

**JUNE 13, 2023**  
**PROSPECT PARK, PA**

The meeting of the Prospect Park Borough Council was held on June 13, 2023 at 7:30 p.m. President O'Connell called the meeting to order and led in saying the Pledge of Allegiance.

**ROLL CALL**

Members present were: Mayor Harris, Mrs. Shallet, Mrs. Neill, Mr. O'Connell, Mr. Bradley, and Mr. Schreiber. Mr. McBlain and Ms. Catania were also present. Mr. Sutphin and Mr. Stewart were absent.

**MINUTES**

President O'Connell entertained a motion to approve the minutes of May 9, 2023 Council Meeting. Mr. Bradley made the motion, seconded by Mrs. Neill. All in favor motion carried.

**SECRETARY'S REPORT - MRS. HURST**

Mrs. Hurst read the Secretary's Report for the month of May 2023. Total deposits for the General Fund were \$787,281.45; Sewer Fund \$268,540.35; Liquid Fuels \$494.46; Escrow Fund \$0.00; Recycling Fund \$0.00. President O'Connell entertained a motion for approval of the Secretary's Report for May 2023. Mr. Bradley made the motion, seconded by Mrs. Neill. All in favor, motion carried.

President O'Connell opened the meeting to public participation on the agenda items only. No comment.

President O'Connell recognized Mrs. Shallet. Mrs. Shallet recognized residents Mark and Janet Frink for their Global Volunteerism. They are Mrs. Shallet's neighbor. They spent ten weeks from March to May in Togo, which is one of the poorest and saddest countries in the world. They volunteered there for 10 weeks. They volunteered all that time and while they were there, they let a needy family use their home. Mrs. Neill congratulated them on their amazing volunteerism.

Mr. Frink gave a brief background of the country of Togo. He explained that they worked in the second largest hospital in Togo that has 55 beds. The hospital sees about 18,000 patients yearly. There are two surgeons and two internal medicine doctors. Mr. Frink worked on the Quickbooks and the maintenance of the hospital. Mrs. Frink worked at the hospital with the children which she loved. Mrs. Shallet is proud to call them her neighbors and friends.

President O'Connell congratulated the Frink's and thanked Mrs. Shallet for recognizing them this evening.

## **REPORT OF ENGINEER – LISA CATANIA**

**Chester Pike Corridor** –Corridor study has been completed by Delaware County Planning Department. Revised street sign and pole estimate for \$50,000 grant awarded through Senator Kearney's office. Requested proposals of 2 companies for sign blades. Received two proposals via Co-stars. Award to Garden State Highway Products. **Street name signs, poles and supports are ordered.**

TCDI grant for corridor safety was awarded. The Master Plan for the corridor has been completed and presented to stakeholders by the DCPD. **Working with TMA, Bergmann and DVRPC on the Multimodal Transportation Study.**

**DELCO GreenWays – Phase 2** – The Borough received funding of 25% of the cost of work at the Morton Homestead in Phase 1 and the remainder, less \$10,000 from PECO Green Region Grant in Phase 2. Contracts were executed. **Plans and specifications have been approved for bid with one modification of shade tree selection.**

**Frens and Frens have completed phase 1 investigation of the exterior of the Homestead. Expect results in the next few weeks. Received revised proposal.**

**Mini PROS** – Comprehensive Open Space and Recreation Plan -. RFP has been submitted and approved by DCPD. RFP has been advertised and three proposals received. A review of the proposals should be made. Bergmann/Collier has been approved by the County. **Awaiting Agreement form Collier.**

**DELCORA** – Received and provided drawings showing location of the tunnel and easements through Prospect Park Borough to the Borough office. Completed an easement plan as requested by the Solicitor through the Borough. **No further action.**

**DCNR 2022 C2P2 Grant** – Application for the Rehabilitation of Park Square Playgrounds was awarded in the amount of \$87,500 of the total \$175,000. Park Square Play Structure – Structure has been delivered. Met with DCNR. Contracts from the State have been executed. Met with Council president and DCNR to discuss next steps. Bid documents are 90%. Currently going through plan checklist for submission to DCNR for authorization to bid. Solicitor certification is necessary for the public bid. Information has been sent to the Solicitor. **Contracts have been signed and preconstruction meeting will be scheduled for week of June 19.**

**DCNR 2023 C2P2 Grant** – **Application for feasibility study of Moore's Lake Pavilion has been submitted.**

**CDBG 2023** – Application for Morton Homestead Restoration was submitted under historical preservation and is currently on list for funding. A 30 day comment period is underway. **Once expired, County Council will adopt the projects.**

Met with representatives of DCPD, PAPHMC to discuss infrastructure needs for the property. Suggesting evaluation of structure for restoration under the CDBG program. Mrs. Catania will be meeting with Dale Frens to review scope for evaluation. Received preliminary proposal.

Darby Creek Bridge – PennDOT consultant and staff Met with PADOT to discuss status. Let date is estimated to be in fall 2022 and is dependent on Army Corps of Engineers Permit Approval. Signal plan has been signed. A TE 160 Resolution for signal revisions and location of the Welcome Sign has been submitted. Bid Let is 3/16/23. **Low bid RE Pierson is awarded. Work has commenced.**

2023 Road Program – Bids were taken on June 1, 2023. Sole bid was AF Damon in the amount of \$142,950. Costs for paving exceeded our estimate of \$100/TN to \$165/TN. Bid Tab is attached.

Pedestrian signals – Proposal for signals at Amosland Road and High School have been requested. Norwood, School District and the Borough will share costs. If Borough LF are to be utilized, will need to publicly bid ADA ramps. Completed survey work for PADOT HOP. **ADA ramp design for submission underway.**

Moore's Lake Play Equipment – Completed selection of new play equipment which will replace the existing play structure. Tot swings are also proposed. Two alternatives are attached. Cost ranges from \$28,432 to \$43,500.00. All are under Co-Stars contract 14E 22-249. **Equipment has been delivered.**

#### STORM/SANITARY ISSUES:

CDCA – I & I Study – Dukes Root Control has been awarded a contract to complete cleaning and video inspection on 2 areas of the Borough as part of a pilot program. CDCA has completed all manhole inspections. Dukes has completed all work and has submitted report for review by CDCA. Comments will be forthcoming.

2nd Avenue Sanitary Sewer - Results of the inspection are as follows:

The Health Officer/Plumbing Inspector should verify grease trap operation at all commercial properties. Excessive grease was found at station 73 feet from Lincoln Avenue manhole; Pipe is constructed at minimal to no slope in the first section of line causing issue with lateral backflow. Backflow preventers or reconstruction of the line is suggested; and Line is in excellent condition.

Root Control – Root balls within certain areas have been noted. I would request in joint consideration with Norwood Borough, consider Duke's Root Service for a project on **Prospect Avenue, 7th Avenue** between Prospect and Lafayette Avenue and **Madison Avenue** from Chester Pike to manhole in the rear yard at creek.

**11<sup>th</sup> Avenue sinkhole – Sinkhole investigated in street. Appears to be breach in line. Suggest video inspection to determine the extent.**

**SUBDIVISIONS AND LAND DEVELOPMENT:**

**Champion Investments** – Land development to allow for additional parking at 9<sup>th</sup> & Lincoln 817-819 Lincoln Avenue has been received and reviewed. Extension was granted by Applicant.

**Interboro School District** – *Met with officials concerning upcoming projects. Plan and supporting documents have been submitted. Review is completed. Awaiting final plans to meet conditions of resolution. Provided review of municipal improvement cost estimate.*

**PENNVEST Stormwater –16<sup>th</sup> Ave.** - Abbonizio is complete. Total Contract A is \$282,152.10.

Contract B is substantially complete. Punch list items are outstanding and under negotiation. Reviewed proposal and returned to Solicitor. PADEP has completed the final inspection of the work and has approved with no punchlist.

**PECO Green Region 2019** – *Morton Homestead Project was awarded \$10,000 in funding. Project will commence upon notice to proceed from the County GreenWays project.*

**ACTIONS:**

***Award of 2023 Road Program***

***Authorization to bid Morton Homestead site improvements.***

***Frens Architectural proposal – Morton Homestead***

**REPORT OF THE MAYOR HARRIS**

Mayor Harris read the police report for the month of May 2023:

CALLS FOR SERVICE (911 CALLS AND SELF INITIATED).....	531
ARRESTS (arrests, citations, petitions, ordinance violations) .....	25
PARKING TICKETS.....	59
ABANDONED AUTOS.....	3
MOTOR VEHICLE CRASHES.....	24
MEDICAL EMERGENCIES.....	54
ASSIST OTHER LOCAL POLICE.....	31
ALARM CALLS.....	3

Mayor Harris read a letter from the Pastor Chris from the Baptist Church and Loaves and Fishes staff thanking the Borough for the signs at the crosswalk at 7<sup>th</sup> and 8<sup>th</sup> Avenues on Lincoln Avenue.

The Fireworks turned out great on Saturday.

The 4<sup>th</sup> of July is the next event.

**REPORT OF PUBLIC SAFETY – MRS. SHALLET**

Mrs. Shallet made a motion to establish a new list for the Civil Service Commission as the current list has expired, seconded by Mr. Stewart. All in favor, motion carried.

Mrs. Shallet read the following Fire Company Report for May 2023: the fire company responded to 32 calls; 13 in town and 19 mutual aid assists.

June was a pretty quiet month with no major events, purchases, or breakdowns. I believe with changing our mechanical services we are receiving much better service and quality work, therefore keeping our repair costs in check. I am hoping this will continue in the future.

We are still waiting on the Electrician and Plumber to do the final installation of our gear washer. With all the storms, the electrician has been backed up.

As we are now into the second half of the year and our budget is in good shape, we will begin replacing some of our older equipment as well as some new purchases. I will keep you posted as to what we buy.

Mrs. Shallet recognized Chief Madonna on his 5 year Anniversary.

There was a PSAB seminar on May 11, 2023.

There was a WorkPlace Safety Meeting on 6/2/2023. Prospect Park Borough was given a safety award.

**REPORT OF HEALTH AND INSURANCE – MRS. NEILL**

Mrs. Neill stated that all is well with Health and Insurance. A great night was had by all at the Fireworks on Saturday, June 10th.

**REPORT OF SOLICITOR – JOHN MCBLAIN**

Mr. McBlain – Action on Honorable Discharge of Officer Shemleuk on Mr. McBlain's Approval of Agreement that he is disabled and cannot return to duty. This will be contingent on Agreement.

**REPORT OF ADMINISTRATION AND FINANCES – PRESIDENT O'CONNELL**

**PAYROLL** - All members have a copy of the Payroll Report for May 2023 which totaled \$165,078.84. Mr. Bradley made a motion to approve the payroll report, seconded by Mr. Schreiber. All in favor, motion carried.

**BILLS LIST** – All members have a copy of the Bill List for the month of May 2023 to be paid in June 2023 totaling \$552,250.97. Mr. Bradley made a motion to approve the Bill List, seconded by Mr. Schreiber. All in favor, motion carried.

**TREASURER'S REPORT:** All members have a copy of the Treasurer's Report for May 2023. Total cash balance General Fund: \$3,007,344.95; Sewer Fund: \$732,124.41; Highway Fund: \$437,378.19; Escrow Fund: \$35,206.24; Recycling Fund: \$2,302.92. Mr. Bradley made a motion to approve the Treasurer's Report, seconded by Mr. Schreiber. All in favor, motion carried.

Chester Pike Corridor meeting had 40 Attendees. There was \$30,000.00 donation for Delco street signs and Crosswalk enhancements.

There was a groundbreaking for the Interboro High School Project and also a groundbreaking for The 420 Bridge project. Pearson will have lane restrictions and we will also be getting a left turn light at 4<sup>th</sup> and Lincoln Avenue.

**REPORT OF PLANNING AND ZONING - MR. BRADLEY**

Mr. Bradley read the following Zoning Officer Report for the month of May 2023: 100- Annual Inspection of an apartment unit; 8- Sale of Property inspections and 45- Zoning & Permit reviews were done.

**REPORT OF LIBRARY AND RECREATION – MR. SUTPHIN**

Mr. Sutphin- Absent

A few updates:

- Thanks to everyone who stopped in the library for Prospect Park Elementary School Art Show on May 25.
- Summer Kick-Off & Kid's Book Sale- Thursday June 22 @ 6:30pm
- Summer Storytime with Miss Mickie- Monday, July 10,17,24 & 31<sup>st</sup> @6:30pm
- New Program to start in June:
  - "3<sup>rd</sup> Thursdays for Knitters & Crocheters"
  - Intergenerational, Ages 15 & up
  - Bring a project you are currently working on and meet your knit & crochet neighbors.
  - 6:30 – 7:45pm

REMINDER: The Recreation Board is hosting a concert on June 15<sup>th</sup> featuring The Chatterband starting at 7:00 p.m. Zac's will have a food truck at the concert. Kona Ice will also be providing food. Also the Recreation Board will also host Movie Night Wednesdays- June, July, & August.

## **REPORT OF PUBLIC WORKS – MR. STEWART**

Mr. Stewart was absent.

President O'Connell thanked the highway department for cleaning up Witmer Field for the fireworks. Mayor Harris also thanked the highway department for the clean-up they did the day after the fireworks. Mr. Cepis had the highway department pick up all the trash and debris from the fireworks at Stephenson's and around the apartments.

## **REPORT OF BUILDING, PARKS AND SEWERS - MR. SCHREIBER**

Mr. Schreiber made a motion to authorize bids for the Morton Homestead site Improvements, seconded by Mr. Bradley. All in favor, motion carried.

Mr. Schreiber made a motion to accept the architectural proposal from Dale Frens in the amount not to exceed \$38,075 for the preservation of the Morton Homestead, seconded by Mr. Bradley. All in favor, motion carried.

Racks were installed in the Highway Garage, and lighting at Witmer Field is being replaced.

Progress is being made at the Borough Buildings, and at Park Square. Mr. Schreiber stated that it is very important to have the right personnel, and that the parks have never looked so good.

## **OLD BUSINESS**

None.

## **NEW BUSINESS**

None.

## **MEETING OPEN TO PUBLIC PARTICIPATION FOR A MAXIMUM OF THIRTY MINUTE**

Mr. Horn, 220 Lincoln Avenue, asked why there is no right turn on 2<sup>nd</sup> Avenue during the bridge construction. Chief Madonna stated that this is for safety reasons.

Mr. Horn also stated that his recycling is usually picked up early and now it isn't being picked up until the afternoon. Mr. Cepis explained that this is for the safety of our sanitation workers.

President O'Connell stated that the pylons on Route 420 are there for public safety for the first responders.

Peter Burn, 917 8<sup>th</sup> Avenue, is having issues with the neighbors who rent 913 8<sup>th</sup> Avenue. There are major parking issues. The police have been called many times. Over the last few days, it has gotten work. The neighbor's dog was in my yard attacking his dogs. When Mr. Burn came home the other day, the neighbor was blocking his driveway. He asked them to move and they did not.

He cannot back out of his driveway. Mr. Burn asked what ordinances are on the books about renters and parking? The back alley is overgrown. Chief Madonna stated that the last two times the police were there, citations were issued. They will be going before District Justice Jack Lippart shortly. Chief Madonna spoke to the owner and sent him numerous reports about the property. Chief Madonna warned the property owner that further action will be taken if he doesn't take care of these renters. They are also calling his daughter's name.

Mr. McBlain explained that there are two types of ordinances. One is criminal where the police are involved and the parking ordinance as well. A discussion can happen about the criminal issues. As far as parking, yes there is ordinance. Chief Madonna stated that this is the property that the police have taken the most action on in the Borough. Mayor Harris stated to continue to call the police and he will follow-up with the Chief about how many times they have been cited.

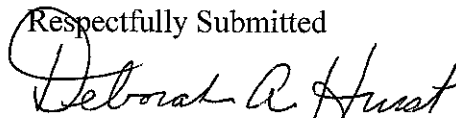
Mr. McBlain stated there is an ordinance that states that all rental properties must be inspected annually. Mr. McBlain will follow-up with Mr. Cepis about the inspections, as well as follow-up with the owner of the property. The owner will be cited as well. Mr. Cepis stated he will give Mr. Burn his business card and he can reach out to him anytime there is a property issue. Chief Madonna reiterated that he can come to the police station anytime to discuss the issues.

#### **MOTION TO ADJOURN**

President O'Connell entertained a motion to adjourn. Mr. Bradley made the motion, seconded by Mrs. Shallet. All in favor, motion carried. The meeting adjourned at 8:20 p.m.

Attest

Respectfully Submitted



Deborah A. Hurst  
Borough Secretary