

**SPRING CITY BOROUGH COUNCIL MEETING  
FEBRUARY 7, 2022**

**CALL TO ORDER**

President Shaner called the meeting to order and lead the pledge of allegiance to the Flag.

**ATTENDANCE**

Council members Bauman, Chellel, Kern, Shaner, Sweeney and Yocum were present; along with Mayor Michael Weiss, Solicitor Matthew Hovey, Borough Manager Dennis Rittenhouse, and Assistant Borough Manager Kisha Tyler.

**SWEARING-IN CEREMONY**

Mayor Weiss conducted the ceremonial swearing in of part-time police officer Charles Heller.

**APPROVAL OF THE JANUARY 3, 2022 AND JANUARY 18, 2022 COUNCIL MEETING MINUTES**

Motion made by Mr. Kern to approve the January 3, 2022 and the January 18, 2022 meeting minutes; motion seconded by Mr. Sweeney. All in favor, minutes approved.

**MAYOR'S REPORT**

Mayor Weiss swore in the Tax Collector, Darlene Matsinger at her home on January 4th; Dawn Chellel as councilor at her home on January 5th; and Daniel Bauman as councilor at the public meeting on January 18th. Mayor Weiss attended a SCABA meeting on January 19th; and a total of 8 Spring-Ford High School basketball games during the month. He also conducted the official swearing in of part-time police officer Charles Heller on January 20th. A snow emergency was declared at 8:00 am on January 28th through January 29th at 12:00 pm.

**COMMITTEE REPORTS**

**Streets Department:** 94.4 tons of refuse was transported to the landfill; there were 20 bulk pickups; 69 Christmas trees and 0.6 tons of bagged yard waste was collected curbside. All borough streets were plowed and salted during snow events; sidewalks on borough properties were cleared; stormwater inlets were cleaned as needed.

**Sanitation & Surface Water:** The average daily flow for the month of January was 358,000 gpd, with the maximum flow of 562,000 gpd occurring on January 2nd. The annual calibration on the effluent flow meter was performed; estimates are being obtained to install a new transfer switch on the plant generator; the annual effluent monitoring report was submitted to the Delaware River Basin Commission; the annual PCB-DR was submitted to DEP. There were minor cold-weather issues in the lines for the digester.

Mr. Bauman mentioned the water ponding issue at the intersection of Pikeland Avenue and Wall Street resulted in terrible icy conditions on the roadway. He suggested contacting the neighboring municipalities to revisit the matter. Council agreed.

**Police Department:** 210 total calls in January as follows: Traffic 12, Miscellaneous 48, Parking Complaints 9, Medical Emergencies 25, Assist Other Departments 12, Domestic Disputes 7,

Theft 7, Disturbances 2, Suspicious Person 6, Fraud 0, Harassment 2, Abandon/Repo Vehicle 5, Vehicle Lockout 1, Alarm 4, Noise Complaint 5, Animal Complaint 10, Criminal Trespass/Burglary 3, Well-Being 6, Accidents 4, Missing Person 2, DUI 2, Warrant Service 2, Fire 4, Simple Assault 2, Public Drunkenness 0, Custody Disputes 2, Criminal Mischief 26, Mental Health 1. They also reported 2 Traffic Citations, 6 Parking Tickets, 14 Traffic Stops, 0 Non-Traffic Citations, and 4 Criminal Arrests.

**Police Committee:** No meeting in January.

**Finance and Ordinance:** No meeting in January.

**Parks and Recreation:** No meeting in January.

**Zoning, Housing and Property:** 10 permits issued in January; fees collected = \$1,650.00

**Library:** The Directors Report noted that the Library used 12 volunteers for a total of 52¼ hours in December. Minor renovations are underway to the community room and workspace, and the book locker. Upcoming programs include Harriet Tubman: An Appreciation on February 16th 7:00-9:00 pm via Zoom. A virtual Novel Tea fundraiser sponsored by the Chester County Library System is set for March 9th at 7:00 pm featuring author Erik Larson who will speak about his book "The Splendid and the Vile." 100% of the tickets sales by the Spring City Library for the county-wide event will go to the Spring City Library fundraising efforts. Program information can be found on Library's website.

**Financial Reports and Treasurer's Report:** Posted.

#### **APPROVAL OF THE REPORTS**

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

#### **PUBLIC COMMENT**

Keith Bliss (141 Hall Street) complained about parking issues and lack of enforcement during the declared snow emergency. He also said nothing was posted on the borough's website or its Facebook page. Mayor Weiss responded that the snow emergency parking enforcement will be addressed. Mr. Sweeney apologized for the delayed social media notification.

Mr. Rittenhouse suggested including the Mayor and the police department in the staff meeting he has with the streets department when accumulating snow is forecasted. This will improve communications and response to parking enforcement during snow emergencies.

#### **UNFINISHED BUSINESS**

##### **1. Appointment to the Vacancy on Borough Council – Resolution No. 2022-06**

Motion made by Mr. Kern to appoint Keith Bliss, Sr. to the vacant 2-year term on Borough Council; motion seconded by Mr. Yocum. All in favor, extension approved.

## **2. Auditor Vacancy Declaration – Resolution No. 2022-07**

Jonathan Chan declined his appointment as Auditor for the term expiring in 2024, the seat is therefore declared vacant. Council must fill the vacancy by March 9, 2022.

## **3. Grinder Pump Ordinance – Authorization to Advertise**

Motion made by Mr. Yocum to authorize advertisement of the proposed Grinder Pump Ordinance; motion seconded by Mr. Sweeney. All in favor, motion carried.

## **4. Committee Assignments**

The Council President made the following committee appointments:

- Finance & Ordinance – Eugene Sweeney (Chair) and Donald Shaner
- Police Committee – Paul Kern (Chair) and Chris Yocum
- Sanitation & Surface Water – Dan Bauman, Sr. (Chair) and Donald Shaner
- Parks & Recreation – Eugene Sweeney (Chair), Paul Kern and Dawn Chellel

## **NEW BUSINESS**

### **1. Spring City Community Pool**

Sue Grumblat and the Community Association of Spring City advised the borough that they have decided to opt out of managing the Spring City Community Pool. The pool was funded and managed by CASC for the past 10 years but was closed during the 2020 and 2021 seasons because of the pandemic. The organization can no longer absorb the increased cost of opening and operating the pool.

The councilors all agreed that the Spring City Community Pool is a great benefit to the residents and should reopen this season. Funding resources and hiring a company to run it will be discussed at the Finance & Ordinance committee meeting on February 23rd.

### **2. Handicap Parking Permit Application – 162 Hall Street**

Motion made by Mr. Sweeney to approve the application made by Randy Yoder for a designated handicap parking space at 162 Hall Street; motion seconded by Mr. Kern. All in favor, motion carried.

### **3. Recycling Collection Service Issues – Comments from Councilman Kern**

Mr. Kern declared for the record that the poor service provided by Eagle Disposal for recycling collection is unacceptable and inexcusable. He asked council to take this into consideration should they be the lowest bidder for the next contract. Mr. Hovey clarified that the borough would have to accept the lowest “responsible” bidder – Eagle Disposal has failed to show themselves as such.

## **READING OF THE PAYMENT OF THE BILLS**

### **General Account:**

(Office) Action Data \$451.43; PECO \$340.37; Ron Black/Laskey Group \$613.00; Flexible Benefits \$942.32; H.A. Berkheimer \$399.02; State and Federal Posters \$76.84; W.B. Mason \$202.95; Chester County Treasurer \$49.41; Verizon \$3,198.45; PA American \$23.34; Provident \$60.80;



Crystal Springs \$9.99; Cigna \$123.40; Municipal Tax Systems \$850.00; 21<sup>st</sup> Century Media \$82.62; High Swartz \$2,430.00; **Total \$9,853.94**

**(Streets)** Eagle Disposal \$5,541.90; PECO \$170.06; Flexible Benefits \$3,577.15; Limerick Hardware \$289.96; L&W Group \$24.00; CCSWA \$6,943.78; Tower Occupational Health \$175.00; A.J. Blosenski \$7,902.25; Advance Auto \$65.39; T.P. Trailers \$355.00; MuniBilling \$1,679.88; Airgas \$29.95; Wex Bank \$407.31; Eastern Salt \$1,741.05; Provident \$67.01; **Total \$28,970.69**

**(Police)** Flexible Benefits \$4,127.64; AT&T \$146.39; PA American \$644.62; Drug Scan \$168.00; Verizon \$336.81; Wex Bank \$1,018.20; Provident \$26.10; Crystal Springs \$57.92; Staples \$124.89; **Total \$6,650.57**

**Sewer Account:** Wind River \$13,010.00; PECO \$3,393.49; Flexible Benefits \$2,645.31; Sherwin Williams \$35.00; Limerick Hardware \$144.98; L&W Group \$26.00; M.J. Reider \$798.00; PA One Call \$18.98; PA American \$76.98; MuniBilling \$1,654.37; W. G. Malden \$477.25; Kline's \$3,175.00; Verizon \$226.01; PA American \$19.48; Provident \$60.21; Crysar Springs \$9.99; J.C. Ehrlich \$69.00; H. W. Munz \$2,614.94; **Total \$28,454.99**

**Street Light Fund:** PECO \$5,330.58; **Total \$5,330.58**

**Parks & Recreation Fund:** PECO \$61.11; Tague Lumber \$32.28; Crown Trophy \$127.35; **Total \$220.74**

**Building & Property Fund:** Adams Carpentry \$1,1012.00; DeMarco Property Maintenance \$988.00; Anvil Welding \$675.00; **Total \$2,675.00**

**Planning, Zoning & Housing Fund:** Motley Associates \$3,978.16; High Swartz \$3,020.00; **Total \$6,998.16**

Motion made by Mr. Kern to accept the bills for payment; motion seconded by Mr. Yocum. All in favor, bills approved.

#### **ANNOUNCEMENTS**

Upcoming meetings: Sewer Committee 02/10/22 at 6:30 pm; Planning Commission 02/16/22 at 6:30 pm; Park & Recreation 02/17/22 at 6:00 pm; Police Committee 02/17/22 at 6:30 pm; Finance & Ordinance Committee 02/23/22 at 6:30 pm. The next Borough Council meeting is 03/07/22 at 7:00 pm.

#### **ADJOURNMENT**

There being no further business, motion made by Mr. Kern to adjourn the meeting; motion seconded by Mr. Yocum. All in favor, meeting adjourned.

*Respectfully submitted by  
Kisha Tyler, Assistant Borough Manager*



## FINANCIAL REPORT FOR THE MONTH OF JANUARY 2022

The following figures represent the balance in each Department as appropriated in the 2021 Budget.

<u>GENERAL GOVERNMENT</u>		<u>% UNSPENT</u>
General Government	\$ 213,288.01	94%
Protection to Persons and Property	\$ 478,204.39	93%
Planning, Zoning and Housing	\$ 252,784.43	96%
Streets and Highways	\$ 626,992.08	94%
Street Repaving	\$ 292,746.00	100%
Parks and Recreation	\$ 36,664.26	99%
Insurance	\$ 73,059.00	98%
Street Lighting	\$ 602,310.69	99%
Library	\$ 16,000.00	100%
Liberty Fire Company	\$ 30,000.00	100%
Association Dues and Expenses	\$ 3,400.00	100%
Building and Property	\$ 73,238.52	96%
1% Tax Collection	\$ 4,886.98	92%
OPT Tax Collection	\$ 250.00	100%
Workers' Compensation	\$ 3,425.00	100%
Engineering and Consulting	\$ 54,405.00	84%
CRP Grant Consulting	\$ 135,000.00	100%
CRP Grant	\$ 750,000.00	100%
Comprehensive Plan	\$ 60,000.00	100%
<u>SEWER ACCOUNT</u>	\$ 998,214.92	97%

This report reflects all wages and bills paid through January 31, 2022

# Tax Collector's Monthly Report to Taxing District

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

For The Month of : 1/12/2021 00:00:00 To 1/3/2022 23:59:59

	Municipal/County				School			Per Capita	Others	Totals
	Current	Interim	Other		Current	Interim	Interim/Other			
A. Collections										
1. Balance Collectable -Beginning of the Month	\$8,869.92	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$3,875.00	\$5,423.75	\$18,168.67
2A. Additions: During the Month	\$653,838.49	\$308.49	\$0.00		\$0.00	\$0.00	\$0.00	\$9,995.00	\$12,428.75	\$676,570.73
2B. Deduction: Credits During the Month from 17										
3. Total Collectable	\$662,708.41	\$308.49	\$0.00		\$0.00	\$0.00	\$0.00	\$13,870.00	\$17,852.50	\$694,739.40
4. Less: Face Collections for the month	\$595,086.89	\$232.67	\$0.00		\$0.00	\$0.00	\$0.00	\$5,780.00	\$6,556.25	\$607,655.81
5. Less: Deletions from the List	\$0.00	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$1,025.00	\$1,408.75	\$2,433.75
6. Less: Exoneration	\$50,374.31	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$50,374.31
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	\$17,247.21	\$75.82	\$0.00		\$0.00	\$0.00	\$0.00	\$7,065.00	\$9,887.50	\$34,275.53
B. Reconciliation of Cash Collected										
9. Face Amount of Collections - Must agree with line 4	\$595,086.89	\$232.67	\$0.00		\$0.00	\$0.00	\$0.00	\$5,780.00	\$6,556.25	\$607,655.81
10. Plus: Penalties	\$1,481.55	\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$47.50	\$56.07	\$1,585.12
11. Less: Discounts	\$10,984.28	\$4.66	\$0.00		\$0.00	\$0.00	\$0.00	\$94.40	\$108.40	\$11,191.74
12. Total Cash Collected Per Column	\$585,584.16	\$228.01	\$0.00		\$0.00	\$0.00	\$0.00	\$5,733.10	\$6,503.92	\$598,049.19
13. Total Cash Collected All Columns										

C. Payments of Taxes

14. Amount Remitted During the Month

Date	Transaction #	Amount
02/06/2021		\$4,766.29
02/10/2021		\$15,466.23
02/14/2021		\$502.34
02/21/2021		\$21,734.81
02/23/2021		\$12.08
02/25/2021		\$22,214.21
02/26/2021		\$1,628.92
03/01/2021		\$11,137.00
03/03/2021		\$9,014.52
03/04/2021		\$5,543.25
03/10/2021		\$23,265.37
03/17/2021		\$222,297.44
03/18/2021		\$12,428.50
03/20/2021		\$53,278.71
03/25/2021		\$54,361.69
03/30/2021		\$26,007.13
03/31/2021		\$51,771.93
04/11/2021		\$14,657.66
04/19/2021		\$4,661.26
05/01/2021		\$1,829.44
05/06/2021		\$2,350.04
05/19/2021		\$7,678.07
06/01/2021		\$9,765.12
06/02/2021		\$449.07
06/15/2021		\$3,745.98
06/22/2021		\$574.40
07/05/2021		\$805.33
07/17/2021		\$607.76
07/21/2021		\$684.19
08/02/2021		\$1,219.16
08/12/2021		\$100.14
08/18/2021		\$24.75
08/23/2021		\$539.78
08/28/2021		\$13.75
09/17/2021		\$50.62
09/29/2021		\$23.88
10/10/2021		\$41.25
10/24/2021		\$2,361.55





# MTS Collection Summary

	Current Tax	Interim Tax	
Face Amount	\$607,423.14	\$232.67	
Discount Amount	\$11,187.08	\$4.66	
Penalties Amount	\$1,585.12	\$0.00	
Refunds Payments Collected to be returned	\$0.00	\$0.00	
Exoneration Refunds (for payments made on previous monthly reports, not part of any calculations)			\$0.00
Total Over/Under Paid	\$45.08	\$0.00	\$598,049.19
Total Deposit (Including Refunds)			\$598,094.27
Adjusted Total Cash Collected			\$511.14
Bounced Checks - Deposits Reversed by Bank for insufficient funding			

Collection Statistics							Total
Face Amount Collected in Discount	Face Current	Disc/Pen Cui	Face Interim	Disc/Pen Int	Face Total	Disc/Pen Total	
	\$559,267.04	\$11,187.08	\$232.67	\$4.66	\$559,499.71	\$11,191.74	\$548,307.97
Face Amount Collected in Face	\$32,306.71		\$0.00		\$32,306.71		\$32,306.71
Face Amount Collected in Penalty	\$15,849.39	\$1,585.12	\$0.00	\$0.00	\$15,849.39	\$1,585.12	\$17,434.51
							\$598,049.19

Commission	Municipal/County		School		Interim/Other		Per Capita	Others
	Current	Interim	Current	Interim				
12. Total Cash Collected Per Column	\$ 585,584.16	\$228.01	\$ 0.00	\$ 0.00	\$ 0.00	\$ 5,733.10		
Commission Rate								
Monthly Commission per column								

Report of the Treasurer of the Borough of Spring City, Pa. at the close of business January 31, 2022

## GENERAL FUND

### General Fund Receipts

Berkheimer Associates E.I.T.	\$ 3,887.91
Trash Collection Fees	\$ 58,119.25
IF Transfers-PLGIT	\$240,000.00
Bulk Pickups	\$ 720.00
Zoning Permits	\$ 100.00
Building Permits	\$ 1,650.00
Utility Permit	\$ 19.00
Berkheimer O.P.T.	\$ 23.20
Lease Dwelling Fees	\$ 709.50
LD Parking Lot Fee	\$ 1,734.12
Local Fines	\$ 946.03
County Fines	\$ 89.60
U&O Inspections	\$ 475.00
Trash Certs	\$ 50.00
Realty Transfer Tax	\$ 21,402.71
Parking Tickets	\$ 70.00
Liens- Attorney Fees	\$ 1,500.00
Liens – Penalty	\$ 50.99
Liens – Costs	\$ 25.00
Liens – Interest	\$ 310.52
Accident Reports	<u>\$ 45.00</u>

Total Deposits to General Fund	\$331,927.83
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**Withdrawals:**

By Orders #30447 – 30474	
#15973 – 16016	\$116,057.39
Intra Fund Transfer	\$240,000.00
<b>Balance on Account – Checking</b>	<b>\$ 62,134.06</b>



The Report of the Treasurer of the Borough of Spring City at the close of business January 31, 2022

**SEWER FUND**

**Sewer Receipts**

Sewer Rents	\$237,214.90	
Sewer Certs	\$ 90.00	
IF Transfer-PLGIT	\$ 50,000.00	
Liens – Penalty	\$ 50.97	
Liens – Costs	\$ 25.00	
Liens – Interest	\$ 400.62	
 Total Deposits		\$287,781.49

**Withdrawals:**

By Orders #8954 – 8972	
#22411 – 22419	\$ 31,022.88
 Intra Fund Transfer-PLGIT	<u>\$180,000.00</u>

**Balance on Account            \$105,571.18**

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Respectfully submitted,

Dennis Rittenhouse