

**MARCH 12, 2019**  
**PROSPECT PARK, PA**

The meeting of the Prospect Park Borough Council was held on March 12, 2019 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: Mr. Bradley, Mr. O'Connell, Mr. Sutphin, Mrs. Faison and Mr. Schreiber. John McBlain and Lisa Catania were also present. Mayor Harris, Mrs. Shallet and Mr. Moore were absent.

**MINUTES**

President O'Connell entertained a motion to approve the minutes of February 12, 2019 Council Meeting. Mr. Bradley made the motion, seconded by Mr. Sutphin. All in favor motion carried.

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

Mrs. Hurst read the Secretary's Report for the month of February 2019. Total deposits for the General Fund were \$194,156.25; Sewer Fund \$98,722.54; Liquid Fuels \$1.72; Escrow Fund \$0.00; Recycling Fund \$0.00. President O'Connell entertained a motion for approval of the Secretary's Report for February 2019. Mr. Schreiber made the motion, seconded by Mr. Bradley. All in favor, motion carried.

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

Mr. McBlain explained that we received a petition from three residents that would like to take possession of the unopened portion of Darby Crescent Road. It is on the plan of the streets. Pennsylvania Borough Code allows that abutting residents can petition to have the road vacated. The Borough would not have permission to open this road since the twenty one years have passed. This road was done in the early 21<sup>st</sup> century. This is basically a driveway. A hearing will be held on Tuesday, April 9, 2019 at 7:00 p.m. to allow the residents to present

**REPORT OF ENGINEER – LISA CATANIA**

There are two items that should be on the agenda this evening. They are the authorization for bid for the PENNVEST Project and a motion to authorize bids for the playground equipment installation.

The Borough was fortunate to receive a partial PENNVEST Grant and Loan. A conference call meeting was held for the PENNVEST Project. A letter of no prejudice is needed to move on with this project. Easement letters were sent to the Solicitor's office last week. Ms. Catania has the PENNVEST bid package ready to go.

CDBG 2017 – Prospect Ave Improvements –Contractor has completed work. Final Payment request in the amount of \$ 8,000.02 is expected to be sent to the Office of Housing and Community Development upon completion of the punchlist.

CDBG 2018 – Prospect Avenue Phase 2 Improvements - Bids were opened. Six bids were received ranging from \$124,125.00 to \$490,469. Award to low bidder JMC Contractors is recommended. Payment request #2 for the advertisement publication will be forwarded to OHCD for payment.

CDBG 2019 –CDBG applications have been completed and forwarded to the Office of Housing and Community Development for County Council consideration. A decision is expected in May.

AQUA Road Program – The Borough portion of the project is \$193,671. AQUA fee in lieu is \$188,500. Norwood has approved their portion at their meeting in January. Work on 11th Avenue will be postponed until after the School year. A change order will be processed for the current Damon contract to exclude that restoration. A letter is required to be sent to each resident affected.

2019 Road Program – County Aid Resolution will be submitted to PADOT upon receipt. A press release was released stating that the State Allocation will increase by approximately 2.4% for 2019. Ms. Catania will forward that to Council.

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. No new schedule has been received.

PENNVEST Stormwater – PENNVEST grant and low interest loan for several trouble areas has been approved. Areas include Summit Avenue and 16th Avenue noted below to alleviate drainage problems. Letter of No Prejudice Resolution and Borrowing Letter will be offered for consideration. This will allow the Borough to start work prior to settlement of the loan/grant. Bid package is currently being prepared. We will ask for authorization to bid. Easement plan and legal descriptions are underway and should be completed in the next week.

PECO Green Region – Unfortunately, we did not get approval for the PECO Green Region Grant 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.

STORM/SANITARY ISSUES:

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 indicate roots are prevalent. A heavy cleaning and root treatment is recommended.

7th Avenue Sanitary Sewer – Heavy roots 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.

**REPORT OF THE MAYOR HARRIS**

President O’Connell announced that Mayor Harris was absent due to a death in the family. Our condolences go out to Mayor Harris and his family.

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

Mrs. Shallet was absent. President O’Connell reported that Mrs. Shallet and Mrs. Richards attended the quarterly Board of Health Consortium Meeting to review different topics.

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

In the absence of Mayor Harris, Mr. Bradley read the following police report for the month of February 2019. Officers responded to 21 motor vehicle accidents. Each accident was investigated and reports filed. Officers responded to 20 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 11 fire, burglary or robbery alarms. The Police Department assisted local ambulance and paramedic units on 44 medical emergencies. There were 12 motorist assistance calls, and 3 911 hang-up calls. There were a total of 227 complaints.

Last Saturday Mr. Bradley and President O’Connell attended the annual Fireman’s Banquet. Mr. Bradley read the award winners for the minutes. Third responder award winner was Vince Zappacosta; second responder award winner was DJ Brosnan; top responder award winner was Chief Signora; Firefighter of the year was Mike Kelly; the Chief’s award went to Vince Zappacosta; Michelle Signora was awarded Member of the Year; Ed Allen was given the Special Board Award. They honored deceased longtime member Tony Maffei for his many years of dedicated service to the fire company with a special board award presented to his family. Last year there were 468 calls with 101 drills last year. It was a good 2018 for the fire company.

**REPORT OF SOLICITOR – JOHN MCBLAIN**

Mr. McBlain had no action items.

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

**PAYROLL** - All members have a copy of the Payroll Report for February 2019 which totaled \$124,082.50. 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 February 2019 to be paid in March 2019 in the amount of \$486,964.97. Mr. Schreiber made a motion to approve the Bill List, seconded by Mr. Bradley. All in favor, motion carried.

**TREASURER’S REPORT:** All members have a copy of the Treasurer’s Report for February 2019. Total cash balance General Fund: \$203,029.16; Sewer Fund: \$93,113.07; Highway Fund: \$175,199.38; Escrow Fund: \$100,558.26; Recycling Fund: \$12,887.38. Mr. Schreiber made a motion to approve the Treasurer’s Report, seconded by Mr. Bradley. All in favor, motion carried.

President O’Connell mentioned that PENNVEST is going forward. Mr. Schreiber will make that motion.

The 125<sup>th</sup> Borough Anniversary is May 2019. Mr. Sutphin has been working on events with the organizations to get festivities together. Mr. Sutphin announced that May 7<sup>th</sup> there will be a presentation on the history of Prospect Park by Keith Lockhart at Masonic Hall, in conjunction with the Recreation Board. May 7<sup>th</sup> is the actual anniversary date.

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

Mr. Moore was absent.

Mr. Sutphin made a motion to authorize advertisement of public hearing to be held on April 9, 2019 at 7:00 p.m. and Ordinance for the vacation of a portion of Darby Crescent Road, seconded by Mr. Schreiber. All in favor, motion carried. Thanks to the Recreation Board and other committees.

Mr. Sutphin sat in as liaison at the Planning Commission meeting. There was discussion about the Delaware County Planning Department Vision Plan for Lincoln Avenue. President O’Connell asked the Planning Commission to take over the Vision Plan from the Delaware County Planning Department. The Planning Commission reached out to the Delaware County Planning Department for their input. They will also reach out to the original Lincoln Avenue Committee for their input. Thanks to the Planning Commission for taking on this endeavor.

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

The highway department will keep up on the grass cutting on the Lincoln Avenue properties in the spring. Prospect Park Beautification Committee women continue to work in the hot sun.

The Highway Department will coordinate with the planting of flowers with the Beautification Committee. We will also be picking up trash and debris along Lincoln Avenue. Residents have noticed these changes.

A recycling grant was submitted for equipment that would help the Borough. Within a year or two we have a lot of education we can do regarding recycling. We will provide rulers to all grade school members in conjunction with an advertising company. Cost for recycling has risen recently. We did not pass this increase onto the residents.

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

Storytime for ages 3 to 7 will be held on Monday's at 6:30 p.m. on March 11<sup>th</sup>, 18<sup>th</sup>, 25<sup>th</sup>, April 1<sup>st</sup> and 8<sup>th</sup>. Toddler storytime for ages 2 and up will be held on Tuesday's at 11:15 a.m. on April 2<sup>nd</sup>, 9<sup>th</sup>, 16<sup>th</sup> and 23<sup>rd</sup>. Infant storytime for ages birth to 2 will be held Fridays at 11:15 a.m. on February 1<sup>st</sup>, 8<sup>th</sup>, 15<sup>th</sup> and 22<sup>nd</sup>. The Library Spring Book/Bake/DVD sale will be held Friday, April 12<sup>th</sup> from 7:00 p.m. to 9:00 p.m. and Saturday, April 13<sup>th</sup> from 9:00 a.m. to 1:00 p.m. The spring craft event will be held on April 13<sup>th</sup> from 10:00 a.m. to 1:00 p.m. The next board meeting will be held on March 16<sup>th</sup> at 7:00 p.m.

The Easter Egg Hunt will be held on April 13<sup>th</sup> at 10:00 a.m. at the Hollow.

The Food and Music Festival will be held on October 12, 2019 from noon to 5:00 p.m. at Park Square. Music acts and food trucks are already being booked. The summer concerts and movies are in the works. We hope to help out with the Fireworks.

The 4<sup>th</sup> of July house decorating will take place again this year.

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

Mr. Schreiber made a motion to put the PENNVEST Project out for bid, seconded by Mr. Bradley. All in favor, motion carried.

Mr. Schreiber made a motion to authorize bids for the installation of the playground equipment at Witmer Field, seconded by Mr. Sutphin. All in favor, motion carried.

Thanks to John Cepis and the Highway Department, we have recently finished up our temporary fix in the alley behind 16<sup>th</sup> Avenue. The fix seems to be working. Mr. Schreiber continues

### **OLD BUSINESS**

None.

### **NEW BUSINESS**

President O'Connell announced that we will be partnering with the Interboro School District intern program. They would be shadowing the staff. We are looking forward to participating in this project. President O'Connell asked that all Council participate in this intern program. Mrs. Hurst agreed to coordinate on this project.

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

No response from the public.

**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 7:58 p.m.

Attest

Respectfully Submitted

Deborah A. Hurst  
Borough Secretary