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STRASBURG BOROUGH COUNCIL
JANUARY 11, 2011
MINUTES

Members Present:

Jim Kiscaden	Donald Bachman
Dale Spaulding	Randy Hock
Mike Sollenberger	

Others Present:

Henry Miller, Mayor	Chris May, HRG
Lisa M. Boyd, Borough Manager	Suzi Knowles
F. Steven Echternach, Chief of Police	
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:

SQUARE IMPROVEMENTS REPORT – CHRIS MAY, HRG: Chris May, Borough Engineer, provided a review of the improvements plan for the Square. He stated that they obtained updated traffic counts and that even though we have submitted the information to update GPS systems, those systems have not yet been updated. It was the consensus that the complaint most received from citizens is about the traffic light.

Dale Spaulding made a motion, seconded by Mike Sollenberger and passed unanimously to authorize the engineer to proceed with the following improvements to the Square: replace cabinet with larger cabinet which can accommodate the battery backup which would be added at a later time (estimated cost \$9,000), replace the emergency vehicle pre-emption (estimated cost \$12,500) and to adjust the signal timing (estimated cost \$1,000).

MINUTES OF DECEMBER 14, 2010: Mike Sollenberger made a motion, seconded by Don Bachman and passed unanimously to approve the minutes of the December 14, 2010 meeting as printed.

REPORTS:

MAYOR – The Mayor had no report.

PRESIDENT - Jim Kiscaden stated that in December 2010 the Strasburg Fire Company #1 responded to 24 fire calls and that for the first time in their history, they have received annual fund drive donations exceeding \$50,000 which is a 36% response. Their annual sale is February 26, 2011.

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MANAGER – The Borough Manager provided her written report and was available to answer any questions. Mike Sollenberger noted that Charter Homes tractor trailer sign has returned and the Borough Manager and Zoning Officer will investigate.

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

PUBLIC WORKS - The Public Works report for December 2010 was received and accepted. Dale Spaulding thanked the Public Works Department for their dedication for them working to repair a water main break on Christmas Day. Jim Kiscaden noted that there was another water main break on Miller Street this past Saturday.

ZONING OFFICER - The Zoning Officer's report for December 2010 was received and accepted. Jim Kiscaden asked the status of the parking lot at 2-8 West Main Street. The Borough Manager reported that they are in the process of trying to obtain their permits to exit on South Decatur Street. The Borough Manager was asked to contact the property owner about cleaning up the trash pile on the property.

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

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

PAYMENT OF BILLS IN THE AMOUNT OF \$69,671.51
HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF
APPROPRIATENESS – 19 & 21 SOUTH DECATUR STREET, 22 WEST MAIN STREET
AND 125 MILLER STREET
APPROVAL FOR STRASBURG FIRE POLICE TO ASSIST AT BART TOWNSHIP'S
FIRE COMPANY SALE

UNFINISHED BUSINESS:

NEW BUSINESS:

STRASBURG FARMERS' MARKET – PERMISSION TO USE BOROUGH PROPERTY ON TUESDAYS FROM 4-7 P.M. AND SATURDAYS FROM 8 A.M. – 1 P.M. :

Suzi Knowles, on behalf of Sertoma, was in attendance to present their request to add an additional day per week for their farmers' market. Since this would only be for a short period of time on Tuesday evenings, they anticipate it being a smaller vendor crowd. Suzi stated that they recognize that Sunshine Corners is open and are willing to work with us on whatever is suggested to accommodate them. She stated that she can control where the vendors park. She stated that when it is lighter later they may be open until closer to 8 P.M. The Borough Manager stated that the feedback we received from Sunshine Corners and the Library regarding the additional Tuesday night farmers' market was very positive. Suzi Knowles stated that they went door to door to the homes in the area last year and will do so again to try to accommodate any concerns. Jim Kiscaden stated that the Safety Committee should review a traffic flow and signage plan.

Randy Hock made a motion, seconded by Don Bachman and passed unanimously to approve the use of the Borough property by Sertoma for their Farmers' Market to be conducted on Saturdays from 8 a.m. to 1 p.m. and Tuesdays from 4 p.m. to 8 p.m. contingent upon the approval of a plan for safety, traffic flow, and vendor parking and notification to the neighbors on Precision Avenue. The safety plan will be reviewed at a future meeting.

APPROVAL OF POLICE WEAPONS UPGRADE: Chief Echternach stated that he would like to add the use of Tasers by the Police Department and would be paid for out of funds which were donated and contained in the Ed Witmer Memorial Fund (36). Chief Echternach stated that the addition of Tasers is a vital asset to the officers' safety. He added that officers must be certified to use Tasers and that he will be implementing a policy before they can be used.

Don Bachman made a motion, seconded by Randy Hock and passed unanimously to approve the use of Tasers by the Police Department and to allow the officers to purchase the used firearms at \$150 a weapon.

CONSIDERATION AND POSSIBLE APPROVAL OF AN ADDITIONAL ONE-TIME DONATION TO THE STRASBURG-HEISLER LIBRARY: Dale Spaulding made a motion, seconded by Randy Hock and passed unanimously to approve a one-time additional donation to the Strasburg-Heisler Library in the amount of \$2,600 from the Park & Recreation Fund for 2011. Jim Kiscaden noted that the remaining funds in this account are for the landscaping improvements at the Strasburg Pool.

CONSIDERATION AND POSSIBLE APPROVAL TO INCREASE THE STRASBURG BOROUGH SCHOLARSHIP SERVICE AWARD: Dale Spaulding made a motion, seconded by Mike Sollenberger and passed unanimously to approve the increase in the Strasburg Borough Scholarship Service Award from \$100 to \$300 to be awarded to a Lampeter-Strasburg School District graduating senior.

OTHER BUSINESS: None.

CITIZEN'S COMMENTS: None.

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

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2011 – 4
STRASBURG BOROUGH COUNCIL
FEBRUARY 8, 2011
MINUTES

Members Present:

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

Others Present:

Henry Miller, Mayor	Shelby Nauman
Lisa M. Boyd, Borough Manager	Dennis Gehringer
F. Steven Echternach, Chief of Police	Lee Potts
Cindy Hummel, Lancaster Newspapers	Mary Dresser
Stephen Smoker	

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: None.

MINUTES OF JANUARY 11, 2011: Dale Spaulding made a motion, seconded by Randy Hock and passed unanimously to approve the minutes of the January 11, 2011 meeting as printed.

REPORTS:

MAYOR – The Mayor stated that he received one complaint about a snow plow damaging a lawn and added that he believed that open burning should no longer be permitted and needs to be addressed in the future.

PRESIDENT - Jim Kiscaden stated that in January 2011 the Strasburg Fire Company responded to 13 fire calls and that the fire company requests that if you have a fire hydrant in front of your home that you shovel around the fire hydrant so it can be used in the event of an emergency. He added that the annual fire company sale is scheduled for Saturday, February 26, 2011. Henry Miller added that residents should also clear storm drains.

MANAGER – The Borough Manager provided her written report and added that an update on snow removal costs will be provided in the next few weeks. Jim Kiscaden noted that most of the duties of the Joint Planning Commission have been completed.

POLICE - The Police Department's report for January 2011 was received and accepted.

PUBLIC WORKS - The Public Works report for January 2011 was received and accepted.

ZONING OFFICER - The Zoning Officer's report for January 2011 was received and accepted.

ENGINEER - The Engineer's report for January 2011 was received and accepted.

CONSENT AGENDA: Police Chief Steve Echternach requested that the acceptance of the Civil Service Commission Annual Report be removed from the Consent Agenda and considered under New Business, to which Jim Kiscaden agreed. Mike Sollenberger made a motion, seconded by Don Bachman and passed unanimously to approve the following items on the Consent Agenda:

PAYMENT OF BILLS IN THE AMOUNT OF \$84,343.95

ACCEPTANCE OF HISTORIC ARCHITECTURAL REVIEW BOARD
ANNUAL REPORT

UNFINISHED BUSINESS: None.

NEW BUSINESS:

REVIEW OF GATEWAY NORTH OVERLAY ZONE ORDINANCE –

AUTHORIZATION TO FORWARD TO SOLICITOR FOR REVIEW: Jim Kiscaden noted that this Ordinance has been reviewed and recommended to be reviewed by the Solicitor by the Planning Commission, to which he expressed his thanks for their efforts. Jim Kiscaden also thanked Dennis Gehringer and Stephen Smoker for their involvement through this lengthy process.

Convenience store location was discussed and Stephen Smoker stated that over the last approximately 7-10 years, he personally spent approximately \$17,000 in traffic studies and because the lot next to Lloyd Althouse's was designated as a possible convenience store location, that created the need for the right hand turn lanes and the traffic light on Drive "A" which he agreed to and funded at a cost of \$160,000. He noted that the light at Drive "A" is only warranted if a convenience store goes in and that in light of these costly improvements, he believes that the convenience store location should be limited to the East side. Jim Kiscaden asked and Mr. Smoker agreed to provide a copy of the studies which state that a traffic signal is only warranted if a convenience store is constructed. Mary Dresser stated that the Planning Commission did not go along with the convenience store location being limited because of the existing convenience and similar type stores on the other side of the roadway.

Cindy Baker made a motion, seconded by Dale Spauldinig and passed unanimously to authorize the staff to forward the draft Gateway North Overlay Zone ordinance to the solicitor and Lancaster County Planning Commission for their review and comment.

ACT 44 – POLICY & PROCEDURE FOR: ADMINISTRATION, PROCESSING AND PROCUREMENT OF PROFESSIONAL SERVICES CONTRACTS: The Borough Manager stated that the Pennsylvania State Association of Boroughs created a checklist and

detailed report, with the assistance of their solicitor, to assist municipalities with complying with this Act. The Act is to control how a municipality selects professional services. It was suggested by PSAB that individual municipalities should have their solicitor do a quick review. The Borough Manager added that it is required for each municipality to have a policy in place but does not require them to actually shop around to change service providers and the Borough does not have expiration dates on their current contracts.

Dale Spaulding made a motion, seconded by Don Bachman and passed unanimously to adopt the Policy and Procedure for: Administration, Processing and Procurement of Professional Services Contracts, which is required by Pension Act 44.

AUTHORIZATION TO PROCEED WITH PURCHASE OF PUBLIC WORKS PICKUP

TRUCK: Jim Kiscaden noted that the replacement of the 1995 Public Works pickup truck is included in the 2011 Budget and Capital Improvements Plan and it follows the replacement schedule.

Mike Chiodo made a motion, seconded by Dale Spaulding and passed unanimously to authorize the staff to proceed with the purchase of the Public Works Pickup Truck including a snow plow as budgeted in the Public Works Reserve Fund and as outlined in the 2011 Capital Improvements Program.

APPOINTMENT OF PSAB OFFICIAL VOTING DELEGATE: Jim Kiscaden noted that the Borough Manager is registered to attend the entire PSAB Conference.

Mike Sollenberger made a motion, seconded by Randy Hock and passed unanimously to appoint Lisa M. Boyd, Borough Manager, as the PSAB Official Voting Delegate during the Annual Conference April 10-13, 2011.

ACCEPTANCE OF CIVIL SERVICE COMMISSION ANNUAL REPORT: Steve Echternach stated that Reed Smith sent out an alert because of several Act changes in late 2010 relating to Civil Service Procedures, which will require some amendments to our existing Rules this year. He added that approximately 6 years ago, because of the costly testing requirements, several municipalities went together and annually conduct testing to obtain a hiring eligibility list. The initial cost to join this is \$500 and is then self-funded by application fees. Through this joint approved testing process, applicants can select which departments they would like to apply for and then each municipality receives an annual eligibility hiring list, which is much less expensive and time saving than going through the process if the need arises. This program is conducted through the Lancaster County Chiefs of Police Association and is called the Preliminary Eligibility Examination for Police Officers. Chief Echternach stated that he would need to commit to be included in the 2011 testing by the end of March and that he has \$500 included in his budget for hiring expenses.

Dale Spaulding made a motion, seconded by Mike Sollenberger and passed unanimously to authorize the Police Chief to include Strasburg Police in the Lancaster County Chiefs of Police Association Preliminary Eligibility Examination for Police Officers at a cost of \$500.00 to be paid from the police hiring budget line item.

OTHER BUSINESS: Mike Sollenberger stated that he was concerned with people shoveling and snow blowing snow into the streets. The Borough Manager informed him that there is an Ordinance which does not allow this and asked if a more aggressive role could be taken by the Police Department to enforce, possibly with warnings first and then the fines. Chief Echternach clarified that it is a violation of the ordinance if the snow is put into the travel lanes and that the violation needs to be either directly seen by a police officer or a witness has to be willing to testify to who was putting the snow into the roadway. Chief Echternach noted that they did issue snow warnings and that most were for not removing snow from sidewalks but is willing to take a more aggressive approach on this issue at Council's direction.

Jim Kiscaden stated that he was concerned with the amount of snow being piled at crosswalks during the snow clearing from intersections and asked that this be brought to the Public Works' Department attention. Don Bachman suggested possibly going around and removing some of the snow from the crosswalk areas a few days after the snow. Henry Miller added that large snow piles being placed on storm drains was also a concern. Jim Kiscaden did express his thanks to the Public Works Department for their attention to salting and maintaining the streets during the snows this year. Cindy Baker expressed her appreciation for the snow removal in the Square.

CITIZEN'S COMMENTS: None.

ADJOURNMENT: A motion was made by Mike Sollenberger, seconded by Dale Spaulding and passed unanimously to adjourn the meeting at 8:27 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2011 – 8
STRASBURG BOROUGH COUNCIL
MARCH 8, 2011
MINUTES

Members Present:

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

Others Present:

Henry Miller, Mayor	Don Lennon
Lisa M. Boyd, Borough Manager	Robin Stermer
F. Steven Echternach, Chief of Police	Lee Potts
Kip Van Blarcom, LCPC	Linda Younger

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:

SUNSHINE CORNERS' PLAYGARDEN – PARTNERSHIP FOR DCNR GRANT APPLICATION: Linda Younger, representing Sunshine Corners, was in attendance to explain their proposal for the Borough to partner with them to apply for a DCNR grant for their playgarden. Linda Younger explained that Sunshine Corners will do all of the paperwork for the grant and that the State has allocated the money for this type of grant through previous budgets. If approved to partner with Sunshine Corners, the Borough would need to pass a Resolution authorizing the partnership, develop a management and operational agreement for the grounds (permission for Sunshine Corners to use the land) and hold and disburse the grant funds. Linda Younger reported that Sunshine Corners has raised just under \$10,000 so far towards the playgarden.

Cindy Baker made a motion, seconded by Randy Hock and passed unanimously to recommend Borough Council partner with Sunshine Corners' by becoming the applicant of a Department of Conservation and Natural Resources (DCNR) grant application with Sunshine Corners being responsible for all costs to administer the grant and any and all tasks and grant requirements of DCNR and to approve the Borough's participation in the preparation and signing of any and all paperwork.

LANCASTER COUNTY TOURISM WAYFINDING SIGNAGE PROGRAM – KIP VAN BLARCOM: Kip VanBlarcom, Senior Heritage Planner at the Lancaster County Planning Commission, was in attendance to review the County's State and Local Wayfinding Signage Program. He stated that this is a part of the County's Tourism Plan which was adopted in 2005 and focuses on places with the greatest potential for tourism, which includes Strasburg.

He stated that they would like to see communities develop a public and private committee to discuss tourism issues because the Visitors Bureau primarily focuses on marketing outside the County to bring people in and they believe that there is a need for planning for future tourism. The wayfinding program is to place signs and other tools that guide people around a community. However, the State is implementing its own system and PennDOT will be limiting the number of signs. The State is now going away from the blue signs and going to a type of sign that has three listings and businesses wishing to be listed will be required to pay for their listing (only state facilities will be listed for free) and they will be contacting businesses very soon. The County is suggesting that communities work together to buy a “group mention” on these State signs such as Historic Downtown Strasburg. Mr. Van Blarcom stated that the County is going to seek funding for local communities to be listed. One problem that he has identified in the State’s wayfinding sign system is that PennDOT requires a “trail” of signs leading to each participating attraction and PennDOT determines how many signs are necessary (at a cost of \$2,000 per sign for a 5 year contract).

Mr. Van Blarcom added that local signage may be permitted by PennDOT in instances such as vehicular, pedestrian or if part of a Gateway. He added that if a municipality creates a signage district, a wayfinding plan must be completed before any signs are put in the ground. Mr. Van Blarcom stated that he is looking if there is municipal interest in creating a local signage district which would involve organizing stakeholders to buy mentions that highlight your community on the state’s regional wayfinding signs. He stressed that this is not a formal commitment but rather helps the County keep the pressure on the State to work with us. Jim Kiscaden stated that he believed that we should do whatever we can do help promote our local businesses.

Randy Hock made a motion, seconded by Mike Sollenberger and passed unanimously to authorize the submission of a letter of support as drafted by Kip Van Blarcom.

MINUTES OF FEBRUARY 8, 2011: Dale Spaulding made a motion, seconded by Cindy Baker and passed unanimously to approve the minutes of the February 8, 2011 meeting as printed.

REPORTS:

MAYOR – The Mayor stated that he thought the snow removal in the Square the last significant snow seemed to be delayed. The Borough Manager reported that the work needs to be coordinated with Mentzer’s and that was the earliest it could be done.

PRESIDENT - Jim Kiscaden stated that in February 2011 the Strasburg Fire Company responded to 19 fire calls and had a successful “mud sale” auction.

MANAGER – The Borough Manager provided her written report and had nothing to add but was available to answer any questions.

POLICE - The Police Department’s report for February 2011 was received and accepted.

PUBLIC WORKS - The Public Works report for February 2011 was received and accepted.

ZONING OFFICER - The Zoning Officer's report for February 2011 was received and accepted.

ENGINEER - The Engineer's report for February 2011 was received and accepted.

UNFINISHED BUSINESS:

GATEWAY NORTH OVERLAY ZONE ORDINANCE – REVIEW SOLICITOR COMMENTS AND AUTHORIZATION TO WITHDRAW REQUEST FOR OFFICIAL REVIEW BY LCPC AND TO RESUBMIT FOR A “COURTESY REVIEW”: The Borough Manager stated that it was her recommendation at the last meeting to submit the proposed ordinance to the Solicitor for his review because after it is officially submitted to the County for comment, any change that is made forces the ordinance to be re-reviewed. It is her recommendation to just receive comments from the Solicitor prior to being officially reviewed by the LCPC. However, at the last meeting the developers encouraged Borough Council to have it reviewed by LCPC to keep the process moving and after the meeting, the developers changed their mind and only want a courtesy review by LCPC. The Borough Manager stated that the vague statements (such as whenever possible) that were discussed at prior meetings mean that the requirement is not mandatory and wanted to make sure that was understood by Borough Council. Several members expressed their concern with the proposed ordinance and the comments from the Solicitor. The next steps for the proposed ordinance were discussed which include it being reviewed by the Zoning Officer and the LCPC courtesy review and then it comes back to Borough Council to implement any changes they feel are necessary based on the reviews, including the Solicitor's review.

Dale Spaulding made a motion, seconded by Randy Hock and passed unanimously to authorize the staff to forward the draft Gateway North Overlay Zone ordinance to the zoning officer, to withdraw the request for official review by LCPC and to resubmit to the LCPC for a courtesy review.

NEW BUSINESS:

POTENTIAL CANDIDATES FOR THE YMCA BOARD OF MANAGERS: Dale Spaulding stated that he is also interested in being considered and was formerly involved with the Lampeter-Strasburg Recreation Commission and involved with the YMCA during its construction phase. Jim Kiscaden noted that Len Ferber stated in his email that he also serves on another board for the YMCA. The Borough Manager stated that the YMCA receives potential candidates from municipalities and they make the decision on who is appointed to the board.

Don Bachman made a motion to authorize the staff to forward Dale Spaulding's name as a potential candidate for the YMCA Board of Managers. Mike Sollenberger seconded the motion. Motion carried with members Kiscaden, Bachman, Hock, Sollenberger, Baker and Chiodo casting assenting votes. Member Spaulding abstained from voting.

PAYMENT OF BILLS: Dale Spaulding made a motion, seconded by Mike Chiodo and passed unanimously to pay the three lists of bills dated 2/9, 2/17 and 3/2/2011 totaling \$108,645.54. Jim Kiscaden questioned the portion of the Solicitor's invoice relating to racing/homing pigeons and

the Borough Manager stated that a potential purchaser of a property submitted documentation to the Zoning Officer regarding keeping pigeons and the Zoning Officer needed the assistance of the Solicitor.

The result was Solicitor determined that the Borough's regulations outweigh those provided by the potential purchaser and that pigeons are not permitted to be kept within the Borough.

OTHER BUSINESS: Jim Kiscaden reported that the Hampton Inn project is on hold because Mr. Desai did not obtain the necessary funding for the project. He added that there is a possibility that the Fireside property will be subdivided and sold to generate some additional revenue. Jim Kiscaden also reported that Mr. Desai again went to the Authority asking to reduce the water and sewer connection fees (to which the Authority previously approved a long term payment plan) and the Authority did not make any changes in their previous decision.

CITIZEN'S COMMENTS: None.

ADJOURNMENT: A motion was made by Dale Spaulding, seconded by Mike Sollenberger and passed unanimously to adjourn the meeting at 9:00 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2011 – 12
STRASBURG BOROUGH COUNCIL
APRIL 12, 2011
MINUTES

Members Present:

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

Others Present:

Henry Miller, Mayor	Cindy Hummel
Lisa M. Boyd, Borough Manager	Lee Potts
F. Steven Echternach, Chief of Police	Joe Duda
Barry Wagner, Zoning Officer	Rick Wentz

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:

PRESENTATION OF STRASBURG FIRE COMPANY ANNUAL REPORT – RICK WENTZ, FIRE CHIEF: Rick Wentz, Strasburg Fire Company Chief, was in attendance and reviewed their 2010 written report which consisted of 212 calls. The total property damage for 2010 was \$217,400 and property endangered was \$1.5 million dollars. Jim Kiscaden thanked Rick Wentz for his hard work as Fire Chief and also thanked the members for the service they provide. Jim Kiscaden stated that there is training every Monday night and all of the equipment is operated and checked the first Monday night of each month.

PRESENTATION OF 2010 BOROUGH AUDIT – MARK ZETTLEMOYER OF REINSEL KUNTZ LESHER: Mark Zettlemoyer representing the Reinsel Kuntz Leshar was in attendance and reviewed the Borough's 2010 Audit report. Mr. Zettlemoyer noted that the Borough's deposits and investments are FDIC insured or collateralized by securities of the financial institution which means that if the financial institution would fail, there are funds to liquidate which are specifically designated for local governments which are paid first. He further explained that as a local government, we are covered by \$250,000 FDIC insurance for an interest bearing savings account and an additional \$250,000 for Certificates of Deposit and non-interest bearing accounts are fully insured regardless of the balance. The debt schedule was reviewed and it was stated that the majority of the General Fund debt will be paid off in 2013 and completely paid off in 2017. The Report to Borough Council was also reviewed and Mr. Zettlemoyer stated that the comments are common for a business our size and that the audit went very smoothly.

STRASBURG-HEISLER LIBRARY UPDATE – KRISTIN FERNITZ: Jim Kiscaden reported that Mrs. Fernitz was unable to attend due to illness but had submitted a written report detailing how they spent the additional \$2,600 that was donated to the library.

MINUTES OF MARCH 8, 2011: Dale Spaulding made a motion, seconded by Randy Hock and passed unanimously to approve the minutes of the March 8, 2011 meeting as printed.

REPORTS:

MAYOR – The Mayor stated that the Safety Committee met and will be discussed under Unfinished Business.

PRESIDENT - Jim Kiscaden stated that the Strasburg Fire Company #1 responded to 10 fire calls in March 2011.

MANAGER – The Borough Manager provided her written report. Jim Kiscaden asked if any additional information was available about the transfer of the liquor license to which she reported that the applicant was advised of the process and is waiting for their letter to ask Borough Council to consider the transfer. The Liquor Control Board advised the applicant that they should first apply for the transfer to the Borough and then to them.

POLICE - The Police Department's report for March 2011 was received and accepted.

PUBLIC WORKS - The Public Works report for March 2011 was received and accepted. Jim Kiscaden noted that March was a very rainy month and that there was significant infiltration into the system and that will be looked at by the Authority.

ZONING OFFICER - The Zoning Officer's report for March 2011 was received and accepted. The Borough Manager stated that Mr. Heiser is still pursuing obtaining access for his parking lot onto South Decatur Street.

ENGINEER - The Engineer's report for March 2011 was received and accepted.

TREASURER – Mike Sollenberger made a motion, seconded by Don Bachman and passed unanimously to accept and file for audit the Treasurer's Report for the period ending March 31, 2011.

UNFINISHED BUSINESS:

APPROVAL OF SERTOMA FARMERS' MARKET SAFETY, TRAFFIC FLOW AND SIGNAGE PLAN: Jim Kiscaden stated that the Safety Committee, which consists of the Mayor, Manager and Police Chief, met with Suzi Knowles and reviewed their plan for the Farmers' Market safety, traffic flow and signage. Jim Kiscaden stated that he believed it was a good plan and thanked all involved for taking the time to develop this plan.

Randy Hock made a motion, seconded by Mike Sollenberger and passed unanimously to approve Sertoma's safety, traffic flow and signage plan for their Farmers' Market with the condition that

they have someone dedicated to direct traffic until the Borough determines that traffic and parking are under control.

GATEWAY NORTH OVERLAY ZONE ORDINANCE – REVIEW LANCASTER COUNTY PLANNING COMMISSION AND ZONING OFFICER’S COMMENTS: Jim

Kiscaden stated that the members have received the minutes of the Planning Commission meeting on April 4th, the letter from the Zoning Officer, the Developer’s response letter dated March 18, 2011, the informal review LCPC comments dated April 1, 2011 and the recommendations from the Borough Manager. He noted that there has been a lot of discussion and review of this Ordinance. Jim Kiscaden thanked the Planning Commission for their significant amount of time spent on developing this draft Ordinance. He stated that he supports the recommendations made by the Borough Manager. The process was discussed and the Borough Manager stated that, if approved, the applicant could utilize either the conditions in the underlying zone or the overlay zone and they would have to choose and designate on their application which they are pursuing.

Dale Spaulding made a motion, seconded by Mike Sollenberger and passed unanimously to authorize the staff to forward the draft Gateway North Overlay Zone Ordinance dated February 21, 2011 to Dennis Gehringer to make the final revisions as requested by Borough Council this evening and then onto the Lancaster County Planning Commission for a formal review.

NEW BUSINESS:

TRAILS AT STRASBURG – REQUEST FOR REDUCTION IN LETTER OF

CREDIT: Jim Kiscaden stated that this is for the Keystone Custom Homes development and is for money that was set aside for the possible extension of Susan Avenue through the wetlands, which has never occurred. He added that according to information received to date from the Army Corps of Engineers they stated that they would not permit the wetlands to be crossed. Mike Sollenberger noted that there was a five year waiting period for Borough Council to pursue this connection and that time limit expired in October 2010. Henry Miller stated that he feels it is preposterous that Borough Council did not pursue that street connection.

Mike Chiodo made a motion, seconded by Dale Spaulding and passed unanimously to approve the letter of credit reduction request in the amount of \$83,208 for the Trails at Strasburg Phase 1, which was for the extension of Susan Avenue, leaving a \$0 balance.

INTERSECTION IMPROVEMENTS – REPLACEMENT OF SIGNAL

CONTROLLER: Jim Kiscaden stated that information was provided to the members regarding the traffic signal controller and the recommendation of the Borough Manager to purchase a new controller.

Mike Sollenberger made a motion, seconded by Dale Spaulding and passed unanimously to approve the purchase of the PEEK 3000E Controller at a lump sum price of \$2,672.75 to be paid from the General Fund.

RATIFY AND CONFIRM DCNR GRANT APPLICATION RESOLUTION #2011-1: Jim

Kiscaden noted that this is in response to the approvals given at the last meeting for Sunshine Corners to apply for a DCNR Grant application.

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Mike Sollenberger made a motion, seconded by Randy Hock and passed unanimously to ratify and confirm the DCNR grant application Resolution 2011-1.

ADOPTION OF RESOLUTION #2011-2 ADOPTING THE POLICE DEPARTMENT

CODE OF CONDUCT: Dale Spaulding made a motion, seconded by Mike Sollenberger and passed unanimously to adopt Resolution #2011-2 adopting the Police Department Code of Conduct.

PAYMENT OF BILLS: Mike Sollenberger made a motion, seconded by Don Bachman and passed unanimously to pay the three lists of bills dated 3/8, 3/28 and 4/8/11 totaling \$166,843.93.

PENSION ACTUARY UPDATE – JOE DUDA: Joe Duda, President-Owner of Duda Actuarial Consulting, was in attendance and reviewed the preliminary biennial Actuarial Valuation Reports as of January 1, 2011 for both the Police and Non-Uniformed pension plans. He reminded members that valuation reports are prepared on the odd numbered years and generally they control the costs and contributions for the following two years. The Asset Smoothing document dated 1/1/2011 was reviewed and Mr. Duda stated that what this does is follow the law that allows losses to be spread out over five years to smooth out the losses realized in 2008. Mike Sollenberger asked about low investment returns to which Mr. Duda stated that he is not the investment manager and that the Borough has a committee that meets with the investment manager quarterly. Jim Kiscaden stated that the Pension Committee did make changes in investments from 60/40 (equities/bonds fixed income) to 70/30 which resulted in a considerably better return in the 4th Quarter. Joe Duda cautioned the members to keep an eye on the investments because of the higher risk.

GASB 45 was discussed and members were reminded that this requirement began for the Borough in 2009 and is an accounting profession which requires the disclosure of liabilities to police officers on the Balance Sheet for postretirement benefits. Mr. Duda stated that it is not mandatory that this be funded, but is recommended, but if the Borough tries to obtain a bond that they will look to see if the GASB 45 is funded and may impact interest rates. He added that the assets on hand should be in an irrevocable trust account.

OTHER BUSINESS: None

CITIZEN'S COMMENTS: None.

ADJOURNMENT: A motion was made by Dale Spaulding, seconded by Randy Hock and passed unanimously to adjourn the meeting at 9:13 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2011 – 16
STRASBURG BOROUGH COUNCIL
MAY 10, 2011
MINUTES

Members Present:

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

Others Present:

Henry Miller, Mayor	Cindy Hummel
Lisa M. Boyd, Borough Manager	Lee Potts
F. Steven Echternach, Chief of Police	Frank Sfrisi
Ron Schmerfeld	

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: None.

MINUTES OF APRIL 12, 2011: Dale Spaulding made a motion, seconded by Mike Sollenberger and passed unanimously to approve the minutes of the April 12, 2011 meeting as printed.

REPORTS:

MAYOR – The Mayor commended all of the emergency personnel for their efforts at the recent Garden Spot Bowling Alley fire. Jim Kiscaden reported that there were 30 fire companies dispatched and over 50 pieces of apparatus and is the largest Strasburg Borough fire in at least 50 years, and is an approximate \$2 million loss. Jim Kiscaden thanked the Public Works Department for repairing the deep ruts on the Strasburg Pool property that were created by a fire truck attempting to access the pond. Jim Kiscaden reported that it was an intense fire and lowered the water level on the pond by approximately 8 inches and the Public Works Director reported that he was sending in approximately 1900 gallons per minute into town.

PRESIDENT - Jim Kiscaden stated that the Strasburg Fire Company #1 responded to 14 fire calls in April.

MANAGER – The Borough Manager provided her written report and added that she recently received a suggestion from the Library to see if the Borough Manager could be authorized to investigate the possibility of solar panels and grants for the Municipal Building. It was the consensus of Council to have the Borough Manager investigate solar panels and grant availability. The Borough Manager also reported that we received word that the Strasburg Pool is planning to open this year.

POLICE - The Police Department's report for April 2011 was received and accepted.

PUBLIC WORKS - The Public Works report for April 2011 was received and accepted. Jim Kiscaden noted that the average water gallons per day is 187,000 and the average sewage gallons per day was 332,000 which shows that infiltration continues. Jim Kiscaden reported that the Authority is investigating the infiltration issue and is a long-term issue.

ZONING OFFICER - The Zoning Officer's report for April 2011 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 \$536,333.12 (which includes \$63,200 in donations and \$367,510.42 which was collected for Lancaster County taxes)

HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF APPROPRIATENESS – 239 MILLER ST, 210 MILLER ST, 109 MILLER ST, 120 E. MAIN ST, 28 E. MAIN ST

2011 PAVING PROJECT – AUTHORIZATION TO PUT OUT TO BID

LANCASTER COUNTY CONSERVATION DISTRICT MEMORANDUM OF UNDERSTANDING

UNFINISHED BUSINESS: None.

NEW BUSINESS:

STRASBURG COMMONS – REQUEST FOR REDUCTION IN LETTER OF

CREDIT: The Borough Manager stated that the amount being recommended for reduction is less than what was requested by the Developer because after our Engineer's site visit to consider the request, it was determined that the work for the concrete sidewalk/path and street trees/screen trees were not completed at the level requested by the Developer.

Mike Sollenberger made a motion, seconded by Randy Hock and passed unanimously to approve the reduction in Charter Homes' letter of credit SB-910371-001 for the Strasburg Commons development in the amount of \$93,690.01 as reviewed and recommended by the Borough Engineer, leaving a balance of \$220,535.82, and to have the Borough Manager contact Charter Homes to request a plan on how they are going to mitigate their concrete sidewalk path and street tree/screening tree issues.

Frank Sfrisi, owner of 560 Old Post Lane, expressed his concern of a slope from his neighbor's property at 550 Old Post Lane, which is only 6 feet away, and the water runoff he receives. It was noted that the grade for the homes in that area does create a slope from each house to the next. He stated that he has talked to Charter Homes and they installed two drains next to his house but he is concerned with the amount of water that comes in against his foundation and siding and does not believe the drains are sufficient and that he will eventually have mold and other water damage. Mr. Sfrisi stated that, as recommended by the Borough Manager, he contacted Charter Homes and they advised Mr. Sfrisi that they will not do any additional work to correct the problem. Mr. Sfrisi also added that he measured the separation distance and

measured only 71” instead of 72”. Mr. Kiscaden stated that he will personally come to inspect the problem and follow up accordingly.

Mr. Sfrisi also thanked and commended the Strasburg Fire Company because during the recent Garden Spot Bowling Alley fire, they had firefighters walking through his development watching the embers. He added that it meant a lot to the residents to see that they were making sure that nothing happened to their homes.

Mr. Ron Schmerfeld, owner of 440 Old Post Lane, stated that there is a drainage problem on Old Post Lane and fell on ice that had formed because of the drainage problems. Mr. Schmerfeld stated that he had construction issues with Charter Homes regarding problems with his house but that they have addressed all of those issues. Mr. Schmerfeld added that he believed the lack of visitor parking is a concern and he believed that it is a building standard where the first floor is at least 8” above ground level and in his case it is only approximately 4” to which Mr. Kiscaden stated would be investigated as well. Mr. Sfrisi stated that Charter Homes is reluctant to address problems after the home is a year old and that the Homeowners’ Association is still being run by the developer and will be until 82 homes are built.

ADOPTION OF RESOLUTION 2011-3 – SUPPORT OF COMMUNITY

DEVELOPMENT BLOCK GRANT FUNDING: Jim Kiscaden stated that the purpose of this Resolution is to express to our legislators our support of keeping this funding available in the next fiscal year.

Don Bachman made a motion, seconded by Dale Spaulding and passed unanimously to adopt Resolution 2011-3 expressing our support in maintaining the CDBG funding.

OTHER BUSINESS: None.

CITIZEN’S COMMENTS: Don Bachman reminded the members that on Memorial Day, May 30, 2011, there is a memorial service at the cemetery after the parade, and that on Friday, May 27, 2011 he will be placing 5,700 flags at the cemetery and welcomed volunteer assistance. He added that on July 31, 2011 there will be a concert in the Square.

Mike Sollenberger extended an invitation from the Sertoma Club to all members and the Mayor to ride in the Memorial Day Parade and participate in the service that follows. Don Bachman announced that the Grand Marshall and person receiving the flag this year is Joe Anderson.

Mike Chiodo announced that the Scouts have their annual flag retirement ceremony at the Scout House on Sunday, June 13, 2011, and that the public is invited to attend.

ADJOURNMENT: A motion was made by Mike Sollenberger, seconded by Dale Spaulding and passed unanimously to adjourn the meeting at 8:25 p.m.

Respectfully submitted,

Lisa M. Boyd, Borough Manager

2011 – 19
STRASBURG BOROUGH COUNCIL
JUNE 14, 2011
MINUTES

Members Present:

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

Others Present:

Henry Miller, Mayor	Cindy Sanfrey
Lisa M. Boyd, Borough Manager	Nick Whiteford
F. Steven Echternach, Chief of Police	Beth Johnson
Brette Keeley	Denise Waller

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: None.

MINUTES OF MAY 10, 2011: Dale Spaulding made a motion, seconded by Mike Chiodo and passed unanimously to approve the minutes of the May 10, 2011 meeting as printed.

REPORTS:

MAYOR – The Mayor stated that he noticed that a painted stop line is needed on Historic Drive on the north side. Jim Kiscaden added that there is a large bush on the southwest corner of North Jackson Street and Dallas Avenue which makes it hard to see at that intersection. The Safety Committee will review both matters.

PRESIDENT - Jim Kiscaden stated that the Strasburg Fire Company #1 responded to 15 fire calls in May. He also reported that he attended the following meetings: 1) Railroad dedication ceremony on May 26, 2011 where the PA Historic and Museum Commission placed a plaque at the Railroad and 2) Lancaster Alliance meeting which discussed problems that third class cities (as well as small Boroughs and Townships) encounter and encourages intermunicipal cooperation.

MANAGER – The Borough Manager provided her written report and was received without comment.

POLICE - The Police Department's report for May 2011 was received and accepted. Chief Echternach noted that there were additional traffic stops because of a grant he received for overtime for traffic enforcement around Memorial Day. Mike Sollenberger asked for the status on having an officer certified for truck inspections to which Chief Echternach reported that it is

2011 – 20

still a goal but he had difficulty in scheduling an officer to be away to be trained because it is a 3-4 week school and is only offered about once a year.

PUBLIC WORKS - The Public Works report for May 2011 was received and accepted. Jim Kiscaden reported that investigating the infiltration and inflow is still a goal of the Authority and is on their next agenda.

ZONING OFFICER - The Zoning Officer's report for May 2011 was received and accepted.

TREASURER – Mike Sollenberger made a motion, seconded by Randy Hock and passed unanimously to accept and file for audit the Treasurer's Report for the period ending May 31, 2011.

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

PAYMENT OF BILLS IN THE AMOUNT OF \$161,310.71
HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF
APPROPRIATENESS – 140 EAST MAIN ST, 130 EAST MAIN ST AND 6 EAST MAIN ST

UNFINISHED BUSINESS: None.

NEW BUSINESS:

STRASBURG PROPERTIES PETITION TO REZONE 23-29 WEST MAIN STREET – REFER TO BOROUGH PLANNING COMMISSION, LANCASTER COUNTY PLANNING COMMISSION AND SCHEDULE PUBLIC HEARING DATE FOR

AUGUST 9, 2011: In response to questions, Jim Kiscaden stated that this rezoning petition is for the entire property at 23-29 West Main Street and it is our understanding that the applicant is seeking to use a portion of the rear of the property for a stormwater basin in order to create a parking lot and handle other existing stormwater runoff problems. Cindy Baker added that she felt this would help the Commercial District to encourage more visitors to patronize our local businesses.

Cindy Baker made a motion, seconded by Randy Hock and passed unanimously to refer the rezoning petition and ordinance for 23-29 West Main Street to rezone from R-H Residential to C-1 Commercial to the Borough Planning Commission, Lancaster County Planning Commission, schedule the public hearing date for the Borough Council meeting on Tuesday, August 9, 2011 at 7:30 p.m. at the Strasburg Borough Municipal building, and authorize the Borough Solicitor to advertise the public hearing and the possible consideration of the proposed ordinance for enactment on that date.

SIRO ENTERPRISES, INC (PIZZA CITY) LIQUOR LICENSE TRANSFER REQUEST – NOTIFICATION FOR A 60-DAY EXTENSION OF TIME AND SCHEDULE PUBLIC HEARING DATE FOR JULY 12, 2011:

The Borough Manager reported that this is to transfer a restaurant liquor license that they purchased from another business in Lancaster County and is not to transfer the other liquor license that the family owns for the Pizza Box. Jim Kiscaden

clarified that the action needed at this meeting is to set the date for the public hearing and that other specifics regarding what types of liquor, etc, will be matters for the public hearing.

Dale Spaulding made a motion, seconded by Cindy Baker and passed unanimously to authorize the Borough Manager to notify Siro Enterprises, Inc. in writing that Borough Council elects to exercise its right for an extension of time not to exceed sixty days to render a decision on the application for a transfer of a restaurant liquor license to 6 East Main Street and that Borough Council further informs Siro Enterprises, Inc., that a public hearing will be held on this request on Tuesday, July 12, 2011 at 7:30 p.m. at the Strasburg Borough Municipal Building.

OTHER BUSINESS: Mike Sollenberger reminded the members that the Sertoma Farmers' Market is now also on Tuesday nights in addition to Saturday mornings.

Mike Sollenberger also expressed his concern regarding an 18 family yard sale on Lancaster Avenue where customers were parking in the travel lane and that last weekend was also the big Miller Street yard sale. He asked if the ordinance needed to be reviewed for multiple family sales for safety concerns. The Police Department stated that the Lancaster Avenue yard sale, Miller Street yard sales and some public auctions create safety concerns and that they have been called to address some of these safety concerns recently. Jim Kiscaden suggested that a reminder regarding the existing yard sale regulations be included in the newsletter.

Dale Spaulding stated that the Memorial Day Parade and service at the Cemetery was very touching.

CITIZEN'S COMMENTS: None.

ADJOURNMENT: A motion was made by Dale Spaulding, seconded by Mike Sollenberger and passed unanimously to adjourn the meeting at 8:00 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2011 – 22
STRASBURG BOROUGH COUNCIL
JULY 12, 2011
MINUTES

Members Present:

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

Others Present:

Henry Miller, Mayor	Sam Cataldo Jr.
Lisa M. Boyd, Borough Manager	Rosaria Cataldo-Ruiz
F. Steven Echternach, Chief of Police	Rosa Cataldo
Beth Johnson	Bruce L. Ryder
Vaughn Glover	Cindy Hummel
John Mongiovi, Esq.	Spencer Speros
Beth Retallack	May Gaynor
Denise Waller	Fred Lauzus
Margaret Young	Dave Young
Sam Barber	

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: None.

SIRO ENTERPRISES, INC (PIZZA CITY) LIQUOR LICENSE TRANSFER PUBLIC HEARING: The Borough Manager announced that this hearing was advertised in the Strasburg Weekly News on Thursday, June 23 and 30, 2011, as required by law. The proof of publication and the letter informing the applicant and the applicant's legal counsel that the Borough elected to exercise its right for an extension of time will both be made part of the minutes of this meeting. She also noted that at approximately 3 pm today the Borough received a letter from a non-resident and it has been distributed to Borough Council for their consideration.

Attorney John Mongiovi was in attendance and explained that he is representing SIRO Enterprises, Inc. who operates Pizza City at 6 East Main Street, an existing pizza shop that has been in business here for many years. He stated that his client recently entered into an agreement to purchase a liquor license which may be transferred within Lancaster County and are requesting an inter-municipal transfer of this restaurant liquor license. The Liquor License is number R11767 presently owned by Lexony, Inc. and was issued for 704 and 706 St. Joseph St in Lancaster City but is presently in safe keeping by the Pennsylvania Liquor Control Board (PLCB). He stated that it is the desire of his client to be able to sell a beer to a customer to have with their meal, and will have an occasional 6 pack carry out sale, but do not intend to operate a bar. He added that there has never been a problem with rowdiness and they are a center

community family-oriented operation. The existing hours are Sunday through Thursday 11 am through 10 pm and Friday and Saturday 11 am through 11 pm and intend to continue to operate under those hours as a family-oriented business and added that his client has no problem with any restrictions that Council chooses to impose.

Jim Kiscaden then asked for any public comment or questions and they were as follows:

1. Bruce Ryder, who lives at 28 West Main Street, was in attendance and stated that he was glad Pizza City was now reopened after its renovations. However, he stated that he was not in favor of a liquor license in the center of Strasburg because it is so close to residential neighborhoods and three churches and does not see the benefit to the community of having another liquor license in town. He stated that Borough Council made a similar decision to not approve another liquor license a few years ago when the bowling alley requested a liquor license transfer.
2. Sam Barber, former resident of 312 Blackhorse Drive, stated that he didn't see any difference of having a liquor license at the square compared to both ends of town. He added that any possible future sale of the liquor license would be overseen by the PLCB.
3. Vaughn Glover, pastor of St. Michael's Evangelical Lutheran Church and resident of 321 Mindy Avenue, asked about the regulations for Sunday liquor sales. Attorney Mongiovi stated that the PLCB permits Sunday sales following their guidelines.
4. Spencer Speros stated that he believes there is an additional feature to the license needed for Sunday sales.
5. Attorney Mongiovi stated that the applicant is requesting to restrict themselves to only sell between the hours of 11 am until 11 pm on Friday and Saturdays and 11 am until 10 pm Monday through Thursday and that they only want to sell beer (although the license permits liquor). Attorney Mongiovi stated that he does not believe the PLCB would allow the license to be reformatted to be only a beer license and that is why they are offering to restrict themselves to only sell beer.
6. May Gaynor asked for a full explanation of what is permitted to be sold under this license. Attorney Mongiovi stated that the license allows for beer and liquor but they only want to sell beer.
7. Rosa Cataldo stated that the liquor license they have for their other pizza shop, the Pizza Box in Gap, they are only permitted to sell beer and that they only intend to sell beer, beer on tap, and six packs of beer to go here. When asked, Sam Cataldo Jr. and Rosa Cataldo said that they will not sell wine or liquor, just beer.
8. Jim Kiscaden asked how age monitoring will be done. Rosaria Cataldo-Ruiz said that they will have to have a machine to scan a license to monitor age.
9. Randy Hock asked how they planned to regulate patrons walking outside with a beer to which Sam Cataldo Jr. stated that with the new layout of the shop that there are employees very close to the door. Chief Echternach stated that having a liquor license requires the shop to follow the Liquor Code which means that any violation such as serving later than the license permits gets reported to the PLCB who can revoke licenses. Chief Echternach stated that a violation such as having beer drinking patrons in the street would be handled by both the police department and the PLCB and that during annual PLCB renewals, the PLCB asks the police department if they have had any issues during the past year.

10. Jim Kiscaden asked what happens to the license if the existing business, Pizza City, would close. Attorney Monjiovi stated that the PLCB does not allow the business to be closed for more than 14 days (even if they close for vacation or renovations) without returning the license to the Board. To re-instate the license, the applicant has to reapply, pay a fee, and be re-inspected by the PLCB. Attorney Monjiovi added that the PLCB is a very strict organization and revokes liquor licenses if regulations are not followed.
11. Beth Retallack, owner of 32 East Main Street, stated that she is in favor of the application, noting that there are other establishments in town that serve beer and does not believe that an additional license for Pizza City will be a problem.
12. Dave Young asked what is motivating the application for the liquor license, noting that they have been in business at this location without selling beer for many years. Rosaria Cataldo-Ruiz stated that this was discussed for many years by their family but that their father did not want to make any changes, but now they would like to move forward and improve their business.
13. Jim Kiscaden asked about the sale of six packs, and it was stated that it is believed that the liquor code only allows the sale of two six packs per person at a time. Denise Waller added that the code states that a customer cannot be visibly intoxicated and purchase more beer and that monitoring is the responsibility of the establishment.
14. Beth Johnson, owner of 126 East Main Street, asked how the owners anticipated verifying the age of non-license customers such as the Amish. Sam Cataldo Jr. stated that if a customer cannot provide identification to determine their age that they will not be served beer.
15. Fred Lauzus, owner of 7 Miller Street, stated that he grew up involved with his family's bar business, Lauzus Hotel, and he stated that the PLCB gives the authority to the licensed establishment to refuse serving anyone who is intoxicated, possibly intoxicated, underage or possibly underage. He said that he is in favor of the beer license transfer and would like to go in and enjoy a pizza and a beer.
16. Denise Waller asked if the Borough has an open container policy because she believes there is a new law that says that open containers are permitted if the municipality permits open containers. She is not in favor of allowing open containers and in light of this new law, she suggested that the Borough may wish to pursue appropriate action.
17. Don Bachman stated that the regulations are so strict at the Green Tree that if you trip walking in the door that you would not be permitted to purchase a beer. He added that years ago there was a bar in the square of Strasburg in the Odd Fellows Hall.
18. Mike Sollenberger asked if there are beer only liquor licenses issued by the PLCB to which Sam Cataldo Jr. stated that they do exist but there are not very many that exist in the County and that they did unsuccessfully attempt to acquire that type of license.
19. Margaret Young asked if the applicants could clean up their other properties to which Jim Kiscaden stated was a separate matter from this transfer request.

Jim Kiscaden verified that the applicant is seeking to acquire a beer/liquor/wine restaurant license but that they are publically stating that the only thing they are going to sell, if approved, is beer, and will be done between the existing hours of operation, to which Attorney Monjiovi agreed. Dale Spaulding asked if there are any regulations to require the hours of operation and

only selling beer to which Attorney Monjiovi stated that those items are not enforceable by the PLCB but that he believed that the Borough would have standing.

Attorney Monjiovi is asking that the Board approve the inter-municipal transfer of this restaurant license and not put other restrictions on because the PLCB may not be able to monitor it because it is a restaurant license and is asking that the Board recognize that the licensees will be honorable and do the right thing.

Cindy Baker stated that she wanted to recognize that things in business change, such as she did not originally intend for her business to be open on Sundays but within 6 months, she was open 7 days a week. She added that we should not be under the impression that years down the road that a business may want to make changes.

Attorney Monjiovi stated that they are not applying for an amusement permit for music and a disc jockey and Rosa Cataldo added that they do not have the floor space. He added that the layout of the business is only for a customer to come in and purchase a glass of beer and a pizza.

Jim Kiscaden stated that it is his understanding that Borough Council needs to either approve or deny the request because we are at the 60 day time limit and that if it is denied there is no appeal process to which Attorney Monjiovi agreed.

Don Bachman made a motion to adopt Resolution 2011-4 approving the request of Siro Enterprises, Inc., for an intermunicipal transfer of a restaurant liquor license in the form presented at this meeting. Randy Hock seconded the motion. Motion carried 5-1 with members Kiscaden, Bachman, Spaulding, Hock and Baker casting assenting votes. Member Sollenberger cast a dissenting vote.

Cindy Baker stated that it is her understanding that the next step is that the applicant must then apply to the Liquor Control Board and among other things, they will be required to post a pink placard at Pizza City for 30 days. During that time period any resident within 500', any church, school, or public playground within 300', and any other licensees within 200' can submit a protest for consideration by the Liquor Control Board.

MINUTES OF JUNE 14, 2011: Mike Sollenberger made a motion, seconded by Randy Hock and passed unanimously to approve the minutes of the June 14, 2011 meeting as printed.

REPORTS:

MAYOR – The Mayor stated that the Safety Committee met today and will be submitting some recommendations for Council's consideration.

PRESIDENT - Jim Kiscaden stated that the Strasburg Fire Company #1 responded to 14 fire calls during June 2011, which brings the total year to date to 89.

MANAGER – The Borough Manager provided her written report and was received without comment. Dale Spaulding asked about the cleanup of the bowling alley to which Chief Echternach stated that we have been in contact with the insurance company and code compliance

to address safety obligations that need to take place during the cleanup. Two of the obligations include that when cleanup begins that stormwater must be filtered before it leaves the site and the fencing must remain.

POLICE - The Police Department's report for June 2011 was received and accepted.

PUBLIC WORKS - The Public Works report was not submitted due to vacations and projects they have been working on at the new treatment plant. Members expressed the need to have a monthly report and will be passed onto the Public Works Department.

ZONING OFFICER - The Zoning Officer's report for June 2011 was received and accepted.

CONSENT AGENDA: Dale Spaulding 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 \$123,079.99
HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF
APPROPRIATENESS – 8 EAST MAIN ST, 119 WEST MAIN ST, 138-140 EAST MAIN ST, 1
WEST MAIN ST

UNFINISHED BUSINESS: None.

NEW BUSINESS:

MID-YEAR FINANCIAL OVERVIEW: The Borough Manager provided a detailed mid-year overview. The Borough Manager stated that she will be applying for a non-matching grant for traffic improvements at the Square. Areas that need to be monitored are transfer taxes and zoning permits.

OTHER BUSINESS: Don Bachman announced that the Veterans' Concert in the Square and memorial service is scheduled for Sunday, July 31, 2011, and that the Lampeter-Strasburg Community Band will be playing.

Jim Kiscaden encouraged the Borough Manager to be in contact with property maintenance violators at the Square to which she stated that they have been in contact with them regularly and will follow up with enforcement from the Zoning Officer.

CITIZEN'S COMMENTS: None.

ADJOURNMENT: A motion was made by Dale Spaulding, seconded by Don Bachman and passed unanimously to adjourn the meeting at 8:45 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2011 – 27
STRASBURG BOROUGH COUNCIL
AUGUST 9, 2011
MINUTES

Members Present:

Mike Sollenberger	Donald Bachman
Mike Chiodo	Randy Hock
Cindy Baker	

Others Present:

Henry Miller, Mayor	Lee Potts
Christine Drennen, Admin. Asst.	Dan Lake
F. Steven Echternach, Chief of Police	Bruce L. Ryder
Mary Dresser	May Gaynor
Nick Whiteford	Sylvan Esch
Robert Hallinger	Bill Gretton
Cindy Hummel	Robert Marshall
Bob Bronkema	

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 Administrative Assistant took the roll call.

Mike Sollenberger asked for a moment of silence to remember Joe Anderson who passed away on July 24, 2011. He noted that Joe was a good servant to the Strasburg Community, served on the Borough Authority and Heritage Society. He went on to add that he was active in the Sertoma Club and Strasburg Community Park Foundation and was very instrumental in getting the park and pavilion built.

REQUESTS TO BE HEARD: Bruce Ryder asked if public comment would be allowed during the Rezoning Public Hearing to which Vice President Sollenberger said it would.

PUBLIC HEARING FOR 23-29 WEST MAIN STREET REZONING REQUEST – ENACTMENT OF ORDINANCE 2011-1: Vice President Mike Sollenberger opened the public hearing at 7:34 p.m. and announced that the proposed ordinance was advertised and available for public inspection at the Borough office and on the Borough website. The property was posted by Tim Rineer, Assistant Public Works Director, on July 14, 2011. The Borough Planning Commission reviewed the request at their meeting on August 1, 2011 and made a recommendation of approval which included a statement that the rezoning is in accordance with the objectives of the Borough's formally adopted Jt. Comprehensive Plan. The Lancaster County Planning Commission reviewed the request at their July 26, 2011 meeting and recommends adoption of the proposed rezoning ordinance. These items, plus the proof of publication, will be made a part of the minutes of tonight's meeting.

Robert Hallinger, attorney from Appel & Yost, was in attendance and stated that he is representing the applicant, Strasburg Properties, and that the owner Nick Whiteford was in attendance. Also in attendance were Dan Lake, Civil Engineer and Land Surveyor, and the property owner Sylvan Esch. Attorney Hallinger stated that the applicant has a binding one year option agreement with the property owner to purchase the rear portion of the property. Attorney Hallinger asked Mr. Lake to explain the application to which he stated that if rezoned, the applicant is proposing to purchase 10,000 square feet of property from the owner at 23-29 West Main Street and plans to put in 24 additional parking spaces and 3 additional parking spaces at 17-21 West Main Street. He noted that if the rezoning is approved, they understand that they will be subject to Subdivision and Land Development reviews as well as Stormwater Management to proceed with this plan. The parking lot will either be in-ground detention or a basin but hasn't been decided yet.

Nick Whiteford stated that he has been expanding their businesses by adding the bakery and wine tasting room and hopes to have more businesses to create a destination. He added that his staff has seen cars come into their full parking lot and immediately leave the parking lot, noting that they are unsure if they leave completely or park down the street. In light of not having sufficient parking, he stated that they need additional parking so that the customers will stay. He plans to fix up the buildings at 17-21 West Main Street and possibly bring in craft and trade demonstrators because he receives a lot of positive input from customers about liking to see how things are made. He stated that the parking for the apartments at 23-29 West Main Street is sufficient so he approached his neighbor and received an option to purchase the back grass area for a parking lot.

Cindy Baker stated that the apartments are in bad repair to which Mr. Esch agreed and stated that he has plans to do improvements to them, that it is a goal, but it is not in the near future.

Attorney Hallinger asked Mr. Esch if he would be willing to sell the property if it is rezoned to C-1 to which he said he would. Attorney Hallinger noted that there would be a broader range of potential buyers if rezoned and agreed with a comment by Bruce Ryder that it would also be for a higher price. Mr. Whiteford stated that if this property is rezoned commercial that it is more likely to get fixed up but that if it remains residential he would not purchase it.

Bruce Ryder stated that the current parking for the existing apartments does not meet the number of spaces required by the Zoning Ordinance and that they already have to park out along West Main Street. He added that he believed if the grass lot is subdivided that it would create a nonconforming lot and that there would not be enough parking or ground to make more parking for future development of the existing buildings into a commercial use.

Attorney Hallinger stated that the existing nonconformity is 67% lot coverage (currently zoned R-H and allows for 50% lot coverage) and the proposed rezoning and subdivided nonconformity would be 97% lot coverage (C-1 zoning allows for 90% lot coverage), therefore reducing the nonconformity from 17% to 7%. He added that possibly one of the remaining structures could be torn down in the future to allow for more parking spaces.

Cindy Baker asked who would be permitted to park in the parking lot to which Mr. Whiteford stated that it would be for parking for his properties.

Bill Gretton stated that if the subdivision creates a nonconforming remaining lot that Mr. Esch then couldn't meet the ordinance and would have to bring it up to code in order to develop and make improvements. He was also concerned with the precedence of allowing a 97% impervious nonconformity.

May Gaynor noted that in response to a reason listed on the applicant's rezoning petition that during the 2009 rezoning petition for 17-21 West Main Street that the LCPC recommended the Borough "seriously consider enlarging the Zoning District" that the Borough's statement in the Comprehensive Plan is for a Village Center, which includes both commercial and residential uses, not just commercial. She added that this is a high density residential property and that she believed the yard should remain with the residential units to allow for an area for children to play and people to sit in the yard because there is already a shortage of grass and open space.

Henry Miller noted that several years ago PADOT wanted to take out the parking spaces in the Square and that was fought and the parking spaces remain. He stated that our Square should be commercial and agrees that people need a yard.

Randy Hock stated that he appreciates the work that Mr. Whiteford has put into his properties and how he is proceeding with making the Square a destination and that he agrees that he needs parking but added that green spaces are also needed.

Lee Potts read the definition of Village Center from the Comprehensive Plan which states "A mixed use area accommodating small shops and businesses as well as residences and formal open spaces."

Bruce Ryder stated that the applicant's last rezoning request because they stated they had no financial way to improve the property without it being rezoned to commercial to which he agreed. He asked if this request could be done differently, possibly retaining the residential use of the front parcel? He added that he is concerned with having the existing houses rezoned to commercial and subdividing off the lot for parking for Mr. Whiteford because sufficient future parking for the remaining lot would be gone and is against the possibility of tearing down historic buildings. He did add that Mr. Whiteford's intentions to address existing stormwater problems in the area are very honorable.

Don Bachman asked how many apartments are currently at 23-29 West Main Street to which Mr. Esch stated that there are 13 apartments. Bruce Ryder stated that he counted the parking spaces and he believes there are 21 existing parking spaces.

Cindy Baker stated that as a former small business owner in the Square that she likes Mr. Whiteford's proposal to make the Square a destination and that would bring more people in which will help the small businesses. She added that we are lucky to have Mr. Whiteford and that his improvements have been a tremendous asset to our town and agrees that off-street parking at the Square is needed. She stated she may be in favor of only the back of the property being rezoned C-1 for parking or if the entire lot is rezoned to have it remain intact to allow for that lot to be developed but is not ready to make a decision.

Mike Sollenberger stated that he is concerned with the proposal to have the lot coverage exceeded, that if rezoned to C-1 that apartments are not a permitted use but would be a grandfathered use, wants to help the applicant and understands the parking issue but needs to balance the impact on the neighbors. He added that this ordinance was advertised and that we have 60 days to vote on the proposed ordinance from the last date it was advertised, which was July 28, 2011, and suggests that this matter wait until another meeting to act.

Cindy Baker made a motion, seconded by Randy Hock and passed unanimously to close the public hearing at 8:30 p.m.

It was the consensus of the members to hold off on making a motion until the next meeting, which is September 13, 2011.

MINUTES OF JULY 12, 2011: Randy Hock made a motion to approve the minutes of the July 12, 2011 meeting as printed. Cindy Baker seconded the motion. Motion carried with members Sollenberger, Bachman, Hock and Baker casting assenting votes. Member Chiodo abstained from voting because he was not in attendance for the meeting.

REPORTS:

MAYOR – The Mayor had nothing to report.

PRESIDENT – President Kiscaden was absent.

MANAGER – The Borough Manager provided her written report and was received without comment.

POLICE - The Police Department's report for July 2011 was received and accepted.

PUBLIC WORKS - The Public Works report for July 2011 was received and accepted.

ZONING OFFICER - The Zoning Officer's report for July 2011 was received and accepted.

CONSENT AGENDA: Mike Chiodo 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 \$127,226.01
HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF
APPROPRIATENESS – 123 MILLER ST, 103 MILLER ST, 43 WEST MAIN ST
APPROVAL FOR THE STRASBURG FIRE POLICE TO ASSIST AT THE
SOLANCO FAIR PARADE ON SEPTEMBER 21, 2011

UNFINISHED BUSINESS:

REVIEW OF OFFICIAL MAP AS RECOMMENDED BY THE JOINT PLANNING COMMISSION: Mary Dresser, a member of the Joint Planning Commission, was in attendance and reviewed the latest draft of the official map. She stated that at the request of

Council, the pedestrian path behind Miller Street has been changed to a roadway and they have added a comment on the plan stating that they preferred it to be a walkway. She added that the riparian buffer behind Wilton and Stonington Drive properties was reduced because it impacted several existing residential properties but the remaining streams have been left at a 125' buffer. Henry Miller stated that Council has instructed the Joint Planning Commission twice previously that they felt the 125' riparian buffer was excessive and asked why they keep coming back with the same 125' buffer. Mary Dresser stated that this buffer is referenced in the Joint Comprehensive Plan and that the Official Map is a planning tool and is not mandated to be followed. May Gaynor stated that having a larger buffer shown can be a negotiating tool when working with developers.

Bill Gretton stated that since the other areas have not yet been developed that the Joint Planning Commission felt that if the larger buffer was shown on a plan that a developer would have to consider them since this area does affect the Chesapeake Bay and should be protected.

Randy Hock noted that a Riparian Buffer Ordinance is needed.

Regarding hazardous intersections, Mike Sollenberger asked Mary Dresser why the Joint Planning Commission did not talk to the Police Chief to obtain updated accident data. Mary Dresser stated that they just used the information that was included in the Joint Comprehensive Plan but that they would meet with him. She added that the term "hazardous intersections" has been suggested to be changed to "intersection improvements" for liability reasons. Mary Dresser noted that the Precision/Lancaster Avenue intersection was incorrectly designated and that the correct intersection they wished shown on the plan was Prospect/Lancaster Avenue.

Bruce Ryder stated that the duty of the Joint Planning Commission is to do research and provide suggestions to Borough Council. The elected members of Borough Council then take all the information into consideration and make a decision.

Following discussion, it was the consensus of Council that the Joint Planning Commission should make changes to the map to remove their comment about the walking path, meet with the Police Chief regarding intersection accident data, and reduce the riparian buffer to 75' on each side for each of the streams listed in the Joint Comprehensive Plan. The 75' riparian buffer suggestion was calculated by following the Strahler method and utilizing the largest stream data which calls for a 75' buffer.

**GATEWAY NORTH OVERLAY ZONE – AUTHORIZATION TO ADVERTISE
PROPOSED ORDINANCE AND SCHEDULE PUBLIC HEARING FOR SEPTEMBER**

13, 2011: Cindy Baker made a motion, seconded by Mike Chiodo and passed unanimously to authorize the advertisement of the proposed Gateway North Overlay Zone Ordinance and schedule the public hearing date for September 13, 2011 at 7:30 p.m.

NEW BUSINESS:

AWARD OF 2011 PAVING PROJECT BIDS: Randy Hock made a motion, seconded by Mike Chiodo and passed unanimously to award the 2011 Paving Project to the low bidder

Long's Asphalt Paving at a total bid of \$43,002.60 for the paving of Wallingford Road and repairs to West Hillcrest Avenue.

SAFETY COMMITTEE ITEM – PAINTING OF PARKING LINES ON BLACKHORSE

DRIVE: Mike Sollenberger stated that the Safety Committee reviewed Roger Anderson's request to have parking lines painted on Blackhorse Drive so that two vehicles can park instead of one vehicle taking up two spaces. He noted that this is a high density area with duplexes and townhouses and that sometimes people don't get mail delivery because the mail delivery person cannot get to the mailbox from their vehicle.

Police Chief Echternach stated that he believed this area should have been city mail delivery (walking mail delivery person) or served by cluster mailboxes. However, since this area's mail is delivered by rural route delivery (vehicle), it is not easy to be changed by the post office. He added that if we paint parking lines that mailboxes would not be taken into account and the mail delivery problem could get worse. He also noted that if a vehicle does not park between the lines that it is not enforceable if we do not have an ordinance.

Randy Hock made a motion, seconded by Mike Chiodo and passed unanimously to have the Safety Committee re-review this request taking into consideration the cost, if any other streets should be marked, and cluster mailboxes.

OTHER BUSINESS: None.

CITIZEN'S COMMENTS: Don Bachman thanked the Police Department, Fire Department and Borough for allowing the concert in the Square on July 31, 2011, noting that there was a crowd of over 200 people.

ADJOURNMENT: A motion was made by Randy Hock, seconded by Mike Chiodo and passed unanimously to adjourn the meeting at 10:00 p.m.

Respectfully submitted,

Christine D. Drennen
Administrative Assistant

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STRASBURG BOROUGH COUNCIL
SEPTEMBER 13, 2011
MINUTES

Members Present:

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

Others Present:

Henry Miller, Mayor	Ken Johnson
Lisa M. Boyd, Borough Manager	Dan Lake
F. Steven Echnach, Chief of Police	Sylvan Esch
Pat & Jeff Dall	Dave Dworsak
Nick Whiteford	Robert Hallinger
Denise Waller	Rick Waller
Bruce L. Ryder	Nicole Putt
Jeff Putt	

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: None.

PUBLIC HEARING FOR 23-29 WEST MAIN STREET REZONING REQUEST – ENACTMENT OF ORDINANCE 2011-1: Jim Kiscaden announced that a public hearing was held at the August 9, 2011 meeting and all of the information presented at that meeting is recorded in the minutes of that meeting. He added that the hearing was closed on August 9, 2011 and stated at that time that a decision would be made at the September 13, 2011 meeting. He noted that there were questions asked of the applicant at the public hearing and that the applicant's attorney provided responses in their letter dated September 8, 2011. Jim Kiscaden apologized that he was not in attendance at the last hearing and stated that he was out of town but did review the minutes of the meeting. He questioned item 6 of the application which states that the subject tract has "...open space to the rear of the lot which Petitioner desires to use for a retention basin to permit construction of additional macadam parking spaces on Petitioners' contiguous property to the east of the subject tract." However, he stated that he read in the minutes that this land is actually for the parking spaces and not the retention basin and asked for clarification. Mr. Hallinger stated that since they prepared the petition, the plan changed to have the parking lot and detention basin combined and they are in fact proposing to have parking spaces on the tract at 23-29 West Main Street. Mr. Lake stated that the stormwater controls will either be a basin or contained under the parking lot.

Ken Johnson, Chairman of the Strasburg Borough Planning Commission was in attendance and stated that when the application was considered by the Planning Commission, the applicant was not in attendance to present the application. He stated that what they considered and reviewed

that evening was a rezoning petition with future plans that the lot would be subdivided and a parcel sold to be used as a stormwater retention/detention facility as was stated on their application. He went on to state that he is concerned with the water that comes off of Mr. Esch's property because it directly discharges onto the Neustadter property to the west, travels through a sort of inlet and another inlet which discharges into a terra cotta line which then travels through his property and Dale Kaufman's property. He stated that the pipe to the east of his property is broken and the existing stormwater controls in that area do not work, there are no right-of-ways and no ownership of the system. He added that the new proposed parking will add to the problem, as well as the existing paving on Mr. Esch's property. Ken Johnson stated that the slope of Mr. Esch's property directs the water east to west and does not direct the water to his existing grass area where the parking lot and stormwater facilities are proposed.

Mr. Lake stated that they planned to study the area to detain the water within the proposed parking area through porous paving and would not be making more stormwater runoff. Henry Miller asked if the existing parking macadam on Mr. Esch's property would be replaced with porous paving to which Mr. Lake stated that it could be done but is not part of this project. Mr. Whiteford stated that there is a stormwater runoff problem in the area, including water running off from the grass area, and that this proposal will eliminate that problem and reduce the water downstream.

Bruce Ryder commented on another one of the applicant's written responses which stated that "The most vociferous objections came from a gentleman who was part of a group of investors interested in purchasing this property at one time." He stated that he assumed the person they referenced was him and stated that after he stepped down as Mayor, he did approach Steve Echternach about the possibility of purchasing the property, in the interest of improving the property and the neighborhood. He went on to explain that at the same time, Mr. Whiteford was proposing the rezoning of 17-21 West Main Street and Mr. Ryder felt that pursuing a joint solution would be better than two individual solutions which would not meet the needs. At that time, Mr. Whiteford mentioned to Mr. Ryder the desire of purchasing the back grass area of 23-29 West Main Street for parking to which Mr. Ryder stated he would be opposed to it because it would leave that property with no options for the future regarding its own parking/stormwater/landscaping needs. Mr. Ryder added that he then toured the property with Mr. Esch and Mr. Whiteford and he stated that it quickly became clear that a lot of improvements were needed to the property. He added that Mr. Esch bought the property before the real estate market crashed and the selling price needed to be high enough to get him out of his situation but was higher than the current fair market value with the work that was needed. At this same time, the EPA lead paint issue also arose. He stated that they pursued rehabilitation funding but this property was not eligible and they decided to not pursue the purchase of the property and that he has no financial interest in purchasing 23-29 West Main Street. He added that his only interest was a neighbor concerned about the neighborhood and that his comments made at the last meeting contained no ulterior motive.

Mike Sollenberger asked the applicant how the Council could accept their drawing and plan for the property when what they submitted to the County and Borough Planning Commission is different. Mr. Hallinger stated that they are not seeking permission for the preliminary plan that Mr. Lake presented, they are asking for permission to rezone the property from R-H to C-1. He

agreed that the future plans have evolved and changed from the original submission but their rezoning petition request remains the same.

Jim Kiscaden noted that this application has been reviewed by the Lancaster County Planning Commission and the Borough Planning Commission and both were in support of the rezoning petition for 23-29 West Main Street.

Don Bachman made a motion to enact Ordinance 2011-1 which changes the zoning classification of 23-29 West Main Street from R-H Residential to C-1 Commercial. Dale Spaulding seconded the motion for discussion purposes.

Bruce Ryder made one last appeal, asking Borough Council if the rezoning is in the best interest of the community for this property noting that, if approved, there are two possibilities for this property: 1) the entire grass area will be sold off which will leave a building with no open space and no future for solving its own problems or 2) if the future subdivision request is denied, the commercial district is expanded into a residential property which if developed as a highest use commercial property would require additional parking of its own.

Don Bachman stated that this property was a bakery when he was a child, which is a commercial use, and the property was changed into an apartment house. Bruce Ryder stated that the past friendly commercial use was the type where people walked to it and purchased bread or groceries but that is not the type of business which will develop in that location because the desired uses are tourist related which will generate more vehicular traffic. He added that these uses are a different type of commercial use and not community centered.

Randy Hock asked the applicant about item 4 in their response letter. Mr. Hallinger stated that it is up to the Council how they would like to see this property developed, either remain R-H and have the property continue to be operated as it is now or to be rezoned commercial which makes a broader opportunity for an investor to do something different with the property. Randy Hock stated that he has heard comments over the years regarding the bad condition of the property and would be in favor of the property being improved.

Jim Kiscaden stated that in conclusion, this application is for Mr. Whiteford to acquire additional parking spaces for his adjoining properties, which Mr. Kiscaden acknowledged that Mr. Whiteford has done a very good job refurbishing the area and making it look attractive. Jim Kiscaden asked if there were ever conversations with PNC or I.O.O.F. to use existing adjacent parking spaces in off hours over the weekends when the bank is closed or when there are not activities at the lodge? Mr. Whiteford stated that he has offered to purchase the parking lot from PNC with offering for them to have lifetime right of use for their ATM machine, which they turned down before price was even discussed. Mr. Whiteford stated that he also asked PNC about obtaining a right-of-way to allow him to get to the back of his property which he was also denied because they stated they have had problems with rights-of-ways. Mr. Whiteford stated that he also had the President of PNC's Chester/Hartford County Region send a letter to this PNC Region's President which was also to no avail. He also approached the Odd Fellows about purchasing their lot but because PNC rents parking from the Odd Fellows they were unable to sell because of their existing contract and because they didn't know what they wanted to do yet with their property in the future. Mr. Whiteford stated that his customers need a place to park

and that if he doesn't provide parking, he is going to lose business. He added that tourist customers do not impact the community by requiring additional schools. However, he added that tourists come because of the historic area but if we don't provide something for them to do or tourists won't come.

Jim Kiscaden asked the Borough Manager if there were other options that could be considered to obtain the same result the petitioner desires to which she stated 1) rezoning a portion of the property, or 2) seek approval from the Zoning Hearing Board for a use that is tied to a commercial use on a residential lot.

Jim Kiscaden asked the applicant if they considered either of these options to which Mr. Whiteford stated that it was explained to him that he was advised that a residential entity could not be used to support a commercial use. Bruce Ryder stated that the Zoning Hearing Board has considered other odd requests and that if that option would have been pursued he would have been in favor of that application because it would have benefitted the neighborhood with the least disruption and best results. Jim Kiscaden stated that he would also be in favor of writing a letter to the Zoning Hearing Board in support of that application. He added that he was concerned with some of the permitted uses in the C-1 Zone, specifically boarding houses. He stated that he believed there was another way for this to be a win-win situation other than rezoning the entire property.

Dale Spaulding called for the question on the motion. Motion failed with member Bachman casting an assenting vote and members Baker, Kiscaden, Hock, Sollenberger and Spaulding casting dissenting votes.

PUBLIC HEARING FOR GATEWAY NORTH OVERLAY ZONE – CONSIDERATION AND POSSIBLE ENACTMENT OF ORDINANCE 2011-2:

President Jim Kiscaden called the public hearing to order regarding the Gateway North Overlay Zone stating the following:

- The proposed ordinance was advertised and available for public inspection at the Borough office and on the Borough website.
- Six properties within the proposed Gateway North Zone were posted by Borough employees Tim Rineer and Jeff Stoltzfus of the Public Works Department on September 6, 2011
- Each property owner within the Gateway North Overlay Zone received a notice of the public hearing and a copy of the proposed ordinance.
- The Borough Planning Commission reviewed the request at their meeting on July 11, 2011, and made recommendation for approval.
- The Lancaster County Planning Commission reviewed this request at their meeting on July 12, 2001, and made recommendation for adoption of the Ordinance.
- All of these items, plus the proof of publication, will be made a part of the minutes of this meeting.

President Jim Kiscaden opened the hearing for public comment.

Dan Lake stated that he was in attendance representing John Glick, an affected property owner who owns property in both Strasburg Borough and Strasburg Township, and that he has a few questions:

- 1) If his property were developed, what provisions would apply, the overlay or existing zoning? The Borough Manager replied that for his property in the Borough, he could choose to develop either under the existing criteria or could select the Gateway North Overlay zone, if this Ordinance is enacted.
- 2) If a property owner chooses to develop under the Gateway North Overlay Zone, does the Historic District Board have any approval power? Jim Kiscaden answered that the properties are not within the Historic District and HARB would not review any part of the application. Denise Waller clarified that there are design guidelines if the Gateway North Overlay Zoning were chosen but that HARB is not the body that neither recommends nor denies.
- 3) The property owner intends to put in a farmers market on the property and that use is not specifically listed. He added that retail sales is listed and asked if a farmers market would be a permitted use and considered retail sales? Jim Kiscaden stated that he would presume so and the Borough Manager stated that the use would need to be reviewed by the Zoning Officer. Jim Kiscaden stated that the Zoning Officer has been involved in the language discussions of the proposed ordinance. Mike Sollenberger clarified that this proposed zoning would only affect properties within Strasburg Borough.
- 4) The choice of which zoning an applicant wishes to pursue is voluntary, how is that handled? Jim Kiscaden stated that an applicant checks with zoning they wish to apply for right on their Zoning Application and they choose either the underlying zone or the Gateway North and the application is signed by the applicant.

With no other comments or questions being heard, President Kiscaden closed the public hearing.

Dale Spaulding made a motion, seconded by Mike Sollenberger and passed unanimously to enact Ordinance 2011-2 which establishes a new zone entitled the Gateway North Overlay Zone and designate certain lands located along North Decatur Street and Historic Drive to the Gateway North Overlay Zone.

MINUTES OF AUGUST 9, 2011: Mike Sollenberger made a motion to approve the minutes of the August 9, 2011 meeting as printed. Cindy Baker seconded the motion. Motion carried with members Sollenberger, Bachman, Hock, and Baker casting assenting votes. Members Kiscaden and Spaulding abstained from voting because they were not in attendance at the meeting.

REPORTS:

MAYOR – The Mayor reported that he received one call regarding a dog which was referred to the Police Chief.

PRESIDENT – President Kiscaden reported that the Strasburg Fire Company #1 responded to 21 fire calls during August 2011, 9 of which were related to the hurricane.

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MANAGER – The Borough Manager provided her written report and was received without question.

POLICE - The Police Department's report for August 2011 was received and accepted.

PUBLIC WORKS - The Public Works report for August 2011 was received and accepted.

ZONING OFFICER - The Zoning Officer's report for August 2011 was received and accepted.

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

PAYMENT OF BILLS IN THE AMOUNT OF \$56,383.08
HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF
APPROPRIATENESS – 313 MILLER ST, 2 MILLER ST AND 41 EAST MAIN ST
2012 BUDGET CALENDAR
TRICK-OR-TREAT – SET DATE – MONDAY, OCTOBER 31 FROM 6 TO 8 P.M.
VACANCY ON BOROUGH AUTHORITY – AUTHORIZATION TO ADVERTISE

UNFINISHED BUSINESS:

NEW BUSINESS:

EARNED INCOME TAX ORDINANCE 2011-3 – AUTHORIZATION TO

ADVERTISE: Jim Kiscaden stated that this is necessary in order to bring the existing Ordinance into compliance with Act 32. Jim Kiscaden stated that several other municipalities in the Lancaster County Boroughs' Association are going together to complete this required advertisement and we will be sharing the expense.

Dale Spaulding made a motion, seconded by Randy Hock and passed unanimously to authorize the advertisement of the Earned Income Tax Ordinance 2011-3 which brings the Borough into compliance with Act 32 and enacts a non-resident tax.

ACKNOWLEDGEMENT OF PENSION 2012 MINIMUM MUNICIPAL

OBLIGATIONS: Mike Sollenberger made a motion, seconded by Dale Spaulding and passed unanimously to acknowledge that the 2012 Minimum Municipal Obligations have been received by the September 30th deadline, with the Police MMO being \$64,723 and the Non-Uniformed MMO being \$44,842. Dale Spaulding reminded the members that this is the minimum amount that we are required to pay.

OPEN CONTAINER LAW ORDINANCE DISCUSSION: Dale Spaulding stated he believed it is necessary to develop an ordinance.

Dale Spaulding made a motion, seconded by Don Bachman and passed unanimously to authorize Lisa Boyd and Steve Echternach to work with the Borough solicitor in the preparation of a draft

ordinance which would restrict open containers in public places within the Borough to include the exceptions listed below.

SAFETY COMMITTEE ITEM – PAINTING OF PARKING LINES ON BLACKHORSE

DRIVE: Jim Kiscaden stated that it is his understanding that the Safety Committee reviewed this matter and it was discussed at the last meeting. Mike Sollenberger stated that his neighbor is the one who originally came to the Safety Committee and he talked to him again to make sure he knew how he felt and he stated that the request has nothing to do with mail delivery. Mike Sollenberger stated that he is also concerned with the parking problem and that without delineated parking spaces that people park wherever they want, they do not know how to parallel park, a lot of parking is lost, he does not have sufficient parking for visitors, and this should be considered in the high density areas of the Borough. Members were reminded that the Traffic Ordinance would need to be amended in order to allow for enforcement. Cindy Baker stated that she sees parking problems on West Main Street and other streets as well. It was the consensus to not proceed with the painting of parking lines on Blackhorse Drive.

HUMANE LEAGUE PARTICIPATION: Police Chief Steve Echternach stated that there has been information in the newspaper recently regarding municipal participation with the Humane League. He stated that each municipality is required by law to provide for dogs that are taken into custody and since he has been involved it has always been provided through a contract with the Lancaster County Humane League. He stated that in 2006 the cost was \$265 which was calculated by the number of dogs taken to them during that year. In 2010, the contract cost was \$1,680 and \$893 in 2011 (which was again based on usage). For 2012, the Humane League is charging on a per capita system of \$0.85 per person which is calculated to cost \$2,360. Chief Echternach stated he received the cost and contract for 2012 asking for his signature but needed Council's permission because of the expense increase. He stated that he as well as the Borough Manager attended meetings to discuss this and some departments have chosen to install their own kennel (which is inspected by the state and if a dog is picked up on a Friday the dog will have to be cared for until the following week when it is then taken into custody by the state dog officer). He added that this will only work if a neighboring County then accepts the dogs to go to their facility because the housing at our kennel is only temporary. He stated that in 2009 he took 4 dogs, 4 dogs in 2010 and so far this year he has had 1 dog. He added that he has been advised that most police departments who have their own kennel report that any dog they pick up normally gets returned to their owner because the dog has gotten loose and the owner is looking for them. Chief Echternach also stated that if we choose to have the dogs in a kennel and then transported to another County's humane league that an owner looking to retrieve their dog would have to travel a long distance to retrieve their pet.

Chief Echternach stated that he will obtain more information and report back at the next meeting.

OTHER BUSINESS: None.

CITIZEN'S COMMENTS: Don Bachman stated that his cousin recently visited the area and was unhappy with the dirty conditions at the Historic Strasburg Inn. It was suggested that they contact the franchise Clarion and the Visitors' Bureau.

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ADJOURNMENT: A motion was made by Dale Spaulding, seconded by Mike Sollenberger and passed unanimously to adjourn the meeting at 8:50 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

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STRASBURG BOROUGH COUNCIL
OCTOBER 11, 2011
MINUTES

Members Present:

Jim Kiscaden	Mike Sollenberger
Donald Bachman	Dale Spaulding
Mike Chiodo	

Others Present:

Henry Miller, Mayor	Lee Potts
Lisa M. Boyd, Borough Manager	John Mongiovi
F. Steven Echternach, Chief of Police	Jane Geiger
Cindy Hummel	

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: None.

MINUTES OF SEPTEMBER 13, 2011: Dale Spaulding made a motion, seconded by Mike Sollenberger and passed unanimously to approve the minutes of the September 13, 2011 meeting as printed.

REPORTS:

MAYOR – The Mayor reported that there were signs placed along Historic Drive. The Borough Manager will check on this.

PRESIDENT – President Kiscaden reported that the Strasburg Fire Company #1 responded to 21 fire calls during the month of September 2011, which brings their total to approximately 147 calls for the year so far. He also reported that he attended a Heritage Byway meeting and they are working on finalizing the draft outline of the byway which runs from Conestoga Township to Christiana. He stated that there are three broad areas which include 1) rural and natural conservation, 2) agricultural preservation and agri-tourism, and 3) visitor's service, and that the Borough is in the visitor's service component of the byway. He stated that he will provide a copy of the draft to the members, which will be voted on at a future meeting by each of the participating municipalities.

MANAGER – The Borough Manager provided her written report and was received without comment.

POLICE - The Police Department's report for September 2011 was received and accepted. Jim Kiscaden congratulated the Department for a job well done with the arrest of the crack cocaine dealer on Miller Street.

PUBLIC WORKS - The Public Works report for September 2011 was received and accepted. Jim Kiscaden noted that it was an extremely rainy month and one day there was 839,000 gallons going through the sewer system.

ZONING OFFICER - The Zoning Officer's report for September 2011 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 \$69,971.81

HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF APPROPRIATENESS – 6 SOUTH DECATUR ST, 6 EAST MAIN ST, 10 WEST MAIN ST AND 20 WEST MAIN ST

UNFINISHED BUSINESS: None.

NEW BUSINESS:

APPOINTMENT TO BOROUGH AUTHORITY: Jim Kiscaden reported that one person, Ken Johnson, expressed interest in serving on the Borough Authority.

Mike Sollenberger made a motion, seconded by Don Bachman and passed unanimously to appoint Ken Johnson to the Borough Authority to fill the unexpired term of Joe Anderson until December 31, 2015.

ENACTMENT OF EARNED INCOME TAX ORDINANCE 2011-3: Jim Kiscaden noted that this Earned Income Tax Ordinance 2011-3 was advertised jointly through the Lancaster County Borough's Association and brings the Borough into compliance with Act 32.

Dale Spaulding made a motion, seconded by Don Bachman and passed unanimously to enact the Earned Income Tax Ordinance 2011-3 which brings the Borough into compliance with Act 32 and imposes a non-resident earned income tax.

ADOPTION OF FIRE COMPANY ACTIVITIES RESOLUTION 2011-5: Jim Kiscaden stated that it was necessary to amend the Strasburg Fire Company Activities Resolution to include permission for them to conduct special fund drive collection events with prior notification to the Borough. He stated that this is granting the fire company permission to a "fill the boot" fund drive during Thomas the Train weekends to cover the members with Workmen's Compensation insurance. He stated that a special permit was once obtained and they raised \$1,500 in 4 hours.

Mike Sollenberger made a motion, seconded by Don Bachman and passed unanimously to adopt the Fire Company activities Resolution 2011-5 which adds "special fund drive collection events with prior notification to the Borough" to the list of activities for 2011.

ADOPTION OF PIZZA CITY LIQUOR LICENSE RESOLUTION 2011-6: Jim Kiscaden stated that the Liquor Control Board stated that additional information was needed in the Resolution.

Dale Spaulding made a motion, seconded by Mike Chiodo and passed unanimously to adopt the Pizza City Liquor License Resolution 2011-6 which adds the full address of where the liquor license is being transferred from and the full address of Pizza City, as requested by the Liquor Control Board.

ACCEPTANCE OF RANDY HOCK'S RESIGNATION: Jim Kiscaden stated that Randy Hock, who served on Borough Council for approximately 2 years, is moving from Strasburg Borough and resigned from Borough Council.

Mike Sollenberger made a motion, seconded by Mike Chiodo and passed unanimously to accept Randy Hock's resignation with regret which was effective immediately as of September 22, 2011 and authorizes the Manager to send a letter of appreciation for his years of service to the Borough.

CONSIDER APPOINTMENT TO BOROUGH COUNCIL: Jim Kiscaden stated that according to the Borough Code, it is not necessary to advertise a Council vacancy if someone has expressed interest in filling the vacancy. He stated that Dr. Brian Barnhart expressed interest in filling the vacancy. He added that Dr. Barnhart is a resident of Strasburg Borough, has previously been involved with the Joint Planning Commission as a representative from the Lampeter-Strasburg School District, is highly trained to serve in this capacity, and that he recommends his appointment. Dale Spaulding stated that Dr. Barnhart served as an Assistant Principal under him at Lampeter-Strasburg School District and that Dr. Barnhart filled his position as Principal when he retired, and it is his pleasure to nominate him for this position.

Dale Spaulding made a motion, seconded by Mike Sollenberger and passed unanimously to adopt Resolution 2011-7 to appoint Brian Barnhart to fill the vacancy on Borough Council to complete the unexpired term of Randy Hock until December 31, 2013.

2012 DRAFT BUDGET AND CAPITAL IMPROVEMENTS PROGRAM: The Borough Manager reviewed her budget memorandum, reminding the members that Borough Council should focus on the General Fund items. She stated that the projections will be updated monthly and that line items such as real estate transfer tax, real estate taxes, and building/zoning permits are all projected to be lower than budgeted due to the ongoing recession and as previously discussed at the July 2011 meeting. She added that only four new home permits were issued in 2011.

She further stated that even though the increase in health insurance for 2011 was less than budgeted and additional pension state aid was received; it was still necessary to reduce the unfunded liability payment to \$25,000 and is shown in the 2011 projections. She added that at this time there is no payment toward the unfunded liabilities shown in the 2012 Draft Budget, adding that she realizes the importance of paying towards those liabilities but is unable to determine any other way of keeping the 2012 tax increase to a reasonable level.

The Pension Actuary provided a verbal opinion regarding the unfunded liabilities, stating that he believes 2012 will be slightly higher than 2011.

She also reminded the members that in January 2011 that Borough Council approved improvements to the traffic signal at the Square, at an estimated cost of \$24,000 (which at the time was planned to be paid from the health insurance savings). She added that it took several months to obtain permits from PADOT and then the project was put on hold to apply for a Red Light grant, which will be awarded sometime this month.

The Borough Manager reviewed in detail the remainder of her memorandum regarding the 2011 Projections and 2012 Budget.

The 2012 Capital Improvements were reviewed and the Borough Manager stated that they include rain gardens, Police Department vests and cameras, Borough Office camera, Public Works Department backhoe, paving North Fulton Street, update Housing Ordinance, and replacement of an office computer workstation if needed. Jim Kiscaden asked for more information about the cameras. The Borough Manager and Police Chief stated that it was strongly recommended by the Borough's liability insurance company and would be for cameras in the parking area, police entrance, squad room and front office vestibule.

Dale Spaulding questioned the landscaping project at the Strasburg Pool and the approximately \$1,600 from the Park and Recreation Reserve Fund that were approved to be used two years ago. Jane Geiger, the new Strasburg Pool President, was in attendance and stated that their new board was not aware of the details of the approval. Dale Spaulding stated that the intent of the approved design was to beautify along the street and the area of the sign. It was the consensus that in order to utilize the funds, the landscaping should be completed by Memorial Day 2012, to which Jane Geiger agreed.

The 2012 Draft Budget was reviewed in detail and it was the consensus to reduce the projection and budget amount for Route 896 Relocation loan by \$6,000 based on loan payment information received from bank.

It was the consensus of the members to have the Borough Manager reduce the proposed tax increase to .15 mills.

OTHER BUSINESS: None.

CITIZEN'S COMMENTS: Jane Geiger stated that the Strasburg Pool opened this year with 80 memberships and at the end of the season they had 141 memberships. She stated that they issued \$2,000 notes and had 19 notes signed to help provide funds for the pool and that they are opening again in 2012.

Don Bachman stated that the Strasburg Cemetery changed their investment group and is doing better but are still coming up short this year due to the amount of grass that needed to be mowed. He stated that they are hoping to be able to continue for another few years.

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EXECUTIVE SESSION: Jim Kiscaden adjourned the meeting into Executive Session at 8:50 p.m. to discuss Personnel Matters.

The meeting was reconvened at 9:24 p.m. at which time Jim Kiscaden announced that no official action was taken.

ADJOURNMENT: A motion was made by Dale Spaulding, seconded by Mike Chiodo and passed unanimously to adjourn the meeting at 9:24 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

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STRASBURG BOROUGH COUNCIL
NOVEMBER 8, 2011
MINUTES

Members Present:

Jim Kiscaden	Mike Sollenberger
Dale Spaulding	Mike Chiodo
Cindy Baker	Brian Barnhart
Donald Bachman (8:00 pm)	

Others Present:

Henry Miller, Mayor	Lee Potts
Lisa M. Boyd, Borough Manager	Nick Whiteford
F. Steven Echternach, Chief of Police	Bob Hallinger
Cindy Hummel	Ken Johnson
Kyle Johnson	Tracy Brunke
Jeff Kenderdine	

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. Jim Kiscaden welcomed Kyle Johnson, a local Boy Scout, to the meeting.

INTRODUCTION AND WELCOME OF NEW COUNCIL MEMBER: Jim Kiscaden introduced Brian Barnhart and welcomed him to the Board.

REQUESTS TO BE HEARD: None.

L-S YMCA UPDATE – TRACY BRUNKE, ASSOCIATE EXECUTIVE

DIRECTOR: Tracy Brunke and Jeff Kenderdine were in attendance to provide an update on the YMCA. Mr. Kenderdine stated that the YMCA's mission is to build a stronger community which they do by youth development, healthy living and social responsibility. Tracy Brunke stated that as of October 31, 2011, the L-S YMCA has 1,332 adult members, 182 youth/teen members and 1,740 family units which convert into 7,180 members for a grand total of 8,702 members at the L-S branch. Of this total, approximately 37% of the individual members and 47% of the family unit members live within the Lampeter-Strasburg School District. She stated that financial assistance is available for qualified applicants and for the L-S branch alone they have given \$165,134 in financial assistance in the past seven months.

In addition to their wide array of programs, Ms. Brunke went on to explain some of the recent community outreach programs which included:

Cardio for Connor - In May 2011, a fundraiser for a local boy who has Leukemia. A spin-a-thon was held and raised \$3,000 for him and his family.

Healthy Kids Day – In June 2011, Healthy Kids Day was held and they had 75 participants. Activities included relay races, inflatables, healthy food options and

demonstrations. She announced that this is an annual event which will be held again in April 2012.

Ladies Night Out – In June 2011, a fundraiser was held for Tony Fort who has Hirschsprung's disease which he has had since birth which means he cannot digest food. At this event, \$3,000 was raised for a trust account for when he receives necessary transplants.

Summer Camp – "Camp Buddies" was established where children with needs were partnered together.

National Night Out – Held a soccer shoot out and relays which they plan on participating in annually.

Cancer Survivor Program – began October 3 and is a partnership with Lancaster General Hospital and their cancer rehabilitation department for people who are just into remission. Patients are referred by their doctor and come to the "Y" with a buddy free for a 12 week program to exercise, build relationships and get to know other people.

Halloween in the Park – On October 22, 2011 approximately 250 families participated in trick-or-treating, crafts, games and spend time together as a family at the YMCA.

Power Packs Program – Began October 27, 2011 and is a program which helps provide families with food to make it through the weekend. Healthy food and simple recipes are provided to families and teaches them how to shop. She stated that 100 children from Hans Herr Elementary qualified for this program. The program was started with 30 families and that enrollment is for October through May and the reopened.

Annual Turkey Drive – Held in November and have a goal of being able to provide 500 meals to needy families in the L-S, Penn Manor and Solanco School Districts. She stated that they are taking donations of canned goods, stuffing, and turkey vouchers. She stated that the meals are delivered on Monday, November 21.

Annual "Giving Tree" – Held in December where residents of Conestoga View have a gift wish placed on a tag on a tree in the L-S YMCA lobby. Members and non-members can come in, choose a tag, purchase the gift and return it under the tree to be given to the resident of Conestoga View.

Jeff Kenderdine stated that he wanted to make sure Council could hear some of the good things that are happening at the YMCA and thanked the Council for their support.

Dale Spaulding asked for the number of City residents that come to the Lampeter YMCA, noting that overcrowding was a concern when the Lampeter branch was originally being planned. Tracy Brunke stated that she has not tracked those numbers but stated that the Lampeter YMCA has not been overcrowded but did acknowledge that there are peak usage times such as Saturday mornings as well as Monday and Wednesday evenings. She offered to track those numbers to which Mr. Spaulding stated was not necessary. Dale Spaulding asked if an expansion of the facility was being considered to which Mr. Kenderdine stated that they do have a master plan for the entire site, which currently is 3 acres. Tracy Brunke stated that they are getting close to the point of holding some programs off-site during peak times until expansion steps can proceed.

MINUTES OF OCTOBER 12, 2011: Dale Spaulding made a motion to approve the minutes of the October 12, 2011 meeting as printed. Mike Sollenberger seconded the motion. Motion carried with members Kiscaden, Sollenberger, Spaulding, Chiodo and Bachman casting assenting votes. Member Baker abstained from voting because she was not in attendance and Member Barnhart abstained from voting because this is his first meeting.

REPORTS:

MAYOR – The Mayor had nothing to report.

PRESIDENT – President Kiscaden reported that the Strasburg Fire Company #1 responded to 13 fire calls during the month of October 2011. He announced that the fire company is also in the midst of their annual fund drive, with 613 responses received so far, 57% from the Borough, 27% from Strasburg Township, and the remainder from Paradise and Eden Townships. The total donated so far this year is approximately \$35,000.

MANAGER – The Borough Manager provided her written report. Dale Spaulding noted that a good job was done on the street repairs to West Hillcrest Avenue and the drainage problem has been corrected.

POLICE - The Police Department's report for October 2011 was received and accepted. Chief Echternach added that the Lancaster County Commissioners signed individual Proclamations of Gratitude to the Strasburg Police, Strasburg Fire Company #1, and Strasburg Region Emergency Management Agency, as well as to each of the remaining county police, fire, and emergency management departments, for their efforts during the recent hurricane and tropical storm events. On behalf of the Strasburg Fire Company #1, Jim Kiscaden accepted their proclamation and will present it to the members at their December meeting. Jim Kiscaden noted that the Strasburg Fire Company had two squads that responded to Manheim and Mt. Joy areas during the flood and took care of some flooding areas within the Strasburg response district.

PUBLIC WORKS - The Public Works report for October 2011 was received and accepted.

ZONING OFFICER - The Zoning Officer's report for October 2011 was received and accepted.

TREASURER – Mike Sollenberger made a motion, seconded by Cindy Baker and passed unanimously to accept and file for audit the Treasurer's Report for the period ending October 31, 2011.

CONSENT AGENDA: Dale Spaulding 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 \$192,990.18
HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATE OF
APPROPRIATENESS – 112 WEST MAIN ST

UNFINISHED BUSINESS: None.

NEW BUSINESS:

**STRASBURG PROPERTIES PETITION TO REZONE REAR PORTION OF 23-29
WEST MAIN STREET – REFER TO BOROUGH PLANNING COMMISSION,
LANCASTER COUNTY PLANNING COMMISSION AND SCHEDULE PUBLIC**

HEARING DATE FOR DECEMBER 13, 2011: Attorney Robert Hallinger and property owner Nick Whiteford were in attendance. Mr. Hallinger stated that they submitted an application to rezone only the grass rear portion of the property at 23-29 West Main Street, as was discussed at the September 13, 2011 Borough Council meeting. The rezoning request is to rezone it from R-H Residential to C-1 Commercial to eventually provide parking for an adjoining property. He stated that at this time, the plan is for a pervious parking area which will have stone and perforated pipe under base covered by gravel which will provide the stormwater controls.

Don Bachman made a motion, seconded by Mike Sollenberger and passed unanimously to refer the rezoning petition and ordinance for 23-29 West Main Street to rezone the back portion of the property from R-H Residential to C-1 Commercial to the Borough Planning Commission, Lancaster County Planning Commission, schedule the public hearing date for the Borough Council meeting on Tuesday, December 13, 2011 at 7:30 p.m. at the Strasburg Borough Municipal building, and authorize the Borough Solicitor to advertise the public hearing and the possible consideration of the proposed ordinance for enactment on that date.

EXECUTIVE SESSION – PERSONNEL MATTERS: Jim Kiscaden adjourned the regular meeting into an executive session at 8:15 p.m. to discuss personnel matters.

At 8:32 p.m. the regular meeting was reconvened at which time Dale Spaulding made a motion, seconded by Brian Barnhart and passed unanimously to accept the offer submitted by the Strasburg Police Officers' Association which amends their current contract which called for a 4.5% wage increase in 2012 and 2013 to extend their contract and include wage increases of 2.5% for 2012, 2.5% for 2013, and 4.5% for 2014 and increases their contribution to the pension plan to 2% for 2012 and 2013 and 2.5% for 2014 and increase employee payment toward medical deductible to 65% for 2012, 75% for 2013 and 100% for 2014.

Dale Spaulding noted that this is the second consecutive year that the Strasburg Police Officers' Association has made the offer to open the contract. Jim Kiscaden stated that all members are thankful to the Strasburg Police Officers' Association for making this offer in a tough economic climate.

Jim Kiscaden stated that the non-uniformed employees' wages were also discussed in executive session.

Dale Spaulding made a motion, seconded by Mike Chiodo and passed unanimously to include a 2.5% wage increase for non-uniformed employees for 2012 and 2013 with no contributions to the pension and to increase the employee payment toward the medical deductible to 65% for 2012, 75% for 2013 and 100% for 2014.

Jim Kiscaden also commended the non-uniformed employees for their proposal and willingness to work with Council. Dale Spaulding noted that neither the uniformed nor non-uniformed employees received a wage increase in 2011.

APPROVAL OF CAPITAL IMPROVEMENTS PROGRAM: Jim Kiscaden reviewed the 2012 Capital Improvements Program noting that it includes the completion of the rain garden

project, police department vests and equipment, office equipment for cameras, backhoe, paving of North Fulton Street, update housing/property maintenance ordinance, and a computer workstation if needed.

Mike Sollenberger made a motion, seconded by Mike Chiodo and passed unanimously to approve the 2012 Capital Improvements as presented.

APPROVAL OF 2012 PRELIMINARY BUDGET AND AUTHORIZATION TO ADVERTISE FOR PUBLIC INSPECTION:

The Borough Manager stated that the preliminary budget, as originally printed, does not yet include the wage increase reductions that were just approved. She noted that since the draft budget, the tax increase has been reduced to .15 mills. The Borough Manager noted that any changes from the draft budget have been shaded in gray and provided a detailed review of those changes including:

- Since Charter Homes has indicated that they will be pursuing Phase 2 of Heritage Strasburg, the preliminary budget assumes 8 more houses will be built and sold. Mike Sollenberger expressed his concern with this assumption.
- Received information from the Lancaster County Tax Collection Bureau regarding the earned income tax. The preliminary budget shows their suggested changes which increase the projection for 2011 but decrease the 2012 budget amount. Jim Kiscaden stated that he believed the LCTCB's recommended 2012 budget amount is too conservative. Dale Spaulding stated that he agreed with budgeting at their recommended level and hope for more to cover other revenues that may come in lower, such as the construction at Charter Homes.
- Chief Echternach stated that a final decision has not yet been made regarding the handling of stray dogs. A final recommendation will be available for the next meeting.
- The majority of the improvements to the square have been moved from 2011 projection to 2012 budget. The award was initially supposed to be announced in October but we were advised that it won't be announced until 2012. The 2012 budget does not include any grant award and it was the consensus that if we are awarded a grant, those funds could be used toward unfunded pension liabilities.
- The loan payments for the Route 896 Relocation project are actually \$6,000 less than projected and budgeted and those figures have been updated.

Dale Spaulding made a motion, seconded by Cindy Baker and passed unanimously to approve the 2012 Preliminary Budget which does include a .15 tax increase and authorize the staff to advertise it for public inspection.

Jim Kiscaden thanked the Borough Manager, Police Chief and staff for their hard work in getting the budget to a more comfortable tax increase.

2012 TAX LEVY ORDINANCE 2011-4 – AUTHORIZATION TO ADVERTISE: Mike Sollenberger made a motion, seconded by Don Bachman and passed unanimously to authorize the staff to advertise the Tax Levy Ordinance 2011-4 with a tax rate of 3.08 mills for the Borough of Strasburg for 2012.

OTHER BUSINESS: None.

CITIZEN'S COMMENTS: Don Bachman announced that a Pearl Harbor day ceremony will be held on December 4, 2011 at the Square.

Lee Potts thanked the Borough employees for their wage concessions last year and again this year to voluntarily help the budget.

ADJOURNMENT: A motion was made by Mike Sollenberger, seconded by Dale Spaulding and passed unanimously to adjourn the meeting at 9:14 p.m.

Respectfully submitted,

Christine D. Drennen
Administrative Assistant

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STRASBURG BOROUGH COUNCIL
DECEMBER 13, 2011
MINUTES

Members Present:

Jim Kiscaden	Mike Sollenberger
Dale Spaulding	Mike Chiodo
Cindy Baker	Brian Barnhart
Donald Bachman	

Others Present:

Henry Miller, Mayor	Bruce Ryder
Lisa M. Boyd, Borough Manager	Nick Whiteford
F. Steven Echternach, Chief of Police	Bob Hallinger
Cindy Hummel	Ken Johnson
Mary Dresser	May Gaynor
Dan Lake	Rosa Cataldo
Tom Lainhoff	Gabriel Justiniano
Bil Phifer	Caroline Morton

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:

GABRIEL JUSTINIANO, G.J. CONSTRUCTION – 12 EAST MAIN

STREET: Gabriel Justiniano, contractor for Rosa Cataldo for a garage at 12 East Main Street, was in attendance and requested to be able to install vinyl siding on the garage instead of the hardiboard that was recommended by HARB. Mr. Justiniano stated that the previous garage had vinyl siding and the garage connects to a building that has vinyl siding. Tom Lainhoff stated that this application was discussed at the November 17, 2011 HARB meeting and that Mrs. Cataldo was in attendance and agreed to the recommendation (her contractor did not attend the meeting). Mr. Lainhoff added that he is not sure if Mrs. Cataldo understood what she was agreeing to. Mr. Justiniano stated that hardiboard is a more expensive concrete composite material and the remainder of the building is vinyl siding. Henry Miller stated that he believed too much time is wasted on HARB and that HARB should be disbanded. Jim Kiscaden stated that this Certificate of Appropriateness will be voted on when later in the meeting.

**PUBLIC HEARING FOR 23-29 WEST MAIN STREET REZONING REQUEST –
CONSIDERATION AND POSSIBLE ENACTMENT OF ORDINANCE 2011-5:**

President Jim Kiscaden opened the public hearing at 7:40 p.m. and announced that the proposed ordinance was advertised and available for public inspection at the Borough office and on the Borough website. The property was posted by a Borough Employee on November 21, 2011. The Borough Planning Commission reviewed the request at their meeting on December 5, 2011 and made a recommendation for approval which included a statement that the rezoning is in accordance with the objectives of the Borough's formally adopted Jt. Comprehensive Plan. The

Lancaster County Planning Commission reviewed the request at their November 29, 2011 meeting and recommended adoption of the proposed rezoning ordinance. These items, plus the proof of publication, will be made a part of the minutes of tonight's meeting.

Robert Hallinger, attorney from Appel & Yost, was in attendance and stated that he is representing the applicant, Strasburg Properties, and that the Nick Whiteford, who has an option agreement on the rear 10,000 square feet portion of the property, was in attendance. The owner of the property, Sylvan Esch and his wife, were unable to attend the meeting. He provided copies of the plot plan showing the proposed rezoning request. Also in attendance was Dan Lake, Civil Engineer/Land Surveyor. Attorney Hallinger stated they previously filed a request to rezone the entire property, which was denied, and Council suggested that the applicant come up with another plan to expand the parking for the applicant. They chose to request rezoning only what is needed for the parking lot and that is what is being considered tonight. Mr. Lake reviewed the plot plan provided to each member and stated that they plan to handle stormwater runoff by using pervious paving with a trench underneath which will store some of the existing excess runoff. Attorney Hallinger added that this plan still needs to go through the subdivision, land development and stormwater management reviews.

Mr. Whiteford stated that the purpose of the rezoning request is to provide more parking because there currently is not sufficient parking for his customers. He added that a benefit of off-street parking is less congestion in the area, it is easier for customers to park and go to his businesses, and provides for more and better handicap parking. Mr. Whiteford stated that, if approved, they plan to paint arrows on the parking lot to direct customers to the additional parking.

Ken Johnson stated that he recognizes that the property is an existing non-conforming use that already exceeds lot coverage but has personal concerns with this plan leaving the remaining lot without any grass. He also asked what the owner wanted to do with the property in the future. Jim Kiscaden stated that Mr. Esch was not in attendance to address that question.

Dale Spaulding made a motion to enact Ordinance 2011-5 which changes the zoning classification of the back portion of 23-29 West Main Street from R-H Residential to C-1 Commercial. Mike Sollenberger seconded the motion. Motion carried with members Kiscaden, Sollenberger, Spaulding, Chiodo, Barnhart and Bachman casting assenting votes. Member Baker cast a dissenting vote stating that she respects Mr. Whiteford for the good things he has done with his properties and this is a good plan but doesn't believe this is a beneficial move for the property owner.

MINUTES OF NOVEMBER 8, 2011: Mike Sollenberger made a motion, seconded by Cindy Baker and passed unanimously to approve the minutes of the November 8, 2011 meeting as printed.

REPORTS:

MAYOR – The Mayor had nothing to report.

PRESIDENT – President Kiscaden reported that the Strasburg Fire Company #1 responded to 6 fire calls during the month of November 2011.

MANAGER – The Borough Manager provided her written report. Mike Sollenberger asked the status of locating volunteers to fill vacancies on boards in 2012 to which she stated one person stated that they would be submitting a letter to be considered for one of the vacancies on HARB.

POLICE - The Police Department's report for November 2011 was received and accepted.

PUBLIC WORKS - The Public Works report for November 2011 was received and accepted.

ZONING OFFICER - The Zoning Officer's report for November 2011 was received and accepted. Dale Spaulding asked the status of the property maintenance enforcement notice to which the Borough Manager stated that the property owner began improvements by the required date and that the Zoning Officer will inspect the progress on the deadline.

CONSENT AGENDA: Mike Sollenberger asked to remove the HARB Certificate of Appropriateness for 12 East Main Street from the consent agenda, and was approved by consensus.

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 \$548,942.39
HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATE OF
APPROPRIATENESS – 21 WEST MAIN ST, 120 EAST MAIN ST AND 126 EAST MAIN ST
APPROVAL OF 2012 MEETING SCHEDULE
ADOPTION OF FIRE COMPANY ACTIVITIES RESOLUTION 2011-8
ADOPTION OF POLICE PENSION PLAN CONTRIBUTION RESOLUTION 2011-9

HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATE OF

APPROPRIATENESS – 12 EAST MAIN ST: Mike Sollenberger stated that in reviewing the chronology provided by the Administrative Assistant, he believed the Borough's ordinances were ignored and not followed by the contractor and recommended supporting HARB's recommendation and investigating if the Zoning Ordinance was violated. Henry Miller stated that he believed the building was barely noticeable and the type of siding shouldn't be subject to HARB review. In response to Henry Miller's comments, Jim Kiscaden stated that the Historic District has been in existence for many years and it was created at the wish of the community and that there are procedures to follow under the HARB ordinance. Henry Miller again expressed his displeasure with having to obtain HARB's permission to do work on their own properties. Cindy Baker stated that the Borough staff does a good job with handling permits and the first permit obtained for this project was for in kind repairs to the garage, not for demolishing the garage. Cindy Baker asked Tom Lainhoff why HARB recommend approval for hardiboard siding instead of vinyl to which Tom Lainhoff stated that photographs of the demolished building were not provided by the owner or contractor. He added that the photograph that was available at the meeting was taken by HARB from South Decatur Street and showed a portion of the existing building and at the meeting they were unable to determine the type of siding on the existing building because it appeared wider than vinyl siding and they thought it was hardiboard.

Mr. Lainhoff added that Mrs. Cataldo was unable to answer questions at the meeting about what type of siding was on the adjacent existing building and the contractor was not in attendance and HARB made a recommendation based on the information they had available. Jim Kiscaden stated that the adjacent existing building actually has aluminum siding on the side facing South Decatur Street. Mr. Justiniano stated that the garage he tore down had vinyl siding and that the other sides of the adjacent existing building are vinyl siding and he intended to have the entire building changed to vinyl siding. Tom Lainhoff stated that the type of siding was not a big issue with HARB, it was suggested by a member and Mrs. Cataldo agreed to it, but as previously stated is unsure if Mrs. Cataldo understood what she was agreeing to. Mike Chiodo stated that he recognized that HARB made a decision at their meeting based on the information they had available.

Dale Spaulding made a motion, seconded by Cindy Baker and passed unanimously to reject the Historic Architectural Review Board Certificate of Appropriateness for 12 East Main Street.

Dale Spaulding made a motion, seconded by Brian Barnhart and passed unanimously to allow 12 East Main Street to install vinyl siding on the garage and to replace the aluminum siding on the adjacent existing building with vinyl siding.

UNFINISHED BUSINESS:

PRESENTATION OF PROPOSED OFFICIAL MAP BY JOINT PLANNING

COMMISSION: Mary Dresser was in attendance and reviewed the most recent changes to the Official Map including reducing the riparian buffers, replacing an intersection improvements indicator to the Prospect Road/Lancaster Avenue intersection, updating the legend for intersection improvements, deleting a pond that is no longer in existence, correcting the pool property line and removed a note from the plan. Mary Dresser noted that she thought the Lancaster Ave/Main/Miller intersection improvements designation was to be removed from the map but when she reviewed the accident data she received from the Police Chief, she noted that there were more nonreportable accidents at that location than at the Prospect Road/Lancaster Avenue intersection. Jim Kiscaden stated that Borough Council was going to receive the proposed official map at this meeting and that it would be reviewed at future meetings. Jim Kiscaden thanked Mary Dresser and the Joint Planning Commission for the time they spent on working through the implementation steps in the Joint Comprehensive Plan on behalf of the Borough and Township.

Mike Sollenberger made a motion, seconded by Dale Spaulding and passed unanimously to acknowledge the report of the Joint Planning Commission with thanks and receive their recommendation for a revised Official Map for the Borough of Strasburg.

Mary Dresser and Caroline Morton also provided a summary report of the duties completed by the Joint Planning Commission and were in agreement that they completed the duties that were assigned and remaining items require the action of the Council or Supervisors.

APPROVAL OF 2012 FINAL BUDGET: Jim Kiscaden announced that the budget has been posted on the Borough's website, in the office and was advertised as required. He added that the budget as prepared calls for a .15 mill tax increase.

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Mike Sollenberger made a motion, seconded by Mike Chiodo and passed unanimously to adopt the 2012 Budget which includes a .15 mill tax increase.

ENACTMENT OF 2012 TAX LEVY ORDINANCE 2011-4: Dale Spaulding made a motion, seconded by Mike Sollenberger and passed unanimously to enact the 2012 Tax Levy Ordinance 2011-4 setting the tax rate for the Borough of Strasburg at 3.08 for 2012.

NEW BUSINESS: None.

OTHER BUSINESS: None.

CITIZEN'S COMMENTS: None.

ADJOURNMENT: A motion was made by Dale Spaulding, seconded by Mike Sollenberger and passed unanimously to adjourn the meeting at 8:42 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager