

## SPRING CITY BOROUGH COUNCIL MEETING

February 3<sup>rd</sup>, 2014 - 7:30 P.M.

### CALL TO ORDER:

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 Bauman, DiGuiseppe, Kern, Kratz, Shaner, Sweeney, Mayor Weiss, Solicitor Romain, and Borough Manager Rittenhouse.

### COMMITTEE REPORTS:

**STREETS AND UTILITIES:** Mr. Rittenhouse gave the following Streets Department Report for the month of January, 2014. **TRASH DISPOSAL** - 100.9 tons of refuse were hauled to the Lanchester Landfill in Honeybrook, PA by Charles Blosenski Disposal Company and Reams Disposal from December 23, 2013 through January 20, 2014. Seven (7) bulk trash pick-ups were made during the month.

**RECYCLING** – A.J. Blosenski submitted the 2013 fourth quarter recycling report as follows: Co-mingled materials and newsprint for the months of October, November, and December - 90.4 tons. The total recyclable tonnage collected in 2013 was mixed paper 117.7 tons, and co-mingle materials 139.2 tons which makes a grand total of 256.9 tons of recyclables collected at curbside in 2013. One hundred and fifty eight (158) Christmas trees were collected at curbside in January. **MAINTENANCE** - Removed snow and salted the sidewalks on all Borough properties during the snow events. Emptied the trash receptacles weekly at all of the recreation areas. Replaced two (2) bulbs in the street lamp posts. Washed and cleaned the interior on the two Borough dump trucks. The 2005 International Trash Truck was inspected during the month (\$459.10). **STREET WORK** - Patched potholes on South Main Street. Removed ice and snow from various stormwater inlets throughout the Borough. Plowed, and spread salt and cinders on all of the borough streets during the snow events on January 2<sup>nd</sup>, 3<sup>rd</sup>, 21<sup>st</sup>, 22<sup>nd</sup> and 25<sup>th</sup>.

**SANITATION AND SURFACE WATER :** Mr. Shaner reported the average daily flow at the treatment plant for the month of January was 405,000 gallons per day. The maximum flow occurred on January 12<sup>th</sup>, 2014 and was recorded at 681,000 gallons. All routine maintenance was performed at the plant and pump stations during the month. Steve Fegan, the plant operator, reported the cold weather has caused several freezing issues at the plant which includes debris at the bar screen freezing up on a daily basis, the second stage trickling filter arms freezing up and the clarifier drives in the primary and secondary tanks not moving. I&I work on Bridge Street from the Borough line to the Schuylkill River Bridge is scheduled to be done later this month. A portion of the work will be done in the late evening hours when there is a lower traffic volume. The 2013 annual Effluent Monitoring Report (AEMR) was submitted to the Delaware River Basin Commission (DRBC) on January 28, 2014 by Mr. Fegan.

### POLICE:

Mr. Kratz reported the police committee met on January 16, 2014 and discussed the process involved to obtain a search warrant, the number of parking tickets issued during the declared snow emergency in January and the pros and cons of involving the fire chief assisting the police department in enforcing the Borough's Burning Ordinance.

Mr. Kratz read the police report for January, 2014 as follows: Accidents 3, animal complaints 4; assaults 2; attempted theft 1; complaints 210; criminal mischief 4; custody disputes 1; disturbing the peace 5; domestic disturbances 7; fires 2; harassments 9; identity theft 1; impounded vehicles 3; lost

and found articles 2; lost/missing persons 1; medical emergency 19; narcotics 2; non-criminal reports 7; ordinance issues 6; parking issues 4; PFA services 2; resisting arrest 1; robbery 1; service calls 13; suspicious persons 4; terrorist threats 1; thefts 7; traffic warnings 4; warrants 1. **Arrests** - traffic 22; non-traffic 7; criminal 6. There were 33 parking tickets issued. **Assisted other departments as follows:** East Vincent 7 times; Royersford 1 time; Colorado Springs 1 time; East Pikeland 1 time; East Coventry 1 time; Cheltenham 1 time. **Other departments assisting Spring City were as follows:** Royersford 10 times; East Coventry 2 times. **Mileage traveled during the month of January:** Car 14-1 (2009 Dodge) 900 miles; Car 14-2 (2011 Dodge) 1,050 miles which made a total of 1,950 miles. **Gas used during the month of January:** Car 14-1 (2009 Dodge) 147.86 gallons, Car 14-2 (2011 Dodge) 95.114 gallons which made a total of 242.974 gallons of gas used during the month.

**Commendable Activities:** On January 13, Chief Kuklinski and Officer Smith, assisted by Officer Jason of East Coventry, investigated a wanted persons report and as a result seized drug paraphernalia, brass knuckles, and other illegal items which led to an arrest not only for the warrant but drug charges and prohibited offensive weapons. On January 20, Officer Kane responded to a call of illegal drug activity on Cedar Street and upon responding to the call, he seized drugs and drug paraphernalia, and subjects were arrested for violations of drug acts. On January 24, Officer Kane observed suspicious activity and upon further investigation found that one male suspect was in possession of drugs and drug paraphernalia, and subject was arrested for violations of drug acts.

#### **ZONING, HOUSING & PROPERTY:**

Mr. Rittenhouse reported (1) building permit was issued during the month of January, 2014. John DeFusco, 465 N. Penn Street, shed 10x16. Estimated cost of construction for the month of January, 2014 was \$2,800. Permit fees collected for the month of January, 2014 was \$35.00.

#### **PLANNING:**

Mr. DiGuseppe reported the Planning Commission met on January 15, 2014. Under New Business the commission reorganized and retained the current slate of officers; Jim Burns, Chair, and Taylor Boyd, Secretary. Also, the members endorsed the appointment of Daniel Bauman as a member of the commission.

**FINANCIAL REPORTS:** (Enclosed)

#### **APPROVAL OF REPORTS:**

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

#### **UNFINISHED BUSINESS:**

##### **1. Appointment for the Vacant Elected Auditor Position.**

Mr. Shaner motioned to appoint Shirley Shaffer as an elected auditor for Spring City Borough to fill the vacancy created by the resignation of Daniel L. Bauman, Sr. whose term runs through December 31, 2015. Mr. Kern seconded. Motion carried.

##### **2. Time Extension Letter – 501 S. Main Street, L.P.**

Mr. Shaner motioned to accept the letter from David Dratch, Esq. of 501 South Main Street, L.P. granting Borough Council a 180-day extension to the statutory review period decision date for their proposed subdivision/land development plan at 501 South Main Street, Spring City, PA which would revise the decision date to August 12, 2014. Mr. Kratz seconded. Motion carried.

ADMINISTRATOR'S REPORT FOR THE MONTH OF:

JANUARY, 2014

The following figures represent the balance in each Department as appropriated in the 2014 Budget.

**GENERAL GOVERNMENT**

**% UNSPENT**

General Government	\$ 146,368.04	91%
Protection to Persons and Property	\$ 377,747.63	89%
Planning, Zoning and Housing	\$ 60,599.40	95%
Streets and Highways	\$ 411,090.52	91%
Street Repaving	\$ 88,600.00	100%
Parks and Recreation	\$ 22,431.10	100%
Insurance	\$ 44,681.00	100%
Street Lighting	\$ 51,215.35	92%
Library	\$ 12,800.00	100%
Liberty Fire Company	\$ 22,100.00	100%
Association Dues and Expenses	\$ 2,200.00	100%
Building and Property	\$ 36,931.80	97%
1% Tax Collection	\$ 4,684.46	92%
OPT Tax Collection	\$ 245.95	98%
Workers' Compensation	\$ 24,680.23	71%
Engineering and Consulting	\$ 32,634.00	100%
CRP Grant – Consulting	\$ 28,065.68	92%

**SEWER ACCOUNT**

\$ 662,291.29 95%

This report reflects all wages and bills paid through January 31, 2014.

# Tax Collector's Monthly Report to Taxing District

Taxes Included: OCCUPATION TAX / BOROUGH PER CAPITA / SPRING CITY BOROUGH TAX

For The Month of : 12/28/2013 00:00:00 To 1/14/2014 23:59:59

A. Collections	Municipal/County		School		Interim/Other	Per Capita	Others	Totals
	Current	Interim	Current	Interim				
1. Balance Collectable -Beginning of the Month	\$25,186.01	\$13.72	\$0.00	\$0.00	\$0.00	\$3,155.00	\$3,505.00	\$31,859.73
2A. Additions: During the Month	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5.00	\$0.00	\$5.00
2B. Deduction: Credits During the Month from 17								
3. Total Collectable	\$25,186.01	\$13.72	\$0.00	\$0.00	\$0.00	\$3,160.00	\$3,505.00	\$31,864.73
4. Less: Face Collections for the month	\$5,148.16	\$0.00	\$0.00	\$0.00	\$0.00	\$125.00	\$141.25	\$5,414.41
5. Less: Deletions from the List	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6. Less: Exoneration	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5.00	\$0.00	\$5.00
7. Less: Liens/ Non-lienable Installments	\$20,037.85	\$13.72	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20,051.57
8. Balance Collectable -End of the Month	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,030.00	\$3,363.75	\$6,393.75
B. Reconciliation of Cash Collected								
9. Face Amount of Collections - Must agree with line 4	\$5,148.16	\$0.00	\$0.00	\$0.00	\$0.00	\$125.00	\$141.25	\$5,414.41
10. Plus: Penalties	\$514.81	\$0.00	\$0.00	\$0.00	\$0.00	\$12.50	\$14.21	\$541.52
11. Less: Discounts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
12. Total Cash Collected Per Column	\$5,662.97	\$0.00	\$0.00	\$0.00	\$0.00	\$137.50	\$155.46	\$5,955.93
13. Total Cash Collected All Columns								

C. Payment of Taxes

14. Amount Remitted During the Month

Date	Transaction #	Amount
12/31/2013		\$5,177.67
01/09/2014		\$778.26
	TOTAL	\$5,955.93

15. Amount Paid with this report Applicable to this reporting Month

TOTAL

16. Total Remitted this Month

TOTAL

\$5,955.93

17. Total Other Credits and Adjustments

Parcel #	Name	Amount

18. Interest Earnings (If applicable) \$

Carryover from Previous Month	_____
Amount Collected this Month	_____
Less Amount Paid This Month	_____
Ending Balance	_____

Taxing District Use (Optional)

*Mary Kay*  
Tax Collector

01-15-14

Date

I Verify this is a complete and accurate reporting of the balance collectable, taxes collected and remitted for the month *Dennis Allenhance*  
Received by (taxing district) *Spring City*

Title: *Manager* Date: *2/3/14*

# MTS Collection Summary

	Current Tax	Interim Tax	
Face Amount	\$5,414.41	\$0.00	
Discount Amount	\$0.00	\$0.00	
Penalties Amount	\$541.52	\$0.00	
Refunds Payments Collected to be returned	\$0.00	\$0.00	
Total Over/Under Paid	\$0.00	\$0.00	
Total Deposit (Including Refunds)			\$5,955.93
Adjusted Total Cash Collected			\$5,955.93
Bounced Checks - Deposits Reversed by Bank for insufficient funding			
			\$0.00

Collection Statistics	Municipal/County		School		Face Total	Disc/Pen Total	Total
	Current	Interim	Current	Interim			
Face Amount Collected in Discount	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Face Amount Collected in Face	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Face Amount Collected in Penalty	\$5,414.41	\$541.52	\$0.00	\$0.00	\$5,414.41	\$541.52	\$5,955.93
							<b>\$5,955.93</b>

Commission	Municipal/County		School		Per Capita	Others
	Current	Interim	Current	Interim/Other		
12. Total Cash Collected Per Column	\$ 5,662.97	\$ 0.00	\$ 0.00	\$ 0.00	\$ 137.50	
Commission Rate						
Monthly Commission per column						

The Report of the Treasurer of the Borough of Spring City, Pa. at the close of business January 31,2014

Balance as of last report	\$2,501,277.77
Certificate deposited	\$ 40,000.00
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	\$2,461,277.77

Deposits Sec'y Office –General Fund

Berkheimer Associates – E.I.T.	\$ 10,822.55
Berkheimer Associates – O.P.T.	\$ 231.50
Trash Collection Fees	\$ 48,791.76
Bulk Pick Ups	\$ 150.00
Local Fines	\$ 1,605.28
County Fines	\$ 645.66
Right to Know Fee	\$ 10.01
Copies	\$ .75
Peco Drill Reimbursement	\$ 108.00
Lease Dwelling Fee	\$ 376.80
Interest	\$ 9.86
CD deposited	\$ 40,000.00
Building Permits	\$ 35.00
U & O Inspections	\$ 200.00
Parking Tickets	\$ 595.00
Accident Report	\$ 45.00
TOTAL DEPOSITS TO GENERAL FUND	\$ 103,627.17

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DEPOSITS TO OTHER ACCOUNTS

PLGIT INVESTMENT \$ 1.41

TOTAL DEPOSITS TO OTHER ACCOUNTS \$ 1.41

TOTAL DEPOSITS TO ALL ACCOUNTS \$ 103,628.58

\$ 103,628.58  
\$ 2,564,906.35

WITHDRAWALS:

By Orders #1309-1310 Street Light Fund	\$ 4,684.65
By Orders #1661 Recreation Fund	\$ 43.90
By Orders #10115 Non-Uniform Employee Pension Fund	\$ 402.27
By Orders #12113-12157, 27017-27071 General Fund	\$ 143,926.29
<b>TOTAL WITHDRAWALS</b>	<b>\$ 149,057.11</b>

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Balance On Account – General Fund	
Checking	\$ 110,645.77
Certificate	\$1,142,000.00
	\$1,252,645.77
Balance On Account – Motor Equipment Fund	
Checking	\$ 1.00
Certificate	\$ 118,834.95
	\$ 118,835.95
Balance On Account – Street Light Fund	
Checking	\$ 10,688.57
	\$ 10,688.57
Balance On Account – Gasoline Tax Account	
Checking	\$ 1.00
Certificate	\$ 261,253.83
	\$ 261,254.83
Balance On Account – Recreation Fund	
Checking	\$ 2,760.63
	\$ 24,594.99
	\$ 27,355.62
Balance On Account – Non-Uniform Employee Pension Fund	
Checking	\$ 7,635.90
Certificate	\$ 598,230.20
	\$ 605,866.10
Balance On Account – Police Motor Equipment Fund	
Checking	\$ 1.00
Certificate	\$ 37,104.74
	\$ 37,105.74
Balance ON Account – PLGIT Capital Reserve Fund	
	\$122,321.87
	\$ 122,321.87
Balance On Account	\$ 2,436,074.45
	\$ 2,564,906.35

Respectfully submitted



Florence M. Watts, Treasurer



The Report of the Treasurer of the Borough of Spring City, Pa. at the close of the business January 31, 2014

POLICE PENSION FUND

Balance as of last report

Checking	\$ 7,779.97
Certificate – PNC Bank	\$ 474,027.48
Certificate – Phoenixville Federal Bank	\$ 39,091.01
Certificate Cashed	\$ 3,000.00
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	\$ 517,898.46

Deposit	
CD PNC Bank	\$ 3,000.00
Interest PNC Bank	\$ 140.37
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	\$ 3,140.27

\$521,038.73

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Withdrawal:	By Orders #2036-2037	\$ 3,431.79
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Current Balance On Accounts

Checking	\$ 7,488.45
Certificate – PNC Bank	\$471,027.48
Certificate – Phoenixville Federal Bank	\$ 39,091.01
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	\$517,606.94

\$521,038.73

Respectfully submitted

*Florence M. Watts*  
 Florence M. Watts, Treasurer

**NEW BUSINESS:**

**1. Removal of Planning Commission Member, Jacqueline Finkelstein.**

Mr. Shaner motioned to remove Jacqueline Finkelstein as a member of the Spring City Planning Commission for non-attendance at the Planning Commission meetings. Mr. Sweeney seconded. Motion carried.

**2. Appointment of Daniel L. Bauman, Sr. to the Spring City Planning Commission.**

Mr. Kratz motioned to appoint Daniel L. Bauman, Sr. as a member of the Spring City Planning Commission to fill the vacant term that expires in June, 2016. Mr. Sweeney seconded. Motion carried.

**COUNCIL COMMENTS:**

Mr. Romain noted that there is currently a potential buyer for the Latshaw Tract and that the potential buyers group has been coming to council meetings and planning commission meetings for some time. They are now in the process of proposing a possible zoning amendment to the borough's zoning ordinance to create an overlay district that would allow a little more density with some open space. Recently they attended a planning commission meeting regarding this amendment and at that time they were advised that in order to proceed they would have to post an escrow to cover any expenses incurred by the borough for this process. Mr. Romain is currently preparing an agreement for this escrow and review process. He asked council to authorize Mr. Rittenhouse to execute this agreement on behalf of the borough when it is complete and an escrow is established.

Mr. Shaner motioned to authorize Mr. Rittenhouse to sign an agreement on behalf of the borough to establish an escrow for the review of a zoning amendment for the Latshaw Tract. Mr. Sweeney seconded. Motion carried.

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

**GENERAL ACCOUNT:** (OFFICE) Staples \$1,589.35; H.A. Berkheimer, Inc. \$405.59; PECO \$433.69; Flexible Benefits Plans, Inc. \$2,137.68; Baer Romain, LLP \$624.00; PAW \$21.51; AT&T \$37.32; Action Data Services \$103.83; Verizon \$208.85; Provident \$100.58; Chester County Treasurer \$60.22; AT&T 66.10. **TOTAL:** \$5,788.72. (STREETS) PECO \$163.80; Data Flo Plus \$250.00; Chester County Solid Waste Authority \$6,063.30; Mowrey-Latshaw \$61.53; The Mercury \$356.00; Flexible Benefits Plans, Inc. \$3,334.59; L&W Group \$25.00; COSI \$150.00; Charles Blosenski Disposal Company \$7,624.00; TP Trailers, Inc. \$730.73; Oceanport, LLC \$5,328.75; Berks & Beyond \$360.00; Provident \$54.02; Pottstown Trap Rock \$462.14; Wensel's Truck Repair \$1,319.95; AirGas \$27.80; Oceanport \$1,852.50; Provident \$56.06; Tague Lumber \$174.24; A.J. Blosenski, Inc. \$3,017.28. **TOTAL:** \$25,206.78. (POLICE) Borough of Pottstown \$200.00; Gall's \$117.99; Mowrey-Latshaw \$24.23; Flexible Benefits Plans, Inc. \$5,772.88; H&F Tire Service \$336.00; deCordre Automotive \$942.94; Baer Romain, LLP \$204.00; PAW \$653.86; Verizon \$633.03; Provident \$121.16; Staples \$1,236.09; AT&T \$66.10. **TOTAL:** \$10,308.28.

**SEWER ACCOUNT:** Buckman's, Inc. \$468.64; PECO \$2,302.42; A Honey Dipper Septic \$2,128.00; Data Flo Plus \$250.00; Mowrey-Latshaw \$23.58; Pottstown Roller Mills \$329.50; M.J. Reider Associates, Inc. \$3,244.00; Flexible Benefits Plans, Inc. \$1,732.14; Pottstown Roller Mills \$329.50; EEMA \$4,597.80; PA One Call System \$5.20; Levengood Septic Service, Inc. \$1,561.68; LRM, Inc. \$380.00; Baer Romain LLP \$1,968.00; PAW \$101.69; AT&T \$23.26; Verizon \$164.85; Provident \$28.89; PRWA \$255.00; Digital Supply Center, Inc. \$542.82; A.J. Blosenski \$525.00; USALCO \$2,306.44; Crystal Springs \$7.25. **TOTAL:** \$23,275.66.

**STREET LIGHTING FUND:** PECO \$4,684.65. **TOTAL:** 4,684.65.

**PLANNING, ZONING & HOUSING FUND:** Karasch & Associates \$250.20; Baer Romain, LLP \$372.00; Motley Associates, Inc. \$2,701.40. TOTAL: \$3,323.60.

**BUILDING & PROPERTY FUND:** Mowrey-Latshaw \$23.98; Magic Maintenance Services, LLC \$663.75; Staples \$52.74; Oehlert Bros. Inc. \$209.50. TOTAL: \$949.97.

**COUNCIL DUES AND ASSOCIATIONS FUND:** PA Municipal League \$65.00. TOTAL: \$65.00.

**INSURANCE FUND:** Black/Laskey Group \$166.00. TOTAL: \$166.00.

**WORKERS' COMPENSATION FUND:** Black/Laskey Group \$230.00; Amerihealth Casualty Services \$9,848.77. TOTAL: \$10,078.77.

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

President DiGuseppe stated there will be a five minute recess and then council will go into executive session to discuss a litigation matter on the Bomberger residency at 30 N. Penn Street.

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

Mr. Shaner motioned that Borough Solicitor, Rob Romain, prepare a letter to be sent to the Bomberger's requesting that they pay all legal and code enforcement costs incurred by the Borough for serving an Enforcement Notice of Violation to the Bomberger's for converting a single family home into a multiple family dwelling with three units without obtaining approvals therefore, violating a number of provisions of the Spring City Zoning Ordinance, a \$4,750.00 tapping fee and six years of sewer rents, trash collection fees, and lease dwelling license fees for the billing period of 7/1/07 thru 6/30/13. Mr. Bauman seconded. Motion carried.

**ANNOUNCEMENTS:**

President DiGuseppe announced the following meetings are scheduled for February, 2014: **Sewer Committee**, Thursday, February 13, 2014, 6:30 p.m. ; **Planning Commission**, Wednesday, February 19, 2014, 7:00 p.m.; **Police Committee**, Thursday, February 20, 2014, 7:00 p.m.; **Finance & Ordinance Committee**, Wednesday, February 26, 2014, 6:30 p.m.

The March Borough Council meeting will be held on Monday, March 3<sup>rd</sup> , 2014, 7:30 p.m.

**ADJOURNMENT:**

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

Respectfully submitted,

Dennis Rittenhouse