

Regular Borough Council Meeting

August 4, 2014

The Regular Meeting of Souderton Borough Council, held on Monday, August 4, 2014, was called to order by Borough Council President Pro Tem D. Jeffrey Gross at 7:30 p.m. Members of Borough Council present at the regular meeting included the following:

President Pro Tem D. Jeffrey Gross	Junior Councillor Triston S. Loux
Councillor Ned D. Leight	
Councillor Richard L. Godshall	Solicitor Robert G. Bricker
Councillor Preston Miller	Borough Manager P. Michael Coll
Councillor Richard Halbom	Police Chief James P. Leary
Councillor Kevin Souder	Public Works Director Steven R. Coll

Absent from the meeting were Council President Brian Goshow, Vice-President Andrew Schlosser and Councillor Daniel Houser. 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 July 7, 2014 Regular Borough Council Meeting and July Work Sessions. A motion was made by Councillor Preston Miller, seconded by Councillor Richard Halbom, to approve the minutes of the July 7, 2014 Regular Borough Council Meeting and July 2014 Work Sessions as presented. The motion was approved.

Police Chief James Leary distributed the monthly statistical report to Borough Council. Chief Leary announced that the Souderton Police Department will be hosting a Community Night Out and Car Show in the Souderton Community Park on Tuesday, August 19, 2014. The event will include food items and various displays for the public. Chief Leary further noted that Montgomery County District Attorney Risa Ferman has awarded a \$10,000 grant to the Souderton Police Department for the purchase of police equipment. Chief Leary requested Borough Council to hold an Executive Session at the end of the meeting to consult with the Borough Solicitor on police matters.

The Borough Solicitor's report for the month of July, 2014 was distributed to Borough Council. The Borough Solicitor noted it was a quite month, with a review of correspondence regarding the Broad Theater project.

Public Works Director presented his monthly report to Borough Council. There were no questions concerning the report.

Borough Manager Michael Coll reported on the brief agenda scheduled for consideration. Borough Engineers prepared specifications for cleaning, painting and refurbishing certain components of treatment basin "B" at the waste water treatment plant. The project is estimated at \$125,000. This work was previously deferred and should be completed this year. Bids will be received on August 27 and presented to Borough Council at their September 8th meeting. Mayor Reynolds questioned the status of the Chestnut Street Playground project. The Borough Manager noted that the project is complete and all punch list items have been resolved, with the contractor fixing some of the items and providing compensation for other items. The Borough manager further noted that the September Borough Council meeting has been scheduled for the second Monday, September 8, 2014 beginning at 7:30pm in place of the normally scheduled Public Works work session. This schedule change is due to the Labor Day Holiday.

Jeffrey Gross noted that this will be the last meeting for Junior Councillor Triston Loux. Councillor Gross complimented Triston Loux on his service as Junior Councillor and extended best wishes to him as he pursues his college career.

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

GENERAL FUND

Celebration Fireworks, Inc.	\$8,000.00	Telford Press Printers	\$873.00
Bergey's, Inc.	175.96	Uninvest VISA	589.57
Beyer-Barber Company	1,800.00	Uninvest VISA	164.98
Bux-Mont Awards & Engraving	96.00	Uninvest VISA	196.00
C & S Lawn and Landscape	4,200.00	Verizon Wireless	40.03
Clemens Uniform Rental	128.17	Youngs	254.83
Comcast Cable	158.30	DCED	228.00
Cope's Garage, Inc	2,662.86	Advanced Disposal	408.49
Country-Fair Cleaners	262.25	AT&T	19.99
Daniel Beardsley Ltd	324.00	Clemens Uniform Rental	27.50
Davidheisers, Inc	30.00	Comcast Cable	97.85
H & K Materials	1,848.14	Delta Dental	1,233.44
HISI	4,900.00	H & K Materials	1,412.84
Indian Creek Foundation	441.00	HISI	4,550.00
Indian Valley Camping Center	19.95	Markey Paper & Packaging	218.68
James C. Throop	149.95	Midlantic Machinery	1,377.55
Magloclen	400.00	Naceville Materials	113.84
McDonald Uniform Company	529.93	NetCarrier Telecom, Inc.	329.43
Metlife	7,402.56	PECO Energy	28.47
NAPA Auto Parts	22.57	Pennsylvania One Call System	15.65
Nationwide Trust Company	606.54	PPL Electric Utilities	1,411.85
Nationwide Trust Company	3,370.62	Richter Drafting Office Supply	128.85
North American Benefits Company	1,134.33	Shelly Enterprises, Inc	31.96
North Penn Water Authority	209.23	Uninvest VISA	310.51
Pendergast Safety Equipment	221.76	Uninvest VISA	21.90
Petty Cash Fund	156.45	Unum Insurance Company	817.54
Potty Queen	422.00	Verizon	58.76
Shelly Enterprises, Inc	168.03	Verizon Wireless	711.86
Suburban Propane	797.94		
Sudz in a Bucket, Inc	55.00	Total General Fund	\$56,366.91

SEWER FUND

ALL Industrial Safety Products	\$117.15	United Laboratories	\$1,278.14
Carquest	42.43	Uninvest VISA	147.00
Cintas First Aid & Safety	158.66	Warehouse Battery Outlet	82.99
Clemens Uniform Rental	149.88	Comm of PA Clean Water Fund	36,498.00
Comcast Cable	82.90	N. F. Landis & Son, Inc.	700.00
Commonwealth of Pennsylvania	150.00	Advanced Disposal	313.82
Environmental Resource Assoc	2,326.00	Cintas First Aid & Safety	74.03
Essex Service Corporation	488.44	Clemens Uniform Rental	102.61
Freedom Systems Corp	187.33	Coyne Chemical	2,368.00
Good Plumbing Heating A/C	256.54	Delta Dental	358.30
Hangley Aronchick Segal & Pudlin	1,241.00	Environmental Machines/Service	65.12
HISI	997.00	Essex Service Corporation	471.16
Home Depot	31.86	EVOQUA Water Technologies	2,352.24
Jesse Baro, Inc	4,236.72	Good Plumbing Heating A/C, Inc	40.32
Keith H. Koehler	99.99	Hajoca Corporation	213.87
Landis Block & Concrete	7.10	HISI	997.00
Metlife	138.42	Jesse Baro, Inc	2,237.21
Motion Industries	600.00	KSG Industrial Supplies, Inc	116.35
N. F. Landis & Son, Inc	733.00	LRM, Inc	350.00
North American Benefits Co	330.52	NetCarrier Telecom, Inc	143.78
North Penn Water Authority	122.49	Shelly Enterprises, Inc	0.69
Nyco Corporation	61.16	Suburban Water Testing labs	1,047.90
PPL Electric Utilities	14,677.91	Unum Insurance Company	275.86
Pyrz Water Supply Co., Inc.	3,277.00	Verizon	64.28
Reuter & Hanney, Inc	16,198.00	ZEP Manufacturing Co	127.67
Shelly Enterprises, Inc.	24.80	Total Sewer Fund	\$97,162.64

POOL FUND

Pepsi Beverage Company	\$513.11	T & T/ Lanco, Inc	\$870.54
Adcock	17.19	Univest VISA	972.37
Comcast Cable	103.71	Zeo Productions	425.00
Derstines	4,809.59	Advanced Disposal	431.29
Elifeguard, Inc	750.42	Airgas National Carbonation	44.00
Fromm Electric Supply Corp	10.40	Derstines	3,217.03
Georges Tool Rental	101.00	Derstines	98.83
Home Depot	149.32	Eagleville Fence	58.00
Kathy Armitage	380.79	Laura Aquilante	90.86
Landis Block & Concrete	27.30	Moyer Specialty Foods, LLC	692.00
Markey Paper & Packaging, Inc	129.47	Nelsons Creamery, LLC	112.35
Moyer Indoor/Outdoor	45.00	NetCarrier Telecom, Inc	116.51
Moyer Specialty Foods, LLC	425.23	PECO Energy	304.30
North Penn Water Authority	1,774.51	Penn Jersey Slush, LLC	584.00
PPL Electric Utilities	2,925.29	Pepsi Beverage Company	869.23
Relish Homemade Food Co	60.00	Shelly Enterprises, Inc	26.03
Richter Drafting Office Supply	335.51	Suburban Water Testing Labs	455.00
Shelly Enterprises, Inc	412.16	Sysco Philadelphia, LLC	2,534.67
Shelly Enterprises, Inc	12.53	Univest VISA	221.45
Sysco Philadelphia, LLC	2,115.90	Total Pool Fund	\$27,221.89

CAPITAL RESERVE FUND

Phillips & Donovan Architects	\$2,057.00	Puhls Landscape Co., Inc	\$104,314.92
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LIQUID FUELS FUND

Lane- King of Prussia	\$5,989.00	Signal Control Products, Inc	\$179.00
PPL Electric Utilities	6,679.10	Commonwealth Precast, Inc	563.00
PPL Electric Utilities	261.99	Total Liquid Fuels Fund	\$13,672.09

A motion was made by Councillor Richard Halbom, seconded by Councillor Ned Leight, to authorize payment of the bills for the month of July, 2014, as presented. The motion was approved.

President Pro Tem Jeffrey Gross opened the floor to the audience who may wish to address Borough Council on any topic or matter of concern.

Priscilla Newman, 17 ½ Franklin Avenue, expressed concern with the condition of Meadow Street Alley and requested consideration of Borough Council to pave the alley and repair a deteriorated storm drain inlet to the rear of her property. She also commented that she walks throughout the Borough and suggested more enforcement for low hanging tree limbs and shrubbery over the sidewalks.

Eric Boynton, 21 Hillside Avenue and Clay Rat Studio, 100 Main Street, presented Police Chief James Leary with a check to help with the Souderton police Night Out. Chief Leary thanked Eric Boynton for his donation towards the event.

There being no further public comment, President Pro Tem Jeffrey Gross then moved to the business portion of the agenda.

A motion was made by Councillor Preston Miller, and seconded by Councillor Richard Godshall, to authorize the advertisement for bids for the Waste Water Treatment Plant Treatment Basin "B" painting contract for consideration at the September 8, 2014 Borough Council Meeting. The motion was approved.

A motion was made by Councillor Preston Miller, and seconded by Councillor Richard Godshall, to adjourn to Executive Session to consult with the Borough Solicitor on police matters. The motion was approved.

Borough Council adjourned to executive Session at 8:03 pm.

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

Respectfully Submitted,

P. Michael Coll, Secretary

WORK SESSION MINUTES AND COMMITTEE REPORTS

Public Works Work Session – August 11, 2014 (7:00pm-9:15pm)

Council Attendees: John Reynolds, Brian Goshow, Jeffrey Gross, Richard Godshall, Andrew Schlosser, Daniel Houser, Rick Halbom, Preston Miller and Kevin Souder.
Staff Attendees: Public Works Director Steven Coll, Police Chief James Leary and Borough Manager Michael Coll.

1. Sanitation Committee

- a. The July Discharge Monitoring Report will be filed with no exceptions to permit limitations. Minor maintenance and repairs were noted.
- b. Laboratory Technician Sharon Roble has announced plans to retire in late October of this year. Sharon Roble has been with the Borough Waste Water Treatment Plant since September 8, 1992 and during her tenure has worked hard to achieve DEP accreditation for our laboratory. She became certified and fully accredited to perform all required operational and monthly laboratory analysis. The accreditation was not easy to obtain and is becoming increasingly difficult to maintain. We have made a decision to drop the accreditation upon the retirement of Sharon Roble and send our samples out to various laboratories. Tyler McCarthy will take over daily operational testing within the plant lab.
- c. Engineer Fred Ciottoni and Cardno BCM Engineers have been working with Chief Operator Sal DeSimone to develop a scope of work and specifications to clean, paint and refurbish treatment unit "B." This work has been postponed to complete unexpected repairs to the clarifier arm in treatment unit "A." The overall project cost is expected to range between \$125,000 and \$150,000, and as such must be formally bid. Bids will be received on August 27th and reviewed for a recommendation at the September 8 Borough Council meeting. The project is weather sensitive and needs to be completed this fall. Plant personnel have been working to drain down the tank in anticipation for this work.
- d. Considerable discussion was held concerning the bid and contract specifications for a potential single trash collection contract for Souderton Borough. Issues discussed included: recycling bin sizes; a possible recycling drop of center on the Cherry lane property; traffic laws and collection practices; safety guidelines of haulers for their personnel; bonding requirements for the term of the agreement; possible clause to permit a contract extension; a phase in period for existing contracted accounts. The general consensus of the members was to complete certain revisions and advertise a hearing with the trash hauler to review the bid specifications this fall.

2. Highway Committee

- a. Public works Director Steven Coll reported to the recent seal coat projects. The applications went well with the exception of Highland Avenue. A pop up thunder storm occurred prior to the complete curing of the fog seal application. Crews cleaned up curbs and the basin spillway. The fog seal will be re-applied next season.
- b. Borough Council discussed road paving priorities for the 2014 calendar

year. The street priorities included the two blocks of W. Reliance Road from Main Street to Colonial Avenue. Crews will complete some storm drainage repairs and concrete curb and sidewalk work prior to paving. Lawn Avenue was milled and paved with base a few years ago. A suggestion was made to complete the final wearing course along Lawn Avenue before the base deteriorates. Wile Avenue is listed as a priority candidate but was deferred from consideration at this time to address storm drainage issues and to keep the road open during the Broad Street construction. Crews will work on the storm drainage issues and look to pave sections of Wile Avenue in 2015. A suggestion was made to pave the parking area along the West Chestnut Street playground as part of this contract. A motion will be made to authorize the advertisement of bids for this work for completion in October.

3. Sidewalk Committee

- a. Borough forces, along with Trout Brothers Concrete are installing a section of new curb and sidewalk along the Cherry Lane frontage of 161 W. Cherry Lane. The Borough is holding escrow from a prior owner. The work was scheduled since the property is going through another change in ownership.
- b. A discussion was held about more aggressive notification of curb and sidewalk construction notices especially prior to scheduled street improvement projects.

4. Recreation Committee

- a. Borough Manager Michael Coll discussed a proposal that was obtained to install a surveillance system at the Community Pool. The system can be expanded to look into the Community Park. The pool office is connected to the Borough office computer system and will be able to accommodate a surveillance system. The cost is dependent upon how many cameras and the degree of picture quality. A fairly comprehensive system can be purchased and installed for \$10,000. Quotes will be refined for discussion during the 2015 budget sessions.
- b. Ridgeline Church completed a series of community projects for the Borough. They spread mulch in the playgrounds and assisted with various park maintenance projects.
- c. The Chestnut Street Playground project is complete. Additional benches have been ordered for the various park donation requests and a few additional trees should be installed. The Borough will be working on the new depressed curb and sidewalk and the installation of the handicapped parking stalls in the Wile Avenue parking lot. Borough Council suggested that we find some funding to pave the entire parking area prior to the October dedication.

5. Property Committee

- a. The Borough is working on a lease agreement with investors who are looking to establish a brew pub in the former freight building. Concept plans were reviewed for the project.
- b. The Borough Engineer is surveying the Cherry lane property to provide base information to develop a proposed subdivision plan. The subdivision plan would create a separate parcel along the Souderton-Hatfield pike that will be sold for private commercial development. The Borough will retain the rear parcel of sufficient size to accommodate a new public works building, salt storage building and storage areas for various materials and supplies. The property is located in Franconia Township.

Administrative Work Session – August 18, 2014 (7:00pm-10:05pm)

Council Attendees: John Reynolds, Brian Goshow, Ned Leight, Jeffrey Gross, Richard Godshall, Andrew Schlosser, Daniel Houser, Richard Halbom and Kevin Souder.

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

Presentations

Indian Valley Public Library

Linda Beck, Director of the Indian Valley Public Library, addressed members of Souderton Borough Council on their request for all member municipalities to raise the Special Library tax rate from 0.2475 mills to 0.33 mills. Linda Beck was joined by Barry Stoltzfus, who serves as the Borough's representative on the Indian Valley Library Task Force Funding Committee. The Task Force Funding Committee is requesting the increase to return to the same dedicated millage rate that was generated in 2012, prior to the withdrawal of the Souderton School District. Since the School District has dropped their participation, the Library has implemented various fund raising programs and has taken steps to cut expenditures without impacting on hours of operation or services to the community. Without the requested increase for 2015, the Library will be challenged to maintain the current level of services and hours of operation. Borough Council and Library representatives had a lengthy period of questions and answers concerning Library operations. The Library has requested an answer by the September Borough Council meeting, however, members of Borough Council preferred to delay a response until November at which time the entire 2015 Budget for the Borough will be known and the total tax rates will be determined.

Styer Associates, 2013 Financial Statements

Greg Ede, CPA with Styer Associates presented the 2013 General Purpose Financial Statements to Borough Council. Overall, the Borough's General Fund experienced positive gains in comparison to past years. Reductions in capital expenses combined with growth in earned income tax revenues were the primary factors attributable to the growth. Business type funds, primarily waste water treatment plant operations showed more modest performance, but maintained positive growth in cash assets. There was a period of questions and answers following the presentation.

1. Police Committee

- a. Chief Leary discussed preparations for the annual Souderton Community Night Out to be held in the Community Park on Tuesday, August 19, 2014.
- b. Chief Leary discussed an armed robbery that occurred at a residence within the 100 block of Washington Avenue. The department is working on some leads but at this time there are no identified suspects.
- c. Borough Council discussed the Indian Valley Soap Box Derby that has been held on Main Street for the past twenty years. The event is an all-day affair, requiring police, fire police and significant volunteer assistance. This past derby had limited assistance from fire police and no assistance from fire department members to help load and transport cars. The Indian Valley Soap Box derby Association managed to find enough volunteers to load and transport cars but failed to find volunteers to serve as Marshalls for the various street detours. Concern has been raised about the benefit of continuing this event on Main Street. The viewpoint of the downtown merchants is mixed. Borough Council suggested that representatives of the Association be invited to a work session to discuss the future of the derby on Main Street.

2. Administrative Committee

- a. Borough Council received a letter of interest from Avery Price, 402 E. Broad Street, for the open Junior Councillor position. A verbal expression of interest was received from Seamus Hanrahan of Highland Avenue. It was noted

that Borough Council historically preferred a junior for the position. A recommendation was made to appoint Avery Price as the next Junior Councillor at the September 8, 2014 Borough Council meeting.

- b. Borough Council discussed the resignation of Ken Hochstetler from the Souderton Industrial Development Authority. Candidates for his replacement will be considered.

3. Development Committee

- a. Borough Council members discussed the status of the Berkeley Court Phase 2 development plans for the high school property. Community Planner Marley Bice prepared a draft copy of potential Zoning Ordinance revisions and a memorandum explaining the nature and intent of the revisions for review by Borough Council and the Planning Commission. A number of the Zoning Ordinance revisions will have to be considered as part of the proposed townhomes along Chestnut Street and School Lane. Borough Council expressed general consensus towards the proposed townhouse units along Chestnut Street and School Lane. The developer continues to propose the construction of the townhomes, simultaneously with the demolition of the high school, as the very next phase of the development, known as Phase 2A. A recommendation was made to authorize the advertisement of specific Zoning Ordinance amendments for formal consideration at the October Borough Council meeting to permit the construction of the proposed townhomes. Borough Council further discussed concerns with the condition of Phase 1 and the lack of progress in completing the required site work. Borough Council noted specific details for equipment staging and the removal of fill and demolition materials will have to be provided as a condition of any approvals for the next Phase 2A.
- b. Borough Manager Michael Coll noted that Borough Council extended conditional preliminary approval to the Reliance Crossing project to construct a 56 unit garden apartment development at North Second Street and East Reliance Road. The applicants have submitted final plans for the project for review by the Borough Engineer and Planning Commission and they are expected to be on the September 8 Borough Council Agenda for final approval.

4. Finance Committee

- a. Borough Manager Michael Coll distributed copies of the 2014 Budget Comparison Reports for the period ending June 30, 2014 for all funds.