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STRASBURG BOROUGH COUNCIL
JANUARY 10, 2017
MINUTES

Council Members Present: Mike Chiodo Ray Garraffa
 Bruce Ryder Jim Rice
 Bob Bennethum David Dunn

Authority Members Present: Harold Wiker Ray Reeder
 Ken Johnson Ray Garraffa

Others Present:

 Lisa M. Boyd, Borough Manager Ann Marie Steele, Lancaster Newspapers
 F. Steven Echternach, Chief of Police Jeremy Curtis
 Chris Brewer, Dinsmore 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: None.

SEWER PROJECT BOND ISSUE – REVIEW AND POSSIBLE ENACTMENT OF DEBT ORDINANCE 2017-1 – JAMIE SCHLESINGER & CHRISTOPHER BREWER:

Mike Chiodo stated that the financial advisor, Jamie Schlesinger of PFM and Chris Brewer from Dinsmore were in attendance and reviewed the sewer project bond issue details and paperwork. The Borough Manager stated that the bond ordinance was advertised as required and available for public inspection. Mr. Schlesinger stated that the Ordinance allows a borrowing of \$3.15 million but the actual borrowing will be less than that, probably in the \$2.6 million range. The range is for the flexibility to allow the financial advisors to structure the debt in a form that will be approved by the state to not exceed a maximum annual debt service. This sewer project bond issue is for a 30-year bond. Mr. Brewer reviewed the documents and stated that they will issue the bond when the market is good. After costs, the net profit from the bond issue for the sewer project will be approximately \$2.6 million.

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

Bruce Ryder made a motion, seconded by Jim Rice and passed unanimously to enact Debt Ordinance #2017-1 in order to do a bond issue for the Authority's sewer project.

It was the consensus of Council to take a brief recess in the meeting to allow the Authority to take action regarding the bond issue.

BREAK IN AGENDA – SEWER PROJECT BOND ISSUE – STRASBURG BOROUGH AUTHORITY REVIEW AND POSSIBLE ADOPTION OF DEBT RESOLUTION 2017-1:

Harold Wiker, Chairman of the Strasburg Borough Authority, called the special meeting to order.

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It was noted that the Borough Solicitor did review and complete the required public meeting notice.

Harold Wiker stated the reasons this project are necessary include 1) the system is 45 years old and currently takes on a lot of infiltration, 2) we pay for the stormwater that gets into the sewer system and 3) the City of Lancaster is looking to tighten the regulations regarding infiltration. Mr. Wiker stated that approximately 80% of the sewer lines are proposed to be relined and the approximate 20% of the lines that are not being relined are low flow pipes on Borough-owned back streets. He also stated that they believed now is the time to make these improvements since the interest rates are low and before construction costs increase.

Harold Wiker made a motion, seconded by Ray Garraffa and passed unanimously to adopt the Strasburg Borough Authority Debt Resolution 2017-1.

Chairman Harold Wiker adjourned the Strasburg Borough Authority meeting.

The regular Strasburg Borough Council meeting was reconvened.

BOROUGH COUNCIL AND AUTHORITY TO SIGN PAPERWORK AT THIS TIME:

The appropriate Borough Council and Authority members signed the paperwork to complete the authorization for the sewer project bond issue.

MINUTES OF DECEMBER 19, 2016: A motion was made by Jim Rice, seconded by Ray Garraffa and passed unanimously to approve the minutes of the December 19, 2016 meeting as printed.

REPORTS:

MAYOR – Mayor Miller stated that he was asked by a citizen if there was anything that could be done regarding a neighbor who never removes their trash can from along the roadway. The Borough Manager stated that similar matters have been handled in the past by a phone call and offered to contact the property owner.

PRESIDENT – President Chiodo asked about the replacement street signs in town. The Borough Manager stated that they are being replaced throughout the borough in annual phases.

MANAGER – The Borough Manager provided her written report dated January 6, 2017.

POLICE – The Police Department's report for December 2016 was received and accepted. Chief Echternach stated that an annual year-end report will be provided at the February 2017 meeting.

PUBLIC WORKS – The Public Works report for December 2016 was received and accepted.

ZONING OFFICER – The Zoning Officer's report for December 2016 was received and accepted.

CONSENT AGENDA:

A motion was made by Ray Garraffa, seconded by Jim Rice and passed unanimously to approve the payment of the bills in the amount of \$63,863.69.

Mike Chiodo stated that the HARB had a special meeting on Monday, January 9, 2017 and the applicant for the project at 19/21 South Decatur Street requested his application be tabled.

Jim Rice made a motion, seconded by Bob Bennethum and passed unanimously to approve the following Historical Architectural Review Board Certificates of Appropriateness for 144 East Main Street, 37 East Main Street, 215 Miller Street and 106 East Main Street.

Ray Garraffa made a motion, seconded by Dave Dunn and passed unanimously to appoint Will Mullin to the Borough Authority for a 5-year term until December 31, 2021.

Mike Chiodo stated that for the vacancy on HARB, Lori Troiano (who lives on West Main Street) and Robert Maller (who lives on East Main Street) have submitted their information to be considered for appointment to this position. Bruce Ryder noted that both applicants are equally qualified and that the existing board has three members each who live on East Main Street and Miller Street and there are no current members who live on West Main Street. Bruce Ryder made a motion, seconded by Ray Garraffa and passed unanimously to appoint Lori Troiano to the HARB for a 5-year term until December 31, 2021.

UNFINISHED BUSINESS:

CONTINUED DISCUSSION AND POSSIBLE DECISION REGARDING PROPOSED AMENDMENTS TO LANCASTER FAMILY YMCA LEASE/LAMPETER-

STRASBURG BRANCH: Mike Chiodo stated that background information was provided by Will Hutchinson regarding the YMCA Committee meeting. Mike Chiodo stated that the changes that were desired by the Borough have been included in the amendment. The Borough Manager stated that this amendment was approved by Strasburg Township last evening and the Lampeter-Strasburg School District still needs to vote on the amendment. The Borough Manager stated she did talk to Jeff Mills, a Strasburg Borough resident who also sits on the Lampeter-Strasburg School Board, and he had the following things to say about the YMCA: it provides free swimming lessons to every Lampeter-Strasburg second grade student which could help save a life, it is about community and not just a “gym and swim”, a sliding payscale is used to encourage membership and provides membership scholarships which can help keep at-risk children out of trouble, the Lampeter-Strasburg swim team practices and holds their meets at the YMCA without any cost to the school, and it is the heart of the Lampeter-Strasburg community. Ray Garraffa stated that he believed another factor that impacted the YMCA was the other facilities that opened up in the area. Bruce Ryder stated that he was in support of changing the number of members on the board because there is still the same percentage of municipal representation and agrees that there may be some management issues. Bob Bennethum stated that he believed the YMCA should make other cost-cutting measures before eliminating the 10% reduction for L-S residents and stated that this proposed motion gives the YMCA the ability to raise the rates the full 10% automatically without phasing it in as verbally agreed. The Borough

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Manager stated that the motion does include the wording to phase out the discount and is consistent with the motion approved by Strasburg and West Lampeter Townships.

Ray Garraffa made a motion, seconded by Jim Rice to approve the amendments which are a modification of the board requirement to change the membership number of the board from 15 to a range of 10-24 members to include at least one representative from Strasburg Borough and starting on January 1, 2017 to begin to discontinue the 10% discount for Lampeter-Strasburg residents with phasing it over several years as also recommended by Will Hutchinson (Borough Council's appointed representative). Motion carried with members Chiodo, Garraffa, Ryder, Rice and Dunn casting assenting votes. Member Bennethum cast a dissenting vote.

NEW BUSINESS: None.

OTHER BUSINESS: None.

CITIZENS' COMMENTS: Jeremy Curtis, who lives at 36 Denlinger Avenue, was in attendance and stated that in the past eight months, he has had his vehicle hit two times by hit-and-run drivers (one time his vehicle was totaled). He commended the Police Department for their responsiveness and asked if the Borough could consider installing speed tables on Denlinger Avenue to deter fast driving. It was the consensus to refer this matter to the Safety Committee.

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

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2017-5
STRASBURG BOROUGH COUNCIL
FEBRUARY 14, 2017
MINUTES

Members Present: Mike Chiodo Ray Garraffa
 Bruce Ryder Jim Rice
 Bob Bennethum David Dunn

Others Present:

 Henry Miller, Mayor Ann Marie Steele, Lancaster Newspapers
 Lisa M. Boyd, Borough Manager 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 JANUARY 10, 2017: A motion was made by Dave Dunn, seconded by Ray Garraffa and passed unanimously to approve the minutes of the January 10, 2017 meeting as printed.

REPORTS:

MAYOR – Mayor Miller had nothing additional to report.

PRESIDENT – President Chiodo had nothing additional to report.

MANAGER – The Borough Manager provided her written report dated February 10, 2017 and reported that the bond sale went very well and the Authority’s 2017 payment will be approximately \$125,000 and we had budgeted \$140,000. Additional donations to the Strasburg Fire Company, Strasburg-Heisler Library and Strasburg Community Parks Foundation were discussed and it was the consensus to not make any additional donations because the 2016 ending balances were lower than budgeted and projected. Mike Chiodo also noted that it was recommended during the bond issuance that we have a larger than 5% fund balance and that will be discussed during the 2018 Budget discussions. She also reported that the land swap between Stephen Smoker and Charter Homes to resolve lot coverage and street location issues has finally been scheduled for February 21, 2017.

POLICE – The Police Department’s report for January 2017 received and accepted.

PUBLIC WORKS – The Public Works report for January 2017 was received and accepted.

ZONING OFFICER – The Zoning Officer’s report for January 2017 was received and accepted.

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

PAYMENT OF BILLS IN THE AMOUNT OF \$ 93,583.74

HISTORICAL ARCHITECTURAL REVIEW BOARD CERTIFICATES OF
APPROPRIATENESS – 11 EAST MAIN STREET AND 19/21 SOUTH
DECATUR STREET

ACCEPTANCE OF HISTORICAL ARCHITECTURAL REVIEW BOARD ANNUAL
REPORT

ACCEPTANCE OF CIVIL SERVICE COMMISSION ANNUAL REPORT

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

APPOINTMENT OF LISA M. BOYD AS PA STATE ASSOCIATION OF
BOROUGH'S VOTING DELEGATE

ADOPTION OF FEE SCHEDULE – RESOLUTION 2017-1

UNFINISHED BUSINESS: None.

NEW BUSINESS:

**APPROVAL OF ELA GROUP AND LAND STUDIES MS4 POLLUTANT REDUCTION
PLANS PREPARATION PROPOSALS:**

The Borough Manager stated that the three completed plans need to be sent in September with our Notice of Intent to apply for the new 2018 MS4 General Permit.

Ray Garraffa made a motion, seconded by Dave Dunn and passed unanimously to approve the ELA Group \$12,500 and Land Studies \$9,000 MS4 Pollutant Reduction Plans Preparation Proposals.

**APPROVAL FOR BOROUGH TO SERVE AS THE APPLICANT FOR THE
LANCASTER FARMLAND TRUST'S RAINGARDEN PROJECT GRANT**

APPLICATION: The Borough Manager stated that the Lancaster Farmland Trust has had stormwater runoff issues for many years and they are seeking a grant to install a raingarden in the back of their property on land owned by Lancaster General. She added that they need the Borough's support in order to apply for the grant and she supports the application. The neighboring residential property owner has agreed to participate financially and she has reached out to another property owner to see if he would be willing to be a participant as well. She also stated that the borough does receive credit with our MS4 program if this project gets installed.

Ray Garraffa made a motion, seconded by Dave Dunn and passed unanimously to approve the Borough to serve as the applicant for the Lancaster Farmland Trust's raingarden project grant application.

**AUTHORIZATION TO WORK JOINTLY WITH THE PEQUEA CREEK MAPSHED
GROUP TO DETERMINE A LOCATION/LOCATIONS FOR AN MS4 PROJECT TO
MEET OUR 10% REDUCTION REQUIREMENT:**

The Borough Manager stated that because our streams all tie into the Pequea Creek, a multi-municipal project can be done on the Pequea Creek to satisfy the 10% reduction requirement. A potential project site has been located

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in East Lampeter Township and the group is planning to apply for a grant. She is asking for Council to approve the Borough continuing to work with the Pequea Creek Mapshed Group, be part of the grant application, and assist in funding the project utilizing the MS4 budgeted funds. She has verified with DEP that a multi-municipal improvement meets the Borough's requirement.

Bruce Ryder made a motion, seconded by Ray Garraffa and passed unanimously to approve the Borough working jointly with the Pequea Creek Mapshed Group to determine a location/locations for an MS4 project to meet our 10% pollutant reduction requirement, to partner with them on a grant application, and cost sharing above the grant amount.

OTHER BUSINESS: On behalf of the Scout House Association, Bruce Ryder reported that they will be remediating the remainder of the original tile floor and the Scout House will be closed for approximately one week in April while the work is being completed.

Dave Dunn reported that he was one of the representatives who attended a legislative breakfast with Rep. Greiner. Mr. Dunn stated that Rep. Greiner offered his assistance with grant applications and suggested we invite him to a future Borough Council meeting.

CITIZENS' COMMENTS: None

EXECUTIVE SESSION – PERSONNEL: The meeting was adjourned into an Executive Session at 7:55 p.m. to discuss personnel items.

The regular meeting was reconvened at 8:08 p.m. at which time Dave Dunn made a motion, seconded by Jim Rice and passed unanimously to increase Ed Zalewski's hourly rate by \$2 per hour effective 4/1/17 when he becomes the Public Works Director in Training.

Ray Garraffa made a motion, seconded by Bob Bennethum and passed unanimously to send a letter to the Strasburg Police Officers Association indicating the desire to begin contract renewal discussions.

Bob Bennethum made a motion, seconded by Jim Rice and passed unanimously to appoint Bruce Ryder, Ray Garraffa, Jim Rice and Dave Dunn as the alternate for the Negotiating Committee.

ADJOURNMENT: A motion was made by Bruce Ryder, seconded by Bob Bennethum and passed unanimously to adjourn the meeting at 8:10 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2017-8
STRASBURG BOROUGH COUNCIL
MARCH 21, 2017
MINUTES

Members Present: Mike Chiodo Ray Garraffa
 Bruce Ryder Jim Rice
 Bob Bennethum David Dunn
 Will Hutchinson

Others Present:
 Henry Miller, Mayor Denise Waller
 Lisa M. Boyd, Borough Manager Andrew Kehl, RKL
 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 this meeting was rescheduled from March 14, 2017 due to the snowstorm and advertised. He also stated 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 2016 BOROUGH AUDIT – ANDREW KEHL, RKL:

Andrew Kehl, representing the Borough's Auditor, Reinsel Kuntz Leshner, was in attendance and reviewed in detail the 2016 Borough Audit and Report to Borough Council. Mr. Kehl stated that the staff was well prepared, very responsive, and great to work with. Mr. Kehl suggested investigating diversifying the Pension Fund investments. Mr. Kehl also reviewed the letter to Borough Council regarding the 2016 Audit and stated that they found no issues with the Borough's accounting records and the comment regarding segregation of duties has been lowered because of additional controls that have been put in place.

ANNUAL MS4 PUBLIC AWARENESS PRESENTATION – CHARITY

KADWILL: The Borough Manager noted that Charity Kadwill was unable to attend the meeting due to it being rescheduled for the snowstorm. Ms. Kadwill provided a written update and the Borough Manager reminded the members of the many things that are done regarding MS4 which include: Council recently authorized ELA and LandStudies Inc. to complete some reporting requirements, an annual report is filed as required, all employees are involved and participate in training as requested, the Fire Company and Police Department will participate in some training put on by Charity Kadwill in the beginning of April, all departments participate as a team for spills, we work with the Conservation District and the Pequea Creek Watershed, the mapping has been finalized, the outfalls have been re-evaluated and reduced from 16 to 13, and we continue to do everything to be in compliance with the MS4 regulations. The Borough Manager reminded the members that a rain garden will be installed between the Lancaster General Medical Group and the Lancaster Farmland Trust and they are also planning to incorporate an educational aspect there as well.

MINUTES OF FEBRUARY 14, 2017: A motion was made by Ray Garraffa, seconded by Dave Dunn to approve the minutes of the February 14, 2017 meeting as printed. Motion carried

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with members Chiodo, Garraffa, Ryder, Rice, Bennethum and Dunn casting assenting votes. Member Hutchinson abstained from voting because he was not in attendance for the meeting.

REPORTS:

MAYOR – Mayor Miller stated that there was a recent article in the newspaper regarding the rates of reassessment and that he believed the municipal rates seemed arbitrary to him. He stated that West Lampeter’s rate was significantly lower than Strasburg Borough and Strasburg Township’s rate, which puts a greater tax burden on us rather than West Lampeter Township and he believes that West Lampeter Township’s developments have a greater impact on the School District.

PRESIDENT – President Chiodo thanked the staff for their preparation for the audit.

MANAGER – The Borough Manager provided her written report dated March 10, 2017 and she stated that the Borough’s Pension Actuary will be in attendance at next month’s meeting to review his biennial actuarial update. She also stated that the borrowing for the Authority’s sewer lining project has been completed and after paying the bond fees, there is \$2.5 million for the project. The Authority opened the sewer lining bids today and she is pleased to announce that the preliminary bids, which have yet to be reviewed, have a low bid of \$1.6 million.

POLICE – The Police Department’s report for February 2017 received and accepted. Chief Echternach stated that March 22, 2017 will be the 145th anniversary of police service to Strasburg Borough. He stated that a new uniform patch design is being considered and reminded the members that the proceeds from the patch sales fund a scholarship for a L-S graduating senior who is pursuing a career in law enforcement but the scholarship has had to be reduced recently because of limited patch sales. Preliminary new patch designs were distributed for Council’s review with the hope that sales will increase and he stated that he has received approval from the Railroad. It was the consensus of the members that they liked the preliminary designs.

PUBLIC WORKS – The Public Works report for February 2017 was received and accepted. Will Hutchinson stated that he was very impressed with the way our streets were cleared of snow last week and knows that the Public Works Department is to be thanked for the plowing and Police Department to be thanked for getting the cars off the snow emergency routes. He added in the days following the snowstorm, he was working in Chester County and their streets were a mess. Chief Echternach stated that one property owner was cited for not shoveling their sidewalk in the business district.

ZONING OFFICER – The Zoning Officer’s report for February 2017 was received and accepted.

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

PAYMENT OF BILLS IN THE AMOUNT OF \$168,077.07 AND \$1,526.02
HISTORICAL ARCHITECTURAL REVIEW BOARD CERTIFICATE OF
APPROPRIATENESS – 17 SOUTH DECATUR STREET

2017-10

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

OTHER BUSINESS: None.

CITIZENS' COMMENTS: Denise Waller stated that she was concerned that vehicles that were left sitting on the street during the snow emergency were not ticketed, and noted that she was aware of at least one truck that was parked on East Main Street. She also complained that there is a section of sidewalk on East Main Street that is still not shoveled. Mrs. Waller asked if the notification system could be used to notify people of other events in town and Chief Echernach advised her that if she subscribes to the Strasburg Police Department's Crimewatch page that special event notifications are sent out via that site. Mrs. Waller also complimented the Borough for keeping their website up-to-date and having an awesome website.

EXECUTIVE SESSION – PERSONNEL: The meeting was adjourned into an Executive Session at 8:20 p.m. to discuss personnel items.

The regular meeting was reconvened at 8:24 p.m. at which time Bruce Ryder made a motion, seconded by Ray Garraffa and passed unanimously to correct Ed Zalewski's raise from \$2.00 per hour to \$2.50 as also recommended and approved by the Authority effective April 1, 2017.

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

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2017-11
STRASBURG BOROUGH COUNCIL
APRIL 11, 2017
MINUTES

Members Present: Mike Chiodo Ray Garraffa
 Bruce Ryder Jim Rice
 David Dunn Will Hutchinson
 Bob Bennethum (by speakerphone)

Others Present:

 Henry Miller, Mayor Debbie Good
 Lisa M. Boyd, Borough Manager Joseph Duda, Duda Actuarial
 Lynn Commero, Lancaster Newspapers John Stoltzfus, Strasburg Fire Company

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:

ANNUAL FIRE COMPANY REPORT – JOHN STOLTZFUS, FIRE CHIEF: John Stoltzfus reviewed the 2016 Fire Company report in detail and provided the following highlights:

- Total Incident Count: 197 with 61 of them in Strasburg Borough
- Total Estimated Losses: \$228,700 with \$183,000 in Strasburg Borough
- The highest percentage of response time from dispatch to on scene was 6 minutes.
- A new fire reporting software program is now being used that submits their reports to the State immediately.

Mike Chiodo thanked the Fire Company for what they do for our community and surrounding communities. John Stoltzfus thanked the Borough for their financial support.

DEBBIE GOOD - BURNING: Debbie Good stated that she is concerned with the safety and pollution from open burning and recreational fires. She stated that their neighbor has large and frequent recreational fires that are done close to other wood on their property. She stated that she believes there needs to be regulation regarding recreational fires. Bruce Ryder stated that, as previously agreed, he will review the ordinance and come back to a future meeting with suggestions for revisions to the Burning Ordinance. He added that he recently obtained a copy of Marietta Borough's newly adopted Burning Ordinance and he will be reviewing theirs for suggestions for inclusion in our ordinance. The members were reminded that this ordinance is enforced based on a complaint basis. Mrs. Good was encouraged to contact the police if she sees a violation of the existing ordinance.

PENSION ACTUARIAL UPDATE – JOE DUDA: Joe Duda, the Borough's Actuary, was in attendance and reviewed the 1/1/2017 Valuation Reports for the Police and Non-Uniformed Pension Plans. He reminded the members that these reports are prepared every other year. He also congratulated Council for having a plan in place and paying additional funds directly into the fund toward the Unfunded Liabilities, and stated that between those payments and the investment gains in

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the plans, that the new unfunded actual accrued liabilities have reduced and are currently: Police \$232,615 and Non-Uniformed \$61,412. He reminded the members that these numbers do utilize the asset smoothing which began since the last valuation. Joe Duda suggested reducing the interest rate and the salary scale. Bruce Ryder suggested utilizing a portion of the unfunded liability funds to reduce the assumptions to 7% and 4% and then reevaluate the 2018 budget to see if additional funds could be sent toward the unfunded liabilities.

Jim Rice made a motion, seconded by Will Hutchinson and passed unanimously to lower the interest rate assumption to 7% with a 4% salary scale for the pension calculations for the Uniformed and Non-Uniformed Pension Plans.

MINUTES OF MARCH 21, 2017: A motion was made by Ray Garraffa, seconded by Dave Dunn and passed unanimously to approve the minutes of the March 21, 2017 meeting as printed.

REPORTS:

MAYOR – Mayor Miller stated that he received an open burning complaint and liquid manure complaint.

PRESIDENT – President Chiodo welcomed Lynn Commero, the new correspondent from the Lancaster Newspapers who is covering our meetings.

MANAGER – The Borough Manager provided her written report dated April 7, 2017 and she added that the Borough is hosting the next LCBA meeting at the Fireside Restaurant on Wednesday, June 28, 2017, and welcomed the members to attend. She also reported that the stormwater pipe at 17 South Decatur Street has been replaced and appears to be working and that the land swap finally took place between Charter Homes and Historic Properties Partners and Charter Homes is beginning the dedication process.

POLICE – The Police Department's report for March 2017 received and accepted.

PUBLIC WORKS – The Public Works report for March 2017 was received and accepted.

ZONING OFFICER – The Zoning Officer's report for March 2017 was received and accepted.

TREASURER'S REPORT – Ray Garraffa made a motion, seconded by Jim Rice and passed unanimously to accept and file for audit the Treasurer's Report for the period ending March 31, 2017.

CONSENT AGENDA: A motion was made by Jim Rice, seconded by Dave Dunn and passed unanimously to approve the following items on the Consent Agenda:

PAYMENT OF BILLS IN THE AMOUNT OF \$113,010.20 AND \$1,535.00

HISTORICAL ARCHITECTURAL REVIEW BOARD CERTIFICATES OF

APPROPRIATENESS – 8 WEST MAIN STREET AND 106 EAST MAIN STREET

2017 PAVING PROJECT – AUTHORIZATION TO BID FUNK STREET

APPOINTMENT OF PROPERTY MAINTENANCE OFFICER–RESOLUTION 2017-2

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UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

OTHER BUSINESS: None.

CITIZENS' COMMENTS: None.

EXECUTIVE SESSION – PERSONNEL: The meeting was adjourned into an Executive Session at 8:25 p.m. to discuss personnel items.

The regular meeting was reconvened at 8:48 p.m. at which time no official action was taken.

ADJOURNMENT: A motion was made by Jim Rice, seconded by Ray Garraffa and passed unanimously to adjourn the meeting at 8:48 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2017-14
STRASBURG BOROUGH COUNCIL
MAY 9, 2017
MINUTES

Members Present: Mike Chiodo Ray Garraffa
 Jim Rice David Dunn
 Will Hutchinson Bob Bennethum

Others Present:

Henry Miller, Mayor	Brenda Aument
Lisa M. Boyd, Borough Manager	Dr. A. Sellers
F. Steven Echternach, Chief of Police	Warren Aument
Lynn Commero, Lancaster Newspapers	Darlene Aument
Ben Culbert	Merv Smucker
Claudia Shank, McNees Law	Kathy Smucker
Jim Kepiro	Adrienne Miller, Ephrata National Bank
James G. Brown, Ephrata National Bank	Rob O'Donnell
Matt Sterchak	Dwight Miller
Matt Rimert	Stephen Smoker
Mark Stanley, McNees Law	

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:

215 NORTH DECATUR STREET – TOURIST HOME ISSUE: Claudia Shank and Mark Stanley, from McNees Law, were in attendance and stated that they are representing Merv and Kathy Smucker, to begin a conversation regarding Airbnb regulations. Ms. Shank stated that Airbnb is a growing online home rental website for either short-term vacation rentals or the renting out of rooms in people's homes. She added that the Smucker's purchased the property at 215 North Decatur Street, renovated it, and listed it on the Airbnb website. They received a letter from our Zoning Officer indicating that this use was in violation of our Zoning Ordinance and he granted them permission to continue for a period of time to fulfill only their existing reservations. She stated that this use, which is not a Bed & Breakfast and is not owner-occupied, is not currently provided for in our ordinance, and is a growing business with approximately 300 Lancaster County listings. Ms. Shank did provide a copy of East Lampeter Township's Zoning Ordinance which addresses and regulates this type of use, defines the use and includes some restrictions such as number of people permitted. Mr. Smucker stated that they live just outside of the Borough and are asking for Council's thoughts on Airbnbs and added that they would like to bring their property into compliance and have Airbnbs regulated. He stated that they regulate their guests and likes the ability to have people stay in their home to experience Strasburg as a tourist destination. Dave Dunn stated that he believes property owners should be able to use their property to the best advantage, Council needs to look at how to accommodate such uses, this type of use is not going away, and needs to be addressed. Jim Rice stated that additional information regarding how neighboring municipalities address this issue was just received and

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the members need an opportunity to review the information. It was the consensus of Council to allow McNees Law to provide some proposals to the Solicitor for review and that 215 North Decatur Street needs to continue to comply with the Zoning Officer's Enforcement Notice.

2516 BOOK FLOWER LANE – STORMWATER EASEMENT REQUEST: Dwight Miller, owner of 2516 Book Flower Lane, was in attendance and stated that due to a permitting error, it was discovered that his fence for his in-ground swimming pool was within the stormwater easement. Mr. Miller is requesting the fence be permitted to be installed over the stormwater easement to his property line because the yards are small and to allow full use of that side of the pool. If Council does not permit the fence to be within the stormwater easement, the fence would be only two feet away from the water edge on that side of the pool. There are three options: 1) Allow the fence to extend to the property line, 2) Allow the fence to only encroach five feet into the stormwater easement, and 3) Only allow the fence to the edge of the stormwater easement.

The Borough Engineer reviewed the request and stated that if the fence were installed encroaching only five feet into the stormwater easement that it will not interfere with the stormwater flows and that is the option they are recommending. If this option is chosen, Mr. Miller is agreeable to sign a legal agreement prepared by our Solicitor.

Dr. Andy Sellers, representing the neighboring property owner Brenda Aument who recently had back surgery, and her parents were in attendance and expressed his concern regarding the higher elevation of Book Flower Lane and reviewed the land layout in the area. He stated that he believed the stipulated 20 foot stormwater easement should be maintained because Brenda Aument's basement was flooded in the past and her insurance will not cover this type of water damage. He stated that she did install a berm and plantings since the flooding. Mr. Sellers added that if there is snow, slush or ice in the swale prior to a rain, the swale does fill up due to the blockage and they believe a fence blocking the easement puts her property at risk.

Mr. Miller stated that he measured his pool height today and the pool is lower than the swale and the water would go into his pool and his basement before it would go over the neighbor's berm. He also stated that if the Council granted them to encroach five feet into the easement that they would most likely install a rod iron fence instead of a privacy fence to be able to keep an eye on the kids playing in that area.

A motion was made by Jim Rice, seconded by Dave Dunn and passed unanimously to allow the fence to be installed encroaching five feet into the stormwater easement to the rear of 2516 Book Flower Lane with the condition that the property owners sign a legal agreement that will be prepared by the Borough Solicitor.

MINUTES OF APRIL 11, 2017: A motion was made by Ray Garraffa, seconded by Jim Rice and passed unanimously to approve the minutes of the April 11, 2017 meeting as printed.

REPORTS:

MAYOR – Mayor Miller stated that he received compliments about how nice the town looks after the street sweeping. He also stated that he does receive questions about why the fall street sweeping is done before the leaves are down and the Borough Manager stated that the street sweeping equipment is not made to pick up that volume of leaves.

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PRESIDENT – President Chiodo stated that if an organization provides a written report to Council that the organization does not need to review the report at the meeting but rather respond to questions from Council. He also thanked Gail Anderson for the detailed information she provided regarding how other municipalities address Airbnb's.

MANAGER – The Borough Manager provided her written report dated May 5, 2017 and she added that she is following up with the Property Maintenance Inspector and Building Inspector to review the progress at 8-10 East Main Street. She also thanked Borough Council for allowing her to attend the PSAB Conference and announced that the Borough received an honorable mention award for the website and second place award for the newsletter. Mike Chiodo thanked all of the employees for their work on these projects that received awards.

POLICE – The Police Department's report for April 2017 received and accepted.

PUBLIC WORKS – The Public Works report for April 2017 was received and accepted.

ZONING OFFICER – The Zoning Officer's report for April 2017 was received and accepted.

CONSENT AGENDA: A motion was made by Will Hutchinson, seconded by Ray Garraffa and passed unanimously to approve the following items on the Consent Agenda:

PAYMENT OF BILLS IN THE AMOUNT OF \$619,450.62

HISTORICAL ARCHITECTURAL REVIEW BOARD CERTIFICATE OF
APPROPRIATENESS – 115 WEST MAIN STREET

RESOLUTION 2017-3 OPPOSING ELIMINATION OF THE COMMUNITY
DEVELOPMENT BLOCK GRANT PROGRAM

UNFINISHED BUSINESS: None.

NEW BUSINESS:

EPHRATA NATIONAL BANK FINAL PLAN – CONSIDERATION AND POSSIBLE APPROVAL OF WAIVERS & PLAN: Matt Sterchak and Robert O'Donnell, from Robert E. Lamb, Jim Brown and Adrienne Miller from Ephrata National Bank, and former property owner Stephen Smoker were in attendance and reviewed their plan and asked for conditional approval. He noted that they received recommendation for approval from the Lancaster County Conservation District, the Strasburg Borough Planning Commission, and is currently working on comments from the Borough Engineer and Borough Authority.

A motion was made by Ray Garraffa, seconded by Will Hutchinson and passed unanimously to grant the following waivers with regard to the Ephrata National Bank Strasburg Branch Preliminary/Final Land Development, Subdivision and Lot Add-On Plan, subject to the following: (i) Applicant shall accept and comply fully with the conditions of Preliminary/Final Land Development, Subdivision and Lot Add-On Plan approval in the form and content presented at this meeting and which are incorporated by reference in this Motion and as recommended by the Borough Planning Commission: Waiver of Section 301 of the Strasburg

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Borough Subdivision and Land Development Ordinance of 1995 and Waiver of Section 302 of the Strasburg Borough Stormwater Management Ordinance.

A motion was made by Ray Garraffa, seconded by Will Hutchinson and passed unanimously to grant conditional final approval of the Ephrata National Bank Strasburg Branch Preliminary/Final Land Development, Subdivision and Lot Add-On Plan, subject to the following: Applicant shall accept and comply fully with the conditions of Preliminary/Final Land Development, Subdivision and Lot Add-On Plan approval in the form and content presented at this meeting and which are incorporated by reference in this Motion and as recommended by the Borough Planning Commission.

A motion was made by Ray Garraffa, 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 Ephrata National Bank Strasburg Branch Preliminary/Final Land Development, Subdivision and Lot Add-on Plan (the "Plan"), 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, the Borough Solicitor and the Strasburg, Lancaster County, Borough Authority ("Authority") Solicitor, as applicable. 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 Plan between the Applicant, on the one hand, and the Borough Staff, the Borough Engineer, the Borough Solicitor and/or the Authority Solicitor, on the other hand, as to the requirements and documents pertaining to the Plan, any issue in dispute or disagreement must be submitted to Borough Council at least fourteen (14) business days before a regularly scheduled meeting of Borough Council for resolution by Borough Council.

OTHER BUSINESS: None.

CITIZENS' COMMENTS: Jim Kepiro asked if Airbnb's could be considered to be permitted in the R-2 Zoning District, as well as in other Zoning Districts.

ADJOURNMENT: A motion was made by Jim Rice, seconded by Bob Bennethum and passed unanimously to adjourn the meeting at 8:39 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2017-18
STRASBURG BOROUGH COUNCIL
JUNE 13, 2017
MINUTES

Members Present: Mike Chiodo Ray Garraffa
 Jim Rice David Dunn
 Will Hutchinson Bob Bennethum
 Bruce Ryder

Others Present:
 Henry Miller, Mayor Bob May, LEMSA
 Lisa M. Boyd, Borough Manager Denise Waller
 F. Steven Echternach, Chief of Police Tom Lainhoff
 Lynn Commero, Lancaster Newspapers Paul Bertrand

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:

ANNUAL LANCASTER EMS REPORT – BOB MAY, EXECUTIVE DIRECTOR:
Bob May, Executive director for Lancaster EMS, was in attendance and provided his written report. He stated that Pinnacle's upcoming purchase of local hospitals does not affect their corporate structure because they are a private non-profit organization. Mr. May stated that one issue affecting them right now is Medicaid reimbursement because that amount has not increased since 2004. He stated that their average fixed cost to respond is \$370 per call and they only receive \$120 in Medicaid reimbursement and \$240 in Medicare reimbursement, and they make up approximately 55% of their call volume. Another issue affecting them is staffing of paramedics because not a lot of people go into that field because of the salary. He reviewed the handouts which discuss call volume, call types, and funding. Mr. May stated that they recently placed a Quick Response Service unit in service at the Strasburg Ambulance station that is staffed by an EMT to respond to emergencies. The QRS does not transport patients but does get medical treatment quickly to patients. Mr. May stated that one of their ambulances are normally approximately 8-9 minutes away from the Borough.

Bob Bennethum asked about insurance payment to the ambulance if a patient is not transported to which Mr. May stated that currently they do not receive payment if the patient is not transported and there are lobbying groups who are trying to get that changed. Mr. May gave the example of an ambulance responding to a diabetic patient where they administer sugar and the patient begins to feel better and does not need to be treated at a hospital. He stated that these types of calls do utilize equipment, staffing and supplies and does keep unnecessary people out of the hospital but the insurance does not pay the ambulance.

Bruce Ryder asked if an ambulance could be assigned to a territorial area for guaranteed coverage. Mr. May stated that they do have an agreement with Quarryville Ambulance and do not use that ambulance as a transport unit. Mr. May stated that transports account for

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approximately 35% of their volume and is guaranteed income that they need. Mr. May stated that in 2016, there were five calls in Strasburg Borough that were covered by another ambulance. Bruce Ryder asked if the response times could be broken out by the type of call because some call types need a quicker response (for example, a person who fell in a bathroom compared to a heart attack). Mr. May will provide the response time from the 911 center data which shows the breakdown by type of call based on ALS/BLS to the Borough Manager.

Bruce Ryder stated that he would like the ambulance service to improve in the Borough. Mr. May stated that he understood and they are working on some solutions but noted that some of the problems are because of staffing and they have six paramedics graduating in August. Mr. May stated that they do have good mutual aid companies in the area. Bruce Ryder stated that he would at least like to see quick BLS service to at least provide first aid.

Will Hutchinson asked if they reposition ALS units when an ALS unit is dispatched to another call to which Mr. May stated that they do.

AIRBNB DISCUSSION: Denise Waller, owner of the Limestone Inn Bed & Breakfast at 33 East Main Street was in attendance to express her concern regarding the possibility of our ordinance being changed to allow Airbnbs. She stated that Bed & Breakfasts pay taxes, are safety regulated and the guests are monitored but Airbnbs are not regulated. She added that the Bed & Breakfast Association is having a meeting at the Visitor's Bureau on June 19, 2017 and the Borough Manager will attend.

The Borough Manager stated that we are aware of three Airbnbs that are currently advertised in the Borough and we are working on addressing them.

Mike Chiodo stated that the Borough Manager has a meeting to discuss the proposed changes with the Solicitor this week. Dave Dunn stated that he just learned about Airbnbs at the last meeting and noted that we do also have to protect the other homeowners and businesses in the area. It was also stated that Airbnbs are very new and are affecting all municipalities. Mr. Chiodo reminded the members that at last month's meeting, we allowed them to fulfill their booked reservations but no new reservations can be made. He added that the Borough will take this matter under careful consideration before any decisions are made.

MINUTES OF MAY 9, 2017: A motion was made by Ray Garraffa, seconded by Jim Rice to approve the minutes of the May 9, 2017 meeting as printed. Motion carried with members Chiodo, Garraffa, Rice, Dunn, Hutchinson and Bennethum casting assenting votes. Member Ryder abstained from voting because he was not in attendance for the meeting.

REPORTS:

MAYOR – Mayor Miller stated that he attended the Lancaster Newspaper meeting and they plan to do an article on Strasburg Borough.

PRESIDENT – President Chiodo stated that the report from PFM for the Borough's pension funds shows an approximate 11% return and noted that they are doing a very good job.

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MANAGER – The Borough Manager provided her written report dated June 9, 2017. She noted that there are some changes regarding the MS4 program and the Borough needs 500 feet of streambank restoration and there will be a presentation at next month's meeting. Bruce Ryder stated that he recommends Borough Council take a position to support the Zoning Hearing for 15 West Main Street because if it is denied, they would be unable to use their property because the property is landlocked and the neighbor is not willing to work with them. He also noted that it is in the commercial district.

A motion was made by Bruce Ryder, seconded by Will Hutchinson and passed unanimously to write a letter of support to grant the parking variance for the Zoning Hearing application for 15 West Main Street.

POLICE – The Police Department's report for May 2017 received and accepted.

PUBLIC WORKS – The Public Works report for May 2017 was received and accepted.

ZONING OFFICER – The Zoning Officer's report for May 2017 was received and accepted.

CONSENT AGENDA: A motion was made by Dave Dunn, seconded by Will Hutchinson and passed unanimously to approve the following items on the Consent Agenda:

PAYMENT OF BILLS IN THE AMOUNT OF \$199,846.38

HISTORICAL ARCHITECTURAL REVIEW BOARD CERTIFICATE OF
APPROPRIATENESS – 43 EAST MAIN STREET, 15 WEST MAIN STREET
AND 215 MILLER STREET

UNFINISHED BUSINESS:

REVIEW OF DRAFT BURNING ORDINANCE: Bruce Ryder reviewed the draft provided by the Solicitor and he prepared and reviewed his list of proposed changes for Council's input prior to him preparing a draft for review. It was suggested that the Borough should maintain a list of farmers or businesses who take yard waste. Other options for yard waste disposal will be investigated. Bruce Ryder will utilize the input and provide a draft at a future meeting.

AWARD 2017 PAVING PROJECT BID – FUNK STREET: A motion was made by Jim Rice, seconded by Bob Bennethum and passed unanimously to award the 2017 paving project bid for the paving of Funk Street to S.A. Macanga, Inc. in the amount of \$41,485.60.

NEW BUSINESS:

8-10 EAST MAIN STREET PROPERTY MAINTENANCE DISCUSSION: Mike Chiodo stated that information from the Solicitor regarding the property maintenance at 8-10 East Main Street was provided to the members for their review. The new Property Maintenance Inspector does not believe the contractor is making sufficient progress with bringing the property into compliance and is requiring the owner to provide architecturally-sealed plans. The Borough Manager is working with the Solicitor to condemn the property at 8 East Main Street because of safety concerns identified by the Property Maintenance Inspector. She stated that additional

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information is needed from the Building Inspector to complete the paperwork. A motion was made by Bruce Ryder, seconded by Ray Garraffa and passed unanimously to authorize the drafting of a letter by the Borough Manager to be signed by the Borough Council President to the Building Inspector regarding the additional information needed for 8-10 East Main Street to be addressed immediately.

The options from the Solicitor for proceeding with the enforcement notice were reviewed and discussed.

Tom Lainhoff expressed his concern regarding the property and stated that this property has been owned by the same family for more than 50 years and they have allowed the property to deteriorate. He also noted that this is an important historic building in the heart of Strasburg.

A motion was made by Bruce Ryder, seconded by Ray Garraffa and passed unanimously to authorize the Borough Manager to confirm with the Solicitor's office our understanding of the filing of a civil case as the enforcement approach would be in the Borough's best interest for 8-10 East Main Street and if that understanding is confirmed, to authorize the Borough Manager to work with the Solicitor to begin the process of filing a civil action in the Lancaster County Court of Common Pleas.

OTHER BUSINESS: A motion was made by Ray Garraffa, seconded by Bob Bennethum and passed unanimously to authorize the execution of the agreement with Dwight and Kimberly Miller as discussed at last month's meeting regarding their pool.

Mike Chiodo stated that the Borough Manager provided documentation that PNC Bank is currently charging us approximately \$2,200 per year and paying only .1% interest on the Borough's accounts. Ephrata National Bank is offering lower monthly fees and a higher interest rate. A motion was made by Ray Garraffa, seconded by Bob Bennethum and passed unanimously to authorize the Borough Manager to switch banking institutions to Ephrata National Bank.

CITIZENS' COMMENTS: None.

ADJOURNMENT: A motion was made by Will Hutchinson, seconded by Dave Dunn and passed unanimously to adjourn the meeting at 9:04 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2017-22
STRASBURG BOROUGH COUNCIL
JULY 11, 2017
MINUTES

Members Present: Mike Chiodo Ray Garraffa
 Jim Rice David Dunn (by speakerphone)
 Will Hutchinson Bob Bennethum
 Bruce Ryder

Others Present:

Henry Miller, Mayor	Dee Fegan
Lisa M. Boyd, Borough Manager	Denise Waller
F. Steven Echternach, Chief of Police	Lynne Griffin
Lynn Commero, Lancaster Newspapers	Ann Willets
Larry Lawyer, ELA Group	Terri Lausch
Chuck Haley, ELA Group	John Hershey
Mike LaSala, LandStudies	Stephanie Eshleman
Robert Gaynor	May Gaynor
Tim Walter	Dolores Walter
R. Harnish	

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:

POLLUTANT REDUCTION PLAN PRESENTATION – LARRY LAWYER, ELA GROUP AND MIKE LASALA, LANDSTUDIES: Mr. Lawyer stated that he and Mr. LaSala were in attendance to review the Pollutant Reduction Plan and complete the public presentation as required by DEP.

John Hershey, 48 East Main Street, asked if the report could be available online and/or emailed to him to which the Borough Manger stated that it would be provided to him electronically. He also asked if installing vegetative areas on Main Street had been considered to address not only water quality but also traffic calming and beautification by the addition of street trees. Mr. LaSala stated that if the Borough chose to pursue that option, that could be considered but the Borough needed an definite project that would not be impaired by PennDOT highway occupancy permit regulations.

MINUTES OF JUNE 13, 2017: A motion was made by Jim Rice, seconded by Bob Bennethum and passed unanimously to approve the minutes of the June 13, 2017 meeting as printed.

REPORTS:

MAYOR – Mayor Miller had nothing to report.

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PRESIDENT – President Chiodo stated that he felt the LNP newspaper article about Strasburg Borough put us in a good light and was done well.

MANAGER – The Borough Manager provided her written report dated July 10, 2017 and added that Bob May did provide the Lancaster EMS response times for the first six months of the year and she had copies available for the members.

POLICE – The Police Department’s report for June 2017 received and accepted.

PUBLIC WORKS – The Public Works report for June 2017 was received and accepted. Bob Bennethum acknowledged the cooperation between the Borough and Township with working together on projects.

ZONING OFFICER – The Zoning Officer’s report for June 2017 was received and accepted.

TREASURER – A motion was made by Bruce Ryder, seconded by Ray Garraffa and passed unanimously to accept and file for audit the Treasurer’s Report for the period ending June 30, 2017.

CONSENT AGENDA: A motion was made by Bob Bennethum, seconded by Jim Rice and passed unanimously to approve the following items on the Consent Agenda:

PAYMENT OF BILLS IN THE AMOUNT OF \$142,200.48

HISTORICAL ARCHITECTURAL REVIEW BOARD CERTIFICATE OF
APPROPRIATENESS – 15 WEST MAIN STREET AND 1 WEST MAIN
STREET

TRAILS AT STRASBURG – REDUCTION IN MAINTENANCE GUARANTEE
HOLIDAY INN EXPRESS – REDUCTION IN LETTER OF CREDIT

UNFINISHED BUSINESS:

TOURIST HOME/AIRBNB DISCUSSION: The Borough Manager stated that she attended meetings of the B&B Association and with our Solicitor and Mr. Smucker’s lawyers who put together an ordinance revision proposal, which was provided to the members for their review.

Mike Chiodo expressed his concerns regarding the proposal which include supervision and monitoring if the owners are not in the area and it not being owner occupied. He also stated that he wanted to obtain input from the Police Chief because of the potential impact on them.

Bruce Ryder expressed his concern that the proposal includes allowing non owner occupied residences to be used for vacation rentals.

The Borough Manager is recommending to require them go through the Special Exception process through the Zoning Hearing Board and to match our current requirements for bed and breakfasts.

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Dee Fegan, representing the PA Association of Bed & Breakfasts, was in attendance and stated that she agreed with the concerns already raised and added that the existing bed and breakfasts believe tourist homes/Airbnbs should have to follow the same rules and regulations that apply to them. She also expressed her concern for fire safety and the visitor's safety is improved if the property is occupied by the owner.

Linda Griffin, from the Australian Inn Walkabout Inn Bed & Breakfast, stated that she was concerned with the proposal being so much different from the existing ordinance regulating bed and breakfasts as well as setting an example for other towns.

John Hershey stated that he was in favor of them being regulated through the Special Exception Zoning Hearing process. He added that he was in favor of them bringing in younger tourists.

Bruce Ryder stated that his interest was for the residents of the community and the impact on the Borough for allowing non owner occupied residences to become businesses. He added that our ordinances encourage maintaining the single family residence style of life and providing opportunities for businesses that serve local needs for the local people and that does not make us a tourist town. Additional concerns he has are properties would be less affordable for people who want to own and live here because businesses could pay a higher amount to purchase them to be used as vacation rentals and the homes sitting vacant and not maintained because they wouldn't be rented 365 days a year.

Ann Willets, owner of Kings Cottage in Lancaster Township, stated that Airbnb requires property owners to agree to their terms of agreement which states they are responsible to pay your state, local and bureau taxes and to meet all of the zoning ordinances and laws within the state and within your county/township/borough. She noted that the properties in violation on Strasburg Borough are not complying with the Airbnb terms and agreements.

May Gaynor stated that she was also concerned about opening up Strasburg to Airbnbs.

Mike Chiodo stated that no action was required this evening and that the Borough would continue to research and carefully consider this matter before proposing any changes to the current ordinances.

REVIEW OF DRAFT BURNING ORDINANCE: Mike Chiodo stated that the draft burning ordinance was put together by Bruce Ryder with the assistance of the Borough Manager and Police Chief. Bob Bennethum suggested a change be made to the title for Section 102 to read: Cooking and Recreational Burning Permitted Without a Permit. The permitted hours were discussed and it was the consensus to have the cutoff time for recreational burning be 12:00 midnight as drafted.

A motion was made by Jim Rice, seconded by Ray Garraffa and passed unanimously to authorize the staff to forward the draft burning ordinance to Bill Crosswell for his review and to proceed with advertisement it as long as there are not significant changes.

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NEW BUSINESS:

MID-YEAR FINANCIAL OVERVIEW: The Borough Manager provided her mid-year financial review memorandum and reviewed it in detail. She is recommending to forward the Pension Unfunded Liability payments and the GASB 45 payments that were outlined in the budget now and it was approved by consensus.

The Borough Manager stated that last year she had Christine Shipman attend an insurance meeting last year and we were recently notified that we will receive a 20% discount on our policy for attending. She also reminded the members that we receive a 5% discount on our Workers Compensation insurance because of the Safety Committee.

OTHER BUSINESS: Bob Bennethum asked for an update on 8-10 East Main Street and the Borough Manager stated that the draft injunction has been prepared by the Solicitor.

CITIZENS' COMMENTS: John Hershey stated that he believed it would be interesting to do a zip code survey of patrons of the businesses in the square and added that he believed the majority would be tourists. He also asked if an economic development strategy could be considered to encourage businesses to address local needs. Bruce Ryder stated that what he means by us not being a tourist town is that we do not have ordinances in place to encourage tourism-related businesses. He added that we have taken steps to restrict homes being turned into businesses that cater to tourists (like Intercourse and Cape May) but we do allow smaller scale businesses such as lawyer's offices, doctor's offices and self-employed carpenters to run their businesses out of their home.

EXECUTIVE SESSION – POLICE NEGOTIATIONS: At 8:29 p.m., Mike Chiodo adjourned the regular meeting into an Executive Session to discuss police negotiations.

The regular meeting was reconvened at 8:37 p.m. at which time no official action was taken.

ADJOURNMENT: A motion was made by Bob Bennethum, seconded by Ray Garraffa and passed unanimously to adjourn the meeting at 8:37 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2017-26
STRASBURG BOROUGH COUNCIL
AUGUST 8, 2017
MINUTES

Members Present: Mike Chiodo Ray Garraffa
 Jim Rice David Dunn
 Will Hutchinson Bob Bennethum
 Bruce Ryder

Others Present:

F. Steven Echternach, Chief of Police	Denis J. Werdley Jr.
Lynn Commero, Lancaster Newspapers	Kelsey Werdley
Denise Waller	Corey Werdling
Frank Sfrisi	Ian Cannon
Amy Keller	Jen Cannon
Chad Babcock	Ron Zook
Debra Kemez	Jacob Bertrand
Paul Bertrand	Jared Ciccio
Sarah Katz	Joel Fasnacht
Evan Fasnacht	Don Broderick
George Rolko	Betty Rolko
Ed Rowlands	Debbie Good
John Costarella	John Bachman
Ed Rowland	Devin Keller
Jeffrey Kauffman	

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 Police Chief took the roll call.

REQUESTS TO BE HEARD: Amy Keller was in attendance because of the enforcement notice she received about 12 West Main Street operating as an Airbnb. She stated that it is in the C-1 Zone and brings in revenue to the town without changing the historic building. President Chiodo stated it is a zoning issue and she needs to work on this through the Zoning Officer. Amy Keller stated that her Airbnb is different from a Bed & Breakfast because no food is served. Bruce Ryder stated that our Zoning Ordinance lists what can be done in a zoning district, not what cannot be done in a zoning district and short term rentals are not permitted.

Jeffrey Kauffman asked how this use would be not allowed if it isn't listed in our current ordinance. Bruce Ryder explained that our ordinance allows for permitted uses in zoning districts and our ordinance does not list short-term rentals as a permitted use in her zone and that she should work with the Zoning Officer. Mr. Kauffman also stated that the resident who was against Airbnbs at prior meetings encourages Uber on her social media and that Uber is very similar to Airbnb and he believes she is just trying to limit competition.

John Bachman, 14 West Main Street, read a statement detailing property problems he observed along East and West Main Street. He stated that Airbnb rentals are very popular and the owners

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maintain a very high standard on their properties and are rated by their customers. He also stated that Amy Keller keeps both 12 West Main Street and her own property two doors away in very good condition and the guests at Airbnbs spend money at our local shops. He also stated that Airbnbs should not need to be owner-occupied.

Don Broderick , who owns Superior Homes on Route 30, was in attendance and stated that he has customers who do not want to stay at regular hotels and he has referred them to Amy Keller's Airbnb and he believes the regulations need to be changed to allow for Airbnbs.

Paul Bertrand, 15 West Main Street, stated that he believes Airbnbs need to be allowed brings more business to the shops in town and is a good thing.

Dennis Werdley Jr. who lives in Landisville stated that Amy Keller's property is very well maintained inside and out and her Airbnb brings money to the town.

Ed Rowland stated that he is a customer of Amy Keller's barber shop and has known her for years and stated that she is a nice person and will take care of her property and should be allowed to have an Airbnb.

Mike Chiodo thanked those that spoke and stated that Council is in the process of reviewing and studying Airbnbs.

Amy Keller asked when a decision would be made and Mike Chiodo stated that Council continues to receive information and no timeframe to make a decision to change the ordinance or not has been made. Amy Keller stated that her son is the owner of the property and he lives at the property.

Amy Keller was advised that she needs to apply for a zoning permit because she changed the use of the property and that she may either have to complete the Zoning/Building Permit Application or apply to the Zoning Hearing Board for a Special Exception.

MINUTES OF JULY 11, 2017: A motion was made by Ray Garraffa, seconded by Jim Rice and passed unanimously to approve the minutes of the July 11, 2017 meeting as printed.

REPORTS:

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

PRESIDENT – President Chiodo stated that the Borough's pension fund administrator, PFM, provided a report and stated that the stock market is doing good. He also stated he received a call from a citizen expressing their concern regarding emergency medical service coverage and stated that the coverage from Lancaster EMS is inadequate and we are not receiving sufficient coverage for our donation.

MANAGER – The Borough Manager provided her written report dated August 1, 2017. Chief Echnach stated that the injunction court order regarding 8-10 East Main Street was signed today by the judge and the only change he made to what was proposed by our Solicitor was that we would have to file a separate motion if we wished to file for recovery of attorney's

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fees. He added that our Solicitor recommends we hold off on that motion to ensure that the property owner follows the remainder of the order because additional solicitor fees may be required.

POLICE – The Police Department’s report for July 2017 received and accepted.

PUBLIC WORKS – The Public Works report for July 2017 was received and accepted.

ZONING OFFICER – The Zoning Officer’s report for July 2017 was received and accepted.

CONSENT AGENDA: A motion was made by Jim Rice seconded by Will Hutchinson and passed unanimously to approve the following items on the Consent Agenda:

PAYMENT OF BILLS IN THE AMOUNT OF \$242,009.52

HISTORICAL ARCHITECTURAL REVIEW BOARD CERTIFICATE OF
APPROPRIATENESS – 16 MILLER STREET AND 124 SOUTH DECATUR
STREET

ADOPTION OF 2018 BUDGET CALENDAR

UNFINISHED BUSINESS:

REVIEW AND POSSIBLE ENACTMENT OF BURNING ORDINANCE 2017-2: Bruce Ryder stated that the draft ordinance was reviewed by the Solicitor and he added a section to allow for the recovery of reasonable attorneys’ fees at the end of Section 108. Chief Echternach stated that the proposed ordinance was posted on the Borough’s website, the Police website, the Police Facebook page, available for public inspection at the office and advertised as required.

Ian Cannon, 36 Lancaster Avenue, asked why the burning ordinance is being changed. President Chiodo stated that residents have come to meetings over the last two years and asked that it be changed. He stated that he was concerned that he was just hearing about the burning ordinance change and felt that it has been a privilege to be able to burn in town. He also stated that he would have liked the Borough’s automated phone call system to be used to notify the residents of the proposed change.

George Rolko, 30 Lancaster Avenue, asked if the Borough was going to provide space for residents to dispose of leaves and twigs. Mike Chiodo stated that he uses Econ Refuse and they do take chopped up leaves and twigs in paper bags. Mr. Rolko also asked if neighboring municipalities can still burn and Bruce Ryder stated that we do not have any control over their regulations but believes Strasburg Township has a similar ordinance but it may not be enforced very well.

Mr. Cannon stated that he felt that removing the ability to burn takes away his rights, will be difficult to determine what is dry wood to burn in a pit and is overreaching and more like Manheim Township than Strasburg Borough. He also asked if there was anything Strasburg Borough could do to assist homeowners with their leaves and branches.

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Debbie Good, 51 Denlinger Avenue, stated that her neighbors have burned chairs, plastic and had bonfires and she needed to be transported via ambulance due to her neighbor burning leaves.

Chief Echternach stated that the ordinance needed to be revised because it is not consistent with current Pennsylvania laws and the National Fire Code and this ordinance is a compromise between the residents who did not want any burning at all and those that wanted to allow recreational burning.

A motion was made by Ray Garraffa, seconded by Jim Rice and passed unanimously to enact the Burning Ordinance 2017-2 which will become effective October 1, 2017.

Bruce Ryder asked if the Borough Manager and Police Chief could review the option of offering the service to mulch branches and shrubs at the Public Works Building. Dave Dunn offered to serve on a committee if needed. Denise Waller suggested checking with the Parks Foundation to see if they could use the mulch. Bruce Ryder also stated that he also has a large oak tree in his back yard and he mulches his leaves.

NEW BUSINESS: None.

OTHER BUSINESS: None.

CITIZENS' COMMENTS: Denise Waller asked that when considering the public comment at the beginning of the meeting that Borough Council remembers that it isn't who you are or how many people like you. She also stated that she is concerned that if Borough Council allows one short-term rental that it opens it up to the entire town.

EXECUTIVE SESSION – POLICE NEGOTIATIONS: At 8:26 p.m., Mike Chiodo adjourned the regular meeting into an Executive Session to discuss police negotiations.

The regular meeting was reconvened at 8:33 p.m. at which time a motion was made by Ray Garraffa, seconded by Will Hutchinson and passed unanimously to approve the following in regards to the police contract: it will be a 3-year contract, annual raises over the three years will be 2.5% for 2018, 2.5% for 2019 and 3% for 2020, add the DROP to the body of the contract instead of an addendum and increase the shoe reimbursement to \$300.00.

ADJOURNMENT: A motion was made by Jim Rice, seconded by Ray Garraffa and passed unanimously to adjourn the meeting at 8:34 p.m.

Respectfully submitted for the Manager,

F. Steven Echteranch
Chief of Police

2017-30
STRASBURG BOROUGH COUNCIL
SEPTEMBER 6, 2017
SPECIAL MEETING MINUTES

Members Present: Mike Chiodo Ray Garraffa
 Jim Rice David Dunn
 Will Hutchinson Bob Bennethum

Others Present:
 Lisa M. Boyd, Borough Manager Beth Johnson Gunnion
 Sally Reinhart

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 turned the meeting over to Will Hutchinson who volunteered to be on the Short-Term Rental Committee.

REQUESTS TO BE HEARD: Sally Reinhart of 114 East Main Street, was in attendance and read a letter she prepared opposing short-term rentals. She stated that she has been a property owner in Strasburg for 37 years and grew up here and felt secure that she lived in a residentially-zoned area and would not have a commercial business in her neighborhood and does not want Strasburg Borough to turn into the mass-commercialized town of Intercourse. She stated that the AirBnBs are a business that is mostly not owner-occupied and does not have any regulations, inspections, required off-street parking, does not collect taxes and very offensive to neighbors. She is asking Council to oppose the AirBnB business. She noted that AirBnB owners may be good people and well-liked in the community but that does not make this business acceptable. She stated that in the past there was an AirBnB two doors down from her and it made her feel very uncomfortable because there were strangers in and out and no off-street parking. She also stated that she acknowledges that AirBnB is not a problem that is limited to Strasburg.

Beth Gunnion of 126 East Main Street, stated that when the AirBnB that was operating on East Main Street, the multiple cars for the people staying there stretched down to in front of her house. She stated that she is opposed to AirBnBs but if they are allowed, they need to have controls in place such as off-street parking, inspected, and limit the number of them in town.

SHORT-TERM RENTALS DISCUSSION: Will Hutchinson stated that Council is trying to decide how to deal with this and added that we have heard from both sides, talked with the state and insurance agents. He stated that this is a new issue that everybody is dealing with and we want to do what is right for the Borough and the Borough residents.

Will Hutchinson stated that he checked with his personal insurance and they advised him that if he was operating a short-term rental and something happened that they would most likely not cover it because in the insurance company's view, you are operating a business. He also stated that AirBnB does offer insurance that homeowners can choose to purchase.

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Dave Dunn stated that the staff did a lot of research on how other local municipalities are addressing short-term rentals and previously provided their findings.

Bob Bennethum stated that the ones that are owner-occupied can apply to the Zoning Hearing Board to become a permitted Bed & Breakfast in the appropriate zones.

Mike Chiodo asked if the Short-Term Rental Committee could meet and suggest some options for Council to consider. It was the consensus that the members were cautious with suggesting any changes to our existing ordinance because of the unknown ramifications.

Will Hutchinson stated that Pennsylvania does not but New Jersey does have life hazard inspections which inspect schools, businesses and apartment houses for fire exits and charges a fee which pays for the fire official and fire prevention programs. Will Hutchinson asked if apartments are inspected and the Borough Manager stated that we did not adopt that code. Dave Dunn stated that hotels only receive an inspection before they can open and they are not re-inspected.

The Borough Manager reviewed the Boarding House and Bed & Breakfast sections in our existing Zoning Ordinance. She also stated that our definition of “dwelling unit” is very clear and states that all dwelling units shall be owner-occupied or leased for periods of not less than one (1) continuous month.

Dave Dunn stated that through his research, he found that the courts overruled municipalities who had a quota system in place that regulated the number of permitted short-term rentals.

The Borough Manager stated that New Holland Borough’s manager stated that they are not changing their ordinance to allow for short-term rentals because they do not want to open up commercial businesses in residential areas and because short-term rentals can take over a town because the rent is much higher than a regular residential rental.

The Borough Manager was asked to research if a local fine could be imposed on the violators.

It was the consensus that this item should be placed on the next Council agenda to decide if Council wants to pursue a change to the Zoning Ordinance regarding short-term rentals. The Committee will draft a motion to be considered at the meeting.

CITIZENS’ COMMENTS: None.

ADJOURNMENT: A motion was made by Ray Garraffa, seconded by David Dunn and passed unanimously to adjourn the meeting at 8:35 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2017-32
STRASBURG BOROUGH COUNCIL
SEPTEMBER 12, 2017
MINUTES

Members Present: Mike Chiodo Ray Garraffa
 Jim Rice David Dunn
 Will Hutchinson Bob Bennethum
 Bruce Ryder

Others Present:
 Henry D. Miller, Mayor Harold Wiker
 Lisa M. Boyd, Borough Manager Denise Waller
 Lynn Commero, Lancaster Newspapers State Representative Keith Greiner

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: State Representative Keith Greiner was in attendance and stated that he tries to get out regularly to municipal meetings and he knew a lot of municipalities, including Strasburg Borough, are currently reviewing the AirBnB issue. He stated that he is a co-sponsor of a bill for an online registration for AirBnBs so that the state and local taxes are collected. Mike Chiodo thanked Representative Greiner for attending and providing us with additional information.

Denise Waller expressed her concern regarding other buildings in the C-1 Zoning District being utilized as AirBnBs.

MINUTES OF AUGUST 8 AND SEPTEMBER 6, 2017: A motion was made by Jim Rice, seconded by Dave Dunn and passed unanimously to approve the minutes of the August 8 and September 6, 2017 meetings as printed.

REPORTS:

MAYOR – Mayor Miller had nothing additional to report.

PRESIDENT – President Chiodo had nothing additional to report.

MANAGER – The Borough Manager provided her written report dated September 8, 2017 and reminded the members that there is a Zoning Hearing on September 18, 2017 and Borough Council can take a position on the application.

A motion was made by Bruce Ryder, seconded by Will Hutchinson and passed unanimously that Borough Council opposes the application of Amy Keller to the Strasburg Borough Zoning Hearing Board for a special exception to use the property at 12 West Main Street for a “vacation rental”, and that the Borough’s Solicitor, Morgan, Hallgren, Crosswell & Kane, P.C., be authorized to appear at the Zoning Hearing Board hearing on the application scheduled for

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September 18, 2017, enter their appearance as counsel for the Borough, and advocate the Borough's position at such hearing.

The Borough Manager stated that she will meet with the Fire Chief to discuss the information received on the Volunteer Firefighting Tax Credit noting some of the issues such as if it isn't adopted by all municipalities and all of the complicated record-keeping requirements.

The Borough Manager provided an update regarding the progress at 8-10 East Main Street noting that it is being regularly inspected and provided a copy of one of the inspections. She noted that the work that is being done through the court order addresses the safety items.

POLICE – The Police Department's report for August 2017 received and accepted.

PUBLIC WORKS – The Public Works report for August 2017 was received and accepted.

ZONING OFFICER – The Zoning Officer's report for August 2017 was received and accepted.

CONSENT AGENDA: A motion was made by Bob Bennethum to approve the following items on the Consent Agenda, which was seconded by Will Hutchinson and passed with members Chiodo, Garraffa, Rice, Hutchinson, Bennethum and Ryder casting assenting votes and member Dave Dunn abstained from voting because he is a PHMC employee and the Rails and Ales event is a PHMC event:

PAYMENT OF BILLS IN THE AMOUNT OF \$83,815.01
HISTORICAL ARCHITECTURAL REVIEW BOARD CERTIFICATE OF
APPROPRIATENESS – 40 WEST MAIN STREET
STRASBURG COMMONS PHASE 2 – REQUEST FOR REDUCTION IN BOND IN
THE AMOUNT OF \$313,251.92 LEAVING A BALANCE OF \$238,105.18
APPROVAL OF STRASBURG FIRE POLICE TO ASSIST AT 2018 RAILS AND
ALES CRAFT BEER TASTING FESTIVAL ON APRIL 7, 2018
ACKNOWLEDGEMENT OF 2018 PENSION MINIMUM MUNICIPAL
OBLIGATIONS (POLICE \$90,188 AND NON-UNIFORMED \$56,134)

UNFINISHED BUSINESS:

CONSIDERATION OF SHORT-TERM RESIDENTIAL RENTAL ISSUE: Bruce Ryder noted that the consensus of the September 6, 2017 Special meeting was that we were not going to make any changes to our existing ordinance at this time.

A motion was made by Dave Dunn, seconded by Will Hutchinson and passed unanimously for Council to take no action at this time regarding the provisions of the Zoning Ordinance pertaining to dwelling units and short-term residential uses in the Borough.

CONSIDERATION AND POSSIBLE APPROVAL OF DRYVIT REPAIR PROPOSAL:

A motion was made by Bob Bennethum, seconded by Ray Garraffa and passed unanimously to approve the dryvit repair proposal submitted by South Bend Masonry, LLC in the amount of \$5,650.00.

NEW BUSINESS: None.

OTHER BUSINESS: None.

CITIZENS' COMMENTS: Denise Waller stated that regarding the short-term rentals, the Bed & Breakfasts want the playing field to be level and the citizens to be safe.

EXECUTIVE SESSION – PERSONNEL ITEM: At 8:11 p.m., Mike Chiodo adjourned the regular meeting into an Executive Session to discuss a personnel item.

The regular meeting was reconvened at 8:22 p.m. at which time a motion was made by Ray Garraffa, seconded by Will Hutchinson and passed unanimously to authorize the advertising for the hiring of a full-time Public Works Department employee based on the Strasburg Borough Authority's approval.

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

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2017-35
STRASBURG BOROUGH COUNCIL
OCTOBER 10, 2017
MINUTES

Members Present: Mike Chiodo Ray Garraffa
 Jim Rice David Dunn
 Bruce Ryder
 Bob Bennethum (by speakerphone)

Others Present:

Lisa M. Boyd, Borough Manager	John Dobish
F. Steven Echternach, Chief of Police	Virginia Edwards
Lynn Commero, Lancaster Newspapers	Barbara & John Donahue
Claudia Shank, McNees Law Firm	Tony D'Alessandro
Denise Waller	Tony Baker
Mary Mellinger	

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: Tony D'Alessandro asked for a status report regarding the improvements to 8-10 East Main Street. The Borough Manager stated that the property owner was taken to court and a court order was issued by the judge to address five safety-related issues within 90 days. The owner obtained the necessary permits for those safety-related issues and is having his contractor work on those items, which are being inspected by our inspector on a weekly basis. She did note that there are remaining needed improvements but the court order only addressed those that were safety-related.

Barbara Donahue asked about a possible Weis Markets being constructed on Historic Drive. The Borough Manager stated that during budget time, she reaches out to the property owner along Historic Drive to inquire if he is aware of upcoming development. He recently advised her that he is in negotiations for the buildout for the remainder of Building 400 and the three acres beside Rutter's, but he did not provide any additional information.

John Dobish asked if there was anything that could be done about the speed of traffic on Pleasant View Drive. Chief Echternach offered to do a traffic study in that area.

Mary Mellinger submitted a petition against the recently updated Burning Ordinance and stated that she has over 100 signatures against the open burning ban. She added that during her canvass of the town, she only received three complaints about people burning and believed that the ordinance was changed without considering the majority of the town. President Chiodo accepted the petition on behalf of Council.

Tony Baker stated that he owns two large properties that produce a lot of yard debris and his trash hauler does not accept that type of trash. He stated that he burns a pile of yard debris approximately three times per year and invites his neighbors to add their yard waste to the pile

2017-36

because it is a safe location to burn. He added that he agrees that the Borough should monitor open burning because not all properties have a safe location to burn and that the Borough encourages trees and gives them away and people need to be able to dispose of the limbs and leaves and that he burns on rainy days for safety. He suggested amending the ordinance to allow for appropriate burning, possibly through a permit process. Bruce Ryder stated that the ordinance does allow for open burning of clean, dry, natural wood with a permit.

A motion was made by Bruce Ryder, seconded by Dave Dunn and passed unanimously, in light of the petition and comments received at this meeting, to instruct the Chief of Police to suspend enforcement of the Burning Ordinance until the day after the regular November 2017 Borough Council meeting to allow for the staff to review the petition and review the ordinance to be discussed at the next meeting.

Denise Waller stated that she believed the notification that was sent out from the Borough through the automated system informed residents about the change.

MINUTES OF SEPTEMBER 12, 2017: A motion was made by Ray Garraffa, seconded by Jim Rice and passed unanimously to approve the minutes of the September 12, 2017 meeting as printed.

REPORTS:

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

PRESIDENT – President Chiodo had nothing additional to report.

MANAGER – The Borough Manager provided her written report dated October 6, 2017 and reminded the members to RSVP for the Borough Banquet which is being held on November 2, 2017.

POLICE – The Police Department's report for September 2017 received and accepted.

PUBLIC WORKS – The Public Works report for September 2017 was received and accepted.

ZONING OFFICER – The Zoning Officer's report for September 2017 was received and accepted.

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

PAYMENT OF BILLS IN THE AMOUNT OF \$245,193.74

SCHEDULE TRICK-OR-TREAT DATE – TUESDAY, OCTOBER 31 FROM 6-8 P.M.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

CONSIDERATION OF MOTION TO AUTHORIZE ADVERTISEMENT OF PROPOSED ORDINANCE REGARDING POSSIBLE ACCEPTANCE OF CERTAIN STREETS WITHIN PHASE 1 OF STRASBURG COMMONS:

The Borough Manager stated that she has been working with the Borough Solicitor on this item and that Claudia Shank, representing Charter Homes, was in attendance to answer any questions. The Borough Manager stated that the Public Works Department, Borough Engineer, and Borough Solicitor recommend proceeding with the Ordinance.

A motion was made by Ray Garraffa, seconded by Dave Dunn and passed unanimously to authorize the Borough Solicitor to advertise and take the other necessary steps for Borough Council to consider the enactment of an Ordinance at its November 14, 2017 regular meeting to accept dedication of McCarter Lane and a portion of Old Post Lane located in Phase 1 of Strasburg Commons subject to the condition that the Borough shall not be required to accept dedication of such streets unless the Ordinance is enacted by Borough Council and becomes effective in accordance with the provisions of the Borough Code.

REVIEW OF 2018 DRAFT BUDGET AND CAPITAL IMPROVEMENTS PROGRAM:

President Chiodo stated that the Borough Manager has provided the members with the normal, thorough documentation for the draft budget and capital improvements program. The Borough Manager reminded the members that this is the draft budget and the projections for the revenue and expenses for the remainder of the year are updated two more times before final budget adoption. She stated that at this point the budget does show a potential tax increase but that can change as more updated information is received, such as updated figures for the Earned Income Tax and health insurance increases. She also reminded the members that Lancaster County is currently completing their reassessment, which will require our tax millage rate to be adjusted.

Chief Echternach stated that he would like to raise the window height in the police squad room in the interest of officer safety. A motion was made by Bruce Ryder, seconded by Ray Garraffa and passed unanimously to have the police window reconfigured per the Police Chief's specifications as soon as possible.

OTHER BUSINESS: None.

CITIZENS' COMMENTS: None.

ADJOURNMENT: A motion was made by Ray Garraffa, seconded by Jim Rice and passed unanimously to adjourn the meeting at 8:08 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2017-38
STRASBURG BOROUGH COUNCIL
NOVEMBER 14, 2017
MINUTES

Members Present: Mike Chiodo Jim Rice
 David Dunn Bruce Ryder
 Bob Bennethum Will Hutchinson

Others Present:

Henry Miller, Mayor	Steve Morisi
Lisa M. Boyd, Borough Manager	Frank Sfrisi
F. Steven Echternach, Chief of Police	Fred Shupp
William C. Crosswell, Solicitor	John Dobish
Claudia Shank, McNees Law	Richard Waller
Anthony Faranda-Diedrich, Charter Homes	Beth Gunnion
Lynn Commero, LNP	Jon Knosp
May Gaynor	Bob Gaynor
Denise Waller	Ann Willets
Michael Bertrand	Jacob Bertrand
Andrew Nauman	LaJune Ranck
Richard Lewis	Sheila Lewis
Steph Eshleman	Kaitlyn Jordan
Nick Whiteford	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. The Borough Manager took the roll call.

REQUESTS TO BE HEARD: Frank Sfrisi stated that he has lived in his home for 9 ½ years and was unhappy that Charter Homes didn't make repairs to their roads until recently when they were preparing to complete the final paving and there are several dead trees that have not yet been replaced. He also stated that the Charter salespeople told buyers that white pine trees would be planted behind McCarter Lane, and they are shown on Phase 2 plans, and those 36 trees have not been planted. He asked if Charter Homes could be asked to install those trees for screening.

May Gaynor asked what decision was made by the Zoning Hearing Board regarding the Airbnb request on West Main Street. Mike Chiodo stated that this matter will be discussed during the Executive Session.

Denise Waller stated that the Zoning Hearing Board granted the request for the Short Term Rental for 12 West Main Street through the "Uses Not Provided For" section, and that applicant could have sought permission for a Bed & Breakfast or a Boarding House in the C-1 Zoning District. Denise Waller stated that for her Bed & Breakfast at 33 East Main Street, she was required her to have off-street parking, be owner-occupied, have signage, and pay the hotel tax. She added that it could be a safety concern for the guests at 12 West Main Street because it is not

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owner-occupied and that she believes Short Term Rentals will be a detriment for the town and asked Borough Council to appeal the Zoning Hearing decision.

Andrew Nauman expressed his displeasure with the new Burning Ordinance, noting that he has several large trees with a lot of leaves and branches and now he is not allowed to burn them. He asked Borough Council to consider a leaf pickup.

STRASBURG COMMONS PHASE 1

REQUEST TO ELIMINATE CENTERLINE AND PARKING STALL STRIPING:

Claudia Shank and Anthony Faranda-Diedrich, representing Charter Homes, were in attendance and reviewed their request and stated that they are withdrawing the request to eliminate the parking stall striping and seeking approval for only the elimination of the centerline striping on Old Post Lane and McCarter Lane. She stated that the withdrawal request is due to conversations between Charter and Borough representatives and they had initially wanted to remove them because they feel the striping is inconsistent with the residential feel of the neighborhood but are open to discuss this issue with the Borough. The Borough Manager stated that, at the recommendation of the Solicitor, we were in agreement to the elimination of the parking stall striping with some conditions but Charter was not agreeable to those conditions. The Police Chief, Fire Chief and Public Works Department have been involved and Chief Echernach stated that parking needs to be regulated. He added that he supports the removal of the parking stall striping because he does not like how it is laid out but Charter was not willing to install the signage that was recommended as a replacement to eliminate parking problems. Anthony Faranda-Diedrich stated that if the Borough desired to eliminate the parking stall striping, Charter Homes would be willing to make a contribution to the Borough and those funds could be used at the Borough's discretion toward the cost of installing the no parking signs.

A motion was made by Bruce Ryder, seconded by Jim Rice and passed unanimously to approve the waiver requested by the Applicant to not provide centerline striping or parking stall striping within the streets proposed to be accepted by the Borough pursuant to proposed Ordinance No. 2017-3 subject to the following conditions:

1. The first twenty (20) feet of each intersection shall include a painted white line to help motorists stay in their lane as they approach the stop bar.
2. Charter Homes at Strasburg, Inc., shall reimburse the Borough in the amount of \$2,500 for all expenses incurred by the Borough to establish no parking zones, including but not limited to, the required engineering and traffic studies, the enactment of an ordinance, and no parking signs.
3. Charter Homes at Strasburg, Inc., shall indemnify and hold the Borough harmless from any obligation or expense in the future to stripe the street centerlines or the parking stalls.

Frank Sfrisi stated he preferred to have the extra parking on the house side of the street and he does not like for the rock wall instead of the three foot berm because it makes it difficult for older passengers to get out of the cars parked along that area.

REQUEST FOR WAIVER OF FORM OF MAINTENANCE SECURITY FOR OLD POST LANE AND MCCARTER LANE:

Claudia Shank stated that this is a request for waiver from the conditions of the Subdivision and Land Development Ordinance

2017-40

which require Charter Homes to post a letter of credit as opposed to a bond. The Borough Manager and Borough Solicitor recommend this waiver be approved.

A motion was made by Bruce Ryder, seconded by Will Hutchinson and passed unanimously to grant the request of Charter Homes at Strasburg, Inc., to post a bond rather than a letter of credit or cash escrow as maintenance security for the streets proposed to be accepted by the Borough pursuant to proposed Ordinance No. 2017-3 in the form and the content presented at this meeting.

CONSIDERATION OF AGREEMENT FOR MUNICIPAL LIQUID FUELS TAX

REIMBURSEMENT: The Borough Solicitor stated that under Pennsylvania law, when a municipality accepts a street, there is a formula for reimbursement from the state to the municipality based on road mileage and population. He added that the paperwork to qualify for reimbursement for new streets needs to be submitted prior to September 1st and the developer has requested that we accept the streets but it is after that deadline for us to qualify for the Liquid Fuels Tax allocation for 2018 for the new streets. The developer has agreed, and signed a three-page agreement, to reimburse the Borough an estimated amount of what the Liquid Fuels payment would have been in 2018 had the paperwork been submitted to PennDOT by the September 1 deadline. The Solicitor noted that the agreement includes a clause that if their estimated payment is short of the actual amount, Charter Homes will remit the difference. He also noted that he is in possession of a check from Charter Homes for the estimated amount and that beginning in 2019, the Borough will receive the Liquid Fuels Funds from PennDOT.

A motion was made by Jim Rice, seconded by Bob Bennethum and passed unanimously to approve the Agreement for Municipal Liquid Fuels Tax Reimbursement in the form and content presented at this meeting for the streets proposed to be accepted by the Borough pursuant to proposed Ordinance No. 2017-3.

AUTHORIZATION TO EXECUTE GRANTEE'S TITLE AFFIDAVITS: The Borough Solicitor stated that the reason for these documents is the Borough is requiring the developer to provide title insurance for the title to the streets and the title insurance company needs to have verification that the Borough does not have mortgages against the streets.

A motion was made by Dave Dunn, seconded by Will Hutchinson and passed unanimously to authorize the proper Borough officials to execute any affidavits or other title insurance documents which may be required to provide the Borough with title insurance for the streets to be accepted by the Borough pursuant to proposed Ordinance No. 2017-3 subject to the approval of such documents by the Borough Solicitor.

CONSIDERATION AND POSSIBLE ENACTMENT OF STREET DEDICATION ORDINANCE #2017-3 FOR A PORTION OF OLD POST LANE AND MCCARTER

LANE: The Borough Solicitor stated that this motion is for the official action to accept dedication of a portion of Old Post Lane and McCarter Lane.

A motion was made by Jim Rice, seconded by Bob Bennethum and passed unanimously to enact Ordinance No. 2017-3 in the form and content presented at this meeting accepting McCarter

2017-41

Lane and a portion of Old Post Lane located in Phase 1 of the Strasburg Commons Subdivision and Land Development as part of the public street system of Strasburg Borough.

REQUEST FOR REDUCTION IN IMPROVEMENTS BOND: Claudia Shank noted that this reduction request is recommended for approval by the Borough Engineer, a copy of which was provided to the members. Claudia Shank stated that they are willing to represent on behalf of Charter Homes that they will reimburse the Borough for all reasonable legal and engineering fees associated with the project and the Borough Solicitor was agreeable to accept their word to honor that obligation.

Bruce Ryder asked about Mr. Sfrisi's missing trees concern and the screening trees along McCarter Lane that are shown on the Phase 2 plan. Anthony Faranda-Diedrich stated that the Phase 1 trees will be planted in the Spring of 2018 and he agreed to take the request back to the appropriate people and ask that the Phase 2 screening trees along McCarter be done in the Spring of 2018 as well. Bruce Ryder stated that the funds for the missing Phase 1 trees as well as other outstanding items are being held in an escrow account to ensure completion.

A motion was made by Bruce Ryder, seconded by Jim Rice and passed unanimously to reduce the Improvement Bond for Phase 1 of Strasburg Commons in an amount satisfactory to the Borough Engineer subject to approval by the Borough Solicitor in the form and content of the document or documents evidencing the reduction.

EXECUTIVE SESSION – LITIGATION & EMPLOYMENT: At 8:20 p.m., President Chiodo stated that the meeting was being adjourned for an Executive Session to consult with the Borough Solicitor concerning information and strategy in connection with 1) land use litigation related to the property located at 12 West Main Street, and 2) civil litigation relating to the property located at 8-10 East Main Street which proceedings are docketed to Case # CI-17-06523 in the Court of Common Pleas of Lancaster County, Pennsylvania. He added that in addition to that, we are also going to have a discussion regarding an employment item and that once adjourned from the Executive Session, there may be motions that are brought to the floor and an opportunity for public comment at that time.

The regular meeting was reconvened at 9:30 p.m. at which time

A motion was made by Jim Rice, seconded by Will Hutchinson and passed unanimously to authorize the Borough's structural engineer to determine the structural integrity of the building located at 8-10 East Main Street, including but not limited to whether pressure on the outside walls is causing dangerous movement and whether there is still a risk of collapse.

A motion was made by Dave Dunn and seconded by Jim Rice to designate Bruce Ryder as the Borough's litigation liaison to facilitate communications between the Borough and the Borough Solicitor regarding 8-10 East Main Street and the related litigation. Motion carried with members Chiodo, Rice, Dunn, Bennethum and Hutchinson casting assenting votes. Member Ryder abstained from voting.

A motion was made by Will Hutchinson, seconded by Dave Dunn and passed unanimously to authorize the Borough Solicitor to file an appeal from the written decision of the Zoning Hearing

2017-42

Board dated October 31, 2017, granting the applicants amended request for a Special Exception pursuant to Section 107 of the Zoning Ordinance for the property located at 12 West Main Street and to take such further action as may be necessary or appropriate in connection with the appeal.

Denise Waller thanked the Borough for voting to file the appeal and stated that she believed it is in the best interest of the Borough.

May Gaynor stated that she was also in agreement with the Borough's decision to appeal the Zoning Decision, noting that the Zoning Ordinance specifically requires owner occupied and she stated that she believed if it is allowed that it opens up the whole Borough to being vulnerable to non owner-occupied homes being renting out on a short term basis.

MINUTES OF OCTOBER 10, 2017: A motion was made by Dave Dunn and seconded by Jim Rice to approve the minutes of the October 10, 2017 meeting as printed. Motion carried with members Chiodo, Rice, Dunn, Bennethum and Ryder casting assenting votes. Member Hutchinson abstained from voting because he was not in attendance for the meeting.

REPORTS:

MAYOR – Mayor Miller had nothing to report.

PRESIDENT – President Chiodo stated that at last week's banquet, Paul Miller Jr. was honored and given a proclamation for his 40 years of service to the Borough on the Public Works Department.

MANAGER – The Borough Manager provided her written report dated November 9, 2017 and stated that she will be attending several meetings over the next few weeks. She stated that one individual was interviewed for the Public Works Employee position and recommends he be called in for a second interview.

POLICE – The Police Department's report for October 2017 received and accepted.

PUBLIC WORKS – The Public Works report for October 2017 was received and accepted.

ZONING OFFICER – The Zoning Officer's report for October 2017 was received and accepted.

CONSENT AGENDA: A motion was made by Jim Rice, seconded by Will Hutchinson and passed unanimously to approve the following items on the Consent Agenda:

PAYMENT OF BILLS IN THE AMOUNT OF \$289,742.51
HISTORICAL ARCHITECTURAL REVIEW BOARD CERTIFICATE OF
APPROPRIATENESS – 1 WEST MAIN STREET

The Borough Manager stated that the Zoning Officer will be reviewing the other issues related to the fence application for 1 West Main Street and this item is only approving the HARB Certificate of Appropriateness.

UNFINISHED BUSINESS:

APPROVAL OF CAPITAL IMPROVEMENTS PROGRAM: A motion was made by Dave Dunn, seconded by Jim Rice and passed unanimously to approve year 2018 in the 5-year Capital Improvement Program dated November 14, 2017.

Bruce Ryder recommended adding the replacement of the roof-mounted HVAC system above the Council Room in 2020 in the amount of \$8,000.

APPROVAL OF 2018 PRELIMINARY BUDGET AND AUTHORIZATION TO

ADVERTISE FOR PUBLIC INSPECTION: The Borough Manager stated that the 2018 Preliminary Budget, as presented, shows a reduced tax rate increase to .1 mill. She reminded the members that the Draft 2018 Budget showed a .25 tax mill increase. In light of a request from the Police Department to hire an additional officer, she is recommending that if Council is in agreement with the additional hiring, Council should consider the .25 tax mill increase (which equates to a .19 tax mill increase using the reassessment values). She stated that the additional tax revenue will be used together with a \$10,000 reduction in the Part-time police officer's wage line to determine when the full-time officer could be hired.

She reminded the members that the tax rate for 2018 will be an adjusted rate which will match the 2017 tax revenue and is due to the 2018 County-wide reassessment. The tax increase is then added to the converted tax millage rate.

Bruce Ryder stated that he was recently advised that the Library has an additional expense for computer repairs in the amount of approximately \$9,000 in 2018, the Strasburg Community Parks Foundation submitted a letter requesting a donation, and the Strasburg Fire Company asked for an increase in their Equipment Fund donation.

The Borough Manager reminded the members of the legal expenses previously authorized in the meeting. It was the consensus of the members that it is necessary to deny the requests due to budget restraints.

A motion was made by Bruce Ryder, seconded by Dave Dunn and passed unanimously to approve the 2018 Preliminary Budget, which includes a .25 mill real estate tax increase (which equates to a .19 tax mill increase using the reassessment values), and authorize the Borough Manager to advertise it for public inspection.

2018 TAX LEVY ORDINANCE #2017-4: A motion was made by Bruce Ryder, seconded by Dave Dunn and passed unanimously to authorize the Borough Manager to advertise the Tax Levy Ordinance 2017-4 establishing the common level ratio tax rate for 2018 at 2.46 mills.

A motion was made by Bruce Ryder, seconded by Jim Rice and passed unanimously to authorize the Borough Manager to advertise the Tax Levy Ordinance 2017-4 changing the tax rate to 2.65 mills for 2018.

FOLLOW-UP TO BURNING ORDINANCE DISCUSSION AND POSSIBLE ADOPTION

OF FEE SCHEDULE RESOLUTION #2017-4: Bruce Ryder reminded the members that enforcement of the Burning Ordinance was suspended at the last meeting to allow for the Borough Manager to review the petition and for the Ordinance to be reviewed. Bruce Ryder

2017-44

stated that a request was also brought up at the last meeting to allow the burning of limbs and branches (not leaves or yard waste). After review of the ordinance, Bruce Ryder is suggesting to leave the ordinance intact but allow the burning of limbs and branches with a burning permit. He added that the Fee Schedule Resolution has been amended to provide for two free burning permits per household per year to allow for the burning of branches and subsequent permits are \$25.00 each.

A motion was made by Jim Rice, seconded by Bob Bennethum and passed unanimously to adopt Fee Resolution #2017-4 which adds building permits.

Mike Chiodo asked the Borough Manager to research an estimated cost for the Borough to consider renting equipment to provide leaf pickup in the 2019 Budget.

NEW BUSINESS:

AUTHORIZATION TO ADVERTISE ORDINANCE #2017-5 TO AUTHORIZE STRASBURG BOROUGH TO ENTER INTO A MEMORANDUM OF UNDERSTANDING IN ORDER TO WORK COOPERATIVELY ON THE MILL CREEK CAMPGROUND STREAM RESTORATION PROJECT: A motion was made by Dave Dunn, seconded by Jim Rice and passed unanimously to authorize the advertisement of Ordinance 2017-5 which authorizes Strasburg Borough and West and East Lampeter Townships to enter into a Memorandum of Understanding in order to work cooperatively on the Mill Creek Campground Streambank Restoration Project.

GAMBLING LEGISLATION – AUTHORIZATION TO PREPARE RESOLUTION TO OPPOSE: Mike Chiodo stated that the state enacted legislation and the Borough would need to pass a resolution, if desired, to opt-out of allowing certain instances of gambling expansion from taking place.

Bob Bennethum made a motion, seconded by Will Hutchinson and passed unanimously to authorize the Borough Manager to work with the Borough Solicitor to finalize a Resolution to oppose the new gambling legislation which will be adopted at the December 12, 2017 Borough Council meeting.

OTHER BUSINESS: At the request of Chief Echternach, it was the consensus of Borough Council to direct the Borough Manager to write a letter to Representatives Greiner and Cutler asking them to support the Radar Bill, noting that Pennsylvania is the only state that does not allow the use of radar by municipal police officers.

CITIZENS' COMMENTS: None.

ADJOURNMENT: A motion was made by Dave Dunn, seconded by Bob Bennethum and passed unanimously to adjourn the meeting at 10:05 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager

2017-45
STRASBURG BOROUGH COUNCIL
DECEMBER 12, 2017
MINUTES

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

Others Present:
 Henry Miller, Mayor Fred Shupp
 Lisa M. Boyd, Borough Manager Gloria Shupp
 F. Steven Echternach, Chief of Police Hank Sauser
 Lynn Commero, LNP

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 NOVEMBER 14, 2017: A motion was made by Ray Garraffa, seconded by Bob Bennethum and passed unanimously to approve the minutes of the November 14, 2017 meeting as printed.

REPORTS:

MAYOR – Mayor Miller had nothing to report.

PRESIDENT – President Chiodo thanked Henry Miller for his service to the Borough as Mayor for the past eight years, and the appreciation was echoed by Chief Echternach.

MANAGER – The Borough Manager provided her written report dated December 8, 2017 and highlighted the January 2, 2018 Reorganization meeting, an upcoming second interview for a Public Works employee, a Census 2020 project and the receipt of the third quarter Pension fund reports.

POLICE – The Police Department’s report for November 2017 was received and accepted. Chief Echternach modeled the prototype uniform. The Borough Manager acknowledged the department’s recent community involvement activities which included No Shave November, Toys for Tots and Shop with a Cop.

PUBLIC WORKS – The Public Works report for November 2017 was received and accepted.

ZONING OFFICER – The Zoning Officer’s report for November 2017 was received and accepted.

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CONSENT AGENDA: A motion was made by Will Hutchinson, seconded by Ray Garraffa and passed unanimously to approve the following items on the Consent Agenda:

- PAYMENT OF BILLS IN THE AMOUNT OF \$287,938.44
- HISTORICAL ARCHITECTURAL REVIEW BOARD CERTIFICATE OF APPROPRIATENESS – 104 EAST MAIN STREET
- APPROVAL OF 2018 MEETING SCHEDULE
- ADOPTION OF OPPOSITION OF GAMBLING LEGISLATION RESOLUTION 2017-5
- ADOPTION OF POLICE PENSION PLAN CONTRIBUTION RESOLUTION 2017-6
- ADOPTION OF FIRE COMPANY ACTIVITIES RESOLUTION 2017-7
- REAPPOINTMENT/APPOINTMENT OF BOROUGH BOARD MEMBERS

HARB	Chris Lainhoff	5 years until December 31, 2022
HARB	Steve VanOrmer	5 years until December 31, 2022
Planning Commission	Bob Marshall	4 years until December 31, 2021
Borough Authority	Ray Reeder	5 years until December 31, 2022
Tree Committee	Dale Kaufman	3 years until December 31, 2020
Tree Committee	Curt Reynolds	3 years until December 31, 2020
Zoning Hearing Board	David Eisenberg	5 years until December 31, 2022

UNFINISHED BUSINESS:

APPROVAL OF 2018 FINAL BUDGET: President Chiodo stated that the Borough Manager’s memorandum explained the tax rate increase of .19 is the equivalent of the .25 tax mill when using the 2017 assessment values.

A motion was made by Ray Garraffa, seconded by Will Hutchinson and passed unanimously to approve the 2018 Final Budget which does include a tax increase.

ENACTMENT OF 2018 TAX LEVY ORDINANCES 2017-4 AND 2017-4A: The Borough Manager stated that two ordinances are required due to the reassessment and the increase.

A motion was made by Bruce Ryder, seconded by Ray Garraffa and passed unanimously to enact the 2018 tax levy ordinance 2017-4 which sets the initial rate, which is the revenue neutral rate after the reassessment, at 2.46 mills, for the Borough of Strasburg for 2018.

A motion was made by Bruce Ryder, seconded by Ray Garraffa and passed unanimously to enact the 2018 tax levy ordinance 2017-4A which sets the final rate, which includes a .19 mill tax increase, at 2.65 mills, for the Borough of Strasburg for 2018.

ENACTMENT OF ORDINANCE #2017-5 TO AUTHORIZE STRASBURG BOROUGH TO ENTER INTO A MEMORANDUM OF UNDERSTANDING IN ORDER TO WORK COOPERATIVELY ON THE MILL CREEK CAMPGROUND STREAM RESTORATION PROJECT:

The Borough Manager stated this is a cooperative project between the Borough and East and West Lampeter Townships and that some grant funds were obtained to reduce costs. Bruce Ryder stated that the Borough is required to comply with the State’s MS4 requirements.

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A motion was made by Bob Bennethum, seconded by Will Hutchinson and passed unanimously to enact Ordinance 2017-5 which authorizes the Borough to enter into a memorandum of understanding in order to work cooperatively on the Mill Creek Campground stream restoration project.

8-10 EAST MAIN STREET UPDATE: Bruce Ryder reported that, as authorized at last month's meeting, Structural Engineer Tom Zug inspected 8-10 East Main Street to determine the status of the safety items on the judge's order and to check the condition of the East wall. He stated that some work has been completed but there is still a lot of work that needs to be done. Bruce Ryder and Tom Lainhoff will be meeting with a contractor to view a demonstration for a product to stabilize the East Wall and if it is satisfactory, they will need to submit detailed plans to be reviewed by our structural engineer. Bruce Ryder stated that he intends to continue to work with the property owner as long as they are making progress and cooperating with us but he will recommend going back to court if they stop making progress and stop cooperating. Bruce Ryder stated that he believes the owner, contractor and engineer need to develop a schedule and plan for the project which enables the project to be monitored by him and the Borough Manager. He stated that if a schedule and plan are submitted, this will help reduce additional expenses and ensures that the improvements are being completed in the correct order. The request for the schedule and plan will be discussed with the property owner. Bruce Ryder stated that the building is not being lived in and is not in a condition to be lived in and since it will be inspected regularly, we can make sure there aren't squatters living there.

NEW BUSINESS: None.

OTHER BUSINESS: A motion was made by Ray Garraffa, seconded by Will Hutchinson and passed unanimously to ratify and confirm a \$2.50 per hour raise for Ed Zalewski in light of his appointment to the position of Public Works Director effective December 5, 2017.

Bruce Ryder stated that as of January 1, 2018, he will be stepping down from Borough Council to assume his elected position of Mayor.

The Borough Manager reported that the staff continues to look for options for residents to dispose of yard waste and leaves in light of the new Burning Ordinance and has found that this type of debris can be taken to the Manheim Township facility and will put a link to their site on our website.

CITIZENS' COMMENTS: None.

ADJOURNMENT: A motion was made by Ray Garraffa, seconded by Bob Bennethum and passed unanimously to adjourn the meeting at 8:08 p.m.

Respectfully submitted,

Lisa M. Boyd
Borough Manager