

BOROUGH OF EAST GREENVILLE

BOROUGH COUNCIL MEETING MINUTES

January 28, 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, Andrew Rock, Ryan Pugh, Leon Steinert, and James Young. Also present were Steven 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 January 6, 2014, meeting. Seconded by Mr. Pugh and unanimously approved.

Visitors: Randy Reinhert, East Greenville; Ashley Czapp, Town and Country

Police Commission Report: Mr. Huff reported that the Police Commission had their reorganization meeting, and Mr. Rock will be the chairperson for the borough this year.

Mayor's Report: None.

Solicitor Items: Atty. Kramer reported that **Ordinance 2014-01** Fixing the Tax Rate has been duly advertised and is ready for adoption. Mr. Pierson made a motion that we adopt **Ordinance 2014-01** Fixing the Tax Rate for 2014, seconded by Mr. Young. Roll call vote: Mr. Rock - yea, Mr. Pugh – yea, Mr. Pierson – yea, Mr. Huff - yea, Mr. Young – yea, Mr. Steinert - yea. Motion passed.

Atty. Kramer reported that the MS4 Stormwater Management ordinance is also ready for adoption. Mr. Young made a motion to adopt **Ordinance 2014-02** MS4 Stormwater Management Ordinance, seconded by Mr. Rock. Roll call vote: Mr. Rock - yea, Mr. Pugh – yea, Mr. Pierson – yea, Mr. Huff - yea, Mr. Young – yea, Mr. Steinert - yea. Motion passed.

Atty. Kramer prepared a draft ordinance to our handicapped parking regulations which includes criteria for granting a designated handicapped parking spot, handling renewals and providing clarity. Atty. Kramer felt our current ordinance, found in the Vehicles and Traffic section of the Borough Code, was vague. Council would like time to review it for action at another meeting.

Plans for land development at 413 Jefferson Street are available for signature by Borough Council. In 2009, Council approved the land development of 12 condos. Since that time, the property has changed hands, and now the new owner is submitting plans to be recorded. Mr. Pierson made a motion to authorize the 413 Jefferson Street land development plans to be recorded with an excess of 90 days between plans approved and plans recorded date, seconded by Mr. Pugh. Roll call vote: Mr. Rock - yea, Mr. Pugh – yea, Mr. Pierson – yea, Mr. Huff - yea, Mr. Young – yea, Mr. Steinert - yea. Motion passed.

Water Committee: A quote was received from A. C. Schultes to perform a general inspection of our two booster pumps at the water plant. Mr. Young made a motion to accept the proposal from A. C. Schultes for \$650.00, seconded by Mr. Steinert. Roll call vote: Mr. Rock - yea, Mr. Pugh – yea, Mr. Pierson – yea, Mr. Huff - yea, Mr. Young – yea, Mr. Steinert - yea. Motion passed.

Zoning/Planning: On September 24, 2013, Council granted a code appeal for a resident at 480B State Street to park an unregistered vehicle on private property in violation of the Property Maintenance Code. This appeal was granted

with a three-month extension, and the resident was asked to approach Council if he needed more time. It has been longer than three months, and the resident has not made a further appeal nor registered the vehicle. Council agreed that Mr. Fry should take the next step which is to issue a citation.

Road Committee: Mr. Young reported that while plowing the streets over the weekend, the dump truck had significant maintenance issues. Mr. Randy Reinhart, Road Supervisor, has extended the life of this dump truck, which is temporarily fixed, but it is unclear for how long. Mr. Reinhart researched the purchase of a 2015 International 7400 with a stainless steel dump body and provided Council with financing proposals from Navistar Capital. Council discussed the options and would consider using the downpayment which was set aside last year for the truck purchase and making seven annual advance payments. The annual payment for a new truck has been budgeted in 2014. Council requested that the paperwork be given to the solicitor's office for legal review to make sure all contractual obligations are met and report back at the next meeting.

Mr. Huff thanked Mr. Reinhart and the road crew for their efforts in keeping the roads clear this winter.

The Community Development Block Grant (CDBG) Agreement from the Montgomery County Board of Commissioners was received and needs to be signed and returned by January 31, 2014. This Project No. B-13-03-103 is for Arlington Street reconstruction and will cover \$60,500 in construction costs. The solicitor has reviewed the agreement and recommends Council sign the documents. Mr. Rock made a motion to approve the CDBG agreement, seconded by Mr. Young. Roll call vote: Mr. Rock - yea, Mr. Pugh - yea, Mr. Pierson - yea, Mr. Huff - yea, Mr. Young - yea, Mr. Steinert - yea. Motion passed.

Finance Committee: The maintenance contract with Avaya for the office phone system is up for renewal. Mr. Rock made a motion that we approve the Avaya maintenance contract minus the training, seconded by Mr. Young. Roll call vote: Mr. Rock - yea, Mr. Pugh - yea, Mr. Pierson - yea, Mr. Huff - yea, Mr. Young - yea, Mr. Steinert - yea. Motion passed.

Mr. Rock made a motion that check signers are to be Andrew Rock, Josiah Pierson, Timothy Huff, James Fry and Sharon Kachmar, seconded by Mr. Pugh. Roll call vote: Mr. Rock - yea, Mr. Pugh - yea, Mr. Pierson - yea, Mr. Huff - yea, Mr. Young - yea, Mr. Steinert - yea. Motion passed.

Personnel Committee: No report.

Property Committee: Mr. Pierson reported that the Property Committee recommends we insure the clubhouse for the replacement value of \$325,000 at a cost of \$260 year. They also recommend adding volunteer coverage at \$500 per year. Mr. Pierson made a motion to increase coverage on the clubhouse to \$325,000 at a cost of \$260 per year, seconded by Mr. Young. Roll call vote: Mr. Rock - yea, Mr. Pugh - yea, Mr. Pierson - yea, Mr. Huff - yea, Mr. Young - yea, Mr. Steinert - yea. Motion passed. Mr. Pierson made a motion to add volunteer coverage to our policy at a cost of \$500 per year, seconded by Mr. Rock. Roll call vote: Mr. Rock - yea, Mr. Pugh - yea, Mr. Pierson - yea, Mr. Huff - yea, Mr. Young - yea, Mr. Steinert - yea. Motion passed. Mr. Pierson asked Mr. Fry about the cost of vehicle insurance rental reimbursement. Mr. Fry commented that this insurance is not popular because it's only for vehicles that are out of service due to an accident, and vehicle breakdowns occur more frequently than accidents. In addition, you would need to purchase it per vehicle. Mr. Pierson asked Mr. Fry to obtain a quote for this insurance, especially for the new dump truck along with information on how it works. Mr. Fry mentioned we are also waiting on a quote for insuring our decorative light poles. Concerning above ground storage tank insurance, Mr. Fry reported that we have an above ground storage tank at the water plant for diesel fuel

for the emergency generator which has containment on the tank and an above ground diesel fuel tank at the garage for vehicles with a double-walled tank and monitoring glass. He was told it was not popular insurance for these sized tanks, and a quote wasn't given during the annual insurance meeting with the agent. The quote for pollution liability insurance of \$2,500 seemed high, and it was mentioned that Council has denied this coverage in the past. Mr. Pierson questioned whether flood insurance covered broken pipes, overflowing toilets and leaks within a building. Mr. Fry will inquire with our insurance carrier. We are currently insured for \$10,000 in employee dishonesty coverage. Our provider recommended we increase the limit. Mr. Fry was asked to obtain two quotes for employee dishonesty insurance in the amount of \$100,000. One quote to include \$100,000 coverage across the board and another for just the money handlers.

Mr. Pierson reported that the Property Committee is working on rules for public use of the clubhouse and Bieler Park. Mr. Fry asked that the Property Committee also discuss rules for the new parking lot at Bank and Washington. This prompted discussion about crosswalk safety at Bank and Main and at Third and Main due to an increase in pedestrian traffic. Mr. Fry is looking into pedestrian crossing signs that could be placed on the bump out and will find out if there are any restrictions by PennDOT. It was also suggested we contact Macungie Borough to inquire about their sidewalk crossing system. Mr. Fry reported that we have been receiving letters of support for the expansion of the parking lot which may help in gaining County assistance.

Mr. Pierson made a motion that we obtain liability insurance for the clubhouse. It was noted that we have liability insurance. Mr. Pierson rescinded his motion. If the clubhouse is used by a civic group or organization, we would need to protect ourselves by requiring a certificate of insurance naming the Borough as additional insured. Public events would be a different scenario. This topic is still being reviewed by the Property Committee.

Recycling /Waste Mgmt Committee: No report.

Sewer Authority: No report.

Revitalization: No report.

Regional Planning: No report.

Emergency Management: No report.

Borough Manager Updates: None.

Correspondence: The Open Link wrote a letter requesting a refund of finance charges in the amount of \$21.42, which was incurred due to late payment of December water bill at the Senior Center. They recently changed their billing address and missed this invoice. Mr. Pierson made a motion that we refund the finance charge for Open Link, seconded by Mr. Steinert. All were in favor.

The YMCA requested permission to use Borough roads as they've done in the past during their annual 5K Run and Fun Walk on May 3, 2014. Mr. Rock made a motion to allow the YMCA to use Borough roads for the 5K run, seconded by Mr. Pugh. All were in favor.

Motion to Adjourn: Being no further business, Mr. Huff made a motion to adjourn the meeting, seconded by Mr. Young. Meeting adjourned at 8:30 p.m.

Submitted by:

Sharon Kachmar, Secretary/Treasurer