

**Regular Meeting**

**July 1, 2019**

The Regular Meeting of Souderton Borough Council, held on the above date, 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       | Councillor Edward Huber           |
| Vice-President D. Jeffrey Gross | Junior Councillor Michael Jones   |
| Councillor Ned D. Leight        |                                   |
| Councillor Daniel Yocum         | Solicitor Charlotte Hunsberger    |
| Councillor Matthew Mscichowski  | Borough Manager P. Michael Coll   |
| Councillor Julie Munden         | Police Chief James P. Leary       |
| Councillor Richard Halbom       | Public Works Director Steven Coll |

Absent from the meeting were Mayor John R. Reynolds and Councillor Richard Godshall. The Invocation was given by Councillor Daniel Yocum, followed by the Pledge of Allegiance to the Flag.

Consideration was given to the minutes of the June 3, 2019 Regular Borough Council Meeting and the June, 2019 Borough Council Work Sessions. A motion was made by Councillor Jeffrey Gross, and seconded by Councillor Ned Leight, to approve the minutes as presented. The motion was approved.

President Brian Goshow noted that lifelong resident Clarence Moyer, who is in the audience, will be celebrating his 103<sup>rd</sup> birthday on July 13, 2019.

Police Chief James Leary noted that the monthly statistical report for June will be distributed at the July work session. Chief Leary summarized the June 15-16 Celebration Weekend. Poor weather conditions forced a decision to move the fireworks display to June 23<sup>rd</sup> which proved to be a perfect evening. Chief Leary noted that the fireworks were funded in large part by our local business community. The Souderton Fire Company and the Souderton Fire Police unit, aided by several mutual aid companies provided another excellent job with protection of the perimeter buildings, security and traffic control.

The Borough Solicitor's report for the month of June, 2019 was distributed to Borough Council. The Borough Solicitor drafted an ordinance to establish a one-way traffic restriction on S. School Lane. The Solicitor drafted and will advertise the proposed amendments to the Subdivision and land Development Ordinance. They attended and represented the Borough at a zoning hearing concerning an appeal to use property on S. Front Street as administrative offices. The Solicitor discussed interim financing options with the Borough Manager for the implementation of the Community Park renovation project.

Public Works Director Steve Coll distributed his report of public works activities for the month of June, 2019. Brush collection will begin on Monday, July 8<sup>th</sup> and will take a full week or longer to complete. Steve Coll noted concern with several active detour routes associated with utility construction projects. The detours will have some impact on our local restaurants. Councillor Halbom expressed concern with the practice of the contractor working on the North Penn Water Authority project leaving construction equipment parked on the residential streets throughout the weekend. They should be informed to move the equipment to an appropriate staging area off site during the weekends.

Borough Manager Michael Coll reviewed the meeting schedule of Borough Council for the month of July. The Planning Commission meeting will not be meeting during the month of July. The Public Works Work Session will be held on July 8 and the Administrative Work Session will be held on July 15 both beginning at 7:00 pm.

The Borough Manager reviewed the agenda for the meeting, which will begin with a recommendation to award the equipment rental contract to P. K. Moyer and Sons. Bid specifications were sent to three local contractors, however, P. K. Moyer was the only bidder. The quoted hourly rates appear reasonable and the Borough has a good working relationship with this company. The proposed amendments to the Zoning Ordinance have been advertised for consideration. The Montgomery County Planning Commission has reviewed the proposed Zoning Ordinance amendments and provided a favorable recommendation. A motion has also been prepared to authorize the Borough Solicitor to proceed with the preparation and advertisement of amendments to the Subdivision and Land Development ordinance for formal consideration at the September 9, 2019 Borough Council meeting. The Planning Commission has spent considerable time in recommending the amendments to the SALDO to provide the necessary framework for the redevelopment of the former high school parcel.

Councillor Daniel Yocum noted that the Souderton-Telford Rotary Club has formally kicked off the Souderton Community Park Renovation project and the fund raising campaign.

Consideration was given to paying the bills for the month of June, 2019.

<u>GENERAL FUND</u>			
Celebration Fireworks, Inc.	\$4,915.00	Celebration Fireworks, Inc.	\$8,745.00
Advanced Disposal	36,099.36	Clemens Uniform Rental	459.14
Clemens Uniform Rental	143.47	Country-Fair Cleaners	333.90
Code Inspections, Inc.	173.25	D. L. Beardsley, Ltd.	82.90
Comcast Cable	548.69	Derstine Company, Inc.	2,750.00
Country-Fair Cleaners	308.45	Display & Sign Center, Inc.	1,240.00
Delta Dental/Gettysburg Benefits	1,212.22	Fredericks Flowers	3,264.00
Independence Blue Cross	16,001.81	Fromm Electric Supply Corp	63.16
James P. Leary	569.87	George Allen Portable Toilets	567.61

Landis Block & Nycecrete Co.	\$11.02	Gouldley Welding & Fabrication	\$1,554.54
Lansdale Police Department	1,650.00	H & K Materials	132.50
Lawson Products, Inc.	396.27	Home Depot	144.25
NetCarrier Telecom, Inc.	354.62	Indian Creek Foundation	220.50
New Pig	452.00	Jason M. Kelly	179.99
North American Benefits Co.	996.97	Landis, Hunsberger, Gingrich,	360.00
PECO Energy	33.77	Marky Paper & Packaging	56.67
PA One Call System	132.46	Metlife	2,979.32
PPL Electric Utilities	1,134.27	Moyer Indoor/Outdoor	2,157.07
PPL Electric Utilities	55.16	Nationwide Trust Company	936.92
Ready Refresh	77.20	Playpower LT Farmington	1,043.56
Shelly Enterprises-USLBM, LLC	7.54	Postmaster, Lansdale	783.52
Suburban Propane	267.63	PPL Electric Utilities	125.06
Univest VISA	507.85	Richter Drafting Office Supply	219.21
Univest VISA	13.37	Robert E. Little, Inc.	34.94
Univest VISA	1,535.84	Robert W. Harley, RPR	300.00
Unum Insurance Company	1,009.28	Shelly Enterprises-USLBM, LLC	181.38
Verizon	71.08	Sherwin Williams	91.82
Verizon Wireless	352.17	Suburban Propane	374.20
Witmer Public Safety Group	679.34	Sudz In A Bucket	33.00
21 <sup>st</sup> Century Media	475.18	Towne Answering Service	550.00
Altek Business Systems, Inc.	409.24	Univest VISA	9.52
Bishop Wood Products, Inc.	103.70	Univest VISA	510.31
Blooming Glen Contractors, Inc.	90.00	Wise Electric	173.75
Boucher & James, Inc.	5,656.70	Total General Fund	\$107,102.52

#### SEWER FUND

Comcast Cable	\$86.90	Essex Service Corporation	\$2,238.12
Delta Dental/Gettysburg Benefit	321.47	EVOQUA Water Technologies	2,753.10
H. Keith Koehler	290.02	Home Depot	69.32
Hajoca Corporation	232.44	J. P. Mascaro & Sons	726.00
Independence Blue Cross	3,336.14	Jesse Baro, Inc.	2,506.09
Mary M. Koehler	309.89	Metlife	69.21
NetCarrier Telecom, Inc.	149.51	Moyer Indoor/Outdoor	297.09
North American Benefits Co.	259.65	Moyer Instruments	3,160.00
PPL Electric Utilities	549.66	PA Rural water	1,035.00
Salvatore DeSimone	168.73	PPL Electric Utilities	12,432.76
Suburban Water Testing Labs	3,852.70	Precision Solutions, Inc.	666.00
Unum Insurance Company	250.82	Richter Drafting Office Supply	107.68
Verizon	76.87	Shelly Enterprises-USLBM, LLC	10.94
Bearing & Drive Solutions	650.50	Univest VISA	220.00
CHL Systems	3,950.00	Wise Electric	139.00
Clemens Uniform Rental	125.85		
Coyne Chemical	7,995.15	Total Sewer Fund	\$49,036.61

#### POOL FUND

Airgas National Carbonation	\$150.00	Derstines	\$3,066.63
Buckmans, Inc.	1,373.76	Emily Edmonds	70.00
Comcast Cable	120.16	Freedom Systems Corp	225.00
Derstines	1,759.11	Fromm Electric Supply	137.82
Good Plumbing Heating A/C, Inc.	118.48	Galco Business Communications	1,080.50
Hajoca Corporation	309.23	Harleysville Party Rental	278.50

Home Depot	\$92.54	Hoover Steel, Inc.	\$2,134.00
Kathy Armitage	267.00	Kathy Armitage	203.73
NetCarrier Telecom, Inc.	136.48	Markey Paper & Packaging	251.67
PECO Energy	995.99	Moyer Indoor/Outdoor	381.62
PPL Electric Utilities	641.37	Nyco Corporation	34.80
Richter Drafting Office Supply	188.73	Pepsi Beverage Company	258.58
Shelly Enterprises-USLBM, LLC	38.47	Pyrz Water Supply Co., Inc.	862.09
Synatek	188.00	Richter Drafting Office Supply	75.40
The Fulcrum Guy, LLC	742.00	Sherwin Williams	140.37
Univest VISA	96.20	Souderton Pizza & Pasta	290.00
Warehouse Battery Outlet	88.20	T & T/ Lanco Inc.	3,026.40
Airgas National Carbonation	270.14	Univest VISA	2,717.30
American Red Cross	864.00	Univest VISA	960.42
Bishop Wood Products, Inc.	236.00	Wise Electric	590.75
Buckmans, Inc.	1,656.16	Total Pool Fund	\$27,117.60

CAPITAL RESERVE FUND

Univest Capital	\$3,155.23	The Verdin Company	\$1,265.00
Univest VISA	194.31		
Boucher and James, Inc.	13,877.64	Total Capital Reserve Fund	\$18,492.18

LIQUID FUELS FUND

PPL Electric Utilities	\$6,653.72	PPL Electric Utilities	\$73.60
PPL Electric Utilities	75.08	U S Municipal Supply	135.95
U S Municipal Supply	227.75	Total Liquid Fuels Fund	\$7,166.10

A motion was made by Councillor Matt Mscichowski, and seconded by Councillor Richard Halbom, to pay the bills for the month of June, 2019, as presented. The motion was approved.

A motion was made by Councillor Richard Halbom, and seconded by Councillor Matt Mscichowski, to authorize the payment of recurring monthly bills for the month of July, 2019, as presented. The motion was approved.

President Brian K. Goshow opened the floor to the audience for public comment.

Daniel Houser, 436 Central Avenue, Souderton expressed complements to the Souderton pool staff for another great pool season. Third Fridays is really growing. The Borough and the Rotary Club have embarked on renovating the Souderton Community park. Dan Houser expressed his appreciation to all involved for their hard work in these wonderful events.

Bea Smith of the proposed North End Market on Main Street commented that she is maintaining a number of planters on Main Street. She noted that a number of businesses have commented that the trees in the downtown district should be trimmed. Borough manager Michael Coll noted that they were trimmed previously and he will contact the same tree service about trimming up and thinning the tree canopies again.

Charl Wellner, N. 18 Hunsberger Lane, Souderton questioned ownership of alleys and a proposed alley project at Chestnut Street and Hunsberger Lane. The Borough Manager noted that the Borough is looking to construct a storm drainage project to install inlets in the intersection of Chestnut Street and Hunsberger Lane and within the alley to address an ongoing erosion issue. The Borough Engineer has recently staked out the project. Generally, the Borough does not own alleys and maintenance of alleys rests with the adjoining property owners.

There being no public comment, Council President Goshow moved to the business portion of the agenda beginning with the award of the equipment rental contract.

A motion was made by Councillor Richard Halbom, and seconded by Councillor Julie Munden, to award the contract for various equipment rentals to P. K. Moyer & Sons, Inc., 832 Allentown Road, Earlington, Pennsylvania based on quoted hourly rates as ordered through December 31, 2022. The motion was approved.

A motion was made by Councillor Edward Huber, and seconded by Councillor Jeffrey Gross, to enact Ordinance No. 19-741-03 amending the Souderton Borough Zoning Ordinance by adding or amending certain definitions, regulations for signs, submission of plans, off-street parking and revising and replacing Article XX- Mixed Use Redevelopment District. The motion was approved.

Council President Brian Goshow extended appreciation to the members of the Planning Commission for the long hours that they spent in reviewing and developing the revisions to the Zoning Ordinance and SALDO.

A motion was made by Councillor Jeffrey Gross, and seconded by Councillor Ned Leight, to authorize the Borough Solicitor to prepare and advertise an Ordinance amending provisions of the SALDO ordinance for formal consideration at the September 9, 2019 Regular Borough Council meeting. The motion was approved.

There being no further business, the meeting was adjourned at 7:40 pm.

Respectfully submitted,

P. Michael Coll, Secretary

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

## ***Public Works Work Session – July 8, 2019 (7:00pm-8:07pm)***

Council Attendees: Brian Goshow, Richard Godshall, Daniel Yocum, Matt Mscichowski, Julie Munden and Richard Halbom.

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

### **1. Sanitation Committee**

- a. The Discharge Monitoring Report for the month of June, 2019 will be filed with no exception to permit limitations.
- b. Plant personnel are working around the wet weather to drain treatment unit A for routine maintenance and painting. Once the unit is drained the engineers will evaluate a structural concern with the steel wall separating the aeration and sludge digester chambers. Additional steel bracing may be required.
- c. Borough forces will begin the replacement of the sanitary sewer main and laterals along N. Fourth Street starting in early August.

### **2. Highway Committee**

- a. Public Works Director Steven Coll reviewed public works department activities. This is another month of heavy brush collections. Crews will make nearly 100 collections over the next two weeks.
- b. Crews will be working on the replacement of the storm drain line along Wile Avenue to Diamond Street. Preparations are being made to complete the storm drain from W. Chestnut Street and Hunsberger Lane to the West Street Park. Two additional storm drain connections remain in Woods Alley prior to paving.
- c. Road paving priorities have been established for this year as follows:
  - Wile Avenue, Hillside Avenue to Summit Street, mill and top
  - Hillside Avenue, mill and base
  - Diamond Street, Wile to Main Street, mill and top
  - N. Fourth Street, Chestnut Street through Central, mill and base
- d. Quotes will be obtained for the proposed solar powered pedestrian crossing and speed limit signs for Washington Avenue and the top of Main Street.

### **3. Sidewalk Committee**

- a. The streetscape project around the Broad Theater was discussed. The Borough Engineer is working on the HOP plan for approval by PennDOT. W. Broad Street is a PennDOT road. PPL Electric has confirmed plans to relocate a utility pole and overhead wires to accommodate the Broad Theater project.

They will offset the overhead wires further away from the Theater building to provide clearance for the workers and the new marquee sign. The Borough will assist in the removal of the sidewalk and installation of new granite curb. An appropriate accent band between the curb and new sidewalk was discussed, the engineer will evaluate some options. The owners will be responsible for the new concrete sidewalk.

- b. The Borough Manager will contact Bartlett Tree Experts in Dublin, PA to prune the trees along Main Street. They previously worked on the trees for the Borough, to selectively limb up and thin out the canopy.

#### **4. Recreation Committee**

- a. Borough Council discussed phasing priorities for the Community Park renovation project. The initial priorities discussed included storm drainage, grading and the construction of the new parking lot off of Wile Avenue. The priorities will need to be coordinated with Rotary particularly to accommodate any major donor requests.

#### **5. Property Committee**

- a. Interest has been expressed to locate a winery in the freight building with a 540 sf addition to square the building to provide a tasting room. Arrangements will be made to have the investors come to the August 19<sup>th</sup> Administrative work session to further discuss the proposed project.

#### ***Administrative Work Session- July 15, 2019 (7:00pm-8:10pm)***

Council Attendees: John Reynolds, Jeffrey Gross, Richard Godshall, Daniel Yocum, Matt Mscichowski, Julie Munden, Richard Halbom and Edward Huber. Junior Councillor Michael Jones.

Staff Attendees: Police Chief James Leary, Code Enforcement Officer Steven Toy and Borough Manager P. Michael Coll.

#### **1. Police Committee**

- a. Police Chief Leary distributed the June, 2019 statistical report for review of Borough Council. Chief Leary discussed a few police incidents of interest.
- b. Chief Leary reported on some personnel issues. Officer Gregory Meinhardt has returned to full duty following a non-service related injury. Detective Joseph Rudner suffered a broken wrist from a non-service related injury and part time officer James Throop suffered an injury with another department and is not available. As we enter the summer months and pending vacations, personnel and staffing is becoming a manageable challenge. Borough Council can expect to see an escalation in part time hours and overtime expenses.

- c. Souderton Police will host a Community Night Out in the Community Park on Tuesday, August 13 from 6pm to 9pm.
- d. The oral examination for police officer candidates is scheduled for August 12, 13 and 14. The oral exam panel will include former Chief Joseph Kozeniewski, Chief John Sholly and Chief James P. Leary. Chief Kozeniewski will chair the panel. To date 10 of the 19 candidates have confirmed their participation in the oral examination.
- e. The Ordinance establishing the one-way traffic restriction on S. School Lane during school days will be formally considered at the August 5<sup>th</sup> Borough Council meeting.

## **2. Code Enforcement Department**

- a. Code Enforcement Officer Steven Toy reported that the architects for the EMC Elementary School project will file an appeal to the State Department of labor and Industry over the determination that a secondary route installed as part of the project does not comply with ADA standards. They will further seek other variances related to accessibility. The appeal will be considered by the state on July 25, 2019.
- b. Steven Toy noted that he received complaints concerning the outdoor seating in front of Downtown Scoops on Chestnut Street. The tables are blocking the sidewalk. Borough Council suggested that we ask them to provide a clear path to allow strollers to pass on the sidewalk.
- c. Permits were issued to the Souderton charter school to proceed with renovations of 117 Noble Street.

## **3. Administrative Committee**

- a. The annual Borough Appreciation Picnic will be held on Friday, August 9<sup>th</sup> at the Souderton Community pool. The invitation list will include local officials, local board members, volunteer groups, Souderton-Telford Main Streets, fire company, Souderton Ambulance and the North Penn Goodwill. A decision was made to keep the invitation list local, without state and federal officials.

## **4. Development Committee**

- a. The Borough Solicitor compiled a final draft of the proposed amendments to the SALDO. The draft was sent to the Montgomery County Planning Commission for their formal review and comment. The Planning Commission will meet on August 7<sup>th</sup> to complete a last review of the proposed amendments. Formal consideration of the SALDO amendments is scheduled for the September 9, 2019 Borough Council meeting.



- b. Borough Manager Michael Coll reported that the Zoning Hearing Board will meet on Tuesday, August 6, 2019 to consider a variance request to locate a detached 20'x8' shed within three feet of the rear property line. There is an existing shed located in the general area along with a cluster of neighboring sheds all located closer to the property line than permitted.
- c. The Borough Manager reported that Blooming Glen Contractors have completed all outstanding items associated with the residential units in Berkeley Court Phase 1. The only exception is additional landscaping in the front of the units which will be completed in the fall. The Borough will be asked to formally release the bonds for this project when the landscaping is complete.
- d. The Borough Engineer is reviewing an escrow release submitted for Berkeley Court Phase 2A. The Borough Manager noted that the last release occurred in August of 2016. Concern was expressed over the lack of movement by the developer to clean up remaining items on the site. Borough Council expressed preference that the developer make progress in completing the outstanding items prior to consideration of the formal release.

## **5. Finance Committee**

- a. Borough Manager Michael Coll reported that Uninvest was asked to forward a formal commitment letter for a \$500,000 general obligation loan to serve as interim financing for the Community Park renovation project.
- b. The Borough manager distributed copies of the Budget Comparison report for all major funds through June 30, 2019. Revenue and expenses appear to be in line with budget projections.