

**WRIGHTSVILLE BOROUGH COUNCIL MEETING
MONDAY, JUNE 6, 2011**

The regular meeting of the governing body convened at 7:00pm on Monday, June 6, 2011.

In attendance: Borough Council President Groft, Council Vice- President Hobbs, Councilman Scritchfield (arrived late), Councilman Nelson, Councilwoman Bolton, Councilman Sipes, Mayor Habecker, Secretary Wirls, Solicitor Ehrhart, Engineer Klinedinst, and Police Chief Pearson (arrived late).

Council President Groft called the regular meeting of the governing body to order at 7:00pm and led the salute to the American Flag.

Patrons:

Charles Hurst:

- Explained that he was working with Pat and Alissa Estel with the bakery at 115 Locust Street and wanted to rectify any issues with setbacks and Borough building requirements so that the Estel's can open the bakery as scheduled.

Engineer Klinedinst provided his professional viewpoint in regards to the situation.

Mike Scarborough:

- Introduced himself as the Site Engineer for the Royal Farms project. Mr. Scarborough presented Borough Council with the updated plans for the project and explained that Royal Farms put the project on hold due to the economy but now wishes to proceed with the construction of the store on Hellam Street.

Katrina Pierce:

- Wanted to state that she invested a large amount of money into her business on Front Street and is a taxpayer of the Borough. Ms. Pierce explained that she felt scorned at the last Borough Council meeting.

Bob Thoman:

- Reiterated what Ms. Pierce said.

Mel McDonald:

- Stated that there were contractors working in the Borough that are presenting a safety issue by leaving their equipment out on the sidewalk thus forcing pedestrians to walk in the street. Ms. McDonald presented Borough Council with pictures of said equipment.

Eric White:

- Expressed his displeasure in the adoption of the IPMC and asked that Borough Council be sensible in passing the proposed IPMC Ordinance. Contested the qualifications of Borough Council to be designated as the Appeals Board for the International Property Maintenance Code.

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

POLICE -

Police Chief Pearson gave the police report for May 2011, which consisted of:

56 Calls for service

10 Traffic Citations

9 Non Traffic Citations for Public Drunkenness, Disorderly Conduct & Curfew

8 DUI Arrests

4 Motor Vehicle Accidents

10 Warrant Services

TREASURER -

Treasurer Brenner gave the financial report for May 2011. He pointed out the following items:

- May is usually a high revenue month for the Borough.
- The fire tax receipts were handed over to the Fire Department.
- \$500 donation given to the WCRC.
- M&T Bank loan for the start up costs for the Police Department. In 2 more payments, the loan will be paid off in its entirety.
- A few changes in the check register line items. This was due to some requests from the auditors.
- The Borough is right on target financially and for the most part, in line with expenditures and revenue.
- Met with the Borough Secretary and Pam Shellenberger from YCPC to discuss the payments for the Comprehensive Plan and Riverfront Feasibility Study grants.

Councilman Sipes made a motion to approve the check register for the month of June 2011.
Councilman Scritchfield seconded the motion. All in favor.
The motion passed with a unanimous vote, 6-0.

Councilwoman Bolton made a motion to approve the financial report for June 2011. Councilman Sipes seconded the motion. All in favor.
The motion passed with a unanimous vote, 6-0.

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, anticipating an application. Updated LD plan received June 3, 2011; under review. Engineer Klinedinst recommended approving the plans for Royal Farms subject to the completion of the 4 items, which need completion.
- Comprehensive Plan Update (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. 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. Ready to bid subject to one R/W and Penn Dot authorization. We need to acquire Right of Way or revise design; minor redesign is recommended.
- 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. Crack sealing to begin June 6, 2011 with the balance of work anticipated being the week of June 13th.
- CDBG (BRB) – Applications filed.
- MS4 (DJR) – Borough inspecting outfalls on June 2, 2011. C.S. Davidson and the Borough will work together to submit the report by the June 9th deadline.
- Miscellaneous –
 - Reviewed proposed work on 115 Locust Street.
 - Curb / walk / SWS inquiry Cherry Street. Need site review with Borough Council reps.

Discussion ensued.

Councilman Sipes made a motion to accept the submitted revised plans for the Royal Farms project contingent upon their completion of the following 4 outstanding issues as discussed with the engineer for the project:

- The owner's notarized signature must be executed.
- The addition of the screening fence along the northern line of South Alley should be subject to time limits and the cost included in the financial security.
- The lighting plan should reflect revised lighting fixture changes.
- Approval from the Municipal Authority must be obtained.
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Councilman Nelson seconded the motion. All in favor.

Motion passed with a unanimous vote, 6-0.

Councilman Scritchfield made a motion to slightly alter the Safe Routes to School design reflecting the lack of one easement. Councilman Nelson seconded the motion. All in favor.

Motion passed with a unanimous vote, 6-0.

Councilman Sipes made a motion to approve the 0 foot setback for the bakery located in the rear of 115 Locust Street.

Discussion ensued. Councilwoman Bolton suggested a waiver releasing the Borough from any responsibility should any damage happen to the structure during snow removal season.

Councilman Scritchfield made a motion to amend the motion on the floor pertaining to 115 Locust Street. The amended motion approving the 0 foot setback became contingent upon the payment of legal fees for the creation of the indemnification and a signed (by owners & Borough) indemnification stating the Borough is not responsible should any structural damage occur during snow removal. Councilman Sipes seconded the motion. All in favor.

Motion passed with a unanimous vote, 6-0.

SOLICITOR -

Borough Council reviewed the written report provided by Solicitor Ehrhart.

Solicitor Ehrhart stated that she would not be in attendance at the Borough Council meeting in July.

MAYOR -

Borough Council reviewed the written report provided by Mayor Habecker.

Mayor Habecker stated that Borough Council went to great lengths in order to maintain a decent degree of separation between their duties as Borough council and their duties as the IPMC Appeals Board. He also pointed out that the practice of Borough Council, acting as the Appeals Board is consistent with a large amount of other municipalities.

Discussion ensued in regards to the Section 103.5 Fees of the IMPC.

Mayor Habecker relayed that Mr. White's apprehension of the potential abuse of the IPMC Ordinance is valid but again pointed out that the Borough Council has made every effort to prevent that type of situation. Mayor Habecker commended Borough Council for their efforts.

COMMITTEE REPORTS -

Administration & Finance:

Councilwoman Bolton made a motion to accept the Audit Report for 2010. Councilman Sipes seconded the motion. All in favor.

Motion passed with a unanimous vote, 6-0.

Discussion ensued in regards to the Audit report.

Public Works:

Councilman Nelson gave the Street Department report, which consisted of:

- Weed whacked and mowed as necessary.
- Empty all trash from all parks, school and river as needed.
- Removed tree limbs in mowing areas.
- Cleaned up debris in lower ball fields.
- Moved downed trees in lower park area.
- Cleaned inlets and along curb lines.
- Set up meeting with Sgt Barbour from the York County Sheriff's Office Inmate Program.
- New employee orientation for Joe Kellison, F/T Streets Laborer.
- Removed dead shrubbery at the American Legion to enable them to mulch both sides of the bridge per agreement.
- Haul and spread sand at lower ball fields.
- Removal of a handicap sign on the 200 block of Walnut Street.
- Mowed properties at 404 and 513 Cherry Street per Borough Ordinance.
- Hung flags and banners on Hellam Street with new brackets.
- Fixed spouting on Fire Department / Police Department building.
- Removed limb hanging over pavilion.
- Ordered spare street sweeper bristles.
- Obtained all PPL pole numbers for permit.
- Obtained pole numbers for street lights out on Hellam Street.
- Took animal traps to Donsco.
- Mounted toolboxes on mowers for better convenience.
- Maintained proper upkeep on mowers.
- Worked alongside councilman Scritchfield in assessing the walking trails in preparation for the Inmate Crew coming in.
- Set up barricades and no parking signs for Heritage Days and Memorial Day parade.

Public Safety:

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

Total responses: 43
 Hellam Township: 15
 Wrightsville Borough: 15
 Hallam Borough: 2
 Columbia Borough: 1
 Lower Windsor Township: 4
 Manchester Borough: 1
 Springettsbury: 2
 East Donegal Township: 3

Medical Assists: 13
Auto Accidents: 7
Structure Fires: 4 (1 working fire)
Brush Fire/ Trash Fires: 2
Automatic Fire Alarms: 4
Standby Transfers: 3
Vehicle Fires: 1
Outside Investigations: 1
Public Service: 2
CO Incident: 2
Debris Removal: 1
Water Rescue: 1
Wires Down: 1
Fire Police Dispatch: 1

Average Crew Size: 11 PERSONNEL
Average Fire/Rescue Response Time: 1 minute
Average QRS Response Time: 1 minute

Community & Economic Development:

Councilwoman Hobbs made a motion to adopt Ordinance 2011-4, Wrightsville Borough adoption of the 2009 edition of the International Property Maintenance Code. Councilwoman Bolton seconded the motion. All in favor.
Motion passed with a unanimous vote.

Council President Groft called for a 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 Resolution 2011-17 adopting the WB-IPMC Complaint Policy. Councilman Sipes seconded the motion. All in favor.
Motion passed with a unanimous vote, 6-0.

Council Vice President Hobbs made a motion to approve Resolution 2011-18 adopting the official designations for the WB-IPMC. Councilman Scritchfield seconded the motion. All in favor.
Motion passed with a unanimous vote, 6-0.

Council Vice President Hobbs made a motion to waive the Entertainment Permit fees for the Memorial Day parade organized by the American Legion. Councilman Scritchfield seconded the motion. All in favor.
Motion passed with a unanimous vote, 6-0.

Council Vice President Hobbs made a motion to waive the Entertainment Permit fees for the Heritage Day celebration organized by Historic Wrightsville. Councilman Sipes seconded the motion. All in favor.

Motion passed with a unanimous vote, 6-0.

Council Vice President Hobbs made a motion to close the requested streets as listed on the permit application by Historic Wrightsville. Councilman Sipes seconded the motion. All in favor.

Motion passed with a unanimous vote, 6-0.

Council Vice President Hobbs made a motion to close the following streets during the hours of 4pm until midnight:

- Front Street between Locust Street and Lime Kiln Alley.
- Walnut Street between the River and Third Street.

Councilman Sipes seconded the motion. All in favor.

Motion passed with a unanimous vote, 6-0.

Parks & Recreation:

Councilwoman Bolton relayed the following:

- Thanks to the company Half Nuts for providing snacks for the Borough Council meeting.
- The Recreation Board sold out of chicken bbq tickets for Heritage Day and they are also going to be selling breakfast sandwiches.
- The Recreation Board is seeking members. If anyone is interested, please see a current Recreation member.
- There are still tickets available for the August bus trip. If interested, see a Recreation Board member for details.

Councilman Sipes informed those in attendance of the following:

- Book sale at the Trinity Lutheran Church sponsored by Historic Wrightsville.

Personnel Committee:

No report

ADDITIONAL BUSINESS:

Councilman Sipes asked what the chances were of the alley behind the Royal Farms property becoming one way and asked Borough Council to look into it.

Engineer Klinedinst stated that a traffic study would need to be performed.

Councilwoman Bolton made a motion to cancel the June Borough Council Planning Meeting.

Council Vice President Hobbs seconded the motion. All in favor.

Motion passed with a unanimous vote, 6-0.

Councilman Sipes made a motion to adjourn the June 6, 2011 Borough Council regular meeting.

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

The Wrightsville Borough, Monday, June 6, 2011 regular Borough Council meeting was adjourned at 8:02pm.

Respectfully Submitted,

Melissa B. Wirls

Melissa B Wirls
Borough Secretary