

**MINUTES
LANGHORNE MANOR BOROUGH COUNCIL
MEETING OF OCTOBER 11, 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 October 11 at 7 P.M. Daylight Saving Time by Dawn Seader, President.

PERSONS PRESENT – Dawn Seader-President, Robert Byrne-Mayor, Police Chief John Kenney, Councilpersons: James Niwinski, Alicia Gasparovic, Robert McBeth, Thomas J. Profy, IV-Solicitor, Jay Ferraro-Borough Manager, Bonnie McGoldrick-Secretary/Treasurer.

PERSONS ABSENT - Nicholas Pizzola-Vice-President, Grace Judge, and Cheryl Oessenich.

2. THE PLEDGE OF ALLEGIANCE was 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 September 13, 2022. Ms. Gasparovic noted that that section 6, page 2 wrongly stated “....progress of production goals”, should have stated “...progress of reduction goals”. Also, a resident’s comments on old swale stones should have been more clearly represented. Stating that if old swale stones were found would they be considered? Council President called for a motion to approve the minutes of September 13, 2022 as amended. Ms. Gasparovic 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, concerns, corrections or comments on the minutes of September 27, 2022. Ms. Gasparovic stated that the minutes should note that Council approved the RDA Resolutions in a preferred order: Funding the SWM Project should be first, Borough Hall repairs second and police cars third. Ms. Gasparovic also stated that the Council will readdress the Garage Ordinance in the future. Council President called for a motion to approve the minutes of September 27, 2022. Ms. Gasparovic made the motion as called for. Mr. Niwinski seconded. There were no objections. The motion carried.

4. RESIDENT COMMENT – There were no resident comments submitted.

5. POLICE REPORT –

Alarms – 2

Assist Other Police – 14

Medical Emergencies – 1

All Other Complaints – 2
Car Wash - 2
Traffic Citations – 2
Total Citations – 2
Traffic Stops – 6
Total Complaints – 19
Gas (Gallons) – 54.0
Total Mileage – 481

Police Chief Kenney discussed enforcement of the parking ordinance. Residents will be reminded rather than immediately cited.

Chief Kenney discussed the qualifications of new employee application from a retired Police Detective with appealing qualifications, including grant writing experience. Council President will put the information on Teams so that the Council can consider before an interview is scheduled.

Chief Kenney stated that phone scams are a renewed problem. Residents should be mindful.

Council Vice-President Pizzola joined the meeting at 7:07p.m.

6. APPROVAL OF PAYMENT FOR FIRE COMPANY WORKERS COMPENSATION INSURANCE PREMIUM – President Seader & the Borough Manager met with Middletown Township. Since 2015, Middletown Township has been paying for the workers comp insurance for the Langhorne/Middletown Fire Department. Langhorne Manor Borough has been asked to pay a percentage, using a formula based on population. Our portion of the workers comp is \$2,118.63, to be paid to Middletown Township. Ms. Seader asked if there were any questions or concerns. Ms. Seader asked for a motion to approve payment for the Workers Comp Insurance. Mr. Pizzola made the motion. Mr. McBeth seconded. There were no objections. The motion carries.

Other discussions at this meeting included upkeep of Middletown property in the Manor; the Middletown Township Borough Manager will address this with the Middletown Township Manager.

The meeting was productive and there will be ongoing meetings among the municipalities.

7. APPROVAL FOR MID-CYCLE BILL PAYMENT RESOLUTION – President Seader asked council to consider a mid-cycle late bill payment resolution. Late payments have been an ongoing issue since our meetings were moved to the second week of the month. Ms. Seader is preparing a resolution to allow the treasurer to pay those bills that are customary and may fall on a mid-cycle basis so that we can avoid late payments. Council is

asked to consider the process for future approval. Ms. Seader and Ms. McGoldrick will prepare the resolution for the November meeting.

8. 2023 BUDGET – President Seader asked the Finance & Budget Committee to begin to prepare the 2023 budget for Council’s review. The Council Members need to provide Mr. Pizzola with any areas that need to be included in the budget. Mr. Pizzola asked that they let him know what is important to them and what they want to see in the budget for next year. A draft will be provided at the November meeting.

9. INSPECTOR’S REPORT – The Secretary/Treasurer read the Building Inspectors reports for September. There was 1 U&O Inspection approved, 7 permits issued in September and 8 Electric Inspections completed between May 17, 2022, and September 19, 2022.

10. COMMITTEE REPORTS –

Bob McBeth – Advised that the Zoning Ordinance Workgroup will be meeting October 19th. Per discussion with the Council, the Zoning Ordinance Workgroup should consider the Garage Ordinance on their October Agenda.

Grace Judge – Absent, no report.

Nick Pizzola – Discussed the Contract Quotes for clearing roads and tree removal. Mr. Pizzola will consider using Middletown Township for these tasks. There have been issues with unavailability of the new maintenance person. These issues should all be resolved going forward. The Council also stated that No Parking and No Dumping signs need to be posted.

Dawn Seader – RDA grants – the grants were submitted on September 29th; there was some discussion around the amount we should submit for the Comly Avenue SWM project; the resolution was for “not to exceed \$223,515” but Mr. Ferraro reminded Council that we had donated services that needed to be taken into account; after discussion with RVE, the grant was submitted for \$125,515 taking into account \$98,000 of donated services by Eckman contractor.

MS4 report – the annual report was submitted.

BCWSA letter – a letter was sent regarding the issues with BCWSA – meters not being read and the broken fire hydrant on the grounds of Cairn University; the meter is to be repaired next week and they are looking into the issue of meters not being read.

Cheryl Oessenich – Absent, no report.

Alicia Gasparovic - The Workers Compensation audit completed, LMB owes an extra \$990 to AmTrust (the WC insurer). Question is out to auditor for more info. The budget committee should note that the Workers Compensation cost for next year will be \$1000 more than this year.

Stormwater Commission: The first request for reimbursement from the Growing Greener grant for the Comly Ave project has been submitted. Approx \$57,000 expected in this first round.

Bucks County Conservation District (BCCD) grant request draft has been prepared and shared with RVE and BCCD contact Morgan Schuster for review. One thing LMB needs to consider is whether to request funds for one or both swale projects. SWC member brought up this potential risk - if we request money for both projects, but do not receive enough funds to complete the projects, will LMB be responsible for out-of-pocket expenses needed to complete both projects once we accept the grant money?

Next SWC meeting is Jan 9. Public welcome.

Ms. Gasparovic that she would like Council to receive updates of permit/zoning denials so that action could be taken/changes could be made.

Jim Niwinski –Mr. Niwinski reported on the heating oil contract for the Borough. The best price was submitted by Harris Fuels at \$3.999/gal. This rate must be accepted within 4 days due to their need to lock in wholesale rates.

Mr. Niwinski presented three quotes to replace the roof on the Police Building. The best quote was \$11,800. Ms. Seader asked for a motion to approve the repairs to the Police Building. Mr. Niwinski made the motion. Ms. Gasparovic seconded. There were no objections. The motion carried.

11. MAYOR'S REPORT – No report.

12. BOROUGH MANAGER'S REPORT– Mr. Ferraro spoke with General Asphalt regarding the road failures in LMB. General Asphalt stated that LMB was told that the road work that LMB wanted would not hold up and they can produce the written notice. General Asphalt has not produced that notification. General Asphalt will come out to look at the failures and determine what can be done.

Mr. Ferraro spoke with the RDA regarding the Garage issue and whether or not Factory Manufactured buildings are exempt from the Davis Bacon Act. RDA said they would defer to our

Solicitor to make that determination. Mr. Ferraro will speak more with Mr. Profy regarding this issue.

Mr. Ferraro conducted an inspection on the two conservatorship properties. The Comly Ave property is maintaining the lawn, but other violations have not been addressed. The Pine Street property is still in violation and was supposed to go up for sale on October 1st but to date has not and they have not applied for any permits to make the necessary repairs.

13. SOLICITOR'S REPORT– Neither property owner of either 701 Pine Street or 306 Comly Avenue have come into compliance with the court stipulated repairs and therefore, motions have been filed with the court, to get back before a judge. Ms. Seader asked about the appointment of a Conservator. Mr. Profy stated that we are not at that point in the process yet.

14. CORRESPONDENCE – Ms. Seader advised that we received notice that our 2023 allocation for Liquid Fuels is \$46,198.98. In order to receive our allocation by March 1st we will have to submit our report by February 10th.

15. APPROVAL OF TREASURER'S REPORT - The Council President asked if there were any questions or concerns for the General Fund report. The Council President asked for a motion to approve the General Fund report for September. Mr. McBeth made a motion as stated. Mr. Niwinski seconded. There were no objections. The motion carried.

The Council President asked if there were any questions or concerns for the Sewer Fund report. The Council President asked for a motion to approve the Sewer Fund report for September. Ms. Gasparovic made a motion as stated. Mr. Niwinski seconded. There were no objections. The motion carried.

The Council President stated that there was a question regarding the August Highway Aid Report from last month. The Treasurer stated that the \$18,000 was transferred from another account. The bookkeeper makes transfers from the general fund as necessary. Ms. Seader asked if there were any other questions or concerns for the August Highway Aid Report. The Council President asked for a motion to approve the Highway Aid Report for August. Mr. Niwinski made a motion as stated. Mr. Pizzola seconded. There were no objections. The motion carried.

The Council President asked if there were any questions or concerns for the September Highway Aid Report. The Council President asked for a motion to approve the Highway Aid Report for September. Mr. Pizzola made a motion as stated. Mr. McBeth seconded. There were no objections. The motion carried.

16. APPROVAL OF BILLS FOR PAYMENT - The Council President stated that all Council members received a copy of the bills list for payment and asked for questions and concerns.

Ms. Seader called for a motion to pay the October General Unpaid Bills. Mr. Niwinski made a motion as stated. Mr. Pizzola seconded. There were no objections. The motion carried.

The Council President asked for a motion to approve the October Unpaid Sewer Bills. Mr. Pizzola made a motion as stated. Mr. McBeth seconded. There were no objections. The motion carried.

17. COMMENTS FROM RESIDENTS AND VISITORS - No Comments

18. SECOND MEETING FOR MONTH OF OCTOBER – October 25, 2022 - The Council President called for a motion to dispense with the second meeting for October. Mr. Niwinski made the motion as stated. Ms. Gasparovic seconded. There were no objections. The motion carried.

19. ADJOURNMENT – The Council President called for a motion to adjourn the meeting. Mr. Niwinski made the motion as stated. Mr. McBeth seconded. There were no objections. The meeting adjourned.

20. NEXT MEETING – November 15, 2022.

Respectfully submitted,
Bonnie McGoldrick
Secretary/Treasurer