

**SPRING CITY BOROUGH COUNCIL MEETING
JANUARY 2, 2024**

CALL TO ORDER

Mayor Michael Weiss called the meeting to order at 7:00 pm.

SWEARING-IN OF NEWLY ELECTED OFFICIALS

Mayor Michael Weiss swore-in Councilmembers Donald Shaner Jr., Daniel Bauman Sr., John McGuire, Richard Pennypacker, and Auditors Robin Sexto and Donna Sullivan.

RE-ORGANIZATION

ATTENDANCE

Councilmembers Daniel Bauman, Dawn Chellel, Paul Kern, John McGuire, Richard Pennypacker, Donald Shaner Jr., and Christopher Yocum. Borough Manager Kisha Tyler, Police Chief Ryan White, and Borough Solicitor Matthew Hovey.

NOMINATIONS AND ELECTIONS

Mayor Weiss opened the floor for the nomination of Chairman. Mr. Bauman nominated Mr. Shaner; seconded by Mr. McGuire. All in favor, appointment accepted.

Mr. Shaner nominated Mr. Yocum for Vice-Chairman; seconded by Mr. Kern. All in favor, appointment accepted.

Mr. Shaner nominated Mr. Kern for President Pro-Tem; seconded by Mr. McGuire. All in favor, appointment accepted.

APPOINTMENT OF COUNCIL MEMBERS AS COMMITTEE LIAISONS

Deferred to the February meeting.

REGULAR MEETING

APPROVAL OF THE DECEMBER 4, 2023 MINUTES

Motion by Mr. Yocum to approve the December 4, 2023 minutes; seconded by Mr. McGuire. All in favor, motion carried.

MAYOR'S REPORT

Mayor Weiss reported that he had a great holiday season.

COMMITTEE REPORTS

Streets Department: 16 bulk pickups and 4.25 tons of bagged leaves and yard waste. All borough properties maintained, stormwater inlets cleared, and downed trees from a

recent storm removed from the roadway. All trucks are outfitted for winter weather. The F-550 dump truck/plow truck ordered in 2022 was delivered in December.

Sewer Committee and WWTP: Pump stations checked daily, flow recorded two days a week, plant performance is excellent, and effluent is within permit parameters. Scum pits were cleaned, a valve for digester #2 is needed, a surge tank actuator was replaced, UV Bank B is due for full bulb replacement. No alarms and no violations.

Emergency Service Committee: The committee did not meet in January

Police Department: 299 calls, 92 traffic stops, 39 traffic citations, 12 parking tickets, 1 non-traffic citation, 4 criminal arrests. Full report is on file.

Liberty Steam Fire Company: 2 incidents in the Borough. Assisted with 3 calls in East Pikeland Township, 6 in East Vincent Township, 2 in Phoenixville Borough, 4 in Royersford Borough, and 1 in Upper Providence Township. 29 alarm responses and 46.27 volunteer hours.

Finance and Ordinance Committee: The committee did not meet in December.

Planning Commission: The committee did not meet in December.

Parks and Recreation Committee: The committee did not meet in December.

Building, Zoning & Code Enforcement: 8 permits issued = \$1,554.50 total fees
LTL Consultants will begin processing permits, handling zoning questions, addressing property maintenance issues and serve as the borough's engineer.

Financial Reports and Treasurer's Report: Posted.

APPROVAL OF THE REPORTS

Motion by Mr. Bauman to approve the reports; seconded by Mr. Kern. All in favor, motion carried.

PUBLIC COMMENT

None

OLD BUSINESS

None

NEW BUSINESS

1. Resolution 2024-01 Appointment of Borough Staff and Professional Services
2. Resolution 2024-02 Appointment to Auditor Vacancy
3. Resolution 2024-03 Appointment of Committee Members
4. Resolution 2024-04 Emergency Service Providers

- 5. Resolution 2024-05 Establishing Uniform Construction Code Board of Appeals**
- 6. Resolution 2024-06 Trash Rate Increase**
- 7. Resolution 2024-07 Fee Schedule for Building Permits**
- 8. Resolution 2024-08 Fee Schedule for Plan Review, Hearings, General Services**

Motion by Mr. Kern to approve Resolutions 2024-01 through 2024-08; seconded by Mr. Yocum. All in favor, motion carried.

9. Depository Designation – PNC Bank, PLGIT, and Phoenixville Federal

Motion by Mr. Shaner to approve the designated depositories; seconded by Mr. McGuire. All in favor, motion carried.

10. Police Chief Employment Agreement

Motion by Mr. Shaner to approve the police chief employment agreement; seconded by Mr. Yocum. All in favor, motion carried.

11. Employee Manual Update

The 1992 manual for non-uniform employees was reviewed and updated to reflect current employment standards and policies.

Motion by Mr. Yocum to approve the updated manual; seconded by Ms. Chellel. All in favor, motion carried.

12. Authorization to Purchase Budgeted Vehicles and Equipment

Motion by Mr. Shaner approving the Co-Stars purchase of a police vehicle, a streets department truck and front-end loader; motion seconded by Mr. Bauman. All in favor, motion carried.

13. Authorization for the Borough Manager to Attend PSABS/PSATS Conventions

Motion by Mr. Kern authorizing the Borough Manager to attend the conventions; motion seconded by Mr. Yocum. All in favor, motion carried.

14. Handicap Parking Space Request – 219 Yost Avenue

Motion by Mr. Yocum to approve the request; motion seconded by Mr. McGuire. All in favor, request approved.

PAYMENT OF THE BILLS

General Fund: 21st Century Media \$181.40; Advance Auto Parts \$136.87; Airgas USA \$44.07; Amazon Capital Services \$464.28; Apex CompuServe \$55.00; AT&T \$134.19; Blauer Serious Productions \$614.95; CDI Lawn Equipment \$185.81; CCHD \$1003.41; CCSWA \$12,779.40; Colonial Gardens \$186.00; Constable \$265.50; Crystal Springs \$88.94; Datum Filing Systems \$5,074.76; Daywalt's Animal Control \$875.00; Debit Card Purchases \$535.37; deCordre Automotive \$1,674.84; Eagle Disposal \$5,888.74; Earth Restorations \$2,054.00; EEMA \$3,757.09; Flexible Benefit Plans \$10,951.49; Galls \$3,447.10; General Code \$3,199.00; H.A. Berkheimer \$939.23; Harbor Freight \$267.00;

High Swartz \$6,429.00; Hostgator \$150.10; John Weiss Construction \$460.00; Lenni Electric \$2,793.38; Limerick Hardware \$821.70; LTL Consultants \$1,237.39; Mark Manjardi Court Reporter \$520.00; Microsoft \$53.00; Motley Associates \$10,211.50; PA Dept of Agriculture \$25.00; Patriot Workwear \$124.00; PECO \$966.00; Pennsylvania American \$892.94; Petty Cash Replenishment \$200.00; Premier Payroll \$322.50; ProShred \$54.50; Reliance Life Insurance \$715.27; Robert L. Brant & Associates \$1,303.25; Rothwell Document Solutions \$73.04; Tague Lumber \$62.49; T.P. Trailers \$2,306.62; URDC \$450.00; US Bank \$8,202.17; USPS \$9.04; Verizon \$548.02; Virbus Solutions \$2,940.00; Wex Fleet Services \$1,706.14; Whitetail Disposal \$11,316.90; Witmer Public Safety Group \$1,299.53; **Total \$110,996.92**

Motor Equipment Fund: New Holland Auto Group \$111,885.00; **Total \$111,885.00**

Parks & Recreation Fund: G&L Transportation \$300.00; Merchant Services \$536.36; Merrill Adams \$250.00; PECO 75.62; Verizon \$58.83; Holiday Contest Cash Prizes \$100.00; **Total \$1,320.81**

Sewer Fund: Crystal Springs \$11.49; Cummins-Wagner \$3,906.20; EEMA \$11,444.56; EEMA O&M \$11,305.55; Flexible Benefits \$4,779.27; M.J. Reider \$3,740.85; Mauger Energy \$740.41; PECO \$2,948.22; Pennsylvania American \$96.16; Pennsylvania One Call \$5.92; Univar Solutions \$3,542.59; Verizon \$128.28; Whitetail Disposal \$190.40; Wind River Environmental \$10,611.34; **Total \$53,451.24**

Motion by Mr. Kern to approve payment of the bills; seconded by Ms. Chellel. All in favor, motion carried.

ANNOUNCEMENTS

Sewer Committee Jan 11 at 6:30 pm, Planning Commission Jan 17 at 7:00 pm, Parks & Recreation Committee Jan 18 at 6:00 pm, Emergency Services Committee Jan 18 at 6:30 pm, Finance & Ordinance Committee Jan 24 at 6:30 pm. Next borough council meeting Feb 5 at 7:00 pm.

Royersford Borough invitation to their Trestle Bridge grand opening January 5 at noon.

ADJOURNMENT

Motion by Mr. Yocum to adjourn the meeting; seconded by Mr. McGuire. All in favor, the meeting was adjourned at 7:20 pm..

Executive Session called following the public meeting, to discuss matters of litigation and collective bargaining.

*Respectfully submitted by
Kisha Tyler, Borough Manager*