**September 12, 2023**

**PROSPECT PARK, PA**

The meeting of the Prospect Park Borough Council was held on September 12, 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. Ms. Catania and Mr. McBlain were also present.

**MINUTES**

President O’Connell entertained a motion to approve the minutes of August 8, 2023 Council Meeting. Mr. Schreiber made the motion, seconded by Mr. Bradley. All in favor motion carried.

**SECRETARY’S REPORT – MRS.BORCHERT**

Mrs. Borchert read the Secretary’s Report for the month of August 2023. Total deposits for the General Fund were $353,398.74; Sewer Fund $751.55; Liquid Fuels $920.04; Escrow Fund $0.00; Recycling Fund $0.00. President O’Connell entertained a motion for approval of the Secretary’s Report for August 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 introduce Mayor Harris so that he could present Commendations to multiple Officers for meritorious services…

Officer Henry O’Neill, Officer Kyle Gross, and Officer James Mansfield- On July 10, 2023 at the 1200 Block of Lincoln Ave –A man was trying to lure a child into the car, ultimately lead to his arrest and he is now in Delaware county Prison.

Monica Farrell: Outstanding Citizenship- National Night Out – for all of her Work/Preparation with this event.

Officer Eric Davis- July 7th, 2023- Observed a man Dragging trashcans. Drugs were found to be in that trashcan which led to drug bust

Officer Nicholas Denton and Officer James Mansfield 3/30/2023- Responded to a suicide on tracks. Thankfully with their quick thinking and kind words they were able to save the person’s life.

Sergeant Henry O’Neill-10/18/2020: 800 8th Avenue- Call for an Injured Infant that fell off of a changing table. With further investigation by Sergeant O’Neill, the Father was found to be abusing his child- The father was charged and he was sentence to 6 years.

**REPORT OF ENGINEER – LISA CATANIA**

Chester Pike Corridor –Corridor study has been completed by. Delaware County Planning Department. Revised street sign and pole estimate for $50,000 grant awarded through Senator Kearney’s office. Received two proposals via Costars. Award to Garden State Highway Products. Street name signs, poles and supports are ordered. Two crosswalks, Prospect Avenue and Amosland Avenue have been restriped with high visibility markings.

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 have been approved for bid with one modification of shade tree selection. Bids were opened July 25. Two bids were received. Low bid was that of Premier Concrete in the amount of $435,750 with the second at $470,366. Funding available is up to $ 306.000, through GreenWays Year 1 in the amount of $46,430 and Year 2 in the amount of up to $250,000 and PECO Green Region in the amount of $10,000.

Frens and Frens have completed phase 1 investigation of the exterior of the Homestead. Expect results in the next few weeks. Received revised proposal. Frens will complete their investigation week of July 10 and prepare plans for bid package. Frens is delayed in the second inspection of the site. Work is not yet completed. Inv #1 in the amount of $4,831.70 has been submitted for work completed.

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. Awaiting Agreement from Collier for execution.

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 have been signed and preconstruction meeting completed. Work is underway. Invoice #1 in the amount of $30,240.00 is recommended for payment. The Borough may request 50% of the grant award for this invoice.

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.

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 has commenced.

2023 Road Program – Bids were taken on June 1, 2023. Sole bid was AF Damon in the amount of $142,950. Costs for paving exceeded our estimate of $100/TN to $165/TN. Bid Tab is attached. Award letters were sent and contract information received for contract preparation. Contracts have been prepared and executed. Form MS329 will be completed and submitted to? PADOT for use of LF funding. Breakdown of funds from which the contractor will be paid is necessary. .

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.. ADA ramp design for submission underway.

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. Design is scheduled upon completion of topographic survey.

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.

11th Avenue sinkhole – Sinkhole investigated in street. Appears to be breach in line. Suggest video inspection to determine the extent.

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. Provided review of municipal improvement cost estimate.

ACTIONS:

Park Square Inv. # - Premier $30,240

Frens Inv #1 $4,831.70 for Homestead Preservation Work

Morton Homestead Award – Premier

Park Square mulch is done. We are waiting on the Park Square equipment to arrive on the schedule date of September 20th. The Mayor asked how long would the installation of the equipment take and Ms. Catania stated we would be looking at 1 ½ days of work.

**REPORT OF THE MAYOR HARRIS**

October 14th- Park square is hosting the Food and Music Festival: looking for volunteers

**REPORT OF PUBLIC SAFETY – MRS. SHALLET**

Motion to Approve Resolution #1923 Approving Settlement Agreement with Officer Shemeluk for Separation with Permanent Disability. Mr. Schreiber Made the Motion, seconded by Mr. Bradley. All in favor, motion carried.

Motion to Approve Resolution #1924 Approving Settlement Agreement with Officer Hoover for Separation with Non-Service Connected Disability. Mrs. Shallet made the motion, seconded by Mr. Schreiber. All in favor, motion carried

Mrs. Shallet read the following Fire Company Report for August 2023:

For the month of August we responded to 42 calls.

17 in Prospect Park and 25 Assist's to other companies.

Our 1998 KME was in an accident on a call at the Care Center involving Tinicum Twp Fire Companies ladder truck.  The office has contacted the insurance company and estimates are being finalized on our truck now.  I hope to have the estimate sometime this week.  The damage is moderate and the shop said it is fixable.  More to follow....

The gear washer is all hooked up now and the manufacturer will be in shortly to do the final adjustments and provide training on its operations.

The diesel exhaust removal system is beginning to take shape.  Delivery of all the parts is set for Thursday September 14th, with installation beginning as early as next week..

We have some emergency lighting repairs and upgrades being made on all the trucks, and mechanically they are holding up well.  Our new maintenance vendor has been a true asset for us.

On September 7th Mrs. Shallet stated that she attended a Senior Expo at Drexel Brook- there was a lot of very good information for seniors

 The next Safety meeting is scheduled for 9/14/2023 @1:00

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

**REPORT OF SOLICITOR – JOHN MCBLAIN**

At the Workshop meeting I had raised awareness for the Champion Investment LLC at 817 Lincoln Avenue. The owner submitted a letter requesting approval in May for an extension and was given a 6 month extension- probably will need to request another extension

**REPORT OF ADMINISTRATION AND FINANCES – PRESIDENT O’CONNELL**

**PAYROLL** - All members have a copy of the Payroll Report for the month of August 2023 which totaled $203,934.72. Mr. Schreiber made a motion to approve the payroll report, seconded by Mr. Bradley. All in favor, motion carried.

**BILLS LIST** – All members have a copy of the Bill List for the month of August 2023 to be paid totaling $127,961.05. Mr. Schreiber 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 August 2023. Total cash balance General Fund: $2,464.868.20; Sewer Fund: $360,120.22; Highway Fund: $433,680.48.14; Escrow Fund: $35,206.24; Recycling Fund: $2,460.66. Mr. Schreiber made a motion to approve the Treasurer’s Report, seconded by Mrs.Shallet.

With the Darby Bridge Project pending, Penn Dot is slowly moving along getting trees cut down on the Tinicum side to widen the road for the trail, and also for the right of way to storage.

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

Mr. Bradley read the following Zoning Officer Report for the month of August 2023: The Following is a brief synopsis of the Zoning Officer activity for the month of AUGUST.

4- Sale of Property inspections were done by the Zoning Officer.

87- Annual Inspections were done by the Zoning Officer.

33 - Zoning & Permit reviews were done by the Zoning Officer.

Would like to thank President Jack Menendorp and Vice President Vince Kalonder for putting together the civil service list.

**REPORT OF LIBRARY AND RECREATION – MR. SUTPHIN**

Mr. Sutphin thanked Monica Farrell for all of her hard work that she did with National Night Out.

Mr. Sutphin announced the following Patriotic Winner:

1ST PRECINCT - 313 NASSAU BLVD- RICHARD GAVULA & MICHELE DERCOLE

2ND PRECINCT - 907 11TH AVENUE- EDWARD BOYD & AUTUMN LOCKE

3RD PRECINCT - 817 16TH AVENUE- BRIAN & THERESA PELTZ

5TH PRECINCT -1631 HOLMES ROAD- IAN & LORIANN MCCANN

October 14, 2023 is the Food and Music Festival @ Park Square from 12:00 noon until 5:00pm hosted by the Recreational Board.

We are still looking for Bands and Food Trucks if anyone knows of anyone that would be interested.

Also on Saturday September 23rd the 4th of July Committee is hosting the Fall Craft Festival at Park Square from 11:00 am until 4:00pm.

September is National Library Card sign up month-many perks, public access

**REPORT OF PUBLIC WORKS – MR. STEWART**

Mr. Stewart read the follow Highway & Sanitation Report into the minutes:

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. Crosswalks and stop sign markers were painted around town. Highway crew will be touching up the yellow paint along the curbs.

Girl Scouts did a Great Cleanup at the Morton Homestead

Highway- Cleaned up the Hollow overgrowth under 4th Ave: cleared it out

Mr. Stewart thanked John Cepis for the great job that he is doing in managing the Highway and Sanitation Department.

President O’Connell thanked the highway guy for being proactive and keeping the sewers cleared, less flooding.

President O’Connell stated that the new website is up and running and looks great. He also wanted to thank Kris, Deb, Greg, and Steve G for all of their hard work with the website.

**REPORT OF BUILDING, PARKS AND SEWERS - MR. SCHREIBER**

Motion to Approve the Award in the bid amount and credit change order #1 amount of $380,609.50 to Premier Concrete- (motioned is being tabled until The October meeting)

Motion to approve Resolution of the Delco Greenways year 4 grant submission. Motion was made by Mr. Schreiber, Seconded by Mr. Bradley. All in favor, motion carried.

The following is a report on the parks that Mr. Schreiber read in to the minutes:

Parks Report –

Parks are being cut daily. Tree pruning continues to be done.

Flower beds on Lincoln Ave cleaned up. River rock was placed at the Masonic Lodge and by the Dunkin Donuts. Prospect Ave flower beds cleaned up and trees trimmed

The following is a sewer report that Mr. Schreiber read into the minute:

Sewer Report-General Sewer maintenance continues throughout town.

Mr. Schreiber introduced the idea of adding pickle ball courts to at the Hollow and also the playground at the Hollow will be installed next year.

Mr. Schreiber and Joe Dean are looking to do clearing and also put some fencing up at the Hollow.

**OLD BUSINESS**

None

**NEW BUSINESS**

Greg would like the Borough to start planting milkweeds in an effort to help save monarch butterflies.

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

Mr. Horn- 220 Lincoln Avenue – Mr. Horn asked for an update on the 420 Bridge Project because he saw all of the cutting going on in Tinicum. The Borough Engineer Lisa Catania did not have any updates but that she is not the contact for that project.

Also Mr. Horn would like us to look into a street light in front of his neighbor’s house at the 300 block of Lincoln Avenue that keeps going on and off and Mrs. Borchert said she would contact our electrician.

Lisa Catania and President O’Connell wanted to make the public aware of the following information about the Eastwick Flood Study:

Below is a synopsis of what was discussed:

  The U.S. Army Corps of Engineers has announced the release of a draft report for the Eastwick Flood Risk Management Study. The draft report outlines a ‘Tentatively Selected Plan,’ which includes an approximately 1400-foot levee along the left bank of Cobbs Creek within the Eastwick Regional Park and Clearview Landfill. The levee plan is designed to reduce the risk of flood damages to homes, property, and public infrastructure. The Draft Integrated Feasibility Report and Environmental Assessment details extensive engineering, economic, and environmental analyses conducted to date as part of the study. The public is invited to comment on the report by November 1, 2023. Comments can be submitted by mail or by email.  It’s important to note that the levee outlined in the Tentatively Selected Plan would require consensus/support from a non-federal sponsor, real estate easements, and multiple years of design for potential implementation.

The U.S. Army Corps of Engineers and the Office of Sustainability, along with other partners, will be hosting an Open House on Wednesday, Oct. 4 from 5-7 p.m. at the Eastwick Recreation Center. The Open House will be an opportunity to learn more about the study and ask questions with USACE representatives and partners. There will also be information about other types of flood resilience measures, including home retrofits, short-term flood barriers, and an alert and early warning system.

**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

 Kristine Borchert

 Borough Secretary