

**MINUTES OF NEW FREEDOM BOROUGH
COUNCIL MEETING
December 12, 2022**

New Freedom Borough Council met in Regular Session on Monday, December 12, 2022. President Bobby led those in attendance to The Pledge of Allegiance to the Flag. The meeting was called to order at 6:31PM.

BOROUGH COUNCIL PRESENT

Andrew Bobby

Ryan Ross

Erica Rearich

Inga Andrews

Burnell Wildasin – *via phone*

Dennis Sarpen

David Reisdorf

ALSO PRESENT:

Kim Butcher, Mayor

Andrew Shaffer, Borough Manager

David Jones, Solicitor

ALSO ABSENT:

BOROUGH COUNCIL ABSENT:

Public Hearing – Opening a Portion of Summit Alley

President Bobby opened the hearing and asked if anyone in attendance wished to speak on the topic. Hearing none, President Bobby closed the hearing.

Executive Session

At this time, Council convened into Executive Session to discuss Personnel. Council went into Executive Session at 6:35PM and returned at 7:05PM. President Bobby reported that no action was taken during the Executive Session.

Public Comment / Visitors

The following residents were in attendance regarding a pest infestation at 117 Waneta Street; Ann Costantino, 115 Waneta Street, Josephine Kalista, representing 119, 114, & 112 Waneta Street, David Moyster, 115 Waneta Street, and Chad Hawk, 111 Waneta Street. All residents reported continued infestation while all properties are actively receiving pest elimination treatments. A request was made to Council for action to assist in eradication of the pests by fumigation of all properties. Mayor Butcher will contact York County Children, Youth, and Families and the Department of Health regarding the property. During discussion, Erica Rearich made a motion, seconded by Inga Andrews, for the inclusion of progress pictures on the code enforcement report. Motion carried. Residents in attendance agreed to allow any Borough Staff or Elected Official access to the property for code enforcement measures.

Myra Gillis reported on the 2022 New Freedom Christmas Parade. Myra thanked President Bobby, Manager Shaffer, and Public Works Superintendent Don Bortner for their assistance during the parade. Council extended their appreciation for holding a wonderful community event.

Jim Holley, on behalf of New Freedom Heritage, thanked Council and Public Works for assistance with installing a new sign for the museum. Additionally, Mr. Holley requested a partnership with the Borough on behalf of the museum for the submission of a grant for the purchase of document digitalization equipment. Andy Bobby made a motion, seconded by David Reisdorf, to authorize the submission of a collaborative application for funding under this opportunity. Motion carried.

Don Miller questioned the change in refuse and recycling collection. Council clarified collection details for Mr. Miller. Borough Staff will work with Penn Waste in the first few weeks of collection to sort out areas of concern.

Arlene Brown was present to express concerns with yard waste and tree trimmings. While the existing and new contract does not include yard waste, the Borough does provide brush collection, Christmas Tree collection, and leaf waste collection. Erica Rearich clarified to those in attendance the large increase the Council faced with bids received for refuse and recycling collection.

Approval of Minutes

The minutes of the Regular Council Meeting held November 14, 2022, were presented to Council for their review. Ryan Ross made a motion, seconded by Burnell Wildasin to approve the minutes as presented. Motion carried. Erica Rearich requested the audio file from the November 14, 2022 be posted to the website.

Treasurer's Report

The Treasurer's Report for the Month of November 2022 was presented to Council for their review. Ryan Ross made a motion, seconded by Inga Andrews, to approve the Treasurer's Report as presented. Motion carried.

Unfinished Business

Marge Goodfellow Park Improvements

Manager Shaffer reported this item is still under review.

Chapter 225, Zoning, Article VIII, Sign Regulations, Update Request

Manager Shaffer reported a draft has been presented to Solicitor Jones.

Stormwater Channel – North Constitution Avenue

Manager Shaffer reported that ARRO has completed wetland delineation, and the PNDI Review as required for the joint permit application.

Ordinance Amending Chapter 30 – Manager / Administrator

Ryan Ross made a motion, seconded by Burnell Wildasin, to approve an ordinance amending Chapter 30 as it relates to the Manager / Administrator. Motion carried.

Ordinance Amending Chapter 183 – Solid Waste & Recycling

David Reisdorf made a motion, seconded by Burnell Wildasin, to approve an ordinance amending Chapter 183 as it relates to Solid Waste & Recycling with a few minor grammatical changes. Motion carried.

Ordinance to Open Alley – Summit Alley

Dennis Sarpfen made a motion, seconded by Ryan Ross, to approve an ordinance opening a portion of Summit Alley, noting one grammatical change of “East” to “West”. Motion carried.

Request for Handicap Parking Space – 11 South Broad Street

Council reviewed additional information provided. Ryan Ross made a motion, seconded by Burnell Wildasin, to table discussion and investigate the potential of installing a parking pad to the rear of the property.

Example Quality of Life Ordinance

Item was tabled due to lengthy agenda.

Request for Six Month Extension of Current Lease with Southern York County Senior Center

Ryan Ross made a motion, seconded by Inga Andrews, to approve the request from the Southern York County Senior Center for a six-month extension of the current unexpired lease for space at the Community Center. Motion carried.

Approval of Revised Lease with Tasteful Occasions

Ryan Ross made a motion, seconded by David Reisdorf to approve the revised lease as presented. President Bobby provided information on comparable lease spaces in the area. The proposed lease would remove all currently utilized storage space by Tasteful Occasions and build an enclosed area in the auditorium. This would open storage for tables, chairs, and a cleaning supply area. Changes to the draft lease were discussed.

- 1) Removed all renewal language in Section 2
- 2) Removed 5% increase language in Section 3
- 3) Removed two free uses of auditorium – in Section 5
- 4) Added Lessee is responsible for Leased Property and Equipment in Section 8A

- 5) Added "auditorium" in Section 8B
- 6) Clarified "a key to the kitchen" in Section 10

Ryan Ross and David Reisdorf later withdrew their motion and second. Andy Bobby made a motion, seconded by David Reisdorf to approve the lease as presented noting the changes listed. Motion carried with a Nay vote from Erica Rearich.

Approval of 2023 Southern York County Regional Police Department Budget

Ryan Ross made a motion, seconded by Erica Rearich to approve the 2023 Southern Regional Police Department Budget as presented. Mayor Butcher indicated that amounts are subject to change based on receipt of final insurance figures. Ryan Ross withdrew his motion for clarification. Ryan Ross made a motion, seconded by Erica Rearich to approve the total budget of \$2,171,982 with New Freedom's portion not to exceed \$710,903. Motion carried.

New Business

Ordinance Setting Tax Rate for 2023

Ryan Ross made a motion, seconded by David Reisdorf, to approve an ordinance setting the tax rate for 2023 at 2.00 mills. The fire tax will remain at .28 mills. Motion carried.

[Resolution Amending Fee for Refuse and Recycling Collection](#)

Ryan Ross made a motion, seconded by Burnell Wildasin, to approve a resolution setting the refuse and recycling fee at \$85 per quarter. Motion carried.

[Resolution Amending Fee for Quarterly Sewer Rents](#)

Ryan Ross made a motion, seconded by Burnell Wildasin, to approve a resolution setting the fees for quarterly sewer rents. The base rate will increase by \$1.00 to \$70 per quarter and the overage rate will increase by \$2.00 to \$13.00 per 1,000 gallons of water consumption over the allotted 5,000 gallons per quarter. Motion carried.

[Resolution Amending Miscellaneous Fee Schedule](#)

David Reisdorf made a motion, seconded by Ryan Ross, to approve a resolution setting the miscellaneous fee schedule. Motion carried.

Approval of 2023 Budget

Ryan Ross made a motion, seconded by Burnell Wildasin, to approve the 2023 budget as presented. Motion carried.

Application for Payment #1 – Liberty Restoration – Office Roof Replacement Project

Erica Rearich made a motion, seconded by Burnell Wildasin, Application for Payment #1 from Liberty Restoration for the Office Roof Replacement Project in the amount of \$54,000. Motion carried.

2023 Meeting Schedule

Ryan Ross made a motion, seconded by David Reisdorf, to authorize advertisement of the 2023 meeting schedule. Motion carried.

Intergovernmental Agreement of Cooperation for Recreation with Shrewsbury Township

Item was tabled due to lengthy agenda.

Application for Payment #5 (Revised) – Lauer Construction Services – Public Works Renovation Project

David Reisdorf made a motion, seconded by Ryan Ross, Application for Payment #5 (Revised) from Lauer Construction Services for the Public Works Renovation Project in the amount of \$1,089.27. Motion carried.

Application for Payment #6 (Revised) – Lauer Construction Services – Public Works Renovation Project

Manager Shaffer requested Council hold approval until final issues can be resolved. Item was tabled.

[Resolution Approving Submission of a H2O Grant](#)

David Reisdorf made a motion, seconded by Dennis Sarpen, to approve a resolution authorizing the submission of a H2O Grant to the Commonwealth Financing Authority. If received, this grant would cover 50% of the anticipated cost of the \$2.4 million dollar project Motion carried.

Administrative ReportsSolicitor

Solicitor Jones reviewed the Intergovernmental Agreement for Recreation.

Manager

Manager Shaffer provided a report for November 2022 hereinto attached for reference.

Manager Shaffer requested funds for the purchase of community event supplies from Spring Grove Borough. Ryan Ross made a motion, seconded by David Reisdorf, to authorize up to \$9,000. Motion carried.

President

Nothing additional

Mayor

The police activity reports from October 9 to November 5 were presented to Council for their review.

The October 2022 financial report was presented to Council for their review.

Engineer

Council was presented with monthly reports from Warehaus and ARRO.

Water System

Council was presented with the November 2022 Operating Report for their review.

Wastewater System

Council was presented with the November 2022 Operating Report for their review.

Zoning & Code Enforcement Report

The Permit, Code Enforcement, and Land Development Reports for November 2022 were presented to Borough Council for their review.

Recreation Report

The December Meeting Report was provided for Council's review. Ryan Ross provided a summary of the meeting.

Erica Rearich made a motion, seconded by David Reisdorf, to continue the charge for use of Community Center by the Recreation Commission at a cost of \$200 per month until further notice. Motion carried.

Committee Reports

Business Development

Nothing to report.

EMS & Fire Funding

Mayor Butcher requested the coordination with Shrewsbury Borough and Township for the purchase of the chase truck and the matching funds from each of \$13,500.

Ryan Ross left the meeting at 11:28PM.

Infrastructure

Nothing to report.

Pickle Court Installation

Nothing to report.

Personnel

Nothing to report.

Public Safety

Nothing to report.

2023 Sesquicentennial

Nothing additional to report. Burnell Wildasin will be working with Ginny Neugebauer.

Council Chamber Audio & Video Improvements

The committee is scheduling a follow up meeting.

Correspondence

Nothing additional.

Public Comment

David Reisdorf thanked Public Works for assistance at the VFW with water repairs.

Adjournment

Adjournment was at 11:33PM.

Respectfully Submitted,

Andrew N. Shaffer

Borough Manager

NEW FREEDOM BOROUGH

NOVEMBER 2022 - MANAGER'S REPORT

RECREATION AGREEMENT

Final drafts of both the Intergovernmental Agreement and Commission By-Laws were reviewed by all parties as well as New Freedom Recreation Commission. Authorization for advertisement is on the agenda for Council's consideration. This will allow approval by Shrewsbury Township and New Freedom Borough in January. Subsequently, the submission of the Circuit Rider Grant to DCNR will occur.

CROSSWALK IMPROVEMENT PROJECT

While some initial work was completed, the crosswalk stamping is set to occur during the first full week of December.

PHASE 1 – IMPROVEMENTS AT WWTP

A kickoff meeting was held with RK&K on November 29 to review preliminary information and clarify minor project details. If all goes as planned, the Borough should have specifications by the end of August 2023. This does not include issuance of required permits from state and federal agencies.

GRANT OPPORTUNITIES

The office is continuing to work on multiple grant opportunities for an array of projects.

- H2O PA – CFA – DCED – Phase I Improvements – Wastewater Treatment Facility
- H2O PA – CFA – DCED – Improvements to Chemical Addition at Well Houses
- 2021 – DEP – 904 – Recycling Performance Grant
- DCNR Circuit Rider Program – Hiring and Training of an Intermunicipal Recreation Director

NOTEWORTHY TASKS

- Continued to work with DEP and ARRO to resolve stormwater concerns off North Constitution Avenue. A Water Obstruction and Encroachment Permit application will be submitted once additional information is gathered.
- Held Sewer User Group Meeting to discuss Phase 1 Improvements at the Wastewater Facility and the proposed addition of Shrewsbury and Hopewell Townships.
- Reviewed the results of a Cyber Security Assessment of the Borough's Network.
- Attended monthly meeting of Southern York County Regional Planning Commission Comprehensive Plan Update Committee.
- Held pre-construction meeting for Office Roof Replacement Project.
- Worked with ARRO to develop a folder structure and tracking tool in our GIS system for stormwater improvements.
- Held CPR and First Aid Training for employees.
- Attended York County Stormwater Consortium Management and Regional Meetings.
- Continued to meet with businesses and organizations as they order and install Knox Boxes.

LEGISLATIVE ACTION ITEMS

- Manager / Administrator Ordinance Amendment
- Refuse & Recycling Ordinance Amendment
- Ordinance Opening a Portion of Summit Alley
- 2023 Tax Rate Ordinance
- Resolution for Refuse Fee
- Resolution for Sewer Rents
- Resolution Setting Miscellaneous Fee Schedule
- 2023 Budget
- Resolutions for H2O Grant Submissions