

MINUTES
LANGHORNE MANOR BOROUGH COUNCIL
MEETING OF APRIL 9, 2024

- 1. CALL TO ORDER** – the Meeting of Langhorne Manor Borough Council was called to order in the Langhorne Manor Borough Hall, 618 Hulmeville Avenue, Langhorne, Pennsylvania on April 9, 2024, at 7:00 P.M. Daylight Savings Time by Nick Pizzola.

PERSONS PRESENT – Nick Pizzola – President, Councilpersons: James Niwinski, Alicia Gasparovic, Grace Judge, and Bob McBeth, Mayor Robert Byrne, Solicitor: Thomas J. Profy, IV., Borough Manager: Peter Gray, Secretary-Treasurer: Bonnie McGoldrick.

PERSONS ABSENT – Cheryl Oessenich – Vice-President, Police Chief John Kenney, Councilperson: Sam Jennings

- 2. THE PLEDGE OF ALLEGIANCE** – Led by Mayor Robert Byrne.
- 3. APPROVAL OF MINUTES** – Council President asked if there were any questions, concerns, corrections, or comments on the minutes of March 12, 2024. Mr. Pizzola noted a correction; regarding the Liquid Fuels Report, the minutes should state that it “will be” submitted not “has been” submitted. The correction will be made.

Council President called for a motion to approve the minutes of March 12, 2024, with the noted correction. Ms. Judge made the motion as called for. Mr. McBeth seconded. There were no objections. The motion carried.

Council President asked if there were any questions, concern, corrections, or comments on the minutes of March 26, 2024. There were none.

Council President called for a motion to approve the minutes of March 26, 2024. - Ms. Judge made the motion as called for. Ms. Gasparovic seconded. There were no objections. The motion carried.

4. RESIDENT COMMENT – Jay Ferraro, small Games of chance licensing Resolution.

The Council recognized Jay Ferraro, 402 Hill Avenue. Mr. Ferraro presented information from the Pennsylvania Department of Revenue to the council specifically regarding “Those gambling activities conducted pursuant to the Local Options Small Games of Chance Act.”

Mr. Ferraro advised that his research into this subject was prompted by his commitment to the “Barbara T Foundation” and, led to this presentation, as it applies to Langhorne Manor Borough. He was advised by the Treasurers Department that Langhorne Manor Borough is one of 5 boroughs in Bucks County that are not approved to conduct small games of chance (i.e. gift baskets, raffles, and other specific charitable fund raisers). And, it was further suggested that the council and residents may not be aware of this. Currently, anyone in our neighborhood who is running fundraisers is in violation of the law.

According to the Pennsylvania Department of Revenue, the council will need to approve a resolution and the voters will have to approve a referendum. Mr. Ferraro provided documentation which is attached to these minutes.

Council President thanked Mr. Ferraro for his presentation and asked the council if they have any questions.

Council President asked Dawn Seader if she had wanted to address the status of the Clean Up Day? Ms. Seader stated that the flyers are going out and there is no additional information at this time.

5. DAWN SEADER APPOINTMENT AS DEPUTY TAX COLLECTOR

Council President asked Ms. Seader if she was here to accept the position as deputy tax collector. Ms. Seader commented that she is and corrected prior information that she was required to pass a test. The test is not required until and if she were to assume the position. In the meantime, Mr. Minch will train Ms. Seader on the reports that he prepares and records that he maintains.

Mr. Niwinski asked if the tax records should be maintained along with other borough records? Mr. Profy stated that the Elected Tax Official should keep the tax records in his possession.

Ms. Gasparovic asked if anyone had resolved the question of the current status of Donna Caracappa as the deputy tax collector? Council President stated he would pass that responsibility to Mr. Profy to verify the necessity and how to record that change. Mr. Minch stated that the deputy tax collector would change with the election of a new tax collector. It is the prerogative of the new Tax collector to choose that person and then up to the council to approve that person.

Council President called for a motion to remove Donna Caracappa as the Deputy Tax Collector in the event she is still recorded in that position. Mr. Niwinski made the motion as called for. Ms. Judge seconded. There were no objections. The motion carried.

Council President called for a motion to appoint Dawn Seader as the Deputy Tax Collector for Langhorne Manor Borough. Mr. Niwinski made the motion as called for. Mr. McBeth seconded. There were no objections. The motion carried.

Mr. Minch agreed to call Donna Caracappa and advise her of the change.

6. **APPROVAL TO USE RICHTER MOBIL SHREDDING TO DESTROY IN COMPLIANCE WITH THE PA HISTORICAL & MUSEUM DISPOSITION SCHEDULE ADOPTED AT THE MARCH 2, 2024 MEETING** – Council President provided a proposal from Richter Mobil Shredding to provide shredding services to Langhorne Manor Borough. Richter Mobil Shredding will provide a 64-gallon bin and charge \$40 to shred the contents on demand.

Council President called for a motion to approve using Richter Mobil Shredding. Ms. Judge made the motion as called for. Ms. Gasparovic seconded. There were no objections. The motion carried.

7. **BCWSA REDEDICATION OF HEADQUARTERS 4/24/24, 10A.M TO 12 PM WARRINGTON PA** – BCWSA invited 2 representatives from Langhorne Manor Borough to attend the rededication of their Headquarters. Council

President presented the invitation to the council and asked if anyone would like to attend.

Council President reminded everyone that there would be a shredding event sponsored by Senator Farry and Representative Hogan on Saturday, April 13, 2024.

8. STATUS OF CONTRACT FOR PINE STREET WATERSHED PROJECT

Council President advised that we have not signed the contract for the Pine Street Watershed and asked Mr. Profy for the status. The contractor has signed and returned the contract to RVE who will be packaging the documents for Council approval and signatures. Ms. Gasparovic stated that we are likely to pass the date to comply with the BCCD grant requirements, although RVE is communicating with them, she is “nervous” about the timing issues.

9. POLICE REPORT – No Report

10. INSPECTORS REPORT For February 2024

Permits – 4

Permits on hold – 1

Final Inspections – 0

Other – 9 hours.

Mr. Pizzola commented that complaints, submitted to the borough, should not be sent to the council president they should go directly to the building inspector for initial contact.

11. REPORTS

11.1 Jim Niwinski – No report.

11.2 Alicia Gasparovic –

RE: Insurance. Ms. Gasparovic has completed the renewal paperwork for our current provider and has met with a new agent who would like to get our business.

RE: Stormwater. RVE still owes us a proposal to address stormwater culverts that may need safety grates to keep out children and pets. A stormwater meeting is scheduled for next Tuesday.

RE: Prospect Ave location not working out. Alternative sites are being discussed.

RE: Pine Street Project. we will need to notify residents when the start date is decided.

RE: Comly Avenue. The fence has been fixed. If we renew the contract with Spencer's to maintain the property, they need to understand that they cannot mow inside the basin but should mow along the inside of the fence.

RE: The Ordinance about putting up a tent on borough property. This needs to be reviewed and updated.

RE: Grants. Our application for the additional horseracing grant ("local share grant") is still being considered. The grant folks reached out with questions which we answered.

10.3 Cheryl Oessenich – No report.

10.4 Nick Pizzola – No report.

10.5 Grace Judge –

Ms. Judge and Nathaniel have started unpacking and updating the new computers. They still need to set up the security parameters. We will need to purchase professional licensing for our Office 365 tenants. Mr. Pizzola asked if they would be ready for the next meeting. Ms. Judge will keep him informed.

10.6 Bob McBeth – No report.

10.7 Sam Jennings – No report.

12. SELECTION OF ENGINEERING FIRM TO OVERSEE ROAD REPAIRS

At the last meeting, there were two clarifications required on the bids received from Effective Technical applications and Carroll Engineering. Mr. Pizzola clarified the per diem rate was \$950/day for Effective Technical and \$944 for Carroll Engineering. Mr. Pizzola also verified that neither quote included the cost of advertising.

Council President recommended we go with the lower priced firm and called for a motion to accept the bid from Effective Technical Engineering for the Road Repairs.

Ms. Gasparovic stated that she would make a motion to accept the Carroll Engineering Quote. The costs between the two are not much different and utilizing Carroll would be “moving forward on a clean slate.”

Council President noted there are two motions on the floor. One to accept Effective Technical Engineering and another to accept Carroll Engineering. Council President asked if someone would second the motion to accept Carroll Engineering. Ms. Judge commented that we really need to get this right, Carroll Engineering is a company we have been working with and trust. It may be a little more money but we don't want to go back and do this again. Mr. Pizzola commented that he supports ETS as the firm that designed the roads in the first place and the problem with the roads was not in the design but with the contractor. Mr. Niwinski stated that he would go with the lower cost provided the contracts were written to include provisions to protect the borough should issues arise years after the project is done. Ms. Gasparovic commented that the Borough just paid Carroll Engineering to conduct a survey of our roads, so they are just as familiar as ETS. Mr. McBeth questioned the contractual ability to “hold their feet to the fire” and if that is possible, he would support the lower cost quote.

Council President again stated that there is a motion to accept Carroll Engineering to oversee the road repairs, is there a second? There was no second.

Council President stated that there is a motion to accept Effective Technical Applications to oversee the road repairs. Mr. Niwinski added, subject to the inclusion of the insurance provisions and council review of the provisions. Council President asked if there was a second. Mr. McBeth seconded. Ms.

Gasparovic asked if we could open the floor to public comment, starting a discussion on appropriate procedure. There was no public discussion. Council President called for a vote on the motion. Mr. Pizzola, Mr. McBeth and Mr. Niwinski voted in favor. Ms. Gasparovic and Ms. Judge were opposed. Mr. Profy advised they did not have the votes to approve the motion. Council President tabled the decision for another meeting.

13. ATTENDANCE AT ZONING OFFICER 101 AT 5/7/24 GETTYSBURG \$150 PLUS ONE NIGHT'S LODGING. Council President asked if any member of the council is interested in attending the training. No one was interested.

14. NOMINATION OF PRESIDENT PRO TEM TO PRESIDE OVER THE COUNCIL MEETING IN THE EVENT THE PRESIDENT & VICE PRESIDENT ARE UNAVAILABLE TO ATTEND A SCHEDULED LMB COUNCIL MEETING.

Council President nominated Jim Niwinski as President Pro Tem. Ms. Judge made the motion as called for. Mr. McBeth seconded. There were no objections. The motion carried.

15. MAYORS REPORT – No report.

16. SOLICITOR'S REPORT – No report.

17. CORRESPONDENCE – No correspondence.

18. APPROVAL OF BILLS FOR PAYMENT –

Council President asked for a motion to approve the General Unpaid bills for April with the correction to the check for Green Up Landscaping that needs to be reissued. Mr. Niwinski made the motion as called for. Ms. Judge seconded. There were no objections. The motion carried.

Council President asked for a motion to approve the Sewer Unpaid bills for April. Ms. Gasparovic made the motion as called for. Mr. McBeth seconded. There were no objections. The motion carried.

19. APPROVAL OF TREASURER'S REPORT - Council President asked for a motion to approve the General fund Report for May, subject to reviewing the escrow accounts with the bookkeeper. Mr. Niwinski made the motion as called for. Ms. Judge seconded. There were no objections. The motion carried.

Ms. Gasparovic noted an unusual amount in the police payroll. Mayor Byrne will research the question.

Council President asked for a motion to approve the Sewer fund Report for May. Mr. Niwinski made the motion as called for. Ms. Judge seconded. There were no objections. The motion Carried.

Council President asked for a motion to approve the Highway Aid Fund Report for May. Mr. Niwinski made the motion as called for. Ms. Judge seconded. There were no objections. The motion carried.

20. TOPICS FOR APRIL 30TH WORK SESSION - Computer workshop and Insurance contracts.

21. COMMENTS FROM RESIDENTS AND VISITORS – No comments.

Jim Keba 604 Hill Avenue. Asked council to clarify that everything on an agenda that needs to be approved, is noted that way. Council advised that it does not have to say approval.

22.NEXT MEETING – APRIL 30, 2024

23.ADJOURNMENT - Council President called for a motion to adjourn the meeting. Mr. Niwinski made the motion as called for. Mr. McBeth seconded. There were no objections. The motion carried.

Respectfully Submitted

Bonnie McGoldrick

Secretary/Treasurer