

**DALLASTOWN BOROUGH
175 E. BROAD STREET
DALLASTOWN, PA 17313
BOROUGH COUNCIL MINUTES
MAY 13, 2024 – 7:00 PM**

CALL TO ORDER

The May 13th meeting of the Dallastown Borough Council was called to order by Council President, Tom Metz, followed by the pledge of allegiance and roll call.

MEMBERS PRESENT

Tom Metz - President
Brad Capatch – Vice President
Gina Smith – President Pro Temp
Paul Liesman
Dave Simpson
Brian Brenneman

ALSO PRESENT

Terry Meyers – Mayor
David Garabedian – Borough Manager
Steve Malesker – Borough Engineer
Peter Ruth – Stock & Leader Solicitor
Joe Joines – Borough Maintenance Supervisor
Connie Stokes – Borough Manager (retired)

ABSENT

Scott DePoe – Zoning Officer
Doug Miller

ANNOUNCEMENTS

- The Office will be closed on May 27th for the holiday.
- Clydesdale Parade will be held on June 28th starting at 6:00PM

FIRE COMPANY REPORT

Fire Chief Dave Stump was not present

- Sportsman Raffle will be held on June 15, 2024
 - Tickets are \$20 which includes the raffle, meal ticket and drinks

POLICE REPORT

Chief Damon was not present at the meeting

- Attorney Ruth said there has been an increase in car burglaries/theft

APPROVAL OF 4/8/2024 MEETING MINUTES

Motion: Mr. Simpson moved and was seconded by Mr. Liesman to approve the 4/8/2024 meeting minutes.

Motion carried: 6-0

APPROVAL FOR PAYMENT OF BILLS

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

Motion carried 6-0

APPROVAL OF FINANCIAL STATEMENTS

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

Motion carried 6-0

MAYOR'S REPORT

Mayor Meyer's attended Connie Stokes' retirement party, and thanked Mr. Garabedian for planning the surprise. Mayor Meyers mentioned he is in favor of pursuing a lower cost public sewer project for the Colonial Heights development.

VISITORS/PUBLIC COMMENT

Bill & Deb Henry – Dallastown

Keith Metzel – 115 April Lane

Dave & Shelly Lindsay- 120 Maylyn Ave

SOLICITOR'S REPORT

The solicitor's report was given by Attorney Ruth.

- The Refuse Collection Bid Specifications will be advertised.
- Attorney Ruth is waiting for the updated franchise agreement from Comcast, he is hoping to have more on that next month.
- Resolution 2024-07 to amend the Volunteer Tax Credit Register. The register approved at last month's meeting did not include volunteers that "rent" in the borough. These volunteers are still eligible to receive credit on their earned income tax.

Motion: Mr. Liesman moved and was seconded by Mr. Simpson to approve Resolution 2024-07 to amend the volunteer Tax Credit register.

Motion carried: 5-0 (Brian Brenneman Abstained)

ENGINEER'S REPORT

The Engineer's report was given by the Borough Engineer Steve Malesker.

- Mr. Rehab was awarded the sewer maintenance program at the April meeting in the amount of \$122,900. They are still waiting for documents from Mr. Rehab, but they anticipate a notice to proceed around the beginning of June. It was also detailed in the agreement that completion must be done by September 2024. There was an issue with the deadline in 2023, so HRG made it apparent that the September date must be held.
- Mr. Malesker spoke with YCPC regarding the CDBG program. YCPC will have additional funds if the proposed projects for the 2024 year of CDBG funding is not spent. If so, the borough may be able to utilize the extra funds for their CDBG plan that was scheduled to be done with the next 3-year cycle. HRG will start engineering the 2nd phase of the W. Chestnut Basin CDBG project (W. Broad St. Stormwater Improvement Plan), so when the County gives notice of the additional funds, the borough will be able to accept and complete the project. This must be done as the funds will need to be spent in the 2024 calendar year.
- Mr. Malesker thanked Mr. Joines for assisting with the Lombard Commons project. It was found that the contractor was installing stormwater pipe without calling HRG to schedule/perform the inspections. Mr. Joines was able to do the inspections so the project could continue without any issues moving forward.
- HRG completed a cost study for a low-pressure sewer system in the Colonial Heights development. The estimated cost for the LPSS came in at \$3,440,000 compared to \$8,200,000 for the gravity sewer system. HRG is currently working on a rate study to show the difference between the users' rates compared to the LPSS and GSS. The rate study is still assuming a 20-year PENNVEST loan with the borough contributing \$1,000,000 of its existing funds to offset the cost of construction and to purchase the initial grinder pumps for the homes located within the public sewer project. HRG will have the rate study completed by the June meeting. Council will need to discuss which system to go with and the next steps moving forward.
- Mr. Garabedian is going to speak with Concord Financing about financing the public sewer project. Concord was used for the DYWA water tank and may be an option for funding. This would replace obtaining a PENNVEST loan and the strict guidelines that come with it. Mr. Garabedian will update HRG once he speaks with Concord so they can include the different financing options in their rate study.
- President Metz asked the visitors if they had any questions.
 - Keith Metzel, 115 April Ln.- Asked council if the I-83 project would affect the borough's rates due to a sewer interceptor that needs to be relocated. Mr. Malesker said that these types of projects are included in the rate study, and the borough's tapping fee is adjusted when the borough sees rate increases from the Springettsbury WWTP.
 - Dave Lindsay, 120 Maylyn Ave- Mr. Lindsay said he heard about the LPSS. He is happy that the properties would not be dug up as much. Mr. Garabedian stated that the LPSS would not require any easements as all the work would be done in the ROW. Mr. Lindsay asked if he would be able to utilize

his existing septic system as the holding tank for the new grinder pump if the borough went with the LPSS. Mr. Malesker said that the septic tank is much larger than the grinder pumps that will be used, and he would need a much larger pump if that was even possible.

- Dave Lindsay, 120 Maylyn Ave- Mr. Lindsay asked about the property that had a fire at 111 Maylyn. Mr. Garabedian said that they have been working with the contractor and owner's attorney more recently about purchasing the windows for the property with the fire escrow money. This has been settled and the windows were ordered. The borough is waiting for the delivery of the windows to the borough office, and the contractor will pick up the windows and install them. Once the windows are installed, the siding can finally be completed, which would allow the contractor to complete the inner portions of the house.
- Mr. Malesker mentioned that with PENNVEST, the borough would not be able to use the funds to pave the Colonial heights development. If the borough chooses to utilize Concord Financing, they would be able to borrow the funds needed to pave the development in conjunction with the public sewer project.

BUSINESS FOR ACTION

- Appointment of Borough Manager- President Metz thanked Connie for her 25 years of service as the borough manager. With Mrs. Stokes' retirement, effective on June 1, 2024, council will need to appoint a new borough manager. Mr. Garabedian has been assuming the role of interim borough manager for the past several months and has been training with Mrs. Stokes for several years. President Metz asked for a motion to appoint Mr. Garabedian as the borough manager.
Motion: Mr. Liesman moved and was seconded by Ms. Smith to appoint Mr. Garabedian as the borough manager.
Motion carried: 6-0
- Public Official Bond- Remove Ms. Stokes from the treasures bond and instate Mr. Garabedian.
Motion: Mr. Brenneman moved and was seconded by Mr. Simpson to remove Ms. Stokes from the treasures bond and instate Mr. Garabedian.
Motion carried: 6-0
- Community Park project- Mr. Garabedian presented a quote from JMT engineering to design additional features at the community park which was not included with the original scope of work. This is because the borough received an additional \$275,000 from DCNR as a supplement to their existing grant. The monies will cover resilient surfacing and a 2-5 year-old play structure at the playground. To design the additional work needed at the playground, JMT has a quote for councils' approval in the amount of \$28,875.
Motion: Mr. Brenneman moved and was seconded by Mr. Liesman to approve the JMT quote for additional scope of the community park project.
Motion carried: 6-0
- Proclamation for Connie Stokes- A proclamation was presented to Connie Stokes to recognize her retirement and dedicated service to Dallastown Borough as the manager for 25 years. Connie was congratulated on her retirement and well wishes were given.

BUSINESS FOR DISCUSSION/INFORMATION

Mr. DePoe was not present to give the Zoning report.

- Zoning Officer Report was in packets and given to Council for them to review.
- Mr. Brenneman asked about leaning and not working telephone/electric poles in the borough. Mr. Garabedian stated they have a good contact person with Met-Ed that they reach out to when a pole is not working or in need of repair.

REPORTS

- Police Reports
- Other

ADJOURNMENT

Motion: Mr. Liesman moved and was seconded by Mr. Simpson to adjourn the meeting.

Motion carried: 6-0 at 7:49PM

**Respectfully Submitted,
David Garabedian**