

**HULMEVILLE BOROUGH COUNCIL**

**Meeting Minutes**

**March 7, 2022**

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  
Judy Coleman  
Nick Lodise  
Jim Pio  
Nick Toth  
Manager

**Staff in Attendance**

Debbie Mahon, Mayor  
Diane McKairnes, Treasurer  
Dorothy Omietanski, Secretary  
Robert DeBias, Solicitor  
John Baran, Chief of Police  
William Wheeler, Fire Marshall/Borough  
  
Kurt Ludwig, Water and Sewer President

**Councilmembers Absent:** Doug Harris

**Councilmembers Late to Arrive:** none

**Staff Absent:** none

**Guests in Attendance:** Mike Wasson, Patrick Nicastro, Kurt Ludwig, Patricia Taggart, Carla Helbling and Tom Tosti

**Call to Order:** Tom Wheeler called the meeting to order at 7:33pm; all those present joined in the Pledge of Allegiance.

**Minutes:**

**Motion made by Mr. Mandolesi seconded by Mr. Harris to approve the minutes of February 7, 2022 with one addition; Motion passed with all in favor 6-0-0.**

**Ms. Coleman requested to add to page four under heading Lining Contract “main sewer line maintenance work”.**

**Public Comment:**

- Possible Sale of BCWSA – Tom Tosti came to inform council, as well as the residents of Hulmeville, of a possible sale of BCWSA to Aqua, a private company. He distributed a resolution along with additional support material. The sale of BCWSA would affect 30 communities. He believes the sale of the water and sewer system is not in the best interest of the residents. The sale would mean higher rates, loss of jobs, loss of public input and loss of transparency. He is encouraging council to sign a resolution and to inform the residents to contact the County Commissioners. If anyone would like to contact him directly for more information his email address is [sprtsfn511@comcast.net](mailto:sprtsfn511@comcast.net).

Mr. Mandolesi confirmed when Bristol Borough privatized their system his rates increased tremendously.

- Pictures for 150<sup>th</sup> Committee/Historical Society – Mr. Nicastrò presented Mayor Mahon with several historical photos of Hulmeville Borough. They are copies of the originals for Borough to keep.
- Trash Clean Up – Ms. Helbling called the County regarding the trash in open space and they have not returned her call. Mayor Mahon said she can try to coordinate some volunteers to help with the cleanup. Tom Wheeler will make a call tomorrow to the County and will hopefully have an update for Ms. Helbling Tuesday.
- 539 Main Street – Ms. Helbling also wanted to report 539 Main Street whose driveway is full of trash. Bill Wheeler will investigate the matter.
- BCWSA Sale – Mr. Ludwig had no idea that BCWSA was considering a sale. They just submitted their budget for next year reflecting a \$200,000 profit.

### **Police Report:**

- Police Report - Mayor Mahon read the report for the month of February 2022: 9 Incidents, 1 Accidents, 3 Assists, 0 EMS, 6 Court, 0 Summary Citations, 25 Traffic Citations, 0 Criminal Arrests, 5 Parking and 0 Court for a total hour worked: 206 Total Salary \$5,583.45.
- Police Meeting – The last police meeting was held on 2/22/22.
- Carrier Vests/Ballistic Vests – Currently the replacement of ballistic vests is in the budget. Mayor Mahon stated that three vests are due to expire by the end of next year. Each vest costs \$900 and there is a grant program that can reimburse up to 50% but it is not a guarantee. The carrier vests are not in the budget but are an item that three of the officers have requested. Many police departments are now offering the vests. The carrier vests allow the officers to store some of their equipment as well hold the ballistic inserts. The vest gives the officers the ability to take the vest off as well as lighten the load around their belts. The carrier vests will not expire and cost \$270.60 each. Ms. Taggart worries that the vests will make the officers unapproachable because the vests look more like a military uniform. Chief Baran is aware of that concern and is choosing the style of vest that is least military looking. He is also making sure Police is clearly viewed front and back and that their name tag is worn.

**A motion made by Mr. Mandolesi and seconded by Mr. Lodise to purchase three carrier vests at a cost of \$270.60 each and one ballistic vest not to exceed \$1,000; motion passed 5-1-0. Ms. Coleman voted no.**

- NAACP Follow Up – The NAACP requested that the Borough create a citizen complaint form for residents to use if they have an issue with an officer. Mayor Mahon is going to distribute a copy of the form to council for their input. The form will be posted on line. She will use the Borough Managers email address as well as the mayors name if someone chooses to mail the form to the Borough.
- New Police Department Building – Mayor Mahon would like council to consider building a new police department building attached to the existing garage behind Borough Hall. Mayor Mahon has asked Chief Baran to work up a conceptual plan, and

she wanted to be clear no monies have been spent. Currently the police are very limited in the amount of storage space they have and could really use a larger space. The current office could then be used by the Borough Manager. Mr. Lodise suggested considering old borough hall which is currently being rented. Mr. Mandolesi suggested considering the old fire house building which is up for sale.

- Easter Egg Hunt – Due to COVID concerns the Easter Egg Hunt will only be an egg hunt at the soccer fields. The event will take place on 4/16/22.
- National Night Out – National Night Out scheduled for 8/6/22 will be cancelled this year due to the 150<sup>th</sup> youth community event.
- Police Vehicle – The police vehicle will be funded through a grant from the Casino Grant Program administered by the Bucks County Redevelopment Authority. If council approves the purchase tonight the vehicle is projected to be built in May 2022.

**A motion was made by Tom Wheeler and seconded by Mr. Lodise to purchase a 2022 F-150 Police Responder 4 by 4 pickup truck with crew cab and 5.5-foot bed, color black with a black cap at a cost of \$67,084.82; motion passed with all in favor 6-0-0.**

#### **Mayor:**

- Memorial Day Parade – Mayor Mahon is asking all council to participate and wear period clothing for this year's parade in celebration of 150 years. Council will be in a horse drawn carriage that will cost \$500. Mayor Mahon asked where the funds for the carriage should come from the Borough or the 150<sup>th</sup> Committee. The Borough usually funds the parade; however, this year is special because it is the 150<sup>th</sup> celebration as well. Mr. Mandolesi suggested splitting the cost between the two groups.
- Tree Planting – There will be a tree planting on 4/23/22 for the Borough's Earth Day Event.

#### **150<sup>th</sup> Committee:**

- Meeting – Next scheduled meeting for the 150<sup>th</sup> Committee is 4/6/22 at 7:30pm.
- Toast – Mayor Mahon reminded everyone tomorrow night there will be a toast at Borough Hall at 7:30 in celebration of the Borough's 150<sup>th</sup> birthday. She would appreciate any help to set up at 6:00pm.
- Banners – Mayor Mahon has marked the telephone poles with the names of the donors who will be having a banner hung with their name on it. If everyone could take a look at where Mayor Mahon is suggesting each banner be hung and respond to her with any recommended changes.
- Flyers of Events – Mayor Mahon has a copy of a flyer for each upcoming event for everyone to view. She also announced a new Cat's Meow figure commemorating the 150<sup>th</sup> celebration which will be for sale at a cost of \$20.

#### **Storm Water/Floodplain/MS4:**

- Act 167 and Act 537 Follow Up – Mayor Mahon will be submitting a document to Gilmore regarding these acts. She will also copy Ms. Omietanski. According to her records there are 85 EDU's available to the Borough.

**TMDL / BMP's:** Permit years 2018-2022 – DEP will be doing permit inspections. Samantha Brinker from Gilmore and Associates will keep us informed of that inspection. Due to Covid-19, this has been postponed.

- 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

**Borough Manager:**

- Remote Meeting Participation Policy – Bill Wheeler asked council if they would like to vote on the remote policy. He reminded council that there would still need to be a quorum at Borough Hall for a meeting to occur and any council attending the meeting remotely would need to be clearly heard and be able to clearly hear everyone at the meeting. The remote attendance should only be used if there is an illness, disability, sick family member, care of a child, emergency or business travel. Mr. Pio does not agree with the policy and believes that if a council person cannot be in person, they should not be able to attend remotely. He believes being in person is more transparent. Tom Wheeler pointed out that everything said and actions taken are all recorded in the minutes which makes everyone accountable whether you are present in person or not. Tom Wheeler also pointed out the policy allows everyone the chance to vote. Mr. Mandolesi also pointed out that this is a volunteer position and it would be nice to have that flexibility should a personal situation arise.

**Motion made by Mr. Mandolesi and seconded by Mr. Lodise to approve the Remote Meeting Participation Policy; motion passed 5-1-0. Mr. Pio voted no.**

- Email System – Bill Wheeler investigated Google and Microsoft as an email system for the Borough. He concluded that Microsoft would be a better fit. The Microsoft 365 Business Basic system is the least expensive and provides Word, Excel, SharePoint and One Drive. Currently the Borough has 40 email addresses. The cost per email address is \$6 a person per month for the basic and \$12.50 per person per month for the standard service. The only people who need the standard service would be the Borough Manager, Secretary and Police Chief everyone else would get the basic email. The total cost per month would be roughly \$260. There is one concern with migrating the emails from the existing system to the new system. Bill Wheeler did contact one company who gave him a cost of \$5,000 to complete the transfer. Microsoft will be providing three more

companies they recommend to complete the transfer of information. Bill Wheeler will call them and gather more information on cost involved.

**Motion made by Mr. Pio and seconded by Mr. Lodise to switch the email system to Microsoft 365 Business not to exceed a cost of \$300 per month; motion passed with all in favor 6-0-0.**

- Traisr – The Traisr contract needs to be renewed. Bill Wheeler believes the programs they offer can be utilized by the Borough. Bill Wheeler just discovered that Traisr does offer an App on the phone that allows you to scan in information. Once the account is paid up, they will download the information necessary for Bill Wheeler to start utilizing the system.
- DCED Grant – Bill Wheeler received the grant contract for the DC grant through Tina Davis’s office. Bill Wheeler reviewed the contract and there are clauses within the contract that will need to be followed. Those clauses will need to be reflected on the bid specification.

**Fire Marshal:** no report

**Emergency Management Coordinator:**

- Emergency Warning System – Bill Wheeler did attend training on the new emergency warning system through the county. The new system will allow the borough to blast a message to anyone registered in the system and would allow council to send a message to all of council at once. It will allow the county to blast a message to everyone residing in the Borough regardless if they are registered. Once the system is up and running the Borough will need to get the word out to the residents on how to register.

**Zoning/ Code Enforcement:** no report

**Water and Sewer:**

- Late Payments and Interest – Mr. Ludwig informed council that the Authority is reinstating all late fees and interest as of the first quarter billing cycle which will go out the end of this week.
- Water Valve Cap – Ms. Coleman noticed a water valve cap that was off, at Reetz and McKinley, and replaced it. When doing so she realized the pipe is sticking out of the ground. It appears the road has sunk and the asphalt is missing around the pipe. Mr. Ludwig is not sure if the issue is the Borough’s or Middletown Township’s. He will investigate the matter.

**Borough Property:**

- Lawn Care – Mr. Mandolesi received two bids for lawn care. He received one from Boone the current lawn care company and one from Power Play Landscaping LLC. Both bids came in at \$225 a cut for 32 cuts a year. Mr. Mandolesi did receive references for Power Play Landscaping and would like to recommend council consider selecting them as the

lawn care company. Power Play Landscaping is more willing to do lawn maintenance projects and they are very local.

**Motion made by Mr. Mandolesi and seconded by Mr. Lodise to hire Power Play Landscaping LLC for a 1-year contract for lawn maintenance in the Borough at a cost of \$225 per cut for 32 cuts; motion passed with all in favor 6-0-0.**

- Weed Control – Mr. Mandolesi would like to renew the contract with Green Up Turf Care for weed control services one time a month on the playground and sidewalks at Borough Hall. The cost per month is \$65. Council asked Mr. Mandolesi to find out what products they will be using before voting.

**Trash:** no report

**Lights:** no report

**Streets:** no report

**Personnel:** no report

**Finance:** no report

**Solicitor Report:**

- Emergency Declaration – Mr. DeBias drafted a resolution designating the mayor the authority to declare local emergency declaration for the Borough. If the Mayor is unable or not present to make the declaration the President of Council will be the backup person. The declaration is limited to 7 days without council approval and needs to be ratified by council at the next meeting.
- Bidding Thresholds for 2022 – Mr. DeBias distributed the bidding thresholds for 2022. Purchases below \$11,800 require no formal bidding or written quotes. Purchases \$11,800 to \$21,900 require 3 written or telephone quotes and purchases over \$21,900 will require formal bidding.

**Motion made by Mr. Lodise and seconded by Mr. Mandolesi to authorize the mayor to be able to declare a local state of emergency and in the event the mayor is unavailable the Borough Council President; motion passed with all in favor 6-0-0.**

**Treasurer's Report:** Treasurer's Report for February 28, 2022 was made available for inspection:

- **General Fund Checking** Balance as of February 1, 2022: \$ 147,473.91  
Expenses Totaled: \$ -32,285.66  
Income Totaled: \$ 57,212.35  
General Fund Checking Balance as February 28, 2022: \$ **172,400.60**

• Sewer Fund Checking Balance as of February 1, 2022:	\$ 58,210.29
Expenses Totaled:	\$ -18,668.79
Income Toted:	<u>\$ 11,261.99</u>
Sewer Fund Checking Balance as of February 28, 2022:	\$ <b>50,803.49</b>
• Sewer Fund PLGIT Balance as of February 1, 2022:	\$ <b>220,781.51</b>
Interest Totaled:	\$ 1.85
Deposit Totaled:	\$ 0
Expense Totaled:	<u>\$ 0</u>
Sewer Fund PLGIT Balances as of February 28, 2022:	\$ <b>220,783.36</b>
• Highway Aid PLGIT Balance as of February 1, 2022:	\$ <b>63,260.74</b>
Interest Totaled:	\$ .55
Deposit Totaled:	\$
Expense Totaled:	<u>\$ 0</u>
Highway Aid PLGIT Balances as of February 28, 2022:	\$ <b>63,261.29</b>
• General Fund PLGIT Balance as of February 1 2022:	\$ <b>879,558.90</b>
Interest Totaled:	\$ 7.38
Deposit Totaled:	\$
Expense Totaled:	<u>\$ 4.50</u>
Sewer Fund PLGIT Balances as of February 28, 2022:	\$ <b>879,561.78</b>

**Bills:** A copy of the bill list dated February 25, 2022 was provided to Council and offered for review by the public.

• <b>General Fund</b> beginning balance as of February 15, 2022:	\$
198,982.60	
ending balance as of March 11, 2022:	\$
184,513.71	
• <b>Sewer &amp; Water</b> beginning balance as of January 31, 2022:	\$
53,068.86	
ending balance as of February 7, 2022:	\$
31,210.11	
• <b>Highway Aid</b> ending balance as of February 15, 2022:	\$
63,245.32	
ending balance as of February 15, 2022:	\$
62,862.74	

**A motion made by Mr. Mandolesi seconded by Mr. Pio and carried unanimously to approve the bill list dated February 25, 2022; Motion carries 6-0-0.**

**Correspondence:**

- Liquid Fuels – The Borough received a letter from Department of Transportation stating that the Borough’s Liquid Fuels Tax Fund payment will be \$23,946.41 paid on March 1, 2022.

**New Business:**

- Mr. Tosti’s Presentation – Mr. Pio requested that the information Mr. Tosti presented be discussed in committee before being presented for a vote.
- Penndel Legion Memorial – Mr. Lodise informed council that Penndel Legion is constructing a new memorial. They are currently selling bricks for a walkway. Each brick is 12 by 12 and costs \$175. Mr. Lodise is recommending that council consider purchasing a brick.
- Plans for Black Property – Tom Wheeler has two sets of sketch plans for the Black property. The builder would like to know which plan is more preferred. Next Tuesday he will present the plans to the public. Tom Wheeler would like to hold the meeting at the William Penn Fire Station in case a large number of people come. Ms. Coleman would like to distribute flyers to the residents to inform them of the meeting. Tom Wheeler will also post the meeting information on the firehouse sign.

The meeting was adjourned at 9:50 pm; motion made by Mr. Pio seconded by Mr. Lodise.

Respectfully Submitted

Dorothy Omietanski,  
Hulmeville Borough Secretary