

**STRASBURG BOROUGH COUNCIL
REORGANIZATION MEETING
MINUTES OF JANUARY 7, 2008**

MEMBERS PRESENT: Coleman Kiscaden Bachman
 Sollenberger Potts D'Alessandro

OTHERS PRESENT:

Bruce L. Ryder, Mayor
Lisa M. Boyd, Borough Manager
F. Steven Echternach, Police Chief
Brian Lindsay, Charter Homes
Jamie Brubaker, Charter Homes

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

OATH OF OFFICE: The oath of office was administered by Mayor Bruce Ryder to the following:

RE-ELECTED: Donald Bachman, 4 year term (2011)
 L. James Kiscaden, 4 year term (2011)
 Michael Sollenberger, 4 year term (2011)

Mayor Ryder presented each with a Loyalty Oath Certificate to be signed. The Borough Manager stated that Dale Spaulding is out of town and will be returning at the end of January, at which time he will be sworn in at the next Council meeting.

ELECTION OF OFFICERS:

PRESIDENT OF COUNCIL: Penny D'Alessandro nominated Joe Coleman to the position of President of Council. Don Bachman made a motion to close nominations, seconded by Mike Sollenberger and passed unanimously. With no additional nominations for Council President, President Coleman took his place at the Council table and Mayor Ryder turned the meeting over to President Coleman.

VICE PRESIDENT OF COUNCIL: Mike Sollenberger nominated L. James Kiscaden to the position of Vice President of Council. Don Bachman made a motion to close nominations, seconded by Lee Potts and passed unanimously. With no additional nominations for Council Vice President, Jim Kiscaden was named Vice President.

PRESIDENT PRO TEM: Don Bachman nominated Mike Sollenberger to the position of President Pro Tem. Jim Kiscaden made a motion to close nominations, seconded by Lee Potts and passed unanimously. With no additional nominations for President Pro Tem, Mike Sollenberger was named President Pro Tem.

APPOINT BOROUGH SOLICITOR, BOROUGH ENGINEER, DEPOSITORY OF BOROUGH FUNDS, CONTACTS AND ALTERNATES: A motion was made by Don Bachman, seconded by Lee Potts and passed unanimously to appoint Morgan, Hallgren, Crosswell & Kane as Borough Solicitor; HRG, Inc. as Borough Engineer; Bank of Lancaster County or PNC Bank as depository of Borough Funds; and the following Contacts:

	Public Works	Finance	Personnel
Primary	Jim Kiscaden	Mike Sollenberger	Penny D'Alessandro
Alternate	Don Bachman		Lee Potts

APPOINTMENT OF COUNCIL REPRESENTATIVE TO LAMPETER-STRASBURG RECREATION COMMISSION: Members were asked to consider serving the Borough in this capacity, and for appointment at the next meeting.

APPOINTMENT OF PLANNING COMMISSION MEMBER, HISTORIC ARCHITECTURAL REVIEW BOARD MEMBER AND CITIZEN REPRESENTATIVE TO THE RECREATION COMMISSION: Penny D'Alessandro made a motion to appoint Patty Hunt to the Planning Commission to complete an unexpired term until 12/31/2008, Chris Lainhoff for a 5 year term until 2012 to the Historic Architectural Review Board and Mary Simmons as the Citizen Representative to the Recreation Commission. Don Bachman seconded the motion. Motion carried with members Coleman, Kiscaden, Bachman, Potts and D'Alessandro casting assenting votes. Member Sollenberger voted against the motion because he stated that he was not in favor of appointing Patty Hunt to the position on the Planning Commission due to the misinformation she provided to the Planning Commission two years ago.

HERITAGE STRASBURG LOT ADD-ON PLAN - ACKNOWLEDGE EXTENSION OF TIME UNTIL JUNE 30, 2008: The Borough Manager stated that this is necessary because the current extension expires tomorrow night, January 8, 2008. Jamie Brubaker, Vice President of Charter Homes, stated that this time extension is necessary because of difficulties they have experienced due to varying surveyor information that is shown between their recorded plan and the recorded plans from Stephen Smoker. Mr. Brubaker also agreed to amend their request for an extension of time from June 30, 2008 to April 10, 2008, with the understanding that they would continue to work toward a resolution to this matter but asked Borough Council to consider acknowledging additional extensions if more time is needed in the future.

Jim Kiscaden expressed his concern with the delay of the developers signing the agreement with PennDOT which could cause complications with the Route 896 Relocation Project. Mr. Brubaker stated that it is his understanding that the document with PennDOT has been signed and Mr. Brubaker agreed to provide a copy.

Mike Sollenberger made a motion to acknowledge the Heritage Strasburg Lot Add-On Plan extension of time until April 10, 2008, seconded by Jim Kiscaden and passed unanimously.

OTHER BUSINESS

Penny D'Alessandro expressed her concern regarding the propane gas tanks which are located between the homes in the Charter Homes development, adding that Borough Council had stated during their approval process that nothing was to be placed between the homes and that she felt this is a safety concern. Jim Kiscaden added that he was disappointed that the developer did not do what they had stated and agreed to by placing a centrally-located propane tank within the development with lines to serve the homes. The Borough Manager added that this issue was researched and nothing could be done.

ADJOURNMENT: Mike Sollenberger made a motion, seconded by Lee Potts and passed unanimously to adjourn at 8:23 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

**STRASBURG BOROUGH COUNCIL
JANUARY 15, 2008
MINUTES**

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

Others Present: Bruce L. Ryder, Mayor Ray Garraffa
Lisa M. Boyd, Borough Manager Clair Denlinger
F. Steven Echternach, Police Chief May Gaynor
Christine D. Drennen, Admin. Asst. Stephen Smoker
Cindy Hummel, Lancaster Newspapers Patricia Martin Hunt
Jamie Brubaker, Charter Homes Ken Johnson
Bob Marshall Mary Simmons

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. The Borough Manager stated that member-elect Dale Spaulding is out of town until the end of the month.

REQUESTS TO BE HEARD: Stephen Smoker was present and stated that he has heard some negative information was stated about him over the last few months and that he was present to answer any questions that Borough Council may have of him. He also stated that he believed that Charter Homes was not actively pursuing to fulfill their obligation to complete the land swap and encourages Borough Council to watch their letter of credit, consider withholding permits, etc.

MINUTES OF DECEMBER 11, 2007: Jim Kiscaden made a motion, seconded by Penny D'Alessandro and passed unanimously to approve the minutes of the December 11, 2007 meeting as printed.

REPORTS:

MAYOR – The Mayor stated that he has no new information regarding the Route 896 Relocation Project.

PRESIDENT – The President had no written or verbal report.

MANAGER – The Borough Manager highlighted the following items contained in her written report:

1. A Strategic Planning Meeting is scheduled for January 29, 2008 but she has no specific items for that agenda. Mike Sollenberger suggested discussing some of the items discussed during the 2008 budget process such as the Capital Improvements Program. Mayor Ryder suggested having the 5-year forecast completed before discussing the Capital Improvements Program. Jim Kiscaden made a motion to cancel the meeting that is scheduled for January 29, 2008, seconded by Lee Potts. Members Bachman, Potts and Kiscaden cast assenting votes. Members D'Alessandro, Sollenberger and Coleman cast

dissenting votes. Mayor Ryder cast the deciding vote in favor of the motion to cancel the meeting. Motion carried.

2. The meeting with the LCPC to begin discussing Heritage Communities has been scheduled for February. The Borough Manager and Penny D'Alessandro are available to attend but Lee Potts is unable to attend this meeting. It was the consensus to proceed with the meeting in February as scheduled and that Lee Potts will join in at future meetings.

Joe Coleman asked about the draft Ethics and Anti-Fraud policy that was attached to her report. The Borough Manager stated that this policy was suggested by the auditors for the Council to consider for adoption. She added that the draft was provided to the members for their information and that the draft needs to be reviewed. Joe Coleman suggested changing the reference from clients to residents and verifying that the Borough has jurisdiction to regulate personal relationships. The Borough Manager stated that she will discuss the draft policy with the auditors when they are here next week for the 2007 Audit.

POLICE – The Police Report for December 2007 was received and accepted. Joe Coleman asked the Police Chief if the majority of speeders listed on the report are non-residents and Chief Echternach stated that they were.

PUBLIC WORKS – The statistical information for the Public Works report for December 2007 was received and accepted. The Borough Manager added that due to the Public Works Director being on vacation, the written report will be e-mailed to the members.

ZONING OFFICER – The Zoning Officer's written report for December 2007 was received and accepted. The Borough Manager added that some new property maintenance concerns have been forwarded to the Zoning Officer for follow-up.

ENGINEER – The Engineer's report dated January 11, 2008 was received and accepted.

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

PAYMENT OF BILLS IN THE AMOUNT OF \$238,471.12
HARB CERTIFICATES OF APPROPRIATENESS – 19/21 S DECATUR
ST, 15 MILLER ST AND 11 S DECATUR ST
ADOPTION OF FIRE COMPANY 2008 ACTIVITIES
RESOLUTION 2008-1
ADOPTION OF POLICE PENSION CONTRIBUTION
RESOLUTION 2008-2

Jim Kiscaden seconded the motion. Motion carried with members Coleman, Kiscaden, Sollenberger, Bachman and Potts casting assenting votes. Member D'Alessandro stated that she needed to recuse herself from the vote on 19/21 South Decatur Street.

Joe Coleman questioned the costs for Nextel phones and suggested that the staff shop around for a better price.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

275TH ANNIVERSARY CELEBRATION – SCANNING OF OLD BOROUGH COUNCIL

MINUTES: Mayor Ryder stated that the 275th Anniversary Committee is in favor of supporting this project and added that they plan to seek a sponsor for the approximate \$600.00 cost to scan the bound, handwritten minute books for the years 1816 through 1937. In order to have these antique books scanned, Borough Council needs to grant permission for the books to be scanned at an off-site location who is familiar with working with fragile, historical documents. Mayor Ryder stated that the scanning of documents into digital form is a future requirement that the Borough Manager has been researching. Mayor Ryder added that the minute books beginning with 1938 are in typewritten, non-bound books which can be scanned in-house in the future.

Don Bachman made a motion, seconded by Jim Kiscaden and passed unanimously to allow the minute books from 1816 through 1837 to be sent out of the office to be scanned.

MAIN/MILLER/LANCASTER INTERSECTION – REVIEW OF PLANNING COMMISSION'S RECOMMENDATION :

The Borough Manager stated that Borough Council authorized the Main/Miller/Lancaster Avenue intersection plan be forwarded to all boards for their comment on January 30, 2007. The sketch plan provided combines comments that were submitted by the Tree Committee and HARB and were approved by the Planning Commission. The Borough Manager explained that the only expense that will be paid by the developers, if a signal is warranted when the intersection is re-evaluated by PennDOT, is a standard traffic signal. She added that grants will be sought for the beautification expenses and suggested that a future step will be to obtain a cost estimate for the additional improvements from the Engineer. Penny D'Alessandro expressed her concern with the parking lot at the Swan being such an open area and asked if more of a defined driveway could/would be required because of its close proximity to the intersection. Following discussion, it was the consensus that when the plan is reviewed by PennDOT, they will advise on this matter.

Jim Kiscaden, on behalf of the entire Council, expressed his appreciation for the work that the HARB, Tree Committee and Planning Commission members put into the development of this plan. He added, however, that he did not believe any additional money should be spent, including the engineering to determine a cost estimate for the improvements, until we know that PennDOT has put the 896 Relocation Project out to bid.

Jim Kiscaden made a motion, seconded by Mike Sollenberger and passed unanimously to accept the recommendations of the Planning Commission, HARB and Tree Committee for the Main/Miller/Lancaster intersection as submitted.

SUBDIVISION AND LAND DEVELOPMENT ORDINANCE AMENDMENTS – REVIEW OF PLANNING COMMISSION'S RECOMMENDATION :

The Borough Manager stated that the Planning Commission, HARB and Tree Committee reviewed the Subdivision and Land Development Ordinance for over a year. The requested changes are the changes each board would like updated now with the understanding that the Ordinance will probably be rewritten in a form-based code similar to Pottstown's Ordinance in the future. The Borough Manager suggested that the members review the recommended changes and suggest any additional changes at the next meeting. Jim Kiscaden asked when the Authority is brought into the Subdivision and Land Development process. It was the consensus of the Planning Commission members that the ordinance should require input from the Authority.

It was the consensus of the Borough Council and Mayor to express their appreciation to the members of the Planning Commission for their work that was done reviewing the Subdivision and Land Development Ordinance.

OTHER BUSINESS: Since Jamie Brubaker of Charter Homes and Stephen Smoker were in attendance, Mayor Ryder asked the status of them signing the reimbursement agreement with PennDOT. Mr. Brubaker stated that he anticipates Charter Homes signing the document by the Friday deadline. Mr. Smoker stated that he and the Inn have agreed to sign.

CITIZEN'S COMMENTS: May Gaynor asked if it is possible to receive a free or low-cost approximate cost estimate for the improvements to the Main/Miller/Lancaster Avenue intersection. Stephen Smoker stated that he would look at the plan and provide an approximate cost estimate.

May Gaynor also suggested that the staff check with the auditor before any sections are eliminated from the model fraud policy.

ADJOURNMENT: Jim Kiscaden made a motion, seconded by Don Bachman and passed unanimously to adjourn the meeting at 8:42 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2008 – 8

**STRASBURG BOROUGH COUNCIL
FEBRUARY 12, 2008
MINUTES**

Members Present: Joe Coleman Jim Kiscaden
 Michael Sollenberger Don Bachman
 Penny D'Alessandro Dale Spaulding

Others Present: Bruce L. Ryder, Mayor
 Lisa M. Boyd, Borough Manager
 F. Steven Echternach, Police Chief

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 JANUARY 7, 2008: Mike Sollenberger made a motion, seconded by Jim Kiscaden and passed unanimously to approve the minutes of the January 7, 2008 meeting as corrected.

MINUTES OF JANUARY 15, 2008: Jim Kiscaden made a motion, seconded by Mike Sollenberger and passed unanimously to approve the minutes of the January 15, 2008 meeting as corrected.

REPORTS:

MAYOR – The Mayor stated that he has received the request from the Lancaster County District Attorney requesting the annual contribution towards the Drug Task Force as allocated in the budget to which the Mayor requests that we follow through with that contribution. Jim Kiscaden made a motion, seconded by Mike Sollenberger and passed unanimously to approve the budgeted \$2800 contribution to the Lancaster County Drug Task Force.

The Mayor also reported that the developers did sign the contribution agreement between the three developers and PennDOT for the construction of turn lanes and traffic signal required as a result of their development. Additional discussion regarding the status of the project continued and Mayor Ryder stated that the few remaining items are currently being reviewed by PennDOT and he hopes that the project will be out to bid in a couple of months.

PRESIDENT – The President had no written or verbal report.

MANAGER – The Borough Manager highlighted the following items contained in her written report:

1. She attended a special Lancaster County Commissioner's meeting at the Farm & Home Center where the Sunshine Act was discussed. This meeting gave additional confirmation that the Borough does comply and always strives to comply with the Sunshine Act.

Jim Kiscaden congratulated the Borough Manager for reducing dumpster and cell phone costs. He added that these savings will be necessary because the health insurance increase was greater than expected. The Borough Manager stated that the staff continues to search for cost reductions.

POLICE – The Police Report for January 2008 was received and accepted.

PUBLIC WORKS – The Public Works report for January 2008 was received and accepted.

ZONING OFFICER – The Zoning Officer’s written report for January 2008 was received and accepted.

ENGINEER – The Engineer’s report dated February 7, 2008 was received and accepted.

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

PAYMENT OF BILLS IN THE AMOUNT OF \$59,416.46

HARB CERTIFICATES OF APPROPRIATENESS – 9 EAST MAIN STREET AND
24 MILLER STREET

2007 HISTORIC ARCHITECTURAL REVIEW BOARD YEAR-END REPORT

2007 CIVIL SERVICE COMMISSION REPORT

APPOINTMENTS OF FINANCE CONTACT (JIM KISCADEN) AND REPRESENTATIVE TO
RECREATION COMMISSION (DALE SPAULDING)

BART TOWNSHIP REQUEST TO USE FIRE POLICE

UNFINISHED BUSINESS:

**SUBDIVISION AND LAND DEVELOPMENT ORDINANCE AMENDMENTS –
AUTHORIZATION TO FORWARD TO BOROUGH ENGINEER FOR REVIEW AND
COMMENT:**

It was clarified that these amendments were suggested to amend the ordinance immediately and that a future update is needed to replicate either Pottstown’s design guidelines or form-based codes. The members discussed the amended ordinance and the requirement for a two-lot subdivision being required to go through each of the steps. Penny D’Alessandro stated that there are some sections that she believed needed to be reviewed, specifically citing the reference to describing the property location and neighborhood not being consistent throughout all references.

Mike Sollenberger made a motion to authorize the staff to forward the proposed Subdivision and Land Development Ordinance amendments to HRG for their review and comment. Don Bachman seconded the motion. Motion carried with members Coleman, Kiscaden, Sollenberger, Bachman and Spaulding casting assenting votes. Member D’Alessandro cast a dissenting vote because she believes there are other areas that need to be addressed but added that she understands the reasoning and that the other areas will be discussed after HRG’s review.

Mike Sollenberger offered to meet with Penny D’Alessandro and review her areas of concern.

Dale Spaulding asked if future similar questions could be submitted prior to the meeting to allow other members to familiarize themselves with the specific concern.

NEW BUSINESS:

REDUCTION IN TREE COMMITTEE MEMBERSHIP: Penny D'Alessandro made a motion, seconded by Jim Kiscaden and passed unanimously to reduce the membership of the Tree Committee from 7 members to 5 members.

OTHER BUSINESS: Penny D'Alessandro stated that she read in the newspaper that Towns Edge Shopping center reimburses Quarryville Borough for police protection through an agreement and suggested that this issue be researched and considered for future development along Historic Drive. Chief Echternach clarified that this reimbursable contracted police coverage is because the shopping center is located in East Drumore Township. He added that such reimbursable coverage is only applicable if the Strasburg Police were contracted to patrol outside of Strasburg Borough.

CITIZEN'S COMMENTS: None.

ADJOURNMENT: Jim Kiscaden made a motion, seconded by Dale Spaulding and passed unanimously to adjourn the meeting at 8:20 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2008 – 11

**STRASBURG BOROUGH COUNCIL
MARCH 11, 2008
MINUTES**

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

Others Present: Bruce L. Ryder, Mayor Ray Garraffa
 Lisa M. Boyd, Borough Manager May Gaynor
 F. Steven Echternach, Police Chief Lloyd Smucker
 Cindy Hummel, Lancaster Newspapers Holly Lyrstis

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 FIRE COMPANY ANNUAL REPORT: Rick Wentz, Fire Chief of Strasburg Fire Company #1, was in attendance and reviewed their 2007 annual report. He stated that in 2007, Strasburg Borough was the municipality in which they had the highest property value loss (32 West Main Street). Mr. Wentz added that the fire company has an excellent working relationship with the Police Department. Joe Coleman asked if they invoice insurance companies and Mr. Wentz stated that they had investigated that option but do not. In response to a question about volunteers, Mr. Wentz and Mr. Kiscaden stated that about half of their volunteers reside in Strasburg Borough. Joe Coleman thanked the Fire Company and stated that Strasburg is very lucky to have dedicated volunteers. Bruce Ryder also offered his thanks and stated that for two emergencies near his home, the fire company had a quick response and were very professional. Jim Kiscaden expressed his concern that 71% of people in their coverage area do not monetarily contribute to support the volunteer fire department. Dale Spaulding asked who determines fire department coverage areas and Jim Kiscaden answered that it is decided by municipalities.

MINUTES OF FEBRUARY 12, 2008: Dale Spaulding made a motion to approve the minutes of the February 12, 2008 meeting as printed. Jim Kiscaden seconded the motion. Members Coleman, Kiscaden, Sollenberger, Bachman, D'Alessandro and Spaulding cast assenting votes. Member Potts abstained from voting because he was not in attendance at the meeting.

REPORTS:

MAYOR – The Mayor stated that in a PennDOT article in Sunday's paper it mentioned the Route 896 Relocation project, which is the first that it was recognized as a PennDOT project. Right-of-way clearance has been obtained for the project. Outstanding items include utility clearance and finalization of the utility reimbursement agreement. However, an additional review not anticipated by PennDOT required unbudgeted formatting changes to the plan which will be resubmitted next week. In summary, Mayor Ryder stated that after the utility clearance and final approval of the plan will complete the Borough's role in the project.

2008 – 12

PRESIDENT – The President had no written or verbal report.

MANAGER – The Borough Manager highlighted the following items contained in her written report:

1. The Borough, on behalf of HARB, was approved as a Certified Local Government.
2. The Tree Committee asked her to report that there are tree seedlings available through the Lancaster Conservation District for a low cost.
3. The next Regional Joint Planning Commission meeting will be held on Tuesday, March 18, 2008, here at our office. Agenda items include presentations of the Envision and Heritage Byways programs and they will discuss one of the implementation steps - the Environmental Advisory Council.

Penny D'Alessandro asked about the new Right to Know Law and specific exceptions, questioning when a draft document becomes a public record. It was the consensus that items such as policies are draft until they are approved. Jim Kiscaden reviewed the process for adopting Ordinances, stating that they are available to the public after the Council authorizes them to be advertised, at which time they are open for public inspection prior to being enacted. Jim Kiscaden added that this process for enacting ordinances, which follows the Borough Code, has always been Strasburg Borough's adoption procedure for as long as he can remember. Bruce Ryder clarified that the new law is not changed in that draft ordinances, prior to being advertised, are considered pre-decisional and is excluded.

POLICE – The Police Report for February 2008 was received and accepted. Chief Echternach highlighted that four officers donated 24 hours of service to assist with security and traffic at the recent fire company sale. He added that this was the fire company's second year at their new location and went much better this year and was thankful to the sale committee and fire company for their cooperation.

PUBLIC WORKS – The Public Works report for February 2008 was received and accepted.

ZONING OFFICER – The Zoning Officer's written report for February 2008 was received and accepted.

ENGINEER – The Engineer's report dated March 5, 2008 was received and accepted.

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 \$121,760.22

HARB CERTIFICATES OF APPROPRIATENESS – 103 MILLER ST, 320 MILLER ST AND
336A MILLER ST

ACKNOWLEDGEMENT OF TRAILS AT STRASBURG PHASE II

EXTENSION OF TIME UNTIL JUNE 27, 2008

HERITAGE STRASBURG REDUCTION IN LETTER OF CREDIT IN
THE AMOUNT OF \$64,551.65

UNFINISHED BUSINESS: None.

NEW BUSINESS:

REVIEW OF L-S YMCA PLANS: Joe Coleman stated that the plans were in the office and available for review prior to the meeting. Ray Garraffa, a member of the Committee, stated that these plans are 50% plans and that they anticipate 80% plans by mid April and they anticipate groundbreaking in the Spring. Mr. Garraffa added that the capital fundraising campaign to residents will begin soon. The

Borough Manager added that feedback and comments are requested to the Building Committee by April 1, 2008.

ADOPTION OF RESOLUTION #2008-1 – PARTICIPATION IN THE PA CAPITAL CITY AUTOMOTIVE AND EQUIPMENT CONTRACT FOR BIDDING OF DUMP TRUCK:

Joe Coleman stated that this resolution is needed to participate in a contract which will provide additional cost savings to purchase the dump truck that was previously approved in the budget. The Borough Manager stated that the staff is comparing three co-op prices and the final prices will be brought back to Borough Council once they have been formalized. Jim Kiscaden made a motion, seconded by Mike Sollenberger and passed unanimously to adopt Resolution 2008-1 which allows the Borough of Strasburg to participate in the PA Capital City Automotive and Equipment Contract for the purchase of the Dump Truck.

REVIEW AND DISCUSSION REGARDING STORMWATER PROPOSAL -BOROUGH

PROPERTY: Joe Coleman reviewed the Borough Manager's summary regarding this issue stating that according to the Art Association Lease from 1997, the Borough was responsible to install a stormwater basin, which was never done. In order to come into compliance with this requirement, an engineering stormwater study is necessary to determine if the basin in the Community Park is sufficient to handle the Borough's stormwater. A proposal in the amount of \$6,800 plus \$300 for reimbursable expenses was received from HRG, Inc.

It was the consensus of the members to have the Borough Manager obtain engineering proposals from other firms to complete a stormwater study of the Borough and Park property to determine if the pond located in the Community Park is sufficient to handle the Borough's stormwater and thereby confirming if the stormwater basin needs to be installed as shown on the land development plan of the Lancaster County Art Association to the rear of the Art Association on the Borough's Property.

OTHER BUSINESS: None.

CITIZEN'S COMMENTS: Lloyd Smucker, West Lampeter Township Supervisor, introduced himself and stated that he is a Senate candidate.

ADJOURNMENT: Don Bachman made a motion, seconded by Lee Potts and passed unanimously to adjourn the meeting at 8:30 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2008 – 14

**STRASBURG BOROUGH COUNCIL
APRIL 8, 2008
MINUTES**

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

Others Present: Bruce L. Ryder, Mayor Richard Waller
 Lisa M. Boyd, Borough Manager Denise Waller
 F. Steven Echternach, Police Chief May Gaynor
 Christine Drennen, Admin. Asst. Clair Ranck
 William C. Crosswell, Solicitor Stephen Smoker
 Cindy Hummel, Lancaster Newspapers Patricia Hunt
 Mark Johnson, RGS Associates
 Robert Weaver, Keystone Custom 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:

BRAD LEFEVER – TROOP 56 – EAGLE SCOUT PROJECT: Brad Lefever, of Boy Scout Troop 56, was in attendance to obtain Council’s position regarding a proposed Eagle Scout Project. Mr. Lefever is proposing to place one or more welcome signs at the entrances of the Borough with medallions listing the organizations in town to be attached, with the medallions to be supplied by the various organizations. He also added that the sign(s) would be landscaped and would be constructed of weatherproofed wood and is similar to a sign he has seen in East Petersburg. He plans to work on the project in the Summer. It was the consensus of the Council to allow Mr. Lefever to proceed with his planning for this project and to come back to a future meeting for final approval.

Patty Hunt thanked Council for allowing her to discuss PA167 at a previous meeting and added that she knows that this cannot yet be applied to Strasburg but that she is concerned with preserving wetlands.

May Gaynor stated that she is not in favor of the Trails Phase II plan and stated that this does not reflect well on the developer, Keystone Custom Homes. She asked Council to consider that additional stormwater will run into this proposed development area.

TRAILS AT STRASBURG PHASE II PRELIMINARY PLAN: Robert Weaver, representing Keysone Custom Homes, and his engineer, Mark Johnson of RGS Associates, were in attendance to review and answer questions regarding the Trails at Strasburg Phase II Plan.

2008 – 15

Attorney Crosswell stated that the proposed conditions are essentially the same conditions that were reviewed at the March 3, 2008 Planning Commission meeting and asked Mr. Weaver if the conditions were acceptable, to which he agreed.

Lee Potts stated that the cost to fight this development could be \$25,000 to \$50,000 and that the final decision is unknown. Council members were also advised that if they approve the preliminary plan, the 36 proposed conditions would apply if they are accepted by the applicant; if they do nothing, the application will be deemed approved on June 28, 2008 without conditions; if the plan is denied, a lawsuit would have to be defended.

Penny D'Alessandro asked if the developer had obtained its Erosion and Sedimentation approval and Mr. Weaver stated that they do not yet have the approval but do expect it soon. Jim Kiscaden asked if the houses would have basements to which Mr. Weaver and Mr. Johnson stated that they would have basements. Mr. Kiscaden added that the residents of Sunset Avenue do not want the street to be a through street. Mr. Johnson stated that this plan is in compliance with previous direction provided to them by Borough Council.

Jim Kiscaden and Mike Sollenberger stated that they do not like the plan as proposed but that the developer appears to meet all of the requirements of the ordinances with this plan.

In response to concerns expressed by several Council members, Attorney Crosswell stated that the conditions require disclosure of information from the developer to the purchasers of the lots in the Trails at Strasburg Phase II development.

Mike Sollenberger made a motion to approve the Trails at Strasburg Phase II Preliminary plan subject to the 36 conditions prepared by the Borough Solicitor. Joe Coleman seconded the motion. Members Coleman, Sollenberger, Potts, Spaulding and D'Alessandro cast assenting votes. Members Kiscaden and Bachman cast dissenting votes. Motion carried. Member Bachman asked how the Army Corps of Engineers can guarantee the preservation of the head waters.

Mike Sollenberger stated that since disclosure by the developer to the purchaser is required for Phase I, this should be audited to verify compliance.

MINUTES OF MARCH 11, 2008: Jim Kiscaden made a motion, seconded by Dale Spaulding and passed unanimously to approve the minutes of the March 11, 2008 meeting as printed.

REPORTS:

MAYOR – The Mayor stated that he has been advised that PennDOT has begun drafting the bid documents for the Route 896 Relocation Project.

PRESIDENT – The President had no written or verbal report.

MANAGER – The Borough Manager highlighted the following items contained in her written report:

1. The next Joint Planning Commission meeting will be held at Strasburg Township on Tuesday April 15, 2008 at 7:30 p.m.

2008 – 16

2. The transfer of the water and sewer properties to the ownership of the Authority has just been completed.

3. A Lancaster County Planning Commission Regional breakfast will be held at the Gap Diner on April 23, 2008.

Based on a question from Mike Sollenberger, the Borough Manager stated that the Audit is planning to attend either the April 29th or May 13th meeting to review the 2007 Audit.

POLICE – The Police Report for March 2008 was received and accepted. Chief Echternach complimented his officers for a fine job done during the month, noting that a \$500 grant was received for traffic enforcement. He also reported that a training exercise involving the fire company, police agencies, medical services and the County's command vehicle will be held on Thursday May 8th from 7 a.m. to 3 p.m. and on May 10th for the fire department at 10/12 Funk Street because the First Presbyterian Church is razing the structure.

PUBLIC WORKS – The Public Works report for March 2008 was received and accepted.

ZONING OFFICER – The Zoning Officer's written report for March 2008 was received and accepted. Penny D'Alessandro and Joe Coleman expressed their displeasure in the demolition of the home at 10/12 Funk Street by the First Presbyterian Church. It was explained that our Ordinance contains no provisions to deny a demolition outside the Historic District. Bruce Ryder stated that ordinance revisions should be suggested if Council does not agree with provisions contained in our Ordinances. Jim Kiscaden asked the Borough Manager to obtain a status report on the Amish Lanterns Motel's progress to rectify their violations.

ENGINEER – The Engineer's report dated April 4, 2008 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, 2008.

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 \$136,837.32

HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF

APPROPRIATENESS – 140 WEST MAIN ST, 213 WEST MAIN ST,
135 EAST MAIN ST & BANNERS

UNFINISHED BUSINESS:

Penny D'Alessandro asked the status of the inspection of rental properties. The Borough Manager stated that an ordinance update is necessary to implement this, and that ordinance is currently on the Capital Improvements Program to be updated in 1-2 years.

NEW BUSINESS:

ST. MICHAEL'S LUTHERAN CHURCH, 40 EAST MAIN ST – ADDITION

HARB CERTIFICATE OF APPROPRIATENESS: The Borough Manager stated that since this item was tabled at the April 7, 2008 HARB meeting, no action is required at this time.

WAIVER OF LAND DEVELOPMENT REQUEST: Don Bachman made a motion, seconded by Mike Sollenberger and passed unanimously to accept the recommendation of the Planning Commission to approve the Land Development waiver request for St. Michael's Evangelical Lutheran Church at 40 East Main Street for an addition not to exceed 730 square feet, conditioned upon the applicant installing the stormwater infiltration trench as indicated.

Joe Coleman stated that he has received a lot of comments from residents who are concerned with this proposed addition. Mr. Smoker stated that he is aware of these concerns but added that the church needs the addition to become more handicapped sensitive.

SUSAN AVENUE CONNECTION DISCUSSION: Jim Kiscaden made a motion to abandon the pursuit of the Susan Avenue connection. The motion was seconded by Penny D'Alessandro. Mike Sollenberger noted that the Borough still has 2 years remaining in the agreement to decide if this connection should be pursued and that no action is required at this time. Bruce Ryder suggested that no action be taken until the Sunset Avenue connection is secured with a final plan for Phase II. Member Kiscaden cast an assenting vote. Members D'Alessandro, Potts, Sollenberger, Bachman, Spaulding and Coleman cast dissenting votes. Motion failed.

AUTHORIZATION TO PROCEED WITH BIDDING OF 2008 PAVING PROJECT: Jim Kiscaden made a motion, seconded by Dale Spaulding and passed unanimously to authorize the staff to proceed with the bidding of the 2008 Paving Project which includes Sunset and Mindy Avenues. The Borough Manager added that if, due to high costs, only one street can be paved in 2008, the street to be paved will be Mindy Avenue.

Concern was expressed by members that if the Trails Phase II is approved that the developer will use the newly paved Sunset Avenue as a construction access. The Borough Manager added that a condition can be added to require the developer to not use the existing Sunset Avenue as the construction access.

RATIFY AND CONFIRM SUBMISSION OF 275TH ANNIVERSARY CELEBRATION DCED GRANT APPLICATION AND ADOPTION OF GRANT RESOLUTION 2008-4: Jim Kiscaden made a motion, seconded by Don Bachman and passed unanimously, to ratify and confirm the submission of the 275th Anniversary Celebration DCED Grant and adopt the grant Resolution # 2008-4.

SATELLITE DISHES – PROCEED WITH ENFORCEMENT: Penny D'Alessandro made a motion, seconded by Joe Coleman and passed unanimously to authorize the Zoning Officer to proceed with enforcement regulating the placement of satellite dishes within the Historic District, as recommended by HARB and as allowed by FCC Regulations.

SAFETY COMMITTEE RECOMMENDATIONS – SPEED TABLES, PEDESTRIAN SIGNS &

TRAFFIC COUNTERS: The Borough Manager reviewed the recommendations of the Safety Committee regarding the placement of speed tables, pedestrian signs and traffic counters.

Speed Tables - Mike Sollenberger made a motion, seconded by Dale Spaulding and passed unanimously to authorize the staff to proceed with securing bids for the installation of speed tables on Shenk Avenue.

Pedestrian Signs - Joe Coleman made a motion to pursue obtaining four pedestrian crossing signs which, as they become available, can be borrowed free from PennDOT, to have the Police Department choose the days to be used and for the signs to be slid off to the side of the road when not in use and to have the Public Works Department staff remove the signs during long non-use times, to have the signs placed on and off the roadway either by Police Department or Public Works Department staff during normal working hours. Jim Kiscaden seconded the motion. Members Coleman and Sollenberger cast assenting votes. Members Potts, Kiscaden, Bachman, Spaulding and D'Alessandro cast dissenting votes. Motion failed.

Penny D'Alessandro made a motion to go on the waiting list to borrow one pedestrian crossing sign from PennDOT on a trial basis, with the Safety Committee to decide the placement of the sign. Mike Sollenberger seconded the motion. Members Coleman, Sollenberger, Bachman and D'Alessandro cast assenting votes. Members Potts, Kiscaden and Spaulding cast dissenting votes. Motion carried.

Mayor Ryder stated that he was concerned that the borrowed signs could be stolen, in which case the Borough would have to replace them. Jim Kiscaden stated that he was concerned that drivers would be unaware that they do not need to stop, which is different from New Jersey and Maine.

Traffic Counter – Bruce Ryder stated that in addition to providing traffic count information, the traffic counter can provide reports containing useful information to be used to target areas for traffic enforcement. Don Bachman made a motion, seconded by Lee Potts and passed unanimously to authorize the purchase of a used traffic counter at a cost of \$1,500 with \$500 each to be paid from the Police Department Equipment, Public Works Equipment and Liquid Fuels Funds.

Policy for Speed Table Consideration – The Borough Manager recommended that Borough Council adopt a policy similar to the policy of several other municipalities that for future speed table requests, a petition signed by the majority of the residents on the street is required.

Penny D'Alessandro made a motion to adopt a policy for future speed table requests requiring a petition to be signed by the majority of the residents on the street. The motion died for lack of a second.

AWARD BID FOR PURCHASE OF 2008 PUBLIC WORKS DUMP TRUCK AND

AUTHORIZATION TO SELL 1992 DUMP TRUCK: Jim Kiscaden made a motion, seconded by Mike Sollenberger and passed unanimously to award the bid for the 2008 Public Works dump truck to Hondru Fleet Phillips Ford for the XL Ford truck in the amount of \$33,236

and to Lancaster Truck Bodies for the aluminum bed including plow and spreader in the amount of \$27,221 for a total of \$60,457 and to authorize the staff to advertise the sale of the 1992 dump truck.

OTHER BUSINESS:

HERITAGE STRASBURG LOT ADD-ON PLAN - ACKNOWLEDGE EXTENSION OF TIME UNTIL MAY 14, 2008: The Borough Manager noted that the current extension of time in which the Borough is required to act expires on April 10, 2008.

Jamie Brubaker, Vice President of Charter Homes, was in attendance and stated that the delay is caused by an unexpected discrepancy on survey plans in which their survey does not match with the survey shown on the Strasburg Business Place plan. Mr. Brubaker stated that under the terms of the agreement, Charter Homes is responsible to bear the cost to complete the land swap and added that Charter Homes is willing to survey the Smoker property, with Mr. Smoker's permission, in order to wrap up the survey discrepancy issue and to certify the conditions as they currently exist. Stephen Smoker was also in attendance at the meeting and he agreed to grant Charter Homes permission to enter his property in order to complete the survey.

Jim Kiscaden made a motion, seconded by Dale Spaulding and passed unanimously to acknowledge the Heritage Strasburg Lot Add-On Plan extension of time until May 14, 2008.

Mike Sollenberger commented on the potholes that exist on Historic Drive, noting that they had been previously filled with crushed stone but asked that they now be filled with blacktop. Mr. Brubaker stated that after the paving season begins on April 15, 2008, they will install some hot mix into the potholes.

CITIZEN'S COMMENTS: May Gaynor encouraged the members to read the minutes from 2001 regarding the crossing of the wetlands.

Joe Coleman announced that he will be resigning as President of Borough Council effective at the time of tonight's meeting adjournment.

ADJOURNMENT: Jim Kiscaden made a motion, seconded by Don Bachman and passed unanimously to adjourn the meeting at 10:55 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2008 – 20

**STRASBURG BOROUGH COUNCIL
APRIL 29, 2008
MINUTES**

Members Present: Jim Kiscaden Michael Sollenberger
 Don Bachman Penny D'Alessandro
 Dale Spaulding Lee Potts

Others Present: Bruce L. Ryder, Mayor May Gaynor
 Lisa M. Boyd, Borough Manager Tony D'Alessandro
 Cindy Hummel, Lancaster Newspapers

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

ACCEPTANCE OF BOROUGH COUNCIL PRESIDENT'S RESIGNATION: Mike Sollenberger made a motion, seconded by Don Bachman and passed unanimously to accept the resignation of Joe Coleman from Borough Council, with regret.

APPOINTMENT OF BOROUGH COUNCIL PRESIDENT: Mike Sollenberger made a motion, seconded by Dale Spaulding and passed unanimously to nominate Jim Kiscaden to the position of President. Dale Spaulding made a motion, seconded by Mike Sollenberger and passed unanimously to close the nominations for the position of Council President.

Lee Potts made a motion, seconded by Dale Spaulding and passed unanimously to nominate Mike Sollenberger to the position of Vice President. Lee Potts made a motion, seconded by Don Bachman and passed unanimously to close the nominations for the position of Council Vice President.

Members Lee Potts and Dale Spaulding were nominated as Pro Tem. Both members declined the nomination. The appointment of the Pro Tem was deferred to a future meeting.

REQUEST FROM STRASBURG TOWNSHIP FOR LETTER OF SUPPORT FOR DCNR GRANT APPLICATION AND/OR FINANCIAL SUPPORT FOR COMMUNITY PARK: Lee Potts made a motion, seconded by Penny D'Alessandro and passed unanimously to send a letter of support and contribute \$5,000 to Strasburg Township in support of their community park.

Mike Sollenberger suggested that a donation to the Lancaster YMCA be made in the amount of \$50,000. Dale Spaulding provided an overview of the financial status of the YMCA and added that a funding decision should be considered soon because the YMCA needs to have 80% of their funding in the form of pledges by the middle of June in order to obtain their bank loan.

The Borough Manager reported that the fee paid in lieu of providing park and open space that the \$20,000 was paid in 2005 by Keystone Homes for the Trails at Strasburg development was given to the Strasburg Community Park Foundation as matching money for their pavilion and was spent within the 3 year time period. Additionally, the Borough Manager reported that \$17,046 was paid by Keystone for Trails at Strasburg Phase II which needs to be used on parks and open space within the Borough by 2009. Lastly, she explained that the \$37,200 that was paid by Charter Homes granted the Borough a waiver that eliminated the time in which to use the funds and stated that it can be spent for projects outside the Borough. An additional \$74,000 is expected from Charter Homes for Heritage Strasburg Phase II.

Bruce Ryder stated that he is unaware of other recreation projects within the Borough with which these funds could be used for and added that he is also unaware of available vacant land that could be purchased to build additional parks.

It was the consensus that this item should be discussed at the May 13, 2008 meeting and to invite a representative from the YMCA to that meeting to provide an update on their financial commitments.

CITIZEN'S COMMENTS: May Gaynor suggested that Penny D'Alessandro be considered as Pro Tem since she has served on the Joint Planning Commission and Borough Council.

May Gaynor suggested that she believed the citizens should be surveyed to determine how the fees paid in lieu of providing park and open space funds could/should be used. Mike Sollenberger and Jim Kiscaden stated that the annual newsletter will be sent out in June and this item could be included.

Bruce Ryder stated that he will be out of town for the May 13, 2008 meeting and provided the following update on the Route 896 Relocation Project: The utility companies have received notice to proceed with relocating their utilities (our invoice from PP&L will be received soon), PennDOT has established their internal schedule to complete the bid by the end of June, bidding during July-September and hopefully award mid September 2008. The schedule for the contractor mobilization is unknown.

ADJOURNMENT: Mike Sollenberger made a motion, seconded by Lee Potts and passed unanimously to adjourn the meeting at 8:05 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2008 – 22

**STRASBURG BOROUGH COUNCIL
MAY 13, 2008
MINUTES**

Members Present: Jim Kiscaden Michael Sollenberger
 Don Bachman Penny D’Alessandro
 Dale Spaulding Lee Potts

Others Present: Lisa M. Boyd, Borough Manager Florence Hoogerwerff
 F. Steven Echternach, Police Chi Carol Good
 Christine Drennen, Admin. Asst. Dale Kaufman
 Cindy Hummel, Lancaster Newspaper Patricia Martin Hunt
 Ron Horton, Arro Group Joe Orndorff
 Jamie Brubaker, Charter Homes Cindy Baker
 Mark Zettlemoyer, Reinsel Kuntz Lesher May Gaynor

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

LAMPETER-STRASBURG YMCA UPDATE – JEFF KENDERDINE: Jeff Kenderdine of the YMCA presented a short power point presentation regarding the YMCA. The cost to construct the Lampeter-Strasburg YMCA is estimated at \$9.5 million, which includes the indoor and outdoor pools, a full-sized gym, weight room, offices and a child watch area. He stated that the pools will be the home of a school district swim team but that at least two lanes will be available for the public at all times except during swim meets. He also reviewed the funding for the project stating that the YMCA contributed 1 million, 4 million in long term financing through the YMCA, 2 million received through a state grant and met the financial pledges to continue with the June 1, 2008 groundbreaking. The next financial landmark is August 1, 2008, at which time they will determine if enough capital has been raised to start construction on the outdoor pool on time in order to be open when the facility opens for Summer 2009. Mr. Kenderdine also explained membership fees and added that residents of the Lampeter-Strasburg School District will receive a 15% discount.

Penny D’Alessandro stated that she supports the Y programs but that she would rather see the funds used for items such as mini parks (like found in Europe and China), a memorial park to be created in the circle in the front of the municipal office that would contain the memorials currently at the Square, added benches and trees around the pond, upgrading the restrooms at the Tinney Pavilion and designating areas on the official map as parkland so if they become available we can consider purchasing them for parkland. Mike Sollenberger added that an additional project would be to complete the sewer line from the Jaycee Park to the Trails at Strasburg Development.

Jim Kiscaden stated that since the next landmark time for the Y isn't until August 1, Council should gather input from the citizens on how to use the funds paid by the developer in lieu of providing park and open space, and suggested the appointment of an ad-hoc committee to review Penny D'Alessandro's suggestions to determine costs.

REVIEW OF 2007 BOROUGH AUDIT – MARK ZETTLEMOYER: Mark Zettlemoyer, representing the Borough's auditing firm, Reinsel Kuntz Leshner LLP, was in attendance and reviewed the Annual Audit and Financial Report for the period ending December 31, 2007. In summary, Mr. Zettlemoyer stated that the Borough is in a pretty good financial position, they became aware of no compliance violations during their audit and that the Borough is managing their finances appropriately and has adequate reserves available. Mr. Zettlemoyer also reviewed the Report to Members of Borough Council dated May 13, 2008, and stated that it is not cost beneficial for a municipality this size to hire additional staff members to address the segregation of duties. He did encourage Council members to continue to have a good annual budget, compare the budget to actual expenses, review cash disbursements, verify if fidelity bonding is sufficient, verify if a policy rider is in place to cover investigative costs and review bank statements.

BRAD LEFEVER – TROOP 56 – EAGLE SCOUT PROJECT: Brad Lefever, of Boy Scout Troop 56, was in attendance to provide additional information about the signs he initially presented to Borough Council at their meeting on April 8, 2008. He is proposing an 8' x 4' sign constructed from cedar with green & gold letters stating "Welcome to Strasburg Borough" attached to two 4' x 4' cedar beams with decorative balls to advertise local organizations. Mr. Lefever added that the area of the sign will be mulched and landscaped. The exact location of the sign needs to be finalized because the area suggested by Mr. Lefever is outside of the Borough boundaries. President Kiscaden suggested Mr. Lefever work with the Borough Manager on the location and size of the sign.

SQUARE BEAUTIFICATION BY TREE COMMITTEE – DALE KAUFMAN: Dale Kaufman, representing the Shade Tree Committee, was in attendance and reviewed the Committee's plans to improve and maintain the planting areas and hanging baskets at the Square. He added that they hope to add raised planters next year and provide recommendations regarding benches in the future.

Dale Spaulding made a motion, seconded by Penny D'Alessandro and passed unanimously to authorize the Tree Committee to proceed with the beautification and maintenance of the planting pockets at the square utilizing the budgeted funds when necessary.

MINUTES OF APRIL 8 AND APRIL 29, 2008: Mike Sollenberger made a motion, seconded by Penny D'Alessandro and passed unanimously to approve the minutes of the April 8 and April 29, 2008 meetings as printed.

REPORTS:

MAYOR – The Mayor was not in attendance and did not submit a written report.

PRESIDENT – The President had no written or verbal report.

2008 – 24

MANAGER – The Borough Manager highlighted the following items contained in her written report:

1. Information to be included in the newsletter is to be submitted by June 2.
2. The Fire Company LCFA Convention parade will be held on Saturday, June 7th beginning at 2:00 p.m. with the parade route being 741 the whole length of the Borough.

POLICE – The Police Report for April 2008 was received and accepted. Chief Echternach reported that the SERT Training Exercise held on May 8, 2008 was a great success.

PUBLIC WORKS – The Public Works report for April 2008 was received and accepted.

ZONING OFFICER – The Zoning Officer's written report for April 2008 was received and accepted.

ENGINEER – The Engineer's report dated May 8, 2008 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 April 30, 2008.

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 \$709,548.95

HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF

APPROPRIATENESS – 104 MILLER STREET, 242 MILLER STREET AND
317 MILLER STREET

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

ADOPTION OF CHECK SIGNER RESOLUTION #2008-4

UNFINISHED BUSINESS:

APPOINTMENT OF BOROUGH COUNCIL MEMBER AND ADOPTION OF RESOLUTION

#2008-5: Due to the resignation of Joe Coleman, nominations were requested to appoint a member to complete his unexpired term until the first Monday in January 2010.

Mike Sollenberger made a motion which was seconded by Dale Spaulding to appoint Cindy Baker to Borough Council.

Don Bachman made a motion which was seconded by Penny D'Alessandro to appoint Patty Hunt to Borough Council.

Mike Sollenberger made a motion, seconded by Lee Potts and passed unanimously to close the nominations for the appointment of a Borough Council member.

Both nominees were in attendance and had submitted letters expressing their interest in this position.

A vote was taken with members Potts, Spaulding, Kiscaden and Sollenberger casting votes to appoint Cindy Baker. Members Bachman and D'Alessandro cast votes to appoint Patty Hunt.

Dale Spaulding made a motion, seconded by Penny D'Alessandro and passed unanimously to adopt Resolution #2008-5 which appoints Cindy Baker to fill the unexpired term of Joe Coleman until the first Monday in January 2010.

APPOINTMENT OF PRESIDENT PRO-TEM: Mike Sollenberger made a motion, seconded by Penny D'Alessandro and passed unanimously to appoint Don Bachman as the President Pro-tem of Borough Council.

NEW BUSINESS:

CHARTER HOMES AT STRASBURG/HISTORIC PROPERTIES PARTNERS LOT ADD-ON

Jamie Brubaker, Vice President of Charter Homes, was in attendance and stated that the re-surveying was completed to the Borough Engineer's satisfaction. The Borough Manager reported that the Engineer has submitted a clean review letter with the exception of minor housekeeping items and that she met with Stephen Smoker and that he is willing to sign the plans.

ACTION ON MODIFICATION REQUESTS: Mike Sollenberger made a motion, seconded by Don Bachman and passed unanimously to approve the following modifications to the Charter Homes at Strasburg/Historic Properties Partners Lot Add-On plan as recommended by the Planning Commission: 1) Existing Contours Section 402.03.1, 2) Existing Utilities Section 402.03.4(2), 3) Existing Utility Easements Section 402.03.4(3), 4) Existing Street Centerlines Section 403.04.1 and 5) Existing trees greater than 6 inch caliper Section 402.03.6 be granted subject to the five conditions prepared by the Borough Solicitor.

ACTION ON FINAL PLAN: Mike Sollenberger made a motion, seconded by Don Bachman and passed unanimously to approve the Lot Add-On Plan for Charter Homes at Strasburg, Inc. and Historic Properties Partners, L.P. prepared by Alpha Consulting Engineers, Inc. dated July 23, 2007, last revised May 7, 2008 subject to the five conditions prepared by the Borough Solicitor.

CABLE FRANCHISE – AUTHORIZATION TO ADVERTISE ORDINANCE #2008-1: Mike Sollenberger made a motion, seconded by Lee Potts and passed unanimously to authorize the staff to advertise the Cable Franchise Ordinance for public inspection and to advertise the public meeting at which the ordinance might be considered for adoption.

Penny D'Alessandro questioned the term of the agreement and Jim Kiscaden asked the Borough Manager to verify with the Solicitor if a clause could be included to automatically increase the fee when the maximum allowable fee is increased by legislation.

FIRE COMPANY REDUCTION IN LETTER OF CREDIT: Dale Spaulding made a motion to approve the Strasburg Fire Company's final reduction in their letter of credit in the amount of \$56,970 leaving a balance of \$0. The motion was seconded by Don Bachman and passed with members Sollenberger, Bachman, D'Alessandro, Spaulding and Potts casting assenting votes. Member Kiscaden abstained from voting.

APPROVAL OF LANCASTER COUNTY PLANNING COMMISSION'S PROPOSED SUBDIVISION AND LAND DEVELOPMENT REVIEW PROCESS: Mike Sollenberger made a motion, seconded by Penny D'Alessandro and passed unanimously to approve and execute the Memorandum of Understanding between the Lancaster County Planning Commission and Strasburg Borough adopting the County's new plan processing procedures.

JOINT COMPREHENSIVE PLAN IMPLEMENTATION STEP – CREATION OF AN ENVIRONMENTAL ADVISORY COUNCIL: Joe Orndorff, co-chair of the Joint Planning Commission, was in attendance and stated that the creation of an Environmental Advisory Council is the completion of one of the Comprehensive Plan implementation steps.

Mike Sollenberger made a motion, seconded by Penny D'Alessandro and passed unanimously to authorize the Borough Manager to work with the Strasburg Township Secretary to submit the sample Environmental Advisory Council ordinances to the Solicitor for their review and recommendation and providing a final draft for the Borough and Township's consideration and possible enactment after proper advertisement.

APPOINTMENT TO BUILDING CODE BOARD OF APPEALS APPOINTMENTS COMMITTEE: Dale Spaulding made a motion to appoint Don Bachman to the Central Lancaster County Uniform Construction Code Appointment Committee. The motion was seconded by Mike Sollenberger and passed with members Sollenberger, Kiscaden, D'Alessandro, Spaulding and Potts casting assenting votes. Member Bachman abstained from voting.

AWARD STORMWATER PROPOSAL – BOROUGH PROPERTY: The Borough Manager stated that proposals were received to 1) study the pond in the community park but that wetland issues may be encountered which can be more difficult to address or 2) as an alternate, to study the installation of a rain garden between the Lancaster County Art Association and Park property which is agreeable by both leasees. Ron Horton of Arro Group was in attendance and stated that rain garden bioretention areas improve water quality and is permissible by our Stormwater Ordinance. He added that if the first option were pursued and a wetland permit is necessary to make improvements, DEP will ask if other alternatives have been considered and may deny a permit because an alternative to install a rain garden does exist. Therefore, Mr. Horton suggested that the rain garden alternative be considered to save both time and money.

Mike Sollenberger made a motion, seconded by Penny D'Alessandro and passed unanimously to award the Stormwater Proposal to Arro Group for the alternate proposal at a cost of \$7,600.

OTHER BUSINESS:

Penny D'Alessandro asked about a petition being required for future speed table requests as was discussed at the April 8, 2008 meeting. It was stated that a citizen can request a speed table, the Safety Committee reviews the request and provides a recommendation to Borough Council for their action and no petition is required.

The Borough Manager asked for direction for Sunshine Corners regarding their play garden proposal based on the stormwater engineering decision made to pursue the rain garden alternative. Mike Sollenberger made a motion, seconded by Don Bachman and passed unanimously to inform Sunshine Corners that they can move forward with their grant application to place the play garden at the Southwest corner of the Borough property.

CITIZEN'S COMMENTS: May Gaynor commended Borough Council on their rain garden decision, adding that this type of stormwater facility is being encouraged. She added that she is concerned with the significant membership costs for the Y stated by Mr. Kenderdine and that she believed we do not have a whole lot of funds available for recreation and open space. Jim Kiscaden stated that suggestions for how the citizens would like the park and open space funds spent are welcomed and encouraged. May Gaynor submitted her written suggestion dated May 2007 to the Administrative Assistant for an Arboretum to be placed in a vacant lot on the south side of East Main Street.

ADJOURNMENT: Dale Spaulding made a motion, seconded by Mike Sollenberger and passed unanimously to adjourn the meeting at 9:45 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2008 – 28

**STRASBURG BOROUGH COUNCIL
JUNE 10, 2008
MINUTES**

Members Present: Jim Kiscaden Michael Sollenberger
 Don Bachman Penny D’Alessandro
 Dale Spaulding Lee Potts
 Cindy Baker

Others Present: Lisa M. Boyd, Borough Manager Ralph Kauffman
 F. Steven Echternach, Police Chief G. Scott Clement
 Cindy Hummel, Lanc. News Sue Ford
 Kevin Heiney Justin Wright
 Joe Anderson Peter Kingsley Sr.
 George Desmond May Gaynor
 Patricia Martin Hunt Hannah Jantzi
 Rick Alexander

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

NORTH JACKSON STREET TRAFFIC – RALPH KAUFFMAN: Mr. Kaufman stated that he heard that the Borough was considering possibly making North Jackson Street a one-way street and/or limiting parking. Mayor Ryder stated that several years ago there was a short no parking section added and he was unaware of any other discussions. Mr. Kauffman also asked the status of speed bumps. Mayor Ryder explained that based on the traffic counts for this street and Shenk Avenue, it was determined that the average speed on North Jackson Street was 29 miles per hour compared to 40 miles per hour on Shenk Avenue. Therefore, the Safety Committee made a recommendation to Borough Council at their April 8, 2008 meeting to install the speed table on Shenk Avenue. Mayor Ryder added that a traffic counter has since been purchased by the Borough which will be used on many streets to aid in determining when speed enforcement details should be conducted.

Sue Ford asked if the Safety Committee considered the number of children who reside on each street, adding that she believed North Jackson Street has a larger child population than Shenk Avenue. Jim Kiscaden asked if “Children at Play” signs could be considered for installation on North Jackson Street. Mayor Ryder stated that children reside on almost every street in Strasburg Borough and information he recently read states that traffic control devices such as stop signs and speed bumps actually increase speed because drivers speed between the devices to make up time. He also added that “Children at Play” signs are ignored by drivers who drive at a high rate of speed because children are viewed as an obstacle. Mayor Ryder stated that the Safety Committee has based their decisions on items such as speed tables based on technical data such as average speed, number of cars and pedestrian accident data.

One resident stated that speed limit signs are not posted on North Jackson Street between Dallas Avenue and West Main Street. Jim Kiscaden thanked him for bringing this to our attention and this will be investigated.

PETITION TO DONATE MONEY TO L-S YMCA AND SPEEDING ON NORTH JACKSON STREET – JUSTIN WRIGHT:

Mr. Wright asked about money donated the L-S YMCA and Mr. Kiscaden stated that the regular donation to the Lampeter-Strasburg Recreation Commission was given as required by the agreement and that there have only been discussions to date regarding a donation to the L-S YMCA. Mr. Kiscaden added that a committee will be appointed tonight to investigate how the funds paid by developers in lieu of providing parks and open space will be spent.

FEE-IN-LIEU OF PARKS AND OPEN SPACE MONEY AND USE – MAY GAYNOR:

May Gaynor stated that she researched the Borough's Subdivision and Land Development Ordinance as well as the Comprehensive Plan and provided a summary of the wording of these documents and added that they both contain wording that states the areas should be available to all citizens. May Gaynor provided additional suggestions for projects including:

- * paving the paths in the Community Park to make them easier to traverse by strollers, bicycles and wheelchairs
- * providing electricity to the ampitheater and planned pavilion at the Community Park to allow for activities such as movie night, sound system for a band
- * play area for children at the Community Park
- * larger mowed area in the Community Park
- * fountain or water feature at Community Park or Borough Pond
- * could the money be used for other existing public entities (such as the pool) if they had a public day where residents could use the pool free of charge

May Gaynor stated that she discussed possible projects with other residents and most stated that they support the YMCA but that the Borough should not be giving money, especially not large amounts, to the YMCA because it is a membership organization. She stated that the consensus was a donation maximum of \$5,000.

May Gaynor then presented to the Borough Manager a petition containing 134 signatures stating that the fee in lieu of money should be used within the Borough to support existing parkland and open space or acquire new park and open space areas within the Borough.

Sue Ford stated that she would like Strasburg Borough to match but not exceed other municipal donations to the YMCA.

Ralph Kauffman stated that during budget discussions in 2007, he left a meeting upset because of a decision to donate \$20,000 to the Strasburg Community Park. He stated that now understanding the use limitations on this money, he would rather give an even larger donation to the park because it provides park and open space and is located within Strasburg Borough.

Patty Hunt stated that she has heard the suggestion of the installation of a skate park and asked that this be investigated. The Borough Manager stated that all suggestions, as well as submitted written suggestions, will be forwarded to the committee.

Rick Alexander asked about the schedule to install the speed tables on Shenk Avenue. The Borough Manager stated that we are currently obtaining proposals which will be considered by Borough Council at the next meeting.

May Gaynor commented on the suggestion to match other municipal donations to the YMCA, stating that donations should differ depending on municipal size and municipal financial position.

Patty Hunt stated that she attended a Walkable Communities seminar and she learned of and previously provided information to the Planning Commission about movable speed bumps.

MINUTES OF MAY 13, 2008: Dale Spaulding made a motion, seconded by Mike Sollenberger and passed unanimously to approve the minutes of the May 13, 2008 meeting as printed.

REPORTS:

MAYOR – The Mayor reported that the Route 896 Relocation Project calls for the bids to be awarded mid October. He also reported that the developers along the project were invoiced and paid for their share of utility relocation.

Mayor Ryder also reported that Boy Scout Troop 56 has members looking for Eagle Scout Project suggestions.

Mayor Ryder stated that the 16 street banners that Borough Council previously approved will be installed next week. However, Mayor Ryder reminded Borough Council that their previous approval for the banners stipulated that the banners must be removed at the end of 2008. The 275th Anniversary Committee is asking Borough Council to extend the permitted amount of time for the banners until the middle of June 2009. The Borough Manager stated that the banners do not say 275th Anniversary but rather a picture, the word Strasburg and the year 1733. Mike Sollenberger made a motion, seconded by Don Bachman and passed unanimously to permit the banners to remain hanging until mid June 2009.

Mayor Ryder asked that the Strasburg Area Youth Center, an organization who has received 501(c)3 non-profit status, be considered for receiving funds contained in the Park & Recreation Reserve Fund for renovations. He added that the Youth Center is proposing an excellent program which will create a place where our youth can hang out in a safe environment.

PRESIDENT – The President announced that he has appointed Cindy Baker as the alternate to the Finance Committee. The ad-hoc committee to review uses for fees for parks and recreation will consist of the following members: Dale Spaulding (Chair), Penny D'Alessandro and Cindy Baker. He stated that their task is to review received recommendations and report back to Council with a final recommendation no later than the August 2008 meeting. He also commended Police Chief F. Steven Echternach for the outstanding job done in coordinating the traffic control plan for the Lancaster County Fireman's Association Parade held on June 7, 2008. Mr. Kiscaden added that the members of the Police Department, Al Martin and the 51 other fire policemen did an outstanding job at keeping problems to a minimum.

MANAGER – The Borough Manager highlighted the following items contained in her written report:

1. The newsletter will be available for review tomorrow and will be sent out by June 20th to advertise Strasburg Night at the Barnstormers.
2. The decision from the Supreme Court has been handed down regarding street milling and overlay paving projects over \$25,000 which states that these types of projects are subject to Prevailing Wage. Following the repaving schedule, Sunset and Mindy Avenues were scheduled to be paved during 2008 and even if only one street is paved, it will be subject to Prevailing Wage. Jim Kiscaden asked if the streets could be oil and chipped. The Borough Manager and Mayor stated that oil and chipping has been avoided in the past. The Borough Manager mentioned Senate Bill 33 which has been inactive for many years which would increase the prevailing wage threshold from \$25,000 to \$175,000. This increase is being proposed to take into consideration the cost increases that have taken place since the \$25,000 amount was established approximately 25 years ago. It was the consensus of Council to have the staff obtain a quote to oil and chip the streets as well as to obtain information comparing the one inch overlay verses oil and chipping.

POLICE – The Police Report for May 2008 was received and accepted. Chief Echternach reported that the high amount of traffic arrests were due to the receipt of a Buckle-Up PA Grant. In addition, Chief Echternach reported that the 78.3 miles per hour speeding arrest on Lancaster Avenue is a record high speeding arrest and was because the arrestee passed one officer stopped on Miller Street and assumed there was not another officer on duty prior to being stopped.

PUBLIC WORKS – The Public Works report for May 2008 was received and accepted.

ZONING OFFICER – The Zoning Officer's written report for May 2008 was received and accepted.

ENGINEER – The Engineer's report dated May 30, 2008 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 May 31, 2008.

CONSENT AGENDA: Mike Sollenberger made a motion, seconded by Penny D'Alessandro and passed unanimously to approve the following items on the Consent agenda:

PAYMENT OF BILLS IN THE AMOUNT OF \$132,635.96

HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF

APPROPRIATENESS – 131 EAST MAIN STREET AND 122 SOUTH DECATUR STREET

UNFINISHED BUSINESS:

CABLE FRANCHISE – CONSIDERATION AND POSSIBLE ADOPTION OF ORDINANCE

2008-1: The Borough Manager stated that no one came in to view the draft ordinance and that it was advertised as required. Jim Kiscaden stated that the following questions were raised at the last meeting and provided answers to those questions:

* length of the agreement – 10 years

* increases – there is a section in the ordinance which gives the Borough a chance, once a year, to increase the franchise fee percentage if the fee is increased by the Cable Franchise Act.

Dale Spaulding made a motion, seconded by Mike Sollenberger and passed unanimously to adopt the Cable Franchise Ordinance 2008-1 as printed.

REVIEW OF STRASBURG REGIONAL ENVIRONMENTAL ADVISORY COUNCIL'S DRAFT ORDINANCE AND DRAFT BYLAWS:

A draft was received from the Solicitor and distributed for Council's review. Members were asked to provide comments back to the Borough Manger to be forwarded to the Solicitor.

NEW BUSINESS:

2008 URBAN ENHANCEMENT FUNDS – ADOPTION OF RESOLUTIONS OF SUPPORT 2008-6 (STRASBURG BOROUGH), 2008-7 (STRASBURG HERITAGE SOCIETY), AND 2008-8 (STRASBURG RESTORATION AND PRESERVATION):

President Kiscaden announced that Carole Wilson, an employee of Lancaster County Planning Commission who requested the Borough to be the lead applicant for a historic resource inventory grant application, contacted the Borough and stated that they will not be proceeding with the grant application at this time.

George Desmond stated that the Strasburg Heritage Society is pursuing a \$15,000 grant for the brick and stone façade restoration of 126/128 South Decatur Street which is an 1807 Georgian style building which served as the original church building of the Strasburg Methodist congregation and a meeting hall. Mr. Desmond added that this grant application is for one-third of the cost to which the Heritage Society is then responsible for the remaining \$30,000.

Dale Spaulding made a motion, seconded by Don Bachman and passed unanimously to adopt Resolution 2008-7 supporting the Strasburg Heritage Society Urban Enhancement Fund \$15,000 grant application for the façade restoration to the 1807 Methodist Church and Meeting Hall.

George Desmond then explained the Strasburg Restoration & Preservation, Inc. \$160,209 grant application to acquire and restore the façade to the old Red Lion Tavern building at 138/140 East Main Street and to provide an additional \$50,000 in the façade revolving fund. Mr. Desmond added that this grant application is for one-third of the cost for these two combined projects.

Don Bachman made a motion to adopt Resolution 2008-8 supporting the Strasburg Restoration and Preservation, Inc. Urban Enhancement Fund \$160,209 grant application for \$50,000 for the façade revolving fund and acquisition and restoration to the Red Lion Tavern building at 138/140 East Main Street. Lee Potts seconded the motion. Members Kiscaden, Sollenberger, Bachman,

Spaulding, Potts and Baker cast assenting votes. Member D'Alessandro recused herself from voting.

Mayor Ryder asked if the Façade Revolving Fund program had been finalized and its availability advertised to the public. Jim Kiscaden stated that he represents Borough Council on this board and that the parameters have been finalized and will be advertised through the Borough Newsletter and other media and that the first grant awards are to be expected in the Fall.

Because Borough Council is required to prioritize the projects, Lee Potts made a motion to rank the Urban Enhancement Fund application for Strasburg Heritage Society first priority and the Strasburg Restoration and Preservation, Inc. application second priority. Dale Spaulding seconded the motion. Members Kiscaden, Sollenberger, Bachman, Spaulding, Potts and Baker cast assenting votes. Member D'Alessandro recused herself from voting.

JAYCEE AND COMMUNITY PARKS – PERMISSION TO LOCATE WATER AND SEWER LINE ON BOROUGH PROPERTY:

Pete Kingsley Sr. and Joe Anderson, representing the Jaycee Park and Strasburg Community Park respectively, were in attendance to explain their request to work together toward the installation of a water and sewer line from the stub that was provided by Keystone Custom Homes to the parks. It was determined that the best location for the lines is on the Community Park property, which is owned by the Borough. Joe Anderson stated that the Community Park and Sertoma Club would appreciate any pro bono engineer assistance with this project.

Don Bachman made a motion, seconded by Penny D'Alessandro and passed unanimously to authorize the Jaycee and Community Parks to proceed with the installation of water and sewer lines on the Community Park property which is owned by the Borough.

HERITAGE STRASBURG – REQUEST FOR REDUCTION IN LETTER OF CREDIT:

Jim Kiscaden announced that this request was reviewed by the Borough Engineer who recommended a reduction in the amount of \$7,640. Dale Spaulding made a motion, seconded by Penny D'Alessandro and passed unanimously to approve a reduction in the Heritage Strasburg letter of credit in the amount of \$7,640 as recommended by the Borough Engineer.

GATEWAY NORTH ZONE DISCUSSION:

Mike Sollenberger, representing the Planning Commission, reviewed that the Planning Commission has struggled over the past year and a half to develop an update to the Subdivision and Land Development Ordinance. The Planning Commission has considered various approaches to this task and has decided to use Strasburg Township's Gateway North Zoning as a model to regulate construction and alteration by Conditional Use. Mr. Sollenberger stated that this is being pursued to continue what is being created by Strasburg Township and to obtain some control over what the development along the bypass will look like. The Borough Manager stated that the Engineer has concerns regarding this approach and has been asked to share his concerns with our representative at the Lancaster County Planning Commission. Mayor Ryder stated that it is very unlikely that PennDOT will provide additional funds to increase the width of the bypass to accommodate a planting strip but the remaining aspects (such as location of buildings in relation to the parking lot) should not be a problem with PennDOT. Penny D'Alessandro stated that this is the time to consider the planting

strip and stated that Caroline Morton may have additional information regarding PennDOT's willingness to cooperate. Jim Kiscaden expressed his concern that vehicles do not yield to emergency vehicles and a planting strip may make it even more difficult for an emergency response and asked that this be taken into consideration. It was the consensus to ask Caroline Morton to attend a future Borough Council meeting to give the presentation regarding the Gateway North Zone and answer additional questions.

OTHER BUSINESS: Penny D'Alessandro commended the Shade Tree Committee for the beautiful planting areas in the Square.

Dale Spaulding complimented the Fire Company for a successful parade that concluded without any major problems. It was the consensus that the Borough Manager should write a letter to the Strasburg Fire Company #1 recognizing this accomplishment.

Don Bachman added that the Sertoma and Veterans should also be complimented for their successful parade.

Mike Sollenberger stated that Borough Council is concerned with the safety of all children in the Borough and that the traffic counter will be used on various streets and if the results are different then the issues will be reconsidered. He also stated that the portable speed bumps should be investigated.

CITIZEN'S COMMENTS: Patty Hunt suggested that a 25 MPH t-shirt day be held in Strasburg Borough where all residents wear a red t-shirt with the words 25 MPH to remind drivers of the speed limit.

Steve Echternach commented that every driver exceeds the speed limit and asked that everyone keep in mind that when you drive fast, you are driving in someone else's neighborhood

May Gaynor asked if the Strasburg Area Youth Center may be willing to allow groups to use space for a meeting either for a reasonable fee or free of charge when not being used by the Youth Center.

Pete Kingsley Sr. stated that Wesley United Methodist's banquet/meeting facility at 46 West Main Street is being considered to be used as a senior center.

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

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2008 – 35

**STRASBURG BOROUGH COUNCIL
JULY 8, 2008
MINUTES**

Members Present:	Jim Kiscaden	Michael Sollenberger
	Don Bachman	Penny D'Alessandro
	Dale Spaulding	Lee Potts
	Cindy Baker	
Others Present:	Bruce L. Ryder, Mayor	LaJune Ranck
	Lisa M. Boyd, Borough Manager	Fernand Frederic
	F. Steven Echternach, Police Chief	Margaret Young
	Christine D. Drennen, Admin. Asst.	Beth Johnson
	Cindy Hummel, Lancaster Newspapers	Hortense Keays
	Scott Wails, LCPC	Dave Young
	Fay Miller	Pauline Shurr
	Larry Shurr	Melissa Brown
	Jay Brown	Sandra Brown
	Ron Brown	Milan Kratzer
	Sandra Kratzer	Hank Devlin
	Betty Devlin	Kim Landis
	Ruth Landis	Fred Pfeiffer
	Bev Pfeiffer	Linda Witt
	Caroline Morton	Patricia Hunt
	Joseph Hunt	John Irwin
	JoAnn Irwin	Dee Kemner
	Bill Kemner	Judy Steudler
	John Mummert	Kathy Skewis
	Gene Malcolm	Nancy Malcolm
	Hans Witt	Richard Hendrie
	Deb Hendrie	

CALL TO ORDER AND PLEDGE TO THE FLAG: President Kiscaden called the meeting to order at 7:30 P.M., followed by the salute to the flag. 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: Margaret Young read a letter in which she asked Borough Council to carefully consider the addition to St. Michael's Lutheran Church noting that it is one of the most outstanding buildings in Strasburg and perhaps in the County. Her letter asked the church and Borough Council to consider alternatives.

Patricia Hunt read an archived newspaper article stating that the St. Michael's Lutheran Church was built by the community in 1806 and stated that she believed the church belongs to the entire community.

Sandra Brown asked Borough Council to deny the proposed addition to St. Michael's Lutheran Church because after the addition, it can never be brought back to its original condition.

Dave Young stated that he understands the needs of the church but because it is a significant architectural gem, the proposed addition would destroy its architectural integrity. He added that HARB asked for alternative plans to which the church only tweaked its original plan. He also stated that other churches in the Country have dealt with a similar issue, noting a church he was a member of in Connecticut where they built a building adjacent to the original church. He also reminded Borough Council that there are grant possibilities that could be pursued for both planning and construction.

John Irwin asked what studies were completed and considered for the placement of the speed tables on Shenk Avenue. Bruce Ryder stated that a petition signed by many residents on Shenk Avenue initiated the request, a three day traffic study was conducted which showed most of the vehicles traveled exceeding the speed limit on that street. Chief Echternach stated that the exact placement of the speed tables is to be determined with the general locations to be one South of the intersection with Beddington Lane and the second North of the Beddington Lane intersection and that they will be installed according to the National Highway Engineering design standards. Mr. Irwin also asked if additional police patrols in the area could be considered which would also target vehicle operators which do not stop at stop signs.

Tom Lainhoff stated that he is the HARB Chairman and apologized to both Borough Council and the members of the church for not giving the review of the addition to St. Michael's Lutheran Church due diligence. He stated that it was just discovered yesterday that the addition they are proposing will be directly over the gravesite of Fred Powell, who is a 1790 Revolutionary War veteran from Strasburg. He added that the grave site would fall directly beneath the pastor's study and would be in direct violation of the Secretary of the Interior's Standards for Rehabilitation Standard #8. Mr. Lainhoff added that he has stated from the onset of the review of this addition that all land was once a cemetery and that the addition should not disturb graves.

Joe Hunt stated that during HARB meetings, members of the church have stated that they did not want to disturb gravesites.

Richard Hendrie, representing the church, stated that the gravesite will be avoided by moving the addition 4 feet to the West. Mr. Hendrie read from an e-mail received today from their historic architect, Steven Funk, who was one of five architects recommended by the Historic Preservation Trust, responding to a question posed by President Jim Kiscaden sent via the Borough Office. Mr. Funk states in his e-mail that:

“...in his professional judgment, the plan presented to HARB at their June 26, 2008 meeting is the best possible plan to meet the needs of the church, maintains the integrity of the historic structure and is sensitive to the budget constraints of the congregation ... and was done with careful attention to Standards 9 and 10.” He reminded Council that a majority of HARB members recommended approval of the Certificate of Appropriateness.

Ruth Landis stated that most people when selecting a church look for one that is easy for them to access and that if it is difficult for older members to negotiate the stairs and an elevator is not available, their congregation will get smaller and they will not be able to maintain the building.

Judy Steudler stated that she believed the proposed addition will not be very noticeable and reminded Borough Council that the First Presbyterian Church and Wesley United Methodist Church also had additions to their buildings and they are located within the Historic District.

Chris Lainhoff stated that he is a HARB member and a neighbor to the church and stated that his concern regarding the addition is that it does not look like a historic addition would appear. He passed out some alternative plans he developed and asked that these alternatives be considered by both Borough Council and the Building Committee. He added that he would have liked to have met with the Building Committee to review other options.

John Mummert asked why Chris Lainhoff did not present these ideas previously and added that the addition has been considered by HARB for four months. Chris Lainhoff stated that he is not an architect and that he came up with these plans when the ideas came to him.

Joe Hunt asked what plan was being considered by Borough Council and Jim Kiscaden stated that it is the Certificate of Appropriateness that was recommended by HARB at their meeting on June 26, 2008.

GATEWAY NORTH ZONE PRESENTATION – CAROLINE MORTON: Caroline Morton, who serves on the Strasburg Township Planning Commission and Regional Joint Planning Commission, was in attendance and reviewed the draft proposed Strasburg Township Gateway North Zone which is proposed to follow Route 896 on both sides North of the Borough to the bridge. She explained that this is being proposed to prevent strip commercialization and to provide a proper entrance to the Borough. She stated that Strasburg Township is willing to share their draft of this document with the Borough if we would like to use it as a model for creating design guidelines.

She stated that the Gateway North Zone replaces their Highway Commercial Zone and allows for low impact light industrial and agricultural support businesses by right and other uses by Conditional Use to encourage building designs that are compatible historically and in scale with land uses that benefit the citizens of the area. This zoning also encourages shared access points to limit entrances onto Route 896.

Caroline Morton explained that the Route 896 Highway Access Management Study is a study being finalized that included East Lampeter and Strasburg Township. A copy will be forwarded to the Borough when it has been finalized.

Caroline Morton also explained their desire for the roadway layout for the Gateway North Zone is 3 lanes (one center turning lane) with the center turning lane being a vegetative planting area when it is not a turning lane, buggy lanes on each side and uncurbed pathways.

MINUTES OF JUNE 10, 2008: Mike Sollenberger made a motion, seconded by Don Bachman and passed unanimously to approve the minutes of the June 10, 2008 meeting as printed.

REPORTS:

MAYOR – Bruce Ryder reported that the Route 896 Relocation project is on track and PennDOT plans to have the project out to bid either late July or early August, award to the contractor possibly mid September with construction to follow with the bulk of the construction being completed next year.

PRESIDENT – The President had no written nor verbal report.

MANAGER – The Borough Manager highlighted the following items contained in her written report:

1. Approximately 20 letters to homeowners in the Historic District which have a satellite that is visible from the road have been sent with 8 homeowners already contacting us stating they are willing to have them moved.
2. The Environmental Advisory Council Ordinance will not be ready for review at the August meeting as previously anticipated because it was just reviewed by Strasburg Township last evening. We will review the Ordinance in August for possible action in September.

POLICE – The Police Report for June 2008 was received and accepted. Penny D'Alessandro commented that 3 of the 5 accidents were on East Main Street. Chief Echternach reported later in the meeting that these accidents were not due to speed.

PUBLIC WORKS – The Public Works report for June 2008 was received and accepted.

ZONING OFFICER – The Zoning Officer's written report for June 2008 was received and accepted.

ENGINEER – The Engineer's report dated July 1, 2008 was received and accepted.

CONSENT AGENDA: Penny D'Alessandro made a motion to remove the Certificate of Appropriateness for 40 East Main Street from the Consent Agenda. Don Bachman seconded the motion. Members Sollenberger, Bachman, D'Alessandro, Spaulding, Potts and Baker cast assenting votes. Member Kiscaden cast a dissenting vote. Motion carried.

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

PAYMENT OF BILLS IN THE AMOUNT OF \$90,126.27
HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF
APPROPRIATENESS – 28 EAST MAIN STREET, 20 EAST MAIN STREET,
136 MILLER STREET, 209 MILLER STREET, 224 MILLER STREET,
53 WEST MAIN STREET

Members Sollenberger, Bachman, D'Alessandro, Spaulding, Potts and Kiscaden cast assenting votes. Member Baker recused herself from voting because one of the Certificates of Appropriateness is for her home. Motion carried.

Penny D'Alessandro stated that HARB's decision was based on insufficient information because HARB did not have alternative plans to review as requested. Penny D'Alessandro made a motion to deny the Certificate of Appropriateness for St. Michael's Lutheran Church at 40 East Main Street. Motion failed due to the lack of a second.

Penny D'Alessandro stated that there are differing opinions regarding if the plan meets the Secretary of the Interior's Standards for Rehabilitation, adding that architect Gene Aleci states that the plan is in violation of the Standards. She then reviewed Standards #2, #8 and #10 as well as HARB's Design guidelines stating that she believes the plan violates the Standards because of the location of the historic tombstone and burial plot as well as the removal of windows and brick. Lastly, when questioned, Penny D'Alessandro stated that she believed that any addition to the church at 40 East Main Street would destroy the Georgian style building.

Dale Spaulding stated that the members of the Historic Architectural Review Board are those that are guided for compliance with the Secretary of the Interior's Standards for Rehabilitation.

Mayor Ryder stated that there is no requirement for applicants to submit multiple plans for HARB's consideration to choose the one they like the best but rather for HARB to consider the submission against the Standards.

Jim Kiscaden read a section of the e-mail response from architect Steven Funk where he states that this was the best plan and that it met the Standards and also reminded members that this architect was one of the five that the applicant was asked to select from.

Mike Sollenberger made a motion to accept the Historic Architectural Review Board's Certificate of Appropriateness for the addition to 40 East Main Street with the requirement that the church provide satisfactory evidence to the Borough prior to beginning construction that no graves will be disturbed. Dale Spaulding seconded the motion.

Penny D'Alessandro asked what precautions would be made to ensure that no graves are disturbed. Mr. Hendrie stated that they will continue to work with S.E. Smoker and he will advise them of the requirements and added that the gravesites they recognize are the marked gravesites.

Question was called on the motion. Members Sollenberger, Bachman, Kiscaden, Spaulding, Potts and Baker cast assenting votes. Member D'Alessandro cast a dissenting vote. Motion carried.

UNFINISHED BUSINESS:

NEW BUSINESS:

AWARD SHENK AVENUE SPEED TABLE PROPOSAL: President Kiscaden stated that written proposals were requested and only two contractors responded with proposals. Don Bachman made a motion, seconded by Lee Potts and passed unanimously to award the installation of the Shenk Avenue speed tables to the low bidder, Grassel Paving, for a total of \$3,950.

Penny D'Alessandro asked if information were received on the portable speed tables discussed at the previous meeting. Chief Echternach stated that he contacted PennDOT and they are unaware

of portable speed tables and Patricia Hunt agreed to provide the information she received at a seminar to Chief Echternach for follow-up with PennDOT.

REVIEW OF PAVING OPTIONS: Jim Kiscaden reviewed the information obtained by the Borough Manager regarding oil and chipping which extends street life approximately 2 to 4 years and Micro Surfacing which extends street life 5 to 10 years. He added that the Borough Manager stated that other municipalities in Lancaster County use Micro Surfacing and recommend its use.

Dale Spaulding made a motion, seconded by Penny D'Alessandro and passed unanimously to authorize the staff to obtain bids for Micro Surfacing Sunset and Mindy Avenues.

SUBDIVISION AND LAND DEVELOPMENT ORDINANCE AMENDMENTS: Patricia Hunt and Mike Sollenberger, Planning Commission members, explained that the suggestions and comments from the Council, Planning Commission, Historic Architectural Review Board, Tree Committee and Borough Engineer were reviewed over the last several months with a draft being finalized at the Planning Commission meeting held on July 7, 2008. Mike Sollenberger asked Borough Council members to review the draft and come prepared to take action at the August 12, 2008 meeting.

Mike Sollenberger made a motion, seconded by Dale Spaulding and passed unanimously to authorize the draft Subdivision and Land Development Ordinance amendments to be reviewed by the Solicitor.

Jim Kiscaden commended the Planning Commission members for their work on this project.

OTHER BUSINESS: Lee Potts made a motion, seconded by Mike Sollenberger and passed unanimously to authorize the Planning Commission to continue evaluating the Gateway North Zone as a model and to expend funds as needed to obtain legal and engineering assistance.

CITIZEN'S COMMENTS: Patricia Hunt suggested members review the state guidelines regarding the removal of bones in a Historic District. Jim Kiscaden asked the staff to provide a copy of the guidelines to the church.

May Gaynor stated that the Tree Committee, HARB and Carole Wilson should also be commended for their recommended changes to the Subdivision and Land Development Ordinance to which Jim Kiscaden agreed.

Dave Young stated that he thinks it is a good idea if a local university is contacted to work with St. Michael's for determining the location of unmarked graves.

Patricia Hunt stated that she did not want graves to be bulldozed into and that St. Michael's should explore every avenue possible and that no graves should be desecrated.

Don Bachman stated that Franklin & Marshall college used to assist at architectural dig sites. He also stated that the Veterans Concert in the Square that was scheduled for July 27, 2008 and shown on the Sertoma Calendar will not be held this year.

2008 – 41

Dale Spaulding stated that the Park and Recreation Fund Ad-Hoc Committee meetings have been scheduled and advertised and will be held on July 21, 2008 at 11 A.M. and July 23, 2008 at 7 P.M. here at the Borough Office.

Mike Sollenberger reminded everyone that the 275th Anniversary Ice Cream Social and Sertoma Chicken Barbeque will be held on July 19, 2008 from 10 A.M. to 2 P.M. at Wesley Church, 46 West Main Street.

ADJOURNMENT: Dale Spaulding made a motion, seconded by Mike Sollenberger and passed unanimously to adjourn the meeting at 9:40 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2008 – 42

**STRASBURG BOROUGH COUNCIL
AUGUST 12, 2008
MINUTES**

Members Present: Jim Kiscaden Michael Sollenberger
 Don Bachman Penny D'Alessandro
 Dale Spaulding Cindy Baker

Others Present: Bruce L. Ryder, Mayor May Gaynor
 Lisa M. Boyd, Borough Manager William Lyons
 F. Steven Echternach, Police Chief Richard Hendrie
 Cindy Hummel, Lancaster Newspapers Patricia Hunt
 Mary Frey, LCPC Stephen Smoker
 Mark Deimler

CALL TO ORDER AND PLEDGE TO THE FLAG: President Kiscaden called the meeting to order at 7:30 P.M., followed by the salute to the flag. 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: May Gaynor stated that she has reviewed the Borough's Comprehensive Park and Recreation Plan and asked that Borough Council consider this document when discussing the Park & Recreation Reserve funds. The Borough Manager stated that since this document was created in 1994, the Community Park has been added as well as 2.4 acres of open space in the Charter Homes development. Mrs. Gaynor also reminded Borough Council of the petition she submitted in June with 134 signatures requesting Borough Council to support existing or acquire parklands and open space within the Borough.

MINUTES OF JULY 8, 2008: Mike Sollenberger made a motion, seconded by Penny D'Alessandro and passed unanimously to approve the minutes of the July 8, 2008 meeting as printed.

REPORTS:

MAYOR – Bruce Ryder reported that two polite young residents, Connor Frey and Colin Husted, complained about the lack of skateboarding facilities in the Borough and suggested that this may be something that could be considered in the future. He also reported that the Route 896 Relocation Project went out to bid on August 8, 2008 with bids due September 11, 2008.

PRESIDENT – The President requested a special meeting be scheduled for Tuesday, August 26, 2008, to review the current financial planning and begin preparing for the 2009 Budget.

MANAGER – The Borough Manager highlighted the following items contained in her written report:

1. As part of the 275th Anniversary Celebration, the Borough has received the scanned minutes and will be made available on the website or for purchase for the cost of the disk.

POLICE – The Police Report for July 2008 was received and accepted. Chief Echternach invited Borough Council members to the Police Range on September 30, 2008, at 5:30 P.M. to see the department's weaponry and the new range building that was built by the Public Works Department.

PUBLIC WORKS – The Public Works report for July 2008 was received and accepted. Jim Kiscaden highlighted that we had 5.7 inches of rain in July, only used 20% of well water to supply the town during the month and the average daily flow of water to town was 221,000 gallons.

ZONING OFFICER – The Zoning Officer's written report for July 2008 was received and accepted.

ENGINEER – The Engineer's report dated July 31, 2008 was received and accepted. Jim Kiscaden asked for an update on the erosion issues in Strasburg Commons and the Borough Manager stated that she has already requested an inspection and anticipates the report by the end of the week.

TREASURER – Mike Sollenberger made a motion, seconded by Dale Spaulding and passed unanimously to accept and file for audit the Treasurer's Report for the period ending June 30, 2008. The Borough Manager stated that she just learned today that the August Earned Income Tax revenue is anticipated at \$20,000 higher than budgeted.

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 \$133,730.06
HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATE OF
APPROPRIATENESS – 202-204 MILLER STREET
2009 BUDGET CALENDAR

UNFINISHED BUSINESS:

AWARD PAVING BID: Jim Kiscaden stated that only one bid was received but it was advertised as required and sent to approximately 10 other vendors.

Don Bachman made a motion, seconded by Cindy Baker and passed unanimously to award the paving bid to Stewart and Tate of York for the Micro-Surfacing of Mindy and Sunset Avenues at a bid of \$49,173.65.

ST. MICHAEL'S LUTHERAN CHURCH – COMPLIANCE WITH CERTIFICATE OF APPROPRIATENESS CONDITION:

Jim Kiscaden stated that at the July 8, 2008 meeting, it was stated that the proposed addition would disturb a Revolutionary War Veteran's marked gravesite. Jim Kiscaden added that Enviroscan has completed an underground x-ray survey and submitted a report designating possible burial sites and the church is proposing to move the addition further to the West to avoid the marked gravesite. Stephen Smoker stated that they do not have any intention of disturbing the marked 1770's burial plot. He also reviewed the

Enviroscan report which designated three earth disturbances but no evidence of human remains. One of the earth disturbance areas is possibly due to the lightpost/landscape box which is in that exact location and the other two areas are suspected burial plots because of the earth disturbances picked up by the x-ray. Mr. Smoker stated that they have no issue with addressing the Historic Burial Places Preservation Act. The approved plan for the addition puts the west face of the addition 11 feet west of the existing structure and as discussed at the July 8, 2008 Council meeting, they are asking to shift the addition a maximum of four additional feet to avoid the marked grave of Mr. Powell. This shifted plan would put the west face of the addition a maximum of 15 feet west of the existing structure. Mr. Smoker stated that the connection point to the structure does not change. Penny D'Alessandro stated that the shifted plan still puts the eastern wall very close to Mr. Powell's grave. Mr. Smoker agreed and stated that they will be protecting the gravesite during construction, with foundation and framing done from the inside of the addition. Mr. Smoker stated that the three sites designated on the Enviroscan report will be investigated before the excavation. When asked how they will be investigated, Mr. Smoker stated that the way the Preservation Act recommends is to take off the top 16-24 inches by a backhoe and then excavate by hand. Mr. Smoker stated that his company has done this a lot before because they do a lot of work with churches. Jim Kiscaden commended Mr. Smoker for his willingness to comply with the Borough and the acts that pertain to protecting graves. Penny D'Alessandro stated that she is concerned with what is in Enviroscan's designated earth disturbance sites 1, 2 and 3. Mr. Hendrie stated that following the regulations of the Act, an unmarked grave can be moved to another site on their property after it has been properly advertised.

The Borough Manager stated that the next steps to be taken regarding this application are currently being investigated by the Borough Solicitor since these issues just arose yesterday.

It was the consensus to table this item until the August 26, 2008 meeting to allow for a recommendation on how to proceed to be received from the Borough Solicitor.

NEW BUSINESS:

PARK AND RECREATION FUND AD-HOC COMMITTEE RECOMMENDATIONS: Jim Kiscaden thanked Dale Spaulding, Cindy Baker and Penny D'Alessandro for serving as the Ad-Hoc Committee members for suggestions on how to use the funds contained within the Park and Recreation Fund. The Borough Manager stated that the three meetings that were held by the Ad-Hoc Committee were advertised and posted in accordance with the Sunshine Law and were open to the public. Dale Spaulding stated that meeting times were varied to allow for the public to attend.

Dale Spaulding made a motion to accept the recommendations of the Ad-Hoc Committee and approve the following expenditures from the Park & Recreation Fund:

- 1) Strasburg Community Park & Jaycee Park water and sewer lines: \$30,000*
* (This amount includes the \$17,061 plus interest paid by Keystone for the Trails at Strasburg development and some funds from the fees paid by Charter Homes for the Heritage Strasburg development.).

- 2) Powerhouse - acquisition and installation of recreational equipment
for the facilities used for the Powerhouse's civic programs \$10,000
- 3) Other community projects upon application to Borough Council \$13,000 +
remaining interest

Penny D'Alessandro seconded the motion. Members Kiscaden, Sollenberger, Bachman, D'Alessandro and Spaulding cast assenting votes. Member Cindy Baker stated that she was allowed to be a member of this Ad-Hoc Committee because it is only a recommending committee but since she is a member of the Community Parks Board she is recusing herself from voting on this motion.

Dale Spaulding made a motion, seconded by Mike Sollenberger and passed unanimously to authorize the drafting of a letter of support for the Powerhouse youth center for inclusion in their DCED Grant Application and to count this contribution as matching funds and to show the support of Borough Council for the Youth Center's DCED grant application.

The Borough Manager stated that the YMCA has a new capital campaign deadline of September 1, 2008 and because the municipalities agreed that no real estate tax money would be given to the facility, the Borough could choose to provide a general fund contribution other than real estate tax revenues and could be either a one time donation or a five-year pledge.

REVIEW OF ENVIRONMENTAL ADVISORY COUNCIL DRAFT ORDINANCE AND

BYLAWS: Bruce Ryder stated that this action item was added and approved as part of the adoption of the Regional Joint Comprehensive Plan. Jim Kiscaden stated that this is only an advisory group and expressed his concern that the Borough sometimes has difficulty filling vacancies on boards. Cindy Baker expressed her concern that there is not an education background requirement for prospective members. Bruce Ryder stated that he believes citizens who are interested in environmental issues should be allowed to serve and not have an education requirement. Mr. Ryder also previously suggested that one of the municipalities should be the record keepers and provides secretarial assistance and funding provided only with the prior approval of the municipalities. Dale Spaulding also suggested that one member must be a member from each of the Planning Commissions. Jim Kiscaden also suggested that the meeting frequency and that the financial impact on the municipalities be considered.

Considering the amount of proposed changes, it was the consensus of Council to table this item until the September meeting to allow for additional review.

REVIEW AND POSSIBLE APPROVAL OF ENVISION PARTNERSHIP GOALS: Mary Frey from the Lancaster County Planning Commission, was in attendance and reviewed the Envision Partnership Goals. She stated that the County Growth Management was adopted approximately two years ago and is being implemented by developing partnerships with local municipalities to highlight goals and objectives in our plans that mesh with the County's goals and objectives. Penny D'Alessandro stated that the Strasburg Region Joint Planning Commission used the Lancaster County Urban Growth Area Strategy and the Rural Strategy and suggested key objectives but also our own Joint Comprehensive Plan and results of

comprehensive and public surveys that were done to establish the priorities and goals. Mary Frey stated that the goals are not binding but are rather a partnership.

Jim Kiscaden stated that he was concerned with some of the goals because some appear to be anti-growth and asked what happens when growth becomes stagnant but costs continue to increase annually. Patty Hunt stated that the Joint Planning Commission felt that the growth issue was addressed because the Borough will continue to grow but prioritized other goals such as reuse so existing buildings do not sit idle.

Dale Spaulding made a motion to approve the nine Envision Partnership Goals as recommended by the Joint Planning Commission, Borough Planning Commission and Lancaster County Planning Commission. Penny D'Alessandro seconded the motion and passed with members Kiscaden, Baker, Bachman, D'Alessandro and Spaulding cast assenting votes. Member Sollenberger cast a dissenting vote.

BACHMAN LOT ADD-ON PLAN AND WAIVER REQUEST: Mark Diemler, representing the Bachman family, was in attendance to review the application to add the lot which is approximately .25 of an acre to the property adjacent to the funeral home. He stated that the future plan for the added-on piece is to provide all-weather additional parking for the funeral home.

Mike Sollenberger made a motion, seconded by Dale Spaulding and passed unanimously to approve the waiver for the Bachman Lot Add-on Plan from section 402.03.1, Existing Contours, of the Strasburg Borough Subdivision and Land Development Ordinance as recommended by the Borough Planning Commission and Borough engineer.

Mike Sollenberger made a motion, seconded by Dale Spaulding and passed unanimously to approve the Bachman Lot add-on plan as recommended by the Borough Planning Commission and Borough engineer.

DESIGNATION OF LEMSA AS PRIMARY AMBULANCE SERVICE PROVIDER: Jim Kiscaden stated that a letter was received from LEMSA asking the Borough to designate them as the primary ambulance provider because there is another ambulance service that is trying to get into the area. Jim Kiscaden stated that he hopes that LEMSA continues their previous agreement that they either have a unit stationed in the Borough or one located no more than five miles away from the Borough and asked that this be reiterated to LEMSA. Chief Echternach was asked for his input and he stated that he believes LEMSA has provided very good service to the Strasburg Area and would be very concerned if an outside for-profit organization were to come into our area and as the Emergency Manager supports LEMSA's request for us to name them as our primary ambulance service provider. He did add that we can change our primary ambulance service designation in the future if the need arises.

Mike Sollenberger made a motion, seconded by Cindy Baker and passed unanimously to authorize the staff to prepare a letter indicating that the Borough of Strasburg designates LEMSA as the primary entity to provide ambulance services to our community.

OTHER BUSINESS: Penny D'Alessandro asked if the Planning Commission has reviewed the proposed North Gateway Zone and the Borough Manager stated that a draft was provided to the members at the last meeting and it will be on the September 8, 2008 Planning Commission agenda which will then come back to Borough Council.

CITIZEN'S COMMENTS: Patty Hunt asked about high weeds at some properties. The Police Chief stated that the properties are being cleaned up and the police will follow the process as provided by law. Additionally, he reported that there is also a civil driveway dispute.

May Gaynor stated that one way to save farmland and encourage people to live in urban growth areas is to make the urban growth areas as attractive as possible and that we are fortunate to have many people willing to keep our town looking good.

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

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2008 – 48

**STRASBURG BOROUGH COUNCIL
AUGUST 26, 2008
MINUTES**

Members Present: Jim Kiscaden Michael Sollenberger
Don Bachman Lee Potts
Cindy Baker

Others Present: Bruce L. Ryder, Mayor Ralph Kauffman
Lisa M. Boyd, Borough Manager Patricia Hunt
F. Steven Echternach, Police Chief Richard Hendrie
William C. Crosswell, Solicitor Stephen Smoker
Christine D. Drennen, Admin. Asst. Chris Lainhoff
Cindy Hummel, Lancaster Newspapers Tom Lainhoff

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

STATUS REPORT ON PROPOSED ADDITION TO SAINT MICHAEL'S LUTHERAN CHURCH AND CONSIDER ACTION CONCERNING THE CERTIFICATE OF APPROPRIATENESS AND RELATED MATTERS:

Attorney Crosswell stated that this action is to ratify the action taken on July 8, 2008 regarding the approval of the Certificate of Appropriateness and that the applicant has to comply with applicable laws and regulations regarding the construction of the addition including laws relating to historic burial places and to clarify what has occurred since in that they have combined their three deeds into one deed. Mr. Smoker stated that since the last meeting, they have received drawings and a letter from their historic architect, Stephen Funk, stating that the addition which is being proposed to extend 4' to the West to avoid the marked grave is still in compliance with the standards and that the addition meets the land development regulations. Mr. Smoker added that they will adhere to the regulations regarding Historic Burial Places Act. Attorney Crosswell stated that he and Michel Lefevre of the Pennsylvania Historic Preservation Trust discussed if moving the addition 4' to the West would require re-review from the Historic Architectural Review Board. Mr. Crosswell stated they agreed that there is nothing in state law that would require the proposal to go back to HARB and it was Council's intent at the July 8, 2008 meeting to shift the addition to avoid the gravesite and Mr. Lefevre agreed that PHMC would not impose any action against the Borough if it did not require this shifted plan to be re-reviewed by HARB. It was agreed that the letter from Stephen Funk, the plans dated 8/26/2008 and any public comment will be made part of these minutes.

Mike Sollenberger made a motion, seconded by Don Bachman and passed unanimously that (i) that Borough Council confirm that the proposal to construct the addition to St. Michael's Lutheran Church at the location shown on the plans submitted at this meeting with a north

elevation width not to exceed 15 feet is consistent with the action taken by Borough Council at its meeting on July 8, 2008; (ii) that the granting of a Certificate of Appropriateness by Borough Council for the proposed addition at its meeting on July 8, 2008 is ratified, including the determination of the appropriateness of the exterior architectural features which can be seen from East Main Street, based upon the information presented at this meeting; (iii) that St. Michael's Lutheran Church shall comply with all applicable laws and regulations relating to the construction of the addition, including laws and regulations relating to historic burial places; (iv) that St. Michael's Lutheran Church shall record a deed prior to commencing construction of the addition combining its parcels of land into one tract of land in accordance with the boundary survey prepared by Sanchez & Associates, Inc., dated August 4, 2008; and (v) that to the extent of any inconsistency between this Motion and the motion approved on July 8, 2008, this Motion shall control.

MID-YEAR REVIEW AND FINANCIAL PLANNING: The Borough Manager reviewed the mid year financial review memorandum, specifically highlighting several items including real estate taxes, real estate transfer taxes, earned income, plan reviews, permits and street lighting. Jim Kiscaden stated that in general, we are pretty much on target for revenues and expenses.

The Capital Improvement Program was reviewed in detail and modifications were made to the scheduling of upcoming projects and cost estimates. This plan will be reviewed again during the 2009 Budget process.

OTHER BUSINESS: The Borough Manager asked Council's opinion regarding recreation funding once the YMCA has been constructed. Jim Kiscaden stated that the citizens stated to the Park and Recreation Fund Ad-Hoc Committee that these funds should enhance programs and facilities within the Borough. Cindy Baker clarified that was the opinion regarding the use of the fees paid by developers in lieu of providing parks and recreation in their developments and may not be their same opinion for the use of other Borough funds. Jim Kiscaden stated that as of last report, the YMCA project for the outdoor pool is \$500,000 short and stated that Strasburg Borough residents who want to support the capital campaign should do so directly to the YMCA rather than to have the Borough provide funds to the project. It was the consensus that we should keep the full funding amount for 2009 for the Lampeter-Strasburg Recreation Commission. Mike Sollenberger made a motion, seconded by Lee Potts and passed unanimously that Strasburg Borough not provide a Capital Campaign Contribution for the YMCA Project.

Jim Kiscaden asked that the Personnel Committee members begin working on the police agreement issues as originally stated during the 2006 contract negotiations.

Jim Kiscaden publically commended the Public Works Department, the Authority Chairman, Borough Manager, Emergency Management Coordinator and the Strasburg Fire Company for doing an outstanding job in response to the water main break. Mr. Kiscaden added that all of the water tests came back safe and they complied with all DEP Requirements. Mayor Ryder added that he was also very pleased that the situation was handled efficiently and effectively and all involved had good cooperation.

The Borough Manager asked if Borough Council desired her to obtain proposals for Engineer and Legal Services. Jim Kiscaden directed the Borough Manager to obtain 2009 fee schedules.

Cindy Baker asked about the Environmental Advisory Council. Bruce Ryder stated that this was one of the goals included as part of the Regional Joint Comprehensive Plan update and added that we need to make sure during the setup of the EAC that it has the appropriate oversight and scope that is desired. Jim Kiscaden added that it should be stressed that the EAC is an advisory group.

CITIZEN'S COMMENTS: Ralph Kauffman thanked the Borough Council for their decision regarding the YMCA Funding.

ADJOURNMENT: Mike Sollenberger made a motion, seconded by Cindy Baker and passed unanimously to adjourn the meeting at 9:25 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2008 – 51
STRASBURG BOROUGH COUNCIL
SEPTEMBER 9, 2008
MINUTES

Members Present: Jim Kiscaden Michael Sollenberger
 Don Bachman Lee Potts
 Dale Spaulding Cindy Baker

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

CALL TO ORDER AND PLEDGE TO THE FLAG: President Kiscaden called the meeting to order at 7:30 P.M., followed by the salute to the flag. 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 AUGUST 12, 2008: Dale Spaulding made a motion to approve the minutes of the August 12, 2008 meeting as corrected. Mike Sollenberger seconded the motion. Motion carried with members Kiscaden, Bachman, Spaulding, Baker and Sollenberger casting assenting votes. Member Potts abstained from voting because he was not in attendance at that meeting.

MINUTES OF AUGUST 26, 2008: Mike Sollenberger made a motion to approve the minutes of the August 26, 2008 meeting as printed. Cindy Baker seconded the motion. Motion carried with members Kiscaden, Bachman, Potts, Baker and Sollenberger casting assenting votes. Member Spaulding abstained from voting because he was not in attendance at that meeting.

REPORTS:

MAYOR – The Mayor had no written report.

PRESIDENT – President Kiscaden publically commended Donald Bachman for his spirit and dedication to patriotism by having the display of flags at the Lancaster County Training Center.

MANAGER – The Borough Manager reviewed her written report and highlighted the following items:

1. The first weekend in October will be the big 275th Anniversary events and encouraged member participation in all events including the Dinner Dance and invited all members to contact her if interested in being in the parade.
2. An Open Records Officer will need to be appointed.
3. PSAB Fall Conference will be held in Gettysburg on October 17-19, 2008.

POLICE – The Police Report for August 2008 was received and accepted. Chief Echternach reminded members that the picnic at the Range will be held on September 30, 2008.

PUBLIC WORKS – The Public Works report for August 2008 was received and accepted.

ZONING OFFICER – The Zoning Officer's written report for August 2008 was received and accepted. Jim Kiscaden announced that a Zoning Hearing will be held on September 13, 2008. The Borough Manager reported that she has requested a meeting with Jamie Brubaker of Charter Homes to discuss some issues at their development. One concern raised by Jim Kiscaden was about propane tanks being located between the homes. Bruce Ryder stated that he and the Borough Manager met with Rich Stehovich of UGI and Stephen Smoker at which time they learned that UGI has been trying to establish their route to bring the lines into the development but were having problems with Mr. Smoker. At the meeting, the parties involved were guided into an agreement and UGI plans to install the line this Fall.

ENGINEER – The Engineer's report dated September 5, 2008 was received and accepted. It was announced that PennDOT's bid opening and awarding for the Route 896 Relocation Project is scheduled for September 11, 2008.

CONSENT AGENDA: Dale Spaulding 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 \$87,984.32

HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF

APPROPRIATENESS – 214 MILLER AND 120 EAST MAIN STREET

TRICK OR TREAT – SET DATE – FRIDAY, OCTOBER 31, 2008 – 6 TO 8 PM

UNFINISHED BUSINESS:

REVIEW OF ENVIRONMENTAL ADVISORY COUNCIL DRAFT ORDINANCE & BYLAWS:

Jim Kiscaden stated that the review of the Environmental Advisory Council (EAC) draft ordinance began at the last meeting. The Borough Manager stated that Strasburg Township has not taken any further action on the Ordinance since our last meeting. Costs involved with the development of an EAC were discussed and the Borough Manager stated that shared costs could include legal fees, engineering fees, secretarial assistance and supplies.

Jim Kiscaden expressed his concern that some of the duties listed for the EAC are already duties of other existing boards of the municipalities and asked what the purpose of the EAC was.

Mike Sollenberger suggested reducing the duties of the EAC, specifically eliminating the following two items because they are the responsibility of the Planning Commission:

C. To make recommendations as to the appropriate use of open land areas.

G. To advise the appropriate local government agencies in the acquisition of property, both real and personal, whether by gift, purchase, grant, bequest, easement, devise or lease.

And to amend the following section (because he doesn't believe an index of all open areas is needed and the definition of open areas is not specific, not sure what the definitions of flood-prone areas or unique natural areas are):

“F. To keep an index of all open areas, publically or privately owned, including but not limited to flood-prone areas, wetlands, and other unique natural areas.”

To read: “Keep an index of all flood plain areas, wetlands and other natural areas.”

Bruce Ryder suggested to possibly preface the EAC's duties with a phrase similar to “at the request or guidance of one or more of the municipalities,” then this board would be keeping in practice of how the Planning Commission operates. He also added that the ordinance does not state that an annual budget is needed but rather states that it may need funds to cover expenses needed during the course of their work. Bruce stated that the creation of an EAC was added at the end of the Comprehensive Plan update when the municipalities were ready to adopt the plan but it was adopted by the municipalities. Jim Kiscaden stated that now that discussion regarding the creation of an EAC has occurred, he wonders if it is really needed.

Cindy Baker stated that many of these issues are important issues to the Township because the Borough has them covered by other agencies (such as the Planning Commission). She added her concern that if the Township were to study nutrient runoff that the cost would be shared between both municipalities. Bruce Ryder suggested that language be added to state that if it is an issue that is being requested to be studied by one of the two municipalities, any costs associated are the responsibility of that municipality.

Mike Sollenberger stated that he believed the development of an EAC does not need to be one the first implementation steps addressed. It was the consensus to hold a joint meeting with Strasburg Township Supervisors to discuss these issues.

NEW BUSINESS:

ACKNOWLEDGEMENT OF PENSION 2009 MINIMUM MUNICIPAL OBLIGATIONS:

Following a review of the pension minimum municipal obligations, Mike Sollenberger made a motion, seconded by Cindy Baker and passed unanimously to acknowledge that the 2009 Minimum Municipal Obligations have been received by the September 30, 2008 deadline, with the Police MMO being \$54,808 and the Non-Uniformed MMO being \$29,581.

OTHER BUSINESS: Dale Spaulding made a motion, seconded by Mike Sollenberger and passed unanimously to send a letter to the state legislator asking him to support the bill regarding charging a per capita fee for municipalities for the state police in municipalities without a municipal police department. Chief Echternach added that he is in favor of the bill.

Mike Sollenberger asked if the recent landscaping done in the Trails at Strasburg development be verified that it is planted on their property and not in a stormwater easement.

Mike Sollenberger stated that the Planning Commission met last night regarding the draft Gateway North Zone. Mr. Sollenberger added that the Solicitor reviewed the draft and provided a lot of comments regarding the document.

CITIZEN'S COMMENTS: May Gaynor stated that she is glad that the Council is going to discuss the Environmental Advisory Council with Strasburg Township because they have done a lot of work on the project and they have additional information regarding EAC's.

ADJOURNMENT: Mike Sollenberger made a motion, seconded by Dale Spaulding and passed unanimously to adjourn the meeting at 8:35 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2008 – 55
STRASBURG BOROUGH COUNCIL
OCTOBER 14, 2008
MINUTES

Members Present: Jim Kiscaden Michael Sollenberger
 Don Bachman Lee Potts
 Dale Spaulding Cindy Baker
 Penny D'Alessandro

Others Present: Bruce L. Ryder, Mayor
 Lisa M. Boyd, Borough Manager
 F. Steven Echternach, Police Chief
 Christine D. Drennen, Admin. Asst.
 Don Koser, HRG, Inc.
 Cindy Hummel, Lancaster Newspapers
 Representative Bryan Cutler
 May Gaynor
 Robert Hess
 Jim Johnson
 Charles Book

CALL TO ORDER AND PLEDGE TO THE FLAG: President Kiscaden called the meeting to order at 7:30 P.M., followed by the salute to the flag. 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 SEPTEMBER 9, 2008: Dale Spaulding made a motion to approve the minutes of the September 9, 2008 meeting as corrected. Mike Sollenberger seconded the motion. Motion carried with members Kiscaden, Sollenberger, Bachman, Potts, Spaulding and Baker casting assenting votes. Member D'Alessandro abstained from voting because she was not in attendance at that meeting.

REPORTS:

MAYOR – The Mayor extended his appreciation to the members of the 275th Anniversary Committee and to all those who contributed to making the Anniversary Weekend events a success. Mayor Ryder also stated that a preconstruction meeting will be held at PennDOT in Harrisburg on October 17, 2008 regarding the Route 896 Relocation Project and that the contractor's schedule will be announced at this meeting.

PRESIDENT – President Kiscaden also commended the 275th Anniversary Committee, especially the co-chairs Cindy Baker and Teresa Cramer, for all of their work in making the anniversary activities a success. He also asked the members to review the 2009 Draft Budget and be prepared to discuss it at the next meeting.

2008 – 56

MANAGER – The Borough Manager reviewed her written report and highlighted the following items:

1. The Annual Recognition Banquet will be held on Wednesday, October 15, 2008, at Historic Strasburg Inn.
2. Bob May at LEMSA is nominating Strasburg Borough for the Chandler award for working with emergency services.
3. Street cleaning will be done on October 23 and 24, 2008.
4. The Halloween Parade is October 30, 2008 and Trick-or-Treat is October 31, 2008, from 6 to 8 pm.

POLICE – The Police Report for September 2008 was received and accepted.

PUBLIC WORKS – The Public Works report for September 2008 was received and accepted. The Borough Manager added that the new dump truck was received yesterday.

ZONING OFFICER – The Zoning Officer's written report for September 2008 was received and accepted.

ENGINEER – The Engineer's report dated October 10, 2008 was received and accepted. Jim Kiscaden asked about the inspection of the Strasburg Elementary School basin where the school installed an additional 6" pipe which was not included on the plan. The Borough Manager stated that she is in contact with the school regarding this change. Mr. Kiscaden added that when the fire company made changes to their stormwater basin, it cost them \$1,500 in additional engineering fees to verify that their changes were in compliance with our Ordinance.

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 August 31, 2008.

CONSENT AGENDA: Dale Spaulding made a motion, seconded by Cindy Baker and passed unanimously to approve the following items on the Consent agenda:

PAYMENT OF BILLS IN THE AMOUNT OF \$282,716.25

HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF
APPROPRIATENESS – 45 WEST MAIN STREET, 112 EAST MAIN
STREET AND 136 EAST MAIN STREET

Bruce Ryder stated that he felt the Consent Agenda should be eliminated if it is not being used without questioning agenda items because it is not serving its purpose of saving time.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

ADOPTION OF SENATOR ARMSTRONG RESOLUTION #2008-9: The Borough Manager stated that a resolution has been prepared to present to retiring Senator Gibson E. Armstrong at our annual banquet.

Mike Sollenberger made a motion, seconded by Penny D'Alessandro and passed unanimously to adopt Resolution 2008-9 honoring retiring Senator Gibson E. Armstrong for his legislative service.

REVIEW OF “OLD PART OF TOWN” STORMWATER STUDY: Borough Engineer Don Koser of HRG, Inc. was in attendance and reviewed the completed stormwater study of the old parts of town which include Main, Miller and Decatur Streets. A report detailing work needed and estimated costs for repairs within the right-of-way were also reviewed. Work that is needed on private property was also listed separately but cost estimates were not provided because of the additional work involved with obtaining permission to do work on private property. Mr. Koser also reviewed the updated probable construction costs for work that was outlined previously in the Army Corps of Engineers studies for Phases 1-4.

Jim Kiscaden stated that Council needs to evaluate the project and consider the costs, easements and all factors involved to determine how to proceed with this project. Jim Kiscaden suggested that the minor improvements that can be completed by staff within the public right-of-way be included in the 2009 Budget.

PRESENTATION OF 275TH ANNIVERSARY CITATION BY REPRESENTATIVE BRYAN CUTLER: Representative Bryan Cutler was in attendance and presented President Jim Kiscaden and Mayor Bruce Ryder with a citation recognizing Strasburg for its 275th Anniversary.

REVIEW PARK AND RECREATION FUND REQUESTS: Two requests for funds from the Park and Recreation Reserve Fund were submitted. The first request was submitted by Lynn Underhill on behalf of the First Presbyterian Church for playground equipment in the church playground. Steve Echternach stated that he is an elder in the First Presbyterian Church and that they were unaware of this request and requested that her request be withdrawn at this time, to which Council agreed.

The second request was submitted by the Strasburg Playground Association to replace a backstop and sideline fences at the lower field which pose a safety concern. Jim Kiscaden recognized Charles Book and Jim Johnson and thanked them for the countless hours they spend maintaining the playground. Following additional discussion, Dale Spaulding made a motion, seconded by Penny D'Alessandro and passed unanimously to authorize up to \$8,000 to be spent from the Park and Recreation Reserve Fund to install the backstop and sideline fences at the lower field and to hold voting on the trash receptacles until the cost for the backstop is known.

ADOPTION OF OPEN RECORDS OFFICER RESOLUTION #2008-10: Lee Potts made a motion, seconded by Don Bachman and passed unanimously to adopt Resolution 2008-10 appointing Lisa M. Boyd as the Open Records Officer for the Borough of Strasburg.

AUTHORIZATION TO PUT THE 1992 DUMP TRUCK OUT FOR BIDS: Because the new 2008 Ford Dump Truck has been received, Don Bachman made a motion, seconded by Cindy Baker and passed unanimously to authorize the Borough Manager to advertise the 1992 Dump Truck for bids.

REVIEW OF 2009 DRAFT BUDGET AND CAPITAL IMPROVEMENTS PROGRAM: Jim Kiscaden stated that the 2009 Draft budget has been provided by the staff to be reviewed by the Council Members. Mr. Kiscaden stated that the draft provides a good framework and thanked the staff for their work. All members were asked to contact the staff if they have any questions and added that an additional meeting to discuss the draft in November may be held if necessary.

OTHER BUSINESS: Penny D'Alessandro asked about the landscaping mentioned at the last meeting between the Trails at Strasburg and the Community Park. It was stated that the landscaping was done out of the easement and is not on Community Park's property.

CITIZEN'S COMMENTS: None.

ADJOURNMENT: Mike Sollenberger made a motion, seconded by Dale Spaulding and passed unanimously to adjourn the meeting at 8:35 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2008 – 59
STRASBURG BOROUGH COUNCIL
NOVEMBER 4, 2008
MINUTES

Members Present: Jim Kiscaden Michael Sollenberger
 Don Bachman Lee Potts
 Dale Spaulding Cindy Baker
 Penny D'Alessandro

Others Present: Bruce L. Ryder, Mayor
 Lisa M. Boyd, Borough Manager
 F. Steven Echternach, Police Chief
 Jerry & Deb Sprecher, Sprecher Insurance
 Cindy Hummel, Lancaster Newspapers

CALL TO ORDER AND PLEDGE TO THE FLAG: President Kiscaden called the meeting to order at 8:15 P.M., followed by the salute to the flag, and announced that this is a special meeting to review the Draft 2009 Budget to prepare for a Preliminary Budget adoption at the November 11, 2008 meeting. 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.

REVIEW OF 2009 DRAFT BUDGET: President Kiscaden stated that two draft 2009 Budgets have been prepared so far and that two memorandums containing budget information from the Borough Manager has been received by the members. He also stated that he has requested that the Borough's Insurance Agents attend the meeting to look at some health insurance saving options.

Jerry Sprecher stated that because of the size of the group and the Police Contract, an option is to go to a higher deductible and reimburse the employees for any cost-incurred deductible, which, if all of the employees reached the maximum deductible to be reimbursed, could yield an approximate \$20,000 savings or greater for an entire year when comparing the plans based on 2008 rates. The suggested plan to achieve the savings is a \$500 individual deductible which is a \$1,000 maximum family deductible which is a PPO 500/100 plan. Mr. Sprecher stressed that the Borough's policy renewal is March of 2009 and that any changes in the insurance industry between now and then are unknown. He stated that other than the deductible, the two policies being compared are the same. Mr. Kiscaden asked and Mr. Sprecher agreed that there were no plans that just changed the employee co-pays. Deb Sprecher stated that the 2009 rates should be known in January 2009. Bruce Ryder stated that this plan change with the employees being reimbursed for any cost-incurred deductibles has essentially no impact on the employees and verified that the in-house costs to process the reimbursements would not be too cumbersome. Deb Sprecher stated that a decision to change plans needs to be made by the beginning of February 2009. Mr. Sprecher also suggested and it was agreed by Mr. Kiscaden that a meeting be held with the employees to explain the plan change if decided to proceed.

Mike Sollenberger asked if the insurance agents had any additional policy change suggestions for the future. Mr. Sprecher stated that because of the low number of employees, we do not have

2008 – 60

medical underwriting and we have retirees that this is the only suggestion. Lisa Boyd added that the last time we investigated going to a self-funded program that we were too small to be included and Mr. Sprecher stated that he did not think that there is a lot of savings that route either. Lastly, Mr. Sprecher stated that we are considering the best effort to save money.

Additional review of the 2nd Draft 2009 Budget dated November 4, 2008 continued and Jim Kiscaden reviewed the following changes from the 1st Draft:

Includes a .3 mill tax increase to leave a 3.6% fund balance mainly because:

01.310.100 Real Estate Transfer Tax was lowered from \$78,000 to \$57,200

01.362.410 Zoning Permits lowered from \$93,000 to \$33,000

Following the review of the 2nd Draft, it was the consensus to make the following changes:

414.489 Housing Ordinance – delete \$5,000 – put off update a year to allow to work on Zoning Ordinance update

451.100 Recreation Commission – Add \$2,771 for an additional quarters' payment

401, 405, 410, 426.156 and 493.400 Major Medical – Assume that the health insurance plan will be changed to a deductible plan to save money and that the employees will be reimbursed the deductible and estimate a 22% health insurance cost increase on the 2008 rates.

401, 405, 410, 426.158 Anticipated Sick Leave (funding reserve fund to meet policy) – Remove for one year only.

471.100 Reduce by \$4,500 because of additional funds in reserve fund to make loan payment. Add back in the \$5,943 payment for the Pension Fund Unfunded Liability.

It was the consensus that these changes should provide an approximate 5% fund balance with a .3 mill tax increase.

It was noted that the Pension payments for GASB 45 has been deleted from the 2009 budget and is being done for this one year only and should be included in future budgets. It was also the consensus that if additional zoning permit revenue comes in during 2009 that the \$20,000 GASB 45 payment be made in 2009.

It was also the consensus that there is not excess funds in this budget and everyone needs to realize that because costs continue to rise and we cut the budget for 2008 and the preliminary 2009 budget, that tax increases may be necessary for the next several years because there is no or minimal growth.

Bruce Ryder thanked Lisa Boyd and Steve Echternach for bringing a draft budget for Council's review that was realistic and allowed for a quicker review by Council.

OTHER BUSINESS: Mike Sollenberger stated that Dennis Gehringer was in attendance at last night's Planning Commission meeting and provided a first look at the Hampton Inn hotel proposal at Historic Strasburg Inn. The roofline of the proposed three story hotel with peaked roof will be visually similar to that of the existing structures on the site but will need a height variance.

2008 – 61

Penny D'Alessandro stated that she, Lee Potts and Jim Kiscaden met with representatives of the Strasburg Police Officers' Association and began discussing the contract renewal.

Don Bachman stated that he attended a walkthrough at the Lancaster County Convention Center and construction work is continuing.

CITIZEN'S COMMENTS: None.

ADJOURNMENT: Cindy Baker made a motion, seconded by Don Bachman and passed unanimously to adjourn the meeting at 9:50 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2008 – 62
STRASBURG BOROUGH COUNCIL
NOVEMBER 11, 2008
MINUTES

Members Present: Jim Kiscaden Michael Sollenberger
 Don Bachman Lee Potts
 Dale Spaulding Cindy Baker
 Penny D'Alessandro

Others Present: Bruce L. Ryder, Mayor
 Lisa M. Boyd, Borough Manager
 F. Steven Echternach, Police Chief
 Cindy Hummel, Lancaster News
 May Gaynor

CALL TO ORDER AND PLEDGE TO THE FLAG: President Kiscaden called the meeting to order at 7:30 P.M., followed by the salute to the flag. 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: Don Bachman read a letter the Odd Fellows received regarding stormwater problems affecting 20 and 26 North Decatur Street. Jim Kiscaden asked if a catch basin could be installed in the area of the back parking lot and pipe the water to North Decatur Street. It was discussed that this is a stormwater problem that was not previously studied.

MINUTES OF OCTOBER 14, 2008: Dale Spaulding made a motion, seconded by Mike Sollenberger and passed unanimously to approve the minutes of the October 14, 2008 meeting as printed.

REPORTS:

MAYOR – Mayor Ryder pointed out that the Borough Manager has in her Manager's Report that the groundbreaking ceremony for the Route 896 Relocation Project will be held on November 13, 2008, and all are invited to participate. Mayor Ryder added that possibly the 275th Anniversary Committee could take charge of hosting a ribbon cutting ceremony when the roadway is complete in October of 2009.

PRESIDENT – Jim Kiscaden stated that a letter was received from the Lancaster County Planning Commission which states they will be celebrating their 50th anniversary with a dinner on December 1, 2008, at Millersville, followed by an Envision meeting.

MANAGER – The Borough Manager reviewed her written report and highlighted the following items:

1. Strasburg Township just received a plan to commercially develop the property at the corner of 896 and Herr Road for a hotel, bank and other retail uses.

POLICE – The Police Report for October 2008 was received and accepted.

PUBLIC WORKS – The Public Works report for October 2008 was received and accepted.

ZONING OFFICER – The Zoning Officer’s written report for October 2008 was received and accepted.

ENGINEER – The Engineer’s report dated November 7, 2008 was received and accepted.

TREASURER – Mike Sollenberger made a motion, seconded by Lee Potts and passed unanimously to accept and file for audit the Treasurer’s Report for the period ending September 30, 2008.

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

PAYMENT OF BILLS IN THE AMOUNT OF \$66,424.66
HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF
APPROPRIATENESS – 136 EAST MAIN STREET, 231 MILLER
STREET & 143 EAST MAIN STREET

UNFINISHED BUSINESS:

APPROVAL OF CAPITAL IMPROVEMENTS PROGRAM: Following a review of what is contained in the 2009 Capital Improvements Program, Cindy Baker made a motion, seconded by Mike Sollenberger and passed unanimously to approve the Capital Improvements Program dated November 11, 2008.

APPROVAL OF 2009 PRELIMINARY BUDGET AND AUTHORIZATION TO ADVERTISE FOR PUBLIC INSPECTION: Dale Spaulding made a motion, seconded by Cindy Baker and passed unanimously to approve the 2009 Preliminary Budget which includes .3 mill tax increase and authorize the staff to advertise it for public inspection.

Jim Kiscaden added that the tax increase would have been worse if the budget had not been thoroughly reviewed and cut items over the last two meetings. He added that we have not added any new programs, nor reduced any existing programs or donations.

2009 TAX LEVY ORDINANCE 2008-2 – AUTHORIZATION TO ADVERTISE: Jim Kiscaden stated that if the tax rate of 2.43 mills goes through, Strasburg Borough would still be the 6th lowest Borough tax comparing to 2008 tax mills.

Mike Sollenberger made a motion, seconded by Penny D’Alessandro and passed unanimously to authorize the staff to advertise the Tax Levy Ordinance 2008-2 setting the tax rate for the Borough of Strasburg at 2.43 mills for 2009.

NEW BUSINESS:

DEDICATION OF PART OF FRANKLIN STREET ORDINANCE 2008-3 – AUTHORIZATION TO ADVERTISE: Don Bachman made a motion, seconded by Cindy Baker and passed unanimously to authorize the staff to advertise Ordinance 2008-3 which dedicates the part of Franklin Street on the west side of South Jackson Street.

AWARD 1992 DUMP TRUCK BID: Jim Kiscaden reviewed that 11 bids were received for the sale of the 1992 Dump Truck and the bids varied from \$1,880 to the high bidder \$6,521.00.

Lee Potts made a motion, seconded by Don Bachman and passed unanimously to award the bid to the highest bidder, Robert Strutynski of Coatesville, at a bid of \$6,521.00.

STRASBURG COMMUNITY PARK

LAND DEVELOPMENT WAIVER REQUEST: Jim Kiscaden stated that this was reviewed at the November 3, 2008 Planning Commission meeting and that the Planning Commission recommended granting the Land Development waiver, and the draft minutes were provided to each member. Mike Sollenberger stated that the main Planning Commission concern was stormwater and that the raingarden is planned to address those concerns. Jim Kiscaden also highlighted that the Borough Engineer also supports the granting of this waiver as stated in their memorandum dated October 29, 2008.

Mike Sollenberger made a motion to approve the Strasburg Community Park's Land Development Waiver request for a waiver from the full Land Development process as recommended by the Borough Planning Commission and Borough engineer. Penny D'Alessandro seconded the motion and motion carried with members Kiscaden, Sollenberger, Bachman, Potts, Spaulding and D'Alessandro casting assenting votes. Member Baker abstained from voting because she is on the Strasburg Community Park Board.

POSITION ON ZONING VARIANCE REQUEST: Jim Kiscaden stated that a Zoning Variance is also being sought from the Zoning Hearing Board on November 17, 2008, to reduce the setback from 25 feet to 5 feet.

Dale Spaulding made a motion to authorize the Borough Manager to write a letter to the Zoning Officer, that as the owner of the property, Borough Council supports the variance request. Don Bachman seconded the motion and motion carried with members Kiscaden, Sollenberger, Bachman, Potts, Spaulding and D'Alessandro casting assenting votes. Member Baker abstained from voting because she is on the Strasburg Community Park Board.

AUTHORIZATION TO HAVE PENSION ACTUARY COMPLETE IRS CODE COMPLIANCE LETTER: Jim Kiscaden stated that this compliance letter must be completed under IRS regulations and that the determination letter needs to be submitted by January 31, 2009.

Cindy Baker made a motion, seconded by Don Bachman and passed unanimously to authorize Joe Duda, Borough Pension Actuary, to complete the IRS Code Compliance letter, with the assistance of the Borough solicitor, with their fees being paid from the pension plans.

OTHER BUSINESS: None.

CITIZEN'S COMMENTS: May Gaynor stated that in light of the commercial improvements proposed at 896 and Herr Road, could we encourage Strasburg Township to install a light at North Star Road. Jim Kiscaden stated that he hoped Strasburg Township would consider the installation of the light.

2008 – 65

Don Bachman stated that on Sunday, December 7, 2008, at 12:30 P.M., the annual Pearl Harbor Day ceremony will be held in the Square and that the new flag will be flown for Seaman Marshall Morehouse who was on the US Oklahoma when it rolled over and sank that morning. He added that the Lancaster County Commissioners have been invited to attend.

ADJOURNMENT: Mike Sollenberger made a motion, seconded by Cindy Baker and passed unanimously to adjourn the meeting at 8:36 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2008 – 66
STRASBURG BOROUGH COUNCIL
DECEMBER 9, 2008
MINUTES

Members Present: Jim Kiscaden Michael Sollenberger
 Don Bachman Lee Potts
 Dale Spaulding Cindy Baker
 Penny D'Alessandro

Others Present: Bruce L. Ryder, Mayor
 Lisa M. Boyd, Borough Manager
 F. Steven Echternach, Police Chief
 Cindy Hummel, Lancaster News
 May Gaynor
 John Bachman

CALL TO ORDER AND PLEDGE TO THE FLAG: President Kiscaden called the meeting to order at 7:30 P.M., followed by the salute to the flag. 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: May Gaynor stated that a recent Joint Planning Commission meeting that was scheduled at the Borough Office had to be moved to the Library due to another board already meeting at the Borough. The Borough Manager apologized for the mistake.

MINUTES OF NOVEMBER 4 AND 11, 2008: Dale Spaulding made a motion, seconded by Cindy Baker and passed unanimously to approve the minutes of the November 4, 2008 meeting as corrected.

Cindy Baker made a motion, seconded by Penny D'Alessandro and passed unanimously to approve the minutes of the November 11, 2008 meeting as printed.

REPORTS:

MAYOR – The Mayor had no written nor verbal report.

PRESIDENT – President Kiscaden complimented and commended Don Bachman for coordinating the Pearl Harbor remembrance ceremony at the Square, which he has done for many years. He also reported that Strasburg Restoration and Preservation received an award from the Lancaster County Planning Commission for their restoration work.

MANAGER – The Borough Manager reviewed her written report and highlighted the following items:

1. The pre-audit work for 2008 has begun.
2. Received an updated date for the beginning of the blasting for the Route 896 Relocation project which now anticipates beginning Thursday, December 11, 2008, between 12:30 pm and 3:30 pm.

POLICE – The Police Report for November 2008 was received and accepted.

PUBLIC WORKS – The Public Works Director was on vacation, and a report will be provided upon his return. Jim Kiscaden noted that at the last Authority meeting, the Authority voted to replace the 8” line with a 12” line into the Borough as soon as possible because of the recent breaks which result in the town having no water. Dale Spaulding asked the status of the storage facility project. Jim Kiscaden stated that with staffing changes at the Engineer, the Authority does not have a final design yet. Jim Kiscaden added that the Authority is not proposing water nor sewer rate increases for the beginning of 2009, but a water rate increase is possible toward the end of the year.

ZONING OFFICER – Penny D’Alessandro asked about the vacation home inquiry he responded to. The Borough Manager will provide the members with a copy of the Zoning Officer’s written response. Penny D’Alessandro also stated that she realizes that they have permits allowing them to proceed but that she was disappointed that the members of St. Michael’s were continuing with their plans to add onto the church, which she feels has a tremendous impact on the architectural purity of that building.

ENGINEER – The Engineer’s report dated December 5, 2008, was reviewed. Jim Kiscaden asked who is paying for the contract management part of the Route 896 Relocation Project. Bruce Ryder stated that \$24,000 was budgeted which is where items such as change orders and questions would be paid for. He added that PennDOT does have a full-time inspector on the job.

TREASURER – Mike Sollenberger made a motion, seconded by Cindy Baker and passed unanimously to accept and file for audit the Treasurer’s Report for the period ending October 31, 2008.

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

PAYMENT OF BILLS IN THE AMOUNT OF \$491,161.21
HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF
APPROPRIATENESS – 127 EAST MAIN STREET, 32 EAST MAIN STREET,
15 WEST MAIN STREET & 43 WEST MAIN STREET
2009 MEETING SCHEDULE – AUTHORIZATION TO ADVERTISE
REAPPOINTMENT/APPOINTMENT OF BOARD MEMBERS

Jim Kiscaden noted that in addition to receiving HARB approval, the installation of the cupola on the rear porch at 15 West Main Street also needs to receive permission from the Historic Preservation Trust of Lancaster County. Dale Spaulding noted that the representative to the Lampeter-Strasburg Recreation Commission will only serve as long as that board is in existence. Cindy Baker stated that while she appreciates their work and knowledge, she thinks it is not right to have two family members on the same board.

UNFINISHED BUSINESS:

APPROVAL OF 2009 FINAL BUDGET: President Kiscaden reported that this final budget includes a couple of changes, including a higher projected beginning balance and a larger

invoiced loan payment for the Route 896 Relocation project. Jim Kiscaden stated that the proposed tax increase is .3 tax mill to 2.43 mills, which creates an impact of an additional \$3.00 for every \$10,000 of property valuation. Jim Kiscaden stated that during the past five weeks, he has not had anyone contact him regarding the budget or suggested additional areas to be reduced.

Dale Spaulding made a motion, seconded by Penny D'Alessandro and passed unanimously to approve the 2009 Final Budget dated December 9, 2008 which includes a .3 tax mill increase.

ENACTMENT OF 2009 TAX LEVY ORDINANCE 2008-2: The Borough Manager stated that the Ordinance has been advertised as required.

Mike Sollenberger made a motion, seconded by Don Bachman and passed unanimously to enact the Tax Levy Ordinance 2008-2 setting the tax rate for the Borough of Strasburg at 2.43 for 2009.

NEW BUSINESS:

JOHN BACHMAN LAND DEVELOPMENT: Jim Kiscaden stated that this application is relative to the parking lot to the rear of Franklin Street and South Decatur Street, adjacent to the Bachman Funeral Home.

ACTION ON WAIVERS AND MODIFICATIONS: Cindy Baker made a motion to approve the following waivers and modifications as recommended by the Planning Commission and Borough engineer: 1) Depth to Limiting Zone – Section 304.B.9 of the Stormwater Management Ordinance; 2) Preliminary Plan Application – Section 303 of the Subdivision and Land Development Ordinance; 3) Interior Landscaping – Section 603.09 of the Subdivision and Land Development Ordinance; and 4) One-way or two-way access drive standards – Section 602.17.7 & 603.3 of the Subdivision and Land Development Ordinance. Lee Potts seconded the motion and motion carried with members Kiscaden, Sollenberger, Bachman, Potts, Spaulding and Baker casting assenting votes. Member D'Alessandro cast a dissenting vote because she was concerned with the perimeter landscaping and the waiver.

ACTION ON FINAL PLAN: Mike Sollenberger made a motion to approve the John Bachman Final Land Development Plan for a parking lot as recommended by the Planning Commission and Borough engineer subject to compliance with HRG's review letter dated December 1, 2008. The motion was seconded by Cindy Baker and passed with members Kiscaden, Sollenberger, Bachman, Potts, Spaulding and Baker casting assenting votes. Member D'Alessandro cast a dissenting vote because she was concerned with the perimeter landscaping.

ENACTMENT OF DEDICATION OF PART OF FRANKLIN STREET ORDINANCE 2008-3: The Borough Manager verified that the ordinance has been advertised as required and added that additional State Highway aid funds will be received to maintain the street. Dale Spaulding made a motion, seconded by Don Bachman and passed unanimously to enact Ordinance 2008-3 which dedicates the part of Franklin Street on the west side of South Jackson Street.

ADOPTION OF PUBLIC RECORDS INSPECTION AND DUPLICATION POLICY

RESOLUTION 2008-11: Jim Kiscaden stated that this resolution is necessary for us to be in compliance with Act 3 of 2008.

Lee Potts made a motion, seconded by Penny D'Alessandro and passed unanimously to adopt Resolution 2008-11 which establishes a policy for public records inspection and duplication in accordance with the Right to Know Law.

ADOPTION OF FIRE COMPANY 2009 ACTIVITIES RESOLUTION 2008-12: Mike Sollenberger made a motion, seconded by Don Bachman and passed unanimously to adopt Resolution #2008-12 which outlines and approves the Strasburg Fire Company's activities for 2009 for workers' compensation coverage purposes.

OTHER BUSINESS: Penny D'Alessandro expressed her concern with the proposed height of the proposed Hampton Inn. Bruce Ryder clarified that the developer can build a three-story hotel with a flat roof and meet our ordinance, but they are trying to duplicate the existing architecture and that is why they are seeking the height variance to add the peaked roof. Jim Kiscaden added that the developer has met with Strasburg Fire Company and they submitted a letter stating that their new ladder truck can adequately handle the three story building with the peaked roof.

Dale Spaulding made a motion, seconded by Lee Potts and passed unanimously to prepare a letter of support for the Zoning Hearing application for 44 Strasburg Associates where they are seeking to exceed the 35 foot maximum height requirement in the Zoning Ordinance to allow a structure at a maximum of no more than 45 ½ feet tall.

Mike Sollenberger stated that he will be retiring from the Planning Commission, effective at the end of December 2008, which is one year short of the end of his term. Jim Kiscaden complimented Mike for his 8 years of service on the Planning Commission and thanked him for working very diligently to insure compliance with Borough Ordinances.

CITIZEN'S COMMENTS: John Bachman stated that he will be offering the use of the parking lot to the First Presbyterian Church for their use on Sunday mornings, especially because he has seen many almost accidents in that area.

May Gaynor commented about the new water and sewer funds that just became available from the state. Jim Kiscaden stated that the Borough has already submitted a grant application eight weeks ago.

ADJOURNMENT: Lee Potts made a motion, seconded by Mike Sollenberger and passed unanimously to adjourn the meeting at 8:59 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager