

MINUTES
LANGHORNE MANOR BOROUGH COUNCIL
MEETING OF JANUARY 10, 2023

- 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 January 11 at 7:00 P.M. Eastern Standard Time by Dawn Seader, President.

PERSONS PRESENT – Dawn Seader – President, Nicholas Pizzola – Vice-President, Councilpersons: James Niwinski, Alicia Gasparovic, Cheryl Oessenich, Grace Judge and Bob McBeth, Solicitor - Thomas J. Profy, IV. Mayor Robert Byrne, Jay Ferraro – Borough Manager.

PERSONS ABSENT – Police Chief John Kenney.

- 2. THE PLEDGE OF ALLEGIANCE** – Led by Mayor Robert Byrne.
- 3. APPROVAL OF MINUTES** – The Council President asked if there were any questions, concerns, corrections, or comments on the minutes of December 13, 2022. Ms. Gasparovic stated on page 4 section f, the sentence regarding RVE working with our vendors to complete state certifications is needed for “reimbursement of” the Growing Greener Grant. Ms. McGoldrick acknowledged the correction.

Council President called for a motion to approve the minutes of December 13, 2022, as amended. Ms. Oessenich made the motion as called for. Ms. Gasparovic seconded. There were no objections. The motion carried.

- 4. RESIDENT COMMENT** – There were no resident comments.
- 5. POLICE REPORT** – Chief Kenney was not available to attend the meeting he will present his report at the meeting on February 14, 2023. Also, the radar sign that has been an issue will be returned to either be fixed or replaced.
- 6. INTERVIEWS FOR PLANNING COMMISSION** – No emails or letters of interest in the Planning Commission. The vacancies will be advertised again.
- 7. INTERVIEWS FOR SHADE TREE COMMISSION-** There are three members of the Shade Tree Commission, who serve 5-year terms. Ms. Seader read the list of responsibilities for the Shade Tree Commission. Three people expressed interest in the Shade Tree Commission. Teresa Weiser was the only candidate available for tonight’s meeting. Ms. Seader introduced Theresa Weiser and asked her to explain her interest in the Shade Tree Commission.

Ms. Seader asked for a motion to approve Theresa Weiser as a Shade Tree Commission member. Ms. Gasparovic made the motion as called for. Mr. Niwinski seconded. There were no objections. The motion carried.

The two other applicants were not able to attend but will be available to interview at the February 14th meeting. No further advertising will be done at this time.

8. APPROVAL OF PROFESSIONAL SERVICES – Ms. Seader read the list of Professional Services. Ms. Seader asked for a motion to approve the professional services as listed. Mr. McBeth made the motion as stated. Ms. Judge seconded. There were no objections. The motion carried.

9. APPROVAL OF BANKS AND APPOINTMENTS – Ms. Seader read the list of Banks and Appointments. Ms. Gasparovic noted that Mr. John Broadbecks appointment would terminate in 2027 not 2028. Ms. Seader asked for a motion to approve the Banks and Appointments for 2023. Mr. McBeth made the motion as called for. Ms. Judge seconded. There were no objections. The motion carried.

10. APPROVAL FOR THE GARAGE ADVERTISEMENT - Council President asked for a motion to approve the Garage Advertisement. Mr. McBeth made the motion as called for. Mr. Pizzola seconded. There were no objections. The motion carried.

11. APPROVAL OF THE RESOLUTION FOR H2O GRANT- The Council President stated that all Council members received a copy of the Resolution. Ms. Seader read the resolution for the H2O Grant.

Council President asked for a motion to approve the Resolution for the H2O Grant. Ms. Gasparovic made the motion as called for. Ms. Oessenich seconded. There were no objections. The motion carried.

12. APPROVAL OF RESOLUTION TO ACCEPT BOROUGH REPAIRS RDA GRANT – Ms. Seader read the resolution to accept the RDA Grant for Borough repairs. Council President asked for a motion to accept the Borough Repairs RDA Grant. Mr. Niwinski made the motion as called for. Mr. McBeth seconded. There were no objections. The motion carried.

13. APPROVAL OF RESOLUTION TO ACCEPT STORMWATER MANAGEMENT RDA GRANT- Ms. Seader read the resolution to accept the RDA Grant for Stormwater Management.

Council President asked for a motion to accept the Stormwater Management RDA Grant. Mr. Pizzola made the motion as called for. Ms. Gasparovic seconded. There were no objections. The motion carried.

14. INSPECTOR'S REPORT - Inspector reported that he completed 3 Permits and 4 Inspections. The Inspector also reported delays in work at the Cairn University due to delays in material receipt.

15. COUNCIL REPORTS

- a. **Jim Niwinski** – Mr. Niwinski reported that Bucks County has offered a free service to protect your home from title theft, and suggests we put this information on our website.

- b. **Alicia Gasparovic** – Ms. Gasparovic stated that there was a Stormwater Management meeting held 1/9/2023. There are two projects currently in process. Converting two Swales to Infiltration Trenches and the Comly Avenue Basin Project. We received two grants for The Comely Avenue Basin project: \$230K from the Growing Greener Grant and \$125K From the RDA Grant. These two Grants should be enough to complete the project. RVE is currently working on the final design phase for that basin now.

We have applied for 2 grants to complete the second project: \$471k from the H2O Grant. It is not clear if our project is a fit for the BCCD (Bucks County Conservation District) Grant.

We are having some problems getting reimbursement from the Growing Green Grant for the contractor Brightline. They need to file their Pennsylvania Certification Paperwork, making them a Certified Vendor, allowing us reimbursement. If anyone has a contact at Brightline, any help would be appreciated.

The Stormwater Committee put out a flyer recently which is on our website, but no one has read it. We need to do something to get the residents to read the flyer which contains a lot of good information on upcoming developments, and we don't want residents to be surprised.

Regarding Insurance, we need to keep our insurance broker updated on the progress with Conservatorship properties and the Garage Project. We are expecting a refund of \$342 from our Workers Comp.

Some miscellaneous issues: Ms. Gasparovic is starting to get phone calls again about the train crossing being blocked. We should address when/if the Signs and Crosswalks will be done this year. We received a resident complaint about the culvert that goes under Route 1, that does not have a grate to keep children out. And, Ms. Gasparovic would like to create a process so that Council can be advised of what is going on with permits and zoning. Ms. Gasparovic stated that every year we do bulk trash day and a Community Yard Sale that many residents claim not to know about. Could we purchase a Banner that would advertise the date for the Yard Sale?

Mr. Pizzola asked what our financial obligation for Stormwater Management is for the coming years. Ms. Gasparovic has information, prepared for the Stormwater Management Committee, that she will send to Mr. Pizzola. She further stated that if we complete what we currently have the funds for. We will be done with the Mill Creek Project and almost done with Neshaminy Creek Project. DEP has given themselves 2 more years to decide what to do next. ~~Therefore, we don't know what will be required in 2 years.~~

- c. **Cheryl Oessenich** – Ms. Oessenich reported that a Recycling Grant was submitted on December 27th. The estimated amount of the grant is \$2,600.

Ms. Oessenich advised that Demetrius (Brody) Cogdell is our new Operations Supervisor with Republic Services and our contact for any problems. The dates for Bulk Trash and the Community Yard Sale have not been decided. Once decided, the dates will be posted on our website.

- d. **Dawn Seader** – Ms. Seader stated that she and Bonnie McGoldrick met with the Scantek Representative and discussed the scope and estimated cost of the work, it looks like it will be around \$2,500. We are waiting on the official estimate. The rep also provided Ms. Seader with information that we can use Rescue Funds for the migration of data.

We previously received funds through the Rescue Funds for employee retention. It does not appear that we are eligible to receive those funds. We received a letter from the Department of Treasury. Mr. Profy's office is looking into it.

The Zoning Officer has filed violations with the district court against two homeowners. Based on complaints and, to which, the homeowners have not responded to multiple letters from our Zoning Officer. A date has been set for this month and an attorney from BCM will accompany Mr. McLaughlin to the hearing. It is becoming more important to address the fence ordinance, hopefully at our next work session.

- e. **Nick Pizzola** – Mr. Pizzola has nothing to report other than to respond to Ms. Gasparovic's question about the striping. Ms. Seader advised that we need to reconcile with PennDot, exactly what can be done and what our liability will be. Mr. Ferraro advised that any striping would require a permit from PennDot.
- f. **Grace Judge** – Ms. Judge reported that the Fence Ordinance Committee will meet the 2nd week of January with the intention of bringing a revised fence ordinance draft to the council during the work session on January 24, 2023
- g. **Bob McBeth** – Nothing to report.

16. MAYORS REPORT- No report.

17. BOROUGH MANAGERS REPORT – Mr. Ferraro reported that the Bucks County Redevelopment Authority contacted Langhorne Manor Borough and addressed a concern about not following a proper bid procedure for the police garage. So, the garage RFP has been re-advertised to meet the requirement of the BRDA.

Mr. Ferraro contacted David O’Brian (owner of Brightline) to discuss completing the process required for the grant reimbursement and will follow up at the end of the week. To clarify, J.D. Eckman provided no materials for the Comly Avenue retention basin work, only labor.

Borough Service contracts have been issued and executed for Carroll Engineering, RVE and K.E. Seifert. A 2023 Fee Schedule from Spencer’s Landscaping is needed to issue a new contract.

In December, General Asphalt was officially contacted about additional failures to our roads. General Asphalt responded, in January, they will schedule a road survey. Highland Avenue is failing quite a bit, if anyone knows of any other failures, please advise Mr. Ferraro.

18. SOLICITOR’S REPORT – Mr. Alexander, who purchased one of the conservatorship properties, is moving forward with the permitting process. The second property owner has not responded directly or via his attorney. We will be moving forward with litigation.

19. CORRESPONDENCE – No correspondence.

20. APPROVAL OF BILLS FOR PAYMENT – Council President stated that the council had received a copy of the January Bill lists for payment and asked for any questions or concerns.

Council President asked for a motion to approve the January Sewer Bills for payment. 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 January Highway Aid Bills for payment. Mr. Pizzola 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 January General Fund Bills for payment. Mr. Pizzola made the motion as called for. Ms. Judge seconded. There were no objections. The motion carried.

21. APPROVAL OF TREASURER’S REPORT – The Council President asked if there were any questions or concerns for the Sewer Fund Report. The Council President called for a motion to approve the General Fund Report. Ms. Judge made the motion as called for. Mr. Niwinski seconded. There were no objections. The motion carried.

The Council President asked if there were any questions or concerns for the Highway Aid Report. The Council President called for a motion to approve the Sewer Fund Report. Ms. Judge made the motion as called for. Mr. Pizzola seconded. There were no objections. The motion carried.

The Council President asked if there were any questions or concerns for the General Fund Report. There were questions to be addressed regarding Cairn University. The Council President deferred approval of the General Fund Report until February.

22. COMMENTS FROM RESIDENTS AND VISITORS – Mr. John Broadbeck stated that the auditors met on January 5th, 2023, and ran elections among themselves. Mr. Broadbeck will continue as the Chairman and Ms. Cawley as the secretary. An outside audit is appropriate; however, our preferred auditor is not currently available. Also, we are continuing to use QuickBooks but we are working through a reorganization of the books, that will simplify the accounting process. The auditors are recommending that the outside audit be done in January 2024 for the 2023 year allowing time to resolve the afore mentioned circumstances.

Mr. Grupp asked about the purpose of the speed signs throughout the borough and who is responsible for cleaning up glass after a car accident? Mayor Byrne will talk to the Police Chief about the accident and find out who is responsible for cleaning up the glass. Ms. Seader stated that the speed signs are to gather information and monitor traffic and that they will be moved around to different locations.

Ms. Andrea Concilla, is concerned about the traffic on Bellevue Avenue, and asked, is there a better way to control the speed particularly since the speed limit sign is not visible.

23. SECOND MEETING FOR MONTH OF JANUARY – January 24, 2023.

24. ADJOURNMENT – The 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.

25. NEXT MEETING – February 14, 2023

Respectfully submitted,
Bonnie McGoldrick
Secretary/Treasurer