

The Regular Meeting of Souderton Borough Council, held on Monday, September 14, 2015, was called to order by Borough Council President Brian Goshow at 7:30 p.m. Members of Borough Council present at the regular meeting included the following:

President Brian K. Goshow	Councillor Kevin Souder
Vice-President Andrew Schlosser	Junior Councillor Avery Price
Councillor Ned D. Leight	
Councillor D. Jeffrey Gross	Mayor John R. Reynolds
Councillor Richard Godshall	
Councillor Daniel Houser	Solicitor Robert G. Bricker
Councillor Preston Miller	Borough Manager P. Michael Coll
Councillor Richard Halbom	Public Works Director Seven Coll

The Invocation was given by Councillor Richard Halbom, followed by the Pledge of Allegiance to the Flag.

Consideration was given to the minutes of the August 3, 2015 Regular Borough Council Meeting and August Work Sessions. A motion was made by Councillor Preston Miller, seconded by Councillor Daniel Houser, to approve the minutes of the August 3, 2015 Regular Borough Council Meeting and August 2015 Work Sessions as presented. The motion was approved.

Under correspondence, Borough Manager Michael Coll distributed a copy of a letter from Concert Sundaes expressing their appreciation and support of the Borough in maintaining the Community Park and Bandshell for the annual Concert Sundaes program.

Police Chief James Leary distributed his statistical report of police department activities for the month of August. The narrative report will be presented at the work session.

The Borough Solicitor's report for the month of August, 2015 was distributed to Borough Council. The Borough Solicitor has begun work on the ordinance to establish the Business Improvement District and amendments to the Solid Waste Ordinance providing for a single municipal trash hauler. The Borough Solicitor discussed with the Borough Manager a proposed lot line adjustment plan for properties on Montgomery Avenue. The Borough Solicitor completed an adjusted Construction Escrow Agreement for the Berkeley Court Phase 2A development.

Public Works Director Steven Coll submitted his monthly report to Borough Council. In addition to the monthly report he reported that most of the crew time was spent on the sewer main replacement project on east Chestnut Street. Construction of the new sewer main is complete. The sewer main was lowered by approximately three feet and involved heavy rock excavation throughout. Crews will return to east Chestnut Street in October to begin running sewer laterals for the new townhomes. Crews will be relocating to Green Street to begin the replacement of the sewer main and lateral connections. This work is being completed as part of the Green Street Sidewalk project. Councillor Richard Halbom questioned the condition of the East Chestnut Street sewer main downstream from School Lane. Public Works Director Steven Coll responded that the entire line was televised and appears to be in fair condition. The sewer mains along the connecting streets were in poor condition and replaced.

Borough Manager Michael Coll reported on the items scheduled for consideration. Bids for the Green Street Sidewalk Improvement project were opened and a tabulation of bids has been circulated to Borough Council. The low bid is from Ply-Mar Construction Company, who the Borough has used on past Community Development Block Grant projects. The Borough Manager provided Borough Council with the results of a second bid

attempt for Site Construction work associated with the Souderton train Station project. As with the first attempt, the Borough made a substantial effort to notify and encourage contractors to participate in the project. Only two formal bids were received, with the low bid submitted by Boyle Construction who has been awarded the contract for the General Construction work. The bid came in at \$856,600 which still exceeds our budget estimates. A recommendation was made to award the base contract, but the Borough will pursue a compensating change order to further reduce the project scope and project cost prior to the issuance of a notice to proceed. Representatives from Uninvest Corporation are in attendance to present the land development plan to reconstruct the Uninvest Plaza parking lot. The plan has received a recommendation for approval from the Souderton Planning Commission with a recommendation to accept a payment in lieu of waiving a certain portion of landscaping. The payment will provide landscaping for the Train Station project. A recommendation has been made to appoint Daniel Yocum to a five year term with the Souderton Industrial Development Authority. The scheduled executive Session will not be required for this evening.

Consideration was given to paying the bills for the month of August, 2015.

GENERAL FUND

Advanced Disposal	\$455.68	Uninvest VISA	\$26.50
Beatrice Kaizar	132.13	Verizon Wireless	277.96
Bishop Wood Products, Inc.	170.00	Wise Electric	214.50
C & S Lawn and Landscape	2,890.00	Bow Wow Waste Products	136.00
Carquest	1,007.15	Clemens Uniform Rental	171.63
Clemens Uniform Rental	128.17	Comcast Cable	103.63
Comcast Cable	157.58	Cope's Garage, Inc.	989.96
Cope's Garage, Inc.	2,248.55	David A. Freed	504.80
D. L. Beardsley, Ltd.	245.30	Davidheisers, Inc.	130.00
Delta Dental	1,233.44	Eagles Peak Spring Water, Inc.	35.00
Derstines	520.58	Freedom Systems Corp	562.50
DVRPC	1,250.00	George Allen Portable Toilets	300.00
Eagles Peak Spring water, Inc.	42.50	Indian Creek Foundation	535.00
Freedom Systems Corp	787.50	Keystone Health Plan East	25,936.18
George Allen Portable Toilets	325.00	Markey Paper & Packaging	168.85
Home Depot	101.81	Metlife	2,522.62
Metlife	2,534.71	Moyer	2,424.87
Midlantic Machinery	2,333.88	Nationwide Trust Company	215.89
Moyer	2,753.40	Nationwide Trust Company	1,138.33
NAPA Auto Parts	17.25	North American Benefits Co	881.65
Nationwide Trust Company	679.88	Petty Cash Fund	154.00
Nationwide Trust Company	1,040.84	PPL Electric Utilities	151.35
NetCarrier Telecom, Inc.	349.18	Styer Associates	485.00
North Penn Water Authority	17.37	Sudz in a Bucket, Inc.	16.50
PABCO	65.00	Thomas A. Lawson	89.99
PECO Energy	28.49	Uninvest VISA	305.52
Pennsylvania One Call System	89.38	Uninvest VISA	436.64
PPL Electric Utilities	1,514.04	Unum Insurance Company	847.74
Richter Drafting Office Supply	582.30	Verizon	68.78
Shelly Enterprises-USLBM, LLC	24.83	Wellington Sporting Goods	226.00
Suburban Propane	236.33		
Uninvest VISA	894.14	Total General Fund	\$64,913.80

SEWER FUND

Advanced Disposal	\$325.07	Allan Myers	\$475.79
ALL Industrial Safety Products	165.62	Bergey's Electric, Inc.	195.00
Bergey's Electric, Inc	597.85	Blooming Glen Quarry	263.24
Clemens Uniform Rental	213.75	CCP Industries, Inc.	240.09
Comcast Cable	92.40	Cintas First Aid & Safety	46.21
Coyne Chemical	2,745.50	Clemens Uniform Rental	85.50
Daniel L. Beardsley, Ltd.	80.90	Commonwealth Precast, Inc.	4,664.00
Delta Dental	321.47	Coyne Chemical	2,642.00
Essex Service Corporation	594.72	Essex Service Corporation	1,921.88
EVOQUA Water Technologies	1,893.46	EVOQUA Water Technologies	4,350.02
Fromm Electric Supply Corp	56.94	Georges Tool Rental	2,490.90
Gouldey Welding & Fabrication	245.00	Good Plumbing Heating A/c, Inc	10,027.00
Hach Company	268.28	H & K Materials	1,453.43

Hajoca Corporation	\$423.04	Hajoca Corporation	\$663.60
Home Depot	94.71	Irvin G. Tyson & Son, Inc.	1,190.00
Irvin G. Tyson & Son, Inc.	12,880.00	Jesse Baro, Inc.	6,163.32
Jesse Baro, Inc.	3,849.39	Keystone Health Plan East	7,150.63
KSG Industrial Supplies, Inc.	806.19	Metlife	46.14
LRM, Inc.	150.00	Moyer	260.42
Metlife	46.14	Naceville Materials	1,020.92
Nelson Wire Rope Corp	32.03	North American Benefits Co.	264.52
NetCarrier Telecom, Inc.	144.49	NYCO Corporation	10.20
North Penn Water Authority	151.90	Plasterer Equipment Company	10,020.00
NYCO Corporation	87.03	S C Engineers, Inc.	2,852.64
PPL Electric Utilities	16,699.46	Shelly Enterprises-USLBM, LLC	21.55
PRWA	440.00	TRM-Telford Recycling Material	1,615.00
Richter Drafting Office Supply	110.95	Unum Insurance Company	228.85
Rodney Shoemaker Plumbing, Inc	225.00	Verizon	67.23
Shelly Enterprises-USLBM,LLC	34.02		
Suburban Water Testing Labs	2,569.45	Total Sewer Fund	\$106,774.84

POOL FUND

Adcock	\$170.08	SYSCO Philadelphia	\$779.48
Advanced Disposal	456.03	Univest VISA	488.18
Airgas National carbonation	300.60	Wise Electric	489.60
Comcast Cable	171.46	Airgas National Carbonation	53.00
Derstines	1,373.42	American Red Cross	132.00
Harleysville Party Rental	152.00	Derstines	2,166.47
Home Depot	209.01	Harleysville Party Rental	148.90
Kathy Armitage	41.39	Kathy Armitage	214.07
Moyer	181.75	Moyer	221.65
Nelsons Creamery, LLC	288.96	Nelsons Creamery, LLC	306.62
NetCarrier Telecom, Inc.	126.13	Pepsi Beverage Company	630.74
North Penn Water Authority	2,173.95	PPL Electric Utilities	2,980.38
PECO Energy	239.34	Shelly Enterprises-USLBM, LLC	26.24
Pepsi Beverage Company	698.79	SYSCO Philadelphia	1,822.48
Richter Drafting Office Supply	121.83	T & T/ Lanco inc.	494.00
Shelly Enterprises-USLBM-LLC	44.47	ZEO Brothers Productions	870.00
Suburban Water Testing Labs	364.00	Total Pool Fund	\$18,937.02

CAPITAL RESERVE FUND

Franconia Township	\$69,200.45	Phillips & Donovan Architects	\$8,225.00
Phillips & Donovan Architects	6,417.00	Trout Brothers	2,400.00

LIQUID FUELS FUND

PPL Electric Utilities	\$7,038.41	PPL Electric Utilities	\$83.01
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A motion was made by Councillor Richard Halbom, seconded by Councillor Richard Godshall, to authorize payment of the bills for the month of August, 2015, 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 Brian Goshow moved to the business items. The first item concerns the bids for Green Street and the Souderton Train Station projects.

Borough Manager P. Michael Coll presented the tabulation of bids and award recommendation for the Green Street Sidewalk Improvements project. Bids were received and opened on Wednesday, September 9, 2015 tabulated as follows:

Ply-Mar Construction Company	\$244,860.00
GoreCon, Inc.	\$276,833.30
Ramos & Associates	\$317,520.00

A motion was made by Councillor D. Jeffrey Gross, and seconded by Councillor Richard Halbom, to award the contract for the Green Street Sidewalk and Improvements Contract to Ply-Mar Construction Company at the base contract amount of \$244,860.00. The motion was approved.

Borough Manager P. Michael Coll presented a tabulation of bids and a recommendation from our consulting engineer on further deductions in the scope of work to bring the total project cost in line with the project grant funding. The Borough Manager further noted that a total of six firms received bid specifications but only two submitted formal proposals. Bids for the Site Construction contract were received and opened on Wednesday, September 9, 2015 tabulated as follows:

Boyle Construction II (d/b/a C C Construction Services)	\$887,700.00
Nyce Construction Services	\$999,999.00

Considerable discussion was held concerning the result of the second attempt to bid the contract for site construction at the Souderton Train Station. Borough Manager discussed a series of alternate bid prices that were built into the specifications. While the low bid continues to exceed the project budget, there is a benefit to have the same contractor completing all of the construction activities. The consulting engineer has provided a series of recommendations to further reduce the scope of work to bring the project in line with the available grant funding. A recommendation was made to accept the base bid and compensation bid alternative #2 to delete construction of the pads for future seasonal structures. It is anticipated that the low bidder will be agreeable to consider further deductions in the project scope to bring the site construction work below \$700,000. Borough Council suggested that the compensating change order must be a condition of the award and must be accepted as a condition to the issuance of the notice to proceed. Following the conclusion of discussion, a motion was made by Councillor Richard Halbom, and seconded by Councillor Preston Miller, to award the Site Construction contract for the Souderton Train Station Renovations and Additions to Boyle Construction II, Inc. d/b/a CC Construction Services, 1209 Hausman Road, Suite B, Allentown, PA 18104 with compensating Bid Alternative #2 in the amount of \$31,100 to delete construction of the three kiosk building pads, for a net contract sum of \$856,600, with the condition that a further compensating change order will be issued to bring the total project cost within the established budget. The motion was approved.

Richard Mariner, property manager for Univest Corporation briefly summarized the plans for the reconstruction of the Univest Plaza parking lot. A motion was then made by Councillor D. Jeffrey Gross, and seconded by Councillor Andrew Schlosser, to approve the lot consolidation plan and parking lot development plan for Univest Corporation, 14 Main Street, Souderton, Pennsylvania with the noted deferral for sidewalk construction along Main Street and the noted waiver requests to the development plan, and the calculated payment in lieu of planting the landscaping materials noted in the waiver requests. The motion was approved.

A motion was made by Councillor Ned leight, and seconded by Councillor Daniel Houser, to appoint Daniel Yocum, 37 Main Street, Souderton, Pennsylvania to serve a five year term as a member of the Souderton Industrial Development Authority through August 4, 2020. The motion was approved.

There being no further business, the meeting was adjourned at 8:00 pm.

Respectfully Submitted,

P. Michael Coll, Secretary

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

## ***Public Works Work Session – Cancelled due to Council Meeting***

The monthly Public Works Work Session was cancelled for the month of September to accommodate the re-scheduled meeting of Souderton Borough Council on Monday, September 14, 2015. The Borough Council Meeting was re-scheduled because of the Labor Day Holiday.

## ***Administrative Work Session- September 21, 2015 (7:00pm-9:55pm)***

Council Attendees: John Reynolds, Brian Goshow, Ned Leight, Jeffrey Gross, Richard Godshall, Andrew Schlosser, Daniel Houser, Preston Miller, Richard Halbom and Kevin Souder.

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

### **1. Police Committee**

- a. Chief Leary provided a brief summary and final report on the Souderton Police Night Out event in the Community Park on Tuesday, August 11, 2015.
- b. Chief Leary reported on speed surveys conducted on Cherry Lane and on Washington Avenue. The survey was conducted using a pole mounted radar unit borrowed from Telford Borough with the display features turned off so as not to influence actual results. Chief Leary did note that Washington Avenue results may be falsely low due to the placement of the device picking up vehicles turning into the bank parking lots and other neighboring businesses.
- c. Chief Leary reported that the Souderton Police Department again participated in the prescription takeback event sponsored by Montgomery County. The response to the daylong event was extremely low primarily because the department accepts prescription drug takebacks all year long. The department will continue to maintain our prescription drop box throughout the year, but will no longer man the station specifically for this special event.
- d. The First Friday Block Party on West Chestnut Street went well and seemed to be rather successful. A second event is planned for October and more events are being discussed for spring.
- e. C & S Lawn and Landscape provided a donation of \$2,000.00 to Souderton Borough for the fireworks event. Chief Leary again offered to coordinate the fireworks event for 2016 in the Community Park.
- f. Bergey's delivered the new Tahoe to the Souderton Police Department today. The total cost for the vehicle, with discounts and the trade in of the Dodge Charger, was \$28,000. The vehicle will be outfitted as a marked unit.
- g. Brian Goshow noted that a letter was received from Larry Anders of Anders-Detweiler Funeral Home commending the service of Officer Thomas Lawson with the discovery of a deceased male in his residence on East Broad Street. Officer Lawson remained with the family until the body was removed from the residence.
- h. Work continues on finalizing the certification list of police officer candidates. Mayor John Reynolds requested that Borough Council hold an executive session to meet with the candidates prior to consideration of formal appointments.
- i. Chief Leary discussed the need to purchase new portable radios to meet the requirements of the Montgomery County Emergency Operations center. He suggested purchasing a total of 6 new portable radios at approximately \$4,000 each. The purchase of approximately \$24,000 will need to be completed by December, 2015.

### **2. Administrative Committee**

- a. Borough Solicitor Robert Bricker was provided with some information to begin preparation of an Ordinance to establish the Business Improvement

District. A draft Ordinance will be presented to Borough Council at the October meeting. Main Streets desires to implement Business Improvement District by January 1, 2016. The Borough may assist with invoicing the properties located within the proposed district, with Main Streets being responsible for actual collections of the fees.

- b. President Brian Goshow formed a special Municipal Trash Collection Committee to oversee the implementation of municipal trash service in Souderton Borough effective January 1, 2016. Borough staff met with committee members on September 16<sup>th</sup> to discuss progress to date. Staff is working on revisions to the utility billing software and programs to accommodate invoicing for trash and recycling service. An initial mailing is planned for October to verify billing information and selection of service. The Borough manager reported that he met with Towne Answering Service to assist the Borough with telephone, text or email notifications to residents about service interruptions or other types of emergencies. Councillor Kevin Souder expressed concern with the expense and necessity of an alerting system. The Borough has worked out a program to provide interim service to residents until the beginning of the year. The interim service will provide trash and recycling pickup each Friday at a cost of \$25.00 per month. Residents in need of interim service should contact the Borough Office to arrange the service. Borough Solicitor Robert Bricker will be working on revisions to the Borough's Solid Waste Management Ordinance to reflect the implementation of municipal collection services.

### **3. Development Committee**

- a. Borough Manager Michael Coll reviewed the status of the Berkeley Court development. Demolition of the former high school is complete, with crushing activities ongoing. The crushed concrete will be used as compacted fill around the site. Removal of the pedestrian bridge over County Line Road is planned for the last weekend in September. Bachman Paving and Excavating has begun site development work associated with Phase 2A of the Berkeley Court development. Code Enforcement Officer Steven Toy is working on permitting with Ryan Homes for the construction of the townhomes along East Chestnut Street.

Timothy Hendricks appeared before the Souderton Planning Commission on Wednesday, September 16, 2015 to further discuss the concept plans for the remainder of the school site. He has basically returned to the original concept plan that was appended to the Phase 2A development plan set. He noted the elimination of underground parking and will look to construct more two and three bedroom models. Overall residential units may drop, but the overall ratio between residential and commercial uses has not been provided. He will be considering more commercial uses within the building fronting along County Line Road.

A plan of subdivision to construct three townhouse units on a vacant parcel on South Second Street, situated between Noble Street and Lincoln Avenue, will be revised to propose construction of a twin dwelling. The twin dwelling was originally suggested by the Planning Commission and will better fit the character of the neighborhood. This proposal is expected to appear on the October agenda of the Planning Commission.

The Planning Commission will also be reviewing development plans for the proposed additions to E. M. Crouthamel Elementary School. The school district is proposing to remove the two modular classroom additions and replace them with additions and renovations to the existing building.

Members of the Souderton Planning Commission elected to move their monthly meeting date to the first Wednesday of each month effective January, 2016. This schedule revision will afford Borough Council more opportunity to review development plans during the work sessions prior to formal action.

- b. Borough Council briefly discussed pending action concerning the revised Indian Valley Regional Comprehensive Plan. A presentation by the Montgomery County Planning Commission has been scheduled for the Monday, October 5, 2015 Borough Council Meeting.

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

- a. Borough Manager Michael Coll held some very preliminary budget discussions with Borough Council. The month of October will be devoted to the development of the 2016 Budget and there will be a fourth work session scheduled on Monday, October 26<sup>th</sup> to work on the final draft of the 2016 Budget for formal presentation in November. The 2016 General Fund Budget will reflect the hiring of two new full time police officers, including salary and associated benefit expenses. The part time salary budget will be reduced from prior years. The Borough Manager discussed a proposal to hire an architect to provide an assessment and develop an overall concept plan for improvements to the Souderton Police Station. The station was designed in 1982 but no longer reflects actual police operations today. There is a definite need to evaluate improvements to the HVAC system, condition the basement storage space and create a design to replace the old exterior windows from when the building was used as an elementary school. The old windows were left in place and simply covered by exterior walls above the suspended ceiling. The windows are not efficient and leak during periods of driving rain. The Borough Manager also questioned whether Borough Council would consider improving the Summit Street softball field behind the Borough Office or should the field be removed and transformed to a multipurpose field. The ballfield has not had regular maintenance and is in need of significant improvement. The Borough has also been questioned on the lack of playground equipment within the Community Park. The current modular unit is approaching 25 years and parts certain components are out of date to current standards. Modular playground units are very expensive, but the Borough is receiving some recreational impact fees that could be earmarked to these improvements.
- b. Mayor John Reynolds requested an Executive Session to discuss the status of negotiations for a collective bargaining agreement with the Souderton Police Officers to become effective on January 1, 2016. Borough Council entered an executive Session at 9:00pm and adjourned at 9:55pm, with no further public discussion.