

HULMEVILLE BOROUGH COUNCIL

Meeting Minutes

November 5, 2018

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
Nick Lodise
Mayor Debbie Mahon
Sarah Omietanski, Jr. Council
Judy Coleman
Doug Harris

Staff in Attendance

Solicitor Robert DeBias
Treasurer Diane McKairnes
Fire Marshal Bill Wheeler
Water & Sewer Kurt Ludwig
Officer Carragher
Secretary Dorothy Omietanski

Councilmembers Absent: Doug Edge and Mallory Menta

Staff Absent: Water & Sewer Pat Slater

Guests in Attendance: Michael Boorman, Ira Romberger, Roger Hedeman, Michael Licata, Nick Toth, Mary Johnson and Sheri Wheeler

Call to Order: Mr. Wheeler called the meeting to order at 7:35 pm; all those present joined in the Pledge of Allegiance.

Minutes:

Motion made by Mr. Mandolesi seconded by Mr. Harris to approve the minutes of October 1 and 16, 2018; Motion passed with all in favor 5-0-0.

Public Comment:

- Mr. Romberger asked about the status of a house being renovated on Bellevue Ave. Mr. Wheeler explained that the owner just submitted his permits for the work today and those permits are in the hands of BIU. Mr. Romberger also asked council what they were doing about residents who are not paying their water and sewer bill. Mr. Wheeler assured Mr. Romberger that the Authority is currently working on addressing this issue and that policies are being created to address the matter.
- Mr. Hedeman wanted to submit another complaint regarding the homeowner at the corner of Fairview and Bellevue. The resident continues to run a business out of his home. He repairs lawnmowers and 4-wheeled vehicles.
- Mr. Licata asked about the status of parking on the Cimino property. Mr. DeBias explained that there are no documents at the county level regarding any type of parking agreement. There is also no signed document at Borough Hall regarding this matter. Mr.

Cimino will not allow parking anymore on his property. Council is considering allowing parking on the residential side of Reetz. Mr. Wheeler explained that the process of allowing parking on Reetz will take a few months to achieve. Mr. Licata requested if council does open parking on the residential side of the street can they make the parking limited to residents only. Mr. Licata is concerned that the parking will be taken by customers from the businesses across the street. Mr. Licata has seen in Ohio residents being issued parking passes allowing them and them only to park in certain areas.

- Ms. Johnson wanted to bring to councils' attention again that a neighbor on Main Street still has items on his front yard for sale that have been there since the Hulmeville sidewalk sale in September. Ms. Johnson also stated that the Historical Review Board has no issues with the signage request for Johnson Hall. She also wanted to point out that sign requests for the most part are a zoning issue. The only time the Historic Review Board would step in is in the case of a light up sign.
- Mr. Boorman thanked Mr. Wheeler for assisting him on getting a trailer moved. Mr. Boorman did try to call the state police regarding the matter and they told him they do not handle issues like this and that he needed to contact his borough police. Mr. Wheeler confirmed that the information he was given by state police is correct. In the future if he has an issue with parking he needs to leave a message for Hulmeville Police.

Police Report:

- Mayor Mahon read the report for the month of October 2018: 20 Incidents, 10 Traffic, 0 Parking, 3 Accidents, 7 Assists, 1 Summary, 1 Criminal, 12 District Court, 0 County Court, 1 EMS, for total hours worked: 209, Total Salary \$4,933.65.
- Firearms Qualifications – The officers received firearms qualifications on 10/18/18. The training totaled 12 hours.
- Thank You – Mayor Mahon thanked the police department for their coverage on Halloween and their participation at the Trunk or Treat event at William Penn Fire Company.
- Crosswalk Sign – Mayor Mahon is testing the effectiveness of the new crosswalk sign. The borough now has four crosswalks.

Borough Property:

- Tree Removal – Mr. Mandolesi just signed a contract with PECO to cut a dead tree down and remove it at Memorial Park. The work should be completed in one day and should start in 3-4 weeks' time.
- Heater Borough Hall – The valves on the heater were shut off and needed to be turned on. The heater is now working fine.

Lights:

- LED Lights – PECO needs to be notified of the conversion of the borough's lights to LED lights. Mr. Mandolesi told council that Armor Electric will be informing PECO of the work completed. Mr. Mandolesi did tell council that there are still 4 lights on the Faust Funeral Home property that were not converted to LED and Mr. Mandolesi is not sure who is currently being billed for the electric usage on those lights. Mr. Mandolesi also pointed

out that there are still two lights located at Borough Hall that are not working. The light on Main Street that was an issue for a resident who's home is being affected by the new lighting is still having issues with light shining into their home. Mr. Mandolesi stated that the borough does have shields and he will have one installed on this light.

Water and Sewer:

- Manhole Repair - Mr. Ludwig received a recommendation for payment from Carroll Engineering for the manhole repairs to pay the contractor for the work completed.
- I&I Status Report – Reconfiguring the meters has had a significant impact on the boroughs I&I in a positive way.
- Water Allocation Permit – The permit has been approved.
- Long Term Control Plan Interceptor – Mr. Ludwig received a series of letter from BCWSA regarding the long-term control plan interceptor in Philadelphia. The fees involved with this plan will be billed to the borough starting in December. BCWSA will collect the fees and place them in escrow until the lawsuit BCWSA has with PWA is resolved.
- Authority Meetings – Mr. Ludwig informed council that he has had to cancel two Authority meetings due to lack of quorum. Mr. Wheeler recognized Mr. Ludwig's continued efforts even though monthly meetings have been cancelled.

Fire Marshal:

- Fire Inspections – Fire Marshal Wheeler has introduced himself to all the tenants at Johnson Hall and will be completing inspections.
- Emergency Management Class – Fire Marshal Wheeler attended an emergency management class run by FEMA.

Trash:

- Water Street – Mr. Lodise confirmed that the issues on Water Street have been resolved.
- Leaf Collection – Mr. Lodise contacted Republic regarding the leaf pick up dates. Republic did confirm that they had the dates and the leaf bags will be picked up as agreed.

Streets: no report

Finance:

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

Motion made by Ms. Coleman seconded by Mr. Mandolesi to advertise the 2019 budget for \$527,326.00 with millage 14.50, combined tax millage 16.00, mills real estate 14.50, mills fire tax 1.50, refuse collection \$280.97, EIT of 1% and per capita \$5; Motion passed with all in favor 5-0-0.

Personnel: Mayor Mahon made a recommendation to have an executive session regarding a police personnel matter.

Zoning:

- Zoning Report – Mr. Mandolesi emailed council a copy of the zoning report. Ms. Juno inspected 910 Bellevue Ave regarding the work completed to date and drafted a cease and desist for work done without a permit. Ms. Juno had email correspondences with Christopher Bradish of 918 Neshaminy Street regarding seepage pits, Mr. Wheeler regarding construction without permit at 910 Bellevue Ave, Alex Covrjian regarding permit packet for Johnson Hall, Brain Bugay regarding permit packets, Alex Covrijan regarding permit revisions and signage approval, Caroline at Grace Episcopal Church regarding Memorial gardens and Mr. Mandolesi regarding clarification of sign ordinance wording.
- Zoning Officer Resignation – Mr. Mandolesi informed council that Ms. Juno submitted her resignation effective November 4, 2018.
- OCI – Ms. Juno told Mr. Mandolesi that there is no violation. Mayor Mahon said clear cutting did take place in open space in September according to the zoning report so follow up will need to be done.

Jr Council Member:

- Newsletter – Ms. Omietanski wrote an article for the newsletter regarding homeless teens in Neshaminy School District. Mayor Mahon explained to council that Sarah did a great job on the article. All on council agreed.

MS4:

- Fall Newsletter - Mayor Mahon submitted a bill for \$275.65 for the newsletter. She is now doing a one-page double sided letter which has cut down on cost. Ms. McKairnes suggested sending the letter out in the water and sewer bills which are also sent out 4 times a year.
- Mayor Mahon had a meeting on September 26th with Mr. Canales and DEP to discuss how the borough should proceed with the TMDL project developments. The meeting went well. Something positive that came out of the meeting is that any pounds over the expected sediments reduction for projects will be allowed to extend into the next permit cycle. The five-year project is still a requirement. One issue that came up was the DEP is asking that the borough somehow measure water coming from other townships into the borough. They are asking for a “hypothetical” number because there is no actual way to accurately measure the water inflow.
- Database – Mayor Mahon is still looking for a thorough and efficient way to get updated business names and contact information.

TMDL / BMP's: Permit years 2018-2022

- The July 2, 2018 letter from Pickering, Corts and Summerson states we must implement Pollution Control Measures to Pathogens and Priority Organic Compounds. There are 7 requirements stated. The committee will discuss these requirements at the August 23rd meeting. Ask for RETTEW's proposal to help with some of the requirements. Their bid is for \$5410.00.
- 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-hold until 9-28-1028 meeting

Floodplain:

- For all residents in and out of floodplain, contact information is being added to the newsletter to assist residents and business owners on proposed practices and procedures during weather events.
- Old Colonial Inn has cleared trees in the floodplain/open space behind their establishment. Zoning officer is working on the violation as this is not yet cleaned up.
- The Water Street FIRM concerns have not yet been answered. FEMA forwarded Mayor Mahon's questions to PEMA for answers through the hazard mitigation grants.

Storm Water:

- New Residents – Update any new residents that have moved into Hulmeville as storm water affects us all and not just those that live in floodplain.

Solicitor Report:

- Bucks County Planning Commission – The borough has a new representative at the Bucks County Planning Commission, Luke, who can be reached at 215-345-3408. He is trying to gather digital copies of all comprehensive plans for Bucks County. Currently Hulmeville Borough does not have a digital copy of their comprehensive plan.
- Snow and Ice Contract – The contract with Hutchinson Contractors is written with the option to retain additional 2 years' service at the bided price if they are notified before 2/15/19.

Motion made by Mr. Mandolesi seconded by Mr. Lodise to allow Mr. Wheeler to sign a snow and ice agreement with Hutchinson General Contractors; Motion passed with all in favor 5-0-0.

- Internet and Electronic Policy – Mr. DeBias drafted a resolution for the employee internet and borough electronic mail policy to be placed in the employee handbook.

Motion made by Mr. Lodise seconded by Mr. Mandolesi to adopt a resolution to adopt an employee internet and electronic mail policy; Motion passed with all in favor 5-0-0.

- LED Lights – The Borough received a payment request from Armor Electric for \$32,112.45 for the LED work they completed.

Motion made by Mr. Mandolesi seconded by Mr. Lodise to approve the payment request for \$32,112.45 to Armor Electric; Motion passed with all in favor 5-0-0.

- RDA Presentation – Mayor Mahon and Mr. DeBias were present for the RDA presentations. Sean Shaeffer talked about Senator Tomlinson emphasis to the legislature how beneficial the RDA grants are for the community. In his speech Senator Tomlinson referred to Hulmeville Borough as an example of the good things that have been achieved through the RDA grant program. The presentation for the grants were well received.
- Rettew – Mr. Canales forwarded professional service agreement with Rettew. The agreement outlines the cost of service \$133/hour for work on the DEP requirements for MS4 for the sediment reduction. The contract needs to be signed by the end of November, however the selection of a new engineering firm will not be chosen by the deadline. Council all agrees Mr. DeBias needs to add a provision in the agreement that the contract may be terminated upon 10 days written notice in case the new engineering firm wants to go in a different direction and not utilize Rettew’s services.

Motion made by Ms. Coleman seconded by Mr. Mandolesi to allow Mr. Wheeler to sign a contract with Rettew with a provision added to be able to terminate the contract with 10 days written notice; Motion passed with all in favor 5-0-0.

Mayor:

- Weddings – Mayor Mahon has no weddings to report.
- Borough Association – Mayor Mahon is attending a Borough Association function on November 17th.

Treasurer’s Report: Treasurer’s Report of November 5, 2018 was made available for inspection:

• General Fund Checking Balance as of October 1, 2018:	\$ 238,713.30
Expenses Totaled:	\$ - 27,985.42
Income Totaled:	<u>\$ 19,857.84</u>
General Fund Checking Balance as October 31, 2018:	\$ 230,585.72
• Sewer Fund Checking Balance as of October 1, 2018:	\$ 13,132.26
Expenses Totaled:	\$ -26,264.42
Income Totaled:	<u>\$ 63,052.12</u>
Sewer Fund Checking Balance as of October 31, 2018:	\$ 49,919.96

• Sewer Fund PLGIT Balance as of September 1, 2018:	\$ 403,486.92
Interest	\$ 591.75
Deposit	\$ 0
Expense	\$ 0
Sewer Fund PLGIT Balance as of September 30, 2018:	\$ 404,078.67
• Highway Aid PLGIT Balance as of September 1, 2018:	\$ 46,042.09
Interest	\$ 67.33
Deposit	\$ 0
Expenses	\$ - 228.08
Highway Aid PLGIT Balance as of September 30, 2018:	\$ 45,881.34
• General Fund PLGIT Balance as of September 1, 2018:	\$ 66,964.12
Interest	\$ 102.13
Deposits	\$ 5,603.29
Expenses Total:	\$ 0
General Fund PLGIT Balance as of September 30, 2018:	\$ 72,669.54

Bills: A copy of the bill list dated November 5, 2018 was provided to Council and offered for review by the public. Note added one bill for \$\$275.65 Debbie Mahon.

• General Fund beginning balance as of October 31, 2018:	\$ 237,539.95
ending balance as of November 29, 2018:	\$ 210,274.87
• Sewer & Water beginning balance as of October 31, 2018:	\$ 51,377.06
ending balance as of November 9, 2018:	\$ 24,626.77
• Highway Aid beginning balance as of November 5, 2018:	\$ 45,664.54
ending balance as of November 5, 2018:	\$ 45,664.54

A motion made by Mr. Mandolesi seconded by Mr. Lodise and carried unanimously to approve the bill list dated November 5, 2018; motion carries 5-0-0.

Correspondence:

- Neshaminy Shore Club – Hulmeville Borough received a check for \$2,141.89 from Neshaminy Shore Club for amusement tax.
- Meeting Schedule 2019 – Ms. Omietanski distributed the proposed meeting schedule for 2019. Council made one correction to the January meeting date moving it to 1/2/19.

A motion made by Mr. Wheeler seconded by Mr. Lodise to accept the meeting dates as modified for 2019; motion carries 5-0-0.

- Waste Management – Waste Management sent a new contract for service for the dumpster. It is a 5-year contract at a cost of \$126.91 per month with a \$5 discount if paid online. Council agreed to table the contract to provide time for further review.

Meeting stopped to go to executive session 9:20pm

Meeting resumed 9:50pm

A motion was made by Ms. Coleman seconded by Mr. Lodise to accept the resignation of a Hulmeville Borough police officer; motion carries 5-0-0.

Old Business:

A motion made by Mr. Wheeler seconded by Mr. Mandolesi to adopt the following Borough policies; Arrestee Transport/Transfer of Custody Policy, Harassment Free Environment, Part Time Officer and Handcuff Restraint and Search Procedure; motion carries 5-0-0.

- Engineer Proposals – The Borough received 5 engineer proposals and a 6th one is in the mail. Fire Marshal Wheeler will be reviewing them as well as Mayor Mahon. Mr. Wheeler will also call Mr. Canales and ask him for his advice. The goal will be to narrow the list down to the best three candidates and interview each. A suggestion was made to create a list of questions that will be asked of each firm in the interview.

Ms. Coleman left at 10:05pm

- Bucks County Housing Authority – Mayor Mahon spoke to Jeff Fields at Bucks County Housing Authority. One of the houses on the 900 block of Bellevue Ave Mr. Fields confirmed is a “Section 8” house. No inspection has been completed on the house in years. Mr. Fields said an inspection will be done. Mayor Mahon did receive confirmation from two renters that they rent rooms at a cost of \$150 per week. Renting rooms being a “boarding house” is a violation of the zoning for this property.

The meeting was adjourned at 10:20 pm; motion made by Mr. Wheeler seconded by Mr. Lodise; carried 4-0-0.

Respectfully Submitted

Dorothy Omietanski,
Hulmeville Borough Secretary