

## Regular Meeting

October 5, 2009

The Regular Meeting of the Souderton Borough Council was called to order by President John U. Young at 7:30 p.m. Members of Borough Council present at the meeting included the following:

President John U. Young	Councillor J. Edward Hunsicker, Jr.
Councillor Andrew C. Schlosser	Mayor John R. Reynolds
Councillor Ned D. Leight	Junior Councillor Daniel Yocum
Councillor D. Jeffrey Gross	Solicitor Charlotte Hunsberger
Councillor Brian Goshow	Borough Manager P. Michael Coll
Councillor Katherine M. Grubb	Public Works Director Steven R. Coll
Councillor Jonathan Gardenier	Police Chief Charles A. Quinn, Sr.
Councillor Richard Halbom	

The Invocation was given by Councillor Brian Goshow, followed by the Pledge of Allegiance to the Flag.

Consideration was given to the minutes of the September 8, 2009, Regular Borough Council Meeting and the September Borough Council Work Sessions. Councillor Jonathan Gardenier noted for the record that he voted against the High school Overlay Zoning Ordinance because of several unanswered questions or concerns, such as the matter of requiring rear loaded driveways for the proposed townhomes on School Lane, which never made it to the final draft. A motion was then made by Councillor Ned D. Leight, and seconded by Councillor Richard Halbom, to approve the minutes of September 8, 2009 Borough Council Meeting and the September Work Sessions as presented. The motion was approved with Councillor Katherine Grubb abstaining due to her absence from the meeting.

There was no correspondence.

Councillor Brain Goshow stated that he received a telephone call concerning the posting of signs within the small triangle at Broad and Main Streets. The concern was whether it was appropriate to have such signs on Borough property. The Borough Manager noted that the triangle as well as the property around the railroad crossing is not owned by the Borough. The Borough Manager further noted that any signs posted on Borough owned property are removed.

President John Young noted that he received a request from the North Penn Visiting Nurses Association for funding in the Borough's 2010 Budget. President John Young further noted that he received an Audit Report from the State Auditor General concerning the Borough's Liquid Fuels Fund. The Audit report found all records to be in good order.

The Borough Solicitor's report for the month of September was distributed to Borough Council. This month they drafted the necessary documentation for the borrowing to purchase the property at 160 Cherry Lane in Franconia Township and advertised the required ordinance for consideration of Borough Council. They argued the Lawson matter before Montgomery County Court on September 10, 2009. The Court agreed with the position of the Borough that the appeal was filed too late and the case was dismissed. The officer has 30 days to appeal this decision. The Borough Solicitor met with the Borough Manager regarding the termination of the contract for the Main Street Plaza project.

Councillor Jonathan Gardenier made a recommendation to have the Borough Solicitor research and prepare an opinion regarding the continued tax exempt status of the former High School property. Councillor Gardenier referenced a letter that was written by Superintendent Amuso outlining maintenance responsibilities between the School District and the purchaser Metro Development Company for the high school property through 2010. He recommended that the Borough Solicitor provide a written opinion concerning a potential appeal on the continued tax exempt status of this property since it is no longer used as a school and private entities are performing maintenance of the property.

Public Works Director Steven Coll reported that Blooming Glen Contractors began work on the 2009 Road Reconstruction contract, completing Fourth Street and Summit Street. They are tentatively scheduled to return later this week to work on Lawn Avenue and East Reliance Road. Telford Borough and Souderton Borough are also scheduling the final paving of East Reliance Road between the railroad crossing and N Fourth Street. In conjunction with this project, Crews will repair a section of Central Avenue at Fourth Street. Councillor Gardenier requested consideration in paving a severely

deteriorated section of street in the 400 block of Noble Street, which was previously patched. Councillor Brian Goshow requested a comparison of unit cost between the in-place road construction contract and the time and material contracts.

In response to a question from President John Young, the Borough Manager noted that leaf collection will begin at the end of October. The schedule is posted on the Borough web site, with the west side scheduled for collections beginning the week of November 2<sup>nd</sup>.

Councillor Jeffrey Gross expressed a concern in regard to the letter of Superintendent Charles Amuso which included a plan to terminate water service to the high school building. Terminating the water service will eliminate fire suppression systems. Steven Coll, who also serves as the Souderton Borough Fire Marshall, noted that there is no sprinkler system in the old high school. Steve Coll also noted that the school intends to turn off the heating system; however, smoke alarms will not activate in cold temperatures under 40 degrees. Councillor Gardenier questioned if there is a fire, will the fire company put it out. Steven Coll noted that the fire company will aggressively fight a fire within the building, provided that the Fire Chief is comfortable with an interior attack based on actual conditions. Councillor Jeffrey Gross requested that the Borough obtain a certificate of insurance for the school property. Councillor Gross also mentioned that the current attempt to mow and control the weeds around the property is not acceptable.

President John Young requested a brief status report on the plaza project. Steve Coll reported that all concrete sidewalk has been poured and crews are working on finishing the stone facing. The sculpture will be installed on Monday, October 12<sup>th</sup>. Landscape material will be installed within the next week and the rear connection drive is open and is being used. The final wearing surface will be installed by the owner of 121 N Main Street in conjunction with the final paving of the rear parking area. The final paving will not be completed this year. Councillor Gross reported that the press has been informed of the sculpture delivery on October 12<sup>th</sup>. A formal dedication and ribbon cutting is planned in conjunction with the Holiday Parade on Saturday, December 5<sup>th</sup>.

Borough Manager Michael Coll reviewed the agenda items scheduled for consideration. The first agenda item will be formal consideration of an ordinance authorizing a \$1,000,000 general obligation loan for the purchase of the Scholl property at 160 Cherry Lane in Franconia Township. The property consists of ten acres located at the corner of Cherry Lane and the Souderton-Hatfield Pike. The Borough intends to utilize the existing maintenance garage on the property to store seasonal equipment and bulk material storage for at least the next five years. At some future date the Borough will plan and construct a new public works building on this site and sell the existing property on Second Street. The second item is formal consideration of the bids received for the Lawn Avenue Pavilion project. The low bid is from S & H Landscaping at \$70,589.90. Their bid is complete and the Borough Engineer has worked with this firm in the past on similar park projects. A Resolution has been prepared for consideration of Borough Council endorsing an application for funding assistance under the Montgomery County Economic Development Program for the Broad Theater project. The funding request is intended to supplement or replace funding under the State Anchor Building program which is in jeopardy of funding cuts. A Resolution has also been prepared to approve the five year Winter Traffic Services Agreement with PennDOT. The agreement will provide approximately \$4,800 annually for the Borough to salt and plow Broad and Main Streets in the Borough. Borough Manager Michael Coll also noted that the Council Chambers will again be used as the polling place for ward 3 on Election Day, November 3<sup>rd</sup>. Council Chambers will have to be set up on Monday for the election, requiring Borough Council to reschedule the monthly meeting to Monday, November 9<sup>th</sup>.

Councillor Andrew Schlosser questioned the provisions of the Winter Traffic Services Agreement with PennDOT. The Borough Manager explained that the annual payment is a fixed amount regardless of the amount of snowfall or salting events. PennDOT has considered supplemental payments for severe weather in past years. The only other option is to decline and have PennDOT perform the work, but their priorities may delay work within the Borough. Councillor Goshow noted that the Borough crew also hauls snow from the street, which PennDOT will not perform.

Councillor Richard Halbom reminded Borough Council that the Traffic Calming Committee will be meeting on Wednesday, October 7<sup>th</sup> at 7:00 pm in the Conference Room of the Souderton Municipal Building.

Consideration was given to paying the bills for the month of September, 2009

#### GENERAL FUND

Landis Block & Nyce Concrete	\$3.85	MetLife	\$217.63
MetLife	1,675.84	Michael C. Boraski, D.M.D.	300.00
Montgomery Newspaper	823.12	Moyer & Son, Inc.	2,226.78
Nextel Communications	240.70	Pennsylvania One Call System	54.60
Peter I. Psomiadis, D.M.D.	85.00	Potty Queen	293.00
PPL Electric Utilities	201.38	Shelly Enterprises, Inc.	65.88
Trumbauers Lawn & Rec, Inc	390.94	Weaver and Reckner Dental	79.00
Word Work, Inc.	2,208.75	Petty Cash Fund	170.51
Postmaster, Telford/Souderton	526.46	Chest-Mont Disposal, Inc.	709.50
Clemens Uniform Rental	97.72	Comcast Cable	42.95
Courtyard By Marriott	132.09	Indian Creek Foundation	470.00
Lawson Products, Inc.	160.38	MetLife	217.63
Moyer & Son, Inc.	560.77	PECO Energy	17.66
PSAB	230.00	Ven-Mar Sales, Inc.	404.93
Word Work, Inc.	510.00	AT&T	34.86
Christopher E. Werner, D.D.S.	147.00	David A. Freed	181.00
Dr. Larry J. Geller	825.00	Farm & Home Oil Co.	612.66
Freedom Systems Corporation	668.87	Good, Inc.	231.08
HISI	4,089.00	Independence Blue Cross	14,145.21
Joseph A. Mirtaj	417.20	Keystone Health Plan East	5,777.22
Markey Paper & Packaging, Inc.	197.02	MetLife	1,675.84
Moyer & Son, Inc.	2,289.68	Peter I. Psomiadis, D.M.D.	170.00
PPL Electric Utilities	10,276.20	Richter Drafting/Office Supply	90.12
Shelly Enterprises, Inc.	136.48	Souderton Firemen's Relief	42,234.83
Towamencin Township	573.00	Univar USA Inc.	292.55
Univest Visa	29.98	Unum Insurance Company	827.34
Verizon	200.46	Weaver and Reckner Dental	148.00
Boro of Souderton Capital Reserve	48,750.00	Trout Brothers, Inc.	4,133.29
AT&T	82.28	Boro of Souderton Recreation	850.00
Cope's Garage, Inc.	2,950.75	Daniel L. Beardsley LTD	121.00
Davidheiser's, Inc.	71.00	Detlan Equipment, Inc.	153.98
Frederick's Flowers	1,218.00	Joseph A Mirtaj	285.00
Lansdale Police Department	150.00	Letterco	350.00
MetLife	217.63	MetLife	1,675.84
NetCarrier Telecom, Inc.	308.36	Network Concepts	248.74
North American Benefits, Co.	945.13	QC Inc.	396.50
Quartermaster	119.06	Richter Drafting/Office Supply	133.81
Souderton-Telford Main Streets	1,250.00	Telford Press Printers	91.20
Trumbauers Lawn & Rec, Inc.	3,388.00	Verizon Wireless	86.02
Warehouse Battery Outlet	95.00		
		Total General Fund	\$167,458.26

### SEWER FUND

Cintas First Aid & Safety	\$22.75	Clemens Uniform Rental	160.48
Hach Company	107.89	MetLife	82.21
Moyer & Son, Inc.	180.42	PA Dept of Labor & Industry	243.00
PPL Electric Utilities	14,985.28	Rodney Shoemaker Plumbing	120.00
Siemens Water Technologies	2,197.67	Waste Mgmt of Indian Valley	6,691.27
Young's	19.20	EPWPCOA, Inc.	220.00
Univar USA Inc.	3,079.31	Altek Business Systems, Inc.	62.25
Ches-Mont Disposal, Inc.	90.75	Clayton H. Landis Company, Inc.	319.48
Comcast Cable	42.95	Environmental Machines/Service	2,350.00
MetLife	82.21	PPL Electric Utilities	495.79
Suburban Water Testing Labs	644.00	Univar USA Inc.	3,920.62
Environmental Machine/Services	81.00	Environmental Resource Associates	187.50
Fisher Scientific	191.99	Good, Inc.	35.36
HISI	1,082.00	Moyer & Son, Inc.	307.11
Pollu-Tech, Inc.	3,269.00	Postmaster, Telford/Souderton	176.00
Shelly Enterprises, Inc.	6.38	Siemens Water Technologies	2,241.00
Siemens Water Technologies	170.00	Suburban Water Testing Labs	205.00

USA Blue Book	2,155.50	Ven-Mar Sales, Inc.	778.89
Verizon	56.57	Waste Management of Indian Valley	5,538.92
Keystone Health Plan East	2,235.00	Unum Insurance Company	246.75
Independence Blue Cross	3,838.17	Independence Blue Cross	113.10
Independence Blue Cross	207.65	Borough of Souderton General Fund	48,750.00
NetCarrier Telecom, Inc.	285.65	Bearings & Drives Unlimited	1,826.69
Empire Scale Corporation	153.00	John T. Fretz Insurance Agency	7,351.00
K & A SRVS, INC.	1,675.00	MetLife	82.21
North American Benefits Company	307.60	Suncoast Research Labs, Inc.	1,498.00
Waste Management of Indian Valley	3,972.57		
		Total Sewer Fund	\$125,142.14

#### CAPITAL RESERVE FUND

ECYNBRO Trucking	\$220.00	Landis Block & Concrete	\$158.00
Univest National Bank	5,611.21	Univest National Bank	1,773.23
Aqua Bella Designs	1,789.00	Boucher and James, Inc.	17,033.53
DePallo Design & Planning, LLC	6,705.00	THINKGREEN Design, LLC	15,590.80
Trout Brothers, Inc.	9,971.91	Wade Associates	3,214.80
Jaeger Electric Service	881.15	Landscape Designs, Inc.	24,783.20
		Total Capital Reserve Fund	\$87,731.83

#### LIQUID FUELS FUND

Armour & Sons Electric, Inc.	\$1,252.00	PPL Electric Utilities	\$302.33
Sealmaster	1,784.80	The Sherwin Williams Co.	34.59
Established Traffic Co	420.00	Letterco	540.72
PPL Electric Utilities	307.36	Shelly Enterprises, Inc.	52.11
U.S. Municipal Supply, Inc.	131.29		
		Total Liquid Fuels Fund	\$4,825.20

#### SANITARY SEWER CAPITAL FUND

Commonwealth Precast, Inc.	\$300.00	Hajoca Corporation	\$4,121.65
Naceville Materials	2,287.95	Norris Sales Company Inc.	1,578.50
S C Engineers, Inc.	767.85		
		Total Sanitary Sewer Capital Fund	\$9,055.95

#### LAND DEVELOPMENT ESCROW

Trout Brothers, Inc.	\$4,518.88
Boucher and James, Inc.	<u>1,446.25</u>
	\$5,965.13

#### LIBRARY TAX FUND

Indian Valley Public Library	\$11,427.75
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A motion was made by Councillor Richard Halbom, and seconded by Councillor Brian Goshow to pay the bills for the month of September, 2009, as presented. The motion was approved.

President John U. Young opened the floor for public comment. There was no public comment.

The first item of business was consideration of the advertised ordinance approving the \$1,000,000 general obligation loan to finance the purchase of the property at 160 Cherry Lane in Franconia Township. A motion was made by Councillor Jonathan Gardenier, and seconded by Councillor Jeffrey Gross, to enact Ordinance No. 09-687-06 authorizing the incurrence of non – electoral debt in the amount of \$1,000,000 through Univest National Bank and Trust Company for the purpose of acquiring property at 160 Cherry Lane in Franconia Township and authorizing the preparation, certification and filing of required documentation. The motion was approved by a vote of 8 yeas and 1 nay, with Councillor Katherine Grubb dissenting.

A motion was made by Councillor Richard Halbom, and seconded by Councillor Jonathan Gardenier, to award the contract for the Lawn Avenue Pavilion project to S & H Landscaping at a contract price of \$70,589.92. Motion was approved.

A motion was made by Councillor Jeffrey Gross, and seconded by Councillor Andrew Schlosser, to adopt Resolution 2009-16 approving submission of a grant application under the Montgomery County Economic Development Program supporting the Broad Theater Development Project. Motion was approved.

A motion was made by Councillor J. Edward Hunsicker, Jr., and seconded by Councillor Richard Halbom, to adopt Resolution 2009-17 approving the execution of five (5) year Winter Traffic Services Agreement with the Commonwealth of Pennsylvania. Motion was approved.

Borough Manager P. Michael Coll announced that Council Chambers will not be available for the Regular Borough Council Meeting on Monday, November 2<sup>nd</sup>, as the room will already be set up for the voting polls on Tuesday, November 3, 2009, and requested to have the meeting moved to the second Monday, November 9, 2009.

A motion was made by Councillor Katherine Grubb, and seconded by Councillor Andrew Schlosser, authorizing an advertisement to reschedule the November meeting of Borough Council to the second Monday, November 9, 2009. The motion was approved.

Councillor Jonathan Gardenier requested consideration in forming a Shade Tree Commission and providing some funding to consider planting small shade trees on the Cherry Lane property for future use in the Borough's streetscape projects. This will enable the Borough to plant more mature trees but at a reduced upfront cost.

There being no further business, the meeting was adjourned at 8:21 pm.

Respectfully submitted,

P. Michael Coll, Secretary

## **WORK SESSION MINUTES AND COMMITTEE REPORTS**

### ***Public Works Work Session – October 12, 2009 (7:00pm-8:55pm)***

Council Attendees: John Reynolds, John Young, Jeffrey Gross, Brian Goshow, Katherine Grubb, Jonathan Gardenier, Richard Halbom and Edward Hunsicker. Junior Councillor Daniel Yocum.  
Staff Attendees: Public Works Director Steven Coll, Borough Manager Michael Coll.

#### **1. Sanitation Committee**

- a) The September, 2009 Discharge Monitoring Report will be filed with no exceptions to permit limitations. The plant continues to produce clean, quality effluent. A total of 2.0" of rainfall was recorded at the plant during the month.
- b) Chief Operator Sal DeSimone reported that the coal tar epoxy coating of treatment side "B" is in progress. The contractor is sandblasting and painting manageable sections at a time. Rainfall is hampering this effort. Plant personnel will replace four 2 ½" air lines and at least 80 to 100 air diffusers before the unit is placed back in full operation in November. Clayton Landis will assist with fabrication and welding.
- c) Chief Operator Sal DeSimone is scheduling Seifert Excavating, under the current equipment rental contract, to excavate and repair a utility water valve located on the side of the mechanical building. He is also planning to have Seifert Excavating install a stone drive area around both treatment tanks for improved access of the utility truck and other service equipment. The existing lawn area gets severely damaged during the tank cleaning and painting work.
- d) Priorities for the 2010 Sewer Capital Budget include repairs and rehabilitation of the head works to replace the obsolete bar screen. This work is necessary to enhance removal of debris from the sludge for possible land application and aid in overall treatment quality especially if membrane filters are mandated in the future. Some funding will be allocated towards our

ongoing sewer main replacement program. The next projects for consideration include N Fourth Street, between Chestnut Street and Central Avenue, and the extension of new sewer main behind the homes in the 500 block of East Broad Street. Another area of concern is S. Front Street and Montgomery Avenue. Committee members concurred with the suggestion to install as much of the sewer main from Fifth Street into the open alley behind the homes in the 500 block of East Broad Street. Notices should be sent out as soon as possible to the owners of the townhomes explaining the necessity to access the sewer main and the requirement to clear the right of way of accessory structures.

- e) Committee members were informed that the new waste water treatment plant in Franconia Township is not on line, primarily because the minimum consistent flow rates to operate the plant have not been achieved. The new Souderton High School will eventually be serviced by this facility. Franconia Sewer Authority has worked out an arrangement to pump and haul the sewer from the High School to the Souderton Waste Water Treatment plant until minimum flow rates can be guaranteed. The High School alone will not generate enough consistent flow to operate the plant. During the month of September, Souderton received 187,000 gallons of sewer from the High School.

## **2. Highway Committee**

- a) Steve Coll reported on projects completed by the public works crew during the past month. Brush collection continues to run strong and mowing of the parks continues to be strong given the amount of rainfall and warm temperatures. Crews completed work on the leaf machines, which will begin collecting at the end of the month. Work continues in conjunction with Carl Stuart on the Main Street Plaza project. The sculpture and mill stones were installed and the landscaping material will be installed next week. A majority of the plaza project will be completed by the end of the month.
- b) Reliance Road is scheduled to be paved in conjunction with Telford Borough on Tuesday, October 13<sup>th</sup>. Blooming Glen will also be paving the first block of Reliance Road on Tuesday, October 13<sup>th</sup> to complete their contract. Most of the storm drain work is complete on N Fifth Street and the installation of the base course may be scheduled later in the year, depending on the contractor schedules and weather conditions.
- c) Committee members reviewed drafts of the Capital Reserve Budget and the Liquid Fuels Budgets for 2010. Grant funds are anticipated for the construction of the Main Street Streetscape project between Chestnut Street and Broad Street. The Borough also received notice that the requested Community Development Block Grant of \$160,000 was approved for the Broad Street culvert project. The budget drafts include funding for paving and also for oil and chip surface treatments. The priority streets will be determined by the inventory listing and anticipated funding levels. Liquid Fuels revenues have been declining over the past year and fewer funds are anticipated in 2010 for road construction activities. A discussion was held concerning the condition of the backhoe and a desire to consider funding to replace this piece of equipment. The budget draft however suggests that such a purchase cannot occur in 2010. Some committee members suggested placing a limited level of funding in the equipment purchase line item to begin building up the fund or possibly consider a municipal leasing option.

## **3. Sidewalk Committee**

- a) Committee members discussed policy alternatives with respect to the replacement of curb and sidewalk along Main Street that is located in distant future phases of the streetscape project. There are a few property owners requesting direction to replace severely deteriorated sidewalk, which the Borough has delayed in addressing pending completion of the master streetscape plan. The Borough Engineer surveyed some of the subject properties with a tentative layout of sidewalk and granite block pavers. The survey revealed that the sidewalk width along Main Street is not the same on both sides of the street. The Engineer has suggested moving the center line of the road to obtain equal sidewalk widths on both sides of the street, staying within the existing right of way. The master streetscape plan suggests that granite curb be extended along Main Street; however, the radius sections of granite curb are prepared and manufactured according to engineered drawings. For this reason it is preferable to install the new granite curb as a single construction project and not in random sections. The curb will also be impacted by utility work, delineated parking stalls and bulb out areas. The immediate concern is to

develop a policy to provide appropriate direction to property owners to replace severely deteriorated sidewalk now, limiting exposure to work that may be torn out at a later date. Further discussion will be held with the Borough Engineer.

Committee members also noted that property owners along Main Street should be required to reimburse the material costs associated with the granite block pavers and granite curb. This policy is necessary to balance the exposure of sidewalk construction in a fairly uniform manner between property owners on the core business district and others in residential districts.

- b) Souderton Borough opted not to spray for weeds this year in response to growing community health and environmental concerns. Borough Council members expressed disappointment in the lack of property owner assistance in controlling weeds along the curbs and sidewalks in front of their properties, which resulted in additional devotion of Borough crew time in cleaning up the core downtown and other nuisance places. Souderton Borough is a State licensed applicator, but we do not have the right of way endorsement. This winter, the Borough will send employees to train and obtain right of way licensing in order to resume spaying next season. Telford Borough maintains this licensing and has established a good program for weed control.

Committee members also suggested that more effort should be made in enforcing the property maintenance code with respect to controlling grass and weeds on property. There should also be more emphasis on lining up volunteers to assist in maintaining the various public planting beds throughout the Borough.

#### **4. Recreation Committee**

- a) Considerable discussion was held on the status of the swimming pool renovation project. Funding has been included in the Capital Reserve Fund anticipating completion of design and the beginning of construction activities in 2010. The current conceptual plan was revised to include a new bathhouse and adjoining concession stand and community room fronting on Wile Avenue. A new filter and mechanical building will front on Reliance Road. The 2010 budget estimates a borrowing of \$3,000,000 and construction costs of \$2,700,000 for the pool renovation as estimated by Wade Associates. Additional construction costs will relate to the pool parking lot, site work, landscaping, utilities and accessory pool furniture.

Committee members received a proposal from Wade Associates for professional services to design the facility, prepare bid specifications and provide limited construction management services. Councillor Jonathan Gardenier commented that Borough Council should consider two motions at the November Borough Council meeting. The first issue that Borough Council should decide by formal motion is endorsement or approval of the conceptual plan for the project. The second issue should be a formal motion approving the professional agreement with Wade Associates to move forward with the development of plans and bidding specifications. Committee members also discussed the possible need to hire a construction management team for this project. This service will be determined in conjunction with bids for construction.

- b) Councillor Jonathan Gardenier expressed that the 2010 Budget should contain some initial funding to begin to create a formal Shade Tree Commission to assist with the planning, development and maintenance of the Borough's ongoing streetscape program and possibly to develop other community programs, similar to the former Shade Tree Committee that operated in the 1980's.

#### **5. Property Committee**

- a) Committee members discussed the proposed transfer of the Scout Cabin from the Souderton Lions Club to the Borough.

#### ***Administrative Work Session – October 19, 2009 (7:00 pm-10:00 pm)***

Council Attendees: Mayor John Reynolds, John Young, Jeffrey Gross, Brian Goshow, Andrew Schlosser, Jonathan Gardenier and Richard Halbom. Junior Councillor Daniel Yocum.  
Staff Attendees: Police Chief Charles Quinn, Borough Manager Michael Coll.

## **EXECUTIVE SESSION**

President John Young called an Executive Session at the beginning of the work session from 7:00 pm to 7:40 pm to review a personnel matter that recently came to the attention of Police Chief Charles Quinn.

### **1. Police Committee**

- a) Councillor Richard Halbom reported that the Traffic Calming Committee met for the first time on Wednesday, October 7<sup>th</sup>. Officer Thomas Lawson is working on targeted data collection with the speed trailer. Councillor Halbom is working on a draft of the questionnaire that should be distributed to the immediate areas of concern for input. The questionnaire will be circulated to Borough Council for review and comment prior to distribution. The next meeting of the Traffic Calming Committee is Wednesday, November 4<sup>th</sup>.

Councillor Halbom noted that he requested a delay in posting the 3 way stop intersection at Montgomery Avenue and S Front Street, which was previously approved by Borough Council for a 90 day trial period. There is no further reason to delay the posting, if Borough Council continues to believe the restriction is warranted. The general consensus was to proceed with the posting of the 3 way stop intersection at Montgomery Avenue and S Front Street. Committee members also discussed the prior motion to install stop signs at S Front Street and Noble Street, preferring to rescind this action.

- b) Residents in the first block of West Chestnut Street have raised concern with cars parking along Bank Street. The narrow cartway width, especially between the municipal parking lot and first intersecting alley, makes it very difficult to access garages. Chief Quinn recommended that Borough Council consider posting a No Parking restriction along this portion of Bank Street. Committee members also suggested reviewing the prior land development plan concerning the recent multifamily dwelling that was constructed to determine the actual right of way and associated conflicts with adjoining properties. Isolated conflicts or infringements within the right of way should be relayed to the property owners to correct and ultimately regain use of the dedicated right of way.
- c) Chief Quinn received authorization to again schedule the annual Fire Police Appreciation Banquet at the Reliance Hotel. He further reported that he has requested additional information from Main Streets concerning the Holiday Parade. Jeffrey Gross volunteered to follow up. Chief Quinn also reported on a conflict over the use of the posted handicapped parking space across from 64 Hillside Avenue, which has been legally occupied by another resident with a handicapped parking placard.

### **2. Administrative Committee**

- a) Borough Council will be asked to consider the following appointments at the November Borough Council Meeting: Marvin Anders, North Penn Water Authority Board Representative; Richard Godshall, Zoning Hearing Board and George King, Vacancy Board Chairman.

### **3. Development Committee**

- a) A draft of the revised C-2 Limited Commercial Zoning District was previously distributed to Borough Council members. The Souderton Planning Commission has been working with MCPC community planner, Hannah Mazzaccaro on this project. The C-2 District has been revised to allow for smaller boutique stores, café's and mixed use developments. Design standards have been incorporated to maintain the historical character of the neighborhoods and to better blend new developments with existing properties and uses. The Souderton Planning Commission will focus on completing this revised Zoning Ordinance for formal consideration of Borough Council.
- b) Edward and Lee Pierce own 79-81 W. Broad Street, which is an existing twin dwelling situated on a single deeded parcel. The owners appeared before the Zoning Hearing Board and received certain dimensional variances to formally subdivide the property. The proposed minor subdivision plan was prepared and approved by both the Souderton and Montgomery County Planning Commissions. The plan will be presented to Borough Council on November 9<sup>th</sup> for



formal approval.

- c) The Souderton-Telford Revitalization Task Force met on Tuesday, October 13<sup>th</sup> to discuss the project scope and outline. Souderton representatives met again on Wednesday, October 21<sup>st</sup> to begin focus on specific Souderton priorities.
- d) Borough Solicitor Robert Bricker prepared a memorandum in answer to the question raised by Borough Council at the October Borough Council meeting concerning to the continued tax exempt status of the high school property. Council members continued to express dissatisfaction over maintenance of the former High School Building. The Borough Manager was instructed to contact Dr. Charles Amuso to set up a meeting to discuss these continuing concerns.

#### **4. Finance Committee**

- a) Souderton Borough, with assistance from Trollinger Consulting Group prepared all necessary documentation for the PMRS Board of Directors to formally act on our request to withdraw from the system at their recent meeting on September 17<sup>th</sup>. We are now working through the transition of pension assets and administration of the plan by the end of this month. A Pension Committee must be formed to begin planning for the enhanced benefits and the development of the revised minimum municipal obligation worksheets. The Committee will have representation from Borough Council and employee representatives from the Police Department, highway and waste water treatment plant.
- b) Considerable time was spent reviewing the draft of the 2010 Budget. The 2010 Budget will be finalized and formally presented to Borough Council at the November 9<sup>th</sup> Borough Council Meeting. Motions will be prepared to authorize the advertisement of the proposed 2010 Budget Ordinance and 2010 Real estate Tax Ordinance for formal consideration at the December 7<sup>th</sup> Borough Council Meeting.