

**WRIGHTSVILLE BOROUGH COUNCIL MEETING
MONDAY, MAY 2011**

The regular meeting of the governing body convened at 7:01pm on Monday, May 2, 2011.

In attendance: Borough Council President Groft, Council Vice- President Hobbs, Councilman Scritchfield, Councilman Nelson (arrived at 7:16pm), Councilwoman Bolton, Councilman Sipes, Mayor Habecker, Secretary Wirls, Solicitor Ehrhart, Engineer Klinedinst, and Police Chief Pearson. Treasurer Brenner was absent.

Council President Groft called the regular meeting of the governing body to order at 7:01pm and led the salute to the American Flag.

Patrons:

Katrina Pierce:

- Presented a \$250 donation to Kathy Abel for the WCRC.
- Stated that she felt as if her business was being singled out by the Police Department.

Councilman Sipes made a motion to approve the April 4, 2011 Regular Meeting Minutes. Councilman Scritchfield seconded the motion. All in favor. Motion passed with a unanimous vote, 5-0.

Councilwoman Bolton made a motion to approve the April 18, 2011 Recessed Meeting Minutes. Councilman Sipes seconded the motion. All in favor. Motion passed with a unanimous vote, 5-0.

POLICE -

Chief Pearson gave the April 2011 Police Report which consisted of:

45 Calls for service

16 Traffic Citations

1 Non Traffic Citations

5 DUI Arrests

0 Motor Vehicle Accidents

8 Warrant Services

TREASURER -

Borough Council reviewed the check register and financial report for April 2011.

Councilman Sipes made a motion to approve the check register for the month of April 2011. Councilman Scritchfield seconded the motion. All in favor. The motion passed with a unanimous

vote, 5-0.

Councilman Sipes made a motion to approve the financial report for April 2011. Councilman Scritchfield seconded the motion. All in favor. The motion passed with a unanimous vote, 5-0.

ENGINEER -

Engineer Klinedinst gave the engineering report for March 2011 which consisted of:

- Royal Farms – Building razed in May. Reviewed approval process with Borough Secretary on 3/30/2011, anticipating application. Land Development Plan needs updates. No activity.
- Comprehensive Plan (KDG) – Total project cost is \$80,195 (Comp Plan Update \$40,970 and Riverfront Park Master Plan \$39,225). Funding makeup is YCPC \$15,000, DCED \$20,485, DCNR \$26,732 (pending), and Borough \$17,978. Meetings are 3rd Monday at 7:00 PM in Borough Meeting Room. Comprehensive Plan Committee forwarded preliminary draft to Council; edits and Recreation Plan underway. Preliminary Waterfront Master Plan presented 4/11.
- Safe Routes to School (BB) – Grant awarded the amount of \$239,900.00. YAMPO approved additional \$90,000 funding. Final design in progress. Reimbursement signature recommended for signature. Comments received from Penn Dot, being addressed.
- 2011 Street Maintenance Program (MRK) – Authorized 2/7/2011. Bids opened 4/01-low bidder Stewart and Tate, Inc. at low price of \$21,954.35 based on estimated quantities. Pre-construction meeting held. Contracts ready for signature. A Pre-Construction meeting will be scheduled in the upcoming weeks.
- CDBG (BRB) – Application period open for Community Development Block Grant funds – met with council to identify projects and prepare applications. Need approval of Resolution. Deadline for submission is June 3, 2011
- MS4 (DJR) – Derek Rinaldo met with Melissa and Jason on March 9th to discuss the submission of this year's MS4 annual report. As part of this meeting, they discussed some ongoing storm water efforts within the Borough, revised the storm sewer map, and updated the vehicle registry. CSD and the Borough will work together to submit the report by the June 9th deadline and ensure the Borough's continued compliance with the program. No update.
- Miscellaneous –
 - Donsco – 116 Hellam Street setback waiver – reviewed, responded under separate email.
 - Curb / walk / SWS inquiry Cherry / 4th – need site view with Council reps.

Councilman Scritchfield made a motion to approve the signing of the 2011 Street Maintenance contracts. Councilman Sipes seconded the motion. All in favor. Motion passed with a unanimous vote, 5-0.

Councilman Scritchfield made a motion to approve and implement Resolution 2011-16, a Resolution supporting the submission of Community Development Block Grant applications for phased improvement of streets. Councilwoman Bolton seconded the motion. All in favor. Motion passed with a unanimous vote, 5-0.

SOLICITOR -

Borough Council reviewed the written report provided by Solicitor Ehrhart.

Borough Council broke for an Executive Session at 7:14pm. Councilman Nelson arrived at 7:16pm

and joined the other Council members in Executive Session. Borough Council reconvened at 7:27pm. . It was announced that the Executive Session was held in order to discuss a personnel matter. No action was taken during Executive Session.

MAYOR -

Borough Council reviewed the written report provided by Mayor Habecker.

COMMITTEE REPORTS -

Administration & Finance:

No report

Public Works:

Councilman Nelson gave the Street Department report which consisted of:

- Cleaned salt spreaders, spray on protection and stored indoors
- Painted dugouts and washed benches
- Cleaned inlets of debris
- Fixed both school crossing signs on Hellam Street
- Adjusted light at the square
- Hung NO PARKING signs on Hellam Street for cemetery construction
- Purchased 15 gallons for paint for paint machine
- Received and stored last load of salt for the season
- Street sweeping
- Removed ½ downed tree at lower park
- Ordered and replaced cutting edge on front backhoe bucket
- Refuse removal at parks, river and school
- Spoke with Penn Dot and reached an agreement that they would install the correct markings on Hellam Street with thermoplastic.
- Attended class on signage
- Purchased spouting material to be installed when we are able to borrow the bucket truck from Red Lion.
- Anticipate hanging flags and banners when able to borrow bucket truck from Red Lion
- Cleaned animal carcass off of roadway
- Replaced pump on scag mower
- Documented PPL pole numbers for permit
- Removed straw from 513 Cherry Street
- Met with York County Conservation to discuss possibility of the Borough being eligible for the dirt and gravel program.

Councilman Nelson made a motion to hire Joseph Kellison full-time at \$13 per hour. Councilman Scritchfield seconded the motion. All in favor. Motion passed with a unanimous vote, 6-0.

Councilman Scritchfield made a motion to give Streets Laborer Jason Livelsberger a 4% raise to reflect the increase in responsibilities. Councilman Sipes seconded the motion. All in favor. Motion passed with a unanimous vote, 6-0.

Public Safety:

Councilman Scritchfield gave the April 2011 Fire Department report which consisted of:

Total responses

Hellam Township: 17

Wrightsville Borough: 13

Hallam Borough: 1

Columbia Borough: 1

Lower Windsor Township: 3

Springettsbury- 1

East Donegal Township – 4

Chanceford Township – 1

West Hempfield Township - 3

Medical Assists: 11

Auto Accidents: 4

Structure Fires: 7 (4 of the 7 working fires)

Brush Fire/ Trash Fires: 2

Automatic Fire Alarms: 5

Standby Transfers: 3

Gas/Co Alarms: 0

Vehicle Fires: 2

Outside Investigations: 1

Wires Down – 1

Fire Police Dispatches – 1

Average Crew Size: 14 PERSONNEL

Average Fire/Rescue Response Time: 1 minute

Average QRS Response Time: 1 minute

Chicken BBQ – May 15th - \$8 per dinner

Councilman Scritchfield welcomed Officer Mike Carpenter back to Wrightsville Borough.

Councilman Scritchfield made a motion to approve advertising for a part-time Police Officer position. Councilman Sipes seconded the motion. All in favor. Motion passed with a unanimous vote, 6-0.

Community & Economic Development:

Council Vice-President Hobbs made a motion to approve and implement Ordinance 2011-2, a Building Ordinance Amendment. Councilman Scritchfield seconded the motion. All in favor. Motion passed with a unanimous vote, 6-0.

Roll call vote:

Councilman Sipes – aye

Councilman Scritchfield – aye

Councilwoman Bolton – aye

Councilman Nelson – aye
 Council Vice-President Hobbs – aye
 Council President Groft – aye

Council Vice-President Hobbs made a motion to approve and implement Ordinance 2011-3, an Uncertified Buildings Ordinance. Councilwoman Bolton seconded the motion. All in favor. Motion passed with a unanimous vote, 6-0.

Roll Call Vote:

Councilman Sipes – aye
 Councilman Scritchfield – aye
 Councilwoman Bolton – aye
 Councilman Nelson – aye
 Council Vice-President Hobbs – aye
 Council President Groft – aye

Council Vice-President Hobbs made a motion to approve sending out the RFP's for the Zoning Ordinance. Councilman Sipes seconded the motion. All in favor. Motion passed with a unanimous vote, 6-0.

Discussion regarding the variance request from Donsco as brought to the attention of Borough Council during the Engineer's report. Engineer Klinedinst recommended a waiver of the Land Development and Subdivision provision.

Councilman Scritchfield made a motion to approve a waiver of a 0 setback (THIS NEEDS VERIFICATION...WILL DISCUSS WITH JOHN ON MONDAY AND INSERT INTO MINUTES)

Councilman Sipes seconded the motion. All in favor. Motion passed with a unanimous vote, 6-0.

Councilman Sipes made a motion to approve a waiver for the Front Street driveway variance request (THIS NEEDS VERIFICATION). Councilman Nelson seconded the motion. Council Vice-President Hobbs abstained from voting. The remaining members of Council were in agreement. Motion passed with a 5-0 vote, with 1 abstaining.

Parks & Recreation:

Councilwoman Bolton made a motion to approve a \$500 donation from the Borough of Wrightsville to the WCRC. Councilman Scritchfield seconded the motion. All in favor. Motion passed with a unanimous vote, 6-0.

Councilwoman Bolton relayed the following:

- Justine Hobbs resigned from her position as the Recreation Board Secretary due to college and employment obligations. Recreation Board is now down to five members and the Board would like to bring names to Borough Council for the consideration of filling the vacant position.
- The advertising signs will be placed at the Vine Street fields due to the poor conditions at the

Riverfront fields.

- Stated that there was an issue with the traffic patterns at the Vine Street fields.
- Recreation Board selling chicken bbq tickets for the Heritage Day celebration. Tickets are \$8 per piece.

Councilman Sipes relayed the following:

- The Easter Egg candy sale was very successful for the Senior Center with a \$717 profit.
- The Senior Center will be holding a yard sale / bake sale.
- Bus trip on August 20th sponsored by the Recreation Board. Contact Lori Cunningham.
- Historic Wrightsville will be holding Heritage Day on May 28th from 8am – 4pm. There will be a car show. The event will be located on the grounds of the John Wright restaurant.
- This year marks the 150th anniversary of the Bridge Burning.

Personnel Committee: No report

Mayor Habecker addressed the comments made by business owner Katrina Pierce earlier in the meeting by stating that the Borough receives numerous complaints about her business and therefore, there is no harassment.

Councilman Sipes made a motion to adjourn the May 2, 2011 Borough Council Regular Meeting. Councilwoman Bolton seconded the motion. All in favor. Motion passed with a unanimous vote, 6-0.

The Wrightsville Borough, Monday, April 4, 2011 regular Borough Council meeting was adjourned at 7:40pm.

Respectfully Submitted,

Melissa B. Wirls

Melissa B Wirls
Borough Secretary