

**HULMEVILLE BOROUGH COUNCIL**

**Meeting Minutes**

**March 3, 2020**

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

**Staff in Attendance**

Solicitor Robert DeBias  
Chief Baran  
Water & Sewer President Kurt Ludwig  
Secretary Dorothy Omietanski  
Treasurer Diane McKairnes

**Councilmembers Absent:** Nicholas Toth

**Councilmembers Late to Arrive:** none

**Staff Absent:** Fire Marshall William Wheeler

**Guests in Attendance:** Sheri Wheeler and Ron Robbins

**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. Lodise to approve the minutes of February 3 and 18, 2020; Motion Passed with all in favor 6-0-0**

**Public Comment:** none

**Police Report:**

- Mayor Mahon read the report for the month of February 2020: 11 incident reports, 0 accident reports, 4 assist, 1 EMS call, 0 summary citations, 51 traffic citations, 1 criminal arrests, 1 parking, 10 hours district court and 0-hour county court or total hours worked: 217, Total Salary \$5,431.00. Note 6 additional hours were for a traffic detail on 2/2/20 on Main Street. During the detail 6 citations were issued most drivers resided in Bensalem and Levittown.
- Credit Card – Ms. McKairnes found two credit cards that would work for the Borough. The first is through First National Bank, and the other through Plgit. The Plgit credit card is called P-Plgit. Mr. Harris is working with someone from Plgit so he will follow up with the credit card.
- Staff – The police committee and the Mayor are still working on hiring an additional officer.
- Drug Take Back Day – The next Drug Take Back Day is scheduled for 4/25/20 10am to 2pm.
- Easter Egg Hunt – The annual Easter Egg Hunt is scheduled for 4/4/20 at 12 noon, and will be hosted by the Historical Society and Hulmeville Police Department.

- Computer – Stanley Omietanski looked at the police computer, and made the determination that a new computer is in order. He will price out a new system, and will present it to the police committee. A recommendation was made to look at Costars. Ms. Omietanski will provide him the account information needed to log into the system.
- ATT – Chief Baran is still having issues with ATT, so Mayor Mahon is recommending council pass a resolution to make Ms. Omietanski, Ms. McKairnes, Mr. Wheeler and Chief Baran the contacts on the account.

**Motion made by Mr. Harris and seconded by Mr. Mandolesi to make Ms. Omietanski, Ms. McKairnes, Mr. Wheeler and Chief Baran the contacts on the ATT account; motion passed with all in favor 6-0-0.**

- RDA Bid Review – Mayor Mahon distributed a list to council of items that will be purchased for the RDA grant. She is recommending the Chief proceed with purchasing WatchGuard in car camera with 2 body cameras for \$7,350.00, license plate reader for \$14,025.00, ENRADD EJU-91 for \$4,395.00, a solar powered speed sign for \$11,373.00 and a police bicycle for \$1,050.00. The only item still outstanding are the cross walk signs.

**Motion made by Mr. Mandolesi seconded by Mr. Lodise to proceed with the purchase of WatchGuard in car camera with 2 body cameras, license plate reader, ENRADD EJU-91, a solar powered speed sign, and a police bicycle and the total cost for all not to exceed \$38,193; motion passed with all in favor 6-0-0.**

#### **Water and Sewer:**

- Tele Video Inspection Work – Mobile Dredging came out and fixed the issue found by Sewer Specialty free of charge. Carroll Engineer has presented a few ideas regarding some of the repairs that have the opportunity of saving the Borough a significant amount of money. The pipe lining may also be completed at a lower price if the Authority can piggy back onto a bid being placed by BCWSA for the same work. The root control work will be separated into two projects, and will be sent out for bid.

#### **MS4:**

- Newsletter – The spring newsletter is being put together now. Mayor Mahon received an article for the newsletter from Sarah Omietanski regarding the 2020 Census.
- Training – The yearly training of all Borough officials and employees was done via electronically. Each individual is expected to complete a questionnaire, and return it to Ms. Omietanski by the March work session. Mayor Mahon plans to complete the training using this format moving forward.
- Upcoming Dates – Earth Day event at Core Creek Park will be held on 4/25/20 and the tree planning on 11/14/20.

**TMDL / BMP's:** Permit years 2018-2022 – items that need to be accomplished over the next 5 years. DEP will be conducting their permit inspections in the spring of 2020. Samantha Brinker from Gilmore will keep us informed of that inspection.

- TMDL No 1: 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
  - Lawn and garden pick up 4/1-12/1 weekly

### **Floodplain:**

- Property Evaluation – Mayor Mahon is working with the owners of 342 Main Street to assist them in getting their property into compliance with the past 2019 property evaluation.
- Storm Drain Cleaning – BCWSA is no longer able to clean the Boroughs storm drains, so the work will need to be put out for bid. Mayor Mahon will contact Gilmore and Assoc to update the specs for the work needed to be done. Ms. Wheeler suggested adding flushing the fire hydrants out to the work needed to be completed.
- Shore Club – The Shore Club has moved their fencing, and the Mayor believes it now lies on Open Space land and County property. Mr. Mandolesi will try to find documentation to support this fact and provide it to the Mayor.
- 2020 Property Evaluations – The 2020 property evaluations are in the planning stage.

### **Storm Water:**

- Updated Data Base – Mayor Mahon appreciates any updates and contact information for new residents that have moved into our town in that storm water affects all residents and not just those who live in floodplain.
- Water Issue McCarthy – Mr. Young reached out to Tina Davis’ office with his sincere concerns of storm water issues that affect not just his property, but his home as well. Mayor Mahon would like to schedule a follow up meeting with Gilmore and Assoc. to discuss the findings from the Hulmeville Water Authority’s report.

**Fire Marshal:** no report

### **Mayor:**

- Quarterly Report – The Mayor conducted three weddings this quarter on January 3<sup>rd</sup>, 4<sup>th</sup> and 25<sup>th</sup>.
- 150<sup>th</sup> Celebration – The next 150 Celebration committee meeting will be held on 3/12/20 at 7:30pm.

### **Borough Property:**

- Window Repair – Mr. Wheeler spoke to a contractor regarding the window leak at Borough Hall. The gentleman would like to see the leak when it is raining, so he can better determine the cause of the leak and how to fix the issue.
- Carpet Replacement – Mr. Wheeler received a price of \$1,800 from Denny Dalley to remove the old carpet and install the new carpet.

**Motion made by Mr. Mandolesi and seconded by Mr. Lodise to hire Denny Dalley to remove the old carpet at Borough Hall and install the new carpet already purchased not to exceed \$2,000; motion passed with all in favor 6-0-0.**

- Wall Dent – The renter in Apartment B fell down the steps leaving a dent in the wall and the wall needs to be fixed. The renter is fine and has offered to pay for the damages.

- Soccer Fields – Mr. Wheeler took a look at the current condition of the soccer fields, and has determined that the cleanup of the field is significant. He is suggesting the work be sent out for bid. The Garden Club has offered to landscape the gazebo as long as the rest of the field is brought up to par. Mr. Mandolesi suggested having a meeting on the field to review the work that needs to be completed. Mr. Wheeler, Mayor Mahon and Mr. Mandolesi will meet this weekend, and make an outline of what needs to be accomplished. A suggestion was also made to increase the Hulmeville Soccer Club fee. It is currently at \$200.00.

**Lights:** no report

**Streets:**

- Major Pothole – Mr. Mandolesi called his PennDOT contact, John Santi regarding a major pothole on Main Street and Mr. Santi came out on a weekend and patched the hole. Ms. Omietanski informed council that there is another major pothole on the 600 block of Main Street.
- Curb Repair – Mr. Wheeler talked to two companies regarding the curb repair, and they both suggested marking the areas that need work and from that they could provide an estimate for work. Mr. Wheeler contacted Gilmore and Assoc. and they will mark the streets for a cost of \$500. Mr. Wheeler should be hearing from PennDOT on Friday regarding the plan for repaving Main Street and Bellevue Ave. Chief Baran asked if PennDOT will be repainting the crosswalks and timing lines. Mr. Wheeler confirmed that they would repaint the lines.

**Motion made by Mr. Harris and seconded by Mr. Lodise to hire Gilmore and Assoc. to spray paint the streets marking the areas repairs are needed to the sidewalks not to exceed \$500; motion passed with all in favor 6-0-0.**

**Personnel:** no report

**Planning:**

- 109 Green Street – The owner at 109 Green Street has submitted plans for the property.
- 111 Green Street – The owner of 111 Green Street has requested information regarding knocking down the house and developing the empty lot next to the house.
- Black Property – The new owner of the Black Property has contacted the pallet company regarding purchasing its land. No plans have been presented for the property.

**Finance:**

- Cameras – Mr. Harris reminded council that they need to gather prices for camera's to be installed in and outside Borough Hall.

**Trash:** no report

**Jr Council Member:**

- Christmas Decorations – Mayor Mahon would like to thank Stanley and Sarah Omietanski for taking all the holiday decorations down and packing them away.

**Solicitor Report:**

- RDA – Mr. DeBias wanted to remind council they need to work on getting quotes for the EMS and the parking lot.

**Treasurer’s Report:** Treasurer’s Report for March 2, 2020 was made available for inspection:

• <b>General Fund Checking</b> Balance as of February 1, 2020:	\$ 198,172.16
Expenses Totaled:	\$ -43,935.98
Income Totaled:	\$ <u>55,227.99</u>
General Fund Checking Balance as February 29, 2020:	\$ <b>209,464.17</b>
• <b>Sewer Fund Checking</b> Balance as of February 1, 2020:	\$ 36,254.50
Expenses Totaled:	\$ -39,012.75
Income Toted:	\$ <u>28,012.26</u>
Sewer Fund Checking Balance as of February 29 2020:	\$ <b>25,254.01</b>
• <b>Sewer Fund PLGIT</b> Balance as of January 1, 2020:	\$ 279,302.98
Interest	\$ 353.03
Deposit	\$ 0
Expense	\$ <u>0</u>
Sewer Fund PLGIT Balance as of January 31, 2020:	\$ <b>279,656.01</b>
• <b>Highway Aid PLGIT</b> Balance as of January 1, 2020:	\$ 61,726.33
Interest	\$ 69.83
Deposit	\$ 0
Expenses	\$ <u>-7,722.54</u>
Highway Aid PLGIT Balance as of January 31, 2020:	\$ <b>54,073.62</b>
• <b>General Fund PLGIT</b> Balance as of January 1, 2020:	\$ <b>346,548.30</b>
Interest	\$ 429,30
Deposits	\$ 0
Expenses Total:	\$ <u>-11,305.08</u>
General Fund PLGIT Balance as of January 31, 2020:	\$ <b>335,672.52</b>

**Bills:** A copy of the bill list dated March 2, 2020 was provided to Council and offered for review by the public. Note one bill was added Custom Maid Cleaning \$100.00.

• <b>General Fund</b> beginning balance as of February 29, 2020:	\$ 207,497.70
ending balance as of March 2, 2020:	\$ 184,061.91
• <b>Sewer &amp; Water</b> beginning balance as of February 28, 2020:	\$ 27,583.56
ending balance as of March 13, 2020:	\$ 2,710.35
• <b>Highway Aid</b> beginning balance as of March 2, 2020:	\$ 53,994.92
ending balance as of March 2, 2020:	\$ 53,910.04

**A motion made by Mr. Lodise seconded by Mr. Mandolesi and carried unanimously to approve the bill list dated March 2, 2020; motion carries 6-0-0.**

**Correspondence:** none

**New Business:** none

**Old Business:**

- Software Update – Mr. Wheeler had a meeting with Mr. Toth and Mr. Toth suggested council go with an already existing software package to start. It would be very difficult designing our own without any experience. Mr. Wheeler reached out to Munilogic and they are actually in the process of developing a new program for 2,000 resident communities. They expect to have the software completed within 30 days. Mr. Wheeler will call Munilogic and ask them if they will be able to demo the new software at the April work session.

**The meeting was adjourned at 9:01 pm; motion made by Mr. Mandolesi seconded by Mr. Edge; carried 6-0-0.**

Respectfully Submitted

Dorothy Omietanski  
Secretary Hulmeville Borough