

2022-1
STRASBURG BOROUGH
REORGANIZATION AND COUNCIL MEETING
JANUARY 3, 2022
MINUTES

Members Present: Mike Chiodo (by Zoom) Robert Bennethum III
 James Rice Dave Carson
 David Felpel Ray Garraffa
 Dale Spaulding

Others Present:
 Bruce Ryder, Mayor
 F. Steven Echternach, Borough Manager
 Nick Ferretti, Police Chief
 District Magistrate William Benner

CALL TO ORDER AND PLEDGE TO THE FLAG: The meeting was called to order at 7:00 p.m. by Bruce Ryder, followed by the salute to the flag.

District Magistrate William Benner administered the oath of office to the following:

MAYOR

 Bruce L. Ryder, 4-year term (2025)

BOROUGH COUNCIL

 Robert Bennethum, 4-year term (2025)
 Dave Carson, 4-year term (2025)
 David Felpel, 2-year term (2023)

The Borough Manager stated that he (as Tax Collector for a 4-year term through 2025) and Mike Chiodo (Borough Councilman for a 4-year term through 2025) were previously sworn in by a notary because Mike Chiodo was scheduled to be in Florida tonight.

The Borough Manager had the Certificate of Election and Affidavit of Residency for those being sworn-in. Once the Oath was administered, Judge Benner signed the Loyalty Oath for each.

ELECTION OF OFFICERS:

Conducted by Mayor Ryder:

 A motion was made by Dale Spaulding, seconded by Dave Carson and passed unanimously to nominate Mike Chiodo as President of Council, Ray Garraffa as Vice President of Council, and Jim Rice as President Pro Tem. With no additional nominations, Mike Chiodo was named President, Ray Garraffa Vice President, and Jim Rice Pro Tem.

Remainder of meeting conducted by Vice President Garraffa for President Chiodo since he was in attendance via Zoom:

A motion was made by Jim Rice, seconded by Dave Carson and passed unanimously to make the following appointments:

Borough Solicitor – Morgan, Hallgren, Crosswell & Kane
Borough Engineer – ELA Group
Depository of Borough Funds – Ephrata National Bank
Chairman to Vacancy Board – Ken Johnson
Zoning Officer – BRW Consultants, Barry Wagner
Building Code Inspector – Commonwealth Code, Pete Kingsley
Property Maintenance – Solanco Engineering, Mark Deimler

OTHER BUSINESS: None.

ADJOURNMENT: A motion was made by Dale Spaulding, seconded by Dave Carson and passed unanimously to adjourn at 7:05 p.m.

Respectfully submitted,

F. Steven Echternach
Borough Manager

2022-3
STRASBURG BOROUGH COUNCIL
JANUARY 11, 2022
MINUTES

Members Present:	Ray Garraffa	Robert Bennethum III
	James Rice	Dave Carson
	David Felpel	Dale Spaulding

Others Present:

Bruce Ryder, Mayor	Lynn Commero, LNP
F. Steven Echternach, Borough Manager	John Mroz
Nick Ferretti, Police Chief	

CALL TO ORDER: Council Vice President Ray Garraffa called the meeting to order at 7:00 p.m., followed by the salute to the flag. Vice President Garraffa announced that the meeting is being audiotaped and maintained until the minutes are approved. The Borough Manager took the roll call.

REQUESTS TO BE HEARD: None.

MINUTES OF DECEMBER 14, 2021 & JANUARY 3, 2022: Jim Rice made a motion, seconded by Bob Bennethum and passed unanimously to approve the minutes of the December 14, 2021 meeting as printed.

Jim Rice made a motion, seconded by Bob Bennethum and passed unanimously to approve the minutes of the January 3, 2022 meeting as printed.

REPORTS:

Mayor – Mayor Ryder had nothing to report.

President – President Chiodo was not in attendance for the meeting.

Manager – The Borough Manager’s report for December was received and reviewed. The Manager added that an appeal was filed on the last day for the Baltzer Zoning Hearing. The Borough Banquet will be held on Wednesday, November 2, 2022. The delinquent real estate tax list and process was discussed.

Police – The Police Department’s report for December 2021 was received and accepted. Chief Ferretti stated that the “Bleed Blue Challenge” blood drive was held and was well attended. A Strasburg Police Challenge Coin commemorating the 150th Anniversary of the Department was provided to the members.

Public Works – The Public Works report for December 2021 was received and accepted.

Zoning Officer – The Zoning Officer’s report for December 2021 was received and accepted.

Engineer – The Engineer’s report for December 2021 was received and accepted.

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

Payment of bills in the amount of \$106,818.33

Historical Architectural Review Board Certificate of Appropriateness – 6 S Decatur St
Strasburg Township Request for Fire Police Assistance – 4/9/22 Railroad Museum of PA
“Rails to Ales”

UNFINISHED BUSINESS:

Marnik Holdings, LLC (Strasburg Scooters) Conditional Use – Consider a motion to issue a decision in regards to Marnik Holdings, LLC’s conditional use: The Borough Manager stated that the decision was prepared by the applicant’s attorney and has been reviewed and revised by the Borough’s Solicitor. A motion was made by Bob Bennethum, seconded by Jim Rice and passed unanimously to issue the conditional use decision as prepared by the Borough Solicitor, Bill Crosswell.

NEW BUSINESS: None.

OTHER BUSINESS: None.

CITIZENS’ COMMENTS: None.

ADJOURNMENT: A motion was made by Dale Spaulding, seconded by Bob Bennethum and passed unanimously to adjourn the meeting at 7:11 p.m.

Respectfully submitted,

F. Steven Echternach
Borough Manager

2022-5
STRASBURG BOROUGH COUNCIL
FEBRUARY 8, 2022
MINUTES

Members Present: Mike Chiodo Ray Garraffa
 James Rice Dave Carson
 David Felpel Dale Spaulding

Others Present:
 Bruce Ryder, Mayor Lynn Commero, LNP
 F. Steven Echternach, Borough Manager John Mroz
 Nick Ferretti, Police Chief

CALL TO ORDER: Council President Mike Chiodo called the meeting to order at 7:00 p.m., followed by the salute to the flag. President Chiodo announced that the meeting is being audiotaped and maintained until the minutes are approved. The Borough Manager took the roll call.

REQUESTS TO BE HEARD: None.

MINUTES OF JANUARY 11, 2022: David Felpel made a motion, seconded by Ray Garraffa to approve the minutes of the January 11, 2022 meeting as printed. Motion carried with members Garraffa, Rice, Carson, Felpel and Spaulding casting assenting votes. Member Chiodo abstained from voting because he was not in attendance for the meeting.

REPORTS:

Mayor – Mayor Ryder had nothing to report.

President – President Chiodo had nothing to report.

Manager – The Borough Manager’s report for January 2022 was received and reviewed.

Police – The Police Department’s report for January 2022 was received and accepted.

Public Works – The Public Works report for January 2022 was received and accepted.

Zoning Officer – The Zoning Officer’s report for January 2022 was received and accepted.

Engineer – The Engineer’s report for January 2022 was received and accepted.

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

Payment of bills in the amount of \$136,084.00
Resolution No. 2022-1 Borough Records Retention
Resolution 2022-2 Police Records Retention
Acceptance of Historical Architectural Review Board Annual Report
Acceptance of Civil Service Commission Annual Report

UNFINISHED BUSINESS: None

NEW BUSINESS:

Full-Time Police Officer Candidates for Consideration – A motion was made by Ray Garraffa, seconded by Dave Carson and passed unanimously to approve the candidate list as prepared by the Civil Service Commission.

Full-Time Police Officer Hiring – Chief Ferretti stated that he would like Borough Council to consider a motion to offer conditional offers of employment to the first two candidates on the list, Matthew Neidinger and Brandon Remington. Chief Ferretti stated that he is recommending to start Officer Neidinger at the 2-year officer salary and noted that he has 26 years of experience with West Lampeter Township and has worked here part-time for 15 years. He is also recommending to start Brandon Remington half way between the starting salary and one-year officer noting that he has 2 ½ years of police experience in Harrisburg City. He stated that the Police Contract allows for an up to a two-year lateral entry.

A motion was made by Ray Garraffa, seconded by Dale Spaulding and passed unanimously to approve the hiring of the following police officers selected from the approved Candidate Civil Service List: Matthew Neidinger starting at a 2-year salary and Brandon Remington starting halfway between the starting officer salary and a 1-year officer.

Dale Spaulding applauded Chief Ferretti and all others involved for the work to get two candidates to apply and hired.

OTHER BUSINESS:

Community Development Block Grant – The Borough Manager stated that the Borough was recently notified that we were awarded a stormwater DCED America for Recovery Act Grant that we applied for. He stated that the next steps at a future meeting will be for Council to authorize him to proceed with the engineering for the project. He is planning for a representative from the Center for Water Quality Excellence to attend a future meeting to discuss the benefits and details of a creating a Stormwater Management Authority, which will also meet the annual MS4 training requirement. We were also notified that we may qualify to apply for Community Development Block Grant funds and he is researching applying for a \$200,000 Borough stormwater grant and a \$200,000 Authority water line grant and will provide additional information at the next meeting.

CITIZENS' COMMENTS: Jim Rice asked about the recent fuel oil spill on Eisenberger Road in Strasburg Township. The Borough Manager stated that he is the Borough and Township Emergency Management Coordinator and was advised of the incident and responded to the scene. The spill occurred in a location that did not affect our watershed or any waterways and was quickly cleaned up by the trucking company and HazMat.

ADJOURNMENT: A motion was made by Ray Garraffa, seconded by Jim Rice and passed unanimously to adjourn the meeting at 7:35 p.m.

Respectfully submitted,

F. Steven Echternach
Borough Manager

2022-7
STRASBURG BOROUGH COUNCIL
MARCH 8, 2022
MINUTES

Members Present: Mike Chiodo Ray Garraffa
 James Rice David Felpel
 Dale Spaulding Bob Bennethum (via Zoom)

Others Present:

Bruce Ryder, Mayor	Lynn Commero, LNP
F. Steven Echternach, Borough Manager	John Mroz
Nick Ferretti, Police Chief	Jason Logue
Andrew Prosser, ELA	Ray Reeder
Sally Holbert, CWQE	

CALL TO ORDER: Council President Mike Chiodo called the meeting to order at 7:00 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:

Lancaster Farmland Trust Half Marathon and 5K Race: Jason Logue, representing Every Mountain Outdoors, stated that he has discussed this October 8, 2022 event with the Police Chief and has received permits/approvals from West Lampeter and Strasburg Township. Chief Ferretti stated that he asked Mr. Logue to attend because this is the first time for this event and to allow Council to ask any questions regarding the proposed road closures, detours, traffic control, and parking restrictions. He added that if the event goes well that they plan to do it again. Chief Ferretti stated that he and the Mayor do not see any issues with the event. Members asked questions and Mr. Logue and Chief Ferretti provided additional information about the planned road closures and detours. The Borough Manager stated that the Police Chief asked the representative to attend to answer questions and no official action is required of Council because the permit application is reviewed by the Police Chief and Mayor.

Center for Water Quality Excellence (CWQE) Presentation – Sally Holbert, CWQE Project Manager: Sally Holbert, CWQE Project Manager, was in attendance and stated that she is a landscape architect and that that profession is licensed to do drainage and stormwater design in Pennsylvania. She stated that the CWQE is a PENNVEST project, which is a state entity that receives and distributes the state revolving federal loan funds. She added that PENNVEST wants more funds to go towards stormwater and they formed the CWQE pilot project. This project provides support services to the customer base for stormwater technical assistance or funding support. She reviewed the handouts, provided examples of customers/projects they are assisting, and discussed stormwater fees. She will also help with a newsletter article and public meeting all at no cost to the Borough.

MINUTES OF FEBRUARY 8, 2022: A motion was made by Jim Rice, seconded by Ray Garraffa to approve the minutes of the February 8, 2022 meeting as printed. Motion carried with members Chiodo, Garraffa, Rice, Felpel, and Spaulding casting assenting votes. Member Bennethum abstained from voting because he was not in attendance for the meeting.

REPORTS:

Mayor – Mayor Ryder had nothing additional to report.

President – President Chiodo stated he reviewed the Pension Fund report and stated that our Pension Fund Investors, PFM, are doing a good job with managing our funds.

Manager – The Borough Manager’s report for February 2022 was received and reviewed. The Manager stated that in one week since the 2022 Real Estate Tax notices were mailed, 81 property owners (7%) have paid. The Borough Manager also stated that on January 1, 2022, Paradise Township Board of Supervisors changed the fire department responses to their township, removing Strasburg Fire Company and assigning that area to Gordonville Fire Company. He added that the removal of Strasburg Fire Company had nothing to do with any action taken by Borough Council and reminded the members that a year ago Borough Council decided to not pursue collection of Paradise Township’s share of fire company workers’ compensation insurance.

Police – The Police Department’s report for February 2022 was received and accepted.

Public Works – The Public Works report for February 2022 was received and accepted.

Zoning Officer – The Zoning Officer’s report for February 2022 was received and accepted.

Engineer – The Engineer’s report for February 2022 was received and accepted.

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

Payment of bills in the amount of \$76,392.52

Bart Township Fire Company Request for Fire Police Assistance – 3/5 & 3/19/22,
Annual Mud Sales

Robert Fulton Fire Company Request for Fire Police Assistance – 4/2/22,
Annual Mud Sale

UNFINISHED BUSINESS: None

NEW BUSINESS:

Lancaster County Conservation District: A motion was made by Dale Spaulding, seconded by Ray Garraffa and passed unanimously to accept the revisions and changes to the Memorandum of Understanding (MOU) between the LCCD and Strasburg Borough.

Authorization to Proceed with Stormwater Engineering for East Main and South Decatur Street Project: A motion was made by Jim Rice, seconded by Ray Garraffa and passed unanimously to authorize staff to enter into the Professional Services Agreement with ELA for Quadrant 3 Stormwater Agreement PL08-768, in the amount of \$185,000.00, to be drawn from the American Rescue Plan Act Infrastructure Improvement Funds.

Mayor’s Proposal Regarding Cyber Security Preparedness and Recovery Planning: Mayor Ryder stated that he recommends Borough Council authorize the Manager to obtain the cost for and schedule to run a test of our ability to recover from a ransomware attack on one of the computers in the Borough Office or the Police Department. He added that he believes the

Borough Manager has the Borough protected but believes a test should be done to verify the Borough's cyber security preparedness and recovery planning. He stated that his previous employer found that it was necessary to test their plan. It was the consensus of the members to authorize the Borough Manager to follow through with the test and report back to Council.

OTHER BUSINESS: None.

CITIZENS' COMMENTS: None.

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

Respectfully submitted,

F. Steven Echternach
Borough Manager

2022-10
STRASBURG BOROUGH COUNCIL
APRIL 12, 2022
MINUTES

Members Present: Mike Chiodo Ray Garraffa
 James Rice David Felpel
 Dale Spaulding Dave Carson
 Bob Bennethum (via Zoom)

Others Present:

Bruce Ryder, Mayor	John Mroz
F. Steven Echternach, Borough Manager	Rosa Nolt
Nick Ferretti, Police Chief	Glenn Nolt
William Crosswell, Solicitor	Mark Magrecki, PennTerra
Craig Smith, RGS	David K. Esh
Aislynn Herbst, RGS	James Stuccio
Nicole Derk, LGH	Matt Parido, LGH
Steve Buck, Stevens & Lee	Brian Crimmins, LGH

CALL TO ORDER: The meeting was held at the Strasburg Borough Municipal Offices, 145 Precision Avenue, Strasburg PA and Council President Mike Chiodo called the meeting to order at 7:00 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.

MOMENT OF SILENCE FOR DARRYL TAYLOR, FORMER COUNCILMAN AND PLANNING COMMISSION CHAIR: President Chiodo asked everyone in attendance to stand and observe a moment of silence in memory and honor of Darryl Taylor, Former Councilman and Planning Commission Chairman who passed away on March 25, 2022.

REQUESTS TO BE HEARD: None.

MINUTES OF MARCH 8, 2022: A motion was made by Ray Garraffa, seconded by Dale Spaulding and passed unanimously to approve the minutes of the March 8, 2022 meeting as printed.

REPORTS:

Mayor – Mayor Ryder had nothing additional to report.

President – President Chiodo had nothing additional to report.

Manager – The Borough Manager’s report for March 2022 was received and reviewed. The Manager highlighted the following items from his written report: the next LCBA meeting is April 27, 2022, three residents applied for the LIHWAP water/sewer bill financial assistance and two were approved, and the 2021 Borough and Authority audits will be presented by the auditors next month. The Borough Manager was very happy to announce that that the Borough was awarded a DCED ARP \$1,000,000 stormwater grant, we were also awarded a \$25,000 grant from the Center for Watershed Protection for GIS retrofit mapping of the existing stormwater

system, we are waiting for the results of the Eshleman Streambank restoration grant results, and he continues to follow up on the CDBG grants.

Police – The Police Department’s report for March 2022 was received and accepted.

Public Works – The Public Works report for March 2022 was received and accepted.

Zoning Officer – The Zoning Officer’s report for March 2022 was received and accepted.

Engineer – The Engineer’s report for March 2022 was received and accepted.

Treasurer – A motion was made by Ray Garraffa, seconded by Jim Rice and passed unanimously to accept and file for audit the Treasurer’s Report for the period ending March 31, 2022.

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

Payment of bills in the amount of \$273,828.79

Historical Architectural Review Board Certificates of Appropriateness – 309 Miller Street, 116 East Main Street, and 122 South Decatur Street

Strasburg Township Request for Fire Police Assistance – 9/17/22, Clinic for Special Children & 10/8/22, Run PA

MOU By and Between Redevelopment Authority of the County of Lancaster and Strasburg Borough – Homeowner Assistance Program

UNFINISHED BUSINESS: None

NEW BUSINESS:

Lancaster General Health – Consider a motion for proposed revisions to The Lancaster General Hospital Final Subdivision and Land Development Plan recorded as Document #2021-0391-J and Applicant’s Waiver: Mark Magrecki, with PennTerra Engineering, was in attendance on behalf of Lancaster General Hospital with a revised land development plan which reestablishes an access easement through the property which is shifted, widened, and will be constructed of heavy-duty pavement. The number of parking spaces is reduced from 109 to 105 but still complies with the ordinance requirements. Some interior landscape revisions were necessary which necessitated the application for a waiver of 603.10 Internal Landscaping which now has 8% verses the 10% that is required. Mr. Magrecki stated the building location remains the same and everything else materially looks the same. The placement of a few stormwater inlets were slightly shifted but there is no net impact on the stormwater facilities. President Chiodo stated that the plan and revisions were reviewed by the Strasburg Borough Planning Commission, the Borough Engineer, and the Borough Solicitor and they recommend approval.

A motion was made by Jim Rice, seconded by Ray Garraffa and passed unanimously for Borough Council to approve the waiver request of The Lancaster General Hospital regarding Section 603.10 of the Strasburg Borough Subdivision and Land Development Ordinance pertaining to interior landscaping as presented at this meeting subject to the condition that all Borough Engineer and Borough Solicitor comments be addressed and resolved.

A motion was made by Ray Garraffa, seconded by David Felpel and passed unanimously for Borough Council to approve the Revised Subdivision and Land Development Plan for The Lancaster General Hospital dated April 8, 2022, as presented at this meeting subject to the condition that all Borough Engineer and Borough Solicitor comments be addressed and resolved.

Gonder House Subdivision Plan – Consider a motion for the Gonder House, 130 West Main Street, lot add-on application: Aislynn Herbst, with RGS Associates, was in attendance on behalf of the Gonder House Subdivision Plan, for a lot consolidation plan for the Gonder House Property at 130 West Main Street. She stated the project is to consolidate the smaller vacant lot with the main property that is owned by the same owners. She stated the project does not involve any physical improvements, it is just a consolidation plan and the reason they are consolidating the lots is because the lot on South Jackson Street is a small lot and they couldn't do much with it so they just wanted to consolidate it all into one lot and to create a driveway access easement because the driveway to the main house is on the lot to the East. She reviewed the waiver requests and the plan, which were all reviewed by the Lancaster County Planning Commission, Borough Planning Commission, Zoning Officer, Borough Engineer, and Borough Solicitor, and all recommend approval conditioned upon addressing and resolving all comments from the Borough Solicitor and Borough Engineer.

A motion was made by Jim Rice, seconded by Ray Garraffa and passed unanimously for Borough Council to grant the following Strasburg Borough Subdivision and Land Development Ordinance waiver requests of Patricia Desmond for the Gonder House Property, as recommended by the Strasburg Borough Planning Commission, and as presented, subject to the condition that all Borough Engineer and Borough Solicitor comments be addressed and resolved: 1) Section 402.03.4 pertaining to existing features, and 2) Sections 402.03.6, 402.03.7, and 402.03.8 pertaining to location and identification of existing trees and landscape materials.

A motion was made by Dave Carson, seconded by Jim Rice and passed unanimously for Borough Council to require the proposed Deed of Consolidation for the Gonder House Property be submitted to the Borough Solicitor prior to recording and the Deed of Consolidation should include a provision that none of the parcels may be conveyed individually, that the Applicant, her heirs and assigns, relinquish any right to do so in the future, and that the parcels are merged and constitute a single property. It shall also be noted that because the consolidated property will be split-zoned, the Property will be subject to the applicable zoning regulations of each Zone. A Declaration of Easement shall be prepared by the Applicant for review and approval by the Borough Solicitor with respect to the adjacent property to the east as referenced in the letter from RGS dated February 23, 2022 and the Declaration of Easement shall be recorded contemporaneously with the Plan.

A motion was made by Ray Garraffa, seconded by Dale Spaulding and passed unanimously for Borough Council to approve the Lot Consolidation Plan for Patricia Desmond and the Gonder House Property dated February 23, 2022, as presented and as recommended by the Strasburg Borough Planning Commission, subject to the condition that all Borough Engineer and Borough Solicitor comments be addressed and resolved.

Eshelman Run Proposal – Consider a motion to authorize the Borough Manager to enter into an agreement with Land Studies: A motion was made by Dale Spaulding, seconded by Jim Rice and passed unanimously for Borough Council to authorize the Borough Manager to enter into an agreement with Land Studies for the Eshelman Run Stream Stabilization Design, Permitting, and Construction Administration LSI Proposal # PD-1313.3-22.

Lancaster Intermunicipal Uniform Construction Code (UCC) Board Appointment – Consider a motion to appoint a member of Borough Council to the UCC Board: The Borough Manager stated that the appointee should be an elected official, the board meets biannually if needed, and the responsibilities of this position are limited to appointing members to the UCC Board of Appeal.

A motion was made by Dale Spaulding, seconded by Ray Garraffa and passed unanimously to appoint Dave Carson to serve on the UCC Appointment Board.

OTHER BUSINESS: The Borough Manager stated that the Spring 2022 newsletter will soon be released and that it contains an article prepared by the Center for Water Quality Excellence.

CITIZENS' COMMENTS: None.

ADJOURNMENT: A motion was made by Ray Garraffa, seconded by Jim Rice and passed unanimously to adjourn the meeting at 7:30 p.m.

Respectfully submitted,

F. Steven Echternach
Borough Manager

2022-14
STRASBURG BOROUGH COUNCIL
MAY 10, 2022
MINUTES

Members Present:	Mike Chiodo	Ray Garraffa
	James Rice	David Felpel
	Dave Carson	Bob Bennethum

Others Present:	
Bruce Ryder, Mayor	John Mroz
F. Steven Echternach, Borough Manager	Diane Krout
Nick Ferretti, Police Chief	Dean Krout
Mike Sommer	Todd Smeigh
David Esh	Ryan Dagen
Jordan Metzler	Tony Baker
Kristie Nies	Tim Nies
Adam Weaver (via Zoom)	

CALL TO ORDER: The meeting was held at the Strasburg Borough Municipal Offices, 145 Precision Avenue, Strasburg PA and Council President Mike Chiodo called the meeting to order at 7:00 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:

Diane Krout – Concerns regarding Speckled Hen Land Development: Diane Krout was in attendance with concerns regarding the approved privacy fence for the Speckled Hen property at 141 East Main Street. Her concerns are that the fence will be on the property line, is not the entire length of the property, and is proposed to be installed below a 2-3' embankment for their parking. She would like the fence to be set back off the property line so the Speckled Hen could maintain both sides of the fence, would like a retaining wall be installed or the fence placed on blocks so the fence is placed level with the parking area, and would like the fence to be installed the entire length of the property.

Ryan Dagen stated that he discussed this with his Engineer and the 6' fence is set back 1' from the property line and is placed there due to the required vegetation that needs to go along the bank per the Engineers. He also stated that the parking spaces along the fence are parallel parking spaces and a customer would not be able to open the car door if the fence were closer. He also stated that there is not a retaining wall and the parking area is only 2' higher than the proposed fence in that location and a retaining wall is not required in that area based on the slope and is an unnecessary additional expense. The fence runs the length of the parking lot and is what the Borough requires. He added that the Borough's requirement is only for a vegetation buffer but they agreed to install the fence based on the neighbor's request and they have been working on this project for two years and the plans have been available and discussed at public meetings and he now has the project out to bid and is late in the process to make changes. The Borough Manager stated that the plan has been open for public review and he has left several

messages for Mrs. Krout notifying her that the plan was available for public review. It was stated that Zoning does not permit a fence to be higher than 6 feet. It was the consensus of the members to allow the project to continue to move forward with what was previously approved.

RKL Audit Presentation: Adam Weaver, representing RKL the Borough's Auditor, was in attendance via Zoom and reviewed the Borough's 2021 Financial Statement. The Borough Manager stated that each member was provided with an email containing the financial statement.

MINUTES OF APRIL 12, 2022: A motion was made by Jim Rice, seconded by Ray Garraffa and passed unanimously to approve the minutes of the April 12, 2022 meeting as printed.

REPORTS:

Mayor – Mayor Ryder had nothing additional to report.

President – President Chiodo had nothing additional to report.

Manager – The Borough Manager's report for April 2022 was received and reviewed. The Manager highlighted the following items from his written report: 1) the LCBA endorsed the Civil Service Resolution and is being forwarded to the State; 2) an annual Planning Commission report is required by the Municipalities Planning Code and is included under the Consent Agenda; 3) the \$1,000,000 in ARPA fund was deposited in the Borough's account on May 4, 2022; 4) he applied for additional grant funds through the County's ARPA Grant; and 5) the stormwater town hall meeting will be postponed to coordinate with the Center for Water Quality Excellence. He also reported that 92% of property taxes were paid at discount. He also provided the following report regarding the Borough office roof replacement: last year the Borough entered into a contract with Weaver Roofing at a cost of \$165,500, the roofing company was finally able to obtain the materials to begin replacing the roof in a few weeks, but there is an additional \$21,089 for material costs. He did verify with COSTARS that the increase is allowed in the contract and the vendor is only marking it up their exact material increase but the contract actually allows it to be marked up an additional 20%.

Police – The Police Department's report for April 2022 was received and accepted.

Public Works – The Public Works report for April 2022 was received and accepted.

Zoning Officer – The Zoning Officer's report for April 2022 was received and accepted.

Engineer – The Engineer's report for April 2022 was received and accepted.

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

Payment of bills in the amount of \$677,162.13

Planning Commission Annual Report

Police Chief's Participation in the Deferred Retirement Option Plan (DROP)

UNFINISHED BUSINESS: None

NEW BUSINESS:

Strasburg Properties, 17 West Main Street – Consider a motion to conditionally approve the two-lot subdivision application as part of the lot subdivision process: Todd Smeigh with DC Gohn Associates, representing Strasburg Properties, was in attendance and reviewed their application. Mike Sommer (representing the property owner), and Tim and Kristie Nies (the potential buyers of one of the properties being subdivided), were also in attendance. Mr. Smeigh stated that there are no proposed improvements or changes and the plan includes an access and maintenance agreement. It was noted that the bank does need to sign off on the request.

The Borough Manager stated that the Planning Commission recommended approval of the plan and they are not requesting any waivers. The Borough Solicitor is working with the applicant's legal counsel to resolve the outstanding issues regarding the easement for ingress and egress through the two properties.

A motion was made by Jim Rice, seconded by Ray Garraffa and passed unanimously to approve the two-lot subdivision of 17 and 21 West Main Street with the condition that the easement and any other outstanding items be addressed to the satisfaction of the Borough Engineer and Solicitor.

Baker/Metzler Home Builders Small Project Review, 93 Lancaster Ave. – Consider a motion to conditionally approve the small project application: Jordan Metzler (Metzler Home Builders), was in attendance with Tony Baker (one of the property owners), and reviewed their application. They are proposing to demolish the existing dwelling and carport at 93 Lancaster Avenue and build a single-family dwelling further back on the site. They are requesting a waiver from the definition of terms relating to the maximum limit of disturbance and to allow the project to be permitted as a Small Project as defined by Section 501, based upon ELA's recommendations. The Small Project process allows them to manage stormwater on the site without requiring full engineering. Mr. Metzler stated that they meet the definition of a small project in that the net new impervious area is 2,400 square feet but they are disturbing a larger area for the demolition of the existing structure and the new home will be built on a different location on the lot. He added that they have worked with the Borough Engineer and are incorporating several improvements that were requested by the Borough Engineer that exceed the normal Small Project requirements.

A motion was made by Ray Garraffa, seconded by Jim Rice and passed unanimously to grant a waiver from Strasburg Borough Stormwater Ordinance, Article II, Section 202 – Definitions of Terms, relating to the maximum limit of disturbance and to allow the project to be permitted as a Small Projects as defined by Section 501 based upon ELA's recommendations, pending all engineering and solicitor requirements are met for the project to proceed to permitting.

Clean Water Fund CAP Implementation Grantee Partner Agreement – Consider a motion to accept the agreement: The Borough Manager stated that this is for the Eshleman Run Project that needs to be completed to be in compliance with the MS4 permit.

A motion was made by Jim Rice, seconded by David Felpel and passed unanimously to accept the Clean Water Fund CAP Implementation Grantee Partner Agreement.

OTHER BUSINESS: Mayor Ryder stated that he was disappointed with tonight's audit presentation and noted that the financial statement audit report is full of disclaimers. The Borough Manager stated that the audit does include several disclaimers to ensure that the auditors have no exposure and the Borough Manager and Administrative Assistant are required to sign representation letters holding them responsible. It was discussed that the audit may be put out to a request for proposals.

CITIZENS' COMMENTS: None.

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

Respectfully submitted,

F. Steven Echternach
Borough Manager

2022-18
STRASBURG BOROUGH COUNCIL
June 14, 2022
MINUTES

Members Present:	Mike Chiodo	Ray Garraffa
	James Rice	David Felpel
	Dave Carson	Bob Bennethum
	Dale Spaulding	

Others Present:	Bruce Ryder, Mayor	John Mroz
	Nick Ferretti, Police Chief	Leroy Hopkins
	Gerald Wilson	David Esh

CALL TO ORDER: The meeting was held at the Strasburg Borough Municipal Offices, 145 Precision Avenue, Strasburg, PA, and Council President Mike Chiodo called the meeting to order at 7:00 p.m., followed by the salute to the flag. President Chiodo announced that the meeting is being audiotaped and maintained until the minutes are approved. The Police Chief took roll call.

REQUESTS TO BE HEARD: Gerald Wilson and Dr. Leroy Hopkins were in attendance to discuss their mutual relative, Judge Herbert E. Millen, and the possibility of placing a historical marker at the site of his home in Strasburg.

Judge Herbert E. Millen was the first Africa American judge in Pennsylvania and only the thirteenth in the country. Judge Millen lived in the log cabin that is now Smokestack BBQ. He also had relatives that lived on both sides of the street, one of which was the barber who owned the shop that is now Keller's Barbershop. In 1906 Millen was the first African American admitted to Strasburg High School and went on to become the valedictorian of his class. Mr. Wilson and Dr. Hopkins would like Judge Millen's accomplishments known and remembered by placing a historical marker at his home near the square and asks the Borough's help in making that happen.

Mike Chiodo, Council President, said council will pursue placing a marker at the site.

MINUTES OF MAY 10, 2022: A motion was made by Ray Garraffa, seconded by Jim Rice, and passed unanimously, with Dale Spaulding abstaining, to approve the minutes of the May 10, 2022 meeting as printed

REPORTS:

Mayor – Mayor Ryder had nothing additional to report.

President – President Chiodo had nothing additional to report.

Manager – The Borough Manager's report for May 2022 was received and accepted.

Police – The Police Department's report for May 2022 was received and accepted.

Public Works – The Public Works report for May 2022 was received and accepted.

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Zoning Officer – The Zoning Officer’s report for May 2022 was received and accepted.

Engineer – The Engineer’s report for May 2022 was received and accepted.

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

Payment of bills in the amount of \$299,832.76.

HARB Certificates for 132 Miller Street and 28 West Main Street

Chatham Creek LLC Extension of Time

Gonder House Property Extension of Time

Strasburg Township Request for Fire Police Assistance

UNFINISHED BUSINESS: None

NEW BUSINESS:

Ridgewall: A motion was made by Ray Garraffa, seconded by Jim Rice, and passed unanimously to approve the Agreement Concerning Stormwater Management Facilities between the Borough of Strasburg and Ridgewall, LLC, dated June 6, 2022, in the form and content presented at this meeting and acknowledge receipt of the related Performance and Maintenance Bond dated May 25, 2022.

OTHER BUSINESS: None.

CITIZENS’ COMMENTS: None.

ADJOURNMENT: A motion was made by Dale Spaulding, seconded by Jim Rice, and passed unanimously to adjourn the meeting at 7:24 p.m.

Respectfully submitted,

Nick Ferretti
Borough Chief of Police

2022-20
STRASBURG BOROUGH COUNCIL
July 12, 2022
MINUTES

Members Present: Ray Garraffa James Rice
 David Felpel Dave Carson
 Dale Spaulding

Others Present: Bruce Ryder, Mayor John Mroz
 F. Steven Echternach, Borough Manager Tom Lainhoff
 Nick Ferretti, Police Chief Eldon Stoltzfus
 Greg Keasey Evan Major
 Chris Lainhoff

CALL TO ORDER: The meeting was held at the Strasburg Borough Municipal Offices, 145 Precision Avenue, Strasburg, PA, and Vice Council President Ray Garraffa called the meeting to order at 7:00 p.m., followed by the salute to the flag. Vice President Garraffa announced that the meeting is being audiotaped and maintained until the minutes are approved. The Borough Manager took roll call.

REQUESTS TO BE HEARD: Police Chief Ferretti introduced Strasburg Police's newest full-time officers, Matthew Neidinger and Brandon Remington. He stated that Officer Neidinger has been a part-time officer with the Department since 2007 and started full-time in February 2022. Officer Remington was a full-time officer in Harrisburg City and started with our Department in March 2022.

Eldon Stoltzfus asked for the HARB Certificate of Appropriateness for 10 East Main Street to be removed from the Consent Agenda.

MINUTES OF JUNE 14, 2022: A motion was made by Dave Felpel, seconded by Dave Carson, and passed unanimously, to approve the minutes of the June 14, 2022 meeting as printed

REPORTS:

Mayor – Mayor Ryder stated that 23-29 West Main Street has done work several times over the years without permits and stated that he does not believe it should be easier to get forgiveness than permission for work done without first obtaining a permit. He encourages Council to take a harder line on those types of violations.

President – President Chiodo was not in attendance for the meeting.

Manager – The Borough Manager reviewed his written report for June 2022 highlighting the following items:

- The Zoning Hearing application for SARAL Inc for improvements to the innkeeper's house at the Holiday Inn. Since there are no affected residential neighbors, it was the consensus that it was not necessary to take a position.
- It was discovered that the Art Association, Sunshine Corners, and Strasburg Library leases are expired and he discussed the lease histories. It was the consensus of the members to have the Borough Manager notify them that they are currently on month-to-month leases and work with them to review and update the leases while keeping in mind that they are nonprofit organizations.

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- The mid-year financial overview will be done at next month's meeting.
- He provided a status update on the LGH land development. The Borough is not a party to the current litigation and Rutters and LGH are negotiating a resolution. The Borough Solicitor continues to be involved to protect the Borough.
- The previous owner sold 10-14 South Decatur Street after being notified that the Borough was preparing to initiate a property maintenance violation. The Borough Manager met with the new buyers.
- The Lampeter-Strasburg School District put the old Strasburg Elementary School out for sealed bids with a \$1.3 Million reserve but no bids were received. He asked the Business Manager to keep us informed on their next steps.
- He explained the Shenk Avenue/Beddington Lane sidewalk legal matter which was a problem discovered that there were strips of property that were not dedicated to the property owners from a 1985 development on Beddington Lane and the north side of Wilton Drive. The owners of 205 Shenk Avenue wanted to install a fence on the piece of property that was not dedicated to them. It was the consensus of Council to authorize the Borough Manager to work with the Solicitor to complete all necessary dedications.

Police – The Police Department's report for June 2022 was received and accepted. He also reported that Officer Remington completed Standard Field Sobriety Test Training, Officer Drane submitted a letter of intent to retire in January of 2023, the Civil Service Commission met to begin the process for Officer Drane's replacement, and he will be working with the Borough Manager on budgetary items in order to calculate a perspective start date for the new hire.

Public Works – The Public Works report for June 2022 was received and accepted.

Zoning Officer – The Zoning Officer's report for June 2022 was received and accepted.

Engineer – The Engineer's report for June 2022 was received and accepted.

CONSENT AGENDA: Vice President Garraffa stated that, as requested, the HARB Certificate of Appropriateness has been removed from the Consent Agenda and will be considered separately.

A motion was made by Dave Felpel, seconded by Dale Spaulding, and passed unanimously to approve the following items on the Consent Agenda:

Payment of bills in the amount of \$167,790.74

HARB Certificates for 2 East Main Street, 106 Miller Street, 30 West Main Street, 122 South Decatur Street, and 10 Miller Street

Resolution 2022-3 Operational Support Activities for Participating Members of the Fire Company

UNFINISHED BUSINESS:

Historical Architectural Review Board Certificate of Appropriateness – 10 East Main Street: As requested by the property owner, this Certificate of Appropriateness was removed from the Consent Agenda to be considered separately. Eldon Stoltzfus was in attendance and asked Borough Council to appeal HARB's recommendation and asked Borough Council to consider allowing the vinyl fence that was installed. Mayor Ryder asked if the fence

was installed without a permit. Eldon Stoltzfus stated that the fence was shown on the plan and the Borough Manager stated that there is no permit for the fence. The Borough Manager provided the renovation plan for Borough Council's review, pointing out that other improvements were clearly delineated on the plan but this fence was not pointed out and described nor was it discussed when the application was filed. The Borough Manager also pointed out that the application includes language written by the architect, who is the property owner, asserting that they will have any necessary improvements reviewed by the Historic Architectural Review Board, which was not done prior to the fence's installation. Eldon Stoltzfus and Greg Keasey (Spring House Tavern) provided a photograph of the fence and stated that they did not believe it was visible from the roadway. Eldon Stoltzfus stated that it was his intent to have a wooden fence installed but the tenant paid for and installed the 6' vinyl fence. The Borough Manager stated that he did locate old photographs from the previous owner that showed a 4' high wooden picket fence but it was removed by a previous owner and noted that any fence change would have needed a permit.

Mayor Ryder stated that it is his recollection during the initial HARB review of the building renovations that the only items being discussed were the building improvements and that Eldon Stoltzfus would come back to a future meeting with the proposed exterior improvements. Mayor Ryder stressed that this is the second time in the last few months this property did not obtain the necessary HARB permits and he is frustrated with property owners that make changes without the appropriate permits.

Greg Keasey asked if it were possible for them to apply to place a wooden fence on the outside of the vinyl fence (the side visible from the road)? Mr. Keasey stated that they paid about \$4,000 for the fence and they believe it is a very nice fence that is visible from their patio.

A motion was made by Dave Felpel, seconded by Dale Spaulding and passed unanimously to table the Historical Architectural Review Board Certificate of Appropriateness for 10 East Main Street for a fence to allow the applicant to apply to the Historical Architectural Review Board.

NEW BUSINESS:

Prospect Road Paving: The Borough Manager stated that the Strasburg Township Manager inquired as to the Borough's desire to partner with them to pave the Borough portion of Prospect Road in the fall of 2022. He stated that he still needs to verify with the PennDOT Representative if these funds could be paid from Liquid Fuels Funds. He added that EG Stoltzfus, the developer building the development off of Prospect Road, is moving forward with Phases 2 and 3, and he is not in favor of paving until the majority of the construction is completed and the developer recently restored the roadway. The Borough Manager and Police Chief questioned the footage shown on the proposal. It was the consensus of the members to authorize the Borough Manager to relay to the Strasburg Township Manager the Borough's desire to wait until the development is closer to completion to review the road condition to consider paving the Strasburg Borough portion of Prospect Road.

OTHER BUSINESS: None.

CITIZENS' COMMENTS: Chris Lainhoff stated that the Borough Manager and Administrative Assistant enacted a permit application change to require property owners' signature on Zoning/Building Permit applications and to include a check box indicating that the property owner is assuming responsibility if the project is in the Historic District to apply for and receive the necessary Historical Architectural Review Board permits. Chris Lainhoff stated that he recommends requiring property owners' signatures on HARB permit applications.

Tom Lainhoff stated he was pleased with Mayor Ryder's strong opinion about people doing work without permits and getting away with it. He added that the HARB Ordinance requires anything visible from the Historic District to be reviewed by HARB and the fence at 10 East Main Street is visible, the plastic sheen is visible and believed that if HARB would have approved this vinyl fence it would set precedent for future applications.

The Borough Manager stated that the Strasburg Heritage Society does not have a current permit for the work they are doing at 122 South Decatur Street and they did not have permits for the work they did at 124 South Decatur Street. Bruce Ryder stated that, the same as is done with other properties, the Heritage Society needs to be given the opportunity to apply for the necessary permits. He added that we need to enforce the rules to all properties.

ADJOURNMENT: A motion was made by Dave Carson, seconded by David Felpel, and passed unanimously to adjourn the meeting at 8:10 p.m.

Respectfully submitted,

Steven Echternach
Borough Manager

2022-24
STRASBURG BOROUGH COUNCIL
August 9, 2022
MINUTES

Members Present: Michael Chiodo Ray Garraffa
 James Rice David Felpel
 Dave Carson Dale Spaulding
 Bob Bennethum (via Zoom)

Others Present: Bruce Ryder, Mayor John Mroz
 F. Steven Echternach, Borough Manager Roger Fry
 Nick Ferretti, Police Chief

CALL TO ORDER: The meeting was held at the Strasburg Borough Municipal Offices, 145 Precision Avenue, Strasburg, PA, and Council President Mike Chiodo called the meeting to order at 7:00 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 roll call.

REQUESTS TO BE HEARD: None.

MINUTES OF JULY 12, 2022: A motion was made by Jim Rice, seconded by Ray Garraffa, and passed unanimously, to approve the minutes of the July 12, 2022 meeting as printed

REPORTS:

Mayor – Mayor Ryder reported that he received several complaints about a food truck operating on East Main Street. He believes the initial issue has been resolved by Zoning but believes it may be necessary in the future to investigate other resolutions to food trucks. He will come back with more information.

President – President Chiodo had nothing to report.

Manager – The Borough Manager reviewed his written report for July 2022 highlighting the following items:

- The Zoning Hearing Board will meet on August 15, 2022
- The Authority entered into a financial advisory agreement with PFM
- The County will be reviewing the ARP grants after August 31, 2022
- Stormwater engineering continues and I will be meeting with Mrs. Ranck
- Provided an update on the Strasburg Elementary School
- Presented information on a recent request for a food truck in the Commercial District. Explained the Coffee Wagon at 2 Miller Street. The Chief and Manager plan to visit the Spring House on Wednesday to discuss their proposal. We will continue to look at what other municipalities are doing with food trucks and it may be part of a permitting process outside of zoning.

Police – The Police Department's report for July 2022 was received and accepted.

Public Works – The Public Works report for July 2022 was received and accepted.

Zoning Officer – The Zoning Officer’s report for July 2022 was received and accepted.

Engineer – The Engineer’s report for July 2022 was received and accepted.

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

Payment of bills in the amount of \$189,448.01

HARB Certificates for 10 East Main Street, 9 East Main Street, 45 West Main Street, 336 Miller Street, and 28 East Main Street

Adoption of 2023 Budget Calendar

Borough of Quarryville Request for Fire Police Assistance – Solanco Fair Parade 9/14/22 with a rain date of 9/15/22

UNFINISHED BUSINESS:

LGH/505 Historic Drive Agreement(s) – Consider a motion to accept the LGH

Agreement(s): The Borough Manager reviewed the information provided by the Borough Solicitor and Borough Engineer. The Borough Manager stated that if they wished for the Solicitor to attend the September meeting that the matter could be tabled but the members agreed that they had sufficient information to make a motion.

A motion was made by Jim Rice, seconded by Dale Spaulding and passed unanimously to authorize the President or Vice President of Borough Council to execute and acknowledge, if required, and that the Borough Secretary be authorized to attest all necessary and appropriate documents pertaining to the Revised Final Subdivision and Land Development Plan for The Lancaster General Hospital including, but not limited to, the Amended and Restated Storm Water Management Agreement, the Amended and Restated Land Development Agreement, the Amended and Restated Agreement for Grant of Access and Pedestrian Sidewalk Easement, and the PennDOT Indemnification Agreement upon such documents being in a form and content acceptable to the Borough Staff, the Borough Engineer, and the Borough Solicitor.

I further move that the President or Vice President of Borough Council be authorized to execute and acknowledge and that the Borough Secretary be authorized to attest the Revised Final Subdivision and Land Development Plan after the conditions of Plan approval have been satisfied and all other documents are in an acceptable form and content.

In the event any dispute or disagreement arises prior to the recording of the Revised Final Subdivision and Land Development Plan for The Lancaster General Hospital 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 Final Subdivision and Land Development 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.

NEW BUSINESS:

James Kepiro/180 Shenk Avenue – Consider a motion regarding the Lot Add-On Plan application as part of the lot add-on process:

Roger Fry with Fry Surveying and James Kepiro were in attendance to review the application and answer any questions. Mr. Fry stated this is an application to convey 50 feet of property from 112 South Decatur Street to be joined-in-common with the rear yard area of 180 Shenk Avenue.

A motion was made by Ray Garraffa, seconded by Jim Rice, and passed unanimously to approve the lot add-on for 180 Shenk Avenue with the condition that any outstanding items be addressed to the satisfaction of the Borough Engineer and Solicitor.

Stormwater Ordinance 2022-1 – Review and consider a motion to advertise Ordinance

2022-1 to amend the Stormwater Management Ordinance: Mayor Ryder had some questions regarding sump pump connections and the Borough Manager will obtain the answers from the Borough Engineer and provide those findings to the members.

A motion was made by Jim Rice, seconded by Dave Felpel and passed unanimously to authorize borough staff to advertise Ordinance 2022-1 to amend the borough's stormwater management ordinance.

Eshelman Run Bid Award – Consider a motion to award the bid for the Eshelman Run

Streambank Restoration Project: A motion was made by Dale Spaulding, seconded by Ray Garraffa and passed unanimously to award the bid for the Eshelman Run Streambank Restoration Project to Flyway Excavating, Inc., with a low bid price of \$74,400.00.

OTHER BUSINESS:

Mid-Year Financial Overview – Discuss and consider a motion to accept the Treasurer's

Report: The Borough Manager provided an overview of the mid-year financial overview, stating that the Borough is in a good financial condition.

The Borough Manager stated that he and the Police Chief met regarding budget and timing of hiring the new police officer. At next months' meeting, he will also provide some budget reallocation requests for Council's consideration for police department renovations.

A motion was made by Dale Spaulding, seconded by Ray Garraffa and passed unanimously to accept and file for audit the Treasurer's Report for the period ending June 30, 2022.

CITIZENS' COMMENTS: None.

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

Respectfully submitted,

Steven Echternach
Borough Manager

2022-27
STRASBURG BOROUGH COUNCIL
September 13, 2022
MINUTES

Members Present: Michael Chiodo Ray Garraffa
James Rice David Felpel
Dave Carson

Others Present: Bruce Ryder, Mayor John Mroz
F. Steven Echternach, Borough Manager David Esh
Nick Ferretti, Police Chief Ryan Dagen

CALL TO ORDER: The meeting was held at the Strasburg Borough Municipal Offices, 145 Precision Avenue, Strasburg, PA, and Council President Mike Chiodo called the meeting to order at 7:00 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 roll call.

REQUESTS TO BE HEARD: None.

MINUTES OF AUGUST 9, 2022: A motion was made by Ray Garraffa, seconded by Jim Rice, and passed unanimously, to approve the minutes of the August 9, 2022 meeting as printed

REPORTS:

Mayor – Mayor Ryder stated that he will be unavailable for part of the week of September 20th and Council President Chiodo will be filling in for him during that time. He has communicated with the Council President, Borough Manager, and Police Chief.

President – President Chiodo inquired if the tree inspection has been done yet this year and he was personally contacted about a tree overhanging a sidewalk. The Manager and Police Chief stated that they have not yet done the inspection but would look into the concern.

Manager – The Borough Manager reviewed his written report for August 2022 highlighting the following items:

- We are working on the Lancaster Clean Water Grant for the Eshleman Run and we were able to include a \$12,000 utility relocation as part of the grant. Geotesting in the Ranck Meadow was also done which is part of the Phase 1 of the stormwater project.
- As of this writing, construction is moving forward with LGH. Hopefully this project will continue moving forward.
- Staff is moving forward with researching Judge Millen and he will be reaching out to the family.
- Received good news on the Pensions in that we are overfunded in all funds at this time.
- Spoke with Council about Commissioner Trescot visiting Council and they are in favor of meeting with him.

Police – The Police Department’s report for August 2022 was received and accepted.

Public Works – The Public Works report for August 2022 was received and accepted.

Zoning Officer – The Zoning Officer’s report for August 2022 was received and accepted.

Engineer – The Engineer’s report for August 2022 was received and accepted.

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

Payment of bills in the amount of \$135,004.87

HARB Certificates for 119 South Decatur Street, 101 South Decatur Street, 109 Miller Street, and 117 Miller Street

Adoption of 2023 Pension Minimum Municipal Obligations
(Police \$42,705, Non-Uniformed \$34,150)

Gonder House Property 90-day time extension

UNFINISHED BUSINESS: None.

NEW BUSINESS:

Full-Time Police Officer Candidate List – Consider a motion to approve the candidate list prepared by the Civil Service Commission: A motion was made by Ray Garraffa, seconded by Jim Rice and passed unanimously to approve the candidate list prepared by the Civil Service Commission.

Full-Time Police Officer Hiring – Consider a motion to hire the police officer selected from the approved candidate list as recommended from the Civil Service Commission: A motion was made by Jim Rice, seconded by Dave Carson and passed unanimously to approve the hiring of the police officer selected from the approved candidate list, Eric Denlinger, as recommended by the Civil Service Commission.

Speckled Hen Coffee – Consider a motion to approve a time extension waiver: The Borough Manager explained that the delay is because of the inability of the applicant to obtain a written agreement with Charter Homes. The Charter Homes’ Homeowners’ Association is in favor of the project.

A motion was made by Ray Garraffa, seconded by Dave Carson and passed unanimously to approve the requested land development one-year time extension waiver for Speckled Hen Coffee, extending it to September 12, 2023.

Stormwater Ordinance 2022-1 – Consider a motion to adopt Ordinance 2022-1 to amend the Stormwater Management Ordinance: The members discussed the ordinance and stated that while they understand the update needed to be done, the ordinance will be amended again when the Stormwater Authority is created.

A motion was made by Jim Rice, seconded by Dave Carson and passed unanimously to enact Ordinance 2022-1 to amend the borough’s Stormwater Management Ordinance.

Resolution 2022-4, “Trick-or-Treat Night”—Consider a motion to adopt LIMC uniform policy for “Trick-or-Treat Night.”: The Borough Manager stated that this relieves government from setting the Trick-or-Treat night and it is consistent with what the uniform policy is across the county, noting that it will always be held on October 31.

A motion was made by Dave Carson, seconded by Jim Rice and passed unanimously to adopt Resolution 2022-4, LIMC’s uniform policy for “Trick-or-Treat Night” to set annual Trick-or-Treating on October 31st of each year from 6-8 p.m., rain or shine.

Resolution 2022-5, Street Sweeping Services– Consider a motion to adopt resolution 2022-5 an agreement between Strasburg and Quarryville Boroughs relating to the provision of certain street sweeping services: The Borough Manager stated that, at the suggestion of the Public Works Department, he inquired if Quarryville Borough still has a Lancaster County Solid Waste hauling permit on their dump truck to haul street sweepings to the landfill, as this is required as part of our disposal under our MS4 permit.

A motion was made by Jim Rice, seconded by Ray Garraffa and passed unanimously to adopt Resolution 2022-5, Street Sweeping Services, and authorize the signing of the agreement between Strasburg Borough and Quarryville Borough.

Budget Reallocation – Consider motion to adopt the Borough Manager’s recommendation on reallocation of the budget relative to a police department office improvement project: The Borough Manager stated, as mentioned at last month’s meeting, the Police Department has a project to update their squad room area which has become more critical with the hiring of an additional officer. The cost of the project is not to exceed \$20,000. The funding for the project will be 25% (\$5,000) from funds Chief Ferretti has identified in his Police line-item budget, and the remaining \$15,000 from the Building Reserve Fund. He recommends Council reallocate \$20,000 from the OPEB line item 01.480.901 to the Building Reserve Fund 31. This recommendation is based on the counsel of Joe Duda because we sent \$20,000 to PFM this year for the OPEB and we believe that clearly meets the current actuarial obligation, and the remaining \$20,000 from that budget line item can be reallocated to the Building Reserve to pay for the PD squad room upgrades. In December additional recommendations will be made based on the budget outlook to reallocate funds into reserve funds but by doing this reallocation now it allows us to move forward with this project sooner.

A motion was made by Ray Garraffa, seconded by Jim Rice and passed unanimously to approve the budget reallocations recommended by the Borough Manager relative to a police department office improvement project.

OTHER BUSINESS: None.

CITIZENS’ COMMENTS: None.

ADJOURNMENT: A motion was made by Ray Garraffa, seconded by Jim Rice, and passed unanimously to adjourn the meeting at 7:24 p.m.

Respectfully submitted,

Steven Echternach
Borough Manager

2022-30
STRASBURG BOROUGH COUNCIL
October 11, 2022
MINUTES

Members Present: Michael Chiodo Ray Garraffa James Rice
David Felpel Dave Carson Robert Bennethum
Dale Spaulding

Others Present: Bruce Ryder, Mayor John Mroz
F. Steven Echternach, Borough Manager Scott Weichler
Nick Ferretti, Police Chief

CALL TO ORDER: The meeting was held at the Strasburg Borough Municipal Offices, 145 Precision Avenue, Strasburg, PA, and Council President Mike Chiodo called the meeting to order at 7:00 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 roll call.

REQUESTS TO BE HEARD: Police Chief Ferretti introduced Strasburg Police's newest fulltime officer, Eric Denlinger. He stated that Officer Denlinger is a local Strasburg resident who grew up and went to school in the area. The members welcomed Officer Denlinger.

MINUTES OF SEPTEMBER 13, 2022: A motion was made by Ray Garraffa, seconded by Jim Rice to approve the minutes of the September 13, 2022 meeting as printed. Motion carried with members Chiodo, Garraffa, Rice, Felpel, and Carson casting assenting votes. Members Bennethum and Spaulding abstained from voting because they were not in attendance for the meeting.

REPORTS:

Mayor – Mayor Ryder had nothing additional to report.

President – President Chiodo had nothing additional to report.

Manager – The Borough Manager reviewed his written report for September 2022 highlighting the following items:

- The Lancaster County Commissioners expect to have a decision after October 31, 2022 regarding the grant and we have not received any follow-up questions from LCPC or EDC
- Eshelman Run Streambank work is expected to begin next week.
- The LGH project is continuing.
- High Real Estate is marketing the old Strasburg Elementary School and we are receiving zoning inquiries.
- Commissioner Trescot is scheduled to attend the January 2023 meeting.
- The Annual Banquet is scheduled for Wednesday, November 2, 2022.
- The Authority has meetings scheduled with five prospective purchasers of the sewer system.

Police – The Police Department's report for September 2022 was received and accepted. Chief Ferretti stated that the Department will be wearing the pink patches on their uniforms in October in honor of Breast Cancer Awareness. He also stated that the pink patches are available

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for purchase. The Police Department agreement with Strasburg Township was discussed and Chief Ferretti stated that the fines received from arrests in the Township are forwarded to them.

Public Works – The Public Works report for September 2022 was received and accepted.

Zoning Officer – The Zoning Officer’s report for September 2022 was received and accepted.

Engineer – The Engineer’s report for September 2022 was received and accepted.

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

Payment of bills in the amount of \$220,875.93

HARB Certificate of Appropriateness for 24 West Main Street

Marnik Holdings, LLC – 90-day Time Extension until December 20, 2022

UNFINISHED BUSINESS: None.

NEW BUSINESS:

Review of 2023 Draft Budget and Capital Improvements Plan: The Borough Manager reviewed the 2023 Draft Budget and Capital Improvements Plan. The 2023 draft budget, as proposed, does not include a tax increase and shows a projected 12.4% ending General Fund balance. The Manager reported that we have a strong current financial picture and Council will review the capital reserve positions as we proceed to the preliminary budget. In light of the current uncertain economics, he recommends retaining the additional fund balance to provide stability and smoothing for future budgets.

He also stated that the printed draft budget shows keeping the annual donations the same but he is recommending increasing the donations in 2023 as follows: 1) Strasburg Fire Company - additional \$6,447 to their Equipment Reserve Fund to bring the contribution to .1 mill; 2) Strasburg-Heisler Library – additional \$168 to round their annual donation up to \$25,000 and recommends no additional donation because their rent is only \$800/month, which is far below market value; 3) Scout House – Additional \$100; 4) Strasburg Playground – Additional \$200. The draft budget also includes his recommendation to increase the Non-Uniformed Service Award to match the Police Longevity, which is a maximum of \$3,000 per year. He added that he will have salary and reallocation recommendations for the next meeting. It was the consensus of Council for him to include his recommendations in the Preliminary Budget.

OTHER BUSINESS: None.

CITIZENS’ COMMENTS: None.

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

Respectfully submitted,

Steven Echternach
Borough Manager

2022-32
STRASBURG BOROUGH COUNCIL
November 8, 2022
MINUTES

Members Present:	Michael Chiodo	Ray Garraffa	James Rice
	David Felpel	Dave Carson	Robert Bennethum
	Dale Spaulding		

Others Present:	Bruce L. Ryder, Mayor	Mike Saxinger
	F. Steven Echternach, Borough Manager	Scott Weichler
	Nick Ferretti, Police Chief	Marc Crusemire
	Travis Jankowski	John Hess

CALL TO ORDER: The meeting was held at the Strasburg Borough Municipal Offices, 145 Precision Avenue, Strasburg, PA, and Council President Mike Chiodo called the meeting to order at 7:00 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 roll call.

MOMENT OF SILENCE FOR DR. L. JAMES KISCADEN, FORMER MAYOR, COUNCIL PRESIDENT, COUNCILMAN, AND AUTHORITY BOARD MEMBER: The members stood and observed a moment of silence to honor L. James Kiscaden who passed away on October 26, 2022. Dale Spaulding stated that he was a graduate of Lampeter-Strasburg School, an outstanding L-S educator, sports coach, local ambulance and fire company volunteer, and went on to be a local principal. He stated that it was a pleasure to have him as a colleague, a person who cared about his community, and friend.

REQUESTS TO BE HEARD: None.

MINUTES OF OCTOBER 11, 2022: A motion was made by Jim Rice, seconded by Bob Bennethum and passed unanimously to approve the minutes of the October 11, 2022 meeting as printed.

REPORTS:

Mayor – Mayor Ryder had nothing additional to report.

President – President Chiodo had nothing additional to report.

Manager – The Borough Manager reviewed his written report for October 2022 highlighting the following items:

- There may be three Zoning Hearing Applications submitted for their December meeting.
- The Lancaster County Planning Commission contacted the Borough on behalf of Lancaster County to obtain additional information related to our grant application.
- Most of the work at the Eshelman Run project has been completed, they just need to install the fence.
- The LGH project is continuing, the sign was installed today, and they plan to open November 28th or December 5th. They need to obtain their Highway Occupancy Permit and are working on obtaining the necessary signatures.
- The Lampeter-Strasburg School District received a full-price offer from Restart Christian Ministries for the purchase of the old Strasburg Elementary School at last

2022-33

night's School Board meeting. The acceptance of their offer allows Restart 45 days to obtain their financing, 90 days to obtain Zoning approvals, and will then need the sale to be approved by the Court of Common Pleas because of School Code Rules.

- The Borough Manager will schedule the 2023 banquet and suggested honoring Judge Millen's family at next year's banquet since we are working on obtaining his Historic Marker.
- ACTS Covenant Church Strasburg, who moved into the pole building at Wesley United Methodist Church, gave the Borough a \$2,000 General Fund donation.
- The Deckman 2-lot subdivision is proceeding and provided a \$10,000 fee-in-lieu of providing parks and recreation.
- The technology vulnerability test will take place this week and will be tested again when we replace the server.

Police – The Police Department's report for October 2022 was received and accepted.

Public Works – The Public Works report for October 2022 was received and accepted.

Zoning Officer – The Zoning Officer's report for October 2022 was received and accepted.

Engineer – The Engineer's report for October 2022 was received and accepted.

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

Payment of bills in the amount of \$76,968.96

HARB Certificates of Appropriateness for 112 South Decatur Street and 10-14 South Decatur Street

UNFINISHED BUSINESS:

Marnik Holdings, LLC Final Lot Add-On and Land Development Plan – Consider a motion for conditional approval of the Marnik Holdings, LLC Final Lot Add-On and Land Development Plan: Mike Saxinger, representing Marnik Holdings, LLC, was in attendance and reviewed the plans. He stated that the only change was the building size was reduced but the parking and stormwater are the same (the stormwater is sized for the larger building). He stated that our Solicitor requested, and they agreed, to add a note to the plans noting the existence of a potential sinkhole. He added that they are confident that they can address the October 10, 2022 Engineer review comments and the October 14, 2022 Solicitor review comments.

A motion was made by Jim Rice, seconded by Dave Carson and passed unanimously to approve the Marnik Holdings LLC Final Lot Add-On and Land Development Plan, as presented and as recommended by the Strasburg Borough Planning Commission, subject to the condition that all Borough Engineer and Borough Solicitor comments be addressed and resolved.

2023 Capital Improvements Program – Consider a motion to approve the 2023

Capital Improvements Program: A motion was made by Bob Bennethum, seconded by Ray Garraffa and passed unanimously to approve the 2023 Capital Improvements Program.

Preliminary Budget and Authorization to Advertise for Public Inspection –

Consider a motion to approve the 2023 Preliminary Budget and authorize staff to advertise for public inspection: The Borough Manager reviewed the 2023 Preliminary Budget memorandum. He noted that the 2023 Preliminary Budget, as proposed, does not include a tax

increase but does includes the donations and salary increases as recommended at last month's meeting. The Borough Manager stated that he believes with these salary increases and the Borough's benefits that the employee compensations are in line with other municipalities. He provided the results of a per capita Borough survey of fire department and library donations which showed that Strasburg Borough is the highest library per capita Borough donor and the 8th highest of 16 Borough donors for the fire department. It was noted that the fire department number may be skewed because some municipalities lump the workers' compensation into their total (ours is not included).

The Borough Manager reviewed another change in the preliminary budget which is adjusting the Borough Clerk to a full-time position in the front office and having the Police Department hire a Police Clerk. He stated this is necessary because of the workload. Chief Ferretti stated that they would be looking to hire someone for approximately 15-20 hours per week with police experience preferred because of assisting with accreditation.

He reviewed the budget policies, noting that in the past it one was to have a 5% fund balance in the final budget. He stated that he is recommending it be increased to a minimum of 5%, maximum of 15%, with a recommended 10% fund balance. The Borough Manager reviewed the existing bond details.

The Borough Manager reviewed the existing Capital Reserve Fund Ordinance that was written in 1994 and amended in 2002. He stated that he recommends amending the ordinance to list the following unrestricted reserve funds: 1) Building/Office (combining the two existing funds); 2) Police; 3) Public Works; 4) Street/Stormwater/Sidewalk; 5) Special Payroll; 6) Civic Celebration; and 7) Legal. He is recommending to delete the Historic Drive Extension Fund. He is recommending the following restricted reserve funds: 1) State Highway Aid; 2) Sewer; 3) Water; 4) Ed Witmer; and 5) Fire Equipment Reserve. Council action would be required to move funds from the restricted reserve funds for any use beyond their intended use. He is also recommending the ordinance be amended to allow for one to five years to repay transferred funds (existing ordinance is two years). It was the consensus of the members to authorize the Borough Manager to forward the ordinance with the suggested changes to the Borough Solicitor for his review.

A motion was made by Jim Rice, seconded by Ray Garraffa and passed unanimously to approve the 2023 Preliminary Budget and authorize staff to advertise for public inspection.

NEW BUSINESS:

Resolution 2022-6, Act 57 – Consider a motion to approve Resolution 2022-5, Act 57 for property tax penalty waiver provisions: The Borough Manager stated that Pennsylvania enacted Act 57 which allows for a waiver of the tax penalty for a qualifying event which is the transfer of ownership of a property and the new buyers do not receive the real estate tax invoice.

A motion was made by Dale Spaulding, seconded by Ray Garraffa and passed unanimously to adopt Resolution 2022-5, Act 57, for property tax penalty waiver provisions.

Review Terms Expiring List – Consider a motion authorizing borough staff to send reappointment letters to selected board members: The Borough Manager provided a list of the positions that have terms ending in 2022. It was the consensus that members that do not hold

necessary current certifications will not be reappointed and candidates seeking appointment will be vetted.

OTHER BUSINESS: John Hess, who owns 109 West Main Street, stated that he attended the November 1, 2022 HARB meeting and he stated that they made it clear that they will not recommend approving replacement windows for his property that has existing wooden windows with anything other than wood. He stated that there are many replacement windows in the Historic District and asked how those other properties were able to install them. He stated that his property is a 3-story property and wants to be able to clean them and not have to repaint them and wanted to obtain Borough Council's thoughts on his application that is scheduled to be reviewed at their December 6th meeting.

Travis Jankowski stated that they are the new owners of 10-14 South Decatur Street and they are trying to improve the property to be a nice-looking rental property. He stated that they need to do all electrical, plumbing, heating, and they need a middle ground for windows because it is not financially feasible to install all wooden windows.

Mike Chiodo stated that HARB is a recommending body and Borough Council makes the final decision. The Borough Manager stated that he had advised Mr. Hess that the ordinance was written in 2016 and there is the possibility that the ordinance may be changed in the future but reminded him that ordinance changes take time. Bruce Ryder stated that the purpose of the HARB Ordinance is to preserve the existing material. Mr. Hess stated that he wants to install vinyl windows. Dave Felpel asked if he could obtain information and pricing on a reasonably-priced composite window that would be a compromise between vinyl and wood. Bob Bennethum stated that he believed a compromise could be considered for non-historic looking buildings and would like HARB's input on what styles would be a compromise.

EXECUTIVE SESSION – Police Contract: At 8:17 pm, the meeting was adjourned into Executive Session to discuss the Police Contract.

The meeting was reconvened at 8:36 p.m. at which time no official action was taken.

CITIZENS' COMMENTS: None.

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

Respectfully submitted,

Steven Echternach
Borough Manager

2022-36
STRASBURG BOROUGH COUNCIL
December 13, 2022
MINUTES

Members Present:	Michael Chiodo David Felpel Dale Spaulding	Ray Garraffa Dave Carson	James Rice Robert Bennethum
Others Present:	Bruce L. Ryder, Mayor F. Steven Echternach, Borough Manager Nick Ferretti, Police Chief Allison Elias-Lizardo Evans Elias-Lizardo David K. Esh Scott Weichler Karen Johnson John Hess Nathan Appleby Grace Snyder Tom Koebley Lynn Long Matt Shenan Michele Stow Bob Bronkema Suzi Knowles Catharine Knowles Ann D'Alessandro-Zuck Kim Stoltzfus Sue Stirba Suzanne Keene	John Mroz David Barber Kathleen Coleman Mary Jane Fisher Fred DaLauro Jr. Lalonnie Long Bob Maller John Johnson Lori Troiano J. Carole Reed Charles Snyder Kristen Koebley Joel Long Jerilyn Bensley Ken Stow Johnna Orndorff Ellie Knowles Denise Waller Travis Jankowski Tom Lainhoff Chris Lainhoff	

CALL TO ORDER: The meeting was held at the Strasburg Borough Municipal Offices, 145 Precision Avenue, Strasburg, PA, and Council President Mike Chiodo called the meeting to order at 7:00 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 roll call. President Chiodo announced that Borough Council is aware of the reason that many of you are here tonight and stated that since the Borough has not accepted an application regarding the Elementary School, no action can be taken by Council at this time. He added that if an application is presented to the Borough by the December 19th deadline, Council may take a position at the January 10, 2023 meeting. He noted that there are three submitted requests to be heard and due to the length of the agenda he asked that comments be limited to three minutes each.

REQUESTS TO BE HEARD:

Jerilyn Bensley - Concerns regarding the Strasburg Elementary School building: She stated that she supports rehabilitation programs but is opposed to Restart Ministries in-patient program at the Strasburg Elementary School because it is not an appropriate use in a residential community, especially considering the proximity to the park, scout house, and community pool. She asked Borough Council to take a position against the use of the property as proposed.

Wendy Barber - Concerns regarding the Strasburg Elementary School building: David Barber, representing his wife Wendy Barber who is home sick with the flu, stated that they are active community and school district members and are concerned with the use of the Strasburg Elementary School building. He stated that at recent public meetings there are a number of unanswered questions from Restart Ministry's Director Jaime Santiago. He added that he wants the community to stay safe and is also concerned with the proximity to properties that youth congregate.

Allison Elias-Lizardo - Concerns regarding the Strasburg Elementary School building: She stated that she lives diagonal across from the building and has two younger children that get on the bus in front of the building. She stated that children walk unattended to the bus stop in that area. She added that she is a former clinical family practice manager that served addiction patients and, based on information she learned at meetings including representatives from Restart Ministries, she is concerned that the clinical needs of the patients will not be met.

President Chiodo reminded the attendees that the Borough has not accepted a completed Zoning Hearing application and cannot take action at this time but stated that the residents have made their position clear.

Other attendees who did not state their names asked questions about the application process and about our Ordinances. Other attendees stated that they are concerned with the safety of the children of our town.

Bruce Ryder stated that the Borough did not have anything to do with the decision to sell the property and it is not appropriate for the Borough to take a position before an application has been accepted.

John Hess asked Borough Council remove the HARB Certificate of Appropriateness for his property at 109 West Main Street from the Consent Agenda because he is requesting Borough Council consider allowing him to install the vinyl replacement windows.

Travis Jankowski asked Borough Council remove the HARB Certificate of Appropriateness for their property at 10-14 South Decatur Street from the Consent Agenda because he is requesting Borough Council consider allowing him to install the vinyl replacement windows.

President Chiodo removed those items from the Consent Agenda.

MINUTES OF NOVEMBER 8, 2022: A motion was made by Jim Rice, seconded by Ray Garraffa and passed unanimously to approve the minutes of the November 8, 2022 meeting as printed.

REPORTS:

Mayor – Mayor Ryder was happy to report that the Police Department office renovations are complete.

President – President Chiodo had nothing additional to report.

Manager – The Borough Manager reviewed his written report for November 2022 highlighting the following items:

- The proposed fee schedule on the agenda includes new fees which include: a notary fee for non-residents, a sidewalk inspection fee, and updated professional fees. He

stated that he would like input on adding a fee to use the side yard of the Borough property.

- The Authority has been under a DEP mandated boil-water advisory since December 7, 2022 and he anticipates it to be lifted tomorrow afternoon after the last of the required water test results are received. He stated that the boil water advisory was mandated because DEP took a water sample of the raw water at the Old Springs which showed algae, which is an indicator that it has surface water infiltration. The mandate was to turn off the Old Springs, turn over all the water in the system, and then obtain five negative finished water test results two days in a row. He added that this is the first boil water advisory in Strasburg Borough since September 2012.
- He attended the Lancaster County Commissioner's meeting this morning regarding our ARP grant application. The Borough's project is ranked in Tier 1 and is #2 on the list. The grants will be discussed again at next week's Commissioner's meeting.
- He anticipates doing a MS4 educational power point presentation of the Eshelman Run Streambank Stabilization Project at a future meeting.
- Lancaster General Health is open at 505 Historic Drive but he learned through the prothonotary's website that Rutter's filed a contempt motion against LGH.
- Reminded the members that Commissioner Trescot is scheduled to attend the January 10, 2023 meeting.

Police – The Police Department's report for November 2022 was received and accepted.

Public Works – The Public Works report for November 2022 was received and accepted.

Zoning Officer – The Zoning Officer's report for November 2022 was received and accepted.

Engineer – The Engineer's report for November 2022 was received and accepted.

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

Payment of bills in the amount of \$556,969.62

Resolution 2022-7, Fee Schedule

Resolution 2022-8, Police Pension Plan Contributions

Resolution 2022-9, Fire Company Activities for 2023

Fire Police Assistance Request –

Strasburg Township – Railroad Museum fundraising event, Saturday,
April 1, 2023

Fulton Township – Robert Fulton Fire Company New Year's Day Dinner,
Sunday, January 1, 2023

2023 Meeting Schedule

Resolution 2022-10 - Zoning Hearing Board Alternate Reappointment - John Mroz

Reappointment of Borough Board members –

Planning Commission (4-year term) – Mary Dresser, David Felpel

Borough Authority (5-year term) – John Mroz, Ray Reeder

Civil Service Commission (6-year term) – Dale Spaulding

HARB Certificates of Appropriateness for 109 West Main Street, 109 West Main Street, 21 West Main Street, 10-14 South Decatur Street, and 230 Miller Street:

109 West Main Street: John Hess, owner of 109 West Main Street, stated that it is a rental property and he is planning to do a lot of work to improve it but would like to replace the wooden windows with vinyl replacement windows. He stated that he believes the existing windows are in bad condition, he is losing heat, and will cost a lot of money to repair. He stated that the building already has vinyl siding and the existing windows are wrapped. He brought in a sample vinyl window that he would like Borough Council to approve and would remove the aluminum storm windows. He added that the windows he would like to use are six over one to match the existing configuration.

President Chiodo stated that Borough Council members did receive and read the detailed minutes from the December 6, 2022 HARB meeting which outlined the position of the applicant and HARB and asked if there was some type of middle ground that could be reached.

Tom Lainhoff stated that Mr. Hess has owned the property for 30 years and stated that the sashes are in good condition and the parts that have deteriorated are the outside parts that were not protected by storm windows or paint and that is what caused the windows to fail. He reminded the members that previous Borough Councils have supported HARB in requiring existing wooden windows to be replaced in kind, including a neighboring property to this application. Chris Lainhoff stated it is important to have a consistent policy that is easy to describe, understand, and apply. John Hess stated that he called six of the wood window repair contractors on the list that was provided by the Borough office and stated that none called him back. Bob Bennethum asked if there is a vinyl window that still has the texture/look of wood? John Hess stated that he and Travis Jankowski tried to find that type of window and were not able to find anything. Chris Lainhoff stated that he inspected the windows and the attic windows need to be replaced but the remaining windows are in repairable condition and need paint and glazing.

A motion was made by Ray Garraffa, seconded by Dale Spaulding, and passed unanimously to approve the request of John Hess, owner of 109 West Main Street, to replace the existing wooden windows with the vinyl windows as requested.

10-14 South Decatur Street: Travis Jankowski, representing the owners of 10-14 South Decatur Street, was in attendance and stated that they have basically the same issue as the previous application. He stated that the previous owner of the building did not have proper upkeep of the windows; they have a mixture of 27 wooden, aluminum, and vinyl windows; and contractors would either not work with them or stated the windows would be \$3,500 to \$5,000 per window and are 38-40 weeks out for construction. Additional information from the applicant and HARB regarding the application are included in the December 6, 2022 HARB minutes. Travis Jankowski stated they would agree to either the vinyl replacement window they proposed or another reasonably-priced vinyl window. Jim Rice stated that he believed we need to consider each building on a case-by-case basis and take into account if a building has been modernized over the years. Travis Jankowski stated that they would agree to either a six over six or one over one configuration but they want them all to match. Bob Bennethum asked if HARB had a preference on the light configuration. Chris Lainhoff stated that a six over six configuration is preferable to match the appearance of the building in the late 19th century but stated that both applicants are proposing a vinyl window with grids between the glass but the more historic look would be for a simulated divided light which is made of wood on the outside, glass, and wood on

the inside to give the appearance of a traditional window. He stated that since the applicants are proposing the grids between the glass that it is his opinion that the one over one would be better because it would look more like a traditional window.

Tom Lainhoff asked if HARB or the Heritage Society could get right of first refusal on the old wooden windows that would otherwise be disposed of to have available for future people who want to restore wooden windows.

A motion was made by Bob Bennethum, seconded by Ray Garraffa and passed unanimously to approve the request of BJBRR Enterprise LLC, owners of 10-14 South Decatur Street, to replace the existing wooden windows with the vinyl windows as requested.

109 West Main Street, 21 West Main Street, and 230 Miller Street: A motion was made by Dale Spaulding, seconded by Jim Rice and passed unanimously to approve the HARB Certificates of Appropriateness for the installation of a mini-split, removal of storm windows, and replacement of the storm door at 109 West Main Street; replace the front entrance door and replace the front porch boards at 21 West Main Street; and to replace the garage door at 230 Miller Street.

UNFINISHED BUSINESS:

Eshelman Run Change Orders & Pay Requests – Consider a motion to approve the change orders and pay request: A motion was made by Jim Rice, seconded by Dave Felpel and passed unanimously to approve the Eshelman Run change orders and pay requests.

NEW BUSINESS:

93 Lancaster Avenue Escrow Reduction – Consider a motion to reduce the escrow based on ELA's recommendation: A motion was made by Ray Garraffa, seconded by Dave Carson and passed unanimously to reduce the amount of 93 Lancaster Avenue's escrow by ELA's recommendation of \$17,122.45, retaining \$1,500.00.

Ordinance 2022-2, Capital Reserve Fund Policies – Consider a motion to enact Ordinance 2022-2, Capital Reserve Fund Policies: The Borough Manager stated that this update was prepared by the Borough Solicitor and was advertised as required. A motion was made by Bob Bennethum, seconded by Dave Felpel, and passed unanimously to enact Ordinance 2022-2, Capital Reserve Fund Policies.

2022 Budget Reallocation – Consider a motion to adopt the manager's budget reallocation of funds from the 2022 operational budget to reserve funds: The Borough Manager stated that he is recommending the 2022 budget reallocations, which are ending balance funds from within the 2022 budget. He stated that the funds were realized because of economies done by borough staff, police department staffing issues from the beginning of the year, the loss of a Public Works employee that has not been replace, and a significant reduction in the Workers' Compensation. He is recommending the transfers to the reserve funds because of the significant increasing costs in all areas that we are looking to purchase in 2023, which puts the reserve funds in a very sound position moving into the future. The recommendations are: \$37,500 to Fund 30, Public Works Equipment/Building Reserve (shown on line 426.740); \$37,500 to Fund 31, Building/Office Equipment Reserve (shown on line 409.730); \$25,000 to Fund 32, Police Reserve (shown on line 410.740); and \$50,000 to Fund 40, Street/Stormwater/Sidewalk Reserve (shown on line 431.300).

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A motion was made by Dale Spaulding, seconded by Ray Garraffa and passed unanimously to approve the manager's budget reallocation of funds from the 2022 operational budget to reserve funds as proposed.

2023 Final Budget – Consider a motion to approve the 2023 Final Budget: The Borough Manager reviewed his 2023 final budget memorandum and stated that the 2023 budget does not include a property tax increase, has a 10.7% fund balance, and is balanced. Mike Chiodo stated that staff has done a great job because we have been able to increase our ending balance and have additional funds to transfer to reserve funds. The Borough Manager stated that he wanted to give credit to the Administrative Assistant, Christine Moore, for assisting him with the preparation of the budget.

A motion was made by Ray Garraffa, seconded by Dave Carson and passed unanimously to approve the 2023 final budget.

Resolution 2022-11, 2023 Tax Rate – Consider a motion to adopt Resolution 2022-1: A motion was made by Jim Rice, seconded by Ray Garraffa, and passed unanimously to adopt Resolution 2022-11, setting Strasburg Borough's 2023 real estate tax millage at 3.03 mills, which is not a real estate tax rate increase.

OTHER BUSINESS: None.

CITIZENS' COMMENTS: Kathleen Coleman stated that she appreciates the kindness of the Borough Council in allowing her to speak at the beginning of the meeting and asked for clarification for the submission dates for residents to submit the Requests to be Heard form for the next meeting. The Borough Manager stated that the submission is five business days and added that if a person is requesting Borough Council to take action that it needs to be listed on the form because the law requires it to be on the agenda to allow Borough Council to take action. She also requested a Strasburg Borough drug report and Chief Ferretti stated that drug arrests are listed on the monthly police report and on the Crimewatch website. When asked, Chief Ferretti stated that the drug activity in town has been the same for the last approximately five to seven years.

Jerilyn Bensley thanked the Borough Council for not having a real estate tax increase.

The Borough Manager recommended the members consider authorizing the Borough Solicitor attend the Borough Council meetings and Zoning Hearings relating to the Restart Ministries proposal if they submit a complete application, and it was approved by Borough Council consensus.

Scott Weichler thanked the Borough Council for increasing the Fire Company Equipment Reserve Fund allocation to 1% of the taxable assessed property value.

Bruce Ryder stated that a written policy is needed to determine when it is appropriate to approve replacement windows in the Historic District. Chris Lainhoff stated that it is recorded in the December 6, 2022 HARB minutes that he stated he would like additional discussion at a future meeting to consider when it is appropriate to have a compromise. Chris Lainhoff reviewed wooden window suppliers and approximate prices and he stated they are comparable to the vinyl replacement windows. He stated that energy efficiency of the wooden windows depends on the installation.

ADJOURNMENT: A motion was made by Jim Rice, seconded by Bob Bennethum, and passed unanimously to adjourn the meeting at 8:30 p.m.

Respectfully submitted,

Steven Echternach
Borough Manager