

# **BOROUGH OF EAST GREENVILLE**

## **BOROUGH COUNCIL MEETING MINUTES**

**May 5, 2014**

**Call to Order:** Mr. Huff called the meeting to order at 7:30 p.m. with the Pledge of Allegiance to the Flag.

**Attendance:** The following Council members were present: Timothy Huff, Josiah Pierson, Ryan Pugh, Andrew Rock, and James Young. Also present were Mayor Ryan Sloyer, Stephen Kramer, Solicitor, James Fry, Borough Manager, and Sharon Kachmar, Borough Secretary/Treasurer.

**Approval of Minutes:** A motion was made by Mr. Rock to approve the minutes of the April 22, 2014, meeting. Seconded by Mr. Young and unanimously approved.

**Visitors:** James Kemp, Edward & Kathleen Bieler, Angelika Forndran of Cowan Associates, Allison Czapp of Town & Country Newspaper

James Kemp, resident at 332 State Street, informed council that he counted 15 tractor trailers in one day travelling on State Street, possibly bypassing the truck route. He asked if the Borough could put up some signs about no tractor trailers and coordinate this with Pennsburg Borough and Upper Hanover Township. He also suggested signage at Fourth and Sixth Streets. Mr. Huff remarked that signage is important because we can't enforce without it. He asked the Roads Committee to look into more signs. Mr. Kemp also expressed concern about water lying in the middle of the road at the intersection of Fourth and State Streets and that the loop across from Fourth Street at that intersection is all busted up. Mr. Rock mentioned that Fourth and State Street is scheduled to be resurfaced. Mr. Kemp also expressed concern about kids loitering in the alley behind the church in the 100 block of Main Street.

Kathleen Bieler requested a list of Borough Council committees and who chairs each committee. She also asked about the protocol when needing to speak with someone about a concern. Mr. Huff told her she can go through Borough Manager, Jim Fry, who will inform council if their input is needed.

Regarding trucks using Washington Street as a thoroughfare, Edward Bieler remarked that he has not seen police monitoring the area since the article appeared in the paper. Mayor Sloyer replied that he would be getting a monthly report and will follow up. Kathleen Bieler said Home City Ice trucks are becoming a problem on Washington Street. Mayor Sloyer reported that we have had trouble with 102" wide trucks using Borough streets rather than the truck route, and in March, thirty-nine tractor trailers were ticketed.

**Police Commission Report:** Mayor Sloyer reported that this month's allocation is \$44,529.41 plus \$825 for rent and utilities.

**Mayor's Report:** Mayor Sloyer implored council members to read their monthly PSAB Borough News magazines. It contains lots of articles about local government and an informative questions and answers section. Mayor Sloyer attended the unveiling of the wayfinding signs last Friday. He is working on having someone donate transporting them to the Borough from the Tech School. Mayor Sloyer asked council members to take the time to look around their neighborhoods and let Jim Fry know if they see property maintenance concerns.

**Solicitor Items:** Atty. Kramer presented the tri-party agreement that was prepared between the Borough, Upper Hanover Township and the East Greenville Fire Company clarifying how worker's compensation insurance is handled when volunteer firefighters employed by Upper Hanover Township and the Borough respond to calls

during working hours. The agreement was prepared off a template and contains key language requested by KMIT, the worker's compensation insurance provider for the township. Mr. Rock made a motion that we approve the worker's compensation resolution between the Borough of East Greenville, East Greenville Fire Company and Upper Hanover Township, seconded by Mr. Young. Roll call vote: Mr. Rock - aye, Mr. Pugh - aye, Mr. Pierson - aye, Mr. Huff - aye, Mr. Young - aye. Motion passed. **Resolution 2014-08** was assigned to this document.

**Water Committee:** Water supervisor's report was emailed to Council.

Angelika Forndran of Cowan Associates presented council with a proposal to establish a GIS program for the water system. The existing maps under the source water protection program contain information from 2000 and 2001. The master plan would be to update this information on an Arc GIS program which would give you the capability to blow up sections of your drawings and have data linked with locations. Mr. Fry added that accessing the geographical location of valves in the streets would help with routine maintenance and water main breaks by identifying what addresses are serviced between valves on a pipe. Cowan is offering a startup proposal which would employ an engineering intern who could help a surveyor GPS certain locations and sort through information for the database at a cost of \$950. Mr. Huff asked how much future work would cost after the initial startup. Ms. Forndran estimates no more than \$2,000. She also mentioned that once Grant Boyer becomes comfortable with the program, he could do the editing and updates or let them know specifically what he needs. Mr. Fry confirmed that we already have a license for the Arc GIS system and the software has the latest updates. Mr. Rock made a motion to purchase professional services to establish the Arc GIS database for the water system, seconded by Mr. Pugh. Roll call vote: Mr. Rock - aye, Mr. Pugh - aye, Mr. Pierson - aye, Mr. Huff - aye, Mr. Young - aye. Motion passed.

**Zoning/Planning:** Code Officer's report was emailed. Three blocks of sidewalk inspections on Jefferson Street were completed. The majority of sidewalks have minor surface defects, some will require complete replacement and some were in good condition. There were a lot of rubbish complaints, including a sofa in the alley of the 100 block of West Main Street. Mayor Sloyer informed council that Scott Roth with the community center in the 100 block of Main Street runs an afterschool program there for kids. One project he started is planting a garden in wooden boxes. He would appreciate any volunteers to help keep the kids focused and under control. Mr. Fry clarified that the furniture in the alley was not on the church property. Mayor Sloyer suggested council address with Pennsburg Borough the auto body shop property located on that corner which obstructs the view when pulling out into the street.

Renewable energy audit and Planning Commission sustainability audit are ongoing.

413 Jefferson Street land development is beginning. Atty. Kramer added that the maintenance agreement should be done soon.

**Road Committee:** Mr. Young announced that the road supervisor report is on file. Approval to bid notice was just received for the CDBG Arlington Street project. Cowan will update the bid specifications and get them to the county for review. A photocopy of the work area on the plans will be sent to the five residents involved.

Mr. Fry advised that the road department would like to order one more load of 20 to 22 tons of salt later this year. We are over budget on this item, but they would like more on hand before going into November and December.

The 'no trailer parking' signs were not yet ordered. The office is waiting for Council feedback on which streets to post.

Council reviewed a proposal for crack sealing in the Borough. Machine rental for one week is \$1,800 with material at \$1,700 per skid. Three skids are requested. Whatever material doesn't get used that week will be used later with

our machine. The rental machine has an applicator and melts the material quicker than the Borough machine. Targeted areas are Colonial Drive, Third Street, Sixth Street, Second Street and then as many other streets as possible. Mayor Sloyer recommended Railroad Street as another area needing attention. Mr. Young made a motion to rent the machine and purchase three pallets of crack sealing material at a price of \$1,700 per pallet and \$1,800 for the rental of the machine, seconded by Mr. Rock. Roll call vote: Mr. Rock - aye, Mr. Pugh – aye, Mr. Pierson – aye, Mr. Huff - aye, Mr. Young - aye. Motion passed.

No response yet from Home City Ice about our request for them to attend a Borough Council meeting to discuss the truck route. Council asked the solicitor to send them a follow-up request to attend the next Borough Council meeting. Mr. Huff also asked Atty. Kramer to send Council the original agreement with Home City Ice concerning the truck route.

An opportunity to apply for grant money for streetscape, lighting and sidewalk enhancement through DCED is available with an application deadline of June 20, 2014. Along with a \$100 application fee, this grant requires local funding in an amount not less than 30% of the project cost. Mr. Fry advised that preliminary engineering is done for finishing the other half of the 400 block and entire 500 block of Main Street. The engineer proposed we apply to the county for the 30% match requirement in the form of a grant or loan. A 30% match could be as much as \$60,000. Another suggestion is to limit the application to the other half of the 400 block of Main Street only. Mr. Young made a motion to apply for the grant. Seconded by Mr. Pugh and all were in favor.

**Finance Committee:** Mr. Rock made a motion to pay the bills, seconded by Mr. Young. Roll call vote: Mr. Rock - aye, Mr. Pugh – aye, Mr. Pierson – aye, Mr. Huff - aye, Mr. Young - aye. Motion passed. Mr. Rock made a motion to accept the Treasurer’s Report, seconded by Mr. Young. Roll call vote: Mr. Rock - aye, Mr. Pugh – aye, Mr. Pierson – aye, Mr. Huff - aye, Mr. Young - aye. Motion passed.

**Personnel Committee:** Nothing to report.

**Property Committee:** Mr. Pierson advised that the Property Committee met last week at Colonial Village clubhouse which was the focus of their meeting. They walked the grounds and asked some neighborhood kids playing basketball what improvements they would like to see. The comments were painting new lines on the basketball court, painting shooting boxes on the backboards, new rims and nets as well as fixing the crack down the middle of the court. Mr. Fry commented that we have looked into material in the past for basketball courts that fill cracks and get smoothed over at a cost of \$2,000. Mr. Pierson suggested a lightweight concrete. Mr. Fry confirmed we have a mixer to do that, but at this time, roads are a priority. Aside from the arcs, Mr. Fry felt that painting of lines would be an easy fix. Mr. Pierson asked that prices be obtained on new vinyl flooring for the clubhouse and new ceiling tiles. Mayor Sloyer recalled that ceiling tiles were previously priced at \$1,100 to \$1,200. Of the \$5,000 budgeted for this property, \$3,000 is needed to pay the bills. Mr. Pierson also mentioned that benches in the storage room could be put out by the ball fields. Just needs wood slats. Mr. Huff suggested asking Little League if they have old bases or a home plate they could donate for the fields. Mr. Pierson also asked if the basketball pole on the east side of the court could be straightened. Grants for recreational improvements should be researched.

On the parking lot expansion loan/grant, Mayor Sloyer reported that he and Jim Fry have been communicating with the county. The application was submitted, and it has to go through the loan process. There is a clause in the loan process that the Commissioners can make it a grant. The county has asked if the Borough is willing to put \$19,000 aside in reserve until they determine if it will be a loan or a grant.

**Recycling /Waste Mgmt Committee:** Reports on file per Mr. Pugh.

**Sewer Authority:** Nothing to report.

**Revitalization:** Nothing to report.

**Regional Planning:** Mr. Pierson reported that at their last meeting they received an update from Michael Tannous of the YMCA about their new facility.

**Emergency Management:** No report.

**Borough Manager Updates:** None.

**Correspondence:** Received a request from the Open Link asking us to allow the Senior Center at 517 Jefferson Street to use the Borough's curbside recycling program. Council agreed to include them in our program. A letter will be sent explaining the schedule and the materials we recycle.

**Motion to Adjourn:** Being no further business, Mr. Rock made a motion to adjourn the meeting, seconded by Mr. Young. Meeting adjourned at 8:27 p.m.

Submitted by:

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Sharon Kachmar, Secretary/Treasurer