

The Regular Meeting of Souderton Borough Council, held on Monday, March 6, 2017, 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:

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|---------------------------------|--------------------------------------|
| President Brian K. Goshow       | Mayor John R. Reynolds               |
| Vice-President D. Jeffrey Gross |                                      |
| Councillor Ned D. Leight        | Junior Councillor E. Shane Myers     |
| Councillor Daniel Yocum         | Solicitor Charlotte Hunsberger       |
| Councillor Daniel Houser        |                                      |
| Councillor Tracy Burke          | Borough Manager P. Michael Coll      |
| Councillor Richard Halbom       | Police Chief James P. Leary          |
| Councillor Kevin Souder         | Public Works Director Steven R. Coll |

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

Consideration was given to the minutes of the February 6, 2017 Regular Borough Council Meeting and February Work Sessions. A motion was made by Councillor Jeffrey Gross, seconded by Councillor Daniel Houser, to approve the minutes of the February 6, 2017 Regular Borough Council Meeting and February 2017 Work Sessions as presented. The motion was approved.

Mayor John R. Reynolds noted that the Primary Election is coming up with several positions being contested by both parties. He urged the community to be engaged and participate in the primary election process.

Police Chief James Leary distributed the monthly statistical report and noted the narrative report will be submitted to Borough Council during the March Work Session. Councillors Tracy Burke and Daniel Yocum expressed appreciation to Police Chief James Leary for the participation of the Souderton Police Department in the “Night to Shine” event at the Indian Valley Boys and Girls Club.

The Borough Solicitor’s report for the month of March, 2017 was distributed to Borough Council. The Borough Solicitor reported that they attended a meeting with representatives of the Borough and developer to discuss the Berkeley Court Phase 1 development and status of remaining items required to be completed. The Borough Solicitor also had telephone conversations with the Borough Manager regarding zoning matters associated with the proposed renovation of 61 Franklin Avenue.

Public Works Director Steven Coll distributed his monthly report to Borough Council. In addition to his report, he noted that crews are scheduled to begin the replacement of the sewer main along N. School Lane beginning next week. The road will be closed, but provisions will be made for local traffic.

Councillor Daniel Yocum noted that the Souderton Fire Company will hold their annual breakfast on Sunday, March 19<sup>th</sup> at the firehouse on N. Second Street. The fire company is also conducting a fundraising raffle.

Borough Manager Michael Coll reported that there is no formal business scheduled for this month’s meeting.

Consideration was given to paying the bills for the month of February, 2017.

<u>GENERAL FUND</u>			
21 <sup>st</sup> Century Media-Philly	\$295.18	Freedom Systems Corp	\$843.75
Bergey’s, Inc.	1,990.76	Fromm Electric Supply	4.92
Boucher and James, Inc.	1,778.82	George Allen Portable Toilets	150.00

Clemens Uniform Rental	\$126.81	Gouldy Welding & Fabrication	\$131.25
Comcast Cable	552.02	Home Depot	59.12
Cope's Garage, Inc.	1,643.07	ICC	135.00
Eagles Peak Spring Water, Inc.	32.55	J. P. Mascaro & Sons	36,248.10
Freedom Systems Corp	3,150.00	Keystone Health Plan East	34,862.37
George Allen Portable Toilets	73.00	Landis Block & Nycecrete Co	69.30
Gouldy Welding & Fabrication	716.15	Laura Turner-McGuigan	164.99
Home Depot	2.79	Lawson Products, Inc.	147.81
I. C. R. Specialties	125.00	Metlife	2,874.88
Indian Creek Foundation	379.50	Midlantic Machinery	82.30
J. P. Mascaro & Sons	36,449.40	Montg County Technical School	114.18
Keystone Health Plan East	34,862.37	Montgomery County Treasurer	60.00
Landis, Hunsberger, Gingrich	7,012.97	Moyer Indoor/Outdoor	3,770.58
Markey Paper & Packaging, Inc.	137.02	NAPA Auto Parts	446.80
Metlife	5,819.93	NAPA Auto Parts	7.98
Moyer Indoor/Outdoor	2,475.51	Nationwide Trust Company	2,122.11
Nelson Wire Rope Corporation	25.80	Netcarrier Telecom, Inc.	469.75
North American Benefits Co.	1,032.38	North American Benefits Company	1,049.82
North Penn Water Authority	55.87	PA Assoc Municipal Administrators	140.00
Nucitrus	708.00	PA State Assoc of Boroughs	40.00
PENNBC	85.00	PECO Energy	304.22
PENNBC Region 1	25.00	PA One Call System	53.30
Richter Drafting Office Supply	6.72	Perkasie Regional Authority	750.00
Shelly Enterprises	49.41	Plasterer Equipment Co., Inc.	254.50
Syna Tek	673.75	Postmaster, Lansdale	225.00
Towne Answering Service	6,800.00	PPL Electric Utilities	2,858.57
Univest Bank and Trust Co	704.86	PPL Electric Utilities	181.84
Univest Visa	21.90	Propet Distributors, Inc.	80.35
Univest Visa	325.00	Richter Drafting Office Supply	191.77
Univest Visa	708.56	Ricoh	121.88
Unum Insurance Company	928.92	Robert W. Hurley, RPR	130.00
Verizon	70.09	Shelly Enterprises	32.12
Verizon Wireless	80.02	Suburban Propane	224.22
PPL Electric Utilities	203.04	Sudz in a Bucket, Inc.	5.50
Airgas National Carbonation	58.00	Trout Brothers, Inc.	1,798.13
Bergey's, Inc.	30.00	Trumbauers Lawn & rec, Inc.	213.06
Blooming Glen Quarry	168.39	Univest Bank & Trust Co.	680.56
Clemens Uniform Rental	126.81	Univest Visa	16.90
Code Inspections, Inc.	834.75	Univest Visa	12.60
Comcast Cable	569.80	Univest Visa	244.84
Cope's Garage, Inc.	1,588.39	Verizon	70.94
D. L. Beardsley, Ltd	91.90	Verizon Wireless	223.44
Delta Dental	1,307.10	William Powis	229.80
Donald D. Bergey	3,092.26	Wise Electric	625.42
Eagles Peak Spring Water, Inc.	49.80	Youngs	170.70
First Lab	30.90	Total General Fund	\$212,065.12

#### SEWER FUND

Postmaster, Lansdale	\$888.34	Delta Dental	\$321.47
Analytical Laboratories, Inc.	60.00	ES2 Environmental Systems	3,525.61
Clemens Uniform rental	85.50	EVOQUA Water Technologies	2,611.51
Comcast Cable	84.90	Fretz Enterprises	149.99
Coyne Chemical	3,410.35	Fromm Electric Supply	993.56
EVOQUA Water Technologies	2,077.99	Gouldy Welding & Fabrication	2,664.00
Farm Bureau Garage, Inc.	64.10	Hach Company	1,138.04
Gouldy Welding & Fabrication	4,023.10	Hajoca Corporation	990.26
Hajoca Corporation	503.52	Irvin G. Tyson & Son, Inc.	2,321.00
Home Depot	20.39	J. P. Mascaro & Sons	1,852.68
Keystone Health Plan East	9,216.26	Jesse Baro, Inc.	2,248.33
Metlife	92.28	Keystone Health Plan East	9,216.26
Moyer Indoor/Outdoor	154.49	Maryland Biochemical Co., Inc.	1,549.52
North American Benefits Co.	253.82	Metlife	46.14
North Penn Water Authority	101.01	Moyer Indoor/Outdoor	187.57
Nyco Corporation	50.24	Netcarrier Telecom, Inc.	147.38
PPL Electric Utilities	21,324.03	North American Benefits Co.	255.86
PRWA	250.00	Penn Valley Chemical	174.06
Quality Environmental	701.00	Richter Drafting Office Supply	18.80
Shelly Enterprises	44.23	Rodney Shoemaker Plumbing, Inc.	130.50
Unum Insurance Company	239.54	S C Engineers, Inc.	764.00
Verizon	66.72	Salvatore DeSimone	200.00

West Generator Services	\$155.00	Suburban Water Testing Labs	\$6,651.05
Wise Electric	572.00	Suburban Water Testing Labs	1,650.16
Bearings & Drives Solutions	163.00	Suburban Water Testing Labs	150.00
Carquest	23.55	Sunair Co.	1,301.18
CCP Industries, Inc.	135.31	Univest Visa	346.40
Cintas First Aid & Safety	183.03	Verizon	70.92
Clemens Uniform Rental	171.00	West Generator Services	259.94
Coyne Chemical	9,662.70	Total Sewer Fund	\$96,713.59

POOL FUND

CAPITAL RESERVE FUND

Boucher & James, Inc.	\$1,455.45	SEPTA	\$639.47
Univest Capital	3,155.23	Univest Capital	\$3,155.23
Univest Bank & Trust Co.	1,614.58		
Phillips & Donovan Architects	8,759.25	Total Capital Reserve Fund	\$18,779.21

LIQUID FUELS FUND

Armour & Sons Electric, Inc.	\$1,397.05	PPL Electric Utilities	\$332.21
PPL Electric Utilities	7,652.26	Total Liquid Fuels Fund	\$9,381.52

A motion was made by Councillor Richard Halbom, seconded by Councillor Tracy Burke, to authorize payment of the bills for the month of February, 2017, as presented. The motion was approved.

President Brian Goshow opened the floor to the audience who may wish to address Borough Council on any topic or matter of concern.

Richard D'Amico of Consign for Design on Main Street expressed appreciation to Police Chief James P. Leary and the Souderton Police Department for their support of the downtown businesses.

Richard D'Amico then introduced Carol Reckner of the Souderton Family Restaurant on Main Street. They feature a nice breakfast and lunch menu in the downtown since 1996. Everything is homemade and they have become known for their soups and a large variety of omelets. She starts her day at 4:30 am. She began featuring an Italian cookie and brought samples for Borough Council. They are currently working on interior renovations to the restaurant.

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 – March 13, 2017 (7:00pm-8:10pm)***

Council Attendees: John Reynolds, Brian Goshow, Jeffrey Gross, Richard Godshall, Daniel Yocum, Daniel Houser, Tracy Burke, Richard Halbom and Kevin Souder.

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

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

- a. The Discharge Monitoring Report for the month of February, 2017 will be filed with no exception to permit limitations.

- b. Borough Manager Michael Coll reported that DEP authorized the Borough to resume land application of dewatered sludge. Chief Operator Sal DeSimone, in consultation with our engineers, instituted operational revisions to maximize aeration and holding time in the digesters to improve the quality and stability of the sludge.
- c. A sewer backup occurred behind the properties of 130 Main Street and 128 Main Street. The properties shared a common sewer lateral running parallel with their buildings. A new gas service, installed several months ago, broke a section of the clay sewer lateral creating issues for the upstream properties. Borough forces installed a new sewer main along the alley to the rear of the properties to correct and improve sewer service.
- d. Steve Coll reported that crews are scheduled to replace the sewer main on N. School Lane from Chestnut Street to East Broad Street beginning next week. There are several abandoned laterals in the line, with a section of the main severely deteriorated and in danger of collapse. The new townhomes will be connected to a new sewer main to the rear of the homes that will be installed by the developer. Developer Timothy Hendricks is preparing to pave N. School Lane this summer to close out Phase 1 of the Berkeley Court development.

## **2. Highway Committee**

- a. Public Works Director Steven Coll discussed public works activities during the past several weeks. Crews completed brush collection, street sweeper maintenance and replaced nearly 50 street signs.
- b. Steve Toy is working with the public works crew to complete some interior renovations to the Wait Building at the train station. A section of floor will be structurally repaired. New drywall was installed on the ceiling. The benches were removed exposing a deteriorated plaster lath wall. Crews will also work to repair the exterior wall and add some insulation.
- c. Steve Coll attended a public works meeting and discussed available street sweeper attachments designed to remove weeds. The Borough has a 1990 three wheeled Elgin Pelican sweeper, which will not accept any of the special weed attachments. Weed cutting attachments will only fit on truck mounted vacuum sweepers and they run around \$8,000.
- d. Borough Manager Michael Coll circulated a letter dated March 2, 2017 from the Pennsylvania Department of Environmental Protection informing the Borough of the requirements to submit an individual NPDES MS4 permit renewal application, along with a completed PRP/TMDL Plan on or before September 16, 2017. The letter addresses phosphorus and sediment reductions for the small section of the Borough that drains to the Indian Creek. The Borough is also required to submit a TMDL Plan that addresses the Skippack Creek that addresses both nutrient and sediment impairment. The Borough Manager attended a meeting hosted by Telford Borough and Hall and Associates to discuss the major concerns and potential exorbitant cost exposure with regulatory overreach as it applies to MS4 and NPDES permits for both waste water treatment plants and municipal storm drainage systems. The Borough Manager suggested that the Borough contact Hall and Associates to discuss consulting services.

## **3. Sidewalk Committee**

- a. The Borough Engineer continues to work with PennDOT to finalize plans for the construction of curb and sidewalk along County Line Road and they are proceeding with design of the Montgomery Avenue project with the hope of bidding both projects at the same time. The Borough does have a relatively short time line to complete the County Line Road project without jeopardizing the CDBG funds.

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

- a. Steven Coll outlined and reviewed the overall condition of the playground equipment in all of the Borough parks. Steve Coll found a supplier for replacement parts to repair the existing modular play structure in the Community Park. He was informed that replacement parts are generally not available for equipment that is over 20 years old. The small modular equipment that was donated to the Borough is over 20 years old and we may run into problems with replacement parts to install. Steve Coll will continue to work with suppliers to locate available parts.
- b. The Borough will sponsor a Clean-up Day Event on Saturday, April 22, 2017 meeting at the Community Park around 9 am. Lunch for the volunteers will be served at 12 noon. The work will be general clean up and mulching throughout the Community Park and Pool property. Depending on the size of the groups a suggestion was made to include a cleanup of the N. Front Street parking area. Concern was also expressed about the dumping of debris at the railroad grade crossing at railroad Avenue and Central Avenue.

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

- a. No new items were discussed.

#### ***Administrative Work Session- February 20, 2017 (7:00pm-10:20pm)***

Council Attendees: John Reynolds, Brian Goshow, Ned Leight, Jeffrey Gross, Daniel Yocum, Daniel Houser, Richard Halbom and Kevin Souder. Junior Councillor Shane Myers.

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

#### **Presentation**

Kyle Hoff of Hoff Properties introduced the partners of Play It Out, LLC who are the potential tenants to occupy 117 E. Broad Street, Suite 2 to open a live activity service featuring escape rooms which they hope to occupy in June or July of 2017. Playing an escape room is somewhat like going to a friend's house for game night. An escape room does not lock doors; players will always have free access to leave the room. Customers will have a 75 to 90 minute turnover time, after which they hopefully visit other businesses or venues in the Borough. There are no special physical skills required and they are open to many age groups. They hope to attract people for work or play. All games are monitored from beginning to end.

President Brian Goshow noted that the reason for this presentation was to discuss the business model in comparison to the current C-2 Limited Commercial/Residential zoning ordinance. The proposed use is relatively new and it does not cleanly fit within the parameters of the current ordinance. At first reading, the proposed use might relate to a place of indoor recreation, which is permitted only by Conditional Use. After considerable discussion, Borough Council members concluded that a place of indoor recreation implies a much larger use than what is proposed. Given the information provided and the discussion a general consensus was reached to classify the use as a Studio Use which is permitted by right. A recommendation was made to place the matter on the April Borough Council meeting to formally approve the use by Resolution of Borough Council.

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

- a. Police Chief Leary reviewed the narrative reports of police activities through the month of February.

- b. Chief Leary reported on the “Night to Shine” event held at the Indian Valley Boys and Girls Club. This was a very positive and successful community event.

## **2. Administrative Committee**

- a. Mayor John Reynolds reported that he will be presenting a Proclamation at the April 3<sup>rd</sup> Borough Council meeting honoring the achievement of Shannon Hanrahan for completing the requirements for the Girl scout Gold Award, the highest honor in Girl Scouting.
- b. Borough Manager Michael Coll circulated information from Anne Henning Scheuring of Lansdale Borough Hometown Heroes to begin a banner program in Souderton Borough. Each banner will be paid by the family of the veteran, with the only cost to the Borough to install the banner as they currently do with other organizations. Borough Council supported the concept for the gateway streets of east and West Broad Street, Washington Avenue, Harleysville Pike and Reliance Road.
- c. Junior Councillor Shane Myers reported that he made a contact with J. P. Mascaro about partnering with the Borough to develop an electronic recycling program. They expressed a willingness to discuss their assistance in developing a program for the Borough.

## **3. Development Committee**

- a. Borough Manager Michael Coll discussed the status of conversations with developer Timothy Hendricks concerning the completion of public improvements associated with the Berkeley Court Phase 1 development. The meeting was held on February 23<sup>rd</sup> attended by the Borough Solicitor, Borough Engineer and Steven Toy. We discussed outstanding issues associated with storm drainage, lighting, landscaping and final paving. Hendricks indicated that he is responsible to mill and pave both N. School Lane and East Chestnut Street. Souderton Borough will replace the sewer main on N. School Lane in the coming weeks to accommodate the summer paving of School Lane. The commercial pad site was exchanged to the Heckler’s but recently transferred back to Hendricks. The Borough suggested that Hendricks remove the paved parking are around the pad site and return this area to lawn. The curb and sidewalk surrounding the pad site on both School Lane and East Broad Street will be replaced. Hendricks will work with the Borough Engineer to resolve an ongoing drainage issue with the Broad Street properties to the west of the site.
- b. Clayton Heckler continues to evaluate revisions to the concept plan for the remainder of the former high school site. The developer is now beginning to work on the construction of townhomes along N. School Lane.
- c. Steven Toy, Police Chief James Leary and the Borough Manager met with William Stone and school administrators concerning the next construction phase of the EMC Elementary School renovation project. The faculty parking lot will be removed as part of the site work. School administration is reaching out to Julian Hauck to utilize a portion of the Club EZ Fit lot during the construction project. A path will be constructed between the properties. We discussed revisions to the bus drop off and loading and parent drop off. Further discussions will be held on these matters.
- d. PennDOT just informed the Borough of the schedule to mill and pave Main Street this summer. While a firm date has not been established, we have been informed that the work has been assigned as a nighttime project. There is a very short period of time to object to the proposed night work, but it probably will be beneficial to the business community to have the work completed during the nighttime hours. Montgomery Theater would still be impacted by the work and we will obtain their play schedules through the summer.

## **4. Finance Committee**

- a. Borough Manager Michael Coll confirmed that the Broad Theater Sherriff Sale will be postponed to Wednesday, April 26<sup>th</sup>. The postponement allowed time for the Borough Solicitor to correct a technical flaw in the filing.

## **5. Executive Session**

- a. Borough Council adjourned to Executive Session at 9:15 pm to have discussions with Code Enforcement Officer Steven Toy and Police Chief James Leary on certain code enforcement matters that may result in litigation.