

Regular Borough Council Meeting

October 7, 2013

The Regular Meeting of Souderton Borough Council, held on Monday, October 7, 2013, 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 Edward Huber
Vice-President Andrew C. Schlosser	Junior Councillor Triston Loux
Councillor Ned D. Leight	Mayor John R. Reynolds
Councillor D. Jeffrey Gross	Solicitor Charlotte Hunsberger
Councillor Richard Godshall	
Councillor Steven J. Toy	Borough Manager P. Michael Coll
Councillor Preston Miller	Police Chief James P. Leary
Councillor Richard Halbom	Public Works Director Seven Coll

The Invocation was given by Council President Brian Goshow, followed by the Pledge of Allegiance to the Flag.

Consideration was given to the minutes of the Tuesday, September 3, 2013 Regular Borough Council Meeting and September Work Sessions. A motion was made by Councillor Richard Halbom, seconded by Councillor Preston Miller, to approve the minutes of the September 3, 2013 Regular Borough Council Meeting and September 2013 Work Sessions as presented. The motion was approved.

Council President Brian Goshow recognized Jim Hunsberger and Chris Mills of the East Penn Car Club to make a presentation to Borough Council. The East Penn Car Club assisted the Souderton Police Department in coordinating the car show as part of the Souderton Police Community Night Out event which was held in the Community Park on August 20, 2013. The car show raised approximately \$900 which they desire to give back to the community and will divide the proceeds between the Keystone Opportunity Center and the Indian Valley Boys and Girls Club. The checks were presented to Mayor John Reynolds. Both Chief Leary and Mayor Reynolds commented on the contributions and support of Jim Hunsberger and Chris Mills, noting that selected contributions are going to the two most worthy organizations.

Police Chief James Leary provided Borough Council with a narrative and statistical report of police activities for the month of September. Chief Leary took time to complement the efforts of the Souderton Police Department in investigating and arresting an individual who abused his grandmother. Chief Leary noted that the case may have ended up as a homicide without the intervention and efforts of the officers. Chief Leary also reported that the police department will participate in the DEA drug take back event on October 26. The community can drop off prescription drugs at the station and canned food and contributions will also be collected on the same day for the Keystone Opportunity Center.

Solicitor Charlotte Hunsberger submitted the Borough Solicitor's report to Borough Council. The Borough Solicitor has been working on and now has a final form of the lease agreement with SEPTA for the train station property. The Borough Solicitor prepared for and attended a meeting with the Pennsylvania Department of Environmental protection regarding issues with the waste water treatment plant. They prepared draft land development agreements for the Turnersville Estates, Berkeley Court project. They also reviewed and requested certain revisions to the homeowner association documents.

Public Works Director Steven Coll presented his monthly report to Borough Council. Crews are completing the N Second Street storm drain project in preparation for the planned mill and overlay work. Leaf collection will begin at the end of the month.

Borough Manager Michael Coll reviewed the agenda items scheduled for consideration. Bids were received and opened on September 23, 2013 for the 2013 Road reconstruction Program. Six bidders participated with very competitive pricing. The low bid is from Blooming Glen Contractors at \$71,912.80. As reported by the Borough Solicitor, we have finally received the final draft of the lease agreement with SEPTA for the train station property. The annual lease

amount is set at \$33,000; however, SEPTA will apply the total estimated improvement cost of \$1,500,000 against the lease payment in the amortized at \$27,000 annually with the Borough paying \$6,000 in cash per year which will increase at a rate of 3 percent per year. The Borough will sublet the train station buildings and a portion of the parking lot with an expectation that these sub leases will generate enough revenue to cover the lease payment and ongoing maintenance expenses. SEPTA is expected to formally approve the lease at their October Board meeting. Now that the lease is finalized, a recommendation has been made to accept the proposal of George J. Donovan & Associates to provide consulting services for the design and implementation of the Train Station restoration project. We hope to begin construction around the middle of 2014. Turnersville Estates has received final approval from the Souderton Planning Commission and is requesting final approval of the initial phase of the Berkeley Court development. The Souderton Planning Commission and Borough Engineer have been working on a minor plan of subdivision for properties at 109 Penn Avenue, 101 Penn Avenue and 59 Highland Avenue. Kirk and April McMahon are proposing to subdivide a portion of their side yard to convey to the adjoining properties at 101 Penn Avenue and 59 Highland Avenue. The plan will improve the yard areas of the two adjoining parcels. The Berkeley Court land development required PennDOT review and as a result PennDOT is requiring some upgrades to the pedestrian signals at School Lane and East Broad Street. The Borough must endorse the revisions by formal application, but the developer will be required to make the actual improvements as part of the land development requirements. Borough Manager Michael Coll reported that he attended several meetings between the operator of the rail line and PennDOT concerning improvements to the Broad Street grade crossing and the warning gates. Pennsylvania Northeastern railroad is proposing the install a new concrete grade crossing and will be working with PennDOT to install new warning signals and revise the traffic signal system at Broad, Main and Front Streets. PennDOT is taking the lead in the signal improvements but needs the Borough to formally request revisions to the signal system. There is no capital expense to the Borough for this project. A requirement of the State Redevelopment Assistance Capital Program grant for the train station is to obtain temporary bridge financing for the project. Univest Bank and Trust Company has extended a commitment letter to set up a revolving line of credit to bridge contractor payments and grant reimbursements. A motion has been prepared to authorize the Borough Solicitor to proceed with the preparation and advertisement of the required documentation to close on this loan. Univest Bank and Trust Company has also provided a commitment letter to extend a \$225,000 Tax Anticipation Loan to the Borough for 2014. Borough Council is involved in negotiation with the police officers for a new collective bargaining agreement effective January 1, 2014. Members of the negotiating committee have requested an executive session to report on the status of the negotiations. There is no action contemplated as a result of the executive session.

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

GENERAL FUND

Bairs	\$720.00	Detlan Equipment, Inc.	\$133.06
Clemens Uniform rental	24.47	Freedom Systems Corporation	1,243.99
Cope's Garage, Inc.	623.60	G. A. Peak	60.00
Freedom Systems Corp	164.99	GALCO Business Communications	404.45
G. A. Peak	340.00	Good Plumbing Heating A/C, Inc.	1,262.62
Independence Blue Cross	13,633.22	Gouldey Welding & Fabrication	300.00
Indian Creek Foundation	441.00	Highway Materials, Inc.	924.06
Keystone Health Plan East	10,791.16	Independence Construction Materials	111.00
Kopp Equipment Sales	40.00	Landis Block & Concrete	9.10
Landis Truck Graphics	38.00	Metlife	2,368.20
Letterco	48.56	Montgomery Newspaper	172.79
Markey Paper & Packaging, Inc.	172.49	Naceville Materials	149.86
Metlife	4,786.70	National Fire Protection Assoc.	2,097.90
Nationwide Trust Co.	394.22	Nationwide Trust Co.	200.32
Nationwide Trust Company	2,071.01	Nationwide Trust Company	1,022.22
North American Benefits Company	879.06	Netcarrier Telecom, Inc.	324.20
North Penn Water Authority	30.50	Nextel Communications	193.34
Potty Queen	485.30	NFPA	300.00

Sara L. Hendricks	1,100.00	NYCO Corporation	19.00
Shelly Enterprises, Inc.	15.24	PECO Energy	28.49
Sitecats Web Development	708.00	PA One Call System	21.25
Syna Tek	66.00	Plasterer Equipment Company, Inc.	35.20
Univest VISA	76.90	PPL Electric Utilities	480.89
Univest VISA	16.42	Richter Drafting & Office Supply	386.95
Unum Insurance Company	799.19	Shelly Enterprises, Inc.	121.13
Advanced Disposal	393.20	Trumbauers Lawn & Rec, Inc.	134.96
C & S Lawn & Landscape	14,950.00	Univest VISA	31.27
Clemens Uniform Rental	193.34	Verizon Wireless	40.03
Comcast Cable	144.75	Weldon Auto Parts	8.29
Daniel L. Beardsley, Ltd.	106.00		
Delta Dental	1,328.32	Total General Fund	\$68,166.21

SEWER FUND

Bairs	\$275.00	Clemens Uniform Rental	\$93.54
Bearings, Drives Unlimited	503.83	Comcast Cable	87.85
Clemens Uniform Rental	96.23	Daniel L. Beardsley, Ltd.	26.00
Independence Blue Cross	1,627.76	Delta Dental	358.30
Irvin G. Tyson & Son, Inc.	1,388.00	Detlan Equipment, Inc.	25.16
Keystone Health Plan East	3,401.98	Fisher Scientific	2,822.52
Kitson Brothers, Inc.	342.26	Gouldey Welding & Fabrication	1,371.58
L/B Water Service, Inc	1,610.00	Hach Company	1,825.35
Metlife	46.14	Hajoca Corporation	637.78
Municipal Maintenance Company	10,660.00	Home Depot	3.18
North American Benefits Co.	324.89	Irvin G. Tyson & Son, Inc.	1,388.00
North Penn Water Authority	103.37	Markey Paper & Packaging, Inc.	105.27
Shelly Enterprises, Inc	29.46	Metlife	23.07
Siemens Industry, Inc	2,185.95	Netcarrier Telecom, Inc.	150.86
Suburban Water Testing Labs	42.00	NYCO Corporation	12.96
Unum Insurance Company	267.57	PPL Electric Utilities	17,733.82
Advanced Disposal	298.56	Shelly Enterprises, Inc	20.46
Altek Business Systems, Inc.	62.25	Siemens Industry, Inc.	4,426.77
Bearings & Drives Unlimited	498.00	Univar USA, Inc.	4,889.17
Bergey's Electric, Inc.	146.03	Univest Insurance, Inc.	7,414.00
CCP Industries, Inc.	501.42	West Generator Services	691.42
CHL Systems	102.00	ZEP Manufacturing Company	109.44
Cintas First Aid & Safety	25.72	Total Sewer Fund	\$68,754.92

POOL FUND

C & S Lawn & Landscape	\$480.00	Comcast Cable	\$108.13
Derstines	909.28	Moyer Indoor/Outdoor	78.79
Letterco	319.60	Netcarrier Telecom	84.16
Markey Paper & Packaging, Inc.	81.66	North Penn Water Authority	1,401.15
Nelsons Ice Cream, Inc.	184.14	PECO Energy	242.00
Shelly Enterprises, Inc.	20.61	PPL Electric Utilities	2,544.07
Zach Evans	75.00	T & T/Lanco Inc.	2,873.82
Adcock	56.16	Univest VISA	17.75
Advanced Disposal	430.40	Youngs	48.15
Airgas National Carbonation	44.00	Total Pool Fund	9,998.87

CAPITAL RESERVE FUND

Asphalt Maintenance Solutions	\$9,667.20	Naceville Materials	\$1,769.29
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SEWER CAPITAL FUND

LIQUID FUELS FUND

Letterco	\$8.00	Sealmaster	\$1,600.65
Mount Materials, LLC	164.89	Shelly Enterprises, Inc.	44.05
Armour & Sons Electric, Inc.	242.89	Signal Control Products, Inc.	228.00
Asphalt Maintenance Solutions	22,074.88	U. S. Municipal Supply, Inc.	1,162.00
PPL Electric Utilites	370.74	Total Liquid Fuels Fund	\$25,896.10

A motion was made by Councillor Preston Miller, seconded by Councillor Andrew Schlosser, to authorize payment of the bills for the month of September, 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.

Eric Boynton, 21 Hillside Avenue and owner of Clay Rat Studio, expressed appreciation to the Code Enforcement Officer for his efforts in having Granite Knitting Mills secure the broken windows.

There being no further public comment, President Brian Goshow moved to the first item of business on the agenda which is consideration of bids for the 2013 Road Reconstruction Program. Borough Manager Michael Coll presented a tabulation of bids received on September 23, 2013 as follows:

Blooming Glen Contractors	\$71,912.80
Bray Brothers, Inc	\$77,874.55
James D. Morrissey, Inc	\$78,629.50
GoreCon, Inc	\$78,995.13
Harris Blacktopping, Inc	\$85,126.35
Reid Paving Contractors, Inc	\$89,461.00

A motion was made by Councillor Richard Halbom, and seconded by Councillor Edward Huber, to award the 2013 Road Reconstruction Program contract to Blooming Glen Contractors at a total base bid price of \$ 71,912.80. The motion was approved.

The next item on the agenda is formal approval of the lease agreement with SEPTA for the train station. Borough Solicitor Charlotte Hunsberger prepared a Resolution for consideration of Borough Council. Borough Manager Michael Coll noted the efforts of Representative Robert Godshall who intervened into the negotiation with SEPTA to finally resolve the lease agreement. His assistance was vital in having SEPTA finally recognize and consider the value of the improvements that will be made to this property in the terms of the lease agreement.

A motion was made by Councillor Edward Huber, and seconded by Councillor Richard Halbom, to adopt Resolution 2013-09 approving entering into a lease agreement with Southeastern Pennsylvania Transportation Authority for the Souderton Train Station property. The motion was approved.

Borough Manager Michael Coll noted that the Borough received a total of seven responses to the RFP for consulting services for the Souderton Train Station Restoration Project. Borough Council narrowed the field to two firms which were interviewed in July and August, with a recommendation to award the project to George J. Donovan and Associates.

A motion was made by Councillor Steven Toy and seconded by Councillor Andrew Schlosser to accept the proposal of George J. Donovan, AIA & Associates, dated May 31, 2013, to provide professional services for the Souderton Train Station Restoration Project. The motion was approved.

President Brian Goshow next recognized Timothy Hendricks of Turnersville Estates and developer of the Berkeley Court development. Mr. Hendricks summarized the final plans for the initial phase of the development project on the former High school parking lot at N. School Lane and East Broad Street. The plan originally called for a drive through service window to service

the commercial restaurant, which requires a Conditional Use under the Zoning Ordinance. Since there is no designated tenant at this time, the drive through will be removed from the plan and re-visited as may be necessary when a tenant is established for the commercial building. The development and escrow agreements have been prepared and the escrow will be posted for the improvements as estimated by the Borough Engineer. Settlement on the parking lot piece of the school district property is scheduled this week. Construction is expected to begin by the end of this month. Mr. Hendricks also reported that they made a formal plan submission for the remainder of the high school property located in the Borough. They are prepared to move through the planning process in anticipation of completing settlement with the school district in March, 2014. Borough Council members were given an opportunity to comment and ask questions concerning the proposed development plan.

A motion was then made by Councillor Andrew Schlosser and seconded by Councillor Preston Miller to adopt Resolution 2013-10 approving the land development application of Turnersville Estates, LP for the property at the northwestern corner of North School Lane and East Broad Street. The motion was approved.

President Brian Goshaw next recognized engineer Mack McCollon and property owner Kirk McMahon of 109 Penn Avenue, to discuss the proposed minor subdivision to adjust the property lines between 109 Penn Avenue, 59 Highland Avenue and 101 Penn Avenue. Mack McCollon commented that the Borough Engineer noted a number of technical deficiencies and errors which will be addressed and corrected on the final record plan. Through the discussions with the Borough Manager and Borough Engineer, the applicants are requesting waivers from providing contours on the plan along with landscaping requirements, since no improvements are contemplated. Names of adjoining property owners will be noted on the plan.

A motion was made by Councillor Preston Miller and seconded by Councillor Andrew Schlosser to approve the minor plan of subdivision prepared for Kirk and April McMahon, 109 Penn Avenue as prepared by Ezra Golub & Associates, LLC dated June 17, 2013 with the waiver requests as noted, conditioned that the record plan address all comments of the Borough Engineer dated September 10, 2013. The motion was approved.

A motion was made by Councillor Andrew Schlosser and seconded by Councillor Steven Toy to adopt Resolution 2013-11 authorizing the submission of an application for traffic signal approval to PennDOT for East Broad Street and North School Lane. The motion was approved.

A motion was made by Councillor Richard Halbom and seconded by Councillor Andrew Schlosser to adopt Resolution 2013-12 authorizing the submission of an application for traffic signal approval to PennDOT for Broad Street, Main Street and Front Street. The motion was approved.

A motion was made by Councillor Richard Halbom and seconded by Councillor Edward Huber to adopt Resolution 2013-13 authorizing the submission of an application for traffic signal approval to PennDOT for Broad Street and Washington Avenue. Councillor Halbom commented on the proposed new mast arms and requested that the Borough have a discussion with PennDOT about available options for the new mast arms and to discuss and coordinate any changes to the entrance of the train station with the traffic signal improvements. There being no further discussion the motion was approved.

A motion was made by Councillor Preston Miller and seconded by Councillor Andrew Schlosser to authorize the Borough Solicitor to prepare and advertise the required documentation to establish a \$500,000 revolving line of credit, pursuant to the commitment letter of Univest Bank and Trust Company dated August 29, 2013 to provide bridge financing for the Souderton Train Station Restoration Project. The motion was approved.

A motion was made by Councillor Ned Leight and seconded by Councillor Preston Miller to authorize the Borough Solicitor to prepare and advertise the required documentation to establish a \$225,000 Tax Anticipation Note for the 2014 calendar year, pursuant to the commitment letter of Univest Bank and Trust Company dated September 13, 2013. The motion was approved.

A motion was made by Councillor Andrew Schlosser and seconded by Councillor Steven Toy to adjourn to Executive Session for the purpose of discussing personnel issues and the status of the collective bargaining agreement with the police officers. The motion was approved.

Borough Council adjourned to executive Session at 8:30 pm and convened to public session at 9:45 pm. There being no further business the meeting was promptly adjourned.

Respectfully Submitted,

P. Michael Coll, Secretary

WORK SESSION MINUTES AND COMMITTEE REPORTS

Public Works Work Session – October 14, 2013 (7:00pm to 8:30pm)

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

Staff Attendees: Public Works Director Steven Coll and Borough Manager Michael Coll.

1. Sanitation Committee

- a) The September, 2013 Discharge Monitoring Report will be filed with no exceptions to permit discharge limits. Plant personnel continue maintenance and repair work on “A” side clarifier. Gouldey Welding replaced the skimmer arm rubber seals and will fabricate new air lines. Crews will replace the air diffusers. Sal completed the change in chemical suppliers from Univar to Coyne Chemical due to rising expenses. We estimate a potential annual savings of nearly \$20,000.
- b) DEP issued a Consent Assessment of Civil Penalty on September 17, 2013 in an amount of \$83,912 to resolve violation notices issued in 2012, nearly \$60,000 of which are directly related to the pre-treatment plant upset from Leidy’s. A meeting with ALL Holding President and CEO Jim Van Stone is scheduled for September 15. At this meeting we will discuss the status of our appeal of penalties and discuss implementation of the DEP model Sewer Use Ordinance and Sewer Use Permits issued under this ordinance. In consultation with Special Legal Counsel Steven Miano and Engineer Fred Ciottoni, the Borough countered with the lowest possible settlement offer of \$14,162 developed using the same penalty matrix that DEP utilizes.
- c) The Borough Manager discussed the model Sewer Use Ordinance and corresponding Sewer Use Permits to be issued to industrial and commercial users of the Borough sanitary sewer system. Adoption and implementation of this ordinance will be required as part of the resolution of the violations issued from the Leidy’s plant upset.

2. Highway Committee

- a) Public Works Director Steven Coll reported on highway department activities through the month of September. Crews completed the storm drain replacement project on Second Street and assisted with the installation of accessible curb ramps on Central Avenue in preparation for the scheduled paving project. A meeting will be held with Blooming Glen Contractors on September 16th to prepare for the paving project by the end of the month. Leaf collection will begin at the end of October and continue into December. Only one truck will be used for leaf collection to start until the Chestnut Street crosswalk project is completed.

- b) A discussion was held concerning preliminary budget considerations for 2014. In particular Borough Council inquired into equipment replacement needs and priorities. Steve Coll reported that the used 10 wheel GMC dump truck purchased from Telford Borough will undoubtedly fail inspection in 2014 and at that time will be retired from the fleet. A recommendation was made to look into the purchase of a new 10 wheel dump truck in 2015. A discussion was also held about purchasing a larger machine for field mowing, but the initial cost of this equipment will be high. Perhaps consideration of used equipment from a neighboring township might be a better option.

3. Sidewalk Committee

- a) Crews are scheduled to complete the reconstruction of the crosswalks at Chestnut Street and Main Street. The work will start on the east side which will require fairly significant grade changes to Chestnut Street. The granite curb was previously purchased through a Montgomery County streetscape grant. Work will be concentrated only on the east side this fall. Presently the sidewalk and crosswalk is closed until the crosswalk area is graded to meet the new accessible ramps. Code Enforcement Officer Carl Stuart will assist the crew with installation of the granite block pavers. The 2014 Budget will include funding for the West Chestnut Street crosswalk and completion of the Lumber Street crosswalk.

4. Recreation Committee

- a) Borough Manager Michael Coll reported on the status of the West Chestnut Street Playground Project. The project scope and playground equipment specifications have been revised to reduce the overall project cost and encourage as much completion between equipment suppliers, which was lacking in the initial bid since a specific modular play structure was specified with no exceptions. Montgomery County authorized an extension of the project through June 30, 2014. Bids for the project will be advertised in November with an award scheduled for January 2014. Substantial completion must be reached before May 31, 2014 with final close out by June 30, 2014.
- b) Public Works Director Steven Coll reported that Moyer arranged for their diver to evaluate the source of the leak in the lower competition pool. They found leaks around a few joints and replaced some missing floor tiles under water. The pool seems to be holding and should be capable of getting through the 2014 season. Replacement of the joints will be a scheduled maintenance item every three or so years. Crews removed all water features and railings and installed covers over both pools for the winter. There remains some winterization in the bathhouse and outside restrooms to be completed prior to freezing temperatures.

5. Property Committee

- a) The Borough Solicitor completed and sent four copies of the Train Station Lease Agreement to SEPTA for their approval at the October SEPTA Board Meeting. The agreement between George Donovan and the Borough was executed but the notice to proceed with the project will not be issued until receipt of the executed lease from SEPTA.

6. Budget Review

- a) Borough Council reviewed the budget comparison report through the third quarter ending September 30, 2013 in preparation for the 2014 Budget discussions to begin at next week's work session.

Administrative Work Session – October 21, 2013 (7:00pm-10:10pm)

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

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

1. Police Committee

- a) Chief Leary distributed his narrative and statistical reports for the month of September. Chief Leary also updated Borough Council on the preparations to begin testing for new police hires in early 2014. While two positions are open, a suggestion was made to stagger the new officer hires. This will enable better coordination of field training with available resources.

2. Administrative Committee

- a) Civil Service Commission member Larry Opdyke recently passed away following a lengthy illness. Since we are beginning the hiring process for new officers, a recommendation was made to fill this vacancy as promptly as possible. A recommendation was made not avoid consideration of a sitting member of Borough Council because of potential conflicts should the Commission be called to hear a disciplinary action against an officer. Mayor Reynolds requested that a Resolution honoring the service of Larry Opdyke be prepared for consideration at the November Borough Council meeting.

3. Development Committee

- a) Scott McMackin of Cowan Associates and Property Manager Richard Mariner of Uninvest Corporation attended the work session to review plans to construct a parking lot at Lumber Street and Penn Avenue. Uninvest Corporation proposes to construct an “L” shaped parking lot with 85 spaces for use by bank employees and to provide shared parking for the Broad Theater project as originally planned with the approval of their project a number of years ago. Engineer Scott McMackin summarized the details of the proposed parking lot noting the challenge to fully comply with the C-3 Commercial Downtown Zoning Ordinance as it pertains to the construction of parking facilities. The C-3 District Zoning Ordinance contains certain design requirements to blend the parking facilities with the principal building. In this case there is no principal building associated with the lot. The plan adds certain streetscape amenities in an attempt to meet the overall intent of the ordinance. Committee members acknowledged the challenge of the ordinance and suggested that the primary focus of the plan should be to extend the streetscape along Lumber Street, deferring other streetscape elements along Penn Avenue and Chestnut Street until there is further development along Chestnut Street. Notations should be included on the plan to add additional amenities pursuant to the Zoning Ordinance as development occurs along Chestnut Street. The existing streetscape elements along the Uninvest Operations center should be replicated along the Lumber Street frontage of the parking lot. Borough Council suggested that trees be placed along Chestnut Street and Penn Avenue to serve as an initial buffer to the neighboring residential properties. The grade along Chestnut Street suggests that bushes should be avoided in this area as they will obstruct vision into the lot for policing purposes. The revised plan will be on the November Planning Commission agenda.
- b) Borough Manager Michael Coll briefly reviewed the formal land development plan for the remainder of the high school property. A staff level meeting was held with developer Tim Hendricks and his land planner to discuss the overall concept of the plan. The initial focus of the plan review will be on Zoning Ordinance issues and the overall building mass and locations. From that point storm water, grading and other SALDO related issues

can be better refined and modified. We anticipate that certain amendments to the Zoning Ordinance will be required as the review and discussion continues, but the amendments will run concurrently with final plan approvals.

4. Finance Committee

- a) Borough Manager Michael Coll reviewed a preliminary draft of the 2014 General Fund, Fire Tax Fund, Library Tax Fund and Debt Service Fund with members of Borough Council. A recommendation was made to raise the General Purpose real estate tax rate slightly from 4.85 mills to 4.94 mills to compensate for anticipated increases in operational expenses and to restore growth in available cash for deferred capital expenses. The Borough Manager noted that Selective Insurance, as with most major insurance carriers, will no longer provide workers compensation coverage for volunteer fire companies. One of the major reasons relates to legislative and policy revisions which now include cancer as a potential compensable injury for first responders. The only option to maintain workers compensation coverage for the fire company is through the State Workers Insurance Fund. Premium quotes under SWIF significantly increased from \$12,900 to \$22,425. Given the dramatic increase in premium expenses, a recommendation was made to increase the special fire tax rate from 0.1775 mills to 0.200 mills which will cover the workers compensation premium expenses and maintain the same level of contribution to the fire company for their operating expenses. Borough Council discussed the ability to bill Franconia Township and Hilltown Township for their respective share of the premium expenses. The Borough Manager noted that while state law allows for billing neighboring municipalities, they may, as in the case of Hilltown Township decide to deduct the worker compensation expenses from the fire company contribution. In either case the fire company will see less municipal cash contributions towards their operating expenses. The proposed increase in the tax rate will cover the workers compensation expense and maintain the same level of contribution. The 2014 Library Tax Fund remains unchanged from 2013. The overall increase in real estate taxes is approximately 2 percent. Overall debt service expenses are down from 2013 due to the interest rate reduction negotiated with Univest for the next seven years.

Borough Council decided to hold another work session on Monday, October 28, 2013 beginning at 7:00 pm to review the proposed 2014 Budget for the Sewer Fund, Capital Reserve Fund and Liquid Fuels Fund.

Budget Work Session – October 28, 2013 (7:00pm-8:45pm)

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

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

The primary purpose of the work session was further review and discussion on the proposed 2014 Budget. Borough Manager Michael Coll noted that a revision has been made to the General Fund budget to move the street lighting expenses to the Liquid Fuels Fund and move all road construction expenses to the Capital Reserve Fund. Oil and chip seal coat expenses have been moved from the Liquid Fuels Fund to the General Fund under highway maintenance expenses. The Borough Manager noted that the fog seal application for the oil and chip seal coats is not an approved PennDOT application and as such cannot be paid with Liquid Fuels funds. The Borough Manager also noted recent correspondence with PennDOT Municipal Services establishes an October 31st paving deadline for all approved overlay projects in District 6 with no exception. The Borough Manager noted that temperatures can remain mild into the early part of November and paving can be accomplished as long as temperatures are 40 degrees and rising. The Borough will have the most flexibility in moving these projects back to the General Fund. The Borough Manager noted that this change should be effective with the current 2013 Budget and he is recommending a motion for the November Borough Council meeting authorizing the reallocation of funds this budget year to pay for the overlay contract from the Capital Reserve Fund.

The Borough Manager reviewed the Sewer Operating Budget, Capital Reserve Fund Budget and Liquid Fuels Budgets for 2014. The only fund remaining is the 2014 Pool Budget. Borough Council discussed the startup of the Berkeley Court development and potential reliance Crossing developments and the impact fees that might be realized in 2014. Following the discussion, it was determined that the Sewer Capital Fund should be added to the overall 2014 Budget to show anticipated activity within this fund. Certain sewer capital expenses were discussed, but the timing of the projects are not certain for 2014. The sewer capacity fee charge will be reviewed by the engineer to determine if any adjustment in the fee can be supported. The 2014 proposed budget will be presented to Borough Council on November 4 and advertised for formal consideration and adoption at the December Borough Council meeting.