

SPRING CITY BOROUGH COUNCIL MEETING

SEPTEMBER 3RD, 2013 - 7:30 P.M.

President DiGuiseppe 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, DiGuiseppe, Hays, Kratz, Shaner, Sweeney, Solicitor Romain, and Manager Rittenhouse.

APPROVAL OF THE MINUTES:

Mr. Shaner motioned to approve the minutes of the August 5th, 2013 council meeting. Mr. Hays seconded. Motion carried.

COMMUNICATIONS:

1. From PA American Water Company a letter pursuant to Act 14 advising us that they are filing an application with PA DEP for the renewal of their NPDES Permit (No. PA0051616) at their Shady Lane Water Treatment Plant.
2. A thank you note from Spring City Library Director, Nicole McCourt Soucha, for the Borough's 2013 budgeted appropriation of \$12,800.00.
3. A letter from Patrick Bokovitz, Director of the Department of Community Development, advising the Borough that our 2013 CRP Application for an aerobic sludge digest project was not selected for funding in 2013.
4. A letter from the County Commissioners informing us that our application for storm water and ADA improvements for Hall Street under the 2013 CRP Grant Program has been approved in the amount of \$125,000.00.
5. A letter from PA DEP advising us that our 2011 Act 101 Recycling Program Performance Grant was approved in the amount of \$2,993.00.
6. A letter from Limerick Township's Solicitor regarding the proposed amendment and adoption of Limerick Township's official map.

COMMITTEE REPORTS:

STREETS AND UTILITIES: Mr. Rittenhouse gave the following Streets Department Report for the month of August 2013. **TRASH DISPOSAL** - 88.9 tons of refuse were hauled to the Lanchester Landfill in Honeybrook, PA by the Borough and Charles Blosenski Disposal Company from July 29, 2013 through August 19, 2013. Thirteen (13) bulk trash pick-ups were made during the month. **RECYCLING** - Fourteen (14) dump truck loads of yard waste was collected at curbside and stored at the Borough's Compost Site. **MAINTENANCE** - Mowed and trimmed the grass on all Borough properties. Washed and cleaned the interior on all of the Borough trucks. Cleaned the pole barn at the Wastewater Treatment Plant. Performed minor maintenance on the leaf-vac machine. Painted 15 sets of speed trap lines in areas specified by the Police Chief. Replaced four bulbs on the street lamp posts on North Main Street. **STREET WORK:** Completed painting the crosswalks from Chestnut Street to Gay Street. Routinely cleaned various storm water inlets as needed throughout the Borough. **MISCELLANEOUS:** The 1995 GMC Dump Truck was inspected on 8-22-13 (\$399.95).

SANITATION AND SURFACE WATER:

Mr. Shaner read the sewer plant report for August, 2013. The average daily flow for the month of August was 374,000 gallons per day. The maximum flow occurred on August 23rd, 2013 and was recorded at 548,000 gallons.

Sludge is routinely being applied to the reed beds.

All routine maintenance was performed by Steve Fegan the Plant Operator.

Mr. Rittenhouse submitted a completed loan questionnaire to USDA, (United States Department of Agriculture) on August 11th, 2013. The Rural Development and Administrative Department is currently reviewing the project, and will contact the Borough once the preliminary review is completed. Mr. Rittenhouse will provide written updates to the Sewer Committee and Council when the preliminary review is completed by USDA.

Also, Mr. Romain and Mr. Rittenhouse met with Jamie Motley to begin the process of preparing an ordinance for Council to review concerning the new Act 167 Stormwater Management Regulations. When available council will be sent a memorandum on the status of this plan implementation.

POLICE:

Mr. Kratz read the police report for August, 2013 as follows: Complaints 170, theft 11, criminal mischief 6, traffic citations issued 12, criminal arrests 15, juvenile arrests 1, accidents 8, parking tickets issued 6. **Assisted other departments as follows:** East Vincent 7 times (2 suspicious vehicles, disturbance, 2 drug arrests, neighbor dispute, and domestic); Royersford 5 times (medical call, 911 call, Act 64 arrest, domestic, and suspicious condition); East Pikeland 1 time (vehicle stop); Boyertown 1 time (information). **Other departments assisting Spring City were as follows:** East Vincent 2 times (domestic, mental health subject); East Pikeland 1 time (mental health subject); Royersford 1 time (domestic); East Coventry 1 time (mental health subject). **Mileage traveled during the month of August:** Car 14-1 (2009 Dodge) 1,436 miles; Car 14-2 (2011 Dodge) 1,524 miles which made a total of 2,960 miles. **Gas used during the month of August:** Car 14-1 (2009 Dodge) 154.3 gallons, Car 14-2 (2011 Dodge) 146.1 gallons which made a total of 300.4 gallons of gas used during the month.

FINANCE & ORDINANCE:

Mr. DiGuseppe reported the Finance & Ordinance Committee met on August 28, 2013 and discussed the following topics: building permit fees for the new library, a new MS4 Stormwater Management Ordinance, cameras for the holding cell in the police department, a policy for the Spring City Police Department bike patrol, fines for tree and shrubbery violations, and the viability of the Yost Avenue and Main Street Parking Lot.

ZONING, HOUSING & PROPERTY:

Mr. Rittenhouse reported there were five (5) building permits issued during the month of August 2013. Maria Wickham, 344 Broad Street, sidewalk; Bill Carroll, 346 Arch Street, soffitt-drywall; Vicki Godshall, 102 S. Main Street, plumbing; Petra Community Housing, 201 S. Main Street, plumbing; Bill Rutledge, 304 Washington Street, replacement windows. The estimated cost of construction for the month was \$22,700.00. Permit fees collected for the month of August was \$323.00.

PLANNING:

Mr. Burns reported the planning commission met on August 21, 2013 and conducted an informal meeting concerning future development with prospective purchasers of the Latshaw Tract located at Wall Street and Hunsberger Road.

LIBRARY:

Mr. Hays noted that the August Bingo Fundraiser at the Friendship Fire Company netted approximately \$500.00.

He informed council that Lois Shupp has been named the new director of the Spring City Library effective September 3rd, 2013.

Also, the library board met on August 20, 2013 to address several topics related to the new building project. The board is currently working with National Penn Bank to secure the necessary financing for the project.

The next public meeting of the board is scheduled for September 17, 2013, 7:00 p.m. at 2 Riverside Drive which is the temporary location of the library at this time.

FINANCIAL REPORTS: (Enclosed)

APPROVAL OF REPORTS:

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

PUBLIC COMMENT:

Bob Cooney, 1750 Rock Hill Lane, Phoenixville, PA, a majority owner of Chaplin's Music Café, 66 North Main Street addressed borough council regarding a letter he received from Chief of Police, Anthony Kuklinski, concerning several issues at 66 N. Main Street.

Mr. Cooney was advised to contact the chief to discuss the letter in more detail.

UNFINISHED BUSINESS:

1. Bid Tabulation - 2013 Street Work.

The public bid opening for the 2013 street resurfacing work was held on August 20th, 2013, 2:00 p.m. The following bids were received: Reid Paving Contractors, Inc. \$119,290.00; Floyd G. Hersh - \$125,020.00, and Reading Site Contractors, Inc. - \$131,521.25. Copies of the bid tabulation sheet were distributed to council members on August 20th, 2013.

Jim Mohn of Motley Associates has reviewed the bid documents submitted by the contractors for conformity purposes. Reid Paving Contractors, the low bidder has worked in the borough before and their work habits, timeliness, etc. for projects of this type have been satisfactory and he would recommend awarding the contract to Reid Paving Contractors, Inc.

Mr. Shaner motioned to award the 2013 street work project to Reid Paving Contractors, Inc. for the bid amount of \$119,290.00 and to pay for the project with Liquid Fuels Funds. Mr. Hays seconded. Motion carried.

NEW BUSINESS:

1. Discussion to Amend Ordinance No. 136, Section 4, Fine Amount for Violations.

At the August Finance & Ordinance Committee Meeting Mr. Rittenhouse asked the committee to review Ordinance #136, Section 4 which sets the fine amounts for low hanging tree limbs (must be 14' above streets and sidewalks), and bushes and shrubbery that protrude onto the sidewalks and streets. The current fine is only \$25.00, however, we can levy up to \$99.00 with costs added to the citation. Mr. Rittenhouse noted to the committee that this is a problem throughout the borough during the spring and late summer months. Approximately 12 violation notices were issued during the month of August.

This item was tabled by Borough Council until the October 7th, 2013 council meeting.

2. Spring City Library Request for Building Permit Fees to Reflect Payment of Actual Cost for Services Versus a Flat Percentage of the Total Project Cost.

Terry McCarthy and Diane Skorina of the Library Board attended the August Finance & Ordinance meeting to discuss building permit fees for the construction of the new library.

Mr. Rittenhouse provided an analysis of how building permit fees are calculated and provided an explanation to the committee as to what the Board was asking for.

The fees assessed for permits would be for actual cost of services rather than the adopted fee schedule calculation for a commercial building.

Mr. Shaner motioned to approve the request from the Spring City Library Board to assess the building permit fees for their new construction project to reflect actual costs incurred for services rather than a flat percentage of the total project costs. Mr. Kratz seconded. Motion carried.

COUNCIL COMMENTS:

Mr. Hays commented that the Phase IV Streetscapes work looks very good.

Mr. DiGuseppe asked Mr. Rittenhouse to provide a quick run down as to how the new pedestrian crossing system at North Main and East Bridge Streets operates. Mr. Rittenhouse did so and emphasized to council that the Borough is now in compliance with what Penn Dot requires for pedestrian crossing at this intersection.

Mr. DiGuseppe said that he has asked Chief Kuklinski to look into the cost to install surveillance cameras along North Main Street to monitor any illegal activity that might be taking place in this area.

Mr. Sweeney commented on donations made to the Borough and how they are disbursed. It was determined that a resolution could be drawn up to establish a procedure for the disbursement of funds donated to the Borough. Mr. Romain will draft a resolution for council to consider at the October Council Meeting.

READING OF THE PAYMENT OF THE BILLS:

GENERAL ACCOUNT: (OFFICE) PECO \$546.11; H.A. Berkheimer, Inc. \$505.88; Baer, Romain, LLP \$684.00; AT&T \$87.43; Verizon \$98.58; Provident \$100.58; PAW \$22.72; Staples \$34.99, Wrigley's \$58.41. **TOTAL:** \$2,138.70. (STREETS) Mowrey-Latshaw \$248.08; Oehlert Bros. Inc. \$639.12; PECO \$35.84; CarQuest \$94.24; COSI \$148.77; Chester County Solid Waste Authority \$5,066.91; Crable Paving & Excavating \$2,400.00; Flexible Benefits Plans \$4,467.76; Charles Blosenski Disposal Co., Inc. \$7,624.00; Baer, Romain, LLP \$48.00; A.J. Blosenski, Inc. \$2,929.40; AirGas \$27.80; Little's \$101.24; The Mercury \$525.26; Provident \$54.02; Wensel's \$967.49. **TOTAL:** \$25,377.93. (POLICE) Borough of Pottstown \$300.00; Mowrey-Latshaw \$9.97; Oehlert Bros., Inc. \$825.29; American General \$668.00; CarQuest \$49.98; deCordre Automotive \$3,909.60; Flexible Benefits Plans, Inc. \$7,897.93; Hess Embroidery & Uniforms, LLC \$242.00; PAW \$653.86; Crystal Springs \$69.98; Drugscan, Inc. \$336.00; H&F Tire Service \$112.00; Verizon \$264.94; Provident \$95.42; Staples \$311.63; Galls \$149.60; AT&T \$65.93. **TOTAL:** \$15,962.13.

SEWER ACCOUNT: Oehlert Bros., Inc. \$55.07; PECO \$1,344.35; Emergency Systems Service Co. \$1,041.18; EEMA \$4,687.69; Buckman's Inc. \$852.72; Action Data Services \$493.23; M.J. Reider Associates, Inc. \$930.00; Flexible Benefits Plans, Inc. \$4,852.48; Baer Romain, LLP \$1,284.00; AT&T \$34.17; PAW \$98.96; Crystal Springs \$51.30; Verizon \$163.05; Provident \$28.89; J.C. Ehrlich Co., Inc \$50.54; Staples \$81.99; USALCO \$2,332.60; A.J. Blosenski, Inc. \$525.00. **TOTAL:** \$18,907.22.

STREET LIGHTING FUND: PECO \$3,953.40. **TOTAL:** \$3,953.40.

PARK & RECREATION FUND: Potty Queen \$80.00; PECO \$128.52. **TOTAL:** \$208.52.

PLANNING, ZONING & HOUSING FUND: Baer Romain, LLP \$612.00; Motley Associates, Inc. \$1,448.10.

TOTAL: \$2,060.10.

WORKER'S COMPENSATION FUND: Black/Laskey Group \$275.00. TOTAL: \$275.00.

BUILDING & PROPERTY FUND: Crystal Springs \$33.81; Denney Electric \$15.77; Jim's Tree Service \$1,200.00. TOTAL: \$1,249.58.

ENGINEERING & CONSULTING FUND: PA Dept. of Transportation \$3,609.90; Motley Associates, Inc. \$3,666.00. TOTAL: \$7,275.90.

CRP CONSULTING FUND: URDC \$4,368.84. TOTAL: \$4,368.84.

CRP GRANT FUND, PAYMENT APPLICATION #5, PHASE IV: McCarthy Masonry & Concrete, Inc. \$60,313.01. TOTAL: \$60,313.01.

Mr. Shaner motioned the bills be approved for payment as read. Mr. Hays seconded. Motion carried.

EXECUTIVE SESSION:

President DiGuseppe stated that there will be a five minute recess and then council will go into executive session to discuss potential litigation matters.

President DiGuseppe called the regularly scheduled meeting back to order.

ANNOUNCEMENTS:

Mr. DiGuseppe announced the following meetings are scheduled for September, 2013: **Sewer Committee**, Thursday, September 12, 2013, 6:30 p.m.; **Planning Commission**, Wednesday, September 18, 2013, 7:00 p.m., **Police Committee**, Thursday, September 19, 2013, 7:00 p.m.; **Finance & Ordinance Committee**, Wednesday, September 25, 2013, 6:30 p.m.

The October Borough Council meeting will be held on Monday, October 7th, 2013, 7:30 p.m.

ADJOURNMENT:

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

Respectfully submitted,
Dennis Rittenhouse