

January 9, 2024
PROSPECT PARK, PA

The meeting of the Prospect Park Borough Council was held on January 9, 2024 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. Sutphin, Mr. Stewart, and Mr. Johnson. Ms. Catania and Mr. McBlain were also present. Mr. Bradley was absent.

AWARDS AND RECOGNITIONS

President O'Connell introduced Paul Johnson who turned the floor over to Pat Quinn from the Youth Club for Recognition of the following "Nick Saravo Award" that has been given out for the last 53 years:

A plaque was presented for "The Nick Saravo Award". The recipient was Shawn O'Shea and was presented by Joe Dean. Mr. Quinn thanked Shawn for all of his hard work, and the amazing job that he does for our Youth Club. Mr. O'Shea is also the Treasurer for the Youth Club, and steps up every year to do this thankless job.

Mr. Quinn also announced that there was a plaque to be presented to Donna Jean Hamilton and her Children (Ashlee and Shawn) in honor of her Father Nick Saravo and her children's Grandfathers for 53 years of dedication to our youth and community. They were unable to make it to the meeting tonight.

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

MINUTES

President O'Connell entertained a motion to approve the minutes of the December 12, 2023 Council Meeting. Mr. Stewart made the motion, seconded by Mr. Sutphin. All in favor motion carried.

President O'Connell entertained a motion to approve the minutes of the December 12, 2023 CDBG Special Meeting. Mr. Stewart made the motion, seconded by Mr. Sutphin. All in favor motion carried.

SECRETARY'S REPORT – MRS. BORCHERT

Mrs. Borchert read the Secretary's Report for the month of December 2023. Total deposits for the General Fund were \$138,893.84; Sewer Fund \$41.86; Liquid Fuels \$430.05; Escrow Fund \$0.00; Recycling Fund \$0.00. President O'Connell entertained a motion for approval of the Secretary's Report for December 2023. Mr. Stewart made the motion, seconded by Mr. Sutphin. All in favor, motion carried.

REPORT OF ENGINEER – LISA CATANIA

Mr. Alex Rodriguez was present for Ms. Catania and presented Ms. Catania's December Report.

The following is work completed in the month of December:

Chester Pike Corridor – 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.

Street Poles and connectors have been delivered. Installation is being discussed.

DELCO GreenWays – Phase 1 &2 – The Borough received funding for work at the Morton Homestead. GreenWays contracts were executed. Bids were opened July 25. Low bid was that of Premier Concrete in the amount of \$435,750 with the second at \$470,366. Funding available is up to \$ 306,000, through GreenWays Year 1 and 2 in the amount of \$46,430 and \$250,000, respectively, and PECO Green Region in the amount of \$10,000. I would recommend award to Premier in the amount of \$394, 609.50, budget permitting. Contracts have been executed, preconstruction meeting has been completed and notice to proceed was given for December 4, 2023. Premier has started work and has completed all demolition. Payment requests for 50% of the available funding (\$148,215) has been forwarded to the Borough for execution and submission to Delaware County Planning. Invoice # 1 in the amount of \$ 63,000 will be presented.

Frens and Frens have completed phase 1 investigation of the exterior of the Homestead. Plans have been forwarded to OHCD for historical and environmental review. Once comments are received, awaiting final report and drawings which should be by year's end. A meeting has been set for Friday to discuss priority work.

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. Agreements have been signed and returned to Collier. Revised schedule has been received. Will need Study team to be appointed.

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 have been signed and preconstruction meeting completed. Work is underway. Invoice #1 in the amount of \$30,240.00 is recommended for payment. Premier has substantially completed work, punchlist has been completed. There is an issue with the emitter being resolved. Requested final inspection by DCNR.

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. Morton Homestead was awarded. Letter of award received.

CDBG 2024 – Application period has been announced. Projects eligible are planning and historic preservation projects. Application preparation is underway.

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 continues with schedule available. Met with Consultant at Morton Homestead for preconstruction inspection. Coordinating construction of Morton Homestead with Pierson to avoid delays.

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. Design is scheduled upon completion of topographic survey.

DELCO GreenWays Year 4 – Completed application for canoe/kayak launch and access due Sept 29. Announcement of award should be end of year.

STORM/SANITARY ISSUES:

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.

11th Avenue sinkhole – Sinkhole investigated in street. Appears to be breach in line with dye test. Suggest video inspection to determine the extent.

SUBDIVISIONS AND LAND DEVELOPMENT:

Champion Investments – Land development to allow for additional parking at 9th & 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. Completing inspection of work as necessary for Erosion and Sedimentation issues as well as tie in to municipal storm sewer.

ACTIONS:

Premier Invoice #1 – Morton Homestead

REPORT OF THE MAYOR HARRIS

Mayor Harris read the following Police Activity Report for the month of December into the minutes:

Calls for Service (911&Self-Initiated)-360

Police Action Taken-15

Parking Tickets-1

Abandoned Autos-1

Motor Vehicle Crashes-34

Medical Emergencies-57

Assist Other Local Police-17

Alarm Calls-10

REPORT OF PUBLIC SAFETY – MRS. SHALLET

Mrs. Shallet Announce that today January 9, 2024 Across the Country, is National Law Enforcement Appreciation Day. Law Enforcement Officers of every rank and file have chosen a profession that puts their life on the line every day for their communities, and we appreciate everything that they do.

Mrs. Shallet read the Fire report for the Month of December into the minutes:

The fire company responded to 39 calls in December.

14 in town

25 Assists

The fire company had a total of 419 calls in 2023

The 1998 KME should be going to the body shop this month. Just waiting on a date from the paint shop as to when they have an opening.

My Assistant Chiefs and I would like to thank you and Borough Council, for your continued support. I look forward to meeting with you and Vicki in the future as we work together on the possibility of purchasing a new truck.

To set up a timeline, I have spoken to 2 different manufacturers about delivery times. One is 39 months, the other is 44 months from the time of signing a contract to delivery. The truck we would be replacing will be almost 30 years old at delivery of a new one. The other Borough owned Engine will be 24.

The 1999 Seagrave that the Fire Company owns will be 29, we would like to maintain it as a dedicated spare after delivery of a new one to insure that we have 2 pumpers available all the time, (For example when the KME goes into the body shop we are down a truck for about 3 weeks. The spare would take its place during that time.)

Respectfully

James Simmonds

REPORT OF HEALTH AND INSURANCE – MRS. NEILL

Mrs. Neill announced that the Borough received Rebate Checks from the insurance company for COVID that will be put in reserve to offset insurance cost.

Mrs. Neill also spoke about the increase in insurance cost, and replacement costs, of purchasing a new Fire Truck and how prices have gone up. Mrs. Neill said that she is checking into this and doing some research.

REPORT OF SOLICITOR – JOHN MCBLAIN

Mr. McBlain stated that we will make a motion on the agenda tonight to approve Resolution No.1930 – to approve a Tax Anticipation Loan from Republic Bank in the Amount Of \$400,000.00. This is a loan that we take for that lapse in cash flow that may happen between December and February before the real estate taxes are received.

REPORT OF ADMINISTRATION AND FINANCES – PRESIDENT O'CONNELL

PAYROLL - All members have a copy of the Payroll Report for the month of December 2023 which totaled \$171,923.59. Mr. Stewart made a motion to approve the payroll report, seconded by Mr. Sutphin. All in favor, motion carried.

BILLS LIST – All members have a copy of the Bill List for the month of December 2023 to be paid in December totaling \$793,099.12. Mr. Stewart made a motion to approve the Bill List, seconded by Mr. Sutphin. All in favor, motion carried.

TREASURER'S REPORT: All members have a copy of the Treasurer's Report for December 2023. Total cash balance General Fund: \$2,041,153.75; Sewer Fund: \$42,147.99; Highway Fund: \$433,681.42; Escrow Fund: \$843,795.59; Recycling Fund: \$2,463.10. Mr. Stewart made a motion to approve the Treasurer's Report, seconded by Mr. Johnson. All in favor, motion carried.

President O'Connell entertained a motion to approve Resolution No. 1930- Approving the Tax Anticipation Loan from Republic Bank in the amount of \$400,000.00. Mr. Stewart made the Motion, Seconded by Mr. Johnson .All in favor, motion carried.

President O'Connell announce that they would be signing a Declaration of Disaster for tonight's storm in case we have any unforeseen damages in the Borough. This Declaration will be forwarded out to the County to be on file.

Mr. Johnson asked President O'Connell about clarification on three line items on the budget. The first was budget code of 40045 which is miscellaneous disbursement that went from \$400.00 to \$30,000.00. Mr. Johnson wanted clarification on that increase. President O'Connell said that he would get together with Mrs. Borchert to pull those accounts. Mr. Johnson also asked about 45550 Shade Trees Commission. President O'Connell stated that the Beautification Committee utilizes that expense. Also with the Daniels leaving, Mr. Johnson asked about the Town watch budget line item 48635D totaling \$8,222.50 and what would be happening with this budget. President O'Connell said he has not received any word from the Town watch committee on what their status is, so we will continue to support them with the insurance premium that we pay for them.

REPORT OF PLANNING AND ZONING - MR. BRADLEY

Mr. Bradley was absent.

President O'Connell entertained a motion to Appoint Kayla Munger as the Planning Secretary. Mrs. Shallet made the motion, Seconded by Mr. Sutphin. All in favor, motion carried.

REPORT OF LIBRARY AND RECREATION – MR. SUTPHIN

Mr. Sutphin announced that the awards for the Christmas Decorating Contest will be given out at the February Meeting, which has been rescheduled due to the weather.

Mr. Sutphin read the report for the Library for the Month of December:

- Winter Storytime Session with Miss Micki:
Mondays, Feb. 5th, 12th 26th & March 4th @ 6:30pm
- The “Celebrating Black History” Storytime Program, which is a collaboration with the Recreation Board & Library, is scheduled for Saturday, February 17 @ 11am.
- Book club meets the 2nd Monday of each month @ 6:30pm. February 12th book selection is “The Sweetness of Water” by Nathan Harris.

Mr. Sutphin announced that there was a Recreation Board meeting last night Monday January 8, 2024. We had a great meeting! The Board invited our Solicitor John McBlain to our meeting to

answer questions that the board had about Chapter 33 which pertains to the Board creations. Mr. Sutphin said that the meeting went well, and he thanked Mr. McBlain for coming.

Mr. Sutphin said he had Good News! LeCompt and The Chatterband will be coming to town for Concerts in the Park!

REPORT OF PUBLIC WORKS – MR. STEWART

Mr. Stewart read the follow Highway & Sanitation Report into the minutes:

We collected 199.83 tons of Trash and 23.96 tons of Recycling

Highway, Sanitation & Sewer Report – Month of DECEMBER:

Trash continues to be picked up daily along Lincoln Ave, Chester Pike and Amosland Rd. Daily maintenance continues on all trash trucks.

All trucks are ready for any upcoming snow storms.

Sewer Report-

General sewer maintenance continues throughout town.

Mr. Stewart announced that he asked Mrs. Borchert to do a Facebook post stating that Recycling would be cancelled tomorrow, Wednesday January 10, 2024 due to the State of Emergency put in place due to the weather.

Mr. Stewart also thanked John Cepis and all of the Highway and Sanitation workers for all of their hard work.

REPORT OF BUILDING, PARKS- MR. JOHNSON

Mr. Johnson made a motion to approve payment #1 in the amount of \$63,000.00 to Premier Concrete Inc. for the Delco Greenways Project at the Morton Homestead, seconded by Mr. Stewart. All in favor, motion carried.

Mr. Johnson announced that he recruited people from the community to submit their names for the Mini Pros Study Group.

This past Saturday Mr. Johnson stated that he meet with members of the Youth Club to tour their portion of the building at Witmer Field to discuss their wish list. He has also contacted Mrs. Dempsey from the Termites, Mrs. Jennings from the Prospect Park Free Library Whom he met with yesterday, Chief Simmonds from the Prospect Park Fire Company, and Sergeant O'Neill From The Prospect Park Police Department. Mr. Johnson stated that he will continue to reach out to these stakeholders, so that he may set up visits.

Mr. Johnson has heard some concerns from residents in the eastern part of Precinct # 1 where his Colleague Councilman Stewart lives. This section of town near Richmond's Water Ice have no recreational space besides the apartment buildings that has a playground and dog park.

Also Mr. Johnson stated that in the section of town where He and Mr. O'Connell live they have limited access to recreational space. He stated that residents would have to walk across 420 or Chester Pike to access recreational space.

Mr. Johnson is hoping that this will be a part of the Study with the Mini Pros Project.

The following is a report for the month of December on the parks that Mr. Johnson read in to the minutes:

Parks Report – Trash and branches are cleaned up from the parks daily

Mr. Johnson has received pictures from some of the residents reporting vandalism in the Borough facilities. Mr. Johnson has started a process of exploring more lighting and security cameras at our buildings and in our Parks.

President O'Connell asked Mr. Johnson if the police was notified about the vandalism. Mr. Johnson stated that he did not notify the police. President O'Connell said that it would be good practice to notify the Police Department of any vandalism to see if they are getting any of these reports.

Mayor Harris also stated with the Mini Pros Study that we should take a look at the 5th Precinct because they really don't have any recreational space either. Especially with the High School Renovation maybe the School District could donate some recreational space at the High School.

OLD BUSINESS

Mrs. Neill wanted to thank Mr. Stewart and the Highway and Sanitation men for the amazing job that they do for everyone. The tree recycling post on Facebook for the collection of Christmas Trees made a lot of people happy, and made it easy for people to put their trees out and get them collected.

Mr. Stewart also put a thank you out there to John Cepis. Mr. Cepis stated that as a note, the reason we are doing the Christmas trees separately is because they are considered yard waste and that helps with our recycling program.

Mrs. Neill suggested that we put pamphlets at Richmond's Water Ice next year stating these are the dates that Prospect Park Borough is recycling Christmas Trees if you have any trees to recycle.

NEW BUSINESS

Mr. Johnson wanted to announce the 7th Annual Martin Luther King Jr. Day of Service which is part of the overall 29th Annual Martin Luther King Jr. Day sponsored by Global Citizen of Greater Philadelphia. From 8:00am to 12:00pm at the Prospect Park Fire Company at 1001 Lincoln Avenue, we will collect donation of nonperishable foods but we will also collect donations supporting Delco Helping Hands, which we will be collecting infant products, baby formula, diapers, wipes, household products.

Also at 12:00 noon there will be a reading at the Baptists Hill Church at 703 Lincoln Avenue. We will have a community reading of "Reflections When Working Towards Peace" by Martin Luther King's Widow Ms. Coretta Scott King.

Mr. Johnson wanted to thank the Prospect Park Youth Club, and Prospect Park Fire Company for Co-hosting this event. Mr. Johnson said that he is hoping that some of you can stop by and help out.

Presidential O'Connell announced the following names which will make up the Mini Pros Study Group:

Greg Sutphin- Council Liaison
Paul Johnson- Council
Greta Daniels-
Eleanor Kloss (Beautification)
Rachel Milano-Davis-
Shermaine Williams
Tracy Anne Maier
Chris Cook
Patrick Quinn (PPYC)
Linda Dempsey (Termites)
Joe Magee - (Planning Commission)
James Cleaver - (Planning Commission)
Debbie Daniels- (Planning Commission)
Joseph Dean - (Planning Commission)
Mary Ann Jennings- (Library)

Mr. Sutphin will be the contact for this group, and will set up all scheduled meeting.

MEETING OPEN TO PUBLIC PARTICIPATION FOR A MAXIMUM OF THIRTY MINUTE

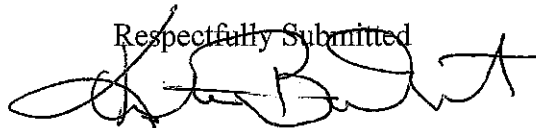
None.

MOTION TO ADJOURN

President O'Connell entertained a motion to adjourn. Mr. Stewart made the motion, seconded by Mr. Sutphin. All in favor, motion carried. The meeting adjourned at 8:02 p.m.

Attest

Respectfully Submitted



Kristine Borchert
Borough Secretary