

**Work Session Meeting Minutes
April 18, 2023**

A work session 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, Jim Pio, Nicholas Lodise, Doug Harris and Judy Coleman

Councilmembers on Zoom: none

Councilmembers Absent: Naz Atabas, Junior Council

Councilmembers Late: Nick Toth

Others in Attendance: Solicitor, Thomas Panzer, Secretary, Dorothy Omietanski, Borough Manager, Bill Wheeler, Mayor Mahon, Chief Baran Patricia Taggart and Sandy Carroll

Absent: Authority President, Kurt Ludwig

Call to Order: Mr. Wheeler called the meeting to order at 7:31 pm; all those present joined in the Pledge of Allegiance.

Public Comment: none

Stormwater/Floodplain/MS4:

- Earth Day Event – The Earth Day event is being held on 4/29/23 and Mayor Mahon still needs help between the hours of 11-2 pm. Ms. Coleman and Ms. Carroll both volunteered to help.
- Signs Posted at the Creek – Mayor Mahon is now posting signs along the creek to inform people that they should not eat the fish.
- Newsletter – The newsletter went out via email and now that it is paperless the Mayor was able to send 9 pages of information. Mayor Mahon would like to post a copy of the front page at Borough Hall. Bill Wheeler suggested adding a URL code and will assist her with that after the meeting.
- Parks and Recreation – Mayor Mahon emailed Parks and Recreation regarding her concerns along the Neshaminy Creek and she has not heard back from anyone.
- Senator Frank Farry’s Meeting – Mr. Pio, Mr. Lodise and Mayor Mahon attended Senator Frank Farry’s municipal meeting held in Langhorne. Mayor Mahon distributed notes from the meeting. She did bring up some concerns and Mr. Farry asked she send her concerns in an email so he can follow up. If anyone wants to add anything to her email, she is sending just let her know. She is sending concerns regarding MS4 fees and project status, open space and police officer status in Boroughs. Mr. Farry spent a lot of time discussing the possibilities of having to move

to a paid fire department. His office is also going to forward information regarding grant opportunities through the Rural Community Assistance Partnership (RCAP).

Police:

- New Police Building – Chief Baran distributed a list of things he would like to see in a new police department building. Mayor Mahon encouraged all to provide feedback and suggestions. She is proposing adding onto the garages and make it a two-story structure to take up less room. Tom Wheeler suggested considering taking back the apartments and utilizing the space we already have. Also digitalizing all the documents would reduce storage space. Mr. Harris asked if the state police could offer any assistance with regards to design. Chief Baran is having a friend put together a visual layout on CAD free of charge. Chief Baran explained that he hopes to be able to secure some RDA grant funding as well as grants through the Police Chiefs Association. Tom Wheeler asked Mr. Mandolesi to work with Chief Baran on the design of the building and narrowing down the wish list to exactly what is needed. Mr. Pio doesn't feel the department has the activity to justify a new building but would like to consider taking over the upstairs apartments or apartment.

Nick Toth arrived 8:07 pm

- Trenton Road Bridge Construction – The Borough and Police Department received a letter from Driscoll Construction regarding the Trenton Rd Bridge. They will be closing the bridge on or about May 8, 2023 for a six months construction project. All traffic will be rerouted to Bensalem Blvd. to New Falls Rd to Rt 413. Chief Baran expects higher volume of traffic on Main St.

Borough Property:

- Stucco/Painting Borough Hall Project – Bill Wheeler explained that the lowest bid was not only too high but did not meet all the requirements of the bid. Bill Wheeler did have a conversation with an engineer at Gilmore who is recommending the elastomeric coating instead of stucco. Bill Wheeler is recommending that council reject all bids from 3/21/23 and rebid the project including both options – stucco and elastomeric coating and also include painting of outside trim and interior rooms. Bill Wheeler will meet with HARB to confirm the elastomeric coating meets their standards for the historical area. He is also recommending council specify the exact paint they will be required to use to ensure high quality paint is bought. He also pointed out that the two grants for the project have been merged together and the date to spend the funds has been extended to 6/30/24.

Motion made by Mr. Lodise and seconded by Mr. Harris to reject all bids received for the Borough Hall Stucco Repair Project received March 21, 2023; motion passed with all in favor 7-0-0

Motion made by Mr. Mandolesi and seconded by Mr. Lodise to authorize the Borough Manager to re-advertise for bids for the Borough Hall Stucco Repair and Painting project, and to take all action necessary to receive and evaluate the bids and prepare a recommendation to council; motion passed with all in favor 7-0-0.

- Playground Weed Treatment Contract Renewal – Mr. Mandolesi informed council that Green Up Turf Care is sending a new contract for signature. They are not raising their prices so everything will remain the same \$65 per application with no more than 6 applications a year. Green Up owes the Borough one application from last year so they will go ahead and treat the playground. They will continue to hang signs the day before till the day after treatment. Ms. McKairnes asked if they could spray the wall of the sidewalk in front of Borough Hall as well. Mr. Mandolesi will inquire. Mayor Mahon reminded Bill Wheeler that the Borough also needs to complete an Integrated Pest Management (IPM) Program which is required when spraying chemicals.

Motion made by Mr. Mandolesi and seconded by Mr. Toth to contract with Green Up Turf Care for the application of weed control at a cost of \$65 per application every month for no more than 6 applications a year; motion passed with all in favor 7-0-0.

- K.E.Seifert – Mr. Mandolesi has a bill for \$270 from K.E.Seifert that is overdue for salting they did this past winter. Ms. McKairnes never received the bill but will take care of it getting paid. Mr. Mandolesi will make sure they send the bills directly to the Borough moving forward.

Personnel:

- Zoning Hearing Board Alternate – It was recommended that the personnel committee meet to consider filling the alternate position for the Zoning Hearing Board.

Borough Manager:

- Disposable Borough Records – Ms. Omietanski has two years of records that she would like to get shredded. They are for 2011 and 2012. She keeps 10 years of records, which is 3 more years than is required by law. She also keeps all permanent records like minutes and ordinances.

Motion made by Mr. Lodise and seconded by Mr. Toth to authorize the Borough Secretary to dispose of non-permanent borough records for the years 2011-2012 in accordance with the PA Municipal Records Act; motion passed with all in favor 7-0-0.

- PA State Assoc of Boroughs Meeting – Bill Wheeler is going to attend the PA State Assoc of Borough’s meeting which will be held in Hershey from 6/4-7/23. He would like to have Council give him the authorization to vote on behalf of the Borough. Council will vote on the matter at the May 1st council meeting.

Streets and Lights:

- RDA Road Paving Project – Gilmore and Assoc received 5 bids for the road repaving project and Bray Brothers was the lowest bidder. The total cost is \$233,056.80 which includes the base bid plus 3 alternate roads. The RDA grant will cover \$195,000 which will leave \$38,000 to be paid by the Borough plus all engineering fees. The engineering fees are estimated to be \$20,000.

Motion made by Mr. Lodise and seconded by Mr. Toth to contract with Bray Brothers, Inc. for the 2023 road rehabilitation program at a cost of \$233,056.80 and to authorize the Council President to sign any contract documents, subject to review by the Borough Solicitor; motion passed with all in favor 7-0-0.

Treasurer Report:

- Bills – Ms. McKairnes presented twenty one bills to council to authorize payment; A copy of the bills are attached.

A motion made by Mr. Lodise and seconded by Mr. Mandolesi carried unanimously to approve the bills presented by Ms. McKairnes; Motion carries 7-0-0.

Old Business:

- The Mill Update – There was a hearing date scheduled for 4/4/23, however Bill Wheeler, Tom Panzer and Mr. Italia from Barry Isett and Assoc met with the owner and came to an agreement before the hearing. They subsequently inspected the property and found major concerns with the north end of the building. The roof has several holes in it and some of the floors are collapsed. Bill Wheeler is sending a letter to the owner requiring immediate action to fix the issues as well as a plan for addressing the concerns noted in the long term. The owner did request consideration to change the zoning of the Mill from residential to commercial. Mr. Panzer did recommend to council that the change does make sense. The process would be a public process and would need a vote by council to proceed.
- 524 Main St Update – Chief Baran stopped by 524 Main St several times and was never able to talk to anyone but did confirm someone is living inside. The air-conditioning was running and there was a car in the driveway. Bill Wheeler will visit the address to confirm if the people living inside are the owners or if they are renters.
- KC Tomlinson Office Hours – KC Tomlinson had her first office hours held at Borough Hall. She had 5 residents stop in to see her.

New Business:

- Removing Trees from a Property - Ms. McKairnes asked if you need a permit to remove a tree from your property. Mayor Mahon explained you do not need a permit and you are allowed to remove trees on your property and are not required to replant. The only

regulations are on development land clearing where you are not permitted to remove more than 40 percent of the trees.

There being no further official business the meeting was adjourned at 9:32 pm; motion made by Mr. Lodise and seconded by Mr. Toth; carried 7-0-0.

Respectfully Submitted

Dorothy Omietanski
Secretary Hulmeville Borough