

2015-1
STRASBURG BOROUGH COUNCIL
JANUARY 13, 2015
MINUTES

Members Present: Mike Chiodo Bruce Ryder
 Ray Garraffa Jim Rice
 Will Hutchinson

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

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: None.

MINUTES OF DECEMBER 9, 2014: Ray Garraffa made a motion to approve the minutes of the December 9, 2014 meeting as printed. Bruce Ryder seconded the motion. Motion carried with members Chiodo, Ryder, Garraffa and Hutchinson casting assenting votes. Member Rice abstained from voting because he was not in attendance for the meeting.

REPORTS:

MAYOR – The Mayor reported that the Strasburg Ministerium will be holding a day of appreciation for the Police Department on Sunday, January 25, 2015 from 3 pm to 5 pm at the Borough Office and will include a blessing and a reception.

PRESIDENT – President Chiodo reported that the Borough’s healthcare premium only increased 7% this year.

MANAGER – The Borough Manager provided her written report for December 2014 and it was received and accepted.

POLICE – The Police Department’s report for December 2014 was received and accepted.

PUBLIC WORKS – The Public Works report for December 2014 was received and accepted.

ZONING OFFICER – The Zoning Officer’s report for December 2014 was received and accepted.

2015-2

CONSENT AGENDA: Jim Rice 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 \$184,144.33
HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATE OF
APPROPRIATENESS – 2 EAST MAIN STREET AND 101 EAST MAIN
STREET

UNFINISHED BUSINESS: None.

NEW BUSINESS:

ACCEPTANCE OF JIM MCCULLOUGH'S RESIGNATION: Ray Garraffa made a motion, seconded by Will Hutchinson and passed unanimously to accept Jim McCullough's resignation from Borough Council with regret.

REVIEW AND POSSIBLE ADOPTION OF EMPLOYEE INCENTIVE POLICY: Jim Rice made a motion, seconded by Ray Garraffa and passed unanimously to adopt the Employee Incentive Policy.

APPOINTMENT OF BOROUGH ENGINEER: Will Hutchinson made a motion, seconded by Bruce Ryder and passed unanimously to appoint ELA Group as the Borough engineer but will retain HRG, Inc. to complete the dedication process for the Trails at Strasburg development and the MS4 DEP soft audit.

OTHER BUSINESS: None.

CITIZENS' COMMENTS: Lee Potts presented information about "Project Blue Light" which encourages residents to display blue lightbulbs to show support for police officers. It was the consensus of the members to put information on the website and on the reader board regarding this project.

ADJOURNMENT: A motion was made by Bruce Ryder, seconded by Ray Garraffa and passed unanimously to adjourn the meeting at 7:48 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2015-3
STRASBURG BOROUGH COUNCIL
FEBRUARY 10, 2015
MINUTES

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

Others Present:
 Henry D. Miller, Mayor Cindy Hummel, Lancaster Newspapers
 Lisa M. Boyd, Borough Manager Dennis Reichel, HRG Inc.
 F. Steven Echternach, Chief of Police Robert Bennethum
 May Gaynor Jamie Schlesinger, PFM

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:

MS4 PUBLIC AWARENESS PRESENTATION – DENNIS REICHEL OF HRG: Dennis Reichel from HRG, Inc., was in attendance and provided a presentation regarding the Municipal Separate Storm Sewer System program (MS4). He stated that DEP has randomly selected Strasburg Borough for an audit in March 2015 to verify compliance with the National Pollution Discharge Elimination System (NPDES) Permit. Mr. Reichel stated that an internal meeting was held last week with the Lancaster County Conservation District to prepare for the DEP Audit. Mr. Reichel stated that he anticipates additional regulations to be imposed in the future regarding nutrient management, phosphorus, nitrogen, total suspended solids and potentially some modeling to verify that the requirements are being met.

The Borough Manager stated that she learned that Strasburg Township received a waiver from MS4 Requirements. Mr. Reichel stated that he believes this is because Strasburg Township is more urbanized.

Mr. Reichel stated that the main goals of the NPDES Permit are to protect water quality and satisfy the clean water act. He stated that each permit has six minimum control measures that the permittee is required to comply with which include 1) Public education and outreach, 2) Public involvement, 3) Illicit detection and elimination program, 4) Construction site runoff, 5) Post-construction site runoff and 6) Municipal operations and good housekeeping.

Mr. Reichel stated that the Borough has several links on their website, strasburgboro.org, links to provide information to the public, provides brochures to homeowners regarding sedimentation control on their properties, includes information in their annual newsletter about properly disposing of hazardous waste, and provides information to developers when they apply for a building permit. Mr. Reichel stated that the Borough is also required to annually provide a public presentation and this is the public presentation for 2015.

2015-4

Ways in which a citizen could be involved would be through organizations such as 1) Strasburg Borough Shade Tree Committee, either serving on the board or assisting with tree planting, and/or 2) Serving on the Pequea Creek Watershed Association who meet monthly and are involved with stream stabilization and planting trees.

Regarding illicit discharge and detections, the Borough has mapped outfalls within the Borough and the Public Works Director visit those sites and monitor them. Mr. Reichel stated that in 2014, 18 outfalls were screened and no illicit dry weather flows were found at that point. Mr. Reichel stated that an outfall is the last discharge point before stormwater leaves the municipality. If an illicit discharge is found, the property owner is required to make corrections.

Construction site runoff is covered through a memorandum of understanding with the Lancaster County Conservation District, who oversees the project and verifies compliance. Applications are required to have an Erosion and Sedimentation Control Approval and a NPDES approved permit before any building permits can be issued.

Post construction runoff controls are addressed through the Borough's recently updated Stormwater Management Ordinance which is in compliance with Act 167. The property owners are responsible to ensure compliance with the Best Management Practices on their site.

Pollution prevention and good housekeeping is addressed by creating a program that oversees the different activities and facilities in the Borough. These include items such as ensuring vehicle equipment and maintenance is being done indoors, using proper waste receptacles and cleanup, addressing washing of vehicles, inspecting inlets, street sweeping and inspecting rain gardens. Borough employees are also required to complete some training.

Mr. Reichel stated that HRG currently assists 11 municipalities regarding MS4, does consulting for Dauphin County Conservation District, and is familiar with EPA audits and anticipates the Borough's DEP audit to go smoothly.

JAYCEE PARK REQUEST FOR PARK AND OPEN SPACE FUNDS: Because a representative from the Jaycee Park was not in attendance to discuss this matter and provide additional information, this item was tabled until a future meeting.

May Gaynor stated that she is supportive of upgrading the playground equipment at the Jaycee Park. She also stated that years ago she had talked with Lori Yeich at DCNR and she had stated that they often have matching grant funds for playground projects and suggested that be investigated. May Gaynor also suggested that the Park Foundation consider looking into grant funds for connecting to the sidewalk from Tinsmith Lane.

May Gaynor asked what the impact of the Borough will be for the Hartman Bridge Village development in Strasburg Township? Chief Echternach stated that PennDOT has been in contact with him as the Emergency Manager for Strasburg Township. May Gaynor added that she was concerned that the Hartman Bridge Village development does not have open space and was concerned that the new residents' only option would be to use our parks.

2015-5

MINUTES OF JANUARY 13, 2015: Jim Rice made a motion to approve the minutes of the January 13, 2015 meeting as printed. Ray Garraffa seconded the motion. Motion carried with members Chiodo, Garraffa, Rice, Hutchinson and Ryder casting assenting votes. Member Barnhart abstained from voting because he was not in attendance for the meeting.

REPORTS:

MAYOR – The Mayor reported that Jean Pontz contacted him because of standing water on their property which is in both the Borough and Township at the East end of town. She stated that since the construction of the bypass, she believes there is a low point where water collects. Mayor Miller also stated that there is a low spot on South Jackson Street near his house which he tries to direct to the storm drain and asked if there was anything that could be done there as well because it becomes a safety issue when it freezes.

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

MANAGER – The Borough Manager provided her written report for January 2015 and it was received and accepted. She invited members to consider going along to the upcoming quarterly Lancaster County Borough's Association meeting.

POLICE – The Police Department's report for January 2015 was received and accepted. Chief Echternach thanked the Strasburg Ministerium and Lee Potts for their recent police appreciation day.

PUBLIC WORKS – The Public Works report for January 2015 was received and accepted.

ZONING OFFICER – The Zoning Officer's report for January 2015 was received and accepted. The Borough Manager stated that Victory Church will be coming to the March 2015 Zoning Hearing for a special exception and variances to use the old Strasburg Elementary School building.

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

PAYMENT OF BILLS IN THE AMOUNT OF \$105,497.43

HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATE OF
APPROPRIATENESS – 48 EAST MAIN STREET

ACCEPTANCE OF HISTORIC ARCHITECTURAL REVIEW BOARD ANNUAL
REPORT

ACCEPTANCE OF CIVIL SERVICE COMMISSION ANNUAL REPORT

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

RATIFY & CONFIRM APPOINTMENT OF DEPUTY TAX COLLECTOR –
HOLLY MILLER

AUTHORIZATION TO PUT 1997 PUBLIC WORKS PICK-UP TRUCK OUT FOR
BIDS

UNFINISHED BUSINESS: None.

NEW BUSINESS:

CONSIDER APPOINTMENT TO BOROUGH COUNCIL – POSSIBLE ADOPTION OF RESOLUTION 2015-1: Brian Barnhart made a motion, seconded by Ray Garraffa and passed unanimously to adopt Resolution 2015-1 appointing Robert Bennethum III to Borough Council through December 31, 2015.

PRESENTATION OF POSSIBLE WATER LOAN REFINANCING OPPORTUNITY – JAMIE SCHLESINGER OF PFM: The Borough Manager stated that this water loan refinancing has been reviewed by the Strasburg Borough Authority and they have given their authorization to proceed and the Borough Council also needs to authorization to proceed. She added that Mr. Schlesinger of PFM indicates that, if the refinancing goes through, they anticipate the Authority saving approximately \$200,000 over the term of the loan. If approved, the Authority is suggesting the savings be spread over a ten year period at which time one of the other loans are paid off. The Borough Manager stated that this refinancing would follow the same process as the previous loan refinancing.

Jamie Schlesinger of PFM was in attendance and reviewed the plan to refinance the remaining 2009 water loan, which if approved, would begin approximately mid-March 2015.

Brian Barnhart made a motion, seconded by Ray Garraffa and passed unanimously to authorize PFM to proceed with the refinancing of the bonds of the Series B of 2009 water loan on behalf of the Borough and Authority.

OTHER BUSINESS: Will Hutchinson made a motion, seconded by Jim Rice and passed unanimously to authorize the Strasburg Fire Police to assist the PA Fish & Game Commission with trout stocking on Tuesday, March 3, 2015 and Thursday, April 23, 2015.

CITIZENS' COMMENTS: Based on a request by May Gaynor, Bruce Ryder made a motion, seconded by Will Hutchinson and passed unanimously to send a letter on behalf of Borough Council to the Lampeter-Strasburg School District encouraging them to retain the playground area at the old Strasburg Elementary School and continue to maintain it as they have in the past for use by the children of the community.

May Gaynor suggested some pavement be considered for the walkways through the Community Park because the existing path is becoming eroded and would make it easier for older people, handicapped people, or people with strollers to enjoy the park. Bruce Ryder suggested that possibly the Park Foundation be contacted to have the walkways be maintained in-kind and consider a re-application of stone dust.

ADJOURNMENT: A motion was made by Jim Rice, seconded by Brian Barnhart and passed unanimously to adjourn the meeting at 8:29 p.m.

Respectfully submitted,

Lisa M. Boyd, Borough Manager

2015-7
STRASBURG BOROUGH COUNCIL
MARCH 10, 2015
MINUTES

Members Present: Mike Chiodo Brian Barnhart
 Ray Garraffa Jim Rice
 Will Hutchinson Bruce Ryder
 Robert Bennethum III

Others Present:

Henry D. Miller, Mayor	Cindy Hummel, Lancaster Newspapers
F. Steven Echternach, Chief of Police	Pete Kingsley
May Gaynor	Harold Wiker
Ray Reeder	Lynda Houck
Sue Bachman	Jane Bachman
Tina Johnson	Kyle Johnson
Dale Kaufman	Don Johnson
Kevin Creighton	LaJune Ranck
Michael Ranck	Marilyn Weaver
Steve Hess	Dave Groff
Carl Esh	J. Fred Witmer

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. Due to the Borough Manager's illness, Police Chief Echternach took the roll call and announced that Robert Bennethum III was sworn in as a Councilmember just prior to the meeting.

REQUESTS TO BE HEARD:

WATER LOAN REFINANCING – REVIEW AND POSSIBLE ENACTMENT OF DEBT ORDINANCE 2015-1 – JAMIE SCHLESINGER & CHRISTOPHER BREWER: Mike Chiodo announced that the financial advisor, Jamie Schlesinger, has a flat tire and has not yet arrived at the meeting. Mike Chiodo reviewed the documentation that Mr. Schlesinger had provided regarding the refinancing in that the Borough is looking to refinance a \$2.355 million dollar bond, which will result in a \$196,000 net savings over the life of the bond issue. Mr. Brewer stated that they prepared an ordinance similar to the one that was adopted last year to refinance a different bond. Mr. Brewer stated that this ordinance has been reviewed and advertised by the Borough Solicitor.

Mr. Brewer announced that if approved by Borough Council, the Borough Authority will need to adopt a Debt Resolution to complete the refinancing.

Brian Barnhart made a motion, seconded by Will Hutchinson and passed unanimously to enact Debt Ordinance 2015-1 as presented in order to refinance Series B of the water debt.

2015-8

Brian Barnhart made a motion, seconded by Will Hutchinson and passed unanimously to take a brief recess in the meeting at 7:35 p.m. to allow the Authority to take action regarding the refinancing.

BREAK IN AGENDA – WATER LOAN REFINANCING – STRASBURG BOROUGH AUTHORITY REVIEW AND POSSIBLE ADOPTION OF DEBT RESOLUTION 2015-1:

Harold Wiker, Chairman of Strasburg Borough Authority, called the special meeting to order at 7:35 p.m. It was noted that the Borough Solicitor did review and complete the required public meeting notice.

Ray Reeder made a motion, seconded by Ray Garraffa and passed unanimously to adopt the Strasburg Borough Authority Debt Resolution 2015-1.

At 7:36 p.m., Chairman Harold Wiker adjourned the Strasburg Borough Authority meeting.

At 7:36 p.m., the regular Strasburg Borough Council meeting was reconvened.

PRESENTATION OF EAGLE SCOUT PROJECT – KYLE JOHNSON: Kyle Johnson was in attendance and reviewed his proposal to purchase and replace the Borough/Authority fire hydrant flags. Mike Chiodo announced that Kyle Johnson is a member of Boy Scout Troop 56. Bruce Ryder stated that the current fire hydrant flags were obtained through a prior Eagle Scout Project done years ago by Andy Devlin. Mr. Ryder added that the fire hydrant flags need to be redone because some of the flags either disappeared or were damaged over the years and new hydrants have been added. Some of the benefits of the new flags Mr. Johnson explained included the visible flags would be up all year, there would be no need to install and remove the flags multiple times each year and they will clearly define the location of the fire hydrants to deter people from parking in front of hydrants. Mr. Bennethum suggested and Mr. Johnson agreed that a few additional flags be purchased to be used to replace future broken or missing flags or for new hydrants.

Brian Barnhart made a motion, seconded by Ray Garraffa and passed unanimously to approve Kyle Johnson's Eagle Scout Project to purchase and replace 138 of the Borough/Authority fire hydrant flags.

MINUTES OF FEBRUARY 10, 2015: Jim Rice made a motion, seconded by Brian Barnhart and passed unanimously to approve the minutes of the February 10, 2015 meeting as corrected.

REPORTS:

MAYOR – The Mayor reported that he received a compliment regarding snow plowing that the Public Works Department did not put snow back in driveways after they had been opened.

PRESIDENT – President Chiodo asked Chief Echternach to provide an update regarding the Strasburg Pike bridge road closure. Chief Echternach stated that he was informed that the Strasburg Pike Bridge will be closed for approximately 30 days to allow the contractor to do some necessary repairs in order for this bridge to be used as a detour route for the upcoming

closure for the Edisonville Bridge on Route 741 to be replaced, which is anticipated to be closed until November of 2015.

MANAGER – The Borough Manager provided her written report for February 2015 and it was received and accepted. Chief Echternach highlighted that there will be a Zoning Hearing on March 16, 2015 for Victory Church to use the Elementary School building and was reminded that they have an opportunity to make a recommendation to the Zoning Hearing Board if so desired. Chief Echternach stated that it is both his and the Manager's opinion that having the building occupied is a positive impact on the community.

POLICE – The Police Department's report for February 2015 was received and accepted.

PUBLIC WORKS – The Public Works report for February 2015 was received and accepted.

ZONING OFFICER – The Zoning Officer's report for February 2015 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 \$115,696.20

HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATE OF

APPROPRIATENESS – 135 MILLER STREET AND 141 EAST MAIN STREET

UPDATED STRASBURG FIRE COMPANY ACTIVITIES RESOLUTION 2015-2

UNFINISHED BUSINESS:

REQUEST FOR PARK & OPEN SPACE FUNDS – STRASBURG JAYCEE PARK

BOARD: Dave Groff, a member of the Jaycee Park Board, was in attendance and reviewed their request for money from the Park & Open Space Fund to upgrade their playground, which includes equipment, excavating and a rubberized surface, and a fence. They stated that they have already raised \$75,000 through private donations toward the project and an additional \$60,000 is still needed. Bob Bennethum stated that he supports this project and that his children used the park while they were growing up.

NEW BUSINESS:

REQUEST FOR PARK & OPEN SPACE FUNDS – STRASBURG COMMUNITY PARK

BOARD: Barb Rathbone-Frank, representing the Strasburg Community Park Foundation, was in attendance and reviewed their request for money from the Park & Open Space Fund to build a stage in the Community Park's amphitheater, which is the last remaining piece of the Park's master plan. To date, they have received donations totaling \$19,745 and \$39,624 is still needed for the project. She reminded the members that the park highlights native landscapes that would have naturally been in the area and that their proposed stage highlights the historic structures of the area which is a timber frame with a stone back wall. The stage designer explained the specifics of the stage.

2015-10

May Gaynor stated that last month she suggested the Borough to contact Lori Yeich of DCNR and May did talk with her and she did state that there are matching available grant funds. Steve Echternach stated that the Borough Manager has been in contact with DCNR. May Gaynor added that it is her opinion that if grant funds were obtained, remaining Borough funds could be used to extend the sidewalk from Tinsmith Lane into the park and improving the trails.

It was the consensus of the members that they support both projects and tabled both requests to allow the Borough Manager to research grant funds.

OTHER BUSINESS: Steve Echternach stated that during the Solicitor's review of the bond refinancing, he discovered a date error in the resolution appointing Robert Bennethum III to Borough Council and advised that Resolution 2015-3 should be adopted.

Brian Barnhart made a motion adopting Resolution 2015-3 appointing Robert Bennethum III to Borough Council through Monday, January 4, 2016. Ray Garraffa seconded the motion. Motion carried with members Chiodo, Barnhart, Garraffa, Rice, Hutchinson and Ryder casting assenting votes. Member Bennethum abstained from voting.

CITIZENS' COMMENTS: May Gaynor stated that the Borough Public Works Department did a great job plowing but did not like PennDOT's plowing because they pushed all of the snow back onto everyone's driveways and sidewalks at least two times.

EXECUTIVE SESSION – PERSONNEL MATTERS: The regular meeting was convened into Executive Session to discuss personnel matters at 8:24 p.m.

The regular meeting was reconvened at 8:52 p.m. at which time no official action was taken.

ADJOURNMENT: A motion was made by Brian Barnhart, seconded by Bruce Ryder and passed unanimously to adjourn the meeting at 8:52 p.m.

Respectfully submitted,

For the Borough Manager,
F. Steven Echternach
Chief of Police

2015-11
STRASBURG BOROUGH COUNCIL
APRIL 14, 2015
MINUTES

Members Present: Mike Chiodo Brian Barnhart
 Ray Garraffa Jim Rice
 Will Hutchinson Bruce Ryder
 Robert Bennethum III

Others Present:
 Lisa M. Boyd, Borough Manager May Gaynor
 Jerald T. Drane, Police Officer Dave Groff
 Lynda Houck Caroline Morton
 Cindy Hummel Dale Kaufman
 Barbara Rathbone-Frank Mark Zettlemoyer
 Erin Wolfe Elam Stoltzfoos

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.

REQUESTS TO BE HEARD:

PRESENTATION OF 2014 BOROUGH AUDIT – MARK ZETTLEMOYER, REINSEL KUNTZ LESHER: Mark Zettlemoyer and Erin Wolfe, from Reinsel, Kuntz Leshar, were in attendance and reviewed the 2014 Borough Audit.

MINUTES OF MARCH 10, 2015: Brian Barnhart made a motion, seconded by Jim Rice and passed unanimously to approve the minutes of the March 10, 2015 meeting as printed.

REPORTS:

MAYOR – The Mayor was not in attendance for the meeting.

PRESIDENT – President Chiodo reported that Victory Church will be moving into the old Strasburg Elementary School, HARB is in the process of reviewing their ordinance and PADOT is working on Route 896 outside of the Borough.

MANAGER – The Borough Manager provided her written report for March 2015 and it was received and accepted. The Borough Manager reported that even though we exceeded the budget for snow plowing this winter, our Public Works Department did a great job. Brian Barnhart suggested reevaluating how much we include in the budget for snow plowing for future years.

POLICE – The Police Department’s report for March 2015 was received and accepted. Chief Echternach was unable to attend tonight’s meeting due to being away at a conference so Officer Jerald T. Drane was in attendance.

2015-12

PUBLIC WORKS – The Public Works report for March 2015 was received and accepted.

ZONING OFFICER – The Zoning Officer's report for March 2015 was received and accepted.

TREASURER – Ray Garraffa made a motion, seconded by Brian Barnhart and passed unanimously to accept and file for audit the Treasurer's Report for the period ending March 31, 2015.

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 \$190,562.68

HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF

APPROPRIATENESS – 106 WEST MAIN STREET, 2 SOUTH DECATUR STREET AND 141 EAST MAIN STREET

2015 PAVING PROJECT – AUTHORIZATION TO BID CAMBRIDGE DRIVE

AWARD PUBLIC WORKS 1997 PICK-UP TRUCK BID

AUTHORIZATION TO PUT 2005 POLICE EXPLORER OUT FOR BIDS

UNFINISHED BUSINESS:

REQUEST FOR PARK & OPEN SPACE FUNDS – STRASBURG JAYCEE PARK BOARD AND STRASBURG COMMUNITY PARK BOARD:

Mike Chiodo stated that this was discussed at last month's meeting and that the Borough Manager talked to Mike Domin and Lori Yeich regarding available grant funds and there is nothing available at this time.

The Borough Manager stated that both boards have received funds in the past and recommends, at the end of this funding distribution, both parks will overall receive the exact same total amount and will leave the fund with a zero balance.

Bruce Ryder made a motion, seconded by Will Hutchinson and passed unanimously to give, from the Park and Open Space fund, \$35,954.70 to the Jaycee Park Board for their playground upgrade and \$20,767.10 to the Community Park Board for their band shell.

NEW BUSINESS:

ELAM & MARIAN MAE STOLTZFOOS – REQUEST FOR WAIVER: Jim Rice made a motion, seconded by Ray Garraffa and passed unanimously to approve the waiver from the plan processing through the Borough and allow it to be processed through Strasburg Township since all improvements are located in the Township, as recommended by the Borough Planning Commission.

OTHER BUSINESS: None.

2015-13

CITIZENS' COMMENTS: Caroline Morton thanked Borough Council for their support for the building of the stage in the Community Park, adding that she believes it will provide a focal point for a lot of community activities. She also stated that this is the park's 15th year in existence.

Mike Chiodo stated that the Council appreciates both the Jaycee Park and the Strasburg Community Park for what they provide for the community.

May Gaynor stated that she would like a path from Tinsmith Lane into the park area so that people can access the park that way.

Dave Groff also thanked the Borough Council on behalf of the Jaycee Park and stated that they are hoping to obtain the remaining funds to finish their playground project which includes a spray-in-place rubber which makes the area more handicapped accessible.

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

2015-14
STRASBURG BOROUGH COUNCIL
MAY 12, 2015
MINUTES

Members Present: Mike Chiodo Ray Garraffa
 Jim Rice Will Hutchinson
 Bruce Ryder Robert Bennethum III

Others Present:
 Lisa M. Boyd, Borough Manager John Stoltzfus
 F. Steven Echternach, Police Chief R.B. Campbell
 Bob May Cindy Hummel

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.

REQUESTS TO BE HEARD:

PRESENTATION OF THE ANNUAL FIRE COMPANY REPORT – JOHN

STOLTZFUS: Strasburg Fire Company #1 Fire Chief, John Stoltzfus, was in attendance and reviewed their 2014 annual report. Ray Garraffa asked if the fire company has a policy for false automatic alarms to which Mr. Stoltzfus stated that they have verbally warned some repeat violators and they have voluntarily made corrections to reduce the false alarms. Mr. Stoltzfus also stated that the fire company did get grants that paid for all new air packs for the apparatus and a fill station and a 90% grant for their new radios. Mr. Stoltzfus stated that the fire company is attempting to pay off the debt for the apparatus and recently decided to establish a policy to have a fund which they will deposit funds received from equipment fund drives in 2016 through 2018, interest from investments, as well as \$25,000 per year for five years of future sale proceeds. They also changed the existing loan for the truck which is saving approximately \$120,000. On behalf of the entire Council, Mike Chiodo thanked the Strasburg Fire Company for what they do for our community and surrounding areas.

PRESENTATION OF THE ANNUAL LEMSA REPORT – ROBERT MAY: Robert May, Executive Director of Lancaster EMS, was in attendance and reviewed their 2014 annual report. He stated that for all of the municipalities they serve, LEMSA responds to approximately 100 calls per day, of which approximately 60-65% are emergency calls. Mr. May stated that the Medicare and Medicaid reimbursements have decreased and the amount they pay does not cover their expenses and they lose approximately \$100 per call. He added that Medicare and Medicaid calls make up approximately 50% of their calls and that the reimbursement is anticipated to decrease even more.

Mr. May explained that another epidemic issue that is facing the emergency medical services is people calling 911 for assistance when it is not an emergency, for example someone needing help out of a car or carrying groceries up their steps. He stated that the insurance companies do not reimburse them at all for those types of calls.

Mr. May also stated that for approximately 50% of their calls, patients do not need to be transported by ambulance and could have been taken to the hospital via personal vehicle and it does not change

2015–15

the outcome for the patient. He added that there may be some new regulations in the future which would allow them to transport a non-sick patient to an urgent care center or to have a community paramedic to check on them later in the day, which would enable the emergency vehicle to be available to respond to emergencies.

Mr. May stated that they are also working on the following:

1. A LGH community paramedic program that assists repeat EMS patients at home when they have been discharged from the hospital with items such as medication reconciliations, home safety checks and education. He said that this program reduces repetitive ambulance emergency calls and keeps hospital readmission rates down.
2. Coordinating with police on a Narcan program for heroin patients. This program is funded by a federal grant.
3. Drilling into the bone of cardiac arrest patients to rapidly infuse medicine into bone marrow. This type of treatment has increased the save rate from 12% to the mid 20% range.
4. Getting out into the community and educating people on safe sleep for infants.
5. They will be participating in the new radio system but they did not qualify for any grants.

Mr. May encouraged members to consider riding along with the ambulance to see how the ambulance operates. He also stated that they continue to hold their national accreditation they have had since 2005 and added that they are the only accredited ambulance service in Lancaster County and one of only eight accredited services in Pennsylvania.

In response to a question, Mr. May explained that ambulances are necessary to be on standby at structure fires, mostly to assist firefighters, and they do invoice the homeowner's insurance when they are on standby for more than a half hour. He added that if a firefighter requires medical attention, they do invoice the insurance company but do not invoice the firefighter directly. John Stoltzfus asked if a structure fire call is going to last more than a half hour, did Mr. May object to the fire company dispatching Gordonville's rehab trailer which is staffed by volunteers? Mr. May stated that he did not have a problem with that and that would allow LEMSA to put their ambulance back in service to be available for emergency calls.

Several members thanked Mr. May for providing the annual report and for all of the additional information.

R.B. CAMPBELL – REQUEST FOR EXTENSION OF TIME TO COMPLETE

PROJECT: R.B. Campbell was in attendance and stated that the Borough had required him to complete the paving of Garden Spot Avenue and it was supposed to be completed by June 1, 2015. He stated that he wanted to do some necessary stucco repairs to the building and then have the paving company come in and pave both his parking lot and Garden Spot Avenue at the same time. However, the necessary stucco repairs are more extensive than originally planned and the contractor isn't able to begin the stucco repairs until the beginning of June and anticipates that project taking about 6 weeks, banning any bad weather delays. The parking lot and Garden Spot Avenue paving could then hopefully take place in August. Mr. Campbell stated that he is not intentionally delaying the project and that he could have chosen to do only a patch job for the stucco but he chose to have the necessary work done to have a better finished product. Mike Chiodo and Bruce Ryder expressed their frustration with the delays associated with Mr. Campbell completing the installation of Garden Spot Avenue which was required both by a Conditional Use Hearing in 2001 and another requirement approximately 5 years ago to get the

2015-16

truck traffic off of Clover Avenue. They added that Mr. Campbell has come back to the Borough numerous times with excuses as to why he couldn't get the project completed and he needed additional time.

Mr. Campbell stated that if he did the paving of his parking lot separately from the paving of Garden Spot Avenue that it would cost him a lot more money because of the paving company having to do two separate projects instead of one. He added that since his estimate for completing the project is only a few additional months, he is requesting Borough Council extending his deadline until the September 8, 2015 Borough Council meeting.

Bruce Ryder asked if the building was being used and Mr. Campbell stated that it was being rented for storage and accessed infrequently.

Mr. Campbell stated that the public is using Garden Spot Avenue and coming down his unpaved driveway. Bruce Ryder stated that it is Mr. Campbell's private property and that he could install no trespassing signs, a chain or gate, and report violators license plate numbers to the police department. Mr. Ryder stated that the traffic utilizing the main part of Garden Spot Avenue to access the gas station and motel is allowed and that portion of the roadway is privately owned and maintained under an agreement by the property owners.

Ray Garraffa made a motion to deny R.B. Campbell's request for an extension of time, seconded by Jim Rice and passed unanimously.

Mike Chiodo stated that a time limit and deadline will be discussed at next month's meeting.

Police Chief Echternach placed Mr. Campbell on notice that he needs to bring his property into compliance with the grass and weeds ordinance by this weekend.

MINUTES OF APRIL 14, 2015: Jim Rice made a motion, seconded by William Hutchinson and passed unanimously to approve the minutes of the April 14, 2015 meeting as printed.

REPORTS:

MAYOR – The Mayor had nothing to report.

PRESIDENT – President Chiodo had nothing to report.

MANAGER – The Borough Manager provided her written report for April 2015 and it was received and accepted.

POLICE – The Police Department's report for April 2015 was received and accepted.

PUBLIC WORKS – The Public Works report for April 2015 was received and accepted.

ZONING OFFICER – The Zoning Officer's report for April 2015 was received and accepted.

2015-17

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

PAYMENT OF BILLS IN THE AMOUNT OF \$680,527.91

HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF

APPROPRIATENESS – 122 EAST MAIN STREET, 132 MILLER STREET, 54
WEST MAIN STREET, 141 EAST MAIN STREET, 120 EAST MAIN STREET,
10 MILLER STREET AND 9 EAST MAIN STREET

HOLIDAY INN EXPRESS – REQUEST FOR REDUCTION IN LETTER OF CREDIT

UNFINISHED BUSINESS: None.

NEW BUSINESS:

AWARD 2005 POLICE EXPLORER BID: Ray Garraffa made a motion, seconded by Will Hutchinson and passed unanimously to award the sale of the 2005 Police Explorer to the highest bidder, Kenneth Ebersole, at a bid of \$4,153.00.

PADOT PERMIT NOTIFICATION PROCEDURE: Steve Echternach stated because of a request made by the Borough many years ago, PADOT requires the drivers of permitted oversized loads to notify the Borough prior to coming through town. Due to recent work on Route 41, there has been an increase in the number of calls for oversized loads coming through town. Chief Echternach stated that because of the installation of the Route 896 Bypass, trucks traveling through the Borough are no longer a problem and the police department does not do anything with the information that is written up. The secretaries have requested that the requirement for the notification be reconsidered.

Ray Garraffa made a motion, seconded by Will Hutchinson and passed unanimously to not require PADOT notification on all permitted loads.

OTHER BUSINESS: None.

CITIZENS' COMMENTS: None.

ADJOURNMENT: A motion was made by Jim Rice, seconded by Bob Bennethum and passed unanimously to adjourn the meeting at 9:03 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2015-18
STRASBURG BOROUGH COUNCIL
JUNE 9, 2015
MINUTES

Members Present: Mike Chiodo Ray Garraffa
 Jim Rice Will Hutchinson
 Bruce Ryder Robert Bennethum III

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

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.

REQUESTS TO BE HEARD:

PENSION ACTUARIAL UPDATE AND CONSIDERATION OF PRE-RETIREMENT DEATH BENEFIT FOR NON-UNIFORMED EMPLOYEES – JOE DUDA: Joe Duda, the Borough's Actuary, was in attendance and reviewed the 1/1/2015 Valuation Reports for the Police and Non-Uniformed Pension Plans. He reminded the members that these reports are prepared every other year. He reported that the Police Pension Plan gained 16.4% in 2013 and 5.35% in 2014 and the Non-Uniformed Pension Plan gained 16.63% in 2013 and 5.34% in 2014. He also congratulated Council for having a plan in place to pay additional funds directly into the fund toward the Unfunded Liabilities, and stated that between those payments and the investment gains in the plans, that the new unfunded actual accrued liabilities have reduced greatly and are currently: Police \$361,364 and Non-Uniformed \$169,536.

Joe Duda suggested, and the members agreed, that the Borough consider reducing the assumed interest rate that is used in calculating the 2016 MMO's. The current interest rate assumed is 8% and he is proposing to reduce that to 7 ½% and to change the salary scale from 5% to 4 ½%.

Joe Duda stated that the Borough Manager asked him to look at the pre-retirement death benefit for non-uniformed employees. Mr. Duda stated that the current Police plan does provide for these benefits for the Police Department but does not for the Non-Uniformed. What this means is that if a vested non-uniformed employee passes away prior to retiring, no benefit is paid. Mr. Duda explained that prior to any changes being permitted in pension plans, a study is necessary for them to see the full financial impact of the change and then Council decides if they want to proceed with the change. Mr. Duda estimates his evaluation of this benefit change to be \$900.00 and he will have that prepared for Borough Council's July 14, 2015 meeting.

The Borough Manager reminded the members that in addition to Mr. Duda's fees, if they do decide to proceed with a pension benefit change, the ordinance would need to be prepared and advertised, as required by law, by the Borough Solicitor and the estimated cost for those expenses is \$2,000.

2015–19

Bruce Ryder made a motion, seconded by Will Hutchinson and passed unanimously to authorize Joe Duda, Borough Actuary, to perform the required cost study regarding a pre-retirement death benefit for the non-uniformed employees.

Mr. Duda stated that he was also asked to look into a Deferred Retirement Option Plan (DROP) for the Police Department. He explained that a DROP would go in place at the normal retirement eligibility, which under the Police plan is 55 years of age with 25 years of service and the employee sets a definite final date that he will work until (they can choose to retire earlier than their DROP date but cannot work beyond their DROP date). The pension benefit is then frozen at that time and the Borough and the police would have to negotiate how long the employee would continue to work and receive normal wages and at the end of the DROP period, the retiree would receive his regular pension plus interest that accrued during this DROP period. The Borough does not receive state aid for an employee under a DROP plan. It was the consensus to have Mr. Duda prepare calculations for 3, 4 and 5 year stay options. Mr. Duda estimates his cost to complete the required study for this benefit at \$900.00 and he could have that prepared for Borough Council's July 14, 2015 meeting. Bruce Ryder asked if the association would be willing to contribute towards the study and Chief Echternach stated that he could ask the Association. The Borough Manager stated that this cost could be paid from the plan.

Ray Garraffa made a motion, seconded by Jim Rice and passed unanimously to authorize Joe Duda, Borough Actuary, to perform the required cost study regarding the Deferred Retirement Option Plan (DROP) for the Police Department.

Bruce Ryder asked about a DROP for the Non-Uniformed employees. Joe Duda stated that they can have a DROP as well as long as they are not elected officials. It was the consensus to have Mr. Duda prepare the study for the Police Plan and then Borough Council will consider the benefit for the Non-Uniformed Plan.

MINUTES OF MAY 12, 2015: Jim Rice made a motion, seconded by Ray Garraffa and passed unanimously to approve the minutes of the May 12, 2015 meeting as printed.

REPORTS:

MAYOR – The Mayor had nothing to report.

PRESIDENT – President Chiodo acknowledged that R.B. Campbell did complete the Garden Spot Avenue paving section of the project as well as the mowing by June 1 as requested. Mr. Campbell was reminded that he has until the September 8, 2015 Council meeting to complete the remaining work which includes the paving of the parking lot and stucco work.

MANAGER – The Borough Manager provided her written report for May 2015 and it was received and accepted. The Borough Manager stated that she is going to discuss the Junior Council Person Program with other Managers and will come back to a future meeting with additional information.

POLICE – The Police Department's report for May 2015 was received and accepted.

2015–20

PUBLIC WORKS – The Public Works report for May 2015 was received and accepted.

ZONING OFFICER – The Zoning Officer’s report for May 2015 was received and accepted.

CONSENT AGENDA: Ray Garraffa 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 \$61,516.61

HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF

APPROPRIATENESS – 128 MILLER STREET, 21 WEST MAIN STREET,
309 MILLER STREET AND 141 EAST MAIN STREET

APPROVAL FOR STRASBURG FIRE POLICE TO ASSIST AT THE REFTON FIRE
COMPANY SALE

UNFINISHED BUSINESS:

AWARD OF 2015 PAVING PROJECT BID: President Chiodo stated that the project was put out to bid and advertised as required.

Jim Rice made a motion, seconded by Bob Bennethum and passed unanimously to award the 2015 paving project, for Cambridge Drive, to the lowest bidder, Pennsy Supply of Annville, PA at a bid of \$35,975.04.

NEW BUSINESS: Bruce Ryder made a motion, seconded by Ray Garraffa and passed unanimously to adopt a policy that as long as the budget is financially sound that any MMO reductions are applied directly to the unfunded liabilities so the contributions to the pension plans remain level to help drive down the unfunded liabilities and that this policy is in addition to the previously-approved repayment of the unfunded liabilities plan.

Chief Echternach stated that up until approximately 15 years ago, we, as well as many other municipalities, were only paying the Minimum Municipal Obligation due to the pension plans. He added that as a previous Borough Council member worded it, those payments were just basically the minimum amount due on a credit card bill. Chief Echternach stated that since that time, Strasburg Borough has taken a very aggressive approach at paying down on the unfunded liabilities and that most other governmental bodies are not taking the same action. Bruce Ryder stated that other budget needs are also funded on an annual basis.

OTHER BUSINESS: Bob Bennethum reported that he did complete a ride-along with LESMA and found it to be very informative and encouraged others to take advantage of the offer to learn all that is involved in running the association.

Mike Chiodo stated that the Boy Scouts held their annual chicken barbeque and they sold out.

CITIZENS’ COMMENTS: None.

2015-21

ADJOURNMENT: A motion was made by Ray Garraffa, seconded by Jim Rice and passed unanimously to adjourn the meeting at 8:20 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2015–22
STRASBURG BOROUGH COUNCIL
JULY 14, 2015
MINUTES

Members Present: Mike Chiodo Ray Garraffa
 Will Hutchinson Bruce Ryder
 Robert Bennethum III

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

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.

REQUESTS TO BE HEARD:

MINUTES OF JUNE 9, 2015: Ray Garraffa made a motion, seconded by Bob Bennethum and passed unanimously to approve the minutes of the June 9, 2015 meeting as printed.

REPORTS:

MAYOR – The Mayor reported that Good Harvest Farms will be having a scarecrow contest this Fall to benefit the Clinic for Special Children and that some businesses in town offered to display the scarecrows and he inquired if any permits would be necessary. The Borough Manager will get in contact directly with Good Harvest Farms after she looks into this request.

PRESIDENT – President Chiodo stated that in the July 12, 2015 edition of the Lancaster News, it reported Strasburg Borough to have a 1/1/2013 pension unfunded liability of 32% which made us termed “distressed.” He was happy to report that the 1/1/2015 report shows us only 20% unfunded which now terms us “minimally distressed.” He added that the unfunded amount from 1/1/2013-1/1/2015 decreased by \$230,000 which shows that the Borough’s aggressive approach is making a big difference and that Borough Council is very pleased with this progress. Bruce Ryder stated that municipalities were paying the state mandated Minimum Municipal Obligations based on the state’s calculations which created such a large unfunded liability and that if the state would have changed their formula years ago, taxes would have been raised years ago and the deficit would not be as large. He added that the tone of the newspaper articles makes it seem like local boards made bad financial decisions when actually those decisions were made in line with state regulations.

MANAGER – The Borough Manager provided her written report for June 2015 and it was received and accepted. The Borough Manager added that a plan was received today for 144/148 East Main Street for a single family home which will go to the Zoning Hearing Board, Planning Commission and Borough Council next month.

2015–23

POLICE – The Police Department’s report for June 2015 was received and accepted. Chief Echternach encouraged everyone to “like” the Strasburg Police on Facebook and subscribe to their webpage to receive updates.

PUBLIC WORKS – The Public Works report for June 2015 was received and accepted.

ZONING OFFICER – The Zoning Officer’s report for June 2015 was received and accepted.

UNFINISHED BUSINESS:

RESULTS OF PENSION ACTUARY STUDIES AND POSSIBLE AUTHORIZATION FOR BOROUGH SOLICITOR TO PREPARE AND ADVERTISE UPDATES TO NON-UNIFORMED AND POLICE PENSION ORDINANCES: Bob Bennethum stated that as discussed at last month’s meeting, he was in favor of a ¼% reduction in the interest rate and salary scale as opposed to the ½% because we are not locking up the Borough’s funds. He added that the Borough would still plan to pay the same amount and pay it off in the same timeframe, it just gives the Borough the freedom to move the funds around if necessary. Mike Chiodo stated that the actuary had initially suggested the ¼% as well but was in favor of the Borough’s more aggressive approach of ½%. The Borough Manager stated that it is her understanding that the Actuary would like the Borough to eventually get to 7% and 4%. Bruce Ryder noted that the reduction in the MMO that was discussed at last month’s meeting is more than enough to cover the ½% reduction and still have funds left over to add towards unfunded liabilities and is in favor of utilizing the ½%.

Bruce Ryder made a motion, seconded by Will Hutchinson and passed unanimously to approve the lowering of the interest rate assumption to 7.5% and salary scale to 4.5% as recommended by the Pension Committee.

Ray Garraffa made a motion, seconded by Will Hutchinson and passed unanimously to approve the Pre-Retirement Death benefit for the non-uniformed employees and the 5-year DROP benefit for the Police officers and authorize the Borough solicitor to prepare and advertise updates to the non-uniformed and police pension ordinances.

NEW BUSINESS:

MID-YEAR FINANCIAL OVERVIEW: The Borough Manager provided a detailed mid-year financial overview memorandum dated July 10, 2015 and the members thanked her for the details she provided. She added that during the refinancing of the bond this year, we learned that the rating bureau would like us to have a debt management policy and a two-year budget. The Borough received an A+ stable rating and the rating bureau stated that these additional items probably would not change that rating. Since they requested those items and they are sound financial tools, the Borough Manager has obtained samples of debt management policies, which will be revised for the Borough and brought to Council in a few months for their consideration and possible adoption. During the 2016 budget process, Council would still only adopt the 2016 budget and the 2017 budget will be available as a planning tool. She also plans to compile all budget policies together and include them during budget discussions.

2015-24

At this point, the one expense that she anticipates to be over budget is the MS4 program, but she noted that a majority of them are one-time expenses and compliance is mandatory. Bob Bennethum asked Chief Echternach if he was still considering additional staff to assist with the accreditation process to which Chief Echternach stated that he plans to include that in his 2016 Budget requests for additional clerical assistance. Mike Chiodo noted that the Borough is in good financial shape.

PAYMENT OF BILLS: Ray Garraffa made a motion, seconded by Will Hutchinson and passed unanimously to approve the payment of the five lists of bills dated 6/9, 6/16, 6/23, 6/30 and 7/10 totaling \$114,397.50.

OTHER BUSINESS: None.

CITIZENS' COMMENTS: None.

ADJOURNMENT: A motion was made by Bruce Ryder, seconded by Ray Garraffa and passed unanimously to adjourn the meeting at 7:59 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2015-25
STRASBURG BOROUGH COUNCIL
AUGUST 11, 2015
MINUTES

Members Present: Mike Chiodo Brian Barnhart
 Ray Garraffa Will Hutchinson
 Bruce Ryder Robert Bennethum III
 James Rice

Others Present:

Henry Miller, Mayor	F. Steven Echternach, Police Chief
Lisa M. Boyd, Borough Manager	Keith Greiner
Amanda Allison	Tom Lainhoff
Chris Lainhoff	Bill Good
Debbie Good	Diane Stevenson
Linda Younger	Beth Gunnion
Richard Carey	Linda Carey

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.

REQUESTS TO BE HEARD:

REPRESENTATIVE KEITH GREINER: Representative Keith Greiner was in attendance and offered his assistance to the Borough and residents. He stated that he has been attending meetings at each of the municipalities he serves and thanked the members and staff for the services they provide. He stated that he does support the municipal radar bill and that Chief Echternach encourages its support regularly. Members thanked Representative Greiner for his representation and for his friendly and responsive staff.

PUBLIC HEALTH AND SAFETY ISSUES FROM BURINING – WILLIAM GOOD: William and Debbie Good were in attendance and discussed their health and safety concerns from outdoor burning. Mrs. Good stated that the types of materials permitted to be burned by our existing ordinance emit hazardous air pollutants, particle pollutants and volatile organic compounds which are harmful chemicals, according to the US Environmental Protection Agency. Some of the health issues caused by burning include respiratory problems, cancer and heart attacks and added that particles can remain in your lungs for months or years and continue to cause problems. She added that even after the fire is out, pollutants remain in the air and there is ground and water supply contamination. She added that she has witnessed the burning of unapproved materials and they emit very toxic substances.

She stated during the two years they have lived here, neighbors have had many yard waste fires, smoldering yard waste fires, and unattended high flame fires burning household items. On one occasion, she suffered severe wheezing and breathing problems when a neighbor was burning and she had to be transported to the hospital via ambulance even though she is normally in good health. They have also have found ash on their property, vehicles and deck. She is also concerned with the risk of a fire spreading due to large unattended fires. Mrs. Good stated that

she believes our open burning ordinance is obsolete and ineffective and that those types of materials should be recycled or trashed, adding that Act 101 prohibits burning recyclable items such as newspapers. Mr. and Mrs. Good respectfully requested that Borough Council consider action to protect the safety and health of all residents by eliminating the outdoor burning and thanked the members for their time and attention.

President Chiodo stated that Bruce Ryder previously raised concern regarding the burning ordinance and is in the process of preparing a draft for Council's consideration. Mr. Ryder stated that he will keep their concerns in mind when he is drafting a proposed ordinance over the next month or two. Mrs. Good stated that she was concerned that the time when neighbors will be burning leaves is quickly approaching and members advised her that it takes time to amend an ordinance due to it needing to be written by a Solicitor and advertised. Brian Barnhart encouraged Mr. and Mrs. Good to contact the police department immediately if they see a burning violation so it can be investigated. Mrs. Good asked for clarification about the definition of a bonfire and recreational fire, to which Chief Echternach stated a bonfire is a large fire and a recreational fire is not a large fire. Mrs. Good stated that pollutants still go into the air from small recreational fires and that some people place them too close to other structures or extra wood that could be a fire spreading risk. Bruce Ryde r stated that a draft that was previously reviewed by the solicitor will be reviewed and brought to a future meeting for consideration.

UPDATE TO HISTORIC DISTRICT ORDINANCE – MEMBERS OF THE HISTORIC ARCHITECTURAL REVIEW BOARD: Tom Lainhoff, Chairman of HARB, was in attendance and stated that HARB began reviewing the ordinance approximately a year ago to find ways to make the process easier for homeowners. One change that was implemented previously was to make the meeting date closer to the Council meeting to reduce the time for a permit to be issued. A marked up draft was provided to the members for their review and Tom Lainhoff highlighted that some of the changes include clarifying the application process, not regulating paint colors, adds a definition for in-kind repairs, and some changes and additions to the pre-approved activities. This ordinance has also been reviewed by Bryan Van Sweden from the PA Historical and Museum Commission as well as Carol Hickey and Shirlie O'Leary from the Historic Preservation Trust. Bob Bennethum stated that he would be in favor of pre-approving certain shades of colors such as whites or tans and other colors need approval. Tom Lainhoff stated that HARB no longer wished to regulate paint colors because HARB would rather encourage homeowners to keep wooden surfaces painted and homeowners have expressed in the past that they do not feel paint colors should be regulated. Bruce Ryder stated that he was in agreement with not regulating paint color.

Bruce Ryder stated that he compiled a list of comments when he reviewed the draft ordinance and it was the consensus to table this tonight to allow for his comments to be reviewed by HARB and then bring the draft back to the next month's Council meeting for action.

MINUTES OF JULY 14, 2015: Bob Bennethum made a motion to approve the minutes of the July 14, 2015 meeting as printed. Will Hutchinson seconded the motion. Members Chiodo, Garraffa, Hutchinson, Ryder and Bennethum cast assenting votes. Members Barnhart and Rice abstained from voting because they were not in attendance for the meeting.

REPORTS:

MAYOR – The Mayor had nothing additional to report.

PRESIDENT – President Chiodo had nothing additional to report.

MANAGER – The Borough Manager provided her written report dated August 7, 2015 and it was received and accepted. The Borough Manager added that the Solicitor was authorized at last month's meeting to prepare an ordinance and advertise the pension changes and stated that this will be coming back to Council in September.

POLICE – The Police Department's report for July 2015 was received and accepted. Chief Echternach stated that he and four of his officers have joined the Strasburg Fire Department and are currently being trained as drivers. When two police officers are working at the same time and if a fire truck driver is needed, an officer would be permitted to respond and they are volunteers when they are not working. Chief Echternach stated that he encouraged this to his employees because of public safety concerns with decreasing firefighter volunteers.

PUBLIC WORKS – The Public Works report for July 2015 was received and accepted.

ZONING OFFICER – The Zoning Officer's report for July 2015 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 \$183,987.18

HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF

APPROPRIATENESS – 115 EAST MAIN STREET, 141A EAST MAIN STREET AND 11 EAST MAIN STREET

APPOINTMENT OF POLICE POST-RETIREMENT BENEFITS TRUST COMMITTEE

ADOPTION OF 2016 BUDGET CALENDAR

UNFINISHED BUSINESS: None

NEW BUSINESS:

SUNSHINE CORNERS – REQUEST TO RENEW LEASE AGREEMENT: Ray Garraffa made a motion, seconded by Bob Bennethum and passed unanimously to approve the renewal of Sunshine Corners' Lease Agreement for a 5-year term at the exact same terms as the current Lease Agreement. It was the consensus that Sunshine Corners has been a very good tenant.

OTHER BUSINESS:

APPROVAL OF STRASBURG FIRE POLICE TO ASSIST AT THE SOLANCO FAIR PARADE ON SEPTEMBER 16, 2015: The Borough Manager reminded the members that approval is necessary to provide Workers Compensation coverage to the fire police at this annual

2015–28

event. Will Hutchinson stated that the Strasburg Fire Police assist neighboring companies for their events in exchange for them assisting at the Strasburg Fire Department's annual sale. Jim Rice made a motion, seconded by Will Hutchinson and passed unanimously to approve the Strasburg Fire Police to assist at the Solanco Fair Parade on September 16, 2015.

Bruce Ryder stated that he and the Borough Manager will be meeting with the developers along the Route 896 Relocation Project to remind them of the condition that requires them to financially contribute toward off-site improvements at the Main/Miller/Lancaster Avenue intersection, which was a PennDOT requirement. Bruce Ryder reminded the members that PennDOT is in control of determining the timing of when the required improvements need to be installed.

CITIZENS' COMMENTS: Brian Barnhart reminded the members that the Strasburg Fire Department will hold a breakfast on August 29, 2015 and their annual fall sale is September 12, 2015.

Linda Younger thanked Council for their support of Sunshine Corners, the children and staff. Council members expressed their appreciation for the great program that Sunshine Corners provides.

ADJOURNMENT: A motion was made by Brian Barnhart, seconded by Jim Rice and passed unanimously to adjourn the meeting at 8:23 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2015–29
STRASBURG BOROUGH COUNCIL
SEPTEMBER 8, 2015
MINUTES

Members Present: Mike Chiodo Brian Barnhart
 Ray Garraffa Will Hutchinson
 Bruce Ryder Robert Bennethum III
 James Rice

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

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.

REQUESTS TO BE HEARD:

UPDATE TO HISTORIC DISTRICT ORDINANCE – AUTHORIZATION TO FORWARD TO BOROUGH SOLICITOR FOR REVIEW AND ADVERTISEMENT:

Bruce Ryder stated that he has some additional concerns regarding the draft ordinance and asked Council to table it to allow him to attend the next HARB meeting for it to be discussed. Henry Miller asked Council to review future HARB applications as if it applied to their personal home because most of Council does not reside in the Historic District. It was the consensus of the members to table the ordinance to allow for additional review.

MINUTES OF AUGUST 11, 2015: Brian Barnhart made a motion, seconded by Ray Garraffa and passed unanimously to approve the minutes of the August 11, 2015 meeting as printed.

REPORTS:

MAYOR – The Mayor had nothing additional to report.

PRESIDENT – President Chiodo had nothing additional to report.

MANAGER – The Borough Manager provided her written report dated September 4, 2015 and noted that the next quarterly LCBA meeting will be held on September 23, 2015 and encouraged Council’s attendance.

POLICE – The Police Department’s report for August 2015 was received and accepted. Based on a question raised by Brian Barnhart, Chief Echternach stated that, in light of the lack of rain, he has not yet heard that the County is considering a burn ban.

PUBLIC WORKS – The Public Works report for August 2015 was received and accepted.

ZONING OFFICER – The Zoning Officer’s report for August 2015 was received and accepted.

2015-30

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

PAYMENT OF BILLS IN THE AMOUNT OF \$71,359.15
HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATE OF
APPROPRIATENESS – 102/104 EAST MAIN STREET
RATIFY AND CONFIRM MEMBERSHIP OF SAFETY COMMITTEE (Public Works
Director, Police Chief, Borough Manager, a representative from the Fire
Company and the Administrative Assistant as an alternate)
SCHEDULE TRICK-OR-TREAT DATE – FRIDAY, OCTOBER 30 FROM 6-8 P.M.
ACKNOWLEDGEMENT OF 2016 PENSION MINIMUM MUNICIPAL
OBLIGATIONS (Police \$108,349, Non-Uniformed \$64,879)

UNFINISHED BUSINESS:

CONSIDERATION AND POSSIBLE ENACTMENT OF NON-UNIFORMED PRE-RETIREMENT DEATH BENEFIT ORDINANCE 2015-2: The Borough Manager reported that this ordinance was advertised as required and available for public inspection.

Ray Garraffa made a motion, seconded by Will Hutchinson and passed unanimously to enact the non-uniformed pre-retirement death benefit ordinance 2015-2 which becomes effective immediately.

CONSIDERATION AND POSSIBLE ENACTMENT OF POLICE DEFERRED RETIREMENT OPTION PLAN (DROP) ORDINANCE 2015-3: The Borough Manager reported that this ordinance was approved by the Strasburg Police Officer's Association, advertised as required, and available for public inspection.

Brian Barnhart made a motion, seconded by Ray Garraffa and passed unanimously to enact the police deferred retirement option plan (DROP) ordinance 2015-3 which becomes effective immediately.

NEW BUSINESS: None

OTHER BUSINESS: Bob Bennethum reported that the new playground has been installed and open to the public at the Jaycee Park and that it is a very good playground being enjoyed by many children in the community.

Bob Bennethum stated that the funding for the Strasburg Pool is getting a little tight and he encouraged them to attend this meeting to ask for funding assistance. He added that he believed the pool is a well-used community asset. Brian Barnhart stated that he supports the pool personally but added that the pool is a private organization and only those that purchase a membership can use the pool. The Borough Manager stated that the Borough did provide \$1,600 of fee-in-lieu of parks and open space funds in 2012 to the pool for landscaping. Chief Echternach stated that the pool does provide a regulated, supervised activity for children. Bob Bennethum stated that it is cost-prohibitive for the pool to become a public pool because of the cost of the ADA improvements that would be necessary.

2015-31

Chief Echternach reported that the Strasburg Fire Company will hold their annual Fall auction this Saturday, September 12, 2015.

CITIZENS' COMMENTS: None.

ADJOURNMENT: A motion was made by Brian Barnhart, seconded by Will Hutchinson and passed unanimously to adjourn the meeting at 7:55 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2015-32
STRASBURG BOROUGH COUNCIL
OCTOBER 13, 2015
MINUTES

Members Present: Mike Chiodo Brian Barnhart
 Ray Garraffa Will Hutchinson
 Bruce Ryder Robert Bennethum III
 James Rice

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

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.

REQUESTS TO BE HEARD:

MINUTES OF SEPTEMBER 8, 2015: Brian Barnhart made a motion, seconded by Ray Garraffa and passed unanimously to approve the minutes of the September 8, 2015 meeting as printed.

REPORTS:

MAYOR – The Mayor was not in attendance for the meeting.

PRESIDENT – President Chiodo announced that former Borough Council member and Borough Manager Velma Lutz passed away on October 3, 2015 and added that she was an integral part of Strasburg Borough over the years and will be missed.

MANAGER – The Borough Manager provided her written report dated October 9, 2015. She added that Rutter’s Farm Store is planning to come to the November Zoning Hearing Board for some variances. Bruce Ryder expressed his concern regarding R.B. Campbell not having the paving completed yet and it was the consensus of Council to have the Borough Manager contact Mr. Campbell and advise him that the improvements need to be completed or will be faced with legal action. She will review information previously provided by the Solicitor regarding this matter.

POLICE – The Police Department’s report for September 2015 was received and accepted.

PUBLIC WORKS – The Public Works report for September 2015 was received and accepted.

ZONING OFFICER – The Zoning Officer’s report for September 2015 was received and accepted.

CONSENT AGENDA: Bruce Ryder 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 \$70,969.38
HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF
APPROPRIATENESS – 317 MILLER STREET AND 102 MILLER STREET
RATIFY AND CONFIRM APPOINTMENT OF ASSISTANT ZONING OFFICER –
LISA M. BOYD
LANCASTER COUNTY CONSERVATION DISTRICT MEMORANDUM OF
UNDERSTANDING

UNFINISHED BUSINESS: None.

NEW BUSINESS:

REVIEW OF 2016 DRAFT BUDGET AND CAPITAL IMPROVEMENTS PROGRAM:

The Borough Manager stated that during a review of the 2016 Draft Budget today, it was discovered that there was a formula error in one of the projection lines and the projected 2015 ending balance will be higher than shown on their printed draft. She also stated that the projections will be updated again prior to the next meeting and prior years' history has shown that the ending balance usually increases as projections are updated.

The Borough Manager stated that she is also looking into insurance options and she reminded the members that any time a benefit is changed that the Police Contract needs to be considered and they would need to approve any change. She stated that during her initial review of the options with the Police Chief that the insurance policies have other benefit changes when you simply change the deductible. The Borough Manager will continue to evaluate insurance options and the Police Chief will have the Police Officer's Association review the alternatives. Chief Echternach stated that another problem we encounter with seeking other coverage is finding a company that will cover retirees because that is in the Police contract.

Bruce Ryder asked if some of the additional projected ending balance could be applied to the principal on the Route 896 Relocation Loan to pay off that loan early, which would reduce the amount of time that the additional funds will be paid toward the Pension Unfunded Liabilities. The Borough Manager stated that she is checking with the bank regarding this and will evaluate the interest savings. Another option discussed was to wait until we know what the insurance increase will be for 2016. The Borough Manager added that the policy that was recently adopted that if the MMO's are ever reduced that the additional funds get paid toward the Unfunded Liabilities will be added to the policies.

Bruce Ryder stated that the Route 896 developers recently discussed the plan notes that require them to complete off-site improvements at the Main/Miller/Lancaster Avenue intersection. He suggested another option to use the additional ending balance funds is to begin putting it in a reserve fund for the Borough's portion of this expense which would be for any beautification improvements above and beyond what PennDOT requires. Chief Echternach stated that PennDOT will not permit planting pockets in the roadway. It was the consensus that the project will most likely not occur within the next budget year and will not be included in the 2016 Budget.

2015-34

The Borough Manager stated that she continues to work on the debt management policy and the 2-year budget.

It was the consensus to increase the 2016 donation by \$500 to the Strasburg Playground because their financial statements show them operating at a deficit.

The Borough Manager reviewed the Capital Improvements Program documents and the projects proposed for 2016.

Mike Chiodo commended all of the departments for their work in putting together the Draft Budget and Capital Improvements Program. The Borough Manager thanked the staff for their work on the budget as well and added that we have a good team.

OTHER BUSINESS: Bob Bennethum stated that he met with Chief Echternach and discussed the duties of the police department, participated in a ride along with Officer Drane and had a tour of the Water Treatment Plant with Ed Zalewski. He said that he was very impressed with the dedication and work done by the Borough.

CITIZENS' COMMENTS: Bob Bennethum stated that Route 41 will be closed until December which will result in additional traffic on Route 896.

ADJOURNMENT: A motion was made by Ray Garraffa, seconded by Jim Rice and passed unanimously to adjourn the meeting at 8:26 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2015-36

Churches food bank. Chief Echternach also state that this year the Department is participating in “No Shave November” to bring awareness to men’s health.

PUBLIC WORKS – The Public Works report for October 2015 was received and accepted.

ZONING OFFICER – The Zoning Officer’s report for October 2015 was received and accepted.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

APPROVAL OF CAPITAL IMPROVEMENTS PROGRAM: Brian Barnhart made a motion, seconded by Jim Rice and passed unanimously to approve year 2016 in the 5-year Capital Improvements Program dated November 10, 2015.

REVIEW OF 2016 PRELIMINARY BUDGET AND AUTHORIZATION TO ADVERTISE FOR PUBLIC INSPECTION: Ray Garraffa made a motion, seconded by Jim Rice and passed unanimously to approve the 2016 Preliminary Budget, which does not include a real estate tax increase, and authorize the Borough Manager to advertise it for public inspection.

2016 TAX LEVY ORDINANCE 2015-4 – AUTHORIZATION TO ADVERTISE: Brian Barnhart made a motion, seconded by Will Hutchinson and passed unanimously to authorize the Borough Manager to advertise the Tax Levy Ordinance 2015-4 with the tax rate remaining at 3.28 mills for the Borough of Strasburg for 2016.

TRAILS AT STRASBURG DEVELOPMENT STREET DEDICATION ORDINANCE 2015-5 – AUTHORIZATION TO ADVERTISE: Ray Garraffa made a motion, seconded by Bob Bennethum and passed unanimously to authorize the Borough Solicitor to advertise the Trails at Strasburg Development Street Dedication Ordinance 2015-5 with enactment to be scheduled for the December 8, 2015 Borough Council meeting.

APPROVAL OF POLICE CHIEF’S PARTICIPATION IN THE DEFERRED RETIREMENT OPTION PLAN (DROP): Ray Garraffa made a motion, seconded by Will Hutchinson and passed unanimously to approve Steve Echternach’s participation in the Deferred Retirement Option (DROP) effective January 1, 2016.

PAYMENT OF BILLS: Jim Rice made a motion, seconded by Brian Barnhart and passed unanimously to approve payment of the four lists of bills dated 10/13, 10/23, 10/27 and 11/3/15 totaling \$278,866.14.

OTHER BUSINESS: The Borough Manager stated that she provided a draft debt management policy for members to review for possible future adoption. She stated that the policy has been reviewed by John McShane, our financial planner, and the draft includes his minor changes. She also stated that a 2-year budget has been prepared. She noted that this is a working document and the second year is only acknowledged when the current year’s budget is approved.

2015-37

CITIZENS' COMMENTS: Bob Bennethum thanked Kyle Johnson for his Eagle Scout Project, which placed 138 flags on fire hydrants throughout the town. He also announced that the annual Boy Scout "Scouting for Food" will take place this weekend and next.

ADJOURNMENT: A motion was made by Jim Rice, seconded by Bob Bennethum and passed unanimously to adjourn the meeting at 7:50 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2015-38
STRASBURG BOROUGH COUNCIL
DECEMBER 8, 2015
MINUTES

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

Others Present:
 Henry Miller, Mayor F. Steven Echternach, Police Chief
 Lisa M. Boyd, Borough Manager Cindy Hummel, Lancaster Newspapers
 May Gaynor Tom Lainhoff

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.

REQUESTS TO BE HEARD:

REVIEW OF UPDATED HISTORIC DISTRICT ORDINANCE – TOM LAINHOFF: Tom Lainhoff explained that all the items brought to the Historic District Board's attention by Bruce Ryder have been addressed.

A motion was made by Ray Garraffa, seconded by Bruce Ryder and passed unanimously to forward the updated Historic District Ordinance to the Borough Solicitor for review.

MINUTES OF NOVEMBER 10, 2015: A motion was made by Brian Barnhart, seconded by Ray Garraffa and passed unanimously to approve the minutes of the November 10, 2015 meeting as printed.

REPORTS:

MAYOR – Mayor Miller did not have anything to report.

PRESIDENT – President Chiodo announced that Tom Lainhoff, Chris Lainhoff and Beth Gunnion recently received awards from the Historic Preservation Trust.

MANAGER – The Borough Manager provided her written report dated December 4, 2015, and added that she has received a few requests for the Borough to place a Christmas Tree in the Square. It was the consensus of the Council members to approve the request. Lisa also noted that the paving in the square will take place on Tuesday, December 15.

POLICE – The Police Department's report for November 2015 was received and accepted.

PUBLIC WORKS – The Public Works report for November 2015 was received and accepted.

2015-39

ZONING OFFICER – The Zoning Officer’s report for November 2015 was received and accepted.

CONSENT AGENDA: A motion was made Brian Barnhart, seconded by Bruce Ryder and passed unanimously to approve the following items on the Consent Agenda:

PAYMENT OF BILLS IN THE AMOUNT OF \$\$426,591.67

HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF
APPROPRIATENESS – 138 WEST MAIN STREET AND 26 WEST MAIN
STREET

APPROVAL OF 2016 MEETING SCHEDULE

ADOPTION OF POLICE PENSION PLAN CONTRIBUTION RESOLUTION 2015-4

ADOPTION OF FIRE COMPANY ACTIVITIES RESOLUTION 2015-5

REAPPOINTMENT/APPOINTMENT OF BOROUGH BOARD MEMBERS:

Borough Authority	Ken Johnson	5 years until December 31, 2020
HARB	Dale Kaufman	5 years until December 31, 2020
Planning Commission	Ken Johnson	4 years until December 31, 2019
Tree Committee	Brad Botchlet	3 years until December 31, 2018
Tree Committee	Mary Dresser	3 years until December 31, 2018
Tree Committee	Gil Pratt	3 years until December 31, 2018
Zoning Hearing Board	Bob Ham	5 years until December 31, 2020
Zoning Hearing Board	Maureen Wagner	5 years until December 31, 2020
Zoning Hearing Board	Shane Kuhns	Alt-3 years until December 31, 2018

REAPPOINTMENT OF LISA M. BOYD TO THE LANCASTER COUNTY TAX
COLLECTION BUREAU BOARD OF DIRECTORS

UNFINISHED BUSINESS:

ENACTMENT OF TRAILS AT STRASBURG DEDICATION ORDINANCE 2015-5:

The Borough Manager stated that the ordinance has been advertised as required and open for public inspection and with the enactment of this ordinance, all streets within the development will become the Borough’s for maintenance and snow plowing and that the developer has provided an 18-month maintenance guarantee.

A motion was made by Ray Garraffa, seconded by Will Hutchinson and passed unanimously to enact the Trails at Strasburg Development Dedication Ordinance 2015-5.

NEW BUSINESS:

APPROVAL OF 2016 FINAL BUDGET: A motion was made by Will Hutchinson, seconded by Ray Garraffa and passed unanimously to approve the 2016 Final Budget which does not include a tax increase.

ACKNOWLEDGEMENT OF 2-YEAR BUDGET: A motion was made by Bruce Ryder, seconded by Will Hutchinson and passed unanimously to acknowledge the Borough’s newly established 2-year Budget which is a working document for financial planning purposes only.

2015-40

ENACTMENT OF 2016 TAX LEVY ORDINANCE 2015-4 : A motion was made by Brian Barnhart, seconded by Ray Garraffa and passed unanimously to enact the 2016 tax levy ordinance 2015-4 with the real estate tax remaining at 3.28 mills for the Borough of Strasburg for 2016.

OTHER BUSINESS: None.

CITIZENS' COMMENTS: None.

ADJOURNMENT: A motion was made by Bruce Ryder, seconded by Will Hutchinson and passed unanimously to adjourn the meeting at 7:46 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager