

SPRING CITY BOROUGH COUNCIL MEETING

May 5th, 2014 - 7:30 P.M.

CALL TO ORDER:

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 Bauman, DiGuseppe, Kern, Kratz, Shaner, Sweeney, Solicitor Romain, and Borough Manager Rittenhouse.

APPROVAL OF THE MINUTES:

Mr. Shaner motioned to approve the minutes of the April 7th, 2014 council meeting. Mr. Sweeney seconded. Motion carried.

COMMITTEE REPORTS:

STREETS AND UTILITIES: Mr. Rittenhouse gave the following Streets Department Report for the month of April, 2014. **TRASH DISPOSAL** - 100.4 tons of refuse were hauled to the Lanchester Landfill in Honeybrook, PA by Reams Disposal Company from March 24th, 2014 through April 21st, 2014. Twelve (12) bulk trash pick-ups were made during the month. **RECYCLING** - Forty-five (45) pick-up truck loads of branches and yard waste were collected at curbside on Mondays. **MAINTENANCE** - Emptied the trash receptacles on a weekly basis at all of the recreation areas. Mowed the grass at Brown Street Park and inside the pool complex. Replaced two (2) bulbs on the street lamp posts along North Main Street. **STREET WORK** - R&S Sweeping began the street sweeping on April 24th, and 25th. They completed sweeping the streets and alleys from Pikeland Avenue to Hall Street. They will be returning to finish up cleaning the streets on May 6th. Rebuilt a stormwater inlet box at Main & Poplar Streets.

SANITATION AND SURFACE WATER : Mr. Shaner reported the average daily flow at the plant for the month of April was 459,000 gallons per day. The maximum daily flow occurred on April 16th, 2014 and was recorded at 799,000 gallons. During the month the wet wells were cleaned at the King Street and Main Street Pump Stations. Also, a seal was replaced on one of the second stage trickling filter pumps by Eastern Environmental Contractors. Sixteen Thousand Two Hundred (16,200) gallons of sludge was pumped from the digesters and transported for disposal by Levengood's. The plant operator has started to apply sludge to the reed beds. Steve Fegan is currently working on getting prices for an industrial, towable, portable generator to be used at the King Street, Heckle Avenue, and Bridge Street Pump Stations.

POLICE:

Mr. Kratz read the police report for April, 2014 as follows: Accidents 2; aggravated assaults 3; animal complaints 5; attempt forcible entry 1; building checks 60; burglary 1; complaints 187; criminal mischief 5; disturbances 13; domestic disturbances 4; drug equip. violations 1; DUI 3; flim flam 1; harassments 4; hazardous conditions 1; impounded vehicles 6; lost/missing property 3; medical emergency 19; narcotics 2; non-criminal reports 6; service calls 16; suspicious person 7; theft 3; traffic warnings 14; traffic/parking issues 4; trespassing 3; warrants 2; well being 3; worthless checks 2. **Arrests** - traffic 51; non-traffic 14; criminal 8. Issued 42 parking tickets. **Assisted other departments as follows:** Royersford 7 times; Pottstown 1 time; East Pikeland 3 times; MCSC 1 time; East Vincent 3 times; Limerick 1 time; Fire Dept. 1 time; East Coventry 1 time. **Assists from other departments as follows:** Royersford 4 times. **Mileage traveled during the month of April:** Car 14-1 (2009 Dodge) 1,553 miles; Car 14-2 (2011 Dodge) 1,376 miles which made a total of 2,929 miles. **Gas used during the month of April:** Car 14-1 (2009 Dodge) 105.25 gallons, Car 14-2 (2011 Dodge) 175.62 gallons which made a total of 280.87 gallons of gas used during the month.

FINANCE & ORDINANCE:

Mr. DiGuiseppe reported the Finance & Ordinance Committee met on April 23, 2014 and discussed amending the Handicap Parking Permit Ordinance to include a fee for the signage and installation, a proposed rental inspection/licensing ordinance and a nuisance ordinance.

ZONING, HOUSING & PROPERTY:

Mr. Rittenhouse reported seven (7) building permits were issued during the month of April, 2014. Joseph Weiss, Jr., 116 N. Cedar Street, shed 10 x 18; Brad Thomas, 249 S. Main Street, driveway; Joanne Fletcher, 327 Airy Street, roof; Drew Wallace, 154 Chestnut Street, renovations; Drew Wallace, 154 Chestnut Street, plumbing; Drew Wallace, 154 Chestnut Street, electrical; Scott Schoppe, 118 N. Cedar Street, replace sewer lateral. Estimated cost of construction for the month of April, 2014 was \$44,800. Permit fees collected for the month of April, 2014 was \$546.00.

PARKS & RECREATION:

Mr. Sweeney reported the Parks & Recreation Committee met on April 17, 2014. The group discussed the upcoming borough-wide yard sale scheduled for June 21. The committee plans to continue and increase promotion of the event through May and June. The meeting included a road trip to determine the feasibility of hanging a banner on Bridge Street near the car wash.

Also discussed, was the possibility of a monthly free-concert series at the Brown Street Park featuring local bands. Members of the committee plan on creating a schedule for the series at the May meeting.

The Parks and Recreation Committee would like to remind residents that meetings are held every third Thursday of the month, 6:00 p.m. at Borough Hall and are open to the public.

LIBRARY:

Mr. Rittenhouse informed council that the Library Board submitted a letter for a drawn down/release on their letter of credit with National Penn Bank. Motley Associates is currently working on the paperwork for Mr. Rittenhouse to prepare a submittal letter to National Penn Bank for this release.

He noted the new library is completed with the exception of a few final details. As of this date no actual move-in date has been confirmed. The occupancy permit for the building may be issued within the next three to four weeks.

FINANCIAL REPORTS: (Enclosed)

APPROVAL OF REPORTS:

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

NEW BUSINESS:

1. Discussion to Amend Ordinance No. 407. Handicap Parking Permit Regulations - Adding a Fee for the Signage and Installation.

Council held a discussion on amending Ordinance No. 407 to include a fee for the signage and installation of Handicap Parking Permit Signs. No action was taken.

ADMINISTRATOR'S REPORT FOR THE MONTH OF:

APRIL, 2014

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

GENERAL GOVERNMENT

% UNSPENT

General Government	\$ 103,665.09	65%
Protection to Persons and Property	\$ 278,038.06	66%
Planning, Zoning and Housing	\$ 50,286.00	79%
Streets and Highways	\$ 305,365.74	68%
Street Repaving	\$ 88,600.00	100%
Parks and Recreation	\$ 21,862.00	98%
Insurance	\$ 44,681.00	100%
Street Lighting	\$ 37,941.20	68%
Library	\$ 12,800.00	100%
Liberty Fire Company	\$ 22,100.00	100%
Association Dues and Expenses	\$ 2,135.00	97%
Building and Property	\$ 36,270.70	95%
1% Tax Collection	\$ 3,242.84	64%
OPT Tax Collection	\$ 215.48	87%
Workers' Compensation	\$ 24,680.23	71%
Engineering and Consulting	\$ 22,812.00	70%
CRP Grant – Consulting	\$ 28,065.68	92%

SEWER ACCOUNT

\$ 539,644.49 78%

This report reflects all wages and bills paid through April 30, 2014.

Tax Collector's Monthly Report to Taxing District

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

For The Month of : 3/24/2014 00:00:00 To 4/25/2014 23:59:59

A. Collections	Municipal/County			School			Per Capita	Others	Totals
	Current	Interim	Other	Current	Interim	Interim/Other			
1. Balance Collectable -Beginning of the Month	\$299,531.14	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,330.00	\$7,186.25	\$313,047.39
2A. Additions: During the Month	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25.00	\$15.00	\$40.00
2B. Deduction: Credits During the Month from 17									
3. Total Collectable	\$299,531.14	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6,355.00	\$7,201.25	\$313,087.39
4. Less: Face Collections for the month	\$226,658.01	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,075.00	\$2,165.00	\$230,898.01
5. Less: Deletions from the List	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$385.00	\$483.75	\$868.75
6. Less: Exoneration	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
7. Less: Liens/ Non-lienable Installments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8. Balance Collectable -End of the Month	\$72,873.13	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3,895.00	\$4,552.50	\$81,320.63
B. Reconciliation of Cash Collected									
9. Face Amount of Collections - Must agree with line 4	\$226,658.01	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,075.00	\$2,165.00	\$230,898.01
10. Plus: Penalties	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
11. Less: Discounts	\$4,118.33	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$32.29	\$34.74	\$4,185.36
12. Total Cash Collected Per Column	\$222,539.68	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,042.71	\$2,130.26	\$226,712.65
13. Total Cash Collected All Columns									

C. Payments of Taxes

14. Amount Remitted During the Month

Date	Transaction #	Amount
03/24/2014		\$14,930.78
03/25/2014		\$5,164.49
03/26/2014		\$13,771.78
03/28/2014		\$34,859.80
03/31/2014		\$32,060.61
04/01/2014		\$92,359.50
04/02/2014		\$5,475.23
04/03/2014		\$602.38
04/07/2014		\$6,296.33
04/08/2014		\$445.35
04/10/2014		\$14,432.12
04/14/2014		\$1,100.89
04/15/2014		\$470.19
04/22/2014		\$1,321.45
04/25/2014		\$3,428.11
TOTAL		\$226,719.01

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

TOTAL

16. Total Remitted this Month

TOTAL

\$226,719.01

17. Total Other Credits and Adjustments

Parcel #	Name	Amount

18. Interest Earnings (if applicable) \$

Taxing District Use (Optional)

Tax Collector

Date

Mary Gray

04-25-14

The Report of the Treasurer of the Borough of Spring City, Pa. at the close of business April 30, 2014

Balance as of last report	\$ 2,496,544.14
CD Purchased	30,000.00
Payroll correction	- 4,174.67

	\$ 2,522,369.47

Deposits Sec'y Office –General Fund

Berkheimer Associates – E.I.T.	\$ 39,964.33
Berkheimer Associates – O.P.T.	\$ 791.10
Trash Collection Fees	\$ 39,737.64
Trash Certs	\$ 50.00
Bulk Pick Up	\$ 200.00
Local Fines	\$ 2,874.62
County Fines	\$ 525.32
Comcast Franchise Fee	\$ 57,340.57
Chaplin Plan Review Escrow	\$ 600.00
Utility Permit	\$ 10.00
Police Security	\$ 246.24
Interest	\$ 78.90
Fee in lieu of taxes	\$ 5,323.71
Realty Transfer Tax	\$ 3,079.65
Right to know	\$ 59.72
Liens – Attorney Fee	\$ 750.00
Liens – Costs	\$ 75.00
Liens – Penalty	\$ 51.31
Liens – Interest	\$ 188.89
Insurance dividend	\$ 3,374.00
County Police Program	\$ 109.52
Lease Dwelling Fee	\$ 65.00
Building Permits	\$ 546.00
U & O Inspections	\$ 350.00
Parking Tickets	\$ 490.00
Zoning Permits	\$ 100.00
Police Reports	\$ 75.00
Street Opening Permit	\$ 1,200.00
TOTAL DEPOSITS TO GENERAL FUND	\$ 158,256.52

DEPOSITS TO OTHER ACCOUNTS

PLGIT INVESTMENT	\$ 1.19	
Recreation Fund – C.A.O.S.C. Lease	\$ 1.00	
TOTAL DEPOSITS TO OTHER ACCOUNTS	\$ 2.19	
TOTAL DEPOSITS TO ALL ACCOUNTS	\$ 158,258.71	\$ 158,258.71
		\$ 2,680,628.18

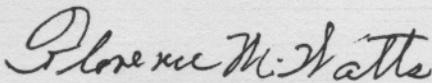
WITHDRAWALS:

By Orders #1315-1316 Street Light Fund	\$ 4,259.93
By Orders #10120-10121 Non-Uniform Employee Pension Fund	\$ 1,357.78
By Orders#1661-1663 Recreation Fund	\$ 569.10
By Orders #12237-12268, 27146-27182 General Fund	\$ 110,023.04

TOTAL WITHDRAWALS \$ 116,209.85

Balance On Account – General Fund		
Checking	\$ 131,568.85	
Certificate	\$ 1,132,000.00	\$ 1,263,568.85
Balance On Account – Motor Equipment Fund		
Checking	\$ 1.00	
Certificate	\$ 118,834.95	\$ 118,835.95
Balance On Account – Street Light Fund		
Checking	\$ 11,414.22	\$ 11,414.22
Balance On Account – Gasoline Tax Account		
Checking	\$ 1.00	
Certificate	\$ 328,969.07	\$ 328,970.07
Balance On Account – Recreation Fund		
Checking	\$ 2,191.53	
	\$ 24,600.65	\$ 26,792.18
Balance On Account – Non-Uniform Employee Pension Fund		
Checking	\$ 7,567.58	
Certificate	\$ 648,230.20	\$ 655,797.78
Balance On Account – Police Motor Equipment Fund		
Checking	\$ 1.00	
Certificate	\$ 37,111.14	\$ 37,112.14
Balance ON Account – PLGIT Capital Reserve Fund		
	\$122,326.94	\$ 122,326.94
Balance On Account		\$ 2,564,818.13
		\$ 2,680,628.18

Respectfully submitted


Florence M. Watts

The Report of the Treasurer of the Borough of Spring City, Pa. at the close of business April 30, 2014

SEWER FUND #2

Balance as of last report	\$ 3,335,067.53	
CD Deposited	- \$ 15,000.00	
	<u> </u>	
	\$ 3,320,067.53	\$ 3,320,067.53

Deposits

Sewer Rent	\$ 34,072.32	
Interest	\$ 35.17	
CD Deposited	\$ 15,000.00	
Sewer Certs	\$ 50.00	
Lien - Costs	\$ 75.00	
Liens - Penalty	\$ 51.32	
Liens - Interest	\$ 205.09	
	<u> </u>	
	\$ 49,488.90	\$ 49,488.90

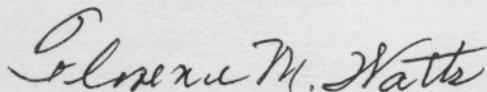
\$ 3,369,556.43

WITHDRAWALS

By Orders #6933-6953, 21414-21420		\$ 34,512.55
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Balance On Account	\$ 77,043.88	
Certificate	\$3,258,000.00	\$3,335,043.88
		<u> </u>
		\$3,369,556.43

Respectfully submitted


Florence M. Watts

The Report of the Treasurer of the Borough of Spring City, Pa. at the close of the business April 30, 2014

POLICE PENSION FUND

Balance as of last report

Checking	\$ 13,707.58
Certificate – PNC Bank	\$ 491,027.48
Certificate – Phoenixville Federal Bank	\$ 39,180.49

	\$ 543,915.55

Deposit	0.00
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\$543,915.55

Withdrawal:	By Orders #2040-2041	\$ 3,431.79
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Current Balance On Accounts

Checking	\$ 10,275.79
Certificate – PNC Bank	\$ 491,027.48
Certificate – Phoenixville Federal Bank	\$ 39,180.49

	\$ 540,483.76

\$543,915.55

Respectfully submitted

Florence M. Watts
 Florence M. Watts

2. Advertise for Bids for the 2014 Streets Resurfacing Project.

Mr. Rittenhouse informed council that Dan Beutler, Streets Supervisor and himself have reviewed the proposed streets which he is recommending for resurfacing work in 2014. The scope of work consists of milling, overlaying the roadways, raising manhole covers and installing handicap ramps where required. The estimated cost of this work is \$102,332.00. The streets being considered in this project are as follows:

1. Church Street - From Bridge Street to Mingo Foundry.
2. South Main Street - South of Gay Street, approximately 4,280 sq. ft. of the bad section of the road.
3. Yost Avenue - From Cedar Street to Wall Street.
4. Hall Street - From Wall Street to the Borough Line.
5. South Main Street - In front of the Liberty Fire Company. Replace a 15' x 29' cut out area.

Mr. Kern motioned to advertise for bids for the 2014 Street Work Program and to review the bids at the June 2nd, 2014 council meeting. Mr. Sweeney seconded. Motion carried.

Mr. Shaner motioned to adopt Resolution No. 2014-03 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. Mr. Kern seconded. Motion carried.

3. Motion to Advertise for Bids for the Sale of the 2009 Dodge Police Vehicle.

Mr. Shaner motioned to advertise for bids for the sale of the 2009 Dodge Police Vehicle after the new police vehicle is delivered to the Borough. Mr. Sweeney seconded. Motion carried.

COUNCIL COMMENTS:

Mr. Kern informed council that he contacted Liberty Fire Company Fire Chief, John Trego, in regards to assisting the Borough with installing the banners for the June 21st Borough Wide Yard Sale and the Music and Market Festival in September.

He noted that Mr. Trego asked if the Fire Company could get approval from the borough to contact the County and Boat Commission to see if monies are available to redesign/rework the boat launch area.

This item will be on the June Council Meeting Agenda.

Mr. DiGuseppe stated he will be contacting the Chester County Department of Emergency Services about getting funding for a smart board for the council room.

Mr. Bauman commented on a drainage issue at Pikeland Avenue and Wall Street that abuts Spring City Borough, East Vincent Township and East Pikeland Township.

READING OF THE PAYMENT OF THE BILLS:

GENERAL ACCOUNT: (OFFICE) H.A. Berkheimer, Inc. \$440.85; PECO \$422.42; Action Data Services \$274.81; Montgomery Media \$335.75; Baer Romain, LLP \$1,020.00; Verizon \$157.10; PAW \$21.94; Provident \$100.58; Cigna \$232.20; AT&T \$122.03; Siegel Insurance Group \$350.00. TOTAL: \$3,477.68. (STREETS) Chester County Solid Waste Authority \$6,125.04; Reams Disposal \$6,989.85; A.J. Blosenski, Inc. \$3,017.28; Mowrey-Latshaw \$16.07; AirGas \$27.80; Provident \$54.02; Sanatoga Quarry \$552.57; R&S Sweeping Co., LLC \$1,400.00. TOTAL: \$18,182.63. (POLICE) PAW \$654.84; Joe Oberholtzer, II \$125.00; Earl D. Hoisington, III \$300.00; Verizon \$278.52;

Taser International \$543.96; Provident \$50.50; Staples \$288.02; deCordre Automotive \$623.12; Genworth Life and Annuity \$600.00; TNVC Inc. \$693.38; Crystal Springs \$45.54; AT&T \$66.11. TOTAL: \$4,268.99.

SEWER ACCOUNT: PECO \$1,910.81; J.C. Ehrlich Company, Inc. \$50.44; M.J. Reider Associates, Inc. \$756.00; Buckman's, Inc. \$972.24; EEMA \$3,696.00; Mowrey-Latshaw \$35.23; PAW \$108.41; PA One Call System \$7.80; Baer Romain LLP \$1,974.00; Verizon \$182.39; Provident \$28.89; A.J. Blosenski \$525.00; AT&T \$80.02; Micron, Inc. \$2,101.50; USALCO \$2,376.20; Crystal Springs \$52.30. TOTAL: \$14,857.23.

STREET LIGHTING FUND: PECO \$3,938.25. TOTAL: \$3,938.25.

BUILDING & PROPERTY FUND: Mowrey-Latshaw \$128.63; Crystal Springs \$15.33. TOTAL: \$143.96.

PLANNING, ZONING & HOUSING FUND: Baer Romain, LLP \$648.00; Motley Associates, Inc. \$6,348.00. TOTAL: \$6,996.00.

WORKERS' COMPENSATION FUND: AmeriHealth Casualty Services \$9,848.77. TOTAL: \$9,848.77.

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

ANNOUNCEMENTS:

Mr. DiGuseppe announced the following meetings are scheduled for May, 2014: **Parks & Recreation,** Thursday, May 15, 2014, 6:00 p.m.; **Police Committee,** Thursday, May 15, 2014, 7:00 p.m.; **Planning Commission,** Wednesday, May 21, 2014, 7:00 p.m.; **Finance & Ordinance Committee,** Wednesday, May 28, 2014, 6:30 p.m.

The June Borough Council meeting will be held on Monday, June 2nd, 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. Kratz seconded. Motion carried.

Respectfully submitted,
Dennis Rittenhouse