

MINUTES
LANGHORNE MANOR BOROUGH COUNCIL MEETING
FEBRUARY 8, 2022

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 February 8, 2022 at 7:00 P.M. Eastern Standard Time by Dawn Seader, President.

Persons Present: Dawn Seader-President, Nicholas Pizzola-Vice-President, Councilpersons Alicia Gasparovic, Grace Judge, Robert McBeth, James Niwinski and Cheryl Oessenich, Robert Byrne-Mayor, Thomas J. Profy, IV-Solicitor, Jay Ferraro-Borough Manager, Barbara Ferraro-Secretary/Treasurer and John Kenney-Chief of Police.

2. PLEDGE OF ALLEGIANCE - The Pledge of Allegiance was led by Mayor Byrne.

3. APPROVAL OF MINUTES - The Council President asked if there were any questions, concerns, corrections or comments on the January 3, 2022 Reorganization Meeting minutes. A motion was made by Ms. Judge to approve the minutes of January 3, 2022 Reorganization Meeting. Mr. Niwinski seconded. There were no objections. The motion carried.

The Council President asked if there were any questions, concerns, corrections or comments on the January 3, 2022 Meeting minutes. Ms. Gasparovic clarified bullet #1 of her report should read, “Ms. Gasparovic prepared and submitted the report, the borough secretary logged her in at the office” and bullet #3 should have inserted after “but” and before “the” that “she was not informed that.” A motion was made by Ms. Gasparovic to approve the minutes of January 3, 2022 Meeting. Ms. Oessenich seconded. There were no objections. The motion carried.

4. RESIDENT COMMENT -

- James Keba-604 Hill Avenue, requested that an exception be made to the current fence ordinance to allow for six-foot high deer fences around residents’ vegetable gardens when they review this ordinance. He stated that deer are a nuisance to gardens and can destroy them in one night. He believes this can be written in a way to not violate the purpose of the fence ordinance. The Council President stated that it would be taken under advisement.

5. POLICE REPORT - Chief Kenney presented the following police report for January 2022:

- Hours - 264
- Accident - 1
- Alarms - 1
- Assists – 5
- Juvenile Complaints - 1
- Medical Emergency - 1
- Suspicious Occurrence - 1

- Other Complaints - 6
- Warrant Criminal Arrest - 1
- Traffic Stops - 4
- Citations - 2
- Complaints – 17

6. APPROVAL OF REDEVELOPMENT AUTHORITY RESOLUTIONS - The Council President read the Resolution accepting the Redevelopment Authority (RDA) Grant Program Contract in the amount of \$29,668.89 for Police Equipment Upgrades. The Council President asked for questions or comments. Mr. Pizzola made a motion to adopt the Resolution as presented. Mr. McBeth seconded. There were no objections. The motion carried.

The Council President read the Resolution accepting the RDA Grant Program Contract in the amount of \$160,980 for the Borough Hall Construction Project (garage). The Council President asked for questions or comments. Mr. Niwinski made a motion to adopt the Resolution as presented. Ms. Oessenich seconded. There were no objections. The motion carried.

7. APPROVAL OF STOP WORK STANDARD OPERATING PROCEDURE (SOP) - Ms. Seader explained the Stop Work Order. The purpose is to allow the borough manager to put a stop for unpermitted work and avoid costly Cease and Desist actions against homeowners. The Council President asked for questions or concerns. The second paragraph also authorizes the Building Inspector/Zoning Officer and a Council approved pre-qualified resident in the absence of the borough manager, inspector and officer are not available. Mr. Pizzola made a motion to adopt the Stop Work Order Standard Operating Procedure. Mr. Niwinski seconded. There were no objections. The motion carried. The SOP will be placed on the website.

8. APPROVAL OF MAINTENANCE EMPLOYEE - Mr. Pizzola recommended that Mike Byrne, the Mayor’s brother, be hired as the maintenance employee for the Borough. His rate will be \$20/hour. The Mayor will not supervise. Based on experience with the previous maintenance, the average hours would be 4-5 hours per month. Ms. Judge made a motion to hire Michael Byrne as the maintenance employee for the Borough. Mr. McBeth seconded. There were no objections. The motion carried.

9. APPROVAL OF FEE SCHEDULE - The decision on the fee schedule was deferred until after the next work session. Council should email concerns to the Council President for distribution ahead of the work session.

10. APPROVAL OF ROUTE 1 RECONSTRUCTION PROJECT RESOLUTION - The Council President read a draft resolution for Council and public discussion regarding the Borough’s approval and support of the project. The Borough supports the project that was presented at the public officials meeting on November 22, 2021. After discussion, Council added the following to the draft resolution: the Borough supports mitigation efforts, possibly including, but not limited to, signage, clear markings delineating walk and bike paths as well as speed

humps along Gillam and/or Highland Avenues to decrease speeds at the on ramp of the proposed interchange; the Borough does not support the proposed installation of the Route 1 pedestrian walkway connecting North Hill and South Hill Avenues as it increases the Borough's risk and responsibility and increases the expropriation of residents' property; the Borough supports the addition of a pedestrian walkway in place of the access lanes that will be removed as long as there are proper safety measures and takes into account the Borough's MS4 requirements; the Borough supports the installation of the round-about at Highland and Bellevue Avenues but urges PennDOT to minimize the property expropriation; Mr. Pizzola made a motion to adopt the resolution as drafted and read by the Council President. Mr. Niwinski seconded. The Council President opened the floor for comments from the public.

- Christopher Croteau, 608 Station Avenue-three bulleted comments-cheapest option to the Manor; limits public access to the Manor; safest answer for the Manor residents.
- Donna Wheeler, 308 West Gillam Avenue-appreciates increased safety concerns along Gillam Avenue; main concern about impervious surface increase, feels the Manor has a need for green space, concerned about walkway along the highway even with safety measures. The Stormwater Management Engineer will be consulted. The Manor will work with the Chief about increased safety.
- Robert Rickerl, 1000 Hill Avenue-asked for the plans-they are on PennDOT's website. An accurate hyperlink will be placed on the Manor's website. Mr. Rickerl asked for an addition to the resolution that final plans be reviewed with the public.
- Jim Keba 604 Hill Avenue-has been following presentations, resolution should state what the most current PennDOT plan is. The Council President stated that the Resolution refers to the most recent presentation on November 22, 2021. Mr. Keba asked for clarification that West Interchange Road will stay as it appears as there is no traffic on the plans.
- Greg Hertenberger, 316 Hill Avenue-concerned about the safety and liability of a walkway along the highway without a sound barrier and it should be considered, but only grass is the better option; concerned that Hill Avenue is currently the only access to Maple Avenue from Gillam, people know this and Hill will be subjected to the increased traffic to avoid the correct option. There will be increased signage and police presence.
- Joanne McDonald, 203 West Gillam Avenue-concerned about the current and future increased traffic on Gillam Avenue-possibly use one-way streets and directional signs; would like to see sound barriers; confused about the emergency shoulders-it will be the medians that will be removed for these shoulders.
- Jim Keba, 604 Hill Avenue-discussed signage that was placed in Lower Southampton on "cut through" roads, prohibiting anything but local traffic. The Council President stated this is an option.
- Christopher Croteau, 608 Station Avenue-suggested 4-way stop signs at all intersections.
- Barbara Ferraro, 402 Hill Avenue-concerned about the liability and safety at the walkway along the highway, unsure what the reason for it is and what PennDOT can do to make it safe.

The Council President read the following change to the resolution that was previously motioned and seconded: Council has passed the resolution based upon previous PennDOT representations that PennDOT will hold public informational meetings discussing the scope and impact of the project on the Manor Borough residents. Mr. Pizzola made a motion to approve the resolution as amended. Ms. Oessenich seconded. There were no objections. The motion carried.

11. INPSECTOR'S REPORT – Ms. Ferraro presented the Inspector's Report for January 2022:

- Building Inspections- 2
- Building Permits - 3
- Mechanical Permits - 2
- Electrical Permit - 1

12. COMMITTEE REPORT-

Robert McBeth: Mr. McBeth reported that the Zoning Ordinance Working Group met January 31, 2022. Article VI, Section 603 was discussed highlighting setbacks. The Group is evaluating a proposal that will be submitted to Council. The next session will focus on Article IV, Use Regulations.

Mr. McBeth will inform Council of upcoming Zoning Board Hearings.

Grace Judge: no report

Nicholas Pizzola: Mr. Pizzola reported that there was a water main issue and the street needed to be dug up for the repair. The repair is sufficient for this time of year and will be permanently repaired later in the year. The permit process for road excavations takes place over one year.

Dawn Seader: Ms. Seader stated that some Council meeting dates need to be changed and they will be addressed at the next meeting.

Ms. Seader stated that Carroll Engineering will be invited to attend to educate Council on impervious surface for March.

Ms. Seader stated that the Shade Tree Commission is looking for new members for the three person commission. The Ordinance outlines the commission duties and candidates will be interviewed at the next meeting.

Ms. Seader reminded residents that disposing of pet waste in others' trash cans is against Ordinance, a fine can be levied and it is disgusting.

Cheryl Oessenich: Ms. Oessenich reported that the Bulk Trash Days are May 21, 2022 and

October 22, 2022. She stated that acceptable items for pick-up are on the website under bulk trash. The Community Yard Sales are May 14, 2022 and October 15, 2022 from 7 A.M. to 1 P.M.

Ms. Oessenich reported that there will no longer be specific leaf collection dates. Lawn refuse can be put out on regular trash days. Further information will be coming regarding the number of leaf bags allowable on a weekly pick-up.

Alicia Gasparovic: Ms. Gasparovic reported that the Borough received \$230,000 for the Growing Greener Grant. The Borough applied for **\$385,000**. Remington Vernick Engineers (RVE) is investigating additional grants to cover the gap and the match, but nothing specific.

James Niwinski: Mr. Niwinski reported that a light is being replaced at 206 Central Avenue, new ones are being placed on Hill Avenue, two on Pine Street between Langhorne and Fairview Avenues, two on Highland and Hulmeville Avenues and one on Bellevue Avenue near West Highland Avenue and the west corner. There will be one replaced at Borough Hall. Armour will fix the flagpole and install lights with a security camera on the back of Borough Hall. Mr. Niwinski and two other people will be trained in the system, possibly the borough manager and secretary.

13. MAYOR'S REPORT - none

14. BOROUGH MANAGER'S REPORT -

The borough manager reported that RVE is working on the documents that need to be completed for the Growing Greener grant completion.

The borough manager reported that he is assisting in the review of the Grupp subdivision/land development as there are utility/sanitary sewer challenges. A utility easement should be created across the original property as opposed to running the utility under the street.

The borough manager reported that he created and revised the fee schedule and drafted the resolution and they are all on TEAMS.

The borough manager reported that he drafted the maintenance personnel job description.

The borough manager reported that he responded to the water main breach. He stated that it was not a water main break, it was a joint saddle clamp gasket that failed. Bucks County Water and Sewer Authority responded remarkably.

The borough manager reported that the Carroll, RVE and Republic contracts are all fully executed.

The borough manager reported that he is working on drafting the Request For Proposals (RFP) with Mr. Pizzola for the garage project.

The borough manager reported that he met with several residents to discuss the PennDOT project. He stated that residents should look to the official website and not the modified information that is being passed around the Borough. They are largely inaccurate and being misrepresented. If residents wish to discuss the project they should call him.

15. SOLICITOR'S REPORT - no formal report

16. CORRESPONDENCE - none

17. APPROVAL OF BILLS FOR PAYMENT - The Council President stated that all Council members received a copy of the bills list for payment for February 2022 and asked for questions and concerns. The borough secretary clarified that the payment to Armour was part of the RDA grant funds, not ADR funds and was corrected with the bookkeeper. The borough secretary asked for the addition of a Begley Carlin & Mandio invoice for December 2021 and January 2022 in the amount of \$3,488. The Council President asked for a motion to pay the General Fund unpaid bills for February 2022 as amended. Ms. Judge made the motion as amended. Mr. McBeth seconded. There were no objections. The motion carried.

The Council President asked for a motion to pay the Sewer Fund unpaid bills for February 2022. Ms. Judge made the motion as stated. Mr. Niwinski seconded. There were no objections. The motion carried.

The Council President asked for a motion to pay the Highway Aid Fund unpaid bills for February 2022. Mr. Niwinski made the motion as stated. Ms. Judge seconded. There were no objections. The motion carried.

18. APPROVAL OF TREASURER'S REPORT -

The Council President asked if there were any questions or concerns for the December 2021 General Fund report. Mr. Pizzola asked about the \$17,000 Cairn donation. They should be on the Balance Sheet for January 2022. Ms. Gasparovic asked about three payments to Begley, Carlin & Mandio. These were for the three Higher Education & Health Authority accounts. The Council President asked for a motion to approve the General Fund report for December. Mr. Niwinski made the motion as stated. Ms. Judge seconded. There were no objections. The motion carried.

The Council President asked if there were any questions or comments on the Sewer Fund report for the month of December 2021. The Council President asked for a motion to approve the Sewer Fund report for December 2021. Mr. McBeth made the motion as stated. Mr. Niwinski seconded. There were no objections. The motion carried.

The Council President asked if there were any questions or comments on the Highway Aid report for the month of December 2021. The Council President asked for a motion to approve the

Highway Aid report for December 2021. Mr. Niwinski made the motion as stated. Mr. McBeth seconded. There were no objections. The motion carried.

The Council President asked if there were any questions or comments on the General Fund report for the month of January 2022. The Council President asked for a motion to approve the General Fund report for January 2022. There was discussion about where the Cairn and Woods Services donations were located. This will be checked into. Ms. Oessenich made a motion to rescind the approval of the December 2021 General Fund report. Mr. Niwinski seconded. There were no objections. The motion carried. The January 2022 General Fund report approval was deferred until March.

The Council President asked if there were any questions or comments on the Sewer Fund report for the month of January 2022. The Council President asked for a motion to approve the Sewer Fund report for January 2022. Ms. Gasparovic made the motion as stated. Ms. Judge seconded. There were no objections. The motion carried.

The Council President asked if there were any questions or comments on the Highway Aid report for the month of January 2022. The Council President asked for a motion to approve the Highway Aid report for January 2022. Ms. Judge made the motion as stated. Mr. Niwinski seconded. There were no objections. The motion carried.

19. COMMENTS FROM RESIDENTS AND VISITORS -

- Christopher Croteau, 608 Station Avenue-thanks to all and the chief
- Greg Hertenberger, Hill Avenue-coyotes are around

20. SECOND MEETING FOR THE MONTH OF FEBRUARY - The Council President asked for a motion to dispense with the second meeting for the month of February 2022. Mr. Niwinski made the motion as stated. Mr. McBeth seconded. There will be a work session on February 22, 2022.

The borough secretary found the Cairn deposit in the sewer account. Mr. Pizzola made a motion to rescind the approval of the December 2021 and January 2022 sewer fund report. Mr. Niwinski seconded. The motion carried. There were no objections.

21. ADJOURNMENT - The Council President entertained a motion to adjourn the meeting. Mr. Niwinski made the motion as stated. Ms. Judge seconded. There were no objections. The motion carried. The meeting adjourned at 8:45 P.M

22. NEXT MEETING - The next meeting will March 8, 2022 at 7:00 P.M.

Respectfully submitted,
Barbara T. Ferraro
Secretary/Treasurer