



**Borough Council- Work Session Meeting
March 18, 2024**

The Work Session Meeting of Souderton Borough Council, held on the above date, was called to order by Council President Tracy W. Burke at 7:00 pm.

The following Borough Council and staff were present:

Council President Tracy W. Burke	Borough Manager Stacy E. Crandell
Councilor Stephanie Hall	Police Chief Brian A. Newhall
Council Vice-President Edward M. Huber	Public Works Director Steven Coll
Councilor Donna M. Rogers	Administrative Assistant Christine Nicholas
Councilor Richard Walczak	Chief Water Operator Sal DeSimone
Mayor Daniel L. Yocum	Chief Water Operator Tyler McCarthy
	Borough Solicitor John A. Torrente
	Borough Engineer Geoffrey Attanasio, P.E.

Borough Manager Stacy Crandell started the meeting with a presentation to Sal DeSimone for his 30 years of service to the Souderton Borough Wastewater Treatment Plant. His dedication to Souderton Borough over the past 30 years (started 2/22/1994) is greatly appreciated and he is doing a great job of preparing his staff for his retirement in June. He was presented with a certificate and a gift.

Michael Raczak of Sherwood Logan and Associates presented the board with information regarding a UV Filtering program for the Wastewater Treatment Plant. Mr. Raczak has been in talks with Sal DeSimone and Tyler McCarthy of the WWTP for about a year to work on the UV program for our plant. He explained the process of how UV light and wavelength break down the DNA of the bacteria. This process is being adopted by many local plants and is more effective and efficient than the old chlorine-based programs. The cost of the system will be \$250,000 and then there will be additional costs to install it. The Council was intrigued by the system and will be planning a visit to WWTP soon.

Borough Manager Stacy Crandell presented information regarding the Novachip Project with Telford Borough. The 2 streets that are being focused on are School Lane and Diamond Street. The cost to repair these streets would be \$70,478.90. Borough Engineer Geoffrey Attanasio stated that Asphalt Maintenance Solutions (AMS) currently takes care of all full base/full crack repairs. This bid is good for two years. Councilor Stephanie Hall made a motion to take part in the Novachip Project with Telford Borough and Councilor Richard Walczak seconded the motion. The motion passed.

Borough Manager Stacy Crandell presented the Bid for Road Program 2024 and Bid for Curb and Sidewalk 2024. It was suggested to defer the Road Program to 2025 because the sidewalks and curbs need to be improved before paving the roads. Once we can get the programs established, we would have a running rotation annually of curbs and sidewalks. For example, if you have your sidewalks and curbs done in 2024, your roads would be paved in 2025, allowing for an annual rotation in the Borough. It was suggested to give residents one year to either fix it themselves using their own contractor, use a contractor hired by the Borough or have a lien put on the resident's home for not complying with the request. Councilor Hall asked how much this would cost the average resident. The cost would vary depending on how much curb/sidewalk the resident has. Councilor Hall and others stated that is too



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much to ask a resident to come up with in a year's time. It was suggested that Steven Toy, Code Enforcement officer review each of the sidewalks in the Borough. Options such as payment plans and grants were discussed. This topic has been tabled for another meeting. Steve Coll announced that the Sewer Main work on Wile Avenue is complete, and the area will be paved by the end of April/beginning of May.

Borough Manager Stacy Crandell presented the information regarding our Community Park Improvements. The Borough has spent \$822,920.74 and Rotary has contributed \$300,000, along with a grant in the amount of \$225,000, therefore improvements to date total slightly over \$1.3 million. Rotary has promised to raise \$1,000,000 and rename Community Park "Rotary Park." The Borough took out a loan to cover improvements and will be paying \$7698.04 a month in payments. Mayor Yocum suggested that Borough Manager Crandell contact Uninvest for an extension on the loan of a year to continue just paying interest. In 2019, the estimate to improve the park was \$1.6 million. It was discussed that we put a hold on some of the improvements, only finishing the rain gardens as required by DEP and possibly the paving of the trail. Councilor Hall and Mayor Yocum discussed the items that were already purchased but being put on hold such as the Sculpture Garden by Living Branches. It was suggested to try to get some of the Rotary monies turned over sooner to avoid unnecessary expenses. A motion made by Councilor Richard Walczak and seconded by Council Vice-President Edward Huber authorized the advertisement of the Community Park Improvements Bid that will be on PennBid. The motion passed.

The new basketball court is completed without the sealing and marking and is getting a lot of use. The Borough will be marking the courts in the weeks to come, and a sample of the colors and design was presented. Once chosen we will block off the area using orange snow fencing and it will be a three-day process – three hours a day until it is completed. It was discussed that some fencing would be needed around the area to protect areas outside the court from getting hit with the basketballs. Councilor Stephanie Hall made a motion to accept the Basketball Court Markings Proposal and Councilor Donna Rogers seconded the motion. The motion passed.

Borough Manager Stacy Crandell presented the request to waive fees by Rotary for their Beerfest event. Mayor Yocum and Councilor Hall suggested that all fees be waived due to our relationship with the Rotary and that the use of the park was approved before the fees were updated. Council President Burke asked Christine Nicholas who has been taking care of rentals how the rentals process works. After explanation, it was discussed that the rental fees could be waived but the Police and Public Works fees could not as we are asking for people to work on a weekend. Councilor Richard Walczak made a motion to waive the rental fees for the Rotary Beerfest but not the Police or Public Works Fees. Councilor Donna Rogers seconded the motion. The motion passed.

Chief Brian Newhall reported that a grant for \$52,000 was currently complete and the new police vehicle was being delivered next week.

Councilor Hall offered that the Public Outreach Committee will be attending and having a table at 3rd Fridays to meet the public. They are also offering appointments instead of office hours for residents. The Welcome Packets for New Residents and New Businesses were discussed.



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Councilor Donna Rogers made a motion to reject all proposals for accounting and financial services as we have hired a full-time Finance Director who will start on March 26, 2024. Councilor Stephanie Hall seconded the motion. The motion passed.

The discussion of tablets for the council members was tabled as we were missing 4 councilors this evening. It will be discussed at another time.

Borough Manager Stacy Crandell presented the status of the ARPA Funds. These funds must be used or contracted by the end of 2024. We currently have approximately \$687,000 after spending \$61,643.97 on the police office renovations, technology upgrades, pool upgrades and the repair of a streetlight. It was proposed that we keep \$150,000 for administrative renovations and the remainder of the funds be used for the UV filtering system installation at the WWTP.

Borough Manager Stacy Crandell presented the Public Participation of Rules for Public Meeting in relation to residents and local businesses. Councilor Donna Rogers made a motion to accept Resolution 2024-07 Public Participation of Rules for Public Meeting, Councilor Edward Huber seconded the motion. The motion passed.

There was a discussion of the alley maintenance in which it was proposed to honor our previous petitions. E. Broad Street and 4th is a stormwater issue, it was recommended to lightly mill the area. The resident that has altered the alley near his home would have to either pay for his own engineering to fix the issue or the milling would start just past his property. It was suggested to keep our policy intact as it is and try to allocate funds (60K-70K) moving forward toward an alley program. It was suggested that the Borough keep the policy of the residents pay for the materials and the Borough pays for the labor. Regarding easements, the old rule for measuring was the property line to the middle of the alley but it is not that way now. Borough Solicitor John Torrente explained deeding in relation to the alleyways.

As the regularly scheduled council meeting for September 2024 falls on Labor Day, the Council agreed to move it to Tuesday evening, September 3, 2024, at 7:00pm.

There being a separate executive session after the meeting, the meeting was left open at 9:00PM to continue with the Executive Session. The meeting was adjourned with no further action taken by Council at 9:55pm following the executive session.

Respectfully submitted,

Stacy E. Crandell

Stacy E. Crandell, Secretary