

## **Borough Council Work Session Meeting**

**August 10, 2020**

A Work Session Meeting of Souderton Borough Council was called to order at 7:00 pm, on the above date, by Vice-President Julie Munden with the following members present:

Vice-President Julie Munden	Councillor Edward Huber
Councillor Donna Rogers	Mayor John R. Reynolds
Councillor Richard Godshall	
Councillor Daniel Yocum	Borough Manager P. Michael Coll
Councillor Matthew Mscichowski	Police Chief James P. Leary
Councillor Daryl Littlefield	Public Works Director Steven Coll

Absent from this meeting was Council President Brian Goshow and Borough Councillor Ned Leight.

### **HIGHWAY COMMITTEE**

Public Works Director Steven Coll reported that curbside brush collection was again extremely heavy. The recent strong storms contributed to the heavy brush. Further discussion was held on modifications to the brush collection program. The residents will be informed that the program is designed to assist with property maintenance, but is not to be used for complete tree removals. This type of work should be contracted with a tree service.

P. K. Moyer & Sons and Borough forces completed paving along S. Fifth Street and the paving of Woods Alley, as a joint project with the adjoining residents. The residents appear to be pleased with the final project.

Tropical storm Isaias caused a lot of residential clean up from downed trees to flooded basements. The storm dropped significant rainfall that overwhelmed the storm drainage systems. In particular the storm drainage culvert on W. Broad Street surcharged and lifted a section of Adams Avenue. Water breached the culvert from an abandoned inlet opening and lifted the roadway above the sidewalk. This had occurred a few years ago from a prior storm event. We are working with the Borough Engineer to design a permanent repair to the culvert. In the meantime the section of roadway will be milled and a new base course will be paved to open up the roadway.

Our summer help employees completed their last week of work for the season and will be returning to college. Our part time employee will concentrate on mowing and park maintenance through the fall.

Borough forces are finalizing plans to begin the streetscape project at W. Broad Street and Washington Avenue in September. PPL set a new pole in the correct location, however, they must return to move the wires and remove the two poles that were incorrectly placed. The Borough crew will be installing an extension of storm drainage along W. Broad Street prior to the installation of the new granite curb.

The Borough Engineer is working on completing the final design and bid documents for the Railroad Avenue parking lot improvement project. The project will have a budget of nearly \$100,000, of which \$50,000 will be reimbursed by a State Grant. We are hoping to put the project out for bids this fall, depending on the completion of the plans and specifications.

## RECREATION COMMITTEE

Borough Council discussed a potential option to lease the operation of the Souderton Community Pool next season. A company based in King of Prussia expressed interest in operating the facility. The company currently operates a number of private swim clubs in the tristate area. A meeting will be scheduled to obtain more information from the company for further evaluation and discussion. Borough Council may also want to consider a Recreation Director position to oversee operations and coordinate other recreational activities.

Tropical storm Isaias created some erosion at the West Street park. A neighboring resident expressed concern that the Borough has lost focus on maintenance and improvements within the West Street Park. In particular trails have become overgrown or eroded. There is stream bank erosion that is threatening the pedestrian bridge and a nearby sewer manhole. The stream has also eroded a bridge to the former North Penn well site that is utilized to connect into the walking trail in the Kingsfield Development. The stone alley that runs down to the rear of the West Street park has also eroded again from the heavy storm water runoff, which the Borough crew levelled off after this storm event. Borough Council discussed allocation of funds to pave this alley way in the 2021 Budget since it serves as a connection to the walking trails and access to the park. Other related improvements will be considered in the development of the 2021 Budget.

## POLICE COMMITTEE

Police Chief Leary distributed his monthly statistical report to Borough Council for their review. Chief Leary continues with efforts to hire up to 4 new crossing guards for the 2020-2021 school year.

Chief Leary discussed the various food distribution sites that have stepped up during the pandemic. Emmanuel Lutheran Church on Broad Street has become one of the leaders in this effort providing over 30,000 meals to the community. The various charitable groups are considering a partnership to address food insecurity throughout the Indian Valley area. The local church groups and food pantries are considering a more permanent food bank for this area with a more formalized Board to oversee operations, well beyond this pandemic.

Councillor Julie Munden reported that the police Chief Selection Committee will be meeting on August 11 to narrow the field of candidates to six, who will then be invited to participate in the final selection exercise later in September. Councillor Munden reported that we have a very strong field of candidates. Following the committee meeting, a meeting will be arranged with SafeCity to finalize the list of candidates and schedule the final exercise.

## ADMINISTRATIVE COMMITTEE

The Communications Committee is still working on details to create special Borough Council office hours on a Saturday of each month. The Committee continues to work on recording Borough Council meetings through various formats. We have been working with the Zoom format.

Borough Council discussed an appointment to the position of Junior Councillor. Councillor Julie Munden will make a contact with the School District about potential interested candidates.

## DEVELOPMENT COMMITTEE

Borough Manager Michael Coll reviewed the status of the development plan review for Berkeley Court Phase 2. The Souderton Planning Commission met with the developer on July 29, 2020. The Borough Engineer and County Planner participated through Zoom. Some members of Borough Council and the Planning Commission also joined the meeting through Zoom. Councillor Munden assisted with the Zoom invitation and coordination during the meeting. The meeting concentrated on a number of engineering details, the overall conceptual plan appears to be acceptable. The development plans focused on engineering details but did not include much detail on site amenities. The next submission is expected to include site amenities along with addressing the engineering comments and concerns.

The Borough Manager also noted that the Homeowners Association in Berkeley Court Phase 1 has expressed concern with the dead or dying plant material that was planted last fall and released by the Borough. The Borough will be hard pressed to replant the plant material, however, we did offer to remove the dead plants that were planted to satisfy conditions of the development plan.

## FINANCE COMMITTEE

Borough Manager Michael Coll distributed the 2019 Audit Report and General Purpose Financial Statements for the year ending December 31, 2019 as prepared by Styer Associates, certified Public Accountants. Borough Council will review the statements and requested a representative from Styer Associates to attend the September Work Session to review the statements with Borough Council.

There being no further business, the special meeting was adjourned at 8:25 pm.

Respectfully Submitted,

P. Michael Coll  
Borough Secretary

**Special Borough Council Meeting**

**August 31, 2020**

A Special Meeting of Souderton Borough Council was called to order at 7:00 pm, on the above date, by President Brian Goshow with the following members present:

President Brian Goshow	Councillor Daryl Littlefield
Vice-President Julie Munden	Councillor Edward Huber
Councillor Donna Rogers	Mayor John R. Reynolds
Councillor Ned Leight	
Councillor Richard Godshall	Solicitor Charlotte Hunsberger
Councillor Daniel Yocum	Borough Manager P. Michael Coll
Councillor Matthew Mscichowski	Police Chief James P. Leary

President Brian Goshow noted that the purpose of this Special Meeting is to receive a report and recommendation from the Police Chief Search Committee as we narrow the field of candidates to participate in the final selection exercise. There were no members of the public in attendance and the discussions are best suited for Executive Session.

Borough Council adjourned to Executive Session at 7:05 pm to discuss the field of candidates with the Police Chief Search Committee. Borough Council convened to public session at 8:36 pm and there being no further business the meeting was promptly adjourned.

Respectfully Submitted,

P. Michael Coll  
Borough Secretary