

SPRING CITY BOROUGH COUNCIL MEETING

February 1st, 2016 - 7:00 P.M.

CALL TO ORDER:

President DiGuseppe called the council meeting to order and led Council in the Pledge of Allegiance to the Flag.

ATTENDANCE:

The following members were present: Councilmen Battelle, Bauman, Castor, DiGuseppe, Kern, Shaner, Sweeney, Mayor Weiss, Solicitor Romain, and Borough Manager Rittenhouse.

APPROVAL OF THE MINUTES:

Mr. Battelle motioned to approve the minutes of the January 4th, 2016 council meeting. Mr. Shaner seconded. Motion carried.

COMMITTEE REPORTS:

STREETS AND UTILITIES: Mr. Rittenhouse gave the following Streets Department Report for the month of January, 2016. **TRASH DISPOSAL** - 67.6 tons of refuse were hauled to the Lanchester Landfill in Honeybrook, PA by Reams Disposal from December 28th through January 11th, 2016. Six (6) bulk trash pick-ups were made during the month. **RECYCLING** - A.J. Blosenski submitted the 2015 fourth quarter recycling tonnage report as follows: Mixed Paper – 37.45 tons and co-mingle – 31.83 tons. The total residential tonnage collected in 2015 was mixed paper – 163.1 tons, co-mingle – 122.9 tons which makes a grand total of 286.0 tons of recyclables collected at curbside in 2015. One Hundred Twenty Two (122) Christmas trees were collected at curbside during the month. **MAINTENANCE** - Replaced three (3) bulbs on the street lamp posts on North Main Street. **STREET WORK** - Plowed and spread deicing salt on all borough streets during the snow events on January 12th, and January 22nd, 23rd, and 24th.

SANITATION AND SURFACE WATER: Mr. Shaner reported the sewer committee met on January 14 at which time Mr. Rittenhouse advised the committee that EEMA is still working on the final design plans for the wastewater treatment plant's upgrades.

Also, the committee discussed the feasibility of discontinuing the televising of the sewer lines. The entire system has been cleaned, televised, and repaired over the last 10 years and stopping the continuance of this project could save the borough thousands of dollars.

Mr. Shaner reported the average daily flow for the month of January was 398,000 gallons per day. The maximum flow for the month occurred on January 11th, and was recorded at 648,000 gallons. Steve Fegan sent semi-annual grease trap letters to restaurants that haven't submitted their required information to the plant for their grease disposal units. Controlex made two service calls at the pump stations during the month. A float unit was replaced at the Main Street Pump Station. At the Heckle Avenue Pump Station, on unit #1, they replaced the transducer which runs the pumps based on the water level in the wet well. On Pump #2 they replaced the ball check, submersible transmitter, and check valves. Also Controlex noted that the wet well riser is not secure on the wet well wall and needs to be repaired. Eastern Environmental Contractors started the replacement work on the clarifiers and should have two clarifiers finished by the end of the first week in February.

POLICE:

Mr. Sweeney reported the police committee met on January 21st and discussed the forecasted winter storm and what contingency plans were in place.

Departmental staffing was reviewed and it appears that all shifts are currently being filled.

Chief Kuklinski informed the committee that a 2015 Dodge Charger was purchased and presently the radio system is being installed. The new vehicle should be on the road soon.

Finally the committee discussed safety plans at the Spring City Elementary Hybrid Learning School, particularly intruder situations. The Chief has met with the school district superintendent, who stated that the safety of the school is currently being evaluated by an outside organization.

Mr. Sweeney read the police report for January, 2016 as follows: accidents 11; alarms 3; animal complaints 5; armed robbery 2; burglary 3; criminal mischief 2; disorderly conduct/disturbing the peace/domestic 4; disturbances/domestic/juvenile/fights/others 7; drugs 1; DUI 2; follow up information 2; Gas leaks & explosion 1; harassment by communication 3; harassment 2; hazardous conditions 2; lockout service 3; lost & found articles 3; mental health 3; medical emergency 32; missing person 1; all traffic incidents 33; non-criminal reports 3; ordinance complaints 4; parking complaints 6; police information received 11; resisting arrest 1; service call 16; simple assault 1; suicide 1; suspicious person 17; theft reports 10; trespassing 4; warrants 3; well being check 10. **Arrests:** traffic - 19; criminal - 5; court hours 42; parking tickets 9; speeding tickets 7; non-traffic citations 7. **Assisted other departments:** 7. **Mileage traveled during the month of January:** Car 14-1 (2011 Dodge) 0 miles, Car 14-2 (2014 Dodge) 2,937 miles which made a total of 2,937 miles. **Gas used during the month of January:** Car 14-1 (2011 Dodge) 0 gallons and Car 14-2 (2014 Dodge) 277.450 gallons which made a total of 277.450 gallons of gas used during the month.

ZONING, HOUSING & PROPERTY:

Mr. Rittenhouse reported there was one (1) building permit issued during the month of January, 2016. Beth Byrne, 252 Chestnut Street, remodel kitchen. The estimated cost of construction for the month of January, 2016 was \$10,800.00. Permit fees collected for the month of January, 2016 was \$58.00.

PLANNING:

Mr. Bauman reported the Planning Commission discussed the conditional use application submitted by Spring Hill Village at their meeting on January 20th with Louis Colagreco, Bill Anderson, the applicant, Adam Brower of E.B. Walsh, and Jim Mohn of Motley Associates, Inc. Council received a copy of the commission minutes.

PARKS & RECREATION:

Mr. Sweeney noted the Parks and Recreation Committee met on January 21st and discussed the scheduling of borough events for the year. The next event will be the Easter Egg Hunt tentatively scheduled for March 26.

LIBRARY:

Mr. DiGiuseppe reported the following library statistics for December, 2015: Circulation, 3,131; Program Attendance, 35 children's programs, 458 attended; 8 adult programs, 13 attended; internet use, 365; and donations received, \$3,116.55. Also, he noted that the official attendance at the Christmas Tree Lighting Ceremony was 270.

The next Library Board meeting is scheduled for February 16th, 7:00 p.m.

FINANCIAL REPORTS: (Enclosed)

ADMINISTRATOR'S REPORT FOR THE MONTH OF:

JANUARY, 2016

The following figures represent the balance in each Department as appropriated in the 2016 Budget.

GENERAL GOVERNMENT

% UNSPENT

General Government	\$ 157,138.54	94%
Protection to Persons and Property	\$ 457,352.04	93%
Planning, Zoning and Housing	\$ 118,851.80	99%
Streets and Highways	\$ 438,608.65	92%
Street Repaving	\$ 188,600.00	100 %
Parks and Recreation	\$ 25,325.00	100%
Insurance	\$ 46,681.00	100%
Street Lighting	\$ 50,162.55	92%
Library	\$ 14,200.00	100%
Liberty Fire Company	\$ 22,100.00	100%
Association Dues and Expenses	\$ 2,200.00	100%
Building and Property	\$ 34,714.25	100%
1% Tax Collection	\$ 4,320.07	89%
OPT Tax Collection	\$ 245.77	99%
Workers' Compensation	\$ 31,783.57	74%
Engineering and Consulting	\$ 36,634.00	100%
CRP Grant – Consulting	\$ 49,887.82	95%

SEWER ACCOUNT

\$1,800,763.44 95%

This report reflects all wages and bills paid through January 31, 2016.

Tax Collector's Monthly Report to Taxing District

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

For The Month of: 1/1/2016 00:00:00 To 1/11/2016 23:59:59

A. Collections	Municipal/County		School			Per Capita	Others	Totals
	Current	Interim	Other	Current	Interim			
1. Balance Collectable - Beginning of the Month	\$13,896.77	\$24.43	\$0.00	\$0.00	\$0.00	\$2,210.00	\$2,643.75	\$18,774.95
2A. Additions: During the Month	\$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	\$13,896.77	\$24.43	\$0.00	\$0.00	\$0.00	\$2,210.00	\$2,643.75	\$18,774.95
4. Less: Face Collections for the month	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20.00	\$17.50	\$37.50
5. Less: Deletions from the List	\$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
7. Less: Liens/ Non-lienable Installments	\$13,896.77	\$24.43	\$0.00	\$0.00	\$0.00	\$2,190.00	\$2,626.25	\$18,737.45
8. Balance Collectable - End of the Month	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
B. Reconciliation of Cash Collected								
9. Face Amount of Collections - Must agree with line 4	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20.00	\$17.50	\$37.50
10. Plus: Penalties	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2.00	\$1.76	\$3.76
11. Less: Discounts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
12. Total Cash Collected Per Column	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$22.00	\$19.26	\$41.26
13. Total Cash Collected All Columns								

C. Payments of Taxes

14. Amount Remitted During the Month

Date	Transaction #	Amount
01/07/2016		\$24.76
01/08/2016		\$16.50
	TOTAL	\$41.26

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

TOTAL

16. Total Remitted this Month

TOTAL

\$41.26

17. Total Other Credits and Adjustments

Parcel #	Name	Amount

18. Interest Earnings (if applicable) \$

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

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)

Jennin Pittenbarger

Title: *Manager* Date: *2/1/16*

The Report of the Treasurer of the Borough of Spring City, PA at the close of business January 31, 2016

Balance as of last report	\$2,993,072.15
CD purchased	\$ 20,000.00

	\$3,013,072.15

Deposits Sec'y Office – General Fund

Berkheimer Associates – E.I.T.	\$ 11,045.97
Berkheimer Associates – O.P.T.	\$ 241.95
Trash Collection Fees	\$ 40,111.98
Trash Certs	\$ 40.00
Limerick Drill	\$ 72.00
Conditional Use Filing Fee	\$ 2,000.00
Conditional Use Escrow	\$ 2,000.00
Intra Fund Transfers	\$ 74,000.00
Local Fines	\$ 2,076.91
County Fines	\$ 305.44
Act 101 Recycling Grant	\$ 4,153.00
Lease Dwelling Fee	\$ 44.00
Bulk Pick Ups	\$ 185.00
Interest	\$ 283.24
Realty Transfer Tax	\$ 3,645.11
NSF Check	\$ 378.80
Bank Fee	\$ 35.00
Building Permits	\$ 58.00
Accident Reports	\$ 45.00
Parking Tickets	\$ 140.00
Soliciting Permits	\$ 90.00
TOTAL DEPOSITS TO GENERAL FUND	\$ 140,951.40

DEPOSITS TO OTHER ACCOUNTS

PLGIT	\$ 10.68
Park & Recreation Fund-Interest added	
To CD	\$ 12.41
Non-Uniform Emp. Pension Fund –	
2016 MMO	\$ 47,830.00
Non-Uniform Emp.Pension Fund-Interest	\$ 333.64
Police Motor Equipment Fund – CD Dep.	\$ 15,000.00
Police Motor Equipment Fund-Interest	
Added to CD	\$ 14.46
Gasoline Tax Fund-Interest added to CD	\$ 258.28
TOTAL DEPOSITS OTHER ACCOUNTS	\$ 63,459.47
TOTAL DEPOSITS TO ALL ACCOUNTS	\$ 204,410.87

\$ 204,410.87
\$3,217,483.02

WITHDRAWALS

By Orders #1357-1358 Street Lighting Fund	\$ 4,547.45
By Orders #10162-10163 Non-Uniform Employee Pension Fund	\$ 1,357.78
By Orders #1047 Non-Uniform Employee Pension Fund	\$ 42,000.00
By Orders #13123-13162, 28001-28043 General Fund	\$209,536.19
TOTAL WITHDRAWALS	\$257,441.42

Balance On Account – General Fund

Checking	\$ 74,699.71	
Certificate	\$1,533,000.00	\$1,607,699.71

Balance On Account – Motor Equipment Fund

Checking	\$ 1.00	
Certificate	\$ 124,134.17	\$ 124,135.17

Balance On Account – Street Lighting Fund

Checking	\$ 2,895.14	\$ 2,895.14
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Balance On Account – Gasoline Tax Fund

Checking	\$ 1.00	
Certificate	\$ 349,316.38	\$ 349,317.38

Balance On Account – Park & Recreation Fund

Checking	\$ 4,273.65	
Certificate	\$ 24,644.74	\$ 28,918.39

Balance On Account – Non-Uniform Employee Pension Fund

Checking	\$ 8,113.46	
Certificate	\$ 718,430.20	\$ 726,543.66

Balance On Account- Police Motor Equipment Fund

Checking	\$ 15,001.00	
Certificate	\$ 10,147.36	\$ 25,148.36

Balance On Account- PLGIT Capital Reserve Fund

\$ 122,381.62	\$ 122,381.62
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Balance On Account \$2,987,039.43

\$3,217,483.02

Respectfully submitted



Florence M. Watts

The Report of the Treasurer of the Borough of Spring City, Pa. at the close of business January 31, 2016

SEWER FUND #2

Balance as of last report	\$ 3,663,873.85	
CD Purchased	\$ 34,000.00	

	\$ 3,697,873.85	\$ 3,697,873.85

Deposits

Sewer Rent	\$ 162,097.95	
Interest	\$ 80.12	
Sewer Certs	\$ 50.00	

	\$ 162,228.07	162,228.07

\$3,860,101.92

WITHDRAWALS

By Orders #7429-7448, 21609-21618		\$ 128,019.56
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Balance On Account	\$ 164,082.36	
Certificate	\$ 3,568,000.00	\$3,732,082.36

		\$ 3,860,101.92

Respectfully submitted



Florence M. Watts

The Report of the Treasurer of the Borough of Spring City, Pa. at the close of business January 31, 2016

POLICE PENSION FUND

Balance as of last report

Checking	\$	7,769.91
Certificate – PNC Bank	\$	477,527.48
Certificate – Phoenixville Federal Bank	\$	39,210.04

	\$	524,507.43

Deposits

2016 MMO	\$	41,209.00
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\$565,716.43

Withdrawal:

By Orders 2084-2085	\$	3,153.62
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Current Balance On Accounts

Checking	\$	45,825.29
Certificate PNC Bank	\$	477,527.48
Certificate – Phoenixville Federal Bank	\$	39,210.04

	\$	562,562.81

\$565,716.43

Respectfully submitted



Florence M. Watts

APPROVAL OF REPORTS:

Mr. Shaner motioned the committee reports be approved as presented. Mr. Battelle seconded. Motion carried.

PUBLIC COMMENT:

Matthew Dzuryachko, 223 Chestnut Street, addressed council with comments and questions on the borough's snow plowing, ticketing uncleared sidewalks and the width that the streets were plowed.

Dennis Keen, 40 North Church Street, informed council that a flag which might have some historical significance was found at the Spring City Methodist Church and he welcomed any pertinent information about the flag.

UNFINISHED BUSINESS:

1. Recognition of the Winner of the 2015 Spirit of Christmas House Decorating Contest.

Mr. DiGuiseppe recognized Jane Sciallo, 50 N. Main Street, as the winner of the 2015 Christmas House Decorating Contest.

2. Borough Council Committee Assignments.

Mr. DiGuiseppe distributed a copy of the 2016-2017 committee assignments to the members of council.

3. Time Extension Letter - 501 South Main, L.P. Land Development Plan.

Mr. Shaner motioned to accept the letter from Donn L. Guthrie, Esquire who represents 501 South Main, LP which grants Borough Council a 180-day extension to the statutory review period decision date for their land development plan at 501 South Main Street, Spring City, PA. The revised decision date will be August 1st, 2016. Mr. Bauman seconded. Motion carried.

4. Conditional Use Public Hearing for Spring Hill Village, LP

Mr. DiGuiseppe announced a reminder to council that the special meeting and public hearing for the conditional use application of Spring Hill Village, LP will be held on Monday, February 22nd, 7:00 p.m. at Spring City Borough Hall.

NEW BUSINESS:

1. Letter of Resignation - Norman Castor - Planning Commission.

Mr. Shaner motioned to accept the letter of resignation from Norman Castor of the Spring City Planning Commission. Mr. Kern seconded. Motion carried.

2. Appointment for the Vacancy on the Planning Commission.

Mr. Kern motioned to appoint Daniel Bauman, Jr. as a member of the Spring City Planning Commission for a term that expires in June, 2018. Mr. Battelle seconded. Motion carried.

3. Request for Permission to use Main & Bridge Streets on September 11th for the Chester County Half Marathon.

A request from John Miller, New ERA Events, for permission to use Bridge and Main Streets for the Chester County Half Marathon was referred to the police committee to be discussed at their committee meeting on February 18th.

4. Motion to Advertise for Bids for the Sale of the 2011 Dodge Police Vehicle.

Mr. Battelle motioned to advertise for bids on MuniBid for the sale of the 2011 Dodge Police Car. Mr. Sweeney seconded. Motion carried.

5. Discussion on Snow Removal.

Council held a lengthy discussion on the snow plowing efforts and snow removal during the snow storm on January 22nd, 23rd, and 24th.

The discussion included such items as the down time with the trucks for maintenance purposes, the width of the snow plowing on the streets, back-up contractors to assist with the plowing during excessive storms, the purpose of the snow emergency routes, the use of the Brown Street Park Parking Lot, and the need for a plan for snow removal on certain streets.

Council agreed that there is a need to put a tentative plan together, to review with Mr. Rittenhouse for a cost analysis and feasibility review to put the plan in place.

This item will be discussed further at the February 18th police committee meeting.

READING OF THE PAYMENT OF THE BILLS:

GENERAL ACCOUNT: (OFFICE) The Mercury \$385.16; PECO \$294.92; Flexible Benefits Plans, Inc. \$1,310.91; AT&T \$26.69; Action Data Services \$123.01; PAW 22.88; Cigna Health \$121.00; Verizon \$156.15; Provident \$105.89; County of Chester - DCIS \$60.17; Universal Mailing Automation \$1,402.64. TOTAL: \$4,009.42. (STREETS) Reams Disposal \$6,989.85; COSI \$175.00; Oehlert Bros. Inc. \$290.73; Flexible Benefits Plans, Inc. \$4,713.73; Chester County Solid Waste Authority \$4,260.06; L&W Group \$33.00; AirGas \$30.23; Advance Auto Parts \$101.90; Oceanport, LLC \$2,043.46; A.J. Blosenski \$3,192.10; Provident \$54.02; TP Trailers, Inc. \$621.91. TOTAL: \$22,505.99. (POLICE) Advance Auto Parts \$12.97; Crystal Springs \$14.00; Oehlert Bros. Inc. \$514.32; Borough of Pottstown \$100.00; Flexible Benefits Plans, Inc. \$7,408.08; Vinyl Graphics \$219.77; PAW \$654.58; Galls \$187.32; Atlantic Tactical \$118.94; deCordre Automotive \$11.00; SFCW-LLC \$45.50; Verizon \$297.98; Provident \$63.15; Staples \$893.76; Hess Uniforms, LLC \$85.00. TOTAL: \$10,626.37.

SEWER ACCOUNT: Crystal Springs \$8.75; PECO \$1,422.22; M.J. Reider Associates, Inc. \$1,237.00; Flexible Benefits Plans, Inc. \$168.41; PAW \$188.13; Mowrey-Latshaw \$51.36; EEMA \$15,929.75; PA One Call System, Inc. \$26.24; AT&T \$56.56; Controlex Service Corporation \$3,156.00; Levengood Septic Service, Inc. \$1,887.30; USALCO \$2,358.76; Buckman's Inc. \$348.00; USA BlueBook \$402.34; Verizon \$186.28; A.J. Blosenski, Inc. \$525.00; Provident \$28.89. TOTAL: \$27,980.99.

STREET LIGHTING FUND: PECO \$3,808.44. TOTAL: \$3,808.44.

BUILDING & PROPERTY FUND: Crystal Springs \$8.75. TOTAL: \$8.75.

WORKERS' COMPENSATION FUND: AmeriHealth Casualty Services \$11,141.43. TOTAL: \$11,141.43.

PLANNING, ZONING & HOUSING FUND: Motley Associates, Inc. \$3,260.10. TOTAL: \$3,260.10.

ENGINEERING & CONSULTING FUND: Motley Associates, Inc. \$1,640.00. TOTAL: \$1,640.00.

Mr. Shaner motioned the bills be approved for payment as read. Mr. Castor seconded. Motion carried.

ANNOUNCEMENTS:

Mr. DiGuiseppe announced the following meetings are scheduled for the month of February, 2016: **Sewer Committee**, Thursday, February 11th, 6:30 p.m.; **Planning Commission**, Wednesday, February 17th, 7:00 p.m.;

Parks & Recreation, Thursday, February 18th, 2016, 6:00 p.m.; **Police Committee**, Thursday, February 18th, 6:30 p.m.; **Finance & Ordinance Committee**, Wednesday, February 24th, 6:30 p.m.

The Conditional Use Hearing for Spring Hill Village will be held on Monday, February 22nd, 7:00 p.m.

The March Borough Council meeting will be held on Monday, March 7th, 2016, 7:00 p.m.

ADJOURNMENT:

Mr. Shaner motioned the meeting be adjourned as there was no further business to come before Borough Council. Mr. Sweeney seconded. Motion carried.

Respectfully submitted,

Dennis Rittenhouse