

DECEMBER 11, 2018
PROSPECT PARK, PA

The meeting of the Prospect Park Borough Council was held on December 11, 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: Mrs. Shallet, Mr. O'Connell, Mr. Sutphin, and Mr. Schreiber. John McBlain and Ms. Catania were also present. Mayor Harris, Mr. Bradley, Mr. Moore and Mrs. Faison were absent.

MINUTES

President O'Connell entertained a motion to approve the minutes of November 13, 2018 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 of the 2019 CDBG Meeting, held on December 5, 2018. Mrs. Shallet made the motion, seconded by Mr. Schreiber. All in favor motion carried.

SECRETARY'S REPORT - MRS. HURST

Mrs. Hurst read the Secretary's Report for the month of November 2018. Total deposits for the General Fund were \$283,632.46; Sewer Fund \$3.75; Liquid Fuels \$1.97; Escrow Fund \$18,500.00; Recycling Fund \$0.00. President O'Connell entertained a motion for approval of the Secretary's Report for November 2018. Mr. Sutphin 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 response.

President O'Connell recognized Mrs. Shallet. Mrs. Shallet presented the Halloween House Decorating Winners: 1st precinct: Anthony and Donna Scott, 505 Lafayette Avenue (not present, 2nd precinct: Diane Morris-Olive, 800 Summit Avenue, 3rd precinct: Alicia Cannon, 1013 Prospect Avenue, 4th precinct: Robert and Patricia Walker, 837 12th Avenue, 5th precinct: Matthew Tate and Carisa Dixon, 601 13th Avenue. President O'Connell and Mrs. Shallet congratulated the winners.

REPORT OF ENGINEER – LISA CATANIA

CDBG 2017 – Prospect Ave Improvements – Contractor has substantially completed work. Banner arms will be delivered tomorrow. The control center for the lights should have been completed this afternoon. Lenni is proposing to have everything done by Friday.

CDBG 2018 – Prospect Avenue Phase 2 Improvements- Environmental Review approval has been received. Survey work is complete and design is substantially complete.

CDBG 2019 – A list of potential projects has been generated. The Borough will have a CDBG hearing in December and may select a priority and alternate to submit to the Office of Housing and Community Development.

Road Program 2018 – Pothole repair - AF Damon has completed work. An invoice in the amount of \$2841.00 has been submitted and approved.

AQUA Road Program – Bid package is out for bid. Bid is scheduled for December 19. Work to be completed in the spring.

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. No new schedule has been received.

PENNVEST Stormwater – Application to PENNVEST or a grant or low interest loan for several trouble areas has been submitted. Areas include Summit Avenue and 16th Avenue noted below to alleviate drainage problems. Application will be ranked and discussed for decision at the January 30, 2019 meeting.

PECO Green Region – PECO has announced the Green Region Grant which has a maximum of \$10,000 and is a 50% match. Grant has been submitted for Witmer Park Playground.

Madison Avenue Subdivision – Mike Murphy has visited the Borough office and requested start of the subdivision which was approved in February 2013. This surpasses the 5 year time limit for changes necessary due to ordinance changes (MPC Section 508(4)(ii)). The SALDO has been updated and the plans should reflect those changes.

Witmer Park Playground – Coordinating play structure purchase under the Co-Stars program. DCNR has announced winners of funding. Prospect Park was not selected.

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 has been included in the PENNVEST application.

16th Avenue – Design has been completed to resolve flooding issues due to infill and alley paving at a low point in the rear of homes. Project is included in the PENNVEST application submitted.

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.

Ms. Catania received notice that the CSX will be closing the railroad crossing on Amosland Road on Monday, December 17th through December 19th. This will affect the Prospect Park residents. Ms. Catania will forward the map of closures so the Borough can place on social media.

On behalf of myself, Charles and Catania Engineering, we wish everyone a Merry Christmas.

REPORT OF THE MAYOR HARRIS

Mrs. Shallet read the following police report for Mayor Harris for the month of November 2018. Officers responded to 18 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 27 fire, burglary or robbery alarms. The Police Department assisted local ambulance and paramedic units on 28 medical emergencies. There were 7 motorist assistance calls, and 8 911 hang-up calls. There were a total of 334 complaints.

REPORT OF HEALTH AND INSURANCE – MRS. SHALLET

Mrs. Shallet attended a Board of Health Meeting on November 16th. We were taught life saving skills using a tourniquet. We were also given information on COSA for help with elderly residents in trouble.

The new calendar is done and celebrates the Borough's 125th Anniversary in 2019. Thanks to Mrs. Richards for all her assistance. There is a lot of great information for the residents. There are great old pictures throughout the calendar.

REPORT OF PUBLIC SAFETY - MR. BRADLEY

Mr. Bradley was absent. President O'Connell thanked the Chief and police officers for getting the light box at Chester Pike and Lincoln Avenue fixed today. A gentleman took out the entire control box.

REPORT OF SOLICITOR – JOHN MCBLAIN

We are recommending passing the motion on the agenda to approve Ordinance 1347 for the 2019 taxes. This ordinance was advertised in the Delaware County Daily Times. The budget has been available for public review since the November meeting.

REPORT OF ADMINISTRATION AND FINANCES – PRESIDENT O'CONNELL

PAYROLL - All members have a copy of the Payroll Report for November 2018 which totaled \$148,062.26. Mr. Sutphin made a motion to approve the payroll for November 2018, seconded by Mr. Schreiber. All in favor, motion carried.

BILLS LIST – All members have a copy of the Bill List for the month of November 2018 to be paid in December 2018 in the amount of \$371,671.50. Mr. Schreiber made a motion to approve the Bill List, seconded by Mr. Sutphin. All in favor, motion carried.

TREASURER'S REPORT: All members have a copy of the Treasurer's Report for November 2018. Total cash balance General Fund: \$689,956.28; Sewer Fund: \$249,446.36; Highway Fund: \$234,956.12; Escrow Fund: \$118,415.66; Recycling Fund: \$8,947.38. Mr. Sutphin made a motion to approve the Treasurer's Report, seconded by Mr. Schreiber. All in favor, motion carried.

The 2019 budget is \$4,944,425.56. This is an overall 1% increase. The factors that influence the income on the budget are: increases in building permits, use and occupancy permits, highway fund, county tax assessment and a decrease in utility costs. The factors that influence the expenditures are increases in the police pension obligation, police operations, Collective Bargaining agreements (FOP & Teamsters) salaries, non-uniform salaries and facilities maintenance. The bonding, casualty, liability and workers compensation insurance premiums remained the same. One offset the other, which will keep our tax rates the same.

President O'Connell entertained a motion to approve Ordinance 1347, fixing the 2019 Real Estate Tax Millage Rate at 9.62 mills; the Per Capita Tax rate at \$10.00; the Local Service Tax at \$52.00 per year; the Sewer Rental Fee and \$7.30 per thousand gallons; and the Trash Tax at

\$185.00 per household. Mr. Schreiber made the motion, seconded by Mrs. Shallet. All in favor, motion carried.

President O'Connell entertained a motion to approve the 2019 budget at \$4,944,425.56. Mr. Schreiber made the motion, seconded by Mrs. Shallet. All in favor, motion carried.

President O'Connell entertained a motion to approve Resolution No. 1863 – 2019 CDBG application. The priority project is Prospect Avenue Improvements, Phase 3, and the secondary application being Park Square playground equipment upgrades. Mr. Schreiber made the motion, seconded by Mrs. Shallet. All in favor, motion carried.

REPORT OF PLANNING AND ZONING - MR. MOORE

Mr. Moore was absent. No report is available.

REPORT OF PUBLIC WORKS – MR. SUTPHIN

Mr. Sutphin made a motion to approve invoice from A.F. Damon in the amount of \$2,841.00 for the 2018 pothole project, seconded by Mr. Schreiber. All in favor, motion carried.

Mr. Sutphin thanked his colleagues for their work on the budget and having no increase in 2019 taxes. The trash landfill fees are going from \$33 to \$53 per ton.

Thanks to the highway department for the great job they did with the first snow and ice storm. Thanks to the Chief and Police Officers as well for coordinating with the highway department staff.

REPORT OF LIBRARY AND RECREATION – MRS. FAISON

Mrs. Faison was absent. President O'Connell stated that the Lunch with Santa at the Firehouse was a huge success. Thanks to all who helped with this event.

Mr. Sutphin thanked the Beautification Committee, Elaine, Betsy, Ken and Lois for the great work they did at the tree lighting and the hot chocolate. Thanks to all who came out.

REPORT OF BUILDING, PARKS AND SEWERS - MR. SCHREIBER

The permanent trash cans have been delivered and will be installed in the spring throughout the three parks.

A new heater was installed at Witmer Field on the Youth Club side. The heater was over 30 years old.

We are finishing up some projects at the firehouse, such as doors and drop ceiling tiles.

We are getting ready to order playground equipment for Witmer Field for installation in the spring.

JUNIOR COUNCILPERSON

Mrs. Faison is working with the school to find us a new Junior Councilperson.

OLD BUSINESS

None.

NEW BUSINESS

President O’Connell announced that the 2019 meetings will be advertised shortly. The Borough will be celebrating our 125th Anniversary in 2019. We will be holding the May Council Meeting at the Morton Homestead. The Mayor will be reaching out to the organizations to see that they plan to celebrate the 125th Anniversary theme as well. The firehouse will be celebrating their 125th Anniversary in 2020. The 2019 calendar that Mary Ann and Kelly worked on contain many old pictures.

MEETING OPEN TO PUBLIC PARTICIPATION FOR A MAXIMUM OF THIRTY MINUTE

Pat Quinn, 840 8th Avenue, stated that the alley at 11th & Lincoln Avenues has cars darting out. Mr. Quinn and his wife almost got hit, as well as a young boy on a bike. President O’Connell stated that is private property and we would need to discuss a sign being installed by the owners.

Bette Steele, 716 16th Avenue, asked for an update on the stormwater grant. Ms. Catania explained that it was submitted and the Board meets in January. The board is doing the rankings now. Ms. Steele explained that she had the fire company come out twice to pump out her basement. Ms. Catania stated that we received a letter of support from DVRPC on the PennVest Project. Ms. Steele asked if the pipe could be reconnected. President O’Connell stated that is a legality question. Ms. Steele is worried about structural damage.

Paul Johnson, 1021 Washington Avenue, thanked Council for their support earlier this year for the Martin Luther King Day of Service Event at Witmer Field. The Prospect Park Youth Club and the fire department are combining forces and will be sponsoring a food donation drive at the firehouse on January 21, 2019 from 8:00 a.m. to noon. The organizations that will benefit are the Loaves and Fishes located in Prospect Park and serves resident within Delaware County, and Delaware County Community College projects.

On behalf of the Mayor and Council, President O’Connell wished everyone a Merry Christmas and Happy New Year.

MOTION TO ADJOURN

President O’Connell entertained a motion to adjourn. Mr. Sutphin made the motion, seconded by Mrs. Shallet. All in favor, motion carried. The meeting adjourned at 8:03 p.m.

Attest

Respectfully Submitted

Deborah A. Hurst
Borough Secretary