

Regular Borough Council Meeting

April 2, 2018

The Regular Meeting of Souderton Borough Council, held on Monday, April 2, 2018, was called to order by President Brian K. Goshow at 7:00 p.m. Members of Borough Council present at the regular meeting included the following:

President Brian K. Goshow	Mayor John R. Reynolds
Vice-President D. Jeffrey Gross	Junior Councillor Michael Jones
Councillor Ned D. Leight	
Councillor Richard Godshall	Solicitor Robert R. Bricker
Councillor Daniel Yocum	
Councillor Matthew Mscichowski	Borough Manager P. Michael Coll
Councillor Richard Halbom	Police Chief James P. Leary
Councillor Edward Huber	Public Works Director Steven Coll

Absent from the meeting was Borough Councillor Julie Munden. The Invocation was given by Councillor Richard Godshall, followed by the Pledge of Allegiance to the Flag.

A motion was made by Councillor Jeffrey Gross, seconded by Councillor Richard Godshall, to approve the minutes of the March 5, 2018 Regular Borough Council Meeting and March 2018 Work Sessions as presented. The motion was approved.

Mayor John Reynolds commented on the annual Community Clean-Up Day scheduled for Saturday, April 21, 2018. The event will begin at the Community Park at 9:00 am and run to 12:00 noon. Lunch will be provided to the volunteers.

Councillor Daniel Yocum commented on a historical event titled “Windows of History, Past, Present and Future” The event will utilize salvaged windows from the Univest building. They are looking for local artists to participate in this event.

Police Chief James noted that the monthly statistical and narrative summary report will be distributed to Borough Council at the April work session. Chief Leary further reported that the Car Show has been finalized for the Community Park on Saturday, June 16, 2018. The Car Show will be organized by Borough residents Jim Hunsberger and Christopher Mills. Chief Leary is working with our local churches to finalize the planned Community Church Service and Picnic in the Community Park on Sunday, June 17, 2018. In the evening Concert Sundaes will have a performance followed by the annual fireworks display.

The Borough Solicitor’s report for the month of April, 2018 was distributed to Borough Council. The Borough Solicitor reported that they met with the Borough Manager regarding the outstanding public improvements for Berkeley Court Phase 1. The Borough Solicitor drafted a response to the police grievance filed with the Chief of Police.

Public Works Director Steven Coll circulated his monthly report to Borough Council. Monthly brush collection is in progress and will be followed with the annual curb side leaf collection service. Leaf collection will continue through the month of April. The Public Works Director noted that crews contended with another snow event this morning. The Borough went through 450 tons of salt this winter season with a total of 50 inches of snowfall.

Borough Manager Michael Coll reviewed the meeting schedule for the month of April. An electronics recycling event has been finalized with J. P. Mascaro and Sons for Saturday, May 19, 2018 from 9:00 am to 12:00 noon. The event will only be open to Borough residents and the residents must obtain a voucher from the Borough Office to participate in the event. There will be a fee for the disposal of television sets. Information will be sent out to the residents and is also available on our website. The Borough Manager

summarized the business items scheduled for consideration. The first item is a Resolution authorizing the application for Community Development Block grant funds to replace curb and sidewalk along Hillside Avenue. This is a very competitive grant program. If the application is accepted by Montgomery County, the funds will be available in the 2019 Budget. A motion has been recommended to authorize the Borough Solicitor to proceed with the filing of a deed of dedication to take ownership of a parcel of ground to the rear of 162 N. Main Street. A recommendation has been made to move forward with the advertisement of bids for the sale of the former Broad Theater property at 24 W. Broad Street. Bids will be received on May 7, 2018.

Councillor Daniel Yocum provided a report on the Historical Society. The Souderton Fire Company will be hosting a cash bingo event on April 21st.

Consideration was given to paying the bills for the month of April, 2018.

GENERAL FUND

Deluxe for Business	\$370.04	PPL Electric Utilities	\$560.83
Carquest	8.22	Richter Drafting Office Supply	260.04
Comcast Cable	353.45	Rodney Shoemaker Plumbing	116.72
Delta Dental	1,307.10	Styer Associates	5,500.00
Freedom Systems Corp	945.00	Univest VISA	21.90
George Allen Portable Toilets	150.00	Verizon Wireless	344.54
Hall & Associates	1,215.95	PPL Electric Utilities	29.24
Home Depot	9.45	Univest VISA	3,528.01
Kenco Hydraulics, Inc.	196.50	Univest VISA	200.00
Montg. Co. Boroughs Assoc.	175.00	Univest VISA	295.36
Morton Salt	1,193.49	Postmaster, Lansdale	767.15
Moyer Indoor/Outdoor	320.37	Richter Drafting Office Supply	165.48
Naceville Materials	85.64	RR Donelley	36.50
NetCarrier Telecom, Inc.	348.76	Univest Bank & Trust Co.	250,780.55
North Penn Water Authority	30.55		
PECO Energy	206.42	Total General Fund	\$269,522.26

SEWER FUND

Deluxe for Business	\$370.05	Jesse Baro, Inc.	\$3,547.16
Derstine Company, Inc.	115,200.00	NetCarrier Telecom, Inc.	146.86
Bearing & Drive Solutions	84.00	North Penn Water Authority	91.46
Cintas First Aid & Safety	71.30	Nyc Corporation	21.54
Comcast Cable	84.90	PPL Electric Utilities	612.78
Delta Dental	321.47	Shelly Enterprises-USLBM, LLC	23.18
EVOQUA Water Technologies	2,125.58	Suburban Water testing Labs	1,440.35
Excelsior Blower Systems	1,712.60	Univest VISA	32.45
Hajoca Corporation	528.11		
Home Depot	36.36	Total Sewer Fund	\$126,450.15

POOL FUND

Comcast Cable	\$147.29	PECO Energy	\$65.58
NetCarrier Telecom, Inc.	133.98	PPL Electric Utilities	507.50
North Penn Water Authority	13.15	Total Pool Fund	\$867.50

CAPITAL RESERVE FUND

Derstine Insulation, LLC	\$4,575.00	Richter Drafting Office Supply	\$6.30
Fromm Electric Supply Corp	610.02	Univest Capital	3,155.23
High Brothers Industries	14,126.79	Wise Electric	4,446.14
J. P. Mascaro & Sons	905.00	Total Capital Fund	\$27,824.48

LIQUID FUELS FUND

PPL Electric Utilities	\$7,367.61
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A motion was made by Councillor Ned Leight, seconded by Councillor Matthew Mscichowski, to authorize payment of the bills for the month of April, 2018, as presented. The motion was approved.

President Brian Goshow opened the floor to the audience who may wish to address Borough Council on any topic or matter of concern.

Charl Wellner, 18 N. Hunsberger Lane, Souderton questioned the bid schedule for the sale of the Broad Theater which was clarified by President Goshow. Charl Wellner further requested Borough Council to reconsider another chemical for weed control.

There being no further public comment, President Brian Goshow then moved to the business portion of the meeting. The first item is consideration of the Resolution for the Community Development Block Grant application.

A motion was made by Councillor Richard Godshall, and seconded by Councillor Daniel Yocum, to adopt Resolution 2018-04 approving the submission of a Community Development Block Grant application for construction of curb and sidewalk on Hillside Avenue. The motion was approved.

A motion was made by Councillor Richard Halbom, and seconded by Councillor Edward Huber, to authorize the Borough Solicitor to prepare and execute a Deed of Dedication to acquire the vacant parcel to the rear of 160 N. Main Street as established and dedicated for conveyance to Souderton Borough by RVP II, LLC by a subdivision plan dated September 12, 2016. The motion was approved.

A motion was made by Councillor Jeffrey Gross, and seconded by Councillor Ned Leight, to authorize the advertisement of bids for the sale of the former Broad Theater property at 24 W. Broad Street. The motion was approved.

There being no further business, the meeting was adjourned at 7:31 pm.

Respectfully Submitted,

P. Michael Coll, Secretary

WORK SESSION MINUTES AND COMMITTEE REPORTS

Public Works Work Session – April 9, 2018 (7:00pm-8:45pm)

Council Attendees: John Reynolds, Brian Goshow, Richard Godshall, Daniel Yocum, Matt Mscichowski, Julie Munden, Richard Halbom and Edward Huber. Junior Councillor Michael Jones.

Staff Attendees: Public Works Director Steven Coll, Police Chief James P. Leary and Borough Manager Michael Coll.

1. Sanitation Committee

- a. The Discharge Monitoring Report for the month of March, 2018 will be filed with no exception to permit limitations.
- b. Derstine Company completed the installation of the new mechanical bar screen. Initial startup was completed with company representatives scheduled to come out later this month to verify operation and provide training. The contractor still has a few remaining punch list items to address.
- c. Gouldey Welding completed the installation of a new sludge conveyor belt and the replacement of bearings and rollers. The press is now fully operational.
- d. Steven Coll reported on a sewer issue at the bottom of the Valley Lane cul-de-sac. Crews televised the lateral and found it to be clogged with roots both on the private property and in the street. The lateral was replaced by Borough forces.

2. Highway Committee

- a. Public Works Director Steven Coll provided a report on various public works projects. All equipment has been serviced by Borough forces. Crews rebuilt the clutch assembly and installed a new impellor in the leaf machine, which will be out for spring curbside leaf collections this week. Collections will continue throughout the month.
- b. The wet weather conditions, compounded by freezing and thawing temperatures are starting to take a toll on borough roads. Pothole patching has begun and will continue through the spring. A few new street name signs were installed at Montgomery Avenue, Railroad Avenue and on Reliance Road.
- c. Crews will begin working on cleaning the site around the freight building in preparation for the construction of the remaining site work later in the year.
- d. Borough Council discussed the placement of banners throughout the Borough. Concert Sundaes, Main Streets, Third Fridays, American Flags and the new Veteran banners will be competing for pole space throughout the Borough. Borough Council provided direction and priority areas for each banner.
- e. The Borough Manager noted the age of the utility truck that was purchased used. The truck is an important part of the fleet and is paramount to the ability to display banners and decorations. Consideration should be given to a replacement in coming budget discussions.
- f. Borough Council discussed and reviewed street paving priorities for the 2018 calendar year. Montgomery Avenue from Front Street to Fifth Street is one of the first priority paving projects given the completion of the CDBG curb and sidewalk project. Wile Avenue from Hillside Avenue to Diamond Street is a top priority project. Storm drain improvements must be completed prior to paving. N. Fourth Street from Chestnut Street to Central remains a priority project, but the block will require the replacement of the sewer main, possible water main replacement and the construction of storm drainage improvements prior to paving. Central Avenue and W. Reliance Road will require some patching. The block of Wile Avenue around the pool is becoming very rough and is a candidate for paving.
- g. Borough Council noted recent truck restrictions posted in Hatfield and Franconia Townships. The restrictions seem to be pushing more heavy truck traffic into the Borough, particularly along West Broad Street. Borough Council expressed disappointment in the delay in constructing the 309 connector project.

3. Sidewalk Committee

- a. Steven Coll reported that there was a sewer lateral issue affecting 120 East Broad Street. The owner requesting the removal of the ginkgo trees in from of 120 East Broad Street and 114 East Broad Street. The one tree had to be removed to excavate for the sewer repair. Borough forces prepped the site and poured new sidewalk.
- b. Borough Manager Michael Coll expects to complete and submit the CDBG application for the Hillside Avenue curb and sidewalk improvements project well in advance of the April 16th deadline.

4. Recreation Committee

- a. Last month Borough Manager Michael Coll discussed concern with a large section of tile that came loose in the zero entry area of the leisure pool. An initial estimate of \$25,000 was received, but too expensive to afford within this year's budget. Since the meeting we isolated the worse area in front of the tot feature section. The cost to completely replace this section of tile is estimated at \$14,160.00. The intermediate section will be addressed next season. Tile was confirmed to be the most cost effective repair. Borough Council authorized the proposed work.

- b. Crews removed the old drop slide and worked with Trout Brothers Concrete to replace the concrete foundations and deck to accommodate installation of the new drop slide. The design of the new concrete deck will improve drainage in this area. The new drop slide is expected to be installed at the end of April.
- c. Borough Council discussed potential fundraising efforts to offset some of the recent capital repairs to the pool facility.
- d. Borough Council confirmed plans for the Community Cleanup Day to be held on Saturday, April 21, 2018 from 9:00 am to 12 noon. The work will primarily focus on cleaning up various planting beds and mulching. The event will primarily focus on work within the Community Park, Pool, Town Clock plaza and Municipal Building.

5. Property Committee

- a. Borough Council discussed the proposal of the Souderton Business Improvement District to install a new digital sign at the Main Street parking lot entrance. The old digital sign has a damaged display panel and has been turned off. The estimate for the new sign ranges from \$47,500 to \$50,000. There is a scheduled BID meeting later in the week and the BID representatives are asking how much funding the Borough may be willing to contribute towards this project. Borough Council discussed a contribution of 25% towards the purchase price with the Borough assuming ownership and maintenance responsibilities.
- b. The Borough Manager reported that bids for the sale of the Broad Theater will be received and opened at 2:00 pm on Monday, May 7th. The result of the bids will be reported at the May 7 Borough Council Meeting.
- c. Bids for the Municipal Building roof replacement project will be received and opened at 2:00 pm on Monday, April 16th. The results of the bids will be discussed at the April 16 work session. Formal award will be scheduled for the May 7th Borough Council Meeting.
- d. A Letter of Intent will be sent to Jeffrey and Thuy Nemec to open a nail salon business in the Wait Building. The lease will have an initial term of 5 years with a second 5 year option. The base rent will start at \$495.00 per month. The prospective tenant for the freight building has opted out of consideration. Borough Council noted that they would prefer a restaurant use for this building.

Administrative Work Session- April 16, 2018 (7:00pm-9:07pm)

Council Attendees: John Reynolds, Brian Goshow, Ned Leight, Jeffrey Gross, Richard Godshall, Daniel Yocum, Julie Munden, Richard Halbom and Edward Huber. Junior Councillor Michael Jones.

Staff Attendees: Police Chief James Leary, Code Enforcement Officer Steven Toy and Borough Manager P. Michael Coll.

1. Police Committee

- a. Police Chief Leary reviewed a series of police activities over the past month. Detective Joseph Rudner participated in an Autistic Awareness event which was held at the Vernfield Elementary School.
- b. Chief Leary reminded Borough Council about the Elected Officials Overview of Incident Command and Emergency Management that will be hosted by Montgomery Township on April 30, 2018.
- c. Chief Leary noted that the tasers are approximately 10 years old. The tasers are scheduled to be rehabilitated and should be good for the next two years. Borough Council should consider replacing the units in future budget discussions.
- d. Following up on a discussion from last week's work session, Borough Council again discussed increasing truck traffic into the Borough. Given the posted restriction in our neighboring townships, tandem trucks have been

observed attempting to make very difficult turns onto Washington Avenue.

2. Code Enforcement Department

- a. Steve Toy reported on a recommendation to move plan review services and certain commercial inspections from Code Inspections to Barry Isett and Associates. The primary reason for the recommendation is the lengthy delay for Code Inspections to complete plan reviews in order for the Borough to process the building permits. The recommendation is to improve our service to the property owners. Pricing is very comparable with Barry Isett only \$2.00 per hour more in their rates; however, the review time turnaround is expected to be greatly improved. Borough Council expressed no objections to the change in consultants.
- b. Code Enforcement Officer Steven Toy discussed progress on the Souderton Train Station project. The Borough is looking to turn the building over to the tenants by June 1st. The box coolers and kitchen equipment is beginning to be shipped to the building and expected to be installed during the month.
- c. Steve Toy reviewed plans for the remaining site work around the freight building. The handicapped access ramp will be located midway in the plaza area to lessen the size of the ramp. This will also provide a few more parking spaces along Front Street. Most of the site work will be completed by Borough forces with some contractor assistance. A discussion was held concerning the creation of a barrier between the concrete platforms and the active rail line. A series of planter boxes could be installed to create a barrier. Borough Council discussed a preference of installing a fence along both sides of the platform as originally planned, but rejected by SEPTA during plan review. The Borough Manager will revisit the preference to install a fence along both sides of the platform with the SEPTA General Manager. Steven Toy discussed a recommendation to enlarge the sidewalk at the intersection of Front Street and Broad Street, especially to accommodate the installation of a fence.
- d. Plans were received to construct certain improvements at 117 Noble Street which was the subject of a Conditional Use Hearing with the Souderton Charter School. The Charter School has not submitted the required land development plans and lot consolidation plans. Borough Council confirmed that these plans must be submitted and approved prior to the issuance of any building permits for 117 Noble Street.

3. Administrative Committee

- a. Borough Manager Michael Coll noted that he just met with Allegra Ketchum today to discuss an extension of the lease agreement with Montgomery Theater. She indicated that ownership of the building continues to be a goal of Montgomery Theater. The lease has been extended to December 31, 2020. Borough Council discussed a possible alternative plan to use a portion of the Anchor Building fund as a loan to the Theater for capital repairs or improvements. This alternative approach will be discussed with representatives of Montgomery Theater.
- b. Borough Council reviewed the tabulation of bids for the Municipal Building Roof replacement project. A recommendation was made to accept the alternative to install a 3 ½ “insulation board in place of the base bid requirement. The low bid will then be Jurin Roofing of Pennsburg. A formal recommendation for award will be prepared for the May 7 Borough Council meeting. Bidders will be notified of this recommendation.

4. Development Committee

- a. Borough Council briefly discussed the concept plan for the high school site. Further discussion on the proposed concept plan will be held at the May 2nd

Planning Commission meeting.

5. Finance Committee

- a. Borough Manager Michael Coll circulated information on State Act 172 which provides municipalities with an option to offer tax rebates to volunteer fire fighters. Telford Borough and Franconia Township officials are also discussing this option at the request of the Telford Volunteer Fire Company and the Souderton Fire Company.
- b. Borough Manager Michael Coll circulated the first quarter budget comparison report for the General Fund. First quarter performance appears to be tracking very well with budget projections.