

Regular Borough Council Meeting

May 6, 2013

The Regular Meeting of Souderton Borough Council, held on Monday, May 6, 2013, was called to order by President Brian K. Goshow at 7:30 p.m. Members of Borough Council present at the regular meeting included the following:

President Brian K. Goshow	Junior Councillor Triston Loux
Vice-President Andrew C. Schlosser	
Councillor D. Jeffrey Gross	Mayor John R. Reynolds
Councillor Steven J. Toy	
Councillor Preston Miller	Solicitor Charlotte Hunsberger
Councillor Richard Halbom	
Councillor Edward Huber	Borough Manager P. Michael Coll

The Invocation was given by Councillor D. Jeffrey Gross, followed by the Pledge of Allegiance to the Flag.

Consideration was given to the minutes of the April 1, 2013 Regular Borough Council Meeting and April Work Sessions. A motion was made by Councillor Steven Toy, seconded by Councillor Preston Miller, to approve the minutes of the April 1, 2013 Regular Borough Council Meeting and April 2013 Work Sessions as presented. The motion was approved.

Under correspondence, Borough Manager Michael Coll noted that he received a letter from the Logan Model Railroad Club located on the second floor of the Souderton Train Station. They express concern with the planned restoration project and desire to remain in their present location. The Borough Manager noted that the restoration project will respect all current tenants of the property.

The Borough Solicitor's report was distributed to Borough Council. The Borough Solicitor completed and submitted the documentation concerning the loan interest rate reset. The Borough Solicitor attended a meeting of the Souderton Industrial Development Authority. The Solicitor attended the Zoning Hearing for Turnersville Estates, representing the Borough's interest in this matter. The Solicitor attended two staff level meetings concerning the redevelopment of the high school property. Liens were satisfied for the Anthony J. Mollettiere Trust, 105 Main Street; South Second Street Partners, LP, 20 S. Second Street; Kathleen Demeyere, 32 Bank Street; Marino & Jessica Tambourino, 224 E. Summit Street.

Borough Manager Michael Coll reviewed the May meeting schedule. The Zoning Hearing Board will be meeting on Tuesday, May 14 to hear two applications from Hoff Properties, LLC concerning a two lot single family subdivision at 541 Wile Ave and a variance to convert a two story detached garage to the rear of 130-132 W. Broad Street into a residential unit. Turnersville Estates is scheduled to appear before the Souderton Planning Commission on Wednesday, May 15 to formally present land development plans for the reconstruction of the high school parking lot at N. School Lane and E. Broad Street. Borough Manager Michael Coll reviewed the agenda items scheduled for consideration. Representatives from MBI Development Company are in attendance to present their land development plan for the Reliance Crossing project at East Reliance Road and N. Second Street. A motion has been prepared to authorize the execution of documents granting additional right of way along the Waste Water Treatment Plant driveway along Cowpath Road to PennDOT. A motion has been prepared to restrict truck traffic on East Reliance Road from Main Street to Colonial Avenue. Franconia Township is considering a similar restriction on Reliance Road to Cowpath Road. The last item is authorization to advertise for bids for sludge disposal from the Waste Water Treatment Plant. The dewatered sludge is to be land applied with a landfill price when ground conditions or sludge quality do not meet the land application requirements.

Recreation Committee Chairman Jeffrey Gross reported on the second annual Community Cleanup Day held on Saturday, April 20, 2013. The event brought a good number of volunteers who participated in weeding and spreading mulch in the planting beds around the Community Park, Pool and the Main Street Plaza. Groups cleaned up around the Scout Cabin and planted a number of new trees in the pool parking lot and in the Community Park. Leidy's

provided sausage grillers and Stover Beverage provided soda for a volunteer luncheon after the event. These efforts saved the Borough significant dollars and their contributions have made a tremendous difference to the appearance of the Community Park for the up and coming summer events.

Consideration was given to paying the bills for the month of April, 2013.

GENERAL FUND

Advanced Disposal	\$389.20	Shelly Enterprises	\$39.16
Airgas	40.00	Sudz in a Bucket	27.50
AT&T	75.75	Thomas Lawson	135.00
Bergey's, Inc.	149.25	Univest VISA	75.23
Clemens Uniform Rental	117.70	Univest VISA	575.00
Comcast Cable	134.27	Weldon Auto Parts	135.15
Cope's Garage, Inc	2,070.55	North Penn Water Authority	199.00
CPR Heart Starters, Inc	1,394.00	PPL Electric Utilities, Inc	46.44
D. L. Beardsley, Ltd	71.90	Bairs	560.00
David L. Gale	189.50	Boucher & James, inc	271.25
Davidheisers, Inc	26.00	Bow Wow Waste products	68.00
Delta Dental	1,554.91	Bricker, Landis, Hunsberger	2,820.00
Detlan Equipment, Inc	31.41	Clemens Uniform Rental	104.70
Dischell Bartle Yanoff Dooley	97.94	Derstines	155.71
Entenmann-Rovin Co	686.65	Farm & Home Oil Company	722.47
Fairmount Capital Advisors, Inc	1,250.00	Freedom Systems Corp	40.70
Farm & Home Oil Company	1,379.43	Fromm Electric Supply Corp	102.68
Georges Tool Rental	90.00	Gouldey Welding & Fabrication	178.75
Good Plumbing Heating A/C, Inc	321.61	Home Depot	15.55
HISI	4,955.00	Independence Blue Cross	13,633.22
Home Depot	326.69	Indian Creek Foundation	564.00
Joseph Kelly, Jr	279.00	Keystone Health Plan East	11,117.35
Landis Block & Concrete	63.70	Kitson Brothers	775.00
Landis Fence	2,530.84	Markey Paper & Packaging	99.28
Lansdale Police Department	900.00	McBee Systems, Inc	272.13
Lawson Products, Inc	448.42	Metlife	17,579.42
Martin Stone Quarries, Inc	248.96	Montgomery County Treasurer	4,083.75
McDonald Uniform Company	777.60	Montgomery Newspaper	322.52
Metlife	2,591.27	Moyer Indoor/Outdoor	2,253.64
Montgomery Newspapers	518.34	Nationwide Trust Company	606.40
Moyer Indoor/Outdoor	1,236.73	Nationwide Trust Company	992.77
Nationwide Trust Company	248.79	North American Benefits	879.06
Nationwide Trust Company	1,085.10	Petty Cash Fund	124.16
Netcarrier Telecom, Inc	382.47	PPL Electric Utilities	283.06
Nextel Communications	281.01	Robert Harley	195.00
North Penn Water Authority	245.44	SEPTA	400.00
Oceanport Industries, Inc	1,233.30	Telford Press Printers	464.00
PECO Energy	376.76	Thomas Lawson	134.99
PA Horticultural Society	1,000.00	Univest Bank & Trust Co	175,473.96
PA One Call System	17.85	Univest VISA	305.81
Plasterer Equipment Co., Inc	84.30	Unum Insurance Co	799.19
PPL Electric Utilities	10,102.74	Verizon	55.84
PPL Electric Utilities	225.28	Verizon Wireless	40.01
Richter Drafting/Office Supply	389.86	Wise Electric	2,925.00
Roslyn Supply Company	54.08		
Shelly Enterprises, Inc	212.95	Total General Fund	\$281,538.40

SEWER FUND

Advanced Disposal	\$296.56	Young's	\$73.82
Bergey's Electric, Inc	69.53	Postmaster Lansdale	857.34
Bergey's, Inc	1,063.47	Boucher & James, Inc	1,645.65
Boucher & James, Inc	3,374.34	Bricker, Landis, Hunsberger	429.50
Clemens Uniform Rental	141.23	Cintas First Aid & Safety	80.42
Delta Dental	358.30	Clemens Uniform Rental	46.18
Deluxe Business Forms	272.13	Daniel L. Beardsley, Ltd	718.90
Fisher Scientific	189.34	GALCO Business Communications	99.50
Hach Company	569.50	Independence Blue Cross	1,627.76
Hajoca Corporation	1,960.09	K J Door Service, Inc	291.00
HISI	1,082.00	Keystone Fire Protection Service	1,285.90
Home Depot	55.21	Keystone Health Plan East	3,728.17
Maryland Biochemical Co., Inc	1,486.96	Lawson Products, Inc	443.68
Metlife	23.07	Metlife	23.07
Mike Nelson Consulting	580.00	Mike Nelson Consulting Service	585.00
Motion Industries	42.14	Moyer Indoor/Outdoor	438.16
Netcarrier Telecom, Inc	130.63	North American Benefits Co	324.89
North Penn Water Authority	261.68	Richter Drafting/Office Supply	436.77
Nyco Corporation	315.39	Suburban Water Testing Labs	92.00
Pennsylvania State University	680.00	Synagro Central LLC	1,703.59
PPL Electric Utilities	21,239.26	Telford Press Printers	430.00
Schaners Wastewater Products	4,857.98	Univar USA Inc	3,947.42
Shelly Enterprises, Inc	12.92	Unum Insurance Company	267.57
Siemens Industry, Inc	2,207.78	Verizon	60.98
Suburban Water Testing Labs	108.00	Youngs	88.16
Synagro Central LLC	5,036.20		
Univar USA, Inc	4,663.41	Total Sewer Fund	\$70,802.55

POOL FUND

Kathy Armitage	\$71.00	Montgomery County Treasurer	\$125.00
Moyer Indoor/Outdoor	290.00	Total Pool Fund	\$486.00

CAPITAL RESERVE FUND

Boucher & James, Inc	\$5,356.96	Sherwin Williams	\$194.64
Home Depot	24.50	Boucher & James, Inc	1,915.00
Shelly Enterprises, Inc	73.29	Total Capital Reserve Fund	\$7,564.39

LIQUID FUELS FUND

PPL Electric Utilities	\$610.06	Signal Control Products, Inc	\$209.00
PPL Electric Utilities	133.04		
Sherwin Williams	272.59	Total Liquid Fuels Fund	\$1,224.69

A motion was made by Councillor Preston Miller, seconded by Councillor Jeffrey Gross, to authorize payment of the bills for the month of April, 2013, 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 other than the Reliance Crossing project. Time will be given to those residents to ask questions about this project following the presentation by the developer. There was no public comment at this time.

President Brian Goshow moved to the business portion of the agenda, recognizing representatives from the MBI Development Company to present their plans for the Reliance Crossing garden apartment development at Reliance Road and N. Second Street.

Attorney Carl Weiner opened the presentation and provided a general status report on where they are in the review process. The Zoning Hearing Board granted variance relief for certain setback requirements and the Souderton Planning Commission just extended preliminary conditional approval. The developer will comply with all of the comments of the Borough Engineer, with four waiver requests as noted on the record plans. The waiver requests concern survey of existing features within 200 feet of the site, an aerial plan has been provided in its place; additional right of way will be offered for dedication along Reliance Road with no physical widening as part of this project given existing neighboring properties; landscaping within 3 parking islands cannot be accomplished due to storm water piping. The waiver is not over the number of trees but asks to locate the same number of trees elsewhere on the site. The fourth item concerns landscaping at the basin spillway. The required landscaping will be provided right up to the spillway due to space limitations. The applicant will comply with all remaining comments in the Borough Engineer's review letter.

Engineer Ron Klos, Jr of Bohler Engineering presented the development plans. The project will construct a total of 56 garden apartment style units with a community building for use by the tenants. The total parcel is 4.3 acres and is located in a C-2 Commercial Residential Zoning District along Reliance Road and within the Garden Apartment District along N. Second Street. The development will be accessed from Second Street. Parking is provided in excess of 1.5 spaces per unit. The project has two storm water management areas utilizing a combination of both underground storage and above ground storage in a basin located along Reliance Road. The basin will outlet to the existing storm system under the sidewalk along Reliance Road. The northeastern boundary of the site is landscaped to buffer the development to Fourth Street properties and a series of rain gardens are provided to satisfy storm water quality requirements. Architectural renderings of the proposed buildings were presented. The development will have a full time manager and a maintenance employee on site.

Following questions from members of Souderton Borough Council, President Goshaw opened the floor for comments from the audience. Richard Gebblein, 224 E. Reliance Road questioned the amount of traffic generated from the development and whether any traffic studies were conducted. Engineer Ron Klos responded that the project site does not involve any state owned streets and there are no traffic study requirements by Borough Ordinance for this particular development.

Bert Stover, 462 N Fourth Street questioned the status of soils testing in conjunction with the proposed rain gardens. Engineer Ron Klos noted that soil testing is not complete but is required by the Montgomery County Conservation District. The results may require a plan revision if the initial conservative assumptions prove to be incorrect.

There being no further public comment, members of Borough Council discussed a proposed motion to extend conditional preliminary approval to the land development application. The Borough Solicitor assisted with the language of the preliminary approval.

A motion was made by Councillor Andrew Schlosser, and seconded by Councillor Richard Halbom, to grant Preliminary Approval to MBI Development Company for the Reliance Crossing land development plan dated April 4, 2013, along with the noted four waiver requests from the Subdivision and Land Development Ordinance, subject to review by the Montgomery County Conservation District, Pennsylvania Department of Environmental Protection, and other regulatory agencies, as well as any revisions as may be required by the Borough Engineer or the Souderton Borough Planning Commission. The motion was approved.

A motion was made by Councillor Richard Halbom, and seconded by Councillor Steven Toy, to adopt Resolution 2013-05 authorizing the execution and granting of a Deed of Easement to the Commonwealth of Pennsylvania Department of Transportation. The motion was approved.

A motion was made by Councillor Steven Toy, and seconded by Councillor Preston Miller, to authorize the posting of truck restrictions on West Reliance Road from Main Street to Colonial Avenue for a 90 day trial period per Mayor's order. The motion was approved.

A motion was made by Councillor Preston Miller, and seconded by Councillor Edward Huber, to authorize the advertisement for bids for the disposal of dewatered sludge from the

waste water treatment plant for consideration at the June 3, 2013 Borough Council meeting. The motion was approved.

There being no further business, the meeting was adjourned at 8:10 pm.

Respectfully Submitted,

P. Michael Coll, Secretary

WORK SESSION MINUTES AND COMMITTEE REPORTS

Public Works Work Session – May 13, 2013 (7:00pm to 8:50pm)

Council Attendees: John Reynolds, Brian Goshow, Ned Leight, Jeffrey Gross, Richard Godshall, Steven Toy, Richard Halbom, Preston Miller and Edward Huber.

Staff Attendees: Borough Manager Michael Coll.

1. Sanitation Committee

- a) The April, 2013 Discharge Monitoring Report will be filed with no exceptions to permit discharge limits.
- b) Repairs to the clarifier arm are complete and went according to plan. Fabrication of the bottom seal has been delayed but should be completed by the end of the month. The unit will be slowly put back on line once the seals are installed.
- c) Borough Manager Michael Coll noted that May is the normal time for the Borough to seek bids for the disposal of dewatered sludge. We are permitted for land application. Bids will be advertised in May for award in June. The actual contract will be effective July 1, 2013. Sal DeSimone is working through the mandatory sampling requirements to certify the sludge for land application.
- d) Sal DeSimone will be meeting with our Consulting Engineer to discuss improvements to the head end of the plant. The mechanical bar screen was taken out of service and replaced with a manual bar screen. The manual screen is not ideal especially with land application of sludge. There are some advanced technologies available for mechanical bar screens that should be evaluated for future consideration.
- e) The Borough received the new NPDES Permit which maintains phosphorus and ammonia nitrogen levels through 2018. Some additional sampling requirements have been added to the permit.
- f) The Borough received the PennDOT Highway Occupancy Permit to extend a sewer connection to the former Letterco property on the Hilltown side of County Line Road and Cherry Lane. The sewer line will only be extended a short distance into Cherry Lane to make the connection to this property. Letterco has already paid the fees to cover the cost of the connection which should be completed in June.
- g) Chief Operator Sal DeSimone will be out on a short medical leave. Backup Operator Richard Nelson will be running the plant for the next few weeks.

2. Highway Committee

- a) Brush collection is very heavy this month. Crews will be out for the next two weeks on

brush collection.

- b) Most work this month will be devoted to pool and park work in preparation for the opening of the pool on May 25 and the scheduled Community Picnic. Hanging flower baskets, flags and banners will be installed prior to Memorial Day weekend.
- c) Street sweeping throughout the Borough will begin in late May.

3. Sidewalk Committee

- a) No new items were discussed.

4. Recreation Committee

- a) Pool Membership applications are now on sale. A care giver option has been incorporated for family memberships and a new weekly pass has been offered. The pool season brochure has been completed and we mailed applications and the brochure to all membership accounts on file from last year. New computer equipment and internet systems are fully operational. The membership card has been finalized and a sample copy was shared with Committee members. Opening Day will be Saturday, May 25 at 12 noon. Staff will be on hand to sell memberships on opening day and we are planning opening day specials in addition to the Community Day event in the Community Park.
- b) Committee members discussed making a plaque for the pavilion at the pool recognizing the donation of the pavilion by the Souderton 125th Anniversary Committee. Formal dedication of the pavilion will be scheduled during one of the special family events.
- c) Committee members discussed the planned annual Art & Entertainment Festival in the Community Park scheduled for Saturday, September 28. The event will be hosted by Souderton-Telford Main Streets. Part of the event will include a display and sale of craft beer and wines. Committee members expressed general agreement with the event suggesting that the Borough needs to develop a specific policy towards this type of an event limiting them to purely non-profit community based organizations and establishing firm procedures for licensing, permitting, insurance and fees. The Borough should also better refine and understand the actual cost of such an event and develop a fee structure to cover these anticipated expenses.
- d) The Borough has received the executed grant agreement for the West Chestnut Street Playground. The Borough Engineer will be finalizing the plans and specifications for review by Montgomery County for authorization to bid. The bidding project will take a few months. Construction may begin in late fall with completion in early spring of 2014.

5. Property Committee

- a) Borough Manager Michael Coll reported that Good's Plumbing and Heating was out to trouble shoot HVAC issues with the police department offices. They found both HVAC units had failed compressor units and leaks within the Freon lines. Both units were not repairable and had to be replaced. They suspect that a power surge initially lead to the failure. The cost will approach \$15,000.
- b) Request for proposals has been distributed for the Souderton Train Station project. The proposals are due by the close of business on May 31st. Time during the June work sessions will be devoted to review of the proposals. There is strong interest in the project. Boucher and James will not participate in the RFP, but will assist the Borough with review of the proposals and will further assist the Borough with plan reviews and construction management. Boucher & James has completed the required Phase I

Environmental Assessment on the project site and Indian Valley Appraisal Company has been contracted to complete a summary appraisal report on the project site as required by the RACP grant conditions. Borough Solicitor Robert Bricker and the Borough Manager will meet with SEPTA at their main office on May 23 to further discuss the lease agreement.

- c) President Brian Goshow reported on the status of the fireworks in June. He still has room for sponsorship opportunities.

Administrative Work Session – May 20, 2013 (7:00pm-8:35pm)

Council Attendees: Brian Goshow, Jeffrey Gross, Richard Godshall, Andrew Schlosser, Steven Toy, Preston Miller, Richard Halbom and Edward Huber.

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

1. Police Committee

- a) Chief Leary distributed his narrative and statistical reports for the month of April. A few items of interest were researched and distributed to Borough Council at the request of Councillor Toy. Chief Leary met with Towamencin Township Police Chief to review the benefits of stand-alone testing or consortium testing for new police officer hires. Either option will mandate Act 120 training as a prerequisite to participation, but the pool of possible candidates may be too large for the Borough to manage oral testing or possibly too small to provide an appropriate field of candidates. Souderton Borough will be declaring two officer positions requiring the Civil Service Commission to certify a list of 6 candidates. Souderton may want to consider extending the eligibility of the list from one to two years.
- b) Thomas Lawson submitted the required letter desiring to enter into negotiation for a new collective bargaining agreement to become effective January 1, 2014. Borough Council will need to appoint representatives to serve on the negotiating committee. Possible candidates included President Brian Goshow, Councillor Steven Toy and Councillor Preston Miller.

2. Administrative Committee

- a) The Borough Manager reminded Borough Council that one vacancy remains on the Souderton Industrial Development Authority. The authority has not been active for some time. Representatives do not necessarily need to be residents of the Borough.
- b) Request for proposals for the Business Improvement District Planning project have been prepared and distributed. Proposals are due by the close of business on May 31st. The proposals will be reviewed during the June work sessions for a recommendation for award.
- c) The Borough Manager reported that Univest Corporation has acquired the John T. Fretz Insurance Agency who serves as the broker of record for the Borough's liability, property, auto and workers compensation policies. Univest will retain Herb Shelly and other Fretz agents as Univest employees. The John Fretz Agency on Main Street will eventually be closed and merged to new Univest Insurance offices at the former Hunsicker Pharmacy building, 41 W. Broad Street. This acquisition will not change any existing policies and may open access to other insurance companies for future quotes. The Borough is insured through Selective Insurance, which has become one of the largest municipal insurers. Kistler-Tiffany Benefits will continue to be the Borough's broker of record for employee health, disability, dental and life insurance benefits. The Borough uses Independence Blue Cross, Keystone and has a separate drug plan through Health Insurance Solutions.
- d) Code Enforcement Officer Carl Stuart recently announced his intention to resign effective

May, 2014. He has built a home in the Poconos and decided to permanently move in the spring. Committee members agreed to maintain a full time code enforcement officer. We will work on appointing a successor to Carl this fall to provide time for both of them to jointly transition, especially with the two major development projects planned to begin next year.

3. Development Committee

- a) Borough Manager Michael Coll reported that the Zoning Hearing Board approved both applications of Kyle Hoff, concerning properties at 541 Wile Avenue and 130-132 W. Broad Street. The application for 541 Wile Avenue will move to a subdivision and land development application to divide the property into two smaller single family detached building lots. The application to convert the detached two story garage to the rear of 130-132 W. Broad Street to a carriage house will be handled through building permits. The applicant will also file a lot consolidation plan for the property.
- b) Timothy Hendricks and Turnersville Estates filed a formal land development application for the first phase of the redevelopment plan for the former high school property. The plan was reviewed by the Borough Engineer with many comments. Tim Hendricks acknowledged the comments and plan revisions will be made for future consideration. Tim Hendricks also presented the master concept plan for the high school property to the Planning Commission and he is in conversation with some of the adjoining property owners. Tim Hendricks has requested time on the June 3 Borough Council Agenda to make a public presentation of the master concept plan.

4. Finance Committee

- a) Borough Manager Michael Coll noted that the State Department of Economic and Community Development reviewed the formal audit of the Anchor Building Grant program and they have formally accepted the report and closed out the project with a condition that Borough Council adopt a formal Grant Administration Policy. The policy will be on the June 3 Borough Council meeting for formal approval.