

MAY 9, 2023
PROSPECT PARK, PA

The meeting of the Prospect Park Borough Council was held on May 9, 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, Mr. O'Connell, Mr. Bradley, Mr. Sutphin, Mr. Stewart and Mr. Schreiber. Mr. McBlain and Ms. Catania were also present. Mrs. Neill was absent.

MINUTES

President O'Connell entertained a motion to approve the minutes of April 11, 2023 Council Meeting. Mr. Bradley made the motion, seconded by Mr. Stewart. All in favor motion carried.

SECRETARY'S REPORT - MRS. HURST

Mrs. Hurst read the Secretary's Report for the month of April 2023. Total deposits for the General Fund were \$1,577,837.88; Sewer Fund \$524,981.85; Liquid Fuels \$420.91; Escrow Fund \$1,000.00; Recycling Fund \$0.00. President O'Connell entertained a motion for approval of the Secretary's Report for April 2023. Mr. Schreiber made the motion, seconded by Mr. Bradley. All in favor, motion carried.

President O'Connell opened the meeting to public participation on the agenda items only. No comment.

President O'Connell recognized Ms. Stewart. Mr. Stewart recognized the Highway and Sanitation workers for 10,000 safe work days. This is quite an achievement. Mr. Stewart thanked the workers for all that they do to keep the town looking beautiful. President O'Connell congratulated the workers as well for all they do and keeping safe.

Mrs. Shallet thanked Mrs. Borchert for all the work she does behind the scenes on the Workplace Safety Committee. Mr. Sutphin thanked Mrs. Shallet for all she does on the Workplace Safety Committee.

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

REPORT OF THE MAYOR HARRIS

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

CALLS FOR SERVICE (911 CALLS AND SELF INITIATED).....462
ARRESTS (arrests, citations, petitions, ordinance violations)37

PARKING TICKETS.....	48
ABANDONED AUTOS.....	1
MOTOR VEHICLE CRASHES.....	21
MEDICAL EMERGENCIES.....	43
ASSIST OTHER LOCAL POLICE.....	41
ALARM CALLS.....	14

The Fireworks will be held on June 10th, with a rain date June 11th.

The 4th of July Committee will be held on the 4th of July.

President O'Connell asked about the Memorial Day parade. Mayor Harris has a call into the Norwood Mayor and will update everyone as soon as he has all the information.

REPORT OF ENGINEER – LISA CATANIA

Chester Pike Corridor –Corridor study has been completed by the Delaware County Planning Department. Revised street sign and pole estimate for \$50,000 grant awarded through Senator Kearney's office. Requested proposals of 2 companies for sign blades. Received two proposals via Co-stars. Award to Garden State Highway Products. **Street name signs are ordered.**

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. Plans and specifications are submitted to the Planning Department for approval to proceed to bid.

Mini PROS – Comprehensive Open Space and Recreation Plan -. RFP has been submitted and approved by DCPD. RFP has been advertised and three proposals received. A review of the proposals should be made. **Bergmann/Collier has been approved by the County. Service Agreement should be prepared.**

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. Bid Package was forwarded and approved by DCNR. Bids are due May 8 at 10:00 a.m.

DCNR 2023 C2P2 Grant – Application for feasibility study of Moore's Lake Pavilion has been submitted.

CDBG 2023 – Application for Morton Homestead Restoration was submitted under historical preservation and is currently on list for funding. A 30 day comment period is underway. Once expired, County Council will adopt the projects.

Met with representatives of DCPD, PAPHMC to discuss infrastructure needs for the property. Suggesting evaluation of structure for restoration under the CDBG program, Will be meeting with Dale Frens to review scope for evaluation. Received preliminary proposal.

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. Bid Let is 3/16/23. **Low bid RE Pierson is awarded. Work to commence mid-May.**

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. **Completed survey work for PADOT HOP. Mus to complete ADA ramp design for submission.**

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 delivered.** Mr. Sutphin asked Ms. Catania to send him the graphics for the approved playground equipment.

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. **Work is complete.**

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. **Awaiting final plans to meet conditions of resolution.**

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:

Authorization to bid 2023 Road Program

REPORT OF PUBLIC SAFETY – MRS. SHALLET

Mrs. Shallet made a motion to establish a new list for the Civil Service Commission as the current list has expired, seconded by Mr. Stewart. All in favor, motion carried.

Mrs. Shallet read the following Fire Company Report for April 2023: the fire company responded to 28 calls; 11 in town and 28 mutual aid assists.

In the next couple of weeks are 3 grants will see the delivery of several sets of firefighters gear, and a gear washer. The diesel exhaust system is almost ready to get installed.

We have also received our automated CPR device and last Thursday the 27th training was

provided to our membership. This device will be placed in service soon.

The fire company responds to all cardiac arrest calls in town. Having this device will allow us to provide our residence with the best care at their time of need.

With the weather getting warmer we hope to begin training on our new rescue boat.

This new boat will allow us to navigate the currents of the Darby Creek as well as any severe flooding situations.

Mrs. Shallet explained that the 10,000 injury free work days for the highway and sanitation workers includes all part-time helpers as well. This equals just slightly under 5 years, which is a great achievement.

Mrs. Shallet thanked Mrs. Borchert for all the work she did to get the paperwork together to make the Workplace Safety Committee a huge success.

REPORT OF HEALTH AND INSURANCE – MRS. NEILL

Mrs. Neill was absent. No report.

REPORT OF SOLICITOR – JOHN MCBLAIN

Mr. McBlain stated there are two action items on the agenda. The first is a settlement agreement with Mr. and Mrs. Young on Summit Avenue. This was from the 2021 Stormwater Project that was done. There was a concrete box that was encased and the force caused damage to their property. The Borough bid this project several times and did not receive bids. Therefore, Mr. McBlain asked the owners to get bids and submit them to the Borough, which they did. The Borough agreed to reimburse the Young's for these repairs.

The second item on the agenda is a request for a six month extension from Champion Investments at 817-819 Lincoln Avenue for their land development project. This has been going on for over a year. The owner asked us again for an extension due to budget restraints. Mr. McBlain has no issue with this extension.

President O'Connell thanked Mr. McBlain and Ms. Catania for all of their help getting the Young property damage issue brought to a conclusion.

REPORT OF ADMINISTRATION AND FINANCES – PRESIDENT O'CONNELL

PAYROLL - All members have a copy of the Payroll Report for April 2023 which totaled \$170,103.21. Mr. Bradley made a motion to approve the payroll report, seconded by Mr. Stewart. All in favor, motion carried.

BILLS LIST – All members have a copy of the Bill List for the month of April 2023 to be paid in May 2023 totaling \$352,498.93. Mr. Bradley made a motion to approve the Bill List, seconded by Mr. Schreiber. All in favor, motion carried.

TREASURER'S REPORT: All members have a copy of the Treasurer's Report for April 2023. Total cash balance General Fund: \$2,589,012.10; Sewer Fund: \$823,745.31; Highway Fund: \$437,378.19; Escrow Fund: \$35,206.24; Recycling Fund: \$35,206.24. Mr. Bradley made a motion to approve the Treasurer's Report, seconded by Mr. Schreiber. All in favor, motion carried.

President O'Connell entertained a motion to approve the settlement and release agreement between Prospect Park Borough and Shane and Dana Young, owners of 704 Summit Avenue, in the amount of \$28,055.00. Mr. Schreiber made the motion, seconded by Mr. Stewart. All in favor, motion carried.

The ARPA Funds have been allocated to many projects in the borough, such as storm water and sewer improvements, park improvements, IT and public health initiatives.

President O'Connell, along with Chief Madonna and Mr. Stewart, attended a Lincoln Avenue meeting with PennDOT. The project is set to start on May 22nd. Lane restrictions will begin then. We ask for everyone to be cautious and be patience.

REPORT OF PLANNING AND ZONING - MR. BRADLEY

Mr. Bradley read the following Zoning Officer Report for the month of April 2023: 66- Annual Inspection of an apartment unit; 8- Sale of Property inspections and 24- Zoning & Permit reviews were done.

Mr. Bradley made a motion to approve a six month extension for the land development project from Champion Investments, LLC for 817-819 Lincoln Avenue, seconded by Mr. Schreiber. All in favor, motion carried.

REPORT OF LIBRARY AND RECREATION – MR. SUTPHIN

- The last few Fridays we have hosted 16 classes from the Kindergarten and Early Learning Academy on walking field trips to the library.
- We are looking forward to classes from Prospect Park Elementary School to visit in early June.
- The Library is hosting the annual Art show for Prospect Park Elementary School on Thursday, May 25 from 5 – 7pm.
- New Program to start in June:
 - “3rd Thursdays for Knitters & Crocheters”
 - Intergenerational, Ages 15 & up

- Bring a project you are currently working on and meet your knit & crochet neighbors.
- 6:30 – 7:45pm

The Recreation Board is hosting a concert on June 15th featuring The Chatterband starting at 7:00 p.m. Zac's will have a food truck at the concert. Kona Ice will also be providing food.

The CDCA services 12 municipalities. Mr. Sutphin is Prospect Park's representative. The CDCA is looking to impose a late fee on Municipalities who are late with their payment. There has never been a fee imposed by Delcora. Mr. Sutphin voted "no" on this fee on behalf of the Borough. President O'Connell thanked Mr. Sutphin.

Mr. Sutphin for an update about using the tennis courts at the Hollow for pickle ball.

Mr. Sutphin gave an update on the Chester Pike Corridor Project. A \$125,000.00 grant was received from the DCTA. A grant was also received in the amount of \$20,000.00 from the Delaware County Gaming Commission which Mr. Johnson is the chairman, and a grant from another entity in the amount of \$30,000.00. This shows the momentum on this project. Mr. Sutphin thanked Mr. Johnson for his help in helping with that grant.

President O'Connell stated that there will be a public forum held at Interboro High School regarding the Chester Pike Corridor Project beginning at 6:00 p.m. All are urged to attend.

Mr. Stewart asked if the design phase of the Chester Pike Corridor Project is done. Mr. Sutphin stated that a Master Plan has been completed by Delaware County Planning Department. Ms. Catania explained that public forum is asking for residents input on pedestrian safety and input on other issues, such as bus stops as Mr. Johnson has been asking about.

REPORT OF PUBLIC WORKS – MR. STEWART

All AED Units were installed.

There was 20.29 tons of recycling and 211.35 tons of trash collected in the month of April.

Highway & Sanitation Report

Trash continues to be picked up daily along Lincoln Ave, Chester Pike and Amosland Rd. Daily maintenance continues on all trash trucks. Storm drains are being cleared before and after passing storms.

Building Report

AED units have been installed at the Highway Garage and Borough Hall / Police Station

Parks Report

Parks are being cut daily. Tree pruning continues to be done. Removed tree that fell at the Morton Homestead. Fresh mulch was put down on the Prospect Ave islands, Park Square and Borough Hall

Sewer Report

General sewer maintenance continues throughout town.

Opening all MANHOLES in the first precinct. Only have Lafayette Ave , 4th and Carlisle to open.

Ran sewer jet over at 200 MacKenzie –Pulled out large amounts of grease and wipes.

Mr. Stewart made a motion to authorize bids for the 2023 Road Program, seconded by Mr. Schreiber. All in favor, motion carried.

REPORT OF BUILDING, PARKS AND SEWERS - MR. SCHREIBER

Mr. Schreiber made a motion to accept the low bid from Premier Concrete Inc. for the Park Square Playground Improvements in the amount of \$119,952.50, concurrent on DCNR approval prior to any contract execution, seconded by Mr. Sutphin. All in favor, motion carried.

The firehouse washer has been delivered and a large closet has been built. The project is near completion. The AED's were received for all buildings. There are a few more that need to be installed. We are looking for organizations that will train all necessary personnel in CPR classes.

The second phase of lights at Witmer Field have been installed. There a few telephone poles that need to be replaced at Witmer Field.

The Borough tractor was sold on Municibid for \$9,100.00. We will be looking for a tractor replacement with that money. We are now responsible for keeping our road salt in Prospect Park as opposed to Tinicum.

Mr. Schreiber is looking into pricing for the outfield fencing at the Hollow. There are certain requirements that need to be met.

Mr. Schreiber explained to Mr. Sutphin that he looked into pickle ball at the Hollow. Mr. Schreiber stated his only concern is the noise. Mr. Schreiber will contact the gentleman who asked for the site and ask if they could possible do a practice to see how that goes. He will keep everyone updated on the progress.

OLD BUSINESS

Mr. Sutphin previously brought up the Borough getting a PLIGIT credit card. This card was suggested by PMRS. President O'Connell will take it under advisement.

NEW BUSINESS

Mrs. Shallet thanked Chrissy Volmer from CV Signs for donating the banner for the highway and sanitation department.

MEETING OPEN TO PUBLIC PARTICIPATION FOR A MAXIMUM OF THIRTY MINUTE

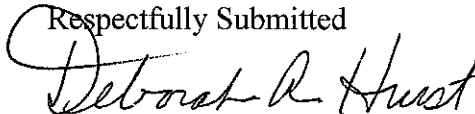
None.

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 8:12 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