**February 13, 2024**

**PROSPECT PARK, PA**

The meeting of the Prospect Park Borough Council was held on February 13, 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, Mr. O’Connell, Mr. Bradley, Mr. Sutphin, Mr. Stewart, and Mr. Johnson. Ms. Catania and Mr. McBlain were also present. Mrs. Neill was absent.

**MINUTES**

President O’Connell entertained a motion to approve the minutes of the January 9, 2024 Council Meeting. Mr. Bradley made the motion, seconded by Mr. Johnson. All in favor motion carried.

**SECRETARY’S REPORT – MRS.BORCHERT**

Mrs. Borchert read the Secretary’s Report for the month of January 2024. Total deposits for the General Fund were $191,218.22; Sewer Fund $13,610.62; Liquid Fuels $489.54; 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. Bradley made the motion, seconded by Mr. Johnson. All in favor, motion carried.

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

**AWARDS AND RECOGNITIONS**

President O’Connell introduced Mayor Harris for the following Commendation of Merits:

Commendation of Merit Fire Department Brian Peltz- Outstanding Citizenship for a fire incident that occurred on November 28, 2023 at 700 16th Avenue, Prospect Park.

Commendation of Merit Officer Nicholas Denton, Officer Kyle Gross, and Sergeant Henry

O’Neill. On December 9, 2023 these Officers made an arrest in Clifton Heights from an

Investigation they had conducted of the two arsons in connection to the 700 16th Avenue in

Prospect Park. Illegal Guns and Drugs were also located at the address and an arrest was made.

President O’Connell turned the floor over to Councilman Greg Sutphin to award the

Christmas House Decorating Winners:

1ST PRECINCT – 300 MADISON AVE - RICHARD AND DONNA BARCLIFT

2ND PRECINCT – 847 7TH AVE - DAVID DANIELS

3RD PRECINCT – 709 SUMMIT AVE - MARY AND BRIANNA LETTERY

4TH PRECINCT – 852 14TH AVE - DAVID MANUEL

5TH PRECINCT – 1628 HOLMES AVE - KENNETH AND MARY ANN TERINONI

President O’Connell turned the floor over to Mr. Bradley for the following motions:

Mr. Bradley made a Motion to Approve Resolution # 1932 Celebrating Black History Month, Seconded by Mr. Johnson. All in favor, motion carried.

Mr. Bradley made a Motion to approve Resolution #1933 Condemning Hate in the Community in All its Form, seconded by Mr. Johnson. All in favor, motion carried.

**REPORT OF ENGINEER – LISA CATANIA**

Ms. Catania and presented Ms. Catania’s January Report.

The following is work completed in the month of January:

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 walkway installation. Payment request for 50% of the available funding ($148,215) has been forwarded to the Borough for execution and submission to Delaware County Planning. Invoice #2 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. Kick off meeting has been scheduled.

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. Final inspection by DCNR was completed. Although not on the approved plan, they have requested a wheel stop be placed at the ADA parking space. Other minor issues including rutting of safety surface needs to be addressed to finalize project.

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. Drawings were sent to OHCD for Environmental review. Review has been provided to Carol Quigley of Frens and Frens.

CDBG 2024 –. Applications for Moore’s Lake Pavilion and Morton Homestead have been submitted.

Darby Creek Bridge – 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. Signal plan is completed. 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. Project was not funded.

DCNR Grant period has been opened. Deadline is April 3, 2024. A resolution and letters of support will be necessary.

PADOT Emergency HOP Card – Proceeded with info for renewal for 2024.

STORM/SANITARY ISSUES:

Army Corps of Engineers – Flood Study – Eastwick – Completed correspondence to ACoE for concerns with levee construction.

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.

ACTION items:

Premier Inv #2 – Morton Homestead

Road Program authorization to re-bid – 2023 Roads

Road Program 2024 – County Aid Resolution and Application

President O’Connell asked if anyone had any questions for Ms. Catania. Mr. Johnson asked if the DCNR C2P2 2022 Grant was allocated to anything and Ms. Catania confirmed that yes, this was for the Park Square Project. Mr. Johnson stated that the 2023 DCNR Grant for the Kayak project was denied correct? Ms. Catania did confirm that yes, that grant was denied. Mr. Johnson also stated that we have not yet applied for the 2024 DCNR Grant correct? Ms. Catania said that was correct.

Mr. Sutphin wanted an updated on the Chester Pike Corridor project about the signs. Ms. Catania said that the only update that she could give about the signs is what she read from the minutes.

Ms. Catania stated that she did know that Norwood Borough was putting their sign up now. Ridley Park, Sharon Hill, and Glenolden were only putting up certain signs. Signage will be put up along Chester Pike as well as The Borough Parks with the addition of some bikes racks, and other amenities. The Grant right now was approved for $177,000.00 and there is a pending grant in the amount of $75,000.00.

Mr. Sutphin Thanked Ms. Catania for the update and said that he was more concerned with the Prospect Park signage. Mr. Cepis did state that he did have the signs and the poles. President O’Connell stated that he believed that the signs and poles were being stored at Ridley Park and that we were in limbo right now because we had some concerns if the Grant would cover the labor for installation. This will have to be something that Shawn and John Cepis will discuss to move forward with this. Ms. Catania believes that when we applied for the Grant, the instillation was to be a part of the grant, but that we might need to us our workforce for some of the instillation of the poles and signs.

Mr. Stewart asked if we need to use our workforce. President O’Connell said that again this will need to be discussed because these signs are ours so we can do whatever we would like with them.

**REPORT OF THE MAYOR HARRIS**

Mayor Harris Entertained a Motion to Approve Resolution # 1932 Celebrating Black History Month. Mr. Bradley made the motion, Seconded by Mr. Johnson. All in favor, motion carried.

Mayor Harris entertained a Motion to Approve Resolution #1933 Condemning Hate In The Community In All Its Form. Mr. Bradley made the motion, seconded by Mr. Johnson. All in favor, motion carried.

Mayor Harris read the following Police Activity Report for the month of January 2024 into the minutes:

Calls for Service (911&Self-Initiated)-432

Police Action Taken-66

Parking Tickets-58

Abandoned Autos-4

Motor Vehicle Crashes-29

Medical Emergencies-60

Assist Other Local Police-21

Alarm Calls-5

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

Mr. Bradley made a Motion to approve the lease purchase of a 2023 Dodge Charger for the Police Department through costars contract # 013-121, seconded by Mr. Stewart. Mr. Johnson asked what engine type was the new vehicle to be purchased. Mayor Harris stated combustible. Mr. Johnson asked if there were Hybrid or Electric option available. Mrs. Shallet stated no those options were not available. All in favor, motion carried.

For the month of January 2024 the fire company responded to 75 alarms, one of our busiest months to date.

41 in Prospect Park

34 assists

Last month I reported that all the parts were in for the 1998 KME, however the shop is still waiting on 2 parts. Once they arrive the truck will go to the shop for the body work.

The fire company has been awarded a $16,000.00 grant from the Pennsylvania Fire Commissioners office. This grant will be used to purchase fire fighter gear and water rescue suits.

Over the past few months the fire company has welcomed 7 new members, with 4 of them signed up to attend the state certified firefighter level 1 training class this spring. This training class is several months of nights and weekends that our members will attend utilizing their personal time. We are grateful to welcome our new volunteers.

Respectfully submitted,

Jim Simmonds

President O’Connell asked in anyone had any comments and Mrs. Shallet stated yes she did.

Mrs. Shallet said that she was so proud of the Fire Department with their recruiting process because it is so hard to find volunteers these days.

Secondly, Her personal additions to February is that long ago and far away that February use to also be recognized for the fact that everyone on earth has a heart, and that we should recognize that tomorrow is Valentine’s Day. Every beating heart should work well and that a heart can be repaired and fixed and that it is crosses all kinds of lines and reason. Mrs. Shallet believes that we have lost sight of that, and that should also be included in February as well.

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

Absent.

**REPORT OF SOLICITOR – JOHN MCBLAIN**

Mr. McBlain stated that he has no action items for this month.

Mr. Johnson wanted to thank Solicitor McBlain for editing and revising the Anti Hate Resolution.

Mr. McBlain said it was an easy job because Mr. Johnson did 98 percent of the Resolution.

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

**PAYROLL** - All members have a copy of the Payroll Report for the month of January 2024 which totaled $168,585.33. Mr. Bradley 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 January 2024 to be paid in January totaling $307,133.22. Mr. Johnson 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 January 2024. Total cash balance General Fund: $817,873.73; Sewer Fund: $84,243.08; Highway Fund: $433,655.31; Escrow Fund: $839,046.09; Recycling Fund: $2,473.57. Mr. Johnson made a motion to approve the Treasurer’s Report, seconded by Mr. Stewart. All in favor, motion carried.

President O’Connell wanted to give a brief update on the Amtrak and Septa Bridge. Amtrak did not attend the meeting for some unknown reason. President O’Connell wanted to thank Senator Kearney’s office for putting the meeting together but what was discussed was certainly was not what the Borough wanted to hear at the meeting.

Shawn Stewart, Mary Ann Shallet, Chief Madonna, and I were on the call. Talking to Septa and PennDot, Penn Dot is trying to affirm that any kind of signal devices to warn wayward truck drivers is the responsibility of the Borough, even though we have nothing to do with the road or the bridge.

President O’Connell’s personal opinion, that he did make it known is having to protect and invest in a bridge that isn’t ours is unreasonable. President O’Connell did reach out to Congresswoman’s Office and did request a meeting with Amtrak and Septa to try to get some further answers and details as to why Amtrak and PennDot will not accept responsibility for this issue. I will keep everyone updated.

President O’Connell thanked Shawn, Mary Ann and the Chief for their time to be on the call.

President O’Connell stated in reference to the Darby Creek Bridge there were some issue with people not abiding by the closure signs. This did cause a big headache for the Police Department. President O’Connell did want to thank all those who helped with the communication that did go out with these closures, and a big thank you to the Police Department.

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

Mr. Bradley read the Zoning reports for the month of January & February:

Following is a brief synopsis of the Zoning Officer activity for the month of JANUARY.

4- Sale of Property inspections were done by the Zoning Officer.

56- Annual Inspections were done by the Zoning Officer.

12- Zoning & Permit reviews were done by the Zoning Officer

Following is a brief synopsis of the Zoning Officer activity for the month of FEBRUARY.

8- Sale of Property inspections were done by the Zoning Officer.

34- Annual Inspections were done by the Zoning Officer.

8- Zoning & Permit reviews were done by the Zoning Officer

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

Library update for February Council Meeting:

         “Winter Wonderland Tales with Miss Micki” – see attached

         “Knit & Crochet Social Club” – see attached

         “Celebrating Black History Month, Read Aloud and Activity” – 11:00 am February 17th

          “Paws & Pages” featuring Daisy – see attached

Save the Dates:

         Spring Book Sale: Friday, March 22 (7pm-9pm)

                              Saturday, March 23 (9am – 1pm)

         Kid’s Spring Craft: Saturday, March 23 (10am – 12)

Mr. Sutphin wanted to let everyone know that the Library received a draft report that is confidential from a company hired by Delaware County to go to all of the libraries and assess improvements. Greg wanted to say that they used Prospect Park Library as an example of how everyone works together and they were very impressed. Thank you to the team led by Mariann Jennings.

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

Mr. Stewart made a Motion to approve Resolution No. 1931 – County Aid application in the amount of $6.048.00, seconded by Mr. Sutphin. All in favor, motion carried.

Mr. Stewart made a motion to authorize the Re Bid Of the 2023 Road Program, seconded by Mr. Bradley. All in favor, motion carried.

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

We collected 209.47 tons of Trash and 21.31 tons of Recycling

Mr. Stewart stated that he spoke the supervisor Mr.Cepis at the Highway Department and when the weather breaks he is going to have the guys fix, repair, or replace any street sign that would need such repairs.

If anyone sees any sign that are in need of repair please let us know.

Marty Getek will be retiring in March and at the March Meeting we will present him with award for his many years of service.

Mr. Stewart stated that it would be really nice to have something added to our borough website so that family, friends, and loved ones can visit the borough website and see the location of the Hero Banners in and around the borough. Mr. Stewart and Mr. Sutphin have put a proposal and pricing together so that they could get funding for this project and Mr. Stewart said he would like to have this done as soon as possible.

Mr. McBlain said that it is below the competitive bidding threshold and his suggestion would be to get the proposal and put it on the agenda for next month’s meeting for approval. Because this is a contact we would need to put this on the agenda. President O’Connell asked that the contract be sent to John McBlain for his solicitors review.

**REPORT OF BUILDING, PARKS- MR. JOHNSON**

Mr. Johnson made a motion to approve invoice #2 and #3 submitted by Patterhn Ives LLC, for design and preservation work at the Morton Homestead in the amount of $5,640.45, Seconded by Mr.Sutphin. All in favor, motion carried.

Mr. Johnson made a motion to approve Invoice #2 To Premier Concrete in the Amount Of $92,893.50 for the Morton Homestead Project, Seconded by Mr. Stewart. All in favor, motion carried.

Mr. Johnson said that he was able to continue to meet with building and stake holdings.

Items covered in the meeting are the following:

Witmer Club house roof repair

Ball netting replacement

Plumbing issue in the library

Prospect Park replacement Banners

Library LED replacement lighting continues

Mr. Johnson thanked the Highway Department because he received a complaint about snow removal in the Hollow and that was taken care of quickly.

Mr. Johnson also thanked the Police Department for their patrol of Park Square. With the new retention pond, people decide it was a good idea to go skating over in the pond.

We are also looking at a possible PECO rebate for lights that were replaced and will continue to replace. Mr. Cepis was also contacted by an organization to supply LED fixtures for as low as $1.00 each.

Witmer Field Phase two of the light replacement will resume once the ground can support installation equipment. Mr. Johnson did also talk and meet with Former Councilman Eric Schreiber so he wanted to thank him for the information that he provided to him.

**OLD BUSINESS**

Mr. Supthin stated that Councilman Johnson and he attend the first virtual Mini Pros study group meeting with the company they are working with to get on the same page moving forward.

Lisa Catania also attending this meeting and gave some great information. We are waiting for the approval of that study group from the County and don’t anticipate any problems.

For the Record Ms. Catania stated that the kickoff date for the first meeting of all of the Members for the Mini Pros will be on Wednesday February 28, 2024 at 7:00pm. Also Mini Pros means the Plan of Recreation and Open Space for all that want to know.

Mr. Johnson wanted to state at the last meeting he had inquired about miscellaneous disbursements account code 40045 that was increased from $400.00 in budget 2023 to $30,000.00 in budget 2024. Mr. Johnson wanted to provide some transparence to the public since he had inquired about this. Mr. Johnson was provided the following information from the Council President and Borough Secretary. This budget account code includes tax related expenses such as rebates, over payment, and firefighter credit. They also use that budget line 40045 for any Florist for Funerals, and also PA UC Unemployment payments. Last year the total cost to this budget line was $52,000.00 which led to this increase.

Mr. Bradley wished President O’Connell Happy Birthday!

**NEW BUSINESS**

Mr. Sutphin had asked that we update our Borough Code that he believes was an oversite. He is asking that we pay for and submit this to be updated. Mrs. Borchert said that she would look in to this.

Mr. Johnson wanted to thank Borough Council for their approval for the Anti Hate Resolution. It personally means a lot to him and this community.

Mr. Johnson also wanted to mention some grants that were mentioned at the workshop.

Covid 19 ARPA Project

DCNR C2P2 Grant

DCED Grants

Other grants that can be talked about at the next workshop but I thought the following might be good for the Morton Homestead Project are the Following:

DCED Act 13 Greenways

DCED Act 13 Flood mitigation

DCED Water Restoration

Mr. Johnson would also like to address the Shade Tree Commission at the next workshop meeting.

The Chief was asked to speak about the Fundraiser Patch Program that will help the Special Needs classes at Prospect Park Elementary. The Chief said this is a great program that Raul Forsmark spearheaded and it has taken off. So Hats off to Officer Forsmark!

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

Chief Madonna- Chief Madonna stated that after 28 years of policing, the accommodations that his Officers received tonight was one of his proudest moments. The hour and hours of work that these Officers put into working and solving this arson case was unbelievable, and a home run so I am very proud!

**MOTION TO ADJOURN**

President O’Connell entertained a motion to adjourn. Mr. Bradley made the motion, seconded by Mr. Stewart. All in favor, motion carried. The meeting adjourned at 8:36 p.m.

Attest Respectfully Submitted

Kristine Borchert

Borough Secretary