

The Regular Meeting of Souderton Borough Council, held on Monday, May 7, 2018, was called to order by President Brian Goshow at 7:00 p.m. Members of Borough Council present at the regular meeting included the following:

President Brian Goshow	Councillor Edward Huber
Vice-President D. Jeffrey Gross	
Councillor Ned D. Leight	Mayor John R. Reynolds
Councillor Richard Godshall	Junior Councillor Michael Jones
Councillor Daniel Yocum	
Councillor Matt Mscichowski	Solicitor Charlotte Hunsberger
Councillor Julie Munden	Borough Manager P. Michael Coll
Councillor Richard Halbom	Public Works Director Steven R. Coll

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

Consideration was given to the minutes of the April 2, 2018 Regular Borough Council Meeting and April 2018 Work Sessions. A motion was made by Councillor Jeffrey Gross, seconded by Councillor Richard Godshall, to approve the minutes of the April 2, 2018 Regular Borough Council Meeting and April 2018 Work Sessions as presented. The motion was approved.

Councillor Daniel Yocum read a letter that he received through Chief Leary concerning Police Officer Adam Moore. The letter reads as follows:

Dear Chief Leary,

On April 2nd, I went to my Mum's apartment and found her dead. She was nearly 86 years old and in failing health so this was not unexpected. At the direction of the funeral home, I called 911. First, let me say that the dispatcher who answered that call was exceedingly professional yet kind and sympathetic.

Shortly after that call my hero in the person of Adam Moore arrived. Officer Moore came into the apartment assessed the scene and his first instinct was to hug me. Perhaps that is not what your staff are supposed to do but it was the perfect response and exactly the right thing to do for me. He contacted the coroner for me and respected my being a registered nurse by allowing me to talk with the coroner. He waited with me until the coroner released Mum to the funeral home and continued to stay with me until the funeral home arrived and took mum away.

Officer Moore went above and beyond the call of duty to treat myself, Mum and the situation with respect, kindness and professionalism. There are so many words in the English language to say thank you and none of them are adequate in this case. Officer Moore made me feel cared about, made me feel that Mum was important to him and that his sole purpose for the nearly two hours he spent with me was to ensure my well-being.

Finally, let me say that Officer Moore is an exemplary police officer who should be utilized as an example for all police officers everywhere in this country for showing that the police are truly there to serve, protect and care about everyone. Thank you for employing my hero and new friend, Adam Moore.

(Resident name was withheld)

Councillor Richard Halbom noted that this is not the first such letter concerning the police department. Several officers have received similar accolades which is a credit to the professionalism of our police department.

Mayor John Reynolds noted that the Zoning Hearing Board will be meeting on May 8th to consider a sign variance for the Wawa store on Main Street. This is the first zoning hearing in over a year. The Community Pool will open this month on Saturday, May 26th. Primary elections will be held on Tuesday, May 15th. Mayor Reynolds noted that Fox29 was at the Souderton family Restaurant this morning. The event was attended by several members of Borough Council. Notice of the event was just given out a week ago. The Souderton Restaurant did a very good job in promoting our downtown.

Borough Solicitor Charlotte Hunsberger provided Borough Council with a copy of her report. They prepared a draft lease agreement for the wait building. They are reviewing the new codification and preparing to proceed with the Code Adoption Ordinance. The Borough Solicitor continues to work with the mayor and Police Chief of the police department grievance over additional compensation for retired Sergeant Scherzberg.

Public Works Director Steven Coll distributed his monthly report to Borough Council. Steven Coll noted that curbside brush collection is very heavy and will take several weeks to complete. Crews will be working at the Community Pool in preparation for opening day and we will begin street sweeping throughout the entire Borough.

Borough Manager Michael Coll reported that the Borough in conjunction with J. P. Mascaro & Sons will be hosting an electronic recycling event for Souderton Borough residents and property owners. The event will be held in the parking lot behind the Souderton Municipal Building on Saturday, May 19, 2018 between the hours of 9:00am and 12 noon. Participants must secure a voucher from the Borough Office to participate; there will be a fee for the disposal of televisions. Caution was noted that televisions with broken screens cannot be accepted.

Borough Manager Michael Coll then discussed the agenda items for the meeting. Bids were received and reviewed for the Municipal Roof Replacement Project. Bids were received and opened on April 16, 2018 and reviewed by Borough Council. The tabulation of bids including selected alternatives is as follows:

Jurin Roofing Service, Pennsburg, PA	\$117,288.00
JB Roofing Systems, Souderton, PA	\$123,884.00
Banes Roofing, Inc., Telford, PA	\$125,128.00
Ridge Roofing, Inc., E Greenville, PA	\$132,150.00
Detwiler Roofing, Leola, PA	\$136,588.00

A recommendation has been made to award the roof replacement project to Jurin Roofing Service.

Bids for the sale of 24 W. Broad Street were received and opened this afternoon. Only one bid was received from a partnership of Kyle K. Hoff and Charles M. Crown, both are well known and well respected property owners and investors in Souderton Borough. The bid of \$151,000.00 is deemed to be responsive with the specifications and a recommendation is made to proceed with the formal award.

Councillor Richard Godshall reported on Community Cleanup Day held on Saturday, April 21st, which was attended by approximately 110 volunteers. This was one of the largest turnouts and we were able to clean, weed and mulch in the Community Park, Band Shell, and Town Clock and around the Community Pool. Crews worked in the Main Street parking lot and around the Souderton Municipal Building. Lunch was donated by Jesse's Barbeque and Broad Street Pizza.

President Brian Goshaw reported that he and Mayor John Reynolds attended an Emergency Management Awareness seminar hosted by Montgomery Township. President Goshaw is confident in the emergency management organization and efforts in Souderton Borough.

Councillor Jeffrey Gross noted that the discount period to purchase memberships to the Souderton Community Pool is fast approaching. He urged those to take advantage of the discount period which will be expiring at the end of next week.

Consideration was given to paying the bills for the month of April, 2018.

<u>GENERAL FUND</u>			
Bergey's, Inc.	\$434.95	21 st Century Media- Philly	\$244.79
Bishop Wood Products, Inc.	121.05	Altek Business Systems, Inc.	226.91
Boucher & James, Inc.	1,250.00	Axon Enterprise, Inc.	832.00
Carquest	99.47	Cargo Trailer Sales, Inc.	265.95
Clemens Uniform Rental	236.88	Clemens Uniform Rental	236.88
Code Inspections, Inc.	189.00	Code Inspections, Inc.	488.25
Cope's Garage, Inc.	963.24	Commonwealth Precast, Inc.	170.00
Dana Pannepacker	150.00	Cope's Garge, Inc.	2,611.18
D. L. Beardsley, Ltd.	74.90	Country-Fair Cleaners	199.25
Del-Val International Trucks	299.86	Delta Dental	1,212.22
E. M. Kutz, Inc.	614.52	Detlan Equipment, Inc.	31.31
Eagles Peak Spring Water, Inc.	13.30	Dianna Fields	44.98
Fastenal	2.54	E. M. Kutz, Inc.	330.00
Freedom Systems Corp.	945.00	Eagles Peak Spring Water	57.65
Fromm Electric Supply Corp.	47.80	Fire Protection Services, LLC	89.00
Game Time, Inc.	1,047.00	GALCO Business Co.	234.50
George Allen Portable Toilets	73.00	General Code	2,519.20
Gouldey Welding & Fabrication	26.50	George Allen Portable Toilets	223.00
H & K Materials	310.24	H & K Materials	329.28
Home Depot	151.12	Home Depot	4.44
James P. Leary	280.19	Indian Creek Foundation	911.00
Keystone Health Plan East	33,922.24	Indian Creek Foundation	65.00
Lansdale Police Department	450.00	I V Chamber of Commerce	25.00
Metlife	\$5,488.28	J. P. Mascaro & Sons	37,203.29
Morton Salt	2,343.01	James P. Leary	280.19
Moyer	2,919.01	Keystone Health Plan East	31,374.87
Naceville Materials	119.63	Lawson Products, Inc.	202.22
Nationwide Trust Company	1,953.58	Markey Paper & Packaging	109.37
North American Benefits Co.	1,059.57	Martin Stone Quarries, Inc.	298.94
Nyco Corporation	221.63	McDonald Uniform Company	161.97
Old Dominion Brush	274.82	Metlife	5,501.15
PECO Energy	387.95	Montg. Co. Planning Comm.	4,583.25
PA One Call System	76.02	Morton Salt	2,434.44
Plasterer Equipment Co., Inc.	616.31	Moyer	4,070.39
PPL Electric Utilities	1,789.43	Naceville Materials	80.22
Richter Drafting Office Supply	897.26	NAPA Auto Parts	63.27
Shelly Enterprises-USLBM, LLC	38.76	Nationwide Trust Company	1,946.47
Sherwin Williams	44.13	NetCarrier Telecom, Inc.	357.46
Suburban Propane	717.48	North American Benefits Co.	988.77
Sudz In A Bucket	33.00	Nyco Corporation	136.56
The Store at Towamencin	118.99	Old Dominion Brush	827.32
Unum Insurance Company	966.79	PA DCED	252.00
Verizon	75.83	PECO Energy	270.39
Verizon Wireless	344.60	PA One Call System	100.00
William Powis	84.00	Petty Cash	117.42
Clemens Uniform rental	162.54	PPL Electric Utilities	685.87
Comcast Cable	353.45	PPL Electric Utilities	1,649.43
Country-Fair Cleaners	309.25	Propet Distributors, Inc.	253.00
CPR Heart Starters, Inc.	193.00	Shelly Enterprises-USLBM, LLC	225.87
Davidheisers, Inc.	64.00	Styer Associates	1,500.00
Home Depot	45.02	Suburban Propane	609.67
McDonald Uniform Company	244.20	Sudz In a Bucket	22.00
Montco Public Safety Training	200.00	Towne Answering Service	550.00
Montg Co. Special Weapons	2,500.00	Triad Truck Equipment	450.00
North Penn Water Authority	325.89	Univest VISA	53.48
PECO Energy	265.04	Univest VISA	549.94
Public Agency Training Council	295.00	Unum Insurance Company	966.79
Univest VISA	53.69	Verizon	358.18
Univest VISA	79.49		
Univest VISA	705.86	Total General Fund	\$178,655.29

SEWER FUND

1 st Defense Fire Protection	\$125.00	Atlantic Roofing	\$1,421.39
Altek Business Systems, Inc.	62.25	Bearing & Drive Solutions	80.38
Bearing & Drive Solutions	3.00	Blooming Glen Quarry	280.00
Blooming Glen Quarry	370.00	Cintas First Aid & Safety	158.76
Carquest	10.58	Clemens Uniform Rental	204.75
Clemens Uniform Rental	109.60	Coyne Chemical	11,000.51
Coyne Chemical	2,365.00	Delta Dental	321.47
EVOQUA Water Technologies	2,137.56	Essex Service Corporation	1,861.02
Fretz Enterprises	149.99	EVOQUA Water Technologies	4,255.38
GALCO Business Co	698.90	Good Plumbing, Heating, A/C	987.13
Gouldey Welding & Fabrication	209.30	Gouldey Welding & Fabrication	8,564.50
Irvin G. Tyson & Son, Inc.	1,676.00	Hach Company	919.06
J. P. Mascaro & Sons	480.00	J. P. Mascaro & Sons	1,045.00
Jesse Baro, Inc.	1,253.86	Jesse Baro, Inc.	1,882.21
Keystone Health Plan East	7,563.95	Keystone Health Plan East	7,563.95
Mary M. Koehler	278.58	Lawson Products, Inc.	377.32
Metlife	138.42	Mary M. Koehler	278.58
Moyer	224.43	Metlife	138.42
Naceville Materials	732.02	Moyer	218.98
North American Benefits Co	257.86	National Filter Media	1,917.90
PPL Electric Utilities	16,258.75	NetCarrier Telecom, Inc.	156.09
Rodney Shoemaker Plumbing	100.00	North American Benefits Co	257.86
Rumsey Electric Co	10,885.88	Postmaster, Lansdale	931.12
SimplexGrinnell, LP	199.00	PPL Electric Utilities	14,742.81
Univar USA, Inc.	3,005.50	Rodney Shoemaker Plumbing	100.00
Unum Insurance Company	244.44	Rumsey Electric Co	345.52
Verizon	88.02	Shelly Enterprises- USLBM, LLC	24.99
Water Environment Federation	195.00	Suburban Water Testing Labs	4,642.45
Derstine Company, Inc.	120,400.00	Univar USA, Inc.	2,316.25
Comcast Cable	84.90	Univest VISA	462.60
Home Depot	15.97	Unum Insurance Company	244.44
North Penn Water Authority	133.03	Verizon	80.93
Shelly Enterprises-USLBM, LLC	36.73	Youngs	112.76
ATC Group Services, LLC	3,639.59	Total Sewer Fund	\$242,027.64

POOL FUND

Airgas National Carbonation	\$68.75	Banes Roofing Inc.	\$207.87
Blooming Glen Quarry	70.00	Cintas First Aid & Safety	254.27
Treasurer Montg County	155.00	Fromm Electric Supply Corp	25.04
Comcast Cable	147.29	Home Depot	39.07
North Penn Water Authority	494.47	NetCarrier Telecom, Inc.	133.58
PECO Energy	90.41	Nyco Corporation	34.14
Univest VISA	265.67	PPL Electric Utilities	210.74
Univest VISA	60.00	Richter Drafting Office Supply	774.70
Adcock	59.50	Univest VISA	1,520.55
Airgas National Carbonation	68.75	Total Pool Fund	\$4,679.80

CAPITAL RESERVE FUND

Banes Roofing, Inc.	\$1,613.96	Fellmans Pool Service, Inc.	\$8,015.00
Bergey's Electric, Inc.	55.42	Fromm Electric Supply Corp	1,746.26
Boucher & James, Inc.	503.00	Fromm Electric Supply Corp	137.34
Good Plumbing Heating, A/C	1,096.39	Good Plumbing Heating A/C	12,000.00
Ply-Mar Construction Co., Inc.	100,134.37	High Brothers Industries	14,126.78
Trout Brothers, Inc.	3,450.00	James Mohan Construction	15,000.00
Fellmans Pool Service, Inc.	7,080.00	Phila Toboggan Coasters	1,890.30
Univest Capital	3,155.23	Total Capital Reserve Fund	\$170,004.05

LIQUID FUELS FUND

Landis Block Nycecrete Co	\$22.00	PPL Electric Utilities	\$971.99
PPL Electric Utilities	196.79	PPL Electric Utilities	6,460.57
Signal Control Products, Inc.	36.00	U S Municipal Supply	130.81
Landis Block Nycecrete Co	11.45		
Armour & Sons Electric, Inc.	856.14	Total Liquid Fuels fund	\$8,685.75

A motion was made by Councillor Richard Halbom, seconded by Councillor Ned Leight, to authorize payment of the bills for the month of April, 2018, 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.

Rex Sellheimer, 52 W. Broad Street, Souderton, expressed concern with the cattle trucks driving through the Borough to the JBS facility in Franconia Township. Up to one hundred trucks can travel past his home in a given week. A number of the trucks are not properly cleaned prior to returning from the plant leaving waste to spill over the Borough streets. This act violates both local and federal laws. He requested that the Borough take more aggressive action to resolve this problem. President Brian Goshow noted that the growing number of trucks travelling through the Borough is troubling, expressing concern over the delay in completing the 309 connector project. The matter of waste spills will be referred to the Police Chief. Councillor Richard Godshall suggested that a letter be sent to JBS expressing our deep concern with their ability to properly monitor the activity of their contracted haulers. He further suggested that the police department should monitor speed of the trucks as well as cleanliness of the trucks.

Shirley Flick, 591 Cherry Lane, Souderton expressed opposition towards the potential of making the S. School Lane one way traffic restriction permanent. She was okay with the temporary restriction, but after completion of the EMC Elementary School renovations, the restriction should be removed. S. school lane is a direct route for the Souderton Ambulance to access the properties in Hidden Springs.

Dan Houser, 436 Central Avenue, expressed appreciation for the display of the banners, including Concert Sundaes, the Veteran Banners, Third Friday banners and the Main Streets banners. The display of banners really draws positive attention and interest to Souderton Borough.

There being no further public comment, President Brian Goshow moved to the business items on the Agenda, with the first item concerning the contract award for the Municipal Building Roof Replacement Project.

A motion was made by Councillor Richard Halbom, and seconded by Councillor Edward Huber, to award the contract for the Municipal Building Roof Replacement Project to Jurin Roofing Services, Inc., 560 Seminary Street, Pennsburg, PA based on the quoted base bid plus Alternative 1 to increase the insulation board to 3 ½" and Alternative 4 to install the perimeter blocking for a total contract price of \$117,288.00. The motion was approved.

President Brian Goshow noted that both Kyle Hoff and Charles Crown are in the audience this evening and inquired if they had anything they wanted to share about the purchase of 24 W. Broad Street. Kyle Hoff expressed his enthusiasm towards the project. They are planning a two screen theater with stadium seating. They are partnering with Free Will Brewing to have a lounge area in the lobby and they are considering a potential connection to Broad Street Pizza. They plan to feature first run movies and they anticipate opening within a year from settlement.

A motion was made by Councillor Jeffrey Gross, and seconded by Councillor Ned Leight, to award the bid for the sale of 24 W. Broad Street to Kyle K. Hoff and Charles M. Crown of Souderton, PA at the quoted purchase price of \$151,000.00 and to further authorize the Borough Solicitor to prepare a formal purchase agreement and prepare all necessary documents to complete settlement on the property. The motion was approved.

There being no further business, the meeting was adjourned at 7:44 pm.

Respectfully Submitted,

P. Michael Coll, Secretary

WORK SESSION MINUTES AND COMMITTEE REPORTS

Public Works Work Session – May 14, 2018 (7:00pm-9:17pm)

Council Attendees: John Reynolds, Brian Goshow, Jeffrey Gross, Richard Godshall, Daniel Yocum, Matt Mscichowski, Julie Munden, Richard Halbom and Edward Huber. Junior Councillor Michael Jones.

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

1. Sanitation Committee

- a. The Discharge Monitoring Report for the month of April, 2018 will be filed with no exception to permit limitations.
- b. Derstine Company completed the installation of the new mechanical bar screen and it is now fully operational. The contractor still has a few remaining punch list items to address concerning the flow channel revisions. Sal DeSimone reported that he is already noticing less debris within the treatment units.
- c. Borough Manager Michael Coll reviewed final preparations for the electronics recycling event schedule for Saturday, May 19, 2018 from 9am to 12 noon. The event will be held in the Municipal Building parking lot. J. P. Mascaro & Sons will be donating their services for the event. Borough personnel will assist with moving of pallets and directing residents to the drop off point.

2. Highway Committee

- a. Public Works Director Steven Coll provided a report on various public works projects. Crews are installing the Veteran Banners on various streets. There is a lot of interest in this program, which makes it difficult to display all banners along with the Concert Sundaes and Main Streets banners. Crews are doubling up the veteran banners over the sidewalks, which seems to be well received.
- b. Completion of swimming pool work and the installation of banners have caused a major delay in brush collection for the month. Brush is usually heavy at this time of the year with several brush stops consuming significant time to collect. Borough Council seemed to agree that the installation of the veteran Banners prior to Memorial Day should be the priority. Borough Council recommended that we send out a text notification that brush collection will be delayed until the end of the month. Some of the smaller piles will be picked up by the loader and dump truck and hauled to a composting facility to speed completion of collections.
- c. P. K. Moyer is scheduled to mill and overlay Montgomery Avenue in mid to late June.
- d. We brought on one summer help employee to assist with park mowing.
- e. Borough Manager Michael Coll noted that the Borough is required to provide training to Borough employees and a synopsis of the MS4 Program and provide public education and outreach. Borough Manager Michael Coll provided Borough Council with copies of the Illicit Discharge Detection and Elimination Plan dated March, 2016. The plan provides contact information to report illicit discharges and an illicit discharge tracking sheet. The Borough Manager also copied and read the following information:

SYNOPSIS OF THE MS4 PROGRAM

PUBLIC EDUCATION & OUTREACH /PUBLIC INVOLVEMENT & PARTICIPATION

In 1972, the 1948 Federal Water Pollution Control Act was reorganized and expanded and is now what is commonly known as the Clean Water Act (CWA). Under the CWA, the Environment Protection Agency (EPA) has implemented various pollution control programs. One part of the act is that it prohibits the discharge of pollutants into waterways without the appropriate permits. These permits are designed to reduce the pollutant levels in the stormwater discharge. Souderton Borough, like every urbanized Borough and Township in Pennsylvania, has various storm sewer facilities, such as storm sewer piping systems and detention basins which discharge storm water. These are considered to be a “Municipal Separate Storm Sewer System” and is regulated and permitted under the MS4 Program which, in Pennsylvania, is administered by the Pennsylvania Department of Environmental Protection (PA DEP). The MS4 Program consists of 6 minimum control measures (MCM). They include:

- Public education and outreach
- Public participation and involvement
- Illicit discharge detection and elimination
- Construction site stormwater runoff controls
- Post construction runoff controls
- Pollution prevention and good housekeeping for municipal facilities

More detailed information on each one of these 6 MCM’s are found on the Borough’s website.

Part of the Minimum Control Measure for “Public education and outreach” is to provide education to the public so that all residents are educated in ways that can help keep our waterways cleaner for future generations.

Souderton Borough residents can find detailed information about this program and other stormwater related materials on the Borough’s website at www.soudertonborough.org; click on “Stormwater” found under the “Community” tab. The website includes articles and information that outline various activities that individuals and homeowners can do to help control/prevent stormwater pollution as well as improve the quality and appearance of their yards. There are articles showing how and why it’s a great idea to include rain barrels, rain gardens and native plants in your landscaping plans. Additionally, there are also opportunities for the public, both individual and community groups, to get involved to help reduce stormwater pollution. Anyone interested in helping out with this worthy cause can contact the Souderton Borough Office at 215-723-4371 to discuss the possibilities.

Borough Council members discussed reporting practices under the provisions of the plan with the Public Works Director and Chief of Police. Borough Council further reviewed the record keeping procedures for illicit discharges.

3. Sidewalk Committee

- a. Borough Manager Michael Coll reported that PennDOT representatives will hold another field meeting concerning the County Line Road curb and sidewalk project on Thursday, May 17th following resident complaints about the transition to residential driveways. The Borough Engineer and Borough Manager will attend. The driveway apron was installed according to PennDOT permit requirements. PennDOT required a blacktop driveway apron with a slope of only 2%, which created a steep transition back to the existing paved parking

spaces for the residents.

4. Recreation Committee

- a. Public Works Director Steven Coll reported on the status of repairs at the Souderton Community Pool in advance of the scheduled opening day, Saturday, May 26th. Fellman Pool Service completed the joint repair in the competition pool. The competition pool was filled and the filter system was started today. Work continues in the leisure pool. The filter refurbishment is complete. Borough forces are installing the refurbished water features, which turned out very nice. Fellman Pool Service discovered that the tile failure in the zero entry section of the pool was due to a badly deteriorated mortar bed. Borough forces assisted with the demolition of the mortar bed to speed up the tile project. Rainy weather has slowed progress. We are hoping to fill the leisure pool by May 21st.
- b. Borough Manager Michael Coll reviewed the draft master plan for the Community Park. The draft plan was created by our Borough Engineer which includes storm drainage improvements, a parking lot adjacent to the scout cabin and pavilion, a new playground area, pathways and potential for additional expansion of playground equipment. Borough Council noted that the future expansion encroaches too close to the Band Shell and seating area for Concert Sundaes. A meeting will be scheduled to discuss the plan further with our engineers.
- c. Borough Manager Michael Coll noted that he scheduled the Bandshell for repainting in June. The stain has really soaked into the laminated wood beams and seems to be ready for an additional coat. Pete Meyers has been asked to repair the flag stone steps and capping along the band shell wall. He is also repointing areas of the wall.
- d. Public Works Director Steve Coll reported on an issue with the green modular play structure at the West Chestnut Street Playground. The crawl tube has been vandalized to a point where it needs to be replaced. The manufacturer no longer makes this replacement part and it is difficult to mount something else in its place. A solid tube can be purchased from an aftermarket supplier off the internet, but it will look like a solid plastic pipe. Philadelphia Toboggan Company can manufacture a replacement tube for this unit replicating the same design. They can do the work for the same price as an aftermarket supplier, but will require a waiver of liability from the Borough. Borough Council agreed to have Philadelphia Toboggan replicate a replacement crawl tube.

5. Property Committee

- a. The Souderton Business Improvement District approved funding to purchase and install a new digital sign at the Main Street parking lot entrance. Borough Council discussed a contribution of 25% towards the purchase price with the Borough assuming ownership and maintenance responsibilities. Borough Council requested the Borough Manager to proceed with the necessary variance application before the Souderton Zoning Hearing Board.
- b. Jeffrey and Thuy Nemec returned a signed copy of the Letter of Intent to open a nail salon business in the Wait Building. The lease will have an initial term of 5 years with a second 5 year option. The base rent will start at \$495.00 per month. Jeffrey Nemec inquired into a second five year extension; however, Borough Council preferred that any future extensions be at the option of Borough Council. The Borough manager noted that the Solicitor provided a draft lease agreement that will be forwarded to Jeffrey Nemec for his review and consideration.

6. Executive Session

- a. Borough Council adjourned to Executive Session at 8:33pm to discuss a

personnel matter raised by a police department grievance. Borough Council concluded the Executive Session at 9:17pm and promptly adjourned the work session.

Administrative Work Session- May 21, 2018 (7:00pm-9:35pm)

Council Attendees: John Reynolds, Brian Goshow, Ned Leight, Jeffrey Gross, Richard Godshall, Daniel Yocum, Julie Munden, Richard Halbom and Edward Huber. Junior Councillor Michael Jones.

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

Presentation

The work session began with a presentation from developer Clayton Heckler, who was accompanied by Max Heckler and John Heckler. Clayton Heckler circulated pictures of the interior commercial units in the Walden buildings. They have been speaking to a grocery store for the interior of the development, but discussions have been somewhat cold. Clayton Heckler noted that he had the Gibbs Planning group prepare some basic sketch plans for the site, which had a similar entrance proposal from East Broad Street as recommended by the Montgomery County Planning Commission. An HOA will monitor and maintain the interior units. Clayton Heckler offered flexibility with the Walden units to offer some with one car garage units or remote parking without a garage to maximize available retail space. The developer expressed agreement with the orientation suggested by the County Planning Commission but requested consideration in increased residential density. Clayton Heckler suggested that a total of 140 residential units are necessary to make the development work. He will eliminate 11 residential units from the Walden buildings and offered to build a Walden building on spec with the very next construction phase of the development. The total of 140 residential units includes the stacked townhomes in Phase 1, existing and proposed townhouses in Phase 2A and the subsequent phase and a total of 28 residential units within the Walden model buildings. Orientation of the development will generally follow the suggestion of the Montgomery County Planning Commission as shown on sketch plan 6 B. The developers concluded their presentation and left the work session to allow Borough Council time to discuss.

Borough Council discussed the presentation of developer Clayton Heckler. Borough Council appeared to favor the Montgomery County Planning Commission scenario 6 B, with concession on residential density as requested by the developer. The Walden buildings should be designed with flexibility to maximize retail availability. President Goshow will further discuss this matter with the developer.

1. Police Committee

- a. Police Chief Leary reviewed police activities over the past month. In response to resident complaints about truck traffic on West Broad Street, Police Chief Leary detailed police to stop all trucks travelling on West Broad Street to remind them of speed limits and to clean cattle trucks prior to their return trip. Councillor Richard Godshall complemented Chief Leary on this initiative, suggesting that this effort needs to continue to drive the point home to the various trucking companies. The effort should further be expanded to include Main Street as well as Broad Street.
- b. Chief Leary reviewed his narrative report of police activities for the month of April.
- c. Borough Council discussed parking concerns on N. School Lane. Parking on the east side of the street and the construction of the bulb out areas has significantly tightened the cartway of N. School Lane. Councillor Ed Huber

pointed out that the Berkeley Court Phase 2A plans show two travel lanes within this block of School Lane, suggesting that parking should be eliminated from the west side of the street. The Borough Manager was requested to pull the development plans for this stretch of School Lane for further discussion at the June 18th work session.

- d. Chief Leary reported that the department will utilize the Montgomery County Records Management System in place of our current software system. Montgomery County will fund the transition for a period of two years to offset any hardware updates for the departments.
- e. Borough Council discussed the one way traffic restriction that was implemented on S. School Lane. Chief Leary suggested that the matter be deferred until late September or October to provide time for the completion of construction at EMC Elementary and to re-evaluate the need for the restriction after all construction is complete. Chief Leary noted that the current restriction is only applicable during school days. The restriction will not be in effect through the summer.
- f. Borough Council members previously discussed a Souderton Police Department Grievance in Executive Session at the May 14th work session. Following a brief discussion, Borough Council confirmed their position to deny consideration of the police department grievance. The denial will be communicated to the police department representatives.

2. Code Enforcement Department

- a. Code Enforcement Officer Steven Toy discussed progress on the Souderton Train Station project.
- b. The Borough Manager reported that SEPTA provided guidelines for the installation of a fence along the platforms. Steven Toy received a quote from Bishop's Fencing & Outdoor Products to provide a three feet high fence installed along the train station and the wait building for \$22,660.00. Borough Council agreed to move forward with the fence installation, seeking other quotes to verify pricing. The Borough Manager noted that installation may have to be accomplished by Borough forces since the fence contractor is not safety certified to work in proximity of the rail line.

3. Administrative Committee

- a. Borough Manager Michael Coll reported that the codification of Borough Ordinances is complete. General Code provided information for Borough Council to take steps to formally adopt the code. A motion will be prepared to authorize the Borough Solicitor to prepare and advertise the necessary ordinance to formally adopt the new Code of the Borough of Souderton.
- b. Borough manager Michael Coll noted that he, along with Borough Councillors Richard Halbom and Julie Munden will be attending the annual conference of the Pennsylvania Association of Boroughs June 10 through June 13. The conference will require the cancellation of the June Public Works Work Session.

4. Development Committee

- a. Borough Council discussed a proposal from Joseph Chiaro to convert the property at 160-162 Main Street into a private parking lot, tearing down the former commercial property due to significant structural issues. Borough Council noted that a parking lot is to be an accessory use not a principle use of property in any zoning district. The proposal will not be acceptable for consideration.
- b. Borough Manager Michael Coll discussed an application of Ray Benner to re-install a free standing sign along his N. Second Street property that was

downed by a severe winter storm. The freestanding sign exceeds the height limitation in the new sign ordinance. Borough Council agreed to allow the sign to be re-installed as it was previously permitted since the sign was damaged by a storm and not an intentional act of the owner. There is a secondary sign that was attached that is not part of the original permit and that sign should be brought into compliance with the current sign ordinance.

5. Finance Committee

- a. Borough Manager Michael Coll noted that the Agreement of sale for 24 W. Broad Street has been executed and returned. Council President Brian Goshow has made good progress in negotiating the tax liens on the property. The Borough Manager felt that settlement will be scheduled as promptly as possible.