

## HULMEVILLE BOROUGH COUNCIL

### Meeting Minutes

June 3, 2024

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  
Rebecca Krause, Vice President  
Jim Pio  
Jose Gonzalez  
Nick Lodise  
Judy Coleman  
Dan Mandolesi  
Naz Atabas, Junior Councilmember

#### **Staff in Attendance**

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

**Councilmembers Absent:** none

**Councilmembers Late to Arrive:** none

**Staff Absent:** none

**Guests in Attendance:** Jacob Rigg, Gilmore and Assoc, Jake Krause, Kevin Todd, Sheri Wheeler, Don Farnham, Mary Johnson, Joe Williams, Martin Bradley, Sandy Carroll, Larry Byrne, Engineer, Joe McKairnes, Dennis Mitchell and Robert Nathan,

**Call to Order:** Tom Wheeler called the meeting to order at 7:02 pm; all those present joined the Pledge of Allegiance.

#### **Minutes:**

**Motion made by Mr. Pio seconded by Ms. Krause to approve the minutes of May 3, 2024;  
Motion passed with all in favor 7-0-0.**

#### **Planning Commission Report:**

The planning commission had a meeting on 5/15/24 to discuss a proposal for a subdivision at 2 E Fairview Ave. The owner/developer would like to knock down the existing home, subdivide the property into two lots and rebuild two homes. The Bucks County Conservation District and Planning Commission, as well as Gilmore reviewed the plans. Gilmore outlined issues they saw with the current proposal and things that the applicant would need to change or receive a variance from council. The Planning Commission is proposing to approve the plans with Gilmore's outlined conditions which includes stormwater management on each property. The council has 90 days from date of submission (5/15/24) to decide on the proposal. Mr. Panzer explained that the council can approve the current plan with the conditions from Gilmore attached. The owner has agreed to comply with all conditions except the requirement of having

features on the plan within 400 feet from his properties, the drawing scale, and would like to waive sidewalks, curbs and streetlights. He would also like to keep electric lines above ground, which is how they are currently. Unfortunately, members of the council were not provided with copies of the plans prior to the meeting. They will need time to review the plans and will be prepared to vote at the July council meeting. Council all agreed the property does need to have stormwater management especially given the current history of water issues in the area. The impervious surfaces of the new structures will be about the same as the one old. The new structures will have 2,760 sq ft per lot compared to the old which had 5,870 sq ft total. The owner is considering stone pits for water management. Gilmore explained that they would need something that directly captured the rain run off and store it underground. The Engineer for the owner requested approval subject to the changes recommended by Gilmore so they would not have to come back to another meeting, however Mr. Pio would like them to make the changes first then present the revised plans to council before council votes. Mr. Panzer explained to the council that it is common practice to vote on the current plan with stipulations that they will be making the changes necessary that were outlined by Gilmore. Mr. Pio does not feel comfortable proceeding that way. The engineer is not sure he has enough time to make the changes before the next meeting. If he cannot the council will need to request an extension.

**Motion made by Mr. Mandolesi and seconded by Mr. Pio to table the motion for 2 E Fairview Ave subdivision until July 1, 2024, council meeting; motion passed with all in favor 7-0-0.**

**Public Comment:**

- Mary Johnson – Ms. Johnson thanked the council for their diligence with regards to stormwater management. She also wanted to remind the council that the home on Main Street did correct their siding issue, however they did not finish the other work council was requiring of them. She was hoping the council could follow up on the matter.
- Jake Krause – Mr. Krause informed the council that the light at Memorial Park is blinking again. Mayor Mahon suggested council hire an electrician to look at it. Mr. McKairnes did speak to Joe Heald asking for his permission to look at the clock and the electrical issues in the park and Mr. Heald did not want him to look at it. Mr. Mandolesi told Mr. McKairnes that he is giving him permission to look at the issue.
- Sandy Carroll – Ms. Carroll asked the council if they had scheduled to fix the culvert at Ford and Washington. Bill Wheeler explained that the roads are being paved this week and once they were finished, he is going to see if there were any funds left from the grant. If there is money left, he was going to see if they could put that towards repairing the two culverts at Ford and Washington and Washington and Webster. They will need to hire a contractor for the project.
- Joe Williams – Jim Pio and his committee members visited Joe Williams property as well as looked up information at Borough Hall regarding work done on the properties in question. The swales and piping are 100 percent on the neighbor's property. From what they can tell the swale and pipe existed in 1976 well before any development of the land. There was also a letter in 1984 complaining about the water issues on the property. They observed that there is a large hole in the current grate and that the pipe ends roughly 100 feet before the creek bank. The property never had an easement, and the land is all

privately owned. Mayor Mahon pointed out that it is a similar issue as what they have on McCarthy Ave. Mr. Pio asked for Mayor Mahon’s assistance in trying to come up with a solution to the problem. Mayor Mahon agreed to help the committee with the matter. Mayor Mahon would like to contact the county to see if they have plans for the properties in question. Mr. Panzer explained to the council that the issue they are dealing with is rather common for the area. He warned them that the matter would be expensive to fix and that they need to look globally before making any decisions that would set a precedent.

- Sheri Wheeler – Ms. Wheeler encourages all the council to inspect the playground equipment. In her opinion, she feels it is very dangerous. The mulch is too low, the equipment is rusted and there are some sharp edges. The original playground was built in 1993 and was completely community funded. It cost \$50,000 back then to build it. Mr. McKairnes suggested calling the playground equipment company that did the installation and have them come out to inspect the equipment and make suggestions for improvements. Ms. McKairnes will call them.

**Mayor:**

- Summer Newsletter – Reminder to everyone to get your summer newsletter items to the Storm Water Committee ASAP.
- Memorial Park Clock – Mr. McKairnes will look at all issues in Memorial Park.
- Tree Maintenance Borough Parks – Mayor Mahon suggested the council consider having tree maintenance done at the park. There is an Ash tree that is nearly dead, and they should not wait until it is fully dead to remove it.
- Junior Council Program – There is an opening for the Junior Council Member position for this upcoming school year. Information will be posted on the Borough website. High school juniors and seniors are encouraged to apply for a one- or two-year term.
- Recognition Junior Council – Naz Atabas will be recognized on August 5<sup>th</sup> for her service as a Junior Council Member.

**Public Safety:**

- Police Report – Mayor Mahon read the report for the month of May 2024:

|                  |     |                    |            |
|------------------|-----|--------------------|------------|
| Incident reports | 21  | Summary citations  | 0          |
| Accident reports | 3   | Traffic citations  | 37         |
| Assists          | 6   | Criminal arrests   | 1          |
| EMS calls        | 2   | Parking ordinance  | 6          |
| Court – local    | 6   | Court – Doylestown | 0          |
| Hours worked     | 202 | Salary             | \$7,221.39 |

- Family Fun Day/NNO – The event will be held Saturday August 3, 2024, noon to 4pm. Volunteers are needed. Anyone interested in helping please reach out to Chief Baran or Mayor Mahon. Debbie Mahon is looking into food trucks and an ice-cream truck with one free ticket per person for the ice cream truck to help reduce the workload. Chief

Baran may receive a \$2,400 grant that would cover things like the inflatables, tables and tents. The money cannot be used on food.

- Parade – The parade went very well. All cars on Main Street were moved except for one. They also had a car coming head on into the parade but the car was quickly turned around.
- Police Facebook Page – The police are now posting pictures of the people riding their ATV's and dirt bikes on the police Facebook page. The ones they have posted so far have been quickly identified. The mayor encourages everyone in the borough to take pictures and send them to the police to be posted.
- Pedestrian Signs – A pedestrian sign, located on Bellevue Ave. has been hit but is repairable. The chief will investigate the cost of permanent signs but does believe the ones on the roadway are the most effective.

**Storm Water/Floodplain/MS4:** no report

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

- 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 homeowners to install rain barrels.
- TMDL No 8: additional provisions:

**Borough Property:**

- Tenant Issue – People are parking in Unit A parking spot. The reserved car park painted on the spot has faded and may need new paint. The signs were removed when the building was repainted, and the cost of ordering free standing signs was very high. Chief Baran told the council they have paint that can be used for the project. Mr. Lodise will investigate the matter.
- Light at Borough Hall – There is a light blinking at Borough Hall. Mr. Mandolesi will call Armor to look at it.

Note Mayor Mahon left meeting Tom Wheeler will take over as Mayor for rest of meeting

**Finance:**

- Next Meeting – The committee scheduled an in-person meeting for June 27<sup>th</sup> at 6:30pm. Ms. Krause is hoping to be able to report on the second quarterly review of the budget at the July council meeting.

**IT:**

- Electronic Mail Policy – Ms. Krause received a few last-minute edits to the document so she would like to make the proposed changes and present a revised version at the next meeting. Mr. Pio asked that any future changes to the document be sent to the committee by 6/12/24.

**Motion made by Mr. Pio and seconded by Ms. Krause to table the vote on the electronic mail police to July 1 council meeting; motion passed with all in favor 6-0-0.**

**Personnel:** no report

**Public Works:**

- Sign Improvement – Mr. Lodise has been working on fixing 5-6 signs in the borough including the fire lane signs.
- Sidewalk Initiative – Mr. Lodise has reached out to Bob Graham to discuss the sidewalk initiatives proposed by Ms. Krause. He will have information to report at a future meeting.

**Ordinances:**

- Fee Schedule – Bill Wheeler did forward to the committee a revised fee schedule. He has been waiting for feedback. The council would like him to forward the schedule to both Gilmore and BIU for their input on the stated fees.

**Borough Manager:**

- CPR Device – Council needs to pass a resolution to request payment for the CPR device approved for purchase through the RDA program.

**Motion made by Mr. Mandolesi and seconded by Mr. Lodise to adopt a resolution to request payment for the municipal grant program for the CPR device; motion passed with all in favor 6-0-0.**

- Act 167 – Currently there exist 9 versions of Act 167 and a committee has been formed to work at getting it down to one. A meeting will be held on 6/12/24 at 11am and Bill Wheeler plans to listen in on the meeting. Anyone is welcome to join him on the call.

**Fire Marshal/EMC:** no report

**Zoning/ Code Enforcement:** no report

**Water and Sewer:**

- Current Meter Software – The current software being used to read the meters is no longer going to be supported. As soon as possible the Authority needs to make the switch to the

new software. One issue is Munibilling is requesting the meter sizes which the Authority does not have. Tom Wheeler stated that most should be 5/8ths. Bill Wheeler will contact Munibilling to see if the sizing is necessary to proceed.

- Water Leak Repair – The water leak on Ford Ave has been stopped. More work needs to be done; however, they need to wait for the ground to dry out first.

**Solicitor Report:** no report

**Treasurer’s Report:** Treasurer’s Report for June 3, 2024, was made available for inspection:

- **General Fund Checking** Balance as of May 1, 2024: \$ 213,905.76  
Expenses Totaled: \$ -47,409.74  
Income Totaled: \$ 242,240.46  
General Fund Checking Balance as May 31, 2024: **\$ 408,736.48**
- **Highway Aid PLGIT** Balance as of May 1, 2024: \$ 144,565.96  
Interest Totaled: \$ 674.74  
Deposit Totaled: \$ 24,528.84  
Expense \$ -3,207.28  
Highway Aid PLGIT Balance as of May 31, 2024: **\$ 166,561.96**
- **General Fund PLGIT** Balance as of May 1, 2024: **\$ 1,236,195.88**  
Interest Totaled: \$ 5,362.15  
Deposit Totaled: \$ 2,243.70  
Expense Totaled: \$ -598.53  
General Fund PLGIT Balances as of May 31, 2024: **\$ 1,243,203.20**

**Bills:** A copy of the bill list dated May 30, 2024, was provided to the council and offered for review by the public.

- **General Fund** beginning balance as of May 31, 2024: \$ 337,189.38  
ending balance as of June 3, 2024: \$ 331,856.94

**A motion made by Mr. Lodise seconded by Mr. Pio and carried unanimously to approve the bill list dated May 30, 2024, taking out a voided check for Gilmore in the amount of \$846.25; Motion carries 6-0-0.**

**Correspondence:**

- Middletown Fire & Emergency Services – The Borough received a letter from Middletown Fire & Emergency Services regarding the termination of their QRS license as of June 30, 2024. They will continue to provide emergency medical support to the ambulance squads and the public within Middletown Township and the surrounding Boroughs.
- IRS Letter – The Borough finally received a letter from the IRS confirming the EIN for the Borough. The letter has been scanned into SharePoint and will be in the EIN file.

**New Business:** none

**Unfinished Business:** none

**Motion made by Mr. Pio and seconded by Mr. Lodise to cancel the June work session due to no agenda; motion passed with all in favor 6-0-0.**

**Motion made by Mr. Pio and seconded by Mr. Lodise to cancel the July work session due to no agenda; motion passed with all in favor 6-0-0.**

**The meeting was adjourned at 9:16 pm; motion made by Mr. Pio seconded by Mr. Lodise.**

Respectfully Submitted

Dorothy Omietanski,  
Hulmeville Borough Secretary