

HULMEVILLE BOROUGH COUNCIL
Meeting Minutes
December 4, 2023

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
Jim Pio
Doug Harris
Nick Lodise
Judy Coleman
Nick Toth
Naz Atabas, Junior Councilmember

Staff in Attendance

Diane McKairnes, Treasurer
John Baran, Chief of Police
Dorothy Omietanski, Secretary
Thomas Panzer, Solicitor
Bill Wheeler, Borough Manager
Debbie Mahon, Mayor

Council Members on Zoom: none

Councilmembers Absent: none

Councilmembers Late to Arrive: none

Staff on Zoom: none

Staff Absent: Kurt Ludwig, Water and Sewer President

Guests in Attendance: Trisha Boyle, Mary Johnson, Martin Bradley, Sandy Carroll, Amanda Gonzalez, Jose Gonzalez, Patrica Taggart, Jackie Carroll, Joe McKairnes, and Rebecca Krause

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

Minutes:

Motion made by Mr. Mandolesi seconded by Mr. Lodise to approve the minutes of November 6 and November 21, 2023, meeting; Motion passed with all in favor 7-0-0.

Public Comment: none

Police Report:

- Police Report – Mayor Mahon read the report for the month of November 2023:

Incident reports	15	Summary citations	0
Accident reports	2	Traffic citations	36
Assists	5	Criminal arrests	0
EMS calls	1	Parking ordinance	5
Court – local	6	Court – Doylestown	0
Hours worked	210	Salary	\$5,556.00

- Uniform Allowance and Life Insurance Stipends – The uniform allowance and life insurance stipends are included in the bills being voted on tonight.
- Training – Chief Baran attended a verbal judo training session paid for by the county. He also received crises intervention training.
- Street Sign & Hydrant Damages – Chief Baran received payment for the damage that occurred to two stop signs and a fire hydrant. Chief Baran also wanted to thank Mr. Lodise for his quick response in fixing the signs.

Mayor:

- Internal Control Methods – The Mayor has started researching the best way to incorporate Internal Control Methods for the borough. This will need to be led by an ad-hoc group of council members.
- Youth Volunteers 2023 – There will be 26 youth to be recognized this year. The mayor will be presenting 21 of the acknowledgements during a Troop 2065 and Troup 2533 meeting on Monday December 11 during their weekly gathering. The other 5 volunteers will receive their invitation to attend the December 19th work session meeting this month to be recognized.
- PHS Tree Tenders Bare Root Tree Program – The paperwork will be submitted to PHS as per the agreement when the trees were purchased.
- 150th Events – The Mayor would like to request a meeting with the executive board to plan 2024 events.

Storm Water/Floodplain/MS4:

- Act 167 & 537 Follow Up – Gilmore and Assoc is working on price updates for the project quotes.
- Winter Newsletter – Mayor Mahon had previously requested all information for the newsletter be to her by December 3, 2023. If you have information, please forward it as soon as you can.
- Floodplain Inspections – Floodplain information has been forwarded to Samantha Brinker at Gilmore so they can conduct future property evaluations in the Borough.

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 homeowners 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:

- Meeting Schedule 2024 – Bill Wheeler recommended the council make the start time for all meetings in 2024 be at 7:00pm. The council agreed. All dates presented by Ms. Omietanski were approved.

Motion made by Mr. Mandolesi and seconded by Mr. Lodise to change all meeting start times to 7pm for 2024; motion passed with all in favor 7-0-0.

Motion made by Mr. Pio and seconded by Mr. Lodise to approve the meeting schedule for 2024 and to authorize the Borough Secretary to advertise the dates in the newspaper; motion passed with all in favor 7-0-0.

- RDA Grants for 2024 – The RDA will be announcing the grants for 2024 this coming week.
- System/Policies Orientation – Bill Wheeler has scheduled an orientation for new council members for 12/20/23 at 6:30pm. The meeting is open to any council member to attend.
- 329 Main Street Update – Bill Wheeler is recommending the council review the status of 329 Main Street at the work session in December. If the homeowner has not completed the changes that he agreed to in the November work session council should schedule a hearing to take place in January 2024 to discuss next steps. Mary Johnson did want to update the council on homes with board and batten in the historic district since it came into question at the November meeting. There are only two homes with board and batten; the Mayor’s house and Danny Ferry’s home at 224 Main St. The Mayor’s home was originally a barn, so HARB considered board and batten was acceptable for a barn structure. Mr. Ferry’s home was originally a store and again board and batten was acceptable for the structure it originally was. Ms. Johnson also wanted to inform the council that the homeowner came to her house on Thanksgiving wanting to discuss the changes. Ms. Johnson told her she needed to reach out to the council regarding any matters regarding her home.

Fire Marshal:

- Old Mill – Bill Wheeler did confirm that the reinspection of the Old Mill was completed in November. Patricia Taggart would like to see the Borough stay on top of the building maintenance of the Old Mill. She is concerned with making sure the building continues to be well maintained and things like broken windows be fixed.

Emergency Management Coordinator:

- EMC Requirements – PEMA recently changed the educational requirements for EMC's. In 2027 they are going to require 75 hours of education every 5 years. Bill Wheeler talked to the Fire Commissioner regarding his concerns. The issue is, in Mr. Wheeler's opinion, PEMA would like to see all EMCs as career people.

Zoning/ Code Enforcement: no report

Water and Sewer:

- Rio Meter Replacement – Bill Wheeler is assisting the Authority with the meter replacement project. Rio has not been easy to work with and the Borough is struggling to get the project started. Rio has promised to send a letter to all customers in need of a meter replacement by 12/11/23. Bill Wheeler has requested he receive a copy of the letter before it is sent out. If they do not send the letter by the date promised Bill Wheeler is recommending the Authority hires a local plumber to complete the work.

Borough Property:

- Signs – The apartment parking signs were taken down during the stucco repair project at Borough Hall. Instead of hanging the signs up again on the building Bill Wheeler is recommending replacing the building mounted signs with new movable signs.

Motion made by Mr. Mandolesi and seconded by Mr. Lodise to purchase two new apartment reserved parking signs; motion passed with all in favor 7-0-0.

- Heat – The heat at Borough Hall is currently not working again. Airtech will be out tomorrow to check it. The last time there was an issue with the heat, the burner in the heater had blown out.
- Thank You – Mr. Mandolesi will make sure Tina Davis and KC Tomlinson attend the December work session so that the council can thank them for their financial support with regards to the stucco repair/painting project.

Trash: no report

Lights: no report

Streets:

- Stop Sign Repairs – Mr. Lodise is currently working on repairing stop signs in the Borough.

Personnel: no report

Finance:

- 2024 Budget –

Motion made by Mr. Harris and seconded by Mr. Lodise to adopt the 2024 budget for \$900,811 and authorize a resolution with the general fund tax of 14.5 mills, a fire tax of 1.5 mills, a per capita tax of \$5.00 an earned income tax of 1% and the refuse collection fee of \$281 per EDU, based on an assessed property value of \$8,920,793 and the value of 1 mill at \$8,921; motion passed with all in favor 7-0-0.

Solicitor Report:

- Ratify Actions Taken – Mr. Panzer recommended council ratify actions taken during the November work session.

Motion made by Mr. Mandolesi and seconded by Mr. Lodise to ratify actions taken at the 11/21/23 work session; motion passed with all in favor 7-0-0.

- Conditional Use Hearing Update – Mr. Panzer informed council that both the Applicant and Protestants have filed an appeal regarding the Conditional Use Hearing decision. The next step is a judge will get the case. The attorneys from both sides will have an opportunity to sit down with the judge and try to work through the matter at hand. They can have a Rule 27 Conference. If they cannot work through the matters a briefing will be scheduled. The judge will ask for oral arguments and then will decide on the case. Mr. Panzer will compile all the records from the hearing and will send them to the courts. The council can have an executive session to discuss how to proceed. There will be two new council members in January, so Mr. Panzer is recommending the council wait to schedule the executive session until January. The council could try to mediate between both parties to see if they can come to a consensus. Mr. Panzer suggested creating a sub-committee to manage the process. The current subcommittee is Tom Wheeler, Judy Coleman and Nick Toth. Mr. Harris asked Mr. Panzer if Ms. Gonzalez being named in the appeal for the Protestants is a conflict of interest for her husband who will be serving on council. Mr. Panzer does not believe Mr. Gonzales would need to disqualify himself. Mr. Panzer also suggested reaching out to Gilmore and making sure they take another look at the original plans as well as the current plans. They should be prepared to assist the council with on-site capacity questions. Mr. Mandolesi made it clear to the public that moving forward expenses from the court case will be charged to the borough. Mr. Panzer will present a proposed budget for the cost of managing this case moving forward.

Treasurer's Report: Treasurer's Report for December 4, 2023, was made available for inspection: Tom Wheeler wanted to explain to the public that PLGIT is not just extra money in the bank. PLGIT is a state-run savings account. Currently the borough has \$1,023,052 in the account. However, that money is not just extra money it is all earmarked for future projects like MS4 projects, new roof, police cars etc.

• General Fund Checking Balance as of November 1, 2023:	\$ 359,354.47
Expenses Totaled:	\$ -262,004.15
Income Totaled:	<u>\$ 76,056.86</u>
General Fund Checking Balance as November 30, 2023:	\$ 173,407.18
• Sewer Fund Checking Balance as of November 1, 2023:	\$ 81,275.26
Expenses Totaled:	\$ -23,615.47
Income Toted:	<u>\$ 20,547.00</u>
Sewer Fund Checking Balance as of November 30, 2023:	\$ 78,206.79
• Sewer Fund PLGIT Balance as of November 1, 2023:	\$ 254,104.80
Interest Totaled:	\$ 1,082.32
Deposit Totaled:	\$ 0
Expense	\$ 0
Sewer Fund PLGIT Balances as of November 30, 2023:	\$ 255,187.12
• Highway Aid PLGIT Balance as of November 1, 2023:	\$ 146,174.72
Interest Totaled:	\$ 622.61
Deposit Totaled:	\$ 0
Expense Totaled:	<u>\$ 0</u>
Highway Aid PLGIT Balances as of November 30, 2023:	\$ 146,797.33
• General Fund PLGIT Balance as of November 1, 2023:	\$ 1,023,052.52
Interest Totaled:	\$ 4,457.86
Deposit Totaled:	\$ 200,000.00
Expense Totaled:	<u>\$ -221,360.11</u>
General Fund PLGIT Balances as of November 30, 2023	\$ 1,006,150.27

Bills: A copy of the bill list dated November 30, 2023, was provided to Council and offered for review by the public.

• General Fund beginning balance as of November 30, 2023:	\$ 135,417.65
ending balance as of December 27, 2023:	\$ 120,951.01

A motion was made by Mr. Mandolesi seconded by Mr. Lodise and carried unanimously to approve the bill list dated November 30, 2023; Motion carries 7-0-0.

Jr. Council Person: Ms. Atabas informed council that she has applied to 7 colleges and was accepted by Weidner University so far.

Correspondence:

- Computer Upgrade – Ms. Omietanski informed the council that Stanley Omietanski has spent several hours upgrading the hardware for the office computer and will be doing a software upgrade soon which will take a few more hours to complete. All work has been done in coordination with Diane McKairnes.

New Business:

- New Cleaning Service – Mayor Mahon recommended the council consider hiring a new cleaning service. Everyone agreed to the suggestion.
- Reorganization Meeting – Ms. Coleman suggested that council try to find volunteers to fill the current two council member seats on the Planning Commission. Council will discuss in January and start the process of selecting two people to replace the current council member seats.
- Thank You – Ms. McKairnes wanted to thank everyone who helped set up, clean up and donate cookies for the tree lighting event.

Unfinished Business:

- Traffic Study – Gilmore reviewed the portion of the traffic study on the roads of Green and Main Streets for the Superior Holding development. In Gilmore’s professional opinion, there is not enough traffic to warrant any changes to the current traffic patterns. The council discussed the possibility of adding a sign limiting access. Tom Wheeler suggested limited entrance from Main Street during rush hour to limit two-way traffic. If they decide on a sign an ordinance would need to be written. Chief Baran stated that limiting entrance during certain times would be easier to police than a more general limiting sign.

The meeting was adjourned at 9:26 pm; motion made by Mr. Pio seconded by Mr. Lodise.

Respectfully Submitted

Dorothy Omietanski
Secretary