

MINUTES
LANGHORNE MANOR BOROUGH COUNCIL
MEETING OF JUNE 13, 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 June 13, 2023, at 7:00 P.M. Daylight Savings 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., Jay Ferraro – Borough Manager.

PERSONS ABSENT – Mayor Robert Byrne, Police Chief John Kenney, Bonnie McGoldrick – Secretary/Treasurer.

- 2. THE PLEDGE OF ALLEGIANCE** – Led by Alicia Gasparovic
- 3. APPROVAL OF MINUTES** – Council President asked if there were any questions, concerns, corrections, or comments on the minutes of May 9, 2023. Ms. Gasparovic stated that her report was incomplete. Council President will have the Secretary update the minutes with the missing information. Council President called for a motion to approve the minutes of May 9, 2023, with the corrections. Mr. Niwinski made the motion as called for. Ms. Gasparovic seconded. There were no objections. The motion carried.

Council President asked if there were any questions, concerns, corrections, or comments on the minutes of May 23, 2023. Council President called for a motion to approve the minutes of May 23, 2023. Mr. Niwinski 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** – There was no police report, the Police Chief had an emergency call and could not attend.

Ms. Gasparovic asked about the Police committee meetings. Ms. Seader advised that the committee recently addressed the Truck Ordinance. The Chief is working on a body-cam policy. Ms. Gasparovic stated an opinion that a non-council resident should be added as a police committee member.

6. APPROVAL FOR THE SHADE TREE COMMISSION CHAIR – The Council President called for a motion to approve Sam Jennings as the commission chairperson. Mr. Jennings addressed the Council, providing the current plans to introduce the commission to the community as they are a new organization with new goals. Ms. Gasparovic presented concerns that the Commission is still working under unclear objectives; a conversation ensued. President Seader noted that the ordinance is clear and gives the STC authority for enforcing the ordinance. Ms. Gasparovic made the motion as called for. Mr. Niwinski seconded. There were no objections. The motion carried.

7. RESOLUTION TO APPROVE THE SALE OF POLICE VEHICLE – Council President read the resolution to approve the sale of the 2014 Ford Taurus police vehicle and asked if there were any questions or concerns. Council President called for a motion to approve the resolution. Ms. Oessenich asked for clarification to the need for a resolution to sell the police car. Mr. Profy stated that a resolution is required for any sale over \$2000. Ms. Judge made the motion as called for. Mr. Niwinski seconded. There were no objections. The motion carried.

8. INSPECTORS REPORT – No Report

9. REPORTS

9.1 Bob McBeth – Mr. McBeth asked if the council needs to take any action to renew the Zoning Hearing Board Chairman and reported that the LMB website information regarding the Zoning Hearing Board, needs to be updated. President Seader noted that the Board has the authority to appoint Chairperson. The next meeting of the ZHB will be in September.

Council President asked for the ZHB to provide a report in the fall.

Ms. Gasparovic requested contact information for the stenographer used by the ZHB as needed for the Borough Insurance Audit.

9.2 Grace Judge – No Report

9.3 Nick Pizzola – Mr. Pizzola reported that identified potholes have been repaired by Nick Palladino.

Council President asked Mr. Pizzola to prepare a stop sign plan to be discussed at the next work session. If we add additional signs in the Borough, we will need to add them to the Ordinance.

Mr. Pizzola purchased some materials for the road work and had repairs completed on the borough truck. Mr. Pizzola plans to start the cleanout on the Borough Hall Basement after the garage is completed.

Ms. Gasparovic stated a section of property owned by the Borough on Central Avenue is being neglected.

Mr. Pizzola was asked about truck signs and stop signs, and PECO repairs on Station Avenue and Pine Avenue. Mr. Pizzola will work on the resolution for the Fire department.

President Seader asked Mr. Pizzola about the resolution he was working on in support of the LMFC. Mr. Pizzola said he would work on it.

9.4 Dawn Seader - Work session update: Council reviewed the Vehicle & Traffic Ordinance. Areas needing change were identified, they will be advertised and addressed publicly at a future council meeting.

The Borough's webmaster will be converting our website to a new platform. Estimated time for the conversion is 5 hours and there are 5 hours left on our service contract. We may see some downtime.

Due to construction on US1 in Penndel, the bridge will be closed from 6/21 through 7/6.

Senator Farry is hosting a grant writing workshop on August 15th addressing Transportation, General Services, Community & Economic Development, PennVest, etc. It may be helpful for council members to attend.

The Borough's registration with SAM (System Administration Management) has been renewed until June 2, 2024. SAM allows a municipality to received federal monies.

CSX - There will be a study of the Woodbourne railroad crossing. The study, on the impact to economics, health and traffic, will take 3-5 years. Funding for the study came from a bill co-sponsored by Congressman Fitzpatrick out of the Bi-Partisan infrastructure Agreement. Hopefully, any information from that study would benefit the Langhorne crossing as well.

Ms. Gasparovic asked if the list of apartment buildings is being reviewed and if there have been any hot permit issues. President Seader reported that Ms. McGoldrick was working on the rentals and there were no known permit issues.

9.4.1 Motion to approve borough manager rate. The borough manager has done work above his contract with Langhorne Manor. Ms. Seader called for a motion to pay extra contractual services by the borough manager, at the \$50/hour fee schedule rate. Mr. Niwinski made the motion as called for. Mr. McBeth seconded. There were no objections. The motion carried.

9.5 Cheryl Oessenich – The next Community Yard Sale and Bulk Trash days are October 14th and 21st. As previously discussed, Ms. Oessenich recommended ordering pre-made, inexpensive banners (16x40, \$25) and corrugated plastic signs (24x18, \$19) to post throughout the borough, advertising and reminding residents of the Yard Sale date. Ms. Oessenich will do more research.

Public notice of Bulk Dates should not be made so we do not encourage outside drop-offs but, we discussed sending postcards to residents reminding them of the dates and what is allowed or not allowed.

Our new representative from Republic Services has been very responsive.

9.6 Alicia Gasparovic – The Workers Comp audit was revised again. We will be getting a refund of \$1,545. The insurer changed the classification for the Borough Manager rating him as more office than field. We are still awaiting a quote for the main package policy from Glatfelter which renews in mid-July.

We still need to hear from RVE about applying for additional Stormwater grants. The Comly Avenue project is underfunded by \$46,000 and the swale projects are about \$500,000 short. We have \$185,000 grant from Bucks Conservation District for the Swale project that we need to use.

The Stormwater Committee is brainstorming an education campaign for the Comly Avenue grand opening event. Their next meeting is July 31st.

Ms. Gasparovic questioned the status of the JNS contract and timeline.

Ms. Gasparovic confirmed that the two Growing Greener reimbursements were received (\$28,102 & \$16,525). And advised that it is time for RVE to initiate a 1Q2023 reimbursement request so Ms. Gasparovic can prepare the documents.

Permit fees and Inspector expenses compared over a 5-year period are considerably different this year from prior years.

9.7 Jim Niwinski – Mr. Niwinski presented the quotes he received for the repairs to Borough Hall.

9.7.1 Motions to approve borough building repairs.

Scrape & paint Borough Hall using Integrated Construction Services, \$13,500.00. Ms. Judge made the motion as called for. Mr. McBeth seconded. There were no objections. The motion carried.

Replace Borough Hall decking using James Wolfe Renovations, \$5,400.00. Mr. Pizzola made the motion as called for. Ms. Oessenich seconded. There were no objections. The motion carried.

Replace basement and garage doors using Integrated Construction Services, \$4,500.00. Mr. Niwinski make the motion as called for. Ms. Oessenich seconded. There were no objections. The motion carried.

Repair and replace the window under the deck using James Wolfe Renovations, \$799.00. Mr. Niwinski made the motion as called for. Mr. Pizzola seconded. There were no objections. The motion carried.

Repair office railing using Kendricks Welding, \$700.00. Mr. Niwinski made the motion as called for. Ms. Judge seconded. There were no objections. The motion carried.

Mr. Niwinski presented information on the fuel consortium for 2023.

Mr. Niwinski and Ms. Judge investigated further information on the possible investments of the borough CD's.

Mr. Niwinski stated that the lawn service has recommended watering the lawn once a week due to the lack of rain.

10.MAYORS REPORT – No Report

11.BOROUGH MANAGER'S REPORT - Regarding the Comly Avenue project, RVE reported that the contract was submitted to the contractor and once that is returned it will be submitted to the Council.

The Garage will be scheduled soon and could be completed in a few weeks to a month. There will still be some monies available to work on the existing garage.

Regarding 701 Pine Street, the new owner has almost completed the renovations which have taken longer than expected.

Regarding 306 Comly Avenue, nothing has been done to address the required improvements.

Mr. Ferraro asked Ms. Gasparovic if our insurance requires any information from the contractors so that we are properly insured.

Ms. Seader asked the Solicitor to confirm that we have had no progress on the conservatorship of 306 Comly Avenue.

12.SOLICITOR’S REPORT – No Report.

13.CORRESPONDENCE – No Correspondence.

14.APPROVAL OF BILLS FOR PAYMENT – Council President called for a motion to approve the General Unpaid bills for June. 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 approve the Unpaid Sewer bills for June. Ms. Judge made the motion as called for. Mr. Niwinski seconded. There were no objections. The motion carried.

APPROVAL OF TREASURER’S REPORT - Council President called for a motion to approve the General Fund Report for May. Mr. Pizzola suggested a new bank account be established for Stormwater Management. Conversation within the council ensued. Further discussion will be addressed with the Bookkeeper. Ms. Judge made the motion. Mr. Niwinski seconded. There were no objections. The motion carried.

Council President called for a motion to approve the Sewer Fund Report for May. Mr. Niwinski made the motion. Mr. Pizzola seconded. There were no objections. The motion carried.

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

15.COMMENTS FROM RESIDENTS AND VISITORS – No Comments

16.SECOND MEETING FOR THE MONTH OF MAY – May 23, 2023, Council President called for a motion to dispense with the second meeting of May. Mr. Niwinski made the motion as called for. Mr. McBeth seconded. There were no objections. The motion carried.

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

18. NEXT MEETING – July 11, 2023

Respectfully Submitted

Bonnie McGoldrick

Secretary/Treasurer