

**HULMEVILLE BOROUGH COUNCIL**  
**Meeting Minutes**  
**July 11, 2022**

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  
Judy Coleman  
Doug Harris  
Jim Pio  
Nick Toth  
Nick Lodise

**Staff in Attendance**

Debbie Mahon, Mayor  
Diane McKairnes, Treasurer  
Kurt Ludwig, Water and Sewer President  
Bob DeBias Solicitor  
John Baran, Chief of Police  
Bill Wheeler, Fire Marshall/Borough Mgr  
Dorothy Omietanski, Secretary

**Council Members on Zoom:** none

**Councilmembers Absent:** none

**Councilmembers Late to Arrive:** none

**Staff on Zoom:** none

**Staff Absent:** none

**Guests in Attendance:** Joseph Schwender, Barney Wheeler, Mike Wasson, Mary Johnson, Sandy Carroll, Marce Heald and Sheri Wheeler.

**Call to Order:** Tom Wheeler called the meeting to order at 7:30 pm; all those present joined in the Pledge of Allegiance.

**Executive Session:** An executive session was held at 7pm to discuss a personnel issue.

**Minutes:** Minutes will be approved at the work session. Some council members did not receive a copy of the minutes.

**Public Comment:**

- Ford and Washington – Ms. Carroll requested that an officer police the stop sign at Ford and Washington. Cars do not stop.
- Thank You – Ms. Wheeler wanted to thank everyone in the community who donated items to be used at the rodeo event as well as everyone who came to help.
- Window Replacement Project – Mr. Schwender presented the contract signed by Tague for all the windows and needs an authorized council signature. Tom Wheeler explained

to him that an invoice needs to be submitted at least one week before a meeting in order for it to make it onto the agenda for approval.

**Motion made by Mr. Mandolesi and seconded by Mr. Lodise to authorize Tom Wheeler to sign a contract with Tague Lumber for the window replacement project; motion passed with all in favor 7-0-0.**

- Trash Can Lids – Ms. Johnson would like to see more residents obtain trash cans with lids. The lids help keep the trash in the can and prevent rodents from tearing through the trash.

**Police Report:**

- Police Report - Mayor Mahon read the report for the month of June 2022: 16 Incidents, 3 Accidents, 2 Assists, 1 EMS, 6 Court, 1 Summary Citations, 35 Traffic Citations, 0 Criminal Arrests, 2 Parking and 0 Court for a total hour worked: 222.5 Total Salary \$6,029.99.
- Complaint Form – Bill Wheeler confirmed that he did post the form under forms and documents. Mayor Mahon could not locate the form online. The form is currently a printable form but could be converted to a fill in form.
- Bullet Proof Vests – Chief is still waiting on funding for vests
- Rodeo Round Up – The event went very well yesterday. Chief did not hear any negative comments.
- Digital Copy of Logo and Letterhead – Both Mayor Mahon and Mr. Wheeler would like to have a digital copy of the Borough logo and letterhead. A digital copy would make updating the website and other documents easier. Ms. McKairnes will contact the printer to obtain a copy.

**Mayor:**

- Passing of Bristol Borough Mayor Joe Saxton – The Mayor is recommending that the Borough send a card and flowers to be presented at the viewing and funeral of Mayor Joe Saxton. The mayor recommended a red white and blue funeral arrangement sent by Borough Council. Ms. McKairnes will contact a florist.

**Motion made by Ms. Coleman and seconded by Mr. Toth to allow Ms. McKairnes to purchase a flower arrangement at a cost of no more than \$200; motion passed with all in favor 7-0-0.**

- Hulmeville Falls – Mr. Pio did text Casey Tomlinson’s office regarding the concerns on the falls. Chief Baran did call the director of Bensalem Police Department and made them aware of the concerns at the falls.

### **150<sup>th</sup> Committee:**

- Rodeo Round Up & Family Fun Day – The event was a big success. Special thanks to Sheri and Tom Wheeler for all of their hard work and dedication to such a great community event. The event could not have happened without the numerous volunteers that assisted.
- Upcoming Events – The Dinner in White will be in August and the Gala in September. Volunteers will be needed for both events and both will require a sign up to attend.
- Next Meeting – The next meeting will be held Wednesday August 3<sup>rd</sup>.

### **Storm Water/Floodplain/MS4:**

- Act 167 & 537 Follow Up - Gilmore & Associates is still waiting to hear back from the state. Until Gilmore hears back from the state Mayor Mahon would like to hold off starting any project.
- Summer Newsletter - The summer Borough newsletter has been put on pause due to the need of printable information. Committees will be submitting information this week. Please send pictures of events to Debbie and she will forward to post to the social media sites.

**TMDL / BMP's:** Permit years 2018-2022 – DEP will be doing permit inspections. Samantha Brinker from Gilmore and Associates will keep us informed of that inspection. Due to Covid-19, this has been postponed.

- 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
  - Lawn and garden pick up 4/1-12/1 weekly

**Borough Manager:** Bill Wheeler submitted his report for the month. There were no comments from council.

**Fire Marshal:** no report

**Emergency Management Coordinator:** no report

**Zoning/ Code Enforcement:**

- Zoning Hearing Board Update – The Zoning Hearing Board met on June 29<sup>th</sup> to discuss the digital sign at William Penn FC and the wall sign at 135 Trenton Ave. The board approved the digital sign with certain conditions which are as follows. The sign will be available for use by the Borough and Emergency Management Agency, hours of operation only between 6 am and 11 pm except in an emergency, messages cannot flash or rotate messages must display for at least 1 minute and no commercial advertisements. The sign will have dark background with white or colored lettering. The sign at 135 Trenton Ave can be maintained temporarily. The sign will be reviewed again by the zoning officer in 6 months and can only receive 2–3-month extensions for a maximum of 1 year at which time they owner will need to request a new variance.
- HARB Update – HARB met on June 20 and 22<sup>nd</sup> to review replacement of roof, windows and siding for 109-113 Trenton Ave and construction of a single family detached dwelling at 307 Main Street. The owner of 109-113 Trenton received approval to place green siding on the home and was presented colors for painting the stucco. They were also encouraged to use windows with multiple lites instead of one large window. The owner of 307 Main Street was encouraged to have their home design maintain a colonial style architecture. HARB made some recommendations to the design they presented. The owner of 307 Main Street will need to submit a set of prints and seepage pit before council can approve the project. Bill Wheeler will follow up with the owner regarding the matter.
- Preston Center - Bill Wheeler followed up on several complaints regarding the Preston Center. Mr. Preston removed trees on the buffer yard between the company and a resident's home. Mr. Preston claims the trees needed to be removed and could not be replanted due to the gas company needing a ROW. The property that Mr. Preston owns is also full of trash that needs to be removed and the weeds in the yard need to be cleaned up. Bill Wheeler did confirm that weed removal work has been completed and will go back to make sure all the trash has been removed. There is still a question of the easement between the properties. Trees should be replanted due to the fact that it is a buffer however there is a question regarding the right of way. When Bill Wheeler inspects the property if there are still issues with the property, he will turn it over to Barry Isett.

### **Water and Sewer:**

- Lining Work – The lining work project is scheduled for the week of August 8<sup>th</sup>. Each project should take one to two days to complete and both should be done by weeks end. The location of the projects is Trenton Ave between Main St and the traffic light and on McCarthy Ave.
- EDU Reduction Request – The owner of 2 Fairview Ave has requested a reduction in their EDU's. They have eliminated the apartment and would like one EDU charge to be taking off the property. Mr. Ludwig explained to the homeowner that the kitchen would need to be removed and the property inspected for confirmation of such before the EDU could be removed.
- Posting for Water Shut Off – August 1<sup>st</sup> is the deadline for all water and sewer accounts to be up to date. After that all delinquent accounts will be posted for water shut off.

- Meter Replacement Project – The water replacement project will be starting soon. At the end of the project anyone who has refused to set an appointment will have their water shut off until a meter is installed.

**Borough Property:**

- Grass Cutting – Mayor Mahon noticed that the new lawn service is not cutting all the area on the soccer field. Mr. Mandolesi will discuss the matter with them.
- Playground – Mayor Mahon wanted to point out that the playground has been weed free.
- Air Conditioning – Air conditioning in apartment B was not working due to a clog in the condensation drain line. Bill Wheeler recommended the Borough sign at least a one-year contract with AirTech for maintenance. Their charge is \$1,450 and covers service two times a year. They will cover the main building boiler, blowers, condensers and fresh air makeups on the apartments and police station. They complete a 24-point checkup semiannually and will provide 10 percent discount on all replacement parts.

**Motion made by Mr. Mandolesi and seconded by Mr. Lodise to sign a one-year maintenance contract with AirTech at a cost of \$1,450; motion passed with all in favor 7-0-0.**

**Trash:**

- Trash Can at Borough Hall – Ms. Coleman wanted to point out that the trash can at Borough Hall near the playground entrance needs to be replaced. The can is gross and currently has no lid. The dumpster was moved for Saturday’s event and council agrees it is a better location and should remain there. Council also agrees the current trash can needs to be thrown out and suggested just using the dumpster for any trash. Ms. Coleman also inquired about the girl scout project to make trash and recycle units. Ms. Heald believes the girl scouts were waiting for an approval letter from council. Council explained that in their experience with the boy scouts the scouts present a detailed plan in writing including a start and finish date to council for their signature. Ms. Heald will pass along the information to the troop leader.

**Lights:** no report

**Streets:** no report

**Personnel:**

- Personnel Meeting – The personnel committee needs to schedule a meeting to discuss the selection of an alternate zoning person.
- Attorney for Zoning Hearing Board – The current attorney for the Zoning Hearing Board is retiring at the end of the year. The personnel committee should work on securing another attorney. Mr. DeBias explained that the committee can request proposals from solicitors in the area.

**Finance:**

- Budget Meeting – Mr. Harris is waiting on a report from Ms. McKairnes. Once he receives the report, he will schedule some budget meetings. He reminded all committees to submit in writing any requested budget items.
- Budget Webinar – Bill Wheeler has signed up for a budget webinar that will be held virtually on September 8,15,20,29 and October 6<sup>th</sup> from 10-11 at Borough Hall.

**Solicitor Report:**

- Ratify Actions Taken at Work Session – Mr. DeBias asked council to adopt and ratify all actions taken at the June 21, 2022 work session.

**Motion made by Mr. Mandolesi and seconded by Mr. Pio to ratify all actions taken at the June 21, 2022 work session; motion passed with all in favor 7-0-0.**

- Cell Tower – Mr. DeBias spoke to the attorney regarding the inquiry for a cell tower in the Borough. The company was not aware that the land in question was in the flood plain and that the land was in open space. The attorney confirmed that they would not be interested in proceeding.

**Treasurer’s Report:** Treasurer’s Report for July 11, 2022 was made available for inspection:

• <b>General Fund Checking</b> Balance as of June 1, 2022:	\$ 386,792.47
Expenses Totaled:	\$ -233,006.53
Income Totaled:	\$ 34,942.88
General Fund Checking Balance as June 30, 2022:	<b>\$ 188,728.82</b>
• <b>Sewer Fund Checking</b> Balance as of June 1, 2022:	\$ 65,341.20
Expenses Totaled:	\$ -22,033.74
Income Toted:	\$ 7,741.24
Sewer Fund Checking Balance as of June 30, 2022:	<b>\$ 51,048.70</b>
• <b>Sewer Fund PLGIT</b> Balance as of June 1, 2022:	\$ 220,904.00
Interest Totaled:	\$ 148.77
Deposit Totaled:	\$ 0
Expense Totaled:	\$ 0
Sewer Fund PLGIT Balances as of June 30, 2022:	<b>\$ 221,052.77</b>
• <b>Highway Aid PLGIT</b> Balance as of June 1, 2022:	\$ 86,644.37
Interest Totaled:	\$ 58.34
Deposit Totaled:	\$ 0
Expense Totaled:	\$ 16.33
Highway Aid PLGIT Balances as of June 30, 2022:	<b>\$ 86,686.38</b>
• <b>General Fund PLGIT</b> Balance as of June 1 2022:	<b>\$ 879,739.76</b>

Interest Totaled:	\$	592.00
Deposit Totaled:	\$	154.42
Expense Totaled:	\$	<u>1,033.49</u>
Sewer Fund PLGIT Balances as of June 30, 2022:	\$	<b>879,452.69</b>

**Bills:** A copy of the bill list dated July 7, 2022 was provided to Council and offered for review by the public.

- **General Fund** beginning balance as of June 30, 2022: \$ 170,881.47  
ending balance as of July 28, 2022: \$ 114,130.67
- **Sewer & Water** beginning balance as of June 30, 2022: \$ 46,907.04  
ending balance as of July 11, 2022: \$ 25,601.03

**A motion made by Mr. Mandolesi seconded by Mr. Toth and carried unanimously to approve the bill list dated June 2, 2022; Motion carries 7-0-0.**

**Correspondence:** none

**Old Business:**

- 335 Main Street – Ms. McKairnes inquired as to the status of 335 Main Street. More cars are being added to the property. Bill Wheeler will submit the address to Barry Isett.

**New Business:**

- Community Service – Mr. Lodise has two students who are in need of community service hours. He would like to have them clear a 20 square foot area of overgrowth and assistance with some signs. Council approved.
- Ladies Bathroom Sinks – Mr. Mandolesi explained that the lady’s bathroom sinks need to be run once a week to keep them running correctly. Both Ms. McKairnes and Ms. Omietanski will try to use them once a week going forward.
- Donations – Ms. McKairnes told council the Hulmeville Historical Society is looking for gift cards and unused gifts to raffle off next week at their event at the OCI. She is hoping to have all donations by the latest Monday.

The meeting was adjourned at 9:24 pm; motion made by Mr. Mandolesi seconded by Mr. Pio.

Respectfully Submitted

Dorothy Omietanski,  
Hulmeville Borough Secretary