

JANUARY 13, 2015
PROSPECT PARK, PA

The meeting of the Prospect Park Borough Council was held on January 13, 2015 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, Mr. Jurek, Mrs. Faison, and Mr. Schreiber. Mr. McBlain and Ms. Catania were also present. Mr. Cleaver was absent.

MINUTES

President O'Connell entertained a motion to approve the minutes of the December 9, 2014 Council Meeting. Mr. Jurek made the motion, seconded by Mr. Moore. All in favor, motion carried.

SECRETARY'S REPORT - MRS. HURST

Mrs. Hurst read the Secretary's Report for the month of December 2014. Total deposits for the General Fund were \$46,594.77; Sewer Fund \$3,754.86 Liquid Fuels \$0.92; Escrow Fund \$5,000.00; Recycling Fund \$146.70. President O'Connell entertained a motion for approval of the Secretary's Report for December 2014. 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.

REPORT OF ENGINEER –MS. CATANIA

Lincoln Avenue Improvements – The bid documents have been submitted to PADOT mid October. Additional \$300,000 TAP grant will be added to the project upon approval of DVRPC 2015 TIP. The Borough will need to enter into an agreement for the inspection services and forward to DVRPC/PaDOT. Let date is not yet available.

CDBG 2008 - Sanitary Sewer Rehabilitation - There are three areas that have cracked lines that will need to be replaced. A list of problem areas that will need replacement has been compiled.

CDBG 2013 – Lincoln, 16th and Carlisle Sanitary Sewer Rehabilitation –. Work is substantially complete. Awaiting final paperwork for close-out and final payment.

CDBG 2014 – The bid package for resurfacing of Nassau Blvd and 4th Avenue has been sent to the Office of Housing and Community Development. I would request authorization to bid this project.

CDBG 2015 – Applications for Prospect Avenue Street Improvements and Park Square Improvements are completed and forwarded to the Borough for signature. Application Deadline is January 12, 2015.

Fire House Generator – Higgins Electric has substantially completed work. We are awaiting start up schedule from Higgins and MTU.

Annual Maintenance Contract – Contracts have been forwarded to the Solicitor for review for Borough execution. .

PECO Green Region Grant – The Borough has been notified of an opportunity for grant up to \$10,000 for various projects including habitat improvement, planning open space, open space projects. There is a match of 50% for this grant.

Green Light Go – Grant opportunity for upgrade of lights. Lights within the Borough are identified as “Critical Corridor”. This program will require 50% match and as noted on the attached, PADOT will manage the project, if awarded, and take over ownership of lights in these corridors. I would recommend the Borough contact State officials to determine if this grant is viable for the Lincoln Avenue corridor.

SUBDIVISIONS:

Finish Line Collision – the Developer has requested release of escrow #5. Some items were previously released. I am recommending release of \$5,800.00 for completed work, \$3,272.50 of engineering and inspection fees as well as the remainder of the legal escrow, once the maintenance security is set in the amount of \$5950.00. Maintenance security will be held for 18 months. I have verified that all engineering and legal fees are paid to date.

Storm/Sanitary issues:

Summit Avenue – Cleaver has received the design documents. No schedule has been set.

Sanitary Sewer I & I Study – Meter #1 watershed – A summary of the video inspection has been forwarded to the Borough for record.

REPORT OF THE MAYOR HARRIS

Mayor Harris read the police report for the month of December 2014. Officers responded to 27 motor vehicle accidents. Each accident was investigated and reports filed. Officers responded to 16 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 17 fire, burglary or robbery alarms. The Police Department assisted local ambulance and paramedic units on 50 medical emergencies. There were 8 motorist assistance calls, and 5 911 hang-up calls. There were a total of 288 complaints.

Mayor Harris read a thank you letter from the family of Peg Johnson who passed away.

REPORT OF HEALTH AND INSURANCE – MRS. SHALLET

Mrs. Shallet has been assisting Mrs. Dolan on her 2015 Health Inspections, and will continue to do so until inspections are completed.

REPORT OF BUILDINGS AND PARKS - MR. BRADLEY

The firehouse is currently having electrical work done, as well as ceiling fan repairs.

REPORT OF SOLICITOR – MR. MCBLAIN

The final agreement for Comcast was sent with conditions. Mr. McBlain will prepare Ordinance for February’s meeting with a 15 year contract. All Prospect Park schools will be provided with cable services. There will also be a grant provided to the Borough.

REPORT OF FINANCE – PRESIDENT O’CONNELL

PAYROLL - All members have a copy of the Payroll Report for December 2014 which totaled \$147,917.67. President O’Connell entertained a motion to approve the payroll for December 2014. Mr. Bradley made the motion, seconded by Mrs. Shallet. All in favor, motion carried.

BILLS LIST – All members have a copy of the Bill List for the month of December 2014 to be paid in January 2015 in the amount of \$151,850.34. President O’Connell entertained a motion to approve the Bill List. Mrs. Shallet made the motion, seconded by Mr. Bradley. All in favor, motion carried.

TREASURER’S REPORT: All members have a copy of the Treasurer’s Report for December 2014. Total cash balance General Fund: \$199,825.22; Sewer Fund: \$136,585.82; Highway Fund: \$93,606.15; Escrow Fund: \$103,335.65 Recycling Fund: \$609.43. President O’Connell entertained a motion to approve the Treasurer’s Report. Mr. Bradley made the motion to approve the Treasurer’s Report, seconded by Mrs. Faison. All in favor, motion carried.

The Lincoln Avenue project is ongoing. President O’Connell asked Ms. Catania to explain the Lincoln Avenue project and a hopeful timeline. Ms. Catania said no specific date, but they are hoping for a spring start time.

There is nothing yet on the Lincoln Avenue bridge repair or replacement.

President O’Connell entertained a Motion to Approve the Agreement for Inspection Services, Traffic Planning and Design for the Lincoln Avenue Project. Mr. Bradley made the motion, seconded by Mr. Moore. All in favor, motion carried

President O’Connell entertained a Motion to Appoint Leitzell & Economidis as the Borough’s 2015 Auditors. Mr. Bradley made the motion, seconded by Mr. Moore. All in favor, motion carried.

President O’Connell entertained a Motion to appoint the following to the FOP Negotiation Committee: Councilman Robert Jurek, Councilwoman Mary Ann Shallet, Council President Patrick O’Connell, Mayor Jeff Harris and Solicitor John McBlain. Mr. Bradley made the motion, seconded by Mrs. Faison. All in favor, motion carried.

REPORT OF PLANNING AND ZONING - MR. MOORE

Mr. Moore read the following Zoning Officer report for the month of December 2014: 9 annual apartment inspections; 2 single annual inspections; 12 sale of properties; 24 zoning and permit reviews.

Mr. Moore made a motion to Re-Appoint Gregory Sutphin to the Zoning Hearing Board for a term of four years, seconded by Mr. Schreiber. All in favor, motion carried.

Mr. Moore made a Motion to release Finish Line Escrow #5 in the amount of \$5,800, per the engineer’s recommendation, seconded by Mr. Bradley. All in favor, motion carried.

The Planning Commission held their Reorganization meeting at the January Planning Commission meeting. Mr. Schwenke was Re-appointed as Chairman of the Planning

Commission, and Mr. Cleaver was appointed Vice-Chairman. The Planning Commission discussed the Comprehension Plan. Chairman Schwenke asked for direction on what council would like the Planning Commission to do regarding the Comprehension Plan.

President O'Connell said with the development of the Lincoln Avenue project and also the plan that was created by yourself, and other the members. The engineer is recommending we move forward to try to see what can be implemented, and what would benefit us.

Mr. Catania said these plans can typically take two or three years of planning and prep work. Ms. Catania suggested at the meeting, that this is a living document. You now have the historic house that we have acquired. The Compression Plan is three years old and this is a ten year plan. So the Planning Commission needs to start looking at that plan, and how we can implement that plan. So you would need to start from scratch, and get recommendation on what's going on with the Zoning Hearing Board, as well as what's going on with the Planning Commission. That way we can update the Comprehension Plan and Ordinances in a timely fashion. You don't want it to go stale. Ms. Catania said that she uses the Comprehension Plan when she does her reviews.

Mr. Schwenke said that any zoning issues would still come from Council and the engineer first correct? Ms. Catania said yes and no. She said her and Mr. Cepis are seeing a lot of things that need to change in the zoning ordinance, so initially some things will come from her. Now as the Planning Commission, you're seeing developing plans, and plans for new single home that might need some buffers there, so landscaping could but part of the zoning ordinance. So she would like to see some recommendations come to Council.

Mr. Schwenke said he would like to make one point. Through this whole Lincoln Avenue Revitalization Project, the Planning Commission has not been involved in one meeting. President O'Connell said that committee was appointed years ago, and also to keep things moving, everyone that was originally involved was contacted and brought to the table.

Ms. Catania said that reality is the decisions that were made as far as what was going on in the plan, were the things that were discussed at the Town Center Study Stage. If you look at the Town Center Study, you will see that most of what has been designed, with the exception of bump outs, is what is happening. Our design is per PennDOT's regulations and requirements, so it is not that much different, other than informational for the Planning Commission. There is not much that the Planning Commission could make a decision on. Ms. Catania did send some things to the Beautification Committee asking their opinion on putting trees back in the right-of-way on Lincoln Avenue, or pots of plants in place of trees.

Mr. Schwenke said that the Planning Commission will start working on things.

REPORT OF PUBLIC SAFETY – MR. JUREK

Mr. Jurek made a Motion to Appoint Richard White, to serve at the pleasure of Council, to the Civil Service Commission, with the term to expire on December 31, 2019, seconded by Mr. Bradley. All in favor, motion carried.

Mr. Jurek made a motion to Appoint John Menendorp, to serve at the pleasure of Council, to the Civil Service Commission, with the term to expire on December 31, 2017, seconded by Mr. Bradley. All in favor, motion carried.

Mr. Jurek stated that two of our officers attended the funerals of the Police officers that were killed in New York, and thanked Chief Engel for sending the police officers.

The Borough is still in need of Crossing Guards. The fire truck is back in service.

REPORT OF LIBRARY AND RECREATION – MRS. FAISON.

Lunch with Santa at the Firehouse was a huge success. The Library also had their book sale that day and they did well. Mrs. Faison thanked the senior group, John Bradley, Pat O’Connell, Eric Schreiber and Mayor Harris.

The 60 and Older New Years Lunch will be held on Saturday, January 17, 2015 from noon to 3:30 pm @ the Masonic Hall, Prospect Park. Next year we will put a flyer in the calendar for the luncheon.

The Easter Egg Hunt is scheduled for Saturday, March 28th at 10:00am, with a rain date of Saturday, April 4th.

The meeting for the library is scheduled for January 15, 2015. The Library Board election is coming up. Everyone is encouraged to check out their website.

REPORT OF PUBLIC WORKS - MR. SCHREIBER

Recycling is better than last year, but could still use some improvement. Trash is down 5 % and recycling is up 18%.

The Sewer Agreement with Ridley Township is up-to-date. Mr. McBlain said we need to set up an agreement with Ridley Park.

We have not received any reimbursement money for the recycling cans to date.

JUNIOR COUNCIL PERSON – MR. CLEAVER

Mr. Cleaver was absent.

OLD BUSINESS

None.

NEW BUSINESS

None.

MEETING OPEN TO PUBLIC PARTICIPATION FOR A MAXIMUM OF THIRTY MINUTE

Bob Horn, 220 Lincoln Avenue, received a letter from the State. They will be working on the south side of the Darby Creek Bridge. Mr. McBlain said they will need to accommodate the residents in that area once the project is underway. The State is good in accommodating residents.

Greg Sutphin thanked Mr. Moore for his re-appointment to the Zoning Hearing Board.

Mark Paulson, 541 11th Avenue, wanted to know what was going on with Car & Van World with all of the cars. Chief Engel stated that every month they are issued tickets for parking violations, and they always pay the tickets.

Paul Johnson, 1021 Washington Avenue, stated that our webpage needs to be updated. President O'Connell told him that we will be updating, and adding a lot of things to the webpage very soon.

MOTION TO ADJOURN

President O'Connell entertained a motion to adjourn. Mrs. Faison made the motion, seconded by Mrs. Shallet. All in favor, motion carried. The meeting adjourned at 8:05 p.m.

Attest

Respectfully Submitted

Deborah A. Hurst

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Borough Secretary