenting votes. Member D'Alessandro excused herself from voting.

PARK AND OPEN SPACE FUND POLICY – CONSIDERATION AND POSSIBLE ADOPTION:

The draft Park and Recreation Reserve Fund policy, including the changes suggested by the Solicitor, was reviewed in detail.

Jim Kiscaden made a motion, seconded by Mike Sollenberger and passed unanimously to adopt the Park and Open Space Fund Policy dated May 8, 2007 including the additions and deletions recommended by the Solicitor and including striking Strasburg Playground, Jaycee Park, Strasburg Pool and Scout House from the 5th paragraph.

NEW BUSINESS:

INCREASE IN THE BOROUGH AUTHORITY'S TERM OF EXISTENCE – RESOLUTION

#2007-9: The Borough Manager explained that the Authority previously adopted a resolution to extend their term of existence and that the Borough also has to adopt this resolution because they are the body that created the Authority.

Penny D'Alessandro made a motion to adopt Resolution #2007-9 extending the Borough Authority's term of existence until December 31, 2056. Members Coleman, D'Alessandro, Sollenberger and Potts cast assenting votes. Members Kiscaden and Bachman abstained from voting because they are members of the Authority.

OTHER BUSINESS: Penny D'Alessandro stated that she discussed the Citizen Binder with the Solicitor and he stated that the only items that cannot be provided to the public include items relating to executive sessions, personnel or litigation and added that it is up to the Borough Council to decide if the remaining items are available to the public. She also asked how the public could provide comments if they are not allowed access to draft documents.

Jim Kiscaden stated that the letter from the Solicitor states that the law is followed as long as public participation is allowed prior to action at meetings and access is allowed to items regulated by the Right to Know Law items such as budget and ordinances. He added that the binder was provided at a time prior to the increased agenda item descriptions as shown Detailed Agenda, the availability of agendas on the website and advertised in the Sunday newspaper.

Joe Coleman stated that it is the responsibility of the elected representatives to review all of the information provided and make informed decisions for the town. He added that the availability of the budget is advertised and in 2006 no one came in to review it.

CITIZEN'S COMMENTS: Dave Young stated that the information could be made available to the citizens by just making one additional copy and added that the Borough should be open and everything should be available for the citizens to see. He also asked what the Park and Open Space funds would be used for. Joe Coleman responded that a policy was adopted tonight to aid in this decision and that staff recommendations, requests and citizen suggestions will be considered. The Borough Manager

stated that we do have a small list of eligible capital projects, adding that the funds cannot be spent for maintenance projects.

May Gaynor stated that the notebook was helpful and was passed around among the citizens. She added that other municipalities have similar items available to their citizens such as Drumore and Pequea Township. Mrs. Gaynor stated that it was her opinion that the information should be provided because the members are doing the town's business, overseeing the citizen's tax dollars and builds public trust.

Penny D'Alessandro asked for the status regarding the Park Foundation's tree removal claim. The Borough Manager stated that the Park Foundation is meeting tomorrow and that the insurance company asked them to provide a counter offer.

Bruce Ryder stated that an initial recommendation from the Tree Committee was to install a replica of the fountain at the Main/Miller/Lancaster Avenue intersection and stated that it was his opinion that the fountain could be installed at a corner in the Square when the other intersection improvements take place and possibly connect with the 275th anniversary.

ADJOURNMENT: Jim Kiscaden made a motion, seconded by Don Bachman and passed unanimously to adjourn the meeting at 9:37 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

**STRASBURG BOROUGH COUNCIL
MAY 29, 2007
MINUTES**

Members Present: Joseph Coleman Penny D'Alessandro
 Lee Potts Don Bachman
 Mary Simmons

Others Present:

Bruce L. Ryder, Mayor	Dave Young
Lisa M. Boyd, Borough Manager	May Gaynor
F. Steven Echternach, Police Chief	Jan Kennell
Cindy Hummel, LNP Correspondent	Dick Kennell
Rich Jackson, LSRC	Patricia Martin Hunt
Rob Bowman, Charter Homes	
Stacey Morgan, Hartman, Underhill & Brubaker	
Mark Stanley, Hartman, Underhill & Brubaker	
Brian Lindsay, Charter Homes	
Jim Boyer, Charter Homes	

CALL TO ORDER AND PLEDGE TO THE FLAG: President Coleman called the meeting to order at 7:30 P.M., followed by the salute to the flag. President Coleman announced that the meeting is being audiotaped to assist in the preparation of the minutes. The Borough Manager took the roll call.

REQUESTS TO BE HEARD: None.

UNFINISHED BUSINESS:

RECREATION FACILITY AGREEMENT ORDINANCE 2007-1 – CONSIDERATION AND POSSIBLE ENACTMENT: President Coleman explained the purpose of this ordinance and the Borough Manager added that this is taking place to proceed with a joint venture with the YMCA to build a facility at Village Park in West Lampeter Township. Rich Jackson of the LSRC stated that if this Ordinance is approved, they will begin immediately with fundraising and building design, finalize design and begin construction by April 2008 with an estimated completion of April 2009.

Mary Simmons made a motion, seconded by Penny D'Alessandro and passed unanimously to enact the Recreation Facility Agreement Ordinance 2007-1 which authorizes Strasburg Borough, Strasburg and West Lampeter Townships, and the Lampeter-Strasburg School District to enter into an Intermunicipal Agreement to amend existing agreements governing the operation of the Lampeter-Strasburg Recreation Commission.

NEW BUSINESS:

CHARTER HOMES AT STRASBURG, INC. CONSTRUCTION STATUS/UPDATE: Rob Bowman, President of Charter Homes, stated that they have been working diligently to submit all documents to address the conditions in order to get the plan recorded since they received conditional Final approval for Phase 1. He stated that they plan to begin construction as soon as they can record the plans. Mr. Bowman also introduced Brian Lindsay who will be overseeing the construction phase of the project. One outstanding issue is that Condition #36 of the Phase 1 Final Plan in that a land swap agreement has been executed by both Smoker and Charter which guarantees the land swap because the actual land swap has not yet taken place and the Solicitor needed additional protection for the Borough as a guarantee. At the recommendation of the Borough Solicitor, the Declaration and Release for Charter Homes at Strasburg, Inc. was prepared and executed to provide additional protection for the Borough to guarantee that the land swap will take place. The Borough Manager stated that the Solicitor has reviewed the Agreement and recommends Borough Council accept it to address Condition #36 which will allow Charter Homes to proceed with the recording of the Final Plan because then all of the conditions have been addressed. Mayor Ryder stated that if Borough Council did not accept this Declaration and Release, there is a chance that there could be a negative impact on the Route 896 Relocation Project because Charter Homes is expected to complete the detour route during the 2007 paving construction season.

Mary Simmons made a motion, seconded by Penny D'Alessandro and passed unanimously to approve the Declaration of Agreement for Charter Homes at Strasburg, Inc.

Joe Coleman stated that he is disappointed with how this project is proceeding. Specifically, he stated that during the review process he was shown pictures of a house with a porch and discussions were held regarding having special architectural features on the homes. Mr. Coleman added that when he went to the sales trailer, he was told that there are no front porches as was depicted in the drawings previously submitted to Borough Council. Rather, Mr. Coleman stated that the drawings available at the sales trailer are very plain and do not complement the Borough. Rob Bowman stated that possibly the person at the sales trailer was misinformed and stated that all of the homes have front porches, corner lots have wraparound porches and the rendering that they previously provided is exactly the product they plan to produce.

Penny D'Alessandro asked if they had worked on a plan for duplexes and Mr. Bowman stated that they continue to work on it and plan to submit information during the Phase 2 review process.

POLICE PENSION PLAN ORDINANCE – AUTHORIZATION TO ADVERTISE: The Borough Manager stated that this is to address an audit finding issued by the Pension Plan Auditors. Basically, when Act 600 was amended by Act 30 in April of 2002, the Borough purchased the “Killed in the Line of Duty” insurance but neglected to amend the Police Pension Ordinance accordingly.

Lee Potts made a motion, seconded by Mary Simmons and passed unanimously to authorize the staff to advertise the Police Pension Plan Ordinance for consideration and possible adoption at the July 10th Council meeting.

275TH ANNIVERSARY DISCUSSION: Joe Coleman stated that the first planning meeting is scheduled for Thursday, May 31, 2007. Penny D'Alessandro stated that she is unable to attend the meeting so she provided information to the office regarding a recent anniversary in Gap including a video, reunion, guided bus tours and tips regarding commemorative souvenirs.

PAYMENT OF BILLS: Lee Potts made a motion, seconded by Penny D'Alessandro and passed unanimously to approve the payment of the bills dated May 8, 2007 and two lists of bills dated May 25, 2007 in the amount of \$164,725.41.

OTHER BUSINESS: Joe Coleman asked the status of considering pedestrian crossing signs. Chief Echternach stated that he checked with other municipalities and they advised removing them prior to snows, minor damage to signs overall, but that the cost is approximately \$250-\$300 each, which is not currently budgeted. Joe Coleman stated that it is his recommendation that the Safety Committee consider the signs this year, adding that he believes they are worth it if they could eliminate an accident and injuries. Several locations in addition to the Square were suggested including end of Shenk Avenue, South Fulton Street school crossing and crosswalks at the Presbyterian Church. It was the consensus of Council to have the Safety Committee obtain additional information on pricing and report back with a recommendation.

Joe Coleman asked that the Safety Committee check the striping at the corner of Shenk and East Main Street because a car can park close to the intersection on the Southwest side which makes it difficult to see traffic coming from the area of the light.

CITIZEN'S COMMENTS: Patricia Hunt asked if a walking path is proposed from the Smoker and Charter development to the Square. Joe Coleman stated that walking paths will be provided both using Kinder Lane and a path in the area of the bowling alley on North Decatur Street.

May Gaynor stated that she saw that the Lancaster Bicycle Club approved their grants and asked if the Borough was notified if and how much they were awarded. The Borough Manager stated that she previously reported that \$1800 was awarded and she is working with the property owners of the four locations submitted including the Park, Library, Post Office and Square.

May Gaynor and Borough Council commended Don Bachman, Cindy Baker and the VFW for the Memorial Day activities honoring Veterans. Don Bachman was disappointed that no media coverage responded to his requests to report on the activities.

ADJOURNMENT: Mary Simmons made a motion, seconded by Don Bachman and passed unanimously to adjourn the meeting at 8:34 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

**STRASBURG BOROUGH COUNCIL
JUNE 12, 2007
MINUTES**

Members Present: Joseph Coleman Jim Kiscaden
 Michael Sollenberger Don Bachman
 Mary Simmons

Others Present:

Bruce L. Ryder, Mayor
Lisa M. Boyd, Borough Manager
F. Steven Echternach, Police Chief
Christine D. Drennen, Admin. Asst.
Cindy Hummel, LNP Correspondent
Michael Saxinger, Saxinger & Black, Inc.
Mark Stanley, Hartman Underhill & Brubaker
R.B. Campbell
John Penatzer
Patricia Martin Hunt
Cindy Baker
Michael Lyons

CALL TO ORDER AND PLEDGE TO THE FLAG: President Coleman called the meeting to order at 7:30 P.M., followed by the salute to the flag. President Coleman announced that the meeting is being audiotaped to assist in the preparation of the minutes. The Borough Manager took the roll call.

PRESENTATION OF PROCLAMATION TO JOHN PENATZER: Mayor Ryder read a proclamation dated June 12, 2007 recognizing John Penatzer's service to the community in serving on the Borough Council, Zoning Hearing Board and for his role in organizing and maintaining the Jaycee Park for many years. The presentation was followed by a round of applause and a standing ovation honoring Mr. Penatzer.

REQUESTS TO BE HEARD: William Lyons of 109 East Main Street was present and expressed his concern regarding Charter Homes grading and placement of large piles of topsoil near what he called a wetlands area. The Borough Manager stated that at a preconstruction meeting with Charter Homes, they agreed to reimburse the Borough for the Borough's Engineer to monitor the work and she will advise them of this concern, check on the use of silt fencing and check with the Soil Conservation District. She also stated that there are no defined wetlands in this area.

MINUTES OF MAY 8 AND MAY 29, 2007: Jim Kiscaden made a motion and was seconded by Mike Sollenberger to approve the minutes of the April 10, 2007 meeting as printed. Motion carried with all members casting assenting votes except for the following abstentions because they were not present at the meeting: Mary Simmons abstained from the May 8th minutes and Jim Kiscaden and Mike Sollenberger abstained from the May 29th minutes.

Jim Kiscaden highlighted the discussion under the Other Business section of the May 8th minutes and reminded Borough Council members that according to Borough Policy, only the Mayor, Police Chief, President of Council and Manager are authorized to contact the Borough Solicitor.

REPORTS:

MAYOR – Mayor Ryder reported that the 896 Relocation Project received award of a \$35,000 DCED Grant and that the utility relocation costs have been reduced to an estimated \$179,000. A best estimate budget summary to complete the project was provided noting that the financial commitments from the Borough to date should be adequate to complete the project. Following the Engineer's final submission to PennDOT which is anticipated by the end of June, the outstanding items are obtaining the Verizon right-of-way and the developer's agreement with PennDOT.

PRESIDENT – The President had nothing to report.

MANAGER – In addition to her written report, the Borough Manager reported on the following items:

1. No bids were received for the sale of the police cruiser and the Police Chief intends to readvertise for bids at a later date.
2. Anticipates inviting Envision representatives to attend the July Strategic Planning Meeting.
3. Precision Avenue will be paved on June 20 and 21, 2007.
4. She will be meeting with Mary Dresser to finalize the location for the bicycle racks and to place the order.
5. She and Lee Potts will be attending the PSAB Annual Conference.

POLICE – The Police Report for May 2007 was received and accepted. Chief Echternach was congratulated for being appointed to the Mental Health/Mental Retardation/Early Intervention Advisory Board by Lancaster County Commissioners.

PUBLIC WORKS – The Public Works report for May 2007 was received and accepted.

ZONING OFFICER – The Zoning Officer's written report for May 2007 was received and accepted.

ENGINEER – The Engineer's report dated June 5, 2007 was received and accepted.

TREASURER – Jim Kiscaden made a motion, seconded by Mike Sollenberger and passed unanimously to accept and file for audit the Treasurer's Report for the period ending April 30, 2007. The Borough Manager stated that a detailed mid-year report will be provided.

CONSENT AGENDA: Jim Kiscaden made a motion to approve the following items on the Consent agenda, seconded by Mary Simmons and passed unanimously.

PAYMENT OF BILLS IN THE AMOUNT OF \$21,014.22

HARB CERTIFICATES OF APPROPRIATENESS – 127 EAST MAIN STREET AND 201 WEST MAIN STREET

ACCEPTANCE OF TRAILS AT STRASBURG LOT #7 WITHDRAWAL OF SUBDIVISION/LAND DEVELOPMENT PLAN

STRASBURG TOWNSHIP REQUEST TO USE FIRE POLICE

UNFINISHED BUSINESS: None.

NEW BUSINESS:

R.B. CAMPBELL – ACCESS DRIVE ISSUE - CONSIDERATION AND POSSIBLE APPROVAL

OF WAIVERS: Mark Stanley, Michael Saxinger and R.B. Campbell were present to answer questions regarding this item. Mark Stanley provided a history of the project noting that this is the second to last step in a process that started in 1999. The condition they are addressing relates to obtaining permanent access to the building by utilizing an access road so that truck traffic does not go through a residential development but rather directly to North Decatur Street. The access road will also be used by Amish Lanterns Motel and Glenn Eshelman Mr. Stanley stated that the 21 Conditions have been drafted by the Borough's Solicitor and are agreed to by the applicant.

Jim Kiscaden asked how many vehicles access the site per day and Mr. Campbell stated that it will depend on the tenants but based on the current tenants, the vehicular traffic is very infrequent.

Jim Kiscaden made a motion, seconded by Don Bachman and passed unanimously to approve the request of Robert B. Campbell, Jr., to waive Sections 303 and 304 of the Strasburg Borough Subdivision and Land Development Ordinance of 1995, as amended (the "Subdivision Ordinance"), and Sections 105 and 107 of the Strasburg Borough Storm Water Management Ordinance (the "Storm Water Ordinance") to construct a portion of the access drive within the private right-of-way known as Garden Spot Avenue and to install parking facilities to serve the building formerly known as the Kenwar Building (the "2006-2007 Waiver Requests") subject to the following conditions:

CONDITIONS

1. The Applicant shall provide Strasburg Borough ("Borough") with a copy of the stamped Plans as approved by the Pennsylvania Department of Labor & Industry ("L&I") which, among other things, separate Applicant's industrial building located at 272 North Decatur Street in the Borough into Spaces A, B and C.
2. Prior to the occupancy of Spaces A and B by separate tenants, the Applicant shall provide evidence to the Borough of final L&I approval and a copy of L&I's Certificate of Use and Occupancy and shall have undertaken and completed all improvements required by L&I in connection with the physical separation of Spaces A & B.
3. Prior to the occupancy of Space C, Applicant shall provide evidence to the Borough of final L&I approval and a copy of L&I's Certificate of Use and Occupancy, if required, and shall have undertaken all improvements required by L&I in connection with the use and occupancy of Space C.
4. Applicant shall comply with all applicable laws and regulations in connection with the development and use of the property described in a deed recorded in the Office of the Recorder of Deeds of Lancaster County, Pennsylvania, in Record Book 4587, Page 106 (the "Property"), including without limitation, the Borough Zoning Ordinance and Storm Water Ordinance.

5. Applicant shall, in connection with the construction of the improvements referenced on the Access Drive Extension Plan dated May 2, 2006, last revised August 28, 2006, as prepared by Saxinger & Black Incorporated ("Access Drive Extension Plan"), stripe all on-site parking spaces.
6. Until the access drive to North Decatur Street as depicted on the Access Drive Extension Plan is completed ("Access Drive"), automobile, pick-up truck and small delivery truck traffic shall enter the Property by way of Clover Avenue and exit by way of North Decatur Street, as set forth on the Sketch Plan - Alternative B, dated September 3, 1999, Drawing No. MS070.1, as prepared by MLS Associates submitted by Applicant in connection with the 1999 Waiver Requests.
7. Until the Access Drive to North Decatur Street, as depicted on the Access Drive Extension Plan is completed, Applicant shall include in written Leases with tenants of the building the provision which restricts the tenants in their day-to-day operation from utilizing large semi-tractor trailers. The prohibition shall not apply to infrequent deliveries to the building or infrequent deliveries by third party trucks or common carriers. To the extent semi-tractor trailers supply or access the Property, Applicant shall advise his tenants that truckers shall be instructed to enter Clark Avenue off of North Decatur Street, take a right on to Pleasant View Drive and cross over Clover Avenue. Leaving the Property, the trucks shall cross over Clover Avenue to Clark Avenue to North Decatur Street.
8. Upon completion of the Access Drive as depicted on the Access Drive Extension Plan, all large trucks and semi-tractor trailers shall utilize the Access Drive and not enter or access the Property through or by way of the residential streets referenced in Condition 7 above.
9. Upon completion of the Access Drive, automobiles, pick-up trucks and small delivery trucks may, in addition to utilizing the Access Drive, utilize other authorized access points to the Property.
10. Until such time as the Access Drive is constructed, Applicant shall maintain the signage and pavement markings as depicted on the Sketch Plan - Alternative B as submitted by Applicant in connection with the 1999 Waiver Requests which are referenced in a Declaration of Land Development Conditions recorded in the Office of the Recorder of Deeds of Lancaster County in Record Book 6441, Page 20
11. In the event Borough Council determines that the Rt. 896 Project as presently contemplated will not proceed, Applicant shall within thirty-six (36) months of Borough Council's written notification to Applicant, prepare, submit and implement a long-term and permanent plan for vehicular access to the Property. Borough Council shall determine in its sole discretion the permanent access plan which must be implemented by Applicant.
12. In the event Applicant fails to satisfy the provisions of Condition 11, the Borough may revoke Applicant's use and occupancy permit with respect to the building on the Property. The Borough shall also have the right to enjoin any violation, ex parte as necessary, of these Conditions and/or require specific performance of Applicant's obligations under these Conditions. The Borough may also institute proceedings and refuse to issue any further permits or approvals to develop the Property. In the event the Borough takes any legal action to enforce these conditions, it shall be entitled to recover all expenses, including reasonable attorneys' fees, incurred in connection with the enforcement proceedings. The Borough may file a municipal lien against the Property to secure the payment of such

expenses and fees. Applicant shall incorporate all the Conditions contained in this Motion into any lease for the building on the Property.

13. These Conditions shall be incorporated into a "Declaration of Land Development Conditions" and recorded in the Office of the Recorder of Deeds of Lancaster County, Pennsylvania at Applicant's expense to advise third parties and prospective tenants and purchasers of the 2006-2007 Waiver Requests and the Conditions attached to the approval of the waivers. The Declaration shall be in form and content acceptable to the Borough Solicitor.

14. The 2006-2007 Waiver Requests are limited to the plans and testimony presented. The approval of the waiver requests shall not be construed as a waiver of the Plan Notes on the Warren Fiester Final Subdivision Plan recorded at Subdivision Plan Book J-139, Page 124.

15. Nothing contained herein shall prevent the Borough from implementing any traffic regulations which are deemed appropriate by Borough Council.

16. Applicant shall, concurrently with the construction of the Route 896 Relocation Project in the Garden Spot Avenue area, construct at his expense the portion of the Access Drive to the west of the line designated as "PennDOT Project/Beginning of Access Drive Extension by R. B. Campbell" as referenced on the Access Drive Extension Plan. Applicant shall comply with all reasonable requirements of the Pennsylvania Department of Transportation ("PennDOT") which are consistent with the Access Drive Extension Plan in connection with the construction of the Access Drive and the Rt. 896 Relocation Project and, to the extent appropriate, coordinate construction with PennDOT. The Borough shall have no responsibility for the construction of or the cost to construct the Access Drive Extension as shown on the Access Drive Extension Plan.

17. Applicant shall indemnify and hold the Borough harmless from any claims arising from the proposed earth disturbance activity and the construction of the additional parking proposed by the Applicant.

18. Applicant shall execute and record the Borough's Standard Storm Water Management Agreement and Declaration of Easement prior to the commencement of any earth disturbance activity.

19. Applicant shall provide the Borough with an erosion and sedimentation control plan approval letter from the Lancaster County Conservation District for the work proposed by the Access Drive Extension Plan.

20. Applicant shall reimburse the Borough for legal and engineering fees required for review of 2006-2007 Waiver Requests and supporting documentation and costs incurred to address issues as they relate to the Rt. 896 Project in the amount of \$6,948.00 within 30 days of the approval of this Motion.

21. Applicant shall post financial security of the type required by the Subdivision Ordinance in the form required by the Borough Solicitor and in an amount recommended by the Borough Engineer to ensure completion of all improvements, including the construction of Applicant's portion of Garden Spot Avenue as shown on the Access Drive Extension Plan, stormwater management facilities and the parking spaces. Applicant shall execute and deliver to the Borough a letter-agreement in a form and content satisfactory to the Borough setting forth the improvements to be constructed and/or installed,

the proposed timing of the completion of the improvements, a commitment to pay the inspection fees and other applicable items customarily included in the Borough's letter-agreement. Applicant shall post such security and enter into the Borough's letter-agreement within sixty (60) days of written notification from the Borough, such notice shall be timed to the estimated initiation of the Rt. 896 Project in the area of Garden Spot Avenue, or prior to commencing any work described in or shown on the Access Drive Extension Plan, whichever occurs earlier. In addition to the other remedies set forth in this Motion and the remedies available to the Borough under prevailing law, the Borough may revoke the granting of the 2006-2007 Waivers in the event Applicant fails or refuses to post the required financial security or enter into the letter-agreement. If the 2006-2007 Waivers are revoked, Applicant shall be required to comply with all applicable provisions of the Subdivision Ordinance and the Storm Water Ordinance.

OTHER BUSINESS: Joe Coleman congratulated the Borough Staff for receiving the Website 2nd Place award from the Borough News. The Borough Manager added that in the past the Borough has twice received first place for its Newsletter and noted that these awards recognize the efforts of the Borough in providing information to its citizens.

Mary Simmons stated that she worked with Cindy Baker representing the Parks Foundation and contacted the insurance company representing Andrews Excavating for the removal of the park's trees. The insurance company had previously made what they call fair offers in the amounts of \$2,000, \$5,000 and \$7,000 towards the original \$14,425 claim which to-date have been declined. They now state that they would be discussing this matter with their attorney for litigation. The insurance company asked the Borough to reconsider its claim and provide an updated loss amount. It was the consensus and with the agreement of the Parks Foundation to have Mary Simmons contact the insurance company and to eliminate the \$1,000 clean up improvement to the area and to resubmit a total claim of \$13,425 based on the original estimate from a certified arborist. The Borough Manager thanked Mary Simmons, who has knowledge of the insurance claim process, for her involvement and assistance in this matter.

Mike Sollenberger reported on the Planning Commission's visit to Pottstown Borough. He added that a workshop meeting to work on the Subdivision and Land Development Ordinance update has been scheduled for June 30, 2007. Additionally he reported that the July 2, 2007 Planning Commission meeting has been postponed until July 9, 2007 at which time they will meet the new Lancaster County Planning Commission liaison, Scott Wails, and discuss what help can be provided during the update and to discuss what funding assistance avenues can be pursued to obtain professional guidance with the update.

Mike Sollenberger stated that during the review of the 2006 Audit, it was reported that we would need to be compliant with the GASB 45 requirement by January 2009. In order to prepare for this requirement which requires a liability to be created to document the cost to provide medical insurance to retirees up until age 65, an actuarial study is needed. The Borough Manager has obtained a \$2,000 estimate from the Borough's Actuary. Mike Sollenberger made a motion, seconded by Mary Simmons and passed unanimously to authorize the staff to obtain actuarial assistance for compliance with GASB 45.

Mayor Ryder provided copies to the members of an offensive letter received today regarding development and the Route 896 Project. He stated that a response will be sent.

Don Bachman again thanked Cindy Baker, the Sertoma Club and the VFW for an excellent Memorial Day Parade.

CITIZEN'S COMMENTS: None.

ADJOURNMENT: Jim Kiscaden made a motion, seconded by Mike Sollenberger and passed unanimously to adjourn the meeting at 8:40 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

**STRASBURG BOROUGH COUNCIL
JULY 10, 2007
MINUTES**

Members Present: Joseph Coleman Jim Kiscaden
 Michael Sollenberger Don Bachman
 Mary Simmons Lee Potts
 Penny D'Alessandro

Others Present:
 Bruce L. Ryder, Mayor Chad & Anne Harnish
 Lisa M. Boyd, Borough Manager Ann D'Alessandro-Zuck
 F. Steven Echternach, Police Chief May Gaynor
 Cindy Hummel, Lancaster Newspapers Chris Lainhoff
 Ann Lainhoff Dave Young

CALL TO ORDER AND PLEDGE TO THE FLAG: President Coleman called the meeting to order at 7:30 P.M., followed by the salute to the flag. President Coleman announced that the meeting is being audiotaped to assist in the preparation of the minutes. The Borough Manager took the roll call.

REQUESTS TO BE HEARD: None.

MINUTES OF JUNE 12, 2007: Jim Kiscaden made a motion to approve the minutes of the June 12, 2007 meeting as printed, seconded by Mary Simmons. Members Coleman, Sollenberger, Simmons, Kiscaden and Bachman cast assenting votes. Members D'Alessandro and Potts abstained from voting because they were not present for the meeting.

REPORTS:

MAYOR – The Mayor had no written report.

PRESIDENT – The President had no written report.

MANAGER – In addition to her written report, the Borough Manager reported on the following items:

1. Mary Frey and Dean Severson will be attending the Strategic Planning Meeting on July 31, 2007 at 7:30 P.M. to provide a brief presentation on the County's Envision Program.
2. The last stormwater report from the Army Corps of Engineers has been received and comments or concerns should be submitted by July 31, 2007. All recommendations from this report and previous reports will be tabulated for review.
3. Representative Cutler requested permission to hold a Citizen Advisory Board meeting at the Borough Office on August 16, 2007 at 7 P.M. A previous meeting was held in March at the Quarryville Borough Office and they normally last an hour. It was the consensus to allow the requested use and the Borough Manager was asked to find out if the meetings are open to the public.

Joe Coleman asked the Borough Manager to provide an update to the concern raised by a resident of East Main Street regarding the large dirt piles at the Charter Homes development. The Borough Manager stated that the piles were inspected by the Borough Engineer and found to be appropriate. In addition, the Borough Manager stated that an inspector with our engineering firm is regularly inspecting the project and the developer will be reimbursing the Borough for these expenses. Penny D'Alessandro asked if the dust is being controlled and the Borough Manager stated that the day this was reported to the developer, they had already realized it was a problem and had begun watering the travel path. In addition, Penny D'Alessandro stated that she received a complaint that they were using heavy equipment until 9 P.M. on July 3, 2007. The Police Chief stated that working times of 7 A.M. until 10 P.M. was suggested as appropriate to the developer but since the Borough does not have a noise ordinance, following the Commonwealth's Disorderly Conduct standards work would be permitted from 6 A.M. until Midnight. Additionally, he stated that the later work on July 3, 2007 was necessitated to connect to the Borough's water system during non-peak times. The Borough Manager was also asked to explain the fire wall issue with Charter Homes. She stated that one of the conditions requires that any units closer than 8 feet have to use "...materials consistent with a two hour fire rating..." and that Charter Homes is disputing this issue with the Building Inspector and only offering what the Building Inspector defines as a one hour fire rating. In order to obtain approval and begin construction for the affected five permits currently submitted, Charter Homes agreed to comply with the Building Inspector and construct these following the two hour fire rating per the Building Code. The Borough Manager stated that the Solicitor is in agreement that the Building Inspector will deny future permit applications for the affected units if they are not shown to have the full two hour fire wall. The Borough Manager also reported that an e-mail was received regarding the progress of UGI and that East Lampeter Township was not in favor of them coming through private property and that UGI is tentatively scheduling construction for the beginning of 2008.

Penny D'Alessandro asked about the Main/Miller/Lancaster Avenue intersection and stated that HARB had some questions they wanted answered by PennDOT at a meeting. The Borough Manager stated that their questions will be forwarded to PennDOT by Borough Council. Penny D'Alessandro also asked if the intersection could be reconfigured like it used to be to come straight at an angle instead of having it fan out to reduce the width of the intersection and eliminate the island. Steve Echternach stated that PennDOT would probably not allow the intersection to be returned the way it was because they made us do the current improvements to clearly designate the travel lanes. Penny D'Alessandro also asked if a pedestrian crossing light or a large controller box would be required in this intersection and Bruce Ryder stated that the traffic signal specifics have not yet been discussed. Bruce Ryder stated that we anticipate PennDOT will require the traffic signal to be installed when enough construction has occurred along the Route 896 Relocation Project.

Penny D'Alessandro asked about the Property Maintenance enforcement at 8-10 East Main Street. The Borough Manager stated that Barry Wagner will inspect the property, a letter will be sent to the owner giving him the opportunity to address the issues and if necessary, the violations will be filed with the District Justice.

POLICE – The Police Report for June 2007 was received and accepted.

PUBLIC WORKS – The Public Works report for June 2007 was received and accepted. Jim Kiscaden highlighted one section of the report stating that a lot of equipment at the Reservoir needed to be repaired or replaced due to lightning damage on June 19, 2007.

ZONING OFFICER – The Zoning Officer’s written report for June 2007 was received and accepted. Joe Coleman questioned the range of \$129,040 to \$212, 080 in Charter Homes’ improvement costs.

ENGINEER – The Engineer’s report dated July 5, 2007 was received and accepted. The Borough Manager stated that Ray Miller has officially retired. Shannon Williams is now the Borough’s contact and Scott Russel remains the Route 896 Relocation project contact.

TREASURER – Jim Kiscaden made a motion, seconded by Lee Potts and passed unanimously to accept and file for audit the Treasurer’s Report for the period ending May 31, 2007.

CONSENT AGENDA: Penny D’Alessandro made a motion to approve the following items on the Consent agenda, seconded by Don Bachman and passed unanimously.

PAYMENT OF BILLS IN THE AMOUNT OF \$99,260.92

HARB CERTIFICATES OF APPROPRIATENESS – 37 EAST MAIN ST, 49 EAST MAIN ST, 46 WEST MAIN ST, 15 MILLER ST, 22 MILLER ST, 126 MILLER ST, 128 MILLER ST, 246 MILLER ST, 310 MILLER ST AND 322 MILLER ST

UNFINISHED BUSINESS: None.

NEW BUSINESS:

ENACTMENT OF POLICE PENSION ORDINANCE 2007-2: The Borough Manager stated that the Ordinance has been advertised and available for public inspection as required. Don Bachman made a motion, seconded by Mary Simmons and passed unanimously to enact the Police Pension Ordinance #2007-2 to bring the Borough into compliance with the provisions of Act 30 of 2002.

Penny D’Alessandro stated that she understood that we do not have a choice regarding the mandate of Act 30 of 2002 but disagrees with the requirement that a surviving spouse receives 100% of the salary for his or her lifetime.

CABLE FRANCHISE AGREEMENT – AUTHORIZATION TO FORWARD TO COMCAST:

Jim Kiscaden made a motion, seconded by Mary Simmons and passed unanimously to forward the Cable Franchise Agreement (Ordinance) as drafted to Comcast for their review.

LANCASTER FARMLAND TRUST – REQUEST FOR PARTIAL REAL ESTATE TAX RELIEF

FOR 2007: Joe Coleman reviewed the information provided from the Borough Manager stating that the Lancaster Farmland Trust purchased the building at 125 Lancaster Avenue in 2006 and are requesting a 71% exemption of the 2007 Borough real estate taxes. Jim Kiscaden added that this request is only for the 2007 taxes because Lancaster County has already taken action to grant the partial exemption for 2008. When questioned, the Borough Manager stated that the recommendation to deny partial relief for 2007 is based on following the action of the County because the tax relief request was not submitted in time to be exempted for 2007.

Mike Sollenberger made a motion, seconded by Jim Kiscaden and passed unanimously to deny the request from the Lancaster Farmland Trust for a 71% exemption of the 2007 Borough real estate taxes.

OTHER BUSINESS: Mary Simmons stated that the insurance company representing the excavator who removed the trees in the Strasburg Community Park has agreed to a settlement of \$10,000. Jim Kiscaden made a motion, seconded by Mike Sollenberger and passed unanimously to accept the settlement offer of \$10,000 for the removal of the trees in the park if it is acceptable to the Strasburg Community Park Foundation and to commend Mary Simmons for her work on this matter on behalf of the community.

Joe Coleman presented a plaque to Borough Manager Lisa Boyd for the Borough receiving 2nd Place for their website from the Borough News Magazine.

Lee Potts was thanked for providing a summary of the seminar he attended.

Mike Sollenberger stated that at the July 9, 2007 Planning Commission, Danny Whittle suggested and offered to assist with a county-wide multi-municipal project to write model ordinances for Land Development and Zoning through the use of some municipal funds as well as apply for County and DCED funding. It is hoped that this project could be started in September of 2007 and last 12-18 months. Mike Sollenberger also reported that the Planning Commission is developing a short list of items to be updated now in the Subdivision and Land Development Ordinance and then use the model ordinance in the future for a complete update. The process for updating the ordinance was discussed and it was the consensus to first have the Planning Commission develop a draft.

Jim Kiscaden acknowledged the detailed report regarding the property at 8-10 East Main Street completed by Tom Lainhoff which will aid the Zoning Officer with the Property Maintenance enforcement.

Penny D'Alessandro stated that she believed a Borough representative should be reporting ordinance violations rather than by neighbors. Chief Echternach stated that either a complainant of record is necessary for prosecution or if an employee is inspecting all properties, it must be for all ordinance violations on a regular basis.

Don Bachman reported that on Sunday, July 29, 2007 at 7:00 P.M. a concert and memorial service will be held in the Square.

CITIZEN'S COMMENTS: May Gaynor asked for a status on the bike racks. The Borough Manager reported that the exact locations and sizes were determined and the order will be placed.

Chad Harnish asked Council Members to comment on the recent editorial in the paper regarding the secrecy of Strasburg's government. Joe Coleman stated that this has been discussed at previous meetings and that meetings are not held in secret, Sunshine Laws are not violated and all members are volunteers, take an oath, live up to, respect and uphold the laws of the Commonwealth and Constitution of the United States. Mike Sollenberger stated that the Borough has more information available to the public than many other municipalities and has spent a substantial amount of money to continue to have the Solicitor advise us that we are following the law. Lee Potts stated that information is available to the public at the office. Jim Kiscaden stated that he has been involved in municipal government for 32 years and has always conducted business following all laws and ordinances. He stated that he was very disappointed with the newspaper article and that he will be meeting with the editor to clear up any innuendo, heresay, gossip and untruths of what has happened

by gadflys in this town. Penny D'Alessandro stated that it is not against the law to provide the information.

ADJOURNMENT: Jim Kiscaden made a motion, seconded by Don Bachman and passed unanimously to adjourn the meeting at 9:05 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

**STRASBURG BOROUGH COUNCIL
JULY 31, 2007
MINUTES**

Members Present: Joseph Coleman Michael Sollenberger
 Don Bachman Lee Potts
 Penny D’Alessandro

Others Present:

Bruce L. Ryder, Mayor John Hoogerwerff
Lisa M. Boyd, Borough Manager May Gaynor
Dean Severson, LCPC Steve McDonald
Scott Wails, LCPC Seth Wimer
Mary Frey, LCPC

CALL TO ORDER AND PLEDGE TO THE FLAG: President Coleman called the meeting to order at 7:30 P.M., followed by the salute to the flag. President Coleman announced that the meeting is being audiotaped to assist in the preparation of the minutes. The Borough Manager took the roll call.

REQUESTS TO BE HEARD: None.

PRESENTATION OF COUNTY ENVISION PROGRAM: The Borough Manager introduced Mary Frey, Dean Severson and Scott Wails from the Lancaster County Planning Commission. Dean Severson reviewed the Growth Management Element of the Lancaster County Comprehensive Plan entitled “Balance”. The first step is developing an Envision Partnership to implement the key goals and objectives contained in Balance and the Strasburg Region Joint Comprehensive Plan through a cooperative partnership between the municipality and Lancaster County. The second part is that the County provides assistance with reviewing our ordinances to identify consistencies or inconsistencies with the Balance plan and also to establish priorities for goals to be accomplished for Region. Mary Frey stated that the Strasburg Region was initially scheduled for Phase II but has been moved up to Phase I which takes place between July and December 2007. Based on a recommendation by Mike Sollenberger, the County agreed to contact Strasburg Township to determine if they are interested in proceeding as a Region or if we should proceed individually.

ARMY CORPS OF ENGINEER’S STORMWATER STUDIES – REVIEW OF TABULATION OF SUGGESTED IMPROVEMENTS: Joe Coleman stated that this is a preliminary review of the estimated costs for the suggested improvements identified in all of the stormwater studies. He suggested that members review the tabulation to consider during the upcoming budget season. The Army Corps need to attend a future meeting to provide a presentation of the Northeast and Southeast areas and an overview of the entire stormwater issue. The Borough Manager reported that the staff has begun researching grant funds for these projects. Mike Sollenberger made a motion, seconded by Lee Potts and passed unanimously to authorize the staff to advertise a special meeting for August 28, 2007 at 7:30 P.M. to discuss stormwater issues. Mike Sollenberger stated that a simplified means to obtain access to the private properties is needed to affect the improvements and the Borough Manager agreed

to research this matter. The Borough Manager will notify the Borough Engineer of this meeting because they will be providing engineering cost estimates for the stormwater work in the future.

OTHER BUSINESS: The Borough Manager reported that a Property Maintenance Enforcement Notice was issued to the owner of the property at 8-10 East Main Street and that copies of the notice are available.

In addition, the Borough Manager reported that the bicycle racks obtained through the grant with the Lancaster Bicycle Club have been ordered and should arrive within 4-6 weeks.

The Borough Manager reported that the Charter Homes swale behind the North Decatur Street properties was unable to be installed at a 3 to 1 slope per the plan which resulted in a 2-5 foot drop-off behind the properties along North Decatur Street. Because it was not being addressed quickly, the issue was discussed at a site meeting. A plan to address the issue has been submitted which still shows a 3 to 1 slope and the screening as originally planned and the difference being the placement of a boulder wall (maximum height 3') for the Charter Homes property side of the swale. The developer has provided a plan detailing the proposed solution. The Borough Engineer reviewed the plans and states that this proposal still meets the stormwater issues and the Borough Solicitor is satisfied as long as the Borough Engineer is satisfied. The Borough Manager stated that it is normal to have minor changes in plans for developments during construction as long as the Borough Engineer and Solicitor are in agreement. She also reported that all changes will be shown on the final as-built plans that will be submitted at the completion of the project. The Borough Manager also reported that an issue regarding the two-hour firewalls for structures closer than 8 feet was discussed with the developer and they have agreed to provide the full two-hour firewall for the applications submitted to date but that this may become an issue again in the future. The Borough Manager reported that no additional complaints regarding dust have been received and that blasting is expected to continue longer than originally expected due to a large amount of rock encountered. The Borough Manager added that the Borough's Engineer is inspecting the site daily and is also inspecting on behalf of the Borough Authority. Mayor Ryder stated that a grading issue for connecting the detour road to Historic Drive was also discovered and an acceptable solution has been identified.

The status of the developer receiving natural gas to the site was discussed and the Borough Manager reported that UGI has pushed back their anticipated date until the beginning of 2008. It was stated that the developer will probably have to install underground tanks to use until a gas line connection has been completed.

Don Bachman stated that the developer is also working with the Borough Authority regarding separation issues for placement of water, sewer and gas lines.

Mike Sollenberger reported that a Master Planner course is being offered beginning in September by the Lancaster County Planning Commission and encouraged Council members' participation.

Joe Coleman reported that several of his neighbors questioned the quality of service from Comcast and after a phone call by the Borough Manager, Comcast will be replacing the service line into the development.

CITIZEN'S COMMENTS: None.

ADJOURNMENT: Mike Sollenberger made a motion, seconded by Don Bachman and passed unanimously to adjourn the meeting at 8:43 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

**STRASBURG BOROUGH COUNCIL
AUGUST 14, 2007
MINUTES**

Members Present: Jim Kiscaden Michael Sollenberger
 Don Bachman Mary Simmons
 Lee Potts

Others Present:

Bruce L. Ryder, Mayor	Ken Cramer
Lisa M. Boyd, Borough Manager	Barb Rathbone-Frank
F. Steven Echternach, Police Chief	Cindy Baker
Christine D. Drennen, Admin. Asst.	May Gaynor
Cindy Hummel, Lancaster Newspapers	Steve Till
H. Scott Russell, HRG	Clair Denlinger
Jamie Brubaker, Charter Homes	Linda Younger
Brad Gochnauer, Vortex Environmental	Sandy Dinoff
Bob Weaver, Keystone Custom Homes	Teresa Cramer
Mark Johnson, RGS Associates	

CALL TO ORDER AND PLEDGE TO THE FLAG: Vice President Kiscaden called the meeting to order at 7:30 P.M., followed by the salute to the flag. Vice President Kiscaden announced that the meeting is being audiotaped to assist in the preparation of the minutes. The Borough Manager took the roll call.

REQUESTS TO BE HEARD: None.

MINUTES OF JULY 10 AND JULY 31, 2007: Mike Sollenberger made a motion to approve the minutes of the July 10 and 31, 2007 meetings as printed, seconded by Don Bachman. Members were unanimous in approving the motion for the July 10, 2007 minutes. Members Sollenberger, Bachman and Potts cast assenting votes in approving the motion for the July 31, 2007 meeting. Members Simmons and Kiscaden abstained from voting on the minutes of the July 31, 2007 minutes because they were not present for the meeting.

REPORTS:

MAYOR – The Mayor reported that the final PS&E plan for the Route 896 Relocation Project has been submitted to PennDOT, the utility plan has been finalized, an agreement with PennDOT is being drafted for a cost sharing agreement between the Borough and the utilities for those utilities which are out of the right-of-way and that there are only a few outstanding rights-of-way to be obtained, including Verizon. He also reported that the right-of-way plan has been recorded with PennDOT which puts us in a better position for eminent domain.

PRESIDENT – The President had no written report.

MANAGER – In addition to her written report, the Borough Manager reported on the following items:

1. The property owner for 8-10 East Main Street has submitted an application to HARB to attend their meeting on August 23, 2007 to discuss repairs to the building, which satisfies the Property Maintenance Enforcement Notice.
2. The Heritage Communities program's printed materials and Advisory Council are being finalized this Fall and then to proceed with Strasburg as a pilot project as originally planned.
3. The August 21, 2007 Region Joint Planning Commission meeting has been cancelled because a quorum is not expected.
4. August 28, 2007 has been advertised as a special Borough Council meeting to discuss Borough-wide stormwater issues.

POLICE – The Police Report for July 2007 was received and accepted.

PUBLIC WORKS – The Public Works report for July 2007 was received and accepted. Jim Kiscaden noted that even with the dry weather, only 34% of the water was from the wells and that with fixing the leak on North Jackson Street the usage has been reduced approximately 20,000 gallons per day.

ZONING OFFICER – The Zoning Officer's written report for July 2007 was received and accepted. The Borough Manager added that the Zoning Officer's surgery went well and that he will begin reviewing applications again this week.

ENGINEER – The Engineer's report dated August 10, 2007 was received and accepted.

TREASURER – The Borough Manager stated that for the mid-year report, the justifications listed on the report have been expanded. She added that the revenue is not coming in as quickly as budgeted due to the progress of the developments and that it was already known that 2007 was going to be a financially tight budget year. Mike Sollenberger made a motion, seconded by Mary Simmons and passed unanimously to accept and file for audit the Treasurer's Report for the period ending June 30, 2007.

CONSENT AGENDA: Mike Sollenberger made a motion to approve the following items on the Consent agenda, seconded by Mary Simmons and passed unanimously.

PAYMENT OF BILLS IN THE AMOUNT OF \$121,744.55

**HARB CERTIFICATES OF APPROPRIATENESS – 56 EAST MAIN ST,
116 EAST MAIN ST, 26 WEST MAIN ST, 128 MILLER ST,
239 MILLER ST AND 332 MILLER ST**

2008 BUDGET CALENDAR

PADOT WINTER MAINTENANCE AGREEMENT

UNFINISHED BUSINESS: None.

NEW BUSINESS:

MOWING OF STRASBURG COMMUNITY PARK – REVIEW OF PARK'S LETTER: Jim Kiscaden explained that a contractor for Keystone Custom Homes accidentally mowed approximately 2 acres of the Strasburg Community Park which destroyed 11 trees as well as the native grass and

wildflower plantings in the area. It was stated that this was done just as the insurance settlement was reached for the removal of the trees on the Park property which occurred approximately 2 years ago. Robert Weaver of Keystone Custom Homes was in attendance at the meeting and stated that neither he nor the contractor had an explanation as to why the mowing took place and added that the area was marked. Cindy Baker added that the mowing was not done intentionally. Barb Rathbone-Frank stated that the Parks Foundation was advised by Keystone's President that he intended to handle the claim through insurance and because of the previous experience with the insurance claim process, they are anticipating needing Borough Council's assistance. Mary Simmons again offered to assist the Park Board with the insurance claim process.

Mike Sollenberger made a motion, seconded by Lee Potts and passed unanimously to submit a letter to Keystone Custom Homes to include the following items:

- * express our extreme displeasure of the events that have occurred and our expectation that we are going to deal directly with Keystone Custom homes toward a resolution to this matter;
- * we are willing to provide information to any of their insurance carriers but ultimately hold Keystone directly responsible for what happened and we expect them to provide the solutions;
- * endorse the six requests from the Strasburg Community Park Board in their letter dated August 6, 2007; and to
- * request a prompt resolution to the issue.

TRAILS AT STRASBURG

PHASE 1 – REQUEST FOR BOROUGH TO HAVE DEDICATED PROPERTY PUT IN A CONSERVATION EASEMENT: Mark Johnson of RGS Associates and Brad Gochnauer of Vortex Environmental were present and explained that DEP wanted the wetlands to be placed in a conservation easement and that the developer has already placed the applicable undisturbed wetlands they have control over into conservation easements. Mr. Gochnauer explained that the conservation easement permanently protects the wetlands. The walkway to the Park was discussed and Mr. Johnson stated that the walkway will be installed and graded as originally shown on the plan.

Mike Sollenberger made a motion, seconded by Mary Simmons and passed unanimously to approve the placement of a conservation easement on the portion of the dedicated parkland in Phase 1 of Trails at Strasburg which has jurisdictional wetlands with any costs being paid by the developer.

PHASE 2 – REQUEST FOR EXTENSION OF TIME TO ADDRESS PRELIMINARY PLAN CONDITIONS: Mark Johnson stated that they are requesting additional time to meet the conditions outlined in the approval for Trails at Strasburg Phase 2 adding that they never through they would need over a year to address the conditions of approval. Mike Sollenberger noted that the time expired 4 months ago in April 2007. Mark Johnson stated that if the extension was not granted and they had to reapply, they would most likely submit the same plan for reconsideration. Jim Kiscaden stated that Borough Council had several concerns with this 6 lot development addition including disturbing the wetlands and large stormwater facilities. Brad Gochnauer stated that the wetlands permit process has been taking a long time for all of the projects he is involved with.

Mike Sollenberger made a motion to deny the request for extension of time to address preliminary plan conditions for Trails at Strasburg Phase 2 because they did not meet Condition 35 by requesting an extension before the time limit expired. Lee Potts seconded the motion. Members Kiscaden,

Sollenberger, Bachman and Potts cast assenting votes. Member Simmons cast a dissenting vote. Motion carried 4-1.

STRASBURG-HEISLER LIBRARY – REQUEST FOR ADDITION TO 2007 AND FUTURE

ANNUAL DONATIONS: Teresa Cramer, President of the Library Board, presented Borough Council with letters of appreciation for supporting the library from citizens of the Borough. Jim Kiscaden asked and library director Sandy Dinoff confirmed that Strasburg Borough has supported the library system more per capita than any other municipality in Lancaster County. Sandy Dinoff also clarified that they will not be asking for any additional funds for 2008 but only to continue the level supported for 2007, adding that this request is because the Library System Board changed the timing of the year for the match and that the County is offering a 2 to 1 match for the new funds requested. Jim Kiscaden commended the Library for keeping up with technology. Sandy Dinoff added that their circulation is up 7% from last year.

Mary Simmons made a motion, seconded by Mike Sollenberger and passed unanimously to approve the additional \$1,000 donation to the Strasburg-Heisler Library.

SUNSHINE CORNERS – REQUEST TO INSTALL A TODDLER-AGE PLAY GARDEN:

Linda Younger, Executive Director of Sunshine Corners, was present and reviewed the packet previously provided to place a play garden in approximately half of the front circle area of the Municipal Complex. She also stated the following:

- * the remaining space is sufficient for the Summer Concert Series and Library Strawberry Festival uses;
- * the play garden lacks large pieces of equipment and is designed for children 13 to 36 months of age and allows them to use their imaginations while providing a safe place to play;
- * the area does not include mulch but rather a play surface similar to AstroTurf
- * the improvements would be funded and maintained by Sunshine Corners;
- * according to the Zoning Officer, a 4' high fence could be installed to meet the state regulations as long as it is set back at least 26' from the curb;
- * the area is open to the public during the hours Sunshine Corners is closed; and
- * a pavilion will be considered as a future improvement.

Mike Sollenberger asked what material would be used for the fence and Linda Younger stated that this has not yet been fully researched but that it will not be chain link.

Don Bachman made a motion, seconded by Mary Simmons and passed unanimously to authorize Sunshine Corners to proceed with the installation of a toddler-age play garden on the front lawn area as proposed with Sunshine Corners coming back to a future meeting with more information on the fence and a more detailed plot plan.

On behalf of the children of Sunshine Corners, Linda Younger extended their thanks to Borough Council for their decision. Jim Kiscaden thanked Sunshine Corners as well.

HERITAGE STRASBURG

DISCUSSION REGARDING CHANGES AT WORK SITE: Jamie Brubaker, Vice President of Charter Homes, was present and stated that the changes at the work site were necessitated because of the topography level of tolerance shown on the plans versus the actual topography while

grading the site. He added that similar changes are common in construction, have been noted as non-substantial by the Borough Engineer and Solicitor, and are the reason that as-built plans are provided. The following two changes at the Heritage Strasburg site were discussed:

1. Swale behind North Decatur Street properties – three proposals to rectify the matter were submitted, with the most expensive solution for Charter Homes (approximately \$60,000) being currently considered where a boulder wall (to match the boulder wall on the East Main Street side of the project) will be installed on the Charter Homes side of the project after the outside curb and an approximate 3' grass strip. This is being installed to keep the slope of the swale behind the North Decatur Street properties with a 3:1 slope and the landscape buffer as originally planned. It was also stated that this change will result in a lesser impact on the North Decatur Street properties from the development traffic headlights with the installation of the boulder wall. Jim Kiscaden asked who is responsible to maintain the walls and Mr. Brubaker stated that the homeowners' association is responsible for the maintenance of the walls. Jim Kiscaden asked Mr. Brubaker to provide a timeline and Mr. Brubaker stated that after approval by the Conservation District which is expected this week, the installation of the wall can begin in 3 weeks, which is anticipated to be approximately September 15, 2007.

2. Road grade to connect to future Route 896 Relocation Project – Mr. Brubaker explained that the road grade was off approximately 3' in the design between their development plan and the final Route 896 Relocation Project plan. The agreed solution is for Charter Homes to install a transition road base piece which will later be removed at an approximate additional cost to Charter Homes of \$17,000.

Mr. Brubaker added that they are not trying to avoid any requirements through these changes. What happened is problem areas were identified, a solution is developed (which is reviewed by the Engineer and Solicitor as necessary) and then move forward with the project. Mayor Ryder stated that the process is working well with having a Borough Engineer representative as the inspector on-site regularly (which is paid for by the developers). Jim Kiscaden stated he hoped there would be no further deviations with Phase 1 and no changes would be done without the consultation with the Borough and Engineer. Jamie Brubaker agreed that Charter Homes would notify us if any future issues arise.

REQUEST FOR REDUCTION IN LETTER OF CREDIT: Mike Sollenberger made a motion, seconded by Mary Simmons and passed unanimously to approve the reduction in the Heritage Strasburg letter of credit in the amount of \$137,051.00 as reviewed and recommended by the Borough engineer, leaving a balance of \$1,081,785.48.

LANCASTER FARMLAND TRUST – RECONSIDERATION OF EXONERATION OF 2007

TAXES: Following an explanation by the Borough Manager that the Farmland Trust's original request was for an exoneration from the 2007 municipal taxes, noting that the County Assessment office considers exemption requests which municipalities must then adhere to the decision and municipalities consider exoneration requests. Jim Kiscaden stated that the Borough continues to provide services to this property and that the tax revenue for this property was included as part of the 2007 Budget when the property was owned by the previous owner and that the 71% tax exemption for 2008 can be planned into our 2008 Budget.

Mike Sollenberger made a motion, seconded by Mary Simmons and passed unanimously to deny the Lancaster Farmland Trust's request for a 71% exoneration of the 2007 Borough Real Estate Taxes.

STRASBURG PLAYGROUND - REQUEST FOR FUNDING OF WASTE RECEPTACLES: Jim Kiscaden stated that the fees paid in lieu of Park and Open Space cannot be used for this purpose. It was the consensus to consider this additional funding request during the 2008 Budget process and to ask them to obtain additional proposals from other vendors.

AWARD BID FOR SALE OF 2001 CRUISER: Jim Kiscaden stated that the sale of this vehicle was previously advertised with no bids received but this time it was again advertised with five bids received and the high bid amount of \$2,195.00.

Mary Simmons made a motion to award the bid for the sale of the 2001 cruiser to the highest bidder in the amount of \$2,195. Mike Sollenberger seconded the motion. Members Kiscaden, Sollenberger, Bachman and Simmons cast assenting votes. Member Potts abstained from voting because the high bidder is his son.

AUTHORIZATION TO PARTICIPATE WITH OTHER BOROUGHES ON MODEL SUBDIVISION AND LAND DEVELOPMENT ORDINANCE: Don Bachman made a motion, seconded by Lee Potts and passed unanimously to authorize the Borough to participate with other Boroughs on developing a model Subdivision and Land Development Ordinance/Zoning Ordinance.

OTHER BUSINESS: Mike Sollenberger made a motion to appoint Cassie Thorius of 323 Susan Avenue, Strasburg, to serve as a Borough representative on the Lampeter-Strasburg Recreation Commission/YMCA Design Committee. Seconded by Mary Simmons and passed unanimously. Mary added that an additional Borough representative is needed.

Based on a request from Mayor Ryder, Don Bachman made a motion, seconded by Mary Simmons and passed unanimously to authorize the 275th Anniversary Committee to use the remaining funds in the 250th Anniversary account as seed money with the understanding that at least the current amount of \$901 would be returned to continue the annual \$100 Service to Mankind award and to also authorize the Borough Manager to approve expenses for this Committee and that the Borough Office Staff will provide the bookkeeping services to this Committee.

CITIZEN'S COMMENTS: Cindy Baker, on behalf of the Strasburg Community Parks Foundation, thanked Borough Council and Mary Simmons for the insurance claim assistance.

Don Bachman noted that today is the 62nd Anniversary of VJ Day and is also recognized as the National Navajo Code Talkers Day.

ADJOURNMENT: Mike Sollenberger made a motion, seconded by Lee Potts and passed unanimously to adjourn the meeting at 9:35 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

**STRASBURG BOROUGH COUNCIL
AUGUST 28, 2007
MINUTES**

Members Present: Joe Coleman Michael Sollenberger
 Don Bachman Mary Simmons
 Lee Potts

Others Present:

Bruce L. Ryder, Mayor	Sue Stirba
Lisa M. Boyd, Borough Manager	Grace Stirba
F. Steven Echternach, Police Chief	Roy Gerlach
Christine D. Drennen, Admin. Asst.	May Gaynor
Scott Wails, LCPC	Bob Stanley
Mark Campbell, HRG	Diane Kreider
Craig Thomas, Army Corps of Engineers	Marilyn Martin
Robert Weaver, Keystone Custom Homes	Steve Straley
Justin Stoltzfus, Lancaster Newspapers	Greg Knowles
Randy Long	Dale Kaufman
Fernand Frederic	

CALL TO ORDER AND PLEDGE TO THE FLAG: President Coleman called the meeting to order at 7:30 P.M., followed by the salute to the flag. President Coleman announced that the meeting is being audiotaped to assist in the preparation of the minutes. The Borough Manager took the roll call.

REQUESTS TO BE HEARD: None.

STORMWATER PRESENTATION BY ARMY CORPS OF ENGINEERS: Craig Thomas of the Planning Division of the US Army Corps of Engineers was present and reviewed the final two phases of stormwater studies for the Borough as well as a comprehensive project review of the stormwater problems identified in the entire town. Mr. Thomas added that during their review of Phase 4, they also reviewed the proposed conditions for the imminent projects along the Route 896 Relocation Project.

Mark Campbell, representing the Borough's Engineer, was also present because they completed the first stormwater study. The remaining studies were completed at a reduced cost with 50% matching funding assistance provided under the Water Resources Act through the US Army Corps of Engineers. Mr. Thomas stated that the studies are planning level studies.

Mr. Thomas reviewed the process they followed during their review in that they met with the Borough Manager and Public Works Director who identified known problem areas, data was collected, problems identified and recommendations and cost estimates were provided to solve the problems. Also provided through the study was a comprehensive GIS map of the entire stormwater system. Mr. Thomas did clarify that the storms studied in their review are 10 or 25 year storms.

Fernand Frederic asked about the water problems he experiences at his home at 140 Shenk Avenue. Mr. Thomas stated that this specific area was not identified as a problem area by the staff but that corrections can be made to this area during the design phase of the project by using alternatives. Mr. Frederic asked that his stormwater problems be included in the comprehensive repairs.

A resident from Dallas Avenue stated that since the stormwater was studied in their area, a larger pipe has been installed which increases their water problems and now they get water in their basement. It was stated that permission was given to Mr. Widders to install a pipe to divert the water because he was having water affect his home every time it rained.

Bob Stanley asked for a timeline for the problems to be fixed and Joe Coleman stated that this is Council's first opportunity to see the whole problem and that how the problem will be addressed is the next agenda item.

Joe Coleman stated that the cost estimates included in the studies did not include the necessary engineering but was only estimated construction costs including contingencies. Mark Campbell of HRG, Inc. stated that a rough estimate for the engineering is approximately \$75,000 but varies depending upon which alternative is chosen and if the projects are done at the same time or spread out over the course of many years.

Bruce Ryder stated that water from the funeral home follows an overland flow path and sometimes floods his neighbor's basement at 26 West Main Street. Mr. Thomas stated that this is another problem area that was not previously identified.

Craig Thomas suggested a method of prioritizing the problems would be to first address those that are directly affecting homes. Mark Campbell did caution that prioritizing the problems also requires evaluating the whole picture so as to not increase the problem downstream. It was also clarified that stormwater problems that are to be included in this study are overland stormwater problems, not groundwater problems.

Mr. Thomas thanked the Borough for their cooperation with the US Army Corps of Engineers during this project and encouraged members with additional questions to contact him.

DISCUSSION ON ADDRESSING STORMWATER IMPROVEMENTS: Bruce Ryder stated that the staff, with the assistance of Scott Wails of the Lancaster County Planning Commission, has been researching the possibility of obtaining grant funds to address the stormwater problems. The Borough Manager stated that so far with grant research, we have been told that the Borough is "too rich" for many grants.

Scott Wails suggested PennVest as a funding possibility for large borrowing or the USDA Rural Opportunities (low interest loan over a long period of time – up to 40 years) compared to a local bank has a maximum loan life of 15 years. Mr. Wails also suggested checking into the availability of Act 167 funds through DCNR or DEP for implementation money because the Pequea area is scheduled to be studied in a few years. Bruce Ryder asked if anything could be done to encourage a higher priority be given to the study of the Pequea area. Mr. Wails stated that a motion or resolution could be executed explaining the studies that have been completed and asking them to consider increasing this

project's ranking. Mr. Wails will investigate who the resolution should be forwarded to and Bruce Ryder suggested inquiring with the Township if they would be willing to consider a similar resolution. Scott Wails stated that possibly this could be a project considered by the Joint Planning Commission or the Environmental Advisory Council.

Joe Coleman stated that as a point of reference, last year a .1 of a tax mill generated \$14,000 to \$15,000 and this is a \$300,000 project and added that it is not popular to raise taxes. Mike Sollenberger cautioned that there are some additional known upcoming expenses such as pension and insurance.

Joe Coleman added that there are legal issues regarding the Borough receiving written permission to receive access to do work on private property and to determine and document, through the use of agreements, after the stormwater facility has been corrected whose responsibility it will be to maintain in the future. Bruce Ryder asked the engineers to research the average annual maintenance costs for stormwater facilities after they have been repaired.

Craig Thomas stated that he is aware in Virginia that there is a stormwater utility fee and stated that to implement this it would have to be a County-wide project. However, Mr. Thomas stated that it would be difficult to address because we don't have the easements to maintain the facilities. Mary Simmons stated that she was interested in the stormwater utility tapping fee and was interested in seeing how this community in Virginia got started with this project. Mike Sollenberger added that Virginia law differs from Pennsylvania law. Mr. Thomas added that he is not aware of any Pennsylvania community that has this in place.

Joe Coleman stated that between now and the October meeting the staff should:

1. Determine what repairs/improvements can be done by the Public Works Department?
2. Continue to research loans and grants.
3. Consider the total project cost including engineering. Bruce Ryder suggested using a budget figure of \$450,000 for the project and plan for a 40 year repayment to see the budget impact.
4. Provide a recommendation regarding how to prioritize the repairs if the repairs completed in two construction phases.

Mark Campbell stated that newer developments may have easements or have documentation stating homeowner is responsible for stormwater facilities.

Scott Wails stated that he believed this is not going to be a \$450,000 and done issue because additional problems will surface that had not been previously identified.

May Gaynor stated that during the Stormwater Ordinance update, she was in favor of reducing the allowable stormwater runoff but that was not included in the update. Mark Campbell stated that these discussions did take place but because the Act 167 Study was not completed for this area, in order to maintain a strong legal standing, the Borough had to maintain with the general engineering practice but can be reconsidered after the Act 167 Study is completed.

Steve Echternach reminded Council that the Historic District has either a non-existent stormwater system or what is there is over 100 years old. He added that he believes the entire community needs to

fund a complete fix which is similar to when the sewer system was installed and that without repairing the stormwater system in the Historic District, any repairs are only a band-aid.

Bruce Ryder asked the Borough Manager to ask the Solicitor if we have the same authority with stormwater problems as sewer problems to require improvement.

Steve Echternach thanked Borough Council for accepting responsibility for stormwater problems in town and to looking for a solution to fix them which is being done for the first time in 25 years.

Bruce Ryder suggested that possibly an inter-municipal approach to repairing the stormwater problems would open more opportunities for funding assistance.

OTHER BUSINESS: None.

CITIZEN'S COMMENTS: None.

ADJOURNMENT: Lee Potts made a motion, seconded by Don Bachman and passed unanimously to adjourn the meeting at 9:30 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

**STRASBURG BOROUGH COUNCIL
SEPTEMBER 11, 2007
MINUTES**

Members Present: Joe Coleman Jim Kiscaden (8:10)
Michael Sollenberger Don Bachman
Lee Potts Penny D'Alessandro

Others Present: Bruce L. Ryder, Mayor May Gaynor
Lisa M. Boyd, Borough Manager
F. Steven Echternach, Police Chief
Christine D. Drennen, Admin. Asst.
Cindy Hummel, Lancaster Newspapers

CALL TO ORDER AND PLEDGE TO THE FLAG: President Coleman called the meeting to order at 7:30 P.M., followed by the salute to the flag and a moment of silence in remembrance of 09/11/2001. President Coleman announced that the meeting is being audiotaped to assist in the preparation of the minutes. The Borough Manager took the roll call.

REQUESTS TO BE HEARD: President Coleman thanked those who put together the 9/11 Ceremony in the Square tonight and asked the staff to keep an eye out for a sound system at the surplus store.

MINUTES OF AUGUST 14 AND 28, 2007: Mike Sollenberger made a motion to approve the minutes of the August 14, 2007 meeting as printed, seconded by Lee Potts. Members Kiscaden, Sollenberger, Bachman and Potts cast assenting votes. Members Coleman and D'Alessandro abstained from voting because they were not in attendance at the meeting.

Mike Sollenberger made a motion to approve the minutes of the August 28, 2007 meeting as printed, seconded by Lee Potts. Members Kiscaden, Sollenberger, Bachman, Coleman and Potts cast assenting votes. Member D'Alessandro abstained from voting because she was not in attendance at the meeting.

REPORTS:

MAYOR – Mayor Ryder stated that we are still waiting for PennDOT's final approval of the final plan submission, which is likely to be received within four or five more weeks. In addition, he reported that they are working on the utility reimbursement agreement. Mayor Ryder also reported that the budget summary for the project has been updated and it appears that it is on budget. However, the expenses associated with eminent domain were not budgeted.

PRESIDENT – The President reported that the Borough was unsuccessful in working with Verizon to obtain the Route 896 Relocation Right-of-Way and that papers were signed to begin the eminent domain proceedings. Also noted was that if R.B. Campbell does not sign the right-of-way papers, eminent domain papers will be signed this week. President Coleman also reported that he, Don Bachman and Lisa Boyd attended a recent breakfast meeting sponsored by Congressman Pitts. At that meeting, he reported that he discussed the availability of funding for the stormwater improvements and they suggested Highway Trust funds or Demonstration funds. They added, however, that a clearer project scope is needed in order for the project to receive consideration. Joe Coleman noted that the street signs for Wallingford and Beddington are missing.

MANAGER – In addition to her written report, the Borough Manager reported on the following items:

1. A LCBA meeting will be held on September 26, 2007.
2. The annual recognition banquet is being scheduled for Revere Tavern. Two possible dates of October 10th and October 17th were mentioned and no member had any objection to either date.
3. Charter Homes has indicated that the swale work behind the North Decatur Street properties is set to begin on schedule (September 15th).

POLICE – The Police Report for August 2007 was received and accepted.

PUBLIC WORKS – The Public Works report for August 2007 was received and accepted. The Borough Manager reported that the Public Works Director is back working part-time following his recent hospitalization.

ZONING OFFICER – The Zoning Officer's written report for August 2007 was received and accepted. The Borough Manager stated that the Zoning Officer is back to work following his recent surgery and reports that he is doing well. The Borough Manager also reported that the setbacks for the Heritage Strasburg development were measured by the Public Works Director and verified to be correct.

ENGINEER – The Engineer's report dated September 7, 2007 was received and accepted.

TREASURER – Mike Sollenberger made a motion, seconded by Don Bachman and passed unanimously to accept and file for audit the Treasurer's Report for the period ending July 31, 2007.

CONSENT AGENDA: Mike Sollenberger made a motion, seconded by Lee Potts to approve the following items on the Consent agenda:

PAYMENT OF BILLS IN THE AMOUNT OF \$140,144.15

HARB CERTIFICATES OF APPROPRIATENESS – 8-10 EAST MAIN ST, 55 EAST MAIN ST, 15 WEST MAIN ST AND 106 SOUTH DECATUR STREET

TRICK-OR-TREAT – SET DATE – WEDNESDAY, OCTOBER 31, 2007 – 6 TO 8 PM

Penny D'Alessandro clarified that the brick work at 8-10 East Main Street would be for all sides of the building. Christine Drennen stated that the recommendation is for brick repair/replacement and repointing for all sides of the building but that the aluminum flashing is only being removed from three sides of the building because the fourth side is not visible from the street.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

HERITAGE STRASBURG – REQUEST FOR REDUCTION IN LETTER OF CREDIT: Mike Sollenberger made a motion, seconded by Penny D'Alessandro and passed unanimously to approve the reduction in the Heritage Strasburg letter of credit in the amount of \$203,039.00 reserving \$5,000 for the completion of Swale 1 regrading and the construction of the proposed stone wall.

TREE COMMITTEE APPOINTMENT: Penny D'Alessandro stated that the Personnel Committee recommends the appointment of Anne Harnish to this position. Penny D'Alessandro made a motion, seconded by Lee Potts and passed unanimously to appoint Anne Harnish to the Tree Committee to fill the unexpired term of Tony D'Alessandro until December 31, 2009.

ACKNOWLEDGEMENT OF PENSION MINIMUM MUNICIPAL OBLIGATIONS: Mike Sollenberger made a motion, seconded by Don Bachman and passed unanimously to acknowledge that the 2008 Minimum Municipal Obligations have been received by the September 30, 2007 deadline, with the Police MMO being \$53,066 and the Non-Uniformed MMO being \$28,414. Penny D'Alessandro added that the Personnel Contacts sent out a survey and will discuss pension calculations in 2008.

OTHER BUSINESS: Penny D'Alessandro and Joe Coleman expressed their concern regarding the permission that was given at the last meeting to Sunshine Corners to proceed with the playground. Penny D'Alessandro stated that she appreciates that area for its open space and allows people to spread out while attending the Summer Concerts and both members added that they were sorry that they were not in attendance at the meeting for the vote. Mayor Ryder stated that conditional approval was granted pending receipt of a site plan and details regarding the fence.

Don Bachman reported that a bill is coming up to be considered by the Senate which would restrict Council members from serving on the Authority. He added that small municipalities have a hard time filling volunteer seats. Don Bachman made a motion, seconded by Penny D'Alessandro and passed unanimously to authorize the staff to write a letter to the Senator and Representative encouraging them to veto this bill. The Borough Manager was asked to forward additional information regarding this bill to each member for them to write an opposition letter as well.

Penny D'Alessandro asked for a meeting with the Police Officers Association and Personnel Contacts to begin the process of reviewing the six items that were agreed to be discussed during the three years of the Police Contract. Steve Echternach stated that the process is to have the Borough Manager, on behalf of Council, draft a letter to the Association asking to meet to begin discussions regarding the 2010 Contract and to enclose a copy of the agreement. Jim Kiscaden made a motion, seconded by Lee Potts and passed unanimously to authorize the Borough Manager to write this letter to the Police Officers Association.

Mike Sollenberger stated that he was disappointed with the response letter received from Jeff Rutt and Keystone Custom Homes regarding the mowing at the park and the letter from their attorney, Kaplin Stewart, stating that we could not deny the extension of time for an expired plan even though it is one of the conditions. Mayor Ryder stated that our Solicitor has sent a reply letter to Kaplin Stewart stating that Chester County laws do not apply in Lancaster County.

CITIZEN'S COMMENTS: May Gaynor asked why Mr. Campbell was not signing the right-of-way agreement. Mayor Ryder stated that the reasons are financial, easement restrictions and they wanted the right-of-way shown in a manner that would not be agreed to by PennDOT. May Gaynor added that she feels that Jeff Rutt has been uncooperative and insensitive to Strasburg Borough.

ADJOURNMENT: Jim Kiscaden made a motion, seconded by Mike Sollenberger and passed unanimously to adjourn the meeting at 8:40 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

**STRASBURG BOROUGH COUNCIL
OCTOBER 9, 2007
MINUTES**

Members Present: Joe Coleman Michael Sollenberger
Don Bachman Mary Simmons
Lee Potts Penny D'Alessandro

Others Present: Bruce L. Ryder, Mayor Linda Younger
Lisa M. Boyd, Borough Manager Barbara Hall
F. Steven Echternach, Police Chief May Gaynor
Christine D. Drennen, Admin. Asst.
Cindy Hummel, Lancaster Newspapers

CALL TO ORDER AND PLEDGE TO THE FLAG: President Coleman called the meeting to order at 7:30 P.M., followed by the salute to the flag. President Coleman announced that the meeting is being audiotaped to assist in the preparation of the minutes. The Borough Manager took the roll call and announced that Jim Kiscaden will be absent from this meeting because he was receiving an award for being Volunteer of the Year.

REQUESTS TO BE HEARD: None.

MINUTES OF SEPTEMBER 11, 2007: Mike Sollenberger made a motion to approve the minutes of the September 11, 2007 meeting as corrected, seconded by Penny D'Alessandro. Members Coleman, Sollenberger, Bachman, Potts and D'Alessandro cast assenting votes. Member Simmons abstained from voting because she was not in attendance at the meeting.

REPORTS:

MAYOR – Mayor Ryder reported that only a little bit of progress was made this month on the Route 896 Relocation Project.

PRESIDENT – The President had no written or verbal report.

MANAGER – In addition to her written report, the Borough Manager reported on the following items:

1. Lancaster County has been placed under a drought watch by DEP which calls for a voluntary 5% reduction in water use. However, she added that this drought watch is not warranted by the Borough's current levels but that the County's watch overrides the Borough's status.

Penny D'Alessandro asked if a work schedule had been obtained for the property at 8-10 East Main Street. The Borough Manager will follow up on this matter. She also asked for an update regarding the Park Foundation insurance claim. The Borough Manager stated that Cindy Baker and Carolyn Morton are finalizing a letter to be submitted regarding the claim.

Joe Coleman noted that no progress has been made on the swale at Charter Homes behind the North Decatur Street properties.

Mike Sollenberger stated that Keystone should be required to plant the street trees for the completed homes. Joe Coleman stated that the trees were all planted at the same time in another development which keeps their size consistent down the street.

Penny D'Alessandro stated that she contacted Aaron Ward at the Lancaster County Conservation District who stated that they would not be looking at Keystone's plans for Phase 2 until they are in compliance with Phase 1. She added that the sidewalks in the development are not continuous. The Borough Manager stated that the sidewalks are being installed as the homes are built so as to not disturb the sidewalks during construction.

POLICE – The Police Report for September 2007 was received and accepted.

PUBLIC WORKS – The Public Works report for September 2007 was received and accepted.

ZONING OFFICER – The Zoning Officer's written report for September 2007 was received and accepted. Joe Coleman asked if satellite dishes were permitted in the front yards. After being advised that the Zoning only allows for satellite dishes to be placed in the rear yard, he asked the staff to forward two violations to the Zoning Officer – one on Miller Street and one on East Main Street.

Penny D'Alessandro asked if the Pequea Fishing Tackle property has been inspected. The Borough Manager stated that she has an appointment with the Zoning Officer for this inspection as well as an inspection at 23-29 West Main Street. However, the Borough Manager noted, that a housing officer needs to be appointed. Penny D'Alessandro stated that these properties need to be looked at because they are not being maintained.

ENGINEER – The Engineer's report dated October 8, 2007 was received and accepted.

TREASURER – Mike Sollenberger made a motion, seconded by Mary Simmons and passed unanimously to accept and file for audit the Treasurer's Report for the period ending August 31, 2007.

CONSENT AGENDA: Mike Sollenberger made a motion, seconded by Don Bachman and passed unanimously to approve the following items on the Consent agenda:

PAYMENT OF BILLS IN THE AMOUNT OF \$141,034.38

HARB CERTIFICATES OF APPROPRIATENESS – 104 MILLER ST AND 43 EAST MAIN ST

UNFINISHED BUSINESS:

SUNSHINE CORNERS – PRESENTATION OF ADDITIONAL INFORMATION FOR INSTALLATION OF A TODDLER-AGE PLAY GARDEN:

Linda Younger, Executive Director of Sunshine Corners, was present and stated that she provided the plot plan and details on the fence material that was requested at the August 14, 2007 meeting.

Penny D'Alessandro stated that you don't normally see playgrounds in front yards. She added that this open area provides a beautiful entrance to the Municipal Centre and that a permanent alteration to this area couldn't be reversed. She was also concerned that the play garden and possible future pavilion would take up too much space and not leave sufficient room for the summer concerts.

Linda Younger stated that this was not their first choice location but because of previous commitments by the Borough to the Art Association to allow them to expand, this was the only option. She added that this play garden will provide a safe place for their children and the community's children to play.

Mike Sollenberger made a motion, seconded by Lee Potts and passed unanimously to have the staff contact the Solicitor regarding playground liability and the undeveloped space behind the Art Association and report back at the next meeting.

Mike Sollenberger stated that the Borough does have other green spaces around town and believes that the play garden plan submitted by Sunshine Corners would benefit the children.

STORMWATER DISCUSSION: The Borough Manager stated that the staff continues to investigate grant opportunities but have not yet found any that apply and that the draft 2008 Budget includes spending \$10,000 from the reserve fund towards minor improvements. She also stated that it was discussed at the August 28, 2007 meeting that the old sections of town be evaluated and to verify the Army Corps of Engineers cost estimates and added that the engineer should suggest sequence and timing of the improvements. The engineer was asked to provide a cost estimate to complete these items.

Joe Coleman stated that he discussed underground utilities with Congressman Pitts and stated that he believed this should be considered when discussing the stormwater infrastructure improvements. Don Bachman stated that we were previously told that water lines cannot go in the street and Bruce Ryder added that this also applies to utilities. Joe Coleman stated that Ephrata and New Holland do not have overhead utilities. Joe Coleman asked that Borough Council consider having the Engineer do a very preliminary look at what would be involved with pursuing underground utilities.

Bruce Ryder stated that underground utilities were previously investigated and we were advised that it would be a very costly project. He added that there are transportation issues that have been identified by the Joint Planning Commission that we do not have the funding to complete. In addition, he stated that Strasburg has had power lines and utility poles since 1901.

Mike Sollenberger stated that he thought the Stormwater Reserve fund should continue to be funded to remain at a \$50,000 balance and that he would rather pursue a loan in the 15-20 year range instead of the previously suggested 40 year loan. He also stated that after the improvements have been completed and bring the stormwater system back to working order that it be the responsibility of the property owners to maintain. Following the improvements, he also suggested periodic inspections and documentation of the stormwater facilities.

Mike Sollenberger made a motion, seconded by Mary Simmons and passed unanimously to:

1. Authorize the Engineer to study the old part of town to determine what improvements would be needed & the cost of these improvements;
2. Verify the cost estimates provided by the Army Corps of Engineers;
3. Suggest the sequence and timeframe of the improvements.

Mike Sollenberger made a motion, seconded by Penny D'Alessandro and passed unanimously to authorize the Borough Engineer to proceed with a minimal evaluation regarding placing utilities underground including a possible location for placing the utilities (sidewalk, front yard, rear yard) and if this project is a viable project.

POLICE AND NON-UNIFORMED PENSION PLANS UPDATE – JOE DUDA, PENSION

ACTUARY: Joe Duda, the Borough's Pension Actuary, was present to explain the impacts of GASB 45 (mandatory accounting requirement for the funding of future Police officer's retiree insurance), the Police Unfunded Actuarial Accrued Liability and amortized losses

He calculates the annual GASB 45 required contribution (which goes into effect in 2009) to be either \$24,044 (Non-Funded) or \$20,062 (Funded). He added that as part of this accounting standard, this item will become a Balance Sheet item and if the Borough chooses not to fund it, it can affect the cost of borrowing in the future.

Regarding the Unfunded Liability in the Police Plan, he explained that the Minimum Municipal Obligations paid towards the fund each year is basically like paying the minimum due on a credit card. As of August 24, 2007, the Unfunded amount is \$171,410 to be spread over a ten year period.

Additionally, if the amortized losses due to the losses experienced in 2001 and 2002 were re-amortized over 11 years (since losses are normally amortized over 15 years per Act 205), then the Borough should contribute an additional \$5,943 to each year's MMO through the 2018 calendar year.

The Borough Manager stated that the \$5,943 for re-amortized losses and \$5,148 towards 2008's GASB 45 contribution are included in the 2008 Draft Budget (realizing that \$20,062 will be due in 2009).

Penny D'Alessandro asked about employee contributions. Mr. Duda stated that the police currently contribute 1.3% towards Social Security and that the maximum allowed contribution is 5%. He also stated that Non-Uniformed employees do not normally contribute because their benefit is less than the Uniformed plan and they have to wait until an older age to collect.

NEW BUSINESS:

FIRE COMPANY STORMWATER MANAGEMENT ORDINANCE WAIVER REQUEST: The Borough Manager stated that the fire company is proposing to install two stone pads for use under the tents during their annual sales. She added that this request has been reviewed by ELA, the Borough Engineer and the Borough Planning Commission and all recommend Borough Council to waive the Stormwater Management Ordinance waiver due to its minimal impact on the existing stormwater facilities. She further explained that as a follow-up to some of the Planning Commission's comments, the swale (not a pipe) under the driveway to the pavilion has been checked and Jim Kiscaden states that there is no chance it will back up.

Mike Sollenberger made a motion, seconded by Penny D'Alessandro and passed unanimously to accept the recommendation of the Planning Commission and to grant the waiver as requested from the Stormwater Management Ordinance for the Strasburg Fire Company with the imposition of the six Conditions:

1. The site is now determined to have reached the maximum impervious surface.
2. The stone pads not to be paved.
3. Parking is prohibited on the stone pads except for rare occasions.
4. Screening is to be installed on the East side of the 100' X 50' stone bed as discussed and weed control is to be done on a regular basis.
5. ELA is to investigate and confirm that the swale under the driveway to the pavilion is adequate.
6. Verify that an Erosion & Sedimentation Control Plan is not required.

TRANSFER WATER/SEWER PROPERTIES TO BOROUGH AUTHORITY: The Borough Manager reported that we currently own 18 properties for water and sewer uses, of which seven are in the name of the Borough of Strasburg. However, since these properties were purchased with water and sewer funds and because the Authority is now an operating Authority, these properties need to be transferred to the Authority. She stated that the Authority will pay for the necessary Ordinance to complete the transfer. She added that some initial discussions are being held by the Authority to subdivide and sell off the minimum amount of properties not directly affecting the watershed in order to fund some improvements.

Mary Simmons made a motion, seconded by Penny D'Alessandro and passed unanimously to authorize the Borough Authority to proceed with transferring all water and sewer properties into the Authority's name.

275TH ANNIVERSARY – APPOINT COMMITTEE AND APPROVE EVENTS: During recent discussions with the Borough's insurance carrier, it was learned that in order to receive insurance coverage, the members of the 275th Anniversary Committee and its scheduled events for 2008 needed to be approved by Borough Council. The Borough Manager stated that changes in members or events would need to be approved by Borough Council in the future.

Lee Potts made a motion, seconded by Don Bachman and passed unanimously to appoint the 275th Anniversary Committee and approve the events as presented with the lists being attached to the minutes of this meeting for reference.

Bruce Ryder asked that Borough Council consider a donation in 2007 to provide some additional money to purchase fundraising items. Don Bachman made a motion, seconded by Mary Simmons and passed unanimously to grant \$1,000 in 2007 to the 275th Anniversary Committee.

NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS) RESOLUTION 2007-10: The Borough Manager stated that in order to comply with the requirements of NIMS, it is necessary to enact this Resolution stating that NIMS is the method of choice for a consistent approach for federal, state, local and tribal governments to work together more effectively to prevent, prepare for, respond to and recover from domestic incidents, regardless of cause, size or complexity.

Mike Sollenberger made a motion, seconded by Lee Potts and passed unanimously to enact the NIMS Resolution 2007-10 stating that NIMS is the method of choice for the Borough of Strasburg.

CAPITAL IMPROVEMENTS PROGRAM: Don Bachman stated that he would like to see the vestibule included in the 2008 Budget because a lot of money is lost for heating the building every time the door is opened. Bruce Ryder stated that using the annual heating costs projected in the budget, it would take many years to recover the funds expended for the cost of the improvement compared to the energy savings. Mike Sollenberger asked if it was necessary to replace the dump truck and the Borough Manager replied that the Authority members would be inspecting the truck. Bruce Ryder stated that engineering is needed in 2008 to evaluate the work needed to modify the traffic signal at the Square due to the Route 896 Relocation Project with the actual improvements to take place in 2009. Don Bachman will obtain information regarding a new paving product.

Mary Simmons made a motion to adopt the Capital Improvements Program dated 10/9/2007. Mike Sollenberger seconded the motion. Members Coleman, Sollenberger, Simmons, Potts and D'Alessandro cast assenting votes. Member Bachman cast a dissenting vote. Motion carried.

2008 DRAFT BUDGET: The Borough Manager highlighted the budget documents provided to the members noting that the split for the Public Works Department wage items was changed from 15% General, 65% Water and 20% Sewer to 31% General, 45% Water and 24% Sewer based on an average of the actual time worked for each department and as recommended by the Authority. Joe Coleman asked for an expense breakdown for several accounts. The Borough Manager stated that the expenses exceed the revenues in the draft budget as proposed with no tax increase. The Borough Manager stated that the draft budget for Reserve Funds 70 and 71 will be finalized prior to the next meeting.

Bruce Ryder asked that the staff complete a 5 year spending plan for the General Fund factoring in the Capital Improvements Plan and the impact when the loans are paid off.

The following items were discussed regarding the 2008 Draft Budget:

- * Need to add engineering for traffic signal at square in preparation for 2009 changes
- * Consider donation for 275th Anniversary Committee
- * Stormwater allocation – maintain at \$50,000 in Reserve Fund?

OTHER BUSINESS:

BOARD OF APPEALS: The Borough Manager stated that the Lancaster Inter-Municipal Committee has contacted her and extended the offer for us to become a participating member to utilize their Uniform Construction Code Board of Appeals.

Don Bachman made a motion, seconded by Penny D'Alessandro and passed unanimously to direct the staff to communicate to the Central Lancaster County Uniform Construction Code Board of Appeals to discuss the utilization of their appeals board.

LAMPETER-STRASBURG RECREATION COMMISSION – BOROUGH

REPRESENTATIVE: The Borough Manager stated that after Cassie Thorius was appointed as a member to their Building Committee, the day and time of the meetings were changed to a time that did not permit Mrs. Thorius to attend the meetings and she needs to resign from the Committee. Ray Garaffa has expressed interest in serving on the Building Committee and Lisa Boyd stated that she would serve on the Finance Committee.

Don Bachman made a motion, seconded by Mary Simmons and passed unanimously to accept the resignation of Cassie Thorius from the L-S Recreation Building Committee, to appoint Ray Garraffa to the L-S Recreation Building Committee and Lisa Boyd to the L-S Recreation Finance Committee.

Joe Coleman stated that Patty Hunt had provided him with a copy of her Master Planner Project to re-route truck traffic onto Paradise Lane/Ronks Road, and a copy was provided to each member. Bruce Ryder stated that Paradise Lane/Ronks Road is not constructed to handle truck traffic and this does not solve the East-West traffic problem on Route 741.

Joe Coleman recognized the recent passing of Milli Cipolloni and noted that she served as a past Borough Council President and Member. He added that he appreciated her willingness to serve this community.

Penny D'Alessandro questioned the placement of the commercial trailer by the post office. The Borough Manager stated that the Zoning Officer reviewed this complaint and stated that it is in compliance with the Zoning Ordinance because it is a commercial vehicle parked in a commercial zone.

CITIZEN'S COMMENTS: None.

ADJOURNMENT: Don Bachman made a motion, seconded by Mary Simmons and passed unanimously to adjourn the meeting at 10:52 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

**STRASBURG BOROUGH COUNCIL
OCTOBER 30, 2007
MINUTES**

Members Present: Joe Coleman Jim Kiscaden
 Don Bachman Michael Sollenberger
 Lee Potts Penny D'Alessandro

Others Present: Bruce L. Ryder, Mayor
 Lisa M. Boyd, Borough Manager
 Bradley A. Klunk, Police Officer
 Christine D. Drennen, Admin. Asst.
 Cindy Hummel, Lancaster Newspapers
 May Gaynor

CALL TO ORDER AND PLEDGE TO THE FLAG: President Coleman called the meeting to order at 7:30 P.M., followed by the salute to the flag. President Coleman announced that the meeting is being audiotaped to assist in the preparation of the minutes. The Borough Manager took the roll call.

REQUESTS TO BE HEARD: None.

MINUTES OF OCTOBER 9, 2007: Don Bachman made a motion to approve the minutes of the October 9, 2007 meeting as corrected, seconded by Mike Sollenberger. Members Coleman, Sollenberger, Bachman, Potts and D'Alessandro cast assenting votes. Member Kiscaden abstained from voting because he was not in attendance at the meeting.

CONSENT AGENDA: Mike Sollenberger made a motion, seconded by Lee Potts and passed unanimously to approve the following items on the Consent agenda:

**PAYMENT OF BILLS IN THE AMOUNT OF \$134,913.06
HARB CERTIFICATES OF APPROPRIATENESS – 381 MILLER ST**

UNFINISHED BUSINESS: None.

NEW BUSINESS:

ACKNOWLEDGEMENT OF HERITAGE STRASBURG EXTENSION OF TIME UNTIL JANUARY 8, 2008: Mike Sollenberger made a motion, seconded by Jim Kiscaden and passed unanimously to acknowledge the extension of time for Heritage Strasburg for the Lot Add-on plan until January 8, 2008.

2008 DRAFT BUDGET: Members present completed a detailed review of the 2nd Draft Budget with the Mayor and staff providing detailed justifications on several line items. Jim Kiscaden asked that the description for line item 01.410.741 be changed to Computer/Technology Services to make it more clearly stated which expenses are paid from this line item.

Joe Coleman stated that this draft includes a .2 tax mill increase which equates to \$28 per year based on the average priced home of \$140,000 and added that this draft also reflects the expenses exceeding the revenues.

Jim Kiscaden stated that it is necessary to address the policy and policy wording for the service award adding that he believed that when the maximum award is reached, that amount should be added to the salary amount to receive the annual percentage increase from that point forward rather than to have it appear that employees are being rewarded just for coming to work. He stated that the Borough Manager completed a calculation on this issue and it was found that it is only a few hundred dollars difference when compared over a 10 year period. Mayor Ryder stated that the pay scale structure provides for employees to be at the maximum rate with 5 years of service and that the addition of the cost of living and service award was a modest approach for recognizing an employee's length of service.

The staff was asked to investigate the trash cans for the playground on the state bidding list.

Jim Kiscaden suggested paying \$12,000 for street light electricity out of the State Highway Aid fund. Mayor Ryder stated that these types of short term fixes only aggravate future tax rate increases, especially considering that there are large potential future projects including stormwater repairs and possible underground utilities.

Bruce Ryder suggested adding \$6,500 for engineering for traffic signal/center square upgrades. He added that construction costs should be anticipated for 2009 and suggested pursuing grant funds to assist with these costs.

Joe Coleman stated that following the Budget Schedule, Preliminary Budget approval is anticipated at the November 13, 2007 meeting, which will then allow for public inspection and possible budget adoption on December 11, 2007.

OTHER BUSINESS:

The Borough Manager reported on the following items:

1. The Developer for the Trails at Strasburg Phase 2 will submit an extension of time to be acknowledged at the November 13, 2007 meeting.
2. She and the Public Works Director will be conducting a site visit for the Heritage Strasburg Development to verify the setback between their curb and the North Decatur Street property lines in which the boulder wall will be constructed.
3. During the review of changing the location of the Sunshine Corners play garden to the rear of the property, several issues need to be verified and will be discussed at the November 13th meeting. Sunshine Corners has verified that both the proposed play area and the existing play area are and will be covered under their insurance both during and after business hours. However, the Borough Manager reported that the Solicitor advises that most likely if a person is injured on Borough-owned property and files a lawsuit, the Borough will also most likely be sued.
4. The Engineer is working on the stormwater projects and preliminary look at placing utilities underground and will be discussed at a future meeting.

5. A meeting was held with our Building Inspectors (West Lampeter Township) to discuss updates to the Borough's Housing Ordinance. They advised that there is a section in the Property Maintenance code regulating apartments which may be better to adopt rather than rewriting the Housing Ordinance. However, they are not interested in becoming the Borough's inspector for the Property Maintenance Ordinance.

Penny D'Alessandro suggested that Sunshine Corners should discuss a possible joint pavilion venture with the Park Foundation since Sunshine Corners' future plans submitted with the play garden include the construction of a pavilion.

Don Bachman asked about Pequea Valley busses that are parking on South Jackson Street. Officer Bradley Klunk stated that the drivers live in the community and they used to park them in the Swimming Pool parking lot. However, the pool asked the busses to not park there because of liability issues. Officer Klunk stated that the busses are parked staggered so as to not impede traffic flow and are legally parked along a public street.

Regarding the Route 896 Relocation Project, Mayor Ryder stated that according to Verizon's attorney, they are accepting the condemnation and are in the process of completing the required paperwork.

Discussion was held regarding bringing the HARB into compliance with its ordinance and the need to acquire a member who is a Certified Building Inspector. It was the consensus that the Borough Manager should follow current policy to advertise the position and seek a person who is either already residential building inspector certified or willing to become certified.

CITIZEN'S COMMENTS: None.

ADJOURNMENT: Jim Kiscaden made a motion, seconded by Don Bachman and passed unanimously to adjourn the meeting at 10:00 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

letter from Dave Royer from PennDOT stating that this area is designated as a collector but is not built to collector standards. She stressed that legislators Pitts, Cutler and Boyd estimate the traffic tripling in our area by 2030. Mayor Ryder stated that if the Ronks Road project is found to be a valuable project, in order to bring it up to specifications it would need a project of its own similar to the Route 896 Relocation Project, but added that the Ronks Road Project will be more expensive than the Route 896 Relocation Project.

May Gaynor stated that we need to look for some funding resources to ease the tax burden on Borough taxpayers. She questioned if funds could be used from the Ed Witmer Reserve fund. Bruce Ryder stated that those funds were given by Libby Witmer with the stipulation that the funds be used for the officers at the Chief's discretion and not to be used to balance the budget.

MINUTES OF OCTOBER 30, 2007: Jim Kiscaden made a motion, seconded by Mike Sollenberger and passed unanimously to approve the minutes of the October 30, 2007 meeting as printed.

REPORTS:

MAYOR – Mayor Ryder stated that he has an agenda item later in the meeting regarding the Route 896 Relocation Project.

PRESIDENT – The President had no written or verbal report.

MANAGER – In addition to her written report, the Borough Manager reported on the following items:

1. Because of the required Reorganization Meeting which is scheduled for Monday, January 7, 2008 she asked Borough Council's opinion for the regular January 2008 meeting to be either scheduled for January 8, 2008 or January 15, 2008. Mike Sollenberger made a motion, seconded by Don Bachman and passed unanimously to schedule the January 2008 regular Borough Council meeting for Tuesday, January 15, 2008.
2. Information regarding the Building Code Board of Appeals Committee has been received and she suggested members review the information prior to the next meeting.
3. A report detailing the history of the grants received by the Borough was distributed totaling approximately \$1.3 Million Dollars. She stated that the staff will continue to pursue future grant awards.

POLICE – The Police Report for October 2007 was received and accepted.

PUBLIC WORKS – The Public Works report for October 2007 was received and accepted.

ZONING OFFICER – The Zoning Officer's written report for October 2007 was received and accepted. Jim Kiscaden noted that Page 5 of the detailed permit list was missing.

ENGINEER – The Engineer's report dated November 5, 2007 was received and accepted. It was stated that the Engineer conducts daily site visits and inspections for the Heritage Strasburg Development. The Borough Manager reported that, at least temporarily, the utilities are proposed to come into the Heritage Strasburg Development through Kinder Lane.

TREASURER – Jim Kiscaden made a motion, seconded by Mike Sollenberger and passed unanimously to accept and file for audit the Treasurer's Report for the period ending September 30, 2007.

CONSENT AGENDA: Mike Sollenberger made a motion to approve the following items on the Consent agenda:

PAYMENT OF BILLS IN THE AMOUNT OF \$406,774.51

ACKNOWLEDGEMENT OF TRAILS AT STRASBURG, PHASE 2 EXTENSION OF TIME UNTIL MARCH 28, 2008

STRASBURG BUSINESS PLACE - REDUCTION IN LETTER OF CREDIT

HERITAGE STRASBURG – REDUCTION IN LETTER OF CREDIT

ACCEPTANCE OF PLANNING COMMISSION RESIGNATION – ERIC FRY

Don Bachman seconded the motion. Members Coleman, Sollenberger, Bachman, Potts and D'Alessandro cast assenting votes. Member Kiscaden voted against the motion because he was opposed to the Trails at Strasburg Phase 2 extension. Motion carried.

UNFINISHED BUSINESS:

SUNSHINE CORNERS - INSTALLATION OF A TODDLER-AGE PLAY GARDEN: The Borough Manager stated that during her research into an alternate location for the play garden, she discovered that the Borough is not in compliance with the recorded subdivision plan for the Art Association because the stormwater facilities were not installed as shown on the plan nor redesigned. Representatives from the Art Association stated that they do not plan to expand beyond their existing lease line.

Linda Younger stated that the play garden will not include swings nor jungle gyms but instead is a landscaped area with a track for bicycle riding and a 3-4' high fence colored to blend with the building.

Mayor Ryder stated that the recorded LCAA plan includes parking both in the front circle area and to the rear of the LCAA building. He added that the Borough needs to find out what is needed to come into compliance with the recorded plan.

Don Bachman made a motion, seconded by Penny D'Alessandro and passed unanimously to authorize the staff to investigate, with the assistance of the Solicitor and Engineer, how to change the recorded LCAA subdivision plan.

STORMWATER – BOROUGH ENGINEER'S PROPOSAL: The Borough Manager stated that approval was already given for the Engineer to proceed with this work but she wanted to verify that Council was aware of the cost estimates.

Mike Sollenberger made a motion, seconded by Lee Potts and passed unanimously to acknowledge the HRG proposal in the amount of \$18,800 for additional stormwater engineering to 1) Confirm the Army Corps of Engineer's cost estimates; 2) Confirm that minimal work items can be completed without impacts elsewhere; 3) Prepare recommended construction sequences; and 4) Complete drainage study in the Historic District.

NEW BUSINESS:

STRASBURG COMMUNITY PARK FOUNDATION

REQUEST FOR MATCHING FUNDS FROM RECREATION RESERVE FUND: The Borough Manager stated that this request meets the policy regarding the use of the funds from the Park and Recreation Reserve Fund. Jim Kiscaden made a motion, seconded by Lee Potts and passed

unanimously to approve funds in the amount of \$20,000 to the Strasburg Community Parks Foundation towards the multiuse pavilion. The Borough Manager explained that the funds in this Reserve Fund are paid by developers in lieu of providing parks and open space and is to be used by the municipality, within a designated time period, toward parks and open space.

REVIEW OF LETTER FROM KEYSTONE HOMES – PARK MOWING: The response letter from Robert Weaver of Keystone Custom Homes regarding their damage done to the park when they mistakenly mowed an area of the park was reviewed. Cindy Baker and Barb Rathbone-Frank stated that the Park Foundation has begun the installation of a split rail fence that is being installed with or without the assistance from the Developer to prevent future damages to the Park. Additionally, they reported that an invoice will be provided for the replanting of the trees, treatment of the poison ivy and thistle and re-seeding.

STRASBURG RESTORATION AND PRESERVATION – APPOINTMENT TO COMMITTEE:

The Borough Manager stated that after additional review of Strasburg Restoration & Preservation's request to appoint a HARB member, she discovered that their Urban Enhancement Fund grant application stated that the position would be an appointed Council Member. Penny D'Alessandro stated that it was Strasburg Restoration and Preservation's understanding that it would be a HARB member appointed by Borough Council. After review of the grant application, Jim Kiscaden made a motion to authorize the staff to secure a Borough Council member to fill the Borough Council appointed position on the Strasburg Restoration and Preservation Committee. Don Bachman seconded the motion. Members Coleman, Sollenberger, Bachman, Potts and Kiscaden cast assenting votes. Member D'Alessandro cast a dissenting vote. Motion carried.

275th ANNIVERSARY CELEBRATION-APPROVAL OF CHANGE IN EVENTS: Due to a scheduling conflict, the event scheduled for December 31, 2007 has been changed to a celebration at the Square. Jim Kiscaden made a motion, seconded by Penny D'Alessandro and passed unanimously to approve the New Years Eve Celebration at the Square for December 31, 2007 as part of the 275th Anniversary.

Mayor Ryder stated that at last evening's meeting, the idea of special banners was discussed. Two suggestions were provided, one being either just in the first blocks surrounding the Square and the other to have banners along the length of Main, Miller and South Decatur Streets. Penny D'Alessandro asked if HARB had reviewed the request.

Don Bachman made a motion, seconded by Jim Kiscaden and passed unanimously to approve the idea of pursuing banners for the 275th Anniversary with the understanding that the brackets and banners must be removed within 10 days of the end of 2008, authorizing the staff to check with the utility companies to receive permission to place the brackets on their poles and checking with HARB.

ROUTE 896 AUTHORIZATIONS: Jim Kiscaden made a motion, seconded by Lee Potts and passed unanimously to authorize the President or Vice President of Borough Council to execute and that the Secretary of the Borough be authorized to attest any and all documents which are necessary or appropriate to transfer and/or assign rights-of-way and other interests in real estate which were acquired in the name of the Borough and/or in the name of Strasburg Township in connection with the Route 896 Relocation Project to the Pennsylvania Department of Transportation and to authorize the President or Vice President

of Borough Council to execute and that the Borough Secretary be authorized to attest any and all documents necessary or appropriate to approve the relocation or adjustment of utility facilities in connection with the Route 896 Relocation Project.

ADOPTION OF RESOLUTION #2007-11 - COLLECTION OF MUNICIPAL CLAIMS: The Borough Manager stated that the Borough does not currently have any unpaid municipal claims and that support of this legislation will assist all other Boroughs within the state of Pennsylvania.

Jim Kiscaden made a motion, seconded by Penny D’Alessandro and passed unanimously to adopt Resolution #2007-11 supporting Senate Bill 777 to aid in the collection of unpaid municipal claims.

2008 PRELIMINARY BUDGET: A Preliminary Budget including a .2 tax mill increase was prepared by the staff and submitted to Council. Jim Kiscaden provided a list detailing where he felt \$14,745 in expenses could be deleted from the 2008 Preliminary Budget. The list was previously provided to the Borough Manager and she verified that the changes did not adversely affect the budget. The members completed a detailed review of items proposed to be reduced. It was the consensus to reduce the following General Fund budget line items by the following amounts:

400.310 Solicitor - \$2,000	403.210 Postage - \$100
405.310 Cleaning - \$1,000	405.465 Education Reimbursement-\$166
405.730 Capital Reserve - \$167	407.730 Capital Reserve - \$500
409.730 Capital Reserve - \$3,000	410.740 Capital Reserve - \$1,428
413.460 Meetings - \$200	414.310 Legal - \$1,000
414.315 Map - \$300	414.460 Meetings - \$200
426.184 Part-time Helper - \$150	426.251 2005 Pickup Maint - \$100
426.253 1992 Dumptruck Maint - \$200	426.376 Backhoe Maintenance - \$250
426.420 Dues & Subscriptions - \$50	426.460 Meetings - \$100
431.222 Signs - \$200	431.260 Equipment Maintenance - \$200
452.540 Trash Cans - \$3000	

The Borough Manager stated that the projections will be updated again prior to the December 11, 2007 meeting. With the above-listed agreed upon expense deletions, the Preliminary Budget tax increase was reduced to a .1 mill.

Mike Sollenberger stated that no additional funding is included in this budget toward stormwater improvements, the intersection at Main/Miller/Lancaster nor the improvements to the light at the Square. Mayor Ryder stated that a 5 year plan is needed to see what funding is needed in order to complete these projects. Mayor Ryder suggested following the plan already included in the 2008 Preliminary Budget to have the stormwater improvement engineering completed and then to decide how the town wishes to proceed with making the improvements. Jim Kiscaden suggested that a question regarding the stormwater improvements be placed on the ballot for a decision.

Lee Potts made a motion, seconded by Jim Kiscaden and passed unanimously to approve the 2008 Preliminary Budget with a .1 tax mill increase and authorize the staff to advertise it for public inspection.

TAX LEVY ORDINANCE-AUTHORIZATION TO ADVERTISE: Jim Kiscaden made a motion, seconded by Mike Sollenberger and passed unanimously to authorize the staff to advertise Tax Rate Ordinance 2007-3 setting the tax rate for the Borough of Strasburg at 2.13 mills for 2008.

OTHER BUSINESS: Mike Sollenberger asked for a status regarding members seeking reappointment. The Borough Manager will forward this information to the Personnel Contact.

Mike Sollenberger also asked the status of the Heritage Tourism program. The Borough Manager reported that the last report from the Lancaster County Planning Commission stated that this project was on hold but she will check with them for an update.

Joe Coleman noted that the residents of Shenk Avenue have submitted a petition requesting speed tables. Jim Kiscaden made a motion, seconded by Don Bachman and passed unanimously to submit this request to the Safety Committee for them to review and forward their recommendation to Borough Council.

Penny D'Alessandro asked about considering other engineering and solicitor firms. Jim Kiscaden stated that a RFP should be obtained from both the existing firms and competitive firms. Joe Coleman stated that the existing professionals should not be replaced for large in-process projects. Mike Sollenberger and Joe Coleman asked the Borough Manager to research various issues regarding these appointments.

Don Bachman stated that December 9, 2007 is the annual Pearl Harbor Ceremony to be held at the Square.

CITIZEN'S COMMENTS: Florence Hoogerwerff asked if the Preliminary Budget was available on the website. The Borough Manager stated that an abbreviated version of the budget will be available on the website and at the Borough Office.

Barb Rathbone-Frank stated that she would rather have the quality of life items addressed by the budget rather than cutting the budget to maintain the same tax rate and added that she appreciates the job that is done by the elected officials.

ADJOURNMENT: Jim Kiscaden made a motion, seconded by Lee Potts and passed unanimously to adjourn the meeting at 10:50 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

**STRASBURG BOROUGH COUNCIL
DECEMBER 11, 2007
MINUTES**

Members Present: Joe Coleman Jim Kiscaden
 Michael Sollenberger Don Bachman
 Lee Potts Penny D'Alessandro
 Mary Simmons

Others Present: Bruce L. Ryder, Mayor H. Dale Spaulding
 Lisa M. Boyd, Borough Manager May Gaynor
 F. Steven Echternach, Police Chief Florence Hoogerwerff
 Cindy Hummel, Lancaster Newspapers Steve McDonald

CALL TO ORDER AND PLEDGE TO THE FLAG: President Coleman called the meeting to order at 7:30 P.M., followed by the salute to the flag. President Coleman announced that the meeting is being audiotaped to assist in the preparation of the minutes. The Borough Manager took the roll call.

REQUESTS TO BE HEARD: None.

MINUTES OF NOVEMBER 13, 2007: Jim Kiscaden made a motion to approve the minutes of the November 13, 2007 meeting as printed. Lee Potts seconded the motion. Members Coleman, Kiscaden, Sollenberger, Bachman, Potts and D'Alessandro cast assenting votes. Member Simmons abstained from voting because she was not present for the meeting. Motion carried.

REPORTS:

MAYOR – Mayor Ryder noted that the Route 896 Relocation Project continues to move forward and a final meeting was held with a PennDOT Project Manager. However, the developers have still not yet finalized an agreement with PennDOT for reimbursement of improvements that are directly associated with their developments. Mayor Ryder added that PennDOT will not put the project out to bid until this agreement has been signed and this project needs to keep moving because there is a lot of competition for similar PennDOT projects with limited funding. Based on questions raised by other Council Members, Mayor Ryder stated that if the agreement is not signed in a timely manner and if the funding for the project through PennDOT does not come through that the developers have a requirement to build Historic Drive to Borough specifications and to install a light at North Decatur Street. Mayor Ryder also reported that regarding the utility relocation costs, PPL has offered a choice for the Borough to either 1) pay the fixed amount (approx. \$168,000) up front (does not take into account charge orders) or 2) sign an agreement that we will pay based on a time and material basis. Mayor Ryder suggested choosing the fixed price option because costs are increasing and stated that if the project would get cancelled, this money would be returned. It was the consensus of the members that the Mayor should proceed with the fixed price PPL utility relocation option.

PRESIDENT – The President had no written or verbal report.

MANAGER – In addition to her written report, the Borough Manager reported on the following items:

1. The Reorganization meeting will be held on Monday, January 7, 2008 at 7:30 P.M.

2. The first regular Council meeting in January will be held on January 15, 2008 at 7:30 P.M.
3. The settlement for the Netherlands Inn & Spa did occur this morning.

Jim Kiscaden asked if the Tree Committee membership should be reduced to 5 members because of the difficulty they are having filling the vacancies. Lee Potts stated that 7 members are needed because of the tree plantings.

POLICE – The Police Report for November 2007 was received and accepted. Chief Echternach noted that the officers did an exceptional job with traffic enforcement during the month which was only partially attributed to a \$500 Buckle-Up PA grant received by the Department.

PUBLIC WORKS – The Public Works report for November 2007 was received and accepted.

ZONING OFFICER – The Zoning Officer’s written report for November 2007 was received and accepted. Penny D’Alessandro noted that three certified zoning violation notices were sent during the month and added that she was glad that the ordinance was being enforced more.

ENGINEER – The Engineer’s report dated December 7, 2007 was received and accepted.

Joe Coleman questioned the status of the installation of the boulder wall at the Heritage Strasburg development. The Borough Manager stated that the boulders are on site but the construction on the wall will not begin until the placement of the natural gas lines within the development has been determined. The Borough Manager stated that until the connection to UGI is made, each home will be served by an individual tank. Jim Kiscaden asked if this change as well as the installation of natural gas lines was in violation of their Conditional Use approval because during that process the applicant stated that the homes would be served by tanks buried within the development to serve multiple homes. The Borough Manager stated that this concern as well as the placement of the tanks will be investigated. Jim Kiscaden also asked if the developer does proceed with the natural gas lines if we have an Engineer’s opinion regarding the appropriate size of the gas lines. The Borough Manager stated that a letter from our Engineer is on file regarding both the size of the lines and the placement of tanks.

TREASURER – Jim Kiscaden made a motion, seconded by Mary Simmons and passed unanimously to accept and file for audit the Treasurer’s Report for the period ending October 31, 2007.

CONSENT AGENDA: Jim Kiscaden made a motion to approve the following items on the Consent agenda:

PAYMENT OF BILLS IN THE AMOUNT OF \$106,129.93.

HARB CERTIFICATES OF APPROPRIATENESS – 6 S. DECATUR ST
AND 132 MILLER ST

STRASBURG BUSINESS PLACE - REDUCTION IN LETTER OF
CREDIT IN THE AMOUNT OF \$32,555.16

HERITAGE STRASBURG – REDUCTION IN LETTER OF CREDIT
IN THE AMOUNT OF \$268,388.50

2008 MEETING SCHEDULE – AUTHORIZATION TO ADVERTISE
REAPPOINTMENT OF BOARD MEMBERS

Planning Commission – Ken Johnson – until December 31, 2011

Borough Authority – Ray Reeder – until December 31, 2012

HARB – Steve VanOrmer – until December 31, 2012

Zoning Hearing Board – Joe Hunt – until December 31, 2012

Don Bachman seconded the motion. Members Kiscaden, Simmons, Sollenberger, Bachman, Potts and D'Alessandro cast assenting votes. Member Coleman voted against the motion because he was opposed to reducing letters of credit for partners in a project who are not fully cooperative. Motion carried.

UNFINISHED BUSINESS: Penny D'Alessandro asked the status of the Heritage Tourism Program. The Borough Manager stated that we are anticipating that the LCPC will begin the process in January 2008.

NEW BUSINESS:

STRASBURG RESTORATION AND PRESERVATION – APPOINTMENT TO COMMITTEE:

Mike Sollenberger made a motion to appoint Jim Kiscaden as the Borough Council member to the Strasburg Restoration and Preservation Committee. Lee Potts seconded by motion. Members Coleman, Sollenberger, Bachman, Potts, Simmons and D'Alessandro cast assenting votes. Member Kiscaden abstained from voting. Motion carried.

APPROVAL OF 2008 FINAL BUDGET: Jim Kiscaden made a motion, seconded by Mary Simmons and passed unanimously to approve the 2008 Final Budget dated December 11, 2007.

ENACTMENT OF TAX RATE ORDINANCE 2007-3: Mike Sollenberger made a motion, seconded by Jim Kiscaden and passed unanimously to enact Tax Rate Ordinance 2007-3 setting the tax rate for the Borough of Strasburg at 2.13 mills for 2008.

Member Kiscaden asked that it be noted that this is approximately the fifth lowest tax rate among the 18 Boroughs in Lancaster County.

ENACTMENT OF BUILDING CODE APPEALS BOARD ORDINANCE 2007-4: The Borough Manager stated that establishing an appeals board is a requirement of the Building Code. Penny D'Alessandro made a motion, seconded by Mary Simmons and passed unanimously to enact the Building Code Appeals Board Ordinance 2007-4 which approves and authorizes the Borough to enter into the restated and amended agreement for the establishment of a Central Lancaster County Uniform Construction Code Board of Appeals.

OTHER BUSINESS: Jim Kiscaden expressed his best wishes to member Mary Simmons who has completed her term on the Borough Council and thanked her for her work that she has done for the community over the years. Joe Coleman and other members also expressed their thanks to Mary Simmons for her service.

CITIZEN'S COMMENTS: None.

ADJOURNMENT: Jim Kiscaden made a motion, seconded by Don Bachman and passed unanimously to adjourn the meeting at 8:29 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager