

HULMEVILLE BOROUGH COUNCIL
Meeting Minutes
November 4, 2019

The regular monthly meeting of the Hulmeville Borough Council was held on the above date at the Borough Hall, 321 Main Street.

Councilmembers Present

Thomas Wheeler, President
Dan Mandolesi, Vice President
Mayor Debbie Mahon
Doug Harris
Nick Lodise
Judy Coleman
Stanley Omietanski IV, Jr. Council

Staff in Attendance

Solicitor Robert DeBias
Chief John Baran
Water & Sewer President Kurt Ludwig
Treasurer Diane McKairnes
Secretary Dorothy Omietanski

Councilmembers Absent: Sarah Omietanski, Jr. Council and Doug Edge

Councilmembers Late to Arrive: Edward Preston

Staff Absent: Fire Marshall William Wheeler

Guests in Attendance: Nick Toth, Trish Boyle, Ron Robbins and Marce Heald

Call to Order: Mr. Wheeler called the meeting to order at 7:30 pm; all those present joined in the Pledge of Allegiance.

Minutes:

Council did not have time to review the minutes so the minutes will be held until December meeting.

Public Comment: none

Police Report:

- Mayor Mahon read the report for the month of October 2019: 12 incident reports, 0 accident reports, 3 assists, 0 EMS call, 0 summary citations, 26 traffic citations, 1 criminal arrests, 0 parking, 0 hours district court and 0-hour county court or total hours worked: 188, Total Salary \$4,598.00.
- Trailer Parking – The police will be enforcing the no trailer parking ordinance in the borough.
- Drug Take Back – The drug take back day on 10/26 was successful. The police department collected 20.3 pounds of drugs. In the foyer of Borough Hall there is a list of permanent drug drop off locations in the area.

- Drug and Alcohol Policy – Mayor Mahon would like to recommend council adopt the Drug and Alcohol Policy

Motion made by Ms. Coleman and seconded by Mr. Mandolesi to adopt the Drug and Alcohol Policy for the police department; motion passed with all in favor 5-0-0.

Jr Council Member:

- Printer – Stanley set up the new laser printer. It took him 2 1/2 hours to complete the installation.

Water and Sewer:

- Manhole Repairs – Carroll Engineering recommended the Authority make payment for the manhole repairs which have been completed.
- Video of System – The notice to proceed will be provided on 11/18/19, there will be a preconstruction meeting on 12/2/19 and the work should be completed by 1/17/20.
- Water Shut Off – There were three water shut off postings made last month, however all three accounts made payment before the shut off date. There are different accounts this month that have not paid their monthly bill as well as some accounts that have not paid their quarterly bill. Mr. Ludwig is waiting on a confirmation of accounts in bad standing from Ms. Slater and then he will proceed with water shut off notices. He will contact Chief Baran again to assist with the posting process. Mr. Ludwig is also going to include the Woodruff properties in the shut off list this month. Mr. Ludwig recommends that the Authority does not communicate with the Woodruffs directly anymore; all communications should be through legal channels. He will be sending a letter both regular and certified mail to the Woodruff's requesting a list of renter names.

Ed Preston arrived at 8:15pm

Borough Property: no report

Lights: no report

Streets:

- Potholes – Mr. Lodise did an inspection of the streets. He noted 10 potholes that are in need of fixing. The area in most need of attention is at the corner of Walnut and Fairview and the lower section of Walnut. Mr. Lodise will call to get pricing for the street repairs.
- Curb Repair – Gilmore spoke to Penn DOT and they confirmed that they do not require a specific height requirement on the curb repair for the Borough. Gilmore will charge \$400-\$500 to inspect all curbs on Main Street and Bellevue Ave.

Motion made by Mr. Preston and seconded by Mr. Lodise to higher Gilmore and Associates at \$500 to inspect curbs along Main Street and Bellevue Ave; motion passed with all in favor 6-0-0.

- Storm Drains – Ms. Boyle told council that several storm drains are clogged with leaves and debris. The storm drain at Trenton and Bellevue and one at Lincoln and Ford are clogged.
- Beaver Closed – Mr. Robbins informed Chief Baran that Beaver Street will be closed tomorrow for a tree removal.

Personnel:

- Zoning Officer – Mr. Wheeler, Ms. Coleman and Mr. Harris interviewed David Dibelius. Mr. Wheeler followed up on references and the committee agreed that Mr. Debelius is not the right fit for what the Borough needs. Mr. Harris will send him a follow up letter notifying him of council's decision.

Finance:

- Budget – The budget is ready to be advertised and will be available for public comment at the December meeting.

Motion made by Mr. Wheeler seconded by Mr. Lodise to advertise the 2020 budget for \$558,554.00 with millage 14.50, combined tax millage 16.00, mills real estate 14.50, mills fire tax 1.50, refuse collection \$327.92, EIT of 1% and per capita \$5; Motion passed with all in favor 6-0-0.

Trash:

- Leck Visit – Leck will be attending the 11/19 work session to introduce themselves.
- Contract – Mr. DeBias received the signed contract, performance bond and certificate of liability from Leck. He provided copies of these documents to Ms. Omietanski.

Motion made by Mr. Lodise and seconded by Mr. Mandolesi to sign a 5 year refuse collection contract with George Leck and Son Inc; motion passed with all in favor 6-0-0.

- Leck Request for Information – Ms. Omietanski did forward Leck a mailing list of residents of Hulmeville. She received her list from the Authority. Ms. Omietanski is waiting on Mr. Wheeler for a mapping of the Borough to assist the drivers.

MS4:

- Newsletter – Mayor Mahon requested ideas for the winter newsletter be submitted to her no later than 11/15.

TMDL / BMP's: Permit years 2018-2022 – items that need to be accomplished over the next 5 years. DEP will be conducting their permit inspections in the spring of 2020. Samantha Brinker from Gilmore will keep us informed of that inspection.

- TMDL No1: encouraged riparian forest buffers for all residents along the creek
- TMDL No 2: conduct site inspections to encourage storm water control measures
- TMDL No 3: installation of 2 deciduous trees in open space or within the borough proper
- TMDL No 4: reduce infiltration
- TMDL No 5: modify basins for increased infiltration reduction
- TMDL No 7: encouraged home owners to install rain barrels
- TMDL No 8: additional provisions:
 - Continued with the 4 leaf pick-ups through the fall/winter season
 - Sump Pump inspection enforcement
 - Decide on sediment reduction project
 - Lawn and garden pick up 4/1-12/1 weekly
- PAG 13 General Permit – The permit is still in need of a few more items. Mayor Mahon is working with Ms. Brinker from Gilmore and Assoc to finalize these items.

Floodplain:

- Old Colonial Inn has cleared trees in the floodplain/open space behind its establishment. This item will now be removed due to tree sucker growth that has secured the trees and branches from moving.
- Property Evaluation Letters – The follow up property evaluation letters for floodplain properties were mailed out on 10/18. There is one property that refuses to participate and 14 that have not replied to both letters. The one that refused access and the 14 that have not responded will be considered out of compliance and will be cited.

Storm Water:

- Updated Data Base – Mayor Mahon appreciates any updates and contact information for new residents that have moved into our town in that storm water affects all residents and not just those who live in floodplain.
- Storm Water Issue – Mayor Mahon is going to pause any action regarding the storm water issue between McCarthy and Green until the sewer system has been televised. The Mayor is hoping that the missing manhole will be discovered during the video process.
- Water Issue McCarthy - Mr. Young on McCarthy Avenue, reached out to Tina Davis' office with his concern of storm water issues that affect not just his property, but his home. Mayor Mahon would like to know what is the borough's responsibility regarding the increase of storm water that moves through his property via a storm drain that the Borough has ownership of. Mayor Mahon does not understand why when the drain was put in that an easement was not created. The water is coming from Middletown running down McCarthy and into Green Street. Council agrees something has changed to cause the increase of water flow and that change must have happened in Middletown on Longshore Ave. Mr. Mandolesi offered to contact Tina Davis' office to encourage them to reach out to Middletown Township regarding this matter. Mayor Mahon would like to see this issue resolved soon.

Solicitor Report:

- Peace Valley – Peace Valley Holistic Center has submitted a request for payment for \$14,847.32. Peace Valley also gave council complimentary tickets for their fundraiser, which will be held next Sunday at Bucks Club in Jamison from 2-5pm. Mayor Mahon is planning on attending.

Motion made by Mr. Lodise and seconded by Mr. Mandolesi to request payment for Peace Valley Holistic Center to the RDA for the amount of \$14,847.32; motion passed with all in favor 6-0-0.

Fire Marshal: no report

Mayor:

- Honor Youth Volunteers – Mayor Mahon will be recognizing youth volunteers at the December 2nd meeting. She asked the Historical Society to provide her names and addresses of any youth they would like to be recognized.
- Borough Association Membership – Mayor Mahon requested the membership be renewed for 2020 at a cost of \$50.
- Fire Permit – Mayor Mahon assisted the Fire Marshal by issuing a fire permit for 912 Bellevue Ave. Information regarding fire permits is on the website.

Treasurer’s Report: Treasurer’s Report for November, 2019 was made available for inspection:

• General Fund Checking Balance as of October 1, 2019:	\$ 223,285.92
Expenses Totaled:	\$ -39,705.18
Income Totaled:	\$ <u>18,329.75</u>
General Fund Checking Balance as October 31, 2019:	\$ 201,910.49
• Sewer Fund Checking Balance as of October 1, 2019:	\$ 14,996.94
Expenses Totaled:	\$ -24,774.26
Income Toted:	\$ <u>43,567.70</u>
Sewer Fund Checking Balance as of October 31, 2019:	\$ 33,790.38
• Sewer Fund PLGIT Balance as of October 1, 2019:	\$ 297,836.18
Interest	\$ 0
Deposit	\$ 457.44
Expense	\$ <u>0</u>
Sewer Fund PLGIT Balance as of October 31, 2019:	\$ 298,293.62
• Highway Aid PLGIT Balance as of October 1, 2019:	\$ 75,593.64
Interest	\$ 0
Deposit	\$ 110.75

Expenses	\$ -14,107.50
Highway Aid PLGIT Balance as of October 31, 2019:	\$ 61,596.89

- **General Fund PLGIT** Balance as of October 1, 2019: \$ 347,724.22
 - Interest \$ 0
 - Deposits \$ 505.54
 - Expenses Total: \$ -75,370.00
- General Fund PLGIT Balance as of October 31, 2019: \$ 272,859.76

Bills: A copy of the bill list dated November 4, 2019 was provided to Council and offered for review by the public. Note four bills were added Levittown Printing \$376.55, Bucks County Commission \$117.86, PA Assoc of Boroughs \$284.00 and Mayors Membership Assoc of Mayors \$50.00.

- **General Fund** beginning balance as of October 31, 2019: \$ 202,967.26
 ending balance as of November 15, 2019: \$ 176,098.63
- **Sewer & Water** beginning balance as of October 31, 2019: \$ 35,752.27
 ending balance as of November 8, 2019: \$ 9,762.14
- **Highway Aid** beginning balance as of November 1, 2019: \$ 42,204.66
 ending balance as of November 1, 2019: \$ 42,204.66

A motion made by Mr. Mandolesi seconded by Mr. Lodise and carried unanimously to approve the bill list dated November 4, 2019; motion carries 6-0-0.

Correspondence:

- Bucks County Tour Honor – Bucks County Tour of Honor sent the Borough a thank you letter for their donation.
- Shore Club – The Borough received a check for \$2,509.19 from the Shore Club. Ms. Omietanski provided Mr. Harris a copy of the check.
- Meeting Schedule – Ms. Omietanski distributed the meeting schedule for next year. Council approved the dates.
- Contact List – Ms. Omietanski distributed a contact list to all council. She asked that everyone review their information and provide her corrections. A new list will be distributed after the New Year.
- Bid Tabulation Sheet – Ms. Omietanski distributed a bid tabulation sheet. Moving forward everyone needs to complete a bid tabulation sheet for work done in the Borough. The sheet needs to be submitted to Ms. Omietanski to be filed. Ms. Coleman asked for an electronic copy. Ms. Omietanski will send one out to everyone.

New Business:

- Parade Fund Raiser – Mr. Preston announced a fundraiser will be held at the Irish Rover on 11/11 at 4pm money raised supports the Memorial Day Parade.
- Margaret Street – Ms. McKairnes informed council of an issue at the end of Main Street. There is a home along the creek side that has no road access to their home. They are having issues with mail delivery and were hoping the street sign that was taken down years ago could be reinstalled.

Old Business:

- Council Position – Mr. Toth announced that he will run for council member tomorrow. Mayor Mahon confirmed the name he will want to use on the ballot. She asked him to print a flyer with his name that can be distributed to voters. His position will be a write in at the polls. He needs two votes to receive the seat.
- Green Street Guardrail – Mr. Wheeler secured three bids for the Green Street guardrail installation. The lowest bid came from R & S Construction for the amount of \$9,710.00

Motion made by Mr. Preston and seconded by Mr. Lodise to hire R & S Construction to install 98 feet of guardrail along Green Street at a cost of \$9,710.00 to be taken out of highway aid; motion passed with all in favor 6-0-0.

Motion made by Mr. Preston and seconded by Mr. Mandolesi to hire R & S Construction to install rip rap along Green Street at a cost of \$3,925.00 to be taken out of the general fund; motion passed with all in favor 6-0-0.

- Pavilion – Mr. Wheeler secured three bids for the Pavilion project. The lowest bid for the structure and set up came from Horizon Structures. The concrete work Mr. Wheeler recommends using Hutchinson because they are local, and Mr. Wheeler believes they will be more flexible to work with.

Motion made by Mr. Wheeler and seconded by Mr. Preston to hire Horizon Structures to complete the building of the pavilion and the set up at a cost of \$15,330; motion passed with all in favor 6-0-0.

Motion made by Mr. Wheeler and seconded by Mr. Preston to hire Hutchinson to complete the concrete work for the pavilion at a cost of \$6,865.00; motion passed with all in favor 6-0-0.

- Green Street Cut Through – The Hulmeville Police has been policing the stop sign on Green Street and has issued tickets. A suggestion was made to place a sign stating no cut through between certain hours of the day, however doing that will limit access to the street from residents as well. Chief Baran recommends a new stop sign be installed. Also the stop sign in the other direction is missing. Mr. Lodise will install two stop signs this week.
- 150 Anniversary – Mr. Wheeler will be handing out flyers inviting people to a meeting on 11/12 to discuss the 150 anniversary celebration.

At 9:55pm Mr. Wheeler requested a recess to discuss a personnel matter.

At 10:30pm council rejoined the meeting

The meeting was adjourned at 10:30 pm; motion made by Mr. Mandolesi seconded by Mr. Harris; carried 6-0-0.

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Respectfully Submitted

Dorothy Omietanski
Secretary Hulmeville Borough
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