

Regular Borough Council Meeting

January 5, 2015

The Regular Meeting of Souderton Borough Council was called to order by Borough Council President Brian K. Goshow at 7:30 p.m. Members of Borough Council present at the regular meeting included the following:

President Brian K. Goshow	Mayor John R. Reynolds
Vice-President Andrew C. Schlosser	
Councillor Ned D. Leight	Junior Councillor Avery Price
Councillor Jeffrey Gross	Solicitor Robert G. Bricker
Councillor Daniel Houser	Borough Manager P. Michael Coll
Councillor Preston Miller	Public Works Director Steven R. Coll
Councillor Richard Halbom	Police Chief James P. Leary

Absent from the meeting were Councillor Richard Godshall and Councillor Kevin Souder. The Invocation was given by Borough Manager P. Michael Coll, followed by the Pledge of Allegiance to the Flag.

Consideration was given to the minutes of the December 1, 2014, Regular Borough Council Meeting. There were no Borough Council work sessions during the month of December. A motion was made by Councillor Preston Miller, and seconded by Councillor Daniel Houser, to approve the minutes of December 1, 2014 Borough Council Meeting as presented. The motion was approved.

Borough Council President Brian Goshow noted that he received a letter of appreciation from Generations for the support of the Borough and the Souderton Police Department with their annual Reindeer Run event.

President Brian Goshow next recognized Rege McKenzie, Chairman of the Board of Directors, and Artistic Director Thomas Quinn of the Montgomery Theater. Chairman McKenzie expressed appreciation to Borough Council for their continued support of the Montgomery Theater. The Montgomery Theater is engaged in a more concerted effort to reach out into the community to highlight the theater. The Board of Directors would like to explore efforts for greater recognition of the Montgomery Theater. One potential source of recognition would be the ability to display banners across Main Street. Thomas Quinn commented that the Montgomery Theater has approved their 2015 Budget, but just experienced a failure of the HVAC unit for the rehearsal hall. The unit must be replaced at a cost in excess of \$5,300 which is not part of their budget. The Borough of Souderton still owns the building and the Theater is asking Borough Council to consider assisting with the replacement of the HVAC unit. Tom Quinn outlined up and coming shows. The Theater will also have their annual live and silent auction on March 22, 2015. This is their most significant fundraiser for the year. President Brian Goshow asked that this matter be scheduled for consideration during the January work sessions.

Mayor John Reynolds expressed appreciation to the Souderton Police Department, Souderton Fire Police Unit and the Souderton Fire Company for their assistance with the Generations reindeer Run, Souderton Holiday Parade and the Christmas Tree Lighting.

Police Chief James P. Leary summarized his monthly report to Borough Council. In particular Chief Leary discussed the tragic murder event that occurred in Souderton Borough, Lansdale Borough and Lower Salford Township involving the Stone, Flick and Hill families. Three members of the Flick family were murdered in Souderton Borough, two members of the Hill family were murdered in Lansdale Borough and the former wife of Bradley Stone was murdered in her home in Lower Salford. Bradley Stone was found dead of an apparent suicide not far from his home in Pennsburg. This is the worst murder event in the history of Montgomery County. Chief Leary recognized the area police departments, Montgomery County District Attorney, Montgomery County Detectives, State Police, FBI, Souderton Fire Police, Souderton Fire Company, Souderton Emergency

Management Coordinator Steven Coll, and Souderton Public Works Department for their assistance during this tragic event. Chief Leary noted that the community is bonding together to create a fund for the orphan children that are the survivors of this tragedy. There are three orphan children in the stone family and one orphan son in the Flick family.

The Borough Solicitor's report for the month of December was distributed to Borough Council. The Solicitor completed the required documentation for the 2015 tax anticipation loan through Uninvest Bank and Trust Company. They are currently reviewing the association documents for the Berkeley Court Phase 2A project. The Borough Solicitor also arranged and attended a meeting of the Souderton Industrial development Authority.

Public Works Director Steven Coll noted that his monthly report has been distributed to Borough Council. Curbside leaf collection has been completed until the spring and crews began Christmas Tree collections throughout the Borough today.

Borough Manager Michael Coll reviewed the items scheduled for consideration by Borough Council. The first item is consideration of bids for the disposal of Biosolids from the Souderton Waste Water Treatment Plant. Bids were received and opened at a public hearing on Monday December 15, 2014. The low bid is from Jesse Baro, who is serving as our current contractor. We are recommending that the contract be awarded to Jesse Baro, including the optional third year. Considerable discussion has been held on the Berkeley Court Phase 2A development plan. The Souderton Planning Commission has recommended conditional preliminary approval of the plan at their December 17, 2014 meeting. The Planning Commission has also worked with Ryan Homes on the architecture of the proposed townhomes to be constructed in this phase. A recommendation is made to formally consider conditional preliminary approval. Representatives from Ryan Homes and Timothy Hendricks are in attendance. Resolutions have been prepared to approve the continued reduced member contribution rates for the Police Pension Plan and the Non-Uniformed Employee Pension Plan. The reduced member contribution rates have been incorporated in the calculation of the minimum pension obligations of the Borough in the 2015 Budget. Appointments have been recommended for the Souderton Planning Commission, Souderton Zoning Hearing Board and the Souderton Civil Service Commission.

Consideration was given to paying the bills for the month of December, 2014

GENERAL FUND

Petty Cash Fund	\$146.99	Ricoh	\$413.05
Advanced Disposal	415.06	SEPTA	6,180.00
Clemens Uniform Rental	201.34	Shelly Enterprises, Inc.	216.63
Cope's Garage, Inc.	266.76	Souderton Ambulance Assoc	4,500.00
David Snook	895.86	Souderton-Telford Main Streets	6,000.00
Delta Dental	1,233.44	Suburban Propane	2,179.51
Freedom Systems Corp	5,274.00	Syna Tek	912.00
Fretz Enterprises	33.59	Uninvest VISA	95.69
Fromm Electric Supply Corp	263.99	AT&T	41.57
Generations of Indian Valley	6,000.00	Bergey's, Inc.	156.78
Gouldey Welding & Fabrication	1,064.32	Boucher & James, Inc.	940.00
H & K Materials	108.54	Clemens Uniform Rental	128.17
Indian Creek Foundation	94.00	Comcast Cable	152.58
J. S. Beer Tree Service	2,000.00	Fromm Electric Supply Corp	44.43
Kaler Motor Company	196.00	Home Depot	93.03
Landis Block & Concrete	5.25	Hughes, Kalkbrenner & Ozorows	720.00
Meals on Wheels Indian Valley	6,000.00	Indian Creek Foundation	441.00
Metlife	14,371.95	Keystone Health Plan East	26,666.70
Metlife	527.54	Kurt Scherzberg	155.00
Montgomery Newspaper	583.50	Kurt Scherzberg	2.14
Morton Salt	1,380.88	Lawson Products, Inc.	271.14
Moyer Indoor/Outdoor	637.98	Maryjane Yoder	284.00

NAPA Auto Parts	43.49	Morton Salt	5,424.72
Nationwide Trust Co.	1,256.07	Moyer Indoor/Outdoor	3,419.54
Nationwide Trust Co.	1,347.80	Naceville Materials	65.87
Nationwide Trust Co.	1,107.90	NAPA Auto Parts	105.30
Nationwide Trust Co.	1,082.24	PA State Association of Boroughs	140.00
Nationwide Trust Co.	1,018.29	PSAB- CDL Testing Program	75.00
Nationwide Trust Co.	995.13	PPL Electric Utilities	2,280.19
Nationwide Trust Co.	957.97	R. Dale Ziegler, Inc.	255.00
NetCarrier Telecom, Inc	652.33	Suburban Propane	836.25
North Penn Goodwill Service	4,250.00	Univest VISA	390.94
NYCO Corporation	45.75	Unum Insurance Company	847.74
PA State Association of Boroughs	1,106.00	Verizon	53.41
PCCA	790.00	Verizon Wireless	272.57
PECO Energy	163.79	Wise Electric	2,023.89
PA One Call System	82.45	Total General Fund	\$123,384.04

SEWER FUND

Advanced Disposal	\$315.69	Shelly Enterprises	\$86.02
All Industrial Safety Products	250.60	TRM-Telford Recycling	150.00
Altek Business Systems, Inc.	62.25	All Industrial Safety products	93.13
Boucher & James, Inc.	1,680.00	Boucher & James, Inc.	1,335.00
Carquest	64.90	Clemens Uniform Rental	85.50
Cintas First Aid & Safety	50.21	Comcast Cable	82.90
Clemens Uniform Rental	178.21	Commonwealth Precast, Inc.	1,737.00
Coyne Chemical	5,323.38	Coyne Chemical	2,575.00
Delta Dental	321.47	Derstine Company, Inc.	15,675.00
Essex Service Corporation	1,109.68	Empire Scale Corporation	275.00
EVOQUA Water Technologies	2,448.79	EVOQUA Water Technologies	240.00
G. A. Peak	2,912.50	Fisher Scientific	234.90
Gouldey Welding & Fabrication	467.00	Hajoca Corporation	468.45
H & K Materials	2,228.96	Jesse Baro, Inc.	1,205.83
Hajoca Corporation	3,772.68	Keystone Health Plan East	7,150.63
Hangley Aronchick Segal Pudlin	90.95	LRM, Inc.	310.00
Home Depot	77.40	Metlife	46.14
Jesse Baro, Inc.	2,962.79	Moyer Indoor/Outdoor	188.03
Landis Block & Concrete	236.90	PA DEP	125.00
Metlife	230.70	Perkasie Regional Authority	750.00
Mike Nelson Consulting Service	450.00	Postmaster, Lansdale	220.00
Motion Industries	3,842.22	R & B Truck & Equipment	831.63
Naceville Materials	550.54	Reuter & Hanney, Inc.	1,958.75
NetCarrier Telecom	140.60	Suburban Water Testing Labs	1,205.70
North Penn Water Authority	10.38	Suncoast Research Labs, Inc.	1,975.00
Pennsylvania State University	396.00	Unum Insurance Company	228.85
PPL Electric Utilities	11,685.59	Verizon	31.54
Shaners Wastewater Products	2,425.67	Total Sewer Fund	\$83,551.06

POOL FUND

Airgas National Carbonation	\$48.50	Comcast Cable	\$104.48
NetCarrier Telecom, Inc.	105.96	PA DEP	50.00
North Penn Water Authority	352.08		
PECO Energy	82.12	Total pool Fund	\$743.14

CAPITAL RESERVE FUND

P. K. Moyer & Sons, Inc	\$7,301.20	Phillips & Donovan Architects	\$13,996.17
Boucher & James, Inc.	751.23	Boucher & James, Inc.	1,253.68
C & S Lawn & Landscape, Inc.	1,200.00	Total capital Reserve Fund	\$24,502.28

LIQUID FUELS FUND

Armour & Sons Electric, Inc.	\$975.00	Shelly Enterprises	\$2.40
Fromm Electric Supply Corp	55.46	Signal Control Products, Inc.	35.00
Home Depot	23.96	PPL Electric Utilities	\$263.32
Letterco	64.00		
PPL Electric Utilities	7,312.47	Total Liquid Fuels Fund	\$8,731.61

A motion was made by Councillor Preston Miller, and seconded by Councillor Richard Halbom, to pay the bills for the month of December, 2014, as presented. The motion was approved.

President Brian K. Goshow opened the floor to the audience for public comment. There being no public comments from the audience, President Goshow moved to the scheduled items of business.

Borough Manager Michael Coll presented Borough Council with the following tabulation of bids received for the contract to dispose Biosolids from the Souderton waste Water Treatment Plant that were received at a public hearing on Monday, December 15, 2014. A recommendation was made to award the contract to Jesse Baro, Incorporated, including the optional third year extension.

**Land Application of Biosolids
Souderton Waste Water Treatment Plant
December 15, 2014**

Bidder	Land Application	Est Contract	Landfill Disposal	Est Contract
Jesse Baro, Inc 157 Quarry Road Douglassville, PA 19518	2015- \$71.55 per ton	2015- \$83,713.50	2015-\$102.00 per ton	2015- \$13,260.00
	2016- \$72.55 per ton	2016- \$84,883.50	2016- \$103.20 per ton	2016- \$13,416.00
	2017- \$72.55 per ton	2017- \$84,883.50	2017- \$104.90 per ton	2017- \$13,637.00
Total Three Year Contract		\$253,480.50		\$40,313.00
Synagro Central, LLC 435 Williams Ct, Suite 100 Baltimore, MD 21220	2015- \$72.90 per ton	2015- \$85,293.00	2015- \$120.00 per ton	2015- \$15,600.00
	2016- \$74.00 per ton	2016- \$86,580.00	2016- \$121.50 per ton	2016- \$15,795.00
	2017- \$74.75 per ton	2017- \$87,457.50	2017- \$123.95 per ton	2017- \$16,113.50
Total Three Year Contract		\$259,327.50		\$47,508.50
Solid Waste Services, Inc 2650 Audubon Rd Audubon, PA 19403	2015-\$105.50 per ton	2015-\$123,435.00	2015-\$95.00 per ton	2015-\$12,350.00
	2016-\$107.05 per ton	2016-\$125,248.50	2016-\$96.25 per ton	2016-\$12,512.50
	2017-\$109.20 per ton	2017-\$127,764.00	2017-\$98.15 per ton	2017-\$12,759.50
Total Three Year Contract		\$376,447.50		\$37,622.00

A motion was made by Councillor Richard Halbom, and seconded by Councillor Preston Miller, to award the base contract, and the optional third year extension, for land application of Biosolids from the Souderton Waste Water Treatment Plant to Jesse Baro, Incorporated, 157 Quarry Road, Douglassville, PA at the quoted unit price per ton and total estimated contract price of \$253,480.50. The motion was approved.

President Brian Goshow next recognized Timothy Hendricks to discuss the proposed Berkeley Court Phase 2A land development proposal to construct 48 townhomes along the Chestnut Street and School Lane frontage of the former Souderton High School property. Timothy Hendricks was accompanied by Rob McCracken, General Manager of Ryan Homes, who will be the builders of the proposed townhomes. Timothy Hendricks noted that they attended the December 17, 2014 meeting of the Souderton Planning Commission, where they received a recommendation for conditional preliminary approval of the development plans. They are currently working on revising the plans to address all comments of the Borough Engineer. Ryan Homes prepared revised architectural renderings for the proposed townhomes according to the comments from the Planning Commission and Borough Council. If satisfactory to Borough Council, the applicants request consideration of conditional preliminary approval. The applicant will then prepare revised final plans for formal consideration at the February Borough Council meeting and they will move forward with settlement of the property from the Souderton School District.

President Goshow opened the floor to questions from members of Borough Council. Councillor Richard Halbom expressed concern that demolition must be complete prior to any occupancy of the townhomes and the site must be completely stabilized and maintained. Timothy Hendricks confirmed that they completely understand and will comply with this condition. They plan to crush as much of the concrete as possible as fill material for the site, especially along Chestnut Street. All remaining material and debris will be removed from the site. The site will be rough graded

according to the development plans and the property will be maintained and mowed by the developer.

A motion was made by Councillor Preston Miller, and seconded by Councillor Daniel Houser, to extend conditional preliminary approval to the Berkeley Court Phase 2A land development plan as prepared by Langan Engineering and Environmental Services, last revised November 14, 2014, subject to the following:

1. The deferral of specific Zoning Ordinance requirements, as itemized by the Borough Engineer in their December 15, 2014 review letter, is approved until submission of the next phase of the development project.
2. Waivers and deferrals of certain landscaping requirements of SALDO, as itemized by the Borough Engineer in their December 15, 2014 review letter, are approved until submission of the next phase of the development project.
3. Final land development plans shall be submitted addressing the comments of the Borough Engineer in their review letter dated December 15, 2014, and the comments of the Montgomery County Planning Commission in their review letter dated December 2, 2014.
4. The 48 single family townhomes to be constructed by Ryan Homes, to be known as “Highview at Souderton,” shall be constructed pursuant to renderings as last revised and submitted December 22, 2014. All buildings will have 2 units of full brick facades; the seven unit building shall have 3 units with full brick facades. Brick knee walls shall be provided on all other building facades. All buildings shall have two siding colors, and will comply with all remaining architectural requirements of the Zoning Ordinance.
5. Applicant shall obtain the approval of the Montgomery County Conservation District, Pennsylvania Department of Environmental protection and any other applicable outside agency approval.
6. The Borough Solicitor shall prepare a Development and Escrow agreement based on the submission of final plans and associated cost estimates of public improvements, which shall include the complete demolition of the school building and accessory school buildings and the removal of the silt basin and construction of the park.

Councillor Andrew Schlosser noted that he will abstain from voting on the motion since his firm has a working relationship with some of the partners associated with this proposed development. The motion was approved by a vote of 6 yeas, 0 nays and 1 abstention by Councillor Andrew Schlosser.

A motion was made by Councillor Andrew Schlosser, and seconded by Councillor Richard Halbom, to adopt Resolution No. 2015-01 reducing member contributions to the Police Pension Plan for the 2015 calendar year. The motion was approved.

A motion was made by Councillor Richard Halbom, and seconded by Councillor Andrew Schlosser, to adopt Resolution No. 2015-02 reducing member contributions to the Non-Uniformed Pension Plan for the 2015 calendar year. The motion was approved.

A motion was made by Councillor Jeffrey Gross, and seconded by Councillor Andrew Schlosser, to appoint Laurie D. Reynolds, 432 Montgomery Avenue, to fill the unexpired term of Barry Stoltzfus on the Souderton Planning Commission through July 2, 2015. The motion was approved.

A motion was made by Councillor Ned Leight, and seconded by Councillor Andrew Schlosser, to appoint Eugene Moyer, 262 W. Chestnut Street, to a three year term as a member of the Souderton Zoning Hearing Board through December 31, 2017. The motion was approved.

A motion was made by Councillor Richard Halbom, and seconded by Councillor

Preston Miller, to appoint Edward Huber to a six year term as a member of the Souderton Police Civil Service Commission through December 31, 2020. The motion was approved.

There being no further business, the meeting was adjourned at 8:35 pm.

Respectfully submitted,

P. Michael Coll, Secretary

WORK SESSION MINUTES AND COMMITTEE REPORTS

Public Works Work Session – January 12, 2015 (7:00pm-9:30pm)

Council Attendees: John Reynolds, Brian Goshow, Jeffrey Gross, Richard Godshall, Daniel Houser, Preston Miller, Richard Halbom and Kevin Souder.

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

1. Sanitation Committee

- a. The December, 2014 Discharge Monitoring Report will be submitted with no exceptions to monthly average permit limitations; however, there were four instantaneous readings of fecal coliforms greater than 1000 cfu/100 ml which will be reported in the DMR. The plant built up excessive nitrates from the removal of ammonia which blocked the disinfection capabilities of chlorine. Chief Operator Sal DeSimone shut down the aeration for an extended period of time to break the block. The system is now disinfecting normally. Operating procedures were adjusted to conduct additional process sampling to monitor fecal coliform and the potential buildup of nitrates.
- b. Borough Council discussed the results of the public hearing that was held on Monday, December 1, 2014 with area trash haulers concerning the draft specifications for a municipal wide trash collection contract. The hearing began at 2:00 pm and lasted until 3:15pm. The public hearing was attended by Borough Council members Brian Goshow, Richard Godshall, Daniel Houser, Preston Miller and Kevin Souder. Trash haulers in attendance included Republic Services, White Tail, Waste Management and Trade Mark. The hearing started with a summary of the single hauler trash survey, preparation of the specifications and the goal of the public hearing to gather information and any concerns from the trash haulers. The following items were discussed during the public hearing:
 - All of the haulers indicated that the current 18 gallon recycling totes are not desirable. A larger bin should be offered. Republic prefers the same tote as used for regular trash since they use mechanized loaders. White Tail uses a 32 gallon plastic container. Wheeled containers are readily available in 96, 64 and 32 gallon sizes. Republic has the municipal contract in Trumbauersville Borough and they use a 64 gallon wheeled container.
 - It was noted that recycling activities are producing a large volume of material, but the weight is rather low. Newspaper accounted for a large portion of prior weight, but it is not there today. Waste Management noted that the municipality needs to clarify the types of recyclable material that is accepted. Waste Management currently accepts #1 through #7 plastics, all glass, all metal cans, steel, cereal boxes and junk mail. All of the haulers noted that the practice of placing recyclables in plastic garbage bags is not acceptable. The

plastic bag contaminates the recyclables.

- White Tail expressed concern with weight, suggesting that there should be a limit on the yard waste within the waste stream. Other haulers expressed that yard waste is a burden during certain seasons, but they will service as normal.
- Waste management suggested that the Borough should consider more flexibility in servicing the Borough. Current specifications allow the Borough to be split into two sections. Splitting the Borough into quarters would provide the best flexibility and the most competitive pricing since all haulers should be capable of serving the Borough without adding more equipment or staff. They will simply need to adjust routing among the neighboring municipalities.
- Most haulers do not have long term residential contracts. There are some prepaid accounts that will have to be worked through in the event of a municipal wide contract.
- A suggestion was also made that the Borough may want to consider including the service as part of the municipal tax rate instead of a service fee. The municipal tax rate is tax deductible to the property owner, but a service fee is not tax deductible.

Borough Council members discussed the comments from the trash haulers and made the following recommendations to be incorporated in a revised draft:

- The contract should specify a 96 gallon wheeled tote for regular trash and a 64 gallon wheeled tote for recyclable materials. The contract shall provide for the property owner to purchase an additional tote directly from the hauler.
- The contract shall be revised to allow the hauler to split the collection of the Borough to no more than four days per week. Trash collections that fall on a major holiday shall be moved to the next day.
- The option to pay by the bag will remain the contract specifications, but the eventual bag fee determined by the Borough must take into account the weekly recycling service.
- Borough Council will have to add an administrative fee onto the service fee as bid by the hauler to account for expenses related to customer billing, contract monitoring and reporting, and a certain level of delinquency.
- The specifications will be revised for a final review by Borough Council and a decision to proceed with advertisement and formal bids.

2. Highway Committee

- a. Public Works Director Steven Coll reviewed public works activity. Leaf collection is now complete. Total leaf waste collected this season amounted to 1,320 yards. Brush and Christmas Tree collections were completed.
- b. Crews have been working on pot hole patching as weather permits. This work will continue through the winter as conditions permit.
- c. Steven Coll reported that crews have worked through 5 snow events to this point; all events required salting with two events requiring plowing. Unofficial snow total to date is 6 inches. The Borough received 150 tons of salt with another 25 tons on order.
- d. Steve Coll discussed available options to lease purchase a new ten wheel dump truck which has been included in the approved 2015 Budget. The chassis will be obtained through the State contracts on COSTARS, with the body and hydraulics to be completed through a separate fabricator. Pricing for the chassis is being obtained from Peterbuilt, International and Mack. We are looking at pricing from several known fabricators. Chassis prices are coming in higher than anticipated at around \$105,000, with the overall cost of the truck expected to run close to \$170,000. The truck will be financed through a

lease purchase program.

- e. The Borough has been displaying banners across Main Street using two existing utility poles. There is some renewed interest in establishing a permanent location, properly constructed to display banners. The overall cost may run as high as \$15,000. There is some interest, but the overall cost may be too great. Steve Coll suggested that we might be able to get a better cost estimate for the poles from a company in Harleysville. Borough Council suggested that we obtain a better cost estimate for further discussion.
- f. Borough Manager Michael Coll noted that the Borough had been decorating the gingko street trees for the holiday season. Many of the gingko trees have been removed over the past years of streetscape work and various sidewalk replacement projects. Souderton Borough no longer has a uniform decorating scheme for the holidays. A suggestion was made to consider establishing a new holiday decorating scheme utilizing pole mounted decorations, as utilized by our neighboring municipalities. There will be substantial cost in purchasing new decorations, but perhaps we can look at available decorations and develop a phasing plan. Councillor Jeffrey Gross suggested that he and Souderton-Telford Main Streets will research available options for Borough Council to consider.

3. Sidewalk Committee

- a. Borough Council discussed increasing enforcement of curb and sidewalk replacements throughout the Borough. Code Enforcement Officer Steven Toy has worked on a few replacements, and continues to push sidewalk replacement as part of the resale inspections. Sidewalk replacement as part of a property resale is the most effective enforcement tool, but there remains a desire to consider pushing this matter harder for other sidewalks in poor condition.

4. Recreation Committee

- a. Borough Council discussed whether to set up the ice skating rink for this winter season. Steve Coll reported that they shot grades at the Lawn Avenue Park and the lawn Avenue baseball field. All areas considered would still create an area of water within the rink in excess of ten inches. In past attempts this will create issues with proper freezing and the overall use of the rink. After much discussion, the general consensus preferred to try to sell the rink. The Borough may consider grading out a space to create a small skating pond.

5. Property Committee

- a. Borough Council reviewed the status of the Souderton Train Station Restoration Project. Work continues on finishing the mandatory Environmental Review Assessment for the federal EDI grant. The review noted an issue with the Phase 1 Environmental Assessment that reported on possible locations of a few underground storage tanks. In order to address this concern a limited Phase 2 Environmental Assessment was conducted to obtain soil samples in the vicinity of potential tank sites. All samples obtained were clean and this concern has now been adequately addressed. The second issue concerned an objection from the Pennsylvania Historic Commission over the concept design for the Train Station addition. The Historic Commission objected to the enclosure of the platform areas which will hide the original architecture of the station building. They also objected to the addition to the rear of the station. The Historic Commission policy on additions is that there must be a clear distinction between the original building and the addition. The architect has created a new concept plan that proposes a single story addition

to the rear to provide a new kitchen, pantry area, restroom facilities and a lobby area. The original window on the gable wall will remain in the revised concept plan. The concept plan will be sent out to the Historic Commission for further review and comment.

- b. An electrical problem was discovered at the Scout Cabin. The aerial service line rubbed through a tree branch which lost a leg of power to the building. PPL Electric made a temporary repair to the aerial service after the Borough crew cut the tree branch away from the wire. The Scout Cabin only has a 100 amp service. We plan to replace and upgrade to a 200 amp service. The aerial line will be replaced with an underground service. This upgrade will provide capability of providing power to a future planned parking lot in the park directly from the cabin service.
- c. Representatives from the Montgomery Theater appeared at the January 5th Borough Council meeting and asked Borough Council to consider assisting the Montgomery theater in funding the replacement of a failed HVAC unit. The Borough continues to own the Borough and the Montgomery Theater is working through the final years of a lease purchase agreement for the building. This unexpected expense was not planned in their 2015 Budget. After considerable discussion, Borough Council agreed to pay \$5,340.00 directly to C & C Heating and Air Conditioning Co., Inc to replace the unit as quoted. In return the terms of the Montgomery Theater lease agreement will be extended for one additional year to repay the loan afforded by the Borough to replace the HVAC equipment.

Administrative Work Session- January 19, 2015 (7:00pm-9:20pm)

Council Attendees: Brian Goshow, Jeffrey Gross, Richard Godshall, Andrew Schlosser, Daniel Houser, Richard Halbom, Preston Miller and Kevin Souder.

Staff Attendees: Police Chief James P. Leary and Borough Manager Michael Coll.

1. Police Committee

- a. Chief Leary further discussed recent news articles involving police department arrests and investigations. Chief Leary reported that the department is completing the required investigation concerning the Flick, Hill and Stone murder case. Various community benefits to date raised over \$111,000 for the Flick and Stone children.
- b. Chief Leary reported that he continues to work with the Police Civil Service Commission on the certification of police officer candidates. The written test has been completed and they are now working on the agility and oral exams.

2. Administrative Committee

- a. Borough Manager noted a report recently filed with the Montgomery County Board of Elections listing the seats on Borough Council that are up for election. Petitions must be completed and filed in order to appear on the ballot for the May 19, 2015 Primary Election. Borough Councillor Andrew Schlosser noted that he will not be seeking re-election.

3. Development Committee

- a. Borough Council members discussed the proposed Berkeley Court Phase 2A land development project. Revised land development plans were submitted this past Friday, January 16th for the construction of 48 single family residential townhomes along Chestnut Street and N. School Lane. Plans were revised in response to the Borough Engineer review letter dated December 15, 2014. The December 15, 2014 review letter from the Borough Engineer

included a total of 63 comments. Twenty four of the comments have already been addressed through deferrals or waivers until submission of the next phase of the development. Twenty comments in the December 15th review letter were addressed by correctly relatively minor drafting errors or correcting errors within the notes. The remaining 19 comments did require some degree of engineering design or other plan modifications, which are now the focus of the final plan review. The Borough Engineer and Borough Manager did meet with Tim Hendricks and his design engineer of Friday, January 16 to review these details. Two major revisions addressed the grade of the sidewalk along Drive A and the plans now add lighting to the parking lot to the rear of the townhomes along School Lane.

Borough Manager Michael Coll noted that the Borough will be replacing the Chestnut Street sewer main from School Lane to County Line Road as part of the project and new lateral connections will be provided for the new townhomes along Chestnut Street. The developer will be providing a full width overlay of Chestnut Street once all utility construction is complete. Public Works Director Steve Coll met with the developer's design engineers to open, inspect and measure sanitary sewer and storm drain facilities along the development. Final construction plans have been field verified and will be reviewed by the Borough Engineer. There is sufficient capacity within the systems to accommodate the new 48 townhomes as proposed.

Borough Council expressed concern with the location of one centralized mail cluster box for the development. The location of the mail cluster box was directed by the Postmaster; however we will make a contact with the Postmaster to discuss the possibility of modifying the cluster boxes to make them more convenient to the residents. Borough Councillor Jeffrey Gross commented that he would like to see shutters added to the rear of the townhomes since they will be visible to the interior of the mixed use development. This is not a specific requirement under the Zoning Ordinance, but Borough Council will ask for this consideration. The developer will be attending the January 21, 2015 Planning Commission Meeting to review the revised final development plans and would like to be placed on the February 2, 2015 Borough Council agenda for conditional final approval.

- b. Souderton Borough Council considered the revised street names for the Reliance Crossing development. The approved street names are Quinn Court, Carlton Way and Palmer Place. The developers are completing the submission of final plans and the execution of the development agreements to begin the project in March, 2015.
- c. Councillor Jeffrey Gross discussed the draft Business Improvement District plan with members of Borough Council. A suggestion was made by Council President Brian Goshow to cut the proposed budget of the BID in half and perhaps the reduced budget will generate more support from the business community. Councillor Gross noted that the BID guidelines require the consultant to provide a reasonable budget, but it can be adjusted by the BID membership.
- d. Borough Council reviewed the revised concept plan for the Souderton Train Station project. Concern was expressed that the concept plan does not address an improved stairway to the second floor. The existing stairway from the dining room is not desirable and the plan should be revised to accommodate a new stairway to the second floor. This concern will be expressed to the architect and revised concept plans will be submitted to the Historic Commission for their review and comment. Our consultants are ready to move the project forward upon receiving a satisfactory review from the Historic Commission. Borough Manager Michael Coll expressed concern with the project budget and the cost estimates, suggesting that the addition to the train station might have to be considered as an alternate to the project. Borough Council expressed a desire to move forward with the addition to the

Souderton Train Station and possibly look at reducing other site improvements to work within the confines of the overall project budget.

- e. Code Enforcement Officer Steven Toy and Fire Marshall Steve Coll are working on a proposed amendment to the building and fire codes to require the placement of a visible strobe on the front of commercial and multifamily buildings that do not have a monitored fire alarm system. The strobe will be able to provide a visible indication of a potential problem. Work will continue on the details of the proposed amendment.

4. Finance Committee

- a. Borough Manager Michael Coll commented that Borough Council discussed concerns with the future cost to maintain the Non-Uniformed Employee Defined Benefit Pension Plan. Our pension consultants have provided financial statements and projections to show that the plan is in very good financial shape. A suggestion was made that certain plan revisions could be considered to raise the retirement age and required years of service and reduce the benefit level for future employees. Borough Council agreed to move forward with the suggested plan amendments. The Borough Manager will contact our pension consultants to review and recommend revisions to the Non-Uniformed Pension Plan.
- b. Borough Manager Michael Coll distributed copies of the 2014 year end budget comparison reports for all Borough funds. All funds have been reconciled and the trail balance reports were submitted to the Borough Auditors to complete the audit and prepare the financial statements for the 2014 calendar year.