

NOVEMBER 12, 2019
PROSPECT PARK, PA

The meeting of the Prospect Park Borough Council was held on November 12, 2019 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, Mr. Bradley, Mr. O'Connell, Mr. Sutphin Mrs. Faison and Mr. Schreiber. Mr. McBlain and Mr. Rodo were also present. Mr. Moore was absent.

MINUTES

President O'Connell entertained a motion to approve the minutes of October 9, 2019 Council Meeting. Mr. Bradley made the motion, seconded by Mrs. Shallet. All in favor motion carried.

SECRETARY'S REPORT - MRS. HURST

Mrs. Hurst read the Secretary's Report for the month of October 2019. Total deposits for the General Fund were \$57,941.16; Sewer Fund \$7,460.35; Liquid Fuels \$46.823; Escrow Fund \$0.00; Recycling Fund \$0.00. President O'Connell entertained a motion for approval of the Secretary's Report for October 2019. 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.

REPORT OF ENGINEER – JOE RODO FOR LISA CATANIA

CDBG 2019 – Phase 3 of Prospect Avenue is awarded for \$142,000. Design is underway for the submission to OHCD. Awaiting Notice to Proceed.

2019 Road Program – Road program contracts have been forwarded. Expect work to be completed late October.

PENNVEST Stormwater – PENNVEST grant and low interest loan for several trouble areas has been approved. Areas include Summit Avenue and 16th Avenue to alleviate drainage problems. Settlement documentation deadline has been postponed. Conditional award of Contract A to N. Abbonizio Contractors, Inc. for a bid price of \$269,060.00 and Contract B to JMC Contractors, Inc. for a bid price of \$392,875.00 was approved with the condition all easements were received. Contracts were forwarded to the Solicitor for review.

Witmer Park Playground – Lechmanik has completed the work. Final Payment is on the agenda this evening.

Darby Creek Bridge – PennDOT consultant and staff is currently preparing plans and reports for DEP review. No new public meetings have been scheduled.

DELCO GreenWays Grant – Initialed work for application. Grant has been submitted for consideration.

PECO Green Region Grant – Grant was due October 31, 2019. Grant is up to \$10,000 and is a 50% match. Suggesting Morton Homestead as the project to supplement work in GreenWays scope.

MultiModal Transportation Grant – PADOT Grant round has been announced and is due November, 2019. Suggest joint application with Norwood to prepare Master Plan of Chester Pike Corridor.

PADEP Small Water and Sewer Project Grant – Grant has been announced and is for smaller storm and sanitary projects. Match is 15%.

STORM/SANITARY ISSUES:

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.

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.

7th Avenue Sanitary Sewer – Heavy roots evidenced in video inspection between Prospect Avenue and Lafayette Avenue. Root treatment is recommended.

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.

OTHER:

745 16th Avenue – investigated condition of new sidewalk and steps at the request of Mr. Cepis. Concrete placement was considered out of compliance with Code and poor workmanship.

REPORT OF THE MAYOR HARRIS

The following is a brief synopsis of police activity for the month of October 2019

CALLS FOR SERVICE (911 CALLS AND SELF INITIATED)..... 440

ARRESTS..... 80 (criminal arrests, citations, petitions,
ordinance violations)

PARKING TICKETS..... 88

ABANDONED AUTOS..... 5

MOTOR VEHICLE CRASHES..... 21

MEDICAL EMERGENCIES..... 52

ASSIST OTHER LOCAL POLICE.....18

ALARM CALLS.....20

Notable Incidents:

Four more abandoned cars were towed last month.

Officers Christopher Bassoline and Stephen Jones were dispatched to a home on the 700 block of Summit for an armed male threatening to shoot his mother. On location, the officers heard the male in another room “racking” the gun. They took up a tactical position and took the male into custody without further incident. Rifle was recovered.

After days of counterfeit money being spent at Wawa by one of individual, Officers Eric Davis and Kyle Gross took up a position at both Wawa stores in our town. Ultimately, Officer Davis spotted the male at one of the stores and took him into custody. The man was subsequently arrested in a string of counterfeit purchases throughout Delco.

A multi-jurisdictional perimeter was set up for a felony theft from the Rite-Aid. A fleeing actor was hiding in the creek and he was ultimately taken into custody by Officers Philip Coffin and Stephen Jones, who had jumped into the creek to apprehend the subject.

A total of 13 criminal arrests were made in October by the following officers:

- | | |
|-------------|-----------|
| Coffin-4 | Hoover-1 |
| Bassoline-1 | Jones-1 |
| Davis-3 | O’Neill-1 |
| Mansfield-2 | |

Officers were visibly present for Mischief Night and Halloween

REPORT OF HEALTH AND INSURANCE – MRS. SHALLET

Mrs. Shallet attended a seminar on October 17th on mental health.

The active shooter for adults was held October 23rd at the High School. Thanks to Chief Madonna for the great presentation.

Mrs. Shallet had a safety meeting and audit on October 24th. The meeting focused on protected equipment.

Mrs. Shallet attended the grand opening of Harcum College on October 26th.

Our new intern was interviewed on October 31st.

Mrs. Shallet has been working on the 2020 calendar and suggested that the Mayor and Council stop in Borough Hall to review. Mrs. Shallet asked the Mayor and Council if they have anything to add to the calendar to please get it to her.

November 30th is small business Saturday. All encouraged to shop local.

REPORT OF PUBLIC SAFETY - MR. BRADLEY

Mr. Bradley had a budget meeting with the firehouse.

The Civil Service Commission is currently interviewing for a full-time police officer.

REPORT OF SOLICITOR – JOHN MCBLAIN

Mr. McBlain explained the budget process. The budget meetings were duly advertised for public attendance. The budget will be available for review 10 days prior to adoption.

REPORT OF ADMINISTRATION AND FINANCES – PRESIDENT O’CONNELL

PAYROLL - All members have a copy of the Payroll Report for October 2019 which totaled \$173,458.14. Mr. Bradley made a motion to approve the payroll report, seconded by Mrs. Shallet. All in favor, motion carried.

BILLS LIST – All members have a copy of the Bill List for the month of October 2019 to be paid in November 2019 in the amount of \$565,639.74. Mr. Bradley 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 October 2019. Total cash balance General Fund: \$198,753.43; Sewer Fund: \$436,794.17; Highway Fund: \$220,311.25; Escrow Fund: \$121,930.55; Recycling Fund: \$12,887.38. Mr. Bradley made a motion to approve the Treasurer’s Report, seconded by Mrs. Faison. All in favor, motion carried.

President O’Connell entertained a motion to advertise Ordinance No. 1350 fixing the 2020 taxes. Mr. Bradley made the motion, seconded by Mrs. Shallet. All in favor, motion carried.

President O’Connell entertained a motion to advertise the 2020 preliminary budget in the amount of \$5,236,705.86. Mr. Bradley made the motion, seconded by Mrs. Shallet. All in favor, motion carried.

President O’Connell stated that the proposed 2020 budget is \$5,236,705.86. Overall, the operating costs for 2020 will increase by 5.5%. The factors that influence this budget are:

Revenue: increase in Sewer Tax; increase in use and occupancy permits; increase in Real Estate Transfer fees; increase in trash tax; increase in Municipal Sewer Agreement; cleaning services to be done in-house.

Expenses: increase in trash landfill fees; increase in police pension obligation; increase in sewer authority operations; increase in risk management expenses; collective bargaining agreements, including the FOP and Teamsters, salary increases; non-uniform salaries increases; increases in facilities maintenance.

Research on several budget line items and projected costs associated with the pending capital improvements has generated the following recommendations: Sewer Tax will increase to \$8.30 per thousand gallons; trash tax will increase to \$225.00 per property.

The Real Estate Millage Rate will remain at 9.62.

REPORT OF PLANNING AND ZONING - MR. MOORE

Mr. Moore was absent.

President O’Connell read into the minutes the following October Zoning Officer Report:

There were 145 annual apartment unit inspections; 18 sale of property inspections; 36 zoning and permit reviews.

REPORT OF PUBLIC WORKS – MR. SUTPHIN

The highway department is ready for the snow season. National Recycling Day is Friday, November 15th.

The Borough received a recycling grant for recycling equipment and educational materials.

Mr. Sutphin made a motion to approve Invoice No.1 to A.F. Damon, Inc. in the amount of \$96,443.91 for the 2019 road program, seconded by Mrs. Faison. All in favor, motion carried.

Mr. Sutphin made a motion to authorize bids for the CDBG Phase 3 Prospect Avenue Improvements, seconded by Mr. Schreiber. All in favor, motion carried.

REPORT OF LIBRARY AND RECREATION – MRS. FAISON

Mrs. Faison stated that the Designer Bag Bingo was sold out. Mrs. Faison thanked President O’Connell for once again calling the numbers. There was a great turn-out.

November 18th and November 25th are Snuggle up for Story Time at 6:30 p.m. in the library.

Saturday, December 14th from 10:00 a.m. to 2:00 p.m. is “Holiday Open House and Mini Book Sale” in the library. There will also be kid’s themed crafts.

Lunch with Santa will be held on Saturday, December 14th from 11:00 a.m. to 1:00 p.m.

January 20, 2020 will be the senior citizen and appreciation luncheon at the Masonic Lodge from noon to 3:30 p.m. The DeLaSalle Band will perform.

The Community Day, Music, Food and Truck Festival went very well.

Mrs. Faison is looking to interview a Junior Councilperson.

REPORT OF BUILDING, PARKS AND SEWERS - MR. SCHREIBER

Mr. Schreiber made a motion to approve the final payment to Lcehmanik, Inc. in the amount of \$10,902.05 for the Witmer Field Park Improvements, seconded by Mrs. Faison. All in favor, motion carried.

Lights were repaired at Witmer Field. The upgrade to the one of bathrooms at the firehouse is finished. We are ready to start on the second firehouse bathroom.

OLD BUSINESS

None.

NEW BUSINESS

President O’Connell reminded all that Saturday, November 30th is small business Saturday and encouraged all to please shop the Prospect Park local businesses.

MEETING OPEN TO PUBLIC PARTICIPATION FOR A MAXIMUM OF THIRTY MINUTE

None.

MOTION TO ADJOURN

President O’Connell entertained a motion to adjourn. Mr. Faison made the motion, seconded by Mr. Bradley. All in favor, motion carried. The meeting adjourned at 7:53 p.m.

Attest

Respectfully Submitted

Deborah A. Hurst
Borough Secretary