

COMMITTEE MEETING MINUTES
OF
March 27, 2023

The Rockledge Borough Council met at 7:30 p.m. on March 27, 2023 at the Rockledge Borough Hall. After the prayer and Pledge of Allegiance, the roll was called as follows:

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

Additions to the Agenda: Mr. Enderle has an item under Finance regarding projects needing quotes or bids. Mayor Caffrey would like an executive session to discuss an item for the Police Department.

Adoption of the Agenda: All were in favor.

Acceptance of the Minutes: Motion to adopt the minutes from February 27, 2023. All were in favor.

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

Mr. Bresnan advised that there was a motion on the agenda to adopt Ordinance 678. This was not a motion but a hearing which has been postponed as the Rockledge Borough Planning Commission needs to meet to discuss this Ordinance and the Montgomery County Planning Commission needs to review also.

Mrs. Morris made a motion to adopt Resolution 2023-03. A resolution appointing delegates to the Montgomery County Tax Collection Committee. All were in favor.

Mrs. Morris advised that grant money for the new Public Works Pole Barn in the amount of \$60,000 has been received along with grant money in the amount of \$125,000 for a new public works dump truck. Thank you to Mr. Sheppard.

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 – March 2023

General Fund	– \$	102,663.24
Highway Aid	– \$	8,916.77
Capital Reserve	– \$	0
Police Pension Fund	- \$	555.30

Check Detail – February 2023

General Fund	– \$	4,277.95
Highway Aid	– \$	0
Capital Reserve	– \$	76.01
Police Pension Fund	- \$	0

Mr. Enderle wanted a discussion regarding delinquent fees regarding either filing a lien or filing against the person if the fee due is minimal. Mr. Bresnan explained that sometimes the money due is minimal – does council want him to just place a lien or file a suit against the person. After a discussion council decided to just continue what we have been doing which is file a suit.

Mr. Wartman gave the Treasurers report, February 2023:

<u>General Fund:</u>	Beginning Balance	\$ 146,862.41
	Receipts	\$ 334,457.89
	Disbursements	\$ 349,394.31
	Ending Balance	\$ 131,922.99
<u>Highway Aid:</u>	Beginning Balance	\$ 16,719.45
	Receipts	\$ 69,517.29
	Disbursements	\$ 8,339.58
	Ending Balance	\$ 77,897.16
<u>Capital Reserve:</u>	Beginning Balance	\$ 58,225.84
	Receipts	\$ 133.95
	Disbursements	\$ 5,076.01
	Ending Balance	\$ 53,283.78
<u>Police Pension MMO:</u>	Beginning Balance	\$ 95,080.23
	Deposits/Interest	\$ 14.59
	Disbursements	\$ 0
	Ending Balance	\$ 95,094.82
<u>Fund Account:</u>	Beginning Balance	\$ 408,785.21
	Receipts/Interest	\$ 62.72
	Disbursements	\$ 0
	Ending Balance	\$ 408,847.93
<u>ARPA Account:</u>	Beginning Balance	\$ 262,042.02
	Receipts/Interest	\$ 40.21
	Disbursements	\$ 0
	Ending Balance	\$ 262,082.23

Mr. Enderle mentioned that while he was going over the bills he noticed that there were bills included for work that was done for the borough. Going forward he would like to see estimates of the proposed work before a contractor is given the job. Mr. Poster advised that the threshold is Mrs. Kehoe agrees with this and that contractor's should be certified especially for electrical work and submit a certificate of insurance. Mr. Enderle would like the threshold of \$2,500 to \$3,000. This will also be at the manager's discretion.

Public Service: Mr. Briggman had nothing at this time.

Public Safety: Mr. Clarke made a motion to accept the Police, Fire Company, Fire Marshal, Assistant Fire Marshal, and Second Alarmer's monthly reports. All were in favor.

Mayor Caffrey advised that he and Chief Gallagher were asked by Council, after a resident brought an issue up regarding the employees of the Austrian Village parking on N. Sylvania Avenue. Mayor Caffrey talked to the resident and advised that there is a handicapped parking spot across the street. If they apply and get the parking placard they could use that spot, but just be aware that anyone with a placard can park there. They said they would look into it. Chief Gallagher advised that he went to the AV on two separate nights and they were packed and their lot was full. The Police cannot control who parks on Sylvania Avenue as it is a public street.

Chief Gallagher also commented that if cars on N. Sylvania are parked legally there is not much that can be done about that, but if you have an issue please call the police.

Mr. Menniti asked about cars parked on private property. He was told that someone was parked in a parking lot for about two weeks. There were no towing signs as they were working on getting them made. Chief Gallagher stated that the police cannot do anything on private property – they would need to use a tow company.

Town Watch: None

Mr. Clarke advised that there is a vacancy on the Zoning Hearing Board. Mrs. Morris advised that someone will be appointed by the next council meeting.

Mr. John Wynne, 32 Blake Avenue, Shade Tree Commissioner asked council about a tree issue. There is a big tree in the right of way. A big branch is hanging over the street – roots are going toward the house and has lifted up the concrete sidewalk. He doesn't want to tell the homeowner that they have to take the tree down as it would cost about \$5,000 – can he suggest that they have the tree trimmed. Mr. Bresnan advised that a Certified Arborist should be contacted. One that does not cut trees down. If you find an Arborist and they do cut trees down you could use their opinion.

The sidewalk issue would be Charlie under property maintenance as this would create a tripping hazard. Annual sidewalk inspections have not been done in a long time. Mr. Menniti stated that we need to start doing the sidewalk inspections. Mrs. Hines advised that when a property sells the sidewalks are looked at that time.

Council asked to get an Arborist' opinion about the tree

Mrs. Morris asked Mr. Poster to please place on the Website and Facebook that the Shade Tree Commission is looking for two additional members.

Karen Paulus, 117 Borbeck asked what the Shade Tree Commission does. Mr. Bresnan advised that the Shade Tree Commission oversees and makes recommendations of the trees in the right of way. On private land the only time the borough can say anything about trees is when there is land development.

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. Sheppard made a motion to see the 2007 Chevy Dump Truck on Municibid once new truck is received in mid-April. All were in favor.

Mr. Hess advised that public works will be doing mulch at the Playgrounds in April.

Mrs. Morris asked about the status of the pole barn. Mr. Poster advised that he had an impromptu zoom meeting today with Mr. Stoneback and Mr. Bresnan to discuss some language that was in the grant.

Mr. John Wynne advised that the Planning Commission met with Bryan last week to discuss Mill Park funding. Mr. Poster advised that John Miklaus who is our contact at the Montgomery County Planning Commission is looking to see where our funding is.

Mr. Menniti asked if we were still on schedule for paving. Mr. Poster advised that we are just waiting for them to contact us.

Mrs. Marianne Finnegan, 7930 Fillmore Street, asked about St. Cecilia's 5k run on April 29; will this event be affected by the paving – does not look like it will but Chief Gallagher is still working with them on this.

Recreation: Mr. Menniti made a motion to allow St. Timothy's Preschool to use Jarrett Playground on May 12, 9:00 am to 12:00 pm. All were in favor.

Mr. Menniti made a motion to allow Fox Rok Athletic Association to use the S. Sylvania fields, March 18 thru July 31, 2023, Monday thru Friday, 5:30 pm – 8:30 pm and Saturday 9:00 am to 4:00 pm. All were in favor.

Mrs. Finnegan asked if Fox Rok does the maintenance on the fields – we maintain the fields, we just ask them to pick up their trash.

Mr. Menniti advised that the Easter Egg Hunt is scheduled for April 1, 2023 at 10:00 am at Cegiolkowski Playground with a rain date of April 2 at 1:00 pm. Mr. Menniti will put on Facebook and some chat groups when that decision is made.

Mr. Clarke advised that Fox Rok annual baseball parade is scheduled for April 15, 2023.

Mr. Clarke wanted to add a Public Safety event - there is a flag retirement event – bring your old flags to the Firehouse this Thursday and next Thursday and they will be disposed properly.

Human Resources: Mrs. Kehoe had nothing at this time.

Managers' Report: Mr. Poster gave the Manager's report:

- Started to utilize online storage internally specifically Drop Box
- Looking at purchasing tablets
- Downloaded a free trial version of a GIS software used for digital mapping
- Downloaded Sewer maps onto the GIS software
- Had Huntingdon Pike sewer lines tested by sonar; Mr. Poster used the company that was used in Lansdale – they did this for free; this will show any cracks or holes; this information can be downloaded into the mapping software. Mr. Poster advised that he will probably be bringing this company back in to do the rest of the borough. The cost of camering the sewers is about \$3 - \$4 a foot. Acoustic technology is about \$.40 a foot.
- Mr. Poster and Brenda from the 4th of July Association met to discuss anything that the borough can help the committee with; such as postings on the website and Facebook.
- Attended the Montgomery County Consortium meeting
- Met with the Rockledge Planning Commission – discussed Mill Park
- Looking into changing internet provider

- Met with Mr. Sheppard and a representative from Peco regarding rebates of replacing the decorative lights with led. When the lights get hit and have to be replaced we need to make sure that they are being replaced with the correct PennDot standards
- Met with Mr. Sheppard and State Rep. Sanchez for multiple grant opportunities
- Future meetings will be with the Montgomery County Consortium and a follow up meeting with Comcast

Public Comment:

Will meet for an executive session.

Respectfully submitted,
Joyce Hines
Borough Clerk