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**STRASBURG BOROUGH COUNCIL**  
**JANUARY 6, 2014**  
**MINUTES**

Members Present:     Mike Chiodo                     Brian Barnhart  
                                 Will Hutchinson             Bruce Ryder  
                                 Ray Garraffa                     Jim McCullough  
                                 James F. Rice

Others Present:  
                                 Henry Miller, Mayor                     Ken Stefanow  
                                 Lisa M. Boyd, Borough Manager             Colleen Lukacs  
                                 Holly Miller

It was noted that prior to the start of the meeting at 7:15 p.m., District Justice William Benner administered the oath of office to the following:

**BOROUGH COUNCIL**

Brian D. Barnhart, 4 year term (2017)  
Michael A. Chiodo, 4 year term (2017)  
James R. McCullough, 4 year term (2017)  
Ray Garraffa, 2 year term (2015)  
William K. Hutchinson, 2 year term (2015)  
James F. Rice, 2 year term (2015)

**MAYOR**

Henry D. Miller, 4 year term (2017)

**TAX COLLECTOR**

Lisa M. Boyd, 4 year term (2017)

District Justice Benner presented each with a Loyalty Oath Certificate to be signed.

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

**ELECTION OF OFFICERS:**

**PRESIDENT OF COUNCIL:** Brian Barnhart made a motion, seconded by Will Hutchinson and passed unanimously to nominate Mike Chiodo to the position of President of Council. With no additional nominations for Council President, Mike Chiodo was named President.

Mayor Miller turned the meeting over to Council President Chiodo

**VICE PRESIDENT OF COUNCIL:** Ray Garraffa made a motion, seconded by Will Hutchinson and passed unanimously to nominate Brian Barnhart to the position of Vice

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President of Council. With no additional nominations for Council Vice President, Brian Barnhart was named Vice President.

**PRESIDENT PRO TEM:** Brian Barnhart made a motion, seconded by Will Hutchinson and passed unanimously to nominate Ray Garraffa to the position of President Pro Tem. With no additional nominations for President Pro Tem, Ray Garraffa was named President Pro Tem.

Mike Chiodo welcomed new member James F. Rice and thanked everyone for their continued service.

**APPOINT CONTACTS AND ALTERNATES:** Will Hutchinson volunteered to fill the vacancy as the main Public Works contact and Bruce Ryder volunteered to fill the vacancy as the alternate Personnel contact. Brian Barnhart made a motion, seconded by Ray Garraffa and passed unanimously to appoint the following members as contacts and alternates:

	<b>Contact</b>	<b>Alternate</b>
<b>Public Works</b>	Will Hutchinson	Brian Barnhart
<b>Finance</b>	Ray Garraffa	Mike Chiodo
<b>Personnel</b>	Ray Garraffa	Bruce Ryder

**APPOINT BOROUGH SOLICITOR:** Bruce Ryder made a motion, seconded by Ray Garraffa and passed unanimously to appoint Morgan, Hallgren, Crosswell & Kane as Borough Solicitor.

**APPOINT BOROUGH ENGINEER:** Ray Garraffa made a motion, seconded by Brian Barnhart and passed unanimously to appoint HRG, Inc. as Borough engineer.

**APPOINT PNC BANK AS DEPOSITORY OF BOROUGH FUNDS:** Jim McCullough made a motion, seconded by Ray Garraffa and passed unanimously to appoint PNC Bank as the depository of Borough funds.

**APPOINT CHAIRPERSON TO VACANCY BOARD:** Brian Barnhart made a motion, seconded by Jim McCullough and passed unanimously to reappoint Gail Anderson as Chairperson of the Vacancy Board.

**ADJOURNMENT:** Brian Barnhart made a motion, seconded by Ray Garraffa and passed unanimously to adjourn at 7:36 p.m.

Respectfully submitted,

Lisa M. Boyd  
Borough Manager

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**STRASBURG BOROUGH COUNCIL**  
**JANUARY 14, 2014**  
**MINUTES**

Members Present:     Mike Chiodo                     Brian Barnhart  
                               Will Hutchinson                 Bruce Ryder  
                               Jim McCullough                 James F. Rice

Others Present:  
                               Henry Miller, Mayor                     Andy Wishart  
                               Lisa M. Boyd, Borough Manager         May Gaynor  
                               Craig Lehman                                 Cindy Hummel

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

**REQUESTS TO BE HEARD:**

**COUNTY UPDATE – PRESENTATION BY COUNTY COMMISSIONER CRAIG LEHMAN:** Lancaster County Commissioner Craig Lehman stated that one of his goals he set for himself was to visit all 60 of the municipalities in Lancaster County during his term and that is why he is in attendance. He stated that the County's 2014 budget does not include a tax increase and is the second year in a row since 1997 that it does not have a structural deficit. He also reported that Lancaster County is number one in the nation for most preserved farmland acres and last fall surpassed 100,000 preserved acres. He added that the County is moving forward with the new public safety radio system and completed Phase 1 testing at the end of 2013 and is on schedule and budget to complete the project by the end of 2014.

Brian Barnhart and Mike Chiodo, on behalf of the entire Council, Mayor, and staff, thanked Commissioner Lehman for his service and for visiting Strasburg.

**MS4 OUTREACH UPDATE – URS CORPORATION:** Andy Wischart of URS Corporation was in attendance and stated that about a year ago his corporation was contracted by the Chesapeake Bay Foundation, Pennsylvania, through a grant with William Penn Foundation, to gather information and provide workshops for local municipalities in the South Central region to help deal with the MS4 issues. He stated that there are upcoming free workshops on January 27, 2014 for government officials and municipalities and another on February 3, 2014 for engineers, and he encouraged interested persons to attend. The Borough Manager stated that she will be attending the workshop on January 27, 2014.

**MINUTES OF DECEMBER 10, 2013 AND JANUARY 6, 2014:** Brian Barnhart made a motion, seconded by Jim Rice and passed unanimously to approve the minutes of the December 10, 2013 and January 6, 2014 meetings as printed.

**REPORTS:**

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

**PRESIDENT** – President Chiodo stated that he was meeting with the Borough Manager and planned to meet with Bruce Ryder to discuss HARB and would be presenting recommendations to Borough Council in the future. He also added that in the past two years, Borough Council had established annual goals and he encouraged members to bring ideas for this years' list to the next meeting.

**MANAGER** – The Borough Manager provided and reviewed her written report for December 2013 and it was received and accepted. She reviewed that the Holiday Inn Express along Historic Drive is proceeding and they will be going before the Zoning Hearing Board for some variances and anticipates the subdivision and land development plans to come before the Planning Commission and Council in a few months. Brian Barnhart provided a copy of the newspaper article from Sunday's newspaper about the recent Supreme Court ruling regarding protecting the environment for the Borough Manager to review and consideration for future ordinance amendments. Bruce Ryder asked for an update from R.B. Campbell and the Borough Manager stated that Mr. Campbell did report that he has not worked on the project because of the weather.

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

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

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

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:** None.

**PAYMENT OF BILLS:** Brian Barnhart made a motion, seconded by Jim Rice and passed unanimously to approve the payment of the six lists of bills dated 12/10, 12/18, 12/23 & 12/30/13 and 1/6 and 1/9/2014 totaling \$104,548.06.

**OTHER BUSINESS:** Chief Echternach stated that the Borough has obtained all of the materials previously used by Don Bachman for memorial celebrations and will be holding a meeting with various community organizations in the near future to discuss if any groups are interested in continuing the celebrations.

**CITIZENS' COMMENTS:** May Gaynor asked if there were any programs for studies or infrastructure funding to assist municipalities for improvements to aging stormwater infrastructure. Andy Wishart from URS stated that there are some grant opportunities and that their company can assist municipalities with that process but they are competitive. He also

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stated that groups such as the Chesapeake Bay Foundation have some programs available. The Borough Manager stated that the Borough is working with HRG, Inc. to work through the MS4 requirements and they have been to the Planning Commission and will be before Borough Council in a few months regarding updating the Borough's Stormwater Management Ordinance to comply with Act 167. HRG also continues to search for grant opportunities. Bruce Ryder stated that a historical problem the Borough has regarding stormwater management facilities is that in the older parts of town, most are on private property and the Borough does not have the authority to go onto private property to maintain them. He also stated that stormwater studies were done about five or six years ago and they identified a long list of items that could be done to improve the stormwater management. However, many of the swales cut across multiple property owners and requires all property owners to maintain the swale in order for it to function properly.

**ADJOURNMENT:** A motion was made by Jim Rice, seconded by Will Hutchinson and passed unanimously to adjourn the meeting at 8:03 p.m.

Respectfully submitted,

Lisa M. Boyd  
Borough Manager

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**STRASBURG BOROUGH COUNCIL**  
**FEBRUARY 11, 2014**  
**MINUTES**

Members Present:     Mike Chiodo                     Will Hutchinson  
                                 Bruce Ryder                     Ray Garraffa  
                                 James F. Rice

Others Present:

Henry Miller, Mayor	Rick Wentz, Fire Chief
Lisa M. Boyd, Borough Manager	Donna Walker, Lancaster Newspapers
Bob May, LEMSA Executive Director	Jamie Schlesinger, PFM
Chris Brewer, Dinsmore & Shohls	

**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:**

**PRESENTATION OF FEMA PROFESSIONAL CERTIFICATION TO CHIEF**

**ECHTERNACH – RANDY GOCKLEY:** Randy Gockley, the Lancaster County Emergency Management Coordinator, was in attendance to present Steve Echternach with his FEMA Professional Certification. He stated that by state law, an Emergency Management Coordinator must complete basic and advanced certification, which Steve Echternach has completed. He went on to say that voluntary completion of the professional certification is the highest level of certification in Pennsylvania and is only completed by approximately 10% of coordinators. He added that Chief Echternach is a trusted partner at the County level and has helped them out over the years. Chief Echternach was applauded and thanked by those in attendance.

**PRESENTATION OF THE ANNUAL FIRE COMPANY REPORT – RICK WENTZ, FIRE CHIEF:**

Fire Chief Rick Wentz was in attendance and reviewed their 2013 annual report. He stated that thankfully their call volume was decreased in 2013 and that the amount of property saved has increased. He stated that there were four house fires in Strasburg Borough in 2013. He stated that there is a group of younger firefighters who are active and receiving training. On behalf of Council, Mike Chiodo thanked the Fire Company for their service to the community.

**PRESENTATION OF THE ANNUAL LEMSA REPORT – ROBERT MAY:**

Robert May, Executive Director of Lancaster EMS, was in attendance and reviewed his 2013 annual report. He stated that they continue to hold their national accreditation they have had since 2005 and added that they are the only accredited ambulance service in Lancaster County and one of only six accredited services in Pennsylvania. He stated that as a whole, they respond to approximately 34,000 emergency and non-emergency calls a year on a \$9.9 million budget for 2014. Specific to Strasburg Borough, in 2013 they responded to 180 calls. He stated that there may be some changes coming in the future including possibly EMS transporting to urgent care centers. They also have an LGH community paramedic program up and running to assist repeat EMS patients at home when they have been discharged from the hospital with items such as medication reconciliations, home safety checks

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and education. He will continue to keep Council informed of upcoming changes. He encouraged everyone to contact him if they would like additional information on any of the topics he highlighted or to participate in a ride-along on one of their ambulances. On behalf of the entire Council, Mike Chiodo thanked Mr. May for providing their annual report.

**MINUTES OF JANUARY 14, 2014:** Ray Garraffa made a motion, seconded by Jim Rice and passed unanimously to approve the minutes of the January 14, 2014 meeting as printed.

### **REPORTS:**

**MAYOR** – Mayor Miller stated that he received both positive and negative comments regarding snow removal. He added that he believed we should have kept the International dump truck that we sold years ago because of the insurance cost. He added that he believed it would have been very helpful to have a larger truck in our fleet to use this year for snow plowing.

**PRESIDENT** – President Chiodo reported that the Strasburg Police Officers Association did approach the Council to begin negotiations because their contract runs through 2014. He added that he, Ray Garraffa, and Bruce Ryder will be the members of the Borough's Negotiation Team.

**MANAGER** – The Borough Manager provided and reviewed her written report for January 2014 and it was received and accepted. She highlighted that the Zoning Hearing Board will be meeting on February 24, 2014, to consider variances for the Holiday Inn Express. She reminded Council that they can take a position and provide a letter to the Zoning Hearing Board for their consideration. She added that in 2009, Borough Council did provide a letter of support for a similar application when they were proposing a Hampton Inn at the same location that exceeded the height allowance. She added that this application is also for a variance of the height allowance (but is lower than the previous request for the Hampton Inn) and two setback variances relating to the parking lot because the proposed parking lot abuts an existing parking lot. Jim Rice made a motion, seconded by Ray Garraffa and passed unanimously to authorize the Borough Manager to write a letter of support for the Holiday Inn Express variance requests to the Zoning Hearing Board. Will Hutchinson stated that the fire company is reviewing the plans but has been delayed because of the weather. The Borough Manager stated that when received, the fire company's recommendations will be forwarded to the Planning Commission for their consideration. Bruce Ryder suggested that the Planning Commission not make a final recommendation until the fire company has provided their comments. The Borough Manager stated that Borough Council is required to act on the plan within 90 days but the applicants have indicated their willingness to provide an extension of time if necessary.

Ray Garraffa made a motion, seconded by Will Hutchinson and passed unanimously to appoint Lisa M. Boyd as the Borough's voting delegate at the Pennsylvania State Association of Boroughs Annual Conference in April 2014.

**POLICE** – The Police Department's report for January 2014 was received and accepted.

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

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

**CONSENT AGENDA:** Bruce Ryder asked that the Zoning Hearing Board Member appointment be removed from the Consent Agenda.

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

PAYMENT OF BILLS IN THE AMOUNT OF \$95,261.53  
HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF  
APPROPRIATENESS – 303 MILLER STREET AND 101 EAST MAIN  
STREET  
ACCEPTANCE OF HISTORIC 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 ZONING HEARING BOARD MEMBER AND ALTERNATE:**

Bruce Ryder stated that he believed the real estate agent should be appointed as the alternate member because of a possible conflict of interest. The Borough Manager stated that she discussed both applicants with the Zoning Officer and they both believed both applicants were very qualified for the position and that there is no regulation that would prohibit a real estate agent from being appointed to the Zoning Hearing Board.

Will Hutchinson made a motion, seconded by Jim Rice and passed unanimously to make the following appointments to the Zoning Hearing Board:

Ryan Hair, 5 year term until December 31, 2018

Alternate – Maureen Wagner, 3 year term until December 31, 2016

### **UNFINISHED BUSINESS:**

#### **CONSIDERATION AND POSSIBLE ADOPTION OF 2014 BOROUGH COUNCIL**

**GOALS:** Will Hutchinson asked about adding amending the sidewalk specifications to the list to remove sump pump pipes coming through the sidewalk onto the street which cause an icing condition. The Borough Manager stated that the cost to amend the sidewalk specifications is approximately \$3,000 and was not included in the 2014 Budget. It was the consensus that this item will be considered for inclusion in the 2015 Budget.

Henry Miller stated that the water coming onto the street can happen either through the sump pump pipe through the sidewalk or through a pipe over the sidewalk and that it is actually a stormwater management issue. Bruce Ryder stated that through the stormwater management update that rain from your property may need to be contained on your property in some type of facility such as a rain garden.

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Bruce Ryder made a motion, seconded by Ray Garraffa and passed unanimously to adopt the 2014 Borough Council Goals.

### **NEW BUSINESS:**

**POSSIBLE WATER LOAN REFINANCING OPPORTUNITY:** Jamie Schlesinger, representing a different department of Public Financial Management (PFM), the Borough's Pension Fund administrator and Chris Brewer of Dinsmore & Shohls, were in attendance to discuss the possibility of their company refinancing a portion of the Borough's water debt. At this time, they are requesting authorization to solicit bank proposals on behalf of the Borough and analyze the proposals to report back to the Borough at a future meeting. They are proposing that the loan payoff would be the same schedule as is currently and depending on bank proposals, they estimate a net savings of approximately \$35,000. The Borough Manager stated that this has been reviewed by the Borough Solicitor and he is supportive of the proposal. Mr. Schlesinger stated that this proposal for refinancing debt did receive approval from Pennsylvania DCED at the end of 2013. If the refinancing goes through, Mr. Schlesinger plans to structure the loan to have the Borough realize the savings the first year but that can be changed to spread out the savings or shorten the loan if desired.

Ray Garraffa made a motion, seconded by Jim Rice and passed unanimously to authorize PFM to solicit bank proposals on behalf of the Borough.

### **POST-RETIREMENT HEALTH BENEFITS FOR NON-UNIFORMED EMPLOYEES**

**DISCUSSION:** Mike Chiodo stated that it is common practice that for police when they retire they receive medical coverage for ten years up to the age of 65. He stated that he has been discussing with the Borough Manager the possibility of providing post-retirement health benefits for non-uniformed employees for three years (from age 62 to 65). Under the current proposal provided by the Borough Manager, it would apply to five of the existing six Non-Uniformed employees and would be applicable to employees at age 62 with 30 years of service. Ray Garraffa stated that this discussion began because Paul Miller Jr. believed that he would be receiving the post-retirement health benefits because it was provided to two other non-uniformed employees in the past but no policy had been adopted. The Authority had suggested instead of paying the full monthly insurance premium, to provide a \$600 flat monthly amount to each employee towards the insurance. Bruce Ryder stated that he was in favor of the idea but would rather the benefit apply to all future employees who meet the designated criteria. Jim Rice suggested the possibility of including an inflation percentage to be applied to the monthly amount because of the rising cost of healthcare instead of a flat set amount. Mike Chiodo stated that the current monthly premium with Capital Blue Cross for medical coverage is \$728 per month and believed that should be the starting point. Bruce Ryder stated that if a set monthly amount was provided to the employee instead of allowing them to remain on the Borough's policy, it would be taxable income to the retiree. Bruce Ryder stated that he also believed the policy should be written that if a retired employee goes to work somewhere else and is receiving medical insurance there that they would not be eligible for this benefit. Ray Garraffa stated that he believed they should not be eligible for the benefit if the retired employee was eligible to be covered under their spouse's health insurance.

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It was the consensus that the Borough Manager should continue to investigate a policy which provides a set monthly amount with an increase for inflation and to continue to work with the Borough's insurance agent to pursue all options for consideration at an upcoming meeting.

**OTHER BUSINESS:** Chief Echternach stated that he coordinated a meeting with organizations to consider taking over the events that were previously coordinated by Don Bachman. He stated that it does look positive that an organization will take over the events and will provide an update at a future meeting.

Chief Echternach also reported that the Cemetery Association contacted the Borough that they need assistance with removing snow from the sidewalks. One of the problems is that their bylaws state that in order to serve on their board, the person must own a lot and the cemetery is almost full. There is currently only one surviving member on the Cemetery Association. The Cemetery Association does have a \$55,000 endowment account but they can only use the interest funds and that is just enough to pay for the annual mowing. Chief Echternach reminded the members that if the organization folds, it becomes the Borough's responsibility. He added that we do provide a donation to the Playground Association and suggested assisting the Cemetery Association, with one possibility being utilizing the Borough's sidewalk temporary snow removal helper. The Borough Manager will check with the Borough's auditors and check with other municipalities to see how older community cemeteries are addressed in their towns. The Police Chief suggested a future meeting with the Cemetery Association.

Chief Echternach stated that with the impending snowstorm, it is a possibility that a snow emergency will be put in effect tomorrow. He added that he was concerned that the fire company sale is February 22, 2014, and there was a possibility that we will need to do some snow removal from South Jackson Street and Franklin Street for public safety. Will Hutchinson stated that the fire company and local businesses are planning to begin removing snow from their property on Saturday. Chief Echternach stated that he will know the necessary scope of work on Friday and will provide an update to Council at that time. It was the consensus that the Borough should assist the fire company by removing snow from South Jackson Street and Franklin Street.

Snow emergency parking lot locations were discussed and additional lots were suggested to be contacted in the future.

**CITIZENS' COMMENTS:** None.

**ADJOURNMENT:** A motion was made by Ray Garraffa, seconded by Jim Rice and passed unanimously to adjourn the meeting at 9:33 p.m.

Respectfully submitted,

Lisa M. Boyd  
Borough Manager

**2014-11**  
**STRASBURG BOROUGH COUNCIL**  
**MARCH 11, 2014**  
**MINUTES**

Members Present:     Mike Chiodo                     Will Hutchinson  
                               Bruce Ryder                     Ray Garraffa  
                               James F. Rice                     Jim McCullough

Others Present:  
                               Lisa M. Boyd, Borough Manager                     Chris Brewer, Dinsmore & Shohl  
                               Jamie Schlesinger, PFM                     Justin Stoltzfus, Lancaster Newspapers  
                               Dennis Reichel, HRG                     May Gaynor

**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:**

**WATER LOAN REFINANCING – REVIEW AND POSSIBLE ENACTMENT OF DEBT ORDINANCE 2014-1 – JAMIE SCHLESINGER, PFM:** Jamie Schlesinger from PFM as well as Chris Brewer from Dinsmore & Shohls, were in attendance to discuss the possible refinancing of the Series A loan of the water debt. Mr. Schlesinger stated this will be a 10 year loan of approximately \$1.8 Million Dollars. They solicited rates of both a fixed rate and a five or seven year term with a variable rate component after the fixed rate period. The best proposal was received from National Penn Bank with conditions, one of which was to move the Authority's accounts to National Penn Bank. National Penn Bank actually offered two options: 1) a 2.6% fixed rate or 2) a 2.35% rate for seven years which then converts to a variable rate of 66% of prime with a set maximum rate of 4.5%. To consider the variable rate portion of Option 2, they evaluated both the 10 year history of what the prime interest rate has been as well as the maximum of the variable interest rate. Mr. Schlesinger stated that for Option 2, the overall rate (taking into account the fixed portion and variable maximum) is 2.54%, which is still lower than the full term fixed rate. Therefore, they are recommending Option 2 with an estimated net savings between \$32,639 and \$46,825 because of the variable rate.

Chris Brewer reviewed the proposed Ordinance 2014-1 associated with the refinancing.

Ray Garraffa made a motion, seconded by Will Hutchinson and passed unanimously to enact Debt Ordinance 2014-1 in order to refinance a portion of the Borough water debt utilizing Option 2 with National Penn Bank.

**STORMWATER MANAGEMENT ORDINANCE UPDATE TO COMPLY WITH ACT 167 – DENNIS REICHEL, HRG:** Dennis Reichel with HRG, Inc. was in attendance and reviewed the update to the Stormwater Management Ordinance in that it is required by DEP to bring us into compliance with the NPDES requirements. He stated that we are required to enact this Ordinance by May 7, 2014.

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Mr. Reichel explained some of the main changes in the proposed ordinance which include:

- The new ordinance requires the two year runoff volume be managed, typically through infiltration, evapotranspiration or reuse.
- An existing site covered by impervious coverage now needs to be calculated to have 20% of that impervious coverage calculated as meadow.
- Impervious coverage needs to be tracked, and the recommendation is to go back to the adoption date of the previous stormwater management ordinance which is June 22, 2004. Projects under the 1,000 square feet are exempt, projects or combined projects with between 1,000 and 2,500 square feet are required to complete a small project application and projects over 2,501 square feet are considered large projects. This provision prevents someone from coming back every couple of years doing multiple projects under 1,000 square feet.

Mr. Reichel stated that Lancaster County has made available a number of educational resources and the Borough Manager stated that they will be made available to the public and placed on the Borough's website.

Mr. Reichel added that the Planning Commission took a position regarding how swimming pools are viewed in terms of impervious coverage. They decided that for zoning purposes, the pool and surrounding deck and walkways would be considered as impervious, which is standard. For stormwater management purposes, the pool itself would be considered pervious (because generally pools have some freeboard that contains the stormwater within the pool itself) and any surrounding decking and walkways would be considered impervious.

Bruce Ryder expressed his concern that the new ordinance requires regular inspection of stormwater management facilities, by a qualified person which may include the landowner or the owner's designee, and it must be done each year for the first five years and then once every three years thereafter, as well as during or immediately the cessation of the ten year or greater storm. Dennis Reichel stated that a ten year or greater storm is a pretty good rainfall of about three inches or more of rainfall.

Bruce Ryder asked about what documentation would be required of the homeowner to prove that they completed the inspections and Dennis Reichel recommended that the homeowner document it in some fashion and offered to provide some standard inspection forms for distribution. Following discussion and review of the required language in the ordinance, it was the consensus that DEP is not exempting existing stormwater facilities that have been in place for many years. The Borough Manager stated that the Borough would include information in the annual newsletter which goes out in June as well as put information on the Borough's website to inform residents of this new requirement. She added that the Borough does not currently inspect private property stormwater management facilities except on a complaint basis at which time either the Borough or the Borough's Engineer (which would be reimbursable) could inspect the complaint.

Mike Chiodo added that the Borough's Planning Commission unanimously recommended this Ordinance for approval.

Bruce Ryder made a motion, seconded by Jim Rice and passed unanimously to advertise the Stormwater Management Ordinance 2014-2 for possible enactment at the April 8, 2014 Borough Council meeting.

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Dennis Reichel then provided an update regarding one of the components of the MS4 requirement, the Chesapeake Bay Pollution Reduction Plan. He stated that the essential goal of the plan is to reduce nitrogen, phosphorus and sediment by implementing control measures. He stated that he has included that the Borough has been sweeping their streets for approximately 20 years and has planted many trees through the Shade Tree Committee. They are recommending the Borough hold a rain barrel workshop and get residential participation in that program, as well as to potentially look at Borough properties for installation of BMP's, do some additional tree plantings, utilize porous pavement if paving needs to recur in the future, consider inlet filters, etc. The Chesapeake Bay Pollution Reduction Plan also encourages partnerships with other organizations such as the Pequea Creek Watershed Association, the County Conservation District, and the County Clean Water Consortium.

**MINUTES OF FEBRUARY 11, 2014:** Jim Rice made a motion to approve the minutes of the February 11, 2014 meeting as printed. Ray Garraffa seconded the motion. Motion carried with members Chiodo, Hutchinson, Ryder, Garraffa and Rice cast assenting votes. Member McCullough abstained from voting because he was not in attendance for the meeting.

### **REPORTS:**

**MAYOR** – The Mayor was absent from the meeting.

**PRESIDENT** – President Chiodo reported that he, Bruce Ryder and Ray Garraffa began negotiations with the Police Department Association on February 25, 2014, and will be discussed during the Executive Session. He also reported that the annual report from the new company managing the Borough's Pension Funds, PFM, showed good returns in 2013.

**MANAGER** – The Borough Manager provided and reviewed her written report for February 2014 and it was received and accepted. She stated that she received an update from R.B. Campbell for the extension of Garden Spot Avenue and he stated that he has been working on obtaining the required letter of credit and that he hopes to begin excavation work within the month. Mike Chiodo stated that the Public Works Department has done a great job this winter with maintaining the roads and thanked them for their extra hard work. Jim Rice asked about the street sweeping and the Borough Manager stated that the company we had used for the past several years is no longer doing street sweeping for other municipalities and we met with a new company today to obtain a proposal for our bi-annual street sweeping.

**POLICE** – The Police Department's report for February 2014 was received and accepted.

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

**ZONING OFFICER** – The Zoning Officer's report for February 2014 was received and accepted.

2014-14

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

PAYMENT OF BILLS IN THE AMOUNT OF \$110,525.65  
HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATE OF  
APPROPRIATENESS – 53 EAST MAIN STREET

**UNFINISHED BUSINESS:**

**POST-RETIREMENT HEALTH BENEFITS FOR NON-UNIFORMED EMPLOYEES**

**DISCUSSION:** Mike Chiodo stated that this is part of an ongoing discussion to provide post-retirement health benefits for Non-Uniformed employees. He stated that this proposal is to provide for a maximum of three years of health coverage from the date they are eligible to retire (age 62) until they are eligible for Medicare (age 65). He stated that the Authority has indicated they were in favor of paying \$600 per month per employee toward this coverage. The Borough Manager provided cost evaluation spreadsheets outlining this option as well as an option discussed at last month's Council meeting of starting with the current premium and including a small annual inflation increase. The Borough Manager stated that this was discussed with the Borough's insurance agent and they believed the easiest way to address this without any tax implications would be to have the employee remain on the Borough's policy, the Borough pay the entire premium to the insurance carrier, and then the Borough would invoice the retired employee monthly for the remaining amount due to the Borough.

Mike Chiodo stated that a similar benefit is provided to the Police Department that they can receive from their retirement age of 55 until 65 when they are eligible for Medicare.

Bruce Ryder stated that he would be in favor of the policy applying to current and future employees that meet the remaining criteria. The Borough Manager stated that if this policy would apply to future employees, we might need an actuarial report be prepared by the Borough's Actuary, which is an estimated cost of \$2,000.

Mike Chiodo stated that he would also like to research the possibility of having PFM, the Borough's Pension Fund money managers, invest the funds in the post-retirement health benefit reserve fund to obtain a better return on those funds.

Bruce Ryder stated that he would like to see a spreadsheet showing the impact of adding the new Public Works employee that is anticipated to be hired at the end of 2013. It was the consensus to table this matter until the next meeting when the additional employee impact could be evaluated.

**NEW BUSINESS:**

**REVIEW AND POSSIBLE APPROVAL OF SEWER TREATMENT CAPACITY  
REALLOCATION AGREEMENT WITH SUBURBAN LANCASTER SEWER**

**AUTHORITY:** The Borough Manager stated that in 1998, the Borough paid over \$1 Million Dollars for 100,000 gallons of sewer capacity per day to cover the build-out sewer capacity needed for the Borough. However, now because of the new nutrient loading Chesapeake Bay guidelines, our total sewer capacity with Suburban Lancaster Sewer Authority is being reduced

## 2014-15

by 60,000 gallons. The Solicitor has indicated that there is nothing that can be done about this and we are not entitled to any refund. The Authority has also reviewed this and recommended approval.

Jim Rice made a motion, seconded by Ray Garraffa and passed unanimously to approve the sewer treatment capacity reallocation agreement with Suburban Lancaster Sewer Authority.

**OTHER BUSINESS:** Chief Echternach stated that he met again with the members of the Bachman Memorial Group and the Lions Club is going to take over the Summer Memorial Concert that is held the last Sunday in July at the Municipal Building property, the Scouts are going to help with the flags and work with other organizations for the flag placement at the Strasburg Cemetery for Memorial Day, the Odd Fellows are going to take control of the flag supply, and the Sertoma Club is going to continue the Memorial Day Parade and take over the changing of the flag. The Fall changing of the flag will probably be changed to Veterans' Day. The Borough will support these organizations by doing the printing and permitting of the events.

Chief Echternach added that the Strasburg Fire Company annual sale was held on February 22, 2014 and the Strasburg Borough Public Works Department and Strasburg Township Road crew assisted with snow removal prior to the sale. Will Hutchinson stated that the sale went very well and thanked the Borough Public Works Department for assisting with snow removal and added that they did receive a lot of community support the week prior to the sale with snow removal on the grounds. He added that the press aided with providing coverage about the snow removal that was taking place prior to the sale as well as additional advertising for their event.

**CITIZENS' COMMENTS:** May Gaynor stated that she also believed the Public Works Department did a great job with the snow plowing this winter. She also thanked the Police Department and Fire Department for their response to the vehicle accident in front of her home.

**EXECUTIVE SESSION – NEGOTIATIONS AND PERSONNEL MATTERS:** President Chiodo adjourned the meeting into Executive Session to discuss negotiations and personnel matters at 8:45 p.m.

The meeting was readjourned at 10:29 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 10:29 p.m.

Respectfully submitted,

Lisa M. Boyd  
Borough Manager

**2014-16**  
**STRASBURG BOROUGH COUNCIL**  
**APRIL 8, 2014**  
**MINUTES**

Members Present:     Mike Chiodo                     Will Hutchinson  
                               Bruce Ryder                     Ray Garraffa  
                               James F. Rice                     Jim McCullough  
                               Brian Barnhart

Others Present:  
                               Lisa M. Boyd, Borough Manager                     Justin Stoltzfus, Lancaster Newspapers  
                               Wayne Groff, RKL     Rosanne Daecher

**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:**

**PRESENTATION OF 2013 BOROUGH AUDIT – REINSEL KUNTZ LESHER:** Wayne Groff, auditor with Reinsel Kuntz Leshar, reviewed the Borough's 2013 Audit and Independent Auditor's Opinion in detail. In summary, he stated that the Borough received a clean auditor's opinion on the financial statements. He reviewed the letter to Borough Council and stated that the comments are consistent with prior years and because of the limited staff size, he continued to encourage Council to continue to review checks as well as budget to actual comparisons. He did add that the state now recognizes the modified cash basis method of accounting and that one comment from the state from prior years has now been removed and the clean auditor's opinion can be issued this year.

No other requests to be heard were offered.

**MINUTES OF MARCH 11, 2014:** Jim Rice made a motion to approve the minutes of the March 11, 2014 meeting as printed. Jim McCullough seconded the motion. Motion carried with members Chiodo, Hutchinson, Ryder, Garraffa, Rice and McCullough casting assenting votes. Member Barnhart abstained from voting because he was not in attendance for the meeting.

**REPORTS:**

**MAYOR** – The Mayor reported that the Police Chief and he discussed a Special Event Permit that was submitted today for a pub crawl. He stated that he wanted Council's opinion regarding any conditions that should be set forth on the permit. He did state that the event is to benefit Strasburg Jaycee Park and that they have attached a Certificate of Insurance naming the Borough as an additional insured. It was the consensus of the members to approve the event with the condition that designated drivers are required.

**PRESIDENT** – President Chiodo reported that he left a message with the HARB Chairman to request a meeting and he has not yet talked with him.

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**MANAGER** – The Borough Manager provided and reviewed her written report for March 2014 and it was received and accepted. She added that she attended a two-day PSAB Seminar at Penn State and thanked Borough Council for allowing her to attend. She also reported that R.B. Campbell submitted information today indicating that he plans to begin his project in May, noting that he is exceeding the minimum street construction requirements for the project and that the letter of credit has been received. President Chiodo reported that the Borough Manager's report states that the refinancing of the debt is proceeding with an anticipated settlement date of April 22, 2014, and will save the Borough some money.

**POLICE** – The Police Department's report for March 2014 was received and accepted.

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

**ZONING OFFICER** – The Zoning Officer's report for March 2014 was received and accepted.

**TREASURER** – Brian Barnhart made a motion, seconded by Ray Garraffa and passed unanimously to accept and file for audit the Treasurer's Report for the period ending March 31, 2014.

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

PAYMENT OF BILLS IN THE AMOUNT OF \$134,171.29

LANCASTER COUNTY CONSERVATION DISTRICT MEMORANDUM OF UNDERSTANDING

2014 PAVING PROJECT – AUTHORIZATION TO BID COPPERSMITH LANE (OLD SECTION)

ADOPTION OF FEE SCHEDULE RESOLUTION 2014-1

### **UNFINISHED BUSINESS:**

#### **STORMWATER MANAGEMENT ORDINANCE UPDATE TO COMPLY WITH ACT 167 – CONSIDERATION AND POSSIBLE ENACTMENT OF ORDINANCE 2014-2:**

The Borough Manager announced that this was discussed and authorized for advertisement at the last meeting, was advertised as required, and guidelines will be posted on the Borough's website, the annual newsletter, and in the new owner/tenant mailings.

Will Hutchinson made a motion, seconded by Bruce Ryder and passed unanimously to enact Stormwater Management Ordinance 2014-2 which brings the ordinance into compliance with Act 167, as recommended by the Borough Planning Commission and required by DEP.

#### **POST-RETIREMENT HEALTH BENEFITS FOR NON-UNIFORMED EMPLOYEES**

**DISCUSSION:** The Borough Manager reported that four spreadsheets were provided to the members for their review:

- 1) A flat \$600 per month payment, as recommended by the Borough Authority, which covers only the current employees who meet designated criteria

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- 2) A \$600 per month payment plus a 1 ½% inflation increase, which covers only the current employees who meet designated criteria
- 3) A flat \$600 per month payment, as recommended by the Borough Authority, which covers current and future employees who meet designated criteria
- 4) A \$600 per month payment plus a 1 ½% inflation increase, which covers current and future employees who meet designated criteria

The designated criteria was discussed and the members were reminded that it is only for employees who have a minimum of 30 years of service, begins at age 62, is only payable until age 65, is employee only coverage (no dependent coverage), and the retiree cannot have any other health insurance coverage.

The Borough Manager stated that once Council decides which direction they would like to be evaluated further, a GASB 45 Actuarial study will be required, at an approximate cost of \$2,200. The Borough Manager reminded the members that the Borough Council is responsible for the general fund portion and the Authority is responsible for the water and sewer portions and that the Authority recommends a flat monthly payment of \$600 per month, but the final decision is up to Borough Council.

The Borough Manager stated that if Council wanted to consider this benefit, she suggested they should choose one of the options and authorize the Borough's Actuary to complete a GASB 45 study before a final decision is made. The Borough Manager also stated that she is unaware of other non-uniformed municipal employees who receive this benefit. Bruce Ryder stated that the Borough's uniformed employees do receive post-retirement health benefits and that this was to mirror their benefits for the non-uniformed employees at a lower funding level. Bruce Ryder added that he was in favor of providing a set monthly amount benefit to the non-uniformed employees. The Borough Manager stated that, if enacted, it would be an employee policy change and would be included in the policies that all future employees would be required to sign that they understood the policy. Mike Chiodo stated that it was previously discussed and he was in favor of these funds being managed to obtain a larger than bank interest return. Brian Barnhart suggested having a defined contribution plan as opposed to a defined benefit plan. Bruce Ryder also suggested having the monthly amount be set at \$500 per month.

Rosanne Daecher, who is resident of the Borough and a civilian employee at West Lampeter Township Police, stated that this is a pioneering concept and while she appreciates what Council is attempting to do for its civilian employees, she is concerned with the tax burden it places on the taxpayers considering the already distressed police pension plan. She stated that she is opposed to this concept if it is just for one employee but is in favor of it if it is for all future employees who have at least 30 years of service.

Jim Rice made a motion, seconded by Bruce Ryder and passed unanimously to authorize the Actuary to complete a GASB 45 study of the option to pay a flat \$600 per month payment, as recommended by the Borough Authority, which covers current and future employees.

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**NEW BUSINESS:**

**HOLIDAY INN EXPRESS WAIVERS AND REVISED FINAL PLAN OVERVIEW – LANCASTER DUTCH HOSPITALITY, LLC – DENNIS GEHRINGER:**

Dennis Gehringer, land use planner representing the applicant, as well as B.C. Desai, managing partner, were in attendance to review the application. Mr. Gehringer reviewed in detail each of the waivers requested for this project, which have been previously reviewed and recommended for approval by the Planning Commission.

Mr. Gehringer also discussed the following items:

- 1) Engineer Comment # 1- Mr. Gehringer believes the plan is substantially consistent with the approved preliminary plan for the property in light of the building, drainage and underground utilities being in the same location.
- 2) Engineer Comment # 14 – Mr. Gehringer stated that they had previously submitted the planning module.
- 3) Engineer Comment #25 – the existing inlet is capturing 7% of its capacity and the Engineer believes an additional inlet should be added on the other side of the access drive. Mr. Gehringer believes the existing inlet is sufficient and the additional inlet is not necessary. The Engineer is also requesting concept plans to support the new location for the access drive on Old Post. Mr. Gehringer stated they do not have a concept plan are installing the access drive to create a queuing line and to have access to the property when the main access gets rebuilt.

Mr. Gehringer also stated that the Engineer is proposing approximately 50 plan notes to be transferred from the old plan to this plan and that the old plan had a lot of repetition in notes. The Borough Manager stated that she has been working with the Solicitor to develop an appropriate list of plan notes which will be forwarded to the applicant.

Because this was an informational presentation, no action was necessary at this time and the applicant will return to the next meeting.

**STRASBURG BOROUGH HOUSING ORDINANCE DISCUSSION:** The Borough Manager stated that the Housing Ordinance was enacted in 1981 and only was enforced for a few years. She added that the ordinance was reviewed a few years ago when the committee updated the Property Maintenance Ordinance and they decided that it was out-of-date and was not used. Recent discussions were that the ordinance should be officially repealed. Bruce Ryder and Henry Miller provided some history of the ordinance from the early 1980's and that Council had disbanded the committee after three years.

Brian Barnhart made a motion, seconded by Will Hutchinson and passed unanimously to authorize the preparation, by the Borough Solicitor, and advertisement of an Ordinance to repeal the Strasburg Borough Housing Ordinance No. 1981-1.

**OTHER BUSINESS:** Based on a request from the Strasburg Fire Company to ensure workers' compensation coverage, Ray Garraffa made a motion, seconded by Bruce Ryder and passed

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unanimously to authorize the Strasburg Fire Company #1 to assist with fire police for an auction on Saturday, April 12, 2014 on Hartman Bridge Road in Strasburg Township.

**CITIZENS' COMMENTS:** None.

**EXECUTIVE SESSION – NEGOTIATIONS AND PERSONNEL MATTERS:** President Chiodo adjourned the meeting into Executive Session to discuss negotiations and personnel matters at 9:07 p.m.

The meeting was readjourned at 10:08 p.m. at which time no official action was taken.

**ADJOURNMENT:** A motion was made by Will Hutchinson, seconded by Brian Barnhart and passed unanimously to adjourn the meeting at 10:08 p.m.

Respectfully submitted,

Lisa M. Boyd  
Borough Manager

**2014-21**  
**STRASBURG BOROUGH COUNCIL**  
**MAY 13, 2014**  
**MINUTES**

Members Present:   Mike Chiodo                   Brian Barnhart  
                          Will Hutchinson           Bruce Ryder  
                          Ray Garraffa               James F. Rice

Others Present:

Henry Miller, Mayor	Joe Duda, Borough Actuary
Lisa M. Boyd, Borough Manager	Dennis Gehringer
F. Steven Echternach, Chief of Police	N.C. Desai
Ronald Hogg Jr.	Steve Young
Cindy Hummel	

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

**REQUESTS TO BE HEARD:**

**PRESENTATION OF GASB 45 POST-RETIREMENT BENEFITS STUDIES- JOE DUDA, BOROUGH ACTUARY:** Joe Duda, the Borough's Actuary, was in attendance to review the GASB 45 Post-Retirement Benefit Studies. He stated that in 2008/2009, the Government Accounting Standards Board (GASB) required municipalities who provide post-retirement medical benefits to their employees to produce an actuarial valuation once every three years to determine the cost and liabilities of those benefits.

Mr. Duda first reviewed the Police study, because this is an existing contractual benefit to the uniformed employees. He stated that under the contract, an officer is eligible to retire when they are at least 55 years of age and have at least 25 years of service, their individual medical insurance is paid entirely by the Borough from age 55 to age 65. After age 65, they are compensated at a rate of \$100 per month. The study takes into consideration the employees' years of service and age. The calculated annual contribution to fund this benefit is \$43,471, but is not mandated to be paid. Mr. Duda stated that the Borough's health insurance coverage changed this year and is now on an age rated scale, with older employees having a higher premium.

The Non-uniformed study was then reviewed. Mr. Duda noted that this is not an existing benefit provided to those employees but was being considered. As directed, Mr. Duda completed the study based on Council's discussions to provide a set monthly amount of \$600 per month for just the individual. Mr. Duda added that the Non-uniformed pension plan allows an employee to retire at age 62 with at least 30 years of service, so, if granted, this benefit would only be payable for three years until the employee is age 65. The calculated annual contribution to fund this benefit, if granted, is \$6,706. Because this is not an existing benefit, no action is required at this time.

Bruce Ryder made a motion to accept and approve the GASB 45 Post Retirement Benefit study for the Police Department, seconded by Will Hutchinson and passed unanimously.

**MINUTES OF APRIL 8, 2014:** Brian Barnhart made a motion, seconded by Ray Garraffa and passed unanimously to approve the minutes of the April 8, 2014 meeting as printed.

**REPORTS:**

**MAYOR** – The Mayor reported that he received one complaint about the retaining wall that collapsed onto the sidewalk on Miller Street. The Borough Manager stated that it was reviewed by HARB and is on tonight’s agenda for approval. Chief Echternach stated that it has only been down for approximately a month and that they placed cones on the sidewalk. The Borough Manager stated that it was her understanding that the owners intended to move forward with the repairs after they receive their permit.

**PRESIDENT** – President Chiodo reported that he met informally with HARB Chairman, Tom Lainhoff, and HARB is going to look at the ordinance to see if any items can be deleted or streamlined. He asked HARB to provide their recommendation for Council’s consideration late summer or early fall so the ordinance amendment could be included in next years’ budget.

**MANAGER** – The Borough Manager provided and reviewed her written report for April 2014 and it was received and accepted. Brian Barnhart stated that he was disappointed that the Sertoma Club was not going to be continuing the farmers market.

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

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

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

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

PAYMENT OF BILLS IN THE AMOUNT OF \$625,344.36

HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF

APPROPRIATENESS – 309 MILLER STREET, 211 MILLER STREET,

1 WEST MAIN STREET AND 120 EAST MAIN STREET

**UNFINISHED BUSINESS:**

**HOLIDAY INN EXPRESS – CONSIDERATION AND POSSIBLE APPROVAL OF WAIVERS AND REVISED FINAL PLAN – LANCASTER DUTCH HOSPITALITY, LLC:**

Dennis Gehringer was in attendance and reviewed the history of the project. Mr. Gehringer stated that B.C. Desai was unable to attend the meeting but he was being represented by his brother, N.C. Desai. He stated that through agreements and easements with Charter Homes, Charter Homes is proposing to tie into the Holiday Inn Express sewer line, which eliminates the need for Charter Homes to install a sewage pumping station. A plan showing increased landscaping plan with Charter Homes was also submitted. Mr. Gehringer stated that the Borough Planning Commission recommended approval of the waivers and revised final plan subject to meeting the Borough Engineer’s outstanding items. The Borough Manager added that

## 2014-23

the Borough Authority also reviewed the plans and are in agreement with all of the water and sewer issues. The Borough Manager stated that the conditions should be signed prior to action and that the Borough's Solicitor advised that the conditions could be signed by N.C. Desai, which he did sign at this time. Based on a question raised by Bruce Ryder, the Borough Manager stated that addressing the outstanding items from the Borough Engineer's review is required in one of the conditions.

Brian Barnhart made a motion, seconded by Ray Garraffa and passed unanimously to approve the waiver from the requirements of the following sections of the Strasburg Borough Subdivision and Land Development Ordinance of 1995, as amended, relating to the Final Land Development Plans for Lancaster Dutch Hospitality, LLC, prepared by Landcore Engineering Consultants, P.C., dated January 17, 2014, last revised March 31, 2014, subject to compliance with the thirty-seven (37) conditions which have been accepted by Lancaster Dutch Hospitality, LLC (the "Applicant") and which are incorporated by reference into this Motion:

- (i) Section 402.05.4
- (ii) Section 603.04
- (iii) Section 603.10
- (iv) Section 602.12.6
- (v) Section 604
- (vi) Section 601

Brian Barnhart made a motion, seconded by Jim Rice and passed unanimously to grant a waiver from the requirements of the following sections of the Strasburg Borough Storm Water Management Ordinance, as amended, relating to the Final Land Development Plans for Lancaster Dutch Hospitality, LLC, prepared by Landcore Engineering Consultants, P.C., dated January 17, 2014, last revised March 31, 2014, subject to compliance with the thirty-seven (37) conditions which have been accepted by the Applicant and which are incorporated by reference into this Motion:

- (i) Sections 304.B.15, 307.H, 307.N.22 307.N.23 and 803
- (ii) Section 307.G
- (iii) Sections 304.B and 307.K
- (iv) Section 306

Brian Barnhart made a motion, seconded by Will Hutchinson and passed unanimously to grant conditional approval of the Final Land Development Plans for 44 Lancaster Dutch Hospitality, LLC, prepared by Landcore Engineering Consultants, P.C., dated January 17, 2014, last revised March 31, 2014, subject to compliance with the thirty-seven (37) conditions which have been accepted by the Applicant and which are incorporated by reference into this Motion.

### **NEW BUSINESS:**

#### **208 WEST MAIN STREET – CONSIDERATION AND POSSIBLE APPROVAL OF WAIVER REQUESTS, STORMWATER EXEMPTION REQUEST AND PLAN:**

Ron Hogg from Lake, Roeder, Hillard & Associates, together with his client, Steve Young, were in attendance to review their request. Mr. Hogg stated that they submitted their waiver requests and plan to the Borough's Planning Commission, and that the Planning Commission took action to

## 2014-24

recommend approval with conditions. The Borough Manager added that the requests have also been reviewed and recommended for approval by the Borough's Engineer.

Jim Rice expressed concern with the driveway location because of its alignment with the stop signs and road layout and suggested possibly restricting left turns. Steve Young stated that the Planning Commission recommended some signage and painting of the sidewalk to alert pedestrians that this area is being used as a driveway again but added that he was not in favor of restricting left turns from the driveway. Henry Miller stated that there are other driveways in the same area that are not limited to which direction they may turn. Chief Echternach verified that they were not proposing to paint the curb, to which the Borough Manager clarified that the Planning Commission was only recommending painting stripes on the driveway apron.

Bruce Ryder reviewed the project, stating that many years ago it was a residence and a store, most recently was used only as a residence and that the waivers are necessary because of needing to comply with the off-street parking and driveway issues associated with being a two-unit building.

Ron Hogg reviewed their waiver requests in detail:

1. SALDO Section 602.17.7 – The applicant requests a modification from the access drive cartway width requirement. The Ordinance requires a 24 foot for two lanes of traffic without parking. The applicant is proposing to use the current existing drive as it exists due to site constraints. The existing drive is 7.8 feet wide at its narrowest location (southwest of the southwest building corner) and 10.5 feet wide at its widest location (northwest building corner).
2. SALDO Section 603.04 – The applicant requests a modification from the parking aisle requirement. The Ordinance requires a 25 foot width aisle for two way traffic. The applicant is proposing an aisle width that varies from 16.7 feet to 18.5 feet due to site constraints. An existing tree is located on each side of the parking spaces and parking aisle which limit the aisle width.
3. SALDO Section 602.17.3(3) – The applicant requests a modification from the access drive setback requirement. The Ordinance requires a 15 foot setback from any side/rear property line and the applicant is proposing a setback of approximately 1.1 feet due to site constraints.
4. SALDO Section 602.17.3(7) (ref: 602.12.6) – The applicant requests a full waiver from the clear sight triangle requirement. The Ordinance requires a 150 foot clear sight triangle for arterial and collector streets. The Planning Commission recommended approval with two conditions: add signage to alert pedestrians that there is a hidden driveway and to require some type of painted striping on the driveway cutout to alert pedestrians to a change in conditions.
5. SALDO Section 602.17.3(7) (ref: 602.13) – The applicant requests a modification from the sight distance requirement. The Ordinance requires a 147 foot sight distance and that the sight distance be measured ten feet from the edge of paving and they are requesting to

## 2014-25

measure the sight distance to the east from the back edge of the sidewalk. The Planning Commission recommended approval with two conditions: add signage to alert pedestrians that there is a hidden driveway and to require some type of painted striping on the driveway cutout to alert pedestrians to a change in conditions.

Ray Garraffa made a motion, seconded by Brian Barnhart and passed unanimously to approve the five waivers as presented with conditions, the stormwater exemption request, and the plan subject to the conditions outlined by the Planning Commission in their minutes of May 5, 2014.

**STRASBURG COMMONS – REQUEST FOR REDUCTION IN BOND:** The Borough Manager stated that developers are required to post a bond or a letter of credit for site work that needs to be completed. As the work is completed and inspected, the developer asks to have the letter of credit or bond reduced by the amount of the inspected improvements. The Borough Manager stated that the Public Works Director has inspected the project on an almost daily basis and that he is in favor of the bond reduction request. The Borough Manager added that the developer will be invoiced for the inspections completed by the Public Works Director.

Brian Barnhart made a motion, seconded by Will Hutchinson and passed unanimously to approve Strasburg Commons' Phase 2 request for a reduction, in the amount of \$140,520.60 in their bond # K08857799 for site work completed to-date leaving a balance of \$965,239.70 and as approved by Paul Miller, Public Works Director and Borough Inspector.

### **OTHER BUSINESS:**

**R.B. CAMPBELL – REQUEST FOR REDUCTION IN LETTER OF CREDIT:** Ray Garraffa made a motion, seconded by Jim Rice and passed unanimously to approve R.B. Campbell's request for a reduction in letter of credit in the amount of \$23,146.75 for site work completed to-date leaving a balance of \$50,217.75 and as approved by Paul Miller, Public Works Director and Borough Inspector.

**CITIZENS' COMMENTS:** Chief Echternach reported that there were no issues reported as a result of the Kat's 5K event. He added that the race was very successful and that they had 320 registered participants and he anticipates it to be an annual event.

Jim Rice thanked Chief Echternach for providing him and Will Hutchinson with a tour of the Borough properties.

Ray Garraffa thanked Chief Echternach for allowing him to ride along for the SERT training at the training center. Chief Echternach added that this event was for a presentation of the regional assets available through the EMA.

### **EXECUTIVE SESSION – POLICE NEGOTIATIONS AND PERSONNEL MATTERS:**

President Chiodo adjourned the meeting into Executive Session to discuss negotiations and personnel matters at 8:20 p.m.

## 2014-26

The meeting was reconvened at 9:07 p.m. at which time Brian Barnhart made a motion to not provide post-retirement medical benefits to the non-uniformed employees but to investigate the possibility of providing a health savings account and if any contribution was provided by the Borough, it would be included in the 2015 Budget. Ray Garraffa seconded the motion. Motion carried with members Chiodo, Barnhart, Ryder, Garraffa and Rice cast assenting votes. Member Hutchinson cast a dissenting vote.

**ADJOURNMENT:** A motion was made by Ray Garraffa, seconded by Brian Barnhart and passed unanimously to adjourn the meeting at 9:16 p.m.

Respectfully submitted,

Lisa M. Boyd  
Borough Manager

2014-27

**STRASBURG BOROUGH COUNCIL  
JUNE 10, 2014  
MINUTES**

Members Present:   Mike Chiodo                    Brian Barnhart  
                          Will Hutchinson            Bruce Ryder  
                          Ray Garraffa                James F. Rice  
                          Jim McCullough

Others Present:

Henry Miller, Mayor                                   Cindy Hummel, Lancaster Newspapers  
Lisa M. Boyd, Borough Manager                    May Gaynor  
F. Steven Echternach, Chief of Police            Alex Tweedie, Nave Newell  
Tom Blair, Charter Homes

**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:** May Gaynor expressed her support of the use of radar by local police departments.

**MINUTES OF MAY 13, 2014:** Brian Barnhart made a motion to approve the minutes of the May 13, 2014 meeting as printed. Jim Rice seconded the motion. Motion carried with members Chiodo, Barnhart, Hutchinson, Ryder, Garraffa and Rice casting assenting votes. Member McCullough abstained from voting because he was not in attendance at that meeting.

**REPORTS:**

**MAYOR** – The Mayor did not have anything to report.

**PRESIDENT** – President Chiodo reported that he attended an audit meeting with the Scout House and everything appears to be in good order.

**MANAGER** – The Borough Manager provided and reviewed her written report for May 2014 and it was received and accepted. She added that the Borough will be receiving a 5% reduction in their Workers Compensation Insurance because of the Safety Committee certification.

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

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

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

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

PAYMENT OF BILLS IN THE AMOUNT OF \$159,147.81  
HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF  
APPROPRIATENESS – 54 WEST MAIN STREET AND  
112 EAST MAIN STREET  
STRASBURG COMMONS – REQUEST FOR REDUTION IN BOND IN THE  
AMOUNT OF \$92,842.20

**UNFINISHED BUSINESS:**

**STRASBURG COMMONS PHASE 2 – CONSIDERATION AND POSSIBLE  
APPROVAL OF WAIVER REQUEST AND REVISED FINAL PLAN:**

Tom Blair, Charter representative, and Alex Tweedie, Charter’s engineer, were in attendance to review their request. Mr. Tweedie explained that Strasburg Commons Phase 2 had been previously approved by Borough Council and is currently under construction. He added that during construction, they were approached by an adjacent property owner for the Holiday Inn Express and have revised their sewer design to eliminate the pump station, tie into the Holiday Inn Express sewer line, resulting in a majority of the houses now being gravity fed except two homes which will have grinder pumps. He added that this request was reviewed and approved by the Strasburg Borough Authority and they are currently working with the Borough Engineers to update the site plans for some minor landscaping and driveway layout plans. He added that they are in agreement with all of the conditions set forth by the Borough Engineer and are seeking approval from Borough Council. The Borough Manager stated that the applicant signed the conditions that were prepared by the Borough Solicitor.

Brian Barnhart made a motion, seconded by Will Hutchinson and passed unanimously to grant the following waiver of the Strasburg Borough Subdivision and Land Development Ordinance of 1995 with regard to the Revised Phase 2 Final Subdivision and Land Development Plan for Strasburg Commons, a Planned Community, subject to the following: (i) Applicant shall accept and comply fully with the conditions of Revised Phase 2 Final Subdivision and Land Development Plan approval in the form and content presented at this meeting and which are incorporated by reference in this Motion; (ii) Applicant shall, prior to or contemporaneous with the recording of the Revised Phase 2 Final Plan, submit properly completed and executed grinder pump agreements, in the form and content required by the Borough and/or Strasburg, Lancaster County, Borough Authority, which shall be recorded at Applicant’s expense; and (iii) Applicant shall disclose in the Public Offering Statement for the planned community that Lot 81 and Lot 82 of Phase 2 will require the use, maintenance, repair and replacement of grinder pumps.

Waiver of Section 306.01 of the Strasburg Borough Subdivision and Land Development Ordinance of 1995 to permit the Revised Phase 2 Final Subdivision and Land Development Plan for Strasburg Commons, a Planned Community (which does not correct and obvious error with the previously-approved Phase 2 Final Subdivision and Land Development Plan for Strasburg Commons, a Planned Community), as a revised final plan.

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Brian Barnhart made a motion, seconded by Jim Rice and passed unanimously to grant conditional final approval of the Revised Phase 2 Final Subdivision and Land Development Plan for Strasburg Commons, a Planned Community, subject to the following: Applicant shall accept and comply fully with the conditions of Revised Phase 2 Final Subdivision and Land Development Plan approval in the form and content presented at this meeting and which are incorporated by reference in this Motion.

Bruce Ryder made a motion, seconded by Brian Barnhart 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 Revised Phase 2 Subdivision and Land Development Plan for Strasburg Commons, a Planned Community, upon compliance with the conditions of Plan approval and upon such documents being in a form and content acceptable to the Borough Staff, the Borough Engineer, and the Borough Solicitor. It is further moved 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 Revised Phase 2 Final Plan for Strasburg Commons between the Applicant, on the one hand, and the Borough Staff, the Borough Engineer and/or the Borough Solicitor, on the other hand, as to the requirements and documents pertaining to the Revised Phase 2 Final Plan, any issue in dispute or disagreement must be submitted to Borough Council at least seven (7) days before a regularly scheduled meeting of Borough Council for resolution by Borough Council.

**CONSIDERATION AND POSSIBLE ENACTMENT OF ORDINANCE 2014-3 TO REPEAL THE HOUSING CODE:** The Borough Manager stated that no comments from the public were received regarding this Ordinance. Will Hutchinson made a motion, seconded by Ray Garraffa and passed unanimously to enact Ordinance 2014-3 in order to repeal the Borough Housing Ordinance.

### **NEW BUSINESS:**

**CONSIDERATION AND POSSIBLE ADOPTION OF RESOLUTION 2014-2 SUPPORTING THE USE OF RADAR BY LOCAL POLICE DEPARTMENTS:** Bruce Ryder made a motion, seconded by Ray Garraffa and passed unanimously to adopt Resolution 2014-2 supporting the use of radar by local police departments in Pennsylvania.

**OTHER BUSINESS:** Chief Echternach reported that the Memorial Day celebration went well and was well received by the Community. Discussion continued with positive comments about how much the Scouts were appreciated for distributing the flags, how nice the town looked with the flags displayed by the homeowners and how well all of the groups worked together.

**CITIZENS' COMMENTS:** May Gaynor stated that the HARB Ordinance was revised a few years ago because the citizens were concerned and wanted better ordinances and were professionally written with the assistance of Carole Wilson, Historic Preservation Planner with Lancaster County, and Michel Lefevre from PA Historic Museum Commission. She added that the ordinances were written according to state guidelines to help the Borough be a Certified

**2014-30**

Local Government and that there are people who worked for those ordinances, appreciate them, and feel there is a need for them.

**ADJOURNMENT:** A motion was made by Ray Garraffa, seconded by Jim Rice and passed unanimously to adjourn the meeting at 7:55 p.m.

Respectfully submitted,

Lisa M. Boyd  
Borough Manager

2014-31

**STRASBURG BOROUGH COUNCIL  
JULY 8, 2014  
MINUTES**

Members Present:     Brian Barnhart             Will Hutchinson  
                              Bruce Ryder                 Ray Garraffa

Others Present:

Henry Miller, Mayor                             Cindy Hummel, Lancaster Newspapers  
Lisa M. Boyd, Borough Manager             Tim Rineer, Public Works Asst. Director  
F. Steven Echternach, Chief of Police     Bob Bennethum

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

**REQUESTS TO BE HEARD:** None.

**MINUTES OF JUNE 10, 2014:** Ray Garraffa made a motion, seconded by Will Hutchinson and passed unanimously to approve the minutes of the June 10, 2014 meeting as printed.

**REPORTS:**

**MAYOR** – The Mayor did not have anything to report.

**PRESIDENT** – Vice President Barnhart did not have anything to report.

**MANAGER** – The Borough Manager provided and reviewed her written report for June 2014 and it was received and accepted. She reported that the upcoming pension audit she listed in her report would not be occurring because the Pension Auditor intended to contact Strasburg Township. She also reminded the members of the upcoming Special HARB meeting to review the Ordinance with Bryan VanSweden of PHMC on July 22, 2014 at 7:00 p.m. She then thanked Jim Rice for attending as well as providing the welcome and history at the recent LCBA meeting that was hosted by the Borough.

**POLICE** – The Police Department's report for June 2014 was received and accepted. Chief Echternach stated that unless he receives a specific complaint related to the Kat's 5K Race, that Special Event will be reviewed as a reoccurring event next year and not require them to receive special Borough Council approval. He also stated that implementing the new radio system is nearing completion with testing anticipated to begin in August 2014 and full utilization by the end of 2014. He further reported that he is now in possession of the new radios and that the approximate \$25,000 expense for this capital improvement was authorized during the approval of 2014 Budget.

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

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

PAYMENT OF BILLS IN THE AMOUNT OF \$164,477.24

HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF

APPROPRIATENESS – 213 WEST MAIN STREET, 16 MILLER STREET,

4 SOUTH DECATUR STREET AND 101 EAST MAIN STREET

**UNFINISHED BUSINESS:**

**AWARD OF 2014 PAVING PROJECT BID:** Vice President Barnhart stated that the project was put out to bid and advertised as required.

Ray Garraffa made a motion, seconded by Will Hutchinson and passed unanimously to award the 2014 paving project, for a portion of Coppersmith Lane, to the lowest bidder, Pennsy Supply of Annville, PA at a bid of \$36,108.92.

**NEW BUSINESS:**

**PLOWING OF STATE ROADS DISCUSSION:** Brian Barnhart stated that back in 2009, the Borough signed a 5-year agreement with PennDOT to plow North and South Decatur Street, East and West Main Streets, Miller Street and Lancaster Avenue for a contract price of approximately \$4,500 per year. It was noted that plowing the Route 896 bypass will continue to be plowed by the state because it is too wide for our equipment. The Borough Manager provided a spreadsheet outlining the costs associated with plowing and cindering these state streets which showed that out of the previous five years, the expenses exceeded the revenue four of the five years for an approximate total of \$11,801.10. She also provided the results of a survey of neighboring municipalities and whether or not they plow state roads which showed of the 16 municipalities surveyed, three other municipalities do plow the state roads, two plow some of the state roads and 11 do not plow state roads. The Borough Manager did mention that during two of the previous five years, some additional extreme winter funding was provided to help offset the costs but that was already taken into account on the spreadsheet. She added that the Borough needs to reconsider the next 5-year agreement by September of 2014.

Brian Barnhart stated that the question Council needs to consider is the cost benefit of us continuing to plow the state roads, noting that the primary benefit is that we are taking care of the roads that are nearest to our citizens.

Assistant Public Works Director Tim Rineer was in attendance and highlighted some of the problems with plowing and cindering state roads including: additional wear and tear on the vehicles, the Borough not having large enough vehicles and only one 2008 small dump truck, the vehicles are on a 15-18 year replacement schedule, we do not have backup equipment in the event of a breakdown, new developments are being added and some years it was difficult to purchase enough road salt because of a shortage. Tim Rineer added that he gets very frustrated when he is out plowing and the state trucks drive through town and lift their plow.

Brian Barnhart asked if the Borough would be permitted to plow the state roads after they finished plowing the Borough roads if we didn't sign the agreement, adding that he realized that

we would not be receiving the state funding to do the plowing. The Borough Manager stated that she had not asked PennDOT that question. Chief Echternach stated that if it is an emergency situation where an emergency vehicle needs to get to a location, the road crews are authorized to plow.

Bruce Ryder stated that not following the Public Works vehicle replacement schedule in the past in order to help the budget was probably not a good idea and that schedule as well as the type of equipment we purchase needs to be reevaluated. He added that the Borough's Public Works Department has always done a great job plowing the streets in the Borough, adding that they are some of the best roads he drives on during his commute to and from work. He also said that he was in favor of the Borough continuing to plow the state roads because our people do a better job and they are under our control instead of being at the bottom of PennDOT's long list of municipalities.

Brian Barnhart asked how different the service would be if PennDOT would plow and cinder the state roads verses if we do it ourselves and that we have to decide if we want to take on the expense and the time to do it better on behalf of our citizens.

Bruce Ryder and Brian Barnhart stated that a contingency plan for equipment failure as well as an evaluation of the necessary equipment is needed and it was the consensus of the members to review that information and make an informed decision at the next meeting.

**OTHER BUSINESS:** Bruce Ryder stated that Council has discussed a burning ban in the Borough years ago and would like it to be discussed again, adding that he believed there is no longer a reason for people to burn trash in the Borough. He added that during the majority of the year, most of the burning has stopped but some people burn wet leaves and yard debris in the fall which causes smoke and pollution. Henry Miller agreed that a burning ban should be considered. It was the consensus that Council would consider amending the ordinance at a future meeting and Bruce Ryder agreed to develop a draft using sample burning ordinances provided to him by the Borough Manager. Chief Echternach cautioned that the ordinance needs to be clear in what it regulates because of ornamental fire pits.

**CITIZENS' COMMENTS:** None.

**ADJOURNMENT:** A motion was made by Ray Garraffa, seconded by Will Hutchinson and passed unanimously to adjourn the meeting at 8:10 p.m.

Respectfully submitted,

Lisa M. Boyd  
Borough Manager

2014-34  
**STRASBURG BOROUGH COUNCIL**  
**AUGUST 12, 2014**  
**MINUTES**

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

Others Present:  
                               Lisa M. Boyd, Borough Manager                     Cindy Hummel, Lancaster Newspapers  
                               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 JULY 8, 2014:** Ray Garraffa made a motion approve the minutes of the July 8, 2014 meeting as printed. Brian Barnhart seconded the motion. Motion carried with members Barnhart, Ryder, Garraffa and Rice casting assenting votes. Member Chiodo abstained from voting because he was not in attendance for the meeting.

**REPORTS:**

**MAYOR** – The Mayor was not in attendance.

**PRESIDENT** – President Chiodo stated that, as shown on the agenda, an Executive Session will be held at the end of the meeting to discuss Police Negotiations.

**MANAGER** – The Borough Manager provided and reviewed her written report for July 2014 and it was received and accepted. She added that the Borough Banquet will be held Thursday, October 16, 2014 at the Fireside Tavern.

**POLICE** – The Police Department’s report for July 2014 was received and accepted. Chief Echternach stated that it was a very busy month and reminded the members that the members are invited to attend a demonstration at the range which will begin at 5:30 pm on September 9, 2014.

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

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

## 2014-35

**TREASURER** – Ray Garraffa made a motion, seconded by Brian Barnhart and passed unanimously to accept and file for audit the Treasurer’s Report for the period ending June 30, 2014.

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

PAYMENT OF BILLS IN THE AMOUNT OF \$89,510.75

HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF

APPROPRIATENESS – 122 EAST MAIN STREET, 17 WEST MAIN STREET,  
37 EAST MAIN STREET, 208 WEST MAIN STREET AND 101 EAST MAIN  
STREET

STRASBURG COMMONS – REQUEST FOR REDUCTION IN BOND

ADOPTION OF RESOLUTION 2014-3 – FEE SCHEDULE

ADOPTION OF 2015 BUDGET CALENDAR

### **UNFINISHED BUSINESS:**

**PLOWING OF STATE ROADS DISCUSSION:** Brian Barnhart reminded the members that this was discussed at last month’s meeting because it is time to renew the contract where the Borough is paid by the state to plow the state roads (excluding the bypass). Another issue is that in an effort to control previous budgets, the Borough does not have sufficient equipment to do the plowing and does not have backup equipment in the event of a breakdown. Several members stated that the Borough Public Works Department does an excellent job at plowing and they would like to continue providing this service to the citizens, even though the reimbursement from the state does not cover the expense.

Bruce Ryder reminded the members that the Borough has been plowing the state roads for approximately the last 30 years.

Following discussion regarding the equipment, the Borough Manager stated that she is recommending that the Borough purchase a salt spreader to add to one of the pickup trucks at an estimated cost of \$7,000. She also stated that when the dump truck is replaced next time, that it should be replaced with a larger dump truck. The Borough Manager was asked to review the capital improvements plan and future expenses.

Brian Barnhart made a motion, seconded by Jim Rice and passed unanimously to approve Resolution 2014-4 to renew the 5-year snow plowing agreement with the state which excludes the bypass.

**BURNING ORDINANCE DISCUSSION:** Bruce Ryder provided each member with a list of what he suggests be changed in the existing burning ordinance for consideration and discussion. Chief Echternach stated that the ordinance needs to be clear from an enforcement perspective. It was the consensus to have Will Hutchinson research fire code standards regarding safe distances. Members provided some feedback for Bruce Ryder to consider incorporating into a revised list to be reconsidered at a future meeting.

**NEW BUSINESS:**

**APPROVAL OF STORMWATER PIPE REPAIRS ON WASHINGTON STREET:** Jim Rice made a motion, seconded by Ray Garraffa and passed unanimously to approve the stormwater pipe repairs on Washington Street at a total cost of \$4,720 to be paid from the general fund.

**MID-YEAR FINANCIAL OVERVIEW:** The Borough Manager provided a written detailed mid-year financial review. It was the consensus of the members that as of June 30, 2014, we were on target with our budget.

Brian Barnhart made a motion, seconded by Ray Garraffa and passed unanimously to accept the June 30, 2014 mid-year financial overview and to authorize the Borough Manager to purchase a Public Works truck.

**OTHER BUSINESS:** The Borough Manager distributed a draft of the Historic Architectural Review Board's special meeting minutes where they reviewed the ordinance with Bryan Van Sweden from PA Historic Museum Commission. She added that the HARB members are going to be reviewing the ordinance and requesting a joint meeting with Borough Council in the future.

**CITIZENS' COMMENTS:** None.

**EXECUTIVE SESSION – POLICE NEGOTIATIONS:** At 8:40 pm, President Chiodo adjourned the regular meeting into Executive Session to discuss Police Negotiations. The regular meeting was reconvened at 9:39 p.m., at which time no official action was taken.

**ADJOURNMENT:** A motion was made by Brian Barnhart, seconded by Ray Garraffa and passed unanimously to adjourn the meeting at 9:39 p.m.

Respectfully submitted,

Lisa M. Boyd  
Borough Manager

2014-37  
**STRASBURG BOROUGH COUNCIL**  
**SEPTEMBER 9, 2014**  
**MINUTES**

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

Others Present:  
                  Henry D. Miller, Mayor                   Cindy Hummel, 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 AUGUST 12, 2014:** Brian Barnhart made a motion to approve the minutes of the August 12, 2014 meeting as printed. Ray Garraffa seconded the motion. Motion carried with members Chiodo, Barnhart, Ryder, Garraffa and Rice casting assenting votes. Member Hutchinson abstained from voting because he was not in attendance for the meeting.

**REPORTS:**

**MAYOR** – The Mayor did not have anything to report.

**PRESIDENT** – President Chiodo stated that the Police Negotiation team has not met since prior to the last Council meeting because they were waiting to receive some additional information.

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

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

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

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

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

PAYMENT OF BILLS IN THE AMOUNT OF \$65,623.61

**2014-38**

HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF  
APPROPRIATENESS – 225 MILLER STREET, 246 MILLER STREET,  
101 EAST MAIN STREET, 120 EAST MAIN STREET AND  
112 EAST MAIN STREET  
STRASBURG COMMONS – REQUEST FOR REDUCTION IN BOND  
SCHEDULE TRICK-OR-TREAT DATE – FRIDAY, OCTOBER 31  
ACKNOWLEDGEMENT OF 2015 PENSION MINIMUM MUNICIPAL  
OBLIGATION

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

**ACCEPTANCE OF RESIGNATION FROM BOROUGH AUTHORITY – JIM**

**KISCADEN:** Will Hutchinson made a motion to accept, with regret, Jim Kiscaden's resignation from the Borough Authority and recommend that Ray Garraffa be appointed to fill Jim's unexpired term through December 31, 2014. The motion was seconded by Bruce Ryder. Members Chiodo, Barnhart, Ryder, Rice and Hutchinson cast assenting votes. Member Garraffa abstained from voting.

**OTHER BUSINESS:** None.

**CITIZENS' COMMENTS:** None.

**EXECUTIVE SESSION – POLICE NEGOTIATIONS:** At 7:40 p.m., President Chiodo adjourned the regular meeting into Executive Session to discuss Police Negotiations. The regular meeting was reconvened at 8:09 p.m., at which time no official action was taken.

**ADJOURNMENT:** A motion was made by Will Hutchinson, seconded by Ray Garraffa and passed unanimously to adjourn the meeting at 8:10 p.m.

Respectfully submitted,

Lisa M. Boyd  
Borough Manager

**2014-39**  
**STRASBURG BOROUGH COUNCIL**  
**OCTOBER 14, 2014**  
**MINUTES**

Members Present:     Mike Chiodo                     Bruce Ryder  
                                   Ray Garraffa                     Jim Rice

Others Present:

Henry D. Miller, Mayor	Cindy Hummel, Lancaster Newspapers
Lisa M. Boyd, Borough Manager	Frank Sfrisi
F. Steven Echternach, Chief of Police	Robert Bennethum

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

**REQUESTS TO BE HEARD:** Frank Sfrisi of 560 Old Post Lane provided the members with copies of minutes going back to 2006 regarding Heritage Strasburg Condition 51 which involves a land swap between Stephen Smoker and Heritage Strasburg which has still not taken place. He also stated that Charter Homes indicated verbally at a meeting that they would not build basements, but they are now offering basements, which he believes is a violation of Condition 35. Mike Chiodo stated that the board would review the information he submitted.

**MINUTES OF SEPTEMBER 9, 2014:** Ray Garraffa made a motion, seconded by Jim Rice and passed unanimously to approve the minutes of the September 9, 2014 meeting as printed.

**REPORTS:**

**MAYOR** – The Mayor reported that the “for lease” sign at the old Elementary School says it is a Commercial property. The Borough Manager stated that she has previously provided the school with documentation on the permitted uses.

**PRESIDENT** – President Chiodo stated that the Borough Manager reported that R.B. Campbell is planning on paving mid-November. Bruce Ryder questioned why he is tying the paving job to the maintenance of the building. The Borough Manager stated that Mr. Campbell indicated that he wanted the bottom of the stucco to be completed before he paves up to it. Bruce Ryder suggested Council remind Mr. Campbell that he has been under an obligation to complete this project for years because of a Conditional Use he was granted ten or more years ago, which allowed him to temporarily use the building through the carwash access. He was supposed to complete the paving at the end of the bypass project for his access, and the bypass project has been completed for approximately five years. He stated that Council should expect this project to be completed before the end of the year, and needs to be started soon because the macadam plant will soon be closing for the year.

**MANAGER** – The Borough Manager provided and reviewed her written report for September 2014 and it was received and accepted. She added that she received the additional

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information needed for 208 West Main Street and anticipates the pavers coming tomorrow to remove some of the blacktop that was installed, and the Borough will inspect the project after the corrections have been made.

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

**PUBLIC WORKS** – The Public Works report for September 2014 was received and accepted. The Borough Manager reported that some Council members went out for a tour of the Water Treatment Plant and the Public Works Department did a good job with the information they provided.

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

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

PAYMENT OF BILLS IN THE AMOUNT OF \$90,887.99

HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF

APPROPRIATENESS – 316 MILLER STREET, 148 EAST MAIN STREET,  
53 EAST MAIN STREET AND 21 WEST MAIN STREET

### **UNFINISHED BUSINESS:**

**CONTINUED REVIEW OF BURNING ORDINANCE UPDATE:** Bruce Ryder stated that he took the feedback from the discussion a few months ago and obtained feedback from the Chief of Police and provided a revised anti-burning ordinance proposal. Mr. Ryder stated that if Borough Council is agreeable to his proposal, it can be provided to the Solicitor for him to draft an ordinance amendment for advertisement.

Jim Rice made a motion, seconded by Ray Garraffa and passed unanimously to forward the proposed changes to the anti-burning ordinance to the Borough Solicitor for him to draft an ordinance amendment for advertisement.

### **NEW BUSINESS:**

**2015 DRAFT BUDGET AND CAPITAL IMPROVEMENTS PROGRAM:** The Borough Manager stated that the 2015 Draft Budget is the first of three documents that Council will receive in the next few months, which will be followed by the 2015 Preliminary Budget in November and the 2015 Final Budget in December. The Manager reported that this is a balanced budget and includes a .2 mill tax increase for the additional payments previously established by Resolution 2012-4 to pay toward pension unfunded liabilities. The Manager reminded the members that the last time taxes were raised was 2012. The Borough Manager stated that decisions Council needs to make include setting non-uniformed raises and considering any additional donations to the library and scout house. Bruce Ryder stated that an additional item for Council to consider is if they want to pay additional funds toward the Unfunded Liabilities. The Borough Manager stated that she is in favor of leaving the additional funds in

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the fund balance to cover any unexpected additional increase in insurance premiums and consider allocating additional funds to GASB 45.

The Borough Manager reviewed the Capital Improvements Program documents.

Mike Chiodo commended all of the departments for their work in putting together the Draft Budget and Capital Improvements Program.

**OTHER BUSINESS:** None.

**CITIZENS' COMMENTS:** Bob Bennethum asked if the budget process is a documented written procedure to assist future employees? The Borough Manager stated that many processes are documented but the entire budget process is not documented but the current staff could step in and do the job if necessary.

**EXECUTIVE SESSION – POLICE NEGOTIATIONS:** At 8:12 p.m., President Chiodo adjourned the regular meeting into Executive Session to discuss Police Negotiations. The regular meeting was reconvened at 8:32 p.m., at which time a motion was made by Bruce Ryder, seconded by Ray Garraffa 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 3% for 2015, 3% for 2016 and 3% for 2017, police contributions to their pension will continue at 2.5%, the medical deductible will remain at \$500 per employee and \$1000 per family and extra duty pay will refer to the current fee schedule.

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

Respectfully submitted,

Lisa M. Boyd  
Borough Manager

2014-42  
**STRASBURG BOROUGH COUNCIL**  
**NOVEMBER 11, 2014**  
**MINUTES**

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

Others Present:

Henry D. Miller, Mayor                     Cindy Hummel, Lancaster Newspapers  
Lisa M. Boyd, Borough Manager             Eldon Stoltzfus  
F. Steven Echternach, Chief of Police       Robert Bennethum

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

**REQUESTS TO BE HEARD:** None.

**MINUTES OF OCTOBER 14, 2014:** Jim Rice made a motion to approve the minutes of the October 14, 2014 meeting as printed. Ray Garraffa seconded the motion. Motion carried with members Chiodo, Garraffa and Rice casting assenting votes. Members Hutchinson and Barnhart abstained from voting because they were not in attendance for the meeting.

**REPORTS:**

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

**PRESIDENT** – President Chiodo read the following statement in response to Mr. Sfrisi's comments at the last meeting: Basements in Phase 2 of the Charter Homes development – subsequent to the time the Conditional Use Decision was rendered in 2007, Charter Homes has offered and agreed to install and has been installing sprinkler systems in each of the homes in Phase 2 of Strasburg Commons. Charter Homes had originally stated that there would be no basements as a result of the Borough's concern that there would be no fire sprinklers. The installation of fire sprinklers has addressed that concern. At the May 14, 2013 Borough Council meeting, Charter Homes informed Borough Council that they were planning to offer and provide basements in Phase 2, and they also included this notification in a legal notice published in the Lancaster Newspaper on July 19 and July 26, 2013. With no action to the contrary, Borough Council was acquiesced to do this modification to allow basements in Phase 2 because Charter Homes has agreed to install sprinkler systems in each home. The second item that came to us last month was the land swap. The real estate exchange agreement is a private agreement between Charter Homes and the adjoining landowner. The land swap affecting Old Post Lane is currently a requirement to be met by Charter prior to recording the revised final plan for Phase 2 in Strasburg Commons. The land swap must also be completed for the Borough to accept dedication of the streets in Phase 1. It is also the Borough's current policy that it does not want the top coat of the street to be installed until all homes within that phase are built, thereby

insuring the construction vehicles won't be traveling on newly topped streets that the Borough will eventually be asked to accept for dedication.

President Chiodo stated that Mr. Campbell has stated that he may not be able to get the street installed before the end of the year. The Borough Manager has been directed to discuss this matter with the Solicitor to set a deadline and possible fines for getting the work completed.

**MANAGER** – The Borough Manager provided and reviewed her written report for October 2014 and it was received and accepted. She reported that Toni's Treasures business at 255 North Decatur Street has vacated and that Fashion Cents consignment shop is moving into that location. She also reported that the old Sauder's Car Lot on West Main Street is for sale and that Sauder's new location on North Decatur Street is open and looks great. She also stated that the Borough Authority is seeking Requests for Proposals for engineering services and she is recommending that Borough Council also send out an engineering services request for proposals.

**POLICE** – The Police Department's report for October 2014 was received and accepted.

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

**ZONING OFFICER** – The Zoning Officer's report for October 2014 was received and accepted.

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

PAYMENT OF BILLS IN THE AMOUNT OF \$254,679.98

HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATES OF

APPROPRIATENESS – 1 MILLER STREET, 16 MILLER STREET,  
25 MILLER STREET, AND 2 EAST MAIN STREET

SAUDER MOTORS – REQUEST FOR REDUCTION IN LETTER OF CREDIT

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

**APPROVAL OF CAPITAL IMPROVEMENTS PROGRAM:** The Borough Manager stated that there have been no changes to this document since the last meeting, and she is asking Borough Council to approve the 2015 projects which are included in the 2015 Preliminary budget.

Ray Garraffa made a motion, seconded by Will Hutchinson and passed unanimously to approve year 2015 in the 5-year Capital Improvements Program dated November 11, 2014.

**APPROVAL OF 2015 PRELIMINARY BUDGET AND AUTHORIZATION TO ADVERTISE FOR PUBLIC INSPECTION:** Mike Chiodo stated that this budget does include a .2 mill tax increase. The Borough Manager stated that the 2014 projections have been

## 2014-44

updated and the only bigger change is a \$5,000 increase in the GASB 45 Police Retirement expense. The 2015 Preliminary Budget does project ending with a 7.88% fund balance.

Brian Barnhart made a motion, seconded by Will Hutchinson and passed unanimously to authorize an annual 3% wage increase for the Non-Uniformed employees over the next three years to match the increase previously approved for the Uniformed employees.

Ray Garraffa made a motion, seconded by Jim Rice and passed unanimously to authorize the following donation increases in the 2015 Budget: \$2,150 increase for the Library and \$150 for the Playground Association.

Ray Garraffa made a motion, seconded by Brian Barnhart and passed unanimously to approve the 2015 Preliminary Budget, which includes a .2 mill tax increase, and authorize the Borough Manager to advertise it for public inspection.

**2015 TAX LEVY ORDINANCE #2014-4 – AUTHORIZATION TO ADVERTISE:** Brian Barnhart made a motion, seconded by Ray Garraffa and passed unanimously to authorize the Borough Manager to advertise the Tax Levy Ordinance 2014-4 with the tax rate increasing to 3.28 mills for the Borough of Strasburg for 2015.

**OTHER BUSINESS:** Following the Borough Manager's recommendation because there are currently no major projects occurring, Brian Barnhart made a motion, seconded by Jim Rice and passed unanimously to authorize the Borough Manager to send out a Request for Proposals for engineering services for the Borough.

**CITIZENS' COMMENTS:** Bob Bennethum stated that he was very impressed by the work that was done at the new Sauder Motors on North Decatur Street. The Borough Manager added that Sauder Motors did give a \$500 donation to the Tree Committee.

Eldon Stoltzfus, new owner of 2 East Main Street, was in attendance and stated that he appreciated Council's support and thanked the members for attending his recent open house, adding that they are looking at other properties and that he and his wife would like to retire here. He stated that they are willing to discuss improvements in the area and have been thinking about adding some trash receptacles in front of their building.

Chief Echternach stated that he represented the Borough today when the Woman's Club put up a memorial plaque for Don Bachman at the Square.

**ADJOURNMENT:** A motion was made by Ray Garraffa , seconded by Brian Barnhart and passed unanimously to adjourn the meeting at 7:57 p.m.

Respectfully submitted,

Lisa M. Boyd  
Borough Manager

2014-45  
**STRASBURG BOROUGH COUNCIL**  
**DECEMBER 9, 2014**  
**MINUTES**

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

Others Present:

Henry D. Miller, Mayor	Cindy Hummel, Lancaster Newspapers
Lisa M. Boyd, Borough Manager	Karen Johnson
F. Steven Echternach, Chief of Police	Bryce Johnson
Tracy Brunke, YMCA	Darrell Becker, ARRO Engineering
Matt Parido, YMCA	Dale Kopp, ARRO Engineering
Brandon Ott, YMCA	

**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:**

**LAMPETER-STRASBURG YMCA UPDATE – TRACY BRUNKE:** Matt Parido, a new member to the L-S YMCA Board, was in attendance and stated that he and his family have been members of the L-S YMCA from the beginning and that they regularly use its facilities. Tracy Brunke detailed several success stories of families who have been positively impacted by the services provided by the YMCA. Mike Chiodo stated that we appreciate what the YMCA does and is an asset to the community. Brandon Ott, Associate Executive Director of the L-S YMCA introduced himself and stated that if anyone has any questions, they are welcome to contact him.

**MINUTES OF NOVEMBER 11, 2014:** Brian Barnhart made a motion to approve the minutes of the November 11, 2014 meeting as printed. Ray Garraffa seconded the motion. Motion carried with members Chiodo, Barnhart, Garraffa and Hutchinson casting assenting votes. Member Ryder abstained from voting because he was not in attendance for the meeting.

**REPORTS:**

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

**PRESIDENT** – President Chiodo reported that Jim McCullough has submitted a letter of resignation that will be effective December 31, 2014. The Borough Manager stated that his resignation will be accepted at the January 2015 meeting and anticipate appointment of a new member at the February 2015 meeting. President Chiodo also reported that Will Hutchinson resigned as the Strasburg Fire Company representative to the Borough's Safety committee and Mike Lockard has been appointed to that position. He also reported that he attended a recent Pension Committee meeting.

## 2014-46

**MANAGER** – The Borough Manager provided and reviewed her written report for November 2014 and it was received and accepted. She added that the Borough Office now has WiFi and there is public WiFi available, the Iron Horse Inn has stated that they will be closing by the end of the month and the office has been working with a person who is interested in purchasing the property, and that 141 East Main Street is selling and a café/coffee shop is being proposed.

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

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

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

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

PAYMENT OF BILLS IN THE AMOUNT OF \$301,475.26

HISTORIC ARCHITECTURAL REVIEW BOARD CERTIFICATE OF  
APPROPRIATENESS – 208 WEST MAIN STREET

APPROVAL OF 2015 MEETING SCHEDULE

ADOPTION OF POLICE PENSION PLAN CONTRIBUTION RESOLUTION 2014-5

ADOPTION OF FIRE COMPANY ACTIVITIES RESOLUTION 2014-6

REAPPOINTMENT/APPOINTMENT OF BOROUGH BOARD MEMBERS

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:**

**APPROVAL OF 2015 FINAL BUDGET:** Brian Barnhart made a motion, seconded by Will Hutchinson and passed unanimously to approve the 2015 Final Budget which includes a .2 mill tax increase.

**ENACTMENT OF 2015 TAX LEVY ORDINANCE #2014-4:** Ray Garraffa made a motion, seconded by Will Hutchinson and passed unanimously to enact the 2015 Tax Levy Ordinance 2014-4 with the real estate tax increasing to 3.28 mills for the Borough of Strasburg for 2015.

**OTHER BUSINESS:** None.

**CITIZENS’ COMMENTS:** None.

**ADJOURNMENT:** A motion was made by Bruce Ryder, seconded by Brian Barnhart and passed unanimously to adjourn the meeting at 7:50 p.m.

Respectfully submitted,

Lisa M. Boyd  
Borough Manager