

Regular Borough Council Meeting

March 5, 2018

The Regular Meeting of Souderton Borough Council, held on Monday, March 5, 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	
Councillor Ned D. Leight	Junior Councillor Michael Jones
Councillor Daniel Yocum	Solicitor Robert G. Bricker
Councillor Matt Mscichowski	
Councillor Julie Munden	Borough Manager P. Michael Coll
Councillor Richard Halbom	Police Chief James P. Leary
Councillor Edward Huber	Public Works Director Steven R. Coll

Borough Councillor Richard Godshall was absent. The Invocation was given by Councillor Ned D. Leight, followed by the Pledge of Allegiance to the Flag.

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

Mayor John R. Reynolds complemented the Public Works crew for the recent Nor'easter snow storm response. Public Works Director Steven Coll noted that many municipalities in our area experienced tree damage and power outages, along with the snow fall. Only three properties in Souderton Borough remain without power.

Police Chief James Leary distributed the monthly statistical report and noted the narrative report will be submitted to Borough Council during the March Work Session.

The Borough Solicitor's report for the month of February, 2018 was distributed to Borough Council. The Borough Solicitor prepared for and attended settlement for the sale of 30 West Broad Street on February 27, 2018.

Public Works Director Steven Coll distributed his monthly report to Borough Council. In addition to his report, he noted that modifications have been made to the report to reflect overtime for the Friday Nor'easter snow storm. Crews worked through the day on Friday and completed storm clean up at 2:30 am on Saturday. There is enough salt on hand to handle another storm and there is another 50 tons of salt on order. In regard to emergency management, a decision was made to not formally open the Emergency Operations Center. The fire company and police departments were well mobilized to address the storm. Main issue was power outages which affected many municipalities throughout the region. At the peak of the storm approximately 100 residents were without power. Assistance was rendered to an elderly couple with special needs who lost power. Green Street was closed due to a downed electric service over the roadway. Public Works crews began brush clean up this morning. There was great cooperation between the Borough Public Works, Borough Police and Fire Department throughout this storm event.

Councillor Daniel Yocum noted that the Souderton Fire Company will hold their annual breakfast on Sunday, March 18th at the firehouse on N. Second Street. The fire company is also conducting a fundraising raffle.

Borough Manager Michael Coll reported that the Planning Commission meeting scheduled for Wednesday, March 7, 2018 has been cancelled due to the pending storm and scheduling conflicts with a few members. Memberships for the 2018 Community Pool season are now available online. Business for this evening includes a motion to authorize

the purchase of a new self-contained leaf collector. This purchase has been included in the 2018 Budget. The COSTARS purchase price is slightly below budget estimates. A recommendation has been made to appoint Nathan Miller to fill the term of Edward Huber on the Souderton Police Civil Service Commission. Ed Huber resigned his position due to his election to Borough Council. An Executive Session is planned to consult with the Borough Solicitor on the sale of 24 West Broad Street and to discuss a personnel matter.

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

GENERAL FUND

Beatrice Kaizar	\$200.00	Richter Drafting Office Supply	\$91.25
Bergey's, Inc.	212.68	Shelly Enterprises USLBM, LLC	72.67
Blooming Glen Quarry	116.48	Suburban Propane	1,058.81
Boucher & James, Inc.	2,824.55	Sudz In A Bucket	44.00
Carquest	760.99	Towne Answering Service	550.00
Clemens Uniform Rental	199.59	Trumbauers Lawn & rec, Inc.	308.95
Comcast Cable	343.95	Univest VISA	156.90
Cope's Garage, Inc.	1,753.42	Univest VISA	289.62
Del-Val International Truck	58.34	Verizon Wireless	120.03
Delta Dental	1,307.10	Wise Electric	502.50
Detlan Equipment, Inc.	67.53	Youngs	7.90
Donald D. Bergey	2,991.37	Bishop Wood Products, Inc.	518.40
E. M. Kutz, Inc.	418.76	Blooming Glen Quarry	70.00
Eagles Peak Spring Water, Inc.	26.85	Boucher & James, Inc.	875.61
Freedom Systems Corp	4,032.00	Carquest	171.42
Fretz Enterprises	45.87	Clemens Uniform Rental	115.75
Fromm Electric Supply Corp	142.74	Cope's Garage, Inc.	2,160.33
General Code	1,968.20	Fastenal	96.47
George Allen Portable Toilets	223.00	Fretz Enterprises	93.65
Georges Tool Rental	252.86	George Allen Portable Toilets	73.00
Gouldey Welding & Fabrication	388.30	Gouldey Welding Fabrication	445.75
Hall & Associates	158.95	H & K Materials	688.19
Home Depot	317.02	Hajoca Corporation	261.86
Indian Creek Foundation	441.00	Home Depot	124.83
J. P. Mascaro & Sons	37,253.63	ICC	135.00
Landis Block Nycecrete Co	465.00	Indian Creek Foundation	441.00
Lansdale Police Department	900.00	J. P. Mascaro & Sons	37,255.76
Metlife	5,691.12	James P. Leary	280.19
Midlantic Machinery	217.17	Kaler Motor Company	21.42
Monro Muffler Brake Service	92.75	Keystone Health Plan East	33,922.24
Montg Township Officials Assoc.	75.00	Metlife	2,948.58
Morton Salt	5,628.44	Montgomery County Treasurer	60.00
Moyer Indoor Outdoor	7,598.52	Moyer Indoor Outdoor	804.72
Naceville Materials	102.67	Nationwide Trust Company	944.59
NAPA Auto Parts	10.49	North American Benefits Company	1,059.57
Nationwide Trust Company	1,800.04	Nucitrus	275.00
Nelson Wire Rope Corp	71.70	Old Dominion Brush	2,158.88
NetCarrier Telecom, Inc.	352.63	PA Dept Labor & Industry	100.00
North Penn Water Authority	30.15	PECO Energy	285.84
NYCO Corporation	37.91	Petty Cash	124.41
PA Assoc Municipal Admin	140.00	PPL Electric Utilities	183.76
PA DCED	492.00	Shelly Enterprises-USLBM, LLC	11.25
PA DCED	171.00	Souderton-Telford Main Streets	5,937.50
PECO Energy	730.87	Suburban Propane	271.89
Pendergast Safety Equipment	55.23	The Store Towamencin	68.00
PennBOC Region 1	25.00	Trumbauers Lawn & Rec., Inc	53.74
PA One Call System	58.38	Univest Bank & Trust Co.	680.56
Plasterer Equipment Co., Inc.	198.74	Unum Insurance Company	966.79
Postmaster, Lansdale	225.00	Verizon	73.53
PPL Electric Utilities	3,003.17	Wise Electric	173.75
PPL Electric Utilities	234.22	Total General Fund	\$183,048.24

SEWER FUND

Postmaster, Lansdale	\$908.68	S C Engineers, Inc.	\$4,587.47
All Industrial Safety Products	178.02	Shelly Enterprises-USLBM, LLC	158.73
Bearings Drives Solutions	68.00	Suburban Water Testing Labs	2,329.69
Carquest	32.76	Univar USA, Inc.	6,528.50
Cintas First Aid & Safety	161.05	Univest VISA	175.50

Clemens Uniform Rental	\$271.00	Wise Electric	\$556.00
Comcast Cable	84.90	ZEP Manufacturing Company	185.73
D. L. Beardsley, Ltd.	488.00	L/B Water Service, Inc.	9,530.08
Delta Dental	321.47	All Industrial Safety Products	132.28
Empire Scale Corporation	369.63	Applied Industrial Tech	73.20
EPWPCOA, Inc.	273.00	Blooming Glen Quarry	70.00
EVOQUA Water Technologies	4,284.99	Carquest	14.32
Farm Bureau Garage, Inc.	626.97	Clemens Uniform Rental	40.95
Fisher Scientific	384.16	Coyne Chemical	2,365.00
Fretz Enterprises	149.99	EVOQUA Water Technologies	2,124.17
Hajoca Corporation	535.23	Gouldley Welding Fabrication	569.10
Irvin G. Tyson & Son, Inc.	1,144.86	Graphic Controls, LLC	354.06
J. P. Mascaro & Sons	480.00	Keystone Health Plan East	7,563.95
Jesse Baro, Inc.	2,161.95	Mary M. Koehler	278.58
Johnstone Supply	83.46	Metlife	69.21
Landis Block Nycecrete Co.	111.60	Moyer Indoor Outdoor	258.36
LRM, Inc.	181.00	North American Benefits Company	257.86
Metlife	115.35	PPL Electric Utilities	12,933.14
Moyer Indoor Outdoor	172.90	Richter Drafting Office Supply	164.21
Naceville Materials	124.43	Rumsey	1,365.61
NetCarrier Telecom, Inc.	156.84	Schaners Wastewater Products	2,455.32
North Penn Water Authority	316.84	Shelly Enterprises USLBM, LLC	8.19
PA DEP	60.00	Univar USA, Inc.	5,217.50
PPL Electric Utilities	15,419.72	Unum Insurance Company	244.44
Richter Drafting Office Supply	45.58	Verizon	71.62
Rittenhouse Property Maintenance	428.50	Total Sewer Fund	\$90,823.65

POOL FUND

Airgas National Carbonation	\$62.75	PPL Electric Utilities	\$488.03
Comcast Cable	147.29	RecDesk, LLC	3,100.00
NetCarrier Telecom, Inc.	133.98	Univest VISA	72.87
North Penn Water Authority	819.17		
PECO Energy	107.80	Total Pool Fund	\$4,931.89

CAPITAL RESERVE FUND

Boucher & James, Inc.	\$1,645.61	Wise Electric	\$950.37
Fromm Electric Supply Corp.	957.98	Boucher & James, Inc.	1,677.84
James Mohan Construction	10,000.00	Davidheisers, Inc.	250.00
Lyons Recreation	\$12,297.50	Fellmans Pool Service, Inc.	8,015.00
PA Dept of Transportation	231.72	James Mohan Construction	10,000.00
Ply-Mar Construction Co., Inc.	21,824.40	Lyons Recreation	12,297.50
Rodney Shoemaker Plumbing, Inc.	7,200.00	Ply-Mar Construction Co., Inc.	85,099.95
Trout Brothers, Inc.	4,122.25		
Univest Capital	3,155.23	Total Capital Reserve Fund	\$179,725.35

LIQUID FUELS FUND

PPL Electric Utilities	\$1,147.95	PPL Electric Utilities	\$81.41
PPL Electric Utilities	6,488.78	Total Liquid Fuels Fund	\$7,718.14

A motion was made by Councillor Ned Leight, seconded by Councillor Matt Mscichowski, to authorize payment of the bills for the month of February, 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. There was no public comment. President Brian Goshow then moved to the business portion of the agenda with the first item being the purchase of a self-contained leaf collector.

A motion was made by Councillor Richard Halbom, and seconded by Councillor Jeffrey Gross, to authorize the budgeted purchase of a new Self-Contained Leaf Collector from Old Dominion Brush Company, Inc., Richmond Virginia under a PA COSTARS contract, with a delivered price of \$56,917.35. The motion was approved.

A motion was made by Councillor Julie Munden, and seconded by Councillor Matt Mscichowski, to appoint Nathan Miller, 224 Fairview Avenue, Souderton to the Police Civil Service Commission, filling the vacancy of Edward Huber, through December 31,

2020. The motion was approved by unanimous vote.

A motion was made by Councillor Jeffrey Gross, and seconded by Councillor Ned Leight, to adjourn to Executive Session to consult with the Borough Solicitor on a real estate and a personnel matter. The motion was approved. President Brian Goshow noted that he will return to Council Chambers at the conclusion of the Executive Session should anyone in the audience wish to remain, however no further business is expected.

Borough Council adjourned to Executive Session at 7:23 pm and convened to public session at 8:48 pm. There being no further business the meeting was promptly adjourned.

Respectfully Submitted,

P. Michael Coll, Secretary

WORK SESSION MINUTES AND COMMITTEE REPORTS

Public Works Work Session – March 12, 2018 (7:00pm-9:12pm)

Council Attendees: John Reynolds, Brian Goshow, Jeffrey Gross, 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.

Realtor Ryan Godshall attended the work session to update and discuss lease proposals for the Wait Building and also for the Freight Building. Ryan Godshall noted that four parties are interested in the small Wait Building. He outlined all four proposed uses, projected timelines and various conditions with each of the proposals. Borough Council felt that the proposal for a nail salon seemed most advantageous and further discussion should be held with the interested parties towards a letter of intent. A party is interested in a dining venue for the freight building. The party has visited the site several times and is in the process of due diligence and hopes to render a decision by the end of the month.

1. Sanitation Committee

- a. The Discharge Monitoring Report for the month of February, 2018 will be filed with no exception to permit limitations.
- b. Derstine Company is making good progress on the installation of the new mechanical bar screen. Flow channel modifications are complete and the unit has been set in place. Initial startup is expected to take place by the end of the month.
- c. Chief Operator Sal DeSimone found a replacement conveyor belt for the sludge press to transfer dewatered sludge from the belt filter press to the dumpster. Gouldey Welding will assist in the replacement of bearings and rollers and the installation of the replacement belt.
- d. Office staff is working with J. P. Mascaro to set up an Electronics Recycling event to be held in May. Mascaro has several large events already scheduled for April. The event will charge for the disposal of television sets. The charge will be \$20 for each television. We also researched area retailers to verify other electronic items and supplies that they collect and their associated fees. Some items can be disposed at area retailers at little to no cost. Staff is working on a voucher program to have residents disclose and pay for the items that they intend to dispose at this event.

2. Highway Committee

- a. Public Works Director Steven Coll provided a report on various public works projects. Snow events have consumed a significant amount of crew time through the past weeks. Crews replaced 60 feet of 8 inch sewer main at S. Fourth Street and Montgomery Avenue in preparation to pave Montgomery Avenue following the curb and sidewalk project.
- b. The wet weather conditions, compounded by freezing and thawing temperatures are starting to take a toll on borough roads. We will monitor road conditions through the spring. Central Avenue, from Second Street to Fourth Street, is showing signs of mud pushing through the road surface. Paving priorities may have to be re-arranged from previous budget discussions.
- c. Crews will be working with Steven Toy on the completion of site work around the freight building. Steve Coll made arrangements with Northeast Pennsylvania railroad to renew the safety certificates through 2018 in order to work in proximity of the rail line. Northeast Pennsylvania railroad expressed a willingness to work with the Borough on train scheduling to allow the site work to progress without a flagman on site. In return the Borough will dispose the old railroad ties and old rails removed when the line was updated during the train station renovations.

3. Sidewalk Committee

- a. Borough Manager Michael Coll reported on progress with the Montgomery Avenue curb and sidewalk project. The project is now substantially complete, with bituminous pavement repair to be completed upon more favorable weather conditions.
- b. Borough Manager Michael Coll distributed copies of a letter from Vincent J. Gelezinsky Jr., D.C., of Coventry Chiropractic Rehab expressing concerns about the construction of curb and sidewalk along County Line Road and accessibility issues relating to the property of David Tamburino. Borough Council was of the opinion that the Borough followed all requirements of PennDOT and the Highway Occupancy Permit that they issued for the project. The concerns should be addressed with PennDOT representatives.
- c. Third Friday's is considering a few vendors featuring sidewalk or outdoor alcohol beverage sales. Borough Council noted that the sales and the consumption of alcoholic beverages must be in a defined area with a controlled point of ingress and egress. There may be multiple events at the same time, but each event must have its own defined space.

4. Recreation Committee

- a. Borough Manager Michael Coll discussed a number of repair and maintenance issues with the community swimming pool. Last season there was noticeable accumulations of sand in the leisure pool, suspected to be from the sand filter. A proposal was obtained from Fellman's Pool Service to remove and replace the sand media in the leisure pool filter. Elements within the filter will be replaced as part of the project. The estimated cost for this work is \$5,700. Borough Council supported the work.
- b. The Competition Pool was refurbished during the renovation project. This pool has a series of joints that have always been a source of leaking. The Borough replaced the caulking in the joints twice since the renovation was completed with little success. The joints have opened again causing the pool to develop a very noticeable leak during the off season. Given the issues with the caulked joints, Fellman's Pool Service recommended that the Borough consider filling the joints with a specialized slurry mix of concrete with a caulked finish. They have had success with this repair at other pool facilities. The cost is \$10,330. The Borough invested over \$5,000 in repairing the joints in the past

and must complete some joint repair prior to opening the pool for this season. Borough Council supported the proposal.

- c. The last item concerns a large section of tile that came loose in the zero entry area of the leisure pool. The cost to replace the entire tile section is estimated at \$25,000 which we cannot afford in the 2018 budget. We will try to isolate the worse area and make limited repairs to get through this summer season.
- d. Crews removed the old drop slide and will be working 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.
- e. Borough Council discussed 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 begin at the Community Park and may extend down to the Main Street Parking lots as time and volunteers permit.
- f. The Borough Engineer has completed the physical survey of the Community Park in preparation for the development of the master plan.

5. Property Committee

- a. Borough Council discussed a potential timeline for the sale of the Broad Theater parcel. Council President Brian Goshow was successful in requesting Montgomery County to exonerate the past tax liens on the Broad Theater property. He continues to have discussions with school district administrators. A recommendation was made to authorize the advertisement of bids to purchase the Broad Theater property at the April Borough Council meeting. The minimum bid will be set at \$150,000. Borough Council discussed a deed restriction to keep the property as a theater.
- b. The Borough Manager provided Borough Council with a revised plan to replace the roof on the Souderton Municipal Building. Bids will be advertised in the coming weeks. The project will eliminate the sky light in the lobby which will darken the lobby area during the day. Borough Council expressed no objection to the proposal.
- c. Borough Council discussed the parcel behind 162 N. Main Street that was offered for dedication by the Borough. The Borough did not take action to take dedication due to a large lien placed against the property by Uninvest Bank and Trust Company. Uninvest has confirmed that the lien will be removed. Dedication will require the Borough to satisfy a number of tax liens, which continue to mount as time goes on. Borough Council agreed to instruct the Borough Solicitor to proceed with dedication of this parcel.

Administrative Work Session- March 19, 2018 (7:00pm-8:25pm)

Council Attendees: John Reynolds, Brian Goshow, Ned Leight, Jeffrey Gross, 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 P. Michael Coll.

1. Police Committee

- a. Police Chief Leary reviewed police activities over the past two months. A single mother and her three children were evicted from their apartment and left homeless. They contacted police who, in partnership with Souderton-Telford Rotary, provided the family with one night lodging and meals. Officer Thomas Lawson successfully completed the Northwestern University School of Police Staffing and Command with a perfect "A" average. Officer Lawson expresses

his gratitude for this educational opportunity. Chief Leary participated in the active shooter meeting with representative of the Souderton Area School District administration and the neighboring police departments along with the Pennsylvania State Police. Chief Leary outlined the protocols that will be used in the event of such an incident at one of our schools.

- b. Chief Leary presented information on an Elected Officials Overview of Incident Command and Emergency Management that will be hosted by Montgomery Township on April 30, 2018.

2. Code Enforcement Department

- a. Code Enforcement Officer Steven Toy discussed progress on the Souderton Train Station project. Construction work in the kitchen area is nearly complete. Mechanicals and the exhaust hood are expected to begin in early April. Epoxy flooring is planned for mid-April to allow the concrete to properly cure and dry. The box coolers also need to be installed for the flooring material to wrap up along the curb of the coolers. Work is proceeding in the new bar area. Framing is complete. Electrical work and drywall work are in progress. Lightweight concrete has been poured in this area, which will also be covered with an epoxy floor in mid-April after the material is completely cured. The Borough will be picking up the construction and mechanical expenses in the kitchen area, the tenants will be reimbursing expenses associated with the bar area. The tenants are also providing all of the equipment in the kitchen and bar areas. The tenants will also establish some office space on the second floor, the Borough will provide heating and cooling for this space along with some electric circuits.
- b. 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.
- c. Steve Toy reviewed a request from the Wawa Convenience Store to replace their freestanding sign at the corner of Main Street and Summit Street. The overall height of the current sign exceeds the 6 feet maximum height limitation. Their proposal for the replacement sign is lower than the existing sign but exceeds the maximum height requirements. A lower sign will undoubtedly block and restrict visibility at the intersection. Borough Council suggested that Wawa seek a variance for the proposed sign. The Borough will not take exception to the application.

3. Administrative Committee

- a. Borough Manager Michael Coll noted that the recent snow storm has damaged the existing digital sign on Main Street and it is probably not feasible to make repairs given its age and limited technology. The sign has been turned off. The Business Improvement District is working on a joint venture with Souderton Borough to replace this sign. The BID board of directors has determined that they cannot afford the entire purchase price of a new sign, requesting consideration of financial support from the Borough. The BID is setting up a demonstration at the Main Street parking lot on March 27th to review sign options with a local vendor.

4. Development Committee

- a. Borough Council briefly discussed the concept plan for the high school site. Borough Council members preferred to individually tour the Walden development. The March Planning Commission meeting was cancelled due to weather concerns and they will be meeting on April 4, 2018 to discuss the concept plan. Further discussion on the proposed plan will be held at the April

Borough Council work session.

5. Finance Committee

- a.** No new items were discussed.