

Regular Borough Council Meeting

November 2, 2015

The Regular Meeting of Souderton Borough Council, held on Monday, November 2, 2015, was called to order by Borough Council President Brian 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 Kevin Souder |
| Vice-President Andrew C. Schlosser | Junior Councillor Avery Price |
| Councillor Ned D. Leight | Mayor John R. Reynolds |
| Councillor D. Jeffrey Gross | |
| Councillor Richard Godshall | Solicitor Robert G. Bricker |
| Councillor Daniel Houser | Borough Manager P. Michael Coll |
| Councillor Preston Miller | Police Chief James P. Leary |
| Councillor Richard Halbom | Public Works Director Seven Coll |

The Invocation was given by Councillor Kevin Souder, followed by the Pledge of Allegiance to the Flag.

Consideration was given to the minutes of the Monday, October 5, 2015 Regular Borough Council Meeting and October Work Sessions. A motion was made by Councillor Preston Miller, seconded by Councillor Daniel Houser, to approve the minutes of the October 5, 2015 Regular Borough Council Meeting and October 2015 Work Sessions as presented. The motion was approved.

Mayor John Reynolds noted that tomorrow, Tuesday, November 3rd is Election Day. Mayor Reynolds urged the Community to participate in this election.

Police Chief James Leary noted that the monthly statistical and narrative reports of police activities will be distributed at the November work sessions. The Souderton Police Department participated in several special events at the EMC Elementary School, West Broad Street Elementary School and Indian Crest Middle School. Chief Leary also expressed appreciation to the Souderton Fire Police for their assistance during the Halloween patrols.

The Borough Solicitor reported that they began working on the documents for the 2016 tax anticipation borrowing. The Solicitor assisted in preparing a response to the State Open Records Office for an appeal filed under the Open Records law. The Solicitor advertised the Business Improvement District ordinance for consideration and approval.

Public Works Director Steven Coll reported on public works department activities for the month of October. He noted that the crew is currently completing brush collection and then they will begin curb side leaf collection in the east section of the Borough.

Borough Manager Michael Coll reviewed the meeting schedule and agenda items scheduled for consideration. The first item is formal consideration of an ordinance establishing the Business Improvement District effective January 1, 2016. The Northern Montgomery County Recycling Commission has negotiated a new Agreement with the Barnside Farms Compost Facility and they are requesting each participating municipality to approve the agreement. There is no mandate to use the facility, but the option exists if needed. The Borough Manager summarized the proposed 2016 Budget. The proposed Budget and associated Real Estate Tax Ordinance will be advertised for formal consideration at the December 7, 2015 Borough Council meeting.

Consideration was given to paying the bills for the month of October, 2015.

GENERAL FUND

Advanced Disposal	\$455.68	PECO Energy	\$28.49
C&S Lawn and Landscape	9,345.00	PA One Call System	100.04
Clemens Uniform Rental	100.67	Plasterer Equipment Co., Inc.	69.24

Comcast Cable	\$261.21	Shelly Enterprises-USLBM, LLC	\$3.88
Cope's Garage, Inc.	1,556.87	Sitecats, Inc.	708.00
Delta Dental	1,233.44	Timothy S. Kelly	99.99
Donald D. Bergey	566.07	Todd Moyer Painting	770.00
Eagles Peak Spring Water, Inc.	24.00	Trout Brothers, Inc.	2,675.00
Freedom Systems Corp	1,995.00	Verizon	109.82
Jacob Schmidt & Son, Inc.	29.10	Verizon Wireless	237.96
Nationwide Trust Company	41,182.11	Souderton Firemens Relief Assoc	42,614.73
NetCarrier Telecom, Inc.	334.24	Postmaster, Lansdale	924.11
North Penn Water Authority	713.35	Total General Fund	\$106,138.00

SEWER FUND

Perkasie Regional Authority	\$750.00	Gouldy Welding & Fabrication	\$50.00
Advanced Disposal	325.07	H&K Materials	514.16
Bergey's Electric, Inc.	198.28	Hajoca Corporation	7,779.47
Bergey's, Inc.	486.55	Jesse Baro, Inc.	2,486.37
Blooming Glen Quarry	2,190.00	Maryland Biochemical Co., Inc.	3,025.06
Carquest	5.21	NetCarrier Telecom, Inc.	153.15
Cintas First Aid & Safety	47.10	North Penn Water Authority	111.05
Clemens Uniform Rental	102.19	PPL Electric Utilities	349.64
Comcast Cable	92.40	Shelly Enterprises-USLBM, LLC	85.21
Delta Dental	321.47	TRM-Telford Recycling Materials	830.00
Franc Environmental, Inc.	30,523.75	Univar USA, Inc.	2,116.00
Glasgow, Inc.	990.00		
Gordon Bennett Painting	7,036.33	Total Sewer Fund	\$60,568.46

POOL FUND

Airgas National Carbonation	\$53.00	PECO Energy	\$118.04
Davidheisers, Inc.	139.50	Suburban Water Testing Labs	91.00
Moyer Indoor/Outdoor	1,395.00	Comcast Cable	171.45
NetCarrier Telecom, Inc.	111.24		
North Penn Water Authority	1,876.10	Total Pool Fund	\$3,955.33

CAPITAL RESERVE FUND

Boucher & James, Inc.	\$5,522.34	Trout Brothers, Inc.	\$4,927.50
Phillips & Donovan Architects	1,662.50	Univest Capital	3,155.23
Redevelopment Authority Montg Co	454.00	Total Cap Reserve Fund	\$15,721.57

A motion was made by Councillor Richard Godshall, seconded by Councillor Richard Halbom, to authorize payment of the bills for the month of October, 2015, 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.

Karen Petterson, 18 N. Hunsberger Lane, commended Borough Council for advancing a balanced budget and holding the line on real estate taxes. She questioned, however, whether the budget plan is sustainable, urging Borough Council to pay closer attention to salary increases, longevity bonus payments, costs of benefits and employee contributions to those benefits.

Paul Alderfer, 279 W. Broad Street, currently takes his trash to the Waste Management transfer station in Hilltown Township, expressing concern and opposition to the mandate of Borough Council to use the curbside recycling and optional bag program.

There being no further comment, President Brian Goshow moved to the business portion of the meeting. The first item is consideration of the Ordinance establishing the Business Improvement District in the Borough of Souderton.

A motion was made by Councillor Jeffrey Gross, and seconded by Councillor Ned Leight, to enact Ordinance No. 15-719-02 establishing a Business Improvement District in the Borough of Souderton effective January 1, 2016. The motion was approved.

A motion was made by Councillor Richard Halbom, and seconded by Councillor

Preston Miller, to approve the Compost Agreement between Barnside Farm Compost Facility and the Northern Montgomery County Recycling Commission through December 31, 2018. The motion was approved.

President Brian Goshow expressed appreciation to members of Borough Council for their time, dedication and input on this proposed budget. Borough Manager Michael Coll noted that the draft budget and proposed tax ordinance will be available on the Borough's website.

A motion was made by Councillor Ned Leight, and seconded by Councillor Daniel Houser, to authorize the advertisement of the 2016 Budget Ordinance and the 2016 Real Estate Tax Ordinance for formal consideration at the December 7, 2015 Borough Council Meeting. The motion was approved.

There being no further business the meeting was adjourned at 7:53 pm.

Respectfully Submitted,

P. Michael Coll, Secretary

WORK SESSION MINUTES AND COMMITTEE REPORTS

Public Works Work Session – November 9, 2015 (7:00pm-8:40pm)

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

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

1. Sanitation Committee

- a. The Discharge Monitoring Report for the month of October, 2015 will be filed with no exceptions to permit limitations. The plant is producing a clean clear effluent.
- b. The Borough Public Works crew completed the sewer main replacement projects on East Chestnut Street and on Green Street. All trenches will be temporarily paved for the winter months. The developer for Berkeley Court will be paving Chestnut Street and the Borough will pave Green Street in 2016 after completion of the new curb and sidewalk and storm drainage improvements.
- c. Committee members discussed the status of the new municipal trash collection program. The Borough Solicitor has prepared and advertised an ordinance to revise certain sections of the Borough's solid waste ordinance to reflect the municipal collection service. Formal consideration of the Ordinance is scheduled for the December Borough Council meeting. Office staff is working on entering the data to finalize the service lists and prepare for the first trash service billing in December. Totes will be distributed early to mid-December. The service list will also provide contact information for service notifications. The service notifications will be in the form of a telephone call, email or text through a service contract with Towne Answering Service in Souderton. A meeting will be scheduled with Committee members to review some policy questions associated with the responses from the initial trash service questionnaire.

2. Highway Committee

- a. Brush collection was rather heavy for this month, slowing available crew time to collect leaves. Crews did not fully complete the first scheduled leaf collection on the east side which will put us about a week behind to get through the west side for the first collection. Once each side is collected once, the crews will start catching up on the schedule. Borough Council discussed the amount of maintenance and repair on the leaf machines. The Borough may want to consider replacing the older machine in 2017, particularly if there is any recycling grant funds received from the Recycling Commission. The schedule of weekly collections is posted to the web site.
- b. Crews did address some alley maintenance complaints as time permitted.
- c. P. K. Moyer is scheduled to mill and overlay Third Street beginning Wednesday, November 11, 2015. This work will be funded through the Capital Reserve Fund. Crews will also mill and pave the intersection at Central Avenue and School Lane.
- d. Crews replaced the old 35 mph speed limit signs along Washington Avenue with 25 mph signs. The Public Works crew repainted the crosswalk at Washington Avenue and Highland Avenue and the Borough ordered pedestrian yield signs to be placed along the curb at each end of the crosswalk.

3. Sidewalk Committee

- a. Ply-Mar Construction Company is working on the new curb and sidewalk construction along Green Street from Wile Avenue to West Street. The contractor is doing an excellent job in working with the property owners on required grade changes. Unfortunately a section of newly poured sidewalk was vandalized by some of the residents within the block. The contractor has removed the vandalized sections and will replace them, adding a few thousand dollars to the overall project costs. The Borough crew will be working with the contractor to finish some storm drainage work and complete temporary paving along the new curb for the winter months. The road will be fully milled and paved in 2016.

4. Recreation Committee

- a. Borough forces will need to complete the closing of the pool for the winter. Both pools are drained and covered. Some furnishings still need to be moved and stored and the water and gas services will be turned off for the winter.

5. Property Committee

- a. Borough Manager Michael Coll reported that an issue has surfaced with the site contractor on the Souderton Train Station project. The contractor excavated for the addition to the train station and ran into unsuitable ground. While waiting for the engineers to review the issues, the contractor decided to move across the tracks and remove the concrete platform along the wait building. This work was not coordinated with the freight operator. Steven Toy intervened and met with the freight operator and contractors to clarify the need to coordinate activities along the active rail. Despite these efforts, the freight operator has filed an objection with SEPTA and a telephone conference has been scheduled for Tuesday, November 10th to discuss these matters.
- b. Borough Manager Michael Coll distributed some concept plans to replace the wall along the Hillside Cemetery on Second Street. Generally all variations of the concept plans suggest the removal of the oak trees along Second Street and the removal of the existing granite block wall. The granite blocks will be salvaged to make new block piers with a decorative metal fence between them. The entrance way will be reconstructed in a similar fashion as the existing wall. All costs associated for the work will be paid from perpetual funds earmarked

for the cemetery.

6. Police Chief Report

- a. Police Chief Leary reported that all officers completed the mandatory training and firearms qualifications.
- b. There is a recurring problem on S. Front Street with school bus traffic to service the children at the Souderton Charter School. The problem is now further complicated with the start of the train station project. Borough Council has discussed this matter a few years ago and the Chief wanted to confirm the position of Borough Council with respect to the bus services for the Charter School. Borough Council members confirmed that there will be no pickups on Broad Street and no revision to the existing bus stop location on Front Street. Buses are to stage on S. Front Street, beginning at Montgomery Avenue and stacked down to Cherry Lane. The Charter School will call one bus down at a time to load children.

Administrative Work Session- November 16, 2015 (7:00pm-9:12pm)

Council Attendees: John Reynolds, Brian Goshow, Jeffrey Gross, Andrew Schlosser, Daniel Houser, Preston Miller, Richard Halbom and Kevin Souder. Councillor-Elect Daniel Yocum.

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

1. Police Committee

- a. Chief Leary reported on police activity for the month and provided Borough Council with the statistical report of police activity for the month of October, 2015.
- b. Chief Leary reported that all required background checks will be completed on the top police officer candidates with a recommendation that Borough Council consider the formal appointments of Gregory Meinhardt and Jeffrey Lukens at the December 7, 2015 Borough Council meeting.

2. Administrative Committee

- a. Councillor Preston Miller has tendered a letter of resignation from Borough Council and from the Souderton Industrial Development Authority effective December 31, 2015 to accept an employment offer in Ohio. A letter of interest and resume was submitted by Tracy W. Burke, 210 E. Broad Street, Souderton, PA to Borough Council President Brian Goshow. Mr. Burke was in the audience and was introduced to members of Borough Council. Consideration of an appointment to replace Preston Miller will be considered at the January 4, 2016 Borough Council Meeting.
- b. Borough Manager commented that the Borough has received twelve requests for information from Jonathan Riches, who is an inmate in a Federal Corrections Facility in Fort Dix, New Jersey. He has asked for birth dates and social security numbers of elected officials, travel expenses paid on behalf of Mayor Reynolds, birth date, salary and contractual information for Police Chief Leary and a breakdown of expenses to purchase toilet paper for the police department. Most information requested does not exist since the Borough does not maintain any personal information about elected officials, social security numbers are never open to the public, the Mayor is not paid and he has not asked for any travel expenses throughout his tenure. Other information was provided, with exception of a breakdown of toilet paper expenses. All responses to Mr. Riches were appealed by him to the State Office of Open Records, requiring time for the Borough Solicitor to prepare a response. Mr. Riches has

filed hundreds of information requests around the state and has filed numerous law suits. There is no known affiliation that he may have had with Souderton Borough. This is a blatant abuse of the provisions of the Right to Know law.

- c. Borough Manager Michael Coll reported on the result of the telephone conference with SEPTA and the freight operator on Tuesday, November 10, 2015. During the conference SEPTA issued a stop work order. The stop work order was issued over unspecified safety concerns by the freight operator and a need for SEPTA to re-evaluate the entire project, even though they issued a Right of Entry permit in April, 2015 with the only condition to coordinate the project with the freight operator. The freight operator was provided all plans for the project four months prior, participated in the pre-bid meeting for the site construction contract and has been invited to all job meetings. The freight operator commented during the telephone conversation that anything that they may have said previously is now “null and void.” SEPTA scheduled a field meeting on Tuesday, November 17, 2015 with Borough representatives and the Borough’s contractor to further review and discuss the project. Representative Robert Godshall is intervening on behalf of the Borough to resolve the issues and lift the stop work order.

3. Development Committee

- a. Borough Manager Michael Coll discussed the agenda items for the Souderton Planning Commission Meeting for Wednesday, November 18, 2015. The plan of subdivision originally proposing to construct a three unit townhome on a vacant parcel on S. Second Street, situated between Noble Street and Lincoln Avenue, has now been revised to reflect the construction of a twin dwelling. The Borough Engineer has prepared a revised review letter for discussion. The Planning Commission will also continue their review of a land development plan by the Souderton Area School District to renovate and construct additions to the E. M. Crouthamel Elementary School on School Lane. A lot line change is proposed by John Reynolds and his neighbor to convey and join the area within a vacated alley to the adjoining properties. Developer Tim Hendricks may be attending the Planning Commission meeting to further discuss concept plans for the remainder of the former high school property.

4. Finance Committee

- a. Borough Manager Michael Coll reviewed the draft 2016 Budget at a special work session on Monday, October 26, 2015 and presented the proposed 2016 Budget at the November 2, 2015 Borough Council meeting. The 2016 Budget and 2016 Real Estate Tax Ordinances were advertised for formal consideration at the December 7, 2015 Borough Council meeting. Borough resident Charla Wellner commented that she was disappointed that Borough Council did not spend time discussing the expenses of health insurance provided to the non-uniformed employees. The Borough provides health insurance through Blue Cross Keystone (POS). The plan has not been modified for either the police or non-uniformed employees from last year. The Borough did drop the former Blue Cross Personal Choice plans. The Borough Manager commented that our insurance broker has reviewed variations of the Keystone plan and compared the plan to Aetna, with a recommendation to renew the current plan. Councillor Kevin Souder suggested that Borough Council should review the health care plan for the non-uniformed employees prior to the next renewal. Borough Council president Brian Goshaw suggested that a special committee should be formed to conduct this review when the options are made available in the fall of 2016.
- b. Mayor John Reynolds requested an Executive Session to discuss personnel matters. Borough Council President adjourned the work session to executive

session at 8:34pm for the purpose of reviewing personnel matters. The work session convened to public session at 9:12pm at which time the session was promptly adjourned.