

**SPRING CITY BOROUGH COUNCIL MEETING  
SEPTEMBER 6, 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 Solicitor Matthew Hovey, Borough Manager Dennis Rittenhouse, and Assistant Borough Manager Kisha Tyler.

**SWEARING IN CEREMONY**

Part-Time Police Officer Timothy Rudderow was sworn in by Notary Public Kisha Tyler.

**APPROVAL OF THE AUGUST 1, 2022 MEETING MINUTES**

Motion made by Mr. Sweeney to approve the August 1, 2022 council meeting minutes; motion seconded by Mr. Bliss. All in favor, minutes approved.

**MAYOR'S REPORT**

Mayor Weiss was not present, Mr. Shaner read his report – Mayor Weiss attended Royersford National Night Out on August 2, Hope on the Hills dinner at First UCC Church on August 10, Royersford United Methodist Church community dinner on August 11, SCABA meeting at the Spring City Hotel on August 17, another Hope on the Hills dinner on August 24, and was present at the beginning and ending of the school day at Spring City Elementary on August 29.

**COMMUNICATIONS**

Thank you letter from the Spring City Library Executive Director for the \$16,000 donation.  
Thank you letter from the Spring-Ford Historical Society Treasurer for the \$1,600 donation.  
Chester County Planning Commission invitation to attend an October 25 form entitled "Density, Diversity and Discussion".

**COMMITTEE REPORTS**

**Streets Department:**

113.5 tons of refuse transported to the landfill; 28 bulk pickups; and 10.5 tons of yard waste. Recreation areas were cleaned; yellow curbs painted from Ridge Avenue to New Street; repairs made to the Ringo trailer; a PennDOT HOP permit was submitted for road restoration at 126 N. Main Street (sewer line repair). Trash removal and cleaning of recreation areas weekly; crosswalks and yellow curbs painted; stormwater inlet boxes at Wall Street and Pikeland Avenue were vacuumed to improve drainage.

**Sanitation & Surface Water:** Average daily flow for August was 319,700 gallons per day. Pump stations checked daily, and flow data recorded three days per week. The primary and secondary trickling filter arms and media were cleaned. Lewis Environmental completed clean up and

remediation for last month's USALCO chemical spill. A new pump for clarifier #2 was installed, a shear pin replaced on the #3 clarifier drive, the air-activated valve on clarifier #4 was rebuilt, repairs were made to the tipping weir brackets for the grease skimmers on clarifiers #1 and #2. New chemical lines for the Del Pac feed system were installed. New ceiling tiles and an air conditioner unit were installed in the lab/office.

**Police Committee:** The committee met August 18: Chief White, Mayor Weiss, Council President Shaner, Councilman Yocum, and 1 person from the public attended. A new part-time officer will be sworn in at the September council meeting. The new speed signs were used on both Bridge Street and Cedar Street, the data collected will help with strategic enforcement. Use of the constable for prison transport will allow officers to remain on-duty in the borough. Officer Abrams is doing well in training. Officer and crossing guard presence at the elementary school was discussed. The audience member asked about enforcement of large-truck inspections as seen done by State Police at the Burger King parking lot; and if overlapping shifts could be added during busy traffic times. Chief White responded that specific training and certification are required but classes aren't easily accessible; Chief White agreed that overlapping shifts would be beneficial but are unlikely at this time with the limited staff.

**Police Department:** 236 calls in August: traffic 49, miscellaneous 47, parking complaints 2, medical emergency 28, assist other departments 29, domestic dispute 6, theft 10, vehicle theft 2, disturbance 4, suspicious condition 16, criminal mischief 3, harassment 3, abandon/repo vehicle 2, vehicle lockout 3, alarm 5, noise 2, animal complaint 4, criminal trespass/burglary 6, well-being check 4, accident 4, PFA violation 1, fraud 1, fire 1, aggravated assault 1, discharge of firearm 1, death investigation 1, simple assault 3. Traffic stops 54, traffic citations 14, parking tickets 3, non-traffic citations 0, criminal arrest 5. 1401-Charger patrolled 945 miles (123.5 gallons of gas); 1402-Durango patrolled 1,289 miles (157 gallons of gas).

**Finance and Ordinance:** The committee did not meet in August.

**Zoning, Housing and Property:** 74 permits issued in August; fees collected = \$224,410.00  
All permits for the homes in the Lennar/Spring Hill development have been issued.

**Planning Commission:** The commission met August 17 to review plans for 719 S. Main Street and the Buckwalter subdivision. Both were recommended for approval.

**Parks and Recreation:** The second summer concert ("Rox") at Brown Street Parks on August 12 was well attended. The committee met August 18. They discussed the upcoming Music and Market Festival on October 1; close to 40 vendors have signed up. They also discussed ways to increase turnout for the Halloween Parade and adding more floats and bands. The committee is seeking sponsors to increase the prize amounts and hire bands. The committee is also looking for residents to sit on a Spring City Pool subcommittee, to discuss and make recommendations to council regarding future management, membership, and attendance.

**Library:** Executive Director, Julie Wiant's report noted that patrons continue to enjoy the quiet space in the library community room. New exterior furniture was attained by the library through a Bard Grant. The staff is currently working on the upcoming donor newsletter due in September, as well as beginning work on the annual appeal letter which they plan to send out in late November. Upcoming programs include a Block Party every Friday at 10:30 am, State Representative Danielle Friel-Otten's mobile office on 9/7 at 1:00 pm, and PA Career Link on 9/13 at 1:30 pm. On Monday afternoons at 1:00 pm the library has a group that plays Mahjong.

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

### **APPROVAL OF THE REPORTS**

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

### **PUBLIC COMMENT**

Dan Spracklin, 699 Main Street, advised council that increased stormwater runoff affecting his property needs to be addressed; photos were sent via email to the borough.

Colleen McNally, 10 N. Church Street, expressed concern about the number of full-time police officers, the lack of police presence at bus stops, police response time and courtesy of officers. Ms. McNally exceeded the 3-minute time allotment and continued making statements and outbursts regarding the police department. Ms. McNally was told she should contact the Police Chief or the Mayor. Ms. McNally continued with comments and outbursts and was asked several times by Mr. Shaner to refrain from doing so. Mr. Hovey interjected to explain the public comment rules set forth by the Sunshine Act.

### **UNFINISHED BUSINESS**

#### **1. Stormwater Improvements at Wall Street and Pikeland Avenue**

The inlets were cleaned by Pipe Data View, the drainage has improved, however, the pipe removed by person unknown on Pikeland Avenue in East Pikeland Township needs to be re-installed. Mr. Mohn provided a sketch and preliminary cost estimate and will meet with the EPT manager and public works director.

#### **2. Community Pool Discussion**

The pool will be open September 10 and 11; the pool will be winterized 2 weeks later.

#### **3. Comcast Franchise Agreement**

A draft renewal is forthcoming. No action needed at this time.

#### **4. Trash Collection Contract Bids**

Bids were received on August 18, 2023 and thoroughly reviewed by the solicitor. The contract options are 1-year, 2-year, 3-year; the consensus of council was a 3-year contract. Mr. Rittenhouse noted that the 40% increase from the current contract was anticipated and



equals a \$36/year per household increase. He also reminded them that bids for the 2024 recycling contract will also be higher.

Bidder	2023 only	+2024	+2025
White Tail Disposal, Inc.	\$135,802.80	\$140,595.84	\$145,503.00
A.J. Blosenski, Inc.	\$169,125.84	\$169,125.84	\$177,580.23
J.P. Mascaro & Sons	\$277,539.84	\$284,044.68	\$292,033.08
Eagle Disposal of PA, Inc.	no bid option	no bid option	no bid option

Motion made by Mr. Sweeney to award a 3-year contract for trash collection to Whitetail Disposal, Inc. as bid; motion seconded by Mr. Bliss. All in favor, motion carried.

#### **5. 151 Poplar Street Violation Notices**

Mr. Mohn requested an Executive Session to discuss legal aspects of the matter. No action was taken.

### **NEW BUSINESS**

#### **1. Workers' Compensation Resolution No. 2022-13 Approving Support Activities for Participating Members of the Liberty Fire Company**

Motion made by Mr. Yocum to approve Resolution 2022-13; motion seconded by Mr. Bliss. All in favor, motion carried.

#### **2. Main Street/Yost Avenue Parking Lot Regulations**

Drew Sonntag updated council on phase I with a completion date of mid-October. He presented a request from Petra Community Housing to relocate the spaces for the Flag House to the lower lot, which council said no. Mr. Sweeney commented about a patched area of macadam not matching in color. Mr. Rittenhouse advised that a portion of the \$100,000 developer contribution will be used to cover a change order as matching funds to use up the CRP grant, the remainder will be used to purchase the sign for the plaza.

#### **3. Stormwater Management Ordinance No. 562 – PA DEP Mandated Amendment**

The proposed amendment mandated by PA DEP was duly advertised and presented to council for consideration. Mr. Hovey noted for the record a typographical error in the legal notice and ordinance title: "amending Ordinance No. 529" should be "amending Ordinance No. 528". It is his opinion that the correction is not substantive, and the final document was corrected.

Motion made by Mr. Sweeney to adopt Stormwater Management Ordinance No. 562 with the correction; motion seconded by Mr. Yocum. All in favor, motion carried.



#### **4. Land Development Plans**

##### **A. Andrien Properties 719 S. Main Street – Preliminary and Final Plan Approval**

The planning commission reviewed the plan and recommended approval.

Motion made by Mr. Yocum granting Preliminary and Final Approval of the land development plan for 719 S. Main Street conditioned upon compliance with the Motley Associates and EEMA review letters; motion seconded by Mr. Bauman. All in favor, motion carried.

##### **B. Buckwalter Revised Subdivision Plan**

Mr. Mohn has concerns about the sewer line relocation and will continue to work out the details with the developer. The plan is deferred back to the planning commission.

#### **5. Authorization to Advertise Bids for the Phase II Plaza Area of the Municipal Parking Lot**

Mike Lachman gave an overview of phase II which includes the plaza area, walkway, handicap accessibility, the kiosk, seating, landscaping, trailhead sign, and the electronic sign. Estimated project cost of \$250,000-\$275,000 does not including consulting fees; the grant for this phase is about \$115,000. Bids will be due by the end of September, with a target completion in November. The upper parking area (phase III) is anticipated for bid in Spring 2023; grants have not yet been announced by the County.

Motion made by Mr. Sweeney to advertise bids for phase II of the municipal parking lot; motion seconded by Mr. Bauman. All in favor, motion carried.

#### **6. ARPA Recovery Funds – Streetlight Upgrades**

Ms. Tyler confirmed that the recovery funds can be used to upgrade streetlights to LED. The borough must purchase the existing streetlights (194) from PECO and assume maintenance responsibility. The PECO buyout quote is \$0.00 as an incentive for municipalities to convert to LED. Denney Electric handled procurement and installation for Royersford Borough, and as a PA CoStars vendor no bidding is required. If council wishes to proceed, Denney Electric will provide a scope of work and proposal.

Motion made by Mr. Bauman to purchase the streetlights from PECO for \$0.00 and have Denney Electric prepare a scope of work and proposal for conversion to LED, conditioned upon the project not exceeding the ARPA Recovery Funds received by the borough.

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

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

**(Office)** PA American \$46.72; AT&T \$43.15; PECO \$811.21; Apex Compu Corp \$180.00; H.A. Berkheimer \$88.02; Verizon \$203.78; High Swartz \$1,062.00; Provident \$364.80; **Total \$2,799.68**

**(Streets)** CDI Lawn Equipment \$48.98; CCSWA \$9,494.24; H.A. Weigand \$750.00; MuniBilling \$656.68; Flexible Benefits \$1,464.52; PECO \$37.12; Eagle Disposal \$5,715.32; Chester County \$932.68; Pipe Data View \$1,290.00; Airgas \$32.35; A.J. Blosenski \$8,059.75; 21<sup>st</sup> Century Media \$301.06; Limerick Hardware \$52.95; Wex Bank \$407.28; High Swartz \$1,494.00; Provident \$499.07; Sherwin Williams \$990.80; **Total \$31,294.12**

**(Police)** deCordre Automotive \$201.56; AT&T \$92.37; American Arbitration Associates \$325.00; Crystal Springs \$51.43; Flexible Benefits \$1,621.61; PA American \$644.62; Pottstown Borough \$100.00; Verizon \$343.45; TSS Spring-Ford Car Wash \$165.00; Wex Bank \$1,493.75; High Swartz \$396.00; Provident \$52.20; **Total \$5,486.99**

**Sewer Account:** PA American \$115.99; Limerick Hardware \$13.02; M.J. Reider \$1,409.70; Action Data \$560.53; Wind River \$3,114.98; Crystal Springs \$72.40; PECO 3,943.66; Edison Elliott & Co. \$325.00; PA One Call \$30.63; A.J. Blosenski \$1,232.71; EEMA \$2,791.38; Munibilling \$724.99; Verizon \$229.59; USA Blue Book \$634.94; Staples \$507.68; Cigna \$123.40; Wex Bank \$68.61; High Swartz \$234.00; Provident \$371.43; J.C. Ehrlich \$74.52; L&W Group \$149.00; American Bankers Insurance Co. \$4,125.00; TDL Landscaping \$1,260.00; **Total 22,340.68**

**Street Light Fund:** PECO \$6,099.83; **Total \$6,099.83**

**Parks & Recreation Fund:** PECO \$2,053.74; Verizon \$58.50; PA American \$7,275.44; United Site Service \$398.85; Jeffrey Falciani \$400.00; Fox Pool Management \$2,395.80; Rox Band \$400.00; **Total \$12,982.33**

**Building & Property Fund:** Denney Electric \$634.60; Spring City Electrical Mfg. \$4,878.00; Crystal Springs \$34.43; **Total \$5,547.03**

**Planning, Zoning & Housing Fund:** EEMA \$4,456.00; Robert Brant & Associates \$1,881.01; High Swartz \$3,075.00; Motley Associates \$17,323.26; **Total \$26,735.27**

**Engineering & Consulting Fund:** Motley Associates \$621.00; **Total \$621.00**

**CRP Grant Fund:** Ply-Mar Construction Co. \$154,611.90; **Total \$154,611.90**

**CRP Consulting Fund:** URDC \$8,953.73; **Total \$8,953.73**

**Workers' Compensation Fund:** Ron Black Agency/Laskey Group \$275.00; **Total \$275.00**

Motion made by Mr. Yocum to approve payment of the bills; motion seconded by Mr. Bliss. All in favor, motion carried.

**ANNOUNCEMENTS**

Sewer Committee 09/08 6:30 pm; Park & Recreation 09/15 6:00 pm; Police Committee 09/15 6:30 pm; Planning Commission 09/21 6:30 pm; Finance & Ordinance Committee 09/28 6:30 pm. The next Borough Council meeting is 10/03 7:00 pm.

**EXECUTIVE SESSION**

Mr. Shaner called for an Executive Session to discuss a matter of litigation, with potential action to follow. The public meeting resumed immediately following the Executive Session.

**ADJOURNMENT**

Motion made by Mr. Bliss 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 AUGUST 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	\$ 85,403.04	37%
Protection to Persons and Property	\$ 218,286.43	42%
Planning, Zoning and Housing	\$ 117,810.08	45%
Streets and Highways	\$ 368,295.29	55%
Street Repaving	\$ 292,746.00	100%
Parks and Recreation	\$ (78,737.35)	(213%)
Insurance	\$ 73,059.00	98%
Street Lighting	\$ 14,858.10	24%
Library	\$ 0.00	-
Liberty Fire Company	\$ 30,000.00	100%
Association Dues and Expenses	\$ 3,400.00	100%
Building and Property	\$ 46,164.83	61%
1% Tax Collection	\$ 2,118.13	40%
OPT Tax Collection	\$ 168.06	67%
Workers' Compensation	\$ 4,764.00	14%
Engineering and Consulting	\$ 40,965.00	63%
CRP Grant Consulting	\$ 83,313.86	62%
CRP Grant	\$ 474,444.30	63%
Comprehensive Plan	\$ 60,000.00	100%
<u>SEWER ACCOUNT</u>	\$ 544,807.88	53%

This report reflects all wages and bills paid through August 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 : 7/25/2022 00:00:00 To 8/28/2022 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	\$22,182.80	\$19.68	\$0.00	\$0.00	\$0.00	\$0.00	\$3,730.00	\$5,113.75	\$31,046.23
2A. Additions: During the Month	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
2B. Deduction: Credits During the Month from 17									
3. Total Collectable	\$22,182.80	\$19.68	\$0.00	\$0.00	\$0.00	\$0.00	\$3,730.00	\$5,113.75	\$31,046.23
4. Less: Face Collections for the month	\$2,158.08	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$80.00	\$97.50	\$2,335.58
5. Less: Deletions from the List	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
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	\$20,024.72	\$19.68	\$0.00	\$0.00	\$0.00	\$0.00	\$3,650.00	\$5,016.25	\$28,710.65
B. Reconciliation of Cash Collected									
9. Face Amount of Collections - Must agree with line 4	\$2,158.08	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$80.00	\$97.50	\$2,335.58
10. Plus: Penalties	\$215.81	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$8.00	\$9.80	\$233.61
11. Less: Discounts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
12. Total Cash Collected Per Column	\$2,373.89	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$88.00	\$107.30	\$2,569.19
13. Total Cash Collected All Columns									

## MTS Collection Summary

	Current Tax	Interim Tax	
Face Amount	\$2,335.58	\$0.00	
Discount Amount	\$0.00	\$0.00	
Penalties Amount	\$233.61	\$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	\$0.00	\$0.00	
Total Deposit (Including Refunds)			\$2,569.19
Adjusted Total Cash Collected			\$2,569.19
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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Face Amount Collected in Face	\$0.00		\$0.00		\$0.00		\$0.00
Face Amount Collected in Penalty	\$2,335.58	\$233.61	\$0.00	\$0.00	\$2,335.58	\$233.61	\$2,569.19
							\$2,569.19

Commission	Municipal/County		School		Per Capita		Others
	Current	Interim	Current	Interim			
12. Total Cash Collected Per Column	\$ 2,373.89	\$0.00	\$0.00	\$ 0.00		\$ 88.00	
Commission Rate							
Monthly Commission per column							



## 14.Amount Remitted During the Month

Date	Transaction #	Amount
07/26/2022		\$648.90
08/01/2022		\$1,295.97
08/10/2022		\$566.56
08/22/2022		\$57.76
		TOTAL
		\$2,569.19

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

16. Total Remitted this Month

17. Total Other Credits and Adjustments

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

Carryover from Previous Month	
Amount Collected this Month	
Less Amount Paid This Month	
Ending Balance	

Taxing District Use (Optional)

Carryover from Previous Month

Amount Collected this Month

Less Amount Paid This Month

Ending Balance

Carlene G Matzinger 8/28/22  
Tax Collector Date

Tax Collector

Date \_\_\_\_\_

I Verify this is a complete and accurate reporting of the balance collectable, taxes collected and remitted for the month 02/01/2018

Received by (taxing district)

Title:

Title: Montez Date: \_\_\_\_\_

Date: 09/06/2022

Report of the Treasurer of the Borough of Spring City, PA at the close of business August 31, 2022

**GENERAL FUND**

**General Fund Receipts**

Berkheimer E.I.T.	\$ 12,931.18
Trash Collection Fees	\$ 27,226.10
Developer P/L Fee	\$ 36,994.56
Alarm Permit	\$ 10.00
Building Permits	\$224,410.00
Taxes	\$ 497.29
Berkheimer O.P.T	\$ 99.21
Construction Escrow Fee	\$ 14,268.98
Lease Dwelling Fee	\$ 7,423.00
Local Fines	\$ 746.18
County Fines	\$ 55.23
U&O Inspections	\$ 400.00
Dumpster Permit	\$ 100.00
CRP Grant	\$ 98,941.95
PSA Escrow Fee	\$ 10,000.00
Accident Reports	\$ 30.00
LD Filing Fees	\$ 265.00
Utility Permit	\$ 15.00
Code Violations	\$ 80.00
Parking Tickets	\$ 175.00
Realty Transfer Tax	\$ 31,404.10
Insurance Refund	<u>\$ 11,451.60</u>

Total Deposits to General Fund \$477,524.38

**Withdrawals:**

By Orders #30654 – 30675

#16243 – 16286

\$438,601.18

**Balance on Account – Checking**

**\$237,935.06**

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

**SEWER FUND**

**Sewer Receipts**

Sewer Rents	\$129,722.05
Sewer Certs	\$ 110.00
NSF Check	\$ 220.40
Bank Fee	\$ 40.00
Tapping Fees	\$435,200.00

Total Deposits	\$565,292.45
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**Withdrawals:**

By Orders #9090 – 9118	
#22482 – 22490	\$ 39,689.02

Intra Fund Transfer	<u>\$500,000.00</u>
	\$539,689.02

Balance on Account - Checking	<b>\$214,560.28</b>
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Respectfully submitted,

Dennis Rittenhouse