

The Regular Meeting of Souderton Borough Council, held on Monday, August 6, 2018, was called to order by President Brian Goshow at 7:00 p.m. Members of Borough Council present at the regular meeting included the following:

President Brian Goshow	Junior Councillor Michael Jones
Councillor Ned D. Leight	Mayor John R. Reynolds
Councillor Daniel Yocum	Solicitor Robert G. Bricker
Councillor Julie Munden	Borough Manager P. Michael Coll
Councillor Richard Halbom	Police Chief James P. Leary
Councillor Edward Huber	Public Works Director Steven R. Coll

Absent from the meeting were Councillors Richard Godshall, Jeffrey Gross and Matt Mscichowski. The Invocation was given by President Brian Goshow, followed by the Pledge of Allegiance to the Flag.

Consideration was given to the minutes of the July 2, 2018 Regular Borough Council Meeting and July 2018 Work Sessions. A motion was made by Councillor Richard Halbom, seconded by Councillor Edward Huber, to approve the minutes of the July 2, 2018 Regular Borough Council Meeting and July, 2018 Work Sessions as presented. The motion was approved.

Mayor John Reynolds noted that there will be a Car Show in the Community Park tomorrow evening August 7<sup>th</sup> beginning at 6:00pm. The Souderton Police Department will be hosting National Night Out festivities on alternating years.

Police Chief James Leary noted that he is researching Noise Ordinances and fireworks regulations for further discussion at the August work session. Chief Leary reported that he is working on adding additional crossing guards due to the elimination of certain bus routes by the Souderton School District. Given the limited time frame, Chief Leary requested authorization to move forward with the hiring of crossing guards to fill two new positions and one existing crossing. He will report on his progress at the August Administrative Work Session.

Borough Solicitor Robert Bricker reported that they sent the signed lease agreements for the Wait Building to SEPTA for their review and signature. The Solicitor received an Industrial Development Authority application from Dock Woods Community/Hatfield Mennonite Home for a project consisting of upgrades and renovations at their Towamencin Township campus. The proposed financing is \$6,000,000. The loan needs to close by the end of August.

Public Works Director Steven Coll distributed his monthly report to Borough Council. Steven Coll noted that crews completed the paving of Montgomery Avenue and final restoration of various utility trenches throughout the Borough. Crews will continue the completion of site work around the train station, particularly the completion of fencing along the platform; storm drainage repairs and utility work and general clean up in the rear parking lot.

Borough Manager Michael Coll reviewed the meeting schedule for the month of August. Borough Manager Michael Coll reviewed the business items scheduled for consideration. The Borough has entered the third and final year of the solid waste collection contract. A motion has been prepared to authorize the preparation and advertisement of bid documents for a new collection contract to become effective January 1, 2019. As discussed in the work sessions, the utility truck is nearing its useful life. The vehicle has been a major part of the public works operations and has an aerial boom for installation of various banners, flags and holiday decorations. The aerial boom is also used to preform traffic signal maintenance. A new Ford F450 utility truck is available under a

COSTARS contract; however, delivery is not expected until early 2019 if ordered now. Given the importance of this vehicle Borough Council recommended that a Purchase Order be issued now to receive the vehicle as soon as possible. Greg Ede, CPA, with Styer Associated attended the July Administrative Work Session to present and discuss the 2017 General Purpose Financial Statements. A motion has been prepared to accept and approve the statements as prepared. Chief Leary has reviewed and recommends approval for the posting of a handicapped parking space in the vicinity of 36 W. Walnut Street. A recommendation has been made to re-appoint Ryan Godshall to serve another five year term as a member of the Souderton Industrial Development Authority.

Consideration was given to paying the bills for the month of July, 2018.

#### GENERAL FUND

C & S Lawn and Landscape	\$3,435.00	Univest VISA	\$6.98
Clemens Uniform Rental	102.00	Univest VISA	199.00
Code Inspections, Inc.	63.00	William Powis	129.00
D. L. Beardsley, Ltd.	202.40	Wise Electric	278.00
Freedom Systems Corp.	6,688.00	Witmer Public Safety Group	24.50
George Allen Portable Toilets	227.00	21 <sup>st</sup> Century Media-Philly	699.82
Indian Creek Foundation	441.00	American Arbitration Association	275.00
James P. Leary	280.19	Anita Russo Huber, Court Rep	180.00
Keystone Health Plan East	30,887.44	Bergey's Electric, Inc.	308.50
L. W. Clearing Co.	140.00	Blooming Glen Quarry	70.00
Landis Block & Nycecrete Co.	28.60	Carquest	510.37
Med Pak Division	147.50	Clemens Uniform Rental	194.10
Moyer	2,229.88	Code Inspections, Inc.	63.00
Naceville Materials	708.21	Cope's Garage	2,777.13
North Penn Water Authority	431.96	D L Beardsley, Ltd.	171.00
PECO Energy	60.46	Davidheiser's, Inc.	30.00
PA One Call System	77.60	Eagles Peak Spring Water, inc.	55.85
Plasterer Equipment Co., Inc.	36.94	First Class Entertainment	375.00
Postmaster, Lansdale	589.45	Fromm Electric Supply Corp	184.08
Shelly Enterprises-USLBM, LLC	97.87	George Allen Portable Toilets	456.00
Suburban Propane	630.41	Highway Materials, Inc.	871.62
Trumbauer's Lawn & Rec, Inc.	46.68	Home Depot	33.96
Verizon	120.03	Indian Creek Foundation	567.50
Altek Business Systems, Inc.	265.51	J. P. Mascaro & Sons	37,264.28
Barry Isett & Associates	305.25	James P. Leary	280.19
Boucher & James, Inc.	485.96	K J Door Services, Inc.	282.50
Bow Wow Waste Products	137.98	Keystone Health Plan East	30,887.44
Clemens Uniform Rental	118.44	Law Office Aaron Moyer	2,105.00
Comcast Cable	353.45	Lawson Products, inc.	574.69
Commonwealth Precast, Inc.	196.00	Montg County Consortium	250.00
Cope's Garage, Inc.	76.95	Moyer	2,268.84
Delta Dental	1,212.22	Naceville Materials	119.97
Display and Sign Center, Inc.	1,500.00	North American Benefits Co	988.77
Eagles Peak Spring Water	90.85	PECO Energy	31.07
Fromm Electric Supply Corp	1,344.32	PennBOC Region 1	75.00
George Allen Portable Toilets	206.70	PA One Call System	101.60
Highway Materials, Inc.	924.34	PPL Electric Utilities	979.58
Home Depot	7.50	Richter Drafting Office Supply	162.07
Metlife	8,263.77	Shelly Enterprises-USLBM, LLC	135.83
Naceville Materials	127.18	Styer Associates	5,120.00
Nationwide Trust Company	2,750.09	Suburban Propane	931.28
NetCarrier Telecom, Inc.	353.97	Sudz in a Bucket, Inc.	33.00
Pendergast Safety Equipment Co	181.75	Temple University CJTP	60.00
PPL Electric Utilities	649.81	Thomas A. Lawson	219.99
PPL Electric Utilities	102.15	Trumbauers Lawn & Rec, Inc.	53.37
Suburban Propane	212.89	Univest VISA	253.47
Synatek	29.00	Unum Insurance Company	966.79
Towne Answering Service	550.00	Verizon	70.89
U S Municipal Supply, Inc.	220.48	Verizon Wireless	278.63
Univest VISA	21.90	Total General Fund	\$161,314.74

#### SEWER FUND

American Water Works Assoc.	\$100.00	West Generator Services	\$205.33
Bergey's Electric, Inc.	45.26	Postmaster, Lansdale	928.83
Clemens Uniform Rental	40.95	A C Schultes Motor & Pump Rep	2,920.00

D.R. Cordell & Associates	\$150.00	Blooming Glen Quarry	\$70.00
EVOQUA Water Technologies	1,398.72	Carquest	334.01
Good Plumbing Heating A/C	2,602.70	CCP Industries, Inc.	126.74
Keystone Health Plan East	7,563.95	Clemens Uniform Rental	122.85
Mary M. Koehler	278.58	Commonwealth Precast, Inc.	1,182.00
Moyer	159.88	Essex Service Corporation	1,059.72
PPL Electric Utilities	14,288.90	Franc Environmental, Inc.	1,473.40
Shelly Enterprises-USLBM, LLC	11.38	Hajoca Corporation	13.29
ALL Industrial Safety Products	185.00	J P Mascaro & Sons	480.00
Carquest	21.99	Jesse Baro, Inc.	3,564.20
CE Power	750.00	Keystone Health Plan East	7,563.95
Cintas First Aid & Safety	62.95	Lawson Products, Inc.	439.20
Clemens Uniform Rental	122.85	Mary M Koehler	278.58
Comcast Cable	84.90	Moyer	329.44
Delta Dental	321.47	North American Benefits Co	257.86
Electro Chemical Engineering	1,850.00	NYCO Corporation	79.25
EVOQUA Water Technologies	2,635.29	PA DEP	500.00
Hajoca Corporation	43.40	PPL Electric Utilities	13,259.33
Jesse Baro, Inc.	2,230.82	Pyrz Water Supply Co., Inc.	148.80
Metlife	207.63	Shelly Enterprises-USLBM, LLC	38.90
NetCarrier Telecom, Inc.	161.45	Univar USA, Inc.	5,166.50
North Penn Water Authority	889.17	Univest VISA	116.80
PA Rural Water	460.00	Unum Insurance Company	244.44
PPL Electric Utilities	497.14	USA Blue Book	615.83
Suburban Water Testing Labs	3,586.38	Verizon	71.51
Univar USA, Inc.	5,166.50	West Generator Services	1,755.93
Univest Insurance, Inc.	7,681.00		
USA Blue Book	321.53	Total Sewer Fund	\$97,266.48

**POOL FUND**

Airgas National carbonation	\$291.27	Moyer	\$80.00
American Red Cross	284.00	Moyer Specialty Foods, LLC	79.20
Buckmans, Inc.	824.41	Nelsons Creamery, LLC	318.86
Derstines	3,538.64	NetCarrier Telecom, Inc.	139.52
Edward Spess	75.00	Pepsi Beverage Company	236.47
Harleysville Party Rental	190.00	PPL Electric Utilities	1,698.89
Home Depot	167.08	Univest VISA	402.54
Jellen Designs	516.00	Youngs	117.60
Kathy Armitage	303.69	Airgas National Carbonation	140.45
Markey Paper & Packaging	81.66	Buckmans, Inc.	2,361.54
Moyer Specialty Foods	2,326.90	Derstines	3,094.60
Nelsons Creamery, LLC	455.90	Derstines	160.55
North Penn Water Authority	3,491.04	Fiona Melissen	158.21
PECO Energy	1,212.18	Fromm Electric Supply Corp	130.57
Richter Drafting Office Supply	457.71	GALCO Buss Communications	189.05
T & T/ Lanco Inc.	1,451.00	Good Plumbing Heating A/C, Inc.	801.28
Univest VISA	220.91	Home Depot	45.68
Wise Electric	139.00	Kathy Armitage	144.83
Airgas National Carbonation	338.47	Markey Paper & Packaging	115.43
Buckmans, Inc.	1,923.49	Moyer	203.90
Comcast Cable	237.27	Nelsons Creamery, LLC	359.51
Derstines	3,054.45	Penn Jersey Slush, LLC	496.00
Devon Llewellyn	85.00	Pepsi Beverage Company	789.85
Display & Sign Center	40.00	Richter Drafting Office Supply	140.06
First Class Entertainment	375.00	Stat Pads	125.00
Kathy Armitage	230.84	Total Pool Fund	\$34,840.50

**CAPITAL RESERVE FUND**

Jurin Roofing	\$69,153.32	A M Goshow & Son, Inc	\$1,910.88
Wise Electric	406.82	Bergey's Electric, Inc.	31.99
Boucher & James, Inc.	5,949.71	Bishop Wood Products	1,773.80
Fromm Electric Supply Corp	646.42	Davidheiser's, Inc.	98.00
Grace Industrial Coatings, LLC	11,466.00	Fromm Electric Supply Corp	179.29
James Mohan Construction	10,986.00	Good Plumbing Heating A/C, Inc.	4,094.39
Security Service Co., Inc.	11,465.00	Home Depot	43.84
Univest Capital	3,155.23	Todd Moyer Painting	3,496.00
Home Depot	12.64	Total Capital Reserve	\$124,869.33

**LIQUID FUELS FUND**

PPL Electric Utilities	\$6,577.43	Home Depot	\$29.94
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Signal Control Products, Inc.	36.00	PPL Electric Utilities	\$75.60
Highway Materials, Inc.	30,883.36	Total Liquid Fuels Fund	\$37,602.33

A motion was made by Councillor Edward Huber, seconded by Councillor Richard Halbom, to authorize payment of the bills for the month of July, 2018, as presented. The motion was approved.

President Brian Goshow opened the floor to the audience who may wish to address Borough Council on any topic or matter of concern. There being no public comment, President Goshow moved to the business portion of the meeting.

A motion was made by Councillor Richard Halbom, and seconded by Councillor Edward Huber, to authorize the preparation and advertisement of bid specifications and contract documents for municipal curbside trash and recycling collection to become effective January 1, 2019. The motion was approved.

A motion was made by Councillor Ned Leight, and seconded by Councillor Julie Munden, to approve the execution of a purchase order with Whitmoyer Ford, Inc. of Mount Joy, Pennsylvania to purchase a new 2019 Ford F-450 Utility truck with mounted aerial lift under a COSTARS contract for the delivered price of \$82,500.00. the motion was approved.

A motion was made by Councillor Daniel Yocum, and seconded by Councillor Richard Halbom, to approve the general purpose financial statements for the year ending December 31, 2017 as prepared by Styer Associates, Certified Public Accountants. The motion was approved.

A motion was made by Councillor Julie Munden, and seconded by Councillor Richard Halbom, to approve the posting of a handicapped parking restriction in the vicinity of 36 W. Walnut Street for a 90 day trial period per Mayor's order. The motion was approved.

A motion was made by Councillor Daniel Yocum, and seconded by Councillor Edward Huber, to appoint Ryan Godshall to another five year term as a member of the Souderton Industrial Development Authority through August 4, 2023. The motion was approved.

There being no further business, the meeting was adjourned at 7:27 pm.

Respectfully Submitted,

P. Michael Coll, Secretary

## Special Borough Council Meeting

**August 13, 2018**

A duly advertised Special Meeting of Souderton Borough Council was called to order, on the above date, at 7:00 pm by Council President Brian Goshow with the following members present:

President Brian K. Goshow  
 Vice-President D. Jeffrey Gross  
 Councillor Richard Godshall  
 Councillor Daniel Yocum  
 Councillor Matt Mscichowski  
 Councillor Julie Munden

Councillor Richard Halbom  
 Councillor Edward Huber  
 Mayor John R. Reynolds  
 Junior Councillor Michael Jones  
 Borough Manager P. Michael Coll  
 Police Chief James P. Leary

The advertised purpose of this special meeting was to formally consider a Resolution approving an application for tax-exempt financing through the Souderton Industrial Development Authority for Hatfield Mennonite Home and Dock Acres, Inc. for a facility in Towamencin Township. The project amounts to \$6,000,000 for certain renovations, improvements and capital replacements. The Borough shall not incur any liability through this project, with the Souderton Industrial Development Authority gaining certain fees to process the tax exempt financing.

Councillor Daniel Yocum noted that the financing for this project will be coming through Univest Bank & Trust Company of which he is employed. For this reason he will abstain from voting on this matter.

A motion was made by Councillor Richard Halbom and seconded by Councillor Matt Mscichowski to adopt Resolution No. 2018-06 approving the issuance by the Souderton Industrial Development Authority of a Tax Exempt Bond for a facility in Towamencin Township. The motion was approved by a vote of 7 yeas, no nays and one abstention by Councillor Yocum.

There being no further business, the Special Borough Council Meeting was adjourned at 7:08 pm.

Respectfully Submitted,

P. Michael Coll, Secretary

## **WORK SESSION MINUTES AND COMMITTEE REPORTS**

### ***Public Works Work Session – August 13, 2018 (7:08pm-8:35pm)***

Council Attendees: John Reynolds, Brian Goshow, Jeffrey Gross, Richard Godshall, Daniel Yocum, Matt Mscichowski, Julie Munden, Richard Halbom and Edward Huber. Junior Councillor Michael Jones.

Staff Attendees: Police Chief James P. Leary and Borough Manager Michael Coll.

#### **1. Sanitation Committee**

- a. The Discharge Monitoring Report for the month of July, 2018 will be filed with no exception to permit limitations.
- b. Borough Manager Michael Coll reviewed the advertisement for bids for the trash collection contract. Bids will be received and opened on Monday, September 24, 2018 beginning at 10:00am. Borough Council discussed the optional bag program, which will be more restrictive under the new contract. Pricing will need to be adjusted to better relate to the actual service cost. The contract includes a line item for one electronic recycling event during the next three year contract.

#### **2. Highway Committee**

- a. Borough Manager Michael Coll discussed the creation of a part-time laborer position with the public works department. The part time position will be beneficial for mowing and park maintenance through the fall and the spring, various highway projects and leaf and brush collections. The part time position may be of assistance with sidewalk maintenance during winter snow storms. The position will have an hourly rate of \$18.00 per hour with a 24 hour work

week. David Yoder has expressed interest in this position. He worked with Franconia Township through the past winter. Borough Council approved the additional part time position.

- b. Concern was expressed about the continued alley wash into the West Street Park from W. Chestnut Street. The Borough does have a plan to install a storm drain line through the West Street Park from Chestnut Street to correct the water issues. Borough Council suggested that we give this project some priority, especially with additional elementary school walkers from the surrounding neighborhoods.

### **3. Sidewalk Committee**

- a. Borough Manager Michael Coll shared a series of email exchanges between our Borough Engineer and PennDOT representatives concerning the County Line Road curb and sidewalk project. PennDOT will relax the slope requirements for the residential driveway but expressed concern with the varying curb reveal along the roadway. The email exchanges became quite direct with PennDOT ordering the Borough to address the concerns or PennDOT will make the necessary improvements at the expense of Souderton Borough. The Borough Manager requested Borough Council to reconsider their prior position and allow the Borough to mill and overlay the travel lane and regrade the paving along the new curb line. Borough Council agreed to fund the recommended improvements through the Liquid Fuels fund.

### **4. Recreation Committee**

- a. Borough Manager Michael Coll reviewed the status of the draft master plan for the Community Park. The Souderton Telford Rotary Club expressed significant interest to participate in the project with a multiyear fundraising initiative. A second meeting has been scheduled for August 22<sup>nd</sup> between representatives of Borough Council and the Borough Engineer to review and discuss the draft master plan which includes storm drainage improvements, a parking lot adjacent to the scout cabin and pavilion, a new playground area, pathways and potential for additional expansion of playground equipment. President Brian Goshow noted that participation by the Rotary Club is contingent upon naming opportunities. Borough Council expressed agreement towards the expedited completion of the master plan and consideration of naming right opportunities.
- b. Limited lifeguard staff has always been a challenge with operating the Souderton Pool from mid-August through Labor Day. Most of the senior guards return to college and other staff members become involved in sports, last minute family vacations and the start of the school year. This season appears to be particularly difficult, with the Pool managers suggesting that the pool hours be abbreviated through the remainder of the season. Closing time will be moved to 6:00 pm. Staffing and pool hours will be reviewed and better publicized prior to the beginning of the 2019 season.

### **5. Property Committee**

- a. SEPTA has signed and returned the lease agreement for the Wait Building. The fully executed lease will be sent out and we will move forward with occupancy of the Wait Building as a nail salon. Fencing will be installed along the edge of the platform.
- b. The Borough is working with Uninvest to transition the train station parking lot to a municipal lot. The Borough will install a new electric service to power the existing parking lot lights that were installed and powered by Uninvest Bank. Signs designating parking for Uninvest employees have been removed and replaced with 2 Hour Parking signs to provide parking for the restaurant. Bank

employees may continue to use the rear of the lot for employee parking. Undoubtedly in the near future, the Borough will need to consider the expansion of the parking lot toward the Boys and Girls Club.

### **Administrative Work Session- August 20, 2018 (7:00pm-9:55pm)**

Council Attendees: John Reynolds, Brian Goshow, Ned Leight, Jeffrey Gross, Daniel Yocum, Matt Mscichowski, Julie Munden, Richard Halbom and Edward Huber. Junior Councillor Michael Jones.

Staff Attendees: Police Chief James Leary and Borough Manager P. Michael Coll.

### **Presentation- Indian Valley Public Library**

The work session began with a presentation and discussion by Donald Arrowsmith, who serves as the Souderton Borough representative to the Indian Valley Public Library Board of Directors. Don Arrowsmith requested Borough Council to consider an increase in the dedicated Library Real Estate Tax rate from the current 0.30 mills to 0.33 mills, which will restore equity between the Borough and Township rates and return the Library back to its original funding level. Based on an average assessment the tax will increase from \$45.00 to \$49.50. Borough Council will consider the request in Budget discussions.

### **1. Police Committee**

- a. Police Chief Leary distributed the statistical report for the month of July. Penn Foundation and Indian Valley Character Counts will be hosting a seminar on Substance Abuse on Wednesday, October 17<sup>th</sup> from 6:30-8:00pm at the Indian Crest Middle School. Souderton Police will be present at this event.
- b. Chief Leary reported on various police activities during the month. The speed trailer has been rendered inoperable by a significant electronic failure. Parts are available, but the lead time for delivery may be up to 6 months.
- c. Chief Leary has been in conversation with area Police Chiefs and our fire marshal and code enforcement officer about the matter of regulating fireworks. There is a new edition of the International Codes coming out in 2019. A recommendation was made to consider adopting the 2019 International Fire Code along with the other code updates. The International Fire Code contains a section regulating fireworks.
- d. Chief Leary recommended the hiring of Phyllis Greiser, Richard Brandis and John Rhoads to serve as additional school crossing guards. The new posts will be at Washington Avenue & Broad Street and at Second Street and Broad Street. Phyllis Greiser will be replacing a crossing guard position at Hunsberger Lane and Broad Street. The additional crossing guard posts were approved by Borough Council.
- e. Chief Leary suggested that the One Way traffic restriction for S. School Lane for E. M. C. Elementary School remain in effect through the fall.
- f. President Brian Goshow suggested consideration of LED powered highlighted speed limit and pedestrian crossing signs that are being utilized by some of our neighboring municipalities.

### **2. Code Enforcement Department**

- a. Code Enforcement Officer Steven Toy was not in attendance. A meeting is scheduled at EMC Elementary School for tomorrow to discuss the status of the school construction project and the issuance of a temporary certificate of occupancy.
- b. The Montgomery County Board of Health is scheduled to make a final inspection at the Souderton Train Station on Tuesday, August 21<sup>st</sup>. A ribbon cutting ceremony is planned for Friday, August 31<sup>st</sup> and a soft opening and

grand opening is expected the following week.

- c. Realtor Ryan Godshall will be showing the Freight Building for a potential breakfast/lunch venue.

### **3. Administrative Committee**

- a. Borough Manager Michael Coll reported that he received a request from the Diner en Blanc Committee to host an event in the Community Park on Wednesday, August 29, 2018. The event will include potential for wine consumption with the pop up dinner. Borough Council supported the event with a condition that they supply a Certificate of Insurance naming the Borough as additional insured. The approval request is limited to this trial period and will be further evaluated for possible future events.

### **4. Development Committee**

- a. No new items were discussed.

### **5. Finance Committee**

- a. No new items were discussed.

## **EXECUTIVE SESSION**

President Brian Goshow requested an Executive Session to review the status of Police Contract negotiations. Borough Council adjourned to Executive Session at 8:28 pm and convened to public session at 9:55pm, at which time the work session was promptly adjourned.