

**August 14, 2018**  
**PROSPECT PARK, PA**

The meeting of the Prospect Park Borough Council was held on August 14, 2018 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, Mr. Sutphin, Mrs. Faison, and Mr. Schreiber. Elizabeth Naughton Beck (John 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 July 10, 2018 Council Meeting. Mr. Bradley made the motion, seconded by Mrs. Shallet. All in favor motion carried.

**SECRETARY'S REPORT - MRS. BORCHERT**

Mrs. Borchert read the Secretary's Report for the month of July 2018. Total deposits for the General Fund were \$131,351.95; Sewer Fund \$48,348.66; Liquid Fuels \$3.05; Escrow Fund \$0.00; Recycling Fund \$0.00. President O'Connell entertained a motion for approval of the Secretary's Report for July 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. Mrs. Floyd- 604 14<sup>th</sup> Avenue commented that a motion had to be made before the swearing in of the new Zoning Hearing Board member. President O'Connell said that he was aware of the error on the agenda, and it will be noted.

**REPORT OF ENGINEER – LISA CATANIA**

CDBG 2017 – Prospect Ave Improvements –Contractor has commenced work. Light foundations will be started in the near future.

CDBG 2018- Kick off meeting with OHCD has been completed. Awaiting Environmental review approval prior to start.

Road Program 2018 –AF Damon has tentatively scheduled the project for the last week of August.

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. AQUA has completed work within the Lincoln Ave right of way to avoid delay in resurfacing.

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.

#### 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 substantially completed replacement of inlet and regrading in rear yard. Damage to the driveway and sidewalk at the site as well as curb and sidewalk at the adjoining site will need to be repaired. The extent of the work is recorded as the tenant at the property has requested any repairs be delayed until such time as he has a shed delivered and installed.

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 for resolution.

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.

The PECO Green Region Grant is available in the amount of \$10,000.00 with a match of \$10,000.00. Deadline for applying for the grant is October 31, 2018.

**REPORT OF THE MAYOR HARRIS**

Quality of Life Issues: There were 7 vehicle citations in the month of July and 0 complaints.

Mayor Harris read the police report for the month of July 2018. Officers responded to 28 motor vehicle accidents. Each accident was investigated and reports filed. Officers responded to 27 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 17 fire, burglary or robbery alarms. The Police Department assisted local ambulance and paramedic units on 37 medical emergencies. There were 2 motorist assistance calls, and 0 911 hang-up calls. There were a total of 354 complaints.

The Mayor received a call from Mike from Aqua stated that there has been a petition to PUC for a 16.13 % increase in Aqua rates. Aqua said that there has not been an increase in rates in seven years. The increase should happen somewhere between October of 2018 & May 2019.

The 420 Bridge Project is still a work in progress.

President O’Connell asked the Mayor to please check with the police department about having zero 911 call this month because he believes there were some 911 calls.

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

Mrs. Shallet had nothing to report.

**REPORT OF PUBLIC SAFETY - MR. BRADLEY**

Mr. Bradley made a motion to adopt Ordinance No. 1346- Governing Fire Prevention to include regulation for recreational fires, seconded by Mrs. Shallet. All in favor motion carried.

**REPORT OF SOLICITOR –ELIZABETH NAUGHTON BECK FOR MR. MCBLAIN**

Nothing to report.

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

**PAYROLL** - All members have a copy of the Payroll Report for July 2018 which totaled \$122,888.80. Mr. Bradley made a motion to approve the payroll for July 2018, seconded by Mr. Schreiber. All in favor, motion carried.

**TREASURER’S REPORT:** All members have a copy of the Treasurer’s Report for July 2018. Total cash balance General Fund: \$1,375,026.27; Sewer Fund: \$710,905.18; Highway Fund:

\$348,135.09; Escrow Fund: \$103,561.47; 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 to adopt Ordinance No. 1345- Revision to Police Pension Ordinance. Mr. Bradley made the motion, seconded by Mrs. Shallet. All in favor, motion carried.

### **REPORT OF PLANNING AND ZONING - MR. MOORE**

President O'Connell entertained a motion to swear in Nicholas Sacharok to the Zoning Hearing Board. Mr. Bradley made the motion, seconded by Mr. Schreiber. All in favor motion carried.

The Mayor swore in Nicholas Sacharok as a member of the Zoning Hearing Board.

President O'Connell read the Zoning Officer Report for the month of July: 100 annual apartment unit inspections; 19 sale of property inspections; 37 zoning & permit reviews.

### **REPORT OF PUBLIC WORKS – MR. SUTPHIN**

Mr. Sutphin made a motion to approve the 2018-2021 Collective Bargaining Agreement between the Borough of Prospect Park and International Brotherhood of Teamsters, seconded by Mrs. Faison. All in favor, motion carried.

The guys were on all of the flooding issues this month. President O'Connell thanked the highway and police department for all of their hard work and help with any issue during the storms.

### **REPORT OF LIBRARY AND RECREATION – MRS. FAISON**

The most patriotic winners were awarded to the following residents:

- 1<sup>st</sup> Precinct - 308 Pennsylvania Avenue- Shawn & Danielle Stewart (absent)
- 2<sup>nd</sup> Precinct - 542 11th Avenue- John & Barbara Hadfield (present)
- 3<sup>rd</sup> Precinct - 923 7th Avenue- Glen & Patricia Schwenke (absent)
- 4<sup>th</sup> Precinct - 920 12th Avenue- William Alvir & Stephanie Brunetto (present)
- 5<sup>th</sup> Precinct - 1646 Norwood Avenue- Dan Lyons (absent)

The Avalon String Band was cancelled again tonight because of storms in the area.

Movie night originally scheduled for July 24<sup>th</sup> was rescheduled for August 7<sup>th</sup> and had to be rescheduled again for August 22<sup>nd</sup> due to the weather. The movie company was nice enough not to charge us a second time for the rescheduling of the movie.

October 13<sup>th</sup> is the Music and Food Festival from noon to 5:00 at Park Square. There are six food trucks and three bands confirmed to date. We are going to ask the Interboro Jazz Band if they would like to perform. The rain date is October 20<sup>th</sup>.

The Library has museum passes to The Academy of Natural Sciences, and Elmwood Park Zoo passes have been quite popular. You can only acquire these passes with an adult library card only.

Mrs. Faison will get senior project list to Mr. Lennox and Mr. Foltz in September.

The Annual Volunteer Luncheon held at Masonic Hall is scheduled for Saturday January 12, 2018.

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

Mr. Schreiber stated that the air conditioner is not working at the firehouse on the second floor so we are having that looked at to be fixed. We are also getting pricing for trash/recycling cans in all three of our parks. We are looking to order 30-40 cans.

Mr. Schreiber also reached out to Joe Dean from the Youth Club, Linda Dempsey from the Termites, and Jim Simmonds from the firehouse to put a wish list together for things that they might need, and see if we can get a few things done before the end of the year.

**JUNIOR COUNCILPERSON – MADISON KELLER**

Absent.

**OLD BUSINESS**

None.

**NEW BUSINESS**

None.

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

Phyllis Floyd- 604 11<sup>th</sup> Avenue- Mrs. Floyd stated that the police report for the month of July for 911 calls was incorrect. She said that she made 2- 911 calls in the month of July, and asked that we please check that report.

Mrs. Floyd suggested that along with the Zoning Officers monthly report that we should also include the dollar amount of income from the inspections in a monthly report. President O’Connell said he will take that into consideration.

Mrs. Floyd wanted to know when people are cited for the conditions of their yards, is it stated in the letter that property owners must cut their entire property, not just the front or back of the property. President O’Connell said that he is not sure what the complaint that is filed with the court states. Mayor Harris asked Mrs. Borchert what the letters states that are sent out first to residents that have high weeds and grass and Mrs. Borchert said it states “property”. Mrs. Floyd stated that people who are being cited are barely cutting their grass and they are doing a poor job. President O’Connell asked Mrs. Floyd if she had the address of the property that she was talking

about. Mrs. Floyd said she did not have the exact address but gave an approximate area of the address. President O'Connell stated that code enforcement will look into this property.

Mrs. Floyd also wanted to thank the borough for all of the property issues in the past, and the residents who have since stepped up and made a real effort to bring their properties up to code. She said that the properties are really looking good especially over on 14<sup>th</sup> Avenue and she wanted to thank us. President O'Connell stated that this is what happens when the residents develop a good working relationship with Code Enforcement, Police, and the Building Inspectors things begin to work themselves out and we get these good outcomes.

Mrs. Floyd wanted to also thank the Beautification Committee for the sign that they put on her property that states she was caught looking beautiful. President O'Connell stated that we appreciate Mrs. Floyd's effort in keep her property looking nice.

Mrs. Floyd asked that the Health Inspector please look into the pizza shop at the corner of Summit and Chester Pike for some concerning health issues. Mrs. Floyd stated that the property owner is not staying on top of issues up there and is bringing in lower class renters. The Code Enforcement Officer John Cepis stated that he spoke to the Pizza Shop, and also sent a letter to the owner who lives out in West Chester. Mrs. Floyd thanked Mr. Cepis.

Mrs. Floyd addressed the borough engineer Lisa Catania and asked about the Green Region Grant and what specifically that would be used for. Ms. Catania stated that the grant is for recreational open space which would be upgrade of playground equipment in the parks. The Borough does already have some projects in the works, and has some money set aside for new playground equipment in the parks.

Barbara Hadfield – 542 11<sup>th</sup> Avenue stated that a street light is out in the middle of her block. She was told that it would be given to the electrician for repair.

#### **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 8:10 p.m.

Attest

Respectfully Submitted

Kris Borchert  
Administrative Assistant