

## SPRING CITY BOROUGH COUNCIL MEETING

September 6<sup>th</sup>, 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, Kratz, Petak, Shaner, Mayor Weiss, Solicitor Romain, and Borough Administrator Rittenhouse.

### APPROVAL OF THE MINUTES:

Councilman Burns motioned to approve the minutes of the August 1<sup>st</sup>, 2011 council meeting. Councilman Shaner seconded. Motion carried.

President DiGuseppe noted, for the record, that an executive session was held on August 15, 2011 which covered personnel matters.

### COMMITTEE REPORTS:

**STREETS AND UTILITIES:** Administrator Rittenhouse gave the following Streets Department Report for the month of August, 2011. **TRASH DISPOSAL** - 104.1 tons of refuse were hauled to the Lanchester Landfill in Honeybrook, PA by Charles Blosenski Disposal Company from July 25, 2011 through August 22, 2011. Sixteen (16) bulk trash pick-ups were made during the month. **RECYCLING** - Sixteen (16) loads of yard waste was collected at curbside and transported to Penn Organics in East Vincent Township. **STREET WORK** - Repainted "No Dumping, drains to River" at all stormwater inlets. Cleaned various storm water inlet boxes after Hurricane Irene. Cleared fallen trees and debris from various streets during Hurricane Irene. **MAINTENANCE** - Performed weekly lawn mowing at all Borough properties. Performed maintenance on the riding mower and front end loader. Made repairs to the garage door at the Borough Hall. Cleaned the streets along the business district on Main Street. Repaired the swings at the Poplar Street playground. Cleaned the garage bays. Cut up and removed a fallen tree along the Riverfront Trail. Assisted the Sewer Plant operator with some maintenance items. Did various maintenance and clean up duties during Hurricane Irene.

**SANITATION AND SURFACE WATER:** Councilman Shaner read the monthly wastewater report for the month of August. The average daily flow for the month of August, 2011 was 555,000 gallons per day. The plant operator reported that there was an exclusion from this number for four days of flows where there was a meter error and the data was not representative of the actual flow. The peak flow occurred on August 29<sup>th</sup>, 2011 during Hurricane Irene and was recorded at 2,916,000 gallons. Bypasses occurred during this time for approximately 39 hours. Both chlorine contact tanks were pumped down and cleaned. During Hurricane Irene power was lost at the Bridge Street pump station and flows were transferred by gas power to the Main Street pump station for several hours. LRM inspected the malfunctioning flow meter but were unable to find any problem as the meter started working again before they arrived to inspect. All routine maintenance was performed at the plant and pump stations during the month. The draft Act 537 update is anticipated to be ready in October.

**POLICE:**

Councilman Kratz read the police report for August, 2011 as follows: Complaints 178; burglary 1; theft 5; criminal mischief 4; traffic citations issued 7; criminal arrests 9; accidents 8; parking tickets issued 1. **Assisted other departments as follows:** East Vincent 8 times (5 domestics, suspicious condition, DUI, and burglary); Royersford 2 times (trespassing and domestic); East Pikeland 1 time (domestic); East Coventry 3 times (DUI, accident, and search); Malvern 1 time (lost keys). **Other departments assisting Spring City were as follows:** East Vincent 4 times (suspicious persons, erratic driver, domestic, and trespassing); East Coventry 2 times (domestic and trespassing); East Pikeland 2 times (domestic, and trespassing). **Mileage traveled during the month of August:** Car 14-1 (2009 Dodge) 765 miles; Car 14-2 (2011 Dodge) 986 miles which made a total of 1,751 miles. **Gas used during the month of August:** Car 14-1 (2009 Dodge) 108.6 gallons, Car 14-2 (2011 Dodge) 122.9 gallons which made a total of 231.5 gallons of gas used during the month.

**ZONING, HOUSING & PROPERTY:**

Administrator Rittenhouse reported there were twelve (12) building permits issued during the month of August, 2011. Craig Hennessey, 125 Bridge Street, plumbing; Thomas Getzey, 118 S. Main Street, roof; Linda Klaus, 345 Ridge Avenue, shed 10x16 and patio 11x20; Richard Christoffers, 158 Hall Street, replacement windows; Bruce Tiffany, 270 Broad Street, electric; Crystal Fox, 415 Ridge Avenue, fence; Jack Westerfer, 206 S&K Street, deck; Craig Bowman, 520 N. Church Street, kitchen cabinets, bathroom fixtures, windows; Chris Foresta, 318 Chestnut Street, fence; Stacy Challenger, 339 Chestnut Street, plumbing and renovations; Craig Hennessey, 125 Bridge Street, renovations-frame mechanical-drywall; Craig Hennessey, 125 Bridge Street, electric. Estimated cost of construction for the month of August, 2011 was \$134,000. Permit fees collected for the month of August, 2011 was \$2,427.00.

**FINANCIAL REPORTS:** (Enclosed)

**APPROVAL OF REPORTS:**

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

**UNFINISHED BUSINESS:**

**1. Bid Tabulation – 2011 Street Work.**

The public bid opening for the 2011 street resurfacing work was held on August 30, 2011, 11:00 a.m. The following bids were received: Reading Site Contractors - \$79,921.00 and Reid Paving Contractors, Inc. - \$99,848.00. Copies of the bid tabulation sheet were distributed to council members.

Jim Mohn, of Motley Associates, has reviewed the bid documents submitted by the contractors. Reading Site Contractors, the low bidder for the project, has worked in the Borough in the past and Jim Mohn has found their work habits, timeliness, etc. for projects of this type acceptable, and he would recommend awarding the contract to Reading Site Contractors, Inc.

Councilman Burns motioned to award the 2011 street work project to Reading Site Contractors for the bid amount of \$79,921.00 and to pay for the project with liquid fuels funds. Councilman Shaner seconded. Motion carried.

ADMINISTRATOR'S REPORT FOR THE MONTH OF:

AUGUST, 2011

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

**GENERAL GOVERNMENT**

**% UNSPENT**

General Government	\$ 50,026.39	36%
Protection to Persons and Property	\$ 170,175.35	40%
Planning, Zoning and Housing	\$ 23,280.88	52%
Streets and Highways	\$ 172,224.11	38%
Street Repaving	\$ 68,600.00	100%
Parks and Recreation	\$ 20,981.63	93%
Insurance	\$ 50,960.00	100%
Street Lighting	\$ 23,117.98	39%
Library	\$ -0-	--
Liberty Fire Company	\$ 22,100.00	100%
Association Dues and Expenses	\$ 2,802.75	80%
Building and Property	\$ 14,780.89	85%
1% Tax Collection	\$ 5,196.29	54%
OPT Tax Collection	\$ 213.00	71%
Workers' Compensation	\$ 3,011.00	11%
Engineering and Consulting	\$ 12,051.60	61%
CRP Grant – Engineering	\$ 62,225.22	89%

**SEWER ACCOUNT**

\$ 356,782.63 57%

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

## Tax Collector's Monthly Report to Taxing Districts

For the Month of   AUGUST  , 20  11  

  SPRING CITY BOROUGH   Taxing District

	Real Estate	Interim/Other _____	Per Capita/Other _____	Other _____
<b>A. Collections</b>				
1. Balance Collectable - Beginning of Month	41,347.38	824.45	3,430.00	4,102.50
2A. Additions: During the Month ( * )				
2B. Deductions: Credits During the Month - (from line 17)				
3. Total Collectable	41,347.38	824.45	3,430.00	4,102.50
4. Less: Face Collections for the Month	3,557.22		145.00	137.50
5. Less: Deletions from the List ( * )				
6. Less: Exonerations ( * )				
7. Less: Liens/Non-Lienable Installments ( * )				
8. Balance Collectable - End of Month	37,790.16	824.45	3,285.00	3,965.00
<b>B. Reconciliation of Cash Collected</b>				
9. Face Amount of Collections - (must agree with line 4)	3,557.22		145.00	137.50
10. Plus: Penalties	355.74		14.50	13.85
11. Less: Discounts				
12. Total Cash Collected per Column	A. 3,912.96	B.	C. 159.50	D. 151.35
13. Total Cash Collected - (12A + 12B + 12C + 12D)				4,223.81

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



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

Balance as of last report \$2,155,608.46

Deposits Sec'y Office - General Fund

Berkheimer Associates - E.I.T.	\$ 31,641.91
Berkheimer Associates - O.P.T.	\$ 301.99
Trash Collection Fees	\$ 25,796.40
Trash Cert	\$ 50.00
Taxes	\$ 44,000.00
Bulk Trash Pick Up	\$ 225.00
Utility Permits	\$ 30.00
County Fines	\$ 34.16
Local Fines	\$ 665.53
Insured Deductible Reimbursement	\$ 250.00
Realty Transfer Tax	\$ 1,024.10
Liquor License Fee	\$ 1,000.00
Lease Dwelling Fee	\$ 3,247.80
Copies Sold	\$ 45.00
Liens-Costs	\$ 75.00
Liens-Penalty	\$ 21.78
Liens-Interest	\$ 7.20
Liens-Attorney Fee	\$ 250.00
Parking Ticket	\$ 10.00
Building Permits	\$ 2,427.00
U & O Inspections	\$ 600.00
Accident & Police Reports	\$ 15.00
TOTAL DEPOSITS TO GENERAL FUND	\$ 111,717.87

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DEPOSITS TO OTHER ACCOUNTS

PLIGT - Investment Interest	\$ 2.64
Recreation Fund-C.A.O.S.C. Utility Lease	\$ 4,853.52
Gasoline Tax Account-Interest added to CD	\$ 136.81
Motor Equipment Fund-Interest added to CD	\$ 16.64
TOTAL DEPOSITS TO OTHER ACCOUNTS	\$ 5,009.61

TOTAL DEPOSITS TO ALL ACCOUNTS \$ 116,727.48  
\$ 2,272,335.94

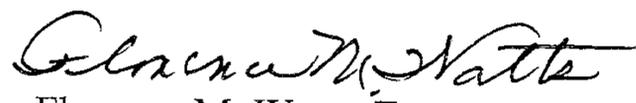
WITHDRAWALS

By Orders #1253 Street Light Fund	\$ 4,528.30
By Orders #1600-1602 Recreation Fund	\$ 2,769.25
By Orders #10086 Non Uniform Employees Pension Fund	\$ 402.27
By Orders #1041 Non Uniform Employees Pension Fund	\$ 2,937.00
By Orders #10816-10867, 25969-26000 General Fund	\$102,019.86
<b>TOTAL WITHDRAWALS</b>	<b>\$112,656.68</b>

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Balance On Account - General Fund		
Checking \$ 68,526.04		
Certificate \$924,000.00	\$ 992,526.04	
Balance On Account - Motor Equipment Fund		
Checking \$ 50,001.00		
Certificate \$ 67,495.97	\$ 117,496.97	
Balance On Account - Street Light Fund		
Checking \$ 18,132.52	\$ 18,132.52	
Balance On Account - Gasoline Tax Account		
Checking \$ 1.00		
Certificate \$347,267.33	\$ 347,268.33	
Balance On Account - Recreation Fund		
Checking \$ 3,145.32		
Certificate \$ 24,541.59	\$ 27,686.91	
Balance On Account - Non-Uniform Employees Pension Fund		
Checking \$ 2,276.66		
Certificate \$507,042.65	\$ 509,319.31	
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 - 122,246.46	\$ 122,246.46	
	Beginning Balance	\$2,272,335.94
	Withdrawals	\$ 112,656.68
	09/01/2011	\$2,159,679.26

Respectfully submitted

  
Florence M. Watts, Treasurer

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

SEWER FUND #2

Balance as of last report	\$3,171,498.85	
Certificate Purchased	+ \$ 80,000.00	
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	\$3,251,498.85	\$3,251,498.85

Deposits		
Sewer Rent	\$ 131,327.14	
Interest	\$ 291.41	
Sewer Certs	\$ 60.00	
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	\$ 131,678.55	\$ 131,678.55

\$3,383,177.40

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Withdrawals		
By Orders #6186-6211, 21151-21159		\$ 122,627.01

Balance On Account		
Checking	\$ 95,241.29	
Certificate	\$3,165,309.10	\$3,260,550.39
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		\$3,383,177.40

Respectfully submitted



Florence M. Watts, Treasurer

The Report of the Treasurer of the Borough of Spring City, PA at the close of business August 31, 2011.

**POLICE PENSION FUND**

Balance as of last report

Checking \$ 16,472.92

Certificates – PNC Bank \$508,839.26

Phoenixville Federal \$ 38,841.88

\$564,154.06

Deposits:

Interest Added to C.D. \$ 188.22

TOTAL DEPOSITS AND BALANCES: \$564,342.28

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Withdrawals:

By Order #2002 \$ 2,472.64

By Order #1042 -- Mockenhaupt Benefit Group \$ 3,588.00

Total Withdrawals: \$6,060.64

Current Balances on Account:

Checking \$ 12,412.28

Certificates – PNC Bank \$507,027.48

- Phoenixville Federal \$ 38,841.88

\$558,281.64

\$ 564,342.28

Respectfully submitted,

Florence M. Watts, Treasurer

**2. Discussion on the National Registry of Historic Places.**

Councilman Hays will have a report on this item in October.

**3. Appointment for the Vacancy on the Spring City Planning Commission.**

Councilman Burns previously reported that Richard Shreiner has verbally informed him that he will be resigning from his position as a member of the Spring City Planning Commission. However, he has not yet submitted a written resignation to Borough Council.

Jacqueline Finklestein is a candidate-in-waiting to be appointed.

Solicitor Romain stated that under the Municipalities Planning Code to remove a Planning Commission member you must give them fifteen days written notice for a hearing or a written resignation. Mr. Shreiner should not be officially replaced until he is removed or submits a letter of resignation.

A registered letter from Councilman Burns, Chairman of the Spring City Planning Commission, will be sent to Mr. Shreiner regarding his resignation from the Spring City Planning Commission.

**NEW BUSINESS:**

**1. Resolution for the Penn Dot Master Casting Agreement.**

Administrator Rittenhouse advised Council that he received the Penn Dot Master Casting Agreement for utilities involved in Penn Dot road work and that it will be necessary for council to adopt a resolution authorizing signatures.

Councilman Shaner motioned to adopt Resolution No. 2011-08 which authorizes Borough designees to sign utility master casting agreements with Penn Dot. Councilman Kratz seconded. Motion carried.

**2. Handicap Parking Space Request on Bridge Street.**

Council discussed a written request from Ms. Carol Lamison and Mrs. Jeanette Lamison to have a handicap parking space placed at 316 Bridge Street. No action was taken. It was decided that due to the fact that this request does not meet the criteria for a handicap parking permit space application this written request was denied, as there is currently not an ordinance to regulate individual handicap parking spaces in front of residences in residential districts.

If in the future the requestor can meet the handicap parking permit application standards, they may apply for a space.

**3. Eligibility List from the Civil Service Commission for the Appointment of a New Full Time Police Officer.**

Councilman Kratz, who is also chairman of the Spring City Civil Service Commission, discussed the Civil Service Commission's eligibility list for the hiring of a full time police officer.

He noted that this eligibility list will be valid for one year from September 1, 2011 and may be extended for another year if the commission votes to extend it before the expiration of the first year.

Councilman Burns motioned to approve the hiring of Brandon Unruh as a full time police officer in Spring City Borough pending his passing a physical and a psychological test as required. Councilman Shaner seconded. Motion carried.

**4. Recommendation on the Hiring of a New Police Chief.**

Councilman Shaner motioned to approve the hiring of Arthur Brown as the next Chief of Police in Spring City Borough. Councilman Kratz seconded. Motion carried.

**COUNCIL COMMENTS:**

Mayor Weiss expressed his thanks to the Liberty Fire Company for their efforts on Sunday, August 28, 2011 in pumping out several residential basements during Hurricane Irene.

**READING OF THE PAYMENT OF THE BILLS:**

**GENERAL ACCOUNT:** (OFFICE) P.A.W. \$53.40; PECO \$460.61; H.A. Berkheimer, Inc. \$322.32; AT&T \$25.54; Verizon \$73.11; Provident \$98.99; T-Mobile \$45.95. TOTAL: \$1,079.92. (STREETS) H.A. Weigand, Inc. \$368.60; Oehlert Bros. Inc. \$377.74; H&F Tire Service \$229.56; PECO \$95.75; Flexible Benefits Plans \$4,717.26; Chester County Solid Waste Authority \$5,826.81; AirGas \$31.40; Charles Blosenski Disposal Company \$7,157.03; Provident \$54.02; CarQuest \$30.73; COSI \$241.56; J.P. Mascaro & Sons \$3,563.60; The Mercury \$481.50; CDI Lawn Equipment \$1,115.92; Wensel's Truck Repair \$1,076.63; Treasurer of Chester County \$659.11. TOTAL: \$26,027.22. (POLICE) Buckley, Brion, McGuire, LLP \$269.40; Oehlert Bros. Inc. \$779.92; D.C.C.C. \$118.80; Flexible Benefits Plans, \$4,110.55; American General \$668.00; Borough of Pottstown \$100.00; P.A.W. \$656.94; Staples \$36.00; Davidheiser's, Inc. \$26.00; Verizon \$236.99; Provident \$56.60; Chester County SPCA \$35.00; Nextel \$44.96; Crystal Springs \$57.85; Gall's \$19.99; Staples \$32.98. TOTAL: \$7,249.15.

**SEWER ACCOUNT:** Oehlert Bros. Inc. \$83.34; M.J. Reider Associates, Inc. \$992.00; P.A.W. \$202.13; PECO \$3,637.90; Action Data Services, \$229.88; Flexible Benefits Plans, Inc. \$4,328.07; Baer Romain LLP \$336.00; EEMA \$3,597.60; Lloyd O. Watts \$286.21; Mowrey-Latshaw \$115.94; Wrigley's Office Supply \$88.56; EAS \$78.91; Staples \$66.29; AT&T \$22.36; Buckman's, Inc. \$402.00; Verizon \$163.83; J.C. Ehrlich Company, Inc. \$46.00; Provident \$28.11; A.J. Blosenski, Inc. \$525.00; Crystal Springs \$7.25; Pottstown Roller Mills \$277.50; CKS Engineers, Inc. \$237.50; Aqua Dynamic Systems, Inc. \$95.00. TOTAL: \$15,847.38.

**STREET LIGHTING FUND:** PECO \$4904.56 TOTAL: \$4,904.56.

**PLANNING, ZONING & HOUSING FUND:** The Mercury \$469.50; Baer, Romain LLP \$1,008.00; Mauger & Meter \$704.00; Karasch & Associates \$573.15; Motley Associates, Inc. \$1,265.45. TOTAL: \$4,020.10.

**ENGINEERING & CONSULTING FUND:** URDC \$1,849.66; Motley Associates, Inc. \$1,053.00. TOTAL: \$2,902.66.

**WORKER'S COMPENSATION FUND:** Ron Black Agency \$13,243.75. TOTAL: \$13,243.75.

**COUNCIL DUES & ASSOCIATION FUND:** PSAB \$200.00. TOTAL: \$200.00.

**BUILDING & PROPERTY FUND:** Mowrey-Latshaw \$113.87; Lloyd O. Watts \$364.78; Crystal Springs \$29.12. TOTAL: \$507.77.

**PARK & RECREATION FUND:** Potty Queen \$95.20. TOTAL: \$95.20.

**INSURANCE FUND:** Ron Black Agency \$88.00. TOTAL: \$88.00.

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

**ANNOUNCEMENTS:**

President DiGuseppe announced that the October Borough Council meeting will be held on Monday, October 3, 2011, 7:30 p.m.

Committee meetings in October are as follows: **Planning Commission**, Wednesday, September 21, 2011, 7:00 p.m.; **Finance & Ordinance Committee**, Wednesday, September 28, 2011, 6:30 p.m.

Councilman Burns also noted that the Spring City Music and Market Festival will be held on Saturday October 1, 2011 from 11:00 a.m. to 4:00 p.m.

**ADJOURNMENT:**

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

Respectfully submitted,

Dennis Rittenhouse  
Borough Administrator

LIBERTY STEAM FIRE CO. NO1  
AUGUST 2011

MUNICIPALITY	INCID. #	DATE	LOCATION	INCIDENT TYPE	PSNL	TIME
Spring City, Borough	63-159	8/18/2011	237 Chestnut Street	Good Intent Call	10	10 min.
Spring City, Borough	63-161	8/20/2011	311 Yost Avenue	Cardiac Arrest	10	16 min.
Spring City, Borough	63-166	8/27/2011	Wall & Brown Streets	Wires	11	40 min.
Spring City, Borough	63-168	8/28/2011	Multiple Address	Dewater Basements	10	6 hrs, 23 min
Spring City, Borough	63-170	8/29/2011	29 N. Main Street	Assist Police	5	28 min.
<b>TOTAL'S:</b>	<b>5</b>	<b>XXXXXXXX</b>	<b>XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX</b>	<b>XXXXXXXXXXXXXXXXXXXXXXXXXXXX</b>	<b>46</b>	<b>7 hrs, 57 min.</b>
East Vincent Township	63-155	8/1/2011	312 S. Haverfield Drive	Smoke Detector Sounding	6	31 min.
East Vincent Township	63-157	8/11/2011	595 Pikeland Avenue	Controlled Burning	5	11 min.
East Vincent Township	63-158	8/16/2011	Stoney Run & Schuylkill Roads	Automobile Accident	6	47 min.
East Vincent Township	63-160	8/18/2011	107 Valley Creek Lane	Automatic Fire Alarm	10	5 min.
East Vincent Township	63-162	8/22/2011	71 Mennonite Road	Automatic Fire Alarm	9	27 min.
East Vincent Township	63-163	8/24/2011	11 Independence Drive	Assist Ambulance	4	31 min.
East Vincent Township	63-164	8/24/2011	333 Vincent Heights Circle	Automatic Fire Alarm	3	14 min.
East Vincent Township	63-165	8/25/2011	110 Meredith Drive	Gas Leak Inside	9	28 min.
East Vincent Township	63-167	8/28/2011	Old Schuylkill & Shady Lane	Wires	9	16 min.
East Vincent Township	63-168	8/28/2011	Multiple Address	Dewater Basements	10	6 hrs, 23 min.
East Vincent Township	63-169	8/28/2011	406 Winding Stream Road	Assist Ambulance	9	19 min.
<b>TOTAL'S:</b>	<b>10</b>	<b>XXXXXXXX</b>	<b>XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX</b>	<b>XXXXXXXXXXXXXXXXXXXXXXXXXXXX</b>	<b>80</b>	<b>10 hrs, 12 min.</b>
North Coventry Township	63-156	8/6/2011	604 W. Schuylkill Road	Building	7	3 hrs, 11 min.
<b>TOTAL'S:</b>	<b>1</b>	<b>XXXXXXXX</b>	<b>XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX</b>	<b>XXXXXXXXXXXXXXXXXXXXXXXXXXXX</b>	<b>7</b>	<b>3 hrs, 11 min.</b>
<b>AUGUST MONTHLY TOTALS:</b>	<b>16</b>	<b>XXXXXXXX</b>	<b>XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX</b>	<b>XXXXXXXXXXXXXXXXXXXXXXXXXXXX</b>	<b>133</b>	<b>21 hrs, 20 min.</b>