

SPRING CITY BOROUGH COUNCIL MEETING

JULY 2ND, 2012 - 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, Petak, Shaner, Sweeney, Solicitor Romain, and Borough Administrator Rittenhouse.

APPROVAL OF THE MINUTES:

Councilman Burns motioned to approve the minutes of the June 4th, 2012 council meeting. Councilman Hays seconded. Motion carried.

COMMUNICATIONS:

1. Notification from PETRA Community Housing regarding their Family & Friends Day for the grand opening of the Resident Activity Center. The event is scheduled for Saturday, July 28th, 2012 at the Bard Complex, 201 S. Main Street between 10:00 a.m. and 2:00 p.m. Several activities are scheduled for the event.
2. A letter from Open Hearth, Inc. sent in accordance with the requirement of the Chester County Department of Community Development that the Borough be notified with a letter of intent that they are applying for a grant from the County to operate programs known as the Family Savings Partner – Program (FSP) Goal Achievement Program, (GAP), Gateway Program, and Financial Insight and Resource Management (FIRM).

COMMITTEE REPORTS:

STREETS AND UTILITIES: Mr. Rittenhouse gave the following Streets Department Report for the month of June 2012. **TRASH DISPOSAL** - 93.8 tons of refuse were hauled to the Lanchester Landfill in Honeybrook, PA by Charles Blosenski Disposal Company and the Borough from May 29, 2012 through June 18, 2012. Twenty-one (21) bulk trash pick-ups were made during the month. **RECYCLING** - Nineteen (19) loads of yard waste were collected at curbside and stored at the Borough's Compost Site on Gay Street. **STREET WORK** - Patched potholes on Cedar Street, Hall Street, South Main Street, Airy Alley, and Yost Avenue. Routinely cleaned various stormwater inlet boxes throughout the Borough. Manually swept North Main Street from Hall Street to Yost Avenue. **MAINTENANCE** - Mowed and trimmed the grass on all borough properties. Trimmed the hedges in front of the Borough Hall. Emptied the trash receptacles weekly at all of the recreation areas. Cleaned the lenses on the traffic lights at Main & Bridge Streets. Sharpened the blades on the John Deere riding mower. Turned the yard waste windrows at the Gay Street compost site. The 2011 Ford Dump Truck was serviced by New Holland Auto Group for a recall to reprogram the power train control module and nitrogen oxide sensor module.

SANITATION AND SURFACE WATER:

Mr. Shaner reported the sewer committee met on June 14, 2012 and finished up their discussion on the recommendation to council regarding the Act 537 Plan update and the Borough's new sewer use ordinance.

Mr. Shaner read the monthly report as follows: The average daily flow for the month of June, 2012 was 348,000 gallons per day. The maximum flow occurred on June 1st, 2012 and was recorded at 437,000 gallons. All routine maintenance at the plant and pump stations was performed by the plant operator, Steve Fegan. The plant operator is continuing to gather pricing information for the new chemical feed system. Mr. Fegan is continuing to treat the digesters with soda ash to raise the pH level.

POLICE:

Mr. Sweeney read the police report for June, 2012 as follows: Complaints 262; burglary 1; theft 8; criminal mischief 4; traffic citations issued 44; criminal arrests 29; juvenile arrests 2; accidents 5; parking tickets issued 3. **Assisted other departments as follows:** East Vincent 12 times (3 suspicious conditions, 3 traffic stops, erratic driver, 2 suspicious persons, burglary, trespassers, DUI,); East Pikeland 6 times (vehicle stop, 2 traffic stops, suspicious condition, break-in, and drug arrest); Royersford 3 times (wanted subject, warrant, and suspicious condition); Phoenixville 1 time (theft); Norristown P.D. 1 time (information); Skippack State Police 1 time (death notification); Embreeville State Police 1 time (theft); Chester County Detectives 1 time (child investigation). **Other departments assisting Spring City were as follows:** East Vincent 9 times (alarm, disorderly conduct, 2 warrant services, dispute, domestic, suspicious person, mental health, burglary); East Coventry 4 times (assault, warrant service, burglary, and mental health); East Pikeland 7 times (assault, warrant service, theft, domestic, 2 mental health and drug arrest); Royersford 3 times (wild animal, accident, and warrant service); West Vincent 1 time (assault); East Pikeland 1 time (assault); Phoenixville 1 time (mental health). **Mileage traveled during the month of June:** Car 14-1 (2009 Dodge) 1,213 miles; Car 14-2 (2011 Dodge) 1,903 miles which made a total of 3,116 miles. **Gas used during the month of June:** Car 14-1 (2009 Dodge) 123.5 gallons, Car 14-2 (2011 Dodge) 154.7 gallons which made a total of 278.2 gallons of gas used during the month.

FINANCE & ORDINANCE:

Mr. DiGuseppe reported the Finance & Ordinance Committee met on June 27, 2012. No new business was discussed. Mr. DiGuseppe noted Mr. Burns informed the committee members that a special meeting is being scheduled in East Vincent Township for the rezoning of the Pennhurst property.

ZONING, HOUSING & PROPERTY:

Mr. Rittenhouse reported there were nineteen (19) building permits issued during the month of June, 2012. Cindy Beard, 232 Yost Avenue, electric; Fryer Littlefield, 263 Broad Street, electric; Vivian Coryell, 215 Yost Avenue, roof; Brian Marsh, 201 S. Wall Street, plumbing; Brian Marsh, 201 S. Wall Street, mechanical & electrical; Brian Marsh, 201 S. Wall Street, addition; Michael Knox, 330 S. Main Street, fence; Courtney Ideo, 538 N. Cedar Street, fence; David Keytanjian, 225 Pikeland Avenue, deck 16 x 16; Richard Fagley, 436 Plum Alley, driveway; Jared Weeks, 310 Broad Street, shed 10 x 12; Pedro Rios, 415 Broad Street, handicap ramp; Heidi Schearer, 116 Pikeland Avenue, fence; Thomas Mercer, 534 N. Cedar Street, shed 12 x 14; Ralph Trego, III, 412 Queen Street, shed 12 x 10; James Burns, 115 Bridge Street, plumbing; Marcus Hswe, 478 Penn Street, plumbing; Ellen Paugh, 251 Yost Avenue, waterproof basement; Eric Hinkle, 415 Yost Avenue, fence. Estimated cost of construction for the month of June, 2012 was \$134,970. Permit fees collected for the month of June, 2012 was \$2,592.00.

PLANNING:

Mr. Burns reported the Planning Commission met on June 20, 2012. No new business was conducted.

LIBRARY:

Mr. Hays advised council that the next Library Board meeting is scheduled for Tuesday, August 21, 2012, 7:00 p.m.

FINANCIAL REPORTS: (Enclosed)

APPROVAL OF REPORTS:

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

PUBLIC COMMENT:

Margaret Hughes, 404 Ridge Avenue, addressed council concerning the proposed ordinance for regulating the Keeping of Animals within the Borough.

UNFINISHED BUSINESS:

1. Discussion on the Proposed Ordinance for Regulating the Keeping of Animals Within the Borough.

Council members discussed the contents of a proposed ordinance to regulate the keeping of animals within the Borough.

Mr. Sweeney commented that he felt the proposed ordinance was too restrictive.

Mr. DiGiuseppe said there needs to be a clearer definition of livestock and farm animals.

Mr. Shaner said the number of pets permitted inside and outside should be differentiated.

Mr. Hays referred to Section 4, (D) and (E), and Sections 9 and 10 which he would like to have revisited by the Finance & Ordinance Committee.

Mr. Burns concurred that the proposed ordinance needs to be amended.

It was agreed to table the proposed ordinance and send it back to the Finance & Ordinance Committee for further review.

2. Time Extension Letter - Telvil.

Councilman Burns motioned to accept the letter from John W. Garis of Telvil Corporation granting Borough Council a 180-day extension to the statutory review period decision date for their subdivision plan at South Main Street and Hunsberger Road which would make the revised decision date, January 24, 2013. Councilman Shaner seconded. Motion carried.

NEW BUSINESS:

1. Handicap Parking Permit Application.

Councilman Hays motioned to approve the handicap parking permit application submitted by Barry Kirk, 404 N. Penn Street. Councilman Burns seconded. Motion carried.

2. Proclamation - National Night Out.

Mr. Burns read a proclamation supporting, Tuesday, August 7th, 2012 as National Night Out in Spring City Borough.

ADMINISTRATOR'S REPORT FOR THE MONTH OF:

JUNE, 2012

The following figures represent the balance in each Department as appropriated in the 2012 Budget.

GENERAL GOVERNMENT

		<u>% UNSPENT</u>
General Government	\$ 67,607.36	48%
Protection to Persons and Property	\$ 251,225.63	54%
Planning, Zoning and Housing	\$ 31,620.94	71%
Streets and Highways	\$ 289,086.45	59%
Street Repaving	\$ 82,600.00	100%
Parks and Recreation	\$ 20,743.76	92%
Insurance	\$ 48,960.00	100%
Street Lighting	\$ 29,102.11	52%
Library	\$ 12,800.00	100%
Liberty Fire Company	\$ 22,100.00	100%
Association Dues and Expenses	\$ 2,349.10	90%
Building and Property	\$ 12,135.28	50%
1% Tax Collection	\$ 7,572.69	79%
OPT Tax Collection	\$ 190.11	63%
Workers' Compensation	\$ 15,115.25	57%
Engineering and Consulting	\$ 34,699.00	76%
CRP Grant – Consulting	\$ 58,885.16	99%
<u>SEWER ACCOUNT</u>	\$ 357,771.38	58%

This report reflects all wages and bills paid through June 30, 2012.

Local
Real Estate Interim Boro-PC

A Collections

1. Balance collectible - beg of Month	70,820.65	3,580.00
2a. Additions During Month	17.57	
2b. Deductions: credits during the month		
3. Total Collectible	70,838.22	3,580.00
4. Less: face collections for the month	18,126.87	295.00
5. Less: deletions from the list		
6. Less: Exonerations	18.54	5.00
7. Less: Liens/Non-lienable installment		
8. Balance collectible - End of month	52,692.81	3,280.00

B. Reconciliation of cash collected

9. Face amount of collections	18,126.87	295.00
10. Plus: Penalties	176.03	8.50
11. Less: Discounts		
12. Total cash collected per column		
13. Total cash collected	18,302.90	303.50

C. Payment of taxes

14. Amount remitted during the month

Pay-Date	Dep-Date	R/E Amount	Boro-PC Amt
05/29/2012	06/05/2012	12,035.08	105.00
06/05/2012	06/05/2012	3,188.71	65.00
06/06/2012	06/15/2012	1,142.93	40.00
06/12/2012	06/15/2012	340.84	66.00
06/19/2012	06/26/2012	1,595.34	27.50
Total Deposits		18,302.90	303.50

County
Real Estate Interim Boro-OP

A. Collections

1. Balance collectible - beg of Month	4,103.75
2a. Additions During Month	
2b. Deductions: credits during the month	
3. Total Collectible	4,103.75
4. Less: face collections for the month	325.00
5. Less: deletions from the list	
6. Less: Exonerations	21.25
7. Less: Liens/Non-lienable installment	
8. Balance collectible - End of month	3,757.50

B. Reconciliation of cash collected

9. Face amount of collections	325.00
10. Plus: Penalties	9.42
11. Less: Discounts	
12. Total cash collected per column	
13. Total cash collected	334.42

C. Payment of taxes

14. Amount remitted during the month

Pay-Date	Dep-Date	R/E Amount	Boro-OP Amt
05/29/2012	06/05/2012		126.25
06/05/2012	06/05/2012		75.00
06/06/2012	06/15/2012		30.00
06/12/2012	06/15/2012		71.54
06/19/2012	06/26/2012		31.63
Total Deposits			334.42

The Report of the Treasurer of the Borough of Spring City, Pa. at the close of business June 30, 2012

Balance as of last report	\$2,358,340.42
Certificate purchased	\$ 24,000.00

	\$2,382,340.42

Deposits Sec'y Office --General Fund

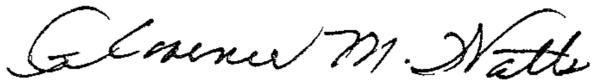
Berkheimer Associates -- E.I.T.	\$ 19,453.73	
Berkheimer Associates O.P.T.	\$ 880.26	
Trash Collection Fees	\$ 4,518.52	
Trash Certs	\$ 40.00	
Bulk Trash Pick Up	\$ 310.00	
HHW -- County Grant	\$ 645.29	
Local Fines	\$ 1,198.98	
Spring City Revitalization-Flag Donation	\$ 300.00	
Realty Transfer Fee	\$ 2,352.00	
County Fines	\$ 138.55	
State Police Fines	\$ 1,217.92	
Subdivision Cash Escrow	\$ 29,772.20	
Lease Dwelling Fee	\$ 9.24	
Utility Fee	\$ 10.00	
SCPD Equipment Payment	\$ 241.18	
Accident & Police Reports	\$ 90.00	
Building Permits	\$ 2,592.00	
U & O Inspections	\$ 100.00	
Parking Tickets	\$ 170.00	
Solicitation Permits	\$ 60.00	
TOTAL DEPOSITS TO GENERAL FUND	\$ 64,099.87	
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DEPOSITS TO OTHER ACCOUNTS		
Motor Equipment Fund-Interest		
Added to CD	\$ 83.20	
Recreation Fund-C.A.O.S.C.		
Utility Fee	\$ 2,431.68	
TOTAL DEPOSITS TO OTHER ACCOUNTS	\$ 2,514.88	
TOTAL DEPOSITS TO ALL ACCOUNTS		\$ 66,614.75
		\$2,448,955.17

WITHDRAWALS

By Orders #1271-1272 Street Light Fund	\$ 4,411.08
By Orders #10096 Non-Uniform Employee Pension Fund	\$ 402.27
By Orders #1621-1923 Recreation Fund	\$ 1,247.50
By Orders #1039 Motor Equipment Fund	\$ 12,000.00
By Orders #1038 Police Motor Equipment Fund	\$ 12,000.00
By Orders #11302-11338-26335-26365 General Fund	\$ 73,571.38
TOTAL WITHDRAWALS	\$ 103,632.23

Balance On Account – General Fund	
Checking	\$ 78,617.82
Certificate	\$1,108,000.00
	\$1,186,617.82
Balance On Account – Motor Equipment Fund	
Checking	\$ 1.00
Certificate	\$ 96,601.36
	\$ 96,602.36
Balance On Account – Street Light Fund	
Checking	\$ 16,643.42
	\$ 16,643.42
Balance On Account Gasoline Tax Account	
Checking	1.00
Certificate	\$326,803.07
	\$ 326,804.07
Balance On Account – Recreation Fund	
Checking	\$ 3,603.95
Certificate	\$ 24,555.70
	\$ 28,159.65
Balance On Account – Non-Uniform Employee Pension Fund	
Checking	\$ 5,456.26
Certificate	\$ 553,230.20
	\$ 558,686.46
Balance On Account – Police Motor Equipment Fund	
Checking	\$ 1.00
Certificate	\$ 37,055.11
	\$ 37,056.11
Balance On Account – PLGIT Capital Reserve Fund	
Investment	\$ 122,272.11
	\$ 122,272.11
Balance On Account	\$2,372,842.00
	\$2,448,955.17

Respectfully submitted



Florence M. Watts, Treasurer

The Report of the Treasurer of the Borough of Spring City, Pa. at the close of business June 30, 2012

SEWER FUND #2

Balance as of last report	\$2,946,990.52	
CD deposited	\$ 24,000.00	
	<u>\$2,922,990.52</u>	\$2,922,990.52

Deposits

Sewer Rent	\$ 7,694.30	
Sewer Certs	\$ 20.00	
Interest	\$ 415.45	
CD deposited	\$ 24,000.00	
	<u>\$ 32,129.75</u>	\$ 32,129.75

\$2,955,120.27



WITHDRAWALS

By Orders #6422-6443, 21233-21241		\$ 36,995.78
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Balance On Account	\$ 50,124.49	
Certificate	\$2,868,000.00	\$2,918,124.49
		<u>\$2,955,120.27</u>

Respectfully submitted

Florence M. Watts, Treasurer

The Report of the Treasurer of the Borough of Spring City, Pa. at the close of business June 30, 2012

POLICE PENSION FUND

Balance as of last report

Checking	\$ 13,104.76
Certificate-PNC Bank	\$498,027.48
Certificate-Phoenixville Federal Bank	\$ 39,023.89

	\$550,156.13

Deposit \$ 00.00

\$550,156.13

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Withdrawals: By Orders #2012 \$ 2,472.64

Current Balances on Accounts

Checking	\$ 10,632.12
Certificate-PNC Bank	\$ 498,027.48
Certificate-Phoenixville Fed.Bk	\$ 39,023.89

	\$547,683.49

\$550,156.13

Respectfully submitted



Florence M. Watts, Treasurer-

Councilman Burns motioned to adopt the proclamation proclaiming Tuesday, August 7th, 2012 as National Night Out in Spring City Borough. Councilman Shaner seconded. Motion carried.

3. Sewer Use Ordinance.

Mr. Shaner advised council that a draft sewer use ordinance will be distributed to council members along with the meeting minutes. He asked council to look over the draft ordinance and if they have any questions to attend the sewer committee meeting on July 12, 2012, 6:30 p.m. If they can not attend the committee meeting, he advised the council members to contact him by e-mail with any questions.

4. Act 537 Sewage Facilities Plan Update.

Mr. Shaner distributed copies of the sewer committee's recommendation to incorporate the Co Mag process in the Borough's Act 537 Sewage Facilities Plan Update.

The Act 537 Plan will also be discussed at the sewer committee meeting on July 12, 2012 and will be on the August council meeting agenda.

5. Municipality Fee to Support Chester County's Department of Emergency Services.

Mr. Rittenhouse spoke to council regarding the County Commissioners' proposal for the re-establishment of a municipality fee for emergency services that was implemented by the county in the 1980's then temporarily suspended in 1993, but never reinstated.

He noted approximately 120 people attended the Commissioners Sunshine briefing on June 19th, 2012 and more than twenty people spoke or submitted their written concerns to the Commissioners. The attendees included representatives from the County Association of Township Officials.

If this fee is re-established it will be determined by the population basis, which would equate to a \$17,279.60 fee assessed to the Borough based on the 2010 census.

It was decided by council members that they would individually write or e-mail the Chester County Commissioners expressing their position on this matter.

COUNCIL COMMENTS:

Mr. Hays announced that on Sunday, July 29, 2012, from 4:00 p.m. to 9:00 p.m. at the Brown Street Park, the "Spring City Jam" will be held which is being sponsored by Chaplin's Music Café and George's Music .

Mr. Burns noted that the "National Night Out" is scheduled for Tuesday, August 7th, 2012, 5:00 p.m. to 8:00 p.m. at the Brown Street Park. He said the Spring City Lions Club will file a Certificate of Indemnity with the administrative office.

READING OF THE PAYMENT OF THE BILLS:

GENERAL ACCOUNT: (OFFICE) Rothwell Document Solutions \$239.50; Action Data Services \$336.52; EAS \$144.49; PECO \$245.09; Flexible Benefits Plans, Inc. \$1,811.82; Wrigley's \$7.49; H.A. Berkheimer, Inc. \$300.82; Sigel Insurance Group \$443.75; Baer, Romain LLP \$700.00; AT&T \$25.07; Oehlert Bros. Inc. \$1,915.79; Verizon \$85.93; Provident \$100.58; T-Mobile \$46.63; P.A.W. \$19.20. **TOTAL:** \$6,422.68. **(STREETS)** Oehlert Bros. Inc. \$462.47; PECO \$52.66; Robert E. Little, Inc. \$301.39; Flexible Benefits Plans, Inc. \$3,921.68; Chester County Solid Waste Authority \$5,343.76; Sanatoga Quarry \$431.38; Mowrey-Latshaw \$110.52; AirGas \$33.44; Provident \$54.02; Charles Blosenski Disposal Company \$7,157.03; CarQuest \$16.17; J.P. Mascaro & Sons \$3,563.60; Data Flo Plus

\$221.30; Wensel's Truck Repair \$46.47. TOTAL: \$21,715.89. (POLICE) Oehlert Bros. Inc. \$879.83; Borough of Pottstown \$400.00; Witmer Public Safety Group \$698.40; PAW \$654.84; Flexible Benefits Plans, Inc. \$1,758.15; Tri County \$54.14; Staples \$150.69; Baer Romain, LLP \$236.00; deCordre Automotive \$441.50; Metropolitan Communications, Inc. \$130.95; Verizon \$242.30; Provident \$98.74; Crystal Springs \$57.93; Nextel \$42.95; Drugscan, Inc. \$168.00. TOTAL: \$6,014.42.

SEWER ACCOUNT: Oehlert Bros. Inc. \$9,096.76; PECO \$1,689.51; CarQuest \$97.79; Pottstown Roller Mills \$1,068.50; M.J. Reider Associates, Inc. \$744.00; Flexible Benefits Plans, Inc. \$2,437.35; EEMA \$6,375.73; Mowrey-Latshaw \$13.95; PA One Call System, \$21.12; Baer, Romain, LLP \$1,764.00; Emergency Systems Service Company \$2,762.62; AT&T \$28.22; Buckman's Inc. \$541.60; Verizon \$162.08; Commonwealth of Pennsylvania \$100.00; Provident \$28.11; J.C. Ehrlich Company, Inc. \$49.06; Crystal Springs \$7.25; A.J. Blosenski, \$525.00; PAW \$108.93; Data Flo Plus \$234.45. TOTAL: \$27,856.03.

STREET LIGHTING FUND: PECO \$4,411.08. TOTAL: \$4,411.08.

PARK & RECREATION FUND: Potty Queen \$80.00; PECO \$170.30. TOTAL: \$250.30.

BUILDING & PROPERTY FUND: Wrigley's \$112.56; RMC \$256.68; Crystal Springs \$20.21. TOTAL: \$389.45.

CRP CONSULTING FUND: URDC \$6,364.94. TOTAL: \$6,364.94.

PLANNING, ZONING & HOUSING FUND: Baer, Romain, LLP \$240.00; Motley Associates, Inc. \$2,326.40. TOTAL: \$2,566.40.

ENGINEERING & CONSULTING FUND: Motley Associates, Inc. \$3,276.00. TOTAL: \$3,276.00.

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

ANNOUNCEMENTS:

President DiGuseppe announced the following meetings are scheduled for July, 2012: **Sewer Committee,** Thursday, July 12, 2012, 6:30 p.m.; **Planning Commission,** Wednesday, July 18, 2012, 7:00 p.m.; **Police Committee,** Thursday, July 19, 2012, 7:00 p.m.; **Finance & Ordinance Committee,** Wednesday, July 25, 2012; 6:30 p.m.

The next council meeting is scheduled for Monday, August 6th, 2012, 7:30 p.m.

ADJOURNMENT:

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

Respectfully submitted,

Dennis Rittenhouse
Borough Administrator