

SPRING CITY BOROUGH COUNCIL MEETING

August 3rd, 2015 - 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 DiGuseppe, Kern, Shaner, Sweeney, Bauman, Solicitor Romain, and Borough Manager Rittenhouse.

APPROVAL OF THE MINUTES:

Mr. Shaner motioned to approve the minutes of the July 6th, 2015 council meeting. Mr. Sweeney seconded. Motion carried.

COMMITTEE REPORTS:

STREETS AND UTILITIES: Mr. Rittenhouse gave the following Streets Department Report for the month of July, 2015. **TRASH DISPOSAL** - 64.7 tons of refuse were hauled to the Lanchester Landfill in Honeybrook, PA by Reams Disposal from June 29th, 2015 through July 20th, 2015. Eighteen (18) bulk trash pick-ups were made during the month. **RECYCLING** - Twenty-eight (28) pick-up truck loads of yard waste were collected at curbside on Mondays in July. The second quarter recycling report was submitted by A.J. Blosenski, Inc. Tonnage collected for the second quarter was as follows: mixed paper – 38.25 tons, co-mingle – 27.75 tons. Total tons collected for this quarter 66.00 tons. **MAINTENANCE**- Mowed and trimmed the grass on all borough properties. Filled in a sinkhole around a stormwater inlet box at Brown Street Park. Cleaned the garage bays and the pole barn at Gay Street. Washed and cleaned the interior of the 2011 Ford Dump Truck. Sharpened the blades on the John Deere Riding Mower. Completed painting the crosswalks from King Street to Pikeland Avenue. Main Street, Bridge Street, and New Street should be completed within the first two weeks in August. Miller Brothers is currently replacing the street light lamp pole at 10 East Bridge Street which was damaged in March, 2015 by a tractor trailer. The cost of this replacement was covered by our insurance carrier. **STREET WORK** - Patched potholes on Poplar, Chestnut and Main Streets. The leveling and overlay of Oyster Alley was completed on Thursday, July 30th. **MISCELLANEOUS** - During the month Penn Dot completed a timing adjustment on the traffic light at East Bridge Street. They also installed additional signalization, upgraded the controller, and added a new arm structure at this intersection.

SANITATION AND SURFACE WATER: Mr. Shaner reported the average daily flow at the plant for the month of July was 326,000 gallons per day. The maximum flow occurred on July 16th, 2015 and was recorded at 714,000 gallons.

On July 21st Pipe Data Services televised the main truck line owned by Park Spring on Park Road and the tapes are currently being reviewed by the borough's engineering company. The cost of this work is to be shared three ways between Spring City, East Vincent Township, and Park Spring.

The casing on the Godwin Pump at North Main Street was washed and waxed during the month.

Controlex Service Corporation made repairs to the discharge piping at the Heckle Avenue Pump Station. Additional repairs to the piping are needed and parts were ordered for these repairs. The pump station is currently working with both pumps operational.

It was brought to the Borough's attention that the two primary and two secondary clarifiers need to be rebuilt. The estimated cost for all four clarifiers is approximately \$95,000.00. Eastern Environmental Contractors, Inc. will be doing the work. Parts have been ordered for two of the tanks. The rebuilding of the two tanks will probably not start until late August or early September. Note, that the new parts will be non-metallic and should last longer than the steel ones we now have. It has been over 10 to 12 years since we made major repairs to the tanks.

The installation, use and maintenance agreement for the sewer connection at 3D Collision at 710 South Main Street was signed by the property owner and the Borough. All fees and escrows were paid and the connection work is anticipated to start mid August.

POLICE:

Mr. Sweeney reported the police committee met on July 16th and discussed traffic in the borough as well as speed enforcement.

Mr. Sweeney read the police report for July, 2015 as follows: Accidents 10; alarms 6; Admin reports 1; assaults 1; burglary 3; criminal mischief 1; DUI (alcohol) 1; drugs 1; disorderly conduct/disturbing the peace/domestic 15; fraud 1; harassment 1; well being check 10; lock out service 4; lost dog 3; suspicious persons 18; theft reports 4; medical emergency 24; mental health check 5; all traffic incidents 26; non-criminal reports 21; other reports 1; PD information 3; parking complaints 2; service calls 7; warrants 2; warnings 2. **Arrests** – traffic 34; criminal 2; court hours 48; parking tickets 5; speeding tickets 27; non-traffic citations 6. **Assist to Other Police Departments:** 17. **Mileage traveled during the month of July:** Car 14-1 (2011 Dodge) 1,730 miles and Car 14-2 (2014 Dodge) 1,782 miles which made a total of 3,512 miles. **Gas used during the month of July:** Car 14-1 (2011 Dodge) 167.98 gallons and Car 14-2 (2014 Dodge) 180.10 gallons which made a total of 348.08 gallons of gas used during the month.

FINANCE & ORDINANCE:

Mr. DiGuseppe reported the Finance & Ordinance Committee met in July and discussed the possible acquisition of the parking lot on Yost Avenue and North Main Street. He noted there are some legal issues that need to be researched before proceeding with this matter. Also, the committee discussed the need for the acquisition of this parcel based on the number of businesses in this area. He noted that at this time this item is on hold.

ZONING, HOUSING & PROPERTY:

Mr. Rittenhouse reported there were five (5) building permits issued during the month of July, 2015. Carl Sciscio, 236 New Street, mechanical; Carl Sciscio, 236 New Street, plumbing; James Faulkner, 440 Queen Street, garage 15x12; Jason Valenti, 211 S. Wall Street, deck 22x22; Marcus Hswe, 478 N. Penn Street, roof. The estimated cost of construction for the month of July, 2015 was \$25,500. Permit fees collected for the month of July was \$391.00.

Mr. Rittenhouse also updated council on the weed violation notices that were sent to the property owners on North Main Street. Council discussed this matter in more detail as the

negligence of trimming the weeds around the tree grates and street lamp posts is becoming a yearly occurrence which detracts from the improvements made by the Borough to the Business District on North Main Street and East Bridge Street.

PARKS & RECREATION:

Mr. Sweeney reported the Parks and Recreation Committee met on July 16th. The committee discussed the park contest that included Brown Street Park and a number of other local parks. Brown Street Park's vote tally was steady but not strong enough to win.

The committee also discussed the upcoming Music and Market Festival on October 3. This year, there will also be a fall borough-wide yard sale as part of the festivities.

Finally, the committee invites borough residents to consider volunteering for future borough events. The committee meets every third Thursday of the month at 6:00 p.m.

LIBRARY:

Mr. DiGuseppe reported the following library statistics for June: Circulation: 4,538; Program Attendance: 25 children's programs; 386 participants; 6 adult programs; 23 participants. Internet Use: 395 (15 per day average); Money Donated: \$1,650.00 to General Fund. Door Count: 3,582.

FINANCIAL REPORTS: (Enclosed)

APPROVAL OF REPORTS:

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

Mr. DiGuseppe stated he would like to personally thank Mr. Sweeney and Mr. Kern for the work that they have done to promote "The Concerts in the Park". Attendance has tripled since the first one that the Parks & Rec. Board sponsored.

UNFINISHED BUSINESS:

1. 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 February 3rd, 2016. Mr. Sweeney seconded. Motion carried.

NEW BUSINESS:

1. Motion to Advertise for Bids for a New Recycling Collection Contract.

Mr. Shaner motioned that the Borough of Spring City advertise for bids for the curbside collection of recyclables. Mr. Sweeney seconded. Motion carried.

ADMINISTRATOR'S REPORT FOR THE MONTH OF:

JULY, 2015

The following figures represent the balance in each Department as appropriated in the 2015 Budget.

GENERAL GOVERNMENT

		<u>% UNSPENT</u>
General Government	\$ 63,248.86	40%
Protection to Persons and Property	\$ 195,660.73	46%
Planning, Zoning and Housing	\$ 44,308.09	73%
Streets and Highways	\$ 195,745.33	43%
Street Repaving	\$ 88,600.00	100%
Parks and Recreation	\$ 18,000.48	88%
Insurance	\$ 54,681.00	100%
Street Lighting	\$ 23,782.95	44%
Library	\$ 12,800.00	100%
Liberty Fire Company	\$ 22,100.00	100%
Association Dues and Expenses	\$ 1,908.53	87%
Building and Property	\$ 23,004.52	54%
1% Tax Collection	\$ 2,401.84	44%
OPT Tax Collection	\$ 179.25	72%
Workers' Compensation	\$ 1,348.69	4%
Engineering and Consulting	\$ 26,314.00	81%
CRP Grant – Consulting	\$ 37,122.80	96%
<u>SEWER ACCOUNT</u>	\$746,922.95	65%

This report reflects all wages and bills paid through July 31, 2015.

Tax Collector's Monthly Report Taxing District

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

For The Month of: 7/1/2015 00:00:00 To 7/27/2015 23:59:59

	Municipal/County		School			Per Capita	Others	Totals
	Current	Interim	Other	Current	Interim			
A. Collections								
1. Balance Collectable -Beginning of the Month	\$56,942.30	\$24.43	\$0.00	\$0.00	\$0.00	\$0.00	\$3,691.25	\$63,822.98
2A. Additions: During the Month	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$6.25	\$11.25
2B. Deduction: Credits During the Month from 17								
3. Total Collectable	\$56,942.30	\$24.43	\$0.00	\$0.00	\$0.00	\$0.00	\$3,697.50	\$63,834.23
4. Less: Face Collections for the month	\$4,848.47	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$98.75	\$5,037.22
5. Less: Deletions from the List	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$12.50	\$17.50
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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8. Balance Collectable -End of the Month	\$52,093.83	\$24.43	\$0.00	\$0.00	\$0.00	\$0.00	\$3,586.25	\$66,779.51
B. Reconciliation of Cash Collected								
9. Face Amount of Collections - Must agree with line 4	\$4,848.47	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$98.75	\$5,037.22
10. Plus: Penalties	\$484.85	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9.93	\$503.78
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	\$5,333.32	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$108.68	\$5,541.00
13. Total Cash Collected All Columns								

C. Paymen. Taxes

14. Amount Remitted During the Month

Date	Transaction #	Amount
07/07/2015		\$4,650.54
07/08/2015		\$13.75
07/16/2015		\$876.71
TOTAL		\$5,541.00

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

TOTAL

\$5,541.00

16. Total Remitted this Month

TOTAL

17. Total Other Credits and Adjustments

Parcel #	Name	Amount

18. Interest Earnings (If applicable) \$

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

Mary Gelp
Tax Collector

07-27-15

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)

Dennis Pittendree

Title: *MANAGER*

Date: *8/3/15*

MTS Collection Summary

	Current Tax	Interim Tax	
Face Amount	\$5,037.22	\$0.00	
Discount Amount	\$0.00	\$0.00	
Penalties Amount	\$503.78	\$0.00	
Refunds Payments Collected to be returned	\$0.00	\$0.00	\$0.00
Exoneration Refunds (for payments made on previous monthly reports, not part of any calculations)			
Total Over/Under Paid	\$0.00	\$0.00	\$5,541.00
Total Deposit (Including Refunds)			\$5,541.00
Adjusted Total Cash Collected			\$0.00
Bounced Checks - Deposits Reversed by Bank for insufficient funding			

Collection Statistics	Municipal/County			School			Total
	Face Current	Disc/Pen Cui	Face Interim	Disc/Pen Int	Face Total	Disc/Pen 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	\$0.00
Face Amount Collected in Penalty	\$5,037.22	\$503.78	\$0.00	\$0.00	\$5,037.22	\$503.78	\$5,541.00

Commission	Municipal/County			School			Per Capita	Others
	Current	Interim	Current	Interim	Interim/Other			
12. Total Cash Collected Per Column	\$ 5,333.32	\$0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 99.00		
Commission Rate								
Monthly Commission per column								

The Report of the Treasurer of the Borough of Spring City, PA at the close of business July 31, 2015

Balance as of last report \$2,728,057.15
 CD Purchased \$ 68,000.00

 \$2,796,057.15

Deposits Sec'y Office – General Fund

Berkheimer Associates – E.I.T.	\$ 27,156.68
Berkheimer Associates – O.P.T.	\$ 450.18
Trash Collection Fees	\$ 38,809.99
Trash Certs	\$ 80.00
L/D Escrow Review Fee	\$ 4,000.00
Local Fines	\$ 2,050.75
County Fines	\$ 194.58
Lease Dwelling Fee	\$ 10,066.67
Taxes	\$ 60,000.00
Bulk Pick Ups	\$ 395.00
Utility Permits	\$ 10.00
Pavilion Rental	\$ 40.00
Realty Transfer Tax	\$ 3,488.00
Interest	\$ 32.55
Liens - Attorney Fees	\$ 250.00
Liens - Costs	\$ 36.00
Liens – Penalty	\$ 37.21
Liens – Interest	\$ 72.81
Land Development Filing Fee	\$ 210.00
Building Permits	\$ 391.00
U & O Inspections	\$ 700.00
Parking Tickets	\$ 245.00
Accident Reports	\$ 75.00
TOTAL DEPOSITS TO GENERAL FUND	\$ 148,791.42

 DEPOSITS TO OTHER ACCOUNTS

PLGIT Investment	\$ 1.46
Street Lighting Fund – Intra Fund	
Transfer	\$ 15,000.00
Parks & Recreation Fund-Interest	
Added to CD	\$ 12.21
Parks & Recreation Fund – C.A.O.S.C.	
Utility Lease Fee	\$ 4,478.23
Gasoline Tax Fund – Interest added	
To CD	\$ 137.67
TOTAL DEPOSITS OTHER ACCOUNTS	\$ 19,629.57
TOTAL DEPOSITS TO ALL ACCOUNTS	\$ 168,420.99

\$ 168,420.99
 \$2,964,478.14

WITHDRAWALS:

By Orders #1345-1346 Street Lighting Fund	\$ 4,200.57
By Orders #10150-10151 Non-Uniform Employee Pension Fund	\$ 1,357.78
By Orders #1702-1705 Parks & Recreation Fund	\$ 1,143.32
By Orders #12845-12917, 27740-27789 General Fund	\$ 191,734.19
TOTAL WITHDRAWALS	\$ 198,435.86

Balance On Account – General Fund

Checking	\$ 67,751.87	
Certificate	\$1,348,000.00	\$1,415,751.87
Balance On Account – Motor Equipment Fund		
Checking	\$ 1.00	
Certificate	\$ 119,046.09	\$ 119,047.09
Balance On Account – Street Lighting Fund		
	\$ 17,006.17	\$ 17,006.17
Balance On Account – Gasoline Tax Fund		
Checking	\$ 1.00	
Certificate	\$ 349,058.10	\$ 349,059.10
Balance On Account – Parks & Recreation Fund		
Checking	\$ 6,759.77	
Certificate	\$ 24,632.33	\$ 31,392.10
Balance On Account – Non-Uniform Employee Pension Fund		
Checking	\$ 2,828.84	
Certificate	\$ 683,430.20	\$ 686,259.04
Balance On Account – Police Motor Equipment Fund		
Checking	\$ 1.00	
Certificate	\$ 25,132.90	\$ 25,133.90
Balance On Account –PLGIT Capital Reserve Fund		
	\$ 122,353.01	\$ 122,353.01
Balance On Account		\$2,766,002.28
		\$2,964,478.14

Respectfully submitted



Florence M. Watts

The Report of the Treasurer of the Borough of Spring City, Pa. at the close of business July 31, 2015

POLICE PENSION FUND

Balance as of last report

Checking	\$ 9,072.05
Certificate – PNC Bank	\$ 496,527.48
Certificate – Phoenixville Federal Bank	\$ 39,210.04

	\$ 544,809.57

Deposits

\$ 00.00

\$544,809.57

Withdrawal:

By Orders 2070, 2071 \$ 3,431.79

Current Balance On Accounts

Checking	\$ 5,640.26
Certificate PNC Bank	\$ 496,527.48
Certificate – Phoenixville Federal Bank	\$ 39,210.04

	\$ 541,377.78

\$544,809.57

Respectfully submitted


Florence M. Watts

The Report of the Treasurer of the Borough of Spring City, Pa. at the close of business July 31, 2015

SEWER FUND #2

Balance as of last report	\$ 3,508,081.14	
CD Deposited	\$ 52,000.00	
CD Purchased	\$ 53,000.00	

	\$ 3,509,081.14	\$ 3,509,081.14

Deposits

Sewer Rent	\$ 235,804.18	
Interest	\$ 308.35	
CD Deposited	\$ 52,000.00	
Sewer Certs	\$ 130.00	
Connection Fee	\$ 4,750.00	
Construction Escrow	\$ 6,290.00	
Liens – Attorney Fees	\$ 250.00	
Liens – Costs	\$ 36.00	
Liens – Penalty	\$ 37.21	
Liens - Interest	\$ 110.64	

	\$ 299,716.38	299,716.38

\$ 3,808,797.52

WITHDRAWALS

By Orders #7277-7298, 21540-21552 \$ 91,493.77

Balance On Account	\$ 267,303.75	
Certificate	\$ 3,450,000.00	\$ 3,717,303.75

		\$ 3,808,797.52

Respectfully submitted

Florence M. Watts

Florence M. Watts

2. Spring City Library "Signature Fundraising Event".

Spring City Library Board members Diane Skorina, Bill Beck, and Library Director, Lois Shupp, addressed council in regards to their upcoming Read & Sead Fundraising Event to benefit the Spring City Library.

The event is scheduled for Friday, September 11th, 6:00 p.m. – 8:00 p.m. The featured speaker will be Mike McGrath of "You Bet Your Garden" on WHYY. It will be catered and there will be live music.

The Board members will also be attending the Planning Commission meeting on Wednesday, August 19th, 7:00 p.m. with plans for the event in order to comply with the Borough's Zoning Ordinance, Use Regulations, Article XII, Section (F4), Temporary Community Events.

Mr. DiGuseppe informed the board members that they have council's support and commended the board for all their efforts to make the library a valuable asset in the community.

READING OF THE PAYMENT OF THE BILLS:

GENERAL ACCOUNT: (OFFICE) H.A. Berkheimer, Inc. \$520.62; Baer Romain, LLP \$300.00; AT&T \$121.85; Rothwell \$256.86; Verizon \$163.95; CIGNA \$249.00; PAW \$23.15. TOTAL: \$1,635.43.
(STREETS) Tague Lumber \$40.48; Chester County Solid Waste Authority \$5,595.66; Advance Auto Parts \$43.71; Reams Disposal \$6,989.85; Flexible Benefits Plans, Inc. \$4,057.67; Hess Embroidery & Uniforms, LLC \$393.00; Wensel's \$2,894.87; Treasurer of Chester County \$546.25; Oehlert Bros. Inc. \$372.23; A.J. Blosenski, Inc. \$3,017.48; Mowrey-Latshaw \$146.57; CDI Lawn Equipment \$460.92; Little's \$71.33; Baer Romain, LLP \$240.00; AirGas \$30.23; Provident \$54.02. TOTAL: \$26,131.94.
(POLICE) Flexible Benefits Plans, Inc. \$4,671.08; Oehlert Bros. Inc. \$870.26; Bike Line of Pottstown \$26.07; Drug Scan \$336.00; Crystal Springs \$42.39; Provident \$63.15; Galls \$110.91; Verizon \$288.05; Hess Uniforms LLC \$197.50; Staples \$207.27; AT&T \$67.36; Clark Hill PLC \$160.00. TOTAL: \$7,040.04.

SEWER ACCOUNT: M.J. Reider Associates \$988.00; PECO \$854.21; Buckman's, Inc. \$254.00; Flexible Benefits Plans, Inc. \$3,052.07; Controlex \$3,080.00; USALCO \$2,315.16; Pottstown Roller Mills, Inc. \$329.50; J.C. Ehrlich Company, Inc. \$54.00; EEMA \$8,803.25; Mowrey-Latshaw \$139.28; Eastern Environmental Contractors, Inc. \$1,632.20; Baer Roman, LLP \$1,908.00; AT&T \$34.76; ADS \$405.27; Crystal Springs \$87.03; Provident \$129.47; Verizon \$181.64; A.J. Blosenski \$525.00; PAW \$116.45; Buckman's Inc. \$102.00; Pipe Data View \$233.33; Motley Associates, Inc. \$640.00. TOTAL: \$25,864.62.

STREET LIGHTING FUND: PECO \$3,801.03. TOTAL: \$3,801.03.

PARK & RECREATION FUND: PECO \$108.56; United Site Services \$92.58. TOTAL: \$201.14.

BUILDING & PROPERTY FUND: RMC \$264.24; Crystal Springs \$28.15. TOTAL: \$292.39.

PLANNING, ZONING & HOUSING FUND: Baer Romain, LLP \$612.00; Motley Associates, Inc. \$1,649.80. TOTAL: \$2,261.80.

WORKERS' COMPENSATION FUND: AmeriHealth Casualty Services \$17,377.71. TOTAL: \$17,377.71.

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

President DiGuiseppe announced there will be a short recess and then council will be going into executive session to discuss litigation matters.

President DiGuiseppe called the regularly scheduled meeting back to order.

ANNOUNCEMENTS: President DiGuiseppe announced the following meetings are scheduled for August, 2015: **Sewer Committee**, Thursday, August 13, 2015, 6:30 p.m.; **Planning Commission**, Wednesday, August 19, 2015, 7:00 p.m.; **Parks & Recreation Committee**, Thursday, August 20, 2015, 6:00 p.m.; **Police Committee**, Thursday, August 20, 2015, 6:30 p.m.; **Finance & Ordinance Committee**, Wednesday, August 26, 2015, 6:30 p.m.

The September council meeting will be held on Tuesday, September 8th, 2015, 7:00 p.m.

ADJOURNMENT:

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

Respectfully submitted

Dennis Rittenhouse