

**SPRING CITY BOROUGH COUNCIL MEETING  
APRIL 4, 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, 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.

**APPROVAL OF THE MARCH 7, 2022 MEETING MINUTES**

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

**MAYOR'S REPORT**

Mayor Weiss did not give a report.

**COMMUNICATIONS**

1. PA DEP 904 Recycling Performance Grant award to the Borough is \$6,526.94.
2. Greg Wynn provided information about increased truck traffic on Pikeland Avenue; he wants council to consider restrictions for heavy trucks.

**COMMITTEE REPORTS**

**Streets Department:** 80.53 tons of refuse was transported to the landfill; there were 10 bulk pickup and 3.9 tons of yard waste collected curbside; 5 loads of scrap metal (1.3 tons) taken to Mayer Pollock. Streets and borough owned sidewalks were cleared during the minor snow event; the American Flags were reinstalled on the street lampposts; school crossing sign was replaced at New and Wall Streets; potholes on South Main Street and Poplar Street were filled; and repairs were made to the arch that crosses North Main Street.

**Sanitation & Surface Water:** The average daily flow for the month of March was 377,000 gpd, with the maximum flow of 475,000 gpd occurring on 3/13. LRM, Inc. calibrated the effluent flow meters; Controlex repaired pump #2 at the plant; the plant operator is performing all routine maintenance as required; and all test results are within limits and satisfactory.

**Police Department:** The March report was not available.

**Police Committee:** The committee did not meet in March.

**Finance and Ordinance:** The committee met on March 23; councilors Shaner, Sweeney, Bliss, and Manager Rittenhouse attended. Management of the community pool, repairs to the arch below Main Street, and personnel issues were discussed.

**Zoning, Housing and Property:** 29 permits issued in March; fees collected = \$48,584.50. The Zoning Hearing Board will meet on 4/28 at the Liberty Fire Company to consider an application that would create two nonconforming lots.

**Planning:** The committee did not meet in March. Mr. Bauman addressed the public to confirm that a traffic study for the Lennar development was done and showed the binder.

**Parks and Recreation:** The committee did not meet in March. Mr. Sweeney did report that John McGuire has joined the committee, and that the Easter Egg Hunt is Saturday 4/9.

**Library:** They would like to use the pavilion at Brown Street Park every Wednesday in May and June for their Story Time program. Mary Uba was recognized as Volunteer of the Year.

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

#### **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**

Greg Wynn, 314 Pikeland Avenue, expressed issues with increased traffic, especially truck traffic on Pikeland Avenue, and construction vehicles lined along Cedar Avenue. He said Lennar has not responded to his question about cleaning Pikeland Avenue.

Donna Musetti, 328 Pikeland Avenue, also talked about the truck traffic, speeding, potholes and the deteriorating conditions on Wall Street, idling construction vehicles, site access, restricted use of the sidewalk, and the frustration that all of this is causing the residents.

#### **UNFINISHED BUSINESS**

##### **1. Spring City Electrical Mfg. Co. Waiver of Land Development – Resolution No. 2022-10**

A resolution outlining the request and setting conditions was prepared by the solicitor.

Motion made by Mr. Shaner to approve the waiver from land development as outlined in Resolution No. 2022-10; motion seconded by Mr. Bauman. All in favor, motion carried.

##### **2. Contract for Pool Management Services**

Neptune Pool Management no longer has an opening. Fox Pool Management is available but is \$110,000. There was a lengthy discussion of operating costs and increasing the fees for residents. Mr. Rittenhouse will gather financials for a special council meeting (date tbd). Council agreed that the pool should be open this season.

Motion made by Mr. Bliss to enter the contract with Fox Pool Management, contingent upon review and approval of the contract by the solicitor. Mr. Kern seconded the motion. All in favor, motion carried.

**3. Bids for the Municipal Parking Lot Improvements on No. 2022-08**

Drew Sontag reported that only 2 bids were received: Ply-Mar Construction Company, Inc. \$477,709, and Cedar Springs Construction Company \$498,011.00. The low bid is \$72,291.00 under the Chester County CRP Grant amount of \$550,000.00.

Motion made by Mr. Shaner to accept the bid of Ply-Mar Construction Company, Inc., contingent upon review and approval by the solicitor and the Chester County Department of Community Development. Mr. Sweeney seconded the motion. All in favor, motion carried.

**NEW BUSINESS**

**1. Feasibility Study for the Drainage Problem at Pikeland Avenue and Wall Street**

Mr. Bauman provided photos of the drainage problem at the corner of Pikeland Avenue and Wall Street, which has worsened over the years. Mr. Bauman said East Vincent may be willing to contribute to the project, but he doesn't think East Pikeland would.

Motion made by Mr. Yocum to have a feasibility study done to address the drainage issue; motion seconded by Mr. Sweeney. All in favor, motion carried.

**2. Sustain Riveredge LP Proposed Redevelopment of Riveredge Square**

Peter Lazor and Walker Robinson presented renderings of a proposed redevelopment at Riveredge Square, to add approximately 125 apartments. The burger king building would be demolished; a single access created; improved streetscape along Bridge Street added, along with connection to the trail and public greenspace. Current zoning does not allow for apartments; this could be addressed with a zoning overlay. The concept was well received by council; however, traffic is a major concern. Bridge Street is a state road, so PennDot would be the determining authority on the traffic study, site access and signalization. The property owner will move forward with feasibility studies to determine whether to pursue a zoning overlay.

**3. Handicap Parking Permit Application for 169 Hall Street**

Mr. Rittenhouse suggested the parking space be located on the North side of Hall Street because of the on-street parking deficiency on Church Street.

Motion made by Mr. Yocum to approve the handicap parking permit request for 169 Hall Street, with the space being located on the North side of Hall Street; motion seconded by Mr. Bauman. All in favor, motion carried.



#### **4. Request for Tree Removal at the Yost Avenue/Main Street Parking Lot**

There was uncertainty that certain trees may not be on borough property. Drew Sontag will confirm the location of the survey pins and the trees in question. Mr. Sontag will then ask the contractor for a cost estimate, which would be deemed as a change order if the borough proceeds with removal of any trees.

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

##### **General Account:**

**(Office)** Action Data Services \$297.67; Flexible Benefits Plans \$942.32; PECO \$322.60; ApexCompu Corp \$180.00; AT&T \$43.03; H.A. Berkheimer \$769.69; Verizon \$192.90; Provident \$60.80; High Swartz \$1,980.00; Cigna \$2,412.88; Staples \$183.74; PA American \$22.39; Miller Financial Group \$338.00; **Total \$7,746.02**

**(Streets)** Flexible Benefits Plans \$3,577.15; PECO \$219.55; H&F Tire \$77.00; Eagle Disposal \$5,715.32; Airgas \$264.64; Provident \$67.01; CCSWA \$7,041.07; Wex Bank \$371.84; TP Trailers \$4,621.06; Colonial Gardens \$80.80; Limerick Hardware \$10.99; A.J. Blosenski \$8,059.75; **Total \$30,106.18**

**(Police)** Flexible Benefits Plans \$2,916.36; AT&T \$87.53; Pottstown Borough \$100.00; PA American \$644.62; Drug Scan \$168.00; Verizon \$337.76; Crystal Springs \$46.93; Provident \$26.10; Davidheiser's \$84.00; Chester County Police Chief's Association \$75.00; Daywalt's Animal Control \$750.00; Witmer Public Safety \$111.99; Wex Bank \$1,135.83; Metropolitan Communications \$95.00; **Total \$6,579.12**

**Sewer Account:** Wind River \$2,352.24; PECO \$399.54; M.J. Reider \$1,186.75; Flexible Benefits Plans \$2,645.31; Delaware River Basin Commission \$660.00; EEMA \$2,763.88; 21<sup>st</sup> Century Media \$466.16; Pipe Data View \$745.00; Verizon \$26.13; Crystal Springs \$96.85; PA American \$97.13; USALCO \$4,170.82; Provident \$60.21; High Swartz \$594.00; Controlex \$1,120.00; LRM \$892.75; Wex Bank \$64.18; J.C. Ehrlich \$69.00; **Total \$18,609.95**

**Street Light Fund:** PECO \$5,612.29; **Total \$5,612.29**

**Engineering & Consulting Fund:** Mockenhaupt \$9,040.00; Motley Associates \$1,496.00; **Total \$10,536.00**

**Parks & Recreation Fund:** PECO \$74.65; Colonial Gardens \$49.41; **Total \$124.06**

**CRP Consulting Fund:** URDC \$17,040.80; **Total \$17,040.80**

**Planning, Zoning & Housing Fund:** EEMA \$9,890.84; High Swartz \$1,083.00; Motley Associates \$9,417.10; **Total \$20,390.94**



**Building & Property Fund:** Lenni Electric \$470.00; Crystal Springs \$36.93; Signal Service \$150.00; Thomas R. Slaymaker \$334.25; **Total \$991.18**

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 04/14/22 6:30 pm; Planning Commission 04/20/22 6:30 pm; Park and Recreation 04/21/22 6:00 pm; Police Committee 04/21/22 6:30 pm; Finance and Ordinance Committee 04/27/22 6:30 pm; Zoning Hearing Board 04/28/22 6:30 pm. The next Borough Council meeting is 05/02/22 7:00 pm.

#### **EXECUTIVE SESSION**

President Shaner called an executive session to discuss a personnel matter.

#### **ADJOURNMENT**

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

*Respectfully submitted by  
Kisha Tyler, Assistant Borough Manager*

## FINANCIAL REPORT FOR THE MONTH OF MARCH 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	\$ 165,132.73	72%
Protection to Persons and Property	\$ 394,048.22	77%
Planning, Zoning and Housing	\$ 221,387.76	84%
Streets and Highways	\$ 552,824.56	83%
Street Repaving	\$ 292,746.00	100%
Parks and Recreation	\$ 36,476.20	99%
Insurance	\$ 73,059.00	98%
Street Lighting	\$ 43,473.05	72%
Library	\$ 16,000.00	100%
Liberty Fire Company	\$ 30,000.00	100%
Association Dues and Expenses	\$ 3,400.00	100%
Building and Property	\$ 66,540.58	87%
1% Tax Collection	\$ 4,023.73	76%
OPT Tax Collection	\$ 231.09	92%
Workers' Compensation	\$ 34,525.00	100%
Engineering and Consulting	\$ 45,365.00	70%
CRP Grant Consulting	\$ 118,048.00	87%
CRP Grant	\$ 750,000.00	100%
Comprehensive Plan	\$ 60,000.00	100%
<u>SEWER ACCOUNT</u>	\$ 914,588.55	89%

This report reflects all wages and bills paid through March 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 : 2/21/2022 00:00:00 To 3/27/2022 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	\$561,252.51	\$10.88	\$0.00	\$0.00	\$0.00	\$0.00	\$7,275.00	\$9,246.25	\$577,784.64
2A. Additions: During the Month	\$0.00	\$267.83	\$0.00	\$0.00	\$0.00	\$0.00	\$55.00	\$56.25	\$379.08
2B. Deduction: Credits During the Month from 17									
3. Total Collectable	\$561,252.51	\$278.71	\$0.00	\$0.00	\$0.00	\$0.00	\$7,330.00	\$9,302.50	\$578,163.72
4. Less: Face Collections for the month	\$393,767.41	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,745.00	\$1,892.50	\$397,404.91
5. Less: Deletions from the List	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$75.00	\$185.00	\$260.00
6. Less: Exoneration	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5.00	\$0.00	\$5.00
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	\$167,485.10	\$278.71	\$0.00	\$0.00	\$0.00	\$0.00	\$5,505.00	\$7,225.00	\$180,493.81
B. Reconciliation of Cash Collected									
9. Face Amount of Collections - Must agree with line 4	\$393,767.41	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,745.00	\$1,892.50	\$397,404.91
10. Plus: Penalties	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
11. Less: Discounts	\$7,856.10	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$34.80	\$38.50	\$7,929.40
12.Total Cash Collected Per Column	\$385,911.31	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,710.20	\$1,854.00	\$389,475.51
13.Total Cash Collected All Columns									



C. Payments of Taxes

14. Amount Remitted During the Month

Date	Transaction #	Amount
02/22/2022		\$4,477.82 ✓
02/25/2022		\$11,770.31 ✓
02/26/2022		\$7,223.77 ✓
02/28/2022		\$7,353.48 ✓
03/02/2022		\$6,879.49 ✓
03/03/2022		\$2,478.70 ✓
03/07/2022		\$9,817.39 ✓
03/09/2022		\$19,965.48 ✓
03/10/2022		\$13,913.23 ✓
03/13/2022		\$23,340.28
03/16/2022		\$6,633.07
03/19/2022		\$7,250.54
03/20/2022		\$7,187.23
03/21/2022		\$16,307.20
03/22/2022		\$8,311.53
03/23/2022		\$170,071.93
03/24/2022		\$16,314.23
03/26/2022		\$51,696.05
	TOTAL	\$390,991.73

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

TOTAL

16. Total Remitted this Month

TOTAL

\$390,991.73

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 Mattinger 3/27/22  
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)

Donna K. Mattinger

Title: Manager

Date: 04/04/2022

# MTS Collection Summary

	Current Tax	Interim Tax	
Face Amount	\$397,404.91	\$0.00	
Discount Amount	\$7,929.40	\$0.00	
Penalties Amount	\$0.00	\$0.00	
Refunds Payments Collected to be returned	\$1,516.22	\$0.00	
Exoneration Refunds (for payments made on previous monthly reports, not part of any calculations)			\$0.00
Total Over/Under Paid	\$0.00	\$0.00	
Total Deposit (Including Refunds)			\$390,991.73
Adjusted Total Cash Collected			\$389,475.51
Bounced Checks - Deposits Reversed by Bank for insufficient funding			\$0.00

Collection Statistics							
	Face Current	Disc/Pen Cur	Face Interim	Disc/Pen Int	Face Total	Disc/Pen Total	Total
Face Amount Collected in Discount	\$396,441.20	\$7,929.40	\$0.00	\$0.00	\$396,441.20	\$7,929.40	\$388,511.80
Face Amount Collected in Face	\$963.71		\$0.00		\$963.71		\$963.71
Face Amount Collected in Penalty	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
							\$389,475.51

Commission	Municipal/County			School			Per Capita	Others
	Current	Interim		Current	Interim	Interim/Other		
12. Total Cash Collected Per Column	\$ 385,911.31	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$ 1,710.20	
Commission Rate								
Monthly Commission per column								



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

**GENERAL FUND**

**General Fund Receipts**

Berkheimer Associates E.I.T.	\$ 50,930.96
Trash Collection Fees	\$ 31,123.18
Crossing Guard Agreement	\$ 2,124.00
Treasury Refund	\$ 617.21
Limerick Drill	\$ 93.37
Building Permits	\$ 48,584.50
Taxes	\$ 63,619.43
Berkheimer O.P.T.	\$ 161.33
Liquor License Fee	\$ 400.00
Developer Parking Lot Fee	\$ 4,624.32
Local Fines	\$ 2,544.40
County Fines	\$ 104.18
U&O Inspections	\$ 325.00
Accident Reports	\$ 120.00
Parking Tickets	\$ 105.00
Recycling - Scrap Metal	\$ 352.80
Zoning Hearing Application	\$ 1,300.00
Bulk Pick-Ups	\$ 530.00
NSF Check	\$ 200.00
NSF Check Fee	\$ 40.00
Trash Certs	\$ 160.00
Utility Permit	\$ 13.00
Realty Transfer Tax	<u>\$ 8,234.04</u>

Total Deposits to General Fund      \$216,306.72

**Withdrawals:**

By Orders #30505 – 30533

#16049– 16089

\$169,876.05

**Balance on Account – Checking**

**\$126,660.89**

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

**SEWER FUND**

**Sewer Receipts**

Sewer Rents	\$50,271.32
Sewer Certs	\$ 160.00
Tapping Fees	\$95,200.00

Total Deposits	\$145,631.32
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**Withdrawals:**

By Orders #8992-9012	
#22430-22443	\$ 52,513.44

Balance on Account	\$ 151,472.91
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Respectfully submitted,

Dennis Rittenhouse