

SPRING CITY BOROUGH COUNCIL MEETING

August 1st, 2011 - 7:30 P.M.

President DiGuseppe called the council meeting to order and led Council in the Pledge of Allegiance to the Flag.

ATTENDANCE:

The following members were present: Councilmen Burns, DiGuseppe, Hays, Kratz, Petak, Shaner, Mayor Weiss, Solicitor Romain, and Borough Administrator Rittenhouse.

APPROVAL OF THE MINUTES:

Councilman Burns motioned to approve the minutes of the July 5th, 2011 council meeting. Councilman Shaner seconded. Motion carried.

COMMUNICATIONS:

1. A letter of resignation submitted by Shirley Shaffer, the Borough of Spring City Tax Collector, effective December 31, 2011.

COMMITTEE REPORTS:

STREETS AND UTILITIES: Administrator Rittenhouse gave the following Streets Department Report for the month of July, 2011. **TRASH DISPOSAL** - 97.3 tons of refuse were hauled to the Lanchester Landfill in Honeybrook, PA by the Borough and Charles Blosenski Disposal Company from June 27, 2011 through July 18, 2011. Twelve (12) bulk trash pick-ups were made during the month. **RECYCLING** - Eleven (11) loads of yard waste was collected at curbside and transported to Penn Organics in East Vincent Township. The second quarter recycling report was submitted by J.P. Mascaro & Sons. Co-mingled materials and newsprint tonnage collected per month was as follows: April - 12.5 tons; May - 13.6 tons; and June - 10.6 tons. Total tons collected during the second quarter - 36.8 tons. Total tons collected year-to-date - 80.5. **STREET WORK** - Repainted various crosswalks and yellow curbing throughout the Borough. Patched potholes on the following streets, Hall, Wall, Cedar, and Church. Rebuilt a stormwater inlet and replaced the grate on Penn Street. Routinely cleaned debris from various stormwater inlets. **MAINTENANCE** - Replaced six (6) street lamp post bulbs on North Main Street. Mowed and trimmed the grass on all Borough properties. Emptied trash receptacles at all of the recreation areas. Repainted ten (10) street name, identification signs. Swept along curbs and cleared weeds on North Main Street and East Bridge Street, from Hall Street to the River Bridge.

SANITATION AND SURFACE WATER: Councilman Hays read the monthly wastewater report for the month of July. The average daily flow for the month of July, 2011 was 360,000 gallons per day. The peak flow for the month occurred on July 21st, 2011 and was recorded at 510,000 gallons. Eastern Environmental Contractors installed a new digester recirculation pump during the month. (\$18,245.00) Our plant operator, Steve Fegan, attended a continuing education class in July for his annual operator's license renewal. All routine maintenance was performed at the plant and pump stations during the month.

POLICE:

Councilman Kratz read the police report for July, 2011 as follows: Complaints 134; burglary 2; theft 5; criminal mischief 2; traffic citations issued 5; criminal arrests 3; accidents 1; parking tickets issued 3. **Assisted other departments as follows:** East Vincent 8 times (traffic stop, trespassers, fight, domestic, alarm, vehicle stop, burglar alarm, loud party); East Coventry 4 times (stand by, 2 vehicle stops, wires down); Royersford 3 times (vehicle stop, loitering complaint, hit & run); Chester County Detectives 1 time (interview); Warren County Sheriffs 1 time (information); East Pikeland 1 time (traffic control); Caernarvon Township 1 time (warrant service). **Other departments assisting Spring City were as follows:** East Vincent 10 times (3 domestics, assault, underage drinking party, disturbance, alarm, traffic stop, burglary, suspicious person); Royersford 2 times (assault, domestic); East Pikeland 3 times (domestic, traffic stop, burglary); East Coventry 3 times (2 domestics, notification); Phoenixville 1 time (domestic); West Vincent 1 time (suspicious person). **Mileage traveled during the month of July:** Car 14-1 (2009 Dodge) 879 miles; Car 14-2 (2011 Dodge) 1,169 miles which made a total of 2,048 miles. **Gas used during the month of July:** Car 14-1 (2009 Dodge) 103.1 gallons, Car 14-2 (2011 Dodge) 91.0 gallons which made a total of 194.1 gallons of gas used during the month.

FINANCE & ORDINANCE:

President DiGuseppe reported the Finance & Ordinance Committee met on July 27, 2011 and discussed a proposed residential rental property inspection program. He noted he and Councilman Burns will be attending a seminar on this subject on August 17, 2011, 6:00 p.m. at Albright College in Reading, PA.

Also discussed was the possible interest of the Borough in purchasing the parking lot located at North Main Street and Yost Avenue.

ZONING, HOUSING & PROPERTY:

Administrator Rittenhouse reported there were seven (7) building permits issued during the month of July, 2011. Blue Iron Investments, 29 N. Main Street, electric; Erin & Rich Hansel, 480 Penn Street, electric-plumbing-addition-alterations; Joe Kulp, 123-125 Pikeland Avenue, sidewalk-windows-doors-kitchen cabinets-electric; Craig Hennessey, 125 Bridge Street, roof; Donna Hirst, 123 Bridge Street, roof; Lewin Deery, 69 N. Main Street, roof; Erec Maziarz, 509 Broad Street, pellet stove. Estimated cost of construction for the month of July, 2011 was \$71,350. Permit fees collected for the month of July, 2011 was \$1,425.00.

PARKS & RECREATION:

Councilman Burns reported on Thursday, July 14, a historic tour of Spring City was conducted under the Chester County Parks & Recreation Town Walks and Village Tours program. The event was conducted with assistance from the County, East Pikeland Historical Society, the Spring-Ford Historical Society, and boy scouts from troops 231 and 406 in Royersford. Christina Turek and Shirley Shaffer decorated some of the vacant storefronts on East Main Street to improve its appearance. Groups of 15 were formed and lead by a boy scout on the tour which was roughly a mile in length and an hour and a half in duration. There were seven stops with human guides along the walk who explained the historic significance of each stop. Visitors were given a tour handout that briefly described the tour historic sites and gave a listing of each restaurant or food establishment along the tour. Some restaurants did acknowledge some patrons from the tour that evening. The Methodist Church on Church Street opened its doors to the visitors. The visitors were typically not from Spring City or the area and came from locations as far away as West Chester, Delaware, and Maryland. The County considered the walking tour a complete success with an official visitor count of 294 and an unofficial count of over 315. Reviewers noted that of

the 17 years that the program has been in existence, the Spring City tour was the best, most organized, and professionally done. The refreshments were rated as the best. The Committee wishes to thank Chief John Trego, the fire department, Jake and the fire police and the streets department without whom the smooth operation of the event would have been impossible. Over 300 people went home that night with a positive opinion of Spring City.

LIBRARY:

Councilman Hays advised council that the Library Board met on July 19, 2011 and discussed the naming of the proposed new library building.

FINANCIAL REPORTS: (Enclosed)

APPROVAL OF REPORTS:

Councilman Shaner motioned the committee reports be approved as presented. Councilman Hays seconded. Motion carried.

PUBLIC COMMENT:

Charles Seibert, 402 North Penn Street, addressed council as a follow-up to his complaint to council last month concerning an uncovered trash dumpster on the property of Serv Pro located at Bridge and Penn Streets. He was advised that a citation will be issued for this matter on Tuesday, August 2, 2011.

Steve Waldschmidt, 103 South Church Street, asked a question regarding the treasurer's report. Administrator Rittenhouse provided an answer for Mr. Waldschmidt.

NEW BUSINESS:

1. Advertise for Bids for the 2011 Streets Resurfacing Project.

Administrator Rittenhouse informed Council that Dan Beutler, Streets Supervisor, and himself have reviewed the proposed streets which he is recommending for resurfacing work in 2011. The scope of work consists of milling, resurfacing the roadways, installing manhole covers and handicap ramps where required. The estimated cost of this work is \$84,800.00.

The streets to be included in this project are as follows:

1. Heckle Avenue - From Cedar Street to the Borough Line.
2. Queen Street - From Cedar Street to Glass Avenue.

Councilman Burns motioned to advertise for bids for the 2011 Street Work Program and to review the bids at the September 6th, 2011 council meeting. Councilman Shaner seconded. Motion carried.

Councilman Hays motioned to adopt Resolution No. 2011-07 stating that Spring City Borough Council will allow an escalator clause for bituminous material to be included as part of the bid package for the street resurfacing work. Councilman Burns seconded. Motion carried.

Tax Collector's Monthly Report to Taxing Districts

For the Month of JULY , 20 11

 SPRING CITY BOROUGH

Taxing District

	Real Estate	Interim/Other	Per Capita/Other	Other
A. Collections				
1. Balance Collectable - Beginning of Month	42,996.50	1012.03	3,570.00	4,235.00
2A. Additions: During the Month (*)		14.00		
2B. Deductions: Credits During the Month - (from line 17)				
3. Total Collectable	42,996.50	1026.83	3,570.00	4,235.00
4. Less: Face Collections for the Month	1,649.12	201.58	140.00	132.50
5. Less: Deletions from the List (*)				
6. Less: Exonerations (*)				
7. Less: Liens/Non-Lienable Installments (*)				
8. Balance Collectable - End of Month	41,347.38	824.45	3,430.00	4,102.50
B. Reconciliation of Cash Collected				
9. Face Amount of Collections - (must agree with line 4)	1,649.12	201.58	140.00	132.50
10. Plus: Penalties	164.91		14.00	13.83
11. Less: Discounts				
12. Total Cash Collected per Column	A. 1,814.03	B. 201.58	C. 154.00	D. 146.33
13. Total Cash Collected - (12A + 12B + 12C + 12D)				2,315.94

(*) ATTACH ANY SUPPORTING DOCUMENTATION REQUIRED BY YOUR TAXING DISTRICT

ADMINISTRATOR'S REPORT FOR THE MONTH OF:

JULY, 2011

The following figures represent the balance in each Department as appropriated in the 2011 Budget.

GENERAL GOVERNMENT

		<u>% UNSPENT</u>
General Government	\$ 57,095.16	41%
Protection to Persons and Property	\$ 194,644.56	46%
Planning, Zoning and Housing	\$ 27,106.66	61%
Streets and Highways	\$ 207,433.25	46%
Street Repaving	\$ 68,600.00	100%
Parks and Recreation	\$ 20,822.36	93%
Insurance	\$ 50,960.00	100%
Street Lighting	\$ 27,646.28	47%
Library	\$ 12,800.00	100%
Liberty Fire Company	\$ 22,100.00	100%
Association Dues and Expenses	\$ 3,114.05	89%
Building and Property	\$ 15,253.04	87%
1% Tax Collection	\$ 5,509.55	57%
OPT Tax Collection	\$ 222.06	74%
Workers' Compensation	\$ 16,254.75	62%
Engineering and Consulting	\$ 13,901.26	70%
CRP Grant – Engineering	\$ 62,225.22	89%
<u>SEWER ACCOUNT</u>	\$ 399,409.64	64%

This report reflects all wages and bills paid through July 31, 2011.

The Report of the Treasurer of the Borough of Spring City, Pa. at the close of business
July 31, 2011

Balance as of last report		\$2,152,228.40
Certificates Cashed	-	\$ 14,000.00
Certificate Purchased	+	\$ 39,000.00

\$2,177,228.40

Deposits Sec'y Office - General Fund

Berkheimer Associates - E.I.T.	\$ 18,894.73
Berkheimer Associates - O.P.T.	\$ 664.20
Trash Collection Fees	\$ 35,501.48
Trash Cert	\$ 50.00
CD deposited	\$ 14,000.00
Bulk Trash Pick Up	\$ 250.00
Utility Permits	\$ 20.00
County Fines	\$ 37.60
Local Fines	\$ 665.25
Sale Police Vehicle	\$ 4,042.00
Realty Transfer Tax	\$ 2,285.85
CRP Grants	\$ 51,095.81
Lease Dwelling Fee	\$ 5,442.00
Pavilion Rental	\$ 80.00
Mini Cobra	\$ 1,751.92
Sale Subdivision Book	\$ 30.00
Interest	\$ 51.11
Liens-Costs	\$ 75.00
Liens-Penalty	\$ 159.58
Liens-Interest	\$ 1,043.56
Parking Ticket	\$ 30.00
Building Permits	\$ 1,425.00
U & O Inspections	\$ 200.00
Accident & Police Reports	\$ 75.00
TOTAL DEPOSITS TO GENERAL FUND	\$ 137,870.09

DEPOSITS TO OTHER ACCOUNTS

PLIGT - Investment Interest	\$ 2.88
Recreation Fund-Interest added	\$ 6.05
Recreation Fund-Taxes	\$ 1,500.00
Street Light Fund - Taxes	\$ 18,000.00
TOTAL DEPOSITS TO OTHER ACCOUNTS	\$ 19,508.93

TOTAL DEPOSITS TO ALL ACCOUNTS

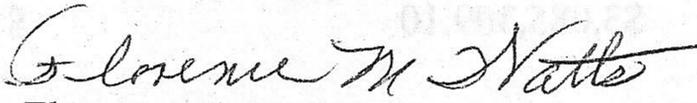
\$ 157,379.02
\$ 2,334,607.42

WITHDRAWALS

By Orders #1252 Street Light Fund	\$ 4,427.45
By Orders #1597-1599 Recreation Fund	\$ 2,622.23
By Orders #10085 Non Uniform Employees Pension Fund	\$ 402.27
By Orders #107772-10815, 25937-25968 General Fund	\$171,547.01
TOTAL WITHDRAWALS	\$178,998.96

Balance On Account - General Fund		
Checking	\$ 58,828.03	
Certificate	\$924,000.00	\$ 982,828.03
Balance On Account - Motor Equipment Fund		
Checking	\$ 50,001.00	
Certificate	\$ 67,479.33	\$ 117,480.33
Balance On Account - Street Light Fund		
Checking	\$ 22,660.82	\$ 22,660.82
Balance On Account - Gasoline Tax Account		
Checking	\$ 1.00	
Certificate	\$347,130.52	\$ 347,131.52
Balance On Account - Recreation Fund		
Checking	\$ 1,061.05	
Certificate	\$ 24,541.59	\$ 25,602.64
Balance On Account - Non-Uniform Employees Pension Fund		
Checking	\$ 5,615.93	
Certificate	\$507,042.65	\$ 512,658.58
Balance On Account - Police Motor Equipment Fund		
Checking	\$ 1.00	
Certificate	\$ 25,001.72	\$ 25,002.72
Balance On Account - PLGIT Capital Reserve Fund		
Investment - 122,243.82		\$ 122,243.82
	Beginning Balance	\$2,334,607.42
	Withdrawals	\$ 178,998.96
	08/01/2011	\$2,155,608.46

Respectfully submitted


 Florence M. Watts, Treasurer

The Report of the Treasurer of the Borough of Spring City, Pa. at the close of business
July 31, 2011

SEWER FUND #2

Balance as of last report		\$3,029,834.92	
Certificate Deposited	-	15,000.00	
Certificates Purchased	+	156,000.00	
		<hr/>	
		\$3,170,834.92	\$3,170,834.92

Deposits

Sewer Rent	\$	162,696.50	
Interest	\$	87.26	
Certificate Deposited	\$	15,000.00	
Sewer Certs	\$	40.00	
Liens-Attorney Fees	\$	2,000.00	
Liens-Costs	\$	75.00	
Liens-Penalty	\$	159.58	
Liens-Interest	\$	1,220.42	
		<hr/>	
		\$ 181,278.76	\$ 181,278.76

\$ 3,352,113.68

Withdrawals

By Orders #6164-6185, 21144-21150	\$	180,614.83
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Balance On Account

Checking	\$	86,189.75	
Certificate	\$3,085,309.10		\$ 3,171,498.85
		<hr/>	
			\$ 3,352,113.68

Respectfully submitted


 Florence M. Watts, Treasurer

The Report of the Treasurer of the Borough of Spring City, Pa. at the close of business
July 31,2011

POLICE PENSION FUND

Balance as of last report

Checking	\$ 18,945.56
Certificate- PNC Bank	\$ 508,839.26
Certificate -Phoenixville Federal Bank	\$ 38,841.88

	\$ 566,626.70

Deposit

\$ 00.00

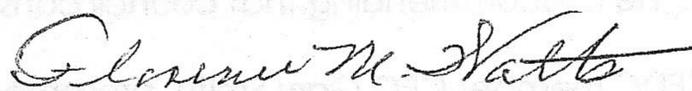
Withdrawals:

By Orders#2001	\$ 2,209.66
Tax Deduction Check #2001	\$ 262.98

Current Balances on Accounts

Checking:	\$ 16,472.92
Certificate - PNC Bank	\$ 508,839.26
Certificate - Phoenixville Federal Bank	\$ 38,841.88
	\$ 564,154.06

Respectfully submitted



Florence M. Watts, Treasurer

2. Councilman Hays' Presentation Concerning the National Registry of Historic Places.

Councilman Hays addressed council regarding the designation of a historic district in the Borough. He informed council that they could seek designation for Main Street or another area on the National Register of Historic Places. He referred to the successful July 14th, 2011 walking tour which illustrated that there is interest among tourists in landmarks and properties with history in the Borough. This designation could also tie into the Schuylkill River Trail. In the state of Pennsylvania, the Historical and Museum Commission guides the National Register designation process. He commented that the HMC Official Register does not restrict the rights of property owners, require the repair of historic properties, prevent destruction by private development, require that property owners follow preservation standards or mandate public access to these properties. Examples of this use may be found in East Coventry and Phoenixville or as far away as Lafayette, Alabama.

President DiGiuseppe questioned what would the historic designation do for our downtown. Councilman Burns asked if there was a difference between the designated or registered building and property as opposed to a historic district. Councilman Hays noted there is a small difference as the district designation is done through a group and not individually.

Councilman Hays also mentioned that Bill Brunner of the Spring-Ford Historical Society has offered to provide his assistance in the participation in the Registry.

Councilman Petak offered that the creation of a historical district is a great idea and would bring that part of town to life. He cautioned that we should be careful as to what part of the building codes we commit to in a historical district.

Councilman Hays concluded his presentation by saying he would be speaking with Bill Brunner and would provide council with an update in September.

3. Councilman Hays' Presentation Concerning the Local Economic Revitalization Tax Assistance Program

Councilman Hays informed council that Bob Grabas, a development advisor from the Chester County Economic Development Council is part of his presentation.

He explained that LERTA stands for the Local Economic Revitalization Tax Abatement. This program offers incentives for the redevelopment of areas that are old and sit unused for years.

The program is a 10 year tax abatement schedule. In year 1 there is a 100 percent reduction of local, county, and school district property taxes. In year 2, a 90 percent...and so on. Year 10 equals 10 percent off. If the program is successful, after 10 years you would have an occupied building paying all applicable taxes on that parcel.

The target, as approved by the General Assembly in 1977, is for certain deteriorated industrial, commercial, and other business properties. The Borough Council would determine the boundaries. Any assistance and advice could be sought through the Chester County Economic Development Council. He is recommending that council consider this program.

Mr. Grabas, along with fellow CCEDC member CEO Gary Smith, presented an overview of the Economic Development Council Program.

Mr. Grabas presented a slide presentation and distributed copies of the Guidelines for the Administration of the Local Economic Revitalization Tax Assistance Law to the council members.

4. Report from Councilman Shaner on the Status of the Hiring of a Police Chief .

Councilman Shaner, Chairman of the Police Chief Search Committee, expressed his thanks to fellow committee members Tom Kratz and Dennis Rittenhouse for their involvement in the search process.

He informed council that 28 applicants from Pennsylvania, New Jersey, Delaware, New York, and Florida applied for the police chief position.

He informed council that from these 28 applicants the list was narrowed down to 7 candidates and interviews were scheduled by the search committee.

The committee, at this time, has selected a candidate which they would like to recommend to council to be the next police chief.

Councilman Shaner requested an executive session be held at the conclusion at tonight's meeting to further discuss this matter.

COUNCIL COMMENTS:

Councilman Burns said he would like to remind everyone about the National Night Out event at the Brown Street Park on Tuesday, August 2, 2011 from 5:00 p.m. to 8:00 p.m.

Councilman Hays asked about the complaint from Bob Miller and the wash out ditch at last month's meeting. Administrator Rittenhouse said the area has been cleaned up.

READING OF THE PAYMENT OF THE BILLS:

GENERAL ACCOUNT: (OFFICE) Action Data Services \$350.90; EAS \$78.91; PECO \$591.85; H.A. Berkheimer, Inc. \$418.17; AT&T \$66.67; Baer, Romain LLP \$504.00; Verizon \$73.79; T-Mobile \$49.95 Provident \$98.99. **TOTAL:** \$2,233.23. **(STREETS)** Wensel's Truck Repair \$615.53; Oehlert Bros. Inc. \$485.71; Sanatoga Quarry \$526.05; Data Flo Plus \$220.30; Chester County Solid Waste Authority \$5,450.48; Flexible Benefits Plans, Inc. \$4,717.26; Mowrey-Latshaw \$347.26; AirGas \$30.74; Provident \$54.02; Little's \$46.03; H.A. Weigand, Inc. \$956.50; Charles Blosenski Disposal Company \$7,157.03; J.P. Mascaro & Sons \$3,563.60. **TOTAL:** \$24,170.51. **(POLICE)** deCorde Automotive \$36.49; The Mercury \$534.00; Rock River Arms, Inc. \$1,889.00; Oehlert Bros. Inc. \$879.92; PA Chiefs of Police Association \$411.00; Staples \$311.64; Buckley, Brion, LLP \$73.90; Borough of Pottstown \$500.00; Flexible Benefits Plans, Inc. \$5,204.03; MEIT \$210.13; Mowrey-Latshaw \$12.99; P.A.W. \$656.94; Baer Romain LLP \$1,341.25; Verizon \$240.67; Nextel \$44.99; Provident \$56.60; Crystal Springs \$34.41. **TOTAL:** \$12,437.96.

SEWER ACCOUNT: CKS Engineers, Inc. \$5,651.00; M.J. Reider Associates, Inc. \$744.00; Staples \$313.07; P.A.W. \$104.73; PECO \$1,409.45; Flexible Benefits Plans, Inc. \$4,110.55; Data-Flo Plus \$235.55; Mowrey-Latshaw \$103.80; EEMA \$3,390.01; Emergency Systems Service Company \$944.46; AT&T \$66.67; Baer Romain LLP \$300.00; Buckman's, Inc. \$364.00; USA BlueBook \$134.41; Verizon \$164.59; Provident \$28.11; LRM, Inc. \$264.00; A.J. Blosenski, Inc. \$525.00; J.C. Ehrlich Company, Inc. \$46.00; Crystal Springs \$7.25; Action Data Services, \$300.16; EAS \$65.58; Eastern Environmental Contractors, Inc. \$18,245.00. **TOTAL:** \$37,517.39.

STREET LIGHTING FUND: PECO \$4,551.66 **TOTAL:** \$4,551.66.

POLICE CAR FUND: J-Tech \$749.00. TOTAL: \$749.00.

PARK & RECREATION FUND: PECO \$160.70; Potty Queen \$95.20. TOTAL: \$255.90.

POLICE PENSION FUND: Mockenhaupt Benefits Group \$3,588.00. TOTAL: \$3,588.00.

NON-UNIFORM EMPLOYEE PENSION FUND: Mockenhaupt Benefits Group \$2,937.00. TOTAL: \$2,937.00.

PLANNING, ZONING & HOUSING FUND: Mauger & Meter \$110,00; Baer, Romain LLP \$716.00; Motley Associates, Inc. \$1,306.76. TOTAL: \$2,132.76.

BUILDING & PROPERTY FUND: Tague Lumber \$14.97; Crystal Springs \$8.75. TOTAL: \$23.72.

Councilman Burns motioned the bills be approved for payment as read. Councilman Shaner seconded. Motion carried.

ANNOUNCEMENTS:

President DiGuseppe advised council that the September Borough Council meeting will be held on Tuesday, September 6th, 2011, 7:30 p.m. due to the Labor Day Holiday.

He also noted for numerous reasons there will not be a Planning Commission meeting or Police, Sewer, and Finance & Ordinance committee meetings in August.

President DiGuseppe stated there will be a five minute recess and then council will go into executive session to discuss a personnel matter.

President DiGuseppe called the regularly scheduled council meeting back to order.

ADJOURNMENT:

Councilman Burns motioned the meeting be adjourned as there was no further business to come before Borough Council. Councilman Kratz seconded. Motion carried.

Respectfully submitted,

Dennis Rittenhouse
Borough Administrator