

**APRIL 12, 2016**  
**PROSPECT PARK, PA**

The meeting of the Prospect Park Borough Council was held on, April 12, 2016 at 7:30 p.m. at Borough Hall. President O'Connell called the meeting to order and led in saying the Pledge of Allegiance.

**ROLL CALL**

Members present were: Mayor Harris, Mrs. Shallet, Mr. Bradley, Mr. O'Connell, Mr. Moore, Mrs. Faison and Mr. Schreiber. Mr. Jurek was absent. Mr. McBlain, Ms. Catania and Ms. Edwards were also present.

**MINUTES**

President O'Connell entertained a motion to approve the minutes of March 8, 2016 Council Meeting. Mr. Moore made the motion, seconded by Mrs. Shallet. All in favor motion carried.

**SECRETARY'S REPORT - MRS. HURST**

Mrs. Hurst read the Secretary's Report for the month of March 2016. Total deposits for the General Fund were \$1,432,653.32; Sewer Fund \$487,887.82 Liquid Fuels \$152,652.55 Escrow Fund \$2,500.00; Recycling Fund \$4,782.05. President O'Connell entertained a motion for approval of the Secretary's Report for March 2016. Mr. Moore made the motion, seconded by Mr. Bradley. All in favor, motion carried.

President O'Connell read over the agenda for tonight's meeting. President O'Connell opened the meeting to public participation regarding the agenda.

Lisa Whitehouse, 517 Prospect Avenue, asked why the approval/disapproval of the proposed parking lot located at 000 Prospect Avenue is not on the agenda. There was a Zoning Hearing Board meeting held and the residents in attendance were instructed to come tonight to find out Council's decision. Mr. Shaw, 512 Prospect Avenue, had concerns about the proposed lot as well. Mr. McBlain explained that Council does not make a decision on Zoning Hearing Board meetings. That is the job of the Zoning Hearing Board. They are a completely separate entity. Ms. Whitehouse asked if a decision was made on whether the fence on the property is going to 6 or 8 feet. Mr. McBlain responded we do not have that information. Mr. Shaw said he is concerned about water runoff, trees growing onto his property and the effect this parking lot will have on the children in the neighborhood. President O'Connell explained that Council does not have a say in the matter. Mayor Harris explained that the Zoning Officer will receive plans for review and he will be sure they are in compliance with Borough Ordinances and the Zoning Hearing Board's conditions.

Rick Keckler, 501 Prospect Avenue, asked if there is an appeal process. Mr. McBlain stated they cannot appeal the Zoning Hearing Board's decision with Borough Council.

Greg Sutphin, 852 11<sup>th</sup> Avenue, asked if he should clarify the issues as the Zoning Hearing Board Chairman. Mr. McBlain told Mr. Sutphin that this is not the forum for a discussion on their hearing.

Phyllis Floyd, 604 14<sup>th</sup> Avenue, asked if Interboro School District's project is in compliance with regards to the escrow release on the agenda. Ms. Catania replied that they are and that there will be 10% retainage held until the stormwater as-builts are complete.

### **REPORT OF ENGINEER – LISA CATANIA**

Lincoln Avenue Improvements –The contractor has abandoned work due to winter season and perceived conflicts. Contractor has requested startup date for continuing work. Abbonizio was to start work the week of March 28, however, due to cold weather conditions, project is delayed. ADA ramps are approved with the exception of the intersection of 11<sup>th</sup> & Lincoln Avenues. Those ramps were resubmitted last week. We have requested additional information with regard to schedule including the number of crews, the location of construction by those crews and an updated schedule.

Sanitary Sewer Improvements – JCM Contractors has substantially completed work and will resume final trench restoration in the spring. A change order in the amount of \$8,200 for extension of the length of main and additional laterals is recommended.

Moore's Lake Dam - PADEP has not confirmed the ownership of the dam. Documentation concerning the bridge indicated the bridge is owned by PADOT.

Generator - Borough Hall calculations to determine the required size and pressure of the gas line to utilize the generator at full capacity are forthcoming. A scope of work has been provided for the resolution of the pressure problem. One proposal for work was received.

AQUA - AF Damon is expected to start work in April 2016.

Annual Maintenance Contracts - Contracts have been forwarded to A to U Services.

2016 Road Program - I would suggest a list of roads be developed and authorization to bid be considered. A copy of the updated road priority list was distributed.

Interboro School District - Received maintenance bond required under final documents for close-out. AS-built drawing of the storm water system is outstanding.

CDBG 2015 – Design and specifications have been initiated. Survey work is completed.

### **STORM/SANITARY ISSUES:**

2<sup>nd</sup> & Pennsylvania Avenue - Received a request from a resident on 2<sup>nd</sup> Avenue to investigate erosion along his property and drive.

Chester Pike & Amosland Road Sanitary - Awaiting results of video inspection of Norwood borough lines.

Mayor Harris asked Ms. Catania how she is making out with the Borough Hall generator. Ms. Catania spoke with the designer regarding the regulator. A redesign is forthcoming.

### **REPORT OF THE MAYOR HARRIS**

Mayor Harris read the police report for the month of March 2016. Officers responded to 30 motor vehicle accidents. Each accident was investigated and reports filed. Officers responded to

18 domestic situations including violations of protection from abuse orders or other types of domestic. Each complaint was handled by an arrest or referred to the proper agency. Officers responded to 15 fire, burglary or robbery alarms. The Police Department assisted local ambulance and paramedic units on 49 medical emergencies. There were 2 motorist assistance calls, and 2 911 hang-up calls. There were a total of 368 complaints.

Mayor Harris asked Mr. Schreiber to coordinate a clean-up from 2<sup>nd</sup> Avenue to the Morton Homestead on Lincoln Avenue with the Chief and Highway Department.

Mayor Harris received an e-mail from a resident on the 500 block of Prospect Avenue indicating the parking is getting out of control. Mayor Harris reported that tickets are being given out.

Mayor Harris thanked the Prospect Park Police Department for cleaning up the Borough garage.

#### **REPORT OF HEALTH AND INSURANCE – MRS. SHALLET**

Mrs. Shallet attended the Workplace Safety Committee meeting on April 6<sup>th</sup>. There was discussion about snow emergency routes. Carbon monoxide detectors will be ordered for the Borough garage. The new lawn mower is ready to go.

Mrs. Shallet attended a board of health meeting on March 18<sup>th</sup>. The discussions were rodent control and drug use.

#### **REPORT OF BUILDINGS AND PARKS - MR. BRADLEY**

The protection nets for Witmer Field have been ordered. The installation of the new bleachers at Witmer Field is complete. The painting at the police station is complete. The carpet installation will begin soon.

#### **REPORT OF SOLICITOR – MR. MCBLAIN**

Mr. McBlain had no action items.

#### **REPORT OF FINANCE – PRESIDENT O’CONNELL**

**PAYROLL** - All members have a copy of the Payroll Report for March 2016 which totaled \$136,875.27. Mr. Bradley made a motion to approve the payroll for March 2016, seconded by Mrs. Faison. All in favor, motion carried.

**BILLS LIST** – All members have a copy of the Bill List for the month of March 2016 to be paid in April 2016 in the amount of \$593,958.97. Mr. Moore made a motion to approve the Bill List, seconded by Mrs. Faison. All in favor, motion carried.

**TREASURER’S REPORT**: All members have a copy of the Treasurer’s Report for March 2016. Total cash balance General Fund: \$1,295,466.38; Sewer Fund: \$292,884.14; Highway Fund: \$203,965.43; Escrow Fund: \$241,003.44 Recycling Fund: \$26,154.32 Mr. Bradley made a motion to approve the Treasurer’s Report, seconded by Mrs. Shallet. All in favor, motion carried.

The Lincoln Avenue Project has resumed. All businesses will remain open during construction. Peco performed work last week. President O’Connell asked residents to please be patient during construction.

### **REPORT OF PLANNING AND ZONING - MR. MOORE**

Mr. Moore read The Zonings Officer Report for the month of March: 56 annual apartment unit inspections; 3 single annual inspections; 5 sale of property inspections; 0 duplex annual inspection; 38 zoning & permit reviews.

The Planning Commission was cancelled last week. The Planning Commission had discussions about re-zoning Lincoln Avenue from Chester Pike to Darby Creek. If anyone has questions, please attend a Planning Commission meeting.

The Zoning Hearing Board had two applications on their agenda on March 30<sup>th</sup>. The first application was for a shed at 1612 Holmes Road. This application was denied.

The second application was from Finish Line Collision for a parking lot at 000 Prospect Avenue. Mr. Moore believes this application was approved with the following conditions: an 8 foot fence must be installed, instead of a 6 foot; operating hours shall be Monday through Friday from 9:00 a.m. to 5:00 p.m.

The two meetings totaled two hours. Mr. Moore sent thank you letters to the members.

Mr. Moore made a motion to approve Escrow Release #1 in the amount of \$129,300.00 to Interboro School District and \$7,111.50 to Prospect Park Borough for the parking improvements project, seconded by Mr. Schreiber. All in favor, motion carried.

### **REPORT OF PUBLIC SAFETY – MR. JUREK**

Mr. Jurek was absent.

President O’Connell, on behalf of Mr. Jurek, thanked the Fire and Police Departments for all they do for the Borough.

President O’Connell entertained a motion to accept the bid from C & B Motors in the amount of \$1,001.00 for the purchase of the 2005 Ford Crown Victoria Police Vehicle. Mr. Moore made the motion, seconded by Mr. Schreiber. All in favor, motion carried.

### **REPORT OF LIBRARY AND RECREATION – MRS. FAISON**

The Easter Egg Hunt was held Saturday, March 19, 2016 at 10:00 a.m. It was a huge success with over 150 kids in attendance.

Mrs. Faison is working on the summer concerts.

The library will hold Toddler Storytime for children ages 2 to 3 and their caregivers on Friday, April 8<sup>th</sup>, 15<sup>th</sup>, 22<sup>nd</sup> and 29<sup>th</sup> at 11:15 a.m. “Dining to Donate” is scheduled for Thursday, April 14<sup>th</sup> and Friday, April 15<sup>th</sup> at the Trieste Italian Restaurant. Trieste will donate 15% of your check to the Library when you dine in or take out on those dates. Science in the Summer is scheduled for July 25<sup>th</sup> and 26<sup>th</sup>. Registration is required.

### **REPORT OF PUBLIC WORKS - MR. SCHREIBER**

The Highway Department has all equipment ready for spring and summer. This includes the new riding mower.

Mr. Schreiber made a motion to accept the bid from C & B Motors in the amount of \$300.00 for the purchase of the 2000 Sterling Street Sweeper, seconded by Mrs. Faison. All in favor, motion carried.

Mr. Schreiber made a motion to approve Change Order in the amount of \$8,200.00 from JMC Contractors for the Sanitary Sewer Improvements Project, seconded by Mrs. Faison. All in favor, motion carried.

Mr. Schreiber made a motion to approve invoice from A to U Services in the amount of \$1,835.00 for the manhole repair at 16<sup>th</sup> Avenue and Amosland Road, seconded by Mrs. Faison. All in favor, motion carried.

### **JUNIOR COUNCIL PERSON – SHELBY EDWARDS**

There will be a 5K on Saturday, May 14<sup>th</sup> at the South Avenue Complex to raise money for the American Cancer Society.

The Interboro High School Play is Anything Goes. The play runs from May 14<sup>th</sup> through May 16<sup>th</sup>.

The Interboro School Board meets Wednesday, April 20<sup>th</sup>.

### **OLD BUSINESS**

President O’Connell explained to the residents that the new sound equipment they see in Council Chambers was purchased with funds from a Comcast grant.

### **NEW BUSINESS**

None.

### **MEETING OPEN TO PUBLIC PARTICIPATION FOR A MAXIMUM OF THIRTY MINUTE**

Phyllis Floyd, 604 14<sup>th</sup> Avenue, asked for an update on the properties that she previously complained about. President O’Connell explained the process of condemning a nuisance property. Mayor Harris told Mrs. Floyd that he discussed these properties with her last week, the week before and numerous times over the last several months. Mayor Harris explained to Mrs. Floyd that we are on top of these properties and that he is done discussing it with her. Mayor Harris instructed Mrs. Floyd to bring any and all personal problems directly to him in the future.

Lisa Whitehouse, 517 Prospect Avenue, asked Mr. Moore if he knows for sure that the fence that will be installed at 000 Prospect Avenue will be 8 feet. Mr. Moore replied that he does believe it will be an 8 foot fence. Ms. Whitehouse asked if the resident should come back to Council to continue to discuss the proposed lot at 000 Prospect Avenue. Mr. McBlain explained that the Council cannot override the Zoning Hearing Board’s decision, so there would be no need to come back to discuss the property. Mr. Shaw, 512 Prospect Avenue, voiced his concerns over how many cars the parking lot at 000 Prospect Avenue will hold.

Natalie Nowroozi, 756 3<sup>rd</sup> Avenue, stated that cars cutting through 4<sup>th</sup> Avenue are speeding and requested that the Chief have the Police Officers patrol this area between 3:00 and 6:00.

Paul Johnson, 1021 Washington Avenue, mentioned article about Prospect Park Borough that was in the Daily Times. The article highlighted all of the positive characteristics about the Borough.

President O'Connell thanked Mr. Johnson for bringing up the article. The Mayor and Council are all proud of the article. The residents of the Borough should also be proud.

Pat Quinn, 840 8<sup>th</sup> Avenue, asked if the Prospect Park School Memorial Day essay winners are welcome to attend the May meeting and read their essays. President O'Connell replied yes. Mr. Quinn congratulated Chris Schumm for receiving the Sportsman of the Year Award.

**MOTION TO ADJOURN**

President O'Connell entertained a motion to adjourn. Mrs. Faison made the motion, seconded by Mr. Moore. All in favor, motion carried. The meeting adjourned at 8:42 p.m.

Attest

Respectfully Submitted

Deborah A. Hurst  
Borough Secretary