

Regular Borough Council Meeting**August 5, 2013**

The Regular Meeting of Souderton Borough Council, held on Monday, August 5, 2013, was called to order by Borough Council President Pro Tem D. Jeffrey Gross at 7:30 p.m. Members of Borough Council present at the regular meeting included the following:

President Pro Tem D. Jeffrey Gross	Junior Councillor Triston S. Loux
Councillor Ned D. Leight	
Councillor Richard L. Godshall	Solicitor Robert G. Bricker
Councillor Steven J. Toy	
Councillor Preston Miller	Borough Manager P. Michael Coll
Councillor Richard Halbom	Police Chief James P. Leary
Councillor Edward Huber	Public Works Director Steven R. Coll

The Invocation was given by Councillor Steven Toy, followed by the Pledge of Allegiance to the Flag.

Consideration was given to the minutes of the July 1, 2013 Regular Borough Council Meeting and July Work Sessions. A motion was made by Councillor Preston Miller, seconded by Councillor Richard Halbom, to approve the minutes of the July 1, 2013 Regular Borough Council Meeting and July 2013 Work Sessions as presented. The motion was approved.

Police Chief James Leary reviewed his monthly statistical and narrative summary reports to Borough Council. Chief Leary announced that the Souderton Police Department will be hosting a Community Night Out and Car Show in the Souderton Community Park on Tuesday, August 20, 2013. The event will include food items and various displays for the public.

The Borough Solicitor's report for the month of July, 2013 was distributed to Borough Council. The Borough Solicitor reviewed the loan commitment letter from Univest concerning the line of credit bridge financing for the train station project. They researched some matters and drafted a memorandum to the Borough Manager regarding the terms of the commitment letter. The Borough Solicitor had several conversations with the Borough manager regarding the Turnersville Estates Berkeley Court land development. The Solicitor also had several discussions regarding the lease with SEPTA for the train station properties.

Public Works Director presented his monthly report to Borough Council. There were no questions concerning the report.

Borough Manager Michael Coll reported on the brief agenda scheduled for consideration. A Resolution has been prepared to authorize participation in the Pennsylvania Local Government Investment Trust (PLGIT) Merchant Service Program. The Borough accepts credit card payments through the PLGIT Merchant Service Program, the primary reason for this action is that PLGIT has changed administrators from Global Pay to Elavon, Incorporated. The second and last item is authorization to re-bid the sludge disposal contract for formal consideration at the September 3rd meeting.

Consideration was given to paying the bills for the month of July, 2013.

GENERAL FUND

Celebration Fireworks, Inc	\$10,000.00	Nationwide Trust Company	\$188.77
Mastercraft Sound and Lighting	900.00	Nationwide Trust Company	994.27
Advanced Disposal	379.20	NetCarrier Telecom, Inc	308.65
Armour & Sons Electric, Inc	244.85	North American Benefits Company	879.06
AT&T	35.97	North Penn Water Authority	220.16
Bergey's, Inc	81.68	Partsmaster	173.07
Bow Wow Waste Products	136.00	PA One Call System	22.10
C & S Lawn & Landscape, Inc	2,000.00	Perkasie Regional Authority	500.00
Clemens Uniform Rental	146.92	Plasterer Equipment Co., Inc	74.84
Commonwealth Precast, Inc	971.00	Potty Queen	725.30

Dischell, Bartle, Yanoff & Dooley	16.50	PPL Electric Utilities	8,307.79
Freedom Systems Corp	2,385.00	Richter Drafting/Office Supply	75.42
G. A. Peak	140.00	Shelly Enterprises, Inc	118.82
Good Plumbing Heating A/C, Inc	517.14	Suburban Propane	635.81
Highway Materials, Inc	206.11	Syna Tek	52.00
Home Depot	244.87	Timothy S. Kelly	129.99
Independence Blue Cross	13,633.22	Trumbauers Lawn & Rec, Inc	55.28
Independence Construction Materials	706.47	Univest VISA	21.90
Indian Creek Foundation	535.00	Unum Insurance Company	799.19
Keystone Health Plan east	7,767.18	Verizon	52.72
Lawson Products, Inc	120.24	Verizon Wireless	40.01
Markey Paper & Packaging, Inc	233.43	Weldon Auto Parts	28.99
Metlife	2,370.48	Wise Electric	722.00
Mount Materials, LLC	82.72		
Moyer Indoor/Outdoor	2,421.11	Total General Fund	\$76,975.23

SEWER FUND

Advanced Disposal	\$291.56	North Penn Water Authority	\$109.73
Cintas First Aid & Safety	55.52	NYCO Corporation	140.84
Clemens Uniform Rental	128.04	Parkson	1,529.77
Environmental Resource Assoc	2,324.00	PPL Electric Utilities	17,905.46
Freedom Systems Corp	2,195.00	Precision Solutions, Inc	246.90
Good Plumbing Heating A/C, Inc	779.90	Shelly Enterprises, Inc	5.05
Graphic Controls Corporation	245.71	Siemens Industry, Inc	2,197.16
Hach Company	721.20	Suburban Water Testing Labs	1,394.00
Hajoca Corporation	407.45	Suburban Water Testing Labs	63.00
HISI	1,082.00	Synagro Central, LLC	8,209.98
Independence Blue Cross	1,627.76	Univar USA, Inc	4,054.54
Irvin G. Tyson & Son, Inc	9,375.00	Unum Insurance Company	267.57
Keystone Health Plan east	3,728.17	USA Blue Book	196.42
Metlife	23.07	Verizon	57.71
Moyer Indoor/Outdoor	336.45	West Generator Services	338.50
NetCarrier Telecom, Inc	134.54		
North American Benefits Company	323.89	Total Sewer Fund	\$60,495.89

POOL FUND

ET&T Distributors, Inc	\$14,612.50	Moyer Specialty Foods, LLC	\$511.61
First Class Entertainment	350.00	Nelsons Ice Cream, Inc	217.41
Adcock	85.93	NetCarrier Telecom, Inc	81.46
Advanced Disposal	573.91	North Penn Water Authority	2,129.89
Airgas National Carbonation	451.90	PECO Energy	548.37
American Red Cross	648.00	Pepsi Beverage Company	306.97
Derstine's	3,189.75	PPL Electric Utilities	2,654.72
Elifeguard, Inc	370.22	Rodney Shoemaker Plumbing, Inc	107.50
Hajoca Corporation	397.27	Shelly Enterprises, Inc	23.33
Home Depot	130.60	T & T/ Lanco, inc	4,444.49
Kathy Armitage	189.66	Univest VISA	382.81
Markey Paper & Packaging, Inc	163.32	Univest VISA	161.93
Mount Materials, LLC	90.37	Youngs	175.70
Moyer Indoor/Outdoor	512.27	Total Pool Fund	\$33,511.89

CAPITAL RESERVE FUND

Home Depot	\$59.84	N. P. Moyer Tree Service	\$2,190.00
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SEWER CAPITAL FUND

LIQUID FUELS FUND

Letterco	\$400.00	PPL Electric Utilities	\$390.22
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A motion was made by Councillor Preston Miller, seconded by Councillor Steven Toy, to authorize payment of the bills for the month of July, 2013, as presented. The motion was approved.

President Pro Tem Jeffrey Gross opened the floor to the audience who may wish to address Borough Council on any topic or matter of concern. There was no public comment. President Pro Tem Jeffrey Gross then moved to the business portion of the agenda.

A motion was made by Councillor Preston Miller, and seconded by Councillor Richard Halbom, to adopt Resolution 2013-08 authorizing participation in the Pennsylvania Local Government Investment Trust Merchant Service Program. The motion was approved.

A motion was made by Councillor Richard Halbom, and seconded by Councillor Preston Miller, to authorize the advertisement for bids for land application of dewatered Biosolids from the Souderton Waste Water Treatment plant for formal consideration at the September 3, 2013 Borough Council Meeting. The motion was approved.

President Pro Tem D. Jeffrey Gross wished Councillor Ned D. Leight a happy birthday. There being no further business, the meeting was adjourned at 7:40 pm.

Respectfully Submitted,

P. Michael Coll, Secretary

WORK SESSION MINUTES AND COMMITTEE REPORTS

Public Works Work Session – August 12, 2013 (7:00pm to 8:20pm)

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

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

Police Chief

Police Chief James P. Leary attended the work session for the purpose of distributing his monthly narrative and statistical reports. Chief Leary shared a few news articles that highlighted some recent police activity and arrests. Chief Leary is moving forward with scheduling testing for two new police hires through the Souderton Civil Service Commission. A time schedule will be forthcoming. The expectation is to appoint the two new officers at the January, 2014 Borough Council meeting.

1. Sanitation Committee

- a) The July, 2013 Discharge Monitoring Report will be filed with no exceptions to permit discharge limits. Plant personnel are planning to empty “A” side sludge digester for maintenance. The work will be to completely clean the tank, replace air lines and diffusers and possibly sandblast and paint the tank prior to filling. Wet weather and elevated flows has slowed progress on this project.
- b) Synagro has accepted a 60 day extension of the current contract to enable the Borough to review the contract documentation and specifications for the sludge disposal contract. The bidding documents were revised and advertised, with bids due by September 3, 2013. Bids will be opened at 2:00 pm on September 3rd, tabulated and a recommendation will be made at the September 3rd Borough Council meeting.

- c) Concern has been expressed that the current practice of hauling sludge through roll off dumpsters is not the most cost effective option. Our consulting engineer has made an initial evaluation and is recommending reconstructing the existing garage bay with an addition to accommodate access by a dump trailer. A conveyor system will need to be fabricated to load the trailer from the belt press and we might want to consider adding a material to help create a drier cake. The floor is over a basement area and may need to be reinforced to accommodate the dump trailer.
- d) DEP has requested a meeting on September 10, 2013 to review the status of the violation notices issued in 2012. The issues were previously reported to Borough Council and include a suspected collection system overflow that was not reported, electrical power failure following a storm event in July, replacement of a bar screen without proper notification, disposal of two loads of sludge exceeding the fecal coliform limitations and excessive discharge of solids caused by Leidy's Meats. The Borough answered all of the notices as required. It is believed that DEP will now seek monetary fines for the events. Special Legal Counsel Steven Miano, Borough Solicitor Robert Bricker, Engineer Fred Ciottoni and Chief Operator Sal DeSimone will represent the Borough during this administrative meeting.
- e) During the week of August 26, 2013, our Public Works crew will be installing the sewer main extension across County Line Road into Cherry Lane to connect the property at 1069 S. County Line Road (Hilltown Township) into the sanitary sewer system. The work will be limited only to the extent necessary to make this connection. The main will be capable of future extension, but only when Hilltown Township directs and secures financing for the extension of the sewer main.

2. Highway Committee

- a) Public Works Director Steven Coll reported that the recommended seal coat applications on West Summit Street, Franklin Avenue and Madison Avenue have been completed. The seal coat cost approximately \$2.85 per square yard compared to a traditional overlay that will cost 11.55 to \$12.00 per square yard. The seal coat included the finish fog seal application. Committee members expressed satisfaction with the application. Two residents on Franklin Avenue expressed dissatisfaction with the seal coat.
- b) A discussion was held concerning recommendations for paving and overlay projects. A recommendation was made to mill and overlay East Walnut Street from Main Street to the unnamed alley; Central Avenue from Main Street to the railroad crossing and N. Second Street from east Broad Street to Central Avenue. Crews are working on replacing the storm drain line along N. Second Street prior to paving. The project will be advertised for bids in September with a recommendation for award at the October Borough Council meeting.
- c) Street painting will begin in the coming weeks in preparation for the start of school.

3. Sidewalk Committee

- a) A recommendation was made to consider stronger notification and enforcement of curb and sidewalk replacement. Council president Brian Goshow noted that the Curb and Sidewalk ordinance describes conditions that warrant the replacement of sidewalk. Most of the recent sidewalk work has been accomplished through re-sales and conditions of the Use and Occupancy inspections. The Borough should look into expanding notifications.

4. Recreation Committee

- a) Borough Council members were pleased with the first annual "Appreciation Night" at the Souderton Pool for all employees, volunteers and family members serving the Borough

which was held on Sunday, August 11. It was noted that approximately 325 or more attended the event, which cost a total of \$2,000. In comparison to the former Appreciation Dinners, the event was attended by three times the amount of people at half the expense. Borough Council suggested that this should be scheduled as an annual event.

- b) Borough Manager Michael Coll noted that the Montgomery County Department of Housing and Community Development received a copy of the final specifications for the West Chestnut Street Playground Project. The project has been authorized for bidding and bid notices were published on July 19 and on July 26. A mandatory pre-bid meeting was held on August 5 and bids will be received and opened on August 26, 2013. A formal recommendation will be made at the September 3, 2013 Borough Council Meeting.

5. Property Committee

- a) Borough Manager Michael Coll noted some recent positive movement towards completion of the lease agreement with SEPTA for the train station properties. SEPTA is now considering applying the total cost of improvements against the annual lease expenses. We hope to have further discussion with SEPTA this month with final approval in October.

Administrative Work Session – August 19, 2013 (7:00pm-9:10pm)

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

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

Presentation- 2012 General Purpose Financial Statements

Greg Ede, CPA, with Styer Associates attended the work session to review the 2012 General Purpose Financial Statements with members of Borough Council. Greg Ede noted that the Borough continues to be in a weak cash position but there is sign of improvement with Borough Council's tighter budgeting and reduction in capital spending. Cash was down primarily due to expending earmarked cash from the prior year, but liabilities are also down with debt repayment. Greg Ede summarized the audit report noting that from a business perspective the Borough was close to a break-even point, indicating that the fiscal policies of Borough Council are working.

Zoning Hearing Board Candidate Interview

Borough Council interviewed William Collier of 329 N. Second Street, who expressed interest in serving as a member of the Souderton Zoning Hearing Board. Councillor Jeffrey Gross recommended his appointment.

Souderton Train Station Project

Peter Simone of Simone-Collins, along with Bill Collins, Dale Frens and James Hartling made a presentation to Borough Council concerning their proposal to provide consulting services for the Souderton Train Station project. They explained their experience with 12 station projects and have worked extensively with SEPTA and PennDOT on prior projects. They also provided some preliminary concept plans and approached for the project.

1. Police Committee

- a) Chief Leary distributed his narrative and statistical reports for the month of July at last week's work session. He further reported on the Community Night and Car Show hosted by the Souderton Police Department in the Community Park on Tuesday, August 20th.

The event will feature displays of emergency and police equipment, food and ice cream. The officers secured a number of new bicycles which will be raffled during the event.

2. Administrative Committee

- a) The Borough Manager reminded Borough Council that one vacancy remains on the Souderton Industrial Development Authority. The authority has not been active for some time. Councillor Preston Miller volunteered for the appointment.
- b) Committee members confirmed a recommendation to appoint Bill Collier, 329 N. Second Street to fill the vacancy of Jack Marden on the Zoning Hearing Board through December 31, 2013.

3. Development Committee

- a) Committee members reviewed the agenda for the Souderton Planning Commission Meeting scheduled for August 21, 2013. Borough Manager Michael Coll presented and described the status and plans for the Turnersville Estates, Berkeley Court land development; Hoff Properties subdivision and land development application for 541 Wile Avenue; Lacher Insurance land development; subdivision plan for properties at 109 Penn Avenue, 101 Penn Avenue and 59 Highland Avenue; and a subdivision and land development plan for 549 Colonial Avenue. Depending on the review and recommendations of the Planning Commission a few of the plans may appear on the September Borough Council agenda.

4. Finance Committee

- a) Borough Manager Michael Coll noted that he has met with Uninvest Bank representatives concerning the \$500,000 line of credit for the Souderton Train Station project to serve as interim financing against the state and federal grants. Bank representatives noted that this type of borrowing does not qualify as tax exempt and will be a taxable loan which reflects in the quoted rate. Uninvest will consider modifying certain loan conditions and issue a revised commitment letter for formal consideration.