

**SPRING CITY BOROUGH COUNCIL MEETING
MARCH 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, Bliss, Chellel, Shaner, Sweeney and Yocum were present, along with Mayor Michael Weiss, Solicitor Matthew Hovey, Borough Manager Dennis Rittenhouse, Assistant Borough Manager Kisha Tyler, and Zoning/Code Officer James Mohn.

APPROVAL OF THE FEBRUARY 7, 2022 MEETING MINUTES

Motion made by Mr. Sweeney to approve the February 7, 2022 meeting minutes; motion seconded by Mr. Yocum. All in favor, minutes approved.

MAYOR'S REPORT

Mayor Weiss swore in Keith Bliss as Councilor on February 7th; he attended a SCABA meeting on February 17th; he contacted PennDOT on February 22nd about potholes and the need to mill and resurface New Street; he attended a pool board meeting on February 27th; he called in a streetlight outage on February 28th. The Mayor also attended 3 SFHS girls basketball games in February.

COMMUNICATIONS

Sue Grumblat submitted a letter from the Community Association of Spring City terminating their lease to operate and manage the Spring City Community Pool.

COMMITTEE REPORTS

Streets Department: 75.7 tons of refuse was transported to the landfill; there were 11 bulk pickup and 4.2 tons of yard waste collected curbside. Signal Service repaired the crossing light at the walking trail on Bridge Street, and a damaged traffic light pole at Main and Bridge Streets. The approved handicap parking sign was installed on Hall Street; a new post was installed at Heckle Avenue and Wall Street. Borough streets and sidewalks were salted during the minor snow events; a stormwater inlet on Vincent Street was rebuilt; various other inlets were cleared; and potholes were patched on Main Street and Wall Street.

Sanitation & Surface Water: The average daily flow for the month of February was 377,000 gpd, with the maximum flow of 562,000 gpd occurring on February 5th. Controlex installed a new control panel, 2 new floats, and cleared a partial clog of the #2 pump at the Main Street pump station. The plant operator is performing all required routine maintenance.

The drainage issue at the corner of Pikeland Avenue and Wall Street will need to be looked at by an engineer for direction on how to proceed.

Police Department: 197 total calls in January as follows: Traffic 34, Miscellaneous 41, Parking Complaints 5, Medical Emergencies 26, Assist Other Departments 9, Domestic Disputes 5, Theft 4, Disturbances 8, Suspicious Person 9, Fraud 1, Harassment 5, Abandon/Repo Vehicle 2, Vehicle Lockout 4, Alarm 6, Noise Complaint 4, Animal Complaint 5, Criminal Trespass/Burglary 4, Well-Being 8, Accidents 8, Found Property 1, Fire 4, 911 Hang Up Calls 1; Death Investigation 1, Terroristic Threats 1, Bad Checks 1. There were 7 traffic citations issued, 4 parking tickets, 17 traffic stops, 2 non-traffic citations and 4 criminal arrests (3 DUI).

#1401 (2019 Charger) patrolled 985 miles and consumed 134.9 gallons of gas.

#1402 (2020 Durango) patrolled 1,044 miles and consumed 123.9 gallons of gas.

Police Committee: The committee met on February 17th. Chief White, Mayor Weiss, Council President Shaner and Councilors Yocum and Kern attended.

Chief Ryan White:

- Officer Heller field training is going well, he should be ready to be on his own soon
- Due to Covid, department budgeted sick time has been surpassed already this year
- 5 of 8 part time officers are working consistently
- Chief has not will revisit speed signs once other priorities are resolved
- Trying to free up officers to sit in school zone during times of school zone speed limit
- Bus Patrol Program is delayed again, no timeline has been given
- The designated towing company has been unresponsive, suggests changing companies

Council President Shaner:

- Suggested SFSD Police sit at elementary school to help with presence at school zone
- Asked about car window incidents – ongoing investigation with Phoenixville PD
- Police Administrator Dennis Cardin is a huge help to the department
- Asked if Officer reviews have been done – Chief has not gotten them done yet
- Mayor Kern gave Chief White his review before she left office
- Asked about status of policy manual – Chief is working on it as time permits

Chief White will look into the Sherriff, SWAT or K9 unit putting on a presentation at Community Day on June 4th; a breakdown in communication during the snow emergency was acknowledged and efforts to address the issue include a staff meeting and an additional officer to enforce snow route parking.

Finance and Ordinance: The committee met on February 23rd. They discussed the future of the community pool, the comprehensive plan, and façade grants/funding programs for commercial buildings on Main Street. An update on the parking lot project will be given at the March council meeting.

Zoning, Housing and Property: 12 permits issued in February; fees collected = \$44,687.50

Planning: No meeting in February.

Parks and Recreation: The committee met on February 17th. Sue Grumblat explained that the organization that ran the community pool for the past 18 years has decided not to continue running the pool. Discussion of the borough taking over the responsibilities ensued, and the committee agreed that the borough should seek a solution to open the pool this summer. Ms. Grumblat also announced that she will no longer be participating on the parks and recreation committee. Chairman Sweeney thanked her for her years of volunteering and dedication. The Easter Egg Hunt is set for April 9th at 10:00 AM at Brown Street Park. The event will return to its pre-Covid format. The 2022 parks and recreation events are posted on the borough website.

Financial Reports and Treasurer's Report: Posted. Mr. Rittenhouse explained that the tax collector's report includes 139 deletions and 1 addition. The deletions are those who have moved out of the Borough and deceased persons. The new tax collector is working diligently to update the tax registers.

APPROVAL OF THE REPORTS

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

PUBLIC COMMENT

Lou DiGuiseppe, 314 Pikeland Avenue, asked Council to issue a cease-and-desist order for the Lennar development until the construction sequence, stormwater management and traffic plan could be reviewed and verified.

Greg Wynn, 314 Pikeland Avenue, agreed with Mr. DiGuiseppe's request, and added that the idling of vehicles, utility installations and construction traffic are disruptive.

Donna Musetti, 328 Pikeland Avenue, complained about the condition of the sidewalk, speeding, idling trucks, working before 7:00 AM, excessive dust, and overnight parking of construction vehicles and equipment on the street.

David Sky, 417 Pikeland Avenue, spoke about the ponding and drainage issue at the corner of Pikeland Avenue and Wall Street. He also suggested making that same intersection a 4-way stop and widening Wall Street.

Joan Bickley, 322 Pikeland Avenue, voiced her concerns about the excessive dust, trash from the workers, construction vehicle access and the road condition. She asked Borough Council to intervene on behalf of the residents.

Mr. Seeney explained that Wall Street is a state road and PennDOT does not use stop signs as a traffic calming measure. Mr. Bauman mentioned that all work on Wall Street falls under the guidelines of the approved PennDOT permit. Mr. Shaner said he was advised by Eric Henwood (Lennar) that an email was sent to all subcontractors regarding start times.

UNFINISHED BUSINESS

1. Spring City Community Pool Opening Discussion

Mr. Sweeney led the discussion about opening the community pool, which was closed for the previous 2 seasons due to the pandemic. The Community Association of Spring City and the Odd Fellows have terminated their lease to operate and manage the pool. If the Borough wants to open the pool it will need hire a pool management company to handle seasonal operation and maintenance. The Borough would be responsible for any major repairs. The snack bar would be leased to a CCHD licensed food handler or have a food truck as an alternative. Mr. Sweeney has been in contact with Neptune Pool Management, Fox Pool Management, and Bennington Pool Service. Neptune is the lowest at \$62,000, the other two companies are over \$100,000. The solicitor is reviewing the proposal from Neptune.

2. Auditor Vacancy Appointment – Resolution No. 2022-08

Motion made by Mr. Sweeney to appoint Robin Sexto to fill the Auditor vacancy; motion seconded by Mr. Bliss. All in favor, motion carried.

3. Grinder Pump Ordinance No. 561

Mr. Hovey advised that the proposed ordinance was reviewed by both Chester County and PA DEP; it was duly advertised and presented for adoption by Council.

Motion made by Mr. Bliss to adopt Grider Pump Ordinance No. 561; motion seconded by Mr. Yocum. All in favor, motion carried.

NEW BUSINESS

1. Spring City Electrical Mfg. Co. Request for a Waiver of Land Development for an Addition

Engineer, Tom Smith, presented the plan, while company representative Jesse Fluck explained the need for the 5,000 square foot addition which will house a 1,764 square foot oven for the powder coating process. The elevated addition will be constructed above the existing loading dock. No sanitary sewer connection is required. Mr. Fluck said the self-contained dust collector shouldn't require amending the PA DEP permit, and no odors or other environmental emissions will occur. Zoning Officer James Mohn reviewed the plan and provided a letter to Council regarding the waiver request. Mr. Mohn explained that although minimal disturbance is proposed, the improvement is land development as defined in the Subdivision and Land Development Ordinance. If the waiver is approved, they would still have to go through the building permit process, and Mr. Mohn is recommending an escrow for review, verification of the PA DEP permit requirements, and review of the plan by the Chester County Conservation District.

Solicitor Hovey suggested the conditions be outlined in a Resolution for consideration at the April meeting. No action taken.

2. CRP Grant Update for the Yost Avenue/Main Street Parking Lot – Drew Sontag (URDC)

Mr. Sontag reported that bid advertisement for Phase I was delayed but will out for bid by next week; grant documents for the plaza (Phase II) will be out in April/May. Renderings of the project were displayed. They discussed the 3 dedicated parking spaces for the Flag House that are a condition of the grant. Both phases should be completed by the end of summer. Phase III will be designed once grant opportunities are announced. Mr. Sweeney mentioned placement of a Spring Ford "Ram" in the plaza.

3. Resolution No. 2022-09 Authorizing H.A. Berkheimer, Inc. to Share Taxpayer Information with the Borough Manager and Borough Tax Collector for Tax Purposes

Motion made by Mr. Bauman to approved Resolution No. 2022-09 authorizing the sharing of tax information; motion seconded by Mr. Sweeney. All in favor, motion carried.

READING OF THE PAYMENT OF THE BILLS

General Account:

(Office) PECO \$372.41; Flexible Benefits Plans \$947.32; H.A. Berkheimer \$112.47; AT&T \$47.23; Verizon \$196.65; Action Data \$1,743.70; High Swartz \$2,658.00; Universal Mailing Automation \$2,470.89; PA American Water \$24.96; Cigna \$123.40; Provident \$60.80; **Total \$8,657.83**

(Streets) PECO \$244.18; Flexible Benefits Plans \$3,577.15; Eastern Salt \$5,534.00; A.J. Blosenski \$8,059.75; Advance Auto Parts \$32.19; Eagle Disposal \$5,715.32; CCSWA \$5,373.99; Limerick Hardware \$295.51; Airgas \$29.95; Wex Bank \$800.39; Gran Turk \$1,216.83; H.A. Weigand \$563.50; Provident \$61.67; Tague Lumber \$54.00; **Total \$31,558.43**

(Police) Flexible Benefits Plans \$2,911.36; PA American Water \$644.62; Crystal Springs \$45.93; Verizon \$340.23; Wex Bank \$1,147.53; Provident \$26.10; deCordre Automotive \$205.56; **Total \$5,321.33**

Sewer Account: PECO \$4,086.06; M.J. Reider Associates \$1,176.85; A.J. Blosenski \$525.00; Flexible Benefits Plans \$2,645.31; PA One Call \$17.82; EEMA \$2,282.88; Wind River \$2,326.50; Mauger Energy \$359.00; Crystal Springs \$9.99; Verizon \$226.01; Xylem \$1,401.58; PA American Water \$102.29; High Swartz \$216.00; Staples \$445.83; Wex Bank \$54.14; J.C. Ehrlich \$69.00; Provident \$65.55; Controlex \$9,860.00; **Total \$25,869.81**

Street Light Fund: PECO \$5,936.55; **Total \$5,936.55**

Parks & Recreation Fund: PECO \$64.00; **Total \$64.00**

Planning, Zoning & Housing Fund: EEMA \$3,819.27; High Swartz \$3,591.00; Motley Associates \$6,014.40; **Total \$13,424.67**

Building & Property Fund: Lenni Electric \$1,345.08; Crystal Springs \$9.99; Limerick Hardware \$455.94; **Total \$1,811.01**

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

ANNOUNCEMENTS

Upcoming meetings: Sewer Committee 03/10/22 at 6:30 pm; Planning Commission 03/16/22 at 6:30 pm; Park & Recreation 03/17/22 at 6:00 pm; Police Committee 03/17/22 at 6:30 pm; Finance & Ordinance Committee 03/23/22 at 6:30 pm. The next Borough Council meeting is 04/04/22 at 7:00 pm.

EXECUTIVE SESSION

President Shaner called an executive session to discuss a matter of litigation.

ADJOURNMENT

Following the executive session there was no further business. Motion made by Mr. Sweeney to adjourn the meeting; motion seconded by Mr. Bliss. All in favor, meeting adjourned.

*Respectfully submitted by
Kisha Tyler, Assistant Borough Manager*

FINANCIAL REPORT FOR THE MONTH OF FEBRUARY 2022

The following figures represent the balance in each Department as appropriated in the 2022 Budget.

<u>GENERAL GOVERNMENT</u>		<u>% UNSPENT</u>
General Government	\$ 196,046.15	86%
Protection to Persons and Property	\$ 444,200.54	86%
Planning, Zoning and Housing	\$ 238,376.00	90%
Streets and Highways	\$ 581,099.58	87%
Street Repaving	\$ 292,746.00	100%
Parks and Recreation	\$ 36,600.26	99%
Insurance	\$ 73,059.00	98%
Street Lighting	\$ 49,174.14	81%
Library	\$ 16,000.00	100%
Liberty Fire Company	\$ 30,000.00	100%
Association Dues and Expenses	\$ 3,400.00	100%
Building and Property	\$ 71,883.45	94%
1% Tax Collection	\$ 4,774.51	90%
OPT Tax Collection	\$ 250.00	100%
Workers' Compensation	\$ 34,525.00	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>	\$ 995,101.99	97%

This report reflects all wages and bills paid through February 28, 2022

Tax Collector's Monthly Report to Taxing District

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

For The Month of : 2/1/2022 00:00:00 To 2/20/2022 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	\$625,034.81	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8,990.00	\$11,286.25	\$645,311.06
2A. Additions: During the Month	\$0.00	\$10.88	\$0.00	\$0.00	\$0.00	\$0.00	\$15.00	\$18.75	\$44.63
2B. Deduction: Credits During the Month from 17									
3. Total Collectable	\$625,034.81	\$10.88	\$0.00	\$0.00	\$0.00	\$0.00	\$9,005.00	\$11,305.00	\$645,355.69
4. Less: Face Collections for the month	\$63,743.35	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,455.00	\$1,656.25	\$66,854.60
5. Less: Deletions from the List	\$38.95	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$285.00	\$410.00	\$733.95
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	\$561,252.51	\$10.88	\$0.00	\$0.00	\$0.00	\$0.00	\$7,265.00	\$9,238.75	\$577,767.14
B. Reconciliation of Cash Collected									
9. Face Amount of Collections - Must agree with line 4	\$63,743.35	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,455.00	\$1,656.25	\$66,854.60
10. Plus: Penalties	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
11. Less: Discounts	\$1,266.07	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$28.90	\$33.43	\$1,328.40
12. Total Cash Collected Per Column	\$62,477.28	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,426.10	\$1,622.82	\$65,526.20
13. Total Cash Collected All Columns									

C. Payments of Taxes

14. Amount Remitted During the Month

Date	Transaction #	Amount
02/03/2022		\$2,454.90
02/05/2022		\$683.78
02/06/2022		\$5,626.74
02/08/2022		\$10,507.05
02/10/2022		\$14,217.13
02/11/2022		\$979.77
02/12/2022		\$5,502.06
02/15/2022		\$7,527.00
02/19/2022		\$17,091.50
02/20/2022		\$938.02
	TOTAL	\$65,527.95

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

TOTAL

16. Total Remitted this Month

TOTAL

\$65,527.95

17. Total Other Credits and Adjustments

Parcel #	Name	Amount
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18. Interest Earnings (If applicable) \$

Taxing District Use (Optional)
Carryover from Previous Month
Amount Collected this Month
Less Amount Paid This Month
Ending Balance

Charlene J. Matsinger 2/20/2022

Tax Collector

Date

I Verify this is a complete and accurate reporting of the balance collectable, taxes collected and remitted for the month

Received by (taxing district)

Danish K. Kishore

Title:

Manager

Date:

03/07/2022

MTS Collection Summary

	Current Tax	Interim Tax	
Face Amount	\$66,854.60	\$0.00	
Discount Amount	\$1,328.40	\$0.00	
Penalties Amount	\$0.00	\$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)			
Total Over/Under Paid	EXTRA CASH \$1.75	\$0.00	\$0.00
Total Deposit (Including Refunds)			\$65,526.20
Adjusted Total Cash Collected			\$65,527.95
Bounced Checks - Deposits Reversed by Bank for insufficient funding			\$0.00

Collection Statistics			
	Face Current	Disc/Pen Cui	Face Interim
	Disc/Pen Int	Face Total	Disc/Pen Total
	Total		

Face Amount Collected in Discount	\$66,390.96	\$1,328.40	\$0.00	\$0.00	\$66,390.96	\$1,328.40	\$66,062.56
Face Amount Collected in Face	\$463.64		\$0.00		\$463.64		\$463.64
Face Amount Collected in Penalty	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Commission	Municipal/County		School		Per Capita	Others
	Current	Interim	Current	Interim		

	Current	Interim	Current	Interim	Interim/Other	
12. Total Cash Collected Per Column	\$ 62,477.28		\$ 0.00	\$ 0.00	\$ 0.00	\$ 1,426.10
Commission Rate						
Monthly Commission per column						

Report of the Treasurer of the Borough of Spring City, Pa. at the close of business February 28, 2022

GENERAL FUND

General Fund Receipts

Berkheimer Associates E.I.T.	\$ 48,419.49
Trash Collection Fees	\$ 40,019.21
IF Transfer – PLGIT	\$300,000.00
Insurance Refund	\$ 26,723.46
Plan Review – Queen St.	\$ 600.00
Building Permits	\$ 44,687.50
Fee in Lieu of Taxes	\$ 6,310.48
Berkheimer O.P.T.	\$ 955.03
Lease Dwelling Fees	\$ 526.00
LD Parking Lot Fee	\$ 6,358.44
Local Fines	\$ 377.56
County Fines	\$ 181.10
U&O Inspections	\$ 200.00
<u>Realty Transfer Tax</u>	<u>\$ 24,358.98</u>

Total Deposits to General Fund	\$499,717.25
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Withdrawals:

By Orders #30475 – 30504	
#16017 – 16048	\$301,620.89
Intra Fund Transfer	\$180,000.00
Balance on Account – Checking	\$ 80,230.22

The Report of the Treasurer of the Borough of Spring City at the close of business February 28, 2022

SEWER FUND

Sewer Receipts

Sewer Rents	\$99,287.97	
Development Reviews	\$ 8,000.00	
Liens – Penalty	\$ 116.02	
Liens – Attorney Fees	\$ 1,000.00	
Liens – Costs	\$ 50.00	
Liens – Interest	\$ 643.99	
Tapping Fees	\$74,800.00	
 Total Deposits		\$183,897.98

Withdrawals:

By Orders #8973 – 8991	
#22420 – 22429	\$ 31,114.93
 Intra Fund Transfer-PLGIT	<u>\$200,000.00</u>

Balance on Account	\$58,355.03
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Respectfully submitted,

Dennis Rittenhouse