

**Borough Council Work Session**

**August 16, 2021**

The monthly Work Session meeting of Souderton Borough Council, held on the above date, was called to order by President Brian K. Goshow at 7:00 p.m. Council President Brian Goshow noted that this meeting is being recorded and will be available to view through the Borough website. The Borough Council Work Session meeting was attended by the following members and staff:

- |                             |                                      |
|-----------------------------|--------------------------------------|
| President Brian K. Goshow   | Borough Manager P. Michael Coll      |
| Vice President Julie Munden |                                      |
| Councillor Donna Rogers     |                                      |
| Councillor Richard Godshall |                                      |
| Councillor Daniel Yocum     |                                      |
| Councillor Matt Mscichowski | Police Chief Brian A. Newhall        |
| Councillor Edward Huber     | Public Works Director Steven R. Coll |

**POLICE COMMITTEE**

Police Chief Brian Newhall summarized his monthly report that was previously distributed to Borough Council.

A new drug takeback box was received through a grant from CVS. The new box meets current guidelines and is mounted in the front vestibule of the municipal building which is accessible at all times.

President Brian Goshow complimented Chief Newhall on his personal initiative to begin a bike patrol. Chef Newhall has been on a bike patrol during several community events, most recently during the Concert Sundaes programs.

Chief Newhall discussed a recent concern with pedestrian crosswalks along Reliance Road in preparation for the beginning of the school year. In particular he will be reviewing pedestrian activity at the intersection of Reliance Road and Railroad Avenue. The 4 way stop at E. Summit Street and Second Street has been installed and crews painted stop bars for all intersection approaches.

**HIGHWAY COMMITTEE**

Public Works Director Steven Coll reported that 6 tons of chipped brush, equating to five truck loads, was collected and disposed this month. Crews worked on repairing a section of the irrigation system in the core business district on Main Street, several hanging baskets did not survive. Crews disassembled the skateboard park equipment at the Boys and Girls Club. The skateboard ramps are currently in storage.

Crews completed installation of granite block pavers along the remaining section of sidewalk installed along the commercial units on W. Broad Street. Final paving of the road is expected to occur in coordination with PECO Energy who completed a rather extensive gas main replacement project in the area.

Crews worked to repaint a number of crosswalks and street markings in advance of the beginning of the school year. The paint machine used in this process is failing and will need to be replaced. The cost of a new machine is \$8,925.00 complete, however, delivery is currently eight months. Any remaining street painting may have to be subcontracted until the new machine arrives. Borough Council authorized the execution of a purchase order for the new machine.

Public Works Director Steven Coll noted that the Borough crew will assist demolition and construction of a new ramp at the Souderton Firehouse. The Perseverance Volunteer Fire Company recently received a grant from the Souderton-Telford Rotary Club for this project. Trout Brothers will be completing the project for the fire company with some initial assistance from the Borough.

Borough Manager Michael Coll reviewed the further development of conceptual plans for the new Public Works Facility on Cherry Lane. The plans will be revised to shift the storage of bulk materials toward the rear of the property. The plans now show renovations to the existing garage which will serve to provide storage for more seasonal equipment and machinery. Another meeting with the consultants is scheduled for August 19<sup>th</sup>.

The Borough Manager summarized a list of paving projects to be completed this fall through the Liquid Fuels Fund. The streets will include Parkview Drive, Diamond Street, S. Fifth Street (Noble Street to Montgomery Avenue) and a repair to Green Street between Diamond Street and Walnut Street. The estimated project cost for these projects is just under \$95,000.00.

Borough resident Michael Pipe, Garfield Avenue, commented that he observed a number of clogged inlets which the public works crew may be able to address during the brush and leaf collections. He suggested that clogged inlet boxes may be more prevalent than is realized.

#### ADMINISTRATIVE COMMITTEE

Borough Manager Michael Coll reported on the lack of progress in completing architectural work concerning the renovations to the Souderton Municipal Building. The current architect is overwhelmed with work and there has been no progress with plans since the spring of this year. The project will require preparation of bidding documents and mechanical, electrical and plumbing specifications. The Borough Manager suggested that

Phillips and Donovan Architects may have capability of picking up this project along with the Cherry Lane project. Borough Council agreed to obtain a quotation from Phillips and Donovan for review and further discussion.

Borough Council discussed possible candidates for the Souderton Planning Commission. Interested candidates include Alan Miles, Green Street; Brad Price, E. Broad Street and Calvin Munden, Montgomery Avenue. Candidates will be invited to attend the September Work Session to discuss their interest in the position.

Borough Council will also need to consider an appointment to the Souderton Industrial Development Authority. The 5 year term of Robert Wellington has expired. Councillor Daniel Yocum will consider a recommendation for appointment.

Councillor Donna Rogers noted that the Southeastern PA Symphony Orchestra is resuming performances.

Souderton Connects will start of their Third Fridays events starting on August 20<sup>th</sup>. Councillor Daryl Littlefield suggested that Borough Council could have a table at the Third Fridays events. Borough Council supported the recommendation but suggested that the table should be at the September event since there is very little time to coordinate this effort for August.

#### DEVELOPMENT COMMITTEE

The Borough Manager reported that the Borough Solicitor and Borough Engineer are completing the development and improvement escrow agreements for Towne Gate Commons Phase 2B1, which should be ready for signature and recording in the coming weeks.

The Borough Engineer has recently completed an inspection of the Berkeley Court Phase 2A development for the purpose of closing out the construction phase and implementing the 18 month maintenance period. Borough Council recommended that the punch list be addressed by the developer prior to consideration of closing out the development.

#### SANITATION COMMITTEE

Borough Manager Michael Coll reported that the Solid Waste Collection Contract has been advertised for bids. Bids will be due on Monday, August 23, at which time they will be opened and reviewed. Formal consideration of the bids will be scheduled for the September Borough Council meeting.

Formal consideration of the Sanitary Sewer ordinance will be delayed until the

September Borough Council meeting. There were a few revisions to be made to the draft ordinance.

#### RECREATION COMMITTEE

Borough Manager Michael Coll reviewed the status of improvements at the Souderton Community Park. The Montgomery County Conservation District has issued the NPDES permit for the project, however Concert Sundaes and the fall Main Streets Art Jam will require deferment of the parking lot and storm drainage improvements until later this fall. Borough Council discussed the placement of the proposed new playground and exercise equipment. The next committee meeting will be on Wednesday, August 25, 2021.

#### PROPERTY COMMITTEE

Borough Manager Michael Coll presented Borough Council with the recent concept plans for the Chestnut Street Parking lot improvement project. Most notably representatives from Souderton Connects requested consideration in extended the project to create a terraced seating area adjacent to Downtown Scoops. This project extension will require approval from the adjoining property owners to close off access to this alley right of way. The Borough currently provides access to these properties through the parking lot. The Borough Engineer will continue to refine the plans, which must also be approved by Montgomery County Planning Commission prior to bidding the project.

#### FINANCE COMMITTEE

Borough Manager Michael Coll reported that the Borough has received half of the allocated \$741,267 in federal American Rescue Plan Act COVID relief funds. The funds were deposited in the Capital Reserve Fund. The Borough Manager noted that the funds are restricted to specific expenditures, such as storm water improvements and waste water treatment improvements, but there is very little detail on the specific regulations concerning the use of this funding.

#### EXECUTIVE SESSION

Borough Council adjourned to Executive Session at 8:40 pm to discuss police personnel matters with Police Chief Brian Newhall. Borough Council concluded the Executive Session at 9:35 pm and there being no further business, the meeting was promptly adjourned.

Respectfully submitted,

P. Michael Coll, Secretary