

The Regular Meeting of Souderton Borough Council, held on Monday, July 10, 2017, was called to order by Borough Council President Brian K. Goshow at 7:00 p.m. Members of Borough Council present at the regular meeting included the following:

President Brian K. Goshow	Mayor John R. Reynolds
Vice-President D. Jeffrey Gross	Junior Councillor E. Shane Myers
Councillor Richard L. Godshall	
Councillor Daniel Yocum	Borough Solicitor Robert G. Bricker
Councillor Daniel W. Houser	
Councillor Tracy W. Burke	Borough Manager P. Michael Coll
Councillor Richard Halbom	Police Chief James P. Leary
Councillor Kevin Souder	Public Works Director Steven R. Coll

Absent from the meeting was Councillor Ned Leight. The Invocation was given by Councillor Daniel Yocum, followed by the Pledge of Allegiance to the Flag.

Consideration was given to the minutes of the June 5, 2017 Regular Borough Council Meeting and June Work Sessions. A motion was made by Councillor Richard Halbom, seconded by Councillor Daniel Houser, to approve the minutes of the June 5, 2017 Regular Borough Council Meeting and June 2017 Work Sessions as presented. The motion was approved.

Under correspondence, Borough Manager Michael Coll noted receipt of a letter from Michael Jones, 73 N. Fifth Street, Souderton, expressing interest in the Junior Councillor position. Borough Council members received a copy of this letter and he will be asked to attend the Administrative Work Session on July 17, 2017.

Police Chief James Leary extended his appreciation to the Souderton Fire Department and neighboring fire departments and fire police units for assisting with the fireworks event on June 25, 2017. Chief Leary estimated the crowd in the Community Park at 6,000. This event could not be held without the assistance of the fire company. Souderton Police Community Night Out and Car Show will be held in the Souderton Community Park on Tuesday, August 8, 2017 from 6pm to 9pm. Chief Leary further commented that he will distribute his monthly statistical and narrative reports at the coming work session.

The Borough Solicitor's report for the month of June, 2017 was distributed to Borough Council. The Borough Solicitor had a telephone conference with the Borough Manager and is working on some revisions to the draft lease agreement for the Souderton Train Station. The Borough Solicitor is scheduled to attend a District Justice hearing on July 20, 2017 regarding property at 38 N. Fourth Street, Souderton.

Public Works Director Steven Coll reported that the street sweeper has been repaired by Cope's Garage, who located new wheel lugs for the machine. We hope to get out and complete street sweeping throughout the remaining neighborhoods as time permits. Crews are installing flush granite curb along the intersection of Main Street and West Chestnut Street. Crews are also working on various storm drainage improvements along Main Street ahead of the planned milling and overlay. The Borough, through a prior requirement of a PennDOT highway occupancy permit, will be milling the block of Main Street from Chestnut Street to Broad Street to establish the correct road grade in conjunction with the streetscape project. The PennDOT contractor will install the final wearing surface as part of their contract to mill and overlay Route 113. Milling is scheduled for the week of July 17<sup>th</sup>. The new mower is working out very well.

Borough Manager Michael Coll reminded Borough Council that there will only be one work session during July, with the Administrative Work Session to be held on

Monday, July 17, 2017. The agenda items scheduled for consideration this evening include authorization to receive bids for the installation of a new mechanical bar screen at the headworks of the waste Water Treatment Plant, various equipment rentals to complete paving projects and two Community Development Block Grant projects to install curb and sidewalk along County Line Road and along the 400 block of Montgomery Avenue. The mechanical bar screen project is estimated over \$400,000 as a result of additional work to replace broken flow gates and the concrete channels. The Borough Manager further noted that an executive Session has been scheduled to consult with the Borough Solicitor on legal and real estate matters specifically concerning the Broad Theater property. No formal action is expected following the executive session.

Councillor Daniel Houser received good comments about the overall operations of the Souderton Community Pool. The concession stand air conditioning has been well received and all equipment seems to be functioning very well.

Consideration was given to paying the bills for the month of June, 2017. Councillor Richard Godshall questioned the bill for Cope's Garage, noting a number of repairs to police vehicles. Borough Council may need to evaluate budgeting for a new police vehicle. Councillor Godshall also questioned the Reuter & Hanney, Inc. bill under the sewer fund. The Borough Manager noted that they handle all of the high voltage equipment at the plant. The bill in question is for annual preventative maintenance to test all of the high voltage equipment for potential overloading and breakdown. This program was started as a result of DEP action against the Borough for various plant upsets associated with electrical and mechanical failures.

GENERAL FUND

Carquest	\$123.82	Univest VISA	\$717.22
Clemens Uniform Rental	126.81	Univest VISA	60.48
Comcast Cable	353.45	Unum Insurance Company	928.92
Cope's Garage, Inc.	5,888.37	Verizon	69.64
D. L. Beardsley, Ltd.	92.95	Verizon Wireless	263.65
Davidheisers, Inc.	145.00	Youngs	58.60
Delta Dental	1,307.10	Bell Mechanical	105.00
Detlan Equipment, Inc.	47.58	Bishop Wood Products, Inc.	1,850.00
Eagles Peak Spring Water, Inc.	44.05	Boucher & James, Inc.	4,554.27
Fredericks Flowers	2,992.00	Clemens Uniform Rental	113.06
Freedom Systems Corp	843.75	Commonwealth Precast, Inc.	1,824.00
George Allen Portable Toilets	223.00	Cope's Garage, Inc.	1,771.86
Good Plumbing Heating A/C, Inc.	171.03	First Lab-FirstSource Solutions	83.43
Gran Turk Equipment Co., Inc.	785.79	Freedom Systems Corp	8,762.00
Home Depot	246.84	George Allen Portable Toilets	223.00
L. W. Clearing Co.	90.00	Gouldley Welding & Fabrication	411.60
Landis Block & Nycecrete Co.	460.70	Hajoca Corporation	95.40
Lawson Products, Inc.	467.82	Home Depot	19.54
Maryjane Yoder	200.00	Indian Creek Foundation	441.00
Metlife	5,785.06	J. P. Mascaro & Sons	36,364.50
Moyer Indoor/Outdoor	259.40	Keystone Health Plan East	31,397.09
Nationwide Trust Company	1,765.89	Landis Block & Nycecrete Co	63.60
Nelson Wire Rope Corp.	21.95	Laura Turner-McGuigan	53.28
NetCarrier Telecom, Inc.	360.49	Metlife	2,907.66
PECO Energy	47.15	Moyer Indoor/Outdoor	1,673.56
PA One Call System	88.56	Nationwide Trust Company	904.64
PPL Electric Utilities	1,310.65	North American Benefits Company	1,049.82
PPL Electric Utilities	164.23	North Penn Water Authority	256.56
Recreation Resource, Inc.	2,066.06	PECO Energy	30.09
Suburban Propane	354.82	Pendergast Safety Equipment Co.	70.22
Sudz In A Bucket	16.50	Richter Drafting Office Supply	486.19
TRM- Telford Recycling Materials	210.00	Shelly Enterprises-USLBM, LLC	89.65
Trumbauers Lawn & Rec, Inc.	158.95	Total General Fund	\$124,919.30

SEWER FUND

Altek Business Systems, Inc.	\$62.25	USA Blue Book	\$987.64
Bergey's Electric, Inc.	1,505.81	Verizon	67.96
Carquest	50.94	Cintas First Aid & Safety	103.11
Clemens Uniform Rental	109.90	Clemens Uniform Rental	70.59

Comcast Cable	\$84.90	Commonwealth of Pennsylvania	\$150.00
Coyne Chemical	3,171.85	Coyne Chemical	5,595.20
D. R. Cordell & Assoc., Inc.	200.00	Delaware River Basin Comm.	820.00
Delta Dental	321.47	Fisher Scientific	354.32
Derstine Company, Inc.	518.43	Freedom Systems Corp.	2,462.00
Environmental Resource Assoc.	833.56	Graphic Controls, LLC	615.24
EVOQUA Water Technologies	2,587.57	Hach Company	1,900.22
Farm Bureau Garage, Inc.	1,025.96	Hajoca Corporation	33.30
Fisher Scientific	351.60	Jesse Baro, Inc.	1,212.31
H2O Solutions, Inc.	382.00	Keystone Health Plan East	6,529.30
J. P. Mascaro & Sons	480.00	L/B Water Service, Inc.	172.92
Jesse Baro, Inc.	3,346.73	Landis Block & Nycecrete Co.	20.55
Mary M. Koehler	267.04	Lower Salford Twp. Authority	525.00
Metlife	92.28	Maryland Biochemical Co., Inc.	1,549.52
National Filter Media	1,836.54	Metlife	46.14
NetCarrier Telecom, Inc.	155.03	Moyer Indoor/Outdoor	186.69
PPL Electric Utilities	450.22	North American Benefits Company	255.86
Precision Solutions, Inc.	277.95	North Penn Water Authority	104.38
Richter Drafting Office Supply	39.72	Perkasie Regional Authority	750.00
Schaners Wastewater Products	2,310.16	PPL Electric Utilities	16,154.11
Shelly Enterprises-USLBM, LLC	8.98	Reuter & Hanney, Inc.	4,900.00
Suburban Water Testing Labs	1,837.30	Richter Drafting Office Supply	43.42
Univest VISA	294.00		
Unum Insurance Company	239.54	Total Sewer Fund	\$68,451.51

**POOL FUND**

Airgas National Carbonation	\$199.26	PECO Energy	\$1,044.23
American red Cross	980.00	PPL Electric Utilities	911.77
Angela Benner	100.00	Richter Drafting Office Supply	693.13
Bergey's Electric, Inc.	260.54	Stephanie Flamer	20.00
Buckmans, Inc.	2,010.14	T&T/Lanco Inc.	2,580.00
C & S Lawn and Landscape	2,900.00	Univest VISA	29.98
Carquest	16.49	Wellington Sporting Goods	252.84
Cintas First Aid & Safety	32.05	Youngs	81.75
Code Inspections, Inc.	350.00	Adcock	23.86
Comcast Cable	207.47	Airgas National Carbonation	402.05
Derstines	2,168.56	American red Cross	35.00
Display & Sign Center	110.00	Buckmans, Inc.	927.02
Fastenal	12.00	Derstines	3,271.94
First Class Entertainment	375.00	Design Plastic Systems, Inc.	154.55
Freedom Systems Corp.	188.98	First Class Entertainment	375.00
Fromm Electric Supply Corp.	94.00	Jaclyn Decembrino	110.00
Geroge's Tool Rental	29.33	Kathy Armitage	51.60
Hajoca Corporation	260.11	Markey paper & Packaging, Inc.	93.54
Home Depot	39.97	Nelsons Creamery, LLC	332.62
Irvin G. Tyson & Son, Inc.	338.00	North Penn Water Authority	2,446.49
Jellen Designs	3,068.00	Pepsi Beverage Company	571.96
Megan Olberding	35.00	Richter Drafting Office Supply	117.95
Moyer Indoor/Outdoor	412.20	Shelly Enterprises-USLBM, LLC	31.29
Moyer Specialty Foods, LLC	1,201.10	Univest VISA	1,110.75
NetCarrier Telecom, Inc.	122.66	Total Pool Fund	\$31,850.23

**CAPITAL RESERVE FUND**

CC Construction Services	\$15,274.75	Univest Capital	\$3,155.23
Alderfer Glass Co.	5,800.00	Boucher & James, Inc.	8,217.90
Trout Brothers, Inc.	3,482.50	Total Capital reserve Fund	\$35,930.38

**LIQUID FUELS FUND**

Fastenal	\$27.17	Signal Control Products, Inc.	\$68.00
Fromm Electric Supply Corp	71.36	Armour & Sons Electric, Inc.	210.00
PPL Electric Utilities	7,273.35	Shelly Enterprises-USLBM, LLC	7.68
PPL Electric Utilities	132.86	Total Liquid Fuels Fund	\$7,790.42

A motion was made by Councillor Richard Godshall, seconded by Councillor Jeffrey Gross, to authorize payment of the bills for the month of June, 2017, 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.

Charla Wellner, 18 N Hunsberger Lane, questioned the reported milling and paving on Main Street and whether there was any possibility of grant funds for the work at the Waste Water Treatment Plant. Borough Manager Michael Coll explained that the Borough, through the PennDOT permit for the streetscape project, was required to mill and overlay Main Street from Chestnut Street to Broad Street. Under the current arrangement, the Borough only has to mill the road surface to establish the correct road grades and complete any resulting base repairs. PennDOT will complete the final paving, which will save significant funds in comparison to the prior permit obligation. Borough Manager Michael Coll also noted that the Borough was not successful in the application for state grant funds for the improvements at the treatment plant.

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

A motion was made by Councillor Richard Halbom, and seconded by Councillor Richard Godshall, to authorize the advertisement for bids to install a new mechanical bar screen at the headworks of the Souderton Waste Water Treatment Plant. The motion was approved.

A motion was made by Councillor Daniel Houser, and seconded by Councillor Richard Halbom, to authorize the advertisement for bids for various equipment rentals for paving projects. The motion was approved.

A motion was made by Councillor Jeffrey Gross, and seconded by Councillor Daniel Houser, to authorize the advertisement for bids to construct curb and sidewalk on N. County Line Road from Central Avenue to East Chestnut Street, funded by a Community Development Block Grant. The motion was approved.

A motion was made by Councillor Jeffrey Gross, and seconded by Councillor Richard Godshall, to authorize the advertisement for bids to construct curb and sidewalk on Montgomery Avenue from Fourth Street to Fifth Street, funded by a Community Development Block Grant. The motion was approved.

Borough Manager Michael Coll noted that Franconia Township has just completed the resurfacing of Cowpath Road with a product called Nova Chip, which is a blend between an oil and chip seal coat and a bituminous overlay. This may be an application of interest for streets in the Borough.

Councillor Tracy Burke noted that Richard D'Amico informed him that he is not going to be able to continue with the regular business spot light due to increasing personal obligations.

A motion was made by Councillor Daniel Yocum, and seconded by Councillor Daniel Houser, to adjourn to Executive Session to consult with the Borough Solicitor on legal issues associated with real estate matters. The motion was approved.

Borough Council adjourned to executive Session at 7:45 pm and convened to public session at 9:05 pm and there being no further business, the meeting was promptly adjourned.

Respectfully Submitted,

P. Michael Coll, Secretary

# WORK SESSION MINUTES AND COMMITTEE REPORTS

## ***Administrative Work Session- July 17, 2017 (7:00pm-8:35pm)***

Council Attendees: John Reynolds, Ned Leight, Jeffrey Gross, Daniel Yocum, Tracy Burke and Richard Halbom. Junior Councillor Shane Myers.

Staff Attendees: Police Chief James P. Leary, Code Enforcement Officer Steven Toy and Borough Manager Michael Coll.

### **1. Police Committee**

- a. Chief Leary reviewed his narrative report of police activity through the month of June, 2017. Chief Leary further discussed a number of recent police incidents that occurred during the month.
- b. Chief Leary discussed establishing an annual “Souderton Community Days” event for the third week in June, following the events that were held during the Borough’s 125<sup>th</sup> Celebration. The third Friday’s event is popular and can be expanded upon, there can be community block parties, a special swimming pool event, Sunday church services in the Community Park, a community wide picnic in the Community Park followed by Concert Sundaes and the fireworks event. Chief Leary volunteered to help plan the events with other community leaders and organizations.

### **2. Administrative Committee**

- a. Borough Council members interviewed Michael Jones, who expressed interest in the Junior Councillor position. He resides at 73 N. Fifth Street in Souderton Borough and is entering his junior year at Souderton High School this fall. He was originally from Perkasio. He enjoys math, accounting and business and his hobby is fencing. He is interested in serving a two year term as Junior Councillor. The term coincides with the school year, with the September 2017 Borough Council meeting being his first official meeting.
- b. Borough Manager Michael Coll discussed the status of the specifications to obtain bids for the sale of the interior portion of the Broad Theater property. The minimum bid will be lowered from previous discussions to account for the seller picking up the municipal tax liens that have been placed against the property. The final draft of the specifications will be circulated to Borough Council with a recommendation to advertise for bids.

### **3. Development Committee**

- a. Borough Manager Michael Coll reported that a meeting was held on July 17<sup>th</sup> with representatives of the H & K Group, Borough Engineer Amy Montgomery and Borough Solicitor Charlotte Hunsberger to discuss the completion of public improvements associated with the Berkeley Court Phase 1 development under Timothy Hendricks and his company American Redevelopment. The Borough met with Timothy Hendricks back in February, 2017 to discuss the completion of public improvements with no progress to date. H & K Group, through Blooming Glenn Contractors is a party to the improvement and escrow bonds and they plan to complete the outstanding work to relieve them from further obligation. They plan to take separate action against the owner to recover their expenses. H & K will develop a time frame to mobilize and complete the work in the coming weeks.
- b. Borough Manager Michael Coll and Code Enforcement Officer Steven Toy discussed the status of the Souderton Train Station project. The construction contracts are now fully complete and the Borough is preparing to complete the remaining site work to the freight building. Steve Toy described the proposed site work that remains. He is also working towards adding a matching canopy to the freight building that will serve as potential outdoor space. The design of the retaining wall will be straightened out to maximize the amount of sidewalk and

platform space, with a potential to add a few seasonal buildings. The Borough will be taking a more aggressive marketing campaign to locate a tenant. We are moving forward with the lease agreement and plan to fit out the kitchen area of the main train station building. We are expecting plans for the interior fit out very shortly.

#### **4. Finance Committee**

- a. The Borough Manager reported that he is working through APPI Energy Consultants to obtain quotes for the Borough's electricity procurement. APPI is endorsed by the Pennsylvania State Association of Boroughs. They will obtain quotes from electric providers and make a recommendation for a contractual award. APPI will not directly bill the Borough for their services, but they will receive a commission through the successful supplier. They expect to have all quotations in by August 4, 2017 and will make a final recommendation for the August 7, 2017 Borough Council meeting.
- b. Borough Manager Michael Coll distributed copies of the Budget Comparison reports for the second quarter ending June 30, 2017 for all major funds. Borough Council members reviewed and questioned various line items within the budget documents. Overall the Budget appears to remain consistent with revenue estimates and expenditure projections.