

**DECEMBER 12, 2017
PROSPECT PARK, PA**

The meeting of the Prospect Park Borough Council was held on December 12, 2017 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. Bradley, Mr. O'Connell, Mrs. Faison and Mr. Schreiber. Mr. McBlain and Ms. Catania were also present. Mr. Moore and Mr. Jurek were absent.

MINUTES

President O'Connell entertained a motion to approve the minutes of November 14, 2017 Council Meeting. Mrs. Shallet made the motion, seconded by Mr. Schreiber. All in favor motion carried.

President O'Connell entertained a motion to approve the minutes from the December 6, 2017 Community Development Block Grant Meeting. Mr. Schreiber made the motion, seconded by Mrs. Faison. All in favor motion carried.

SECRETARY'S REPORT - MRS. HURST

Mrs. Hurst read the Secretary's Report for the month of November 2017. Total deposits for the General Fund were \$74,005.48; Sewer Fund \$3.84; Liquid Fuels \$2.12 Escrow Fund 0.00; Recycling Fund \$0.00. President O'Connell entertained a motion for approval of the Secretary's Report for November 2017. Mrs. Shallet made the motion, seconded by Mrs. Faison. All in favor, motion carried.

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

President O'Connell recognized Junior Councilperson Madison Keller who presented the awards to the following Halloween House Decorating Winners: 1st precinct – Anthony and Donna Scott, 505 Lafayette Avenue (not present); 2nd precinct – DJ and Danielle Brosnan, 811 Pennsylvania Avenue; 3rd precinct – Richard and Marsha Impriano, 934 7th Avenue; 4th precinct – Charles Horner and Christina Krautzel, 922 12th Avenue; 5th precinct – The O'Donnell's, 1622 Norwood Avenue. President O'Connell congratulated the winners and called a five minute recess.

President O'Connell called the meeting back to order.

REPORT OF ENGINEER – LISA CATANIA

An online complaint was filed with the PUC for the CSX bridge, which is in need of repair. Mr. McBlain suggested that we cite them. Ms. Catania has the name of a person at CSX that she could send the citation too. Mr. McBlain stated that they are subject to our laws. Mr. McBlain believes we will receive a phone call once they receive a citation. Mr. McBlain said he will research the ordinance to see if he can find an ordinance that would fit this situation.

CDBG 2017 - Prospect Ave Improvements - Preparing bid documents for review by OHCD. Coordinating efforts with PECO to minimize conflicts of overhead lines with new lights. Joe Rodo from Ms. Catania's office believes that the lines on the top belong to PECO. Once it is determined who owns the lowest lines on the Prospect Park islands, Mr. Rodo has the design finished. This project will go out for bid in February 2018.

CDBG 2018 – A list of potential projects were generated for applications to be submitted January 2018. The meeting to discuss potential projects was held Wednesday, December 6th at 7:15 before the workshop meeting.

Road Program 2017 - AF Damon has submitted the final invoice.

Energy Audit -Energy Systems Group met to discuss completed 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. A summary report is attached.

PADOT Resurfacing – PADOT has sent notification SR 420 – Lincoln Avenue will be part of a larger project for milling and paving that will be let in December 2017. Work will occur in 2018. A PA Form 4181 has been executed for utilities within Lincoln Avenue owned by the Borough and submitted as required. President O'Connell asked when the resurfacing will start. Ms. Catania stated that bids will be taken in December. However, the paving will not be done until spring. The paving will be from Route 291 to Baltimore Pike on both sides.

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.

Riverside Sinkhole - Sinkhole has been reported in front of 304 Riverside Avenue. I have coordinated with the plumber to view inspection, but have not heard of the outcome. Work has not yet been completed.

Washington Avenue Inlets - A to U Services has substantially completed the inlets.

Norwood Avenue – A to U Services has been notified to complete replacement of inlet and regrading in rear yard. However, the property has denied access to the inlet. We are working on a solution.

There was a question brought up about the condition of the road on the 700 block of 3rd Avenue. Ms. Catania stated this is on the below grade list and should be considered for paving on the 2018 road program list.

Ms. Catania wished everyone a Merry Christmas and a Happy and Prosperous New Year from the Catania family. President O'Connell thanked Ms. Catania and wished her family the same.

REPORT OF THE MAYOR HARRIS

Mayor Harris read the police report for the month of November 2017. Officers responded to 28 motor vehicle accidents. Each accident was investigated and reports filed. Officers responded to 16 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 13 fire, burglary or robbery alarms. The Police Department assisted local ambulance and paramedic units on 46 medical emergencies. There were 5 motorist assistance calls, and 3 911 hang-up calls. There were a total of 335 complaints.

There were 3 vehicle citations issued in November. Of the previous 12 vehicle citations issued, 9 vehicles have been removed and 3 were found guilty. There were 4 complaints for the month of November. All were handled.

There are not updates on the 420 Bridge Project and the Downtown Awakening Project.

The tree lighting as held on December 7th.

REPORT OF HEALTH AND INSURANCE – MRS. SHALLET

Mrs. Shallet had nothing to report. Mrs. Shallet wished everyone a Merry Christmas.

REPORT OF BUILDINGS AND PARKS - MR. BRADLEY

Two out of the three firehouse doors are installed. The heater issued at Borough Hall is being worked on. Mr. Bradley wished everyone a Merry Christmas.

REPORT OF SOLICITOR – MR. MCBLAIN

The two action items are on the agenda for approval tonight. The first being the authorization to approve the tax levy ordinance for 2018. The ordinance was duly advertised in the Daily Times for public review.

The second action item is under Library and Recreation and that is the resolution proclaiming that the Borough has exercised its statutory option to prohibit the location of a category 4 licensed gambling facility within the boundaries of the Borough. This opt out must take place in December. If in the future the Borough changes their minds, they can rescind the opt out. However, it cannot be done the other way. Mr. McBlain suggests we opt out.

REPORT OF FINANCE – PRESIDENT O'CONNELL

PAYROLL - All members have a copy of the Payroll Report for November 2017 which totaled \$145,633.27. Mr. Bradley made a motion to approve the payroll for November 2017, seconded by Mrs. Shallet. All in favor, motion carried.

BILLS LIST – All members have a copy of the Bill List for the month of November 2017 to be paid in December 2017 in the amount of \$392,294.56, as well as authorization to pay any regular

invoices that may be received after the meeting and become due by the end of the fiscal year. 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 November 2017. Total cash balance General Fund: \$505,214.29; Sewer Fund: \$228,479.70; Highway Fund: \$256,625.47; Escrow Fund: \$142,383.49; Recycling Fund: \$3,434.66. Mr. Bradley made a motion to approve the Treasurer's Report, seconded by Mr. Schreiber. All in favor, motion carried.

The 2018 preliminary budget is \$4,848,918.08. Overall, the operating costs for 2018 will increase by 3.5%. The factors that influence this budget are:

Revenue

Increase in Building Permits
Increase in U/O Permits
Increase in Highway Fund
Increase of Trash Tax
Decrease in Utilities costs
Increase in the County Tax Assessment

Expenses

Increase in Police Pension obligation
Increase in Trash Transfer expenses
Increase in Police Operations
Increase in Bonding, Casualty, and Liability & Workers Compensation insurance
Collective Bargaining Agreements (FOP & Teamsters) salary increases
Non-uniform salaries increases
Increase in facilities maintenance.

President O'Connell entertained a motion to approve Ordinance No. 1344 fixing the Real Estate Tax Rate for 2018 at 9.62, no increase; Per Capita Tax for 2018 at \$10.00, no increase; Local Service Tax for 2018 at \$52.00 per year, no increase; Sewer Rental Tax for 2018 at \$7.30 per thousand gallons, no increase; and Trash Tax for 2018 at \$185.00 per household, an increase of \$5.00. Mr. Bradley made the motion, seconded by Mrs. Faison. All in favor, motion carried.

President O'Connell entertained a motion to approve the 2018 budget in the amount of \$4,848,918.08. Mr. Bradley made the motion, seconded by Mrs. Shallet. All in favor, motion carried.

President O'Connell thanks Mrs. Hurst for her help during the budget process, as well as Council for their hard work in keeping their numbers low this year so that there was no real estate millage rate increase.

REPORT OF PLANNING AND ZONING - MR. MOORE

Mr. Moore is still feeling out of the weather. We sent him some kind words and he seems to be doing better.

REPORT OF PUBLIC SAFETY – MR. JUREK

Mr. Jurek was absent.

President O’Connell entertained a motion to approve the purchase of a 2018 Dodge Charger Police Vehicle from Videon at the COSTARS price of \$24,376.00. This will replace the oldest vehicle in the fleet. Mr. Schreiber made the motion, seconded by Mr. Bradley. All in favor, motion carried.

REPORT OF LIBRARY AND RECREATION – MRS. FAISON

Mrs. Faison made a motion to approve Resolution No. 1855 – proclaiming that the Borough of Prospect Park has exercised its statutory option to prohibit the location of a category 4 licensed facility within the boundaries of Prospect Park, seconded by Mr. Schreiber. All in favor, motion carried.

Lunch with Santa was a big success, with a steady stream of people attending. Thanks to the firefighters for the great job they did setting and cleaning up. It was nice to have it during the small snow storm. Mrs. Faison thanked President O’Connell, John and Rose Bradley for attending, and Councilman Schreiber for cooking the hot dogs. Thanks to Joe Daniels from Townwatch for crossing the attendees. Thanks to the following seniors: Malin DiGuglielmo, Abigail Mulholland, Clare Simmonds and Mia Podgorski. Malin’s brother was Santa and did a great job, and her dad helped out in the kitchen. Paul and Gene from the Recreation Board stopped by.

The Recreation Board met last week. The Food and Music Festival is scheduled for October 13, 2018, with a rain date of October 20, 2018. The Board met with Kim and Mayor Harris to discuss the Joint Community Day and Fireworks on Saturday, June 9, 2018 beginning at 2:00 p.m. with T-ball games before that.

The library children’s book sale and craft day was a success. Families and children were moving from Santa at the Firehouse to the library sale.

The Easter Egg Hunt is scheduled for March 24, 2018. A senior group has already signed up for the hunt. Mrs. Faison will be in touch with them in the near future.

Junior Councilperson Madison Keller will be judging the Christmas House Decorating Contest. We will present those awards at the February 2018 Council Meeting.

REPORT OF PUBLIC WORKS - MR. SCHREIBER

We had a little snow, but no issues. The Highway Department is still collecting leaves.

Mr. Schreiber made a motion to approve Resolution No. 1854 – 2018 Community Development Block Grant Applications, seconded by Mr. Bradley. All in favor, motion carried.

Mr. Schreiber made a motion to approve Resolution No. 1856 – PennDOT Master Casting Agreement, seconded by Mrs. Shallet. All in favor, motion carried.

JUNIOR COUNCILPERSON – MADISON KELLER

Ms. Keller had nothing to report.

OLD BUSINESS

None.

NEW BUSINESS

President O’Connell stated that this would be Bob Jurek’s last meeting. He served over 25 years on Council, and was very involved in many of the committees, such as Parks and Recreation and Highway and Sanitation Department. His most recent appointment was Chairman of Public Safety. President O’Connell thanked Mr. Jurek for his guidance over the years and wished him prosperity in his retirement. Unfortunately, he could not make the last meeting due to his father’s illness. As a token of our appreciation, we got Bob a small gift that we will present to him at the appropriate time. We got him a money clip with an inscription thanking him for his years of service.

MEETING OPEN TO PUBLIC PARTICIPATION FOR A MAXIMUM OF THIRTY MINUTE

Paul Johnson, 1021 Washington Avenue, thanked President O’Connell and Mrs. Hurst for responding to my interest in having a MLK day of service at Witmer Field. Thanks to Mayor Harris for making himself available to speak to Frank Malvasteno about an opening day parade.

MOTION TO ADJOURN

President O’Connell wished everyone a Merry Christmas and Happy New Year. The Reorganization Meeting will be held on Tuesday, January 2, 2018, at 6:30 p.m.

President O’Connell entertained a motion to adjourn. Mrs. Faison made the motion, seconded by Mrs. Shallet. All in favor, motion carried. The meeting adjourned at 8:00 p.m.

Attest

Respectfully Submitted

Deborah A. Hurst
Borough Secretary