

The Regular Meeting of Souderton Borough Council, held on Monday, June 4, 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	Councillor Edward Huber
Vice-President D. Jeffrey Gross	
Councillor Ned D. Leight	Mayor John R. Reynolds
Councillor Richard Godshall	Junior Councillor Michael Jones
Councillor Daniel Yocum	
Councillor Matt Mscichowski	Solicitor Robert Bricker
Councillor Julie Munden	Borough Manager P. Michael Coll
Councillor Richard Halbom	Public Works Director Steven R. Coll

The Invocation was given by Mayor John R. Reynolds, followed by the Pledge of Allegiance to the Flag.

Consideration was given to the minutes of the May 7, 2018 Regular Borough Council Meeting and May 2018 Work Sessions. A motion was made by Councillor Richard Halbom, seconded by Councillor Richard Godshall, to approve the minutes of the May 7, 2018 Regular Borough Council Meeting and May 2018 Work Sessions as presented. The motion was approved.

President Brian Goshow recognized Daniel Houser who requested time to make a brief presentation on behalf of the Concert Sundaes Committee. Daniel Houser first complimented that staff at the Souderton Community Pool for their professionalism and another successful opening day. Daniel Houser then noted that this will be the 31st anniversary year for Concert Sundaes in the Park. He commented that the success of this program is only possible with the overwhelming support of Souderton Borough Council, the staff and public works crew of the Borough and the many community sponsors listed within the annual program booklet.

Mayor John Reynolds noted that the Souderton Pool is now open officially kicking off the summer season.

Police Chief James Leary reviewed the planned series of community events for Saturday, June 16 and Sunday, June 17. Saturday will feature special activities at the Souderton Pool and a Car Show in the Community Park. Sunday will feature a Community Church Service in the Community Park in the morning, followed by Concert Sundaes in the evening and ending with a fireworks display.

Borough Solicitor Robert Bricker reported that they have prepared and now have a signed Agreement of Sale for the Broad Theater property. They ordered a title search and requested other certifications in preparation for settlement on the property. The Borough Solicitor attended a meeting with the President of Borough Council and reviewed correspondence regarding a police officer grievance. The Solicitor received an inquiry concerning another Industrial Development Authority project.

Public Works Director Steven Coll distributed his monthly report to Borough Council. Steven Coll noted that curbside brush collection was extremely heavy in May. Crews completed all brush collections by the end of May and will begin June collections tomorrow. Crews devoted a significant portion of time working at the Community Pool in preparation for opening day.

Borough Manager Michael Coll reviewed the meeting schedule for the month of June. The June Public Works Work Session will be cancelled due to a conflict with the annual conference of the Pennsylvania State Association of Boroughs, which will be

attended by the Borough Manager and Borough Councillors Richard Halbom and Julie Munden. The Administrative Work Session will be held on June 18, 2018. Borough Manager Michael Coll reviewed the business items scheduled for consideration. The first item is a motion designed to formally establish a position of Borough Council with respect to various zoning matters associated with the redevelopment of the former High School site. This direction will then allow the Souderton Planning Commission and Montgomery County Planning Commission to move forward with their work in reviewing development plans for the project and developing associated amendments to the Zoning Ordinance for the future consideration of Borough Council. General Code had completed the new Codification of Ordinances for the Borough. The next step is to adopt the code and a motion has been prepared to authorize the Borough Solicitor to prepare and advertise this ordinance. The Borough Solicitor has been assisting the Borough in responding to a police officer grievance. The Solicitor is recommending the engagement of special legal counsel to assist in this matter. An engagement letter from the Law Office of Aaron Moyer, LLC was distributed to Borough Council for review. Borough Solicitor noted that the engagement should be formally authorized by motion of Borough Council.

President Brian Goshow reported that the Indian Valley regional Planning Commission heard a presentation by the Sierra Club urging communities to take steps to become totally solar compliant by 2035. No recommendation has been made on this matter.

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

GENERAL FUND

21 st Century Media	\$365.74	21 st Century Media	\$149.75
Blooming Glen Quarry	140.00	Barry Isett & Associates	292.50
Boucher and James, Inc.	5,607.77	Clemens Uniform Rental	49.32
Bow Wow Waste Products	137.98	Display and Sign Center	920.00
Clemens Uniform Rental	118.44	Eagles Peak Spring Water	26.49
Code Inspections, Inc.	157.50	Fire Protection Services, LLC	212.00
Comcast Cable	353.45	Freedom Systems Corp	547.00
Delta Dental	1,212.22	Galls, Inc.	151.97
Display and Sign Center, Inc.	2,900.00	George Allen Portable Toilets	252.00
Eagles Peak Spring Water, Inc.	31.05	H & K Materials	661.20
Freedom Systems Corp	945.00	Indian Creek Foundation	441.00
George Allen Portable Toilets	150.00	J. P. Mascaro & Sons	37,205.42
George's Tool Rental	353.40	Keystone Health Plan East	30,887.44
H & K Materials	969.19	Landis Truck Graphics	1,300.00
Hall & Associates	134.73	Lawson Products, Inc.	127.19
James P. Leary	280.19	Markey Paper & Packaging, Inc.	104.94
L. W. Clearing Co.	105.00	McDonald Uniform Company	420.71
Marriotts Emergency Equipment	1,350.00	Metlife	5,484.29
Moyer Indoor/Outdoor	2,161.95	Nationwide Trust Company	1,799.78
Naceville Materials	221.73	North American Benefits Co.	988.77
NetCarrier Telecom, Inc.	341.79	PECO Energy	102.85
North Penn Water Authority	30.68	Richter Drafting Office Supply	87.69
PECO Energy	155.74	Robert W. Harley, RPR	180.00
PA One Call System	100.00	Shelly Enterprises-USLBM, LLC	25.32
PPL Electric Utilities	1,611.81	Souderton-Telford Main Streets	5,937.50
PPL Electric Utilities	120.05	Suburban Propane	187.55
Rays Greenhouse	90.00	Sudz In A Bucket	5.50
Richter Drafting Office Supply	316.85	Todd Moyer Painting	525.00
Sherwin Williams	144.66	TRM-Telford Recycling Material	85.00
Suburban Propane	451.07	Trout Brothers, Inc.	1,617.00
Sudz In A Bucket	33.00	Univest Bank & Trust Company	2,000.00
Telford Press Printers	1,407.00	Univest VISA	256.20
The Partnership TMA	355.00	Univest VISA	15.22
Univest VISA	21.90	Univest VISA	832.17
Unum Insurance Company	966.79	William Albany	450.00
Verizon Wireless	120.03	Wise Electric	157.00
Verizon	75.54	Witmer Public Safety Group	1,348.13
Verizon Wireless	279.09	Total General Fund	\$120,150.24

SEWER FUND

Blooming Glen Quarry	\$140.00	Cintas First Aid & Safety	\$52.51
Clemens Uniform Rental	122.85	Clemens Uniform Rental	122.85
Comcast Cable	84.90	D. L. Beardsley, Ltd	82.00
Delta Dental	321.47	Delaware River Basin Comm	830.00
EPWPCOA, Inc.	175.00	ES2 Environmental Systems	337.25
Fromm Electric Supply Corp	141.60	EVOQUA Water Technologies	2,557.74
Good Plumbing Heating A/C	652.50	Farm Bureau Garage, Inc.	419.06
Graphic Controls, LLC	639.70	Gouldey Welding	320.00
J. P. Mascaro & Sons	480.00	H2O Solutions, Inc.	161.00
Jesse Baro, Inc.	3,488.23	Irvin G. Tyson & Son, Inc.	557.89
Maryland Biochemical Co., Inc.	1,570.52	Jesse Baro, Inc.	1,096.24
Metlife	138.42	Keystone Health Plan East	7,563.95
NetCarrier Telecom, Inc.	144.36	Markey Paper & Packaging, Inc.	216.74
North Penn water Authority	70.45	Mary M. Koehler	278.58
Nyco Corporation	157.84	Moyer Indoor Outdoor	191.26
Pennsylvania State University	395.00	North American Benefits Co.	257.86
PPL Electric Utilities	632.52	Nyco Corporation	215.00
Rumsey Electric Co	125.48	PA Rural Water	260.00
S C Engineers, Inc.	4,436.95	Perkasie Regional Authority	750.00
Telford Press Printers	744.00	PPL Electric Utilities	16,949.58
Univar USA, Inc.	2,632.50	Richter Drafting Office Supply	93.03
Unum Insurance Company	244.44	Robert E. Little, Inc.	78.42
USA Blue Book	161.95	Shelly Enterprises-USLBM, LLC	5.46
Verizon	81.00	Univar USA, Inc.	8,617.50
All Industrial Safety Products	47.64	ZEP Manufacturing Co.	148.01
Bearing & Drive Solutions	69.00		
Bergey's Electric, Inc.	760.95	Total Sewer Fund	\$60,821.20

POOL FUND

Airgas National carbonation	\$409.50	Freedom Systems Corp.	\$319.00
Comcast Cable	147.29	George's Tool Rental	42.18
Diversified Refrigeration, Inc.	861.16	Good Plumbing Heating A/C	2,586.04
Landis Block Nycecrete Co.	29.95	Jellen Designs	1,295.50
NetCarrier Telecom, Inc.	133.75	Kathy Armitage	98.64
North Penn Water Authority	13.15	Moyer Indoor Outdoor	206.30
PECO Energy	64.57	Nelsons Creamery, LLC	319.62
PPL Electric Utilities	385.54	Pepsi Beverage Company	871.09
Suburban Water Testing Labs	1,545.00	Richter Drafting Office Supply	50.79
Treasurer- Montgomery County	70.00	Shelly Enterprises-USLBM, LLC	52.24
Buckmans, Inc.	1,003.86	Trout Brothers, Inc.	1,960.00
Cintas First Aid & Safety	122.95	Univest VISA	1,270.11
Derstines	2,303.69	Univest VISA	854.43
Display and Sign Center	510.00		
Fire Protection Services, LLC	237.00	Total Pool Fund	\$17,763.35

CAPITAL RESERVE FUND

Boucher and James, Inc.	\$8,694.23	Hajoca Corporation	\$575.00
Colonial Flooring, LLC	3,000.00	J. P. Mascaro & Sons	679.55
Hajoca Corporation	1,106.27	Philadelphia Toboggan Coasters	10,822.50
Univest Capital	3,155.23	Ply-Mar Construction Co., Inc.	22,871.68
Banes Roofing, Inc.	1,048.08	Rodney Shoemaker Plumbing	11,700.00
Fellmans Pool Service, Inc.	7,080.00		
Good Plumbing Heating A/C	6,225.00	Total capital Reserve Fund	\$76,957.54

LIQUID FUELS FUND

PPL Electric Utilities	\$1,112.37	PPL Electric Utilities	\$6,391.26
------------------------	------------	------------------------	------------

A motion was made by Councillor Richard Godshall, seconded by Councillor Matt Mscichowski, to authorize payment of the bills for the month of May, 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

Jeffrey Gross, to authorize the Souderton Planning Commission to consider the following parameters when reviewing land development plans for the Souderton High School Redevelopment project:

- The entire development may contain a maximum of 140 residential units, consisting of the existing 24 stacked townhouse units in Phase 1, a maximum 88 conventional townhouse units, with 52 units oriented along N. School Lane and 36 units oriented along East Chestnut Street and a maximum of 28 residential units located within the Walden model mixed-use buildings.
- Orientation to the interior town center of the site shall be from East Broad Street in conformity of sketch plan scenario 6B as developed by the Montgomery County Planning Commission.
- The developer shall incorporate flexibility in the design of the Walden model mixed-use buildings to offer units without a garage and/or to offer units with a smaller garage for the purpose of maximizing available commercial retail space on the street level.
- Consider and encourage the placement of additional commercial/retail buildings within the site consistent with sketch plan scenario 6B.

The motion was approved by unanimous vote.

A motion was made by Councillor Daniel Yocum, and seconded by Councillor Julie Munden, to authorize the Borough Solicitor to prepare a and advertise the recommended Code Adoption Ordinance. The motion was approved.

Borough Council members then discussed the engagement letter from the Law Office of Aaron Moyer, LLC to serve as special legal counsel. While some members supported the recommendation of the Borough Solicitor, other members were uncomfortable in considering the recommendation at this time due to unfamiliarity with the attorney. President Brian Goshow tabled the matter of the appointment of special legal counsel and deferred the matter to the June 18th Administrative Work Session, at which time Attorney Aaron Moyer will be asked to attend and make a brief presentation to Borough Council.

There being no further business, the meeting was adjourned at 7:54 pm.

Respectfully Submitted,

P. Michael Coll, Secretary

WORK SESSION MINUTES AND COMMITTEE REPORTS

Administrative Work Session- June 18, 2018 (7:00pm-9:21pm)

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

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

Presentations

Borough Council met with Attorney Aaron Moyer to discuss his engagement letter to serve as special legal counsel in relation to a grievance filed by the Souderton Police Department. Attorney Moyer comes with a recommendation from our Borough Solicitor. A

recommendation was made to accept the proposed engagement letter. A formal motion will be prepared for consideration at the July Borough Council meeting.

Bea Smith, Architect Peter Stampfl, and marketing consultant Michael McCarthy discussed conceptual plans to renovate 140-142 N. Main Street into a marketplace, similar to the concept that was previously proposed for 30 W. Broad Street. They will name the project as “North End Market.” Architect Peter Stampfl noted that his firm has specialized in repurposing old historic buildings and he reviewed concept plans to renovate 140-142 Main Street. Parking will be a challenge to zoning, employee and vendor parking will need to be addressed. The goal of the project is to lower the barrier for startup business. Initially they anticipate the marketplace being open Thursday through Sunday.

1. Police Committee

- a. Chief Leary distributed his statistical report for the month of May, 2018.
- b. Borough Council and Chief Leary discussed the success of the past weekend events including the Saturday Car Show and DJ event at the Souderton Community Pool. The Sunday Community Church service was attended by nearly 700 people and was very well received by the community. Concert Sundaes and the fireworks event was also a great success.
- c. Chief Leary is working on a request for a handicapped parking space in the area of 206 W. Chestnut Street. Chief Leary has met with the resident and is requesting the establishment of the parking space by Mayor’s order. A motion will be prepared for formal consideration at the July 2 Borough Council meeting.
- d. Borough Council discussed public concerns over the narrow cartway in the first block of N. School Lane with parking currently permitted on both sides of the street. The development plans for the former high school suggest that School Lane should have two travel lanes and with parking only permitted on the east side of the roadway. A recommendation and motion will be prepared for consideration at the July 2 Borough Council meeting to establish a No Parking restriction for the west side of N. School Lane from Broad Street to Chestnut Street for a 90 day trial period per Mayor’s order.
- e. Borough Manager Michael Coll noted that the Jeep Cherokee police vehicle was advertised for sale through Municibid and has been sold at a price of \$1,565.00. The title will be transferred on June 19th.
- f. President Brian Goshow recommended that the Police Negotiating Committee consist of the Council President, Mayor Reynolds and Police Committee Chair Julie Munden. The first meeting will be scheduled in the coming month.
- g. Mayor Reynolds commented that Borough Council should consider our current and future full time staffing requirements. The department is down one officer through retirement and perhaps Borough Council should consider hiring another full time officer.

2. Code Enforcement

- a. Train Station renovations continue to progress. Interior work is nearing completion and kitchen equipment is scheduled for delivery in the next two weeks. Epoxy flooring is being completed in the kitchen and bar areas. We expect to turn the building over to the tenant effective July 1, 2018.
- b. The fencing along the edge of the platform will be ordered and installed by Borough forces. The work will concentrate on the train station side and move to the other side in phases. Borough crews will be working to clean up and prepare to work on the site improvements around the freight building. Crews will also need to install sanitary sewer facilities inside the wait building to accommodate the nail salon.
- c. Realtor Ryan Godshall reported difficulty in attracting interest in the freight

building, suggesting a reduction in the rental fee. Borough Council preferred to stay with the current rental rate and believe that interest will pick up once the train station restaurant opens.

3. Administrative Committee

- a. Borough Council members discussed a significant funding proposal by the Souderton-Telford Rotary Club to rehabilitate the Community Park. This will be a multi-year effort beginning with a commitment by the Borough to develop and finalize a comprehensive plan for the park. An outline of the proposed project was distributed to Borough Council for their review. A major part of the proposal is the Rotary's request to have naming opportunity for various phases of the project. The Borough has completed the survey of the park and developed an initial sketch plan incorporating some needed improvements. Borough Council recommended the completion of the comprehensive master plan.
- b. Borough Solicitor Robert Bricker has prepared an advertised the Code Adoption Ordinance for formal consideration at the July 2, 2018 Borough Council meeting.
- c. Borough Manager Michael Coll noted that Robert Bricker and Charlotte Hunsberger are working on a transition for Borough Solicitor. Both attorneys will serve as the contact point for matters requiring assistance from the Borough Solicitor.

4. Development Committee

- a. Borough Manager Michael Coll reported that preliminary indications suggest that the PennDOT district traffic engineer may require the installation of a taper lane into the Berkeley Court development from East Broad Street. This requirement will push the main entrance closer to School Lane similar to the concept plan labeled 6A. The developer will have his traffic engineer submit plans for the main entrance drive to be as close as possible to the northeast property line with the Monroe Muffler property, but requested Borough Council support towards the construction of the entrance without a taper lane. Borough Council supported the request and will draft a letter of support for consideration by PennDOT traffic engineers.
- b. Borough Manager Michael Coll distributed copies of a lot consolidation plan and survey prepared for the Souderton Charter School. The Borough Manager questioned how much detail Borough Council was expecting with the plan submission as required by the conditional approval. The plan appeared to be lacking specific detail on the use of 117 Noble Street. Borough Council referred the plan to the Souderton planning Commission for review and recommendation.

5. Finance Committee

- a. The Borough Manager reported that he is working on the final lease documents for the Wait Building. The party submitted the name of their LLC and sketch plans for the interior renovation and layout. The final lease must be reviewed and approved by SEPTA.
- b. Borough Manager Michael Coll received a call from Kyle Hoff informing him that they secured their financing for the Broad Theater project and expected to close on the sale of the property within the coming month. Council president Brian Goshaw reported that he had several conversations with the President of the Souderton School Board indicating that they will agree to forgive the tax liens filed against the Broad Theater property in return for the Borough's release of the waiver fee associated with the landscaping requirements for the E. M. Crouthamel Elementary school addition and renovations. A motion will be prepared for consideration at the July 2, 2018 Borough Council meeting.

- c. Trustees for the Harold Hershey Estate on Cowpath Road in Franconia Township requested consideration from Borough Council to waive the sewer capacity fee to connect the residential dwelling to the Borough sanitary sewer system. Harold Hershey provided an easement to the Borough at no cost to run a sewer interceptor line through his side yard to the Waste Water Treatment Plant across the street from his property. Borough Council members accepted the request and will waive the fee in recognition for the sanitary sewer easement.