

WORK SESSION

July 16, 2018

Council President, Beverly Wolfe, called the meeting of Pennel Borough Council to order at 7:30 p.m. with the pledge of allegiance. There was a moment of silence in memory of Pennel resident and Constable Leroy Delano.

Present at the meeting

Mayor Robert Winkler
Council President Beverly Wolfe
Council Vice President Barbara Heffelfinger
Councilman Joe Dudash
Councilwoman Laura Germain
Councilman John Stratz
Councilman Rich Flanagan, absent
Councilman Mark Moffa

Also present

Ben Hauser, Hill Wallack, Solicitor
Jeff Darwak, Bucks Co. Redevelopment Authority

Bucks County Redevelopment Authority

Mr. Jeff Darwak reviewed a couple of grant opportunities that the borough can apply for. The RDA will prepare the information for the applications as provided by the borough. The cooperation agreement and resolution are required to begin the process.

Barbara Heffelfinger asked about RDA grants. Bucks County Casino funding applications will be out in the middle of August and are due by September 28th, which is separate from the two we are applying for now.

The applications are:

- 1) Federal Build Grant with a 20 % match. Five million dollars is available for transportation, related signage, lighting and signals (due 7/26/18)
- 2) Multi-Model Grant with 100% match for shovel ready projects (due 7/31/18)

Laura Germain asked if the RDA offers advice on projects submitted or does it get submitted as is. Jeff Darwak if they see something is lacking in the application, they will come back to us to provide the necessary information. Beverly Wolfe said they are going to prepare the documents then Council has the final approval before submission.

Mark Moffa asked if the application for the Build Grant that is due this Thursday, 7/19, will be reviewed before submission. Jeff Darwak explained that the grant is for a minimum of \$5 million and there is competition with the rest of the country and the Turnpike Commission. Jeff feels that the Multi-Model Grant is the borough's better chance for award. There is a total of \$52 million in grant funds for that program. We already had information from the TCDI and the MEDI program that will be submitted with the application.

Laura Germain asked if it is worth the effort if there is a good chance this will not be approved. Jeff Darwak responded that there won't be any cost to the borough for the services. Administrative and implementation fees will not be charged until the grant is awarded.

Barbara Heffelfinger asked if there is a completion date for the projects if the grant is awarded. Jeff Darwak responded that the Build Grant project completion date is 2025. He is not sure about the Multi Model funds but they are looking for shovel ready projects. Typically grant contracts are for three years from the date it is awarded.

Mark Moffa asked what projects are we submitting that costs \$5 million dollars. Jeff responded that modernization of the intersection at Durham Road and Bellevue Avenue and that vicinity will greatly benefit the community.

John Stratz asked if there will be storm water management included in this project. Jeff said that both programs are broad regarding transportation improvements: roadway work, sidewalks, curbs, storm water, signalization equipment, facilities, bus shelters, bus stops, and signage.

MOTION BY JOHN STRATZ TO ADOPT RESOLUTION #2018-17 AUTHORIZING SUBMISSION OF A GRANT APPLICATION TO THE BUCKS COUNTY REDEVELOPMENT AUTHORITY. SECONDED BY BARBARA HEFFELFINGER. All ayes, motion carried.

MOTION BY JOHN STRATZ TO APPROVE AND SIGN THE COOPERATION AGREEMENT WITH THE BUCKS COUNTY REDEVELOPMENT AUTHORITY FOR GRANT FUNDING APPLICATION. SECONDED BY BARBARA HEFFELFINGER. All ayes, motion carried.

Announcements

The deadline for the return of the business surveys for the Revitalization Task Force Committee is July 20th. There will be another meeting of the committee soon to review the results.

There will be a collection for anyone that would like to contribute to sending flowers to Leroy Delano's funeral.

Motion Items

MOTION BY BARBARA HEFFELFINGER TO PAY STATE WORKERS' INSURANCE FUND INVOICE DATED JUNE 29, 2018 IN THE AMOUNT OF \$2,737.00 FOR THE FIRE DEPARTMENT WORKERS' COMPENSATION INSTALLMENT. SECONDED BY LAURA GERMAIN. All ayes, motion carried.

MOTION BY BARBARA HEFFELFINGER TO PAY PECO INVOICE DATED 7/9/18 IN THE AMOUNT OF \$1,750.94 FOR STREET LIGHTING. SECONDED BY JOHN STRATZ. All ayes, motion carried.

MOTION BY MARK MOFFA TO PAY PECO INVOICES DATED 7/10/18 IN THE AMOUNTS OF \$42.77 FOR 300 BELLEVUE AVENUE GAS SERVICE, \$28.73 FOR RECREATION FIELD ELECTRIC, AND \$67.46 FOR TRAFFIC LIGHTING. SECONDED BY JOE DUDASH. All ayes, motion carried.

President's Report

They continue to work on the question about the sewer lateral inspections and the PennDot/concrete repair work on Lincoln Hwy. mentioned at the last meeting.

Mayor's Report

PennDot is going to review what signage and striping they can install at the school crossing on Hulmeville Avenue. They applied for a grant for a speed signal. The Hulmeville Avenue bridge project will be put out for bid in 2018 and the project is going to start in the spring of 2019. The culvert on Hulmeville Avenue at the intersection with Lincoln Hwy. is on their calendar for 2020. This will correct the turning radius.

Solicitor's Report

There was an executive session at approximately 15 minutes in length at the end of the July 2nd meeting to discuss a personnel matter, specifically an unemployment compensation claim. All of Council, the Mayor, and Solicitors Ben Hauser and Dave Truelove attended with the exception of Mark Moffa. Ben Hauser recommends Council consider a motion to ratify the decision made at that meeting.

MOTION BY BEVERLY WOLFE TO RATIFY A DECISION TO DEFEND THE UNEMPLOYMENT COMPENSATION CLAIM FOR A PART-TIME EMPLOYEE AND REQUEST FOR RELIEF OF CHARGES. SECONDED BY JOE DUDASH. The vote was 5 ayes, 0 nos, 1 abstention (Mark Moffa). Motion carried.

Committee Reports

Public Safety (Joe Dudash):

The first meeting was held with the part-time police officers to discuss negotiation and the next one is scheduled for July 28, 2018.

Building & Maintenance (Joe Dudash/John Stratz):

Roof at borough hall is in bad shape. Estimates are due by the end of this week. There are two contractors that will temporarily patch it due to budget constraints. He thanked everyone for the referrals received.

We are accepting applications for the part-time maintenance position until Friday July 20th. Interviews will be scheduled.

The Health Department sprayed Taddei Woods for mosquitos. There was no cost to the borough except the removal of a tree so they could access the property. Bats are starting to come around. John Stratz did some cleaning out the entrance at Taddei Woods but is unable to get a bush hog in there. We can rent a lawn mower for \$27.00 for four hours at Home Depot or a stick-like tool for \$32.00 for four hours.

The tree tenders classes have been advertised in the newspaper and on the borough website. Certifications will be given out to attendees. This will benefit the borough with obtaining grants. You can purchase a tree at a discounted rate and the tree tenders will plant them. The meetings are going to be held on 9/25, 10/2 and 10/9.

Refuse (Joe Dudash):

A council member mentioned just throwing recycling waste out with the regular trash. Mr. Dudash said please do not throw it out until we are under a new contract and possibly have new guidelines. Continue to dispose of recyclable trash as you have been.

Council still needs to consider approving or disapproving the Municipal Waste Management Plan by August 25th. He suggests we approve it. Bev Wolfe noted we can address it at the next work session.

Recreation Board (Laura Germain):

The recreation board is meeting on Thursday, July 19th.

Community Relations (Laura Germain):

The first Play Date was held at the recreation field and was very successful and well received. Twenty children were there. Parents reached out to Laura and said they were happy that Pennel is having activities for the kids and that we are planning to have more events for them.

To address liability issues, our attorney urged all to get the necessary clearances to work with children. She is going to send a link to Council to go in and apply for the clearances. There is going to be another Play Date on July 20th at 10:00 a.m. at the recreation field. They will be making family trees and playing games. Laura Germain is working on Pennel's Got Talent for the month of August. The committee has decided to wait until next year to show a movie when funds are available instead of showing a movie in the public domain that people probably won't be interested in.

Sewer (John Stratz):

Committee met last week with the engineer and discussed the Corrective Action Plan. The engineer will forward it to the DEP, which is Step 1 of the Act 537 approval.

Streets (John Stratz):

Committee discussed the Regional Streetlight Procurement Program. DVRPC is offering this program to all of Bucks County. They are doing all of the work for \$5,000.00. They will bid out the project and get one master planner to inventory all borough lighting (street lights, traffic lights, rec. field lights), categorize them and decide what kind of LED lighting will work best for us. Borough Engineer said we will recoup our cost within 5 years. It costs \$200 to retrofit and put in LED cobra head lights. It has cost the borough \$149.00 to repair the old lights we currently have. After Council has a chance to review the information, we can talk about it at the next work session. Bev will scan the information and send to Council.

Ordinance (Mark Moffa):

Mr. Moffa has been working with the solicitor's office reviewing what other towns have done regarding bamboo policies, group homes and medical marijuana policies. They have some recommendations to review at the next meeting and will discuss how to direct the solicitor to proceed if Council desires.

Finance & Insurance (Mark Moffa/Barbara Heffelfinger):

Received all insurance information on borough insurance policies. Will be reviewing and consulting with the solicitor.

Budget time is getting close. Barbara Heffelfinger sent out an email to Council requesting all committees to put together their wish lists for 2019 and have them itemized for submission by the first week in September to go into the budget book. Mrs. Heffelfinger will meet with the secretary and have budget dates out by the last week of August. The budget meetings will start the first week of September.

The committee is going to schedule a committee meeting soon. The DCED will be coming down to review the budget process in August. Please give Barbara Heffelfinger dates of availability to schedule the meeting.

New Business

MOTION BY JOE DUDASH TO APPROVE THE ADVERTISEMENT FOR THE MAINTENANCE POSITION AT THE COST OF \$376.32. SECONDED BY MARK MOFFA. All ayes, motion carried.

MOTION BY BARBARA HEFFELFINGER TO ADOPT RESOLUTION #2018-18 DISSOLVING THE FINANCE AND LONG RANGE PLANNING COMMITTEE. SECONDED BY JOHN STRATZ.

Barbara Heffelfinger discussed this with Chairman Gary Nickerson, who agrees to dissolve the committee. There haven't been any reports, recommendations or minutes for years. There haven't been any meetings and no one wants to attend.

Mark Moffa asked if there is a reason why we are dissolving this committee as opposed to cleaning up all committees and what the original purpose of the committee was. Beverly Wolfe explained that there are other inactive committees. The purpose of the committee was to look at outside funds available to the borough. Mrs. Wolfe read the following from the resolution creating the committee in 2007: "study, analyze and provide recommendations on issues of financial and long range planning importance in the borough."

Mike Smith, 127 DeHaven Avenue, the committee was set up when a land value tax was considered by Council. Dan Cahill said that there was a lot of opposition because it would cost the businesses a lot of money. Mark Moffa asked if anyone told the committee what they need to do and believes Council needs to give them direction. Mrs. Wolfe requested meeting minutes and information repeatedly from the committee with no response. Mr. Smith asked if it was an attendance matter; members cannot make the meetings. If members of the committee become unresponsive, can Council remove them at any time? Ben Hauser said that it can be done by a resolution by Council.

Steve Lowe asked what committee of Council would look into an earned income tax. Bev Wolfe responded that it would be the finance committee. Council has all of the information readily available regarding that.

Mr. Moffa said he would volunteer to look at all of the committees and reevaluate and reassign tasks as needed. If the borough considers an EIT in the future, this committee could review it. He doesn't think this is a committee that the borough should dissolve.

Joe Dudash asked how many committees the borough has that aren't active. Beverly Wolfe responded, they are the blighted property review board, the environmental advisory council, and the finance and long range planning committee. He also asked if Council was considering an earned income tax in the future, who would research it. Mark Moffa said he thinks it would fall under the long range planning committee. The finance committee deals with the day to day borough finances. Beverly Wolfe said that she believes that the finance committee also needs to look ahead and plan for the future. Mr. Moffa said there is value in having a resident committee in an advisory capacity that hasn't in years but could be revised. Council will need to see if there is currently a purpose, identify the purpose and what the objective would be. Mrs. Wolfe read from the resolution that states the finance chair, residents and community leaders appointed by the borough council, which means we have to find residents to do this. The finance chairman is required to be on the committee along with four residents and/or community leaders appointed.

MOTION BY BEVERLY WOLFE TO TABLE THE MOTION TO ADOPT RESOLUTION #2018-18 DISSOLVING THE FINANCE AND LONG RANGE PLANNING COMMITTEE. SECONDED BY LAURA GERMAIN. The vote was 5 ayes, 1 no (Barbara Heffelfinger). Motion carried.

Beverly Wolfe told the finance committee they will be responsible for looking into how to proceed with the Finance and Long Range Planning Committee. Barbara Heffelfinger said Mark Moffa can take care of this matter.

Public Comment

Pat Dicken, 35 Oak Avenue, asked John Stratz what they are planning to do in Taddei Woods with a machine.

John Stratz responded that he isn't planning on going into the woods. They need to access the Washington Avenue entrance to get into the property. The DEP has given them permission to mulch the trail. He would like to put in a floating walkway of wood and make it an actual nature center like they have at Silver Lake Nature Center. Mrs. Wolfe said the representative at the DEP likes their ideas and has given us permission to take power equipment in there to remove the tractor that was dumped in there. After it is removed, they are going to have him tour the woods then discuss Council's ideas. In the past the DEP has not allowed Council to do anything on the property. The representative they are working with now is more reasonable and understands that Council wants to do something with the property and not keep it in the condition it is in now.

Mrs. Dicken mentioned the ditch at the end of Spring Street. She said during the last heavy rain we had, the water backed up in the ditch and was running onto her property. Nothing has been done since the borough maintenance men left.

Beverly Wolfe said that the borough is trying to attain funds to remove some of the dead trees that were decimated by the emerald ash borer because it is a public safety issue. There are hundreds of trees in there that are dead. Council will take a look at the ditch situation that Mrs. Dicken mentioned and see if there is anything they can do.

Mike Smith, 127 DeHaven Avenue, asked if Council received any information on the sewer grant. Beverly Wolfe responded that it won't be awarded until the fall.

He asked if there is anything new on the driveway paving project at Mill Creek Apartments. Beverly Wolfe said that the borough engineer had information for him at the last meeting and she will provide him with the information.

He also asked if the laterals were videotaped when Cairn University sold the apartments to Mill Creek Apartments. Mrs. Wolfe said she doesn't know if the ordinance was in place at that time.

Amanda Mieluch, 16 Oak Avenue, asked about the status of Wawa. Mrs. Wolfe responded that we should know something within the next couple of days whether they are coming and will inform them when that happens. Amanda said there are projects that need to be done if they aren't going to continue with the project.

Beverly Wolfe said there is infrastructure work and the multi-model work that needs to be done. If Wawa doesn't proceed, something else will come along eventually, possibly better. She said she never believed that Wawa was going to be the borough's savior as other Council members thought when they first came to the borough.

Mark Moffa said as we look for mixed use properties for that area for redevelopment, we could be better off. Beverly Wolfe said the TOD overlay area that the Revitalization Task Force has been working on is going to be the key.

Mike Smith, asked if we have applied for any casino grant funds. Beverly Wolfe reviewed the above information regarding grant opportunities discussed earlier this evening.

He then suggested instead of taking a collection for flowers to send to Leroy Delano's funeral, we could plant a tree outside of borough hall in his memory. Council agreed that it was a good idea and to also have a plaque with the dedication on it.

Steve Lowe, 409 Cynthia Avenue, asked about the new TOD that was mentioned earlier. Beverly Wolfe explained that at the recommendation of the Bucks County Planning Commission we are expanding the TOD. They have taken the first step and are obtaining information. Once they have the information, it will come before the public.

Pat Dicken, 16 Oak Avenue, asked if there was any activity with the old gas station on Lincoln Hwy. and Hulmeville Avenue. Beverly Wolfe said she had no idea.

MOTION BY BARBARA HEFFELFINGER TO ADJOURN THE MEETING. SECONDED BY MARK MOFFA. All ayes, motion carried.

Submitted by: _____
Marie Serota, Secretary/Treasurer