

SPRING CITY BOROUGH COUNCIL MEETING

November 2nd, 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 Bauman, DiGuseppe, Kern, Shaner, Sweeney, Battelle, Solicitor Romain, and Borough Manager Rittenhouse.

APPROVAL OF THE MINUTES:

Mr. Shaner motioned to approve the minutes of the October 5th, 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 October, 2015. **TRASH DISPOSAL** - 75.5 tons of refuse were hauled to the Lanchester Landfill in Honeybrook, PA by Reams Disposal from September 28th through October 19th, 2015. Twenty-eight (28) bulk trash pick-ups were made during the month. **RECYCLING** - Twenty-five (25) pick-up truck loads of yard waste were collected at curbside on Mondays. One Thousand Forty (1,040) Pounds (.052 Tons) of scrap metal was transported to Phoenixville Scrap Company on October 1st. A.J. Blosenski submitted their third quarter recycling report which shows tonnage collected as follows: Mixed Paper – 49.64 tons and co-mingle – 33.09 tons. **MAINTENANCE-** A repaired handrail was reinstalled at New and Main Streets. Cleaned various stormwater inlets as needed. Replaced two (2) bulbs on street lamp posts located on North Main Street. Replaced eight (8) bent flag poles along East Bridge and North Main Streets. Placed 110 storm drain markers, "No Dumping Drains to River" at all of the stormwater inlets in the Borough. **STREET WORK-** Road cuts and base repairs were made on roadways at Cedar Street and Wall and New Streets. Crack sealing was performed on several streets with a tar buggy. **LEAF COLLECTION** - 1.06 tons of leaves were collected with the leaf vac.

SANITATION AND SURFACE WATER: Mr. Shaner reported the average daily flow at the plant for the month of October was 286,000 gallons per day. The maximum flow occurred on October 28th, 2015 and was recorded at 801,000 gallons. Environmental Engineering is continuing their work on the design phase of the proposed plant upgrade to the co-mag process. The plans are on schedule to be completed in January, 2016. The Borough's application to the Delaware River Basin Commission to renew the approval of our plant's upgrades is on the docket to be discussed at the DRBC Public Hearing on November 10th.

POLICE:

Mr. Sweeney read the police report for October, 2015 as follows: Accidents 7; alarms 2; animal complaints 5; assaults (simple) 2; disorderly conduct/disturbing the peace/domestic 7; disturbances/domestic/juvenile/fights/others 7; drugs 2; DUI 1; false report to LE 1; fraud 1; harassment 4; lock out service 1; theft reports 4; medical emergency 23; mental health check 1; all traffic incidents 31; non-criminal reports 10; ordinance complaints 2; police information received 22; public service reports 11; service call 4; suspicious person 9; traffic enforcement warning 4; warrants 1; well being check 4. **Arrests** – traffic 14; criminal 7; court hours 60; parking tickets 5; speeding tickets 15; non-traffic citations 7. **Assist to Other Police Departments:** 11. **Mileage traveled during the month of October:** Car 14-1 (2011 Dodge) 1,056 miles and Car 14-2

(2014 Dodge) 1,717 miles which made a total of 2,773 miles. **Gas used during the month of October:** Car 14-1 (2011 Dodge) 119.730 gallons and Car 14-2 (2014 Dodge) 179.760 gallons which made a total of 299.490 gallons of gas used during the month.

FINANCE & ORDINANCE:

Mr. DiGuseppe reported the Finance & Ordinance Committee met on October 28th and reviewed the 2016 proposed borough budget.

ZONING, HOUSING & PROPERTY:

Mr. Rittenhouse reported there were nine (9) building permits issued during the month of October, 2015. Kevin Myers, 340 S. Main Street, siding & soffits; Eugene Sweeney, 420 Washington Street, concrete patio 26x17; Thomas Hornberger, 517 Heckle Avenue, deck 18x16; Carl Sciscio, 236 New Street, sidewalk-repair; Dominic Calamio, 250 Yost Avenue, gas heater; Karen Balch, 351 Ridge Avenue, solar permit; Lynn Driscoll, 407 Queen Street, handicap ramp; Megan Dalonzo, 306 Broad Street, shed; Ralph DiBattista, 415 Arch Street, fence. The estimated cost of construction for the month of October, 2015 was \$41,400. Permit fees collected for the month of October was \$830.00.

PARKS & RECREATION:

Mr. Sweeney reported the Music & Market Festival, held on October 10th, went very smoothly and was a successful event.

LIBRARY:

Mr. DiGuseppe reported the following library statistics from the Director's October Report. Circulation: 3,623; program attendance: 30; children's programs: 216 participants; 10 adult programs: 108 participants; internet use: 426 (17 per day average); money donated: \$100.00 General Fund, \$2,325.00 Read and Seed Fundraiser; door count: 3,245.

FINANCIAL REPORTS: (Enclosed)

APPROVAL OF REPORTS:

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

PUBLIC COMMENT:

Dennis Kern, 45 N. Church Street, informed council that at a meeting held on October 18th by a vote of 36-0, the Spring City United Methodist Church has decided to close effective January 31st, 2016. Mr. Kern recited some of the reasons the church has decided to close. Mr. Kern will continue to serve as the administrator of the building until June 30th, 2016, and upon that date he will be officially retiring.

UNFINISHED BUSINESS:

1. 2013 – Spring City Borough CRP Grant Amendment #2 to Increase the Contract Term as Follows: Beginning August 1, 2013; Ending December 31, 2016.

Mr. Rittenhouse informed council that due to the PECO delays for the relocation and upgrades of the gas lines on Hall Street it will be necessary to execute an amendment with the county to extend the contract dates on the 2013 CRP Grant for the Hall Street Storm Water Improvements project.

ADMINISTRATOR'S REPORT FOR THE MONTH OF:

OCTOBER, 2015

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

GENERAL GOVERNMENT

% UNSPENT

General Government	\$ 33,679.32	21%
Protection to Persons and Property	\$ 100,785.21	23%
Planning, Zoning and Housing	\$ 37,237.43	61%
Streets and Highways	\$ 92,729.58	20%
Street Repaving	\$ 74,101.00	84 %
Parks and Recreation	\$ 16,549.43	81%
Insurance	\$ 52,281.91	96%
Street Lighting	\$ 10,963.51	20%
Library	\$ - 0 -	--
Liberty Fire Company	\$ 22,100.00	100%
Association Dues and Expenses	\$ 1,903.28	87%
Building and Property	\$ 22,456.16	53%
1% Tax Collection	\$ 1,154.25	21%
OPT Tax Collection	\$ 163.81	66%
Workers' Compensation	\$ 1,348.69	4%
Engineering and Consulting	\$ 25,374.00	78%
CRP Grant – Consulting	\$ 32,361.06	83%

SEWER ACCOUNT

\$657,819.27 57%

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

Tax Collector's Monthly Report to Taxing District

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

For The Month of : 9/30/2015 00:00:00 To 10/26/2015 23:59:59

A. Collections	Municipal/County		School			Per Capita	Others	Totals
	Current	Interim	Other	Current	Interim			
1. Balance Collectable -Beginning of the Month								
2A. Additions: During the Month	\$47,587.57	\$32.10	\$0.00	\$0.00	\$0.00	\$0.00	\$2,976.25	\$53,100.92
2B. Deduction: Credits During the Month from 17								
3. Total Collectable	\$47,587.57	\$32.10	\$0.00	\$0.00	\$0.00	\$0.00	\$2,976.25	\$53,100.92
4. Less: Face Collections for the month	\$3,391.29	\$7.67	\$0.00	\$0.00	\$0.00	\$0.00	\$105.00	\$3,603.96
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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
8. Balance Collectable -End of the Month	\$44,196.28	\$24.43	\$0.00	\$0.00	\$0.00	\$0.00	\$2,871.25	\$49,496.96
B. Reconciliation of Cash Collected								
9. Face Amount of Collections - Must agree with line 4	\$3,391.29	\$7.67	\$0.00	\$0.00	\$0.00	\$0.00	\$105.00	\$3,603.96
10. Plus: Penalties	\$339.14	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$10.55	\$359.69
11. Less: Discounts	\$0.00	\$0.15	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.15
12. Total Cash Collected Per Column	\$3,730.43	\$7.52	\$0.00	\$0.00	\$0.00	\$0.00	\$115.55	\$3,963.50
13. Total Cash Collected All Columns								

C. Payment of Taxes

14. Amount Remitted During the Month

Date	Transaction #	Amount
10/13/2015		\$3,032.44
10/26/2015		\$931.06
	TOTAL	\$3,963.50

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

TOTAL

16. Total Remitted this Month

TOTAL

\$3,963.50

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 Galt

Tax Collector

10-26-15

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)

Anna Hiltbrasse

Title: *MANAGER*

Date:

11/2/15

MTS Collection Summary

	Current Tax	Interim Tax	
Face Amount	\$3,596.29	\$7.67	
Discount Amount	\$0.00	\$0.15	
Penalties Amount	\$359.69	\$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)			\$3,963.50
Adjusted Total Cash Collected			\$3,963.50
Bounced Checks - Deposits Reversed by Bank for insufficient funding			
			\$0.00

Collection Statistics	Municipal/County		School		Face Total	Disc/Pen Total	Total
	Current	Interim	Current	Interim			
Face Amount Collected in Discount	\$0.00	\$0.00	\$7.67	\$0.15	\$7.67	\$0.15	\$7.52
Face Amount Collected in Face	\$0.00		\$0.00		\$0.00		\$0.00
Face Amount Collected in Penalty	\$3,596.29	\$359.69	\$0.00	\$0.00	\$3,596.29	\$359.69	\$3,955.98
							\$3,963.50

Commission	Municipal/County		School		Interim/Other	Per Capita	Others
	Current	Interim	Current	Interim			
12. Total Cash Collected Per Column	\$ 3,730.43	\$7.52	\$ 0.00	\$ 0.00	\$ 0.00	\$ 110.00	
Commission Rate							
Monthly Commission per column							

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

Balance as of last report	\$2,928,388.29
CD Purchased	\$ 71,000.00

	\$2,999,388.29

Deposits Sec'y Office – General Fund

Berkheimer Associates – E.I.T.	\$ 14,634.04
Berkheimer Associates – O.P.T.	\$ 251.78
Trash Collection Fees	\$ 30,793.84
Trash Certs	\$ 110.00
Recycling	\$ 57.10
Insurance Claim Refund	\$ 275.00
Public Utility Realty Tax	\$ 1,124.36
Local Fines	\$ 1,054.41
County Fines	\$ 528.83
Lease Dwelling Fee	\$ 1,820.00
Taxes	\$ 52,000.00
Bulk Pick Ups	\$ 390.00
Interest	\$ 66.41
Realty Transfer Tax	\$ 4,734.63
Liens – Attorney Fees	\$ 500.00
Liens – Costs	\$ 72.00
Liens – Penalty	\$ 132.14
Liens – Interest	\$ 1,219.92
Building Permits	\$ 830.00
U & O Inspections	\$ 925.00
TOTAL DEPOSITS TO GENERAL FUND	\$ 111,519.46

DEPOSITS TO OTHER ACCOUNTS

PLGIT Investment	\$ 2.72
TOTAL DEPOSITS OTHET ACCOUNTS	\$ 2.72
TOTAL DEPOSITS TO ALL ACCOUNTS	\$ 111,522.18

\$ 111,522.18
\$3,110,910.47

WITHDRAWALS:

By Orders #1351-1352 Street Lighting Fund	\$ 4,328.47
By Orders #10156-10157 Non-Uniform Employee Pension Fund	\$ 1,357.78
By Orders #1715-1718 Parks & Recreation Fund	\$ 1,089.22
By Orders #12999-13038, 27865-27902 General Fund	\$ 164,577.25
TOTAL WITHDRAWALS	\$ 171,352.72

Balance On Account – General Fund	
Checking \$ 105,183.47	
Certificate \$ 1,498,000.00	\$ 1,603,183.47
Balance On Account – Motor Equipment Fund	
Checking \$ 1.00	
Certificate \$ 124,134.17	\$ 124,135.17
Balance On Account – Street Lighting Fund	
\$ 4,186.73	\$ 4,186.73
Balance On Account – Gasoline Tax Fund	
Checking \$ 1.00	
Certificate \$ 349,058.10	\$ 349,059.10
Balance On Account – Parks & Recreation Fund	
Checking \$ 4,408.72	
Certificate \$ 24,632.33	\$ 29,041.05
Balance On Account – Non-Uniform Employee Pension Fund	
Checking \$ 6,025.16	
Certificate \$ 676,430.20	\$ 682,455.36
Balance On Account – Police Motor Equipment Fund	
Checking \$ 1.00	
Certificate \$ 25,132.90	\$ 25,133.90
Balance On Account –PLGIT Capital Reserve Fund	
\$ 122,362.97	\$ 122,362.97
Balance On Account	
	\$ 2,939,557.75
	\$ 3,110,910.47

Respectfully submitted



Florence M. Watts

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

SEWER FUND #2

Balance as of last report	\$ 3,785,874.92	
CD Purchased	\$ 27,000.00	
CD Deposited	\$ 27,000.00	

	\$ 3,785,874.92	\$ 3,785,874.92

Deposits

Sewer Rent	\$ 33,389.23	
Interest	\$ 533.80	
Sewer Certs	\$ 120.00	
CD Deposited	\$ 27,000.00	
Liens – Attorney Fees	\$ 1,250.00	
Liens – Costs	\$ 36.00	
Liens – Penalty	\$ 117.61	
Liens - Interest	\$ 1,795.53	

	\$ 64,242.17	64,242.17

\$ 3,850,117.09

WITHDRAWALS

By Orders #7351-7374, 21574-21582 \$ 54,768.81

Balance On Account	\$ 90,348.28	
Certificate	\$ 3,705,000.00	\$ 3,795,348.28

		\$ 3,850,117.09

Respectfully submitted


Florence M. Watts

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

POLICE PENSION FUND

Balance as of last report

Checking	\$	9,923.61
Certificate – PNC Bank	\$	485,527.48
Certificate – Phoenixville Federal Bank	\$	39,210.04

	\$	534,661.13
Deposits	\$	00.00

\$534,661.13

Withdrawal:

By Orders 2078, 2079	\$	3,431.79
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Current Balance On Accounts

Checking	\$	6,491.82
Certificate PNC Bank	\$	485,527.48
Certificate – Phoenixville Federal Bank	\$	39,210.04

	\$	531,229.34

\$534,661.13

Respectfully submitted



Florence M. Watts

Mr. Shaner motioned to approve and sign Amendment #2 between Spring City Borough and the County of Chester to increase the contract term on Contract ID: 15334, as follows: Contract Term: beginning August 1, 2013, ending December 31, 2016. Mr. Kern seconded. Motion carried.

NEW BUSINESS:

1. Time Extension – Land Development Plan for 799 Spring City Road.

Mr. Battelle motioned to accept the letter from Andrew Eberwein of Edward B. Walsh Associates, Inc. who is the acting agent for Steve Koons' Land Development Plan at 799 Spring City Road which grants Borough Council a 180-day extension to the statutory review period decision date for Mr. Koons' Land Development Plan. The revised decision date will be May 11, 2016. Mr. Kern seconded. Motion carried.

2. Agreement for the Borough's Animal Control Officer.

Mr. Shaner motioned to authorize Dennis Rittenhouse to sign an animal control officer agreement with Jon W. & Tracy Ann Daywalt, acting as independent animal control officers in Spring City Borough. Mr. Battelle seconded. Motion carried.

3. Motion to Advertise the 2016 Budget for Public Inspection.

Mr. Shaner motioned the 2016 proposed budget be accepted and advertised for public inspection at the Spring City Borough Hall Administrative Office. Mr. Sweeney seconded. Motion carried.

4. Motion to Advertise Tax Ordinances.

A. Mr. Shaner motioned to advertise an ordinance re-enacting the Real Estate Transfer Tax, Per Capita Tax, Occupation Privilege Tax, and the Earned Income Tax of 1% for the Fiscal Year 2016. Mr. Sweeney seconded. Motion carried.

B. Mr. Shaner motioned to advertise an ordinance fixing the tax rate of 4.370 mills on real property and 25 mills on occupational assessments for the fiscal year 2016. Mr. Battelle seconded. Motion carried.

READING OF THE PAYMENT OF THE BILLS:

GENERAL ACCOUNT: (OFFICE) PECO \$702.36; H.A. Berkheimer, Inc. \$557.68; Baer Romain, LLP \$400.00; AT&T \$57.64; PAW \$24.89; Verizon \$160.56; CIGNA \$249.00; Rothwell \$190.32; Staples \$342.51. **TOTAL:** \$2,684.96. (STREETS) Chester County Solid Waste Authority \$5,752.73; Oehlert Bros. Inc. \$181.05; Flexible Benefits Plans, Inc. \$4,057.67; Mowrey-Latshaw \$98.93; A.J. Blosenski, Inc. \$3,017.48; Reams Disposal \$6,989.85; Baer Romain, LLP \$312.00; Advance Auto Parts, \$150.98; AirGas \$30.23; Provident \$54.02; 21st Century Media – Philly Cluster \$178.00; Harmony Auto and Cycle Center \$178.20; PECO \$61.85; Stephen Weiss, LLC \$3,940.00; Hess Uniforms, LLC \$150.00. **TOTAL:** \$25,152.99. (POLICE) Hess Uniforms \$303.00; Borough of Pottstown \$100.00; Oehlert Bros. Inc. \$597.05; L&W Group \$112.00; Flexible Benefits Plans, Inc. \$4,671.00; H&F Tire Service \$262.00; Galls \$88.56; American General Life Insurance Company \$668.00; Crystal Springs \$33.32; Atlantic Tactical \$117.91; PAW \$628.43; MCCC \$180.00; Verizon \$293.05; Provident \$63.15; Metropolitan Communications, Inc. \$207.50; Staples 36.54; Streamlight \$49.57. **TOTAL:** \$8,411.08.

SEWER ACCOUNT: PECO \$1,673.70; Buckman's Inc. \$638.00; M.J. Reider Associates, Inc. \$756.00; Flexible Benefits Plans, Inc. \$3,052.07; J.C. Ehrlich Company, Inc. \$54.00; Mowrey-Latshaw \$82.65; Action Data Services \$292.83; Crystal Springs \$7.25; PA One Call System, Inc. \$40.49; EEMA \$5,871.71; PAW \$184.44; Baer Romain, LLP \$933.10; AT&T \$37.80; Fidelity Contracting, LLC \$1,282.16; Verizon \$179.21; Provident \$129.47; A.J. Blosenski, Inc. \$525.00; Xylem \$782.80. **TOTAL:** \$16,522.68.

STREET LIGHTING FUND: PECO \$4,666.25. TOTAL: \$4,666.25.

PARK & RECREATION FUND: Advance Auto Parts \$92.94; PECO \$226.24; H.A. Weigand, Inc. \$90.00; George Ely Associates, Inc. \$626.00; United Site Services \$180.04. TOTAL: \$1,215.22.

BUILDING & PROPERTY FUND: Crystal Springs \$33.07; Anvil Welding & Fabrication \$525.00; Tague Lumber \$14.55. TOTAL: \$572.62.

PLANNING, ZONING & HOUSING FUND: Baer Romain, LLP \$704.00; 21st Century Media \$308.88; Motley Associates, Inc. \$1,465.20. TOTAL: \$2,478.08.

WORKERS' COMPENSATION FUND: AmeriHealth Casualty Services \$11,141.43, Black/Laskey Group \$196.00. TOTAL: \$11,337.43.

COUNCIL DUES & ASSOCIATION FUND: PA State Association of Boroughs \$561.00. TOTAL: \$561.00.

INSURANCE FUND: PIRMA \$68,205.00; EMC \$20,715.00. TOTAL: \$88,920.00.

ENGINEERING & CONSULTING FUND: Motley Associates, Inc. \$1,599.00. TOTAL: \$1,599.00.

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

ANNOUNCEMENTS: Mr. DiGuseppe noted the next Borough Council meeting is scheduled for Monday, December 7th, 2015, 7:00 p.m.

Mr. DiGuseppe announced the following committee meetings are scheduled for the month of December, 2015: **Sewer Committee**, Thursday, November 12th, 6:30 p.m.; **Planning Commission**, Wednesday, November 18th, 7:00 p.m.; **Parks & Recreation Committee**, Thursday, November 19th, 6:00 p.m.; **Police Committee**, Thursday, November 19th, 6:30 p.m.; **Finance & Ordinance Committee**, Tuesday, November 24th, 6:30 p.m.

The Limerick Drill is scheduled for Tuesday, November 17th starting at approximately 5:00 p.m.

Also, there will be a county training meeting for the PECO Drill on Thursday, November 5th, 7:00 p.m. at the North Coventry Municipal Building.

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