

**MINUTES
LANGHORNE MANOR BOROUGH COUNCIL
MEETING OF DECEMBER 15, 2020**

1. CALL TO ORDER - The Zoom virtual meeting of Langhorne Manor Borough Council was called to order in the Langhorne Manor Borough Hall, 618 Hulmeville Avenue, Langhorne, Pennsylvania, on December 15, 2020 at 7:00 PM Eastern Standard Time, after Zoom participants were admitted to the meeting at 6:59 PM Eastern Standard Time by Dawn Seader, President.

PERSONS PRESENT – Dawn Seader-President, Nicholas Pizzola-Vice President, Maryanne Barnes, Alicia Gasparovic, Grace Judge, James Niwinski, Cheryl Oessenich, Robert Byrne-Mayor, Jay Ferraro-Borough Manager, Sarah Brucie-Assistant Solicitor and Barbara Ferraro-Secretary/Treasurer.

PERSON ABSENT - Thomas J. Profy, IV-Solicitor

2. The Pledge of Allegiance was led by Mayor Byrne.

Ms. Seader introduced members of Council, solicitor and mayor. She reminded people that there will be opportunity for public comment, everyone will be muted, do not use the chat feature, but do use the raise hand feature. She reminded people that this is a professional meeting and people should behave as such.

3. PRESENTATION TO CHIEF RUSSELL - Mayor Byrne presented Chief Russell Bumm with a shadow box displaying his badges and patches upon his retirement from the police force. Mayor Byrne thanked him on behalf of the residents and Council for his 26 years of service and a job well done. Congressman Frank Farry presented a citation on behalf of the House of Representatives to Chief Bumm. Congressman Farry read the citation. Ms. Seader thanked Chief Bumm for his many years of service to Langhorne Manor Borough. Ms. Seader thanked Congressman Farry for his participation.

4. TAX COLLECTOR INTERVIEWS - Ms. Seader stated that there are three people interested in the tax collector position. This position will require bonding, a test and two continuing education credits every 4 years of the term. She stated that the tax manual allows for a tax collector from an adjoining municipality. Compensation comes from three sources, Langhorne Manor Borough, the County and the Neshaminy School District.

Each applicant introduced themselves, giving a brief overview of their resume and answered questions from Council.

Applicants:

- Donna Caracappa - current tax collector for Penndel Borough
- Ellyn Schoen - current tax collector and treasurer for Langhorne Borough and current bookkeeper for Langhorne Manor Borough
- Michael Minch - resident of Langhorne Manor Borough and Auditor for the State of Indiana

Ms. Caracappa stated that she would use Borough Hall for tax collecting on certain days.

Ms. Gasparovic spoke about the possibility of a conflict although she respected Ms. Schoen's work with the Manor.

Ms. Schoen stated that Langhorne Borough does not feel this job would be a conflict for them. She stated that she had four employees who could take over the bookkeeping duties for the Manor. Ms. Schoen stated she would be bonded separately, wanted concerns aired and did not want anyone to be uncomfortable.

Mr. Minch stated that upon investigating if this job would be a conflict with his job as Auditor for Indiana, the office of Inspector General stated that both positions could be held by him and he would have a letter from them in the next several weeks.

It was stated that Mr. Minch would need to take the exam, obtain bonding and a criminal background check within a short period of time. Ms. Schoen and Ms. Caracappa stated that they would help if Mr. Minch was chosen.

Ms. Seader asked for nominations from Council. Mr. Niwinski nominated Mr. Minch. Ms. Barnes seconded. Ms. Seader stated a second is not needed for nominations. Ms. Gasparovic nominated Ms. Caracappa due to her experience and answering all of the questions. Mr. Pizzola nominated Ms. Schoen.

Ms. Seader asked for public comment.

Ms. Reid, 202 West Elm - Ms. Reid stated that there should be no issues with Mr. Minch obtaining what was necessary to start the job and that she would help where she could. She is in favor of Mr. Minch.

Mr. Pizzola stated that all three applicants were qualified and wish all three could be hired.

Ms. Seader called for votes for Mr. Minch. Mr. Minch was voted in 5-2-0 with Ms. Gasparovic and Mr. Pizzola voting no. Ms. Gasparovic voted for Ms. Caracappa (1-6) and Mr. Pizzola voted for Ms. Schoen (1-6).

Ms. Seader thanked Ms. Reid for her many years of service to the Borough and wished her well.

5. ADOPTION OF 2021 BUDGET - Mr. Pizzola stated that after discussions with Ms. Gasparovic he made changes to the preliminary budget based on her points. He stated that he increased expenses by \$7,000. The budget can be adopted as amended without advertisement. The changes were as follows: Real Estate Transfer Tax from \$10,000 to \$20,000; street-light revenue reduced from \$24,000 to \$21,000; solid waste collection from \$123,000 to \$113,000; landscaping expense due to possible tree removal from \$4,000 from \$4,500; plumbing inspector from \$1,000 to \$2,000; street-light repair and maintenance from \$3,200 to \$4,000; Workers Compensation due to hiring of a Borough Manager from \$52,000 to \$52,700; insurance due to purchase of truck from \$20,000 to \$21,200. Ms. Seader asked for comments and questions from Council and residents. Mr. Niwinski made a motion to accept the 2021 budget as amended. Ms. Judge seconded. There were no objections. The motion carried.

6. SNOW REMOVAL CONTRACT - Ms. Seader stated that she drew up an emergency extension of the current snow removal contract with K.E. Seifert due to the snowstorm due to arrive tomorrow. Mr. Pizzola made a motion to accept the emergency snow removal extension of K.E. Seifert's contract. Mr. Niwinski seconded. There were no objections. The motion carried. Ms. Seader stated that she received bids from K. E. Seifert and Ryan Grimmer. She sent out a comparison of the two bids to Council. Ms. Seader asked for questions and comments from Council and residents. Mr. Niwinski stated that Seifert has been doing a good job through the years. Mr. Pizzola agreed and stated they were always available, and their service rate is lower than the other bidder. Ms. Oessenich made a motion to award the snow removal contract to K.E. Seifert. Mr. Niwinski seconded. There were no objections. The motion carried.

7. NEW BUSINESS -

Ms. Seader reported that trash collection would be picked up earlier tomorrow due to the snowstorm. She stated that the information was sent as a text and put on Facebook Living in Langhorne Manor.

Ms. Seader reported that the RDA approved the Langhorne Middletown Fire Company grant of \$20,000, the grant of \$29,000 for police safety equipment and the grant of \$70,000 for the LED street lights.

Ms. Seader stated that Council had received the energy rates from seven different energy companies through APPI which is part of PSAB (Pennsylvania State Association of Boroughs). APPI recommends Constellation. Ms. Seader asked for a motion to select Constellation as the new energy company. Ms. Judge made a motion to hire Constellation as the new energy provider. Mr. Niwinski seconded. Ms. Gasparovic abstained as she did not review the document. There were no objections. The motion carried 6-0-1.

Ms. Seader stated that Council received the list of meeting dates for 2021. Ms. Gasparovic stated that September 7, 2021 is Rosh Hashanah. After discussion it was decided the date would be changed to September 14, 2021. Mr. Niwinski made a motion to accept the meeting dates as amended. Ms. Gasparovic seconded. There were no objections. The motion carried. Ms. Seader stated that the list would be advertised.

Ms. Ferraro presented a bill for payment from Malwarebytes in the amount of \$149.96. The invoice is for the police computer security software and is due by 12/21/20. Ms. Seader asked if there were any questions. A motion was made by Ms. Oessenich to pay the invoice. The motion was seconded by Mr. Niwinski. There were no objections. The motion carried.

Ms. Seader stated that there is a need for a third meeting on December 29, 2020 to approve the tax rates. Ms. Seader stated that taxes are not being raised. Mr. Pizzola made a motion to approve the third meeting on December 29, 2020. Mr. Niwinski seconded. There were no objections. The motion carried.

Ms. Seader reminded everyone that the first meeting in January will be Monday, January 4, 2021.

Mr. Pizzola stated that the application was approved by the engineer for an invoice of \$109,418.09 payable to General Asphalt. There is still a balance of \$140,101.80 as retainage. Ms. Gasparovic stated that there were still little drop offs on the handicap ramps at the corners of Station and Gillam. Ms. Oessenich made a motion to approve the General Asphalt invoice in the amount of \$109,418.09. Mr. Niwinski seconded. There were no objections. The motion carried.

Mr. Pizzola addressed the matter of residents wanting to hook up to gas. He is working with PECO to have them pay for road repair.

Ms. Barnes asked about the enforcement of the Truck Ordinance. Mr. Pizzola stated that the signs have been ordered and the Ordinance cannot be enforced until the signs are installed. He stated that it should be within the next 30 days.

8. ADJOURNMENT - Ms. Seader entertained a motion to adjourn the meeting. A motion was made by Mr. Niwinski to adjourn the meeting. Mr. Pizzola seconded. There were no objections. The motion carried. The meeting adjourned at 8:14 P.M.

The next meeting will be December 29, 2020 at 7:00 P.M.

Respectfully submitted,

Barbara T. Ferraro
Secretary/Treasurer
Langhorne Manor Borough