

LANGHORNE MANOR BOROUGH COUNCIL MEETING

Check the calendar on LMB's website (langhornemanor.org) for the link to livestream the council meeting.

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF MINUTES *MOTION TO APPROVE.*
4. RESIDENT COMMENTS
5. REVIEW OF CANDIDATES QUALIFICATIONS FOR OPEN COUNCIL POSITION DUE TO GRACE'S RESIGNATION
 - a. Daniel Nicastro-Resume attached
 - b. Teresa Weiser-Resume attached
 - c. Philip K Gillies-Resume attached
6. COUNCIL VOTE ON CANDIDATES AND SWEARING IN OF NEW CANDIDATE FOR COUNCIL
7. RESIGNATION FROM COUNCIL OF ALICIA GASPOROIVIC AS OF 10/1/24.
8. RVE REPORT RE FINAL MS4 REPORT AND LMB PRP PLAN
9. APPROVAL TO RELEASE GRUPP ESCROW SIDEWALK
10. POLICE REPORT
11. INSPECTOR'S REPORT
12. MOTION TO REDUCE LIABILITY REQUIREMENT FOR TRASH HAULERS TO 1 MILLION FROM 2 MILLION
13. REPORTS
 - a. Jim Niwinski
 - b. Alicia Gasparovic
 - i. Unfinished Projects-attached
 - c. Cheryl Oessenich
 - d. Nicholas Pizzola
 - i. Cairn to Present to Council and present their plan for the property at 108 Gillam Avenue
 - ii. Grants submitted to BCRDA
 - iii. Status of Road repair bid
 - e. Bob McBeth
 - f. Sam Jennings
14. MAYOR'S REPORT
15. BOROUGH MANAGER'S REPORT
16. SOLICITOR'S REPORT
17. CORRESPONDENCE
18. APPROVAL OF BILLS FOR PAYMENT
 - a. *MOTION TO APPROVE BILLS FOR PAYMENT*
19. APPROVAL OF TREASURER'S REPORT
 - a. *MOTION TO APPROVE TREASURER'S REPORT*
20. COMMENTS FROM RESIDENTS AND VISITORS
21. NEXT MEETING October 22, 2024

Daniel Nicastro
403 Station Ave.
Langhorne, PA 19047

October 3, 2024
Nick Pizzola
Council President

To whom it may concern,

This letter is meant to express my interest in filling the vacant seat on the Langhorne Manor Borough Council. I have lived at my current residence on Station Avenue for 4 years, but have lived in the area my whole life. I have a strong interest in local politics and how it can be used to better our communities and serve those who live there. While Langhorne Manor has made great progress lately, such as with its stormwater projects, I feel that with even larger projects looming in the future – such as the Route 1 construction – there is more work to be done. Work that I would love to be a part of.

My expertise is in education and policy, working regularly with government agencies as part of my occupation. I feel that my work in researching, developing, and advocating policy to improve educational outcomes for our students could also be well suited for the responsibilities delegated to members of this Council.

Should I be fortunate enough to be selected to fill this vacancy, I will serve to the best of my abilities, and I will put the needs of residents of Langhorne Manor before any personal or political affiliations. I feel that I would be an excellent fit for the Borough Council, and I hope that you will consider me for this vacant seat.

Sincerely,
Daniel Nicastro

DANIEL NICASTRO

EXPERIENCE

August 2015 -
Present

Project Manager & Research Associate, *Educational Testing Service*

Directed end-to-end project operations for large-scale international projects spanning 82+ countries. Conducted data analysis. Developed project budgets and deliverables timelines. Managed team of research assistants and coordinated additional project needs and strategy with international contractors. Researched and edited policy reports.

March 2014 –
August 2015

Manager, *The First National Bank & Trust Co. of Newtown*

Directed all aspects of banking operations across 12 branches, including customer service, loans, human resources, administration, and sales. Conducted personnel training, coaching, and development. Allocated funds to meet customer banking and lending needs.

May 2010 –
March 2014

Front Line Supervisor, *BJ's Wholesale Club*

Provided customer service for members. Conducted personnel training and organized shift scheduling across teams. Identified sales opportunities.

EDUCATION

Rutgers University, New Brunswick NJ

December 2021: Masters of Business Administration
Summa Cum Laude

Temple University, Philadelphia PA

January 2012: Bachelors of Science in Education
Cum Laude

KEY SKILLS

- Microsoft Project Management Certification
- International Project Coordination
- Survey Design
- Technical Writing
- Agile Methodologies
- Content Editing
- Data Visualization
- Data Analysis
- Microsoft Office Suite
- Google Suite
- WordPress
- HTML, SQL, R

Teresa Weiser

206 W Prospect Avenue

Langhorne Manor Borough Resident

2019-present

I am applying to be a member of the Langhorne Borough council, because I'm optimistic I can contribute to the development of a stronger community by listening to resident concerns, using my engineering background to focus on the issue and work with council to develop solutions for all our residents.

While problem solving, it is beneficial to have people with different perspectives looking at the same questions. I would offer a different perspective to the current council as a newer resident and a person with school aged children.

Please see my contributions to volunteer activities since being a resident of this community

LMB Shade Tree commission member

2023-Present

Completed partial tree survey fall '23.

Identified unsafe condition over sidewalk on Station,

Worked with STC team to resolve

Worked with council to get dead trees removed from 1 property

Coordinated the planting of 10 new shade trees Spring '24.

LMB Storm Water Commission

Attended a few meetings and supported swale trials on Prospect

Neshaminy School District

2021-present

Presented proposal for pollinator pod to the Facilities members of school board

Developed implementation plan Neshaminy facilities and Tawanka Elementary team

Demonstrated planting to 7-8 second grade classes for the last 3 years

Cared for and maintained Tawanka Pollinator Pod throughout year

Langhorne Athletic Association & Middletown township

Requesting quotes for safety netting for Community Park baseball & softball field

PHILIP KEY GILLIES

CONTACT

2677847992
Pgillies@verizon.net

303 West Prospect Ave.
Langhorne Manor
PA 19047

To whom it may concern

This letter accompanies four copies of my Resume as requested. I wish that I be considered as the replacement council board member for the most recent vacated position. I have been a resident of Langhorne Manor Borough for 32 years and believe my 25 years in the banking industry would be an asset to our borough council. I look forward to your response and consideration.

Sincerely,

Philip Key Gillies

Philip Key Gillies-303 W. Prospect Ave, Langhorne Pa

Phone: 267-784-7928

NMLS id: 32516

Professional Profile

Professional leader with expert analytical and problem-solving skills. Persuasive and gracious toward internal and external customers. Excellent interpersonal and communication skills. Ability to grasp complex underwriting guidelines. Ability to analysis a situation outside of the box, if necessary, while affirming rules, regulations, and guidelines.

Employment History

Senior Mortgage officer/Loan Originator

Mutual of Omaha Mortgage

March 2023 – Present

- Operated user interface of no less than 30 platforms and databases such as Encompass, Eclipse, Loan Prospector, Cruse, Government websites and databases.
- Often called upon to troubleshoot other loans as it pertains to various underwriting and loan guidelines.
- Analyzed borrowers' employment, assets, and credit qualification to obtain Residential Mortgages.

Senior Mortgage officer/Loan Originator

Keller Williams Mortgage

October 2022 – March 2023

- Operated user interface of no less than 30 platforms and databases such as Encompass, Eclipse, Loan Prospector, Cruse, Government websites and databases.
- Often called upon to troubleshoot other loans as it pertains to various underwriting and loan guidelines.
- Analyzed borrowers' employment, assets, and credit qualification to obtain a Residential Mortgages.

Mortgage officer/Loan Originator

Lakeview Loan Servicing LLC, Ft Washington PA.

September 2018 – August 2022

- Operated user interface of no less than 30 platforms and databases such as Encompass, Eclipse, Loan Prospector, Cruse, Government websites and databases.
- Often called upon to troubleshoot other loans as it pertains to various underwriting and loan guidelines.
- Analyzed borrowers' employment, assets, and credit qualification to refinance or home purchase.
- Funded over 850 units at a volume of 170 million dollars.

Freedom Mortgage Corp, Marlton NJ

November 2017- September 2018

- Average Monthly Pipeline 6 million
- Piloted purchase origination for portfolio retention department

Lakeview Loan Servicing LLC, Ft Washington PA.

Jan 2014 – October 2017

- Average funded volume of 5 million dollars per month.
- Supported management in training new hires.
- Aided the company for transition to the Encompass POS.

Professional Profile

Professional leader with expert analytical and critical thinking skills. Persuasive and gracious toward internal and external customers. Excellent interpersonal and communication skills. Ability to grasp complex underwriting guidelines. Ability to analysis a situation outside of the box, if necessary, while affirming rules, regulations, and guidelines.

Summary Work History

25 years as a **Loan officer** working for the following fortune 500 companies.

1999-Present

- **Senior Loan Officer-25 Years of successful mortgage experience**

Mutual of Omah – Mostly Purchase money origination of Mortgages by real estate agent referral and special veteran division specializing in FHA/VA/Conventional

Keller Mortgage – Servicing clients and customers of Keller Williams in 31 states and DC

Lake view Loan servicer -Servicing Portfolio-licensed in 40 states

GMAC Mortgage -Soliciting mortgages from a variety of portfolios and part of wind down team during bankruptcy.

FUNB Money store

1991-1999

- **Real estate agent**

REMAX Properties

Prudential preferred.

1989-1991

- **General Manager**

Wall to Wal Sount

1981-1989

- **Non-Commission Officer**

US Army Supply Sergeant

Education/Licenses/Training

- Safe Act compliant and NMLS licensed and bonded in 30 US States.
- Completed all required educational Banking and regulatory requirements.
- Bucks County Community College and Harford Community College
- Schlicher-Kratz Institute Real Estate Principles and Practices 4 credit hours.
- Expert in Fannie Mae, Freddie Mac, FHAVA, Conforming and Non-Conforming underwriting guidelines.
- US Army Trained in munitions and biologic and chemical warfare.

Community/Charity service

Whorship leader at local community church

Serving Homeless Veterans via an outreach found at Chandler Hall in Newtown food distribution.

LMB Council
Unfinished Projects

1. Pine Street Infiltration Trench Project

- a. Contractor (CPA) still needs to repair 2 test pits on Prospect. Topsoil and seed needed.
 - i. RVE withheld \$3,333.43 retainage from final payment to CPA – this should not be paid out until test pits are repaired and all other aspects of project are satisfactory.
- b. Grant reimbursement needs to be requested for this project.
 - i. BCCD grant of \$185,000 RECEIVED and closed out.
 - ii. BCRDA grant of \$298,995 not drawn on yet
 - iii. H2O grant of \$300,000 not drawn on yet
 1. H2O allows for “inspection” fees to be reimbursed vs “engineering” expenses
 - iv. Additional \$700,000 in Community Block Grant received Oct 2024
 - v. Local Share Grant – applied for in early 2024 – unknown if we received.

NOTE: Pine Street Project – We already got all the BCCD money (\$185,000) reimbursed. But we also have H2O (\$300,000) and RDA (\$298,995) money to spend, and apparently another \$700,000 from a new Community Block Grant that Dawn applied for. Most of those grants have limits on engineering, inspection, advertising, etc. so we need to be careful to ask the right grants to reimburse the right expenditures. I laid everything out here (**Storm Water Commission > Documents > General > Pine & Prospect - BCCD Grant > Grant Reimbursements > TO SEND**) and here (**Storm Water Commission > Documents > General > Pine & Prospect - BCCD Pine & Prospect Grants**)

I suppose there is some wiggle room in categorization to maximize future grant reimbursements since the accounting with BCCD was nebulous...all BCCD wanted to know was that we spent more than the grant was for, which leaves some of those expenditure categories wishy-washy. I don't know how careful we need to be to avoid asking two different grants to reimburse the same expenses. We have spent more than just the \$185,000 on Pine/Prospect/Alternatives so we need to get that reimbursed.

2. Station Ave & Highland Ave Trenches

- a. Feasible? Test pit results?
- b. **Test pits need to be repaired.** (Pay for with BCRDA / H2O grant funds?)
 - i. Bob at 505 Station was not happy w/infiltration trench test pits – cracked edge of sewer cleanout. Council and RVE were responsive, but Bob stopped responding regarding corrective action. Unknown whether this is resolved.
- c. Are the locations that were infiltration-tested indeed not feasible? What is final opinion of RVE?
- d. We need to update the neighbors at these locations as to project status

3. Grant funds need to be spent & reimbursement requested – originally intended for Pine & Prospect Trench project

- a. Need to request extensions
- b. Need to request location changes
- c. BCRDA grant of \$298,995 not drawn on yet
- d. H2O grant of \$300,000 not drawn on yet
- e. Did we also receive another \$700,000 from the Community Block Grant (Fitzpatrick?)

4. RVE to update DEP plan

- a. Need to advertise for public comment

5. ARPA funds

- a. Make sure paperwork is filed, listing what we spent the money on, so it does not have to be returned.
 - i. My understanding from PSAB is that a report has to be filed each April until April 2027.
 - ii. Also we must allocate all funds by 12/31/2024, and spend it all by 12/31/2026. Have we done this?
- b. For internal reconciliation, in order to budget the entire Comly basin project as 100% grant funded, **\$60,193.95** of ARPA funds has been “spent”/allocated towards that project already.

6. Child Safety Grates – to be installed in large culvert openings (Bob at 505 Station Ave brought this up in 2022)

- 7. Swales in General – enforce clean-outs? Repair non-functioning locations. Utilize Stormwater Commission for education?**
 - a. 805 Station Ave – apartment building, swales overgrown/filled in
 - b. 108 W Fairview (affects Shuke property across Fairview)
 - c. 304/305 Park Ave – filled in swale w/gravel, needs to be dug out and regraded all the way to Hulmeville
 - d. NW corner Station & Prospect – needs safety grates to keep kids from falling into holes on either side of sidewalk near ADA ramp
 - e. NE & SE corners Highland & Station – collapsed culvert, broken headwalls/pipes, also needs child safety grates

- 8. Change all emails for insurance purposes to Bonnie and/or Pete**
 - a. Mary Bohrer
 - b. AmTrust
 - c. HATHomson

- 9. Replace Alicia for LMB representation on the Bucks County Watershed Planning Advisory Committee**
 - a. **Pursue Act 167 funding** (not a grant, per se, just funding) up to \$10,000 when BCWPA plan is complete, to help with legal costs of LMB adopting the Bucks plan.

- 10. Review results of WC audit (AmTrust is our insurer, HA Thomson is our broker) – EVERY YEAR**
 - a. Remember to request reconsideration of Borough Manager’s classification (he does not work in the field, thus when audit is corrected and he is assigned to a cheaper classification, we receive cash back)
 - b. Request removal of stenographer bc she is self-employed – if she is listed at all
 - c. Question charges for part-time at-home tax collector – if he is listed at all

- 11. Safety Items**
 - a. Crosswalks – we already purchased signage for these using RDA grant money several years ago, but they continue to sit in storage. Where is Pete wrt PennDOT communication for sign location?
 - b. Stop signs / 4-way stops – where?
 - c. LED flashers on Comly/Hulmeville stop sign

- d. Reduce speed limit on Hulmeville
- e. The wire-type guard rails on either side of the West Interchange Overpass bridge are collapsing/ineffective.
- f. Storm drains on the Access Road and Bellevue Ave continually clogged/flood in large rain or snowstorms. Too dangerous for residents to maintain.
- g. "Litter Patrol" sign on southbound side of Hulmeville Ave (between Rt 1 Access Road & Highland) continually reads that there is an active litter patrol. This was McMeeking's team, and he has since moved away. Remove or repair.
- h. YEARLY road maintenance plan is needed. Plan ahead to bid work in Jan/Feb for best rates, best availability, and most bids to save money.
- i. Hulmeville Road is deteriorating rapidly now – contact PennDOT
- j. Access Road still needs sweeping and clearing of vegetation along curblines, then sealing to prevent new vegetation growing in crack between asphalt and curb. Otherwise continual edge crumbling of road will ensue. This has been promised for 3-4 years now but has not occurred.
- k. There is still a dangerous dropoff on the southbound block of Station Ave, between Comly & Elm (close to Elm). No reflectors or poles have been placed to warn drivers. Culvert pipe is also deteriorating/collapsing bc it is only PVC.

12. Junk Cars

- a. Where are we with enforcing junk cars on properties (Raynor). A grace period was granted until Spring 2024, but that has passed. Have we followed up?

13. Resident Communication & Transparency

- a. Consider posting on YouTube for transparency and resident access
- b. Are we effectively using the large screen TV yet?
- c. Newsletters? Are we still doing these?
- d. Consider posting agendas more than 24 hours in advance. Make sure the WEBSITE agendas are accurate and complete – often times 1 or more important or controversial items are missing from the website version.
- e. Where does the Zoning Hearing Board "Resident How To" guide that Alicia prepared stand? Has Tom Panzer approved it? Can it be posted online?

14. Apartments / Fire Inspections / Proper registration of ALL apartments

- a. List given to Bonnie from Alicia of some apartments that may be under the radar and have safety violations.

15. Sewer rates – have we studied what LMB charges residents vs what BCWSA charges LMB for bulk resident account? Are we still charging enough to continue growing the repair fund? Who does this now that Sharon Gimpel has left?

16. Verizon “Cablevision” Franchise fees – Consider joining with the Bucks Consortium to renegotiate franchise payments to LMB. I believe our current agreement expires in 2027?

17. Proactive Planning / Redundancy & Continuity / Succession Planning

- a. What happened to calendar of Recurring Council Tasks? It was 95% complete and currently sits with Nick to finish
- b. Compel all council members to upload files into Teams / Sharepoint / OneDrive so knowledge base is not lost when members resign.