

**STRASBURG BOROUGH COUNCIL
REORGANIZATION MEETING
MINUTES OF JANUARY 3, 2012**

MEMBERS PRESENT: Jim Kiscaden Mike Sollenberger
Don Bachman Cindy Baker
Dale Spaulding Michael Chiodo
Brian Barnhart

OTHERS PRESENT: Henry Miller, Mayor
Lisa M. Boyd, Borough Manager
F. Steven Echternach, Chief of Police

CALL TO ORDER AND PLEDGE TO THE FLAG: The meeting was called to order at 7:30 P.M. by Mayor Henry D. Miller, followed by the salute to the flag.

OATH OF OFFICE: The oath of office was administered by Mayor Henry D. Miller to the following:

RE-ELECTED: Donald Bachman, Council Member, 4 year term (2015)
L. James Kiscaden, Council Member, 4 year term (2015)
Michael Sollenberger, Council Member, 4 year term (2015)
H. Dale Spaulding, Council Member, 4 year term (2015)

Mayor Miller presented each with a Loyalty Oath Certificate to be signed.

ELECTION OF OFFICERS:

PRESIDENT OF COUNCIL: Mike Sollenberger made a motion, seconded by Mike Chiodo and passed unanimously to nominate Jim Kiscaden to the position of President of Council. With no additional nominations for Council President, Jim Kiscaden was named President.

VICE PRESIDENT OF COUNCIL: Dale Spaulding made a motion, seconded by Mike Chiodo and passed unanimously to nominate Mike Sollenberger to the position of Vice President of Council. With no additional nominations for Council Vice President, Mike Sollenberger was named Vice President.

PRESIDENT PRO TEM: Mike Sollenberger made a motion, seconded by Brian Barnhart and passed unanimously to nominate Don Bachman to the position of President Pro Tem. With no additional nominations for President Pro Tem, Don Bachman was named President Pro Tem.

Mayor Miller turned the meeting over to Council President Kiscaden.

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

APPOINT BOROUGH ENGINEER: A motion was made by Mike Sollenberger, seconded by Brian Barnhart and passed unanimously to appoint HRG, Inc. as Borough engineer.

APPOINT CONTACTS AND ALTERNATES: Mike Sollenberger made a motion, seconded by Mike Chiodo and passed unanimously to appoint the following members as contacts and alternates:

	Contact	Alternate
Public Works	Don Bachman	Brian Barnhart
Finance	Mike Sollenberger	Mike Chiodo
Personnel	Dale Spaulding	Cindy Baker

APPOINT PNC BANK AS DEPOSITORY OF BOROUGH FUNDS: A motion was made by Brian Barnhart, seconded by Mike Chiodo and passed unanimously to appoint PNC Bank as the depository of Borough funds.

Jim Kiscaden stated that the Authority changed banks to Fulton Bank in 2011 which enabled them to establish a line of credit for emergency repairs. He added that the Borough Manager is working with Fulton Bank to obtain a written banking proposal for the Borough to be considered at a future meeting.

APPOINT CHAIRPERSON TO VACANCY BOARD: A motion was made by Mike Sollenberger, seconded by Don Bachman and passed unanimously to reappoint Gail Anderson as Chairperson to the Vacancy Board.

ADJOURNMENT: A motion was made by Dale Spaulding, seconded by Don Bachman and passed unanimously to adjourn at 7:41 P.M.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2012 – 3
STRASBURG BOROUGH COUNCIL
JANUARY 10, 2012
MINUTES

Members Present: Jim Kiscaden Mike Sollenberger
 Don Bachman Dale Spaulding
 Michael Chiodo Brian Barnhart

Others Present:

Henry Miller, Mayor Tim & Trina Rineer
Lisa M. Boyd, Borough Manager Tom Commero
F. Steven Echternach, Chief of Police Dave Simmons
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.

Henry Miller stated that while he believes the Historic District Ordinance places an undue and unwarranted burden on taxpaying property owners, he does apologize to the Historic Architectural Review Board and to the citizens for the manner in which he expressed his opinion at the December meeting and that unless Council amends the ordinance and changes the procedures he will probably have to keep the apology on file. As president of Council, Jim Kiscaden accepted his apology. Jim Kiscaden added that he has concerns about the ordinance as it exists in that the only persons that can serve on the board are property owners in the Historic District and asks what would happen in the future if people who reside in the district do not want to serve on the board.

REQUESTS TO BE HEARD:

JEFF MCCOMSEY – REQUEST FOR CURBING OF PETS ORDINANCE: Jim Kiscaden stated that Mr. McComsey submitted a request for an ordinance regarding the curbing of pets and stated that one question he had regarding this is who would enforce the ordinance and how would the violator be determined. The Borough Manager was directed to obtain sample ordinances for consideration at a future meeting.

DAVE SIMMONS – TRAFFIC/PARKING SAFETY ISSUE: Dave Simmons presented a document signed by 56 people that live in the area who are concerned with the safety in the area of Clover Avenue and North Decatur Street. He stated that vehicles backing out of Turkey Hill cannot see down Clover Avenue because of the dumpster and fence and also that vehicles pulling out of the carwash do not stop. He stated that there are children playing on Clover Avenue and that traffic comes off the bypass at a high rate of speed. He stated that he talked to the Borough previously and that he was advised that there have not been any accidents in the area and added that he believed that just because there weren't any accidents in the area doesn't mean that the area is safe. He also stated that he was advised by the office that the improvements at this intersection were done through a PennDOT project but when he calls

PennDOT they told him it was a Borough project. Jim Kiscaden stated that the Clover Avenue/North Decatur Street intersection was part of a project that was approved by PennDOT. Jim Kiscaden stated that he drives through the area as well and was concerned with one of the parking spaces on the South side of Clover Avenue at the dumpster and he agreed that if a car is parked there that a vehicle backing out of Turkey Hill cannot see down Clover Avenue.

Tom Commero stated that he was concerned with the parking spaces next to the apartments at the carwash and laundromat because he felt the cars parked that close to the building would be a fire code violation. He was also concerned with so many commercial driveways close to the intersection and that many cars do u-turns at the intersection of Clover and Julia Avenues. In response to an additional concern expressed by Mr. Commero regarding illegal parking, Chief Echternach stated that his officers did write four parking tickets for cars illegally parked in the area and his officers are to issue parking tickets to violators. Mr. Commero stated that the illegal parking occurs more often to which Chief Echternach stated that he should contact the police when there is a violation.

Jim Kiscaden stated that the issues would be reviewed and would provide a response to Mr. Simmons and Mr. Commero by the next meeting.

MINUTES OF DECEMBER 13, 2011 AND JANUARY 3, 2012: Dale Spaulding made a motion, seconded by Brian Barnhart and passed unanimously to approve the minutes of the December 13, 2011 and January 3, 2012 meetings as printed.

REPORTS:

MAYOR – The Mayor had nothing to report.

PRESIDENT – President Kiscaden reported that the Strasburg Fire Company #1 responded to 13 emergency calls during the month of December 2011. The total calls for 2011 were 177, of which 45 were in Strasburg Borough, 81 in Strasburg Township, 22 in Paradise Township and the remaining 29 in other townships. Their annual funddrive as of January 3, 2012 was \$45,258 from 773 responders which is a 32.6% return rate with an average return of \$55.58. Jim Kiscaden added that the fire company has recently been dispatched the same time as LEMSAs for cardiac arrests and they need to make some insurance changes to adequately cover them since they are not an emergency medical service provider. Jim Kiscaden also stated that of their \$209,000 budget, over \$33,000 was spent on equipment repairs and upgrades.

MANAGER – The Borough Manager provided her written report and highlighted that we were notified that the medical insurance renewal will be a decrease which will help the 2012 Budget. Jim Kiscaden stated and Dale Spaulding agreed that the General Fund savings should be used toward pension unfunded liabilities. It was the consensus that it would be necessary to review the financial position of the Borough at the end of 2012 with the hope that additional funds could be sent toward the pension unfunded liabilities.

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

PUBLIC WORKS - The Public Works report for December 2011 was received and accepted. The infiltration into the system was discussed and Jim Kiscaden stated that the system is 40 years old and that even when the system was brand new, a 10% infiltration was permitted.

ZONING OFFICER - The Zoning Officer's report for December 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 \$55,209.04

HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATE OF
APPROPRIATENESS – 10 EAST MAIN ST

APPROVAL FOR STRASBURG FIRE POLICE TO ASSIST AT BART TOWNSHIP'S
FIRE COMPANY SALES

UNFINISHED BUSINESS: None.

NEW BUSINESS:

REAPPOINTMENT/APPOINTMENT OF BOROUGH BOARD MEMBERS: Dale Spaulding made a motion, seconded by Don Bachman and passed unanimously to make the following reappointments and appointments as listed below:

Reappointments:

Ken Johnson	Planning Commission	4 year term until December 31, 2015
Don Bachman	Borough Authority	5 year term until December 31, 2016
H. Dale Kaufman	Tree Committee	3 year term until December 31, 2014
Mark Arbogast	Tree Committee	3 year term until December 31, 2014

Appointments:

Bruce Ryder	Zoning Hearing	5 year term until December 31, 2016
Beth Johnson	HARB	5 year term until December 31, 2016
David Measel	HARB	5 year term until December 31, 2016

AUTHORIZATION FOR AUTHORITY TO ESTABLISH A LINE OF CREDIT FOR EMERGENCY USE ONLY: Jim Kiscaden stated that the Authority wished to establish a \$500,000 line of credit in case there was an emergency that would require the expenditure of large amounts of money, noting that they have a fund balance but would not be sufficient to cover a large emergency such as the failure of a pumping station. He added that in order to have this line of credit established the Borough needs to sign the paperwork for Fulton Bank and the Authority will sign an agreement with the Borough that they are financially responsible.

Mike Sollenberger made a motion, seconded by Mike Chiodo and passed unanimously to authorize the Authority to establish a line of credit to be used only for emergencies and authorize the appropriate persons to execute the loan paperwork.

OTHER BUSINESS:

LEASE/PURCHASE AGREEMENT FOR BACKHOE: Jim Kiscaden stated that funds from general, water and sewer funds are used to pay for the backhoe that is included in our Capital Improvements Program. He stated that the cost for the new backhoe was approximately \$9,000 more than was originally budgeted and that the General Fund will pay the same as budgeted and the Authority will have the Water and Sewer Funds contribute the additional funds necessary. He added that a lease/purchase agreement drafted by the Solicitor is necessary.

Dale Spaulding made a motion, seconded by Mike Sollenberger and passed unanimously to authorize and empower the Borough to enter into and perform its obligations under the Master Lease/Purchase Agreement (the “Lease”) with Deere Credit, Inc. (“Lessor”) with respect to the acquisition of a 2011 John Deere Model 310SJ Backhoe Leader (the “Equipment”) and to authorize Lisa M. Boyd, Borough Manager and Borough Secretary, to execute and/or deliver to Lessor, or its designee, the Lease and all related amendments, schedules and documentation, including but not limited to IRS Forms, sales tax exemptions, Uniformed Commercial Code Financing Statements, delivery and acceptance certificates, and proof of physical damage/liability insurance, in connection with the acquisition of the Equipment. The Borough Manager/Borough Secretary may, if she desires to do so, obtain legal advice from the Borough Solicitor and shall not be required to execute and deliver the Lease and any related documentation until all legal concerns have been addressed to her satisfaction. Any and all action previously taken concerning the Equipment is hereby ratified and confirmed.

GOALS FOR 2012: Jim Kiscaden provided each member with a list of goals he has for 2012 for each members’ consideration. Dale Spaulding suggested holding a special workshop meeting in the future to discuss the HARB Ordinance which will be advertised as required. Mike Sollenberger added the consideration of an Open Container Ordinance to the list of goals. Dale Spaulding agreed with another item on Jim Kiscaden’s list regarding financial support of the Fire Company. Jim Kiscaden stated that there are changes coming regarding fire companies because of the decreasing amount of volunteers because of the amount of required training.

CITIZEN’S COMMENTS: Tom Commero asked why the Borough chose to purchase a backhoe instead of lease one. Jim Kiscaden stated that if a backhoe is leased, it would not be readily available for emergency repairs.

Mike Sollenberger announced that the Strasburg Sertoma Club is holding its annual Superbowl Sub Sale on February 4 and 5, 2012.

ADJOURNMENT: A motion was made by Brian Barnhart, seconded by Mike Sollenberger and passed unanimously to adjourn the meeting at 8:22 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2012 – 7
STRASBURG BOROUGH COUNCIL
FEBRUARY 14, 2012
MINUTES

Members Present: Jim Kiscaden Mike Sollenberger
 Don Bachman Dale Spaulding
 Michael Chiodo Brian Barnhart

Others Present:

Henry Miller, Mayor	Mary Dresser
Lisa M. Boyd, Borough Manager	Dale Kaufman
F. Steven Echternach, Chief of Police	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 and maintained until the minutes are approved. The Borough Manager took the roll call.

REQUESTS TO BE HEARD: Mary Dresser, representing the Street Tree Committee, was in attendance and asked the Borough to consider planting some street trees along Precision Avenue. She acknowledged that it is a busy location because of the farmers market but the Committee believes this would be a good location for additional street trees. She added that the Committee is also considering applying for additional grant funds and that the grant criteria requires that the trees be street trees which must be planted within 6 feet from the back of the sidewalk.

Don Bachman made a motion, seconded by Dale Spaulding and passed unanimously to authorize the planting of five trees in the Borough lawn along Precision Avenue.

MINUTES OF JANUARY 10, 2012: Dale Spaulding made a motion, seconded by Mike Sollenberger and passed unanimously to approve the minutes of the January 10, 2012 meeting as corrected.

REPORTS:

MAYOR – The Mayor stated that he believed the Heritage Byway was a waste of tax dollars during a tough economic time.

PRESIDENT – President Kiscaden reported that the Strasburg Fire Company #1 responded to 25 fire calls during the month of January 2012. He stated that he asked the staff to provide each member with a copy of the Old Conestoga Road Byway project information which includes the information that has been developed over the past two years. He stated that we are in the middle of the Conestoga Township to Salisbury Township portion and he was involved in the economic development/tourist destination part for the Strasburg area. He stated that a public meeting will be held in the spring to discuss the future of the project.

MANAGER – The Borough Manager provided her written report and added that a preapplication review was received today for the parking lot at 23-29 West Main Street and will be considered at the Planning Commission’s March 5, 2012 meeting. She also added that Charter Homes is doing a good job with their landscaping at the intersection of Historic Drive and McCarter Lane, the transfer tax for January 2012 was approximately \$4,500 and the award for the traffic light will not be announced until the end of February. The proposed closing of the Strasburg Elementary School was discussed and it was the consensus that Borough Council would not take a position because this is a school board matter.

POLICE - The Police Department’s report for January 2012 was received and accepted.

PUBLIC WORKS - The Public Works report for January 2012 was received and accepted. Jim Kiscaden stated that the Public Works Department did a good, quick, economical repair to the sewer line.

ZONING OFFICER - The Zoning Officer’s report for January 2012 was received and accepted.

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

PAYMENT OF BILLS IN THE AMOUNT OF \$121,966.34

HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATE OF

APPROPRIATENESS – 17 WEST MAIN ST AND 21 WEST MAIN ST

ACCEPTANCE OF HISTORIC ARCHITECTURAL REVIEW BOARD ANNUAL REPORT

ACCEPTANCE OF CIVIL SERVICE COMMISSION ANNUAL REPORT

APPOINTMENT OF PSAB OFFICIAL VOTING DELEGATE

UNFINISHED BUSINESS:

CLOVER AVENUE – SAFETY COMMITTEE UPDATE: The Borough Manager stated that she and the Police Chief met with Brooklawn Paving and the estimated cost for speed tables is approximately \$2,000 each. The Police Chief recommended following the National Transportation Safety Guidelines which recommends installing two speed tables. The Borough Manager added that the Property Manager from Turkey Hill recently contacted her and is willing to meet at the site to consider relocating the dumpster and enclosure. The traffic counters were installed and will be removed after a week’s data is obtained.

NEW BUSINESS:

REDUCTION IN LETTER OF CREDIT – STRASBURG BUSINESS PLACE: After reviewing the letter from HRG, Inc. it was discovered that the 15% maintenance guarantee was incorrectly calculated. The reduction amount was corrected to leave the required maintenance guarantee. Mike Sollenberger made a motion, seconded by Don Bachman and passed unanimously to approve the reduction in the Letter of Credit for Strasburg Business Place by \$29,722.56 as recommended by HRG. The remaining balance of \$24,482.14 which is 15% of the original cost estimate, will serve as the 18-month maintenance guarantee.

CONSIDERATION AND POSSIBLE ADOPTION OF 2012 BOROUGH COUNCIL

GOALS: Jim Kiscaden stated that he provided a list of goals at the last meeting for members' consideration.

Dale Spaulding made a motion, seconded by Mike Chiodo and passed unanimously to adopt the 2012 Borough Council goals as drafted by the Borough Council President, adding appreciation to the Borough Council President for his efforts.

OTHER BUSINESS: Jim Kiscaden announced the following upcoming events:

Strasburg Fire Company annual sale on Saturday, February 25, 2012.

Strasburg-Heisler Library Board annual Spring Fling fundraiser on March 3, 2012.

Strasburg Lions Club Pancake Day, Saturday, March 10, 2012.

CITIZENS' COMMENTS: None.

ADJOURNMENT: A motion was made by Brian Barnhart, seconded by Mike Chiodo and passed unanimously to adjourn the meeting at 8:18 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2012 – 10
STRASBURG BOROUGH COUNCIL
MARCH 13, 2012
MINUTES

Members Present: Jim Kiscaden Mike Sollenberger
 Don Bachman Dale Spaulding
 Michael Chiodo Brian Barnhart
 Cindy Baker

Others Present:

Henry Miller, Mayor Tom Lainhoff
Lisa M. Boyd, Borough Manager Dale Kaufman
F. Steven Echternach, Chief of Police Chris Lainhoff
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 and maintained until the minutes are approved. The Borough Manager took the roll call.

REQUESTS TO BE HEARD: None.

MINUTES OF FEBRUARY 14, 2012: Brian Barnhart made a motion to approve the minutes of the February 14, 2012 meeting as printed. Mike Chiodo seconded the motion. Motion carried with members Kiscaden, Sollenberger, Bachman, Spaulding, Chiodo and Barnhart casting assenting votes. Member Baker abstained from voting because she was not in attendance at the meeting.

REPORTS:

MAYOR – The Mayor had nothing to report.

PRESIDENT – President Kiscaden reported that the Strasburg Fire Company #1 responded to 16 fire calls during the month of February 2012 and that they had a very good sale with an estimated net profit of \$47,000 which includes food sales. He stated that it was one of the largest attended sales they have had in a few years with over 2000 registered bidders.

MANAGER – The Borough Manager provided her written report and added that she and the Police Chief would like to discuss the oversized load process. Chief Echternach stated that many years ago, after community insistence and complaints to PennDOT, that PennDOT currently requires each oversized load to notify the police department prior to traveling through the community. He stated that this has not been a problem until last week when an eight month construction project on Route 30 is forcing these loads to travel through the Borough. As a result, instead of the past history of receiving approximately four oversized load notices per week, multiple oversized load calls were received daily. Chief Echternach stated that it was a Council action that began PennDOT requiring oversized loads to notify us that they were coming

through town and he believed any change to that policy should be by Council action. He added that he believed because of the 896 Relocation project that the notification may no longer be necessary. Jim Kiscaden asked Chief Echternach to monitor this for a month and come back next month with a written recommendation on how he would like to proceed.

Dale Spaulding stated that he was concerned with the annual pension report. Mike Chiodo stated that he was also concerned and reviewed the report and is concerned that the money is not being managed by the investors. Jim Kiscaden stated that he would like the Borough to request proposals for other financial investors to manage the account.

Mike Chiodo made a motion, seconded by Brian Barnhart and passed unanimously to authorize the Borough Manager to pursue a request for proposals for the financial management of the pension funds.

POLICE - The Police Department's report for February 2012 was received and accepted. Jim Kiscaden reviewed Chief Echternach's request to add another part-time officer to the roster and it was approved by consensus.

PUBLIC WORKS - The Public Works report for February 2012 was received and accepted.

ZONING OFFICER - The Zoning Officer's report for February 2012 was received and accepted.

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

PAYMENT OF BILLS IN THE AMOUNT OF \$100,559.49

HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATE OF
APPROPRIATENESS – 2 WEST MAIN ST

UNFINISHED BUSINESS:

CLOVER AVENUE – SAFETY COMMITTEE RECOMMENDATION: The Safety Committee is recommending installing two speed tables. Chief Echternach stated that he and the Borough Manager met with the Turkey Hill property manager and they agree that moving the dumpsters is probably not a good idea because of the water and sewer lines as well as having to back a trash truck onto the roadway instead of backing into their parking lot. The possibility of removing the screening from the dumpsters was also discussed. Jim Kiscaden stated that more research regarding changes the dumpsters should be done. Chief Echternach stated that the Turkey Hill property manager suggested installing signs that say “back in parking only” along Clover Avenue and having their employees park there every day except Monday when the dumpster needs to be emptied. Jim Kiscaden stated that he believed the installation of the speed tables should reduce the speed on Clover Avenue and address the concerns of the petitioners.

Dale Spaulding made a motion, seconded by Don Bachman and passed unanimously to authorize the installation of two speed tables by Brooklawn Paving at a total cost of \$4,989 to be paid from the State Highway Aid Fund (30) as recommended by the Safety Committee.

NEW BUSINESS:

HISTORIC ARCHITECTURAL REVIEW BOARD –

CONSIDERATION OF PUBLIC UTILITY COMMISSION GAS METER

LETTER: HARB drafted a letter in response to a request from an attorney's office that is representing some historic districts regarding the proposed regulation change for gas meter locations. Jim Kiscaden stated that he understood the gas company's safety concern and Tom Lainhoff stated that it is being pushed by gas companies for convenience and felt that new gas line construction has higher safety features and can be read remotely. Chris Lainhoff added that the proposed regulation includes wording for historic exemptions but that the wording needs to be clarified. Chief Echternach stated that he believed the ability to quickly shut off the gas outside the residence for first responder safety and uniformity is paramount. Tom Lainhoff stated that the meter inside does not preclude the shutoff from the outside. Dale Kaufman stated that they could be placed on the side of the property. It was the consensus of Council to have the Borough Manager send the letter.

CONSIDERATION OF 111 EAST MAIN STREET PROJECT: Tom Lainhoff reported that people have been coming to him and other members of HARB for years complaining about the appearance of 111 East Main Street. However, when those complainants are asked if they wanted to officially register a complaint which would trigger the Property Maintenance Ordinance, they all respond no that they just want to see something done. Tom Lainhoff went on to say that after considering all of the options, HARB made a motion at their last meeting to ask Council's permission to consider a service project at this location to do some necessary repairs. Tom Lainhoff stated that by not requiring them to do necessary repairs is unfair to other property owners. Jim Kiscaden asked if this project could be accomplished as a neighbor helping neighbor project because if it becomes a HARB project, he believes it sets precedence. Steve Echternach stated that the First Presbyterian Church is looking for an opportunity to do some local mission projects and the tenant at 111 East Main Street recently joined that church and that possibly a local church could lead the project. Mike Chiodo also suggested that possibly it would be a project the scouts would consider.

Dale Spaulding made a motion, seconded by Mike Sollenberger and passed unanimously to deny HARB's request to lead a community project for repairs to 111 East Main Street as presented. Dale Spaulding added that he hoped that this project could be taken over by another organization.

TRAFFIC SIGNAL IMPROVEMENTS PROJECT – AUTHORIZATION TO PROCEED:

Jim Kiscaden stated that we were notified that we were not awarded the grant money for this project, noting that we did budget for the expenditure and not for the grant. Jim Kiscaden stated that from the fire company standpoint, the pre-emption needs to be replaced because it is not working.

Mike Sollenberger made a motion, seconded by Mike Chiodo and passed unanimously to authorize the staff to proceed with the traffic signal project at Center Square, including working with the Borough engineer to put the project out to bid if required.

2012-13

CONSIDERATION AND POSSIBLE ADOPTION OF FEE SCHEDULE RESOLUTION

2012-1: Dale Spaulding made a motion, seconded by Don Bachman and passed unanimously to adopt fee schedule Resolution 2012-1 increasing the fees for zoning hearings and requiring reimbursement of legal and advertising costs for zoning amendments.

ANIMAL CURBING ORDINANCE DISCUSSION: Following discussion, it was the consensus of Council that the staff should not pursue drafting an animal curbing ordinance.

OTHER BUSINESS: Dale Spaulding announced that the Lampeter-Strasburg School district recently announced that they would not do anything with the Strasburg Elementary School for the 2012-2013 school year.

Chief Echternach announced that the sexual assault perpetrator was apprehended. He added that there was never a community risk and the reason for the public notification delay was that they were attempting to locate the perpetrator who had fled to the western part of the United States before he went further underground.

CITIZENS' COMMENTS: None.

ADJOURNMENT: A motion was made by Dale Spaulding, seconded by Brian Barnhart and passed unanimously to adjourn the meeting at 8:40 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2012 – 14
STRASBURG BOROUGH COUNCIL
MARCH 29, 2012
MINUTES

Council Members Present: Jim Kiscaden Mike Sollenberger
 Don Bachman Dale Spaulding
 Michael Chiodo Brian Barnhart

Historic Architectural Review Board Members Present:

 Tom Lainhoff Len Ferber
 Beth Johnson Dale Kaufman
 Chris Lainhoff David Measel
 Steve VanOrmer

Others Present:

 Henry Miller, Mayor May Gaynor
 Lisa M. Boyd, Borough Manager Florence Hoogerwerff
 F. Steven Echternach, Chief of Police Bruce Ryder
 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 and maintained until the minutes are approved.

REQUESTS TO BE HEARD: None.

INTRODUCTIONS: Each member in attendance introduced themselves and the position they hold.

PURPOSE OF MEETING: Jim Kiscaden stated that the purpose of the meeting is that one of the 2012 Goals and it was to review the membership criteria of HARB and to discuss what would be done if at any time we couldn't fill one of the positions on HARB.

REVIEW OF THE HISTORIC DISTRICT ORDINANCE AND BYLAWS: Jim Kiscaden reviewed the Historic District Ordinance and stated that this ordinance was revised heavily in 2006 with the assistance of the Lancaster County Planning Commission. Jim Kiscaden stated that only approximately five times over a 36 year period did HARB and Borough Council not agree.

Tom Lainhoff stated that the Borough Office was contacted after the appointment of the last "at large" member because the interested party stated that they were interested in serving on the board and was not aware of the vacancy. Jim Kiscaden reminded the board that the vacancy was advertised and posted on the website for several weeks.

Jim Kiscaden asked if there were any suggested changes for the Ordinance to which Chris Lainhoff had the following suggestions:

1. If an applicant wants to come to Borough Council that they be put on the agenda so HARB would know in advance that they are appealing the decision so that a representative from HARB can be at the meeting to address any questions from Council.
2. If HARB recommends approval of an application (because there has not been a case that can be recalled that HARB recommended approval and Borough Council objected) that an applicant be permitted to begin working before being approved by Council. Because of the expense involved with modifying the ordinance, Jim Kiscaden suggested changing HARB's meeting date to be closer to the Council approval date.

Steve VanOrmer asked if an applicant comes to Council to change what was approved by HARB if Council could send them back to work with HARB. Brian Barnhart stated that the Ordinance only provides for Council to vote yes or no and the applicant's appeal is to the Court of Common Pleas. Tom Lainhoff stated that Council could suggest and an applicant could agree to come back to HARB.

Jim Kiscaden asked if a volunteer who chooses to not continue to serve on the board is interviewed. Tom Lainhoff stated that there is not a formal exit interview process but it is usually known why they are choosing to not serve such as health issues and sometimes is that they do not like having to tell their neighbor no.

Don Bachman asked if realtors are informed of the Historic District. Len Ferber stated that it is up to the realtor to research the zoning on a property and we have tried to educate realtors to be aware of the Historic District. Tom Lainhoff added that an informational packet is sent to all new purchasers of properties in the Historic District.

Henry Miller stated that he would like Articles 5 and 6 deleted from the Ordinance and that the remaining members of Council do not have to adhere to the same rules that he does because his house is in the Historic District. Chris Lainhoff stated that most applicants come to an agreement with HARB. Henry Miller stated that he believed applicants agree because they feel there is no other option. Dale Kaufman stated that his experience over the years is that applicants are extremely cooperative and that a lot of education takes place at meetings because of the knowledge of the members.

Tom Lainhoff extended an open invitation to members of Council to attend their meetings.

Henry Miller stated that the stoop at neither 138 West Main Street nor the front of the news office looks nothing like they did 50 or 60 years ago and that these changes would not have been permitted today and that the Historic District Ordinance is about control. Tom Lainhoff stated that a decision was made in 1970 to create a Historic District and that the existing board is following the regulations that were put in place.

DISCUSS MEMBERSHIP QUALIFICATIONS/CRITERIA : Jim Kiscaden asked what would be the plan if the four resident positions could not be filled on the Board. Steve VanOrmer stated that he did not believe that would be the case and that there are people who

would be interested. Steve VanOrmer also stated that the majority of the members have served on the board for a long time and there is not a lot of turnover. Steve VanOrmer stated that the person who had wanted to be appointed to the Board got interested in the Board because of his positive experience he had when he applied to repair his porch.

CITIZENS' COMMENTS: May Gaynor stated that some people move into the Borough because of the Historic District.

Florence Hoogerwerff stated that she had served on HARB for the last five years and that the Borough is very lucky to have highly educated people that serve on our board. She stated that she was involved in many other activities and she didn't feel she had the time to enhance the board. She suggested that if anyone wants to attend Historic Preservation training that there are great classes offered through Thaddeus Stevens College.

Henry Miller stated that he does not and has never questioned the knowledge, expertise or education of any HARB members, he just questions their right to tell property owners what they can do with their property.

Mike Sollenberger stated that he appreciated the job that everyone is doing.

ADJOURNMENT: A motion was made by Mike Sollenberger, seconded by Mike Chiodo and passed unanimously to adjourn the meeting at 8:30 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2012 – 17
STRASBURG BOROUGH COUNCIL
APRIL 10, 2012
MINUTES

Members Present: Jim Kiscaden Mike Sollenberger
 Don Bachman Dale Spaulding
 Michael Chiodo Brian Barnhart
 Cindy Baker

Others Present:
 Henry Miller, Mayor Cindy Hummel
 Lisa M. Boyd, Borough Manager Wayne Groff
 F. Steven Echternach, Chief of Police

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 and maintained until the minutes are approved. The Borough Manager took the roll call.

REQUESTS TO BE HEARD:

PRESENTATION OF STRASBURG FIRE COMPANY ANNUAL REPORT – RICK WENTZ, FIRE CHIEF: Rick Wentz reported that they had a higher amount of fire loss in 2011 because of the bowling alley fire. He also reported that the peak time for fire calls is between 3 pm and 5 pm. He reported that in 2011, they responded to a total of 177 calls of which 81 were in Strasburg Township, 45 in Strasburg Borough, 22 in Paradise Township, 8 in East Lampeter Township, 6 in Eden Township, 5 in West Lampeter Township and 10 in other townships. In response to a question raised by Dale Spaulding, Jim Kiscaden stated that Strasburg Fire Company is called first for approximately 75% of Strasburg Township and that Refton Fire Company is called first for the approximate 25% of the Southwestern part of Strasburg Township. Jim Kiscaden stated that Refton Fire Company also covers part of Providence Township. Henry Miller asked for a report of the number of calls Refton Fire Company responds to by township and Jim Kiscaden stated that they will obtain that information. Rick Wentz also stated that the County is purchasing a new computer system but the new system cannot understand dashes or double digit station numbers (Strasburg Fire Company is currently known as 5-10) and that they are going to be changing to become known as Station 5. Cindy Baker asked how many active volunteers they currently have and Jim Kiscaden stated they have approximately 40, which includes many younger Amish members. Henry Miller asked how the Amish get to the fire station for calls to which Jim Kiscaden stated that they either get picked up by members or ride their scooters. On behalf of the Council, Jim Kiscaden thanked Rick Wentz and the Strasburg Fire Company for all of their time and commitment that they give to the fire service and to the community and he added that Council will be having discussions over the next years regarding what they can do to assist the fire company. Rick Wentz stated that he is available any time to answer questions that Council may have.

PRESENTATION OF 2011 BOROUGH AUDIT – WAYNE GROFF OF REINSEL

KUNTZ LESHER: Wayne Groff of Reinsel Kuntz Leshar was in attendance and reviewed the 2011 Borough of Strasburg Audit and Financial Report as well as the Report to Borough Council. The report provided was the DCED format that is required by the state. In response to a question by Jim Kiscaden, Wayne Groff confirmed that the Nonuniformed Pension Fund is currently underfunded by \$221,000 and the Uniformed Pension Fund currently underfunded by \$393,000. Wayne Groff stated that they did not identify any significant or unusual transactions or significant accounting policy violations and that we are in good fiscal condition. Mike Sollenberger asked if there was anything in our audit that would adversely affect our ability to borrow funds in the future to which Wayne Groff stated that he did not believe there were any such issues. Wayne Groff stated that the Borough staff does a good job.

MINUTES OF MARCH 13 AND MARCH 29, 2012: Mike Sollenberger made a motion to approve the minutes of the March 13 and March 29, 2012 meetings as printed. Brian Barnhart seconded the motion. Motion carried with members Kiscaden, Sollenberger, Bachman, Spaulding, Chiodo and Barnhart casting assenting votes. Member Baker abstained from voting because she was not in attendance at the March 29, 2012 meeting.

REPORTS:

MAYOR – The Mayor reported that several people have talked to him about the recent HARB commentary. He stated that he has referred them to members of Borough Council. Henry Miller stated that he appreciated all of Mary Rachel Hoover’s contributions to the Borough of Strasburg. Jim Kiscaden stated that she was a fine servant to our community and will be missed.

PRESIDENT – President Kiscaden congratulated Borough Manager Lisa Boyd for 25 years of service as an employee to the Borough of Strasburg. Jim Kiscaden also stated that he omitted at the last meeting that another citizen did report the dog curbing matter back in 2003.

MANAGER – The Borough Manager provided her written report and reminded that the Heritage Byways presentation will be held at West Lampeter on April 18, 2012 from 7-9 pm. It was the consensus of the members to allocate an additional \$4,000 from the general fund to the Sidewalk & Stormwater Fund (40) toward the rain gardens.

POLICE - The Police Department’s report for March 2012 was received and accepted. Chief Echnach reported that, if approved by the County Commissioners, a County-wide ban on open burning may be enacted beginning April 13, 2012. Henry Miller encouraged Council to consider banning open burning in the Borough permanently and Jim Kiscaden encouraged obtaining some sample ordinances to consider in the future. Henry Miller suggested another possibility is to only allow open burning by permit.

PUBLIC WORKS - The Public Works report for March 2012 was received and accepted.

ZONING OFFICER - The Zoning Officer’s report for March 2012 was received and accepted.

TREASURER’S REPORT: Mike Sollenberger made a motion, seconded by Mike Chiodo and passed unanimously to accept and file for audit the Treasurer’s Report for the period ending March 31, 2012.

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

PAYMENT OF BILLS IN THE AMOUNT OF \$88,151.58
2012 PAVING PROJECT – AUTHORIZATION TO BID NORTH FULTON STREET
LANCASTER COUNTY CONSERVATION DISTRICT MEMORANDUM OF
UNDERSTANDING
APPOINTMENT OF FIRE TAX COMMITTEE (CHIODO AND BARNHART)
APPOINTMENT OF PENSION SELECTION PROCESS BODY (CHIODO,
SPAULDING, KISCADEN, ECHTERNACH AND BOYD)

UNFINISHED BUSINESS: None.

NEW BUSINESS:

CONSIDERATION AND POSSIBLE ADOPTION OF PREVAILING WAGE

RESOLUTION: Jim Kiscaden stated that the PA State Boroughs Association and the Lancaster County Boroughs Association have been trying to have this legislation updated because the existing thresholds were enacted in the 1970’s.

Don Bachman made a motion, seconded by Dale Spaulding and passed unanimously to adopt Resolution 2012-2 which urges the Pennsylvania General Assembly to modernize the State Prevailing Wage Act, including an increase of the prevailing wage threshold from \$25,000 to \$185,000.

OTHER BUSINESS: Don Bachman stated that the Odd Fellows held their 50 year banquet recently and Ira Book received a 70 year pin and he received a 60 year pin.

CITIZENS’ COMMENTS: None.

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

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2012 – 20
STRASBURG BOROUGH COUNCIL
APRIL 30, 2012
MINUTES

Members Present: Jim Kiscaden Mike Sollenberger
 Cindy Baker Dale Spaulding
 Michael Chiodo Don Bachman (7:38 pm)

Others Present:

Henry Miller, Mayor	Cindy Hummel
Christine D. Drennen, Administrative Assistant	Robert Nick
F. Steven Echternach, Chief of Police	Bruce Ryder
William Hutchinson	Chuck Vaughn
Lenny Weitzel	Scott Weichler

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 and maintained until the minutes are approved. The Administrative Assistant took the roll call.

REQUESTS TO BE HEARD: None.

INTRODUCTIONS: Jim Kiscaden introduced William Hutchinson, Chuck Vaughn, Lenny Weitzel and Scott Weichler who are the firemen who will be meeting with the Borough's representatives, Mike Chiodo and Brian Barnhart.

PURPOSE OF MEETING: Jim Kiscaden announced that the purpose of the meeting is to begin dialogue to talk about fire company operations. Jim Kiscaden recused himself from presiding over the meeting because he is the President of Strasburg Fire Company. Mike Sollenberger took the gavel.

REVIEW OF FIRE COMPANY FINANCES AND FUTURE GOALS: William Hutchinson stated that the Strasburg Fire Company is currently in sound financial condition because they were prudent in the past but they are concerned with trends they have seen and concerned with the future. He added that they are not sure if the annual sale is worth the thousands of hours they spend on having the sale and there are some members of the sale committee who would like to step down. They are also concerned with permit fees and extra auditing requirements that are charged in order for them to do fundraising. Another concern is bank fees. Jim Kiscaden also stated that the Fire Company uses a professional fundraising company that charges for each mailer sent plus postage.

In response to the permit fee and auditing requirement for fundraising, Jim Kiscaden stated that there is proposed legislation to eliminate these fees.

Robert Nick offered some suggestions including charging a percentage for paying by check at the sale (similar to the fee charged for paying by credit card), researching other banks, and charging a flat consigning fee. He offered to help the fire company with these issues.

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Scott Weichler stated that they learned that they cannot charge a fee for paying by credit card and that they try to stay competitive with their consignment fees by being comparable with neighboring fire company's fees. Mr. Nick suggested all fire companies getting together and all raising their commission rates.

Jim Kiscaden stated that they did talk with several banks regarding fees and Lenny Weitzel stated that they have come up with some creating ways to save on fees.

Some issues that face the fire company, as explained by Scott Weichler, include:

- A new radio system is being implemented by the County, and they will need to replace all their radios, including 5 in their apparatus and 45 portable radios. They have received a grant to pay for the apparatus radios but the portable radios cost \$2,500 each. The new radios will improve communication capabilities. They have been planning for this expense by depositing their annual Relief funds into certificates of deposit. The current plan is that the new radios will need to be purchased in 2013 and operational January 1, 2014. William Hutchinson stated that the radios have to be safe to not create an explosion since they work in hazardous environments. He added that they have met with neighboring fire companies and plan to purchase the radios as a group to get the best price.
- Lancaster County purchased a new computer system and they will need to change their station number to become Station 5. The computer program cannot understand hyphens and 3 digit station numbers (they were previously Station 5-10). This will require them to have their apparatus and gear renumbered.
- They are purchasing two thermal imaging cameras, which they received a 95% grant to fund.
- They need to continue to reduce their debt which currently is approximately \$445,000 for their mortgage and \$395,000 for their ladder truck. Jim Kiscaden stated that their current budget handles these payments but is not sufficient to cover special projects. He added that the ladder truck they purchased was to prepare for the future and that it was a base demonstration model to keep the cost down.
- Their airpacks are currently approximately 12 years old and have an estimated lifespan of 15 years. The replacement cost is approximately \$5,000 to \$6,000 each and they currently have 15 airpacks. They applied for a grant but were denied but will apply again next year jointly with neighboring companies.
- Turnout gear is currently on a rotating replacement schedule so they do not have to purchase new gear all at the same time. The cost for one firefighter for full turnout gear, radio, airpack, and the minimum state training is \$9,600. Scott Weichler stressed that all of their firefighters are volunteers. The normal response for each call is 12 firefighters.

William Hutchinson and Scott Weichler stressed that the amount of time required for training and fundraising is a huge sacrifice on their volunteers and takes a lot of time away from their families. Scott Weichler stated that their Squad, which carries an AED and oxygen, responds to cardiac arrest calls to try to save lives.

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Scott Weichler reviewed their 2011 funddrive returns as follows:

<u>Strasburg Borough</u>	<u>Strasburg Township</u>
1116 mailings sent	1000 mailings sent
400 returned (35% return)	284 returned (28% return)
\$20,568 donated (Average \$50 each)	\$18,538 donated
<u>Paradise Township</u>	<u>Eden Township</u>
214 mailings sent	14 mailings sent
95 returned (43% return)	9 returned (64% return)
\$3,792 donated	\$3,600 donated

Scott Weichler added that the Borough does donate \$35,000 as well as approximately \$12,000 for an equipment capital fund which calculates to approximately \$43 per taxable household.

Henry Miller asked if this same presentation was planned for the other Townships they serve and if there was any thought of consolidation with Refton Fire Company. Scott Weichler stated that Refton Fire Company is geographically a good distance away and that a next step for them would be to meet with Strasburg Township in coordination with Refton Fire Company.

Mr. Nick added that based on Strasburg Fire Company's recent annual report listed in the Lancaster Newspaper, a majority of their calls are in Strasburg Township and that he was concerned that they were considering imposing a fire tax on the property owners of Strasburg Borough to address their future shortfall. He added that the shortfall in revenue should not be borne solely by those in Strasburg Borough. Jim Kiscaden stated that this is an issue that the Council committee and the fire company will need to review over the next many months. He added that the Borough Code requires the Borough to maintain fire protection.

Scott Weichler stated that another item to consider is that fire companies work together through mutual aid and respond to assist for larger incidents.

Dale Spaulding asked if their members still leave school for fire calls to which Scott Weichler and William Hutchinson stated that they tell their members to stay in school and learn and not leave for calls, adding that there are limited things that a firefighter under the age of 18 can do.

Mike Sollenberger stated that the Council appreciates all that our firefighters do for our community and was amazed to realize all that a volunteer firefighter has to do. He added that we are appreciative that they are being proactive and that we have time to work on things to look forward to working together in the future.

Mike Sollenberger asked if there are volunteer opportunities for non-firefighters to which they stated that they have "associate" members who can help with fundraising and administrative duties. Dale Spaulding suggested that this be put in their funddrive letter to get more volunteers.

Mike Sollenberger added that he realizes they have applied for grants and encourages them to continue to do so. It was the consensus for the Borough Manager to write letters to Representative Cutler, Senator Smucker and Congressman Pitts to encourage them to support the

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legislation to reduce the permits and special audits. Mike Sollenberger asked for their Fire Company's 2011 Form 990 to which Jim Kiscaden stated it is on file in the Borough Office. Mike Sollenberger stated that the Borough needs to be willing to step up to provide fire protection and that it is better to provide for this service to be continue to be provided on a volunteer basis.

William Hutchinson welcomed members to stop at the fire station or contact them if they ever have any questions.

Mr. Nick stated that he believes the fire company does a great job, he hopes that they continue to hold the sale and that tough economic times are eased and things can get back to normal.

CITIZENS' COMMENTS: None.

ADJOURNMENT: A motion was made by Dale Spaulding, seconded by Mike Sollenberger and passed unanimously to adjourn the meeting at 8:55 p.m.

Respectfully submitted,

Christine D. Drennen
Administrative Assistant

2012 – 24
STRASBURG BOROUGH COUNCIL
MAY 8, 2012
MINUTES

Members Present: Jim Kiscaden Mike Sollenberger
 Don Bachman Dale Spaulding
 Michael Chiodo Brian Barnhart
 Cindy Baker

Others Present:

Henry Miller, Mayor	Cindy Hummel
Lisa M. Boyd, Borough Manager	Lee Potts
F. Steven Echternach, Chief of Police	Don Heiser
Ernie Ferretti	Peter Mecouch
Will Mullin	Robert Bennethum
Kevin Creighton	Jane Geiger

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 and maintained until the minutes are approved. The Borough Manager took the roll call.

REQUESTS TO BE HEARD: Jane Geiger, representing the Strasburg Pool, was in attendance to provide an update on the upcoming pool beautification day which will take place on Saturday, May 12, 2012, with assistance from the Boy, Cub and Girl Scouts.

MINUTES OF APRIL 10 AND APRIL 30, 2012: Mike Chiodo made a motion to approve the minutes of the April 10 and April 30, 2012 meetings as printed. Cindy Baker seconded the motion. Motion carried with members Kiscaden, Sollenberger, Bachman, Spaulding, Chiodo and Baker casting assenting votes. Member Barnhart abstained from voting because he was not in attendance at the April 30, 2012 meeting.

REPORTS:

MAYOR – The Mayor had nothing to report.

PRESIDENT – President Kiscaden reported that the Strasburg Fire Company #1 responded to 9 fire calls in April 2012. He also reported that the Heritage Byway resolution will be coming to Borough Council for their consideration at the June 12, 2012 meeting.

MANAGER – The Borough Manager provided her written report and announced that Sertoma informed us that they will forego the generous donation toward the Memorial Day Parade because they received additional funding from the VFW and the sale of poppies.

POLICE - The Police Department's report for April 2012 was received and accepted.

PUBLIC WORKS - The Public Works report for April 2012 was received and accepted. Jim Kiscaden noted that Kline's cleared a sewer block on Clover Avenue and asked that the staff confirm that the Fireside Tavern's grease trap is functioning correctly.

ZONING OFFICER - The Zoning Officer's report for April 2012 was received and accepted. Jim Kiscaden asked the status of the parking for JJ's Diner. The Borough Manager stated that she is meeting on Friday with the Zoning Officer to discuss the parking matter and also R.B. Campbell's construction schedule.

CONSENT AGENDA: Brian Barnhart 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 \$518,063.51

HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF

APPROPRIATENESS – 15-17 SOUTH DECATUR AND 21 WEST MAIN ST

UNFINISHED BUSINESS: None.

NEW BUSINESS:

PROPERTY MAINTENANCE ORDINANCE UPDATE: Jim Kiscaden reviewed the International Property Maintenance Code (IPMC) and the information provided by the staff. The Borough Manager stated that this information was provided as a starting point to address one of the 2012 goals and an item in the Capital Improvements Program. Jim Kiscaden added that the current Property Maintenance Ordinance was enacted in 1988 and is outdated. The Borough Manager noted that one of the major differences between the existing code and the IPMC is the IPMC gives the ability to address interior and exterior property maintenance issues. The IPMC can be revised to meet the community's specific needs and was written by the same organization that wrote the existing building code. The Borough Manager added that it would be less expensive to adopt the IPMC than to amend the existing ordinance. Another item the Borough Manager stated would need to be decided is if we would continue to act on a complaint basis or if the Code Official would be directed to actively look for violations. Jim Kiscaden stated that consideration of this ordinance would take several months and the possibility of appointing a committee will be considered.

REQUEST FOR STOP SIGNS IN TRAILS AT STRASBURG – WILL MULLIN: Will Mullin was in attendance to present the residents of Trails at Strasburg's request to have additional stop signs and speed tables installed in their development and provided Council with a petition signed by all property owners. He indicated that there are approximately 34 school-aged children in the development currently and there has been a problem with cars speeding through the development. Jim Kiscaden noted that this item has been discussed with the Borough Solicitor, who recommended that the Borough not get involved because the streets are not yet dedicated to the Borough.

Jim Kiscaden offered to have a face to face meeting with Keystone Custom Homes next week to discuss their request. Dale Spaulding offered to attend the meeting as well.

OTHER BUSINESS: Mike Sollenberger, on behalf of Sertoma, requested permission to plant a tree in the front yard area, to be coordinated with the approval that was recently given to the Tree Committee. A motion was made by Don Bachman, seconded by Dale Spaulding and passed unanimously to approve the request.

Cindy Baker also reported that the Farmers Market will begin on Saturday, May 19th and run through mid-October from 8 am to 1 pm on Saturdays. The Farmers Market will also be held on Tuesdays from 4 pm to dusk.

Mike Sollenberger announced that the Memorial Day Parade will be held on May 28, 2012 and that the parade begins at 9 am and the service begins at approximately 10:30 am at the Cemetery.

In response to a question by Dale Spaulding, the Police Chief confirmed that the Borough has remained with the Humane League.

Don Bachman announced that the flags will be placed in the Cemetery on May 25, 2012, with a rain date of May 26, 2012, and welcomed volunteers to assist in the flag placement.

CITIZENS' COMMENTS: None.

ADJOURNMENT: A motion was made by Dale Spaulding, seconded by Mike Chiodo and passed unanimously to adjourn the meeting at 8:14 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2012 – 27
STRASBURG BOROUGH COUNCIL
JUNE 12, 2012
MINUTES

Members Present: Jim Kiscaden Mike Sollenberger
 Don Bachman Dale Spaulding
 Michael Chiodo Brian Barnhart
 Cindy Baker

Others Present:

Henry Miller, Mayor	Cindy Hummel
Lisa M. Boyd, Borough Manager	May Gaynor
F. Steven Echternach, Chief of Police	Will Mullin

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 and maintained until the minutes are approved. The Borough Manager took the roll call.

REQUESTS TO BE HEARD:

REQUEST FOR SIGNS IN TRAILS AT STRASBURG – WILL MULLIN: Will Mullin read a letter from the residents of Trails at Strasburg thanking Borough Council and Keystone Custom Homes for installing stop signs in their neighborhood. He noted that they would still like a “no outlet” sign at the one cul-de-sac and “children playing” signs. Jim Kiscaden stated that they should check with Keystone Custom Homes because they still own the right-of-way since it has not yet been dedicated to the Borough. Jim Kiscaden noted that Keystone was very quick in responding and got the signs up within 30 days.

MINUTES OF MAY 8, 2012: Dale Spaulding made a motion, seconded by Don Bachman and passed unanimously to approve the minutes of the May 8, 2012 meeting as printed.

REPORTS:

MAYOR – The Mayor had nothing to report.

PRESIDENT – President Kiscaden reported that the Strasburg Fire Company #1 responded to 18 fire calls in May 2012.

MANAGER – The Borough Manager provided her written report for May 2012 and it was received and accepted.

POLICE - The Police Department’s report for May 2012 was received and accepted.

PUBLIC WORKS - The Public Works report for May 2012 was received and accepted. Jim Kiscaden stated that it appears that the tightening of the manholes and installing some new seals has really reduced the amount of infiltration into the sewer system.

ZONING OFFICER - The Zoning Officer's report for May 2012 was received and accepted.

CONSENT AGENDA: Mike Chiodo 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 \$185,160.33

HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF

APPROPRIATENESS – 56 EAST MAIN ST, 212 MILLER ST, 112 WEST
MAIN ST AND 213 MILLER ST

APPOINTMENT OF BOROUGH REPRESENTATIVE TO STRASBURG SCOUT
HOUSE ASSOCIATION (MIKE CHIODO)

REQUEST FOR REDUCTION IN LETTER OF CREDIT – NORTHFIELD
PARTNERS - \$22,664.00

PROPERTY MAINTENANCE ORDINANCE – APPOINTMENT OF COMMITTEE
(JIM KISCADEN, DON BACHMAN AND DON HEISER)

Henry Miller stated that he was not in favor of the property maintenance ordinance, adding that it is putting restrictions on the whole town because of complaints about one property owner. Jim Kiscaden stated that the staff has received complaints over the years about other properties and that the committee is going to review all options, including amending the existing Housing Ordinance. Henry Miller also stated that he was not in favor of HARB denying the removal of two windows for an addition at 112 West Main Street. Jim Kiscaden stated that Christine Drennen advised him that the applicant had already applied for building and zoning permits including the windows and that it was their desire to keep the permit process moving forward.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

CONSIDERATION OF OPEN CONTAINER ORDINANCE 2012-1: Jim Kiscaden stated that a revised draft was provided to the members for their review and includes a clause regarding permitting alcoholic beverages on Borough property or other property located in the Borough at a Special Event if a Special Event Permit has been issued by the Borough. Mike Sollenberger asked if this applied to private property to which Chief Echternach stated it does not apply to that but rather to a person consuming alcohol on public property such as on the sidewalk in front of the Creamery. Chief Echternach stated that this ordinance is necessary because legislation was recently changed and if a municipality wishes to prohibit alcohol consumption on public property that an ordinance such as this one is necessary. Chief Echternach stated that he has talked to all parks in town as well as the liquor serving establishments in the community and all are in support of this ordinance. Chief Echternach added that Liquor Control Board licenses regulate where an establishment is permitted to serve alcohol (such as only inside their restaurant, allowed on their deck, etc.). Chief Echternach noted that applying for a Special Events permit requires the applicant to have insurance and indemnify the Borough.

Brian Barnhart made a motion, seconded by Mike Chiodo and passed unanimously to authorize the Open Container Ordinance 2012-1 be advertised.

HERITAGE BYWAYS RESOLUTION 2012-3 – CONSIDERATION AND POSSIBLE

ADOPTION: Jim Kiscaden noted that several items were provided to the members and that this has been being reviewed for the past approximately 18 months and those meetings included representatives from several municipalities. Jim Kiscaden complimented May Gaynor for being involved in the lengthy review process as an at large member. Jim Kiscaden stated that he believed that the tourist-related businesses can benefit from the Heritage Byway and noted that Strasburg Borough is approximately in the middle of the proposed byway. Jim Kiscaden added that if grant funds are allocated in the future for items such as traffic flow in the Heritage Byway that municipalities who participated in the project stand a better chance at obtaining those funds. May Gaynor stated that she believes benefits of the Heritage Byway include municipalities having the same goal of having the corridor's appearance kept up, municipalities working together, and participating municipalities have more say in state projects that affect the corridor. There is no cost to the Borough to be a participating Heritage Byway municipality. Cindy Baker noted that the Strasburg Region has parks that should have been listed under the Natural and Recreational Areas.

Mike Sollenberger made a motion, seconded by Brian Barnhart and passed unanimously to adopt the Heritage Byway Resolution 2012-3 as recommended by the Borough Planning Commission.

AWARD OF 2012 PAVING PROJECT BID: Jim Kiscaden announced that two bids were received, one from Pennsy Supply in the amount of \$41,080.00 and the second from Long's Asphalt in the amount of \$35,880.50.

Don Bachman made a motion, seconded by Dale Spaulding and passed unanimously to award the 2012 Paving Project to the lowest bidder, Long's Asphalt, for the paving of North Fulton Street (from Clover to Pleasantview) at a bid of \$35,880.50.

OTHER BUSINESS: Dale Spaulding stated that they did a nice job with the landscaping at the Strasburg Swimming Pool.

Brian Barnhart stated that the Memorial Day Parade and other festivities were wonderful. Don Bachman stated that there were 7,000 flags in the Cemetery.

CITIZENS' COMMENTS: None.

ADJOURNMENT: A motion was made by Dale Spaulding, seconded by Mike Sollenberger and passed unanimously to adjourn the meeting at 8:08 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2012 – 30
STRASBURG BOROUGH COUNCIL
JULY 10, 2012
MINUTES

Members Present: Jim Kiscaden Mike Sollenberger
 Don Bachman Brian Barnhart

Others Present:

Henry Miller, Mayor	Cindy Hummel
Lisa M. Boyd, Borough Manager	Beth Johnson
F. Steven Echternach, Chief of Police	Don Heiser
Dale Kaufman	Tom Lainhoff

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 and maintained until the minutes are approved. The Borough Manager took the roll call.

REQUESTS TO BE HEARD:

REQUEST TO INSTALL REPLACEMENT WINDOWS AT 103 WEST MAIN ST – DONALD HEISER: Donald Heiser was in attendance and stated that the building contains approximately 70 windows and that approximately 50 are already replacement windows. He stated that he is proposing to install replacement windows on the west side and half of the south side (front). He stated that the window discussed at the HARB meeting is a Harvey Majestic window which is a wooden window that has a glued aluminum piece covering the outside of the window. His experience with the window is that the glue does not hold and that moisture gets behind the aluminum and causes the wood to rot and only carries a 10 year warranty. He is asking to install a lifetime warrantied Harvey Classic vinyl replacement window with the same simulated divided light grid and in the same color. Mr. Heiser stated that all of the existing frames have already been capped. Jim Kiscaden stated that he went to the Harvey showroom today to see the two types of windows and that from the street you can't tell the difference between the vinyl window and the aluminum capped window. He added that according to the salesperson at Harvey, the Classic vinyl window Mr. Heiser is proposing to install is the top of the line vinyl replacement window and that the simulated light dividers on both the Classic and Majesty lines is made of vinyl. Mr. Kiscaden stated that the windows Mr. Heiser is looking to replace are not original windows, but rather replacement windows that were installed in 1964 when it was converted from a store into apartments.

Dale Kaufman stated that HARB has never approved a vinyl replacement window for a significant structure and that they do look different from the road. He stated that the Board has previously approved the aluminum clad Harvey Majesty replacement window for other properties and that from an energy standpoint the addition of storm windows is more effective. He added that wooden windows last much longer than replacement windows and that Lancaster City does not approve clad replacement windows.

Don Heiser stated that a manufacturer's rebate for the windows has recently been extended to the end of July 2012 and is only valid on the Classic window but both windows are eligible for a

federal tax credit which runs through the end of 2012. In response to a question by Jim Kiscaden, Don Heiser stated that either window would have the same screen, a half screen.

Tom Lainhoff expressed his concern that to date, HARB has not approved any vinyl replacement windows in the Historic District and is concerned with the precedent. Jim Kiscaden stated that he agrees with that concern and believes that original wooden windows should not be replaced with vinyl replacement windows. Tom Lainhoff stated that many structures have wooden windows that are not original but were replaced 100-150 years ago.

Jim Kiscaden stated that this item will be voted upon during the Consent Agenda portion of the agenda.

MINUTES OF JUNE 12, 2012: Brian Barnhart made a motion, seconded by Don Bachman and passed unanimously to approve the minutes of the June 12, 2012 meeting as printed.

REPORTS:

MAYOR – The Mayor stated that he noticed discolored water this past weekend. Jim Kiscaden stated that the fire company did pull water from a hydrant on Cambridge Drive on Saturday evening and they received some calls about discolored water on Mindy Avenue.

PRESIDENT – President Kiscaden did not have anything additional to report.

MANAGER – The Borough Manager provided her written report for June 2012 and it was received and accepted. Jim Kiscaden noted that the traffic light project came in under budget.

POLICE - The Police Department's report for June 2012 was received and accepted. Jim Kiscaden noted that it was an extremely busy month for traffic arrests and Chief Echterbach stated that the beginning of the month they were working under a Buckle Up PA Grant and that other calls during the month did make for a very busy month.

PUBLIC WORKS - The Public Works report for June 2012 was received and accepted. Jim Kiscaden noted that the wastewater flows have been brought under control as a result of repairs made to the manholes and interceptor line.

ZONING OFFICER - The Zoning Officer's report for June 2012 was received and accepted. Jim Kiscaden added that the Zoning Officer has inspected 111 East Main Street and is holding off on issuing an enforcement notice to allow the Presbyterian Church work group time to get the project started. Jim Kiscaden reminded them that permits from HARB may be necessary for the repairs.

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 June 30, 2012.

2012-32

CONSENT AGENDA: Brian Barnhart made a motion, seconded by Mike Sollenberger and passed unanimously to remove the HARB Certificate of Appropriateness for 103 West Main Street from the Consent Agenda.

Mike Sollenberger made a motion, seconded by Brian Barnhart and passed unanimously to approve the following items on the Consent Agenda:

PAYMENT OF BILLS IN THE AMOUNT OF \$151,234.65
HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATE OF
APPROPRIATENESS – 39 EAST MAIN ST

HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATE OF APPROPRIATENESS – 103 WEST MAIN ST – Brian Barnhart made a motion, seconded by Mike Sollenberger and passed unanimously to approve the Harvey Classic replacement window as requested by Don Heiser with Jim Kiscaden stating that this is not setting a precedent for vinyl replacement windows in the Historic District because the windows that are being replaced are not the original windows.

UNFINISHED BUSINESS:

CONSIDERATION AND POSSIBLE ENACTMENT OF OPEN CONTAINER

ORDINANCE 2012-1: Jim Kiscaden stated that this ordinance has been advertised as required and that all alcohol-related businesses in Strasburg Borough have been made aware of this ordinance and all are in favor of this ordinance being adopted.

Mike Sollenberger asked how this ordinance relates to businesses that have a license to serve alcohol on an outside table area. Chief Echternach stated that the PLCB license permits where the alcohol can be served and if they have a license to serve outside that they will continue to be able to because we cannot override state regulations. Based on a question raised by Mike Sollenberger, Chief Echternach stated that a private citizen would be allowed to open and drink a beer outside on their property but they would not be permitted to leave their property and walk down the sidewalk with the beer.

Mike Sollenberger made a motion, seconded by Brian Barnhart and passed unanimously to enact the Open Container Ordinance 2012-1 for the Borough of Strasburg.

NEW BUSINESS:

MID-YEAR FINANCIAL OVERVIEW: The Borough Manager stated that using the June 30, 2012 Treasurer's Report, she is very pleased with how the revenues are coming in as well as how the expenses are being controlled and that currently the Borough is very financially fit. Jim Kiscaden stated that the taxpayers should be commended for paying on a timely basis and that it appears that we are on track.

Jim Kiscaden stated that the pension funds need to be reviewed and consider what other municipalities are doing statewide to address pension unfunded liabilities and asked the Borough Manager to obtain some information from the Pension Actuary. He added that the Borough is currently seeking proposals for a pension fund manager.

2012-33

OTHER BUSINESS: Jim Kiscaden read a note from the Strasburg Swimming and Recreation Association thanking the Borough for the funds provided for their beautification project.

CITIZENS' COMMENTS: Don Bachman stated that the Lampeter-Strasburg Community Band will be at the Veterans' Memorial in the Square on Sunday, July 29, 2012 at 7 p.m.

ADJOURNMENT: A motion was made by Mike Sollenberger, seconded by Don Bachman and passed unanimously to adjourn the meeting at 8:20 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2012 – 34
STRASBURG BOROUGH COUNCIL
SEPTEMBER 11, 2012
MINUTES

Members Present: Mike Sollenberger Mike Chiodo
 Don Bachman Brian Barnhart
 Dale Spaulding Jim Kiscaden (8:30 P.M.)

Others Present:
 Henry Miller, Mayor Cindy Hummel
 Lisa M. Boyd, Borough Manager Will Mullin
 F. Steven Echternach, Chief of Police Emily Mullin
 Lee Potts Dave Simmons
 May Gaynor

CALL TO ORDER AND PLEDGE TO THE FLAG: Council Vice President Mike Sollenberger called the meeting to order at 7:30 p.m., and asked everyone to stand and observe a moment of silence for the victims of 9/11, followed by the salute to the flag. Vice President Sollenberger announced that the meeting is being audiotaped and maintained until the minutes are approved. The Borough Manager took the roll call.

REQUESTS TO BE HEARD:

SAFETY ISSUE REQUEST – DAVE SIMMONS: Mr. Simmons stated that he has some safety concerns, one being that if a vehicle parks in the area past the last marked parking space at 241 N. Decatur Street that you cannot see north to pull out from Clark Avenue onto North Decatur Street. He stated that he believed if it were a legal parking space then it should be marked appropriately but if it is not a parking space then it should not be used. Chief Echternach stated that this matter has been reviewed previously by the Safety Committee and it was determined that if vehicles pull up to the white line that they can see to safely pull out. Chief Echternach also stated that the same situation occurs on East and West Main Streets where parking is permitted along the street. Chief Echternach added that the Borough Manager contacted the doctor's office and they have stated that the doctor monitored this matter and does not believe it is an issue and does not want to block off parking in that area at this time. Mayor Miller stated that he uses that intersection regularly and has never had a problem.

Mr. Simmons also stated that many vehicles run the red light at Clover Avenue and North Decatur Street, that the light on the sign at Strasburg Dental on North Decatur Street is very bright and blinding and questioned if other equipment could be used to flatten out the areas where they replaced the water services on Julia Avenue. Mike Sollenberger agreed to look into these concerns.

Mr. Simmons also stated that he was concerned with the traffic cones that get placed on North Decatur Street during yard sales. Chief Echternach stated that if they are a PennDOT approved traffic cone, that it is discretionary for the police department to remove them. He added that PennDOT approved cones are placed regularly by people to slow traffic, such as for auctions, special events and by contractors, and as long as they are PennDOT approved cones, each use is reviewed on a case by case basis for appropriateness.

Will Mullin and his daughter, Emily, were in attendance and Mr. Mullin expressed his concern regarding the regularity of boil water advisories and added that there were no boil water advisories in the previous town he lived in. The Borough Manager stated that since 2008, there have been four boil water advisories; two of which occurred in 2008 and were due to water main breaks. The other boil water advisories were in January 2010 and the most recent boil water advisory on September 6-8, 2012 were due to bad water testing results and were required by DEP. She added that in addition to the automatic phone call, texting and email system and notifying the media, information was posted on the Borough's website indicating that the boil water advisory was in effect. When the boil water advisory was lifted, everyone was recontacted and the website updated. Mr. Mullin asked what was being done to insure that this problem does not keep reoccurring and if additional information could be provided. Mike Sollenberger added that water lines have been replaced, a new storage and treatment facility has been constructed to improve the system, and a higher than required amount of chlorine residual is maintained in the system. The Borough Manager stated that this will be discussed and she will pass on his concerns at the next Strasburg Borough Authority meeting that is scheduled for Thursday, September 20, 2012 at 9 A.M. Dale Spaulding asked if the results from the Authority meeting discussion could be posted on the Borough's website instead of waiting for the minutes.

MINUTES OF JULY 10, 2012: Brian Barnhart made a motion to approve the minutes of the July 10, 2012 meeting as printed. Don Bachman seconded the motion. Motion carried with members Barnhart, Bachman and Sollenberger casting assenting votes. Members Spaulding and Chiodo abstained from voting because they were not in attendance at the meeting.

REPORTS:

MAYOR – The Mayor had nothing to report.

PRESIDENT – President Kiscaden was not yet in attendance and Vice President Sollenberger did not have anything to report.

MANAGER – The Borough Manager provided her written report for August 2012 and it was received and accepted. The Borough Manager reported that the preemption and upgrades to the traffic signal at the Square have been completed. Mike Sollenberger reported that he, the Borough Manager and Don Bachman attended the PSAB meeting regarding the new Borough Code and that there are no new major changes.

POLICE - The Police Department's reports for July and August 2012 were received and accepted. Brian Barnhart asked if any information was available about the claim that motorists run the red light at Clover and North Decatur. Chief Echternach stated that the light, as permitted by PennDOT, has a very short yellow cycle and that there is a tendency by motorists to try to beat the yellow light which has resulted in a number of traffic stops. Dale Spaulding asked about the effectiveness of the speed tables to which Chief Echternach stated that he believed they have improved the overall safety.

PUBLIC WORKS - The Public Works reports for July and August 2012 were received and accepted.

ZONING OFFICER - The Zoning Officer's reports for July and August 2012 were received and accepted.

CONSENT AGENDA: Dale Spaulding 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 \$144,598.11

HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATE OF
APPROPRIATENESS – 24-26 SOUTH DECATUR STREET

APPROVAL FOR THE STRASBURG FIRE POLICE TO ASSIST AT THE
PARADISE TOWNSHIP ANNIVERSARY PARADE ON
SEPTEMBER 15, 2012

APPROVAL FOR THE STRASBURG FIRE POLICE TO ASSIST AT THE SOLANCO
FAIR PARADE ON SEPTEMBER 19, 2012

APPROVAL FOR STRASBURG FIRE POLICE TO ASSIST WITH PARKING AT
WEST LAMPETER FAIR SEPTEMBER 26-28, 2012

SCHEDULE TRICK-OR-TREAT DATE – WEDNESDAY, OCTOBER 31
FROM 6-8 PM

DEACTIVATION OF JOINT PLANNING COMMISSION
2013 BUDGET CALENDAR

UNFINISHED BUSINESS:

REVIEW OF OFFICIAL MAP: The Borough Manager stated that the existing Official Map only shows proposed future roads. A task from the Comprehensive Plan given to the Joint Planning Commission was to review the existing map and come up with suggestions for inclusion. Some of their suggestions included riparian buffers, intersection improvements, heritage byway and a pedestrian pathway along 896 into Strasburg Township to the Railroad. The Borough Manager stated that the process to adopt the map includes the adoption of an ordinance after Borough Council decides what items they want included.

Regarding the riparian buffers, the Borough Manager stated that the Joint Planning Commission used an existing map in the Comprehensive Plan to come up with riparian buffers in the areas they designated on the map. The Borough Manager and a representative from the Chesapeake Bay Foundation went to each of the sites designated on the map. The guidelines for designating a riparian buffer are that the area is to be a developable piece of land, have a defined stream bank and bed and has a constant flow of water. It is the Borough Manager's opinion that the location that meets the guidelines is the stream parallel to North Jackson Street on the Eshleman property. In addition to the ordinance to adopt the Official Map, if Council wants to include the riparian buffers, a Riparian Buffer Ordinance would also be necessary, which would cost approximately \$3,000 in legal fees and advertising. She added that there are two upcoming regulations, Chapter 102 and Act 167 which will address stormwater management and have a section on riparian buffers and that once those are enacted, additional amendments to a riparian buffer ordinance may become necessary. Mike Sollenberger added that there are other state and federal level guidelines that protect waterways such as the Army Corps of Engineers. May Gaynor stated that these started as conservation areas and that due to increased awareness over the years about water conservation and that she believes there is no harm in showing them on the map.

The Borough Manager stated that the pedestrian way connecting to the Railroad is also shown on Strasburg Township's Official Map.

Chief Echternach commented about the intersections marked "intersection improvements." He stated that the designation at Main/Miller/Lancaster Avenue should remain on the map because there have been many accidents in that intersection. He added that the temporary improvements previously made to that intersection have improved the intersection and that when the traffic counts increase, the developers along Historic Drive will have to do additional improvements including a signal. Chief Echternach stated that they met with PennDOT years ago regarding the Prospect Road/Lancaster Avenue intersection and because of the low volume of traffic on Prospect Road that PennDOT said they would not do improvements. Cooperation with PennDOT for improvements to this intersection would be necessary because Lancaster Avenue is a state road. The problem at that intersection is a historic stone wall would need to be removed to improve sight distance. He added that there have not been many accidents at this intersection. Regarding the Miller Street/Lime Valley Road intersection at the west end of the Borough, he stated there have been three nonreportable accidents and one reportable accident. In summary, Chief Echternach stated that he was not opposed to leaving all three intersections on the map in case there are future PennDOT projects or if funding becomes available to make improvements.

May Gaynor stated that it is impossible to see north at the intersection of Prospect/Lancaster Avenue because of a mound in Strasburg Township as well as the wall. She added that the intersection would benefit the residents who live on the west end of town but because it is unsafe it does not get used. Henry Miller stated that many times he changes what roads he drives on to choose a safer route. May Gaynor stated that she believed this intersection needs to be placed on the map and should then be added into the Capital Improvements Plan and County Transportation Plan to make the improvements occur.

Mike Chiodo stated that he was concerned with including the riparian buffers on the map because of the pending regulations regarding riparian buffers and that it could cost \$3,000 to enact an ordinance that may have to be reversed.

Mike Sollenberger added that action is only necessary if there is anything Council wishes to add or change on the Official Map.

Don Bachman made a motion, seconded by Mike Chiodo and passed unanimously to table action on the proposed changes to the Official Map until a future meeting.

May Gaynor suggested changing the term "riparian buffer" to another term that could protect the waterways without being such a technical term. It was the consensus of Council to have the Borough Manager investigate this matter and report back at the next meeting.

NEW BUSINESS: None.

OTHER BUSINESS:

ACKNOWLEDGEMENT OF PENSION 2013 MINIMUM MUNICIPAL OBLIGATIONS:

The Borough Manager stated that these were provided today by our actuary, Joe Duda. Dale

Spaulding made a motion, seconded by Brian Barnhart and passed unanimously to acknowledge that the 2013 Minimum Municipal Obligations have been received by the September 30th deadline, with the Police MMO being \$80,756 and the Non-Uniformed MMO being \$51,875.

PLAN TO ADDRESS PENSION UNFUNDED LIABILITIES: The Borough Manager provided a handout for Council's consideration that she and the Council President drafted which outlines a plan to address the pension unfunded liabilities as they were most recently calculated. Dale Spaulding expressed his appreciation for the proposed plan and suggested that something more needs to be done before 2014. Jim Kiscaden suggested that possibly the \$25,000 being spent this year for the traffic signals could be put towards the unfunded liabilities in 2013.

CITIZENS' COMMENTS: Mike Sollenberger reminded everyone that the Farmers' Market continues to run on Tuesday nights and Saturday mornings.

Chief Echternach stated that it may be a busy traffic weekend in town because there is the Whoopie Pie festival at Hershey Farms, Thomas the Train comes to the Railroad and Paradise Township is having their anniversary parade on Saturday morning and some traffic will be detoured into the Borough.

EXECUTIVE SESSION: The meeting was adjourned into Executive Session at 8:42 p.m. to discuss personnel matters.

The meeting was reconvened at 9:02 p.m. at which time Vice President Sollenberger announced that no official action was taken.

ADJOURNMENT: A motion was made by Dale Spaulding, seconded by Don Bachman and passed unanimously to adjourn the meeting at 9:03 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2012 – 39
STRASBURG BOROUGH COUNCIL
OCTOBER 9, 2012
MINUTES

Members Present: Jim Kiscaden Mike Sollenberger
 Mike Chiodo Don Bachman
 Brian Barnhart Dale Spaulding
 Cindy Baker

Others Present:

Henry Miller, Mayor	Cindy Hummel
Lisa M. Boyd, Borough Manager	Tyler Kreider
F. Steven Echternach, Chief of Police	Beth Johnson
Dan Lake	Bruce Ryder
Dale Kaufman	Amy Keller
Steve 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 and maintained until the minutes are approved. The Borough Manager took the roll call.

REQUESTS TO BE HEARD:

HARB – REQUEST TO DISCUSS REPLACEMENT WINDOWS: Dale Kaufman, representing the Historic Architectural Review Board, was in attendance and reviewed their new policy regarding replacement windows which is the same as Lancaster City’s policy. The policy states that existing wood windows are to be retained whenever possible if they can be repaired and if they are deemed to be too deteriorated for repair, that they can be replaced with wooden windows (not vinyl, not vinyl clad, not aluminum clad and not composite replacement windows) and adopt the list of wooden window replacement supplier’s list and while we are not limiting the use of only these contractors, that we will pass along the list of contractors who repair wooden windows to interested applicants. Mr. Kaufman added that the policy adopted by HARB follows the Secretary of the Interior Standards and all other HARB’s design guidelines throughout the state that he has read.

AMY KELLER - REQUEST TO INSTALL REPLACEMENT WINDOW: Amy Keller was in attendance and stated that she has a second story window on the side of her house that has needed to be replaced and is in such deteriorated condition that her painter will not even attempt to paint that window. She stated that it is a two over two wooden window but does not match the rest of the windows on the house, which are six over six wooden windows. She would like to replace that one window with a vinyl replacement window. She stated that she talked to several window contractors and they all said that wooden windows and storm windows are not as energy efficient as a vinyl replacement window. She went to HARB a year ago and they recommended triple track storm windows but based on her discussions with contractors, they have advised her that they are not a good investment. Amy Keller stated that she is willing to keep the front windows but just wanted to replace this one side second floor window. President Kiscaden stated that action will be taken on this matter later in the meeting.

KLEINSCHMIDT – REQUEST FOR SUPPORT OF GRANT APPLICATION:

Tyler Kreider, representing Kleinschmidt, was in attendance to explain their request to have the Borough write a letter of support for the concept of a project to replace the existing stormwater basin with an evapotranspiration constructed wetland as a model best management practice for Municipal Separate Storm Sewer System (MS4) compliance within the Chesapeake Bay watershed. He stated that they are not seeking financial support from the Borough because they are seeking grant funds, Kleinschmidt is donating the engineering, and the property owner, S.E. Smoker, is donating the excavating. He stated that, if approved, the project would improve the water quality, aesthetic improvements, native plants, and educational signage.

Mike Sollenberger made a motion, seconded by Dale Spaulding and passed unanimously to support Kleinschmidt's "Installation/Monitoring of Chesapeake Bay BMP" grant application by authorizing the Borough Manager to write a letter indicating the Borough's support of the concept of the project.

MINUTES OF SEPTEMBER 11, 2012: Dale Spaulding made a motion to approve the minutes of the September 11, 2012 meeting as printed. Mike Sollenberger seconded the motion. Motion carried with members Kiscaden, Sollenberger, Chiodo, Bachman, Barnhart and Spaulding casting assenting votes. Member Baker abstained from voting because she was not in attendance at the meeting.

REPORTS:

MAYOR – The Mayor had nothing to report.

PRESIDENT – President Kiscaden reported that the Strasburg Fire Company #1 responded to 16 fire calls during the month of September 2012. He also reported that last weekend they held their annual Fall Quilt and Craft Auction.

MANAGER – The Borough Manager provided her written report for September 2012 and it was received and accepted. She reported that in order to be in compliance with Act 167 regarding Stormwater, there are funds included in the Capital Improvements Plan to update our Stormwater Management Ordinance in 2013.

POLICE - The Police Department's report for September 2012 was received and accepted.

PUBLIC WORKS - The Public Works report for September 2012 was received and accepted. Jim Kiscaden noted that the Authority has been making improvements which have greatly reduced the infiltration into the system.

ZONING OFFICER - The Zoning Officer's report for September 2012 was received and accepted.

TREASURER – Mike Sollenberger made a motion, seconded by Brian Barnhart and passed unanimously to accept and file for audit the Treasurer's Report for the period ending September 30, 2012.

CONSENT AGENDA: Dale Spaulding made a motion, seconded by Brian Barnhart and passed unanimously to approve the following items on the Consent Agenda noting that the HARB Certificate of Appropriateness for 20 West Main Street has been removed from the Consent Agenda:

PAYMENT OF BILLS IN THE AMOUNT OF \$195,066.97

HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF

APPROPRIATENESS – 210 MILLER ST, 129 EAST MAIN ST, 127 EAST MAIN ST, 117 EAST MAIN ST, 318 & 320 MILLER ST, AND 120 EAST MAIN ST

HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATE OF

APPROPRIATENESS - 20 WEST MAIN ST: Jim Kiscaden noted that this item was previously discussed under Requests to be Heard and that HARB recommended denying Ms. Keller's application for 20 West Main Street to replace a second story side wooden window with the Harvey Classic vinyl replacement window.

Dale Kaufman stated that HARB members are required to attend annual training and a lot of time is voluntarily spent to review and make recommendations based on the Standards.

Henry Miller stated that he believes the HARB Ordinance places a burden on the taxpayers.

Bruce Ryder stated that HARB is given a task by Council to make recommendations in the Historic District based on the Ordinance and that is what they are doing.

Don Bachman stated that he didn't believe that anyone would notice what type of window was in this second floor opening.

Cindy Baker stated that the HARB members are trained and make their recommendation based on the Standards.

Dale Kaufman stated that a more cost effective solution was previously suggested to Ms. Keller to install storm windows and that he was concerned with setting precedence if a vinyl replacement window were permitted.

Dale Spaulding stated that throughout his career in the Marine Corps and as a school administrator that his decisions were overridden and it was not because they didn't respect him or support what he did. He believes the HARB is the same in that Council needs to consider their expertise and recommendations but Council can use their own judgment and make the final decision.

Dale Spaulding made a motion to allow Amy Keller at 20 West Main Street to replace the second floor side window with a vinyl replacement window as requested by the owner. Don Bachman seconded the motion. Motion carried with members Mike Chiodo, Brian Barnhart, Dale Spaulding and Don Bachman casting assenting votes. Members Jim Kiscaden, Mike Sollenberger and Cindy Baker cast dissenting votes.

UNFINISHED BUSINESS:

PENSION MONEY MANAGER – AWARD PROPOSAL: Jim Kiscaden stated that he, Dale Spaulding, Mike Chiodo, Lisa Boyd and Steve Echternach served on a review committee to review Pension Money Manager proposals. He stated that five proposals were submitted; the committee reviewed three managers and made a recommendation to tentatively appoint PFM Advisors as the Pension Money Managers beginning January 1, 2013. He stated that the process requires a tentative appointment to allow eight days for the unsuccessful companies to question the selection. The Borough Manager stated that this process followed the requirements of Act 44. Jim Kiscaden and Mike Chiodo stated that PFM Advisors' fees are substantially lower than the other applicants. PFM Advisors was also very professional and knowledgeable and capable of providing the services.

Mike Chiodo made a motion, seconded by Dale Spaulding and passed unanimously to tentatively appoint PFM Advisors as the Borough's Pension Money Managers replacing Morgan Stanley Smith Barney starting as of January 1, 2013.

REVIEW OF UPDATED PROPERTY MAINTENANCE ORDINANCE: Jim Kiscaden stated that reviewing this ordinance is one of the 2012 Goals and that our ordinance needed to be revised to provide our Zoning Officer with more latitude to investigate and enforce property maintenance complaints for health and safety concerns. As this ordinance amendment is proposed, a written complaint would need to be filed listing the health and/or safety concern which is turned over to the Zoning Officer to investigate. This proposed ordinance amendment does not include annual inspections. Jim Kiscaden stated that he felt an annual inspection ordinance would create more burdens on property owners and that this proposed ordinance amendment would address the few problem properties.

Don Bachman made a motion, seconded by Dale Spaulding and passed unanimously to authorize the Borough Manager to forward the draft Property Maintenance Ordinance to the Solicitor for preparation for advertisement and to schedule a public hearing for December 11, 2012.

NEW BUSINESS:

STRASBURG PROPERTIES LLC – LOT ADD-ON: Nick Whiteford and Dan Lake were in attendance and reviewed their lot add on plan that combines the properties known as 17 and 21 West Main Street and the back portion of 23-29 West Main Street into one lot.

Dale Spaulding made a motion, seconded by Mike Chiodo and passed unanimously to approve the lot add-on plan for Strasburg Properties, LLC dated July 30, 2012, last revised October 3, 2012, as recommended by the Borough Planning Commission.

2013 DRAFT BUDGET AND CAPITAL IMPROVEMENTS PROGRAM: Jim Kiscaden reviewed the Capital Improvements Program which details the projects for the next five years with the 2013 items being included in the Draft Budget. The Borough Manager reviewed her draft budget memorandum and highlighted the following items: does not include a tax increase, includes donations at the same level as last year, includes no payment toward unfunded liabilities, is a balanced budget with revenues and expenses totaling \$979,179, has a 5.3% fund

balance, includes a 2.5% wage increase for all employees as per the Police Contract and action last year for non-uniformed employees, includes at 15% increase for health insurance expenses as estimated by our insurance agent and includes \$17,746 increase in Pension MMO's. She added that the projections of what is anticipated to be spent in 2012 will be updated two more times before the final budget.

Dale Spaulding stated that he was still concerned with the unfunded liabilities. Jim Kiscaden reminded him that at last months' meeting, a plan to address the unfunded liabilities was reviewed.

The donations were discussed and it was the consensus that Strasburg Fire Company and its members have been good stewards of their money, are required to attend a lot of training, have to do a lot of work to do fundraisers and have fewer volunteers, and are forward thinking with coming to the Borough with financial concerns for the future.

OTHER BUSINESS: None.

CITIZENS' COMMENTS: Jim Kiscaden announced that he will be moving to Willow Valley on June 1, 2013.

ADJOURNMENT: A motion was made by Dale Spaulding, seconded by Mike Chiodo and passed unanimously to adjourn the meeting at 9:35 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2012 – 44
STRASBURG BOROUGH COUNCIL
NOVEMBER 13, 2012
MINUTES

Members Present: Jim Kiscaden Mike Sollenberger
 Mike Chiodo Don Bachman
 Brian Barnhart Cindy Baker

Others Present:
 Henry Miller, Mayor Cindy Hummel
 Lisa M. Boyd, Borough Manager
 F. Steven Echternach, Chief of Police

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 and maintained until the minutes are approved. The Borough Manager took the roll call.

REQUESTS TO BE HEARD: None.

MINUTES OF OCTOBER 9, 2012: Mike Sollenberger made a motion, seconded by Brian Barnhart and passed unanimously to approve the minutes of the October 9, 2012 meeting as printed.

REPORTS:

MAYOR – The Mayor had nothing to report.

PRESIDENT – President Kiscaden reported that the Strasburg Fire Company #1 responded to 29 fire calls during October 2012 which was a high number of calls because of the tornado and hurricane. He also stated as of November 13, 2012 for their fund drive, they mailed 2346 letters and 696 donated which is a 29.8% return for a total of \$39,430. He added that this is approximately \$3,000 less than last year at this time.

MANAGER – The Borough Manager provided her written report for October 2012 and it was received and accepted.

POLICE - The Police Department's report for October 2012 was received and accepted.

PUBLIC WORKS - The Public Works report for October 2012 was received and accepted. Jim Kiscaden noted that because of the storms, there was 10.4 inches of rain in October.

ZONING OFFICER - The Zoning Officer's report for October 2012 was received and accepted.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

CONSIDERATION AND POSSIBLE ADOPTION OF PENSION UNFUNDED LIABILITIES PAYOFF PLAN RESOLUTION 2012-4:

President Kiscaden stated that this is a plan to address the unfunded pension liabilities, which according to the most recent actuarial study is approximately \$600,000. He added that this plan utilizes existing funds that are already built into the budget for projects which will expire over the next 10 years, along with a one-time .2 tax mill increase. This plan gives future Councils the strength to address this issue in a responsible manner and is the least burdensome on the taxpayer. President Kiscaden added that any additional funds not needed to maintain the 5% fund balance going forward into the 2013 Budget would be utilized towards the unfunded liabilities in 2013.

The Borough Manager stated that an additional step toward increasing the value of the pension plans was investigating and changing money manager companies. Jim Kiscaden added that the new money manager company also charges less administrative fees.

Don Bachman made a motion, seconded by Cindy Baker and passed unanimously to adopt the Pension Unfunded Liabilities Payoff Plan Resolution 2012-4 adopting a plan for the payoff of the Non-Uniformed and Police Pension Plans unfunded liabilities.

APPROVAL OF CAPITAL IMPROVEMENTS PROGRAM: President Kiscaden stated that the draft Capital Improvements Plan for 2013-2017 was provided to members for their review. He noted that future projects can change and that annually Council adopts the coming year's projects included in the Capital Improvements Plan.

Mike Sollenberger made a motion, seconded by Mike Chiodo and passed unanimously to approve year 2013 in the 5-year Capital Improvements Program dated November 13, 2012.

APPROVAL OF 2013 PRELIMINARY BUDGET AND AUTHORIZATION TO ADVERTISE FOR PUBLIC INSPECTION:

President Kiscaden reviewed the 2013 Preliminary Budget and detailed that it has a total General Fund revenues and expenses of \$1,006,306; it has no property tax increase leaving tax rate at 3.08 mills; addresses pension minimum municipal obligations as well as allocates additional funds toward unfunded pension liabilities; and includes donation requests. Jim Kiscaden publically thanked the Borough Manager, Police Chief and staff for their hard work in preparing the 2013 Preliminary Budget.

Mike Sollenberger asked about the Fire Company Equipment Fund allocation and Jim Kiscaden stated that these funds will assist the Fire Company with replacing equipment as necessary. He stated that the funds will first be used towards replacing their 1982 pumper and a 1994 rescue that they spent over \$30,000 combined on repairs last year.

Don Bachman made a motion, seconded by Mike Chiodo and passed unanimously to approve the 2013 Preliminary Budget, which does not include a real estate tax increase, and authorize the Borough Manager to advertise it for public inspection.

2013 TAX LEVY ORDINANCE 2012-2 – AUTHORIZATION TO ADVERTISE: Brian Barnhart made a motion, seconded by Don Bachman and passed unanimously to authorize the

Borough Manager to advertise the Tax Levy Ordinance 2012-2 with the tax rate remaining at 3.08 mills for the Borough of Strasburg for 2013.

PAYMENT OF BILLS: Mike Sollenberger made a motion, seconded by Cindy Baker and passed unanimously to approve payment of the three lists of bills dated 10/9, 10/26 and 11/6/12 totaling \$87,341.77.

OTHER BUSINESS: None.

CITIZENS' COMMENTS: Don Bachman announced that on Sunday, December 9, 2012, Pearl Harbor Day will be recognized in the Square at 12:30 pm. He stated that 23 local members who passed away over the last year will be recognized and a flag honoring John Long will be raised and the flag honoring Maurice Groff will be retired. He added that a luncheon sponsored by the Odd Fellows follows the ceremony at the Strasburg Fire House.

ADJOURNMENT: A motion was made by Mike Sollenberger, seconded by Brian Barnhart and passed unanimously to adjourn the meeting at 8:02 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2012 – 47
STRASBURG BOROUGH COUNCIL
DECEMBER 11, 2012
MINUTES

Members Present: Jim Kiscaden Mike Sollenberger
 Mike Chiodo Don Bachman
 Brian Barnhart Cindy Baker
 Dale Spaulding

Others Present:
 Henry Miller, Mayor Cindy Hummel
 Lisa M. Boyd, Borough Manager
 F. Steven Echternach, Chief of Police

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 and maintained until the minutes are approved. The Borough Manager took the roll call.

REQUESTS TO BE HEARD: None.

MINUTES OF NOVEMBER 13, 2012: Brian Barnhart made a motion to approve the minutes of the November 13, 2012 meeting as printed. Mike Chiodo seconded the motion. Motion carried with members Barnhart, Chiodo, Bachman, Baker, and Kiscaden casting assenting votes. Member Spaulding abstained from voting because he was not in attendance at the meeting.

REPORTS:

MAYOR – The Mayor stated that he received a complaint about parking on North Jackson Street.

PRESIDENT – President Kiscaden reported that the Strasburg Fire Company #1 responded to 10 fire calls during November 2012.

MANAGER – The Borough Manager provided her written report for November 2012 and it was received and accepted. Jim Kiscaden noted that the Borough Manager included an item in her report that HARB wished Council to consider revising the HARB Ordinance to allow for a pre-approved color palette and to change the approval process to allow a project to begin work if the owner agrees with HARB's recommendation instead of having to wait for Council's final approval. Jim Kiscaden and Brian Barnhart expressed concern regarding spending the money to revise the ordinance because it is expensive to amend an ordinance due to the legal and advertising requirements. Jim Kiscaden asked if samples of different paints could be available at the meetings. Henry Miller stated that it is his recommendation to adopt a color palette and dismiss the rest of the ordinance. Mike Sollenberger noted that beginning in 2013, HARB has changed their meeting date to have less wait time for an applicant to obtain their permit.

POLICE - The Police Department's report for November 2012 was received and accepted.

PUBLIC WORKS - The Public Works report for October 2012 was received and accepted. Jim Kiscaden noted that wastewater flows were higher because of the storms at the end of September 2012.

ZONING OFFICER - The Zoning Officer's report for October 2012 was received and accepted. Jim Kiscaden noted that a property maintenance enforcement notice was sent to the owner of 111 East Main Street. Cindy Baker asked the status of an enforcement notice previously sent to a property on Miller Street.

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

PAYMENT OF BILLS IN THE AMOUNT OF \$513,749.38

HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATE OF
APPROPRIATENESS – 43 EAST MAIN ST

APPROVAL OF 2013 MEETING SCHEDULE

ADOPTION OF POLICE PENSION PLAN CONTRIBUTION RESOLUTION 2012-5

ADOPTION OF FIRE COMPANY ACTIVITIES RESOLUTION 2012-6

ADOPTION OF FEE SCHEDULE RESOLUTION 2012-7

REAPPOINTMENT/APPOINTMENT OF BOARD MEMBERS

Reappointments:

Ray Reeder, Borough Authority, 5 year term until December 31, 2017

Brad Botchlet, Tree Committee, 3 year term until December 31, 2015

Mary Dresser, Tree Committee, 3 year term until December 31, 2015

Gil Pratt, Tree Committee, 3 year term until December 31, 2015

Chris Lainhoff, HARB, 5 year term until December 31, 2017

Steve VanOrmer, HARB, 5 year term until December 31, 2017

Ray Garraffa, Civil Service, 6 year term until December 31, 2018

Appointments:

Dominick DiBella, Planning Commission, 4 year term until December 31, 2016

John Imhof, Zoning Hearing, 5 year term until December 31, 2017

UNFINISHED BUSINESS:

PROPERTY MAINTENANCE ORDINANCE UPDATE – AUTHORIZATION TO HAVE SOLICITOR FORMAT AS ORDINANCE AND ADVERTISE:

Jim Kiscaden stated that the Borough Solicitor reviewed the draft ordinance and suggested some changes as well as changes that make sure it is in compliance of Act 43 of 2012.

Brian Barnhart made a motion, seconded by Cindy Baker and passed unanimously to authorize the Borough Solicitor to prepare in codified form the proposed amendments to the Borough's Property Maintenance Ordinance and that, after the amendments have been prepared in codified form, the Borough Solicitor be authorized to advertise the proposed amendments for possible enactment by Borough Council.

APPROVAL OF 2013 FINAL BUDGET: President Kiscaden noted that the Fire Company Reserve Fund transfer was correctly shown in the front budget but the wrong figure was shown on the reserve fund page. That has been corrected and a revised page was provided to each member for their consideration. He added that the final budget does not include a real estate tax increase, the projections have been updated and now includes \$25,000 in 2013 toward the pension unfunded liabilities, and the budget is balanced with revenues and expenses totaling \$1,017,426. He added that the budget has been advertised and available as open for public inspections since November 16th and as of today, there have been no public inquiries received by the office. He again commended the office staff and Police Chief for their work in putting the 2013 Final Budget together. Mike Sollenberger made a motion, seconded by Don Bachman and passed unanimously to adopt the 2013 Final Budget which does not include a tax increase.

ENACTMENT OF 2013 TAX LEVY ORDINANCE 2012-2: Brian Barnhart made a motion, seconded by Mike Sollenberger and passed unanimously to enact the 2013 Tax Levy Ordinance 2012-2 with the real estate tax rate remaining at 3.08 mills for 2013 for the Borough of Strasburg.

NEW BUSINESS: None.

OTHER BUSINESS: Mike Sollenberger stated that he believed we should press Keystone Custom Homes to do the final paving in the Trails at Strasburg development by June 30, 2013, since they only have one lot remaining. He noted that the final paving is normally required when a development is substantially completed and they are definitely at that point.

Cindy Baker asked about the path from the development to the Community Park. It was the consensus of Council to notify Keystone that the final paving and park path need to be completed by June 30, 2013.

Jim Kiscaden stated that of the 10 goals for 2012, all of them were met with the exception of the adoption of the Official Map. Jim Kiscaden commended everyone for this accomplishment, and Mike Sollenberger commended Jim Kiscaden for leading the progress. He noted that the Official Map was discussed at the September 2012 meeting at which time it was tabled to obtain more information about riparian buffers. It was the consensus of Council to retain the current Official Map.

CITIZENS' COMMENTS: Don Bachman stated that Pearl Harbor Day Ceremony was held on Sunday, December 9, 2012, and was attended by approximately 40 people including the State Commander. Jim Kiscaden commended Don Bachman for all of his efforts in coordinating this event every year which recognizes the service people who have given their lives for our nation.

ADJOURNMENT: A motion was made by Mike Sollenberger, seconded by Mike Chiodo and passed unanimously to adjourn the meeting at 8:05 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager