

COMMITTEE MEETING MINUTES
OF
November 28, 2022

The Rockledge Borough Council met at 7:30 p.m. on November 28, 2022 at the Rockledge Borough Hall. After the prayer and Pledge of Allegiance, the roll was called as follows:

Nominations were taken for council vacancy spot. Mr. Menniti voted for Mr. Tom Briggman; Mr. Enderle voted for Mr. Tom Briggman; Mr. Sheppard voted for Mr. John Creedon; Mrs. Kehoe voted for Mr. John Creedon; Mr. Eugene Clarke voted for Mr. Tom Briggman; Mrs. Morris voted for Mr. Tom Briggman.

The swearing in of Mr. Tom Briggman to Rockledge Borough Council.

In Attendance: Mrs. Morris, Mrs. Kehoe, Mr. Sheppard, Mr. Enderle, Mr. Menniti, Mr. Clarke, Mr. Briggman and Mayor Caffrey.

Additions to the Agenda: 2 items under Public Works – Building Security and Concrete work done at the Police Station.

Adoption of the Agenda: All were in favor.

Acceptance of the Minutes: Motion to adopt the minutes from October 24, 2022. All were in favor.

Law and Planning: Mrs. Morris made a motion to accept the monthly building inspector's report. All were in favor.

Mrs. Morris made a motion adopt Ordinance 676. An Ordinance approving appointment of solicitor, interest assessment and attorney fees and collection fees added to the amount collected as part of unpaid real estate taxes and municipal claims for delinquent accounts. All were in favor.

Motion to adopt resolution 2022-04 regarding filling vacancies on Council. Mr. Denelsbeck, 105 N. Sylvania asked Mrs. Morris to read the procedures for hiring employees. Mrs. Morris read the procedures. All were in favor.

Mrs. Morris and Mrs. Kehoe advised that they will not be running for council next year. There will be 2 open seats.

There will be a discussion of a short term rental ordinance on the January agenda.

Mrs. Morris advised that the Planning Commission indications of interest requests have been posted to the website for the two open Planning Commission seats.

Mr. Denelsbeck, 105 N. Sylvania Avenue asked if there is going to be direction from Council to update the plans. Mrs. Morris advised yes there is.

Finance: Mr. Enderle made a motion to accept the monthly bills, Tax Collectors and previous months check detail report. All were in favor.

Monthly Bills – November 2022

General Fund	– \$	54,890.19
Highway Aid	– \$	2,896.28
Capital Reserve	– \$	14,150.55
Police Pension Fund	- \$	3,655.30

Check Detail – October 2022

General Fund	– \$	10,577.16
Highway Aid	– \$	0
Capital Reserve	– \$	7,886.22
Police Pension Fund	- \$	7,076.15

Mr. Enderle advised that prior to tonight’s meeting, council met to work on the 2023 budget.

Mr. Enderle advised that the December meeting will be held on December 19.

Mr. Enderle made a motion to advertise the proposed 2023 budget that will be adopted at the December 19, 2022 Council Meeting. All were in favor.

Mr. Enderle made a motion to advertise Ordinance 677 setting the 2023 tax rate at 10.35 mills. All were in favor.

Mr. Enderle made a motion to advertise Ordinance 678 setting the trash removal fee at \$485.00 per unit. All were in favor.

Mr. Menniti made a motion to remove Mr. Praediger as a trustee on the Pension Fund. All were in favor.

Mr. Menniti made a motion to add Mr. Frank Enderle as a trustee on the Pension Fund. All were in favor.

Mr. Enderle made a motion to apply for credit cards thru Univest. Mrs. Morris advised that the cards are used for quick purchases. Public Works, Borough Manager, Police Chief and Fire Company (who does reimburse the borough) have cards. Currently we are with Bank of America and we have no relationship with them. Our accounts are with Univest so it is just to keep everything together and have more personalized service. All were in favor.

Mr. Enderle made a motion to cancel the Bank of America Credit Cards. All were in favor.

There was a discussion on having Berkheimer collect our Mercantile Tax at a 2.25% fee plus postage.

Mr. Bresnan stated that he has collected this tax in the past. Berkheimer has resources to find other persons who are not paying this tax so our income for this could increase. Mr. Menniti asked if this a yearly contract. Mr. Bresnan stated that this maybe would be a yearly contract at the longest. Council asked Mr. Bresnan to find out if it is month to month or yearly. Mr. Denelsbeck, 105 N. Sylvania Avenue stated that the new manager should do the collection for one or two years. Taxes are being increased and we are going to put money out for another expense. The issue is the time, paper, postage, emails, and phone calls trying to get payment. When we had Portnoff start collecting our delinquent trash and sewer fees payment came in a lot faster. Mrs. Morris would like clarification on the contract length versus month to month.

Mr. John Wynne, 32 Blake Avenue asked Mrs. Hines what the percentage of people that do not pay. Mrs. Hines stated maybe 30 or 40 people. He asked Mr. Bresnan was Berkheimer's success rate is. Mr. Bresnan stated that he believes they have a good success rate. Mr. Bresnan stated that the number of lawsuits will decrease. Mr. Denelsbeck asked about the yearly mercantile audits that Bee Bergan did. Audits have not been done. Mr. Bresnan stated that we have the right under the ordinance to do the audits. Mr. Bresnan would still be involved.

Mr. Enderle gave the Treasurers report, October 2022:

<u>General Fund:</u>	Beginning Balance	\$ 590,277.89
	Receipts	\$ 49,335.87
	Disbursements	\$ 263,501.19
	Ending Balance	\$ 376,112.57
<u>Highway Aid:</u>	Beginning Balance	\$ 27,117.31
	Receipts	\$ 156.33
	Disbursements	\$ 5,328.82
	Ending Balance	\$ 21,944.82
<u>Capital Reserve:</u>	Beginning Balance	\$ 359,724.03
	Receipts	\$ 54.69
	Disbursements	\$ 36,851.51
	Ending Balance	\$ 322,927.21
<u>Police Pension MMO:</u>	Beginning Balance	\$ 95,017.22
	Deposits/Interest	\$ 15.09
	Disbursements	\$ 0
	Ending Balance	\$ 95,032.31
<u>Fund Account:</u>	Beginning Balance	\$ 384,329.62
	Receipts/Interest	\$ 61.07
	Disbursements	\$ 0
	Ending Balance	\$ 384,390.69

Mrs. Morris wanted to give an update about the ARPA money. We can use this for our MS4 requirements. Still waiting for some numbers.

Public Service: Mr. Menniti made a motion to award a three year trash contract to J. P. Mascaro.

Mr. DeGennaro was in attendance and gave a brief reason of the increased trash costs. Mrs. Morris asked Mr. DeGennaro to send something that could be put on the website that explains the costs.

Mr. Robert Ucci, 305 Montgomery Avenue stated that he does not like their service. He would like the bid to be awarded for 1 year. He is constantly picking up trash from the street. Council agreed to award the contract to Mascara for 3 years.

Mr. Wynne asked Mrs. Hines what the percentage of Rockledge residents are seniors. Mrs. Hines advised that there are 152 seniors getting the discount. Mr. Wynne said he would be willing to give back 20% of the discount because of the trash fee and taxes going up. Mrs. Morris said that is nice but there are many seniors that need the 40% discount.

Mr. Menniti wanted to have a conversation about the Home Town Hero's Program. He said that he had been asked to include this on the website and he did. He then said he was asked to take this off the website. Then Mayor Caffrey asked him to put it back on the website. Mr. Caffrey and Mr. Sheppard advised that they have heard no complaints about the Program. Mr. Caffrey stated that Mr. John Creedon and Carr and Duff donated their time to hang the banners. The borough paid for the brackets and donations were received. The banners are \$130.00; flags are \$40.00. We still have people asking for applications to purchase flags. Mrs. Morris advised that the feedback has been fantastic. The conversation before was that the borough would pay for the brackets and donations would pay for installation; the locations were going to be Church Road and Huntingdon Pike – the program grew and banners have been placed on Montgomery Avenue and on Abington Avenue. Donations were received in the amount of \$1,100. The \$130 is just for the banner. The flags were purchased with donation money. Mr. Sheppard was thinking next year to place 2 banners per pole. Mrs. Morris asked Mr. Sheppard to come up with wording that could be added on the website. Mr. Sheppard will do and will forward to Mrs. Morris for review. This will be discussed again. The banners should be coming down this week.

Public Safety: Mrs. Clarke made a motion to accept the Police, and Fire Company and monthly reports. All were in favor.

Town Watch – None.

Chief Gallagher advised that traffic citations issued by the officers are low. Chief Gallagher is looking to change the monthly police report layout. The three report items he is looking at is theft; fraud and criminal mischief. Mr. Denelsbeck mentioned that there was a discussion in October about quality of life issues. He stated that he noticed that there were 5 cars parked on the sidewalk. He wanted to know how the officers do not see the cars parked on the sidewalk as they are driving around. Chief Gallagher asked Mr. Denelsbeck if his concern is with poor performance. Mr. Denelsbeck stated that his concern is that there has been no change in these issues. Chief Gallagher advised that this is what he is looking at. Chief Gallagher asked if anyone contact 911 for illegal parking. Mr. Denelsbeck asked why he would call 911 about a car parked on the sidewalk when the officers drive around town. Chief Gallagher advised that if Mr. Denelsbeck has an issue to please come to the station to talk to Chief Gallagher. Mr. Denelsbeck said that he will come to the council meeting because it is a public forum.

Public Works/Property: Mr. Sheppard made a motion to accept the Streets Opening Report and the Streets Department Monthly Report. All were in favor.

Mr. Hess advised that they are finishing up leaves.

Mrs. Morris advised that she was notified about a car window being broken on a car in the parking lot here at the Borough Hall. Kids are using the driveway and the property next to the borough hall as a walk thru to Huntingdon Pike. The daycare asked if cameras could be installed and a fence. Mr. Sheppard advised that he and Mr. Hess looked at this. Mr. Sheppard will contact the owner of the rental property. Mr. Sheppard advised that he talked the person in charge upstairs about this. He also talked to the head of security at Fox Chase. Mr. Sheppard was told that he is working on a project across street and will look to do that here as well.

Mr. Sheppard wanted to give an update on the metal grates on the sidewalk in front of the Sunoco station and the Auto store next door. The quote has been approved for cement work if the weather permits this could be completed this year if not then in the spring of 2023. Planters are too expensive. Just going to concrete the grates.

Mrs. Morris advised that when the concrete work was done at the police station the water shut off to the Fire Company was concreted over. She asked Mr. Sheppard to reach out to Tyler Dermer. Mr. Sheppard will look into this.

Recreation: Mr. Menniti wanted to know if there is a protocol when he has to do the Easter Egg Hunt. Mrs. Kehoe will reach out to Kait and then to him.

Human Resource: Mrs. Kehoe advised that she has reached out a recruiter from the Meiner Center regarding the borough manager position. The recruiter has someone in mind. Mrs. Kehoe is working on this daily.

Managers' Report:

Public Comment:

Mr. Wynne mentioned that to him Montgomery Avenue is tough to get drive down. He feels there is no room on some streets. He advised that his neighbor had her mirror knocked off. He asked if anyone feels the same way. Mr. Menniti thinks that it is just the amount of vehicles.

Mr. Wynne asked about the Pension Fund. The fund has \$95,000 in there and the interest is small. Can this money be moved to try to get more interest? Mrs. Morris advised that what Mr. Wynne is looking at is the Pension Fund MMO.

Mr. Wynne asked about the Capital Reserve Fund. There is \$224,000 in there now – how high are we planning on going with that. Mrs. Morris advised that the ARPA money is in there. The ARPA will be moved to a separate account when it is set up.

Mrs. Morris advised that council was adjourning to an executive session for a personnel issue.

Respectfully submitted,
Joyce Hines
Borough Clerk