

Regular Meeting

April 6, 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.
Vice President Andrew Schlosser	Mayor John R. Reynolds
Councillor Ned D. Leight	Junior Councillor Daniel Yocum
Councillor D. Jeffrey Gross	Solicitor Robert G. Bricker
Councillor Brian Goshow	Borough Manager P. Michael Coll
Councillor Katherine Grubb	Public Works Director Steven R. Coll
Councillor Jonathan Gardenier	Chief Charles A. Quinn, Sr.
Councillor Richard Halbom	

The Invocation was given by Councillor Ned D. Leight, followed by the Pledge of Allegiance to the Flag.

Consideration was given to the minutes of the March 2, 2009, regular Borough Council Meeting and the March Work Sessions. A motion was made by Councillor Katherine Grubb, and seconded by Councillor Jonathan Gardenier, to approve the minutes of March 2, 2009 Borough Council Meeting and the March Work Sessions. The motion was approved.

Under correspondence, Borough Manager Michael Coll circulated a copy of a letter received from Maryann Eberly, 305 W. Broad Street, requesting consideration to post a handicapped parking space in the rear shared parking area for the townhouse development. The Borough Manager noted that the parking area is private property and the Borough may not have jurisdiction to consider this request.

Councillor Jonathan Gardenier questioned whether the Souderton Police Department are still issuing warning notices for vehicles parked against the flow of traffic and whether any citations have been issued to date. Police Chief Charles Quinn noted that his understanding was to continue to issue warning notices until further direction is received from the Police Committee.

The Borough Solicitor's Report for the month of March was distributed to members of Borough Council. The Solicitor reviewed, revised, and advertised the new Curb and Sidewalk Ordinance for adoption. They researched and drafted a memorandum on annexation of property by a borough in an adjacent township. They filed three Orders to Satisfy Sewer Liens which were paid.

Public Works Director Steven Coll noted that the annual spring street sweeping program has started and will continue throughout the Borough for the next three to four weeks. Crews are currently completing the monthly curbside collection of brush, which is typically heavy this time of year and will then change over equipment for the annual spring curbside leaf collection program which will run for the next two weeks. Councillor Katherine Grubb questioned the status of the storm drainage project along the Charles Smith property at 429 E. Chestnut Street. Steven Coll responded that this project has been included in the 2009 Budget and will be constructed during the summer months when conditions are drier and the front yard is accessible by heavy equipment.

Borough Manager Michael Coll briefly reviewed the scheduled agenda items for consideration. Committee members reviewed background information from the three lowest bidders for the Roof Replacement Project at the Waste Water Treatment Plant, recommending an award to the lowest bidder, Cronin North America, LLC of Huntingdon Valley with a base bid of \$27,750.00. The new Curb and Sidewalk Ordinance has been advertised for consideration this evening. Two Resolutions have been prepared for formal consideration, authorizing the submission of a Community Development Block Grant application and a DCNR Community Partnerships Grant application. The Community Development Block Grant application proposes funding assistance to rehabilitate the west Broad Street storm water culvert by installing a concrete flow within the existing galvanized arch pipe. The Borough Engineer has estimated a project cost of \$160,000. This alternative is viewed as the most cost effective approach to eliminating any future pipe failures caused by water running under the deteriorated floor of the pipe. The DCNR grant application proposes \$250,000 in funding assistance to rehabilitate the upper or main swimming pool according to the recommendations in the Feasibility Study Report as completed by Wade Associates. The total project cost to rehabilitate this main pool is \$1,300,000, with the balance funded through potential contributions and a general obligation loan. Recommended rehabilitation work on the competitive pool has been estimated at over \$700,000. The last item for consideration is the extension of the No Parking restriction along West Broad Street at the intersection of West Street. The temporary restriction is intended to improve visibility at this

intersection and from the driveway at 209 West Broad Street.

Councillor Jonathan Gardenier questioned the status of scheduling a meeting with Telford Borough and Franconia Township to discuss the pool project. Borough Manager Michael Coll replied that a meeting with the neighboring municipalities has not been confirmed. He expects to have membership statistics fully tabulated for the April work session. The Borough Manager also confirmed that pool memberships will go on sale the week of April 20th and the membership rates have been increased an average of \$25.00 over last year.

Mayor John Reynolds questioned whether success of the DCNR grant application for the Souderton Community Pool Rehabilitation project would mandate the Borough to move forward with the project. Borough Manager Michael Coll replied that the Borough will have the option to decline the award should financing or other factors dictate that the project be dropped from consideration.

Councillor Brian Goshow questioned whether the State will contribute any funding towards the West Broad Street storm culvert project. Borough Manager Michael Coll replied that even though West Broad Street is a State owned and maintained street, their policy is not to accept any financial responsibility for storm water facilities along state road in Boroughs. This is a long standing and rather controversial policy that the Sate Association of Boroughs has been attempting to address. Based on this policy, the State refused to offer any assistance in repairing the pipe failure in 2004. Councillor Goshow expressed concern with the proposed plan and the ability to divert water for long enough periods for the concrete floor to cure. The Borough Manager commented that the project will require by-pass pumping, which was successfully arranged during the repair project. The project will also require the installation of additional manholes. Councillor Richard Halbom felt that the concrete should set relatively quickly to allow water to flow within a matter of a few hours.

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

GENERAL FUND

Armstrong & Son Equipment Repair	\$200.00	Bergey's, Inc	\$40.03
Ches-Mont Disposal, Inc.	330.00	Clemens Uniform Rental	118.86
Cope's Garage, Inc.	234.14	Daniel L. Beardsley LTD	1,038.30
Farm & Home Oil Co.	988.58	Fromm Electric Supply Corporation	24.60
Mark R. Corbman, D.D.S.	250.00	Montgomery Co. Boroughs Assoc	150.00
Moyer & Son, Inc.	1,519.05	Naceville Materials	518.64
Peter I. Psomiadis, D.M.D.	238.00	PPL Electric Utilities	3,317.70
Richter Drafting/Office Supply	448.98	Safe City Solutions	5,600.00
Boucher and James, Inc.	227.50	Cope's Garage, Inc.	1,153.18
Detlan Equipment, Inc.	1,131.20	E.M. Kutz, Inc.	372.35
Farm & Home Oil Co.	736.89	Indian Creek Foundation	470.00
Intl Assn Chiefs of Police	120.00	International Salt Company	2,000.40
Jaeger Electric Service, Inc.	4,609.17	Marc F. Lipkin, D.M.D., P.C.	364.00
Mary E. Schnable	678.43	MetLife	217.63
MetLife	1,675.84	Michael C. Boraski, D.M.D.	721.20
Midlantic Machinery	35.38	Moyer & Son, Inc.	1,043.27
Nextel Communications	320.81	North American Benefits Company	459.60
North Penn Water	58.88	Nyco Corporation	49.65
Old Dominion Brush	165.77	PA Borough Council Association	25.00
PA Municipal Retirement System	763.69	PA Municipal Retirement System	3,078.67
Perkiomen Watershed Conservancy	100.00	Peter I. Psomiadis, D.M.D.	85.00
Plasterer Equipment Co., Inc.	77.77	Quality Communications	783.00
Quartermaster	91.95	Shelly Enterprises, Inc.	149.50
SynaTek	300.00	The Partnership TMA	5,000.00
Thomas A. Lawson	200.00	Verizon Wireless	43.01
Weaver and Reckner Dental Assoc	332.00	Word Work, Inc.	2,536.25
Beatrice Kaizar	784.36	Ches-Mont Disposal, Inc.	330.00
Clemens Uniform Rental	145.81	Comcast Cable	42.95
Faulkner Ciocca Ford	54.78	Federal Express Corporation	51.16
Freedom Systems Corporation	309.38	Jaeger Electric Service, Inc.	2,963.40
John T. Fretz Insurance Agency	25,568.72	Keystone Cleaning Systems	75.45
Lawson Products, Inc.	223.67	Markey Paper & Packaging, Inc.	67.80

Michael C. Boraski, D.M.D.	126.00	Midlantic Machinery	235.65
Nyco Corporation	33.36	PA Municipal Retirement System	709.04
PA Municipal Retirement System	3,162.44	PECO Energy	415.89
Postmaster Telford/Souderton	210.00	PPL Electric Utilities	310.82
Richter Drafting/Office Supply	848.17	Shelly Enterprises, Inc.	363.49
Shelly Enterprises, Inc.	213.48	Souderton Community Ambulance	119.58
The Home Deport	200.45	Unum Insurance Company	786.39
Ven-Mar Sales, Inc.	368.99	Verizon	186.76
Weldon Auto Parts	405.90	Comcast Cable	60.37
Postmaster, Telford/Souderton	534.66	The Home Depot	8.69
AT&T	45.97	Chemsearch	2,639.04
Daniel L. Beardsley LTD	61.35	Farm & Home Oil Co.	521.83
Game Time, Inc.	154.32	HISI	4,089.00
Independence Blue Cross	14,145.21	Keystone Health Plan East	5,777.22
MetLife	217.63	MetLife	1,675.84
Moyer & Son, Inc.	1,265.14	NetCarrier Telecom, Inc.	298.59
North American Benefits Company	1,430.66	Pennsylvania One Call System	33.80
Shelly Enterprises, Inc.	101.67	Univest Visa	448.12
Univest Visa	32.29	Univest Visa	406.60
Unum Insurance Company	786.39		
		Total General Fund	\$119,242.15

SEWER FUND

ATC Associates Inc.	\$159.00	Cintas First Aid & Safety	\$49.55
EA Engineering, Science Tech	15,183.39	Independence Blue Cross	207.65
Ches-Mont Disposal, Inc.	90.75	Jaeger Electric Service, Inc.	6,532.00
MetLife	82.21	Moyer & Son, Inc.	181.50
North American Benefits	31.80	North Penn Water Authority	227.35
PPL Electric Utilities	14,909.32	Altek Business Systems, Inc.	59.55
Clemens Uniform Rental	209.35	Comcast Cable	42.95
Deltronics Corporation	1,856.35	Filter Belts	102.04
Freedom Systems Corporation	309.37	H. Keith Koehler	1,500.00
J.P. Mascaro & Sons	3,973.27	John T. Fretz Insurance Agency	10,541.28
Nyco Corporation	327.09	Postmaster, Telford/Souderton	126.00
PPL Electric Utilities	495.00	Precision Solutions, Inc.	417.00
Raven Environmental Products	14.17	Richard D. Nelson	416.00
State World Headquarters	776.82	Suburban Water Testing Labs	38.00
Telford Press Printers	462.15	Univar USA Inc.	4,316.40
Verizon	56.40	Water Environment Federation	130.00
Wellington Sporting Goods	34.00	Boro of Souderton Sewer Capital	60,000.00
Unum Insurance Company	206.35	Glasgow, Inc.	70.00
Hajoca Corporation	221.86	Highway Materials, Inc.	470.94
HISI	1,082.00	Independence Blue Cross	3,838.17
Independence Blue Cross	113.10	Independence Blue Cross	207.65
J.P. Mascaro & Sons	3,055.44	Keystone Health Plan East	2,235.00
MetLife	82.21	NetCarrier Telecom, Inc.	141.57
North American Benefits	583.40	Richard D. Nelson	200.00
Shelly Enterprises, Inc.	32.64	Suburban Water Testing Labs	73.00
The PA State University	190.00	Unum Insurance Company	206.35
		Total Sewer Fund	\$136,867.49

CAPITAL RESERVE FUND

Boucher and James, Inc.	\$3,067.89	DePallo Design & Planning	\$10,867.50
Ettore Ventresca & Sons	5,782.00	Univest National Bank	1,663.28
Univest National Bank	6,052.96		
		Total Capital Reserve Fund	\$27,433.63

LIQUID FUELS FUND

Letterco	\$855.70	PPL Electric Utilities	\$183.01
Armour & Sons Electric, Inc.	571.41	PPL Electric Utilities	236.09
Commonwealth Precast, Inc.	575.00	Glasgow, Inc.	140.00
Letterco	1,019.61	Naceville Materials	547.54
PPL Electric Utilities	170.39	Shelly Enterprises, Inc.	13.47
The Home Depot	66.42		
		Total Liquid Fuels Fund	\$4,378.64

SANITARY SEWER CAPITAL FUND (PLGIT)

Bank of New York	\$57,355.21	K & A SRVS, Inc.	\$5,062.50
		Total Sanitary Capital Fund	\$62,417.71

President John Young questioned the invoice for Jaeger Electric. Borough Manager Michael Coll replied that the electrician was contacted to repair the area lights at the West Street Park and in the Community Park. They also worked on wiring the new bathroom and storage areas at the Municipal Building.

A motion was made by Councillor Richard Halbom, seconded by Councillor Andrew Schlosser, to pay the bills for the month of March, 2009, as presented. The motion was approved.

There was no Public Comment.

The first item of business was consideration of bids for Roof Replacement at the Waste Water Treatment Plant. A motion was made by Councillor Jonathan Gardenier, and seconded by Councillor Brian Goshow, to award the contract for the Waste Water Treatment Plant Roof Replacement Project to Cronin North American, LLC of Huntingdon Valley, Pennsylvania at a base bid of \$27,750.00. The motion was approved.

President John Young noted that the next item of business is formal consideration of the new Curb and Sidewalk Ordinance as prepared and advertised by the Borough Solicitor. Councillor Jonathan Gardenier noted that the proposed ordinance requires property owners to construct curb and sidewalk along the frontage of any street or alley. Borough Manager Michael Coll replied that there are a few alleys that have been formally ordained by the Borough, but most alleys are not ordained. The intent of the ordinance is to address only streets, but there may be circumstances where Borough Council may have to require the installation of curbing along an alley to accommodate paving or other certain improvements. Councillor Gardenier also commented whether the 180 day notification period may be too long. Borough Manager Michael Coll noted that historically the Borough has attempted to provide as much notice as possible to permit sufficient time for homeowners to line up financing and a contractor to perform the required work. The Borough can elect to pave the base course during a particular budget year if all curb and sidewalk work is not completed. We are currently anticipating only paving the base course on Lawn Avenue this year because of certain curb and sidewalk work which may not be fully completed.

A motion was made by Councillor Ned D. Leight, and seconded by Councillor Jonathan Gardenier, to enact Ordinance No 09-682-01 titled the Curb and Sidewalk Ordinance of Souderton Borough. Motion was approved.

A motion was made by Councillor Richard Halbom, and seconded by Councillor J. Edward Hunsicker, Jr., to adopt Resolution No 2009-08 approving the submission of a Community Development Block Grant application to repair the West Broad Street storm drainage culvert. Motion was approved.

A motion was made by Councillor Katherine Grubb, and seconded by Councillor Andrew Schlosser, to adopt Resolution No 2009-09 approving the submission of a grant application to the department of Conservation and Natural Resources for the Souderton Community Swimming Pool Rehabilitation Project. The motion was approved.

Councillor Jonathan Gardenier questioned the extension of the proposed parking restriction on West Broad Street and whether this action may set a precedent for extensions at other intersections eliminating the availability of street parking. Councillor Jeffrey Gross noted that this restriction will only affect three spaces, but a large area of street parking will remain available along West Broad

Street. Residents desiring to continue to park on west Broad Street will be able to do so but will have a slightly longer walk to their residence. Considerable discussion continued on this restriction.

A motion was made by Councillor Jeffrey Gross, and seconded by Councillor Richard Halbom, to approve the extension of a No Parking restriction on the north side of West Broad Street, a distance of 60 feet west from the intersection of West Street for a 90 day trial per Mayor's order.

Councillor Brian Goshow questioned if a quotation has been received to relocate the controller box for the Reliance Road traffic signal. Borough Manager Michael Coll confirmed that quotation has been requested, but will undoubtedly be very expensive to consider at this juncture. The controller box is much higher than originally anticipated because the signal has a battery back up system and the battery is located in the bottom section of the box. The Borough Manager further confirmed that the electrical service has been completed and he anticipates that the light will be placed in a flash mode very shortly and will be fully operational by the end of the month. The actual schedule will be dictated by the availability of PennDOT inspectors.

Councillor Jonathan Gardenier suggested that Borough Council should look into a more comprehensive lighting ordinance for the Borough. The overlay zoning ordinance for the high school property should have much tighter regulations on lighting especially for the residential complex along East Chestnut Street.

There being no further business the meeting was adjourned at 8:08 pm.

Respectfully submitted,

P. Michael Coll, Secretary

WORK SESSION MINUTES AND COMMITTEE REPORTS

Public Works Work Session – April 13, 2009 (7:00pm-8:55pm)

Council Attendees: Mayor John Reynolds, John Young, Jeffrey Gross, Brian Goshow, Katherine Grubb, Jonathan Gardenier, Richard Halbom and Edward Hunsicker. Junior Councillor Daniel Yocum.

Staff Attendees: Chief Operator Sal DeSimone, Public Works Director Steven Coll and Borough Manager Michael Coll.

1. Sanitation Committee

- a) The March, 2009 Discharge Monitoring Report will be filed with no exceptions to permit limitations. Chief Operator Sal DeSimone outlined plant performance and maintenance projects, noting that the Phosphorus limit is reduced from 2.0 mg/l to 1 mg/l effective April 1, 2009 through the summer months.
- b) Chief Operator Sal DeSimone reviewed two major maintenance related expenses with Committee members. Quotations have been received for inspection and preventative maintenance on the electrical sub-station at the plant. The scope of work is basically identical between contractors with pricing ranging from a low of \$4,400.00 to nearly \$16,000.00. A recommendation was made to accept the quotation from Reuter-Henney at a cost of \$4,400.00. Sal DeSimone also described the status of the sludge pumps. The original pumps were German made, but are no longer in production and there are no replacement parts available. Penn Valley Pumps provided a demo pump which the plant has been utilizing for nearly one year. The pump is performing well and the Borough should move forward with a formal purchase. Two pumps will be required at a cost of \$10,000.00 each. One pump will be purchased at a time. A separate grinder unit should be installed inline to protect the belt filter press or a future centrifuge dryer from damage if a large particle should happen to pass through. Plant personnel should be

capable of installing the units with some electrical assistance to install the VCR control panel required for the new pumps. Borough Council should begin considering rebuilding the head end of the plant with a fine bar screen. The original bar screen is in poor condition and allowing heavy particulate matter to pass into the process. A grinder unit was installed a number of years ago to improve the head end, but the unit is bypassed during high flow period. The fine bar screen is far more effective and is sized according to flow demands. Improvements at the head end of the plant are important to produce a better quality dried sludge material.

- c) Chief Operator Sal DeSimone reported that the pilot testing with the RDP sludge dryer has been completed. This particular unit runs very hot, posing significant design challenges in locating the unit within the mechanical building. The unit will require an enclosed area with significant ventilation. The Therma-Flite unit is insulated and will not generate such excessive heat. Sal DeSimone also spent time visiting with other plants to view their sludge handling processes and discuss their experiences with operating the units. The visits and discussions suggested that the best way to store the dried sludge is within a standard agricultural grain silo. Sal also discussed the advantages of investing in a centrifuge dryer in conjunction with the investment in the dryer unit. A centrifuge dryer will increase the initial dryness by approximately 4%. Switching to a liquid polymer feed system can also enhance the process. Committee members decided to pursue the Therma-Flite unit and instructed the engineers to move forward with designing a system around this technology and continue evaluation on modifications to other associated equipment. In the interim, the Borough will continue to bid out the landfill disposal of sludge.
- d) Committee members briefly discussed the proposed Sewer Service Agreement between the Borough and Hilltown Township. Borough Solicitor Robert Bricker proposed additional language in the agreement requiring the Borough to be notified of any change in use that may generate additional flow or loading to the system. Members discussed more comprehensive language concerning inspection of facilities for excessive infiltration and grease. Members also discussed a desire to have the agreement reflect a base line consumption which will be useful in determining the need to purchase additional capacity with various renovations of the shopping center as we move forward. We hope to wrap this agreement up in the coming weeks.

2. Highway Committee

- a) Public Works Director Steve Coll reported on the status of projects completed during the month of March and scheduled work for the month of April. The Borough will utilize three summer help employees to assist with park maintenance and help on certain road projects. This number is down one position from last year. Three employees from last year are returning two are college students; one is a high school senior.
- b) Steve Coll noted that construction on the sewer main replacement project along N Fifth Street will be delayed until June to provide more time to address the replacement of drains in the swimming pool, under the federal Virginia Grahame Baker Act.
- c) Councillor Jonathan Gardenier noted a pothole on N Fourth Street and questioned the status of the oil and chip project along Parkview Drive since he noted a large quantity of chips along the gutter line. Steve Coll noted that the chips are a result of the mixing of salt with stone chips during the winter. Most of the stone is a result of winter road maintenance and the chips will be swept up very shortly. There are sections of scuffing along the road where cars sit stationary and turn the wheels. This scuffing is expected but is not viewed to be excessive.
- d) Councillor Jonathan Gardenier distributed pictures of the condition of the Chestnut Street railroad overpass. The railroad bridge is in very poor condition with heavy areas of spalling concrete and signs of prior patches. The pictures also noted the destruction of the murals painted on both abutment walls. Maintenance responsibility for this bridge falls on SEPTA as the owner of the rail line and CSX as the operator. Maintenance along this rail line is very poor. Committee members agreed that the Borough should file a formal complaint with the Public Utility Commission about the deterioration and lack of maintenance on this bridge structure.

3. Sidewalk Committee

- a) Councillor Jonathan Gardenier further discussed the potential of providing a loan program for property owners to construct curb and sidewalk. Based on his own estimates, there may be up to \$1 million in potential work through the Borough. He suggested a principal term of five years, with the Borough's interest rate plus a nominal administrative fee. Any property owner should be able to utilize this program, but priority should be placed on planned road improvement projects. Committee members generally, but not unanimously, supported the establishment of this program. The Borough Manager was instructed to discuss establishing this program with the Borough Solicitor and bank representatives. It was noted that a line of credit may be the best financing option for the Borough. The Borough Manager noted that he would like to discuss a comprehensive debt management program with bank representatives given the number of pending capital projects.

4. Recreation Committee

- a) Borough Manager Michael Coll presented the committee members with membership statistics for the Souderton Community Pool over the past two seasons. On average 522 memberships are sold with 209 or 40% coming from Souderton Borough; 69 or 13% coming from Telford Borough; 160 or 31% coming from Franconia Township and 84 or 16 % coming from a combination of twelve neighboring municipalities. Current rates only generate \$64,000, which will have to be more than doubled to support a rehabilitated pool facility. As previously noted, we have not kept statistics on daily admissions, but will track daily admissions through this season. Councillor Grubb suggested that Hatfield requires daily patrons to complete and sign a hold harmless form.
- b) Steve Coll noted that they will begin draining the pools in order for Moyer and Son to evaluate the existing drains and determine how best to comply with the new federal regulations. The tot pool will only need replacement drain covers. The other pool drains will have to have new VGBA compliant covers, but existing sizes may require installation of new drain boxes. We expect to work in conjunction with Moyer and Son to hold down the expense. A representative from Moyer and Son will be at the pool on Monday, April 20th to obtain preliminary information and measurements.

5. Property Committee

- a) Renovations to the Ladies Room and the construction of a new storage area for the Borough Office have been completed.

Administrative Work Session – April 20, 2009 (7:00 pm-10:00 pm)

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

Souderton High School Redevelopment Plan

- a) Victor DePallo and Steven Ware attended the work session to present and discuss the overlay zoning ordinance regulations and design guidelines for the redevelopment of the Souderton High School property. They, along with representatives from Borough Council met with representatives from Metro Development Group on March 19th to discuss the overlay zoning district and their recommendations for revision. Some revisions to the ordinance were made as a result of this meeting. Extensive discussion was held on various sections of the proposed zoning regulations, notably a greater setback requirement along E. Chestnut Street from 25 to 50 feet or height of building whichever is greater; minimum total Floor Area Ratio of .30, eliminating the bonus provisions for preservation of the high school building since this does not seem to be strongly supported or feasible; slight adjustment for parking requirements for multi-family and elderly housing uses; a parking requirement should be added for lounge uses and restaurant uses with a bar and increasing the minimum sidewalk width from 5 to 6 feet. Victor DePallo noted that he will be meeting with representatives of the Montgomery County Planning Commission on Tuesday, April 21st to review and receive initial comments from them prior to formal review submission. Victor DePallo encouraged any member of Borough

Council to forward any further comments or concerns to him by the end of the week. In order to maintain the anticipated schedule for formal adoption, the Borough should be in a position to submit a final draft for formal review and comment to the Montgomery County Planning Commission by May 4th. The County has up to 45 days to complete their review. Members of the Souderton Planning Commission will be reviewing and discussing this draft at their May 20th meeting.

- b) Victor DePallo reviewed the progress to date on the development of an expanded redevelopment area plan for the Borough. The expanded area includes the Souderton High School property, properties along East Broad Street, West Broad Street from Main Street to Penn Avenue and Main Street from Broad Street to Reliance Road. This preliminary plan was presented to the Montgomery County Planning Commission on March 27th. The expanded redevelopment area plan will also be formally presented to the Souderton Planning Commission on Wednesday, May 20th. The plan must be formally approved by both planning commissions prior to formal approval by Souderton Borough Council. Committee members endorsed moving forward with the adoption of the plan. A concern was raised regarding a preliminary recommendation from the Montgomery County Planning Commission staff to eliminate the extended district along Reliance Road and N Second Street. Committee members preferred eliminating the Community Park and Pool property from the district and incorporating what was formally labeled as area 5 into the revised area 4. Victor DePallo noted that the next steps in the is the acceptance of the Blight report by the Souderton Planning Commission on May 20th, formal approval by Souderton Borough Council at either the June or July meeting and execution of an agreement with the County Redevelopment Authority of Montgomery County.
- c) Victor DePallo also prepared a revised fee schedule for consideration of Borough Council which is targeted as a way of recouping the Borough's investments in the redevelopment area planning projects. This revised fee schedule will be discussed at the May work session.

Broad Theater Development Plans

- a) The work session was attended by representatives of the Broad Entertainment Group, including Architect Mark Henry, Charles Ebersole, Mark Clemens and Jeffrey Miller. Considerable discussion was held on the proposed renovation plans and the comments from Borough Engineer Mark Eisold of Boucher and James. The review letter from the Montgomery County Planning Commission was not received at the time of this meeting. Most of the concern was over the use and condition of the remote parking lots to support the use. Signage should be provided at the entrance to each remote parking lot indicating permitted users. No directional signs will be required. Use of the Fromm Electric parking lot may not be necessary; however, the adjoining Univest parking lot does not have lighting and is poorly striped. This condition should be improved for the safety of the users who will be designated to these lots. It is assumed that construction of the new 84 space parking lot on the former Fox Bindery tract will be constructed to current standards. Borough Council will formally consider approval of this application at the May 4th meeting of Borough Council.
- b) Mark Clemens discussed the progress that Broad Entertainment has made with respect to acquiring a liquor license for the restaurants. They have been advised that the license can only be issued for a development within an approved Economic Redevelopment District and a formal Resolution or Ordinance will have to be provided by the local governing body. Committee members noted that the Borough is moving forward with the formal adoption of the Economic redevelopment districts which will include the Broad Theater properties and no objection was noted towards Borough Council action to support the issuance of the requested liquor license. Additional information will be shared between Broad Entertainment Group and the Borough Solicitor.

1. Police Committee

- a) Maryann Eberly of 305 W. Broad Street submitted a letter requesting the Borough's assistance in posting a handicapped parking space behind the townhome development. This parking area and driveway is commonly shared by the property owners of the townhouses and the Borough has no legal jurisdiction in posting and enforcing parking regulations on private property. A

suggestion was made to Maryann Eberly to try to work out a dedicated space with the adjoining property owners.

- b) Chief Quinn reported that he will be issuing special event permits to the Indian Valley Soap Box Derby Associates, Tri-Valley Power Walk and the Moyer and Son 5K Run.
- c) Chief Quinn reported on an increased amount of circulars being thrown around the Borough. He noted that Telford Borough has an ordinance that addresses this point and suggested that the Borough should have a similar ordinance. Committee members agreed but the Borough Manager recalled a similar ordinance was adopted and he will research the files. In fact the Borough adopted Ordinance No 587 on May 1, 1995, which is identical to the 1998 ordinance used in Telford Borough. Any unsolicited material must be secured in an envelope and placed on the front porch of properties within the Borough. Chief Quinn noted that he contacted Chest-Mont representatives to cease from throwing their circulars within the Borough that is weighted with a large metal nut.
- d) Committee members were copies with an email message from a concerned resident about speeding vehicles running through Duke Alley allegedly to avoid the new traffic signal at Reliance and Main Street. Committee members felt that the traffic signal cycles rather quickly for Reliance Road and contrary to the suggestion, the signal should improve this situation. The Borough Manager did note that the Borough has installed a specially made sign at other alleys to avoid and discourage through traffic. The same signs will be installed at Duke Alley and Reliance Road.

2. Administrative Committee

- a) Committee members were requested to review the proposed new fee schedule, as suggested by Victor DePallo. Further discussion will be held at the May work session.

3. Development Committee

- a) Most of the scheduled topics for the Development Committee were discussed at the beginning of the work session. Following the lengthy discussion on the Broad Theater project, committee members suggested that the Borough should add basic requirements for an existing parking lot to be considered acceptable for a shared parking arrangement with a new development and/or add a requirement to mandate the developer to make certain improvements to the lot as a condition of accepting the lot for shared parking. A discussion was also held concerning a potential need to increase the parking requirement for a restaurant with a bar or lounge.

4. Finance Committee

- a) No new items were discussed.