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**STRASBURG BOROUGH COUNCIL
REORGANIZATION MEETING
MINUTES OF JANUARY 4, 2010**

MEMBERS PRESENT: Jim Kiscaden Mike Sollenberger Don Bachman
Cindy Baker Dale Spaulding Michael Chiodo
Randy Hock

OTHERS PRESENT:

Henry D. Miller, Mayor	Luke Miller
Lisa M. Boyd, Borough Manager	Amelia Miller
F. Steven Echternach, Police Chief	Holly Miller
District Justice Richard Reeser	Harriet Miller
Brad Klunk, Police Officer	Amanda Hock
	Alexandra Hock

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

OATH OF OFFICE: The oath of office was administered by District Justice Richard Reeser to the following:

NEWLY ELECTED: Henry D. Miller, Mayor, 4 year term (2013)
Michael Chiodo, Council Member, 4 year term (2013)
Randy Hock, Council Member, 4 year term (2013)

RE-ELECTED: Cindy Baker, Council Member, 4 year term (2013)
Lisa M. Boyd, Tax Collector, 4 year term (2013)

District Justice Reeser presented each with a Loyalty Oath Certificate to be signed.

ELECTION OF OFFICERS:

PRESIDENT OF COUNCIL: Dale Spaulding nominated Jim Kiscaden to the position of President of Council. Mike Sollenberger closed the nominations. With no additional nominations for Council President, President Kiscaden continued with the remainder of the meeting agenda.

VICE PRESIDENT OF COUNCIL: Dale Spaulding nominated Mike Sollenberger to the position of Vice President of Council. Don Bachman closed nominations. With no additional nominations for Council Vice President, Mike Sollenberger was named Vice President.

PRESIDENT PRO TEM: Dale Spaulding nominated Don Bachman to the position of President Pro Tem. Mike Sollenberger closed nominations. With no additional nominations for President Pro Tem, Don Bachman was named President Pro Tem.

APPOINT BOROUGH SOLICITOR: A motion was made by Mike Sollenberger, seconded by Don Bachman and passed unanimously to appoint Morgan, Hallgren, Crosswell & Kane as Borough Solicitor. Dale Spaulding closed the nominations .

APPOINT BOROUGH ENGINEER: After some discussion of whether to put out RFP's for engineering services, a motion was made by Mike Sollenberger, seconded by Don Bachman and passed unanimously to appoint HRG, Inc. as Borough engineer. Dale Spaulding closed the nominations.

APPOINT PNC BANK AS DEPOSITORY OF BOROUGH FUNDS: A motion was made by Mike Sollenberger, seconded by Don Bachman and passed unanimously to appoint PNC Bank as the depository of Borough funds. Dale Spaulding closed the nominations.

APPOINT CONTACTS AND ALTERNATES: President Kiscaden made the following appointments:

	Public Works	Finance	Personnel
Primary	Don Bachman	Mike Sollenberger	Dale Spaulding
Alternate	Randy Hock	Mike Chiodo	Cindy Baker

APPOINTMENT OF COUNCIL REPRESENTATIVE TO THE JOINT PLANNING COMMISSION: President Kiscaden asked Randy Hock if he would be interested in the position and Randy indicated that he would. A motion was made by Mike Sollenberger, seconded by Dale Spaulding and passed unanimously to appoint Randy Hock as the Council Representative to the Joint Planning Commission. Don Bachman closed the nominations.

APPOINT CHAIRPERSON TO VACANCY BOARD: A motion was made by Mike Sollenberger, seconded by Cindy Baker and passed unanimously to appoint Gail Anderson as Chairperson to the Vacancy Board. Dale Spaulding closed the nominations.

ADOPTION OF FIRE COMPANY ACTIVITIES RESOLUTION #2010-1: A motion was made by Dale Spaulding, seconded by Don Bachman and passed unanimously to adopt the Fire Company Activities Resolution #2010-1 with gracious thanks.

ADJOURNMENT: A motion was made by Dale Spaulding, seconded by Mike Sollenberger and passed unanimously to adjourn at 7:50 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

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STRASBURG BOROUGH COUNCIL
JANUARY 12, 2010
MINUTES

Members Present:

Jim Kiscaden	Cindy Baker
Mike Sollenberger	Don Bachman
Dale Spaulding	Mike Chiodo
Randy Hock	

Others Present:

Henry Miller, Mayor	Ann Rohrer
Lisa M. Boyd, Borough Manager	Tom Dittoe
F. Steven Echternach, Police Chief	Laverne Stauffer
Cindy Hummel, LNP Correspondent	May Gaynor
Kathy Ruhl	Tom Lainhoff

CALL TO ORDER AND PLEDGE TO THE FLAG: Council 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.

REQUESTS TO BE HEARD:

329 MILLER STREET – APPEAL OF HISTORIC ARCHITECTURAL REVIEW

BOARD DECISION: Ann Rohrer, owner of 329 Miller Street, was in attendance and was seeking permission to replace all of her windows with the replacement windows she has already purchased. She showed pictures of the plastic blowing in that is on her windows. She also presented pictures of Keystone Homes which have the same energy efficient windows she is requesting in addition to pictures of other homes in the Historic District who have insulated vinyl replacement windows. Ms. Rohrer stated that she believed there is nothing historic about her home except for where it sits and stated that if she knew it was in a Historic District she never would have purchased the home at auction last year. Jim Kiscaden stated that the Historic District has been in existence since 1972 and the HARB works with the property owners to come up with the best solution possible. Laverne Stauffer, the contractor, stated that he was unaware that she was in a historic district. Tom Dittoe asked what the front window grill pattern was and Mr. Stauffer stated that both the existing and the proposed replacements are 8 lights on top and 8 lights on bottom and that the grill is a contoured grill that came out about 5 years ago and looks more like wood. Ann Rohrer stated that the house was built in 1940 and that she is willing to store all of the old windows on site. Tom Lainhoff, HARB Chairman, stated that this is the worst situation for HARB to deal with because they try to assist homeowners and HARB has never approved replacement of windows that are in good condition, noting that 5 members of HARB conducted a site visit and determined that the windows need some adjustment but are good windows. Tom Lainhoff added that there are laboratory tests that demonstrate that historic windows that are in good working condition, together with a storm window, are as efficient as modern thermal pane windows and that modern thermal pane windows have a limited lifespan and that you cannot recoup the investment with replacement windows. Mr. Lainhoff added that

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auctioneers and realtors need to advise potential owners of being located in the Historic District. Mr. Stauffer stated that the energy tax credit does not apply to storm windows. Ms. Rohrer stated that the Harvey replacement windows that HARB recommended are too expensive for her to install.

MINUTES OF DECEMBER 8, 2009 AND JANUARY 4, 2010: Mike Sollenberger made a motion to approve the minutes of December 8, 2009. Randy Hock seconded the motion. Motion carried with members Kiscaden, Baker, Sollenberger, Bachman and Hock casting assenting votes. Members Spaulding and Chiodo abstained from voting because they were not in attendance at the meeting.

Mike Sollenberger made a motion, seconded by Cindy Baker and passed unanimously to approve the minutes of the January 4, 2010 meeting as printed.

REPORTS:

MAYOR – The Mayor had nothing to report.

PRESIDENT – Jim Kiscaden stated that the Strasburg Fire Company responded to 29 calls in December and that the annual report will be provided at the March meeting. He added that so far the fund drive has been very successful with approximately \$43,000 donated and is similar in amount to previous years.

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

1. The annual insurance increase was received and is 26.5%, which is higher than was budgeted. A tabulation of the impact on the general, water and sewer funds will be compiled and distributed.
2. Two vacancies currently exist, one on the Planning Commission and one on the Joint Planning Commission.
3. The LCBA meeting will be held on February 24, 2010.

POLICE – The Police Report for December 2009 was received and accepted.

ZONING OFFICER – The Zoning Officer's report for December 2009 was reviewed and accepted. Jim Kiscaden noted that an enforcement notice was sent to Charter Homes for the tractor trailer "billboard" and they have until January 31, 2010 to remove it. Cindy Baker asked about S.E. Smoker's trailer and Jim Kiscaden stated that it is a construction trailer.

ENGINEER – The Engineer's report for December 2009 was received and accepted. Jim Kiscaden noted that it was necessary to develop plans for the traffic signal at a cost of approximately \$4,500 which the Borough Manager stated will be paid by the Bypass loan and the final engineering invoice will be for the walkthrough. The Borough Manager also clarified that the stormwater issues on Fairview Road will be taken care of by PennDOT.

CONSENT AGENDA: Cindy Baker made a motion, seconded by Don Bachman and passed unanimously to remove the approval of the HARB Certificate of Appropriateness for 329 Miller Street from the Consent Agenda.

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Mike Sollenberger 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 \$79,776.53

HARB CERTIFICATES OF APPROPRIATENESS – 23 EAST MAIN STREET

HARB CERTIFICATE OF APPROPRIATENESS – 329 MILLER STREET: Jim Kiscaden stated that the concerns raised by Ann Rohrer were heard at the beginning of the meeting and she stated that she proceeded with the ordering of the windows without realizing she was in the Historic District, heard from HARB Chairman Tom Lainhoff, and have the draft minutes from the HARB meeting. Mike Sollenberger made a motion, seconded by Cindy Baker to approve the HARB Certificate of Appropriateness for 329 Miller Street as presented. The following discussion took place on the motion:

Cindy Baker encouraged the members to support their boards and reiterated the importance of Strasburg's Historic District. Randy Hock stated that he also owns a home in the Historic District and empathizes with the applicant but is concerned with the precedence that would be set if HARB's recommendation was not supported. Mike Sollenberger stated that although he recognizes it is an unfortunate situation, the Historic District has been in place for 30 years, the Borough has improved its efforts to notify residents of being in the Historic District which the homeowner admitted to not reading, and contractors should investigate necessary permits. Dale Spaulding stated that he believes HARB did try to work with the neighbor and compromise. The recommendation was reviewed and Mr. Stauffer and Ms. Rohrer were advised that if they wanted to pursue a window that does not meet the Certificate of Appropriateness that it would be necessary to reapply to HARB.

Question was called on the motion and the motion carried with members Kiscaden, Baker, Sollenberger, Spaulding, Chiodo and Hock casting assenting votes. Member Bachman cast a dissenting vote.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

SUBDIVISION & LAND DEVELOPMENT ORDINANCE AMENDMENTS – AUTHORIZATION TO FORWARD DRAFT ORDINANCE TO LANCASTER COUNTY PLANNING COMMISSION FOR FORMAL REVIEW: The Borough Manager stated that she recommends the Lancaster County Planning Commission conduct a review of the proposed amendments, and the results of the review will be brought back to Borough Council for further action.

Dale Spaulding made a motion, seconded by Mike Sollenberger and passed unanimously to forward the draft Ordinance which outlines the proposed amendments to Subdivision & Land Development Ordinance to the Lancaster County Planning Commission for formal review.

POLICE COVERAGE ORDINANCE 2010-1 – AUTHORIZATION TO ADVERTISE: Jim Kiscaden stated that at their January 4, 2010 meeting, Strasburg Township authorized the same ordinance to be advertised and similar action is needed by the Borough in order to consider

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the Ordinance at the next meeting. Chief Echternach stated that if the officer gets involved in handling a criminal incident, the time may exceed the 12 hours but the Township will be invoiced for the actual hours worked.

Mike Sollenberger made a motion, seconded by Mike Chiodo and passed unanimously to authorize the Borough Solicitor to advertise the Police Coverage Ordinance 2010-1 which authorizes the execution of an agreement between the Borough of Strasburg and the Township of Strasburg relating to the provision by the Borough of limited police services to the Township.

AMENDMENT TO POLICE PENSION DOCUMENTS TO ELIMINATE THE KILLED IN SERVICE DEATH BENEFIT: Jim Kiscaden explained that this action is necessary because through Senate Bill 369, the municipality is no longer responsible to pay for this benefit and will be paid for by the Commonwealth and the SPOA has given their permission to have the amendment made.

Cindy Baker made a motion, seconded by Dale Spaulding and passed unanimously to authorize the Borough Solicitor to amend the Police pension documents to remove the Killed in Service death benefit and that action is supported by permission granted from the SPOA.

OTHER BUSINESS: Dale Spaulding expressed a safety concern regarding the large amount of water that collects on South Jackson Street and then turns into ice. Jim Kiscaden stated that it is water that comes out from sump pumps that is not getting to the stormwater basin. Cindy Baker suggested talking to the property owner and Jim Kiscaden noted that the water table is extremely high. Jim Kiscaden forwarded this matter to the Public Works and Safety Committees.

Don Bachman stated that there is a bleak financial future of the Strasburg Cemetery Association and that they probably only have enough funds to mow through May. Don Bachman noted that the Association does have approximately \$50,000 in a trust fund but cannot be touched. He noted that they paid \$6,500 for mowing in 2009. He stated that there was only one burial (cremation) in the cemetery in 2009. Don Bachman stated that John Bachman had wanted to attend but was called away for work. Don Bachman suggested that the Borough could dig future grave sites with the Borough's backhoe to reduce their expenses and that they have been spraying weed killer around each tombstone to reduce weed eating time. Jim Kiscaden suggested that possibly the Borough could mow the cemetery and the interest from the trust be used to help offset that expense. Jim Kiscaden suggested that John Bachman be asked to attend a future meeting.

Cindy Baker commended the staff for their work during the recent boil water advisory. She asked if there was any way for the test results to come back not just before the weekend because of its effect on local businesses. The Borough Manager stated that changing the testing date will be investigated. Jim Kiscaden stated that at its last meeting, the Authority authorized the implementation of a phone call notification system which will be utilized for safety notifications to the public.

CITIZEN'S COMMENTS: Tom Lainhoff thanked the members of Borough Council for their support of HARB and suggested that possibly the addition of signage recognizing Strasburg's Historic District may be helpful.

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EXECUTIVE SESSION – PERSONNEL : Jim Kiscaden adjourned the meeting into Executive Session at 9:05 P.M. to discuss Personnel.

The regular meeting was reconvened at 9:10 P.M. at which time Dale Spaulding made a motion, seconded by Randy Hock and passed unanimously to authorize the addition of a part-time police officer. It was confirmed that there would be no increase in part-time costs.

ADJOURNMENT : A motion was made by Mike Sollenberger, seconded by Dale Spaulding and passed unanimously to adjourn the meeting at 9:12 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

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STRASBURG BOROUGH COUNCIL
FEBRUARY 9, 2010
MINUTES

Members Present:

Jim Kiscaden	Mike Sollenberger
Don Bachman	Mike Chiodo
Randy Hock	

Others Present:

Henry Miller, Mayor	Darin Pickles
Lisa M. Boyd, Borough Manager	John Reed
F. Steven Echternach, Police Chief	May Gaynor
Bill & Sara Gretton	John Bachman

CALL TO ORDER AND PLEDGE TO THE FLAG: Council 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.

REQUESTS TO BE HEARD:

PENSION ACTUARY UPDATE – JOE DUDA: Jim Kiscaden announced that Joe Duda was unable to attend due to the inclement weather.

YMCA UPDATE AND LEASE DISCUSSION – JOHN REED & DARIN PICKLES: Mr. Reed and Mr. Pickles were in attendance representing the Lampeter-Strasburg YMCA and wanted to provide an update, noting that they had opened the L-S YMCA on May 23, 2009 and currently have 6,187 members and 440 members are receiving financial assistance. Mr. Pickles added that because of the lease agreement, they provide 5,539 Lampeter-Strasburg School District members with just under \$75,000 in financial assistance. When asked, Mr. Pickles stated that their annual operating budget is currently just over \$2 Million and that they are projecting to just make their budget (which their fiscal year runs from December through November). Randy Hock asked if there were a maximum number of members they would allow and Mr. Pickles replied that they do not have a maximum number yet. Mr. Pickles stated that they do have members from many different municipalities. Mr. Pickles stated that there are two different ways to count membership: units (families) and members. He stated that they had 2000 units at the end of 2009 and are hoping for 3500 units by the end of 2010.

Mr. Reed talked about the lease and the membership of the board and they are asking for a change to broaden the guidelines for the seven members. They are requesting to change it to require that only two of the seven at large members must own a home within the Lampeter-Strasburg District because the municipal representatives must live within the District and will still result in 10 of the 15 members owning a home within the District. They stated that they made a similar request at the West Lampeter Township meeting last evening and that all members of the lease agreement must agree to this change in order for it to be put into effect.

Henry Miller asked what the benefit was and Mr. Reed stated that as they are recruiting members, people will be asking to serve on the Board and this opens up this possibility and creates a wider pool of people to serve.

Mike Sollenberger asked if they could provide a numerical breakdown of members who reside in and outside of the L-S District.

Jim Kiscaden stated that Dale Spaulding was a member of the original Recreation Board and that he was unable to attend tonight's meeting because he is stranded in Arizona because of the weather and that he would like to have Mr. Spaulding's input on this matter prior to taking any action.

STRASBURG CEMETERY UPDATE – JOHN BACHMAN: John Bachman was in attendance and stated that the Strasburg Cemetery is managed by the Strasburg Cemetery Association which is a non-profit organization. Mr. Bachman distributed a financial report and stated that the Association's Board has dwindled to two members, he and Don Bachman. He pointed out on the financial report that the portfolio includes the endowment funds. He explained the endowment funds that a person can purchase a cemetery lot for \$350 and pays \$100 to the endowment fund. The bylaws of the Cemetery Association state that the endowment funds must be invested in a financial institution and the interest that it generates is to pay for the care of the cemetery (mowing and weeding). Mr. Bachman stated that the endowment fund is currently \$59,353 and checking of \$1,577 and a Certificate of Deposit for \$4,400. Mr. Bachman stated that the expenses to manage the endowment fund (which is handled by PNC Bank) have begun to outweigh the distributions. Mr. Bachman explained that the Association makes money in three ways: 1) by opening and closing graves, 2) interest on funds, and 3) charitable contributions. The caretaking (mowing) in 2009 cost \$6,500. He added that the mowers do a great job and that the layout of the cemetery and monuments makes it more difficult to mow and they do spray for weeds to reduce the amount of weed eating. John Bachman also stated that a generous \$5,000 contribution was received in the past and they put those funds toward removing a large tree in the cemetery which was deteriorating and a risk of falling and damaging monuments. Mr. Bachman stated that he ran ads at his own expense to advertise selling lots (there are 27 lots still available) and no interest in assisting to fund a columbarium (place with niches to put in cremated remains). He reported that in 2009, they ended with expenses exceeding revenues in the amount of \$5,600, despite efforts such as not charging to dig cremation graves and board members refusing to be paid for many years. John Bachman noted that there was a \$2,000 donation from the VFW which was specifically to plant a tree.

John Bachman stated that the bottom line is that the cemetery association is pretty much finished and they would like to hand the cemetery over to the Borough and will come back to a future meeting with more information including if the endowment fund could be transferred to the Borough.

Jim Kiscaden asked about the endowment fund and its use restrictions. John Bachman stated that he would obtain copies of their bylaws. Don Bachman stated that his experience with challenging endowment funds is that legal fees can use up those funds quickly.

May Gaynor asked if the Association had sought financial or donated mowing assistance from any local churches and John Bachman stated that they had not and that most churches are in the

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same financial condition that the cemetery is in. John Bachman stated that he did have interest as an Eagle Scout project to remove the building but when the scope of the project was realized, the project was not pursued. John Bachman stated that he has talked to scouts about the possibility of them assisting with mowing but they can't run power equipment under 18 years of age.

HERITAGE CORRIDOR DESIGNATION – MAY GAYNOR: May Gaynor stated that she had submitted a proposal with her request to be heard, which was copied to the members. She stated that so far they have contacted municipalities and that it has been well received by all that she had talked to. She stated that a meeting will be held with Scott Standish from the Lancaster County Planning Commission and West Lampeter Township offered to host the meeting which will be held at the end of February or beginning of March. She stated that they are looking at possibly having the heritage corridor go from the Christiana area to Conestoga and will be determined based on input and interest at the meetings. She stated that it appears that the 741 Corridor would be the involved area in Strasburg Borough.

Randy Hock asked what the plan was if it becomes designated and May Gaynor stated that it is to determine the road as a heritage corridor and then possibly install signage, important historical places, areas or buildings that may need more attention and enable the ability to request a context-sensitive design for roadwork. Randy Hock asked if there were grant funds available to assist with paying for these improvements and May Gaynor stated that these are questions to be directed to Scott Standish.

MINUTES OF JANUARY 12, 2010: Mike Sollenberger made a motion, seconded by Randy Hock and passed unanimously to approve the minutes of January 12, 2010 as printed.

REPORTS:

MAYOR – The Mayor commended the Public Works Department on a great job with keeping the streets clean. He also stated that he will be performing a marriage on May 29, 2010.

PRESIDENT – Jim Kiscaden stated that the Strasburg Fire Company responded to 15 fire calls in January 2010 which included 4 at East Main Street for lifting assistance. Jim Kiscaden stated that the Authority will be employing a temporary part-time person, with interviews scheduled next week. He added that the Authority will be holding its pre-construction meeting with the new water treatment plant contractors next week.

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

1. Residents can sign up for the emergency notification system with up to three phone numbers, an e-mail address and texting information. A mass mailing will be sent to encourage residents to sign up.
2. An Envision Certificate of Merit to Strasburg Borough, Strasburg Township and PennDOT was received for the Route 896 Relocation Project.

POLICE – The Police Report for January 2010 was received and accepted.

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PUBLIC WORKS – The Public Works Reports for October, November and December 2009 were received and accepted. Jim Kiscaden noted that there was a lot of infiltration in the sewer system in December with the average water usage 193,000 gpd and the average sewer usage was 364,000 gpd. Jim Kiscaden noted that the sewer system is approximately 36 years old and that other systems who used the same type of pipe 20 years prior to our system are now replacing the pipe due to its deterioration.

ZONING OFFICER – The Zoning Officer's report for January 2010 was reviewed and accepted. Jim Kiscaden noted that the Charter Homes' trailer has been removed. The Borough Manager also stated that the No-Impact Home Based business application has been resubmitted and now fits within the guidelines and a permit has been issued.

ENGINEER – The Engineer's report for January 2010 was received and accepted.

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

PAYMENT OF BILLS IN THE AMOUNT OF \$61,487.98
HARB CERTIFICATES OF APPROPRIATENESS – 101 SOUTH DECATUR
STREET AND 335 MILLER STREET
PLANNING COMMISSION APPOINTMENT
ACCEPTANCE OF HISTORIC ARCHITECTURAL REVIEW BOARD
ANNUAL REPORT
ACCEPTANCE OF CIVIL SERVICE COMMISSION ANNUAL REPORT
APPROVAL FOR STRASBURG FIRE POLICE TO ASSIST AT BART
TOWNSHIP'S FIRE COMPANY SALE

UNFINISHED BUSINESS:

ENACTMENT OF POLICE COVERAGE ORDINANCE 2010-1: Jim Kiscaden announced that Ordinance has been properly advertised and available for public review and the Borough Manager confirmed that no comments have been received. Jim Kiscaden questioned the amount of work that could be done in 12 hours per month, but noted that is the amount of coverage that Strasburg Township is requesting.

Mike Sollenberger made a motion, seconded by Randy Hock and passed unanimously to enact Ordinance 2010-1 which authorizes the execution of an agreement between the Borough of Strasburg and the Township of Strasburg, relating to the provision by the Borough of limited police services to the Township.

ENACTMENT OF POLICE KILLED IN SERVICE DEATH BENEFIT ORDINANCE 2010-2: Jim Kiscaden stated that this Ordinance has been properly advertised and available for public review and that this will now be funded by Act 51 rather than the Borough purchasing an insurance policy for this coverage. Jim Kiscaden clarified with the Police Chief that the state has funded this.

Mike Sollenberger made a motion, seconded by Don Bachman and passed unanimously to enact Ordinance 2010-2 which amends Chapter 1 of the Borough's Code of Ordinances pertaining to

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the Police Pension Fund in accordance with Act 51 of 2009 which eliminates the requirement of the Borough to fund the killed in service death benefit since it will now be funded by the Commonwealth of PA.

NEW BUSINESS: None.

OTHER BUSINESS: None.

CITIZEN'S COMMENTS: May Gaynor stated that the Public Works Department did a great job and were out all night long plowing and that they appreciate their efforts.

ADJOURNMENT: A motion was made by Mike Sollenberger, seconded by Mike Chiodo and passed unanimously to adjourn the meeting at 8:42 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

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STRASBURG BOROUGH COUNCIL
MARCH 9, 2010
MINUTES

Members Present:

Jim Kiscaden	Mike Sollenberger
Mike Chiodo	Dale Spaulding
Randy Hock	Cindy Baker

Others Present:

Henry Miller, Mayor	Lee Potts
Lisa M. Boyd, Borough Manager	May Gaynor
F. Steven Echternach, Police Chief	Rick Wentz
Cindy Hummel	Dale Kopp
Carol & Mike Eshleman	

CALL TO ORDER AND PLEDGE TO THE FLAG: Council 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.

REQUESTS TO BE HEARD:

PRESENTATION OF ANNUAL FIRE COMPANY REPORT – RICK WENTZ: Rick Wentz was in attendance and reviewed the written 2009 annual Strasburg Fire Company report which was provided to the members. In 2009, there were 214 total calls which was a significant increase from 180 calls in 2008. The largest types of calls were 52 vehicle accidents, 31 building fires, 24 automatic fire alarms, and 21 public services. The highest number of calls responded to by municipality was Strasburg Township with 104 calls, followed by 36 in Strasburg Borough, 31 in Paradise Township, 18 in East Lampeter Township, 10 in Eden Township, 10 in West Lampeter Township, 2 in Leacock Township, 2 in Providence Township and 1 in Conestoga Township. Vehicle accidents were the reason for the largest number of calls for service in Strasburg Township, Strasburg Borough and Paradise Township. Rick Wentz stated that they have an average of 20 active members with the majority of members being over 40 years of age and residing in Strasburg Borough. When asked, Jim Kiscaden stated that they have had about 10 new members in the past year but that the problem is retaining new members because of the large amount of required training (48 hours for Firefighter 1) to continue on as a firefighter. He added that this reduction in the number of volunteers is the same trend seen by many areas in Lancaster County and some municipalities have to hire at least part-time paid staff and that the impact on the tax base for a paid fire department would be significant.

It was noted that even though the majority of calls were in Strasburg Township that they only contribute \$15,000 toward the Strasburg Fire Company whereas the Borough contributes \$35,000 and is required to also provide the insurance since the fire house is in the Borough. It was also discussed that Strasburg Township mainly supports Refton Fire Company because their fire house is located in Strasburg Township but close to the border of Providence Township. Jim Kiscaden stated that Refton Fire Company primarily covers the southwestern part of Strasburg Township and Strasburg Fire Company covers the remainder of the Township. Rick Wentz also

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stated that they respond to so many calls in Paradise Township because of accidents on the Paradise Township sections of Route 896 and 741 that they cover. Mr. Wentz also stated that neither Paradise Township nor Eden Township contribute any funds to Strasburg Fire Company. Henry Miller asked if we could obtain a report from Refton Fire Company detailing how many calls they respond to per township, and Jim Kiscaden stated that they probably have the same Firehouse software that is utilized by Strasburg Fire Company and that he is sure they could get the information for the other Council members. Jim Kiscaden stated that the fire company does receive approximately \$45,000-\$47,000 per year in citizen donations. Dale Spaulding suggested that the information they provided to Council be included in their annual fund drive request. Dale Spaulding asked for a report on the annual sale and Jim Kiscaden stated that, despite the weather, it was a successful year and they anticipate having a net profit of approximately \$40,000. Mr. Kiscaden added that it takes approximately 150 volunteers for the sale.

PENSION ACTUARY UPDATE – JOE DUDA: Joe Duda, Pension Actuary, was in attendance and provided copies of the study. Mr. Duda stated that Act 205 evaluations are done on January 1st of every odd year and the report he is reviewing is for January 1, 2009, and that was an extremely bad time in the stock market. He stated that Gov. Rendell signed Act 44 in September 2009 which provides funding relief for Pennsylvania municipalities which basically allowed the losses to be extended over a longer period of time. Mr. Duda provided three options for each plan for Council's consideration. He reviewed the options for the 2011 MMO and 2009 Actuary Valuation as:

Option A – Fully recognizes the losses that were incurred in 2008. If utilized the 2011 MMO's would be \$88,559 for Police and \$59,812 for Non-Uniformed.

Option B – Recognizes 120% of market value "asset smoothing" to spread out market fluctuations over a five-year period. If utilized, the 2011 MMO's would be \$67,111 for Police and \$45,754 for Non-Uniformed.

Option C – Utilizes the full Act 44 relief and uses 130% of market value "asset smoothing" to spread out market fluctuations over a five-year period. If utilized, the 2011 MMO's would be \$62,184 for Police and \$42,244 for Non-Uniformed.

Note: 2010 MMO's are \$55,312 for Police and \$31,066 for Non-Uniformed and are based on the 2007 Actuary Valuation and approximately \$25,000 (Police) and \$18,000 (Non-Uniformed).

Mr. Duda stated that to recover the loss experienced in 2008 and 2009, the market is going to need two or three really good years and that the 2012 MMO will be higher as well.

Jim Kiscaden expressed his disappointment in the fact that over a 10-year period, with only a 1½ % return on investments realized, it has cost us approximately \$100,000.

Jim Kiscaden stated that action will be taken during Unfinished Business.

MINUTES OF FEBRUARY 9, 2010: Mike Sollenberger made a motion to approve the minutes of February 9, 2010 as printed. Mike Chiodo seconded the motion. Motion carried with members Kiscaden, Sollenberger, Chiodo and Hock casting assenting votes. Members Spaulding and Baker abstained from voting because they were not in attendance.

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REPORTS:

MAYOR – The Mayor commended local firefighters for the service they do for the community.

PRESIDENT – Jim Kiscaden stated that the Strasburg Fire Company would like to extend its appreciation and thankfulness to the Public Works Department for the excellent job done in removing snow for their sale.

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

1. The Urban Enhancement Fund application period is from March 6, 2010 through June 2010 and is for Boroughs within the Urban Growth Boundaries and is to be used for water, sewer, streetscape improvements (including sidewalks, crosswalks, pedestrian lighting and parking garages) and encouraged members to forward any project suggestions. Dale Spaulding suggested the improvements to the Square and Jim Kiscaden suggested the improvements to the Main/Miller/Lancaster Avenue intersection.

2. The Liquid Fuels monies for the bad storm was for the most costly 48 hours during the past 2 storms, and the required report for approximately \$10,000 for the Borough was submitted. A cost to budget comparison for all of the snow costs will be tabulated and forwarded to the members.

3. Some final funds from the closing of the L-S Recreation Commission will be received in the amount of an estimated \$2,400.

4. The next 5th Tuesday meeting is scheduled for March 30, 2010, and Kip from the LCPC will be in attendance to review the Heritage Byway program.

POLICE – The Police Report for February 2010 was received and accepted. Jim Kiscaden thanked Steve Echternach and Nick Ferretti for their volunteer security services during the fire company's sale.

PUBLIC WORKS – The Public Works Reports for February 2010 was received and accepted.

ZONING OFFICER – The Zoning Officer's report for February 2010 was reviewed and accepted.

ENGINEER – The Engineer's report for February 2010 was received and accepted. Jim Kiscaden stated that the water treatment project will probably begin in April 2010.

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

PAYMENT OF BILLS IN THE AMOUNT OF \$123,447.32

HARB CERTIFICATES OF APPROPRIATENESS – 112 MILLER STREET

JOINT PLANNING COMMISSION AND TREE COMMITTEE APPOINTMENTS (William Gretton to the Joint Planning Commission and Gil Pratt to the Tree Committee)

UNFINISHED BUSINESS:

REQUEST FOR REDUCTION IN LETTER OF CREDIT – KEYSTONE CUSTOM HOMES:

Mike Sollenberger made a motion, seconded by Dale Spaulding and passed unanimously to approve the reduction in the Keystone Custom Homes letter of credit D003787 in the amount of \$83,548.36 as reviewed and recommended by the Borough engineer, leaving a 15% maintenance guarantee balance in the amount of \$112,434.45.

CONSIDERATION OF NAME CHANGE OF ANNUAL SCHOLARSHIP AWARD:

Mike Sollenberger made a motion, seconded by Mike Chiodo and passed unanimously to change the name of the scholarship award to Strasburg Borough Service Award and to create a committee of three persons responsible for selecting the graduating senior who should receive the award.

The members of the committee will be: Cindy Baker (Chair), Mike Chiodo and Lisa Boyd.

2011 PENSION MINIMUM MUNICIPAL OBLIGATIONS OPTIONS: Jim Kiscaden stated that the options were explained at the beginning of the meeting and Joe Duda recommended Option B.

Dale Spaulding made a motion, seconded by Mike Chiodo and passed unanimously to selection Option B for calculating the 2011 Pension Minimum Municipal Obligation as presented.

Mike Chiodo stated that he would like to know what percentage Smith Barney is charging to manage the Pension fund and then to consider negotiating their rate.

NEW BUSINESS: None.

OTHER BUSINESS: Dale Spaulding stated that he was not in attendance at the last meeting when the L-S YMCA was in attendance and discussed the lease and changing the membership of the board. Mr. Spaulding stated that he spoke with other representatives and they are all not in favor of reducing the current number of members but would rather be in favor of increasing the number of board members.

CITIZEN'S COMMENTS: None.

ADJOURNMENT: A motion was made by Mike Sollenberger, seconded by Dale Spaulding and passed unanimously to adjourn the meeting at 8:37 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2010 – 17
STRASBURG BOROUGH COUNCIL
MARCH 30, 2010
MINUTES

Members Present:

Jim Kiscaden	Mike Sollenberger
Mike Chiodo	Dale Spaulding
Randy Hock	Cindy Baker

Others Present:

Henry Miller, Mayor	Lee Potts
Lisa M. Boyd, Borough Manager	Bill & Sara Gretton
F. Steven Echternach, Police Chief	May Gaynor
Kip Van Blarcom, LCPC	Don Lennon
Cindy Hummel	Richard Waller
Stephanie Eshleman	C. Michael Weaver
Florence Hoogerwerff	Larry Shurr
Jessica Lauver	

CALL TO ORDER AND PLEDGE TO THE FLAG: Council 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.

REQUESTS TO BE HEARD:

JESSICA LAUVER – REQUEST FOR FUNDING FOR L-S YMCA SUMMER

CONCERT SERIES: Jessica Lauver was in attendance to thank Borough Council for their past support of the L-S Recreation Commission Summer Concert Series and to ask for a \$1,000 donation to continue this program. She added that she was also seeking financial support from the previous sponsors which included Strasburg and West Lampeter Townships. She stated that she was not sure if the L-S School District had contributed in the past but that she would follow up on that. Jim Kiscaden stated that this is an unbudgeted item because when we were preparing the budget, we were told that the YMCA did not wish to continue this but Jessica Lauver convinced them to continue this and is working with Rich Jackson. She stated that there will be 8 concerts and that they will be held at two different locations, one being the Strasburg Community Park ampitheater and the YMCA ampitheater. A rain location will also be available by using the YMCA gymnasium at no charge. Dale Spaulding asked if the YMCA considered adding this program and charging an admission fee to which Jessica Lauver stated she could ask but that since the concerts have been free to the community for so many years she wasn't sure how it would be received. She suggested that possibly charging an admission fee in the future could be considered. Jessica Lauver stated that the cost for the eight weeks concerts is \$3,000. Jim Kiscaden stated that in the past donations were collected at each concert and encouraged this and asked how much was collected in the past to which Jessica Lauver stated she would find out that information and report back. Jessica Lauver stated that she hoped that if donations at the events were received that they be split with the Community Park for the use of the facility and to put towards future concerts. Jessica Lauver stated that Rich Jackson will be going to Strasburg Township and West Lampeter Township to ask for their donations. Jim Kiscaden stated that this item will be placed on the April 13, 2010 Council Agenda for action.

HERITAGE BYWAYS PRESENTATION – KIP VAN BLARCOM, LANCASTER

COUNTY PLANNING COMMISSION: Kip Van Blarcom, a planner with the Lancaster County Planning Commission, was in attendance and stated that he is in the division that focuses on long-range issues and comprehensive plan issues. He stated that they have a new initiative that relates towards overall tourism goals of the County. He stated that there are different kinds of byways but the one he is talking about is only a Lancaster County designation that they have been promoting and seeing a lot of interest in the 741 corridor because of the 300th anniversary of the Mennonite Settlement. He stated that there is only one other county in Pennsylvania with a byway program, which is Lycoming County. He stated that a County program was designated because not every road can receive state or national designation. He stated that a byway directs tourists to use a certain stretch of roadway because of scenery, historic and heritage value. He added that the amount of promotion for a county designated byway is up to each municipality. He stated that it is not necessary for a byway to be multi-municipal but that for tourism it makes sense. He stated that the only municipal commitment is a resolution to participate in the planning process and to identify people to serve on a committee to look at the road.

The duties of the committee members would be to hold 3-4 meetings to decide:

- * identify what are some strengths, weaknesses, opportunities and threats of the corridor
- * present their ideas to the public
- * document their ideas (with the County's assistance)

After the committee process, the County would then ask each municipality to adopt a resolution supporting the goals of the plan (which is without additional commitment other than to uphold the goals and try to find a way to work with other local governments on the issues).

The final step, Mr. VanBlarcom explained, is to implement the goals of the plan. He stated that although it is not a guarantee, projects like this are good candidates for grants. If desired by the municipality, the County could also assist with obtaining state byway designation. Mr. VanBlarcom showed a map developed by the state which identifies possible state byways but they did not choose any in Lancaster County which he did not like. He stated that as far as Federal byway designations, there are only two routes in Pennsylvania, the Seaway Trail which runs through Erie and the Historic National Road which runs through Southwest PA.

Mr. VanBlarcom stated that the 741 corridor has the following significances:

- * Known as the Old Conestoga Road or Great Minquas Path which was an Indian trading path between Philadelphia and western settlements.
- * Road started as road known as Strasburg Road east of 41 and generally follows 741
- * Underground railroad
- * Carpenter's Cemetery
- * Verdant View B&B
- * Railroad Museum of PA and Strasburg Rail Road
- * Strasburg Country Store & Creamery
- * Historic town of Strasburg Borough
- * Postlethwaite's Tavern on Long Lane where the Lancaster County Courts first met
- * Native American Heritage

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Mr. VanBlarcom reiterated that the next step is for us to pass a resolution which commits us only to bringing a couple of people per municipality together to discuss ideas about the road. He stated that West Lampeter and Pequea Townships have already passed resolutions.

Dale Spaulding made a motion, seconded by Cindy Baker and passed unanimously to adopt Resolution 2010-4 which authorizes the Borough to participate in a byway planning process and appoint municipal representatives to serve on a multi-municipal byway advocacy group, together with the Lancaster County Planning Commission, to pursue designation of the Old Conestoga Road as a Lancaster County Heritage Byway.

Mr. VanBlarcom stated that they are hoping to have two representatives from each municipality and hope to have members that represent business, non-profits and government.

NEW BUSINESS:

STRASBURG AREA SERTOMA – REQUEST TO USE BOROUGH’S FRONT LAWN AREA FOR FARMER’S MARKET: Jim Kiscaden stated that one of the implementation steps of the Strasburg Region Joint Comprehensive Plan was to investigate having a local farm market. The Sertoma Club has requested to use the Borough’s front lawn for the Farmer’s Market. Dale Spaulding stated that he would like to see the market open for more than one day per week and Cindy Baker stated that due to volunteer commitment, they were only looking to have it one day per week at this point. She stated that possibly additional days would be considered in the future. Cindy Baker stated that they chose this site because it is easily accessible, flat and has shade and if it grows they would be close to the Community Park. Cindy Baker stated that they are hoping to have 10 vendors to start and that that they would work with the neighbors in the area to have a positive experience. Parking would be encouraged along Precision Avenue, the Borough parking lot and the Community Park parking lot. Cindy Baker stated that Suzi Knowles has been working with the Department of Agriculture regarding items which cannot be sold such as livestock.

Mike Sollenberger made a motion, seconded by Dale Spaulding and passed unanimously to approve Sertoma’s request to use the front lawn area for a weekly Farmer’s Market from June 12 through October 16, 2010, contingent upon the approval of the Activities Request Form by the Mayor and compliance with the 5 items listed on the Form, clean-up of the area immediately following the event, and any other conditions outlined by the Mayor or Borough Council.

STRASBURG COMMUNITY PARKS FOUNDATION – ACKNOWLEDGEMENT OF PARK RULES: The members discussed allowing alcoholic beverages and it was the consensus to change the rule to state that as permissible through the Borough of Strasburg because that would be regulated through the Special Events permit for activities such as the Library’s wine tasting event they held last year. The rule regarding insurance coverage was discussed and Cindy Baker stated that their application also includes the requirement to provide \$1,000,000 special event coverage.

It was the consensus that the rules will be modified as discussed and brought back to the next meeting for approval.

OTHER BUSINESS: None.

CITIZEN'S COMMENTS: Bill Gretton, the newly appointed member to the Joint Planning Commission, was in attendance and thanked the Council for his appointment. He stated that he lives at 205 Tinsmith Lane and there are not street lights in the development and he heard that their outdoor posts were to provide street lighting. However, he stated that several homeowners do not replace burned out lightbulbs on their posts and it is very dark. Additionally, he stated that the area along Precision Avenue and Candle Lane to the development will be very dark because there are not homes there with outdoor posts and expressed his concern for future liability. The Borough Manager stated that she believed that the private outdoor posts were to provide street lighting but will verify on the plans. Jim Kiscaden stated that the problem off of Precision is that a section of the road is in Strasburg Township. The Borough Manager suggested that he seek assistance through the Homeowner's Association.

Mr. Gretton also expressed his concern with the Borough's recent reduction in the developer's amount of maintenance guarantee money because of the long amount of time he estimates until the streets will be paved by the developer.

May Gaynor stated that she has heard from other residents in the Trails at Strasburg development that they are questioning when the street trees are going to be planted by the developer and that the dark area along Candle Lane has become a place for people to dump trash.

Cindy Baker stated that traffic coming south on 896 as well as north on 896 does not have any signage directing traffic to the town of Strasburg and asked if additional signs could be researched. Sign wording such as "Business District" or "Historic Business District" were suggested. Cindy Baker stated that Sertoma had considered "Welcome to Strasburg" signs and that the businesses were also interested in signage and stated that possibly the Lions Club would also be interested because their current signs have the wrong meeting location. The Borough Manager also suggested signage stating "Historic Strasburg Ahead" and "Train Attractions" and that the Borough does have a right of way on the east end of town that a sign could be placed on.

ADJOURNMENT: A motion was made by Cindy Baker, seconded by Dale Spaulding and passed unanimously to adjourn the meeting at 8:55 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2010 – 21
STRASBURG BOROUGH COUNCIL
APRIL 13, 2010
MINUTES

Members Present:

Jim Kiscaden	Mike Sollenberger
Mike Chiodo	Dale Spaulding
Randy Hock	Cindy Baker
Donald Bachman	

Others Present:

Henry Miller, Mayor	Jessica Lauver
Lisa M. Boyd, Borough Manager	Dale Kopp
F. Steven Echternach, Police Chief	John Bachman
Cindy Hummel	Crystal Bachman
Dennis Gehringer	

CALL TO ORDER AND PLEDGE TO THE FLAG: Council 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.

REQUESTS TO BE HEARD: Dennis Gehringer, planner for 44 Strasburg Associates, was in attendance and expressed his concern regarding the Planning Commission's review of the Gateway North Zone. Jim Kiscaden echoed this concern and added that as directed, Mr. Gehringer wrote a draft for our use and that this project shouldn't drag on for four years. He added that the whole purpose of the Gateway North Overlay Zone is to try to get this last area of the Borough, which has been zoned commercial, to get some development in there so we can impact positively on our tax base while providing for development "perks" for items such as architectural details. Mr. Kiscaden also stated that this municipality cannot have a no-growth mindset if you are going to control taxes. It was the consensus of the members to send a letter to the members of the Planning Commission to redirect them on their review of the draft Gateway North Zone to reiterate what they were told to do at the July 15, 2009 meeting.

MINUTES OF MARCH 9 AND 30, 2010: Dale Spaulding made a motion, seconded by Randy Hock and passed unanimously to approve the minutes of March 9 and March 30, 2010 as corrected. Member Randy Hock seconded the motion. Motion carried with members Kiscaden, Sollenberger, Chiodo, Spaulding, Hock and Baker cast assenting votes. Member Bachman abstained from voting because he was not in attendance for the meetings.

REPORTS:

MAYOR – The Mayor stated that he received a complaint from a resident about us not enforcing the satellite dish ordinance. The Borough Manager stated that all but one of the violating satellite dishes in the Historic District has been removed and the remaining one is scheduled to be removed in June 2010. The Borough Manager added that she received a complaint about satellite dishes in the Trails at Strasburg development but they are regulated by their Homeowner's Association deed restrictions, which are not enforceable by the Borough.

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PRESIDENT – Jim Kiscaden provided the Strasburg Fire Company #1 report stating that there were 15 fire calls during the month of March 2010.

MANAGER – The Borough Manager had nothing additional to add to her Manager's Report. Jim Kiscaden asked and it was the consensus to review the financial information at the June 29, 2010 meeting.

POLICE – The Police Report for March 2010 was received and accepted.

PUBLIC WORKS – The Public Works Reports for March 2010 was received and accepted. Jim Kiscaden noted that the sewer flows were up during the month and stated that we definitely have infiltration issues into our sewer system which will have to be addressed by the Authority. Based on a question from Mike Sollenberger, Jim Kiscaden stated as part of new DEP regulations, we have to use water from the wells and cannot rely solely on the springs.

ZONING OFFICER – The Zoning Officer's report for March 2010 was reviewed and accepted.

ENGINEER – The Engineer's report for March 2010 was received and accepted. Jim Kiscaden noted that a majority of the Engineering work has been for the separate water project through the Authority.

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

PAYMENT OF BILLS IN THE AMOUNT OF \$137,494.19

HARB CERTIFICATES OF APPROPRIATENESS – 11 WEST MAIN STREET, 225 MILLER STREET, AND 37 EAST MAIN STREET

ACKNOWLEDGEMENT OF LANCASTER COUNTY CONSERVATION DISTRICT
MEMORANDUM OF UNDERSTANDING

2010 PAVING PROJECT – AUTHORIZATION TO PUT OUT TO BID

ACKNOWLEDGEMENT OF STRASBURG COMMUNITY PARK RULES

UNFINISHED BUSINESS:

SUMMER CONCERT SERIES – REQUEST FOR FUNDING: Jessica Lauver stated that since last meeting, they have received a little over \$1,000 in donations of cash and marketing materials. She added that they started a Facebook page about the Summer Concerts to keep the public notified and that so far they have 72 friends. Mrs. Lauver also stated that in response to a question that was previously raised, over the past five years the former L-S Recreation Commission did not request nor receive funding assistance for this project through the school district. Jim Kiscaden stated that we received information that West Lampeter Township gave a \$500 donation and Mrs. Lauver stated that they were asked for a \$1000 donation. Jim questioned why the funding request was divided evenly and not divided up by percentage of population the same way the support of the Recreation Commission was calculated. Mrs. Lauver stated that she was not involved with the previous Recreation Commission and did not know why it was calculated in this manner. Cindy Baker stated that four of the concerts will be held at the Strasburg Community Park's amphitheater and is glad it is going to be put to use in this

manner. Jessica Lauver stated that all of the bands will be local bands and that some have expressed coming back and using this same location for other events if the Summer Concert Series goes well.

Cindy Baker noted that we did receive unplanned return of a few thousand dollars from the former L-S Recreation Commission and that a \$1000 donation is a cheap price for the four concerts that will be in Strasburg. Jessica Lauver stated that the minimum price they have been able to negotiate per band is \$300 and that if all four bands took the minimum payment that would be \$1200 in band costs alone for the Strasburg concerts. Mrs. Lauver added that the \$300 per band is basically their talent for free but them paying their sound people to set up for the event. Jessica Lauver stated that if there are not enough funds that they will have to reduce the number of concerts. The Borough Manager stated that she was informed by Strasburg Township that they will most likely have to cancel their April 19, 2010 meeting and this request will be considered at their meeting on May 3, 2010.

Dale Spaulding made a motion, seconded by Randy Hock and passed unanimously that considering it is a bad financial year and this is an unbudgeted expense to match the donation given by West Lampeter to allocate \$500 towards the YMCA Summer Concert Series for 2010 noting that this is for this year only and that future requests would be taken into consideration during the budget preparation.

Cindy Baker encouraged Mrs. Lauver to seek financial assistance from other organizations such as the Strasburg Woman's Club and the Lions Club.

STRASBURG CEMETERY DISCUSSION: John Bachman stated that he provided the members with copies of the Cemetery board's bylaws. As an update, Mr. Bachman stated that the Cemetery Association is broke with the exception of a \$55,000 trust fund which is required by the laws of Pennsylvania. He stated that following the PA laws, those funds cannot be used for perpetual care of the cemetery, only the proceeds from those funds and because of the drop in interest rates, the fund made approximately \$1,890 but that \$565 was charged by the entity that managed those funds resulting in a net profit of only \$1,325. Mr. Bachman stated that he is unaware if the regulation that requires the trust fund applies because of the age of this cemetery, which he has the minute books which date back to the 1935's. He said that for discussion sake, if the rule does apply according to a ruling he found on Google:

Citing Connecticut law, an attorney stated that cemeteries can only be acquired, owned, managed and controlled by towns, ecclesiastical societies and cemetery associations and the law does not specify who must take over the maintenance and upkeep duties when an entity who is responsible for doing so goes out of existence, files for bankruptcy or is otherwise unable to perform its duties. But, the law authorizes towns to appropriate money for the upkeep and maintenance of cemeteries that are being neglected.

John Bachman found a similar Pennsylvania law entitled Burial Grounds, municipal control, Act of May 10, 1923, P.L. 198, No. 144 which states that upon the petition of 25 or more citizens which reside within a five mile radius declaring the burial ground is neglected so as to become a nuisance, that the court may order and direct the Borough Council to bring the grounds into good order and condition before May 30th and August 15th of each year. He also found reference for the ability to transfer funds over to a responsible party with the approval of the members of the

Cemetery Board (who are John Bachman, Don Bachman, Paul Lefever and Jack Koch). John Bachman stated that there are 28 plots remaining and they cost \$350 per plot plus \$150 for perpetual care and that he has sold 4 plots in the previous 10 years. Dale Spaulding asked where burials are occurring and John Bachman stated that most people are being cremated. John Bachman stated that if they stop mowing the cemetery that it will become the responsibility of the Borough, and he does not want to see it come to the Borough in that manner. John Bachman stated that they have enough funds to pay for the cemetery to be mowed this year for less than it cost last year but wonders what will happen in future years and would rather be able to turn the cemetery over to a Borough committee rather than having it have to be taken over by the Borough because of neglect. John Bachman offered to work with a committee because of his experience with being on the cemetery board. He stated that it is his recommendation to try to find people willing to serve on a cemetery committee and the cemetery board could then transfer funds to this committee for its management.

Randy Hock asked if there were any penalties for withdrawing any of the trust funds? John Bachman encouraged members to review the documents he provided because he is unaware what type of fiduciary fund and in what amount is required if the cemetery were being controlled by a Borough committee. John Bachman stated that he has spent a lot of his personal money and time on keeping the cemetery going but that it has gotten to the point where there are no funds remaining except for the trust/endowment fund. John Bachman stated that starting approximately 8 years ago, the board members began refusing to accept the annual payment and that he began digging cremation graves for no fee because it needed to be done and to help people out. John Bachman stated that finances will be tight but anticipate being able to pay for the mowing this year but that it may get a little weedy because the person they are paying agreed to do it for half the price. Dale Spaulding asked how often it is mowed and John Bachman stated it depends on the growing season.

John Bachman stated that he is not seeking a decision tonight but recommends the Borough form a Cemetery Committee.

Don Bachman stated that additional plots could be achieved if the building that is no longer needed to house the lawnmower and grave digging equipment is removed. Don Bachman added that of the \$6,100 of available funds:

- * \$2,000 of the Cemetery Board's funds was donated by the VFW for the purpose of planting a tree which will grow and add leaves which need to be cleaned up.

- * \$1,000 was donated from the VFW Auxiliary to start a columbarium.

- * \$1,000 was from other donations for the columbarium

Don Bachman stated that he feels it is a good idea to have the Borough begin to take over the cemetery as soon as possible using the funds that they have remaining because it gives the Borough experience with starting to manage the cemetery. He added that grave digging could be done by the Borough which could be revenue for the Borough instead of being revenue for an outside vendor. Don Bachman cautioned that using funds from the trust/endowment fund could create a lawsuit if they are utilized to pay for property maintenance. John Bachman stated that they do not have anyone lined up to mow the cemetery this year because the person who offered to mow it for half the price never called him back and that they have advertised. He stated that a price from a regular mowing company was received at a cost of \$5,600.

Jim Kiscaden stated that after reviewing this information, this will hopefully be finalized at the next meeting.

NEW BUSINESS:

SQUARE ENGINEERING – AUTHORIZATION TO PROCEED: Jim Kiscaden stated that HRG resubmitted their engineering proposals for three phases of engineering needed to make improvements to the traffic signal at the Square since the Route 896 Relocation Project has been completed. The Engineer's resubmitted proposals are lower than originally estimated, which is a total of \$8,100 and that \$10,000 has been included in the 2010 Budget. The Borough Manager has received an estimate to complete the actual improvements (after the engineering has been completed) at an estimated cost of \$19,000.

Cindy Baker made a motion, seconded by Dale Spaulding and passed unanimously to authorize HRG to proceed with the engineering of Phase 1, 2 & 3 of the Scope of Work dated March 29, 2010 for the Intersection Improvements to Decatur Street and Main Street.

44 STRASBURG ASSOCIATES – HAMPTON INN WAIVERS & REVISED FINAL PLAN:

Dennis Gehringer stated that a revised final plan was necessary to add an additional parking lot (74 new spaces) for banquets at the Fireside Tavern. The parking lot will be located to the back of the banquet entrance, almost the reverse of its existing location. Mr. Gehringer stated that two waivers were necessary, one for stormwater and direction of flow because they are proposing to drain all of the flow into a detention basin, a swale, a second detention basin, and goes into the stormwater system on Historic Drive which flows against surface grade up to a point and then back to the site. He stated that technically the stormwater on site ends up in the same drainage swale on site when it goes through the system but it is a change in direction for a portion. The second stormwater waiver, Mr. Gehringer explained, deals with the detention basin and geology study and percolation rate. They are asking for a waiver to not have to do it on this basin because it was completed on the other two basins and the readings are very close, almost identical, and the same geology and soil is present in this basin. These waivers have been recommended for approval from the Conservation District, the Borough Engineer and the Planning Commission.

Mr. Gehringer stated that as part of the plan approval for all of the agreements that have been requested by the Solicitor, he asks that the Council consider revising. He stated that this particular agreement solely deals with the sidewalk system and makes the sidewalk available for public use, but the language our Solicitor uses allows it for walking, roller skating and similar use. Mr. Gehringer cited the agreement for the Borough Park and that it does not allow for roller boards and roller skates/blades on sidewalks and that most municipalities do not allow that to take place on sidewalks either. He is asking that we ask the Solicitor to not include roller skates as an allowable use in that agreement. Mr. Gehringer stated that he was advised by the developer that he needs to have the planning completed by July 2010 and is concerned with obtaining the necessary permits from the state for the stormwater. Dennis Gehringer stated that his client did sign a construction agreement with a builder he has used previously.

The Borough Manager stated that there is currently the requirement to have the mortgage holder as well as the property owner sign off on the indemnity agreements and Dennis Gehringer is

asking requesting that we not require the mortgage holder to also sign off, because he believes we are covered with the property owner's indemnification. Including the sign-off from the mortgage holder as well as the property owner is the recommendation of our Solicitor. It was the consensus to continue with the recommendation of our Solicitor and the Borough Manager will follow-up with the Solicitor to verify his reasoning for this additional requirement.

Dale Spaulding made a motion, seconded by Randy Hock and passed unanimously to approve the two stormwater management waiver requests as recommended by HRG and the Planning Commission and subject to the conditions listed in HRG's comment letter dated April 1, 2010.

Dale Spaulding made a motion, seconded by Mike Sollenberger and passed unanimously to approve the Revised Final Plan, with the addition that the Solicitor be advised to make the changes for the removal of roller skates and other such actions that are deemed unacceptable (such as roller blades, skateboards, bicycles and anything that is a hazard to the walking public and consistent with the Park walkways) in the Sidewalk Agreement, subject to compliance with HRG's comment, Bill Crosswell's comments, the Lancaster County Planning Commission comments, all plan notes, all existing conditions and any additional conditions which may be added by the solicitor.

POLICE PENSION CONTRIBUTIONS – ADOPTION OF RESOLUTION 2010-5: Mike Sollenberger made a motion, seconded by Cindy Baker and passed unanimously to adopt the Police Pension Contribution Resolution 2010-5 which sets the pension contribution for the Borough Police Officers at 1.75% of their salary for 2010.

FEE SCHEDULE UPDATE – ADOPTION OF RESOLUTION 2010-6: Jim Kiscaden asked about the fee for removing signs and the Borough Manager stated that it is mainly for real estate signs, which are the largest violators. The Borough Manager stated that our current zoning ordinance permits us to remove the signs but a fee needed to be established in the Fee Schedule to charge the removal fee. Jim Kiscaden asked about the fee for bad check charges and if it is still sufficient to cover expenses, noting that many other places have increased their fee to \$50.00. Chief Echtermach stated that the Crimes Code establishes the fee that can be charged and stated that the Borough should only charge what the Crimes Code allows.

Mike Sollenberger made a motion, seconded by Don Bachman and passed unanimously to adopt the Fee Schedule Resolution which establishes miscellaneous fees for the Borough of Strasburg.

OTHER BUSINESS: None.

CITIZEN'S COMMENTS: None.

ADJOURNMENT: A motion was made by Mike Sollenberger, seconded by Cindy Baker and passed unanimously to adjourn the meeting at 8:55 P.M.

Respectfully submitted,

Lisa M. Boyd, Borough Manager

2010 – 27
STRASBURG BOROUGH COUNCIL
MAY 11, 2010
MINUTES

Members Present:

Jim Kiscaden	Mike Sollenberger
Mike Chiodo	Dale Spaulding
Randy Hock	Cindy Baker
Donald Bachman	

Others Present:

Henry Miller, Mayor	Bill Gretton
Lisa M. Boyd, Borough Manager	Dale Kopp
F. Steven Echternach, Police Chief	Sara Gretton
Wayne Groff, Reinsel Kuntz Leshner	Jim Barnett
Cindy Hummel	May Gaynor
Michael Cain, SunLion	Denise Waller
Pack 19, Wolf Den 2 – Peyton, Riley, Skylar, Mary	

CALL TO ORDER AND PLEDGE TO THE FLAG: Council 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.

REQUESTS TO BE HEARD:

2009 BOROUGH AUDIT REPORT – REINSEL KUNTZ LESHER – Wayne Groff, auditor from Reinsel Kuntz Leshner, was in attendance and reviewed the 2009 Financial Statement and Audit Report. He stated that the auditor's report is a clean audit report. He highlighted that the report shows the new debt obtained in 2009 for the refinancing of the bonds and the new Authority borrowing. Mr. Groff explained that there are two primary reasons for the expenditures exceeding revenues, the bond refinancing/costs and a loan payment, which are non-reoccurring costs. He did note that the Borough attached the 2008 financial records as part of obtaining the bonds in 2009 and that in the future we would need to obtain Reinsel's permission because they need to give their consent to verify that they are the accurate financial records to be utilized. Because of the amount of staff, Mr. Groff stated that there is no way to remove the comment about segregation of duties and added that he was impressed by the amount of double checking that takes place and had no suggestions for change. He added that the only option would be to hire additional staff which is cost prohibitive and that almost every local government they audit receives the same comments. Mr. Chiodo pointed out a typographical error to which Mr. Groff stated that revised sheets will be prepared.

218B MILLER STREET – Jim Barnett, representing the Strasburg Jaycee Park, was in attendance and stated that they were seeking to install solar panels on the south side of their barn roof and that HARB recommended that a flat solar material called thin film be applied on a metal because it looks more historic. He stated that at HARB's last meeting he had two contractors in attendance that stated that thin film is not efficient and more costly. Mr. Barnett stated that he is in a tight timeframe because Act 129 requires energy suppliers to have a certain percentage of renewable energy sources and that until May 31, 2010, they are offering \$2 per installed watt.

Because of the tax incentives currently offered by the government, he is being advised by his contractors that they will recover their investment back within 5-6 years and the guarantee on the panel is for 25 years. Mr. Barnett stated that he is asking Council to reconsider HARB's recommendation and is asking for permission to install regular raised glass solar panels. Mr. Barnett stated that one of HARB's suggestions to have the panels not visible from the roadway was to install the panels on poles to which Mr. Barnett stated that he is concerned that the panels could be vandalized in that location. Mr. Cain added that if they were installed in that location, it is very far from the meter and the wire would significantly increase their cost.

Cindy Baker stated that there is a farm on Route 41 that has solar panels enclosed by a fence which she said is very ugly and that she believes the solar panels installed on the roof would be more appealing. Henry Miller stated that telephone poles, telephone wires and cable wires are very unsightly technological features. Cindy Baker stated that if the solar panels were installed between the two park sites that it would be a tremendous injustice to the parks and she believes they are very unsightly on the ground. Cindy Baker asked the Jaycee Park to consider not charging the ball leagues for the lights after the Park recovers their investment costs, which previously stated was 5-6 years. Mr. Barnett stated that they started charging the teams for the lights when they weren't turning the lights off.

Jim Kiscaden asked if the park considered planting Poplar trees which would grow and make the barn roof less visible. Mr. Barnett stated that he also inquired if they would be allowed to build a house. Mr. Cain reminded the members that the sunlight to the panels could not be blocked. Cindy Baker stated that she believes air conditioning units are not visually appealing either but are accepted and that solar energy is new and that a panel on a roof can be considered the same as shingles and thanked the Park for looking for a "green" solution.

MINUTES OF APRIL 13, 2010: Mike Sollenberger made a motion, seconded by Cindy Baker and passed unanimously to approve the minutes of the April 13, 2010 meeting as printed.

REPORTS:

MAYOR – The Mayor had nothing to report.

PRESIDENT – Jim Kiscaden reported that the Strasburg Fire Company responded to 17 fire calls in April and invited everyone to attend their breakfast on May 29, 2010 from 6 to 10 am. Jim Kiscaden stated that he was disappointed to learn that the Borough was only informed secondhand that PennDOT would be widening Lancaster Avenue three feet on each side beginning next week. He stated that a notice from PennDOT's regional office should have been sent to both the Borough and to the residents along Lancaster Avenue. He added that in today's newspaper, there was an article about the Lancaster County Transportation Improvement Program and that a public review and comment period is being held by the LCPC from May 1 through May 31. He went on to say that two projects that affect the Borough are on the TIP, one being the replacement of the Pequea Creek bridge on Route 741 in Edisonville and the other is the repaving of Strasburg Pike from 462 into the Borough and encouraged residents to submit comments.

MANAGER – The Borough Manager submitted her written report dated May 8, 2010. In addition to the written report, she added that the staff is beginning the preparation of the

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annual newsletter which will be distributed by the end of June and asked members to contact her if they had any specific topics to include.

POLICE – The Police Report for April 2010 was received and accepted. The Police Chief requested that the Council consider placing an additional agenda item under Other Business to authorize him to put the 2004 Ford Crown Victoria for sale by sealed bids. Mike Sollenberger asked if any grant money for seatbelt enforcement details would be received in 2010 to which the Police Chief stated that he did receive a grant for enforcement between May 24 through June 13 and that additional funds would be received around Labor Day.

PUBLIC WORKS – The Public Works Report for April 2010 was received and accepted. Jim Kiscaden noted that the infiltration was reduced this month and that the Authority will be beginning televising and inspecting sewer lines from the pumping station to the Borough to locate leaks.

ZONING OFFICER – The Zoning Officer's report for April 2010 was reviewed and accepted. Jim Kiscaden noted that some enforcement notices were sent for property maintenance. Cindy Baker questioned if the same type of enforcement notice was sent to all violators to which the Borough Manager stated that because some property maintenance issues are questionable if they can be enforced, some only receive a letter asking for compliance. Cindy Baker stated that the owners of the Pequea Fish and Tackle building contacted her and she questioned why they received a harsher letter than the other property maintenance violator. The Borough Manager stated that she will check with the Zoning Officer.

ENGINEER – The Engineer's report for April 2010 was received and accepted.

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 April 30, 2010.

CONSENT AGENDA: It was the consensus to remove the HARB Certificate of Appropriateness for 218B Miller Street from the Consent Agenda.

Cindy Baker 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 \$545,580.55

HARB CERTIFICATES OF APPROPRIATENESS – 24 WEST MAIN ST, 225 MILLER ST, 115 EAST MAIN ST, 139 MILLER ST, 11 WEST MAIN ST, 43 EAST MAIN ST, 8 EAST MAIN ST AND 333 MILLER ST

FEMA SNOW REIMBURSEMENT DESIGNATION OF AGENT RESOLUTION 2010-7
FIRE COMPANY ACTIVITIES RESOLUTION 2010-8 WITH THE ADDITION OF THE LANCASTER COUNTY FIREMENS' ASSOCIATION CONVENTION JUNE 4 AND 5, 2010

HARB CERTIFICATE OF APPROPRIATENESS - 218B MILLER STREET – Jim Kiscaden summarized the history of the Jaycee Park's application to install solar panels on the

barn at the Jaycee Park from the HARB minutes from April 22 and May 6, 2010. Jim Barnett stated that they will install a standing seam metal roof on the south side of the barn but has not yet received quotes for this project. Jim Barnett stated that they are trying to be fiscally responsible for the town and added that if Borough Council denies this request that they may need to come to Council in the future to have them financially support the park. Mr. Cain stated that he believes a historic compromise would be to have the park install a standing seam metal roof and to approve the glass solar panels.

Don Bachman made a motion to rescind HARB's recommendation and to approve a standing seam metal roof with raised glass solar panels. Dale Spaulding seconded the motion. Mike Sollenberger stated that there doesn't seem to be a good way out of this, noting that we either have to give up on some of the principles that HARB stands for or we financially hurt a non-profit park. Motion carried with members Kiscaden, Sollenberger, Chiodo, Spaulding, Cindy Baker and Bachman cast assenting votes. Member Hock voted against the motion.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

SCHEDULE JOINT MEETING WITH THE PLANNING COMMISSION: Randy Hock made a motion, seconded by Mike Sollenberger and passed unanimously to confirm that a joint meeting between Borough Council and the Planning Commission will be held on Monday, May 24, 2010, beginning at 7:30 p.m. to discuss the Gateway North Overlay Zone/Performance Standards.

APPOINTMENTS TO HERITAGE BYWAYS STEERING COMMITTEE: Mike Sollenberger made a motion, seconded by Mike Chiodo and passed unanimously to appoint Jim Kiscaden as the municipal representative and Bruce Ryder as the citizen representative to the Heritage Byways Steering Committee.

REQUEST FOR REDUCTION IN LETTER OF CREDIT – BACHMAN FUNERAL HOME: The Borough Manager reported that the parking lot was inspected by the Public Works Department who recommends approval because they believe the pavement, landscaping and stormwater facilities have been installed according to the plan.

Dale Spaulding made a motion, seconded by Cindy Baker and passed unanimously to approve the reduction in the Bachman Funeral Home letter of Credit for the parking lot by \$7,540.00 leaving a \$0 balance.

SUBDIVISION AND LAND DEVELOPMENT ORDINANCE AMENDMENTS –

AUTHORIZATION TO ADVERTISE: Jim Kiscaden reviewed the history of these amendments in that as requested by Borough Council, the Solicitor prepared the ordinance amendment based on the recommendation of the Borough Planning Commission and then it was formally reviewed by the Lancaster County Planning Commission. The LCPC has made a series of comments to which the Borough Manager suggests insertion. Jim Kiscaden stated that the LCPC comments should also be reviewed by the Borough Planning Commission. Mike Sollenberger stated that the Planning Commission put a lot of work into reviewing this document

and recommended the LCPC suggested changes be reviewed by them. Jim Kiscaden clarified if the only change suggested by the LCPC is that minor subdivisions of one to four lots should not be required to go through both Preliminary and Final Plan reviews. The Borough Manager stated that it is normal for one to four lot subdivisions to not be required to go through both of those processes and both she and the LCPC recommends retaining the existing review thresholds and not making it stricter. The Borough Manager stated that was the most significant change suggested by the LCPC but that there were other minor changes suggested such as definitions. Mike Sollenberger stated that he believed the aisle width is also a significant change in that the LCPC is suggesting 20 feet and the PC suggested 25 feet.

Mike Sollenberger made a motion, seconded by Cindy Baker and passed unanimously to authorize the Borough Solicitor to advertise the Subdivision and Land Development Ordinance amendments' Ordinance, subject to the changes recommended by the Lancaster County Planning Commission, which will be open for public inspection with a tentative public meeting at the July 13, 2010 Borough Council meeting.

OTHER BUSINESS:

Authorize the 2004 Ford Crown Victoria Police Cruiser for Sale by Sealed Bid – Don Bachman made a motion, seconded by Dale Spaulding and passed unanimously to authorize the staff to put the 2004 Ford Crown Victoria Police Cruiser for sale by sealed bid.

Don Bachman reminded the members that the annual Memorial Day Parade will be held on Monday, May 31, 2010, beginning at 9 a.m. at Clearview Drive, followed by a Memorial Service at 11 am at the Cemetery. Flags will be placed in the cemetery on Friday, May 28, 2010, beginning at 8:30 a.m. and welcomed volunteers to assist.

Cindy Baker stated that the old VFW members will be putting flags up on veteran graves at the Strasburg Presbyterian Cemetery on Thursday, May 27, 2010, beginning at approximately 6:30 p.m. and they welcome volunteer assistance as well.

CITIZEN'S COMMENTS: None.

ADJOURNMENT: A motion was made by Mike Sollenberger, seconded by Cindy Baker and passed unanimously to adjourn the meeting at 9:25 p.m.

Respectfully submitted,

Lisa M. Boyd, Borough Manager

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STRASBURG BOROUGH COUNCIL
AND
STRASBURG BOROUGH PLANNING COMMISSION
JOINT MEETING MINUTES
MAY 24, 2010

Council Members Present:

Jim Kiscaden	Mike Sollenberger
Mike Chiodo	Dale Spaulding
Randy Hock	Cindy Baker

Planning Commission Members Present:

Ken Johnson	Bob Marshall (7:45 p.m.)
Mary Dresser	Shelby Nauman
Lee Potts	

Others Present:

Lisa M. Boyd, Borough Manager	Dave Young
May Gaynor	Margy Young

CALL TO ORDER AND PLEDGE TO THE FLAG: Council 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.

Jim Kiscaden apologized to the Planning Commission members for the tone of his letter and thanked the members for the service they do for the community.

REQUESTS TO BE HEARD: None.

PROPOSED GATEWAY NORTH OVERLAY ZONE/PERFORMANCE STANDARDS

ORDINANCE DISCUSSION: Jim Kiscaden asked the Planning Commission members when they would be able to have a rough draft completed so that their recommendations could be reviewed by Council, the Lancaster County Planning Commission and the Solicitor. He stated that it is his hope that the Planning Commission could have their review completed by the end of July, and after all of the other required reviews, hope for enactment by the end of the year. Jim Kiscaden reminded the Planning Commission members that the developers along Historic Drive (Smoker, Historic Strasburg and Charter Homes) contributed approximately \$850,000 over the ten year period toward the Route 896 Relocation Project, and that they were under the assumption that the same zoning would remain in effect.

Jim Kiscaden stated that in 2009, a budgetary analysis was completed studying the upcoming five years and it showed that unless we had some growth that a .25 to .3 tax mill increase would be necessary just to maintain the existing services being provided to the community. He added that if there was a way that commercially zoned area could be used to add to the tax base, that would help offset future tax increases. He stated that his comments over the last several months were financially based to take advantage of the commercial tax base in that area.

Ken Johnson reminded the members that there is nothing stopping the property owners from developing the property utilizing the existing C-1 zoning regulations and that the overlay zone is creating a way for a developer to pursue a use not currently permitted, such as a grocery store. When asked, Ken Johnson stated that he believed the timeframe to complete a draft document was acceptable.

Jim Kiscaden questioned the discussion about the window to wall ratio. Ken Johnson stated that it is not hard to achieve a 50% ratio and that they are also considering including other architectural features in the 50/50 ratio including windows, inset brick panel, etc, to walls. The purpose of this is to eliminate it looking like a warehouse.

The LEED concept was discussed, and Ken Johnson stated that it makes sense to incorporate those concepts into a building and can be done through things such as high efficiency light fixtures, geothermal heating systems, or triple pane glass. However, he added that inasmuch as he agrees with the LEED concept, he has not yet seen of any LEED communities fully up and running. Ken Johnson stated that the benefit of LEED is to the building owner in the form of energy savings.

Mr. Kiscaden stated that he appreciates having this communication with the Planning Commission and knowing where they are going with this project and does not have a problem with their progress and that they are heading in the right direction and hopes they can meet the end of July timeframe for a draft.

Shelby Nauman asked for Council's direction on the current draft's permitted uses. It was the consensus that historically the Borough had many small businesses of all types throughout the town. Mike Sollenberger stated that he agrees that there is probably a place for a convenience store and gas station but personally prefers not to see a typical Sheetz. Bob Marshall stated that the Planning Commission is looking to regulate this by limiting the number of islands and franchise bands/colors limitations.

Jim Kiscaden expressed some concern with the sign regulations as drafted and Mary Dresser stated that this section has not yet been reviewed by the Planning Commission.

Mary Dresser stated that the Planning Commission has looked at other municipalities ordinances, including Pottstown and State College, to review how they have addressed some of these similar issues. She added that the developer always has the option to seek a variance from the Zoning Hearing Board.

Dale Spaulding and Jim Kiscaden thanked the members of the Planning Commission for attending this meeting, stating that now they better understand the issues.

Cindy Baker asked if the proposed changes would deter a small business person trying to establish a business in the zone. Mary Dresser clarified that a business can be developed using the existing standards but the developer/new business person can choose to go through the Gateway North Zone/Performance Standards.

Jim Kiscaden apologized for not attending more of the Planning Commission's monthly meetings stating that date is the same date as a Fire Company meeting and added that in the future if he has a question for the Planning Commission that he will phone the chair.

CITIZEN'S COMMENTS: David Young asked Jim Kiscaden to repeat the tax base figures he mentioned earlier. Jim responded that the current Borough tax base is \$170 million and the expected increase in the tax base will be \$40 million from Historic Drive development.

May Gaynor commended the Planning Commission on their hard work and attention to detail. They are professionals who use their various professional backgrounds to greatly benefit the Borough and the Borough is lucky to have them. The developers have been in business for a long time, and are aware that municipal ordinances are subject to change. The draft Gateway Ordinance as written by Dennis Gehringer has some good things in it, and there are things that are advantageous to the developers. Mrs. Gaynor concluded that while there may be a desire to have it reviewed and passed quickly, it is good and appropriate that the Planning Commission is doing its job, on behalf of the Borough citizens.

David Young asked who is Dennis Gehringer? Jim Kiscaden responded that Mr. Gehringer is a land use consultant and he wrote our ordinances years ago and displayed a copy. May Gaynor added that currently Mr. Gehringer is working for the developers, 44 Strasburg Associates. David Young expressed concern that someone working for the developers writing the Ordinance and that "He who controls the chalk, controls the talk." Mr. Young suggested the Borough hire a consultant to which Mike Sollenberger stated would cost \$25,000. Mr. Young reiterated that having the developer's consultant write the Borough ordinance was questionable.

ADJOURNMENT: A motion was made by Mike Sollenberger, seconded by Randy Hock and passed unanimously to adjourn the meeting at 8:35 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2010 – 35
STRASBURG BOROUGH COUNCIL
JUNE 8, 2010
MINUTES

Members Present:

Jim Kiscaden	Mike Sollenberger
Mike Chiodo	Dale Spaulding
Randy Hock	Cindy Baker
Donald Bachman	

Others Present:

Henry Miller, Mayor	Frank Morris
Lisa M. Boyd, Borough Manager	Dale Kopp
F. Steven Echternach, Police Chief	May Gaynor
Cindy Hummel	Dennis Gehringer

CALL TO ORDER AND PLEDGE TO THE FLAG: Council 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 Manger took the roll call.

REQUESTS TO BE HEARD: May Gaynor stated that there were citizens' comments made at the May 24, 2010 meeting and the draft minutes indicate that there were none.

MINUTES OF MAY 11 AND MAY 24, 2010: Dale Spaulding made a motion, seconded by Mike Sollenberger and passed unanimously to approve the minutes of the May 11, 2010 meeting as printed.

Jim Kiscaden stated that based on May Gaynor's comment that the minutes of the May 24, 2010 meeting be tabled.

REPORTS:

MAYOR – The Mayor had nothing to report but thanked the Sertoma Club for organizing the Memorial Day Parade and Memorial Day Service, adding that it is an important community tradition.

PRESIDENT – Jim Kiscaden reported that the Strasburg Fire Company responded to 19 fire calls during May 2010.

MANAGER – The Borough Manager submitted her written report dated June 4, 2010 and added that other members are invited to join Don Bachman, Randy Hock and her at the next LCBA meeting on June 23, 2010. Dale Spaulding asked about the item in her report regarding the Strasburg Pool to which she replied that Ray Garraffa told her that the Y was going to discuss the possibility of allowing members to use either the Y pool or the Strasburg pool.

POLICE – The Police Report for May 2010 was received and accepted. Jim Kiscaden noted that it was a busy month.

PUBLIC WORKS – The Public Works Report for May 2010 was received and accepted.

ZONING OFFICER – The Zoning Officer’s report for May 2010 was reviewed and accepted.

ENGINEER – The Engineer’s report for May 2010 was received and accepted.

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

PAYMENT OF BILLS IN THE AMOUNT OF \$141,516.38

HARB CERTIFICATES OF APPROPRIATENESS – 39 EAST MAIN ST, 213 WEST MAIN ST, AND 8 EAST MAIN ST

UNFINISHED BUSINESS: None.

NEW BUSINESS:

44 STRASBURG ASSOCIATES REVISED PLAN NOTE: Dennis Gehringer noted that through the plan review process it was discovered that the 24 square foot building that was put there in 1979 (previously used as a retail store and most recently used for storage) which was intended to be relocated but is in such deteriorated condition that they are now requesting to dismantle it. Mr. Gehringer stated that he had searched for a restoration company but was unable to locate someone because there are not enough salvageable materials. Mr. Gehringer stated that it was a possibility that they would store any usable materials on site and use in the future for possibly landscaping materials. Jim Kiscaden stated that the building is not located in the Historic District and that the building is neither original to the site nor Strasburg and was brought in from elsewhere in the County. Mr. Kiscaden added that he also inspected the structure and some of the logs are so deteriorated that you can insert a key into the logs and believes that some of the logs will crumble if the structure is attempted to be relocated.

Dale Spaulding made a motion, seconded by Randy Hock and passed unanimously to approve the modification of the plan note for 44 Strasburg Associates that the existing note on the plan that stated that the existing building would be reconstructed elsewhere on the site to will be removed.

PRESENTATION OF OFFICIAL MAP – MARY DRESSER, JOINT PLANNING

COMMISSION: Mary Dresser, co-chair of the Strasburg Region Joint Planning Commission, was in attendance and reviewed the history of the update to the Official Map. She stated that the Joint Comprehensive Plan listed the revision of the Official Map as Implementation Step #7 and that the Joint Planning Commission has been working on the implementation steps for the past three years, with the Official Map revision affecting five of the steps. Mary Dresser stated that she is only presenting the Borough portion of the Official Map and that the Township will be reviewing their portion.

Mary Dresser reviewed the purpose of an Official Map in that it is a planning tool and is to show current or future projected public need for space (such as proposed streets, open space and recreation areas and other identified planning goals) and under the MPC it legally establishes the

location of existing streets, waterways, parks and other public lands and facilities. By being shown on the map, construction is prevented in the potential future right-of-way in that when a property owner proposes to develop that area, it gives the municipality a one year timeframe to purchase or obtain an easement for the future use. By showing a possible future improvement on the Official Map, it also provides for the possibility of obtaining grant funds.

Other items shown on the Official Map were reviewed as follows:

1. **Identification of hazardous intersections** - Mary Dresser stated the first step was to review those shown on the Joint Comprehensive Plan and then look at sight distances to determine hazardous intersections. Steve Echternach stated that he believed PennDOT would disagree that the intersection on Historic Drive was hazardous. Jim Kiscaden stated that could be reviewed in the future and that tonight's meeting is only for the presenting of the findings of the Commission and that there are many steps before the Official Map is adopted. Jim Kiscaden stated that additional information from HRG and/or the Police Department is needed before the intersection onto Historic Drive can be designated as a hazardous intersection. Chief Echternach stated that the Police Department should be involved in and consulted with regarding accident data and Mary Dresser agreed.

2. **Pedestrian ways** – Shown as double purple lines. Extensive discussion regarding pedestrian ways and street connections continued and the purpose of the Official Map was again explained. The possibility of retaining the future connection on Franklin Street was discussed. It was stated that this is the first review of this document and that changes can be made prior to adoption.

3. **Natural resources protection** - Shown as the green zigzag line and shows riparian buffer locations from the Comprehensive Plan as well as locations of streams and ponds. These areas do not have to be surveyed but can be cross referenced to other documented floodplain data or FEMA.

4. **Heritage byway** – Connects Route 741 all the way through and is a light green line.

5. **Existing parks** – Shown as existing (dots) and cross hatches for potential community park locations.

6. **Wellhead protection area** – Mary Dresser stated that the Borough's Wellhead Protection Area is actually outside of Strasburg Borough and Strasburg Township but they are trying to determine how to designate this area on the map as well as anything else that relates specifically to that for the Borough.

Mary Dresser stated that the purpose of the public meetings to present the Official Map is so that input can be received and revised if necessary.

Jim Kiscaden thanked Mary Dresser for coming to present this information and reminded the members that the next steps include the Region Joint Planning Commission putting the information on a plan, will be reviewed by the Planning Commission, the Lancaster County Planning Commission and the Solicitor and then open for public inspection and then come back for official review and adoption by the Borough Council, which will take several months.

AWARD POLICE CRUISER BID: Jim Kiscaden noted that there were several bidders. Don Bachman made a motion, seconded by Dale Spaulding and passed unanimously to sell the 2004 Crown Victoria Police Cruiser to the highest bidder, Welcome Motors from Chicago, Illinois, at a bid of \$3,080.00, and if for some reason the sale to the highest bidder could not take place, the

sale of the cruiser would then be awarded to the second highest bidder, Grace Quality Used Cars, Inc. at a bid of \$2,858.

OTHER BUSINESS: Dale Spaulding publically thanked Don Bachman for all that he does for the Memorial Day celebration, on behalf of all Veterans, and that appreciation was echoed by all of the members.

Cindy Baker noted that while reading the HARB minutes, she noted several issues discussed that are not regulated by HARB. She did add that she is very impressed by the knowledge and skills of Tom and Chris Lainhoff. However, she was also concerned that HARB is not in compliance with one of the members required certifications to which the Borough Manager stated that the member stated he will be taking the certification test the beginning of July. Cindy Baker also stated that there is a house on West Main Street that was painted a different color and asked if that received HARB approval? The Borough Manager stated that the repainting at this property was a big issue which involved the Police Department. The Borough Manager added that HARB does not have enforcement powers and that if it is believed that work is being done without permits that all violations should be reported to the Borough Office for enforcement. The Borough Manager added that she and the Council President have previously discussed this matter and that a letter will be sent to all HARB members.

The Police Chief also commented on the HARB minutes, stating that HARB does not enforce temporary signs and that the Borough does not have any ordinances regulating sex offenders, but is regulated by Commonwealth. He stated that he is aware of the sex offender situation and assures that all state laws are being followed, and added that he and Dr. Frick worked together on this issue.

It was announced that this will be the first weekend of the Sertoma Farmers' Market, which is weekly on Saturdays until October 12, 2010, from 8 am to 1 pm. Cindy Baker commended Sertoma member Suzi Knowles for all of her work on getting the farmers market going, noting that she had to deal with issues regarding insurance, certification from the Department of Agriculture and any required licenses.

Henry Miller noted that the fence at 2-4 West Main Street has been removed.

CITIZEN'S COMMENTS: None.

ADJOURNMENT: A motion was made by Mike Sollenberger, seconded by Dale Spaulding and passed unanimously to adjourn the meeting at 9:12 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2010 – 39
STRASBURG BOROUGH COUNCIL
JUNE 29, 2010
MINUTES

Members Present:

Jim Kiscaden	Mike Sollenberger
Dale Spaulding	Randy Hock
Donald Bachman	

Others Present:

Lisa M. Boyd, Borough Manager	May Gaynor
F. Steven Echternach, Police Chief	Cindy Hummel

CALL TO ORDER AND PLEDGE TO THE FLAG: Council 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.

REQUESTS TO BE HEARD: None.

MID YEAR FINANCIAL OVERVIEW: Jim Kiscaden read from the Treasurer's Report dated June 20, 2010 which shows the income and expenditures to that date. He noted that approximately 87% of the Real Estate Taxes have been received as of the date of the report. Several of the revenue line items were reviewed in detail and the Borough Manager offered to provide the members with a copy of the recently received Lancaster County Tax Collection Bureau audit. In summary, it was the consensus that we anticipate receiving the budgeted revenues with the exception of Real Estate Transfer Tax. Expenses were then discussed, with the following comments:

Medical expenses – Because of the higher than anticipated increase, the impact on the General Fund is approximately \$8,000 more than budgeted. The Borough Manager stated that we will meet with current vendor to see if there are any cost saving strategies that could be used.

Solicitor expenses – Under budget so far.

Engineer, Solicitor and Auditor expenses – The Borough Manager will obtain quotes for these services to ensure we are getting the best prices.

Dryvit Quote for Municipal Building – Because of concerns with cracks in the building's dryvit, a contractor inspected it and recommends complete removal and replacement, at an estimated cost of \$80,000. The Borough Manager will have other vendors evaluate the dryvit and provide recommendations.

Police expenses – On budget. Chief Echternach stated that he applied for a \$10,000 grant for items such as IT, speed timing equipment upgrade and firearms upgrade.

Insurance coverage for property & vehicle – The Borough Manager reported that has to be based on appraised values, and can obtain other proposals

Winter Expenses - Dale Spaulding asked about expenses for bad winter compared to the 75% reimbursement for one 48 hour snowfall and its overall budget impact. The Borough Manager stated that she will provide that information.

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In summary, it was the consensus that at this point it is tough to project what the ending balance for 2010 will be but at this time we anticipate ending 2010 with a balance similar to what was budgeted.

OTHER BUSINESS: Don Bachman stated that at a recent meeting, he learned that Columbia put into place regulations which required sidewalk installation when a property is sold. He stated that when he proposed this idea years ago for our town, we were advised by our Solicitor that we could not do that.

Requiring organizations who are requesting donations complete a specific form was discussed.

CITIZEN'S COMMENTS: None.

ADJOURNMENT: A motion was made by Dale Spaulding, seconded by Randy Hock and passed unanimously to adjourn the meeting at 8:37 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2010 – 41
STRASBURG BOROUGH COUNCIL
JULY 13, 2010
MINUTES

Members Present:

Jim Kiscaden	Mike Sollenberger
Randy Hock	Donald Bachman
Cindy Baker	Michael Chiodo

Others Present:

Henry Miller, Mayor	Cindy Hummel
Lisa M. Boyd, Borough Manager	May Gaynor
F. Steven Echternach, Police Chief	Steve VanOrmer
Chris Lainhoff	Tom Lainhoff
Ann Lainhoff	

CALL TO ORDER AND PLEDGE TO THE FLAG: Council 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: Tom Lainhoff read the following statement: Thank you for giving me the opportunity to respond to Lisa's letter dated June 16. The letter, and Council's concerns expressed therein, are based on a simple misunderstanding of what took place on June 1, 2010 at the property of Carolyn Gross, 122 East Main Street. My discussions with Carolyn and her nephew Billy were never about enforcement of Strasburg's Historic District Ordinance. When I walked over to talk with Billy that day I did so not as a member of Strasburg's HARB but just as a guy who was working on the house next door who wanted to pass along a friendly "heads up." I was attempting to do unto others as I hope others would do unto me were the situation reversed. I wanted to let Billy know that I had heard comments from several individuals questioning the choice of paint color he was using. I was quick to point out that no formal complaints had been filed with the Borough and that he was free to continue painting as he was. I also assured Billy that neither Chris nor I had any intention of filing a complaint. What I had no way of knowing was just how bad my timing was. Billy doesn't like painting and he didn't like the color his aunt had chosen. He had taken a week of vacation leave to help his aunt get the house ready to sell, but everybody else who was supposed to help him bailed out at the last minute. He had too much to do and not enough time to do it. Finally, he too had already heard comments from neighbors regarding the choice of paint color. It was all too much for him and he reacted poorly, yelling at me, yelling at his aunt, and yelling at the world in general. His behavior was reported to the Borough Police and Officer Drane responded. After all was said and done, and he had a chance to cool down, Billy was embarrassed by his behavior and he apologized profusely, not just once but several times over the next few days. And both he and Carolyn thanked me for having spoken with them about the situation. Had I known in advance how Billy would react I would have said nothing to him and let the matter run its own course. I have no doubt that a formal complaint would have been filed and suspect that the final outcome would have been much the same, except that the property owner would have been thanking no

one at that point. A point of clarification: the “incident” to which Officer Drane responded did not involve three HARB members. It involved Carolyn, Billy, and me. And my involvement was as a resident of the Borough and not as a representative of HARB. Steve VanOrmer only arrived after Officer Drane was already there and neither he nor Chris were present or in any way involved until Officer Drane asked them to come over to help come up with a resolution to the matter. What bothers me is Borough Council’s reaction to the matter. If anyone had bothered to pick up a phone and call me I could have resolved the matter then and there. Or, if they wanted to hear it from somebody else they could have called Carolyn or Billy, which I would still strongly suggest if you have any lingering questions. Thank you for your time and consideration. I ask that my remarks be included as part of the record of tonight’s meeting.

Steve VanOrmer stated that he was surprised to have received a letter and asked what the purpose was. Jim Kiscaden stated that the purpose of the letter was to remind HARB members of the correct process to follow for ordinance enforcement. Jim Kiscaden stated that he was advised that this is not the first time that HARB did not follow the correct process, to which Steve VanOrmer agreed. Jim Kiscaden added that Borough Council is appreciative of the work that the HARB members do to keep the Historic District looking the way it does. Steve VanOrmer stated that one of the duties of HARB is to be a resource to assist property owners. Chris Lainhoff stated that after this incident and because they have been working on the property next door, the property owners called them several times for advice and a great neighbor relationship has developed.

MINUTES OF MAY 24, 2010: Mike Sollenberger made a motion to approve the minutes of the May 24, 2010 meeting as printed. Randy Hock seconded the motion and motion carried with members Kiscaden, Sollenberger, Hock, Baker and Chiodo casting assenting votes. Member Bachman abstained from voting because he was not in attendance for the meeting.

REPORTS:

MAYOR – The Mayor reported that he received two complaints – one about parking on North Jackson Street (the car with the flat tire that was blocking Apple Alley has been moved) and another asking why the Borough still allows open burning.

PRESIDENT – Jim Kiscaden reported that the Strasburg Fire Company responded to 16 fire calls during the month of June 2010 and attended the Heritage Byway planning meeting that was held on July 7, 2010 at Paradise Township, at which members from all involved municipalities attended. He stated that the following mission statement was agreed to at that meeting: To facilitate a planning process that would result in designation of the Old Conestoga Road as a Heritage Byway, a key element of the process is the development of a corridor management plan. He stated that the next meeting will be scheduled in September and those attending the initial meeting were to develop a list of the strengths, weaknesses, opportunities and threats of designating this road a Heritage Byway. This is the “discover” process in the “discover, dream, design and deliver” process in developing a plan to the Lancaster County Commissioners once a corridor management plan is developed. In coming months, meetings to discuss the Heritage Byway will include public involvement.

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MANAGER – The Borough Manager reported on the following items:

1. The next meeting of the Joint Planning Commission is scheduled for July 20, 2010 at 7:30 pm at the Borough where they will begin work on the dedicated bike pedestrian paths and continue their review of the Official Map.
2. The PA State Association of Township Supervisors will be holding a joint meeting on August 26, 2010 and are inviting Borough Council members and legislative members.
3. A packet of information from the Lancaster County Tax Collection Bureau was provided to members.

POLICE – The Police Report for June 2010 was received and accepted. Jim Kiscaden asked how the patrolling of the Township was going to which the Police Chief stated that it is going well. Don Bachman asked the police to take a look at a branch of bamboo that was protruding into the roadway on May Post Office Road.

PUBLIC WORKS – The Public Works Report for June 2010 was received and accepted.

ZONING OFFICER – The Zoning Officer's report for June 2010 was reviewed and accepted.

ENGINEER – The Engineer's report for June 2010 was received and accepted.

CONSENT AGENDA: Mike Sollenberger 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 \$86,982.40

HARB CERTIFICATES OF APPROPRIATENESS – 309 MILLER ST, 106 MILLER ST, 251 MILLER ST, 120 EST MAIN ST, 122 SOUTH DECATUR ST, 126-128 SOUTH DECATUR ST AND 28 EAST MAIN ST

APPROVAL FOR STRASBURG FIRE POLICE TO ASSIST AT THE SOLANCO FAIR PARADE AND THE NATIONAL MULTIPLE SCLEROSIS BICYCLE RACE

UNFINISHED BUSINESS: None.

NEW BUSINESS:

AWARD 2010 PAVING BID: Randy Hock made a motion, seconded by Mike Chiodo and passed unanimously to award the 2010 Paving Project bid to the low bidder, Long's Asphalt Paving, at a total bid of \$70,275.90 for the paving of Beddington Lane.

Mike Sollenberger asked if we were required to award to the low bidder and asked if any consideration could be made to the second lowest bidder which was only \$75.00 higher. The Borough Manager stated that we used Long's Asphalt Paving for our paving in 2009 and they did an excellent job and in prior years McMinn's has also done an excellent job and she has no reason to not recommend using the low bidder. Mike Sollenberger asked and the Borough Manager clarified that this is for milling and regular paving.

OTHER BUSINESS: Cindy Baker asked about the repainting permit for 122 East Main Street. Steve VanOrmer stated his involvement the day of the incident and that he knew the house was originally white and most recently white (they have a picture documenting that it was white) and that most of the white paint was pressure washed off of the house just before they began repainting.

Cindy Baker asked about the shutters on 116 East Main Street which were supposed to be repainted. Tom Lainhoff stated that the owner is supposed to be repainting them and that he was told the work would be done in the Spring, and they will follow up with the property owner. Randy Hock thanked the HARB members for their work and for upholding the Standards.

CITIZEN'S COMMENTS: Steve VanOrmer asked about the letter HARB received about discussing items outside of their jurisdiction, using real estate signs as an example and stated that one of the duties of HARB, as described in the Ordinance, is to bring to Council's attention items which are believed to not be in compliance. Cindy Baker stated that there were comments made about sex offenders and Steve VanOrmer stated that it must have been on the tape and so was made part of the minutes. Jim Kiscaden stated that the violating real estate signs were turned over to the Zoning Officer for enforcement to which Steve VanOrmer stated that was also his understanding.

Jim Kiscaden reported that he received an email from Ken Johnson stating that the Planning Commission is unable to have the revisions to the Gateway North proposed ordinance completed by the end of July but that they hope to have a draft after their August meeting.

Don Bachman stated that there will be a band concert honoring our veterans along with a memorial service for those who have passed away over the past year on July 25, 2010 at 7 pm in the Square. In the event of inclement weather, the event will be held at the Strasburg Fire Company.

Mike Sollenberger stated that the Sertoma Club is holding a chicken barbeque on Saturday, July 24, 2010 at the park.

ADJOURNMENT: A motion was made by Mike Sollenberger, seconded by Cindy Baker and passed unanimously to adjourn the meeting at 8:12 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

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STRASBURG BOROUGH COUNCIL
AUGUST 10, 2010
MINUTES

Members Present:

Jim Kiscaden	Mike Sollenberger
Randy Hock	Donald Bachman
Cindy Baker	Dale Spaulding

Others Present:

Henry Miller, Mayor	Cindy Hummel
Lisa M. Boyd, Borough Manager	May Gaynor
F. Steven Echternach, Police Chief	Suzi Knowles
Tracy Magargle	Stephen Smoker

CALL TO ORDER AND PLEDGE TO THE FLAG: Council 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 JUNE 8, JUNE 29, AND JULY 13, 2010: Dale Spaulding made a motion, seconded by Mike Sollenberger and passed unanimously to approve the minutes of the June 8 and June 29, 2010 meetings as corrected.

Mike Sollenberger made a motion to approve the minutes of the July 13, 2010 meeting as amended. Cindy Baker seconded the motion. The motion carried with members Bachman, Baker, Chiodo, Kiscaden, Hock and Sollenberger casting assenting votes. Dale Spaulding abstained from voting because he was not in attendance at the meeting.

REPORTS:

MAYOR – The Mayor had nothing to report.

PRESIDENT – Jim Kiscaden reported that a meeting to discuss the Old Conestoga Byway will be held here on Wednesday, September 1, 2010, at 7:30 p.m. He stated that Strasburg Fire Company #1 responded to 14 calls during the month of July 2010. Jim Kiscaden also reported that the fire company is in the midst of its annual fund drive, with approximately \$30,000 received from approximately 571 contributors and that the average donation is \$51.00.

MANAGER – The Borough Manager submitted her written report which was received without question.

POLICE – The Police Report for July 2010 was received and accepted. Jim Kiscaden noted that the Department had another busy month. Chief Echterach reported that they have begun the accreditation process which entails completely rewriting the SOP manual, which will be reviewed by the Mayor and a binder available for Council's review. The rewrite of the SOP

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is also being required by our insurance carrier. Chief Echternach asked for Council's permission to submit a letter on their behalf to the Joint Transportation Committee who is meeting next week regarding four radar bills currently in the House.

PUBLIC WORKS – The Public Works Report for July 2010 was received and accepted.

ZONING OFFICER – The Zoning Officer's report for July 2010 was reviewed and accepted.

ENGINEER – The Engineer's report for July 2010 was received and accepted.

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

PAYMENT OF BILLS IN THE AMOUNT OF \$109,299.88

HARB CERTIFICATES OF APPROPRIATENESS – 4 WEST MAIN ST, 332 MILLER ST,
122 SOUTH DECATUR ST AND 124 SOUTH DECATUR ST

2011 BUDGET CALENDAR

UNFINISHED BUSINESS: None.

NEW BUSINESS:

STRASBURG BUSINESS PLACE-INFORMAL REVIEW OF REVISED FINAL PLAN:

Stephen Smoker was in attendance and stated that this same presentation was given to the Planning Commission last week. He stated that this is referred to as a revision, but it is not really a revision but rather the next step for the completion of an item that has always been on the original plans and that this doesn't change anything. He is proposing to put this street in at the light, extend the water and sewer lines, curbing, paving and make it available for dedication to the Borough. Mr. Smoker stated that this is being pursued because when John Glick came to the Borough and Township to put in a connecting road so he could have better access to his property. Mr. Smoker added that the comments from the Lancaster County Planning Commission will be here at the end of the month and that the plan is scheduled for review by the Borough Planning Commission at their meeting on September 13, 2010 and then to Borough Council for action.

FEE SCHEDULE UPDATE – ADOPTION OF RESOLUTION 2010-9: Jim Kiscaden stated that this action is necessary because of recent action by the legislature, which adds the Act 46 verification fees to the current fee schedule. Cindy Baker made a motion, seconded by Randy Hock and passed unanimously to adopt Resolution 2010-9 which updates the Borough Fee Schedule to include Act 46 verification fees.

SPECIAL EVENTS REQUEST – AUTHORIZATION TO CLOSE BOROUGH STREET: Jim Kiscaden stated that this request is from the Strasburg Heritage Society for their annual Heritage Day which will be held on Saturday, September 11, 2010.

Don Bachman made a motion, seconded by Dale Spaulding and passed unanimously to authorize the closure of one block of Shenk Avenue on Saturday, September 11 for the Strasburg Heritage Days.

OTHER BUSINESS: Jim Kiscaden reminded the members that during his Police Report, Chief Echternach requested that Borough Council authorize the writing of a letter of support for the hearing that is being held on August 17, 2010 regarding radar as an enforcement device for municipal police departments. Mike Sollenberger made a motion, seconded by Randy Hock and passed unanimously to authorize the Borough Manager and Police Chief to write a letter in support of municipal police departments being able to use radar as an enforcement device.

CITIZEN'S COMMENTS: Stephen Smoker thanked the Borough for their assistance in working with PennDOT to get them to mow.

ADJOURNMENT: A motion was made by Dale Spaulding, seconded by Mike Sollenberger and passed unanimously to adjourn the meeting at 7:50 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

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The August 31, 2010 Borough Council meeting was cancelled.

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STRASBURG BOROUGH COUNCIL
SEPTEMBER 14, 2010
MINUTES

Members Present:

Mike Sollenberger	Randy Hock
Donald Bachman	Cindy Baker
Dale Spaulding	Mike Chiodo

Others Present:

Henry Miller, Mayor	Cindy Hummel, Lancaster Newspapers
Lisa M. Boyd, Borough Manager	Darrell Becker, Arro Consulting Inc.
Bradley A. Klunk, Police Officer	

CALL TO ORDER AND PLEDGE TO THE FLAG: Council Vice President Mike Sollenberger called the meeting to order at 7:30 p.m., followed by the salute to the flag. Vice President Sollenberger 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 10, 2010: Dale Spaulding made a motion to approve the minutes of the August 10, 2010 meeting as printed. Don Bachman seconded the motion and motion carried with members Sollenberger, Hock, Bachman, Baker and Spaulding casting assenting votes. Member Chiodo abstained from voting because he was not in attendance for the meeting.

REPORTS:

MAYOR – The Mayor stated that he received one complaint about loud music in the middle of the night, several complaints about open burning and one complaint about burning yard waste.

PRESIDENT – The President was absent from the meeting.

MANAGER – The Borough Manager submitted her written report and announced that the Lancaster County Commissioners are enacting a one month open burning ban beginning Thursday, September 16, 2010 at 10 a.m.

POLICE – The Police Report for August 2010 was received and accepted. Officer Klunk stated that the Police Chief is recovering from reconstructive shoulder surgery.

PUBLIC WORKS – The Public Works Report for August 2010 was received and accepted.

ZONING OFFICER – The Zoning Officer's report for August 2010 was reviewed and accepted. Mike Sollenberger noted that the Zoning Officer is following up on the satellite dish violations on Miller Street.

ENGINEER – The Engineer’s report for August 2010 was received and accepted.

TREASURER – Dale Spaulding made a motion, seconded by Randy Hock and passed unanimously to accept and file for audit the Treasurer’s Report for the period ending August 31, 2010.

CONSENT AGENDA: Cindy Baker made a motion, seconded by Randy Hock and passed unanimously to approve the following items on the Consent agenda and to remove the Historic Architectural Review Board Certificates of Appropriateness for additional discussion:

PAYMENT OF BILLS IN THE AMOUNT OF \$121,067.99

TRICK-OR-TREAT – SET DATE – FRIDAY, OCTOBER 29 FROM 6 TO 8 P.M. AND PARADE ON THURSDAY, OCTOBER 28

HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF APPROPRIATENESS

218 Miller Street to install vinyl siding over German siding which HARB recommends denying – Cindy Baker noted that to date the owner has not contested the recommendation and is not in attendance requesting a different action. Mike Sollenberger stated that according to the minutes, HARB denied the request because the German siding is in good condition and just needs to be painted and that this board takes a much more conservative approach. Cindy Baker was concerned that a landlord could take the approach to let the property deteriorate to the point that the German siding would need to be covered. Dale Spaulding noted that HARB’s recommendations are based on the Secretary of the Interior’s Standards for Rehabilitation.

Dale Spaulding made a motion, seconded by Mike Chiodo and passed unanimously to approve the HARB Certificate of Appropriateness as submitted for 218 Miller Street which denies the installation of vinyl siding.

17 West Main Street to remove block garage – Dale Spaulding asked about the replacement of the block garage with the portable storage building which was referenced in the minutes and asked if HARB has jurisdiction to rule over the portable storage building. The Borough Manager stated that as long as the portable storage building cannot be seen from the street right-of-way, it does not need HARB approval. Cindy Baker stated that even though the garage they want to remove is made of cinder blocks, she stated that it is a cool garage and asked if it has been there for more than 50 years? Don Bachman stated that it has maybe been there since the 1950’s. Mike Sollenberger stated that during the rezoning, Mr. Whiteford mentioned removing the garage to facilitate deliveries and for parking.

Cindy Baker made a motion, seconded by Randy Hock and passed unanimously to approve the HARB Certificate of Appropriateness as submitted for 17 West Main Street to approve the removal of the block garage.

309 Miller Street for roof, gutters and door – Cindy Baker stated that based on her reading of the minutes, it appears to be a difference of opinion between the contractor Jim Stoner (who she believes has been in the restoration business a long time and is a log structure authority) and HARB. Cindy Baker stated that the disagreement is that HARB believes the age of the door they want to install isn’t appropriate with the age of the house, but the exact age of the house cannot be verified through written documentation. Cindy Baker asked if HARB

members had conducted their site visit. The Borough Manager reported that each member was going to do a site visit and call in their findings to the Borough Office and they were advised that a vote cannot be taken outside of a public meeting and this is now held until the next HARB meeting. Cindy Baker expressed her concern that this homeowner may be being held up as this process began in June. Mike Sollenberger asked if Borough Council could approve the roof and the spouting.

Dale Spaulding made a motion, seconded by Randy Hock and passed unanimously to approve the HARB Certificate of Appropriateness approving the roof and spouting for 309 Miller Street as submitted.

2 West Main Street for a sign – Mike Sollenberger stated that this is for the new business sign for the location which was previously Mrs. Penn’s Shoppe. The business is “ecoloco” and is “earth friendly stuff for chicks.”

Cindy Baker made a motion, seconded by Don Bachman and passed unanimously to approve the HARB Certificate of Appropriateness approving the sign as submitted for 2 West Main Street.

11 West Main Street for a sign – The Borough Manager stated that this is for a sign for the Bakery and Winery and clarified that there will be an additional part added to the sign to indicate that the Winery is “coming soon.”

Don Bachman made a motion, seconded by Randy Hock and passed unanimously to approve the HARB Certificate of Appropriateness approving the sign as submitted for 11 West Main Street.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

ADOPTION OF RESOLUTION 2010-120 – AUTHORIZATION TO EXECUTE 44

STRASBURG ASSOCIATES’ DOCUMENTS: The Borough Manager reported that this is for the Hampton Inn and that in May 2009, the Borough Manager and Council President were authorized to sign the Highway Occupancy Permit and any related documents. The Highway Occupancy Permit was submitted and comments were received listing additional items PennDOT is requiring to be completed and this is an additional requirement from PennDOT.

Don Bachman made a motion, seconded by Randy Hock and passed unanimously to adopt Resolution 2010-10 which authorizes Jim Kiscaden as the Borough Council President to sign and Lisa Boyd as the Borough Manager to attest the Highway Occupancy Permit Condition Statement on behalf of 44 Strasburg Associates for the Hampton Inn Project.

ENTRANCES/EXITS TO BOROUGH BUILDING – AWARD PROPOSAL: The Borough manager explained that this will remove sections of slant curbing and make smoother entrances and exits and that three proposals were received.

Randy Hock made a motion, seconded by Cindy Baker and passed unanimously to award the Entrances/Exits to the Borough Building to the low bidder Richard Mentzer & Sons at a proposal of \$4,197.50.

APPOINTMENT OF BUILDING CODE INSPECTOR: Dale Spaulding stated that he appreciated the references that were obtained for Commonwealth Code Inspection Service and that helped make it an easy decision for him. Mike Sollenberger noted that we will provide the required 90 day notification to West Lampeter Township.

Dale Spaulding made a motion, seconded by Mike Chiodo and passed unanimously to appoint of Commonwealth Code Inspection Service, Inc. to serve as the Borough's building code inspector.

ACKNOWLEDGEMENT OF PENSION 2011 MINIMUM MUNICIPAL OBLIGATIONS: Mike Sollenberger stated that this information was provided by the Borough's actuary, Joe Duda. Dale Spaulding noted that this will result in a big impact on the budget.

Mike Chiodo made a motion, seconded by Randy Hock and passed unanimously to acknowledge that the 2011 Minimum Municipal Obligations have been received by the September 30th deadline, with the Police MMO being \$67,409 and the Non-Uniformed MMO being \$46,001.

SUBDIVISION AND LAND DEVELOPMENT ORDINANCE AMENDMENTS – AUTHORIZATION TO ADVERTISE: The Borough Manager reported that the Planning Commission, Tree Committee and HARB all reviewed this document and that this has been being reviewed for approximately two years. She recommended that the comments from the Lancaster County Planning Commission be inserted and our Planning Commission also approved of those changes.

Randy Hock made a motion, seconded by Cindy Baker and passed unanimously to authorize the Borough solicitor to advertise the Subdivision and Land Development Ordinance amendments' Ordinance which will be open for public inspection with tentative public meeting at the October 12, 2010 Borough Council meeting.

OTHER BUSINESS: Mike Sollenberger suggested that the installation of trees in the back parking lot be pursued because we require trees to be planted in new parking lots. He suggested that we work with the Tree Committee and suggests two to four trees be planted down the middle of the parking lot.

CITIZEN'S COMMENTS: Cindy Baker encouraged people to walk through the Community Park because the vernal pool area is now in bloom and stated that the pavilion is beautiful and that Sertoma is helping them purchase tables and chairs which will then enable it to be rented.

Mike Sollenberger stated that the Route 896 Bypass is working and that Thomas the Train is at the Railroad and is not creating a traffic backup in town.

ADJOURNMENT: A motion was made by Dale Spaulding, seconded by Mike Chiodo and passed unanimously to adjourn the meeting at 8:20 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

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STRASBURG BOROUGH COUNCIL
OCTOBER 12, 2010
MINUTES

Members Present:

Jim Kiscaden	Mike Sollenberger
Donald Bachman	Cindy Baker
Dale Spaulding	Mike Chiodo
Randy Hock	

Others Present:

Henry Miller, Mayor	Bill Gretton
Lisa M. Boyd, Borough Manager	Lee Potts
F. Steven Echternach, Chief of Police	Susan Rynier
Bradley A. Klunk, Police Officer	James Stoner
Nick Ferretti, Police Officer	Harry McIntosh
Paul Miller Jr., Public Works Director	David Bravo
Cindy Hummel, Lancaster Newspapers	Stephen Smoker
May Gaynor	

CALL TO ORDER AND PLEDGE TO THE FLAG: Council President Jim 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:

309 MILLER STREET – HISTORIC DISTRICT BOARD RECOMMENDATION :

James Stoner was in attendance on behalf of the owner, Tom Beiler, who was not able to attend because he was on his honeymoon. Mr. Stoner stated that the replacement of the window trim was approved by HARB but then it was discovered that the trim was too old for the house but that HARB did approve the installation of the Chevron door, which is an older door than what the house can be documented to be dated to. Mr. Stoner stated that HARB wants the replacement trim around the door (which was installed without a permit) and windows removed and the original trim reinstalled in exchange for being allowed to install the Chevron door. Mr. Stoner stated that removing the trim is a lot of work and is an added expense for the homeowner. Jim Kiscaden noted that the trim replacement and door approval was reached as a compromise between the homeowner and HARB at the September 23, 2010 meeting. Mr. Stoner and Mr. McIntosh stated that after that meeting Mr. Beiler wanted to keep the 18th century window and door trim because they will match the approved 18th century door and because of the cost of removing and replacing the trim. Jim Kiscaden stated that action on this item will take place under the Consent Agenda.

May Gaynor stated that a Chesapeake Bay/Lancaster County – Making the Connection seminar being put on by the Smart Growth Coalition on Thursday, October 28, 2010 and added that the Borough Manager as well as two members from the Planning Commission are going to be attending but encouraged other members to attend as well.

Tom Lainhoff, Chairman of HARB, asked if Borough Council wished him to speak regarding the Certificate of Appropriateness for 309 Miller Street, to which Jim Kiscaden stated that he would like him to speak during the deliberation.

Chris Lainhoff, representing Strasburg Heritage Society, thanked the Borough for allowing them to close the section of Shenk Avenue during their recent Heritage Days event and for the Police Department's assistance at the event. He stated that everyone was pleased with their new location.

Steve VanOrmer stated that he is assisting Susan Rynier who lives at 12 West Main Street to voice a concern because she has trouble communicating. He stated that she is concerned with the trash to the rear of 8 and 10 West Main Street. She will also be submitting some other concerns in writing. The Borough Manager stated that this concern will be passed onto the property owner to have him clean it up.

Jim Kiscaden adjourned the meeting into an Executive Session at 7:50 p.m. and noninvolved parties were excused from the room.

EXECUTIVE SESSION – PERSONNEL MATTERS: The regular meeting was reconvened at 8:00 p.m. at which time Dale Spaulding made a motion, seconded by Mike Sollenberger and passed unanimously to accept the Police and Non-Uniformed employees' offer to forego their 2011 raise, which extends the Strasburg Police Officers' Association Contract until 2013.

MINUTES OF SEPTEMBER 14, 2010: Mike Sollenberger made a motion to approve the minutes of the September 14, 2010 meeting as printed. Cindy Baker seconded the motion and motion carried with members Sollenberger, Bachman, Baker, Spaulding, Chiodo and Hock casting assenting votes. Member Kiscaden abstained from voting because he was not in attendance for the meeting.

REPORTS:

MAYOR – The Mayor stated that he received several complaints about open burning.

PRESIDENT – The President reported that the Strasburg Fire Company #1 responded to 22 fire calls during the past month and have received an approximate 27% return on their annual fund drive to date.

MANAGER – The Borough Manager submitted her written report and it was received without comment. The Borough Manager showed the picture that was donated to the Borough from William and Sara Gretton and added that it is a nice addition to the Council room.

POLICE – The Police Report for September 2010 was received and accepted.

PUBLIC WORKS – The Public Works Report for September 2010 was received and accepted.

ZONING OFFICER – The Zoning Officer's report for September 2010 was reviewed and accepted.

ENGINEER – The Engineer’s report for September 2010 was received and accepted.

CONSENT AGENDA: Cindy Baker made a motion, seconded by Randy Hock and passed unanimously to approve the following items on the Consent agenda, removing the Certificate of Appropriateness for 309 Miller Street

PAYMENT OF BILLS IN THE AMOUNT OF \$67,952.19

HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF APPROPRIATENESS – 4 WEST MAIN STREET AND 126 EAST MAIN STREET

HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATE OF APPROPRIATENESS - 309 MILLER STREET: Jim Kiscaden stated that during public comment members heard from Mr. Stoner and Mr. McIntosh requesting to keep the replacement window and door trim instead of having to remove it and reinstall the original style of trim. Jim Kiscaden asked if they still had the original trim to which Mr. Stoner stated that they do not and that it would be a lot of work and expense to reinstall the original style trim. Randy Hock asked about the trim and how it was determined if it was appropriate or inappropriate. Tom Lainhoff stated that it puts HARB in a hard situation when homeowners purchase materials before coming for permits, and that was the case in this situation because the Chevron door was already purchased and made and the windows were already made. On June 26, 2010, HARB members visited the site and advised the owner and contractor that if they removed a piece of window trim they would be able to see if there is evidence if the trim was original or if it was a replacement because there would have been an earlier set of nail holes. The window trim was not removed prior to the August 23, 2010 HARB meeting when they again met with the contractor and again requested that a piece of window trim be removed to allow for members to inspect. In early September, it was discovered that the windows were already replaced and that HARB did not have an opportunity to view the window casing to inspect for older nail holes. The HARB Secretary then contacted the home owner who agreed to remove a window to allow HARB to inspect which Tom Lainhoff stated was clearly evident that there had never been earlier windows in that house and that the windows that were removed had been the original windows and that they are a 19th Century windows. Jim Kiscaden stated that according to the HARB minutes, on September 23, 2010 an agreement was made between HARB and the homeowner regarding the final application. Jim Kiscaden stated that now because of the financial impact, the owner is coming to Borough Council asking for permission to not follow through with their part of the agreement.

Steve VanOrmer clarified the HARB minutes that he offered to assist in removing the incorrect trim free of charge.

Jim Kiscaden stated that it appeared to him by the HARB minutes that the matter was resolved at the September 23, 2010 meeting by coming to a compromise. Chris Lainhoff stated that HARB does try to get the homeowner’s approval when considering a compromise and that was the case with this application as well.

Cindy Baker asked why it is such an issue with this home and if we are requiring museum quality restorations of log homes? Tom Lainhoff stated that HARB is required to base their recommendations on the Secretary of the Interior’s Standards for Rehabilitation and that the standards are clear when it comes to removing original building materials that it is to be retained wherever possible and where not possible it is to be replicated. Mr. Lainhoff continued that

since there were no previous nail holes that it is absolutely clear that the trim was original. Steve VanOrmer stated that this is a very unique planked house that had original molding, windows and trim and that the job of HARB is to retain the architectural features of structures in the Historic District and that the compromise was to allow them to change the door that was already not appropriate to the house and to restore the trim that was original.

Harry McIntosh stated that the inside trim in the later addition matches the inside trim in the original part of the home and that he believes there is no way that it can be determined if the window trim was original.

Randy Hock stated that aside from all other issues, according to the minutes, Mr. Beiler agreed to the compromise at the HARB meeting and later changed his mind and that is what Borough Council is being asked to vote on the application per an agreement that was made. Cindy Baker noted that without Mr. Beiler being in attendance, there is no way to determine if he disagreed with the minutes. Mr. McIntosh stated that they decided to come to this meeting rather than a future meeting because of losing construction time due to the time of the year.

Mike Sollenberger made a motion, seconded by Randy Hock and passed unanimously to accept HARB's recommendation on the Certificate of Appropriateness for 309 Miller Street as printed.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

STRASBURG BUSINESS PLACE – WAIVERS AND REVISED FINAL PLAN: Dale Spaulding made a motion, seconded by Mike Chiodo and passed unanimously to approve the following 4 waivers of the Strasburg Borough Subdivision and Land Development Ordinance, Section 303 Preliminary Plan, 402.03 Existing Features, 604 Sidewalks, and 613.02 Street Trees as recommended by the Borough Engineer and Borough Planning Commission.

Dale Spaulding made a motion, seconded by Mike Chiodo and passed unanimously to approve the Revised Final Plan for Strasburg Business Place contingent upon acceptance of conditions and compliance with HRG and Bill Crosswell's comments.

STATUS REPORT ON THE LAMPETER-STRASBURG RECREATION COMMISSION – DALE SPAULDING:

Dale Spaulding stated that the former Lampeter-Strasburg Recreation Commission filed their final report with the Internal Revenue Service and they recommend that they not close their checking account for three years in order to have funds to pay for any possible outstanding invoices. The recommendation of the board that oversaw the Commission are recommending that the remaining funds be distributed appropriately to the participating members with the understanding that if any invoices appear that they be then paid accordingly.

Dale Spaulding made a motion, seconded by Randy Hock and passed unanimously to accept the proposal to distribute the remaining funds accordingly with the understanding that if there are any unpaid bills that they will be paid accordingly.

REVIEW OF 2011 DRAFT BUDGET AND CAPITAL IMPROVEMENTS PROGRAM: The draft Capital Improvements Program and spreadsheets, real estate tax information and history, donation requests and memorandum from the Borough Manager were provided to the members for their review.

Jim Kiscaden stated that he was concerned with the requested \$9,400 increase for the library because Strasburg Borough has historically been the highest funding contributor per capita to a library of any Lancaster County municipality and other organizations have kept their donation requests in line. It was noted that the library's rent to the Borough has not increased in many years.

Dale Spaulding stated that he is concerned with the funding of the pensions because of the ongoing unfunded liability. Jim Kiscaden suggested that when the Borough building debt is paid off in 2013 that those funds be earmarked to be used toward the pension funds.

The Borough Manager pointed out that the draft budget includes the addition of a full time Public Works Department employee including medical insurance and is partly in preparation of the upcoming Public Works Director's retirement. Dale Spaulding stated that he is against adding staff during down economic times and four years ahead of the Director's retirement. The Borough Manager stated that during her 23 years of employment with the Borough, there have been six new developments, have added an additional office staff employee and police officers but the number of Public Works Employees has remained the same but there are additional streets to plow and meters to be read. The Borough Manager added that the existing part-time employee is a good employee and with the Authority considering adding a sewer plant and with the new water treatment plant currently under construction there will be additional duties.

Randy Hock stated that he appreciates what the uniformed and non-uniformed employees have given to assist with the financial impact on the 2011 budget.

Jim Kiscaden thanked the Borough Manager and Police Chief for their hard work in putting together a very reasonable draft budget.

OTHER BUSINESS: The Police Chief stated that the Department was awarded a grant for firearms upgrades, new speed equipment and computer technology upgrades.

Based on a suggestion made by Mike Sollenberger, it was the consensus of Council to have the staff write a letter of appreciation on their behalf to be sent to Carole Wilson who is the County's Historic expert at the Lancaster County Planning Commission because she is retiring at the end of the month. Mr. Sollenberger noted that Carole Wilson was instrumental in assisting the Borough with rewriting our HARB Ordinance a few years ago and has been a great asset to Strasburg Borough over the years she has worked at the Planning Commission.

CITIZEN'S COMMENTS: Lee Potts thanked the staff and stated that their dedication and responsibility to the Borough is very commendable.

Bill Gretton thanked the Borough Manager for her work in putting together the draft budget and asked if a 2009 Actual column could be added. He asked if the Borough considered assessment

appeals when considering the assessed value. The Borough Manager stated that the assessment that is shown is the preliminary assessment and that the Borough is notified of appeals. He also cautioned against having too tight of a budget and not carrying a sufficient fund balance.

May Gaynor stated that she appreciates the employees' offer to save the community money and added that she believes the residents feel they are lucky to have them. She added that she believes the traffic light on Historic Drive at the post office is long to which the Police Chief stated that is a traffic signal is set according to PennDOT's permit and is the entrance to a parking lot for a business and that the traffic signal at Old Post Lane does not meet warrants to be installed at this time.

ADJOURNMENT : A motion was made by Randy Hock, seconded by Dale Spaulding and passed unanimously to adjourn the meeting at 9:23 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2010 – 59
STRASBURG BOROUGH COUNCIL
NOVEMBER 9, 2010
MINUTES

Members Present:

Jim Kiscaden	Donald Bachman
Cindy Baker	Dale Spaulding
Mike Chiodo	Randy Hock

Others Present:

Henry Miller, Mayor	James Barnett
Lisa M. Boyd, Borough Manager	Bill Gretton
F. Steven Echternach, Chief of Police	Sara Gretton
Cindy Hummel, Lancaster Newspapers	Bruce L. Ryder
Mary Dresser	May Gaynor
Dennis Gehringer	Robert Marshall

CALL TO ORDER AND PLEDGE TO THE FLAG: Council President Jim 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:

218-B MILLER STREET – JAYCEE PARK – SOLAR PANELS: Jim Barnett, representing the Strasburg Jaycee Park, was in attendance and asked for Borough Council to waive the requirement for the park to install the standing seam metal roof, which was required as part of Borough Council's motion to approve the installation of solar panels. Mr. Barnett said that adding the metal roof increases the cost approximately \$10,000. Mr. Barnett said that his contractor would make the panels to blend in with the existing roof, which is only six years old and is a roof which is estimated to last 50 years. Mr. Kiscaden stated that action will be taken under Unfinished Business.

Bruce Ryder asked for Borough Council to consider raising his taxes a little bit and to use the additional funds towards the unfunded liabilities in the pension plans. Mr. Ryder stated that in recent years it was learned that paying only the minimum municipal obligations was comparable to only paying the minimum payment on a credit card with a high balance.

MINUTES OF OCTOBER 12, 2010: Dale Spaulding made a motion, seconded by Cindy Baker and passed unanimously to approve the minutes of October 12, 2010 as printed.

REPORTS:

MAYOR - Henry Miller stated that he received comments from several residents who were appreciative of the Borough employees' offer to not have a raise in the 2011 Budget. Mayor Miller stated that he also received one complaint about cleaning the streets before the leaves are off of the trees.

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PRESIDENT - Jim Kiscaden stated that during the month of October, the Strasburg Fire Company #1 responded to 13 calls and had a successful breakfast fund raiser.

MANAGER - The Borough Manager stated that in addition to her written report, she recently received information about the PA Stormwater Management Act, which she was also appointed to, and will be an additional task to address ensuring our ordinance is in compliance and which will require additional inspections and paperwork by our Public Works Department.

POLICE - The Police Department's report for October 2010 was received and accepted.

PUBLIC WORKS - The Public Works report for October 2010 was received and accepted.

ZONING OFFICER - The Zoning Officer's report for October 2010 was received and accepted.

ENGINEER - The Engineer's report for October 2010 was received and accepted.

TREASURER - Dale Spaulding made a motion, seconded by Randy Hock and passed unanimously to accept and file for audit the Treasurer's report for the period ending October 31, 2010.

CONSENT AGENDA: Mike Chiodo made a motion, seconded by Don Bachman and passed unanimously to approve the following items on the Consent Agenda and it was noted that the Solicitor is Morgan, Hallgren, Crosswell and Kane, Engineer is Herbert Rowland & Grubic and the Auditor is Reinsel Kuntz Leshner:

PAYMENT OF BILLS IN THE AMOUNT OF \$207,519.70
HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATE
OF APPROPRIATENESS – 17/21 WEST MAIN STREET
APPOINTMENT OF BOROUGH SOLICITOR, ENGINEER AND AUDITOR

UNFINISHED BUSINESS: Cindy Baker made a motion, seconded by Dale Spaulding and passed unanimously to approve the installation of the solar panels on the Jaycee Park barn roof without the requirement to install the metal roof.

NEW BUSINESS:

PUBLIC HEARING AND POSSIBLE ENACTMENT OF ORDINANCE 2010-3 – SUBDIVISION AND LAND DEVELOPMENT ORDINANCE AMENDMENTS: Jim Kiscaden stated that this Ordinance, which amends the Borough's Subdivision and Land Development Ordinance, has been reviewed by the Strasburg Borough Planning Commission, the Lancaster County Planning Commission, the Solicitor, has been advertised for public inspection and comment at tonight's public hearing. Mr. Kiscaden announced that public hearing notice, proof of publication, Lancaster County Planning Commission and Borough Planning Commission comments will be made a part of the minutes of this hearing. No comments were submitted and Jim Kiscaden closed the public hearing.

Randy Hock made a motion, seconded by Dale Spaulding and passed unanimously to enact Ordinance 2010-3 which amends the Strasburg Borough Subdivision and Land Development Ordinance of 1995.

Jim Kiscaden thanked the members of the Borough Planning Commission, the Tree Committee and HARB for their participation and work on the amendment over the past two years.

REVIEW OF OFFICIAL MAP – PRESENTED BY JOINT PLANNING COMMISSION: Mary Dresser stated that one of the main differences since the last presentation is that this map includes a 125' riparian buffer surrounding the waterways, some minor corrections related to street connections as well as some corrections related to existing and potential park areas. She stated that the next steps after review by each municipality are to receive comments from the Lancaster County Planning Commission and Solicitor and then to hold a public hearing prior to enactment.

Jim Kiscaden asked why such a large riparian buffer area was required for streams which are barely recognizable, stating that he thought large riparian buffer areas were reserved for larger waterway areas such as the Conestoga, Pequea and Little Beaver creeks. Mary Dresser stated that the riparian buffer suggestion from the Chesapeake Bay Commission is 300 feet on each side and stated that it was the Joint Planning Commission's recommendation to establish this size buffer because of the waterways being headwaters.

Jim Kiscaden added that he is also in favor of including the Franklin Street extension noting that there are springs along Miller Street but not new springs. William Gretton stated that there were several people in attendance at their September meeting (not all are listed in the minutes) and were concerned with the water issue in the area. Jim Kiscaden also asked what data was used in determining the hazardous intersections to which Mary Dresser stated they used data used to prepare the Comprehensive Plan and they removed intersections along the new bypass because no data was available. Jim Kiscaden asked if the police department were contacted regarding the two intersections labeled as hazardous to which Mary Dresser stated that they were not recontacted as part of the Official Map preparation process.

Bruce Ryder expressed his concern with the proposed park locations and the proposed walking path on East Main Street. Jim Kiscaden reiterated Council's desire to include the extension of Franklin Street on the Official Map as a roadway and not a path.

The next step was discussed and it was the consensus that the map will go back to the Joint Planning Commission for them to review Council's comments. Jim Kiscaden also noted that ponds are labeled as lakes on the key and should be corrected.

Bruce Ryder asked if there are any ordinances in place that would regulate/protect the riparian buffer areas if they remain on the map because just being shown on the map isn't sufficient to enforce their protection.

William Gretton stated that it was his understanding that showing items on the Official Map would at least bring it to a developer's attention that conditions existed in the area which they would need to consider.

May Gaynor stated that the Joint Planning Commission created the Official Map using the input from the citizens' concerns outlined in the Joint Comprehensive Plan.

Jim Kiscaden commended Mary Dresser for her dedication and service on the Joint Planning Commission as co-chair.

REVIEW OF PROPOSED GATEWAY NORTH OVERLAY ZONE ORDINANCE: Jim Kiscaden noted that the Planning Commission members have been working on this project for almost a year and that they began with a document prepared by Dennis Gehringer, reviewed and revised it and received comments from Mr. Gehringer.

Dennis Gehringer stated that as outlined in his letter dated October 12, 2010, he and the developers have identified a variety of issues including legal issues with wording, terminology, as well as what he believes is just not allowing development of marketable properties (although Mr. Gehringer acknowledges that they can proceed with the current zoning since this is an overlay zone). Examples of concern areas include the definition of a grocery store, ban on corporate colors, ban on franchise buildings, free standing ATM machines, and the window to wall ratio in retail buildings because it eliminates a display wall and isn't a security wall for uses such as drug stores.

Jim Kiscaden stated that the Planning Commission was following the direction of the Council to have a development there that was in keeping with the historical character of the Borough and the type of buildings that Mr. Smoker had originally completed in his first couple of phases. Mary Dresser stated that it has been a difficult task working on the overlay zone because the Planning Commission doesn't want to prevent development but rather to encourage development in a way that complements Strasburg. Mary Dresser pointed out that the proposed ban on applied bands of corporate color only apply to the façade of a building that adjoins a public street.

Bob Marshall stated that there are communities in this country that have lots of franchises as long as the franchises are willing to work with the community to design their building in a historic nature that fits into the community. Cindy Baker asked if corporate logos would be permitted on signs to which Mary Dresser stated that they would be permitted on the street side of the buildings.

Mary Dresser stated that this is the first time the document left the Planning Commission and added that they are very pleased to get responses from Mr. Gehringer and will be getting comments from the County Planning Commission, Borough Council, and Solicitor. Bob Marshall added that a representative from the Lancaster County Planning Commission attended several meetings and provided feedback and that additional comments have been received from the engineer as well as the Zoning Officer.

In response to the window to wall ratio concern by Mr. Gehringer, Mary Dresser stated that the opportunity is given to devote that exterior wall to architectural detailing to break up the flat expanse of wall as to strictly windows that operate as windows and doors that operate as doors. She added that the overlay zone does not affect the process to request zoning variances.

Jim Kiscaden questioned Section 211.6 which provides for Borough Council overruling and the concern that the regulations could be changed essentially every time a new Council would be elected. Bob Marshall stated that he thought that section was being removed.

Mary Dreser stated that when the solicitor reviews the document, he will be able to provide direction regarding the validity of the wording.

Jim Kiscaden asked if the historic character of the Borough is defined and Mary Dresser suggested including photographs and that the Planning Commission was primarily referring to architectural design. Cindy Baker reminded the members that the historic main streets include a variety of age and type of structures. She added that the actual historic main street used to be that every house was an in home business with signs.

Jim Kiscaden questioned the Planning Commission's recommendation for only three gas pump islands with two pumps on each island. Bob Marshall stated that they chose that number to avoid the large gas stations but could consider increasing that number slightly to take into consideration the minimum number that a business needs to make money, as suggested by Dennis Gehringer. The maximum size of a grocery store was also discussed and Bob Marshall stated that Lee Potts researched major grocery store chains in Lancaster County with their original recommendation being 50,000 square feet (most of the local chain stores are smaller) but was then increased to the 55,000 currently in the draft ordinance. Cindy Baker expressed her concern with the exterior lighting as proposed because she believes it creates light pollution.

It was the consensus that the Planning Commission will review the Council's concerns, take comments and rewrite whatever needs rewritten. The Borough Manager stated that the document has not yet been forwarded to the Solicitor because she has not yet been authorized by Borough Council.

APPROVAL OF CAPITAL IMPROVEMENTS PROGRAM: The Borough Manager stated that all of the changes suggested at the last meeting have been incorporated into this document. Don Bachman suggested that the Borough consider installing roofs over the doorways as a future project.

Dale Spaulding made a motion, seconded by Mike Chiodo and passed unanimously to approve year 2011 in the 5-year Capital Improvements Program dated November 9, 2010.

APPROVAL OF 2011 PRELIMINARY BUDGET AND AUTHORIZATION TO ADVERTISE FOR PUBLIC INSPECTION: Jim Kiscaden stated that the Borough Manager provided a detailed memorandum regarding the 2011 Preliminary Budget and reminded the members that Borough Council is responsible for the General Fund portion of the budget. Several members expressed their concern regarding the amount due to the pension plan to cover investment losses/unfunded liabilities over the past several years. The Borough Manager stated

that a .1 mill tax increase will increase the \$140,000 average homeowner's taxes by \$14.00. Dale Spaulding reminded the members that the Borough Authority has stated that they will be raising the water rates in 2011.

William Gretton stated that he suggests the Borough begin paying towards the pension unfunded liabilities in case future mandates require it to be brought into compliance.

Randy Hock stated that he was elected to listen to the citizens and that he is hearing residents request to have the taxes increase slightly. Mike Chiodo, Dale Spaulding and Jim Kiscaden stated that they believed it made good financial sense to increase the taxes and to put additional funds towards the unfunded liability in the pension plans.

Converting the existing part-time Public Works employee to full-time was discussed and the Borough Manager provided several justifications for the hiring including that the Public Works Department's staff size has remained the same for 20+ years, there are additional developments within the town which require additional plowing, meter reading, calls, Authority water treatment plant upgrades, stormwater MS4 compliance, Authority is researching a sewer plant and to bring back some projects to staff instead of hiring outside contractors. Jim Kiscaden stated that the current part-time position is because of the construction of the water treatment plant and suggested that hiring the person full-time should not occur until after the water treatment plant project has been completed.

Dale Spaulding made a motion, seconded by Mike Chiodo and passed unanimously to approve the 2011 Preliminary Budget which includes a .1 mill tax increase and to authorize the staff to advertise it for public inspection, with it stipulated that the .1 mill increase be put directly into the pension cost increase and that \$50,000 of the reserve budget line go towards pension unfunded liabilities.

2011 TAX LEVY ORDINANCE 2010-4 – AUTHORIZATION TO ADVERTISE: Cindy Baker made a motion, seconded by Randy Hock and passed unanimously to authorize the staff to advertise the Tax Levy Ordinance 2010-4 with the tax rate increasing .1 mill to 2.93 mils for the Borough of Strasburg for 2011.

OTHER BUSINESS: None.

CITIZEN'S COMMENTS: May Gaynor asked about the Authority's real estate purchase on Village Road and what is planned for that property. Jim Kiscaden stated that at this time the property is going to be rented out and is currently zoned half residential and half commercial. He added that research into a future sewage treatment plant on the Pequea Creek will be pursued as long as approved by DEP and EPA and if the existing sewage capacity could be sold. Jim Kiscaden noted that there are existing sewage problems in Strasburg Township and that because the Borough is a bulk sewage customer of Suburban Lancaster Sewer Authority, we are subject to a percentage of their upgrade costs which are estimated to be \$275,000 in 2011 alone. He noted that this is in compliance with the Joint Comprehensive Plan and that if the proposal to construct a sewage treatment plant isn't possible that the property will be sold in the future.

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Mary Dresser stated that the Shade Tree Committee is planting trees on Saturday morning, November 13, 2010 and welcomed additional planting assistance.

Don Bachman stated that he has completed and donated a 24,000 piece puzzle to Sunshine Corners which they will be hanging up.

Don Bachman also reminded the members that the annual Pearl Harbor Day ceremony and tree lighting will be held on December 5, 2010 at the Square.

Mike Chiodo stated that scouting for food bags will be distributed on Saturday, November 13, 2010 and the scouts will be picking up the donations a week later.

ADJOURNMENT : A motion was made by Dale Spaulding, seconded by Randy Hock and passed unanimously to adjourn the meeting at 9:55 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2010 – 66
STRASBURG BOROUGH COUNCIL
DECEMBER 14, 2010
MINUTES

Members Present:

Jim Kiscaden	Donald Bachman
Cindy Baker	Dale Spaulding
Mike Chiodo	Randy Hock
Mike Sollenberger	

Others Present:

Henry Miller, Mayor	Lee Potts
Lisa M. Boyd, Borough Manager	May Gaynor
F. Steven Echternach, Chief of Police	Bob May, LEMSA
Cindy Hummel, Lancaster Newspapers	

CALL TO ORDER AND PLEDGE TO THE FLAG: Council President Jim 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:

LANCASTER EMERGENCY MEDICAL SERVICES ASSOCIATION (LEMSA)

UPDATE – BOB MAY, EXECUTIVE DIRECTOR: Bob May stated that LEMSA is the largest emergency medical service provider in Lancaster County, with approximately 35,000 calls per year and an annual budget of \$7.2 million, serving 130 square miles and approximately 135,000 people. He added that they have eight stations, 140 employees, 30 active volunteers and 27 vehicles. He stated that annually they respond to approximately 170 emergency calls in Strasburg Borough and 225 in Strasburg Township. He reminded the members that LEMSA is nationally accredited (one of six ambulance services in the state out of approximately 1100 and one of 106 in the country out of 14,000 ambulance services). He added that every municipality that they serve does financially contribute to their organization and that they appreciate the support that the Borough has given them. He also proudly acknowledged that Strasburg Borough has the highest subscription rate of all of the municipalities they serve with a 33% return.

New technologies they are utilizing include:

1. Hypothermia-induced resuscitation where under certain resuscitation circumstances a person's body is cooled which reduces the amount of neurological deficits compared to a non-cooled save.
2. Reducing the amount of time for a heart attack patient between the hospital door and the cath lab by doing more work in the field which reduces the amount of heart muscle damaged.
3. Using a \$90 device on the end of a tracheal tube on every cardiac arrest patient, which reduces the amount of thoracic pressure in the chest so that CPR is more effective and they are the only ambulance service in the county that is utilizing this device at this time.

Bob May also reported that they continue to lease space for their station at 20 Lancaster Avenue and have no plans of leaving Strasburg Borough which is staffed 24/7 as an ALS vehicle. He also stated that anyone is invited to ride along with their supervisor.

Jim Kiscaden stated that he is very impressed with the quality of service provided by LEMSA and their working relationship with Strasburg Fire Company.

MINUTES OF NOVEMBER 9, 2010: Dale Spaulding made a motion, seconded by Randy Hock and passed unanimously to approve the minutes of November 9, 2010 as printed.

REPORTS:

MAYOR - Henry Miller stated that he received a complaint about the flashing lights on the bowling alley sign.

PRESIDENT - Jim Kiscaden stated that in November, Strasburg Fire Company responded to 14 emergency calls and reached their goal of \$45,000 for their annual fund drive with a healthy approximate 32% return.

MANAGER – In addition to her written report, the Borough Manager stated that she was contacted by the Lancaster County Planning Commission and advised that the Heritage Tourism meetings will resume in 2011 and that she will participate as she has in the past.

POLICE - The Police Department's report for November 2010 was received and accepted.

PUBLIC WORKS - The Public Works report for November 2010 was received and accepted. Jim Kiscaden noted that the high water usage days during the month were because of filling the new tank to check the seals and joints.

ZONING OFFICER - The Zoning Officer's report for November 2010 was received and accepted.

ENGINEER - The Engineer's report for November 2010 was received and accepted.

CONSENT AGENDA: Mike Sollenberger 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 \$536,978.95

APPOINTMENT OF THE FOLLOWING BOARD MEMBERS:

Reappointment of Shelby Nauman to the Planning Commission until 12/31/14

Reappointment of Mary Dresser to the Planning Commission until 12/31/14

Reappointment of Joe Anderson to the Borough Authority until 12/31/15

Reappointment of Dale Kaufman to the HARB until 12/31/15

Reappointment of Jeff See to the Civil Service Commission until 12/31/16

Appoint J.R. Johnson to the Zoning Hearing Board until 12/31/15

2011 MEETING SCHEDULE

UNFINISHED BUSINESS:

APPROVAL OF 2011 FINAL BUDGET: Jim Kiscaden stated that the proposed 2011 Budget includes a .1 tax mill increase which will pay down pension liabilities. Cindy Baker asked why the additional Public Works Employee was changed to part-time to which Jim Kiscaden replied that the Authority didn't feel there was sufficient funding to cover the additional cost in the Water Fund, which pays for 60% of the cost.

Don Bachman noted that no funds are included in this budget for the maintenance at the Strasburg Cemetery. Jim Kiscaden stated that he believed the Cemetery was to research the legality of utilizing the endowment funds and report back. Don Bachman stated that they were verbally advised that those funds could not be utilized and Cindy Baker stressed the need to have the answer in writing.

Randy Hock made a motion, seconded by Don Bachman and passed unanimously to approve the 2011 Final Budget which includes a .1 mill tax increase.

Jim Kiscaden expressed his thanks to the Finance Committee, Borough Manager and Police Chief for their work on the budget and again to the employees for not taking a raise.

ENACTMENT OF 2011 TAX LEVY ORDINANCE 2010-4: Mike Sollenberger made a motion, seconded by Cindy Baker and passed unanimously to enact the 2011 Tax Levy Ordinance 2010-4 setting the tax rate for the Borough of Strasburg at 2.93 mills for 2011.

NEW BUSINESS:

HISTORIC PROPERTIES PARTNERS – REQUEST FOR REDUCTION IN LETTER OF CREDIT: Mike Sollenberger made a motion, seconded by Dale Spaulding and passed unanimously to approve the reduction in the Historic Properties Partners letter of credit #1109 in the amount of \$10,638.10 as reviewed, inspected and recommended by the Borough engineer, leaving a balance of \$54,204.70.

ADOPTION OF FIRE COMPANY ACTIVITIES RESOLUTION 2010-10: Dale Spaulding made a motion, seconded by Randy Hock and passed unanimously to adopt the Fire Company Activities Resolution 2010-10 which outlines the fire company activities for the year 2011 for Workers' Compensation purposes.

ADOPTION OF POLICE PENSION PLAN CONTRIBUTION RESOLUTION 2010-11: Cindy Baker made a motion, seconded by Don Bachman and passed unanimously to adopt the Police Pension Contribution Resolution 2010-11 which sets the pension contribution of the Borough Police Officers at 1.75% of their salary for 2011.

ADOPTION OF FEE SCHEDULE RESOLUTION 2010-12: Dale Spaulding made a motion, seconded by Randy Hock and passed unanimously to adopt Fee Schedule 2010-12 which establishes miscellaneous fees for the Borough of Strasburg.

OTHER BUSINESS: Jim Kiscaden noted that there are unencumbered funds totaling approximately \$2,600 available in the Park and Recreation Reserve Funds and asked that consideration be given to additional one-time support for the Strasburg Library because of their struggling financial condition. Cindy Baker asked if consideration to increasing the annual scholarship could also be given, which is paid from a separate fund.

CITIZEN'S COMMENTS: May Gaynor stated that she received calls about the Strasburg Borough Authority selling property in Paradise Township and asked for the details. Jim Kiscaden stated that the Borough Authority sold a subdivided portion of the property at 3990 White Oak Road which does not affect the watershed.

May Gaynor thanked the Borough for putting the agendas in the Sunday Newspaper.

ADJOURNMENT: A motion was made by Mike Sollenberger, seconded by Cindy Baker and passed unanimously to adjourn the meeting at 8:17 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager