

**MINUTES  
LANGHORNE MANOR BOROUGH COUNCIL  
MEETING OF OCTOBER 26, 2021**

**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 26, 2021 at 7:00 PM Eastern Daylight Time by Dawn Seader, President.

**PERSONS PRESENT** - Dawn Seader-President, Nicholas Pizzola-Vice-President, Councilpersons Alicia Gasparovic, Robert McBeth, James Niwinski and Cheryl Oessenich, Thomas J. Profy, IV-Solicitor, Jay Ferraro-Borough Manager, and Barbara Ferraro-Secretary/Treasurer.

Person Absent - Councilperson Grace Judge

**2.** The Pledge of Allegiance was led by Mayor Robert Byrne.

**3. MIDDLETOWN FIRE STUDY** - Middletown Township commissioned a fire study because of some concerns with the relationship between Middletown and the volunteer fire companies. An independent consultant company was tasked with speaking to the fire fighters, the administrative entities of the fire companies and the municipalities (including LMB). The Council President attended Langhorne Borough's Council meeting several weeks ago and heard an overview of the project. LMB's Council President spoke with Frank Farry, Langhorne Middletown Fire Company's chief, about providing the Borough with an overview. They agreed to give Middletown an opportunity to implement some of the recommended changes and attend a council meeting in the new year. The 150 page study is available on TEAMS and a copy is in the Borough office. The Council President has a copy of Senate Resolution 6 Final Reports, which highlights the EMS crisis.

**4. SHADE TREE ORDINANCE** - There was discussion about Article V and the word "encroaches" and a possible conflict with the words "moving what was cut to the property from which it fell," if the tree was just encroaching but did not fall. It was decided to leave the words as is. The Shade Tree permit fee should be put in the fee schedule as the Ordinance states. The Council President asked for a motion to approve the Shade Tree Commission Ordinance for advertisement. Mr. Niwinski made the motion as stated. Mr. Pizzola seconded. There were no objections. The motion carried 6-0.

**5. WELCOME LETTER** - The Council President stated that she had previously reported on the idea of a welcome letter to residents and had been working on it with Councilperson Judge and the Borough Manager. The purpose of the letter is to provide basic information and drive residents to the website. There was discussion about delaying the mailing of the letter in order to add more information, possibly make it more like a packet with more extensive information such as letters from the police chief, information on emergency services, the more information on the permitting process, and information and phone numbers for utilities. Some could be included without additional postage. The Council President stated that the idea with

upgrading the website was to go greener and all the information in a packet would be there. The welcome letter would help residents with the question of where to find information and it starts with the website. There was discussion about what the letter will contain going forward for new residents. The Borough Secretary receives information for Resale Use and Occupancy permits and will have information on settlement dates. There was discussion about delaying the mailing due to a concern voiced about the appearance of mailing the letter prior to the election. It was stated that the document contained nothing political. Information about the text messaging service will be added to the welcome letter. Ms. Seader asked for a motion to have the letter disseminated with the added bullet. Mr. Pizzola made the motion as stated. Mr. McBeth seconded. Ms. Gasparovic opposed because of timing only. The motion carried. 5-1.

**6. BUDGET** - Mr. Pizzola presented a preliminary 2022 budget that reflected no additional items because he wanted to see where things stood if the Borough was not to spend any additional money on any new programs, people, etc. For the General Fund, he stated that the Borough was going to be short \$58,000 with no additions. He stated that he overestimates expenses and underestimates revenue and has never had a deficit of \$58,000. He stated that there will be money coming from the American Rescue Fund. Mr. Pizzola then went through the preliminary numbers line by line, explaining increases/decreases and asking for additions, deletions, comments and for additional information from Council and the Borough Manager. Due to the Pandemic, additional stormwater requirements, oil prices, large increases in costs for services, contracts, and other items, many budget items may need to be increased. For the Sewer Fund, Mr. Pizzola stated there are many unknowns due to the fact that there may be unforeseen circumstances that increase engineering fees, repair fees, etc. He stated that interest rates have gone way down and therefore revenue decreased. There is \$1.8 million that already is, and needs to continue to be, set aside for the expenses that will happen someday when the sewer system needs major repairs or upgrades. For the Highway Aid Fund, last year's yearly allotment was reduced due to the Pandemic and the preliminary budget reflects this. The Sewer and Highway Aid Funds budget numbers are what the budget will be. There is still work to be done on the General Fund before presented in two weeks. Ms. Seader asked for additional questions and comments from Council and then from the audience.

**7. COMMENTS FROM RESIDENTS AND VISITORS** - none

**8. EXECUTIVE SESSION** - The Solicitor explained that Council move into an Executive Session which is a confidential Council meeting related to purchase of real estate, personnel matters or litigation issues. Council, the Mayor and Solicitors are present. Other individuals may be present if their presence is required only for any informational purpose. The Council President excused the audience, the Borough Manager and the secretary. The Executive Session started at 8:16 PM and ended at 9:11 PM.

**9. ADJOURNMENT** - The Council President entertained a motion to adjourn the meeting. A motion was made to adjourn the meeting by Mr. Pizzola. Mr. McBeth seconded. There were no objections. The motion carried. The meeting adjourned at 9:13 PM.

**10. NEXT MEETING** - The next Council meeting will be November 9, 2021, at 7:00 PM.

Respectfully submitted,

Barbara T. Ferraro  
Secretary/Treasurer  
Langhorne Manor Borough