

2013 – 1  
**STRASBURG BOROUGH COUNCIL**  
**JANUARY 8, 2013**  
**MINUTES**

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

Others Present:

Henry Miller, Mayor	David Koch
Lisa M. Boyd, Borough Manager	Grant Shaika
F. Steven Echternach, Chief of Police	Jean Griest
Jacqueline Griest	Ray Garraffa
John Stoltzfus	Peg Dearolf
Lenny Weitzel	Bob May
Mark Stanley	Jim Shultz
Nave Newell	

**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 LEMSAs ANNUAL REPORT – ROBERT MAY:** Bob May, Executive Director of Lancaster Emergency Medical Services was in attendance and reviewed the highlights of the prior year including that LEMSAs uses mechanical CPR devices on all 911 ambulances, participates in a ‘CARES’ program which studies and tracks cardiac arrest success rates, merged with Providence Township Ambulance in August 2012, continues to fund a Lampeter-Strasburg High School graduating student health related scholarships and is exploring community based paramedicine services. He added that he is proud to report that LEMSAs continues to be an accredited ambulance association.

In response to a recent letter to the editor, Mr. May clarified that LEMSAs is not owned by Lancaster General Hospital.

Mr. May stated that he would provide a list of what other ambulances cover Strasburg Borough if LEMSAs is unavailable because of being on another call.

Jim Kiscaden stated that he was concerned that the Strasburg ambulance is often not available for emergency calls because it is out of service for routine transports. Mr. May stated that the Strasburg LEMSAs unit is used on occasion for routine transports. Jim Kiscaden stated that when LEMSAs took over the assets to Strasburg Ambulance, he thought there was some language that LEMSAs would continue to provide 24 hour coverage in Strasburg Borough, and that he didn’t believe that was happening if the Strasburg unit is regularly used for routine transports. Mr. May stated that Strasburg’s unit does routine transports 5% of the total amount of time it is in service

and that when it was Strasburg Ambulance that they did routine transports as well. He also added that some of the transports are done for Strasburg residents who need to be transported from one facility to another. Mr. May added that they try to schedule long distance mental health transports for the middle of the night, which is the time when the system is the slowest. Additionally, Mr. May stated that a staffed ambulance sitting idle all the time does not generate any revenue for them to be able to continue as a business and if it didn't do routine transports, it would be operating at a \$100,000 per year loss. He also stated that the previous Strasburg Ambulance provided basic life support and LEMSA provides advanced life support. Regarding response times, Mr. May stated that if Strasburg's unit is unavailable, there are four other units that are less than 8 minutes 59 seconds away 90% of the time, which meets the gold standard for response times. Another problem explained by Mr. May was that Susquehanna Valley EMS reduced their advanced life support (ALS) coverage at the Quarryville station to Monday through Friday until 8 pm. This means that if there is an ALS call in the evening or on weekends to the Quarryville area, the next closest ALS ambulance gets dispatched to the emergency, which could be LEMSA's Strasburg Ambulance. Bob May stated that he is working on possible solutions to that problem of sending our ambulance to cover emergencies that far south in the county.

Jim Kiscaden stated that for 2013, Strasburg Borough is donating \$6,000 to LEMSA for its 2800 residents and questioned how much Lancaster City donates for their 60,000 residents? Bob May stated LEMSA asked Lancaster City for \$100,000 donation annually, they used to donate \$30,000, but recently cut it to \$15,000. He continues to ask them to consider an increase.

John Stoltzfus asked about an extended response time to a call on Hilltop Road. Bob May stated that it was human error in that it was an experienced paramedic who got lost, noting that they do have GPS and computers with maps in the ambulances. Mr. May stated that it did not affect the outcome of the patient. John Stoltzfus stated that he was concerned with the response times to vehicle accidents when the Strasburg unit is not in station. Bob May asked that any time there is a concern to please contact him immediately and he will look into it.

Jacqueline Griest stated that prior to Hurricane Sandy that they were notified that all routine transports would be stopped. Just before they were stopped, they were notified of a mental health transport that was needed to State College. She reported that the regular Strasburg ambulance remained in service in Strasburg and she went along as a volunteer on another ambulance to transport the patient so the patient didn't have to sit in the emergency room for multiple days. She added that the Strasburg ambulance was not dispatched to any calls while they were on the transport. Jim Kiscaden commended her for her volunteer service to the community over the years.

Grant Shaika, a Boy Scout with Troop 56, was in attendance and stated that he is working towards his Eagle Scout and asked if we were aware of any needed community service projects. Jim Kiscaden suggested he contact Don Bachman regarding assisting with cleaning the Memorial Day flags and Mike Sollenberger suggested he contact the local park boards.

**MINUTES OF DECEMBER 11, 2012:** Mike Sollenberger made a motion, seconded by Mike Chiodo and passed unanimously to approve the minutes of the December 11, 2012 meeting as printed.

**REPORTS:**

**MAYOR** – The Mayor had nothing to report.

**PRESIDENT** – President Kiscaden reported that the Strasburg Fire Company #1 responded to 20 fire calls during December 2012. He also reported that the annual funddrive has surpassed \$43,000, which is an approximate 30% contribution rate. Potential Council goals for 2013 were provided to each member for their review.

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

**POLICE** - The Police Department's report for December 2012 was received and accepted. Chief Echternach was thanked for doing a presentation at the Fire Company last evening.

**PUBLIC WORKS** - The Public Works report for December 2012 was received and accepted. Jim Kiscaden reported that there were some water line breaks over the holidays, and noted that there have been several breaks on North Jackson Street recently and this will be reviewed by the Borough Authority.

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

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

PAYMENT OF BILLS IN THE AMOUNT OF \$69,645.76

HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF  
APPROPRIATENESS – 11½ WEST MAIN ST, 318 MILLER ST,  
124 SOUTH DECATUR ST AND 120 EAST MAIN ST

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

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

**ACCEPTANCE OF H. DALE SPAULDING'S RESIGNATION:** Jim Kiscaden reported that a letter was submitted by H. Dale Spaulding resigning from Borough Council effective immediately on December 11, 2012.

Mike Sollenberger made a motion, seconded by Don Bachman and passed unanimously to accept Dale Spaulding's resignation, with regret, immediately as of December 11, 2012 and authorize the Manager to send a letter of appreciation for his years of service to the Borough.

**CONSIDER APPOINTMENT TO BOROUGH COUNCIL:** Jim Kiscaden stated that the position was advertised in the Lancaster Newspaper, posted at the office and on the Borough website. One letter of interest from Raymond Garraffa was received for the position.

Cindy Baker made a motion, seconded by Mike Chiodo and passed unanimously to insert Raymond Garraffa's name onto Resolution 2013-1 and adopting that resolution which appoints him to fill the unexpired vacancy on the Borough Council through December 31, 2015.

**CONSIDER THE REQUEST OF CHARTER HOMES AT STRASBURG, INC., TO MODIFY CERTAIN DESIGN AND LAYOUT CRITERIA FOR PHASE 2 OF STRASBURG COMMONS:** Mark Stanley of Hartman, Underhill and Brubaker, Jim Shultz and Nave Newell were in attendance representing Charter Homes. Mr. Stanley reviewed their request in detail and stated that at last night's meeting, Strasburg Borough Planning Commission made a motion to recommend approving the request adding some language about the timing of the completion of the park and measurable deadlines regarding screening. Mr. Stanley stated that this is their first step in modifying the plan and if it is supported by Borough Council, final engineering would then be completed for review by LCPC, our Engineer, Planning Commission and then a final vote by Borough Council. Jim Kiscaden stated that he is happy that these units will be sprinklered. Some discussion regarding the requirement to park in the garage and the limited additional parking ensued. Mike Sollenberger suggested making the driveway a little longer to allow for additional parking to which Charter Homes stated they are considering that suggestion.

Chief Echternach expressed his concern with the continued maintenance on the retention basin, noting that he and the Borough Manager have problems dealing with this and stated that he would like the developer to be required keep the areas mowed. Mr. Stanley stated that they are regulated in what can be done to a basin during the construction phase but agreed that they would look into the regulations and see what could be done.

Mike Sollenberger made a motion, seconded by Mike Chiodo and passed unanimously, to approve the request of Charter Homes at Strasburg, Inc., to modify certain design and layout criteria as set forth in Conditional Use Decision dated January 4, 2006, Case No. 2005-2, regarding Phase 2 of Strasburg Commons to (a) eliminate rear lot access alleys, (b) relocate and reorient rear access driveways and garages to front access driveways and garages, and (c) reduce the number of units in Phase 2 from 84 to 64 units, essentially as depicted on the Strasburg Commons – Phase 2 Sketch Plan presented at this meeting, subject to the conditions set forth in Mark Stanley's letter to Lisa Boyd dated December 28, 2012, and as amended by the Planning Commission regarding #7 side yard setback separation between buildings, and conditioned upon providing a measurable schedule for the completion of the park and for providing screening to the adjoiners for Phase 1 and Phase 2.

**OTHER BUSINESS:** None.

**CITIZENS' COMMENTS:** Mike Sollenberger stated that Strasburg Sertoma Club will again be selling Superbowl Subs on February 1 and 2, 2013.

2013 – 5

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

Respectfully submitted,

Lisa M. Boyd  
Borough Manager

2013 – 6  
**STRASBURG BOROUGH COUNCIL**  
**FEBRUARY 12, 2013**  
**MINUTES**

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

Others Present:  
                  Henry Miller, Mayor                             Harold Sangrey  
                  Lisa M. Boyd, Borough Manager             Pat Sangrey  
                  Bradley A. Klunk, Police Officer             Dale Kaufman  
                  Cindy Hummel                                 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.

**INTRODUCTION OF NEW COUNCIL MEMBER – RAY GARRAFFA:** President Jim Kiscaden welcomed newly appointed Council Member, Ray Garraffa.

**REQUESTS TO BE HEARD:**

**HAROLD & PATRICIA SANGREY – REQUESTING COUNCIL TO CONSIDER AN ORDINANCE LIMITING HEATING BY WOOD BURNING STOVES:** Harold and Patricia Sangrey were in attendance and stated they have been having a problem with wood smoke for the past six weeks because their new neighbors at 211 Miller Street are using a wood stove to heat their home. Mrs. Sangrey stated that she is allergic to wood smoke and has seen black, gray and brownish red smoke for long periods of time coming out of the chimney at various times of the day. The Sangreys stated that they have had a chimney sweep out to their property and he believes that the Sangreys' property sits low and recommends them installing replacement windows and sealing their home to keep the smoke out. Mrs. Sangrey stated that they applied for vinyl replacement windows to HARB at their February 5, 2013 meeting and because after 30 minutes of discussion at the meeting that they were not getting anywhere with their request, they left the meeting because they cannot do what they want to do with their home. Mrs. Sangrey stated that they did receive responses from two State Legislators regarding their smoke problem and she stated that both questioned if the wood stove was permitted and that Strasburg Borough is their executive government board and is responsible to address this problem. Additionally, Mrs. Sangrey reported that one legislator stated that some Pennsylvania municipalities have been banning burning wood stoves in residential areas and that Maryland has banned the use of wood stoves. Mrs. Sangrey stated that since there is only 35 feet separating their properties, they are asking the Borough to adopt an ordinance that requires 100 yards between properties in order to operate wood stoves. Mrs. Sangrey asked Council to either remove the smoke problem or permit them to install vinyl replacement windows on both sides of their house.

Jim Kiscaden asked if the smoke problem was affected by the wind direction to which Mr. Sangrey stated that sometimes it does and sometimes it doesn't. Jim Kiscaden also stated that he was advised that the owner of 211 Miller Street installed a chimney liner last Thursday and Mrs. Sangrey stated that the smoke problem was still bad, especially last Saturday night. Jim Kiscaden asked if they knew of neighbors complaining about smoke problems to which Mrs. Sangrey stated that they are complaining about smoke outside but they have replacement windows so they do not have the smoke problems inside. Mrs. Sangrey stated that they had the doors sealed last Thursday and it made a big difference and that is why they believe the replacement windows will help. Mrs. Sangrey asked why a chimney liner at 211 Miller Street wasn't required immediately when the wood stove was installed and the Borough Manager stated that the original installation was inspected and approved by the Building Inspector but the owner of 211 Miller Street chose to install the liner as a good will gesture.

Regarding the requested ordinance to ban wood burning appliances unless there was a 100 yard distance between homes, Jim Kiscaden stated that 100 yards is the length of a football field and such a requirement would eliminate wood burning in any homes in Strasburg Borough. Jim Kiscaden stated that he received phone calls from two people who use wood burning stoves on Miller Street and both were adamant that they did not want the Borough restricting wood burning stoves. Henry Miller stated that he has two fireplaces in his home and would like the option to use them to heat by burning wood if the power would go off. Mrs. Sangrey stated that there is a difference between burning a fireplace for a few hours in the evening and heating a house.

Mike Sollenberger asked about the significance of the liner to which Jim Kiscaden stated that because it is an old chimney that was used for an oil furnace for many years that possibly there was debris built up in the chimney and with the change to wood burning that possibly there were particles from the lining coming out of the chimney. Dale Kaufman relayed his experience with his chimney and stated that it is important to have a liner in old chimneys.

Cindy Baker stated that she did not believe a chimney sweep was an authority on if they needed to install replacement windows and that even if they installed replacement windows, they still have kitchen and dryer vents that could allow smoke to enter their home. She also expressed concern regarding an ordinance restricting wood burning and asked if existing wood stoves would be grandfathered.

Don Bachman stated that he wondered if he is burning green wood which is causing all of the smoke problems. The Borough Manager stated that this has been discussed with the property owner and he assured us that he is now burning good seasoned firewood.

Mrs. Sangrey stated that they have approached the neighbor three separate times regarding the problem and that each time he has told them that it would get better and it has not. She added that there has been some improvement recently but she is not sure if it is from the liner being installed or the costly improvements they have done to their own home. Cindy Baker added that she doesn't believe the expensive replacement windows will solve the problem for the Sangreys.

Jim Kiscaden stated that he understands that replacement windows can have future problems because of the gaps not sealing correctly and that he believes caulking and maintaining their existing windows would make a better seal.

## 2013 – 8

Brian Barnhart stated that he knows for a fact that burning in wood stoves is not restricted in Maryland.

Dale Kaufman stated that the Sangreys have good quality storm windows installed, which is the best situation from an insulation and air/smoke prevention standpoint.

Jim Kiscaden summarized the situation in that since the Sangreys made some improvements, Mr. Smoker installed a chimney liner and he changed the type of wood being burned that the smoke situation has improved. Regarding their request for an ordinance, Jim Kiscaden stated that the Council is not prepared to make a recommendation at this time. He stated that he has seen some ordinances that regulate wood burning by requiring them to be U/L approved but is not familiar with ordinances banning heating by burning wood. Jim Kiscaden asked that the Sangreys keep the office apprised of the conditions since the chimney liner has been installed. He added that when the weather is warmer and they are able to recaulk the exterior of their windows that the smoke problem may be eliminated before they need to spend a substantial amount of money to replace their windows.

Jim Kiscaden added that he was advised that both the Building Inspector and representatives from HARB have offered to volunteer their advice to the Sangreys and he re-extended their offers.

**MINUTES OF JANUARY 8, 2013:** Mike Sollenberger made a motion to approve the minutes of the January 8, 2013 meeting as printed. Ray Garraffa seconded the motion. Motion carried with members Kiscaden, Sollenberger, Bachman, Baker and Garraffa casting assenting votes. Member Barnhart abstained from voting because he 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 11 fire calls during January 2013. He added that Fire Chief Rick Wentz will be in attendance at the March meeting to review their 2012 annual report. Jim Kiscaden stated that he continues to have concerns regarding LEMSA ambulance being out of service for routine transports and out of the area on other calls.

**MANAGER** – The Borough Manager provided her written report for January 2013 and it was received and accepted.

**POLICE** - The Police Department's report for January 2013 was received and accepted.

**PUBLIC WORKS** - The Public Works report for January 2013 was received and accepted.

**ZONING OFFICER** - The Zoning Officer's report for January 2013 was received and accepted.

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

PAYMENT OF BILLS IN THE AMOUNT OF \$110,029.75  
HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATE OF  
APPROPRIATENESS – 21 WEST MAIN ST  
ADOPTION OF 2013 BOROUGH COUNCIL GOALS  
ACCEPTANCE OF CIVIL SERVICE ANNUAL REPORT  
ACCEPTANCE OF HISTORIC ARCHITECTURAL REVIEW BOARD  
ANNUAL REPORT  
REAPPOINTMENT/APPOINTMENT OF CONTACTS AND ALTERNATES

	Contact	Alternate
Public Works	Don Bachman	Brian Barnhart
Finance	Mike Sollenberger	Mike Chiodo
Personnel	Ray Garraffa	Cindy Baker

**UNFINISHED BUSINESS:**

**CONSIDERATION AND POSSIBLE ENACTMENT OF PROPERTY MAINTENANCE**

**ORDINANCE 2013-1:** Jim Kiscaden reminded the members that one of the 2012 goals was to update the Property Maintenance Ordinance, a committee was appointed and prepared a draft, presented a draft to Council, was reviewed by the Solicitor, advertised as required and open for public inspection. He explained that one of the purposes in updating the Property Maintenance Ordinance was to provide our Zoning Officer additional leverage to address safety related issues. Jim Kiscaden stated that violations of this ordinance are investigated on a written complaint basis.

Mike Sollenberger made a motion, seconded by Brian Barnhart and passed unanimously to enact Property Maintenance Ordinance 2013-1 which amends the current Property Maintenance Ordinance to revise regulations concerning the maintenance of structures and land.

**NEW BUSINESS:** None.

**OTHER BUSINESS:**

**CONSIDERATION OF ROSEANNE DAECHER'S REQUEST FOR A PET CURBING**

**ORDINANCE:** Jim Kiscaden stated that an email was presented to Chief Echternach by a resident regarding the curbing of animals. He added that a complaint was received and discussed some months ago and at that time it was the consensus that it was not a violation that should become the burden of the Police Department to enforce but rather it should be something that each individual pet owner should be responsible to clean up after their own animals.

Henry Miller stated that he has not noticed a problem on his property and added that it is no different than the horse droppings in the street and does not believe it is a problem that currently needs to be legislated.

It was the consensus of the members that owners of dogs should be responsible to clean up after their own pets and would not consider a curbing ordinance at this time.

**TRAILS AT STRASBURG DEDICATION OF STREETS:** Brian Barnhart made a motion, seconded by Don Bachman and passed unanimously that the Borough Engineer be directed and authorized to inspect all of the public improvements and common amenities for Trails at Strasburg and file a written report with Borough Council within 30 days, with a copy mailed to the developer by Certified Mail, in accordance with Section 510a of the Municipal Planning Code.

**CITIZENS' COMMENTS:** None.

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

Respectfully submitted,

Lisa M. Boyd  
Borough Manager

**2013 –11**  
**STRASBURG BOROUGH COUNCIL**  
**MARCH 12, 2013**  
**MINUTES**

Members Present:     Mike Sollenberger                     Cindy Baker  
                                 Brian Barnhart                     Ray Garraffa  
                                 Mike Chiodo

Others Present:

Henry Miller, Mayor	Harold Sangrey
Lisa M. Boyd, Borough Manager	Pat Sangrey
Brad Klunk, Police Officer	Robert Bennethum
Cindy Hummel	Jenny Caswell
Darren Caswell	Rich Elliott
Henry Callithen	

**CALL TO ORDER AND PLEDGE TO THE FLAG:** Council Vice President Mike Sollenberger called the meeting to order at 7:30 p.m., followed by the salute to the flag. Vice President Sollenberger announced that the meeting is being audiotaped and maintained until the minutes are approved. The Borough Manager took the roll call.

**REQUESTS TO BE HEARD:**

**HAROLD & PATRICIA SANGREY – ADDITIONAL INFORMATION REGARDING WOOD BURNING STOVES:** Harold and Patricia Sangrey were in attendance and stated they continue to have wood smoke problems in and around their house from the new neighbor at 211 Miller Street's wood stove.

Mrs. Sangrey reviewed an article that was included for the members' review regarding wood smoke in Alaska. Mike Sollenberger acknowledged that he had read the Alaska article, but he felt it has no relevance to Strasburg. Mike also stated that the wood burning ordinance and use of vinyl windows were separate, unrelated issues.

Mrs. Sangrey stated that she spoke with a representative at EPA and they said that the Borough could write a wood burning ordinance, and that the Borough could require only EPA approved stoves. The Borough Manager stated that the Borough's Building Code official has inspected the stove and it is UL rated and EPA approved.

Cindy Baker stated that she walks daily along Miller Street in the timeframe that Mrs. Sangrey has reported the smoke problem and has never noticed any smoke conditions and this same was also verified by an on-duty police officer.

Mr. & Mrs. Sangrey had stated at the February 12, 2013 meeting that they desired to either have Council create an ordinance which would prohibit wood burning if houses are closer than 100 yards or allow them to install vinyl replacement windows on the sides of their home.

## 2013 –12

Mike Sollenberger stated that he recalled from the February 5, 2013 HARB minutes that the Sangrey's left the meeting prior to HARB making a motion. He stated that the Sangreys would need to reapply to HARB for them to consider their replacement windows, obtain a recommendation from HARB, and then if they desired to appeal their decision, that would be the time that they would come back to Council.

No action was taken regarding the request for an ordinance.

**ANNUAL FIRE COMPANY REPORT – RICK WENTZ, FIRE CHIEF:** The 2012 annual report from the Strasburg Fire Company #1 was distributed to the members for their review. Rick Wentz was not in attendance at the meeting.

**MINUTES OF FEBRUARY 12, 2013:** Brian Barnhart made a motion to approve the minutes of the February 12, 2013 meeting as printed. Ray Garraffa seconded the motion. Motion carried with members Sollenberger, Baker, Barnhart and Garraffa casting assenting votes. Member Chiodo abstained from voting because he was not in attendance at the meeting.

### **REPORTS:**

**MAYOR** – The Mayor had nothing to report.

**PRESIDENT** – President Kiscaden was not in attendance.

**MANAGER** – The Borough Manager provided her written report for February 2013 and it was received and accepted.

**POLICE** - The Police Department's report for February 2013 was received and accepted.

**PUBLIC WORKS** - The Public Works report for February 2013 was received and accepted.

**ZONING OFFICER** - The Zoning Officer's report for February 2013 was received and accepted.

**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 \$127,791.52

HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATE OF  
APPROPRIATENESS – 129 EAST MAIN ST

### **UNFINISHED BUSINESS:**

**CONSIDER REQUEST FOR DEDICATION AND RELEASE OF FINANCIAL SECURITY PERTAINING TO TRAILS AT STRASBURG:** The Borough Manager stated that this request was submitted by Chatham Creek, LLC, and in response the Borough Engineer has completed an inspection and provided a punch list of items that need to be completed prior to the release of the financial security and dedication. Darren Caswell agreed that the punch list

was thorough but indicated that they have found a refrigerator and other items in their drainage swale. The Borough Manager noted that one of the items on the punch list specifically addressed the drainage swale and the work that is needed.

Cindy Baker made a motion, seconded by Brian Barnhart and passed unanimously to approve the report and recommendations of the Borough Engineer as set forth in its letter to Borough Council dated March 7, 2013, with regard to the Dedication Request of Chatham Creek, LLC, dated February 6, 2013, for Trails at Strasburg and to further move that the Borough Manager notify the Developer in writing by certified mail, return receipt requested, of this action.

**NEW BUSINESS:**

**CONSIDER PARTICIPATION IN APPEAL TO THE PENNSYLVANIA ENVIRONMENTAL HEARING BOARD REGARDING THE COUNTY ACT 167 PLAN:**

The Borough Manager explained that the purpose of the appeal was to challenge a recent change by DEP in that they want the DEP Best Management Practice (BMP) Manual to be incorporated into each municipality's ordinance and they want to approve any waivers from the standards. Some of the problems highlighted by the Borough Manager included that DEP's desire to review waivers does not have a formal application process, deadlines, and should be kept at the municipal level.

Brian Barnhart made a motion, seconded by Ray Garraffa and passed unanimously to ratify and confirm the action of this Borough to join with other Lancaster County municipalities and with the Building Industry Association of Lancaster County in an appeal to the Pennsylvania Environmental Hearing Board from the letter dated February 5, 2013, from Scott R. Williamson, Program Manager, Wetlands and Waterways Program, of the Pennsylvania Department of Environmental Protection, approving the Lancaster County Act 167 Stormwater Management Plan, subject to conditions, and to further authorize the Solicitor and appropriate Borough officials to execute other documents necessary or desirable to prosecute the appeal.

**YMCA – REQUEST FOR BOARD OF MANAGERS APPOINTMENT:** The Borough Manager explained that the YMCA was in need of new municipal representatives to serve on the YMCA Board of Managers and Len Ferber had contacted her expressing his desire to fill the position and has prior experience with the YMCA.

Ray Garraffa made a motion, seconded by Brian Barnhart and passed unanimously to appoint Len Ferber to serve as one of the Borough representatives on the YMCA Board of Managers.

**OTHER BUSINESS:**

**CITIZENS' COMMENTS:** None.

**EXECUTIVE SESSION:** The regular meeting was adjourned into an Executive Session at 8:12 P.M. to discuss a personnel matter – health insurance opt-out option for new employees covered under their spouses insurance.

The regular meeting was reconvened at 8:25 P.M. at which time no official action was taken.

**2013 –14**

**ADJOURNMENT:** A motion was made by Brian Barnhart, seconded by Mike Chiodo and passed unanimously to adjourn the meeting at 8:26 p.m.

Respectfully submitted,

Lisa M. Boyd  
Borough Manager

**2013 –15**  
**STRASBURG BOROUGH COUNCIL**  
**APRIL 9, 2013**  
**MINUTES**

Members Present:     Jim Kiscaden                             Mike Sollenberger  
                              Brian Barnhart                             Ray Garraffa  
                              Mike Chiodo                                 Don Bachman

Others Present:

Henry Miller, Mayor	Harold & Patricia Sangrey
Lisa M. Boyd, Borough Manager	Cindy Sangrey
Brad Klunk, Police Officer	Mark Stanley
Cindy Hummel	Tom Lainhoff
Frank Sfrisi	Greg Newell
Dale Kaufman	Beth Johnson
Toni Williams	

**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:**

**HAROLD & PATRICIA SANGREY – APPEAL HARB DECISION REGARDING REPLACEMENT WINDOWS:** Harold and Patricia Sangrey were in attendance and stated that they are here to appeal the HARB decision regarding their desire to install vinyl replacement windows. She stated that the smoke and soot have made them sick and that since Council previously gave permission for an apartment building and a barber shop to install vinyl replacement windows, they desired to have vinyl replacement windows. They stated that they walked Miller Street and saw vinyl bannisters, vinyl replacement windows and vinyl siding and a lot of properties that needed a lot of work. Jim Kiscaden stated that he reviewed the detailed minutes from the April 5, 2013 HARB meeting.

Jim Kiscaden stated that at the February 12, 2013 meeting, the Sangreys did ask for either a wood burning ordinance that would ban wood burning where properties are less than 100 yards apart or for Council to grant them permission to install vinyl replacement windows. Jim Kiscaden stated that since they requested a wood burning ordinance, he has received more complaints from residents not wanting such an ordinance than anything he has dealt with over the last several years. He stated that there will not be an ordinance restricting wood burning in Strasburg. He added that other suggestions discussed at the February 12, 2013 meeting included them recaulking their existing storm windows when it was warmer and/or having the windows inspected by either a HARB member or the building inspector to offer repair advice.

Jim Kiscaden reminded the members that the neighbor did replace the lining in his chimney, changed the type of wood he was burning, and the staff surveyed the other neighbors regarding their experience with the smoke with an overwhelming response that the neighbors did not have

a smoke problem. He also stated that the staff has been unable to photo document any soot, black smoke or smoke problem in the area during various times of the day.

Mrs. Sangrey stated that they did research restoration of their windows, and obtained a price to repair six of their existing windows for \$1,090.00. She added that HARB recommended interior storm windows, but they are more expensive than exterior storm windows, and they have chosen to replace their exterior storm windows, which is an additional \$232.00 each. She stated that they desired the vinyl replacement windows because they do not want to restore the old wooden windows.

Henry Miller stated that he believed a homeowner should be allowed to do what they want to do with their own property.

Dale Kaufman stated that Strasburg's Historic District is authentic, significant, widely known, and should be retained.

Toni Williams asked why some properties can have repairs such as vinyl windows, vinyl capping and vinyl fences and others cannot. She stated that they applied to HARB in the past to vinyl cap their windows so they wouldn't have to paint anymore. Tom Lainhoff stated that vinyl replacement windows will fail over a period of approximately 15-20 years and that capping wooden trim causes the wood behind the capping to deteriorate. Chris Lainhoff stated that they advised Mr. & Mrs. Williams at the HARB meeting that some of the work they mentioned to other properties may have been done prior to the HARB Ordinance being in effect and/or may have been done without the Borough's knowledge. Chris Lainhoff stated that HARB decided to do an annual photographic inventory to track when changes are made to a property.

Jim Kiscaden stated that he would not be able to tell if a window was a wooden or vinyl window by driving past on the roadway. Mike Chiodo stated that the Historic Architectural Review Board is following the policy that that they have been asked to enforce by Ordinances the Council has adopted.

**MINUTES OF MARCH 12, 2013:** Mike Sollenberger made a motion to approve the minutes of the March 12, 2013 meeting as printed. Mike Chiodo seconded the motion. Motion carried with members Sollenberger, Barnhart, Garraffa and Chiodo casting assenting votes. Members Kiscaden and Bachman abstained from voting because they were not in attendance at the meeting.

**REPORTS:**

**MAYOR** – The Mayor had nothing to report.

**PRESIDENT** – President Kiscaden stated that the girl burned in the Miller Street fire in January is being discharged from the burn center on Monday, and a photo meeting with both Lampeter and Strasburg Fire Companies will be held at the Strasburg Fire Station to celebrate her discharge.

**MANAGER** – The Borough Manager provided and reviewed her written report for March 2013 and it was received and accepted. The Borough Manager stated that the Executive Director of the Lampeter YMCA will be attending the May 14, 2013 Council meeting.

**POLICE** - The Police Department's report for March 2013 was received and accepted.

**PUBLIC WORKS** - The Public Works report for March 2013 was received and accepted.

**ZONING OFFICER** - The Zoning Officer's report for March 2013 was received and accepted. The Borough Manager stated that she anticipates an appeal for the 101 East Main Street Property Maintenance Enforcement Notice to be held at the May 14, 2013 Council meeting.

**TREASURER** – Mike Sollenberger made a motion, seconded by Ray Garraffa and passed unanimously to accept and file for audit the Treasurer's report for the period ending March 31, 2013.

**CONSENT AGENDA:** Brian Barnhart made a motion, seconded by Mike Sollenberger and passed unanimously to remove the HARB Certificate of Appropriateness for 209 Miller Street from the 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 \$83,431.40
- 2013 PAVING PROJECT – AUTHORIZATION TO BID JULIA AVENUE AND PLEASANT VIEW DRIVE (FROM CLARK STREET TO CLOVER AVENUE)
- LANCASTER COUNTY CONSERVATION DISTRICT MEMORANDUM OF UNDERSTANDING
- 10 NORTH JACKSON STREET JUDICIAL TAX SALE – RATIFY AND CONFIRM AUTHORIZATION FOR BOROUGH SOLICITOR TO ACCEPT SERVICE OF NOTICE
- ADOPTION OF RESOLUTION 2013-2 – REDUCE MAXIMUM DAILY LIMITS OF PERMITTED DISCHARGE OF MERCURY

**HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATE OF**

**APPROPRIATENESS – 209 MILLER ST:** Jim Kiscaden stated that the recommendation from HARB was to deny Mr. & Mrs. Sangrey's request to install vinyl replacement windows.

Mike Sollenberger made a motion to accept HARB's recommendation which denies the application for vinyl replacement windows. Ray Garraffa seconded the motion. Motion carried with members Sollenberger, Chiodo, and Garraffa voting for the motion. Members Barnhart and Kiscaden voted against the motion. Member Bachman recused himself from the vote because of the condition of his home. Member Kiscaden stated that he voted against the motion because there were other options available such as repairing the wooden windows and installing storm windows, which maintains the integrity of their home.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

**STRASBURG COMMONS PHASE 2 FINAL PLAN:** Mark Stanley, Attorney for Charter Homes, was in attendance and reviewed their request to revise their plan to make some design criteria changes to Phase 2, which include the elimination of alleys, reorientation of garages to the front and the reduction in the number of units from 84 to 64. As part of their request, Mr. Stanley stated that they are going to sprinkler and hard wire all of the units in Phase 2 even though it is not required. The Phase 2 Final Plan has been reviewed by the Borough Engineer, the Lancaster County Planning Commission and the Strasburg Borough Planning Commission, which has given a recommendation for approval. Charter's engineer, Greg Newell, submitted a response letter to the HRG Comments, and was provided to Council for their consideration with a majority of the comments stating that they intend to comply.

Mr. Stanley reviewed the following items:

- Parking – The original direction they received years ago was to maximize the parking. They are proposing to allow parking in the driveway as long as the vehicle doesn't extend over the sidewalk. They researched the average vehicle size and determined that a 16 foot parking area would suffice for most vehicles. The Borough Planning Commission was agreeable that if the final construction creates a space of at least 16 feet from the face of the garage to the back of the sidewalk, that a vehicle could be parked in the driveway. They would continue to encourage the use of the garage for parking vehicles and not for storage. Mr. Stanley stated that on-street striped visitor parking will be provided.
- The Borough Planning Commission desired a measurable schedule for completion of the park and screening. They are proposing to initiate all of the landscaping in the fall of 2013 with a completion planned for November 2013, weather permitting. Greg Newell distributed color plans of what they plan to install for the green area and for the screening. He added that they plan to work with the Borough Manager and Shade Tree Committee for the varieties of trees and shrubs to be planted.
- One technical issue is that Condition #64 from the original approval stated that any second floor bedroom would need egress to a window that either faced the street or the alley. Since they are eliminating the alleys, they believe they are technically compliant in that the second floor bedrooms have windows that face the street and the rear, and that the rear is the greenspace. Mr. Stanley also reminded them that the units will include hard wired smoke detectors and sprinklered. Jim Kiscaden stated that with these additions, the rescue concerns previously established for Phase 1 are addressed. He also added that these homes are served by gas lines and do not have individual propane tanks.
- One of the street names they are proposing is Gonder Way, and it is incorrectly noted on the plan as Gander Way.
- For stormwater control, Mr. Newell explained that they are proposing a swale with a series of inlets from roof drains and will include a 25 foot easement through the lawn area, and will be shown on the HOA documents. He stated that a small amount of rainwater will fall on the grass area between each unit, and a blanket restriction will

## 2013 –19

- be placed that no flower gardens, flower beds or plantings can be installed in that area that would block the flow of water through that area.
- Based on recommendation, it was the consensus to remove Condition #43.
  - Add Condition 45 which states: Based upon the final construction layout of the Unit(s), provided there is at least 16 feet of space between the face of the garage and the back of the sidewalk, the owner of the Unit is permitted to park in the Unit Owner's driveway. Otherwise, parking shall be prohibited in the driveway. Applicant agrees to incorporate this provision in the Planned Community Documents for Phase 2 for Strasburg Commons.
  - Add Condition 46 which states: Based upon the changes to the Conditional Use Decision as evidenced by the Modification Decision of January 8, 2013, which is the subject of the Chapter 108 Notice referenced in Condition No. 2 above, and the conditions imposed in connection therewith, provided the windows from the second floor bedrooms face the street or are located on the rear face of the Units, as the case may be, Condition 64 of Conditional Use Decision, and any similar Preliminary Plan Note contained on the Preliminary Plan is satisfied by the Phase 2 plan layout as depicted on the Site Plan of the Phase 2 Final Subdivision and Land Development Plan for Strasburg Commons.

Frank Sfrisi, of 560 Old Post Lane, was in attendance and stated that he was concerned with the planting of the greenspace and screening being delayed over the years. Jim Kiscaden stated that this schedule is being submitted in an official manner by Charter Homes which is enforceable by the Borough. Mr. Sfrisi asked what the budget for the neighborhood greens plantings was to which Mr. Shultz stated was approximately \$45,000. Mr. Sfrisi read from the July 11, 2006 Borough Council minutes where Rob Bowman stated that the budget would be \$125,000. The Borough Manager stated that the amount was not a recorded Condition or plan note so is not enforceable by the Borough. Mr. Sfrisi asked if the garage size was the same as that of Phase 1. Jim Shultz stated that the garages in Phase 2 will be 22' x 20' which is 2' x 2' wider than those in Phase 1 to address the concerns previously stated. Mr. Sfrisi stated that some of the clothes dryer vents were not vented to the soffit in at least 8 homes in Phase 1, as well as some guest bathrooms exhaust vents were not vented to the outside. He stated that he brought this up at a HOA meeting and that Charter representatives stated that each homeowner was responsible to check to make sure they were properly vented, and he believed it should be Charter Homes' responsibility. Mark Stanley stated that Jim Shultz will take this concern back to Charter Homes to be addressed.

Jim Kiscaden asked Mr. Newell if the proposed stormwater for Phase 2 will eliminate the problem that Mr. Sfrisi has experienced with Phase 1. Mr. Newell stated that they have done extensive research regarding the grading of the stormwater for Phase 2 and additional concern areas were identified and addressed by the Borough Engineer during their review.

Brian Barnhart made a motion, seconded by Ray Garraffa and passed unanimously to grant conditional final approval of the Phase 2 Final Subdivision and Land Development Plan dated 2/12/2013, as recommended by the Borough Planning Commission, subject to compliance with the 46 conditions which have been accepted by the Applicant and which are incorporated by reference in this Motion.

**APPROVAL TO REPLACE TWO WINDOWS IN REAR OF BOROUGH BUILDING:**

Jim Kiscaden stated that some water problems have been discovered on the rear of the Borough Building in an area that is currently leased to Sunshine Corners.

Don Bachman made a motion, seconded by Brian Barnhart and passed unanimously to approve replacement of two windows in the rear of the Borough Building and the payment of \$4,476.08 to Clayton Winters which includes \$950 for dryvit repair.

**OTHER BUSINESS:** None.

**CITIZENS' COMMENTS:** Chris Lainhoff thanked Council for supporting HARB's recommendation.

Henry Miller made a motion that Council repeal the Historic Architectural Review Board Ordinance. Motion died for lack of a second.

**EXECUTIVE SESSION - PERSONNEL:** The regular meeting was adjourned into an Executive Session at 9:03 P.M. to discuss a personnel matter.

The regular meeting was reconvened at 9:27 P.M. at which time Brian Barnhart made a motion, seconded by Ray Garraffa and passed unanimously to hire Gail Anderson to a full-time position effective May 1, 2013 and that her vacation, sick leave, and service award be retroactive to January 25, 2012 with all other benefits becoming effective May 1, 2013, and setting her hourly wage at \$14.70 per hour.

Brian Barnhart made a motion, seconded by Mike Chiodo and passed unanimously to adopt Resolution 2013-3 regarding the ability of employees to opt-out of the healthcare coverage in lieu of a \$1,800 incentive payment prorated throughout the year, as described in the resolution.

**ADJOURNMENT:** A motion was made by Brian Barnhart, seconded by Don Bachman and passed unanimously to adjourn the meeting at 9:30 p.m.

Respectfully submitted,

Lisa M. Boyd  
Borough Manager

2013 –21  
**STRASBURG BOROUGH COUNCIL**  
**MAY 14, 2013**  
**MINUTES**

Members Present:     Don Bachman                             Brian Barnhart  
                              Ray Garraffa                             Mike Chiodo  
                              Cindy Baker

Others Present:

Henry Miller, Mayor                             Cindy Hummel  
Lisa M. Boyd, Borough Manager             Frank Sfrisi  
F. Steven Echternach, Police Chief         Rob Derck  
Mark Zettlemoyer, Reinsel Kuntz Lesher    Jim Shultz

**CALL TO ORDER AND PLEDGE TO THE FLAG:** Council President Pro Tem Don Bachman called the meeting to order at 7:30 p.m., followed by the salute to the flag. President Pro Tem Bachman announced that the meeting is being audiotaped and maintained until the minutes are approved. The Borough Manager took the roll call.

**APPOINTMENT OF BOROUGH COUNCIL VICE PRESIDENT:** Mike Chiodo made a motion, seconded by Ray Garraffa and passed unanimously to appoint Brian Barnhart to the position of Vice President.

**CONSIDER APPOINTMENT TO BOROUGH COUNCIL AS A RESULT OF THE DEATH OF MICHAEL L. SOLLENBERGER – POSSIBLE ADOPTION OF RESOLUTION # 2013-4:** Cindy Baker made a motion, seconded by Mike Chiodo and passed unanimously to insert the name of James McCullough into Resolution 2013-4 appointing him to Borough Council until the first Monday in January 2014 and to adopt Resolution 2013-4 which appoints James McCullough to Borough Council.

**REQUESTS TO BE HEARD:**

**PRESENTATION OF 2012 BOROUGH AUDIT – MARK ZETTLEMOYER, REINSEL KUNTZ LESHER:** Mark Zettlemoyer of Reinsel Kuntz Lesher was in attendance and reviewed the 2012 Annual Audit and Financial Report and the Report to Borough Council. He stated that the audit went very smoothly and all documentation asked for was provided. He reviewed the letter to Borough Council and stated that the comments are consistent with the prior year and the comment regarding segregation of duties is common. He added that there are some things Council could do such as receiving the unopened bank statement and reviewing some of the transactions to ensure that the expense paid matches what Council approved, reviewing invoices when signing checks, and monitoring other financial activities. The Borough Manager stated that many additional steps have been put in place over the years to address the segregation of duties concern and welcomed all of Council to stop by at any time to review any of the financial records.

**YMCA UPDATE – TRACEY BRUNKE:** The Borough Manager reported that Tracey Brunke contacted her prior to the meeting and stated that she was unable to attend this meeting.

**MINUTES OF APRIL 9, 2013:** Brian Barnhart made a motion to approve the minutes of the April 9, 2013 meeting as printed. Ray Garraffa seconded the motion. Motion carried with members Bachman, Barnhart, Garraffa and Chiodo casting assenting votes. Member Baker abstained from voting because she was not in attendance at the meeting.

**REPORTS:**

**MAYOR** – The Mayor stated that he received one call from a former resident who was concerned with the upkeep of the Strasburg Cemetery. Don Bachman stated that the mowing will be done before Memorial Day. Mayor Miller also stated that he took issue that the newspaper reported that his statement to rescind the Historic District Ordinance did not have support and he believed there was support in the room that wasn't voiced. Mike Chiodo asked if the Historic District Ordinance and Standards could be provided to the members for their review.

**PRESIDENT** – Don Bachman stated that Michael L. Sollenberger passed away on April 29, 2013. He stated that he served on Borough Council from 2002-present and Vice President from 2010 to present; Planning Commission from 2002-2008; Joint Planning Commission from 2002-2004; an accountant for Auntie Anne's; a member of Calvary Monument Bible Church; past president of the Strasburg Lions Club; a charter member of the Sertoma Club and served as Sergeant at Arms for the past five years; a volunteer organizer for the Memorial Day Parade for Strasburg Community Park and the weekly Farmers' Market; he was active with the Lampeter-Strasburg Little League; Cub Scout Committees and Scout House; a member of the Pleasant View Hunting Club in Clinton County; and the Zug Coffee Club. Don Bachman asked that a moment of silence be observed in remembrance of Michael Sollenberger, adding that he will be missed by many.

**MANAGER** – The Borough Manager provided and reviewed her written report for April 2013 and it was received and accepted. She added that the Pension Actuarial update will be presented at the July 9, 2013 meeting by the Borough's Actuary, Joe Duda.

**POLICE** - The Police Department's report for April 2013 was received and accepted. The Council welcomed Chief Echternach back after his recent knee surgery.

**PUBLIC WORKS** - The Public Works report for April 2013 was received and accepted.

**ZONING OFFICER** - The Zoning Officer's report for April 2013 was received and accepted.

**CONSENT AGENDA:** Mike Chiodo 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 \$651,113.67

HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF

APPROPRIATENESS – 130 EAST MAIN STREET, 305 MILLER STREET  
AND 113 WEST MAIN STREET

APPROVAL FOR THE STRASBURG FIRE POLICE TO ASSIST THE

QUARRYVILLE BOROUGH POLICE DEPARTMENT AT THE LANCASTER  
COUNTY FIREMEN'S CONVENTION PARADE

**UNFINISHED BUSINESS:**

**CONSIDER THE REQUEST OF CHARTER HOMES AT STRASBURG, INC., TO MODIFY CERTAIN DESIGN CRITERIA FOR PHASE 2 OF STRASBURG**

**COMMONS:** Jim Shultz and Rob Derck, representing Charter Homes, were in attendance to review their request to modify some conditions for Phase 2 of Strasburg Commons that were originally imposed in 2007.

One of the conditions was that the windows needed to be either from the rear or the front for second floor emergency fire egress. Mr. Shultz stated that at Borough Council's April 9, 2013 meeting, Council did eliminate alleys. Mr. Shultz stated that they are here tonight to request side windows for the second floor, and are asking that Condition 64 of 2007 and Condition 46 of 2013 be modified to allow for side second floor windows. Mr. Shultz stated that this request was discussed with the Strasburg Fire Company President and an Assistant Fire Chief and they have approved the request because all of the homes in Phase 2 will be sprinklered.

Ray Garraffa made a motion, seconded by Cindy Baker and passed unanimously to approve Charter Homes' request regarding #64 of the Conditional Use decision and Condition #46 of the Final Plan approval to allow second floor egress to be provided on the sides of the units as reviewed and approved by the Strasburg Fire Company, subject to Charter Homes providing within five (5) business days a written release of any liability arising out of the approval of this request, and an acknowledgement that this approval was processed in a manner requested by Charter Homes.

Jim Shultz asked to be able to talk about another issue that has been raised regarding basements being provided in Phase 2. He stated that Phase 1 does not have any basements. Mr. Shultz stated that the issue is that during the Conditional Use Hearing of 2007, during the Finding of Fact, there was a statement made that they would not have basements. He stated that because of a housing market change, they are having second floors and basements in Phase 2. Mr. Shultz stated that he is putting this on the record so there is no question regarding this matter.

**NEW BUSINESS:**

**CONSIDERATION AND POSSIBLE APPROVAL OF BANNERS FOR STRASBURG FARMER'S MARKET – ADOPTION OF RESOLUTION #2013-5:**

Matt Sware, representing the Strasburg Sertoma Club's Farmers' Market Committee, was in attendance and reviewed their request to erect two banners across the roadway advertising the Farmers' Market. He stated that the banners will be approximately 12' x 3' and will be 17'6" above the road, which meets PennDOT requirements, and they will apply to obtain necessary PPL permits to attach to their poles. Mr. Sware stated that PPL allows such banners for a period of 30 days unless additional time is approved by the Borough. Henry Miller stated that he does not like banners overhanging the street. Cindy Baker stated that she is also a member of Sertoma and that in order to keep the market going, it needs to be better attended. She added that she believes that such banners are fitting for a small town and that the banners that were put up for the 275<sup>th</sup> Anniversary are so well liked that they still remain hanging. Mr. Sware stated that the signs will be appropriate, attractive, and help promote the market for the local residents. The Borough Manager stated that if the banners are permitted and they are erected this year, annual re-

approvals would be necessary. Mike Chiodo asked and Mr. Sware stated that even if they are only permitted to erect the banners for 30 days that they are willing to purchase them and incur all involved expenses. Brian Barnhart stated that the resolution could be worded to be an approval for 30 days and could be reconsidered for additional time after the initial 30 days. Brian Barnhart asked about the insurance liability and the Borough Manager stated that she will confirm this with our insurance company. Chief Echternach suggested that an Accord Certificate of Liability with minimum coverage of \$1,000,000 naming the Borough of Strasburg as an additional insured be obtained.

Mike Chiodo made a motion and passed unanimously to adopt Resolution 2013-5 granting permission to the Strasburg Area Sertoma Club to apply to PPL to erect two banners on their poles across S.R. 741, Main Street, subject to them being responsible to obtain all necessary permits and approvals subject to confirmation with the Borough's insurance company regarding a Liability Certificate in the amount of \$1,000,000 naming the Borough as an additional insured. Ray Garraffa seconded the motion. Motion carried with members Bachman, Barnhart, Garraffa and Chiodo casting assenting votes. Member Baker abstained from voting because she is a member of Strasburg Area Sertoma Club.

**OTHER BUSINESS:** Don Bachman stated that he will be putting out 7,000 flags on Friday, May 24, 2013 for Memorial Day. He added that there will be a POW/MIA area as well as a hospital area recognizing 50,000 people in hospitals.

Don Bachman also stated that the annual Memorial Day Parade will be held on Monday, May 27, 2013 commencing at 9 am.

**CITIZENS' COMMENTS:** Frank Sfrisi of 560 Old Post Lane stated that he was upset that Charter Homes can change their mind regarding installing basements in Phase 2 for Strasburg Commons and was concerned with the blasting problems that would occur to the existing homes to install those basements. He added that he was also concerned that the change would affect the resale value of the homes in Phase 1. Mr. Sfrisi also questioned parking in the driveways for Phase 2. Mike Chiodo read the minutes from the prior meeting and the Borough Manager stated that if there is a driveway that had 16 feet, they would be permitted to park in the driveway but if the driveway does not have 16 feet, a vehicle would not be permitted to be parked there. Brian Barnhart added that a vehicle can be parked in the driveway as long as it does not extend over the sidewalk. The Borough Manager stated that regarding Mr. Sfrisi's concern regarding blasting, Charter Homes would be responsible to obtain all necessary blasting permits.

**ADJOURNMENT:** A motion was made by Brian Barnhart, seconded by Cindy Baker and passed unanimously to adjourn the meeting at 8:49 p.m.

Respectfully submitted,

Lisa M. Boyd  
Borough Manager

2013 –25  
**STRASBURG BOROUGH COUNCIL**  
**JUNE 11, 2013**  
**MINUTES**

Members Present:     Jim Kiscaden                             Brian Barnhart  
                              Don Bachman                             Ray Garraffa  
                              Mike Chiodo                             Jim McCullough

Others Present:

Henry Miller, Mayor	Cindy Hummel
Lisa M. Boyd, Borough Manager	Nate & Amy Smoker
F. Steven Echternach, Police Chief	Harold & Patricia Sangrey
Carolyn & Jim Williams	Tom Lainhoff
Jerald T. Drane	Bradley A. Klunk
Scott Stoltzfus	

**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.

**INTRODUCTION OF NEW COUNCIL MEMBER – JIM MCCULLOUGH:** President Kiscaden welcomed Jim McCullough as a new Council Member.

**CROSSING GUARD SERVICE AWARD – CAROLYN WILLIAMS:** Mayor Henry Miller read a proclamation honoring Carolyn Williams for 35 years of service as a Special Officer - Crossing Guard. She was presented with flowers and a gift card from the Police Association.

**REQUESTS TO BE HEARD:**

**NATHAN & AMY SMOKER - APPEAL HARB DECISION REGARDING DEMOLITION OF SHED WITH HIGH CHIMNEY:** Nathan and Amy Smoker were in attendance and stated that they wished to appeal a recommendation made by the Historic Architectural Review Board denying their request to demolish the shed with the high chimney directly behind their house.

Mr. Smoker stated that one of HARB's reasons to deny the request is because it was a reminder of yesteryear and the small businesses along the main street. Mr. Smoker stated that the community has changed and evolved, and while he understands it is important to retain the historic nature of the town and advocates maintaining historic appeal and character, he believes that the HARB recommendation goes beyond the intentions of the community and of a homeowner to utilize his property as he would like. He stated that the building was once attached to greenhouses which were previously removed, and he believes that removing the shed is just completing the demolition that began several years ago. He noted that the building they would like to demolish is not listed on the Historic Inventory, is minimally noticeable from the road, the chimney is so tall that it is unsightly and unsafe, and a previous application to demolish a shed on Miller Street was permitted by Council. Mr. Smoker added that he was concerned that applications are reviewed on a case-by-case basis.

HARB Chairman Tom Lainhoff was in attendance and stated that this is a pre-existing structure that was in place prior to current zoning regulations, the shed that Council allowed to be removed on Miller Street was structurally unsound, and three HARB members volunteered to assist Mr. Smoker remove the chimney. Mr. Lainhoff stated that regarding the applications being reviewed on a case-by-case basis, he stated that they are not arbitrary on decisions but review each application on its own merits.

Jim McCullough stated that he did not believe the shed was a historic landmark and it is his opinion that it be allowed to be demolished.

Henry Miller stated that this structure is not important to the Historic District and is not something that HARB should concern itself with and that houses outside the Historic District are maintained by their owners and are kept nice without the HARB telling them how to take care of them.

Jim Kiscaden stated that the Historic District was created in the 1970's when some people didn't have the pride or funds to maintain their homes but now a high standard for maintaining homes exists in Strasburg Borough.

President Kiscaden stated that action on the Certificate of Appropriateness will take place later on the agenda.

**MINUTES OF MAY 14, 2013:** Mike Chiodo made a motion to approve the minutes of the May 14, 2013 meeting as printed. Brian Barnhart seconded the motion. Motion carried with members Barnhart, Bachman, Garraffa and Chiodo casting assenting votes. Members Kiscaden and McCullough abstained from voting because they were not in attendance at the meeting.

### **REPORTS:**

**MAYOR** – The Mayor stated that he received one parking sightline complaint for North Jackson Street at West Main Street. He also observed trees that need to be trimmed.

**PRESIDENT** – President Kiscaden stated that there Strasburg Fire Company #1 responded to 11 fire calls in May 2013. He also announced that the Fire Company is in the midst of their annual fund drive with 423 people contributing \$22,865 through the end of May 2013, which is consistent with prior years.

**MANAGER** – The Borough Manager provided and reviewed her written report for May 2013 and it was received and accepted.

**POLICE** - The Police Department's report for May 2013 was received and accepted.

**PUBLIC WORKS** - The Public Works report for May 2013 was received and accepted.

**ZONING OFFICER** - The Zoning Officer's report for May 2013 was received and accepted.

**CONSENT AGENDA:** Brian Barnhart made a motion, seconded by Mike Chiodo and passed unanimously to remove the HARB Certificate of Appropriateness for 211 Miller Street regarding the demolition of the shed from the Consent Agenda to be addressed individually.

Brian Barnhart 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 \$172,491.33

HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF  
APPROPRIATENESS – 138 EAST MAIN STREET, 211 MILLER STREET  
(FOR WORK OTHER THAN THE DEMOLITION OF THE SHED), 123  
MILLER STREET, 107 MILLER STREET, 201 SOUTH DECATUR  
STREET AND 104 MILLER STREET

APPROVAL FOR THE STRASBURG FIRE POLICE TO PARTICIPATE IN THE  
QUARRYVILLE RELAY FOR LIFE PROGRAM AND TWO BOOT DRIVES  
DURING THOMAS THE TRAIN WEEKENDS

HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATE OF APPROPRIATENESS – 211 MILLER STREET FOR DEMOLITION OF SHED: HARB Chairman Tom Lainhoff stated that HARB has set guidelines for review of every application, and the most stringent is an application for demolition. He added that each of the items listed in the Ordinance were reviewed at the HARB meeting when they made a recommendation denying the request. He stated that this shed, while not an individual Strasburg landmark, is a part of the whole Historic District and is a part of the agricultural history of Strasburg. Mr. Smoker stated that he believed that a homeowner should be able to make a reasonable decision regarding his property that would not rob history of the area. Brian Barnhart stated that he appreciated the other work that the Smokers are doing to their house to preserve it and felt the shed is an eyesore. Mike Chiodo stated that he appreciated HARB's efforts and review of the application but added that the process is that HARB makes a recommendation and Borough Council makes the motion.

Brian Barnhart made a motion to overturn the Historic Architectural Review Board's Certificate of Appropriateness to deny the demolition of the shed which grants permission to the owner to demolish the shed. Ray Garraffa seconded the motion. Motion carried with members Barnhart, Bachman, Garraffa and McCullough casting assenting votes. Members Kiscaden and Chiodo cast dissenting votes.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

**CONSIDERATION AND POSSIBLE ADOPTION OF FEE SCHEDULE RESOLUTION**

**2013-6:** Jim Kiscaden stated that the fee being added to the Fee Schedule Resolution is a \$500 fee for Local Agency Law Hearings.

Mike Chiodo made a motion, seconded by Brian Barnhart and passed unanimously to adopt the Fee Schedule Resolution 2013-6 which adds a fee for Hearings under the Local Agency Law such as property maintenance and liquor license transfer hearings.

**AWARD OF 2013 PAVING PROJECT BID:** Jim Kiscaden announced that this is for the 2013 paving project and that the project was put out to bid and advertised as required.

Don Bachman made a motion, seconded by Mike Chiodo and passed unanimously to award the 2013 paving project, which includes Julia Avenue and a portion of Pleasant View Drive from Clover Avenue to Clark Street, to the lowest bidder, Pennsy Supply of Annville, PA at a bid of \$56,750.31.

**OTHER BUSINESS:** None.

**CITIZENS' COMMENTS:** Henry Miller stated that he believed the HARB Ordinance is too rigid.

Don Bachman thanked Paul Miller Jr. for helping place 7,326 flags at the Strasburg Cemetery for Memorial Day.

**EXECUTIVE SESSION – PERSONNEL ISSUE:** The meeting was adjourned into Executive Session at 8:33 p.m. to discuss personnel matters.

The meeting was reconvened at 8:40 p.m. at which time President Kiscaden announced that no official action was taken.

**ADJOURNMENT:** A motion was made by Brian Barnhart, seconded by Mike Chiodo and passed unanimously to adjourn the meeting at 8:45 p.m.

Respectfully submitted,

Lisa M. Boyd  
Borough Manager

2013 –29  
**STRASBURG BOROUGH COUNCIL**  
**JULY 9, 2013**  
**MINUTES**

Members Present:     Jim Kiscaden                             Don Bachman  
                              Mike Chiodo   Jim McCullough

Others Present:  
                  Henry Miller, Mayor                             Cindy Hummel  
                  Lisa M. Boyd, Borough Manager             Tracy Brunke  
                  F. Steven Echternach, Police Chief         Pastor Tim Patterson  
                  Bruce L. Ryder                                     Joe Duda

**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.

**ACTUARIAL UPDATE – JOE DUDA:** Joe Duda, the Borough’s Actuary for the Police and Non-Uniformed Pension Plans was in attendance. He stated that the stock market has improved recently but the plans need to be valued as of January 1, 2013. He stated that in 2009, because the stock market did not do well in 2008, the Borough utilized a “Smoothing” method to calculate future Minimum Municipal Obligations, which spreads the loss over five years and is one reason the MMO is higher for 2013. Another reason the MMO is anticipated to be higher for 2014 is that their calculations assume a return on investments of 8% per year but the plan had an actual return in 2011 of -0.39% and 8.59% in 2012. Another impact is that life expectancy has increased and assumes a longer payment period. An alternate legal calculation method is the “Pennsylvania Municipal Retirement System” Method which uses actual value of assets from two years ago and brings it forward at 7% interest, giving a higher value than market or smoothing value. Mr. Duda asked Council to provide him some direction on which method they wished to utilize. When asked his recommendation, Mr. Duda stated that he would recommend the Smoothing Method be continued to be utilized because it takes into consideration both gains and losses and smooths them out over five years.

The 2014 estimated figures using the Smoothing Method are:

	<u>MMO</u>	<u>Unfunded Liabilities</u>
Non-Uniformed	\$62,000	\$251,000
Uniformed	\$108,554	\$500,000

Mike Chiodo made a motion, seconded by Don Bachman and passed unanimously to authorize the Actuary to continue to utilize the Smoothing Method for calculating the 2014 Minimum Municipal Obligations.

**REQUESTS TO BE HEARD:**

**YMCA UPDATE – TRACY BRUNKE AND TIM PATTERSON:** Tracy Brunke and Tim Patterson were in attendance and provided an update on the YMCA, highlighting the following programs:

- Power Packs – Served 40 power pack families, which provides meals to at-risk families identified through the school district.
- CaRE Program – Cancer Rehabilitation Exercise program which provides free exercise and personal coach rehabilitation for remission cancer patients for 12 weeks with a buddy.
- Financial Scholarship – Association wide, they provided \$177,235 in financial assistance.
- Camp Shand Day Camp – 1084 camper weeks and provided \$52,400 in financial assistance.
- Membership – Currently 8,200 members at the Lampeter-Strasburg YMCA and they are currently experiencing the highest usage since the YMCA opened four years ago.
- Wesley United Methodist Church – They will be moving some programs outside of the YMCA, such as the Power Packs, Crossfit, Project Pounds Away, and two youth sports programs to Wesley United Methodist Church, which brings them more into the community.

Jim Kiscaden thanked the YMCA for serving the Strasburg area.

**MINUTES OF JUNE 11, 2013:** Mike Chiodo made a motion, seconded by Don Bachman and passed unanimously to approve the minutes of the June 11, 2013 meeting as printed.

**REPORTS:**

**MAYOR** – The Mayor had nothing to report.

**PRESIDENT** – President Kiscaden reported that he did arrange a meeting with Bob May, Executive Director of LEMSA, regarding some concerns about them expanding into the Quarryville Area. Mr. Kiscaden stated that according to the agreement that LEMSA signed with Strasburg Community Ambulance Association in 2000, the furthest away they would be from Strasburg Borough is four miles. He stated that Mr. May had no intentions of moving out of Strasburg and explained some of LEMSA's financial issues.

**MANAGER** – The Borough Manager provided and reviewed her written report for June 2013 and it was received and accepted. She stated that she received an update from R.B. Campbell this afternoon indicating his intentions are to complete the extension of Garden Spot Avenue by the end of the year. The Borough Manager also stated that we have been informed that after December 31, 2013, the County will no longer be hosting our website for free. The staff continues to evaluate options for our website. The Tree Committee, as part of their previously-approved plan to plant five trees in front of the Borough Building, is planning to dedicate one of the trees in memory of Diana Hallman.

**POLICE** - The Police Department's report for June 2013 was received and accepted. Chief Echternach noted that there are additional traffic arrests on this report which are the result of a Buckle Up PA Grant.

**PUBLIC WORKS** - The Public Works report for June 2013 was received and accepted. President Kiscaden noted that based on the flows provided, the installation of gaskets and seals in the manholes is reducing the amount of infiltration into the system.

**ZONING OFFICER** - The Zoning Officer's report for June 2013 was received and accepted.

**TREASURER** – Mike Chiodo 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, 2013.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

**CONSIDERATION AND POSSIBLE ADOPTION OF FEE SCHEDULE RESOLUTION**

**2013-7:** Jim Kiscaden stated that the only change in the Fee Schedule Resolution is to increase the pay rate for Extra Police Services to \$40 per hour, which pays the officer \$35 per hour and a \$5 per hour administration fee.

Mike Chiodo made a motion, seconded by Jim McCullough and passed unanimously to adopt the Fee Schedule Resolution 2013-7 which updates the pay rate for Extra Police Services to \$40 per hour.

**MID-YEAR FINANCIAL OVERVIEW:** The Borough Manager provided a detailed Mid-Year Financial Review dated July 5, 2013, which was based on the information contained in the June 30, 2013 Treasurer's Report. President Kiscaden pointed out that the Real Estate Tax and Transfer Tax Revenues are at 93% compared to the budget. The Borough Manager reported that overall for revenues to date, we have received 79% and expenses to date are 52%.

**PAYMENT OF BILLS:** Mike Chiodo made a motion, seconded by Jim McCullough and passed unanimously to approve the payment of the four lists of bills dated 6/13, 6/18, 6/26 and 7/5/13 totaling \$153,726.92.

**OTHER BUSINESS:**

**APPROVAL FOR STRASBURG FIRE POLICE TO ASSIST QUARRYVILLE POLICE AND QUARRYVILLE FIRE COMPANY WITH SOLANCO FAIR PARADE ON**

**SEPTEMBER 18, 2013:** Don Bachman made a motion, seconded by Mike Chiodo and passed unanimously to authorize the Strasburg Fire Police to assist the Quarryville Police and Quarryville Fire Company with the Solanco Fair Parade on September 18, 2013.

**RESIGNATION OF L. JAMES KISCADEN:** President Kiscaden read the following letter addressed to Lisa M. Boyd, Borough Manager, Mayor and Members of Borough Council: Dear Folks, This letter is to officially inform you that I am submitting my resignation as Strasburg Borough Councilman and President of Council effective July 15, 2013, due to my change in residence to the Willow Valley Retirement Community. I wish to thank all the citizens of Strasburg for the opportunity that they provide for me to serve as councilman and mayor over the years and to acknowledge the Strasburg Borough municipal employees for their outstanding service to the community as well as the unselfish service each council member gives to this community. As many of you know I began my council career in 1974 and served as mayor from 1982-1991. After an 11 year residency in Cherry Tree (Indiana County) where I was councilman from 1992-96 and mayor from 1996-2002, I returned to Strasburg and was appointed to council in the fall 2002 and served in that capacity until now. I have witnessed numerous changes in the borough over the years and I am very proud of the accomplishments that we made including the installation of a sanitary sewer system, creation of a Historic District, construction of a by-pass, procurement of additional water resources and installation of a new water treatment system and increased reservoir storage capacity as well as a fulltime police department, public works department and borough manager. Additionally during those years the borough grew from approximately 1200 residents to the 2800 persons who now call it home. Sincerely, L. James Kiscaden, D. Ed.

Don Bachman made a motion, seconded by Mike Chiodo and passed unanimously to accept the resignation of L. James Kiscaden with regret.

Mike Chiodo and Henry Miller thanked Jim Kiscaden for his years of service and dedication to the Borough. Henry Miller added that the Borough residents are unaware of how much Jim Kiscaden has done for Strasburg Borough over the years and lead a standing ovation to honor him. Don Bachman added that Jim Kiscaden has served the Borough by serving as an officer and fireman with the Strasburg Fire Company for many years.

**CITIZENS' COMMENTS:** Bruce Ryder echoed his thanks to Jim Kiscaden for serving Strasburg Borough in many ways. Jim Kiscaden thanked Bruce Ryder for his work on the Route 896 Relocation Project.

**ADJOURNMENT:** A motion was made by Mike Chiodo, seconded by Jim McCullough and passed unanimously to adjourn the meeting at 8:35 p.m.

Respectfully submitted,

Lisa M. Boyd  
Borough Manager

2013 –33  
**STRASBURG BOROUGH COUNCIL**  
**AUGUST 13, 2013**  
**MINUTES**

Members Present:     Brian Barnhart                             Don Bachman  
                              Mike Chiodo                                     Jim McCullough  
                              Ray Garraffa

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

**CALL TO ORDER AND PLEDGE TO THE FLAG:** Council Vice President Brian Barnhart called the meeting to order at 7:30 p.m., followed by the salute to the flag. Vice President Barnhart announced that the meeting is being audiotaped and maintained until the minutes are approved. The Borough Manager took the roll call.

**CONSIDER APPOINTMENT TO BOROUGH COUNCIL AS A RESULT OF THE RESIGNATION OF JIM KISCADEN – POSSIBLE ADOPTION OF RESOLUTION # 2013-8:** Brian Barnhart stated that two letters of interest from residents had been received, Will Hutchinson and Bruce Ryder. Mr. Barnhart stated that both applicants are well qualified.

Don Bachman made a motion, seconded by Mike Chiodo and passed unanimously to insert Will Hutchinson's name into Resolution #2013-8 appointing him to Borough Council until the first Monday in January 2014.

Don Bachman made a motion, seconded by Ray Garraffa and passed unanimously to adopt Resolution #2013-8 which appoints Will Hutchinson to Borough Council.

**APPOINTMENT OF BOROUGH COUNCIL PRESIDENT:** Brian Barnhart stated that because of Jim Kiscaden's resignation at the last meeting, a Council President needs to be appointed. He explained that the duties of Council President are to be the main contact, on behalf of Borough Council, to the Borough Manager, conduct the meetings, sign checks and other necessary paperwork.

Don Bachman and Mike Chiodo both offered their name to be considered for appointment to the position of Council President.

Brian Barnhart asked how many members, by a show of hands, were in favor of Don Bachman as president and how many members were in favor of Mike Chiodo as president, with the response being a majority of members in favor of Mike Chiodo as president.

Ray Garraffa made a motion, seconded by Don Bachman and passed unanimously to appoint Mike Chiodo as Borough Council President.

Brian Barnhart turned the chair of the meeting over to Council President Mike Chiodo.

**REQUESTS TO BE HEARD:** None.

**MINUTES OF JULY 9, 2013:** Jim McCullough made a motion to approve the minutes of the July 9, 2013 meeting as printed. Don Bachman seconded the motion. Motion carried with members Bachman, Chiodo and McCullough casting assenting votes. Members Barnhart and Garraffa abstained from voting because they were not in attendance for the meeting.

**REPORTS:**

**MAYOR** – The Mayor had nothing to report.

**PRESIDENT** – Newly appointed President Chiodo had nothing to report.

**MANAGER** – The Borough Manager provided and reviewed her written report for July 2013 and it was received and accepted. President Chiodo highlighted one item from her written report, that Grant Shaika completed his Eagle Scout Project which was a project for the Borough in which he obtained funding, purchased the supplies and built a bench and a picnic table as well as planted perennial flowers at the Borough Office.

**POLICE** - The Police Department's report for July 2013 was received and accepted. Chief Echternach stated that members of Borough Council were invited to the Police Range on Tuesday, October 8, 2013 to see the Departments' equipment and weaponry, see the range and shoot weapons. More details will follow. Chief Echternach also offered to take any interested new members on a tour of all of the Borough-owned facilities and discuss policing in the community. He also stated that he will be instructing a National Incident Management System class in January 2014 that is required for all members.

**PUBLIC WORKS** - The Public Works report for July 2013 was received and accepted.

**ZONING OFFICER** - The Zoning Officer's report for July 2013 was received and accepted.

**CONSENT AGENDA:** Don Bachman made a motion, seconded by Ray Garraffa and passed unanimously to approve the following items on the Consent Agenda:

PAYMENT OF BILLS IN THE AMOUNT OF \$85,954.60  
HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF  
APPROPRIATENESS – 127 EAST MAIN STREET, 214 MILLER STREET,  
120 EAST MAIN STREET AND 101 EAST MAIN STREET  
APPROVAL OF 2014 BUDGET CALENDAR

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

**CONSIDERATION AND POSSIBLE ADOPTION OF PREVAILING WAGE**

**RESOLUTION # 2013-9:** Don Bachman made a motion, seconded by Brian Barnhart and

passed unanimously to adopt the Prevailing Wage Resolution # 2013-9 which urges the Pennsylvania General Assembly to eliminate or amend the State Prevailing Wage Act (Act 442 of 1961).

**OTHER BUSINESS:** None.

**CITIZENS' COMMENTS:** Don Bachman thanked the Borough and Police for helping with traffic for the July Veterans' Concert in the Square. He stated that the next one is scheduled for December 8, 2013.

**ADJOURNMENT:** A motion was made by Brian Barnhart, seconded by Ray Garraffa and passed unanimously to adjourn the meeting at 8:00 p.m.

Respectfully submitted,

Lisa M. Boyd  
Borough Manager

2013 –36  
**STRASBURG BOROUGH COUNCIL**  
**SEPTEMBER 10, 2013**  
**MINUTES**

Members Present:     Mike Chiodo                             Jim McCullough  
                                 Brian Barnhart                             Don Bachman  
                                 Ray Garraffa

Others Present:

Henry Miller, Mayor	Debi Vail
Lisa M. Boyd, Borough Manager	Doug Vail
F. Steven Echternach, Police Chief	John Irwin
Jenny Caswell	Jo Ann Irwin
Darren Caswell	Robert Bennethum
Richard Elliott	May Gaynor
Mark Stanley	Rob Derck
Rob Bowman	Barbara Donahue
Sara Gretton	

**CALL TO ORDER AND PLEDGE TO THE FLAG:** Council President Mike Chiodo called the meeting to order at 7:30 p.m., followed by the salute to the flag. President Chiodo 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:**

**TRAILS AT STRASBURG HOMEOWNERS' ASSOCIATION – DEDICATION OF COMMON AREAS TO TRAILS AT STRASBURG HOMEOWNERS' ASSOCIATION FROM KEYSTONE CUSTOM HOMES:** Rich Elliott, representing the Trails at Strasburg Homeowners' Association, was in attendance and reviewed their written submission with regard to concerns they have with items such as the developer's mowing and maintaining of the wetlands, knowing what property will become their responsibility, removing the developer's sign and sediment control in the stormwater basins.

The Borough Manager explained that some of the items they have concerns with are items which are already on the Borough Engineer's punchlist of items which must be completed prior to the Borough's acceptance of the development for dedication.

President Chiodo stated that some of their concerns are regarding the homeowners' association, which is an agreement between the homeowners and the developer. He offered the Borough's assistance, as we are able, but reminded him that the Borough is not a party to that agreement.

Darren Caswell expressed concern regarding who is the holder of the sedimentation control permit because he believed the controls are not working. The Borough Manager will check with the Solicitor regarding this issue.

Doug Vail stated that he was concerned with orange fencing. The Borough Manager stated that this is one of the items on the Engineer's punchlist.

Bob Bennethum stated that he believed some of the problem with the developer was that they do not have a consistent contact with the developer. He added that some of the developer's other neighborhoods had paving problems and that is why he previously pushed to have their roads paved.

The Borough Manager stated that there is not a required completion date for the repairs because the Borough wants the developer to correctly complete the repairs rather than rush the project. She also added that after the Borough accepts dedication of a development, the developer is required to have an 18 month maintenance guarantee for the improvements.

**MINUTES OF AUGUST 13, 2013:** Brian Barnhart made a motion, seconded by Ray Garraffa and passed unanimously to approve the minutes of the August 13, 2013 meeting as printed.

**REPORTS:**

**MAYOR** – The Mayor reported that he received a complaint regarding a plate in the roadway near the corner of the bank that sticks up and is a tripping/obstruction hazard. The Borough Manager stated that it is a state road but that she would look into the matter.

**PRESIDENT** – President Chiodo had nothing to report.

**MANAGER** – The Borough Manager provided and reviewed her written report for August 2013 and it was received and accepted. She highlighted that an update was received from R.B. Campbell and she believes that project is moving forward at a satisfactory pace. Brian Barnhart thanked the Manager for attending the bridge replacement meeting and stated that it will be a vast improvement.

**POLICE** - The Police Department's report for August 2013 was received and accepted.

**PUBLIC WORKS** - The Public Works report for August 2013 was received and accepted.

**ZONING OFFICER** - The Zoning Officer's report for August 2013 was received and accepted.

**CONSENT AGENDA:** Ray Garraffa 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 \$113,085.89  
HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATE OF  
APPROPRIATENESS – 122 WEST MAIN STREET  
SCHEDULE TRICK-OR-TREAT DATE – THURSDAY, OCTOBER 31 FROM 6-8 PM  
ACKNOWLEDGEMENT OF 2014 PENSION MINIMUM MUNICIPAL  
OBLIGATIONS (UNIFORMED \$105,065 AND NON-UNIFORMED \$62,789)

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

**REQUEST OF CHARTER HOMES TO PROVIDE FINANCIAL SECURITY ON A SUB-PHASE BASIS:** Rob Bowman, president of Charter Homes as well as his attorney, Mark Stanley and neighborhood development representative, Rob Derck, were in attendance to review their request for Council to consider allowing them to provide financial security to begin construction on eight homes in Phase 2. He stated that this will allow them to begin construction to be prepared for the Spring 2014 housing market as well as to obtain the financing for the bulk of Phase 2.

Based on a concern raised by President Chiodo, Mr. Bowman agreed that the parent company, Charter Homes Inc., would be the holder of the financial security.

Mr. Bowman asked for Borough Council's approval to authorize our Solicitor to work with Charter Homes' Solicitor to develop the necessary agreements. Mr. Bowman agreed that any costs incurred by the Borough would be reimbursed by Charter Homes.

Jim McCullough stated that after hearing the concerns of the residents of another development previously in this meeting, he was concerned with the request. Mr. Bowman stated that Charter Homes has a long history of working with the Borough with the Route 896 Relocation Project and that they kept their commitments.

Mr. Bowman stated that instead of re-engineering and reapplying completely to create an official Phase 2 and Phase 3 of the project, he is suggesting the Borough consider having agreements developed by the Solicitors to designate the eight homes and provide the appropriate financial security to allow them to construct and market those eight homes.

Barbara Donahue expressed concern regarding Phase 1 and some questions they had regarding items such as responsibility for Kinder Lane and final paving. Rob Bowman stated that Charter Homes will respond to their questions through their Homeowner's Association.

It was the consensus of Council to authorize Charter Homes to work with our Solicitor to develop agreements to split Phase 2 to allow them to post financial security to allow them to construct and market eight homes along McCarter Lane and then proceed with the financial security and construction of the remaining 56 homes.

**OTHER BUSINESS:** The Borough Manager stated that the annual Halloween Parade will be held on Thursday, October 24, 2013.

**CITIZENS' COMMENTS:** May Gaynor stated that she is pleased with the way the Edisonville Bridge is looking and Kip VanBlarcom and Scott Standish from the Lancaster County Planning Commission really worked hard with the Pennsylvania Museum and Historic Commission to get a context sensitive design. She added for the record that PennDOT was going to install a standard cattle chute bridge but because of it being a Heritage Byway, we were able to get a nicer design for the bridge.

**2013 –39**

Don Bachman stated that he was opposed to them taking the bridge abutment out as well as anything on either side of the bridge for where the trolley line previously existed.

**ADJOURNMENT:** A motion was made by Brian Barnhart, seconded by Ray Garraffa and passed unanimously to adjourn the meeting at 8:25 p.m.

Respectfully submitted,

Lisa M. Boyd  
Borough Manager

**2013 –40**  
**STRASBURG BOROUGH COUNCIL**  
**OCTOBER 8, 2013**  
**MINUTES**

Members Present:     Mike Chiodo                     Brian Barnhart  
                                   Ray Garraffa                     Will Hutchinson

Others Present:

Henry Miller, Mayor	Mark Stanley
Lisa M. Boyd, Borough Manager	Bill Swiernik
F. Steven Echternach, Police Chief	Daryn Sauder
Stephen Smoker	Don Sauder
Cindy Hummel	Robert Bennethum

**CALL TO ORDER AND PLEDGE TO THE FLAG:** Council President Mike Chiodo called the meeting to order at 7:30 p.m., followed by the salute to the flag. President Chiodo announced that the meeting is being audiotaped and maintained until the minutes are approved. The Borough Manager took the roll call. A standing moment of silence was held in honor and memory of Donald A. Bachman, who passed away on October 1, 2013.

**REQUESTS TO BE HEARD:** None.

**MINUTES OF SEPTEMBER 10, 2013:** Brian Barnhart made a motion to approve the minutes of the September 10, 2013 meeting as printed. Ray Garraffa seconded the motion. Motion carried with members Chiodo, Barnhart and Garraffa casting assenting votes. Will Hutchinson abstained from voting because he was not in attendance for the meeting.

**REPORTS:**

**MAYOR** – Henry Miller stated that several traditions including the Pearl Harbor Day Ceremony in the Square and the Memorial Service for the Veterans in July have been completely organized by Donald A. Bachman to honor the veterans. In light of his recent passing, Mayor Miller stated that Mr. Bachman should be recognized for all of his hard work and stated that he believed these traditions to honor the veterans and Donald Bachman should continue.

**PRESIDENT** – President Chiodo had nothing to report.

**MANAGER** – The Borough Manager provided and reviewed her written report for September 2013 and it was received and accepted. The Borough Manager added that she was recently advised that the R.B. Campbell project was recently awarded to an excavator and scheduled for the first or second week in November. She also stated that the office staff and Public Works Department will be participating in a CPR class tomorrow.

**POLICE** - The Police Department's report for September 2013 was received and accepted.

**PUBLIC WORKS** - The Public Works report for September 2013 was received and accepted. Brian Barnhart stated that in light of so many new members on Council, he was requesting a member of the Public Works Department to attend a future meeting to review their monthly report to provide the members with some background and offer advice on what they should be looking for regarding the flows that are detailed on the report. The Borough Manager offered a tour of the Reservoir as well.

**ZONING OFFICER** - The Zoning Officer's report for September 2013 was received and accepted.

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

PAYMENT OF BILLS IN THE AMOUNT OF \$51,573.69  
HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATE OF  
APPROPRIATENESS – 208 WEST MAIN STREET  
APPOINTMENT OF FINANCE CONTACT – RAY GARRAFFA

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

**CHARTER HOMES** – Mark Stanley, representing Charter Homes, was in attendance and reminded the members that they were in attendance at the last meeting to discuss phasing options regarding Strasburg Commons Phase 2. He stated that following that meeting, the options were reviewed and they have decided to post security for the entire Phase 2. Mike Chiodo stated that the request has been reviewed by the Borough Solicitor, and he assisted in preparing appropriate motions for Borough Council to consider in regards to their request.

**FINANCIAL SECURITY REQUEST FOR STRASBURG COMMONS – PHASE 1:**  
Ray Garraffa made a motion, seconded by Will Hutchinson and passed unanimously to grant the following waiver of the Strasburg Borough Subdivision and Land Development Ordinance of 1995, as amended, with regard to the Phase 1 Final Subdivision and Land Development Plan for Strasburg Commons, a Planned Community, subject to compliance with all previous conditions of approval and the following conditions:  
A waiver of Section 502.01.1 of the Strasburg Borough Subdivision and Land Development Ordinance of 1995, as amended, which requires the posting of financial security in the form of an irrevocable letter of credit or a cash escrow account to permit financial security in the form of a bond to be substituted for the existing letter of credit, subject to the following conditions:  
(i) The bond must be in a form and content satisfactory to the Borough Solicitor;  
(ii) The bond must be in an amount satisfactory to the Borough Engineer;  
(iii) The surety must be authorized to do business in the Commonwealth of Pennsylvania;  
(iv) The surety must be currently listed in the United States Department of Treasury Circular 570; and  
(v) The surety must have an AM Best rating of A or higher.

**FINANCIAL SECURITY REQUEST FOR STRASBURG COMMONS – PHASE 2:**

Brian Barnhart made a motion, seconded by Ray Garraffa and passed unanimously to grant the following waiver of the Strasburg Borough Subdivision and Land Development Ordinance of 1995, as amended, with regard to the Phase 2 Final Subdivision and Land Development Plan for Strasburg Commons, a Planned Community, subject to compliance with all previous conditions of approval and the following conditions:

A waiver of Section 502.01.1 of the Strasburg Borough Subdivision and Land Development Ordinance of 1995, as amended, which requires the posting of financial security in the form of an irrevocable letter of credit or a cash escrow account to permit financial security in the form of a bond, subject to the following conditions:

- (i) The bond must be in a form and content satisfactory to the Borough Solicitor;
- (ii) The bond must be in an amount satisfactory to the Borough Engineer;
- (iii) The surety must be authorized to do business in the Commonwealth of Pennsylvania;
- (iv) The surety must be currently listed in the United States Department of Treasury Circular 570; and
- (v) The surety must have an AM Best rating of A or higher.

**AUTHORIZATION TO EXECUTE DOCUMENTS PERTAINING TO STRASBURG COMMONS – PHASE 2:**

Brian Barnhart made a motion, seconded by Will Hutchinson and passed unanimously that the President or Vice President of Borough Council be authorized to execute and acknowledge, if necessary, and that the Borough Secretary be authorized to attest all necessary and appropriate documents pertaining to the Phase 2 Subdivision and Land Development Plan for Strasburg Commons, a Planned Community, upon compliance with the conditions of Plan approval and upon such documents being in a form and content acceptable to the Borough Staff, the Borough Engineer, and the Borough Solicitor. I further move that the President or Vice President of Borough Council be authorized to execute and acknowledge and that the Borough Secretary be authorized to attest the Plan after the conditions of Plan approval have been satisfied and all documents are in an acceptable form and content. In the event any dispute or disagreement arises prior to the recording of the Phase 2 Final Plan for Strasburg Commons between the Applicant, on the one hand, and the Borough Staff, the Borough Engineer and/or the Borough Solicitor, on the other hand, as to the requirements and documents pertaining to the Phase 2 Final Plan, any issue in dispute or disagreement must be submitted to Borough Council at least seven (7) days before a regularly scheduled meeting of Borough Council for resolution by Borough Council.

**SAUDER MOTORS, INC. PLAN AND CONSIDERATION OF WAIVER REQUESTS:**

Mike Chiodo stated that this request was reviewed by the Borough's Planning Commission at their meeting last night and their draft minutes were provided to the members.

Bill Swiernik of David Miller Associates, together with the land owners, Don and Daryn Sauder as well as Stephen Smoker, were in attendance. Mr. Swiernik reviewed their request for waivers for the processing of a land development plan, access drive separations, perimeter landscape strips, shade and street trees, and interior landscaping. He stated that following discussions with the Borough, they approached the project as a remodeling of an existing property where the previous Garden Spot Bowling Center stood, and that is why they submitted a stormwater plan.

The property is approximately 1 ½ acres and is almost completely impervious surface with gravel and asphalt and has little controls for access onto North Decatur Street. He stated that the applicant purchased the property to move their automobile dealership for the sale of vehicles and motorhomes from West Main Street. He stated that two access points and a limited access one-way exiting point onto North Decatur Street is proposed. The overall proposed site layout was reviewed. Their waiver requests were reviewed by the Borough's Engineer and Planning Commission.

Ken Johnson, Chair of the Planning Commission, as well as Planning Commission member, Mary Dresser, were in attendance. Ken Johnson stated that Sauder Motors was requesting a waiver of the entire land development process, and that the Planning Commission was concerned with the precedence that would be set and was recommended to be denied. He stated that the other waiver request they recommended denying was for trees and the Planning Commission recommended planting clustering at the corners of the property to still allow for tree growth onto the property but still allow the view onto the property as well. The remaining three waivers they requested were recommended to be approved by the Planning Commission.

Bill Swiernik stated that they were still concerned with planting trees because of the power and communication lines along the frontage, because their business puts their product out for display and the negative impact that trees would have on it, and for the reduced clear sight line when exiting the property.

The additional time that would be required for the project to apply for a combined preliminary/final land development plan compared to using the submitted stormwater plan was discussed and Mr. Swiernik stated that approximately the same amount of time is required in order to obtain PennDOT permits for the access points. Mr. Swiernik stated that he didn't feel that waiving the requirement could set precedence because of the uniqueness of this project and its existing conditions.

Stephen Smoker asked if they are required to go through full land development, what more does the Borough gain from what we already have? Mary Dresser stated that it was important to follow the process to allow for adequate reviews. Ken Johnson stated that the Planning Commission did recommend a combined preliminary/final land development submission, which is a reduction from the original process. Mr. Johnson added that items not listed on the stormwater plan such as curb stops get to be reviewed and the document gets recorded, which does not occur if only a stormwater plan is submitted.

Brian Barnhart expressed concern regarding the Planning Commission not recommending waiving the street tree requirement. He stated that if he were the business owner, he would be concerned with having the trees in front of their cars for sale. Mary Dresser clarified that the Planning Commission recommended them being clustered and waiving the requirement of them being placed every 40 feet. She added that trees have a number of benefits and that different varieties of trees, such as those that have a more open canopy, could be selected.

Brian Barnhart made a motion, seconded by Ray Garraffa and passed unanimously to accept the recommendation from the Planning Commission to deny Waiver #1 for preliminary and final land development plan and accept a consolidated land development plan, to accept Waiver #2

regarding 100 foot separation between access drives, accept the Waiver #3 regarding perimeter landscape strips, accept Waiver #4 regarding shade and street trees, and accept Waiver #5 regarding interior landscaping.

**CONSIDER APPOINTMENT TO BOROUGH COUNCIL AS A RESULT OF THE DEATH OF DONALD A. BACHMAN – POSSIBLE ADOPTION OF RESOLUTION**

**2013-10:** Mike Chiodo stated that Bruce Ryder, a former Mayor and Borough Council member, has submitted a letter indicating his willingness to serve and complete the unexpired term until December 31, 2015.

Ray Garraffa made a motion, seconded by Will Hutchinson and passed unanimously to insert Bruce L. Ryder's name into Resolution 2013-10 appointing him to Borough Council until the first Monday in January 2016.

Brian Barnhart made a motion, seconded by Will Hutchinson and passed unanimously to adopt Resolution 2013-10 which appoints Bruce L. Ryder to Borough Council.

**2014 DRAFT BUDGET AND CAPITAL IMPROVEMENTS PROGRAM:** The draft budget was reviewed and the following items were highlighted:

- Health insurance – with the unknowns regarding health insurance and affordable health coverage, the Borough's agent is recommending budgeting for a 0-60% increase. A 15% increase is shown in the budget.
- Donations – All donees have requested the same level of donations except the library is requesting a 10% increase. Ken Johnson, a member of the library board, noted that state funding continues to be cut drastically and more funds are needed to cover program costs.
- Data processing equipment – The Borough Manager stated that this line item needed to be increased because we were just notified that our main server needs to be replaced in 2014.
- No tax increase is proposed for the 2014 budget.
- Additional funds are included to be paid towards the Pension Unfunded Liabilities.
- Revenues for 2013 are coming in higher than budgeted.
- Leaves a 6.5% fund balance.
- Pension Minimum Municipal Obligations are increased by approximately \$35,000 from 2013's budget.
- Reviewed the Capital Improvements Program, which sets aside funding for future larger projects. The projects for 2014 will be approved at the November 12, 2013 meeting.
- Regarding municipal tax rates in Lancaster County, 1 being the lowest tax amount, Strasburg Borough is #8 out of 18 for its tax rate.
- The building loan and one of the bypass loans will be paid off in 2013 and those payments will now be paid towards the unfunded liabilities. Following these two loans being paid off, the only remaining loan for the Borough is one loan for the Route 896 Relocation project in the amount of \$63,800 (which will be paid off in 2018). The Authority does have debt because of the new water treatment plant.

Ray Garraffa thanked the staff for their work on the budget.

**OTHER BUSINESS:** Mike Chiodo stated that at a previous meeting, a resident had expressed concern regarding the Borough being responsible for fines associated with the Trails at Strasburg development. The Borough Manager reviewed the matter with the Borough's Solicitor and determined that the Borough is not liable. The Borough Manager stated that Keystone Custom Homes has been working on some of the items on the punchlist in order to have the development dedicated, and when the developer indicates they are finished, the improvements will be reviewed by the Borough Engineer.

**CITIZENS' COMMENTS:** None.

**ADJOURNMENT:** A motion was made by Brian Barnhart, seconded by Ray Garraffa and passed unanimously to adjourn the meeting at 8:45 p.m.

Respectfully submitted,

Lisa M. Boyd  
Borough Manager

2013–46  
**STRASBURG BOROUGH COUNCIL**  
**NOVEMBER 12, 2013**  
**MINUTES**

Members Present:   Mike Chiodo                    Brian Barnhart  
                          Will Hutchinson                Jim McCullough  
                          Bruce Ryder

Others Present:

Henry Miller, Mayor	Daryn Sauder
Lisa M. Boyd, Borough Manager	Bill Swiernik
F. Steven Echternach, Police Chief	Wayne Manley
Cindy Hummel	Diane Lehoe
Adam Weidman	Tim Binkley
Dale Kaufman	

**CALL TO ORDER AND PLEDGE TO THE FLAG:** Council President Mike Chiodo called the meeting to order at 7:30 p.m., followed by the salute to the flag. President Chiodo announced that the meeting is being audiotaped and maintained until the minutes are approved. The Borough Manager took the roll call. Mike Chiodo welcomed Bruce Ryder back to Borough Council.

**REQUESTS TO BE HEARD:**

**SPECIAL EVENTS REQUEST – FRIENDS OF ANGELS, KAT’S 5K FAMILY RUN/WALK:** Chief Echternach stated that normally special events are considered by the Police Chief and Mayor but since this is a larger event and would be the first year of the event, they decided to bring this request to Borough Council to be reviewed. Wayne Manley, representing an organization called Friends of Angels who has applied to be a nonprofit organization, was in attendance. He stated this organization was started to help grieving parents of stillborns. They would like to have a 5K race to raise money. They would like the race to begin at the back of Wesley United Methodist Church, go down Franklin to Jackson to Twin Elm Road and turnaround and return the same route for a distance of 3.1 miles. They would like to hold the event on the Saturday before Mothers’ Day. They would reopen roads as the runners clear the area with the exception of one block of Franklin Street which would be closed the whole time during the event.

Chief Echternach stated that they have already received approval from Strasburg Township. Chief Echternach added that, if Council desired to approve the event, to approve it with conditions including but not limited to:

- Staging a fire police officer to assist the fire department, if dispatched for an emergency call, to drive the wrong way on Jackson Street.
- Staging a fire police officer on South Jackson Street at West Hillcrest Drive to direct traffic.
- Any expense to the Borough, including any necessary police assistance, would be reimbursed by the organization. The organization has already indicated a desire to make a donation to the fire companies for fire police assistance.

Brian Barnhart made a motion, seconded by Will Hutchinson and passed unanimously to approve the request based on the condition that they meet the conditions set forth by the Police Chief and Mayor.

**MINUTES OF OCTOBER 8, 2013:** Brian Barnhart made a motion to approve the minutes of the October 8, 2013 meeting as printed. Will Hutchinson seconded the motion. Motion carried with members Chiodo, Barnhart and Hutchinson casting assenting votes. Members McCullough and Ryder abstained from voting because they were not in attendance for the meeting.

**REPORTS:**

**MAYOR** – Mayor Miller stated that he received one call from a resident who stated that her social security cost of living was increasing 1.5% and was not happy that the Borough employees were proposed to receive a 4% increase. Mayor Miller stated that he reminded her that a few years ago, the Borough employees gave back their raises to help the budget.

**PRESIDENT** – President Chiodo stated that PFM Asset, the company who is now handling the Borough’s Pension Plans, is showing some good returns on their last report. He also stated that Bruce Ryder ran a good meeting for the Scout House Association on October 22, 2013, and a copy of those minutes will be provided to Council when received.

**MANAGER** – The Borough Manager provided and reviewed her written report for October 2013 and it was received and accepted. The Borough Manager added that Pack 19 Cub Scouts will be meeting at the Borough Office on November 14, 2013. She will conduct a tour of the Borough Office and Officer Ferretti will show them the Police Department. She added that in today’s Lancaster Newspaper, Strasburg is listed as the “Coolest Small Town” because of the “Amish Mafia” television show and former resident James Wolpert being a final contestant on the television show “The Voice.”

**POLICE** - The Police Department’s report for October 2013 was received and accepted.

**PUBLIC WORKS** - The Public Works report for October 2013 was received and accepted.

**ZONING OFFICER** - The Zoning Officer’s report for October 2013 was received and accepted.

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

PAYMENT OF BILLS IN THE AMOUNT OF \$246,075.30  
APPOINTMENT OF PRESIDENT PRO-TEM – RAY GARRAFFA  
APPOINTMENTS TO ZONING HEARING BOARD (KEITH KAUFFMAN) AND  
BOROUGH AUTHORITY (TIM BUKO)

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

**SAUDER MOTORS, INC. LAND DEVELOPMENT PLAN AND CONSIDERATION OF WAIVER REQUESTS**

– Bill Swiernik of David Miller Associates, Daryn Sauder, and Chuck Lutz with S.E. Smoker were in attendance to represent the land development and waiver request application, which were reviewed by the Borough Engineer and recommended for approval by the Borough Planning Commission. Mr. Swiernik stated that they have submitted the driveway plan to PennDOT and received approval from the conservation district.

Tree Committee member Dale Kaufman was in attendance and expressed his concern that the plan has an incredible absence of any trees or plantings and pointed out some of the benefits of trees and landscaping including energy savings, community beautification, contain water runoff, water quality and air quality. He pointed out an example of landscaping recently done at the Lancaster Shopping Center and stated that there is now more vitality to the shopping center than was ever there before. He asked Borough Council to consider requiring more landscaping than they are currently proposing.

Bill Swiernik stated that Charter Homes could add plants for screening. The Borough Manager pointed out that there is a stormwater basin on Charter Homes' property in that area.

Bill Swiernik stated that they are increasing the green area around the perimeter from what existed when it was the bowling alley and when asked, they proposed to have the green area simply be just grass. Mr. Swiernik also stated that because the planting areas are five feet, he did not think it was a good idea to plant evergreen trees or to plant trees under power lines and that the property owners were concerned with leaf litter in the neighborhood.

Bruce Ryder suggested using the plantings at the Bachman Funeral Home parking lot that they installed a few years ago as an example of good landscaping planting to be used to develop a planting plan that beautifies this parcel as well.

Brian Barnhart made a motion, seconded by Will Hutchinson and passed unanimously to approve the plan as presented with the caveat that they meet the requirements and work out an acceptable planting plan with the Borough Manager for the north/south borders and the southeast corner that is similar in planting and landscape to the new Bachman Funeral Home parking lot.

Brian Barnhart made a motion, seconded by Will Hutchinson and passed unanimously to approve the following waiver requests subject to the conditions outlined in HRG's letter dated October 28, 2013 as recommended by the Borough Planning Commission: Number of Access Drives (602.04.4), Clear Sight Triangles (602.17.3(7)), and Curb and Wheel Stops (603.05 & 603.10) as well as to approve the final plan dated September 23, 2013 as recommended by the Borough Planning Commission subject to addressing the comments outlined in HRG's letter dated October 28, 2013.

**AWARD 2007 FORD POLICE CRUISER BID:** The Borough Manager reported that the cruiser was advertised for bids as required, and four bids were received.

Brian Barnhart made a motion, seconded by Will Hutchinson and passed unanimously to award the bid to the highest bidder, Asia Motors Inc. of Chicago, Illinois at a bid of \$2,855.

**APPROVAL OF CAPITAL IMPROVEMENTS PROGRAM:** Brian Barnhart made a motion, seconded by Will Hutchinson and passed unanimously to approve year 2014 in the 5-year Capital Improvements Program dated November 12, 2013.

**APPROVAL OF 2014 PRELIMINARY BUDGET AND AUTHORIZATION TO ADVERTISE FOR PUBLIC INSPECTION:** Brian Barnhart made a motion, seconded by Bruce Ryder and passed unanimously to approve the 2014 Preliminary Budget, which does not include a real estate tax increase, and authorize the Borough Manager to advertise it for public inspection.

**2014 TAX LEVY ORDINANCE 2013-2 – AUTHORIZATION TO ADVERTISE:** Brian Barnhart made a motion, seconded by Will Hutchinson and passed unanimously to advertise the Tax Levy Ordinance 2013-2 with the tax rate remaining at 3.08 mills for the Borough of Strasburg for 2014.

**OTHER BUSINESS:** None.

**CITIZENS' COMMENTS:** Dale Kaufman thanked the Borough Council for their time in considering his request.

**ADJOURNMENT:** A motion was made by Bruce Ryder, seconded by Brian Barnhart and passed unanimously to adjourn the meeting at 8:30 p.m.

Respectfully submitted,

Lisa M. Boyd  
Borough Manager

2013-50  
**STRASBURG BOROUGH COUNCIL**  
**DECEMBER 10, 2013**  
**MINUTES**

Members Present:     Mike Chiodo                     Brian Barnhart  
                                 Will Hutchinson             Bruce Ryder  
                                 Ray Garraffa                     Jim McCullough

Others Present:

Henry Miller, Mayor	Dennis Reichel
Lisa M. Boyd, Borough Manager	Erin Letavic
F. Steven Echternach, Police Chief	Robert Bennethum
Jeff Stoltzfus	Bob Bronkema
Terry Sweigart	Cindy Hummel
Dennis Gehringer	

**CALL TO ORDER AND PLEDGE TO THE FLAG:** Council President Mike Chiodo called the meeting to order at 7:30 p.m., followed by the salute to the flag. President Chiodo 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:**

**SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS (MS4) PRESENTATION – DENNIS REICHEL, HRG:** Dennis Reichel stated that he and Erin Letavic were in attendance to provide an overview explaining the MS4 program. Phase 2 of the MS4 program is for smaller municipalities with less than 15,000 people and is a federal water quality program that is administered by the PA Department of Environmental Protection that regulates runoff from existing urban developed areas. The program also focuses on elimination of household hazardous waste (such as oil, cleaning products or paint).

Mr. Reichel stated that the Borough is currently in compliance with the program and was issued an MS4 permit in April 2013 and is good through March 2018. An annual report updating the status of what we have done to comply with the permit is due every March.

Erin Letavic reviewed the following Minimum Control Measures (MCMs) that municipalities are required to incorporate into their stormwater maintenance programs:

1. Public education and outreach
2. Public involvement and participation
3. Illicit discharge detection and elimination
4. Construction site runoff control
5. Post-construction stormwater management in new development and redevelopment
6. Pollution prevention and good housekeeping for municipal operations and maintenance.

The Borough Manager added that Borough staff will be doing anything we are able to do in-house to meet the MS4 requirements.

## 2013-51

**MINUTES OF NOVEMBER 12, 2013:** Brian Barnhart made a motion, seconded by Ray Garraffa and passed unanimously to approve the minutes of the November 12, 2013 meeting as printed.

### **REPORTS:**

**MAYOR** – Mayor Miller stated that he has received comments from several people that the Pearl Harbor Day ceremony was missed and noted that very few, if any, other municipalities have a Pearl Harbor Day ceremony. He added that because of the passing of the previous organizer, Don Bachman, he hoped a sponsoring organization could be found to continue it next year. Chief Echternach stated that the office has received a number of phone calls regarding the ceremony and that he and the Borough Manager do not believe that the municipality should be the event coordinator or sponsor. He added that he has been working with the family to locate information regarding the ceremony and has talked to the sponsoring organization, the Odd Fellows. Because of the limited time between Mr. Bachman’s passing and the event, after speaking with both the family for whom the flag was to be retired as well as the family for the person whose flag was to be raised on Pearl Harbor Day, Chief Echternach authorized the Police Department to change the flag on December 8, 2013. It was the consensus of the members that a community organization should be the one to take on the ceremony and not the municipality.

**PRESIDENT** – President Chiodo had nothing to report.

**MANAGER** – The Borough Manager provided and reviewed her written report for November 2013 and it was received and accepted.

Brian Barnhart made a motion, seconded by Will Hutchinson and passed unanimously to appoint Mike Chiodo to fill the vacancy on the Strasburg Restoration & Preservation, Inc. loan committee.

Bruce Ryder made a motion, seconded by Brian Barnhart and passed unanimously to authorize Borough Manager Lisa Boyd to serve on the Heritage Byways Committee.

**POLICE** - The Police Department’s report for November 2013 was received and accepted. Brian Barnhart asked about the electronic traffic citation program and Chief Echternach stated that the department is taking part in a county-wide pilot project.

**PUBLIC WORKS** - The Public Works report for November 2013 was received and accepted.

**ZONING OFFICER** - The Zoning Officer’s report for November 2013 was received and accepted.

**CONSENT AGENDA:** Bruce Ryder made a motion, seconded by Brian Barnhart and passed unanimously to remove the Historic Architectural Review Board Certificates of appropriateness from the Consent Agenda to be considered separately because Bruce Ryder is one of the applicants.

## 2013-52

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

PAYMENT OF BILLS IN THE AMOUNT OF \$557,543.31  
APPROVAL OF 2014 MEETING SCHEDULE  
ADOPTION OF FIRE COMPANY ACTIVITIES RESOLUTION 2013-11  
ADOPTION OF POLICE PENSION PLAN CONTRIBUTION RESOLUTION 2013-12  
APPOINTMENT OF BOARD MEMBERS (HAROLD WIKER TO BOROUGH  
AUTHORITY FOR A 5-YEAR TERM, TOM LAINHOFF TO HARB FOR A 5-  
YEAR TERM AND BOB MARSHALL TO THE PLANNING COMMISSION  
FOR A 4-YEAR TERM)

Mike Chiodo thanked Harold Wiker, Tom Lainhoff and Bob Marshall for serving and being willing to be reappointed as well as Donna Harnish for her service on the Zoning Hearing Board.

### **HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF APPROPRIATENESS – 14 SOUTH DECATUR STREET AND 28 WEST MAIN STREET:**

Brian Barnhart made a motion to approve the Historic Architectural Review Board Certificates of Appropriateness, as recommended by HARB, for 14 South Decatur Street and 28 West Main Street. Ray Garraffa seconded the motion. Motion carried with members Chiodo, Barnhart, Hutchinson and Garraffa casting assenting votes. Member Ryder abstained from voting because he is one of the applicants.

### **UNFINISHED BUSINESS:**

**REVIEW SUBDIVISION PLAN FOR THE FIRST PRESBYTERIAN CHURCH OF STRASBURG AND CONSIDERATION OF WAIVER REQUEST:** Dennis Gehringer, land use planner representing the First Presbyterian Church as well as a member of the church's property committee, Terry Sweigart, and Pastor Bob Bronkema were in attendance to review the request. Mr. Gehringer stated that the plan is to combine all of the property that the church owns and then subdivide two of the church's rental properties onto separate lots to make it possible for them to be sold separately in the future. This will be combining nine lots into three lots.

Mr. Gehringer stated that the only waiver needed is one for an off-street parking landscape strip of 10 feet which they are requesting to retain the existing vegetative buffer within the proposed property line setback of 5.26 feet to 5.36 feet. Variances from the Zoning Hearing Board were received on August 19, 2013, and are noted on the plan. The Borough Engineer and Planning Commission have recommended approval.

Ray Garraffa made a motion, seconded by Will Hutchinson and passed unanimously to approve the waiver request of section 603.09 of the Subdivision and Land Development Ordinance regarding off-street parking landscape strip of 10 feet to retain the existing vegetative buffer as recommended by HRG and the Borough Planning Commission and to approve the Final Subdivision Plan dated June 4, 2013, last revised November 26, 2013, as recommended by the Borough Planning Commission.

2013-53

**APPROVAL OF 2014 FINAL BUDGET:** Ray Garraffa made a motion, seconded by Brian Barnhart and passed unanimously to approve the 2014 Final Budget which does not include a tax increase.

**ENACTMENT OF 2014 TAX LEVY ORDINANCE 2013-2:** Brian Barnhart made a motion, seconded by Will Hutchinson and passed unanimously to enact the 2014 Tax Levy Ordinance 2013-2 with the real estate tax rate remaining at 3.08 mills for 2014 for the Borough of Strasburg.

**NEW BUSINESS:** None.

**OTHER BUSINESS:** None.

**CITIZENS' COMMENTS:** None.

**ADJOURNMENT:** A motion was made by Brian Barnhart, seconded by Ray Garraffa and passed unanimously to adjourn the meeting at 8:25 p.m.

Respectfully submitted,

Lisa M. Boyd  
Borough Manager