

SPRING CITY BOROUGH COUNCIL MEETING

October 3rd, 2016 - 7:00 P.M.

CALL TO ORDER:

President DiGuiseppe 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, Castor, DiGuiseppe, Shaner, Sweeney, Solicitor Romain, and Borough Manager Rittenhouse.

Note: Mr. Kern was present after the start of the public comment portion of the meeting.

APPROVAL OF THE MINUTES:

Mr. Shaner motioned to approve the minutes of the September 6th, 2016 council meeting. Mr. Castor seconded. Motion carried.

COMMUNICATIONS:

1. Notification from PEMA that approved public assistance grant funds for winter storm, Jonas, in the amount of \$7,372.56 were direct deposited to the Borough's General Fund on September 14, 2016.
2. A letter from PA DEP notifying the Borough that our 2014 Act 101 Recycling Program Performance Grant was approved for the amount of \$3,021.00. The award will be made within the next six to eight weeks.
3. Notification from Penn Dot that the Borough's 2017 Estimated Liquid Fuels (Act 655) allocation is \$89,233.46.
4. A thank you letter from the Spring-Ford Area Historical Society for the Borough's Annual Donation Allocation.
5. A copy of the PA Auditor General's Compliance Audit for the Liberty Fire Company Relief Association of Spring City Borough for the period January 1, 2013 to December 31, 2015.

COMMITTEE REPORTS:

STREETS AND UTILITIES: Mr. Rittenhouse gave the following Streets Department Report for the month of September, 2016. **TRASH DISPOSAL** - 65.8 tons of refuse was hauled to the Lanchester Landfill by Eagle Disposal from August 29th through September 12th, 2016. Sixteen (16) bulk trash pick-ups were made during the month. **RECYCLING** - Approximately 12.7 tons of yard waste was collected at curbside during the month. The Borough's Act 101, Section 904 Performance Grant Application for 2015 was submitted to PA DEP on September 16th. **MAINTENANCE** - Emptied the trash receptacles weekly at all of the recreation areas. Repainted the court lines and reinstalled the rims and nets at the Brown Street Basketball Courts. Repaired a street name sign at Yost Avenue and Cedar Street. Installed a "Deaf Child Area" sign on Arch Street. The streetscape trees were pruned on North Main and East Bridge Streets by M&M Tree Service, Inc. The leaf windrows were turned at the Gay Street Compost Site. Changed the oil and filters on the leaf vac machine. Painted the cellar doors at the Borough Hall. **STREET WORK** - Repainted the traffic markings at the traffic light on Main & Bridge Streets. Repainted the crosswalks at

SANITATION AND SURFACE WATER: Mr. Shaner reported The average daily flow at the plant for the month of September was 234,000 gallons per day. The maximum flow for the month occurred on September 20th and was recorded at 339,000 gallons.

Controlex Services replaced the bearings and seals on a pump at the Main Street Pump Station.

During the month there was a problem with the secondary trickling filter which involved ammonia removal. By the end of the month the biology of the trickling filter began to grow back and ammonia concentrations are now back down to where they should be. Mr. Fegan has reported that this problem usually occurs each year at this time and he is taking steps to see if he can pinpoint why this problem is reoccurring.

A few minor revisions were necessary on the final design plans for the plant upgrades. It was anticipated that the revisions should be finalized and EEMA would forward the plans to USDA by the end of September. As of September 29th this action has not been confirmed.

The plant operator is continuing to move reed roots to various areas of the reed beds and it appears that the reed stalks are beginning to regrow in these areas.

POLICE:

Mr. Sweeney reported the police committee met on September 15th at which time they discussed the possible purchase of solar powered speed indicator signs and recent police activity in the borough.

Mr. Sweeney read the police report for September, 2016 as follows: accidents 2; all traffic incidents 30; assaults/simple 1; alarms 3; all other reports 4; animal complaints 2; boro ordinance 2; burglary 2; child abuse 1; criminal mischief 3; custody dispute 1; departmental service reports 6; disorderly conduct/disturbing the peace/domestic 1; disturbances/domestic/fights/others 5; disturbance/fights 1; drugs 1; endangering welfare of children 1; false reports to LE 1; found articles 2; harassment by communication 4; lights out street repair 1; lock out service 1; medical emergency 21; mental health 1; non-criminal reports 16; police information received 3; service calls/miscellaneous 1; suicide 1; suspicious circumstances/person/auto 14; theft reports 6; vacation check 2; warrants 3; water leaks/main 1; well being check 5. **Arrests:** criminal non/traffic arrests - 9; traffic 24/speeding tickets 11/ court hours 34. **Assisted other departments: 5.** **Mileage traveled during the month of September:** Car 14-1(2015 Dodge) 1,670 miles, Car 14-2 (2014 Dodge) 1,204 miles which made a total of 2,874 miles. **Gas used during the month of September:** Car 14-1 (2015 Dodge) 223.260 gallons and Car 14-2 (2014 Dodge) 155.150 gallons which made a total of 378.410 gallons of gas used during the month.

FINANCE & ORDINANCE:

Mr. DiGuiseppe reported the Finance & Ordinance Committee met on September 28th and discussed the 2017 Preliminary Budget and the Rental Inspection Licensing Program.

ZONING, HOUSING & PROPERTY:

Mr. Rittenhouse reported there were six (6) building permits issued during the month of September, 2016. Richard Ewing, 715 S. Main Street, solar heat, Christopher MacKanich, 411 Queen Street, windows; Andrew Dellaquila, Yost & Main Streets, fence; James Evans, 538 Bridge Street, 12x12 shed; Fisher Real Estate, 316 Chestnut Street, electric; Beth Bruno, 152 Hall Street, fence. The estimated cost of construction for the month of September, 2016 was \$29,000. Permit fees collected for the month of September, 2016 was \$623.00.

PARKS & RECREATION:

Mr. Sweeney reported the committee met on September 15. The majority of their discussion was focused on the 2017 Sesquicentennial celebration.

The committee also discussed the upcoming Music and Market Festival, the Christmas Tree Lighting, and next year's events.

He noted that the Spring City Music and Market Festival was held on October 1. Attendance was up from previous years in spite of cloudy skies and the rainy forecast. The committee would like to thank the musicians who performed, George's Music, L&W Printing, Paradise Gifts, Tuned Up Brewing, First UCC Church of Spring City, The Spring City Road Crew, The Spring City Police Department and the many individuals who helped make the event a success.

LIBRARY:

Mr. DiGuseppe reported the following library statistics for August, 2016: Circulation 4,637; Program Attendance: 28 children programs - 406 attended; 9 adult programs - 34 attended. Internet Usage (average 14/day). Donations Received - \$428.15. E-mail Newsletter Subscribers: 378. The next board meeting is Tuesday, October 18th.

FINANCIAL REPORTS: (Enclosed)

APPROVAL OF REPORTS:

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

PUBLIC COMMENTS:

Peter Trynkiewicz, 14 N. Main Street, addressed council and expressed his thanks to council for their successful efforts in sponsoring the Music/Market Festival. He also noted his concerns for better traffic safety measures in the future.

UNFINISHED BUSINESS:

1. Report on the Status of the Sesquicentennial Activities.

Mr. Sweeney updated council on the planning progress of the Sesquicentennial Celebration. Fundraising - The committee is creating a list of possible contributors and recently met with representatives of the Spring City American Legion. They are selling 150th anniversary magnets and so far, have raised \$221.00.

Events - Parade - The committee has contacted a number of marching bands. Fireworks - Four companies have been contacted; estimated price range from \$3,500. To \$10,000. Suggested areas to launch the fireworks are being discussed.

A website has been established - www.springcity150@aol.com.

Interest is growing for the celebration event and volunteers are coming out to the planning meetings.

President DiGuseppe commended Mr. Sweeney for all of his work and time to help

**ADMINISTRATOR'S REPORT FOR THE MONTH OF:
SEPTEMBER, 2016**

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

GENERAL GOVERNMENT

		<u>% UNSPENT</u>
General Government	\$ 52,276.52	31%
Protection to Persons and Property	\$ 146,216.95	30%
Planning, Zoning and Housing	\$ 91,826.39	77%
Streets and Highways	\$ 143,143.61	30%
Street Repaving	\$ 188,600.00	100 %
Parks and Recreation	\$ 12,999.17	52%
Insurance	\$ 44,295.00	95%
Street Lighting	\$ 15,724.95	29%
Library	\$ 0	---
Liberty Fire Company	\$ 22,100.00	100%
Association Dues and Expenses	\$ 2,158.45	99%
Building and Property	\$ 28,906.08	84%
1% Tax Collection	\$ 932.70	19%
OPT Tax Collection	\$ 156.26	63%
Workers' Compensation	\$ 13,480.87	32%
Engineering and Consulting	\$ 16,467.33	45%
CRP Grant – Consulting	\$ 46,779.40	89%

SEWER ACCOUNT

\$1,382,957.22 72%

This report reflects all wages and bills paid through September 30, 2016.

Tax Collector's Monthly Report to Taxing District

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

For The Month of: 8/28/2016 00:00:00 To 9/23/2016 23:59:59

	Municipal/County			School			Per Capita	Others	Totals	
	Current		Interim	Current		Interim				Interim/Other
	Current	Interim	Other	Current	Interim	Interim/Other				
A. Collections										
1. Balance Collectable -Beginning of the Month	\$27,780.37	\$19.05	\$0.00	\$0.00	\$0.00	\$0.00	\$2,695.00	\$3,340.00	\$33,834.42	
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	\$27,780.37	\$19.05	\$0.00	\$0.00	\$0.00	\$0.00	\$2,695.00	\$3,340.00	\$33,834.42	
4. Less: Face Collections for the month	\$1,735.03	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30.00	\$37.50	\$1,802.53	
5. Less: Deletions from the List	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5.00	\$6.25	\$11.25	
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	\$26,045.34	\$19.05	\$0.00	\$0.00	\$0.00	\$0.00	\$2,660.00	\$3,296.25	\$32,020.64	
B. Reconciliation of Cash Collected										
9. Face Amount of Collections - Must agree with line 4	\$1,735.03	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30.00	\$37.50	\$1,802.53	
10. Plus: Penalties	\$173.51	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$3.00	\$3.78	\$180.29	
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	\$1,908.54	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$33.00	\$41.28	\$1,982.82	
13. Total Cash Collected All Columns										

C. Payments of Taxes

14. Amount Remitted During the Month

Date	Transaction #	Amount
08/31/2016		\$1,563.35
09/20/2016		\$419.47
	TOTAL	\$1,982.82

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

TOTAL

16. Total Remitted this Month

TOTAL

\$1,982.82

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) Dominic R. [Signature]

Title: Manager

Date: 10/13/16

The Report of the Treasurer of the Borough of Spring City, PA at the close of business September 30, 2016

Balance as of last report	\$3,067,056.83
CD Purchased	\$ 81,000.00
CD Deposited	\$ 138,000.00

	\$3,010,056.83

Deposits Sec'y Office – General Fund

Berkheimer Associates – E.I.T.	\$ 45,617.95
Berkheimer Associates – O.P.T.	\$ 605.01
Trash Collection Fees	\$ 42,645.05
Trash Certs	\$ 90.00
Taxes	\$ 34,000.00
Winter Storm Public Assistance Grant	\$ 7,372.56
799 SC Road Financial Security Deposit	\$ 187,000.00
Police – County Rtg. Patrol	\$ 125.64
Bulk Pick Ups	\$ 465.00
Local Fines	\$ 1,609.97
County Fines	\$ 212.14
Interest	\$ 17.18
Realty Transfer Tax	\$ 2,426.73
Lease Dwelling Fees	\$ 3,927.34
Police Services	\$ 336.00
CD Deposited	\$ 138,000.00
L/D Escrow Fee	\$ 2,000.00
RTK Fee	\$ 14.08
Utility Permits	\$ 43.34
Recycling	\$ 107.50
Liquor License Fee	\$ 400.00
Liens - Attorney Fees	\$ 250.00
Liens - Costs	\$ 36.00
Liens - Penalty	\$ 111.05
Liens - Interest	\$ 385.28
Building Permits	\$ 623.00
U & O Inspections	\$ 500.00
Accident Reports	\$ 105.00
Parking Tickets	\$ 105.00
Soliciting Permits	\$ 20.00
TOTAL DEPOSITS TO GENERAL FUND	\$ 469,150.82

DEPOSITS TO OTHER ACCOUNTS

PLGIT	\$ 30.39
Gasoline Tax Fund – Interest added To CD	\$ 14.73

Page 2- DEPOSITS TO OTHER ACCOUNTS - CONTINUED

Park & Recreation Fund – NSF Check	
Fee	\$ 35.00
Park & Recreation Fund – C.A.O.S.C.	
Utility Lease	\$ 1,400.00
Street Lighting Fund – Intra Fund	
Transfer	\$ 16,000.00
Non-Uniform Employees Pension Fund –	
CD Deposited	\$ 4,000.00
Non-Uniform Employees Pension Fund-	
Interest Deposited	\$ 187.66
TOTAL DEPOSITS OTHER ACCOUNTS	\$ 21,667.78
TOTAL DEPOSITS TO ALL ACCOUNTS	\$ 490,818.60

\$ 490,818.60

\$3,500,875.43

WITHDRAWALS

By Orders #1373-1374 Street Lighting Fund	\$ 4,123.88
By Orders #10178-10179 Non-Uniform Employee Pension Fund	\$ 1,357.78
By Orders #1746-1748 Park & Recreation Fund	\$ 2,389.74
By Orders #13463-13502, 28326-28364 General Fund	\$ 179,216.14
TOTAL WITHDRAWALS	\$ 187,087.54

Balance On Account – General Fund

Checking	\$ 389,385.01	
Certificate	\$ 1,469,000.00	\$ 1,858,385.01

On Account – Motor Equipment Fund

Checking	\$ 1.00	
Certificate	\$ 124,281.62	\$ 124,282.62

Balance On Account – Street Lighting Fund

Checking	\$ 14,455.54	\$ 14,455.54
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Balance On Account – Gasoline Tax Fund

Checking	\$ 1.00	
Certificate	\$ 436,653.00	\$ 436,654.00

Balance On Account – Park & Recreation Fund

Checking	\$ 2,451.31	
Certificate	\$ 24,656.99	\$ 27,108.30

Balance On Account – Non-Uniform Employee Pension Fund

Checking	\$ 5,361.80	
Certificate	\$ 709,430.20	\$ 714,792.00

Balance On Account- Police Motor Equipment Fund

Checking	\$ 1.00	
Certificate	\$ 10,147.36	\$ 10,148.36

Balance On Account- PLGIT Capital Reserve Fund

\$ 122,604.28	\$ 122,604.28
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Balance On Account \$ 3,308,430.11

\$ 3,500,875.43

Respectfully submitted



Florence M. Watts

The Report of the Treasurer of the Borough of Spring City, Pa. at the close of business
September 30, 2016

SEWER FUND #2

Balance as of last report	\$ 3,913,001.52	
CD purchased	\$ 110,000.00	
CD Deposited	\$ 29,000.00	

	\$ 3,994,001.52	\$3,994,001.52
Deposits		
Sewer Rent	\$ 31,471.24	
Interest	\$ 62.61	
NSF Check	\$ 210.90	
Bank Fee NSF Check	\$ 35.00	
Sewer Certs	\$ 90.00	
CD Deposited	\$ 29,000.00	
Sale – Chevy Truck	\$ 4,877.00	
Liens – Attorney Fee	\$ 1,000.00	
Liens - Costs	\$ 54.00	
Liens - Penalty	\$ 111.04	
Liens - Interest	\$ 591.35	

	\$ 67,503.14	\$ 67,503.14
		\$ 4,061,504.66

WITHDRAWALS

By Orders #7612-7636, 21691-21699		\$ 150,404.36
Balance On Account	\$ 140,100.30	
Certificate	\$3,771,000.00	\$3,911,100.30

		\$4,061,504.66

Respectfully submitted



Florence M. Watts

The Report of the Treasurer of the Borough of Spring City, Pa. at the close of business September 30, 2016

POLICE PENSION FUND

Balance as of last report

Checking	\$ 19,887.07
Certificate – PNC Bank	\$ 479,527.48
Certificate - Phoenixville Federal Bank	\$ 39,299.79

	\$ 538,714.34

Deposits

Interest	\$ 29.80
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\$ 538,744.14

Withdrawals:

By Orders 2100-2101	\$ 3,431.79
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Current Balance On Account

Checking	\$ 16,455.28
Certificate PNC Bank	\$ 479,527.48
Certificate Phoenixville Federal Bank	\$ 39,329.59

	\$ 535,312.35

\$ 538,744.14

Respectfully submitted



Florence M. Watts

The group will again be talking to the Spring City American Legion representatives on October 17th to discuss fundraising in more detail.

NEW BUSINESS:

1. Pension Resolutions - 2017 MMO's to the Pension Plans.

Mr. Castor motioned to adopt Resolution #2016-10 which states no employee contributions are necessary to the Non-Uniform Pension Fund based on the submittal of the actuarial study of the 2017 non-uniform employee pension plan financial requirement and municipal obligation report and that the minimum municipal obligation for 2017, if paid by December 31, 2017 is \$54,639.00 as shown on the 2017 report for the plan. Mr. Kern seconded. Motion carried.

Mr. Shaner motioned to adopt Resolution #2016-11 which states no employee contributions are necessary to the Police Pension Fund based on the submittal of the actuarial study of the 2017 police pension plan financial requirement and municipal obligation report and that the minimum municipal obligation for 2017 if paid by December 31, 2017 is \$48,744.00 as shown on the 2017 report for the plan. Mr. Bauman seconded. Motion carried.

3. 2016 Receipt and Distribution of the Volunteer Fire Relief Association Allocation.

The 2016 Commonwealth Fireman's Relief Funds check in the amount of \$18,877.15 was direct deposited on September 20th by the Commonwealth.

Mr. Shaner motioned to distribute the 2016 Fireman's Relief Funds in the amount of \$18,877.15 to the Liberty Fire Company. Mr. Kern seconded. Motion carried.

READING OF THE PAYMENT OF THE BILLS:

GENERAL ACCOUNT: (OFFICE) H.A. Berkheimer, Inc. \$664.49; A.T.&T. \$55.85; Baer Romain, LLP \$408.00; PAW 24.17; Verizon \$163.47; Staples \$367.89; PECO \$426.96. TOTAL: \$2,110.83. (STREETS) Oehlert Bros. Inc. \$287.95; Treasurer of Chester County \$435.67; Little's \$476.69; Eagle Disposal \$6,989.85; A.J. Blosenski, Inc. \$3,192.10; Flexible Benefits Plans, Inc. \$3,822.93; Chester County Solid Waste Authority \$4,224.14; AirGas \$31.10; Mowrey-Latshaw \$128.71; Baer Romain, LLP \$348.00; Sherwin-Williams \$134.35; Wensel's \$244.98; Provident \$59.36; CDI Lawn Equipment \$44.98; H.A. Weigand, Inc. \$177.50; EPWPCOA \$40.00; PECO \$35.22; Berks & Beyond \$401.94. TOTAL: \$21,075.47. (POLICE) deCordre Automotive \$667.24; Oehlert Bros. Inc. \$740.80; Borough of Pottstown \$200.00; Crystal Springs \$22.09; PAW \$653.99; Flexible Benefits Plans, Inc. \$5,706.64; DrugScan, Inc. \$168.00; L&W Group \$174.00; Verizon \$300.87; Staples \$390.77; Provident \$63.15; PA State Constable, Joshua Z. Stouch \$55.00. TOTAL: \$9,142.55.

SEWER ACCOUNT: Buckman's Inc. \$744.00; Oehlert Bros. Inc. \$34.98; M.J. Reider Associates, Inc. \$1,000.00; J.C. Ehrlich Company, Inc. \$56.00; Crystal Springs \$68.08; Action Data Services \$290.67; Flexible Benefits Plans, Inc. \$3,457.24; Pottstown Roller Mills, Inc. \$412.80; EEMA \$12,629.44; Mowrey-Latshaw \$107.27; AT&T \$46.01; PAW \$128.88; Baer Romain, LLP \$480.00; American Retirement Life \$1,214.27; Verizon \$185.73; Provident \$134.78; CIGNA \$121.00; A.J. Blosenski \$525.00; Controlex Service Corporation \$560.00; American Bankers Ins. Co. of Florida \$3,106.00; USALCO \$2,358.76; PECO \$274.73; Wrigley's \$147.00. TOTAL: \$28,082.64.

STREET LIGHTING FUND: PECO \$4,166.82. TOTAL: \$4,166.82.

BUILDING & PROPERTY FUND: Crystal Springs \$23.84; Staples \$199.99; Spring City Electrical Mfg. Co. \$1,487.00; Rileighs Outdoor Décor \$262.19. TOTAL: \$1,973.02.

PARK & RECREATION FUND: PECO \$138.20; Advance Auto Parts \$95.94; United Site Services \$96.03. TOTAL: \$330.17.

PLANNING, ZONING & HOUSING FUND: Baer Romain, LLP \$912.00; Motley Associates, Inc. \$1,912.40. TOTAL: \$2,824.40.

GASOLINE TAX ACCOUNT: Charlestown Paving & Excavating, Inc. \$113,171.45. TOTAL: \$113,171.45.

INSURANCE FUND: PIRMA \$69,612.00; EMC Insurance Company \$24,889.00. TOTAL: \$94,501.00.

ENGINEERING & CONSULTING FUND: Motley Associates, Inc. \$820.00; Mockenhaupt Benefits Group \$700.00. TOTAL: \$1,520.00.

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

ANNOUNCEMENTS:

Mr. DiGuiseppe announced the following committee meetings are scheduled for the month of October, 2016: **Sewer Committee**, Thursday, October 13th, 6:30 p.m.; **Planning Commission**, Wednesday, October 19th, 7:00 p.m.; **Parks & Recreation Committee**, Thursday, October 20th, 6:00 p.m.; **Police Committee**, Thursday, October 20th, 6:30 p.m.; **Finance & Ordinance Committee**, Wednesday, October 26th, 6:30 p.m.

The November Borough Council meeting is scheduled for Monday, November 7th, 2016, 7:00 p.m.

EXECUTIVE SESSION:

Mr. DiGuiseppe stated there will be a five minute recess and then council will go into executive session to discuss a Park Spring Sewer litigation matter.

Mr. DiGuiseppe called the regularly scheduled meeting back to order.

ADJOURNMENT:

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

Respectfully submitted,
Dennis Rittenhouse