

MINUTES
LANGHORNE MANOR BOROUGH COUNCIL
MEETING OF JULY 11, 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 July 11, 2023, at 7:00 P.M. Daylight Savings Time by Dawn Seader, President.

PERSONS PRESENT – Dawn Seader – President, Councilpersons: Alicia Gasparovic, Cheryl Oessenich, Grace Judge and Bob McBeth, Police Chief John Kenney, Solicitor - Thomas J. Profy, IV., Mayor Robert Byrne.

PERSONS ABSENT – Nicholas Pizzola – Vice-President, James Niwinski, Councilman, Jay Ferraro – Borough Manager.

- 2. THE PLEDGE OF ALLEGIANCE** – Led by Mayor Robert Byrne.
- 3. APPROVAL OF MINUTES** – Ms. Seader asked if there were any questions, concerns or comments on the minutes of June 13, 2023. Ms. Seader asked for a motion to approve the minutes from June 13, 2023. Ms. Gasparovic made the motion as called for. Ms. Judge seconded. There were no objections. The motion carried.
- 4. RESIDENT COMMENT** – The Council recognized Mr. Jim Keba, 604 Hill Avenue. Mr. Keba asked the council to address the use of fireworks in the Manor. Under current Pennsylvania law, Act 74, there are no properties in the manor that have the space required to legally and safely use fireworks.

Council President stated that an ordinance is not necessary for the borough because there is no area in the borough where fireworks can be legally fired. The problem is enforcing the law. A discussion of possible actions continued.

Mr. Pizzola, Council Vice-President, joined the meeting.

5. POLICE REPORT - Police worked a total of 263 hours this month. There was a license plate stolen from a resident's car. The Chief advised that any time a license plate is stolen it needs to be reported to the Police so it can be properly reported in NCIC. Without this report you will still be responsible for charges against your stolen license plate.

For anyone on council who is interested, there will be a 2-hour course offered in the use of the Emergency Equipment.

The Body Cams are in, and the police will be trained in their use.

The new police car has been ordered. It is being outfitted for use and will be ready soon.

Speed signs will be relocated in the next two weeks.

6. INSPECTOR'S REPORT – There were 3 permits issued in June with one rejection for a new property.

7. REPORTS –

7.1 Jim Niwinski James Wolfe Renovations advised they do not have the insurance coverage required by LMB. The next lowest bid for this work is Aaron Bach Contracting. We are waiting to hear if Integrate Construction has the appropriate insurance to proceed with painting and door repairs.

Harris Fuel provided us a fixed rate per gallon for heating oil of \$3.369 per gallon. The Consortium did receive a bid from Wilson Oil, Wallingford, Pa, for wholesale market rate plus \$.38 per gallon. The variable rate changes daily. If we go with the consortium, we will need to pass a resolution next month. That resolution would be sent to Wilson Oil who would contact us for delivery directions and payment terms.

7.2 Alicia Gasparovic – Insurance Renewals. Our Insurance Program Manager is Glatfelter, an industry leader in Municipal Insurance. The package cost is \$28,395 a 19% increase over last year and may increase slightly with the

addition of the new garage & new police car. The increase is due to market fluctuations. The workers compensation Policy has decreased over last year going from \$5863 to \$4718. The decrease is due to audit findings that the Borough Manager position is an office bound function not a field position. The total cost of insurance will be \$33,113, an overall increase of \$3,338. Ms. Gasparovic recommended the borough accept this increase and stay with the current insurance carriers.

7.2.1 Council President asked for a motion to approve the Insurance Policies as presented. Ms. Gasparovic made the motion. Ms. Judge seconded. There were no objections. The motion carried.

The Shade Tree Commission has concerns about dead trees in LMB and need direction. The Council President advised the commission should bring their concerns to councils' attention and action would depend on the situation. Mr. Profy will investigate the matter.

Mr. Ferraro, Borough Manager, joined the meeting.

RVE applied for a second Growing Greener Grant. We are about to find out if the H2O Grant has been approved. Reimbursement for the first Growing Greener Grant will be submitted when Ms. Gasparovic receives all necessary paperwork.

Purchasing an 8-foot Banner with the LMB Logo & changeable dates, for the purpose of advertising Yard Sales would cost \$75-\$100, an additional quantity of 50 smaller signs would cost \$285 for a total of approximately \$400.

7.3 Cheryl Oessenich – Reported that garbage collection dates vary on weeks with holidays. Council President advised Ms. Oessenich that BCWSA is, again, billing us the minimum.

7.4 Dawn Seader – Work Session update. Last session, two topics were discussed. The Stop Sign ordinance will need to be revised and the ordinance will be advertised. The Abandoned Vehicles and Machines Ordinance exists but is not being enforced. Mr. Profy advised that LMB does not need a resolution to set forth the procedures for enforcing the ordinance. A letter to

all residents will be drafted, advising them of the ordinance and intentions to resume enforcement.

As discussed, and approved by Council, 30 years of LMB Financials and 20 years of Meeting Minutes have been boxed and are ready to be sent to Scantek for scanning and storage. There are 10 years of Meeting Minutes that are leather bound and will be maintained as is and have been moved to Borough Hall. Financials for 2019 can not be located and if anyone has copies in their possession, please send to the Borough Secretary.

7.5 Nick Pizzola – Middletown Twp does not want the scrapped guardrails, Mr. Pizzola will continue to look for other options. Nick Paladino has cleared the intersection at Comly & Hulmeville, installed the dead-end sign on Central Avenue and he has a list of other things to address on-going.

Council discussed a question from Mr. Pizzola regarding the preferred approach to clearing vegetation that blocks stop signs and visibility at intersections. The problem should be directed to the LMB Zoning Officer via the Borough Secretary, the resident will be contacted directly or by letter from the Zoning Officer. The resident should be responsible for anything on their property.

Council President advised Mr. Pizzola that the Budget was still showing the wrong amount in line item 301.01, as was identified several months ago. The error had been corrected in June and now is wrong again in July financials.

Ms. Gasparovic asked Mr. Pizzola the status of crosswalks in front of the Borough Hall. Ms. Seader advised that PennDOT did not advise placing a crosswalk at that location. Mr. Pizzola stated that he was not prepared to discuss crosswalks at this time.

7.6 Grace Judge – Ms. Judge and Mr. Niwinski continue to investigate investment vehicles to the LMB monies. They plan to meet on August 3rd to finalize their recommendations and plan to present to council at the August Council meeting. Borough Bookkeeper felt that a different bank account for the Storm Water Grant Money would be cleaner and easier to manage if there

are many checks written. Council discussed and agreed to add a SWM line item to the LMB Financial Statement and move the grant money to that line item.

7.7 Bob McBeth - The Zoning Hearing Board has no sessions planned. Ms. Seader advised Mr. McBeth the website has to be updated with current information on the ZHB Member terms. Ms. Gasparovic asked Mr. McBeth to confirm the ZHB recording secretary's contact information as required to resolve issues with our insurance audit.

8. MAYOR'S REPORT – No Report

9. BOROUGH MANAGER'S REPORT – The garage foundation has been completed. There is a tentative schedule to erect the garage by mid-august. There were some concerns that the garage has not been sized properly to house the police vehicles. The Garage was designed to house 2 Chevrolet Suburban's which is more than sufficient for our police cars.

A non-public pre-construction meeting will be held here 9:00 a.m. tomorrow on the Comly Avenue Basin. Council is welcome to attend. Construction should begin in 2-3 weeks.

10. SOLICITOR'S REPORT – No Report

11. CORRESPONDENCE – A letter was received from Jesse W. Soby American Legion Post #148, thanking LMB for their generous donation to the 2023 Langhorne Memorial Day Parade fund.

12. APPROVAL OF BILLS FOR PAYMENT – Council President asked if there were any questions, comments, or concerns with the General Unpaid bills for July. Council President called for a motion to approve the General Unpaid bills for July. 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, comments, or concerns with the Unpaid Sewer Bills for July. The Borough Secretary/Treasurer advised that she spoke with BCWSA regarding the minimum billing and was told, an error by

the clerk was made on the tracking account number It would be corrected and a new bill would be provided. Council President called for a motion to approve the Unpaid Sewer bills for July. Ms. Judge made the motion as called for. Mr. McBeth seconded. There were no objections. The motion carried.

13. APPROVAL OF TREASURER'S REPORT – Council President asked if there were any questions, concerns or comments with the Treasurers Report. Borough Secretary/Treasurer advised we were to receive a refund of \$493 from the P-Card usage for the 3rd Quarter of 2023. Mr. Pizzola questioned the Municipal Grants on the Treasurers Report stating that he does not understand how the monies are represented for the different grants. Ms. Gasparovic and Borough Secretary/Treasurer agreed. Council President directed them to discuss this further with the Bookkeeper. Council President called for a motion to approve the General Fund Report for June. Ms. Judge made the motion as called for. Mr. Pizzola seconded. There were no objections. The motion carried.

Council President called for a motion to approve the Sewer Fund Report for June. Ms. Judge made the motion as called for. Mr. Pizzola seconded. There were no objections. The motion carried.

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

14. COMMENTS FROM RESIDENTS AND VISITORS – None

Ms. McGoldrick, Secretary/Treasurer left the meeting.

15. EXECUTIVE SESSION –

16. SECOND MEETING FOR MONTH OF JULY – JULY 26, 2023

17. ADJOURNMENTS- Council President called for a motion to adjourn the meeting. _____ made the motion as called for. _____ seconded. There were no objections. The motion carried.

18. NEXT MEETING – AUGUST 8, 2023

Respectfully Submitted

Bonnie McGoldrick

Secretary/Treasurer