

The Regular Meeting of Souderton Borough Council, held on Monday, September 10, 2018, was called to order by President Brian Goshow at 7:00 p.m. Members of Borough Council present at the regular meeting included the following:

President Brian Goshow	Councillor Edward Huber
Vice-President D. Jeffrey Gross	Junior Councillor Michael Jones
Councillor Ned D. Leight	Mayor John R. Reynolds
Councillor Richard Godshall	
Councillor Daniel Yocum	Solicitor Robert G. Bricker
Councillor Matt Mscichowski	Borough Manager P. Michael Coll
Councillor Julie Munden	Police Officer Thomas Lawson
Councillor Richard Halbom	Public Works Director Steven R. Coll

The Invocation was given by Councillor Richard Halbom, followed by the Pledge of Allegiance to the Flag.

Consideration was given to the minutes of the August 6, 2018 Regular Borough Council Meeting, August 13, 2018 Special Meeting and August 2018 Work Sessions. A motion was made by Councillor Jeffrey Gross, seconded by Councillor Richard Godshall, to approve the minutes as presented. The motion was approved.

Under Correspondence, Borough Manager Michael Coll provided Borough Council with a letter from the Montgomery County Housing and Community Development indicating that they are recommending approval of our CDBG grant application to replace curb and sidewalk along Hillside Avenue in 2019.

Borough Manager Michael Coll also forwarded a letter of appreciation from the Perseverance Volunteer Fire Company for the invitation for their membership to attend the annual appreciation picnic at the Souderton Community Swimming Pool.

Mayor John Reynolds noted the opening of the Northbound restaurant at the Souderton Train Station.

Police Officer Thomas Lawson noted that the monthly statistical report was distributed to Borough Council. Chief Leary will present the narrative report at the September 17th Work Session.

Borough Solicitor Robert Bricker reported that they received the fully signed lease agreements for the Wait Building from SEPTA. The Solicitor attended a meeting of the Souderton Industrial Development Authority and then completed documentation and settlement for the loan for the Dock Woods Community/Hatfield Mennonite Home for a \$6,000,000 project consisting of upgrades and renovations at their Towamencin Township campus. The Borough Solicitor also completed documentation and attended the settlement on the sale of the Broad Theater.

Public Works Director Steven Coll distributed his monthly report to Borough Council. Steven Coll noted that crews completed site work around the train station, particularly the completion of fencing along the platform and general cleaning of the rear parking lot. Most street painting has been completed in time for the beginning of the school year. Crews are trying to keep up with park mowing through the weeks of rain events. Souderton Borough assisted Franconia Township with hauling blacktop for a paving project. Steve Coll is planning to begin the planned storm drainage project on Wile Avenue, starting at Hillside Avenue and extending to Diamond Street. In response to a question from Councilor Richard Halbom, Steve Coll confirmed that the new self-contained leaf vacuum was received and will be in service this fall.

Borough Manager Michael Coll reviewed the meeting schedule for the month of September. Borough Council will have their Administrative Work Session on Monday, September 17th. Bids for the Solid Waste and Recycling Collection Contract will be opened at 10:00 am on Monday, September 24th. Borough Manager Michael Coll reviewed the business items scheduled for consideration. Following the catastrophic mechanical failure at the Cherry Lane sewer pump station on September 5, 2018, a recommendation was made to Borough Council to formally authorize funding to proceed with capital upgrades to the Cherry Lane pump station. Equipment costs have been estimated around \$50,000. The project will require upgrades to the electrical systems and modifications to existing piping to accommodate the new pumps, creating an overall budget estimate of \$80,000. Funding will come through the Sewer Capital Reserve Fund. Derstine Company, located on Cowpath Road in Franconia Township, will be assisting with the upgrades and they responded to assist plant personnel with the temporary repairs to address the issues on September 5th. Derstine Company recently installed the new mechanical bar screen and they assisted with other mechanical improvements at the Waste Water Treatment plant. Chief Operator Sal DeSimone and plant personnel should be complemented for an excellent response to this serious pump failure. As discussed in work session, a proposal was obtained from SafeCity Solutions, LLC to perform a staffing study for the Souderton Police Department. Souderton Borough has used the services of SafeCity in conducting and administering tests for sergeant and police officer candidates, and most notably they assisted in bringing Chief Leary to our department. Tim Dickenson served as Chief of the Perkasio Borough police Department and is the current Chief of Towamencin Police Department and Chief Bill Heim has served as Chief of Pennridge Regional and the City of Reading. The cost of the staffing study is estimated to range from \$5,000 to \$6,000 and will be beneficial in determining the most appropriate staffing levels for our department. A motion has been recommended to formally accept and approve the 2017 Liquid Fuels Tax Fund Audit as prepared by the Pennsylvania Department of the Auditor General. This is a clean audit report.

Councillor Daniel Yocum reported on the closing of the Souderton Industrial Development Loan, the up and coming Art Jam in the Community Park on Saturday, September 29th and other community events.

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

GENERAL FUND

Doris O. Greene	\$310.41	Keystone Health Plan East	\$30,887.44
Comcast Cable	578.15	Landis, Hunsberger, Gingrich	4,692.34
Home Depot	41.00	Law Office Aaron Moyer	1,265.00
North Penn Water Authority	21.00	Lawson Products, Inc.	112.83
Univest VISA	216.46	Markey Paper & Packaging	307.56
Univest VISA	955.37	Metlife	5,542.47
Verizon Wireless	120.07	Moyer Indoor/Outdoor	3,779.28
Univest VISA	2,581.00	NAPA Auto Parts	26.91
21 st Century Media-Philly	71.99	Nationwide Trust Company	1,837.91
Barry Isett & Associates, Inc.	195.00	NetCarrier Telecom, Inc.	364.89
Beatrice Kaizar	351.50	North American Benefits Co.	988.77
Blooming Glen Quarry	280.00	North Penn Water Authority	59.10
Boucher & James, Inc.	5,028.60	PECO Energy	73.40
Bow Wow Waste Products	137.98	PA One Call System	108.00
C & S Lawn & Landscape	1,000.00	Phila Toboggan Coasters	1,562.00
Carquest	43.77	PPL Electric Utilities	1,759.03
Catering By Angela, LLC	345.00	PPL Electric Utilities	226.74
Clemens Uniform Rental	282.61	Richter Drafting Office Supply	348.96
Comcast Cable	191.98	Rodney Shoemaker Plumbing	100.00
Cope's Garage, Inc.	3,096.14	RR Donelley	39.80
Country-Fair Cleaners	230.50	Shelly Enterprises-USLBM	65.67
D. L. Beardsley, Ltd.	73.00	Sherwin Williams	178.13
David A. Freed	316.96	Suburban Propane	235.36
Davidheisers, Inc.	15.00	Sudz In A Bucket	44.00
Delta Dental	1,212.22	The Store at Towamencin	197.17
Derstines	249.48	Todd Moyer Painting	297.50
Display and Sign Center, Inc.	1,500.00	Trumbauers Lawn & Rec, Inc.	110.92

Eagles Peak Spring Water, Inc.	\$79.35	U S Municipal Supply	\$175.36
Freedom Systems Corp	1,441.00	Univest VISA	1,098.33
GALCO Business Comm.	124.75	Unum Insurance Company	966.79
George Allen Portable Toilets	456.00	Verizon	75.36
George's Tool rental	561.94	Verizon Wireless	278.63
H & K Materials	6,981.79	William Powis	72.60
Home Depot	21.94	Wise Electric	180.00
Indian Creek Foundation	441.00	Wisler Pearlstine, LLP	184.00
Indian Valley Chamber of Comm.	950.00	Wismer's Auto Trim Shop	400.00
J. P. Mascaro & Sons	37,304.94		
James P. Leary	280.19	Total General Fund	\$126,730.35

SEWER FUND

Comcast Cable	\$84.90	Jesse Baro, Inc.	\$1,057.90
Commonwealth of PA	150.00	Keith H. Koehler	189.75
Home Depot	23.98	Keystone Health Plan East	7,563.95
North Penn Water Authority	1,659.79	LRM, Inc.	90.00
PA Rural Water	190.00	Markey Paper & Packaging	68.20
Schaners Wastewater Products	2,455.32	Mary M. Koehler	278.58
Altek Business Systems, Inc.	70.91	Maryland Biochemical Co.	775.26
ATC Group Services, LLC	2,903.10	Metlife	138.42
Bergey's Electric, Inc.	51.90	Moyer Indoor/Outdoor	208.98
Blooming Glen Quarry	140.00	NAPA Auto Parts	15.38
CHL Systems	912.43	NetCarrier Telecom, Inc.	144.53
Cintas First Aid & Safety	143.63	North American Benefits Co.	257.86
Clemens Septic Services	2,860.00	North Penn Water Authority	1,772.26
Clemens Uniform Rental	163.80	Nyco Corporation	32.84
Delta Dental	321.47	PPL Electric Utilities	13,596.21
Derstine Company, Inc.	1,519.00	Sealing Specialties	158.05
Duperon Corporation	429.52	Shelly Enterprises-USLBM	129.46
EPWPCOA, Inc.	380.00	Suburban Water Testing Labs	3,318.30
ES2 Environmental Systems	679.23	United Laboratories	780.51
Essex Service Corporation	4,952.85	Univar USA, Inc.	7,621.00
EVOQUA Water Technologies	5,252.96	Unum Insurance Company	244.44
Gouldey Welding & Fabrication	1,180.80	USA Blue Book	142.97
Hajoca Corporation	243.51	Verizon	90.83
Home Depot	159.23	West Generator Services	85.00
J. P. Mascaro & Sons	480.00	Total Sewer Fund	\$66,169.01

POOL FUND

Comcast Cable	\$217.27	Harleysville Party Rental	\$348.85
Derstines	781.48	Kathy Armitage	187.10
Kathy Armitage	87.99	Markey Paper & Packaging	197.09
Nelsons Creamery, LLC	303.09	Nelsons Creamery, LLC	48.00
North Penn Water Authority	1,432.50	NetCarrier Telecom, Inc.	142.72
Univest VISA	67.81	North Penn Water Authority	1,560.25
Univest VISA	125.10	PECO Energy	195.91
Airgas National Carbonation	414.28	Pepsi Beverage Company	301.66
Buckmans, Inc.	3,092.76	PPL Electric Utilities	1,982.19
Buckmans, Inc.	254.61	Richter Drafting Office Supply	180.69
Derstines	1,978.56	Univest VISA	60.01
Design Plastic Systems, Inc.	213.72	Veronica Ware	50.00
Diversified Refrigeration	235.40	Wise Electric	52.00
GALCO Bussiness Comm.	148.50	Total Pool Fund	\$16,160.05

CAPITAL RESERVE FUND

Home Depot	\$148.99	Fromm Electric Supply Corp	\$764.04
Jurin Roofing Services, Inc.	1,934.00	Grace Industrial Coatings, LLC	1,274.00
Univest Capital	3,155.23	H & K Materials	4,400.78
A M Goshow & Son, Inc.	80.00	James Mohan Construction	19,860.00
Banes Roofing, Inc.	399.27	Landis Block & Nycecrete Co.	282.90
Bergey's Electric, Inc.	643.84	Lawson Products, Inc.	44.00
Bishop Wood Products, Inc.	13,580.00	Old Dominion Brush	56,917.35
Boucher and James, Inc.	3,956.21	P K Moyer & Sons, Inc.	8,366.50
Commonwealth Precast, Inc.	921.00	Shelly Enterprises-USLBM, LLC	33.90
Fire Protection Services, LLC	90.00	Todd Moyer Painting	3,429.85
Fromm Electric Supply Corp	726.30		
Fromm Electric Supply Corp	329.69	Total Capital Reserve Fund	\$121,337.85

LIQUID FUELS FUND

George's Tool Rental	\$112.86	Sealmaster	\$1,899.44
Highway Materials, Inc.	23,306.98	Shelly Enterprises-USLBM, LLC	19.69
Home Depot	53.83	Sherwin Williams	76.36
P K Moyer & Sons, Inc.	31,153.50	U S Municipal Supply, Inc.	643.89
PPL Electric Utilities	7,084.21		
PPL Electric Utilities	177.04	Total Liquid Fuels Fund	\$64,527.80

A motion was made by Councillor Ned Leight, seconded by Councillor Matt Mscichowski, to authorize payment of the bills for the month of August, 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.

Harry Boardman, Exhibit B Gallery, 105 N. Main Street commented on the up and coming last two Third Friday events, scheduled for September 21st and October 19th. He expressed appreciation to the Borough for their generous assistance with lighting and generators. They are also working on options to install string lights along Main Street for improved lighting in the downtown.

Shirley Flick, 591 E. Cherry Lane, noted that construction at the EMC Elementary School is winding down and she requested assurance from Borough Council that the One Way traffic restriction will be removed. Borough Council President Brian Goshow replied that Borough Council will continue to review this matter in work session.

Daniel Houser, 436 Central Avenue, commented that he is a parent of children who attend EMC Elementary School and feels that the One Way traffic restriction is a benefit to EMC and the safety of the children. He supports the continuation of the traffic restriction during school days, but the restriction may not have to be in place during the entire day. Daniel Houser further commented on the operation of the swimming pool. He complemented the work of the staff and understands the staffing matters at the end of the season that resulted in reduced pool hours. Looking at next season he suggested that a closing at 6:00 pm is too early for parents and those who are working. More thought and improved communication of modified pool hours should be considered for next season.

Joanne Fabion of Art on the Hill, 100 N. Main Street, noted that she has been in business at this location for the past year and one half. She was previously involved in the Souderton Swim Team. She just wanted to attend a meeting and introduce herself to the members of Borough Council.

There being no further public comment, President Brian Goshow moved to the business portion of the agenda, with the first item being approval of capital improvements to the Cherry lane Sewer Pump Station.

A motion was made by Councillor Richard Halbom, and seconded by Councillor Matt Mscichowski, to authorize the completion of capital equipment upgrades at the Cherry Lane Sewer Pump Station with an estimated budget of \$80,000.00, to be financed through the Sewer Capital Fund Budget. The motion was approved.

A motion was made by Councillor Julie Munden, and seconded by Councillor Richard Halbom, to approve the proposal of SafeCity Solutions, LLC, dated September 5, 2018, to conduct a staffing study of the Souderton Borough Police Department. The motion was approved.

A motion was made by Councillor Richard Godshall, and seconded by Councillor Ned Leight, to approve the Audit Report of the Liquid Fuels Tax Fund for the period January 1, 2017 to December 31, 2017 as prepared by the Pennsylvania Department of the Auditor General. The motion was approved.

There being no further business, the meeting was adjourned at 7:34 pm.

Respectfully Submitted,

P. Michael Coll, Secretary

WORK SESSION MINUTES AND COMMITTEE REPORTS

Administrative Work Session- September 17, 2018 (7:00pm-9:27pm)

Council Attendees: John Reynolds, Brian Goshow, Ned Leight, Jeffrey Gross, Richard Godshall, Daniel Yocum, Matt Mscichowski, 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 Michael Coll.

Presentation

Bea Smith, Joe Price and Peter Sampfl of Stampfl Associates and Michael McCarthy reviewed the status of their redevelopment project known as “North End Market” to be located within an existing commercial building at 140-142 N. Main Street. The group presented Borough Council with conceptual renderings of the exterior of the building and interior floor plans. The group further discussed their marketing efforts and future marketing potentials. Borough Council referred the project review to the Souderton Planning Commission and suggested that the developers review the C-3 Commercial Downtown Core Zoning District provisions, with special attention to the architectural and site amenities requirements and the parking requirements.

1. Police Committee

- a. Chief Leary distributed his monthly narrative report of police activities to Borough Council. He noted a few matters of special interest within his narrative report. Indian Valley Character Counts Coalition, Penn Foundation with support from the Souderton Police department will be hosting a seminar on substance abuse at the Indian Crest Middle School on Wednesday, October 17.
- b. Three (3) new crossing guards have been hired and are on duty. There was a series of short school weeks. Chief Leary will continue to monitor the new crossing guards and the new posts that have been established at the request of the Souderton School District resulting from the elimination of certain bus routes within the Borough. No complaints have been received to date. Chief Leary further noted that a fourth crossing guard candidate is under consideration to serve as a replacement guard.
- c. Chief Leary recommended that the One Way traffic restriction on S. School Lane remain in effect as long as there are construction vehicles on the EMC Elementary School site. Final disposition on the restriction will be made only after consultation with elected officials, police, fire, ambulance and Souderton School District and EMC Elementary officials.
- d. Chief Leary, Steven Coll and Michael Coll met with Harry Boardman and the Souderton Telford main Streets Manager to review the Art Jam in the Community Park on Saturday, September 29th. Chief Leary noted that they have a signage plan and event marshals to monitor the beer and wine venues. The vendors will be carding patrons and issuing wrist bands. We decided that fencing will not be required given the preparations. Police will also be present at the event to assist.
- e. Chief Leary recommended the posting of a handicapped parking restriction

in the vicinity of 126 E. Summit Street for a 90 day trial period per Mayor's order.

2. Administrative Committee

- a. Borough Manager Michael Coll provided Borough Council with a draft of a new lease agreement between the Borough and the Montgomery Theater. The revised lease reflects the remaining two payments due on the original lease purchase option for the building and provides for future extensions and a revolving line of credit of up to \$60,000 to assist the Montgomery Theater with maintenance of the building. Loan advances must be approved by Borough Council and will be financed through the Anchor Building Grant fund. The draft lease agreement has been distributed to Montgomery Theater representatives and the Borough Solicitor for review and comment.
- b. Borough Manager Michael Coll discussed progress towards a recommendation to change our health insurance program from a Keystone POS plan to a high deductible Independence Blue Cross personal Choice plan with both an employer funded HRA and employee funded HSA account to cover the initial deductible expenses. The HRA and HSA accounts will be administered through a third party consultant. The Borough anticipates a \$30,000 reduction in insurance expenses in the first year and possibly further cost savings in subsequent budget years given the overall group performance. This plan change will need to be endorsed by the Police Bargaining units, who have been represented at all of the benefit meetings to date.
- c. Souderton Borough, with Telford and Hatfield Boroughs, will be hosting the monthly dinner meeting of the Montgomery County Boroughs Association at Generations on Thursday, September 27th. Office Manager Bea Kaizar and Councillor Julie Munden have been working on planning for this event, which will feature food dishes from Souderton, Telford and Hatfield Borough businesses.

3. Development Committee

- a. Borough Manager Michael Coll discussed the opening of the Northbound Restaurant in the Souderton Train Station. The opening has been very well received and supported by the community. They will begin a lunch venue in another week. The Borough Manager recommended consideration of extending the train station parking lot onto adjoining Borough owned property in just stone to serve as an overflow lot. Borough Council supported the recommendation.
- b. Developer Clay Heckler has formally submitted an HOP application to PennDOT for the entrance drives from East Broad Street and County Line Road for the mixed use phase of the Berkeley Court development. Ryan Homes has sold out the remaining townhouse units along School lane and the remaining two buildings are now under construction. Clay Heckler questioned whether Borough Council will consider a Phase 2B to permit the construction of the three townhome buildings fronting on the interior Indian Field Lane along with the first Walden building, which will serve as a model for the interior buildings. Borough Council must have hard engineering for the remainder of the site, details on Zoning Ordinance revisions and hard design plans for the Walden buildings before considering any further development on the site.
- c. Borough Manager Michael Coll provided bonding information and Borough Engineering inspection reports to the Borough Solicitor for the purpose of moving forward with a formal notice of default for the Berkeley Court Phase 1 development. This development is further complicated by the foreclosure sale of the front commercial portion of the developer to a third party investor.

4. Finance Committee

- a. Borough Council members reviewed the 2019 Minimum Municipal Obligation Work Sheets for the Police Pension and Non-Uniformed Pension Plans. The 2019 MMO is based on an estimate of 2018 W-2 wages of the employees covered by each pension plan. Uninvest Municipal Pension Services assisted in the determination of the normal plan cost and any other cost adjustments. The Non-Uniformed Pension Plan normal cost decreased to 8.9358% of covered payroll, based on the 2017 Act 205 report. As a result, overall plan costs will slightly decrease from \$42,529 to \$41,095 in 2019. The Police Pension Plan normal cost increased to 13.7654% of covered payroll, derived from the 2017 Act 205 Report. With projected increases in wages, the Police Pension Plan cost will increase from \$17,895 to \$58,497 in 2019. State Pension Aid is expected to increase in 2018 and we expect the same level of aid to follow into the 2019 budget year. Based on expectations, the 2019 MMO for the Police Pension Plan will be fully paid by State Aid and State Aid is expected to cover the majority of the 2019 MMO for the Non-Uniformed Pension Plan. Depending on actual State Aid receipts, Borough Council may need to include some nominal expenses in the 2019 Budget to cover any additional non-uniformed pension obligations.
- b. Borough Manager Michael Coll reminded Borough Council of the request for an increase in the dedicated Library tax rate for 2019. A recommendation will need to be finalized in October to facilitate the 2019 Budget.
- c. Mayor John Reynolds discussed a desire of the Souderton Business Improvement District to assess the Train Station property. Borough Council discussed the question of being tax exempt and whether being tax exempt limits the ability of the Souderton Business Improvement District to assess this property by rule. Borough Council further discussed whether we should be proactive in offering guidance to the BID and whether Northbound would have interest in voluntarily participating.