

**HULMEVILLE BOROUGH COUNCIL**  
**Meeting Minutes**  
**November 7, 2016**

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

**Councilmember's Present**

Thomas Wheeler, President  
Debbie Mahon, Vice President  
Mallory Menta  
Dale Walton Jr.  
Mayor Dave Harris  
Dan Mandolesi  
Nick Lodise  
Judy Coleman

**Staff in Attendance**

Solicitor Robert DeBias  
Police Chief Bob Juno  
Secretary Dorothy Omietanski  
Treasurer Diane McKairnes  
Water & Sewer Clerk Pat Slater  
Fire Marshal Bill Wheeler

**Councilmember's Absent:** none

**Staff Absent:** Authority Chair Jim Clark

**Guests in Attendance:** Ron Robbins, Mary Johnson, and Sheri Wheeler.

**Call to Order:** Mr. Wheeler called the meeting to order at 7:40pm; all those present joined in the Pledge of Allegiance.

**Minutes:**

**Motion made by Mr. Mandolesi seconded by Mr. Lodise to approve the minutes of October 3<sup>rd</sup> and 18<sup>th</sup>, 2016; Motion passed with all in favor 7-0-0.**

**Opening of Bids for Snow Removal:**

- Mr. Wheeler received two bid packets, which he opened. The bids were as follows:
  1. Ossco Group Hulmeville presented a bid for \$125 per hour for use of a truck with a plow and \$125 for use of a salt truck.
  2. Four Seasons Huntingdon Valley presented a bid for \$125 per hour for use of a truck with a plow, \$60 per hour for use of a snow blower, and \$30 per hour for use of manual labor to clear sidewalks. They also provided a certificate of insurance.

**Motion made by Ms. Menta and seconded by Mr. Mandolesi for Mr. DeBias to check references for both companies, and based on his findings council will make a decision to award the bid, and sign the contract at the work session in November; Motion passed with all in favor 7-0-0.**

- After further discussion council all agreed that the bids were incomplete. Neither company provided enough information to be able to draft the contract.

**Motion made by Mr. Mandolesi and seconded by Mr. Lodise to reject all snow removal bids, and to re-advertise the snow bids to be read at next monthly meeting on December 5, 2016; Motion passed with all in favor 7-0-0.**

- Mr. DeBias will contact both bidders, and inform them of council's decision.

### **Opening Bids for Police Car:**

- Mr. Wheeler received four bids for the sale of the police car, which he opened. The bids are as follows:
  1. Ron Robbins - \$1,780
  2. Kyle Guckin - \$2,000
  3. Ken Boughter - \$1,050
  4. PSC Auto Sales - \$707

### **Motion made by Mr. Mandolesi and seconded by Mr. Lodise to accept the bid by Kyle Guckin for \$2,000; Motion passed with all in favor 7-0-0.**

- The Mayor will contact Mr. Guckin to set up the transfer of title, and to collect payment for the police car.

### **Public Comment:**

- Hulmeville Soccer Club - Mary Johnson delivered a check from Hulmeville Soccer Club for \$200 plus their liability insurance. Mr. Mandolesi wanted to point out to Ms. Johnson that he noticed the trash cans are always overflowing on the soccer fields. Ms. Johnson will talk to the soccer club regarding this matter.
- Cats Meow Display - Mary Johnson presented a project that the Hulmeville Historical Society would like to complete for borough hall. They have a copy of each Cats Meow, replicas of Hulmeville's historical buildings, that they would like to display in a case in borough hall. They would like to build a small display case that they can secure to the wall, and lock, so that the Cats Meow pieces will not go missing. Before she proceeds she would like to make sure that the idea is ok with council. Council all agreed that would be a great idea. Fire Marshal Bill Wheeler informed council, as well as Ms. Johnson, that William Penn Fire Department has display cabinets they are getting rid of. Ms. Johnson concluded they are too large for her needs, but Ms. Mahon would like to look at them for the hallway of Borough Hall.
- Republic Issues - Mr. Robbins reported that the trash men damaged his trash can. The wheels were completely missing. He also wanted to point out that the TV is still sitting outside at his neighbor's house. Mr. Lodise will contact Republic regarding his trash can, and get them to replace it. Mr. Lodise did speak to Republic regarding the disposal of computers and electronic devices. Republic provided Mr. Lodise with two drop off centers where residents can drop off electronic devices. Republic no longer collects these items because they are now losing money by accepting them. There is no longer any program for pickup of electronics. It is now the responsibility of the residents to take their items to recycling drop off centers. Mr. Lodise distributed a flyer to all council. Mr. Lodise also said he would approach Mr. Robbins neighbor regarding the TV.
- Marijuana Laws - Ms. Slater wanted to know what council is going to do regarding the new laws regarding the sale and growth of marijuana. Ms. Slater is very concerned about the potential of a marijuana facility moving into the property across from her house. Council has looked at ordinances that have been passed in other townships, but have not moved forward on making any decisions. The state is recommending that these facilities should be placed in the commercial district. Many municipalities require that the facilities have 24-7 security. There are very high financial requirements to obtain the appropriate licenses. Council is planning to have discussions soon regarding the issues that surround marijuana.

### **Police Report:**

- Mayor Harris read the report for the month of October 2016: 7 Incidents, 17 Traffic, 4 Parking, 0 Accidents, 3 Assists, 2 Summary, 1 Criminal, 10 District Court, 0 County Court, 0 EMS for a total hours worked: 248, Total Salary \$5,351.50.
- Police Training - Mayor Harris informed council that the police training has been completed this past Saturday, and that more training is scheduled for November.
- Video Camera Storage - Ms. Coleman submitted an article on cost of video camera for police. The article reviews some of the hidden costs for the storage of video for cameras. Chief Juno explained that they really don't have an issue with video storage. The dash camera currently starts recording when the police lights are turned on, and he only saves film if an issue arises during a traffic stop. The hard drive in the car holds the video for 24-48 hours, and he can go back review the recordings, and save video if necessary. He stores video on thumb drives, and usually keeps the records for 1 year. Body cams would only record during investigations, or if someone becomes agitated. Chief Juno also pointed out that he is the only one authorized to delete video.
- New Shot Gun – The RDA agreed that the balance of the 2016 grant could be used to purchase a new shot gun as a police car accessory. The balance of the grant was \$1,750.66. The bin cost \$1,242.61 and the shot gun cost \$530.00 which leaves a deficit of \$22.

**Motion made by Mr. Mandolesi and seconded by Mr. Lodise to request payment for the police car bin for \$1,242.61; Motion passed with all in favor 7-0-0**

**Motion made by Mr. Mandolesi and seconded by Mr. Lodise to request payment for a shot gun for the police department for \$508.05; Motion passed with all in favor 7-0-0**

**Motion made by Mr. Walton and seconded by Mr. Lodise to pay the balance due for the shot gun for the police department for \$22; Motion passed with all in favor 7-0-0**

- 2016 Budget Items - Ms. Coleman reminded Chief Juno that he needs to purchase safety vests, and abandoned signs before the end of the year. These items were in the 2016 budget.

### **Fire Marshal:**

- NIMS Training - Fire Marshal Wheeler called about NIMS training and they told him they were reorganizing and will call him back. He does not anticipate that the training will take place until early next year.
- 2015 Snow Storm Rebate Check – Everything is complete and approved. We have not received the check yet but it should arrive soon.
- Issue at 929 Bellevue – Fire Marshal Wheeler did talk to the owners at 929 Bellevue, and they said they would move the pallets away from the house.

**Personnel:** no report

### **Borough Property:**

- Mr. Mandolesi replaced a light that was burned out in the upstairs hallway.
- Basement Water Issues – Mr. Mandolesi received two estimates for work to be completed to fix the water issues in the basement. He is still waiting on the written estimates, but the cost came in at \$4,000 and \$5,250. The repairs would include a membrane on the wall; a trough and sump pump which Mr. Mandolesi would recommend for the lowest part of the basement. Mr. Lodise offered to do work to the outside, which he feels will fix the water issues. He would like to purchase one case of Valkam Caulk and baker rod.

**Motion made by Mr. Lodise and seconded by Mr. Mandolesi to allow Mr. Lodise to buy one case of Valkam Caulk and baker rod not too exceed \$200; Motion passed with all in favor 7-0-0**

- Bleachers – Mr. Mandolesi wanted to point out to council that the bleachers are done, and they look brand new. The Eagle Scout did an awesome job.
- Borough Hall Fire Alarm System – Fire Marshal Wheeler asked if Mr. Mandolesi has any specs on the fire alarms system for the borough. There is no information that anyone is aware of beside the original blue prints.
- Gas Meter – The gas meter was replaced by PECO.

**Zoning:**

- Mr. Mandolesi read Ms. Juno’s report for October 2016. Ms. Juno reviewed code requirements for Mr. Patel of 494 Main Street regarding siding and window replacements. Ms. Juno had a meeting with Mr. Wheeler regarding property maintenance code issues, and enforcement capabilities. She reviewed violations on Bellevue Ave. Ms. Juno received email correspondence with Monica Dionne of 523 Main Street, and Mr. Patel of 494 Main Street. She worked a total of 4.5 hours.

**Trash:** no report

**Lights:**

- Lights Out – Mr. Lodise informed council that there is one light is out at the corner of the Hulmeville Inn and the Old Mill.

**Streets:**

- Signs – Mr. Lodise informed council that the Washington Street sign he just put up was hit and he removed it. He will straighten the sign and reset it.

**Finance:**

- Ms. Coleman distributed the final budget. She pointed out that she needs to speak to Nancy Wheeler regarding updating the assessed property value.

**Motion made by Ms. Coleman seconded by Ms. Menta to advertise the 2017 budget for \$382,318.00 with millage 14.50, combined tax millage 16.00, mills real estate 14.50, mills fire tax 1.50 and per capita \$5; Motion passed with all in favor 7-0-0.**

**Water and Sewer:**

- Manhole Inspections - The Authority did authorize Carroll Engineering to inspect the majority of the manholes in the 1620 drainage area.
- Wet Weather Inspections - Carroll Engineering will move forward with the wet weather inspections
- Act 537 Plan - The Act 537 Plan has not been approved yet.

**Solicitor Report:**

**A motion was duly made by Mr. Walton seconded by Mr. Lodise to re-advertise to bid for a 1 year contract for snow removal; Motion passed with all in favor 7-0-0**

- Mr. DeBias recommended that council secure a contract for emergency snow removal until the contract is secured.

**A motion was duly made by Mr. Walton seconded by Mr. Lodise to secure snow plow service with insurance to cover the borough until the new snow plow contract is secured; Motion passed with all in favor 7-0-0**

- RDA Grant - Mr. DeBias distributed an article in the Bucks County Courier Times outlining the casino grant requests. The RDA received a total of \$5.45 million in grant requests. Hulmeville requested \$14,422 for emergency responder radios, \$303,831 for fire and emergency responder radios for Bristol Borough, \$116,931 for emergency generator and electrical system for William Penn Fire Company, \$320,776 for new ambulance for Pennel-Middletown Emergency Squad. The total requests came to &755,960.
- Storm Water Management Seminar – Mr. DeBias and Mr. Wheeler attended a webinar discussing storm water. The two major issues it covered were how to pay for storm water management, and how to assess the cost. The seminar recommended creating an authority and it provided several formulas for assessing cost. Mr. DeBias forwarded the power point presentation to Ms. Juno and Mr. Canales.
- Update to Zoning Ordinance - Mr. Canales contacted Mr. DeBias regarding amendments to the zoning ordinance. Mr. Canales is recommending that council advertise the amendments in January, and adopt the amendments at a public meeting in February. Everything needs to be completed by mid-March. Council also needs to allow 30 days for Bucks County Planning Commission, and Hulmeville Planning Commission to review the materials. Mr. Wheeler asked if Mr. Mandolesi would schedule a planning commission meeting for 12/13/16 to review the ordinance, and elect a new chair person. Mr. DeBias wanted to inform council of a change to the rules for the flood plain administrator. Moving forward the flood plain administrator needs to be the zoning officer because the flood plain regulations are in the zoning ordinances. The amendments need to be made exactly the way FEMA suggests. If a municipality does not follow the plan FEMA will pull the flood insurance.
- Right To Know Webinar – Mr. DeBias distributed information regarding a webinar on Right to know Law and Sunshine Act on 12/14 from 10am – 11:30am.

**Mayor:** no report

**MS4:**

- Ms. Mahon is working with Ryan Idel, Eagle Scout, on the storm drain medallions for Hulmeville Borough

**TMDL:**

- TMDL No1: encourage riparian forest buffers for all residents along the creek
- TMDL No 2: conduct site inspections to encourage down spout disconnect
- TMDL No 3: install at least 3 trees (evergreen or deciduous) over the next year – note the trees must be 4 1/2 feet tall with a 2 1/2 inch trunk.
- TMDL No 4: for future borough owned property, look into infiltration measures
- TMDL No 5: modify basins for increased infiltration reduction
- TMDL No 7: install 4 rain barrels over the next year and encourage home owners to do the same

- TMDL No 8: additional provisions:
  1. Complete 2 street sweepings over the next year
  2. Possibly install 5 inlet filters over the next year
  3. Schedule storm drain cleaning of 17 drains over the next year
  4. Continue with the 4 leaf pickups through the fall/winter season
- Gather needed addresses/contacts of all buildings in floodplain for mailing Best Management Practices (BMP's) information [www.buckscounty.org/forms/PublicAccess](http://www.buckscounty.org/forms/PublicAccess)"
- Discuss Sump Pump inspections to include disconnecting downspouts that go directly to impervious surfaces or storm drains

**Floodplain:**

- Mailing - For all residents in and out of floodplain, information is being compiled that will be mailed to each resident that explains ACT 167 and the regulations that are in place for best management practices during weather events.
- Private Flood Insurance and One-Stop website [www.insurance.pa.gov](http://www.insurance.pa.gov) click on "Coverage" then "Flood"

**Storm Water:**

- New Resident Notification - Ms. Mahon was wondering if it was possible to have notification routinely sent to new residents. She would like to have some sort of open communication, maybe with the tax collector, that would inform the floodplain manager of new residents. The manager could contact new residents and inform them of what to do in the event of a storm with possible high waters.

**Treasurer's Report:** Treasurer's Report of November 7, 2016 was made available for inspection:

• <b>General Fund Checking</b> Balance as of October 1, 2016:	\$ 133,949.47
Expenses Totaled:	\$ -24,087.34
Income Totaled:	<u>\$ 8,988.40</u>
General Fund Checking Balance as of October 31, 2016:	<b>\$ 118,850.53</b>
• <b>Sewer Fund Checking</b> Balance as of October 1, 2016:	\$ 105,208.72
Interest Totaled:	\$ 4.72
Expenses Totaled:	\$ -24342.29
Income Totaled:	<u>\$ 45,066.84</u>
Sewer Fund Checking Balance as of October 31, 2016:	<b>\$ 125,937.99</b>
• <b>Sewer Fund PLGIT</b> Balance as of September 1, 2016:	\$ 371,481.19
Interest	\$ 0
Deposit	\$ 88.08
Expense	<u>\$ -0</u>
Sewer Fund PLGIT Balance as of September 30, 2016:	<b>\$ 371,569.27</b>
• <b>Highway Aid PLGIT</b> Balance as of September 1, 2016:	\$ 35,769.21
Interest	\$ 0
Deposit	\$ 8.46
Expenses	<u>\$ -300.62</u>
Highway Aid PLGIT Balance as of September 30, 2016:	<b>\$ 35,477.05</b>
• <b>General Fund PLGIT</b> Balance as of September 1, 2016:	\$ 11,949.08

Interest	\$	0
Deposits	\$	6,846.95
Expenses Total:	\$	0
General Fund PLGIT Balance as of September 30, 2016:	\$	<b>18,796.03</b>

**Bills:** A copy of the bill list dated November 7, 2016 was provided to Council, and offered for review by the public. Ms. McKarines added six bills: Pat Slater for stamps \$47, Bucks County Courier Times \$622.55, Township of Middletown \$117.83, Sparkle Car Wash \$12, PA State Association of Borough \$120 and Borough News \$150.

- **General Fund** beginning balance as of November 1, 2016: \$ 118,686.35  
ending balance as of November 30, 2016: \$ 79,164.81
- **Sewer & Water** beginning balance as of September 20, 2016: \$ 18,792.57  
ending balance as of November 11, 2016: \$ 104,144.42
- **Highway Aid** beginning balance as of November 7, 2016: \$ 35,446.21  
ending balance as of November 7, 2016: \$ 35,446.21

**A motion was duly made by Mr. Mandolesi seconded by Mr. Walton, and carried unanimously to approve the bill list dated November 7, 2016; motion carries 7-0-0.**

**Correspondence:**

- Amusement Tax - Ms. Omietanski informed council that the Borough will receive one more check for the year from Neshaminy Shore Club, which should bring their total collected this year to \$11,870.00.
- Air Card - Ms. Omietanski is going to order the police department a new air card for the computer in the police vehicle. There is no cost, just a two year commitment. Council approved the order.

**Old Business:**

- Bucks County Open Space – There is \$215 thousand dollars available to the Borough that will expire the end of December. Mr. Wheeler is going to ask if Hulmeville can transfer the money to Pennndel – Middletown to be put towards the Evans Farm, or can the Borough extend the deadline.
- Borough Property Sale – The borough has settled the property sale to Joe Kiss for \$43,000, which was deposited into escrow. There was a settlement cost of \$430 that the borough needed to be paid. Ms. McKairnes deposited \$42,570 into the general PLGIT then she took \$30,000 to pay back Water and Sewer Fund.

The meeting was adjourned at 10:00 pm; motion made by Mr. Walton seconded by Mr. Lodise.

Respectfully Submitted

Dorothy Omietanski,  
Hulmeville Borough Secretary