

HULMEVILLE BOROUGH COUNCIL
Meeting Minutes
October 2, 2023

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
Jim Pio
Doug Harris
Nick Lodise
Judy Coleman
Naz Atabas, Junior Councilmember

Staff in Attendance

Diane McKairnes, Treasurer
John Baran, Chief of Police
Dorothy Omietanski, Secretary
Thomas Panzer, Solicitor
Bill Wheeler, Borough Manager

Council Members on Zoom: Nick Toth

Councilmembers Absent: none

Councilmembers Late to Arrive: none

Staff on Zoom: Debbie Mahon, Mayor

Staff Absent: Kurt Ludwig, Water and Sewer President

Guests in Attendance: Ed Dutil, Sheri Wheeler, Mary Johnson, Jake Krause, Rebecca Krause, Jackie Carroll, Mike Wasson, Joshua Shannon and Olivia Machaqueiro,

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

Minutes:

Motion made by Mr. Mandolesi seconded by Mr. Lodise to approve the minutes of September 11, 2023, meeting; Motion passed with all in favor 7-0-0.

Public Comment:

- Green St./Main St. Traffic Issue – Mr. Dutil asked for an update on the Green/Main St. traffic issue. Mr. Lodise canvassed the neighborhood and asked residents on Green St., Main St. and Trenton Ave. how they felt regarding making Green St between Main St. and Bellevue Ave. one way. He spoke to 10-15 residents, and they all stated they did not want the streets to be made into one-way roads. Some residents along Trenton Ave. said they use the roads as is to safely enter their homes. Some suggestions to address the concerns were made and included no parking at the corner of Bellevue Ave and Green St,

no parking at the corner of Green St and Main St. and adding a sign that states residents only or no thru traffic. Many also requested adding a crosswalk at Trenton Ave. and Main St.

- Flea Market – Mr. Dutill asked if any consideration would be made to have a rain date for the Flea Market.
- Old Fire House – Mr. Dutill talked to one of the residents living in the Old Fire House who claims that there are five families living there. Bill Wheeler will check on the matter tomorrow.
- Old Mill – Ms. Carroll asked if a new roof was put on the Old Mill. Bill Wheeler did confirm that roof repairs were made to the Old Mill.
- Cross Walk Bellevue Ave and Trenton Ave. – Ms. Krause pointed out that the crosswalk lines on the road do not match the new crosswalk ramp that was recently installed. Tom Wheeler explained that getting resolution to the issue is going to be difficult due to the fact that the Federal government installed the ramps and the line painting on the road is managed by the state. Tom Wheeler suggested Ms. Krause start with the state representative in trying to resolve the issue.

Police Report:

- Police Report – Chief Baran read the report for the month of September 2023: Note 13 parking tickets were issued on 9/30/23.

Incident Reports - 16	Summary Citations - 0
Accident Reports - 0	Traffic Citations - 23
Assists - 5	Criminal Arrest - 0
EMS Calls - 2	Parking Ordinance - 17
Court Local – 6	Court Doylestown - 0
Hours Worked - 193	Salary - \$6,326.70

- Drug Take Back – Chief Baran reminded council that the Drug Take Back event will be held 10/28/23 at the William Penn Fire House from 10 – 2 pm. It will be a drive thru event.

Mayor:

- Ms. Omietanski read the Mayor’s report which included an update on the PHS Tree Tenders Bare Root Tree Program. The tree requests have been confirmed. Checks will need to be mailed to PHS by October 20, 2023 and should include checks from Hulmeville Borough for \$350, the Kraus family for \$105 and the Harris family for \$315. She also reminded council of the upcoming ghost tour event being held on 10/6,7,13 and 14 at 7,8 and 9 pm.

Storm Water/Floodplain/MS4:

- Ms. Omietanski read the Mayor’s report on storm water which included an update on Act 167 and 537. Gilmore is still working on price updates for the project quotes. She also

confirmed that the annual MS4 report for 7/1/22 – 6/30/23 has been submitted and the fall newsletter has been sent out.

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 homeowners 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:

- RDA Grant Application – Four applications were submitted on 9/29/23 for road repaving, WPFC utility truck, PMES LUCAS device and a drone for the police and management purposes. The grant award decisions will be announced mid-December.
- Bucks Co Borough's Assoc – Bill Wheeler attended the BCBA meeting on 9/26/23. The presentation was on cyber security. The next meeting will be held in November.

Fire Marshal: no report

Emergency Management Coordinator: no report

Zoning/ Code Enforcement:

- Application for Continued Non-Conforming Use – The resident at 329 Main St is requesting to rebuild a nonconforming garage (occupancy group J2) where the setbacks from property line are not to code. The garage is being reconstructed on the same location as the original. This request will be heard by the Zoning Hearing Board.
- HARB – HARB reviewed 3 applications for a certificate of appropriateness at a meeting held on September 18, 2023. They are recommending Council issue all 3 CoAs.
 - 1 Water Street – for reroofing
 - 329 Main Street – for siding/roofing of garage under repair
 - 337 Main Street – for siding/roofing of house under repair

Motion made by Mr. Lodise and seconded by Mr. Harris to authorize certificates of appropriateness, per HARB's recommendations, for the new roof project at 1 Water St.,

siding and roofing of a garage at 329 Main St. and siding and roofing of a residence at 337 Main St.; motion passed with all in favor 7-0-0.

- Stormwater Management Webinar – Part 2 of the PSAB stormwater management webinar will be held October 11, 12-1 pm. The handout and video from Part 1 are available on the training SharePoint site. Mr. Lodise would be interested in sitting in on the webinar.

Water and Sewer: no report

Borough Property:

- Air Tech Contract – Dan Mandolesi told council that a new maintenance agreement needs to be signed with Air Tech which includes preventative maintenance service 2 times a year at a cost of \$1450.00.

Motion made by Mr. Mandolesi and seconded by Mr. Lodise to renew the HVAC maintenance agreement with Air Tech for a 1-year contract at a cost of \$1450; motion passed with all in favor 7-0-0.

- Update on borough building stucco project – The stucco repairs are complete. Bill Wheeler asked if Mr. Lodise could confirm that the flashing above the main municipal entrance has been fixed. Mr. Mandolesi will reach out to the company and ask if they can install the mailboxes and posterboard.
- Update on borough building repainting project – The painting has been completed.

Trash: no report

Lights:

- Memorial Park Light – A light is blinking in Memorial Park near the clock. It is the same light that was an issue last year.

Streets:

- Update on 2023 road repaving project – Reetz Ave, Penna Ave., Water St and Beaver St have been paved. The paving should be finished by the end of this week.
- Pole – A pole needs to be purchased so the last speed sign can be installed on Trenton Ave. Mr. Lodise will pick it up in Bristol to save money on shipping.

Motion made by Mr. Lodise and seconded by Mr. Harris to purchase a 5-inch diameter pole from Sonco Pipe and Tube, to be used to mount a speed monitoring device, at a cost of \$306.60; motion passed with all in favor 7-0-0.

Personnel: no report

Finance:

- Budget 2024 – Bill Wheeler distributed the 2024 budget. Council needs to review and be prepared to vote to advertise the budget at the November meeting with the intent to pass the budget at the December meeting. The budget committee should have one more meeting to finalize the numbers. Bill Wheeler pointed out that if you compare the numbers this year to last year there are a few large variances in numbers due to including the RDA grant income this year and moving funds from one category to another.
- EIT – Ms. Coleman feels strongly that the EIT should be reduced to ½ percent which would be in line with other townships in the area. Tom Wheeler distributed a breakdown regarding the EIT. A significant issue with regards to EIT is if Hulmeville lowers our EIT to 0.5% many residents will still have to pay a full 1% (0.5% to Hulmeville, -.5% to the municipality where they work) and those revenues will go to other townships. Tom Wheeler evaluated the numbers and in 2022, 572 residents and 119 nonresidents paid the EIT tax in Hulmeville, for a total of 691 individuals. Those individuals paid a total of \$276,571.45. If you divide the number of people by the total collected it comes to an average of approximately \$400 per person. If you cut the EIT to ½ percent, you will save each person \$200. Many communities in the area collect 1% and so if Hulmeville reduces the EIT to ½%, possibly 80% of residents will still be paying 1%. Also, by lowering the EIT by ½% the borough would reduce their revenue by \$138,285.00. Currently the EIT money is mostly earmarked for future capital projects and expenses that include MS4 projects (\$450,000), new roof on Borough Hall (\$12,000), bullet proof vests (\$6,000), police car (\$51,000), body cameras (\$3,000) and portable radios (\$4,500). Tom Wheeler would like to suggest that council consider lowering the real estate taxes 3.5 mills, which would reduce the revenue by \$31,225,00. Lowering the real estate tax by 3.5 mills would save the homeowners an average of \$96.00 per homeowner. This reduction would help elderly, retired and residents on a fixed income. Doug Harris will put together two budgets one with no changes and another with the reduction in mills. Council can review, decide whether to lower the taxes or not, and approve in November.

Solicitor Report:

- Work Session – Due to added executive session and conditional use meeting in October council agreed to cancel the work session for the month.

Motion made by Mr. Pio and seconded by Mr. Harris to cancel the work session; motion passed with all in favor 7-0-0.

- Executive Session – Mr. Panzer stated for the minutes that an executive session was held on 9/21/23 to deliberate the Conditional Use for Superior Holdings. This meeting will be continued at an executive session on 10/3/23.
- Ordinance Amendment – Mr. Panzer outlined all the exhibits presented to council regarding the ordinance amendment which include:
 - exhibit A the ordinance in question
 - exhibit B minutes from August 7, 2023
 - exhibit C notice to Bucks County Law Library

- exhibit D1 a letter to Bucks County Planning Commission regarding the matter in question
- exhibit D2 a response letter from Bucks County Planning Commission stating they recommend adopting the amendment
- exhibit E a letter to Hulmeville Planning Commission
- exhibit F advertisement in Bucks County Courier Times regarding the ordinance amendment.

It has been confirmed that the word in question was a typographical error. The word “maximum” should have been “minimum”. Both Mr. Pio and Ms. Coleman agree that the change needs to be made but both question the timing of the change. Ms. Coleman brought up the error several months ago and feels the change should have been addressed then. Mr. Mandolesi explained that when Ms. Coleman brought up the desire to make the correction to the document Mr. Mandolesi started the process of confirming if a correction needed to be made. According to Mr. Mandolesi it has taken him that long to confirm with the authorities what corrections needed to be made to the document. Bill Wheeler would also like to point out that there are more errors in our ordinances he has found that will need to be addressed at some point. Mr. Panzer also suggested council review the boroughs Comprehensive Plan which is 45 years old.

Motion made by Mr. Harris and seconded by Mr. Lodise to adopt ordinance number 283 to amend section 27-502.3. B to change “Maximum lot width per dwelling at building setback line – 25 feet” to read “Minimum lot width per dwelling at building setback line – 25 feet”; motion passed 5-2-0. (Mr. Pio and Ms. Coleman voted no)

Treasurer’s Report: Treasurer’s Report for October 2, 2023, was made available for inspection:

• General Fund Checking Balance as of September 1, 2023:	\$ 364,711.51
Expenses Totaled:	\$ -26,250.26
Income Totaled:	<u>\$ 32,539.25</u>
General Fund Checking Balance as September 30, 2023:	\$ 371,000.50
• Sewer Fund Checking Balance as of September 1, 2023:	\$ 69,447.87
Expenses Totaled:	\$ -21,754.49
Income Toted:	<u>\$ 4,837.67</u>
Sewer Fund Checking Balance as of September 30, 2023:	\$ 52,531.05
• Sewer Fund PLGIT Balance as of September 1, 2023:	\$ 251,929.07
Interest Totaled:	\$ 1,066.06
Deposit Totaled:	\$ 0
Expense	\$ 0
Sewer Fund PLGIT Balances as of September 30, 2023:	\$ 252,995.13
• Highway Aid PLGIT Balance as of September 1, 2023:	\$ 144,985.26
Interest Totaled:	\$ 613.42
Deposit Totaled:	\$ 0
Expense Totaled:	<u>\$ -20.82</u>

Highway Aid PLGIT Balances as of September 30, 2023:	\$ 145,577.86
• General Fund PLGIT Balance as of September 1, 2023:	\$ 1,086,581.37
Interest Totalled:	\$ 4,499.17
Fire Relief	\$ 6,509.75
Deposit Totalled:	\$ 0
Expense Totalled:	<u>\$ -55,775.39</u>
General Fund PLGIT Balances as of September 30 2023	\$ 1,041,817.90

Bills: A copy of the bill list dated September 28, 2023, was provided to Council and offered for review by the public.

- **General Fund** beginning balance as of September 21, 2023: \$ 352,056.51
ending balance as of October 2, 2023: \$ 330,902.28
- **General Fund PLGIT** ending balance as of October 2, 2023: \$988,873.95

A motion was made by Mr. Pio seconded by Mr. Mandolesi and carried unanimously to approve the bill list dated September 29, 2023; Motion carries 7-0-0.

Jr. Council Person: no report

Correspondence: none

New Business:

- Secretary Laptop – The secretary is requesting the approval to purchase a new laptop at a cost not to exceed \$700. The current laptop hinge is broken.

Motion made by Mr. Pio and seconded by Mr. Mandolesi to purchase a new laptop for use by the borough secretary at a cost not to exceed \$700; motion passed with all in favor 7-0-0.

- Rededication of Borough Hall – Mr. Mandolesi recommended to council they should have a rededication of Borough Hall honoring Tina Davis and KC Tomilson for their donations to the refurbishments of the building. Council suggested doing the rededication at the December work session.

Unfinished Business:

- Upgrade to Office PC – The secretary is requesting the approval to purchase the necessary parts to upgrade the office PC, at a cost not to exceed \$350.00. This item was in the 2023 budget. The items will include an Intel Core i5 processor, Gigabyte Micro Motherboard and Patriot Viper Black 16 GB Memory.

Motion made by Mr. Pio and seconded by Mr. Mandolesi to authorize the purchase of the necessary computer components and/or software for the office PC, to allow upgrading the

PC to be able to run Windows 11, at a cost not to exceed \$350; motion passed with all in favor 7-0-0.

The meeting was adjourned at 9:53 pm; motion made by Mr. Lodise seconded by Mr. Pio.

Respectfully Submitted

Dorothy Omietanski
Secretary