

The Regular Meeting of Souderton Borough Council, held on Monday, June 6, 2016, was called to order by President Brian Goshow at 7:30 p.m. Members of Borough Council present at the regular meeting included the following:

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|---------------------------------|-----------------------------------|
| President Brian Goshow          | Mayor John R. Reynolds            |
| Vice-President D. Jeffrey Gross | Junior Councillor Avery Price     |
| Councillor Richard Godshall     | Solicitor Robert R. Bricker       |
| Councillor Daniel Houser        | Borough Manager P. Michael Coll   |
| Councillor Tracy Burke          | Police Chief James P. Leary       |
| Councillor Kevin Souder         | Public Works Director Steven Coll |

Absent from the meeting was Borough Councillor Richard Halbom, who was attending the annual conference of the Pennsylvania State Association of Boroughs, Borough Councillor Daniel Yocum and Borough Councillor Ned D. Leight. Mayor John R. Reynolds gave the Invocation, followed by the Pledge of Allegiance to the Flag.

Consideration was given to the minutes of the May 2, 2016 Regular Borough Council Meeting and May Work Sessions. A motion was made by Councillor Jeffrey Gross, seconded by Councillor Richard Godshall, to approve the minutes of the May 2, 2016 Regular Borough Council Meeting and May, 2016 Work Sessions as presented. The motion was approved.

President Brian Goshow recognized the members of the Concert Sundaes Committee. The Concert Sundaes Committee expressed appreciation to Borough Council for their support of the Concert Sundaes program. Concert Sundaes is completely covered by corporate sponsors and donations from service clubs and the community. Mayor John Reynolds expressed appreciation to the committee members for the great success of the Concert Sundaes program.

Mayor John Reynolds administered the Oath of Office to John Joseph Monahan, III who is a member of the fire police unit with the Perseverance Volunteer Fire Company.

President Brian Goshow and Mayor John Reynolds expressed appreciation to Junior Councillor Avery Price for her service as Junior Councillor as well as her academic accomplishments. This will be the last meeting for Avery Price as she prepares for graduation from High School and entering college this fall. Mayor John Reynolds read the following proclamation:

**PROCLAMATION**

**IN RECOGNITION OF AVERY PRICE FOR HER SERVICE AS  
JUNIOR COUNCILLOR AND OUTSTANDING ACADEMIC  
ACHIEVEMENTS**

WHEREAS, Avery Price was unanimously appointed to serve as Junior Councillor in 2014 and will be completing her term in 2016 upon her graduation from Souderton High School. During her term as Junior Councillor, Avery Price attended monthly Borough Council meetings and attended and participated in monthly Borough Council Administrative Work Sessions; and

WHEREAS, Avery Price enjoys learning and being in the classroom, challenging herself to succeed in the most difficult classes. She will be graduating in the top One Percent (1%) of her class. Avery Price was a National Merit Scholarship Semifinalist in September of 2015; and

WHEREAS, Avery Price was involved in numerous school activities, including

Science Fair Competitions, Academic Challenge Team, National Honor Society, Souderton Link Crew, Peer Tutoring, Chamber Ensemble and Orchestra, Concert and Symphonic Bands and Jazz Band; and

WHEREAS, one of Avery's most notable accomplishments was acceptance to the Pennsylvania Governor's School for the Sciences, a five week highly competitive program held at Carnegie Mellon University. Avery was one of only 60 students to attend this program. She further attended the Johns Hopkins Engineering Innovation in the summer of 2014 and the CHOICES Summer Program in July 2012, a week long engineering program at Lehigh University.

NOW, THEREFORE, I, John R. Reynolds, Mayor of the Borough of Souderton, joined by the members of Souderton Borough Council recognize the dedicated service of Avery Price as Junior Councillor and extend our recognition for the great academic achievements of Avery Price, wishing her the very best success in her continuing educational endeavors and career paths.

President Brian Goshow and Mayor John Reynolds next recognized Clarence Moyer. Clarence Moyer is a former resident of Souderton Borough and a former employee of Souderton Borough, who continues to attend the monthly meetings of Borough Council. Clarence Moyer will be celebrating his 100<sup>th</sup> birthday on July 13, 2016. With family and friends in the audience, Mayor Reynolds read the following proclamation:

## PROCLAMATION

### IN RECOGNITION OF CLARENCE MOYER AS HE CELEBRATES HIS 100<sup>TH</sup> BIRTHDAY

WHEREAS, Clarence Moyer purchased a single family dwelling on S. Fifth Street in Souderton Borough in February, 1949 where he and his family resided through March, 2007, when he and his wife moved to the Souderton Mennonite Home; and

WHEREAS, Clarence Moyer became an employee of the Borough of Souderton on April 20, 1964, working as a member of the Borough's public works department, concentrating his efforts and talents maintaining the Borough's parks and recreational facilities through his retirement on January 14, 1981. Clarence Moyer returned to work as a part time employee for several years beyond his retirement to further work to maintain the Borough's parks and shade trees; and

WHEREAS, Clarence Moyer further volunteered his time as a member of the Souderton Borough Shade Tree Committee and to this very day you may see Clarence at a Borough job site or in the Community Park pruning a shade tree. Clarence Moyer is a regular attendee at the monthly Borough Council meetings and maintains a strong connection to the affairs of Souderton Borough; and

WHEREAS, on July 13, 2016 Clarence Moyer will celebrate his 100<sup>th</sup> Birthday.

NOW, THEREFORE, I, John R. Reynolds, Mayor of the Borough of Souderton, joined by the members of Souderton Borough Council recognize Clarence Moyer for his dedication to Souderton Borough and wish him the best of health and happiness as he celebrates the milestone of his 100<sup>th</sup> Birthday on July 13, 2016.

Presented on behalf of Souderton Borough Council this 6<sup>th</sup> day of June, 2016.

The Borough Solicitor's report for the month of June, 2016 was distributed to Borough Council. The Borough Solicitor prepared a draft ordinance amending the Police Pension Plan to remove the killed in service benefit which is now administered by the state. The Solicitor is preparing the land development agreements for the ABH Builders

subdivision on South Second Street. The Borough Solicitor is working on the advertisement for the proposed amendments to the Sign Ordinance.

Public Works Director noted that his monthly report was distributed to Borough Council. Borough crews completed the Montgomery Avenue sewer project. Crews completed sewer lateral connections for the Souderton Train Station addition and for the Wait Building bathroom addition. Crews completed work to open the Community Pool, completed preparations for the start of Concert Sundaes in the Community Park and they completed the paving of the Community Park alley and the additional stone parking area.

Borough Manager Michael Coll reported on the scheduled agenda items for the evening. The proposed ordinance regulating open burning has been advertised for formal consideration. Emergency Management Director Steven Coll has been working with representatives of the Montgomery County Office of Emergency Preparedness to complete the required review and update to the Souderton Borough Emergency Operations Plan. The plan was revised to update the current membership of Borough Council, with most of the plan unchanged. A Resolution approving the plan updates has been prepared for formal consideration. A motion has been prepared to authorize the Borough Solicitor to prepare and advertise the new Sign Ordinance, which is part of the Borough Zoning Ordinance. The ordinance must be reviewed by the Montgomery County Planning Commission prior to adoption. Therefore the Sign Ordinance will be scheduled for formal consideration at the August Borough Council meeting.

President Brian Goshaw noted that he asked General Manager Bob Williamson to attend the June work session of Borough Council to discuss the issue of residential heating oil tanks and the importance of vigilant inspections and consideration of replacements.

Consideration was given to paying the bills for the month of May, 2016.

<u>GENERAL FUND</u>			
North Penn Water Authority	\$32.25	Indian Creek Foundation	\$502.50
Univest VISA	155.61	Kaler Motor Company	176.68
Univest VISA	141.00	Moyer Indoor/Outdoor	278.20
Univest VISA	41.76	Naceville Materials	270.63
Bow Wow Waste Products	201.00	NYCO Corporation	94.50
Code Inspections, Inc.	1,008.00	Suburban Propane	325.04
Eagles Peak Spring Water	48.80	The Partnership TMA	355.00
George Allen Portable Toilets	175.00	Total General Fund	\$3,805.97

<u>SEWER FUND</u>			
North Penn Water Authority	\$87.64	Schaners Wastewater Products	\$2,340.97
Postmaster, Lansdale	895.42	Suburban Water Testing Labs	3,253.95
Bergey's Electric, Inc.	6,198.39	USA Blue Book	967.98
Cintas First Aid & Safety	65.99	Youngs	2.40
Naceville Materials	402.05		
PPL Electric Utilities	18,325.38	Total Sewer Fund	\$32,540.17

<u>POOL FUND</u>			
North Penn Water Authority	\$13.15	Treasurer, Montgomery County	\$135.00
Suburban Water Testing Labs	1,365.00	Total Pool Fund	\$1,513.15

<u>CAPITAL RESERVE FUND</u>			
CC Construction Services	\$50,127.76	SEPTA	\$1,273.50

LIQUID FUELS FUND

A motion was made by Councillor Richard Godshall, seconded by Councillor Jeffrey Gross, to authorize payment of the bills for the month of May, 2016, as presented. The motion was approved.

President Brian Goshaw opened the floor to the audience who may wish to address Borough Council on any topic or matter of concern.

Richard D'Amico of Consign for Design, 116 Main Street, noted that his store has just celebrated their 10<sup>th</sup> anniversary. He appreciates working in Souderton Borough and enjoys the Souderton Community. He further noted that he purchased and rehabilitated the building to the rear and added parking for his business. He is participating in the third Friday events and will be hosting a grand reopening on June 17, 2016.

Andrew Carpenter, 111 E. Chestnut Street, commented on the citation issued by the Code Enforcement Officer for the construction of fence within their front yard. He was under the impression that the prior Code Enforcement Officer did not have a problem with the fence four years ago. Borough Manager Michael Coll noted that the matter has been before District Court. President Brian Goshow noted that the matter will be referred to the June Work Session agenda and consultation with the Borough Solicitor, with respect to the actions taken by District Court.

There being no further public comment, President Goshow moved to the business portion of the agenda.

A motion was made by Councillor Richard Godshall, and seconded by Councillor Daniel Houser, to enact Ordinance No. 16-724-02 replacing and restating regulations concerning open burning. The motion was approved.

A motion was made by Councillor Richard Godshall, and seconded by Councillor Jeffrey Gross, to adopt Resolution No. 2016-07 approving, adopting and placing into immediate effect the Emergency Operations Plan of Souderton Borough. The motion was approved.

A motion was made by Councillor Jeffrey Gross, and seconded by Councillor Tracy Burke, to authorize the advertisement of an amendment to the Souderton Borough Zoning Ordinance regulating signs for formal consideration of Borough Council at the August 1, 2016 meeting. The motion was approved.

President Brian Goshow noted that the annual fireworks display will be held on Sunday, June 19, 2016 in conjunction with the Concert Sundaes program. Independence Day will be on Monday, July 4, therefore the next meeting of Souderton Borough Council will be held on Monday, July 11, 2016 in place of the Public Works Work Session.

There being no further business, the meeting was adjourned at 8:11 pm.

Respectfully Submitted,

P. Michael Coll, Secretary

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

### ***Public Works Work Session – June 13, 2016 (7:00pm-8:40pm)***

Council Attendees: John Reynolds, Brian Goshow, Ned Leight, Jeffrey Gross, Richard Godshall, Daniel Yocum, Daniel Houser, Tracy Burke, Richard Halbom and Kevin Souder.

Staff Attendees: Police Chief James P. Leary, Public Works Director Steven Coll and Borough Manager Michael Coll.

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

- a. The Discharge Monitoring Report for the month of May, 2016 will be filed

with no exceptions to permit limitations.

- b. Borough Manager Michael Coll reported an incident that occurred over the weekend at the treatment plant. Backup Operator Richard Nelson reported a discolored yellowish discharge from the plant to PADEP officials. The cause of the incident was unclear at the time, but the recirculated pump was pumping erratically and completely dropped out for a period of time. Samples were taken at various locations, all of which were within discharge limits. The operator increased the pump rates for the recirculating pumps and brought all three blower units online to increase air into the system. The cause appears to be related to the erratic function of the recirculating pumps, noting a potential blockage within the piping systems. Further investigation suggests that the treatment unit be taken off line and drained to check for a blockage in the main return line.
- c. Borough Council members discussed the progress of the trash and recycling collection program. Subcommittee members reported that the standard service appears to be going well and J. P. Mascaro has a very active foreman on site that has been working very hard with Borough staff to resolve any issues promptly. Overall service seems to be very good. The optional bag program continues to be a concern since bag sales are far behind expected estimates. There is a fixed monthly cost to service these accounts that current revenues are not covering. Perhaps Borough Council should consider adjusting the flat recycling fee. Borough Council agreed to continue monitoring the program and a discussion on fee adjustments will occur with the development of the 2017 Budget in the fall. Committee members also noted the issue of electronics recycling, which was mandated by state legislation, but the revenue stream to offset expenses has since terminated leaving residents with few options to dispose of electronic equipment. This is a growing problem across the state, evidenced by the recent electronics collection program organized by the SAVE group at the Souderton High School. The collection far exceeded capacity and the program had to be shut down very early.

## **2. Highway Committee**

- a. Brush collection and street sweeping was postponed in May given the need to complete time sensitive projects and prepare the community pool for opening day. Both brush collection and street sweeping will resume this week.
- b. Crews completed the reconstruction and paving of the Community Park alley and additional stone parking lot off of the alley. This additional parking area can be paved at a later date. Borough Council noted that speed of vehicles has dramatically increased, which will be monitored by the Police Chief.
- c. Public Works Director Steven Coll noted that our paving contractor, P. K. Moyer and Sons, had an opening in their schedule to mill and overlay the block of Wile Avenue from Reliance Road to Harleysville Pike in conjunction with the work in the Community Park alley. Franconia Township assisted with the hauling of materials.
- d. Steve Coll noted that he is planning to have the crew replace a list of deteriorated storm drainage inlets and associated piping. Crews will also complete street patching in preparation for the planned seal coats discussed last month.
- e. Councillor Richard Halbom noted that he plans to use IronX on a few selected streets to control vegetation in place of Roundup. Borough Manager Michael Coll will schedule Moyer to complete curbside spraying throughout the remainder of the Borough.

## **3. Sidewalk Committee**

- a. No new items were discussed.

#### **4. Recreation Committee**

- a. Borough Manager Michael Coll discussed the status of the Community Pool which opened over the Memorial Day weekend. Crews installed a number of shade umbrellas that have been very well received by the patrons. Repairs were discussed, memberships seem to be consistent with last season and the new computer system seems to be working well.

#### **5. Property Committee**

- a. Borough Manager Michael Coll reported on the status of the Souderton Train Station project. Steve Toy is on site daily and we will continue to press for the completion of work within the “fouling area” of the railroad. The consultants continue to work with the contractor on finalizing a budget to add work on the freight building and associated site work. SEPTA will need to review and approve the additional work as a prerequisite for the contractor to complete firm pricing.
- b. Borough Manager discussed a recent failure of the voice mail system for both the administrative and police offices. A stand-alone voice mail system can be purchased for approximately \$1,600 and connected into the existing phone system which is approaching 20 years of age. This voice mail system will not be re-usable with a new system. A quote of \$6,760 was obtained from GALCO Business Systems to replace the entire telephone system for the administrative and police offices, which will include a new voice mail system and upgraded telephone features. Borough Council agreed that the best investment will be to replace the entire telephone system.

#### ***Administrative Work Session- June 20, 2016 (7:00pm-9:08pm)***

Council Attendees: John Reynolds, Brian Goshow, Jeffrey Gross, Richard Godshall, Daniel Yocum, Daniel Houser, Tracy Burke, Richard Halbom and Kevin Souder.

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

#### **1. Police Committee**

- a. Chief Leary reviewed his narrative report of police activity through the month of May, 2016. Chief Leary further discussed a number of recent police incidents that occurred during the month.
- b. President Brian Goshow complemented Chief Leary for his work in coordinating an excellent fireworks display on Sunday, June 19, 2016. Chief Leary estimated attendance within the park at 6,000 with perhaps another 2,000 in the peripheral area of the park. There were no major issues associated with the event.
- c. Mayor John Reynolds questioned the status of the Juvenile officer position given the disability leave of Sergeant Scherzberg. Chief Leary noted that Detective Joe Rudner and part time Officer Adam Moore have been sharing the duties of the Juvenile Officer.
- d. President Brian Goshow recognized Andrew Carpenter, 111 East Chestnut Street, to further discuss the citations issued for the fence violations. Souderton Code Enforcement Officer cited him for a zoning violation and ordered the stockade fence in the front yard of the property to be removed. The action was upheld by the District Justice. Mr. Carpenter indicated that he removed the fence but was seeking permission to re-install the fence in the front yard. Borough Council President Brian Goshow noted that this is a Zoning Ordinance issue, which will require an application, fee and a variance approval by the Souderton Zoning Hearing Board. Borough Council also noted that legal representation is highly recommended. A fence can be in the front yard but there is a height limit of 4 feet and the fence must be ornamental in appearance. The only options are to comply with the ordinance or seek a variance from the Zoning Hearing Board.

## **2. Administrative Committee**

- a. President Brian Goshow introduced Bob Williamson, General Manager for Moyer Indoor/Outdoor, to speak on the issue of fuel oil tanks in residential properties. Bob Williamson noted that the oil heating business has not added new systems since the 1980's, therefore most residential homes have tanks in excess of 30 years old, which is the average life of a 275 gallon oil tank. On average 7 out of 1,000 tanks fail each year, with clean-up costs ranging from \$15,000 to \$25,000. Tanks should be regularly inspected. The cost for a new tank ranges from \$2,500 to \$3,000. Several tanks failed recently within the Borough, with oil finding its way into the sanitary sewer system. Borough Council suggested that we publish this information on our website and include information in our quarterly sewer billings.
- b. Borough Council members met with Junior Councillor Nominee E. Shane Myers, 213 Washington Avenue. He will be entering his senior year at Souderton High School. A recommendation was made to formally consider this appointment at the August 1, 2016 Borough Council meeting, due to scheduling conflicts with the July meeting.
- c. Councillor Daniel Yocum commented on the presentation by Consign for Design at the June Borough Council meeting. He suggested that a presentation from our local business community at the regular meetings would be very positive. Brian Goshow suggested that these presentations can continue to be heard under the Public Comment portion of the Borough Council agenda.

## **3. Development Committee**

- a. Borough Council discussed efforts by Hatfield Township to lobby the legislature for funding to complete the Route 309 Connector project. Current information suggests that Phase 2 of this project extends the project from Allentown Road to the Souderton-Hatfield Pike, with a completion date ranging from 2020-2022. Phase 3, which will make the connection to Route 309, remains uncertain. Hatfield Township prepared a Resolution supporting completion of the project. Souderton Borough Council agreed to adopt a similar Resolution at the July 11 Borough Council meeting.
- b. Borough Manager Michael Coll reported that a meeting has been scheduled with Clayton Heckler and his planning consultants to discuss preliminary concept plans for the high school redevelopment project. Souderton Borough representatives will include Brian Goshow, Jeffrey Gross and Mayor John Reynolds.
- c. Borough Manager Michael Coll provided another update on the Souderton Train Station project. Construction continues according to schedules. The Borough Manager is working with RACP representatives and HUD staff on grant administration requirements. The first initial draw of \$223,000 was made on the Univest Line of Credit for the project. Brian Goshow, Jeffrey Gross, Richard Godshall and Mayor John Reynolds met on June 16<sup>th</sup> with Jenn Joseph to discuss issues with The Local restaurant operating in the Souderton Train Station.

## **4. Finance Committee**

- a. Borough Manager Michael Coll noted that the Auditor General completed a four year audit of the Souderton Borough Police Pension Plan and the Souderton Borough Non-Uniformed Pension Plan for the calendar years 2012 through 2015. Both audits were clean, noting both funds are in excellent condition. The Auditor did make an observation concerning the Police Pension Plan concerning the mandated "killed in service" benefit. This mandate requires that the spouse or beneficiary to an officer who was killed while on duty receive

the full salary of the officer for the remainder of their life. Initially this benefit was to be funded by the municipal pension plans, but later became the responsibility of the Commonwealth to provide this benefit. Our plan documents still reference this benefit, and as such, our ordinance must be revised to clarify the Commonwealth's responsibility. The Borough Solicitor will be preparing this ordinance for formal consideration.

- b. Borough Manager Michael Coll noted that the Community Development Block Grant application for the Montgomery Avenue curb and sidewalk project has been recommended for approval by the Montgomery County Commissioners.
- c. The Borough Manager noted that Borough Solicitor Robert Bricker is working on filing default proceedings against Broad Entertainment for the Broad Theater project.