

January 4, 2017

The Work Session of Lansdale Borough Council was held on Wednesday, January 4, 2017 at Lansdale Municipal Complex, One Vine Street, Lansdale, PA and called to order at 9:13 pm by Council President Denton Burnell.

ROLL CALL:

- (X) Councilman Angelichio
- (X) President Burnell
- (X) Councilwoman Hawkins Charlton
- (X) Councilman DiGregorio
- (X) Vice President Fuller
- (X) Councilman Hansen
- (X) Councilman Malagari
- (X) Councilman Van Dame
- (X) Councilman Work
- (X) Mayor Szekely

Borough Representatives:

Borough Manager, Jake Ziegler
Asst. Finance Director, Brian McGowan
Asst. Borough Manager, John Ernst
Parks & Rec. Director, Carl Saldutti
Electric Superintendent, Andy Krauss
Public Works, Rick DeLong
WWTP Superintendent, Dan Shinskie

Borough Solicitor, not present
Borough Engineer, not present
Police Chief, Bob McDyre
Library Director, Tom Meyer
IT/GIS Coordinator, Bryan Poster
Cust. Svc/Records Mgr., Pat Chapman

Residents

None

Agenda Item #5 – Committee Reports

Administration and Finance Committee – Councilman Van Dame

1. Motions to appear before Council at the next Business Meeting:
 - Award turf maintenance bid for Borough owned properties for a three year contract to Biase Landscaping in the amount of \$136,830.
2. We are waiting for the final figures for year end balances. There seems to be a considerable surplus in revenues and expenditures.
3. OpenGov on the website should be updated with current figures in the next couple of weeks.
4. Single Hauler trash bid specifications should be going out to bid around January 19, 2017. Council will receive a copy of the bid specifications to review. Also, the Scope of Work will be on the Borough's website for residents to review and comment.
5. Mr. Ramey is looking at various insurance carriers for liability and property insurance for the Borough. If the Borough switches this branch of insurance to DVIT, we would see a discount equaling more savings to the Borough.
6. Settlement for 311 W. Main Street will take place tomorrow, January 5, 2017.
7. The Committee is requesting to see regular reports from our professional service firms as to the work they continue to work for us.

8. The Human Resources Director could be hired by the end of January. Staff continues to interview potential candidates.
9. Going Greener Grant – Waiting to see if this project would get MS4 approval but we will not know until late 2017; we do have the design for an item in the MS4 Plan. The project would be stream bank stabilization in White's Road Park.

Councilman DiGregorio – What other tasks would the HR person do besides HR work?

Mr. Ziegler – He will send Council a copy of the job description, but this person will evaluate existing procedures and develop HR processes to further the Borough. The position will also be responsible for coordinating and managing contracts, benefits, etc. all while keeping up-to-date on all HR laws. This person will be a part of the Management Team and will work with all departments across the Borough.

Councilman Malagari – The Biase contract is for three years?

Councilman Van Dame – Yes.

Code Enforcement Committee – Councilman Angelichio

1. The committee discussed electric permits and what residents need to know when applying for one. Staff reported that many times the permit applications are not picked up. Inspections are done by an independent agency and then the Borough Code Enforcement Officer completes the final inspection based in the independent electrical inspection.
2. The department has been working hard to educate the public/applicants on what they need to do when looking to complete a project in the Borough.
3. Planning Commission update – information regarding the widening of Madison Street will be presented. This project is not part of the Equus project but is needed for Equus to continue in their land development process. Also discussed 32 E. Blaine Street and will see a presentation from the developer.
4. SEPTA garage – should be opened late February/early March. The elevator installation is delaying the project.
5. Discussed potential medical marijuana ordinance.
6. Continue discussion regarding accessory structures and an ordinance revision. For example, a concrete patio is considered an accessory structure or a shed or garage. The current ordinance only allows two accessory structures on a property.
7. Continued discussion regarding curb/sidewalk inspections and sewer lateral inspections at the time of the sale of a home.

Communication Commission – Councilwoman Hawkins Charlton

1. Civics 101 schedule – January 31 - Legislative
February 28 – Police
March 28 – District Court
 - They are also discussing the possibility of having tours of different Borough departments in the spring.
2. Discussed website metrics.

3. Council meeting videos can be viewed on the website and will soon be shown on Verizon and Comcast municipal cable channels. They also discussed what other content should be on the cable channels when council meetings are not being shown.
4. Staff is looking into the possibility of having a video intern for communication efforts.

Economic Development Committee – Councilman Van Dame

1. Pam Kelly, CEO of PennSuburban Chamber presented a proposal to the committee to assist businesses in the Borough for form and activate a business association. The program would be run by the Chamber for twelve months to start with the potential for longer if necessary. For businesses who are already Chamber members it would be free to join and other businesses would pay a nominal fee.
2. New businesses – Priscilla's Pizza at 217 E. Main St.; Stenella Antiques at 800 W. Second St.; Visiting Angels at 30 Vine Street #7 and PTM Properties, LLC at 510 W. Eighth St.
3. Over 1,000 people visited the Christmas Tree Display this year.

Electric Committee – Councilman DiGregorio

1. Motions to appear before Council at the next business meeting:
 - Purchase of a rear yard machine from Altec in the amount of \$131,085.
2. The Lion Switch Gear will be energized tomorrow and is 98% completed.
3. Discussed the security of the main substation.
4. The committee reviewed projects that were completed in 2016.
5. Some upcoming projects in 2017 include: Phase 2 of fiber installation, repairs/upgrade to the main substation and installation of 2,000 more smart meters.
6. All crew members were re-certified in CPR recently.

Councilman Hansen – The budget for the rear yard machine was \$175,000 and we can get it for \$131,000?

Councilman DiGregorio – Yes.

Library Committee – Vice President Fuller

1. No report – The Board of Trustees meets on January 18.

Parks and Recreation Committee – Vice President Fuller

1. The USTA (US Tennis Association) is requesting the rental of 3 tennis courts for an 8-week course for kids in the late spring.
2. Merck has approached the department about any possible locations to host adult soccer games for their league. They are checking with other municipalities as well.
3. All of the holiday events in December were successful and well attended.
4. The pool crew is looking into a valve issue at White's Road pool.
5. Liberty Bell Trail bids are due by January 12 at 11:00am. This is for the portion from Hancock Road through the Andale development.

6. Skate Park – staff researched the possibility of a grant from the Tony Hawk Foundation. A decision about the location of the skate park may be discussed at the February committee meeting.
7. The bid specification packages for Weaver Field's grandstand project will be advertised later in January.
8. Park Bench Program – Guidelines from other parks that do this kind of program were given to the committee to review. They are also considering a Park Bench Plaque program too.
9. Pool policies – a meeting with pool managers will be held to discuss policies. Some things they are talking about are hours, admissions, guests per member, unaccompanied child age among other topics.

Public Safety Committee – Councilman Work

1. Staff is preparing to send to the Solicitor suggestions to be incorporated into a commercial vehicle ordinance. Some things to consider are the size of the vehicles and how long they can be parked on a street as well as RV, motor homes, unattached trailers, etc.
2. Motion to appear before Council at the next business meeting:
 - Prepare and advertise an ordinance for a handicapped parking space at 1032 Poplar Street. The resident appealed and the Chief met with the resident and recommended the committee approve the request. The committee approved the request.
3. Bish Reig attended the meeting to ask for permission to have the Hometown Hero Walk on May 13, 2017 beginning at 10:00am at Trinity Lutheran. He will follow the new Special Events Ordinance procedure. The Committee agreed to hold the date.

Public Works Committee – Councilman Malagari

1. Motions to appear before Council at the next business meeting:
 - Payment #1 for the 2016 Road/Utility Project (Crestview Dr.) to SJM Construction in the amount of \$144,399.67.
2. Patch paving was completed by P.K. Moyer December 12, 2016 and the total cost was slightly under budget at \$96,029.
3. The wayfinding signs for the pedestrian bridge off of Knapp Road were installed on December 19th. This matter can be closed and removed from the agenda.
4. The WWTP has received 500 million gallons of wastewater from Merck since 2013.
5. The next meeting for the Wissahickon Alternative TMDL group is on February 8th. They now call themselves the Wissahickon Clean Water Partnership.
6. Staff is getting pricing for a 6-wheel dump truck and a small bucket truck. These items are included in the capital budget.
7. All of the Hometown Hero banners have been taken down and stored for the season.
8. PennDOT has notified the Borough that North Broad Street from Main Street to Route 309 will be paved this season.
9. Surveying was done near Lansdale Hospital so we know where the easements will be for the Ridge Street Pump Station project. Next step will be writing the easements.

10. The WWTP sludge truck that was put on Municibid had a high bid of \$61,104. Staff will need to confirm the bid, but the bid is much higher than expected. Bob Miller drove that truck and took really good care of it.
11. Christmas tree pick-up will be on Saturday, January 7th. The bad weather may cause delay in pick-ups.
12. There was public comment regarding the practice of snow removal during large storms.

Agenda Item #6 – Announcements

Vice President Fuller – January 11th is the International Spring Festival Kick-off dinner. Council should have received an invitation this event.

Councilman DiGregorio – Please remember to look out for elderly or other residents in need during inclement weather.

Agenda Item #7 – Public Comment

None

The meeting was adjourned at 10:05pm