

**DALLASTOWN BOROUGH  
175 EAST BROAD STREET  
DALLASTOWN, PA 17313  
BOROUGH COUNCIL MEETING MINUTES  
OCTOBER 14, 2014 – 7:00 PM**

**CALL TO ORDER**

The October 14<sup>th</sup> meeting of the Dallastown Borough Council was called to order by Council President, Ronald Smith, followed by prayer, pledge of allegiance and roll call.

**MEMBERS PRESENT**

Ronald Smith – President  
Tomas Metz – Vice President  
Gina Smith – President Pro Tem  
Quay Markel  
Karen Hoyt-Stewart  
Paul Liesman

**ALSO PRESENT**

Connie Stokes – Borough Manager  
Steve Malesker – C.S. Davidson - Engineer  
David Garabedian – Zoning Officer  
Terry Meyers - Mayor

**ABSENT**

Bernell Kohler – Vacation  
David Jones – Solicitor – Other Commitment

**ANNOUNCEMENTS**

- October 16<sup>th</sup> – Halloween Parade – 7:00 pm
- October 17<sup>th</sup> – PSAB Conference
- October 31<sup>st</sup> – Trick or Treat/Witch Watch – 6:00 to 8:00 pm
- November 4<sup>th</sup> – General Election
- November 8<sup>th</sup> – Christmas in Dallastown – 9:00 am to 3:00 pm

**APPROVAL OF 9/8/14 MEETING MINUTES**

**Motion:** Mr. Markel moved and was seconded by Mr. Liesman to approve the 9/8/14 meeting minutes as presented.

**Motion carried 6-0.**

**APPROVAL FOR PAYMENT OF BILLS**

**Motion:** Mr. Liesman moved and was seconded by Mr. Metz to approve the payment of bills as presented.

**Motion carried 6-0.**

**APPROVAL OF FINANCIAL STATEMENTS**

**Motion:** Mr. Markel moved and was seconded by Mr. Liesman to approve the financial statements as presented.

**Motion carried 6-0.**

**MAYOR'S REPORT**

- Mayor Meyers September Report was distributed to all Council members.
- He received a letter from Health & Human Services advising that a general health survey is going to be done in the area.

**RESCUE FIRE COMPANY** – Chief Ehrhart was not present.

**VISITORS/PUBLIC COMMENT**

Elaine Fass – 633 Colonial Drive, Dallastown  
Paul Grove – 220 KIRSTA Lane, Dallastown  
Debra Zarfoss – 764 Ridgelyn Drive, Dallastown  
Derek Quick – 3005 Acorn Lane, Red Lion  
Mark O’Rourke, Sr. – 365 Fruitlynn Dr, Dallastown  
Kim Sterner – 211 KIRSTA Lane, Dallastown  
Joe Szmajda – 18 S. Park Street, Dallastown  
There was no public comment.

**RECREATION**

Attorney Jones is working on the No Smoking in the Park and No Dogs during Carnival. Both were tabled until the November meeting.

**SOLICITOR’S REPORT** – Attorney Jones was not present, but the Garbage Contract was ready for approval by Council. There was previous discussion concerning once a week collection versus twice a week collection. Once a week collection only saves \$6.00 per quarter which Council felt was not worth it. Everything else would stay the same as far as recycling and large item pickup.

**Motion:** Mr. Liesman moved and was seconded by Mr. Markel to accept Penn Waste’s Alternate 3A of the proposal, which is 3 years with twice a week collection, in the amount of \$1,486,512.00.

**Motion carried 6-0.**

**ENGINEER’S REPORT**

- The permit for White Rose Credit Union was picked up, but there was no update.
- Both of the sewer maintenance projects for this year have been completed. Both were bid as 2 year projects and we are at the end of those 2 years. Two years ago the annual sewer maintenance program was done as a 1 year with the option of adding a 2<sup>nd</sup> year if the work performance was good. The sewer maintenance program consists of cleaning, televising and repairing the sewer system. C. S. Davidson prepared a schedule for the 2015/2016 Sanitary Sewer Maintenance Program for Council’s review. Mr. Malesker asked Council if they would like C.S. Davidson to proceed. It can be done the same as before with bidding for 1 year with an option for a 2<sup>nd</sup> year and possibly a 3<sup>rd</sup> year.

**Motion:** Mr. Metz moved and was seconded by Mr. Liesman to have C.S. Davidson proceed with getting the bidding documents together for the 2015/2016 Sanitary Sewer Maintenance Program with specification preparation starting in December and advertising in March.

**Motion carried 6-0.**

- A schedule was done for the 2015/2016 Pipeline Rehabilitation Program. This program is for any additional repairs that need to be made within the system that are discovered during the cleaning and televising.

**Motion:** Mr. Metz moved and was seconded by Mr. Markel to authorize C.S. Davidson to proceed with preparing bidding documents for the 2015/2016 Pipeline Rehabilitation Program.

**Motion carried 6-0.**

- Columbia Gas televised their lines in the Borough. Mr. Metz asked whether the Borough would be able to obtain a copy. Mr. Malesker stated that the Borough would be receiving a copy and it will be added to the new GIS mapping system.
- Debra Zarfoss, Derek Quick and Mark O'Rourke were present, representing Debra's Glass. C.S. Davidson reviewed the two land development plan submittals for a building addition and parking lot. Mr. Malesker had prepared a few comments:
  1. The stormwater plan is not a good design practice and not recommended. He stated it would be better to pipe it around the building than underneath, plus they have the space. Ms. Zarfoss said they were going to keep the plan as is.
  2. 12 feet of earth will be retained at the back of the building. Since the drawings were not structural drawings, C.S. Davidson just wanted to insure that the engineer will provide adequate design calculations.
  3. A performance bond needs to be filed with the Borough Secretary prior to plan approval.
  4. The cost estimate of proposed public improvements needs to be submitted for review. Public improvements include stormwater management, erosion and sedimentation control, lighting & parking. That cost estimate will determine what the performance bond will need to be.
  5. The seal & signature of a registered professional is to be added to the plans.
  6. The planning module approval needs to be attained prior to plan approval. In the event a planning module is not required by the Borough, a formal planning module waiver would need to be approved. A waiver would not be able to be given since this plan was not included in the Borough's Chapter 94 Report. Ms. Zarfoss stated that there will not be any additional EDUs since the building is strictly warehousing with no water or heating. Mr. Malesker asked for a letter from the company's engineer stating the same.
  7. A waiver of ordinance was requested for the installation of a sidewalk since there is currently no adjacent sidewalk running north.
 

**Motion:** Mr. Liesman moved and was seconded by Mr. Metz to waive the current ordinance requiring sidewalks on both sides of the street, however if a street project is done in the future, the installation of sidewalks could be required.

**Motion carried 6-0.**
  8. Zoning comment – 1 loading space is required for a gross area of 20,000-25,000 square feet plus 1 additional space for each additional 20,000 square feet. The proposed building will contain a total of 26,555 square feet, which will require 2 loading spaces. The separate application that was submitted for the spaces on the adjoining parking lot will satisfy the requirement. However, a formal parking agreement should be recorded between the 2 parcels to insure that the loading spaces will remain accessible in the event the adjoining lot is ever sold. Ms. Zarfoss didn't want to do that, but instead proposed that their loading spaces be put in front of the garage doors where they will be loading from. The proposed spaces would not be blocking Rose Alley. Mr. Malesker asked that their engineer show on a revised plan submission, the 2 loading spaces at the garage doors instead of in the adjoining parking lot.
  9. The Stormwater Management calculation shall be revised to include the recently completed infiltration testing results.
  10. A detailed Operation & Maintenance plan to be provided for stormwater BMPs.
  11. The developer will be responsible for providing "as built" plans.
  12. A fee of \$751.00, which was determined by the Borough, is to be paid by the applicant to the Municipal Stormwater Maintenance Fund.

13. The vertical curb along the west side of the proposed parking lot needs to be labeled.
14. A formal agreement to be executed between the 2 properties to permit the stormwater management facilities to be connected as per the plans.
15. A street cut permit and any applicable bonding needs to be secured from the Borough for excavation on Rose Alley.
16. Adequate lighting shall be provided if parking lot is to be used at night.
17. Stormwater infiltration testing performed on the site yielded zero infiltration. The calculation needs to be changed showing no percolation.
18. Allowed to amend the soil for run off, but must be shown on the plans.
19. Applicant chose the CG1 Method for the analysis of pre/post development run off. Again, calculations need to be changed.
20. Seal & signature of plans.

Mr. Malesker does not have an issue with giving conditional approval of the plans based on meeting all the criteria set forth in the letter.

Ms. Zarfoss stated that she needs the building to be under roof by December due to material being delivered and nowhere to store it. Plus the excavation hole, as it is now, is very dangerous.

Ms. Zarfoss stated that the Engineer will have what he needs from her engineer tomorrow plus the performance bond.

**Motion:** Mr. Metz moved and was seconded by Mr. Liesman to conditionally approve the preliminary Land Development Plan for Debra's Glass based on C.S. Davidson's comments from letter dated 10/3/14 being satisfactorily addressed.

**Motion carried 6-0.**

**Motion:** Mr. Liesman moved and was seconded by Mr. Markel to conditionally approve the Stormwater Management Plan for Debra's Glass parking lot based on C.S. Davidson's comments from the 10/6/14 letter being satisfactorily addressed.

**Motion carried 6-0.**

**Motion:** Mr. Markel moved and was seconded by Mr. Liesman to allow construction to commence upon receipt of the performance bond and comments satisfied.

**Motion carried 6-0.**

**BUSINESS FOR ACTION** – Nothing

**BUSINESS FOR INFORMATION/DISCUSSION**

- Mr. Smith asked David Garabedian, the Borough Zoning Officer, where he stands on Rose Alley. Mr. Garabedian stated that a citation was filed 3 weeks ago and he is still waiting.
- The GIS work is mostly done. Mr. Metz asked that a presentation be put on the agenda for January.
- The York Area Regional Police Department still has not received anything concrete from Red Lion.
- The York County Boroughs Association's November meeting is on 11/1 at the Great American Saloon starting at 6:00 am.
- The Borough Budget Meeting is scheduled for October 27<sup>th</sup> & 28<sup>th</sup> at 7:00 pm.

**REPORTS**

- York Regional Emergency Medical Service
- York Area Regional Police Reports

**ADJOURNMENT**

**Motion:** Mr. Liesman moved and was seconded by Mr. Metz to adjourn the 10/14/14 Council meeting

**Motion carried 6-0. 7:50 PM**

Respectfully Submitted,

Susan Wertz