

MARCH 14, 2023
PROSPECT PARK, PA

The meeting of the Prospect Park Borough Council was held on March 14, 2023 at 7:30 p.m. 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, Mrs. Neill, Mr. O'Connell, Mr. Bradley, Mr. Sutphin, Mr. Stewart and Mr. Schreiber. Mr. McBlain and Ms. Catania were also present.

MINUTES

President O'Connell entertained a motion to approve the minutes of February 14, 2023 Council Meeting. Mr. Bradley made the motion, seconded by Mr. Sutphin. All in favor motion carried.

SECRETARY'S REPORT - MRS. HURST

Mrs. Hurst read the Secretary's Report for the month of February 2023. Total deposits for the General Fund were \$475,995.87; Sewer Fund \$300,746.36; Liquid Fuels \$272.33; Escrow Fund \$0.00; Recycling Fund \$0.00. President O'Connell entertained a motion for approval of the Secretary's Report for February 2023. Mr. Stewart made the motion, seconded by Mr. Bradley. All in favor, motion carried.

President O'Connell recognized Mrs. Shallet. Mrs. Shallet made a motion to appoint Samuel Willis Part-Time Police Officer, seconded by Mr. Stewart. All in favor, motion carried.

President O'Connell recognized Mayor Harris. Mayor Harris swore in Part-Time Police Officer Samuel Willis and congratulated him.

President O'Connell called a five minute recess. President O'Connell called the meeting back to order.

REPORT OF THE MAYOR HARRIS

Mayor Harris presented the ARPA \$10,000.00 donation checks from the Borough last week to the departments and the committees. They were all very appreciative.

Mayor Harris read the police report for the month of February 2023:

CALLS FOR SERVICE (911 CALLS AND SELF INITIATED).....	433
ARRESTS (arrests, citations, petitions, ordinance violations)	86
PARKING TICKETS.....	26
ABANDONED AUTOS.....	3
MOTOR VEHICLE CRASHES.....	23
MEDICAL EMERGENCIES.....	38

ASSIST OTHER LOCAL POLICE.....	25
ALARM CALLS.....	11

REPORT OF ENGINEER – LISA CATANIA

Chester Pike Corridor –Corridor study survey has been completed and results vetted to the Task Force. Delaware County Planning Department continues with the MAP Study for a corridor master plan. Revised street sign and pole estimate for \$50,000 grant awarded through Senator Kearney’s office. **Awaiting list of priorities and locations from each municipality for bidding.** TCDI grant for corridor safety was awarded. The Master Plan for the corridor has been completed and presented to stakeholders by the DCPD. **Working with TMA, Bergmann and DVRPC on the Multimodal Transportation Study.**

DELCO GreenWays – Phase 2 – The Borough received funding of 25% of the cost of work at the Morton Homestead in Phase 1 and the remainder, less \$10,000 from PECO Green Region Grant in Phase 2. Contracts were executed and returned to the County to proceed.

:

Mini PROS – Comprehensive Open Space and Recreation Plan contract documents have been executed and returned to the Borough. RFP has been submitted and approved by DCPD. RFP has been advertised. Proposals are due March 10.

DELCORA – Received and provided drawings showing location of the tunnel and easements through Prospect Park Borough to the Borough office. Completed an easement plan as requested by the Solicitor through the Borough. **No further action.**

DCNR 2022 C2P2 Grant – Application for the Rehabilitation of Park Square Playgrounds was awarded in the amount of \$87,500 of the total \$175,000. Park Square Play Structure – Structure has been delivered. Met with DCNR. Contracts from the State have been executed. **Met with Council president and DCNR to discuss next steps. Bid documents are 90%. Currently going through plan checklist for submission to DCNR for authorization to bid. Solicitor certification is necessary for the public bid. Information has been sent to the Solicitor.**

CDBG 2023 – **Application for Morton Homestead Restoration was submitted under historical preservation.**

Darby Creek Bridge – PennDOT consultant and staff met with PADOT to discuss status. Let date is estimated to be in fall 2022 and is dependent on Army Corps of Engineers Permit Approval. Signal plan has been signed. A TE 160 Resolution for signal revisions and location of the Welcome Sign has been submitted. **No further action. Bid Let is 3/16/23.**

Pedestrian signals – Proposal for signals at Amosland Road and High School have been requested. Norwood, School District and the Borough will share costs. If Borough LF are to be utilized, will need to publicly bid ADA ramps.

Morton Homestead – Met with representatives of DCPD, PAPHMC to discuss infrastructure needs for the property. Suggesting evaluation of structure for restoration under the CDBG program. This will require a public hearing. **Will be meeting with Dale Frens to review scope for evaluation. Received preliminary proposal.**

Moore's Lake Play Equipment – Completed selection of new play equipment which will replace the existing play structure. Tot swings are also proposed. Two alternatives are attached. Cost ranges from \$28,432 to \$43,500.00. All are under Co-Stars contract 14E 22-249. **Equipment has been ordered.**

STORM/SANITARY ISSUES:

CDCA – I & I Study – Dukes Root Control has been awarded a contract to complete cleaning and video inspection on 2 areas of the Borough as part of a pilot program. CDCA has completed all manhole inspections. Dukes has completed all work and has submitted report for review by CDCA. Comments will be forthcoming.

2nd Avenue Sanitary Sewer - Results of the inspection are as follows:

The Health Officer/Plumbing Inspector should verify grease trap operation at all commercial properties. Excessive grease was found at station 73 feet from Lincoln Avenue manhole; Pipe is constructed at minimal to no slope in the first section of line causing issue with lateral backflow. Backflow preventers or reconstruction of the line is suggested; and Line is in excellent condition.

Root Control – Root balls within certain areas have been noted. I would request in joint consideration with Norwood Borough, consider Duke's Root Service for a project on **Prospect Avenue, 7th Avenue** between Prospect and Lafayette Avenue and **Madison Avenue** from Chester Pike to manhole in the rear yard at creek.

13th Street – Replacement of City Inlet – New City Inlet frame and cover will need to be ordered. Cost of work is estimated at \$6,000. Replacement with an M inlet box and frame is estimated at \$13,000. Cleaver awaiting casting. Casting has been delayed due to manufacturer issues. **Received and reviewed box submission for inlet.**

SUBDIVISIONS AND LAND DEVELOPMENT:

Champion Investments – Land development to allow for additional parking at 9th & Lincoln 817-819 Lincoln Avenue has been received and reviewed. Extension was granted by Applicant.

Interboro School District – Met with officials concerning upcoming projects. Plan and supporting documents have been submitted. Review is completed. Received revised plans 2/27/23.

PENNVEST Stormwater – 16th Ave. - Abbonizio is complete. Total Contract A is \$282,152.10.

Contract B is substantially complete. Punch list items are outstanding and under negotiation. Reviewed proposal and returned to Solicitor.

PADEP has completed the final inspection of the work and has approved with no punchlist.

PECO Green Region 2019 – Morton Homestead Project was awarded \$10,000 in funding. Project will commence upon notice to proceed from the County GreenWays project.

ACTIONS:

None.

REPORT OF PUBLIC SAFETY – MRS. SHALLET

Mrs. Shallet made a motion to approve Resolution No. 1916 adopting the 2023 Delaware County Hazard Mitigation Plan as the official Hazard Mitigation Plan of the Borough of Prospect Park, seconded by Mrs. Neill. All in favor, motion carried.

Mrs. Shallet read the following Fire Company Report for February 2023: the fire company responded to 34 calls; 14 in town and 20 assists.

We have been able to upgrade some equipment since the truck repairs are complete.

We recently purchased some new multi-gas meters. These are used for gas leaks, carbon monoxide alarms and such.

Last week we purchased a new boat. This boat is more versatile for our needs and is replacing the boat we currently own.

As the year progresses we will continue to upgrade some additional equipment and will keep you informed as we go along.

The Workplace Safety Committee was held February 16th. We discussed changes and additions to the building that the highway and sanitation departments used. There is a review of the building scheduled March 23rd by our insurance company to make sure the building is safety compliant. The building is in tip top shape.

Pennsylvania is now the 4th highest tax rate in the country.

There will be a craft show with over a hundred vendors being held at Interboro High School on Saturday, March 18th from 9:00 a.m. to 3:00 p.m. for anyone that is interested in attending.

REPORT OF HEALTH AND INSURANCE – MRS. NEILL

Mrs. Neill stated all is good in the health and insurance area. The only thing that we are working on is the process of getting our deductible back. The process has gotten delayed, so we are working on getting it back on track.

REPORT OF SOLICITOR – JOHN MCBLAIN

Mr. McBlain had no action items. The Interboro School District is here to do a presentation on the project they will be doing at the high school.

REPORT OF ADMINISTRATION AND FINANCES – PRESIDENT O'CONNELL

PAYROLL - All members have a copy of the Payroll Report for February 2023 which totaled \$168,376.47. Mr. Bradley made a motion to approve the payroll report, seconded by Mr. Schreiber. All in favor, motion carried.

BILLS LIST – All members have a copy of the Bill List for the month of February 2023 to be paid in March 2023 totaling \$1,028,302.49. Mr. Bradley made a motion to approve the Bill List, seconded by Mr. Stewart. All in favor, motion carried.

TREASURER'S REPORT: All members have a copy of the Treasurer's Report for February 2023. Total cash balance General Fund: \$1,257,715.62; Sewer Fund: \$51,437.32; Highway Fund: \$282,598.10; Escrow Fund: \$36,818.09; Recycling Fund: \$2,888.25. Mr. Bradley made a motion to approve the Treasurer's Report, seconded by Mr. Schreiber. All in favor, motion carried.

Progress continues on the Chester Pike Corridor.

REPORT OF LIBRARY AND RECREATION – MR. SUTPHIN

Mr. Sutphin read the following Library Report: the spring book sale will be held Friday, March 31st from 7:00 p.m. to 9:00 p.m. and Saturday, April 1st from 9:00 a.m. to 1:00 p.m. The kids spring craft show will be held on April 1st from 10:00 a.m. to 12:00 p.m. and spring storytime will be held April 10th, April 17th, April 24th and May 1st at 6:30 p.m. for ages 3 to 8.

The Borough website is still being worked on. There is a slight delay with the provider. Mr. Sutphin thanked President O'Connell for allowing him to work on this project with Mrs. Borchert and Mrs. Hurst. It is going to be great.

REPORT OF PUBLIC WORKS – MR. STEWART

Mr. Stewart read a Proclamation designating April as "Pennsylvania 811 Safe Digging Month".

The sanitation department collected 162.22 tons of trash and 22.3 tons of recycling in the month of February.

Mr. Stewart read the following highway and sanitation report for the month of February as follows: trash continues to be picked up on a daily basis along Lincoln Avenue, Chester Pike and Amosland Road. Daily maintenance continues on all trash trucks.

Water was turned back on at Witmer Field. At the end of the month, the Hollow water will be turned back on.

The Morton Homestead is being cleared of brush and dead trees. Trash and branches are picked up throughout all parks. A weed wacker rack, blower rack and cage were installed on the landscaping trailer.

General sewer maintenance continues throughout the town. The sewer jet was serviced and the reel assembly has been repaired.

REPORT OF BUILDING, PARKS AND SEWERS - MR. SCHREIBER

Mr. Schreiber made a motion to approve Resolution No. 1917 – DCNR Grant for Moore’s Lake Pavilion Feasibility Study, seconded by Mr. Bradley. All in favor, motion carried.

The kitchen has been completed at the Firehouse. Field lights will be installed this month at Witmer Field. Progress continues in the Borough Hall garage.

Diamond-Tex has been ordered for Witmer Field and the Hollow.

Playground equipment for Witmer Field and the Hollow are projects still being worked on.

OLD BUSINESS

None.

NEW BUSINESS

President O’Connell stated that Superintendent Reiley, along with her contingent, is here to describe the upcoming project being done at the Interboro High School. Superintendent Reiley thanked the Mayor and Council for having them here tonight. Superintendent Reiley prepared a project introduction presentation that she gave to each member of Council, the Mayor, Solicitor McBlain and Engineer Lisa Catania. Superintendent Reiley went through each page of the presentation introduction and described all the changes proposed to the inside of the High School.

Superintendent asked if anyone had any questions for her. Mrs. Shallet asked where the front of the school. Superintendent Reiley stated it is on 16th Avenue.

Mayor Harris asked is there will still be a designated area for the election polling place. Superintendent Reiley stated yes there will be an area for the polling place. They will make sure there is a space available.

Mr. Sutphin asked if this is something on their website. Superintendent stated yes. She gave Mrs. Hurst cards that have a QR code that the public can use to see the introduction package.

Mr. Stewart stated they are jetting out into a field. Superintendent stated nothing will affect the fields.

Mr. Bradley asked if the trees along the tennis courts will remain. Superintendent Reiley stated those trees will remain.

Ernie Angelos, Solicitor for Interboro School District, stated that the engineer, Terry Degroot will be speaking to the work being done on the outside of the project. Mr. Angelos thanked Borough Engineer Lisa Catania and Solicitor John McBlain for their help during this process.

Engineer for Interboro School District Terry Degroot introduced himself and gave a presentation on the work being proposed for the outside area of the school. Mr. Degroot went through the plans page by page. There will be an addition to the class room additions in the front and there will be an addition on the back to the cafeteria. There will be a specific area designated for deliveries. Parent drop off will be at the back of the building. They will exit onto Amosland Road. There will be a right turn only onto Amosland. The front driveway is somewhat narrower. This will restrict the amount of vehicles on the south side of the building. The orientation of the parking spaces are being changed to prevent cross traffic. Underground storage basins are being installed. This will help with infiltration. A new air conditioning unit will be installed.

Mr. Degroot asked if anyone had questions for him.

President O'Connell asked if solar panels will be installed and if there will be EV charging stations. Mr. Degroot stated there no solar panels and EV charging stations have not been discussed. Mr. Sutphin suggested they reach out to Senator Kearney for a grant for EV stations.

Ms. Catania asked for an explanation of the widening the 16th Avenue driveway. Currently, it is not a functional two way driveway, so they are widening to make it a two way driveway. The gate on the tennis side will be closed. This will make it safer. There is also going to be a new sidewalk.

President O'Connell asked if the bus route will remain the same. Mr. Degroot stated yes.

President O'Connell asked if the nurse's station will remain where it is currently. Superintendent Reiley stated it is being moved to the front of the building. President O'Connell asked that they make the door wide enough for emergency equipment. Superintendent Reiley stated that it will.

President O'Connell asked if there are any plans to widen 16th Avenue or Amosland Road. Mr. Degroot stated not at this time.

President O'Connell asked if the school will have an adequate radio system to contact Emergency Management System for the 911 center. The current radio system is horrible. The County is putting a new 911 system. We would appreciate that a system will be in place where the emergency personnel will not need to be changing the channel. Mr. Degroot stated there will be testing and that repeaters will be installed. Mr. Degroot assured President O'Connell this will definitely be addressed.

There will be speed humps through the parking lot. All is ADA compliant. A new elevator will be installed and the other elevator will be updated.

Ms. Catania asked about the driveway on the access road. The gates will be open for events and deliveries on a controlled basis. There will be Knox boxes installed.

Ms. Catania asked about the project schedule. Superintendent Reiley stated that Phase 1 will take place May 1, 2023 through August 2024. Phase 2 will begin December 2024 through August 2024. Phase 3 will be August 2024 through August 2026. They will send Ms. Catania their projected schedule.

Mr. Stewart asked if the right turn exit onto Amosland Road is something they are thinking about doing or are preparing to do? Mr. Degroot stated that they will be doing it. Mr. Stewart has concerns that people are going to make a left turn whether it says right turn or not.

Mr. McBlain assured Mr. Stewart that the Resolution he is about to read will address his concerns. Mr. McBlain read over the Resolution that state all of the conditions that Interboro School District must comply with on this project.

Mr. Angelo stated that they will have a traffic study done. Ms. Catania prefers that in a separate document.

REPORT OF PLANNING AND ZONING - MR. BRADLEY

Mr. Bradley made a motion to approve Resolution No. 1918 – Interboro School District Land Development Plan, seconded by Mr. Schreiber. All in favor, motion carried.

Mr. Bradley read the following Zoning Officer Report for the month of February 2023: 79- Annual Inspection of an apartment unit; 2- Sale of Property inspections and 21- Zoning & Permit reviews were done.

MEETING OPEN TO PUBLIC PARTICIPATION FOR A MAXIMUM OF THIRTY MINUTE

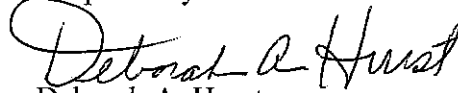
None.

MOTION TO ADJOURN

President O'Connell entertained a motion to adjourn. Mr. Bradley made the motion, seconded by Mr. Schreiber. All in favor, motion carried. The meeting adjourned at 8:52 p.m.

Attest

Respectfully Submitted

A handwritten signature in cursive script, reading "Deborah A. Hurst". The signature is written in dark ink and is positioned above the printed name and title.

Deborah A. Hurst

Borough Secretary