

## Regular Meeting

January 7, 2013

The Regular Meeting of Souderton Borough Council, held on Monday, January 7, 2013 was called to order by 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	Councillor Edward Huber
Vice-President Andrew C. Schlosser	Mayor John R. Reynolds
Councillor Ned D. Leight	Junior Councillor Triston Loux
Councillor D. Jeffrey Gross	
Councillor Richard Godshall	Solicitor Robert G. Bricker
Councillor Steven J. Toy	Borough Manager P. Michael Coll
Councillor Preston Miller	Public Works Director Steven R. Coll
Councillor Richard Halbom	Police Chief James P. Leary

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 3, 2012, Regular Borough Council Meeting. There were no Borough Council work sessions during the month of December. A motion was made by Councillor Steven Toy, and seconded by Councillor Preston Miller, to approve the minutes of December 3, 2012 Borough Council Meeting as presented. The motion was approved.

Under correspondence, President Brian Goshow noted receipt of the audit reports for the Souderton Borough Police Pension Plan and the Souderton Borough Non-Uniformed Pension Plan as conducted by the State Auditor General. The audit report noted that both pension plans are in compliance with state regulation.

Police Chief James P. Leary summarized his monthly report to Borough Council. Chief Leary commended the efforts of the Souderton Fire Police Unit for their assistance with traffic control for the annual Generations Reindeer Run and the annual Holiday Parade; both events were held on Saturday, December 1, 2012. Chief Leary announced the retirement of Officer David Gale from the department on January 25, 2013 and the retirement of Detective Joseph Kelly from the force effective February 15, 2013. Officer Thomas Lawson has resigned from the North Penn Tactical team, providing opportunity for younger members of area departments to join.

The Borough Solicitor's report for the month of December was distributed to Borough Council. The Solicitor completed the required documentation for the tax anticipation loan through Univest Bank and Trust Company. The Borough Solicitor met with the Borough Manager regarding the Industrial waste Agreement with Leidy's, incorporated and drafted a letter to the company addressing concerns with effluent quality. A sewer lien was filed against property at 36 W. Summit Street and municipal liens previously filed against properties at 319 Penn Avenue and 206 W Chestnut Street were satisfied.

Public Works Director Steven Coll noted that his monthly report has been distributed to Borough Council. Steven Coll added that the public works crew began the annual curb side Christmas tree collection this week. Steven Coll, as the Borough's Emergency management Coordinator, noted that Souderton Borough will host a regional meeting of the Montgomery County Emergency Management Agency at the Souderton Municipal Building on Thursday, January 17, 2013. This is not a public meeting but the meeting is open to members of Borough Council and the Mayor to attend.

Borough Manager Michael Coll reviewed the items scheduled for consideration by Borough Council. The first item concerns the recommended appointment of Kelli Scarlett to a full three year term as a member of the Zoning Hearing Board. Kelli Scarlett was appointed to fill the vacancy of Richard Godshall in 2012 and currently serves as Vice-Chair of the Board. A proposal to establish the salary of the elected tax collector was discussed in work session with a recommendation to incrementally increase the salary by 1% per year effective January 1, 2014 through 2017. A motion has been prepared to advertise this ordinance for formal consideration at the February Borough Council meeting. Two Resolutions have also been prepared to reduce member contributions to each pension plan during the 2013 calendar year. The reduced member contributions have been accounted for in the preparation of the 2013 MMO Work Sheets for each of the plans. The last item is an Executive Session to consult with the Borough Solicitor on a matter of possible litigation; no action is anticipated after the executive session.

Mayor John Reynolds reminded members of Borough Council whose terms will be expiring this year, to make sure that they prepare and file their petitions for election prior to the deadline.

Consideration was given to paying the bills for the month of December, 2012

GENERAL FUND

Petty Cash Fund	\$ 152.90	Perkasie Regional Authority	\$500.00
PPL Electric Utilities	8,022.25	Potty Queen	614.10
Advanced Disposal	347.60	PPL Electric Utilities	7,226.96
PA Association of Mayors of PA	55.00	PPL Electric Utilities	765.89
AT&T	56.21	PPL Electric Utilities	1,038.24
Blooming Glen Quarry	282.60	Richter Drafting & Office Supply	632.92
Boucher & James, Inc	1,121.48	Ricoh	135.54
Bricker, Landis, Hunsberger	1,275.00	Sealmaster	231.98
Clemens Uniform Rental	263.00	SEPTA	400.00
Clemens Uniform Rental	104.70	Shelly Enterprises, Inc	211.74
Comcast Cable	131.27	Sudz In A Bucket	49.50
Commonwealth Precast, Inc	372.00	Thomas Lawson	285.00
Cope's Garage, Inc	3,946.93	U S Municipal Supply	399.54
Country-Fair Cleaners	222.70	Univest VISA	20.00
Daniel L. Beardsley, Ltd	196.60	Univest VISA	51.78
Delta Dental	1,554.91	Univest VISA	78.79
Donald D. Bergey	492.44	Unum Insurance Company	913.68
Ecyebro Trucking	243.60	Verizon Wireless	40.03
Entenmann-Rovin Co	42.02	Weldon Auto Parts	155.71
Farm & Home Oil Company	2,608.86	Youngs	28.60
Freedom Systems Corp	938.20	Advanced Disposal	366.56
Fretz Enterprises	5.99	AT&T	36.58
Fromm Electric Supply Corp	1,035.61	Clemens Uniform Rental	104.70
Game Time, Inc	511.00	Comcast Cable	82.32
Gouldey Welding & Fabrication	146.00	Cope's Garage	1,093.70
Gran Turk Equipment Co., Inc	5,700.64	Daniel L. Beardsley, Ltd	32.00
H & K Materials	1,909.94	Farm & Home Oil Company	1,709.36
Highway Materials, Inc	107.37	Generations	6,000.00
HISI	5,271.00	Indian Valley Regional Planning	3,000.00
Independence Blue Cross	14,218.32	Meals on Wheels of IV	6,000.00
Indian Creek Foundation	846.00	Metlife	17,034.85
Jay R. Stover	1,259.14	Metlife	1,195.08
John R. Young & Co	445.50	Montg Co Planning Commission	4,016.25
Keystone Health Plan East	13,739.70	Moyer Indoor/Outdoor	2,106.39
Landis Block & Concrete	156.63	Nationwide Trust Company	4,068.00
Lansdale Police Department	750.00	Nationwide Trust Company	904.67
Letterco	466.66	Nationwide Trust Company	10,165.28
Markey Paper & Packaging	177.70	Nationwide Trust Company	2,003.94
McDonald Uniform Company	1,071.47	Netcarrier Telecom, Inc	322.97
Metro Technology Services, Inc	2,099.00	Nextel Communications	290.76
Montgomery County Community Col	564.30	North Penn Goodwill Service	4,250.00
Montgomery Newspapers	705.57	Nyco Corporation	123.91
Moyer Indoor/Outdoor	3,965.36	PSAB	1,106.00
Netcarrier Telecom, Inc	321.58	PPL Electric Utilities	2,001.20
Nextel Communications	283.92	Robert W. Harley, RPR	231.25
North American Benefits Company	1,011.93	Souderton-Telford Main Streets	10,000.00
North Penn Water Authority	46.79	Verizon	51.91
Old Dominion Brush	1,505.46	Wise Electric	2,530.00
PSAB CDL Testing Program	245.00		
PECO Energy	200.19	Total General Fund	\$175,805.72

SEWER FUND

Commonwealth of PA DEP	\$1,250.00	Moyer Indoor/Outdoor	\$904.50
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Dolores Johnson	142.02	Netcarrier Telecom, Inc	148.27
EPWPCOA, Inc	160.00	North American Benefits Company	320.63
Advanced Disposal	288.01	North Penn Water Authority	77.18
All Industrial Safety Products	419.79	Pollu-Tech, Inc	1,349.00
Bergey's Electric, Inc	752.40	PPL Electric Utilities	16,804.85
Bricker, Landis, Hunsberger	488.50	Precision Solutions, Inc	329.50
Carquest	133.38	S C Engineers	1,416.35
Cintas First Aid & Safety	38.67	Schaners Wastewater Products	2,488.67
Clemens Uniform Rental	138.54	Shelly Enterprises	9.96
Comcast Cable	66.95	Siemens Industry, Inc	4,389.60
Commonwealth Precast, Inc	1,110.00	Suburban Water Testing Labs	984.00
Delta Dental	358.30	Synagro Central LLC	12,229.25
Deltronics Corporation	1,462.00	Thomas Scientific	294.57
Essex Service Corporation	391.86	Univar USA, Inc	5,652.30
Excelsior Blower Systems, Inc	300.00	Unum Insurance Company	260.99
Farm Bureau Garage, Inc	83.00	Weldon Auto Parts	5.74
Fisher Scientific	941.53	Wise Electric	525.00
Fretz Enterprises	2.50	Clemens Uniform Rental	46.18
Fromm Electric Supply Corp	10.30	Metlife	252.49
H & K Materials	959.05	PA DEP	125.00
Hach Company	662.20	PPL Electric Utilities	7,109.39
HISI	1,082.00	Siemens Industry, Inc	2,201.29
Independence Blue Cross	1,697.61	Synagro Central LLC	9,661.76
Keystone Health Plan East	3,996.16	Verizon	59.30
Markey Paper & Packaging, Inc	216.74	Total Sewer Fund	\$84,797.28

#### POOL FUND

Airgas National Carbonation	\$40.00	PA DEP	\$50.00
Moyer Indoor/Outdoor	2,666.90	PECO Energy	159.53
Netcarrier Telecom, Inc	71.90	PPL Electric Utilities	398.58
North Penn Water Authority	13.15	Total Pool Fund	\$3,400.06

#### CAPITAL RESERVE FUND

Boucher & James, Inc	\$3,391.07	P. K. Moyer & Sons, Inc	\$15,245.25
John Deere Credit	12,132.03	Total Capital Reserve Fund	\$30,768.35

#### LIQUID FUELS FUND

PPL Electric Utilities	\$469.36	PPL Electric Utilities	\$13.95
		Total Liquid Fuels Fund	\$483.31

A motion was made by Councillor Preston Miller, and seconded by Councillor Andrew Schlosser, to approve the bills for the month of December, 2012, as presented. The motion was approved.

President Brian K. Goshow opened the floor to the audience for public comment. Kevin Souder, 345 N Fourth Street, commented that in April or May of last year he recalled a statement that all member municipalities will have to agree to raise the tax rate for the Library; however, Upper Salford Township elected not to raise their tax rate. He questioned where Souderton Borough stands on this funding issue since there was not a unanimous action. President Goshow stated that Souderton Borough has made the commitment to formally raise the rate by half of the amount originally requested and this position has not changed. This action was approved by five of the six member municipalities. The Indian Valley Library Task Force Funding Committee and Upper Salford Township have exchanged letters on this issue and the membership status of Upper Salford Township in the library is now in question.

The first item of business concerned an appointment to the Souderton Zoning Hearing Board. A motion was made by Councillor Jeffrey Gross, and seconded by Councillor Steven Toy, to appoint Kelli Scarlett, 127 Green Street, to serve as a member of the Zoning Hearing Board for a three year term through December 31, 2015. The motion was approved by unanimous vote.

A motion was made by Councillor Richard Halbom, and seconded by Councillor Preston Miller, to authorize the advertisement of an ordinance for formal consideration at the February 4, 2013 Borough Council Meeting establishing the salary of the elected tax collector for the term beginning January 1, 2014. The motion was approved.

A motion was made by Councillor Preston Miller, and seconded by Councillor Steven Toy, to adopt Resolution 2013-01 authorizing a reduction in member contributions to the Police Pension Plan for the 2013 Calendar Year. The motion was approved.

A motion was made by Councillor Preston Miller, and seconded by Councillor Edward Huber, to adopt Resolution 2013-02 authorizing a reduction in member contributions to the Non-Uniformed Employee Pension Plan for the 2013 Calendar Year. The motion was approved.

A motion was made by Councillor Steven Toy, and seconded by Councillor Preston Miller, to adjourn to Executive Session to consult with the Borough Solicitor on matters of possible litigation. The motion was approved.

Borough Council adjourned to executive Session at 8:00 pm and convened to public session at 9:01 pm. There being no further business, the meeting was promptly adjourned at 9:01 pm.

Respectfully submitted,

P. Michael Coll, Secretary

## **WORK SESSION MINUTES AND COMMITTEE REPORTS**

### ***Public Works Work Session – January 14, 2013 (7:00pm to 9:10pm)***

Council Attendees: John Reynolds, Brian Goshow, Ned Leight, Jeffrey Gross, Andrew Schlosser, Steven Toy, Preston Miller, Richard Halbom and Edward Huber. Junior Councillor Triston Loux.

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

#### **1. Sanitation Committee**

- a) The December, 2012 Discharge Monitoring Report will be filed with no exceptions to permit discharge limits.
- b) Committee members discussed proposed repairs to the clarifier arm in one of the main treatment units. Sal DeSimone believes that a pocket of solids has built up on the floor of the clarifier. The clarifier must be drained and cleaned. The suction tube on the arm will be cleaned out and a new rubber plate will be installed. The main seals will also be replaced while the tank is drained. This should address the issue of solids running over the weirs as noted in a recent DEP inspection. In a related matter, a letter was sent to Leidy's, Incorporated informing them to promptly address the high concentration of solids being discharged from their pretreatment facilities. A written response and follow up telephone conversation was held with Leidy's confirming that they have taken steps to reduce the concentration of solids from their facility.
- c) DEP has recently responded to the application of Souderton Borough to renew the NPDES permit for the waste water treatment plant. Somewhat unexpected, the draft NPDES Permit maintains the current Phosphorus and Ammonia Nitrogen levels, but additional sampling requirements have been added to the permit and Copper has reemerged from a monitor only to a limited discharge value phased in over the next few years. The draft permit again suggests that Copper is discharged into the system from industrial customers, but we have submitted prior studies and data supporting that copper is a background concentration from household plumbing. Copper is not easily removed from the waste stream. Engineer Alfred Ciottoni will be sending in comments objecting to the copper limits.
- d) PennDOT has submitted a request to acquire some additional right of way along the wastewater

treatment plant driveway off of Cowpath Road. The additional right of way is required to accommodate the plans to reconstruct the Broad Street/Cowpath Road intersection. The Borough will cooperate with the request.

- e) Borough Manager Michael Coll distributed a draft of the proposed single hauler trash collection survey with the February sewer bills. A few comments were received and will be addressed in the second draft. The survey will be collected through the due date of the sewer bill.
- f) Borough Manager Michael Coll discussed a request to extend the sewer main from County Line Road into Cherry Lane in Hilltown Township to connect the former Letterco commercial property at the corner Cherry lane and County Line Road. This area has been formally designated at the Souderton Borough Sewer service area by Hilltown Township. The Borough Manager suggested installing the first segment of sewer main along the Cherry Lane frontage of the Letterco property to accommodate this connection and prepare for a subsequent extension by a private developer of group of residential households. Council members expressed concern towards this expenditure without complete reimbursement by the private homeowners. The cost for the extension should be recovered by a front footage assessment to all adjoining property owners. The Borough will scale back the project to only include work directly necessary to accommodate the connection for Letterco and all costs associated with this work shall be billed to the property owner.

## **2. Highway Committee**

- a) Public Works Director Steven Coll reported on highway activities. All Christmas decorations have been removed for the season. Crews have been out salting and plowing for 4 storm events this season.
- b) Leaf collection has been completed for the fall season with a total of 1,175 square yards of leaf waste collected at curb side throughout the Borough.
- c) Steve Coll reported on a collapsing section of storm culvert in the area of 412 E Chestnut Street. The Borough made some repairs a number of years ago in the area of the sidewalk. Further back in the property it appears that a section of galvanized drain pipe has failed and will need to be excavated and replaced. A sink hole has developed in the yard in the area of the failure. Steve Coll noted that we may have some pipe in stock to make the repair.
- d) Following the fund raising efforts initiated by Councillor Rich Godshall, the Borough has funds on hand to replace the rear sliding doors on the bandshell. The track must be repaired and a better system of securing the doors needs to be accomplished. Material selection for the doors was discussed, with wood panels considered to be the best option because of overall cost and weight of the doors. The Borough crew will build the new doors during the winter.
- e) Brian Goshow reported that he and the Borough Manager met with a representative of PPL Electric to discuss options to reduce the expense of maintaining the street lights. The first measure is that the Borough can shop the electric rate for the street light system. Earlier this was not an option but a number of electric suppliers have now become interested in quoting a rate. PPL will provide an itemization of the street lights currently operating. The Borough can then consider eliminating some of the lights or possibly consider the purchase of the system. Steps towards purchase was also discussed and outlined in an exhibit prepared by PPL. The Borough Manager will take steps to shop rates and a subcommittee will review other options once the list of lights is received.
- f) Steve Coll also serves as the Borough's Emergency Management Coordinator and Chief Jim Leary serves as the Deputy Coordinator. Both Steven Coll and Chief Leary reported on a scheduled area wide Emergency Management Agency meeting to be held in Council Chambers on Thursday, January 17, 2013 beginning at 7:00 pm. Members of Borough Council are invited to attend. Chief Leary expressed a desire to pursue a regional emergency management agency for this section of Montgomery County; he was involved with a regional group serving the lower end of the County when he was with Abington. Emergency Management Coordinator Steve Coll reported that following the incident with Hurricane Sandy, Valley Vista has installed a temporary generator to power critical functions and is securing permits and working with

Code Enforcement Officer Carl Stuart to install a new generator.

- g) Chief Leary also took the opportunity to update Borough Council on the lockdown that occurred at the West Broad Street Elementary School on Friday, January 11, 2013.

### **3. Sidewalk Committee**

- a) Councillor Ned Leight questioned the status of sidewalk improvements along the Broad Theater. During a meeting with Charles Ebersole, Borough Council members noted that temporary blacktop paving will be acceptable during construction. They hope to remove the scaffolding shortly after the roof section is completed. Overall completion date for this project is questionable at this time. The Borough Engineer has developed a plan for the new curb and sidewalk which will require approval by PennDOT since west Broad Street is a state owned street.
- b) Councillor Jeffrey Gross questioned the status of temporary repairs to the brick sidewalks in the 200 block of Green Street. A discussion was held that the Borough should prepare a design to make improvements to the sidewalks prior to the sale of these properties, keeping in mind that the cartway of the road may be adjusted during a future reconstruction. This matter will be discussed with the Borough Engineer.
- c) Borough Council members acknowledged the cost to replace curb and sidewalk is expensive to the property owner, but the Borough should be more aggressive in addressing deteriorated sidewalks, especially since the Borough has been named in a recent trip and fall claim.

### **4. Recreation Committee**

- a) Borough Manager Michael Coll reported on a major leak that was discovered in the competition pool during winterization. Moyer Indoor/Outdoor Commercial Pool Division was consulted on possible solutions. It was determined that the 10 tiled lane lines were incorrectly installed over the floor joints and most likely are the cause of the leak. The sealed joint must be continuous and should cut through the tiled lane lines. Moyer's subcontractor removed and sealed all of the joints within the pool for just under \$2,500. The pool was filled and covered for the winter. The water level was checked periodically since the repair, but suddenly dropped again. The joints visually appear to be fine which places in question an issue with the floor drains or the relief valves in the floor of the pool and surge tank. A decision was made to seal the floor drains with plastic for the winter. So far the water level has maintained. Moyer will have a diver investigate the issue in the spring to see if any other leak source can be determined. It may be possible that a relief valve opened to relieve groundwater pressure and may not have resealed properly when it closed.
- b) Borough Manager Michael Coll reported that Laura Aquilante has been working and reporting monthly on her status with securing pool staff for the season and making modifications to the guard rotation and swim lesson program.
- c) Beatrice Kaizar is working with the Kiwanis Club to plan the second annual Community Day picnic. The event is scheduled for Saturday, May 25 which will also be the opening day for the swimming pool. The event will be similar to the Memorial Day picnic held in conjunction with the 125<sup>th</sup> celebration. We are considering reduced food and daily membership rates again for the pool, possibly in the area of \$5.00.
- d) Borough Council considered to again hold a Community Clean Up Day on Saturday, April 20, 2013 between 9am and 12 noon. The event will be similar to last year and may also include the planting of new trees in the Community Park to compensate for the trees recently removed by PPL Electric along Reliance Road.
- e) Brian Goshaw expressed a desire to construct a gaga pit in the Community Park. This is becoming a very popular game with kids and the pit can be constructed fairly easily and inexpensively. Borough Council members agreed with the concept.

## 5. Property Committee

- a) A meeting has been arranged with SEPTA representatives on January 30, 2013 to pick up discussions on negotiating a long term lease agreement for the train station properties. Borough Solicitor Robert Bricker will participate in this meeting. Our goal is to have a lease commitment by June of this year.

### ***Administrative Work Session – January 21, 2013 (7:00pm-9:30pm)***

Council Attendees: John Reynolds, Brian Goshow, Jeffrey Gross, Richard Godshall, Andrew Schlosser, Steven Toy, Preston Miller, Richard Halbom and Edward Huber.

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

## 1. Police Committee

- a) Chief James Leary introduced two new part time police officers to join the Souderton Police Department. Both candidates have strong experience in law enforcement and will be a significant asset to the force especially since full time officer David Gale will be retiring on January 25, 2013 and Detective Joseph Kelly will be leaving the force on February 15, 2013. Mayor John Reynolds administered the oath of office to newly appointed part time police officer Bernard Greenberg and newly appointed part time police officer Matthew Seydel.
- b) Representatives of the Telford VFW attended the work session to present a donation of \$1,000 to the Souderton Community Swimming Pool and they also presented Chief Leary with a check in the amount of \$1,000 to the Souderton police Department for the purpose of funding a special service for the community or purchase of a specific item of need.
- c) Perseverance Volunteer Fire Company Chief Albert Sergio and Assistant Chief Benjamin Shearer attended the work session to address operations of the fire company. Chief Sergio reported that the company responded to a total of 363 calls involving a total of 4,560 man hours of volunteer time. The call volume is the most recorded in the history of the company. The company averages a strong 15 firefighters per call and the Chief acknowledged that the strength of the company in responding to day time calls is attributable to the Borough allowing their entire public works crew to respond to calls. Hurricane Sandy prompted the Emergency Operations Center to go into operation. During the event the company handled 26 calls with a total of 38 firefighters contributing 431 total hours of volunteer time towards this single event. The company averages 25 to 30 calls per month. Chief Sergio requested time on the February Agenda to discuss other matters of mutual concern.
- d) Borough Council discussed the status of the current temporary parking restrictions in the 600 block of East Chestnut Street. A sketch plan was presented to Borough Council from Jessie Sigmans proposing to eliminate the single striped parking stall in front of their property as originally shown on their land development plan and adding up to three on street spaces on the north side of the street. They acknowledged that some parking restrictions will be required at the intersection with County Line Road and on both sides of the existing driveway to Cope's Garage. Chief Leary will study the request and provide accurate measurements for the required restrictions.
- e) Councillor Steven Toy reported on the Emergency Management Agency meeting on January 17<sup>th</sup>. Chief Leary discussed his participation with the formation of a regional emergency management group that currently serves eastern Montgomery County. Chief Leary suggested that the Borough take the initiative towards the formation of a regional emergency management group for this region of Montgomery County. This concept was supported by members of Borough Council.
- f) The Souderton Borough 125<sup>th</sup> Anniversary Committee displayed a banner across Main Street near Reliance Road to advertise and promote the various events. This was the only suitable location utilizing exiting utility poles. The banner was supported by ropes which was not an ideal method and created some issues during strong storms. Requests were recently received from the Souderton-Telford Rotary Club and Grace Community Church to display a banner at this same location. There is concern to open up a program to display banners since there is not a

suitable facility at this time. PennDOT also has a permit requirement and standards for the display of banners across state owned streets. Borough Council felt that the Borough should look into the design of poles to support banners. There should be a size limitation, specifications, time limitations and a restriction to only non- profit organizations. A minimum fee of \$250.00 and a Certificate of Insurance naming the Borough and PennDOT as an additional insured.

## **2. Administrative Committee**

- a) Borough Manager Michael Coll reported that the term of the elected tax collector will expire on December 31, 2013. This position will be on the ballot in the spring 2013 primary election. The salary for this elected position must be established prior to the filing of petitions. The Borough Manager distributed a proposal from tax collector Donald Bergey. Mr. Bergey noted his appreciation for the office space at the Municipal Building and also noted that the salary for this position has not been increased since 2006. He proposed that the stated salary be increased by a nominal 1% during each year of the four year term effective January 1, 2014, raising the salary from \$7,800 per year in 2013 to \$8,117 in 2017. Borough Council authorized the advertisement of this ordinance at the January 7<sup>th</sup> meeting and it has been advertised for formal consideration at the Monday, February 4, 2013 Borough Council Meeting.
- b) Borough Manager Michael Coll reported that he received a letter of resignation from Larry Opdyke from the Souderton Borough Civil Service Commission due to health issues. Borough Council has two vacancies on the Civil Service Commission that need to be filled, especially given the current retirements from the police department and the need to work towards the certification of new full time hires in 2013.
- c) The Borough Manager also noted that George Johannsen has recently submitted his resignation from the Souderton Industrial Development Authority. The authority has not been active for some time. Representatives do not necessarily need to be residents of the Borough.

## **3. Development Committee**

- a) Concept plans were distributed for a 56 unit garden apartment development proposed on a vacant 3.6 acre parcel at Reliance Road and N. Second Street. MBI Development Company appeared before the Souderton Zoning Hearing Board on December 11, 2012 and received approval of the requested dimensional variances to permit a continuous 25 feet setback from N Second Street and a 20 feet setback from the existing multifamily dwellings along the southeastern boundary line. MBI Development Company appeared before the Souderton planning Commission on January 16, 2013 with a revised sketch plan which added an additional twelve off street parking spaces to address Borough Council concerns with parking requirements especially with the number of three bedroom residences. Members of the Planning Commission concurred with the revision and the developer will now move forward with preliminary and final land development plans. They would like to have the project under construction within one year.

## **4. Finance Committee**

- a) Borough Manager Michael Coll distributed 2012 year end budget comparisons for review by Borough Council for all funds. The Borough Manager noted that the report shows that expenses were within budget projections however, the Borough remains in a serious cash position going into 2013. Revenues fell short of budget projections but actual 2012 receipts are well within revenue projections used in the 2013 Budget.
- b) The Borough Manager provided Borough Council with a list of delinquent sewer and general fund accounts that will be turned over to Portnoff Law Associates for collection. The Borough Manager also provided a report of real estate tax liens that were filed by the elected tax collector with Montgomery County.