

**NOVEMBER 10, 2015  
PROSPECT PARK, PA**

The meeting of the Prospect Park Borough Council was held on, November 10, 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. O'Connell, Mr. Jurek, Mrs. Faison and Mr. Schreiber. Mr. McBlain and Ms. Catania were also present. Mr. Bradley and Mr. Moore were absent.

**MINUTES**

President O'Connell entertained a motion to approve the minutes of the October 13, 2015 Council Meeting. Mr. Jurek made the motion, seconded by Mrs. Faison. All in favor, motion carried.

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

Mrs. Borchert read the Secretary's Report for the month of October 2015. Total deposits for the General Fund were \$227,692.60; Sewer Fund \$19,544.05 Liquid Fuels \$1.60; Escrow Fund \$0.00; Recycling Fund \$132.65. President O'Connell entertained a motion for approval of the Secretary's Report for October 2015. Mrs. Faison made the motion, seconded by Mr. Jurek. All in favor, motion carried.

President O'Connell read over the agenda for tonight's meeting.

President O'Connell suspended from the agenda to recognize Firefighters Chuck Huber and Curt Rossner. President O'Connell thanked both firefighters for taking the lead over the years, and also thanked all of the firefighters, officers, and ladies auxiliary.

President O'Connell talked about some of the activities at the firehouse including Fire Prevention Week, Kindergarten Academy and first grade tour of the firehouse, and their interaction with the Co-op Fire Prevention trailer that was purchased with other municipalities. They use that trailer to help after massive fires to visit and make sure that smoke detectors work, and would provide smoke detectors to residents who do not have them. Channel 6 "Save a Life" provides us with the smoke detectors to donate.

President O'Connell wanted to once again thank everyone, and stated he appreciates everything that our Fire Company does, and he is proud to be a 38 year member.

President O'Connell turned the floor over to Councilman Jurek for the dedication.

Councilman Jurek thanked everyone from the firehouse for a job well done, and stated how much we appreciate all of their hard work and dedication.

Mayor Harris presented Chuck Huber and Curt Rossner with certificates of appreciation.

President O'Connell called for a 5 minute recess.

## **REPORT OF ENGINEER – MS. CATANIA**

Lincoln Avenue Improvements – the contractor continues on the sidewalks and curbs. Progression on block by block has been hampered by the lack of ADA ramp approval. Property owners and business owners have been notified by letter and social media. Estimate #3 in the amount of \$124,887.02.

Road Program 2015 – contractor has substantially completed work. Punch list will be generated.

Sanitary Sewer Improvements – JCM Contractors has forwarded submittals for review. Notice to proceed is expected November 18<sup>th</sup>.

Witmer Park Bleachers – a proposal for the work has been requested of A to U Services. Still awaiting info.

Moore's Lake Dam- PADEP has not confirmed the ownership of the dam.

Generator - Borough Hall calculations to determine the required size and pressure of the gas line to utilize the generator at full capacity are forthcoming. Work is being completed by our sub-consultant Bonnett Associates.

AQUA- Aqua has completed trench restoration. I would recommend bids be taken in January for this work with notice to proceed to start in April 2016.

### **DEVELOPMENTS:**

Interboro School District - work is substantially complete with regard to the site development. The School District has requested a final punch list. Council should authorize the inspection.

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

Summit Avenue – concrete restoration (sidewalk and apron on 2 properties) should be considered. Met with Aqua to discuss issues not currently addressed in conjunction with their restoration due to the water main break. Aqua to review extent of their scope of work.

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.

## **REPORT OF THE MAYOR HARRIS**

Mayor Harris read the police report for the month of October 2015. Officers responded to 18 motor vehicle accidents. Each accident was investigated and reports filed. Officers responded to 13 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 14 fire, burglary or robbery alarms. The Police Department assisted local ambulance and paramedic units on 50 medical emergencies. There were 9 motorist assistance calls, and 2 911 hang-up calls. There were a total of 333 complaints.

The tree lighting ceremony at Park Square is scheduled for December 1, 2015 with a rain date of December 3, 2015.

Mayor Harris was very sad to report the passing of Mrs. Witmer. A dedication was held in her honor.

Two Lincoln Avenue meetings were held at Borough Hall.

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

Mrs. Shallet spoke about Food Service Health.

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

Mr. Bradley was absent.

**REPORT OF SOLICITOR – MR. MCBLAIN**

President O’Connell made a motion to advertise Ordinance 1333 - Fixing Real Estate Tax Rate for 2016, Per Capita Tax 2016, Local Service Tax 2016, Sewer Rental Tax 2016 and Trash Tax 2016, seconded by Mr. Schreiber. All in favor, motion carried.

**REPORT OF FINANCE – PRESIDENT O’CONNELLPAYROLL** - All members have a copy of the Payroll Report for October 2015 which totaled \$133,231.04. President O’Connell entertained a motion to approve the payroll for October 2015. Mr. Jurek 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 October 2015 to be paid in November 2015 in the amount of \$461,373.37. President O’Connell entertained a motion to approve the Bill List. Mrs. Shallet made the motion, seconded by Mr. Jurek. All in favor, motion carried.

**TREASURER’S REPORT:** All members have a copy of the Treasurer’s Report for October 2015. Total cash balance General Fund: \$666,708.21; Sewer Fund: \$65,625.58; Highway Fund: \$193,220.99; Escrow Fund: \$261,508.15 Recycling Fund: \$20,725.77 President O’Connell entertained a motion to approve the Treasurer’s Report. Mr. Jurek made the motion to approve the Treasurer’s Report, seconded by Mrs. Shallet. All in favor, motion carried.

President O’Connell made a motion to advertise the 2016 Preliminary Budget, seconded by Mr. Schreiber. All in favor, motion carried.

President O’Connell made a motion to authorize final punch list inspection for the Interboro School District Project, seconded by Mr. Schreiber. All in favor, motion carried.

President O’Connell made a motion to approve Lincoln Avenue Project invoice #3 in the amount of \$124,887.02, seconded by Mr. Schreiber. All in favor motion carried

President O’Connell said that the preliminary Budget is standing at \$4.7 million. We are still waiting for some other costs to come in to confirm that along with the County Assessment for the Borough so we can formalize the budget.

The Lincoln Avenue Project is moving along. We had a meeting to state that they are moving into the next phase of this project. A banner was put across Lincoln Avenue stating “All Businesses are Open during Construction”. We appreciate the patience and the help from the business owners.

President O’Connell attended the Green Region Open Space presentation this morning. The Borough was awarded a \$5,000.00 Green Region Grant from PECO for the Hollow. We

appreciate this recognition. We were one of four municipalities in Delaware County that were given this award. We are honored to be given this award.

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

Mr. Moore was absent.

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

We are working on painting and the installation of new rugs at the police station.

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

The Library Fall invents for kids will have a canvas painting on Saturday, November 7<sup>th</sup> for ages 8-12. Registration is required for this event. Game Day will be Thursday, November 12, 2015 at 6:30 p.m. There will be yoga Saturday November 14, 2015 at 1:30 ages 4 and up. Thanksgiving craft will be Thursday, November 19<sup>th</sup> at 6:30 for ages 6 and up.

The Library is having their annual Beef & Beverage fundraiser on Saturday, November 24<sup>th</sup> from 7:00 p.m. to 11:00 p.m. at the firehouse with a donation of \$25.00. Story time in the library will begin October 19, 2015.

Lunch with Santa is scheduled for December 12, 2015 from 11:00 a.m. to 1:00 p.m. No senior group is assigned as of yet.

This year's Halloween House Decorating contest will be handled by the new Junior Councilperson Shelby Edwards.

The 60+ New Years Luncheon is scheduled for January 16, 2016. Mrs. Faison said that Shelby Edwards will be involved. Mrs. Faison asked council to please involve Shelby as much as possible.

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

We are in the process of picking up leaves in the precincts for the next 6 to 7 weeks. The schedule for pick up is on the calendar.

A grant was submitted for \$41,860.08 to the Department of Environmental Protection for a new trash truck for recycling use.

Mr. Schreiber made a motion to approve invoice #1 for the 2015 Road Program in the amount of \$122,738.00 and Change Order Credit in the amount of \$4,804.80, seconded by Mrs. Shallet. All in favor, motion carried.

Mr. Schreiber made a motion to authorize advertisement for the 2016 Maintenance Contract bids, seconded by Mrs. Faison. All in favor, motion carried.

**JUNIOR COUNCIL PERSON**

Ms. Edwards announced the Halloween Decorating Contest winners: 1<sup>st</sup> Precinct: James Rooney - 112 Mackenzie Avenue; 2<sup>nd</sup> Precinct: John Bryan & Dorothy Dunn-Bryan - 926 7<sup>th</sup> Avenue; 3<sup>rd</sup> Precinct: Steven & Ashley Rehm - 814 14<sup>th</sup> Avenue; 4<sup>th</sup> Precinct: John Newell - 811 Pennsylvania Avenue; 5<sup>th</sup> Precinct: Joseph & Sarah O'Donnel - 1622 Norwood Avenue.

**OLD BUSINESS**

None.

**NEW BUSINESS**

None.

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

Pat Quinn, 848 8<sup>th</sup> Avenue, thanked John Cepis for all the hard work he has done to help clean up the abandoned houses in the Borough.

Phyllis Floyd, 604 14<sup>th</sup> Avenue, asked what has been done about the abandoned cars in the Borough. The Mayor stated that 13 cars have been given citations. Mrs. Floyd also asked about procedures for the citations. Chief Engel stated that residents are given 30 to 90 days to comply. If they do not comply then they could be issued a citation up to \$300.00. Mrs. Floyd also asked about two street lights that were reported and are still out. The electrician will be contacted again about the street lights.

Pat Wolf, 814 Summit Avenue, asked about purchasing parking permits. She was told they will be on sale the week of December 21, 2015. Chief Engel said that they give residents until the third week in January before they will start to issue tickets.

Paul Johnson, 1021 Washington Avenue, asked what the code was for the width of a sidewalk. The standard width of a sidewalk is 4 feet. Mr. Johnson is having a problem with a tree on his property that is buckling his sidewalk. Mr. Johnson also asked about what the borough is doing about hiring Spanish speaking employees. President O'Connell stated that we do not discriminate, and we hire within federal guidelines. All applicants would be considered. Chief Engel stated that we do have a police officer that speaks Spanish, and also an officer that is well versed in American Sign Language.

**MOTION TO ADJOURN**

President O'Connell entertained a motion to adjourn. Mrs. Faison made the motion, seconded by Mr. Schreiber. All in favor, motion carried. The meeting adjourned at 8:17 p.m.

Attest

Respectfully Submitted

Kristine Borchert  
Administrative Assistant