

Regular Borough Council Meeting

May 2, 2011

The Regular Meeting of Souderton Borough Council, held on Monday, May 2, 2011, 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 | Councillor Edward Huber |
| Vice-President Andrew C. Schlosser | Junior Councillor Brian Barr |
| Councillor D. Jeffrey Gross | Mayor John R. Reynolds |
| Councillor John U. Young | Solicitor Robert R. Bricker |
| Councillor Steven J. Toy | Borough Manager P. Michael Coll |
| Councillor Preston Miller | Police Chief James P. Leary |
| Councillor Richard Halbom | Public Works Director Steven R. Coll |

The Invocation was given by Councillor D. Jeffrey Gross, followed by the Pledge of Allegiance to the Flag.

Consideration was given to the minutes of the April 4, 2011 Regular Borough Council Meeting and April Work Session. A motion was made by Councillor Preston Miller, seconded by Councillor Steven Toy, to approve the minutes of the April 4, 2011 Regular Borough Council Meeting and April 2011 Work Sessions as presented. The motion was approved.

Under correspondence, Borough Manager Michael Coll provided Borough Council with a letter of appreciation from Financial Secretary Sandra Clemmer concerning the luncheon reception that was hosted in honor of her retirement from the Borough.

Police Chief James Leary reviewed his monthly statistical and narrative summary reports to Borough Council. Chief Leary noted that Borough Council should pay particular attention to the matter of the radio communication equipment and the considerations of Montgomery County. This matter may result in significant expense to the Borough in purchasing new radio equipment. The Police Chiefs Association continues to monitor the progress of these discussions. Chief Leary also noted the recent airplane seizure and drug arrest at the Wings Field conducted through the Montgomery County Narcotics Drug Task Force of which the Souderton Police Department played a role in this effort. Chief Leary also recognized the efforts of Officer Thomas Lawson in recovering a stolen car and returning the vehicle back to the owner before the owner reported it stolen, but more importantly this was a "patrol initiated arrest" whereby he discovered the crime through his own observation of a suspicious vehicle.

The Borough Solicitor's report for the month of April, 2011 was distributed to Borough Council. The Borough Solicitor researched and responded to a question from the Borough Manager concerning the release of tax collector and property tax information under the Open Records Law. The Borough Solicitor also researched the matter of terminating water service to an apartment building for a delinquent sewer bill.

Public Works Director Steven Coll noted that his monthly report was distributed to Borough Council. Borough Council may note that there is a large amount of hours listed under storm drainage work which is related to the Souderton Pool Renovation project.

Borough Manager Michael Coll reported that the agenda consist of consideration of a subdivision, lot line change for the Bell property on West Broad Street. The plan was prepared by Richard C. mast and Associates. The next item is authorization to bid the disposal of dewatered sludge and grit from the waste water treatment plant. This bid will focus on disposal through land application now that the Borough has the DEP land application permit in place. Grit will still have to be disposed at a landfill. Pricing will also be included for landfill disposal of some sludge in the event that land application is unavailable due to weather constraints. The Borough Manager further noted that bids have been advertised for the Broad Street Storm Sewer Improvement project. This project will be funded in large part by a Community Development Block Grant. A mandatory pre-bid meeting is scheduled for Thursday, May 12th to insure compliance with the CDBG reporting requirements and bids will be opened on Thursday, May 26th.

Consideration was given to paying the bills for the month of April, 2011.

GENERAL FUND

| | | | |
|----------------------------------|----------|----------------------------------|-------------|
| AT & T | \$35.21 | Nationwide Trust Company | \$981.07 |
| Bux-Mont Air, Inc. | 49.00 | Nationwide Trust Company | 1,069.69 |
| Ches-Mont Disposal, Inc | 158.84 | Nextel Communications | 144.57 |
| Clemens Uniform Rental | 10.44 | North Penn Endodontics | 900.00 |
| Comcast Cable | 45.95 | NYCO Corporation | 10.00 |
| Cope's Garage, Inc. | 272.59 | PECO Energy | 256.88 |
| Daniel L. Beardsley, Ltd | 51.20 | Pennsylvania One Call System | 21.58 |
| Davidheisers, Inc. | 43.00 | Plasterer Equipment Co., Inc | 17.17 |
| Detlan Equipment, Inc | 6.25 | PPL Electric Utilities | 8,043.11 |
| Donald D Bergey | 11.25 | PSAB Yearbook | 40.00 |
| Dr. Larry J. Geller | 134.00 | Richter Drafting & Office Supply | 125.00 |
| Farm & Home Oil Company | 2,050.72 | Sandra Clemmer | 30.00 |
| Highway Materials, Inc | 316.20 | Shelly Enterprises, Inc | 1.85 |
| HISI | 5,211.00 | Home Depot | 53.84 |
| Indian Creek Foundation | 94.00 | Verizon | 51.95 |
| James P. Leary | 50.16 | Verizon Wireless | 86.02 |
| Keystone Health Plan East | 200.10 | Weaver Reckner Dental Assoc | 126.00 |
| Lansdale Police Department | 300.00 | Weldon Auto Parts | 15.34 |
| Markey Paper & Packaging, Inc | 137.09 | Dischell Bartle Yanoff Dooley | 23.00 |
| Martin Stone Quarries, Inc | 224.85 | Display and Sign Center, inc | 4,470.00 |
| Matthew Coll | 89.99 | Greater North Penn Collaborative | 105.00 |
| Metlife | 232.63 | Independence Blue Cross | 18,188.68 |
| Metlife | 2,134.04 | Indian Creek Foundation | 94.00 |
| Midlantic Machinery | 237.18 | Keystone Health Plan east | 8,493.42 |
| Montg County Planning Commission | 5,184.00 | Netcarrier Telecom, Inc | 345.04 |
| Montgomery County Treasurer | 61.20 | New Look Interiors | 4,500.00 |
| Moyer & Son, Inc | 289.00 | Unum Insurance Company | 919.21 |
| Nationwide Trust Company | 366.38 | | |
| Nationwide Trust Company | 397.20 | Total General Fund | \$81,338.61 |

SEWER FUND

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|----------------------------------|-----------|-----------------------------|-------------|
| Bergey's Electric, Inc | \$36.81 | S P Solutions | \$154.50 |
| Ches-Mont Disposal, Inc | 97.92 | Shelly Enterprises, Inc | 6.36 |
| Cintas First Aid & safety | 67.83 | Siemens Industry, Inc | 2,081.16 |
| Clemens Uniform Rental | 45.34 | Stanley Heleniak, DMD | 142.00 |
| Comcast Cable | 45.95 | Suburban Water Testing Labs | 70.00 |
| Control Electronics, Inc | 395.00 | Home Depot | 222.60 |
| EPWPCOA, Inc | 185.00 | Univar USA, Inc | 3,025.80 |
| EPWPCOA, Inc | 185.00 | Verizon | 66.05 |
| HISI | 1,191.00 | West Generator Services | 238.84 |
| J. P. Mascaro & Sons | 6,715.00 | Wise Electric | 65.00 |
| Keystone Fire Protection Co. | 242.80 | Farm Bureau Garage, Inc | 515.24 |
| Lawson Products, Inc | 346.96 | Independence Blue Cross | 124.70 |
| Metlife | 59.14 | Independence Blue Cross | 4,683.54 |
| Moyer & Son, Inc | 232.55 | Independence Blue Cross | 211.75 |
| PPL Electric Utilities | 20.87 | Keystone Health Plan East | 2,564.70 |
| PPL Electric Utilities | 18,484.37 | Netcarrier Telecom, Inc | 135.91 |
| PYRZ Water Supply Co., Inc | 140.00 | Unum Insurance Company | 260.98 |
| Richter Drafting & Office Supply | 25.50 | | |
| Rodney Shoemaker Plumbing, Inc | 90.00 | Total Sewer Fund | \$44,922.43 |

CAPITAL RESERVE FUND

| | | | |
|------------------------------|----------|--------------------------------|-------------|
| Ecynbro Trucking | \$440.00 | Rahns Construction Material Co | \$1,340.00 |
| Highway Materials, Inc | 186.96 | Shelly Enterprises | 59.99 |
| Indian Creek Foundation | 3,992.87 | Susan J. Kern | 1,710.00 |
| Landis Block & Concrete | 162.85 | Wade Associates | 4,222.50 |
| Miracle Recreation Equipment | 3,266.62 | | |
| Naceville Materials | 436.18 | Total Capital Reserve Fund | \$21,818.28 |

SEWER CAPTAL FUND

LIQUID FUELS FUND

| | | | |
|----------------------|------------|------------------------|------------|
| Commonwealth Precast | \$4,511.00 | PPL Electric Utilities | \$27.92 |
| Hajoca Corporation | 58.10 | | |
| Letterco | 75.00 | Total Liquid Fuels | \$6,012.68 |

A motion was made by Councillor Preston Miller, seconded by Councillor Richard Halbom, to authorize payment of the bills for the month of April, 2011, 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. There being no further public comment, President Goshow moved to the first item of business scheduled for consideration.

Brad Clymer from Richard C. Mast Associates presented the plan of subdivision for Jeremy and Julie Bell, 238 W Broad Street. Mr. Clymer noted that Borough Council has the most current plans, but he has prepared a color rendering to help aid in understanding the proposal. Boucher and James provided a review letter concerning the plan along with reviews by the Souderton Planning Commission and Montgomery County planning Commission. All comments concerning the plan have been addressed, with exception of the location of existing sewer and water laterals, which will be added prior to recording. There does not appear to be any conflict with existing utilities and the proposed property lines. Additional right of way as requested has been offered for dedication.

A motion was made by Councillor Andrew Schlosser, and seconded by Councillor D. Jeffrey Gross, to approve the plan of subdivision and lot line change, as last revised April 27, 2011, for Jeremy M and Julie C. Bell, 238 West Broad Street, Souderton. Councillor Steven Toy noted that he continues to have concern about the potential of a sewer lateral crossing under the adjoining property. Borough Council members addressed the location of the clean out which is shown on the plan, which appears that there is no conflict. Councillor Edward Huber noted that he is employed by Mast Associates and will abstain from voting on this plan. The motion was approved by a vote of 7 yeas and one abstention.

A motion was made by Councillor Steven Toy, and seconded by Councillor Preston Miller, to authorize the advertisement of bids for the disposal of dewatered sludge and grit from the Souderton Waste Water Treatment Plant. The motion was approved.

Mayor John Reynolds commented that the Primary elections will be held on Tuesday, May 17 and he urged the community to participate.

There being no further business, the meeting was adjourned at 7:50 pm.

Respectfully Submitted,

P. Michael Coll, Secretary

WORK SESSION MINUTES AND COMMITTEE REPORTS

Public Works Work Session – May 9, 2011 (7:00 pm- 8:05 pm)

Council Attendees: Mayor John Reynolds, Brian Goshow, Ned Leight, Jeffrey Gross, Steven Toy, Preston Miller, Richard Halbom and Edward Huber.

Staff Attendees: Public Works Director Steven Coll, Borough Manager Michael Coll.

1. Sanitation Committee

- a) The April, 2011 Discharge Monitoring Report was filed with no exceptions to permit discharge limits.
- b) Bids for disposal of dewatered sludge and grit will be opened on Monday, June 6th at 2:00 pm. We are expecting good competition for disposal by land application, which is the specified method of choice for disposal. The contract does include pricing for land fill disposal during periods when land application may not be permitted and a price for the separate land fill disposal of grit and screenings which cannot be land applied. Bids will be opened and tabulated with a recommendation for award at the June 6th Borough Council Meeting. For comparison, Souderton is currently paying \$114.22 per ton through a contract with J. P. Mascaro to dispose of the sludge at a land fill. Potentially we can cut the disposal cost in half through land application.
- c) We experienced a pump problem and rather major electrical failure at the Reliance Pump Station. A rush has been placed on the repair since we were only operating with one pump, which has been straining to keep pace with high flows during recent rains. All repairs have since been completed; however, we exhausted the entire budget for pump station maintenance due to this major breakdown.

2. Highway Committee

- a) Crews completed 40 scheduled curb side brush collections. New flower baskets have been purchased through County Line Nursery and have been installed. The wet weather has made park mowing a real challenge. Some road patching and equipment maintenance has been completed. The pool project will delay work in alleys that we have traditionally completed by this point in the year.
- b) Borough Council will need to consider the road improvement program for this budget year at the June Public Works Work Session. Park Place Homeowner's Association has again urged consideration to overlay Parkview Drive, but Borough Council has not given this project priority in consideration to complete delayed work on N. Fourth Street and East Summit Street.

3. Sidewalk Committee

- a) The remaining work on the Main Street Streetscape Project has been subcontracted to Think Green and landscape architect Peter Johnson. PPL Electric Utilities has finally completed the installation of the new service line and the street lights are now operational. All hanging flower baskets have been installed and the street trees are planted. Work continues on the blue stone seating area in front of Univest.

Borough forces are assisting with some of the initial prep work and material supplies. We will return to Main Street to complete the parking area and begin work on completing the intersection pavers at Lumber Street and at Chestnut Street later in the year.

4. Recreation Committee

- a) Work continues on the pool project, with weather conditions delaying progress on the site work and concrete pool decks. Vincent Pools continues to present concern with the amount of manpower that they have been allocating to the project. Wade Associates formally raised this concern in a written letter to the firm. Vincent Pools will be required to provide a written construction schedule for the remainder of the project. The pool will not be able to open on Memorial Day as planned, but may be able to open the first weekend in June, depending on weather conditions and progress through the month of May. Pool memberships are on sale and the application form is available for download from our web site. Membership sales have been light so far, which can be expected given the weather and construction progress to date.

5. Property Committee

- a) The new LED Display sign for the Community Park has been installed. Computer software will be loaded into a laptop computer that we recently received and we hope to have the sign in operation very shortly.
- b) Borough forces finished up the security basement door and a gate at the top of the basement steps to accommodate the beginning of the summer camp in the Community Park. N. F. Landis is expected to install the air conditioning units by the end of May.

Administrative Work Session – May 16, 2011 (7:00 pm-7:45 pm)

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

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

1. Police Committee

- a) Chief Leary provided Borough Council with a brief review of the Skylar Kaufman murder case. The Montgomery County District Attorney is the lead agency in this case.

2. Administrative Committee

- a) Borough Manager Michael Coll reported that the initial attempt to fill the vacant secretarial position with the seven applications currently on file has failed. In consultation with staff, it was decided to advertise the position for a period of two weeks. This open application period ended May 16 and resulted in the submission of over 100 applications. The applications will be reduced to a manageable pool of candidates based on resumes, background and residency. We expect to begin interviews next week and hope to make a final decision by the end of May.

Bea Kaizar will take on the title of Office Manager and the new hire will have the title of secretary. Both Bea and the new secretary will ultimately be able to perform all tasks within the office, which will improve efficiency given the small staff. The Secretarial position will begin at \$16.00 per hour.

- b) Brian Goshow has appointed a 125th Anniversary Celebration Committee for the Borough of Souderton. The Borough's 125th Anniversary will be in 2012. In addition to Council president Brian Goshow, the committee will include Jeffrey Gross, James Leary, Mayor John Reynolds, Laurie Reynolds, David Goshow, Amy Stover of Generations, Marian

Eide and Berdine Leinbach of the Indian Valley Arts Foundation. Their first meeting was on Thursday, May 12th. Mayor John Reynolds and his wife Laurie Reynolds will serve as co-chairs. The committee elected to meet every two weeks, with their second meeting on May 26th.

3. Development Committee

- a) No new items were discussed; however, Borough Council expressed priority to be given to preparing a new codified parking and vehicle code ordinance, possibly evaluate the benefits of forming a formal Parking Authority and complete work on the development of an updated sign ordinance and completion of the new Souderton-Telford Revitalization Plan.

4. Finance Committee

- a) Borough Council briefly reviewed the budget comparison report for all funds for the first quarter of 2011. The initial review showed promising projections for both revenue and expenses.
- b) A formal letter will be sent to the Souderton Police Officers requesting that the collective bargaining process begin in the coming months with the hope of completing a new contract before finalizing the 2012 Budget.