

JUNE 12, 2018
PROSPECT PARK, PA

The meeting of the Prospect Park Borough Council was held on June 12, 2018 at 7:30 p.m. at Borough Hall. President O'Connell called the meeting to order. The D.A.R.E. Essay and Patriotic Essay Contest Winners led in saying the Pledge of Allegiance.

ROLL CALL

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

MINUTES

President O'Connell entertained a motion to approve the minutes of May 8, 2018 Council Meeting. Mr. Bradley 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 May 2018. Total deposits for the General Fund were \$151,034.56; Sewer Fund \$14,690.38; Liquid Fuels \$3.04; Escrow Fund 0.00; Recycling Fund \$0.00. President O'Connell entertained a motion for approval of the Secretary's Report for May 2018. Mr. Bradley made the motion, seconded by Mrs. Shallet. All in favor, motion carried.

President O'Connell read over the agenda for tonight's meeting. No public comment.

President O'Connell recognized Mayor Harris. Mayor Harris introduced Pat Quinn, who thanked the Mayor, Council, VFW member Jim Harrell and Wheat Services. Mr. Quinn introduced the following Memorial Day Essay winners who read their essays: Marin Daniels, Maso Jabbie, Lacie McKenna, Jesse Scholtz, Mike Roddy, Destiny Morris and Laci Spicer. Winners not present were: Gianna Munro and Fallon Northrop. President O'Connell thanked the students and the veterans.

Mayor Harris introduced D.A.R.E. Officer John Saddic who thanked the Mayor, Council, Chief Engel, the School District and the Teachers. Officer Saddic introduced and congratulated the following Essay Winners who read their essays: Colin Magee, Melanie Adams, Molly Hughes and Gerardo Hernandez. Winners not present were: Isabella Shippey and Nick Della Libera. Mayor Harris thanked Officer Saddic, Principal Kelly and Teacher Mrs. Hassell.

The Mayor and the Borough Council are committed to the D.A.R.E. Program. Funding for D.A.R.E. is no longer provided by the State and Prospect Park feels so strongly about this program, that they continue to fund it without help for outside sources. Mayor Harris thanked Councilwoman Shallet for attending the D.A.R.E. graduation on his behalf.

President O'Connell recognized Councilman Bradley who made a motion to appoint Thomas Funk, Moira Cummings and Thomas Kester part-time police officers, seconded by Mr. Schreiber. All in favor, motion carried.

Mayor Harris sworn in Part-Time Officers Thomas Funk, Moira Cummings and Thomas Kester.

President O'Connell called a 10 minute recess.

President O'Connell called the meeting back to order.

REPORT OF ENGINEER – LISA CATANIA

CDBG 2017 – Prospect Ave Improvements – Contracts have been executed by Premier and Borough. Pedestrian lights have been ordered and expected shortly. A pre construction meeting was held. Contractor notice to proceed was June 4, 2018. We have requested the contractor delay start due to graduation parties. Contractor has again asked he start on island as he has a crew available.

Road Program 2018 – Bids were received. Low bid was that of AF Damon in the amount of \$116,481.00. Award to Damon is recommended pending budget review.

Energy Audit –Energy Systems Group met to discuss study completed at visit various sites owned and maintained by the Borough. These included Borough Hall, Library, Maintenance Garage, Police Station and Pavilion. The Report includes energy savings anticipated with upgrades to the street lights, traffic signals, buildings HVAC, IT and Communications.

PADOT Resurfacing – PADOT has sent notification SR 420 – Lincoln Avenue will be part of a larger project for milling and paving that was let in December 2017. Highway Materials, Inc. is the contractor and have indicated work will occur in mid-August to late September 2018.

DCNR Grant Opportunity – Grant round is closed for recreation and open space. Witmer Park Playground Upgrade has been submitted for consideration.

PENNVEST Stormwater – Initiated work for application to PENNVEST for a grant or low interest loan for several trouble areas which include Summit Avenue and 16th Avenue noted below to alleviate drainage problems. We will need to have a pre-application meeting with Tess Schlupp of PENNVEST and a DEP representative in the near future. A Prospect Park representative will be necessary to attend. Deadline for application is August 9 for October Meeting consideration. Completed preliminary design for consideration.

STORM/SANITARY ISSUES:

Summit Avenue – Sinkhole behind the Summit Avenue homes will need to be repaired. I would recommend this be completed with the phase 2 work identified in our report of Summit Avenue 2014. Cost to repair inlet (verbal estimate) is \$14,000 and approximately 10' of line will cost approximately \$12,000. The resident at 709 Summit has requested additional information as to the status of the work. This project will be included in the PENNVEST application.

Norwood Avenue – A to U Services has been notified to complete replacement of inlet and regrading in rear yard. Work is expected to be started week of December 13. We have obtained permission to enter yard from property owner.

Rear 16th Avenue Drainage - Residents at 712 and 714 16th Avenue have sent complaints regarding the removal of a 4” pipe discharge into the street to a pop up emitter within the grass area. Inlet in rear is collecting stormwater from rear yards, garages and the alley to the front of the property. A stormwater study is completed to remediate the drainage situation in this area that has worsened due to additional impervious surfaces within the drainage area. The alley is owned and maintained by the individual property owners. The ownership of the stormwater structure in the alley has been established as the property owners. This will be included in the PENNVEST application. Easements and agreements of maintenance will need to be resolved. A pipe would need to be installed on 16th Avenue to Adams Avenue. The estimate for this project is \$300,000.00.

The PennVEST application for the drainage project areas has an estimated cost of \$1,000,000.00. The Borough is hoping to get a PennVEST Grant or PennVest loan.

2nd Avenue Sanitary Sewer - A video inspection was completed for the sanitary main from Lincoln Avenue to Madison Avenue. A memo was generated. Results of the inspection are as follows:

- The Health Officer/Plumbing Inspector should verify grease trap operation at the 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.
- Line is in excellent condition.

Madison Avenue Sanitary Sewer - A video inspection was completed for the sanitary main from Chester Pike to manhole in the rear yard at creek. A memo was generated. Results of the inspection indicates roots are prevalent. A heavy cleaning and root treatment is recommended.

7th Avenue Sanitary Sewer – Heavy roots are evidenced in video inspection between Prospect Avenue and Lafayette Avenue. Root treatment is recommended.

Nassau Boulevard – A sinkhole was discovered at by our inspector at 114 Nassau Blvd. The source of the sinkhole is the sanitary lateral. The Plumbing Inspector should be made aware of the issue.

Root Control – Root balls within certain areas have been noted. I would request in joint consideration with Folcroft Borough and Norwood Borough, the Borough consider Duke’s Root Service for a feasible project.

REPORT OF THE MAYOR HARRIS

Mayor Harris congratulated the new part-time officers on their appointments. Mayor Harris also thanked Chief Engel for the hard work he does training the part-time officers. We recently had Part-Time Officers Reeves and Kester move onto full-time positions in other towns. We wish them the best.

Mayor Harris read the police report for the month of May 2018. Officers responded to 21 motor vehicle accidents. Each accident was investigated and reports filed. Officers responded to 26 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 20 fire, burglary or robbery alarms. The Police Department assisted local ambulance and paramedic units on 47 medical emergencies. There were 6 motorist assistance calls, and 2 911 hang-up calls. There were a total of 362 complaints.

Quality of Life Issues: There were not vehicle citations in the month of May. There were 14 complaints. All complaints were taken care of by the appropriate person.

We are waiting on PennDOT for the 420 bridge project progress.

Mayor Harris congratulated Mrs. Faison, Paul Johnson and the Recreation Board, Kim Hibbs and the 4th of July Committee for the great Community Day and Fireworks held on June 9th. A great job was done by all involved.

REPORT OF HEALTH AND INSURANCE – MRS. SHALLET

Mrs. Shallet attended the Workplace Safety Committee Seminar at Springfield County Club on May 18th, along with Chief Engel and the Highway Committee Members. Attending this seminar provides the Borough with a 5% discount on our Worker's Compensation Insurance.

Mrs. Shallet also attended the D.A.R.E. graduation and was extremely impressed with the great job the students did preparing and reading their essays.

REPORT OF PUBLIC SAFETY - MR. BRADLEY

We are working on getting the new police vehicle in service.

REPORT OF SOLICITOR – MR. MCBLAIN

Mr. McBlain had no action items this evening. We are working on several matters.

REPORT OF ADMINISTRATION AND FINANCES – PRESIDENT O'CONNELL

PAYROLL - All members have a copy of the Payroll Report for May 2018 which totaled \$151,575.67. Mr. Bradley made a motion to approve the payroll for May 2018, seconded by Mrs. Shallet. All in favor, motion carried.

BILLS LIST – All members have a copy of the Bill List for the month of May 2018 to be paid in June 2018 in the amount of \$420,844.76. Mr. Bradley made a motion to approve the Bill List, seconded by Mrs. Shallet. All in favor, motion carried.

TREASURER’S REPORT: All members have a copy of the Treasurer’s Report for May 2018. Total cash balance General Fund: \$1,734,289.26; Sewer Fund: \$664,593.25; Highway Fund: \$348,819.96; Escrow Fund: \$101,263.49; Recycling Fund: \$25,786.78. Mr. Bradley made a motion to approve the Treasurer’s Report, seconded by Mrs. Shallet. All in favor, motion carried.

President O’Connell entertained a motion accepting the Downtown Prospect Park Vision Plan through the Delaware Valley Regional Planning Commission. Mr. Bradley made the motion, seconded by Mr. Schreiber. All in favor, motion carried.

President O’Connell thanked Council for their support with the recent loss of his father-in-law.

REPORT OF PLANNING AND ZONING - MR. MOORE

Mr. Moore is still feeling under of the weather. He forwarded the following report or the record.

President O’Connell read the Zoning Officer Report for the month of May: 115 annual apartment unit inspections; 4 sale of property inspections; 31 zoning & permit reviews.

REPORT OF PUBLIC WORKS – MR. SUTPHIN

Mr. Sutphin thanked the Beautification Committee and Mayor Harris for the work that was done with the planting of the flowers at the Welcome Sign.

Mr. Sutphin made a motion to accept the low bid from A.F. Damon in the amount of \$116,481.00 for the 2018 Road Program, seconded by Mrs. Faison. All in favor, motion carried.

Mr. Sutphin made a motion to approve Resolution No. 1860 – 2018 Pothole Restoration County Aid Application, seconded by Mrs. Faison. All in favor, motion carried.

REPORT OF LIBRARY AND RECREATION – MRS. FAISON

Mrs. Faison thanked the Recreation Board for the great job at Community Day. Many organizations were represented. Thanks to President O’Connell for the two road signs announcing the event and the fireworks. Thanks to the Highway Department for their hard work. Thanks to Chief Engel for having Sid the Crime Dog attend. The bounce house was a big hit and the event went very well.

The next events are Avalon String Band on July 17th; July 24th is movie night; July 31st is the Della Salle Band; August 8th is movie night, all these events are scheduled 7:00 p.m. to 9:00 p.m. at Park Square. October 13th is the Music and Food Festival from noon to 5:00 at Park Square.

The 2018 Library Summer Events are: Infant Storytime for ages birth to 24 months are Fridays in June at 11:15 a.m. Snuggle Up for Storytime for ages 3 and up are held Monday’s at 6:30 p.m. from June 18th to July 16th. Tuesday’s Pop-Up Kids Activities begin June 19th and run through July 10th from 11:30 a.m. to 4:00 p.m. Toddler Storytime for ages 2 and up are Tuesdays at 11:15 a.m. running from July 31st through August 21st. Splish, Splash Story Time is

Wednesday, July 11th through August 8th at 1:00 p.m. at the Swim Club. Registration is not required.

Science in the Summer is being held Monday, July 16th and Tuesday, July 17th. This year's topic is Science in Space. This event is full and there is a waiting list. This event is sponsored by GlaxoSmithKline in partnership with the Franklin Institute.

The Library has museum passes to The Academy of Natural Sciences, and Elmwood Park Zoo passes. Mr. Bradley stated that anyone with a library card to any local libraries can also get these passes.

Thanks again to everyone involved in Community Day and the Fireworks.

REPORT OF BUILDING, PARKS AND SEWERS - MR. SCHREIBER

We are getting ready to replace one of the HVAC units in the police department.

We are getting prices to put fences at the T-Ball Field to complete that project.

Ceiling tiles need to be replaced in Council Chambers.

Mr. Schreiber made a motion to authorize the Engineer to prepare the PENNVEST Grant application, seconded by John Bradley. All in favor, motion carried.

JUNIOR COUNCILPERSON – MADISON KELLER

Ms. Keller was absent.

The High School Graduation takes place tomorrow.

Both the High School and Elementary School Recycling Scholarships have been given out again this year. President O'Connell stated that the borough has been doing these scholarships for 4 or 5 years now with recycling revenue. The winners will be announced at next month's meeting.

OLD BUSINESS

None.

NEW BUSINESS

None.

MEETING OPEN TO PUBLIC PARTICIPATION FOR A MAXIMUM OF THIRTY MINUTE

Bette Steele, 716 16th Avenue thanked the Engineer and Council for their efforts to find a solution for their alley and backyard flooding issues. She realizes this is going to be a lengthy process and asked if there is any short term solution. Ms. Catania believes moving the emitter that is currently placed at the top of the hill closer to the sidewalk may alleviate some of the flooding. Mr. Schreiber will discuss moving the emitter with the Code Enforcer John Cepis.

The PENNVEST meeting will be held in October. This is when we will find out if we received the grant and/or loan.

Paul Johnson, 1021 Washington Avenue, thanked President O'Connell, Mayor Harris, Councilwoman Faison and Chief Engel for a great Community Day. Mr. Johnson realizes that even though he feels they have their differences, it was nice to have everyone come together on Community Day.

MOTION TO ADJOURN

President O'Connell entertained a motion to adjourn. Mrs. Faison made the motion, seconded by Mr. Bradley. All in favor, motion carried. The meeting adjourned at 8:29 p.m.

Attest

Respectfully Submitted

Deborah A. Hurst
Borough Secretary