

TULLYTOWN BOROUGH COUNCIL MEETING TUESDAY, FEBRUARY 4, 2014

President Rick Adams called the meeting of the Tullytown Borough Council to order on Tuesday, February 4, 2014 at 7:00 p.m.

Present at the meeting:

Mayor Cutchineal

Councilman Armstrong-absent due to viewing he had to attend

Councilwoman Gahagan

Councilman Pirolli

Councilwoman Kucher

Councilwoman Kettler

Councilman Czyzyk

Councilman Adams

Also present:

Michael T. Sellers, Esq., Borough Solicitor

William S. Major, P.L.S., Borough Engineer

Judy Collings, Borough Treasurer

Daniel Doyle, Chief of Police/Borough Coordinator

Nancy Conner, Borough Secretary

Mayor Cutchineal asked for a moment of silence for Zachery Gonzalez of Lakeside, Leonora Cutchineal of Tullytown, Dan Bardsley of Levittown who recently passed away.

PUBLIC COMMENT

There were no comments from the public at this time.

APPROVAL OF COUNCIL MINUTES

Mrs. Kettler made a motion to approve the minutes of the January 6, 2014 Re-organization and Council Meetings, seconded by Mrs. Kucher.

The vote of Council was as follows:

Ms. Gahagan—for

Mr. Pirolli—for

Mrs. Kucher—for

Mrs. Kettler—for

Mr. Czyzyk—abstain as he was unable to attend

Mr. Adams—for

The vote was 5 in favor, 1 abstention; the motion carries.

TREASURER'S REPORT

MONTHLY BILLS

Mrs. Kucher made a motion to approve the monthly bills, seconded by Mr. Czyzyk.

Mr. Adams questioned the invoice of the Park & Rec Committee. Mrs. Collings advised that invoice was for 9 jackets for the Park & Recreation members in the amount of \$464.55. Mr. Adams asked who authorized that purchase. Mrs. Collings advised she didn't know. She advised the invoice was issued to Chris Shellenberger.

Chief Doyle advised he was approached by the Park & Rec Committee about the purchase of these jackets and based on the fact that Council gave him the authority to spend up to \$1,000 he approved it as we have in the past approved clothing and shirts, etc. for Youth Aid Panel and certain other committees.

Mrs. Kucher commented that when we budget money for these committees, does it give them authority to make purchases carte blanche. She is just questioning the procedure.

Ms. Gahagan asked if there is certain money budgeted for the parade. Mrs. Kucher commented there is money budgeted and the expenditures are pretty much the same every year.

Ms. Gahagan commented that the Park & Rec in the past has purchased jackets. Mrs. Kucher advised that she doesn't have a problem with them purchasing jackets she just feels there should be some control. She feels we should have some control over these purchases.

Mr. Sellers advised that the budget is only a "road map" and the money doesn't have to be spent. He added that if the money is to be spent, it is the action of Council.

Mrs. Kucher added that we do budget more in each one of our line items than we actually want to spend and with the money from the landfill getting less and less we have to be more prudent and pay attention to what is going on.

Mrs. Kettler agreed with Mrs. Kucher and suggested that Council should be aware of any expenditure at this time. She isn't against the purchase of the jackets but just the procedure for special expenses to be brought to Council's attention.

Mr. Adams commented that when someone is going to spend money they should notify the Finance Committee of Council of what they intend to do so Council is aware of it. Mrs. Kucher stated if that if it is out of the ordinary—not for every single purchase.

The vote of Council was as follows:

Ms. Gahagan—for
Mr. Pirolli—for
Mrs. Kucher—for
Mrs. Kettler—for
Mr. Czyzyk—for
Mr. Adams—for

The motion carried with a unanimous vote of Council in favor of the motion.

RECONCILIATION STATEMENT

Mr. Pirolli made a motion to approve the Reconciliation Statement for January, 2014, seconded by Ms. Gahagan. The vote of Council was as follows:

Ms. Gahagan—for
Mr. Pirolli—for
Mrs. Kucher—for
Mrs. Kettler—for
Mr. Czyzyk—for
Mr. Adams—for

The motion carried with a unanimous vote of Council in favor.

COMMUNICATIONS

Mrs. Conner advised she received a letter from the Bucks County Planning Commission inquiring if the Borough is ready to submit a project by the end of 2014 or if they have a project to submit but not by 2014.

Mrs. Conner advised that Bruce Goulet of the Open Space Committee will be making a presentation to Council at the March meeting.

GENERAL BUSINESS

APPROVAL GILMORE ASSOCIATES CONTRACT (Stormwater Management)

Ms. Samantha Brinker of Gilmore Associates explained the permit process to Council. She advised that Gilmore Associates has prepared the Borough's permit applications for the last 6 years and have kept the Borough compliant. She asked Council that they accept the contract with Gilmore Associates in the amount of \$5,000.

After discussion, a motion was made by Mr. Pirolli to accept the proposal of January 15, 2014, and authorize entry into a contract by Tullytown Borough with Gilmore and Associates, Inc. for professional services associated with the preparation of the Tullytown Borough Phase II NPDES MS4 permit, at a fee not to exceed \$5,000. Mrs. Kettler seconded the motion.

The vote of Council was as follows:

Ms. Gahagan—for
Mr. Pirolli—for
Mrs. Kucher—for
Mrs. Kettler—for
Mr. Czyzyk—for
Mr. Adams—for

The motion carried with a unanimous vote of Council in favor.

APPROVAL—LARGE EVENT APPLICATION – ST. MIKES' FAIR

Mrs. Conner advised that St. Michael's presented an application for their annual Fair which will be held from June 24th through July 6th. Mrs. Conner indicated that Chief Doyle, Fire Marshal Bob Jones and Code Enforcement Officer, Deb Juno all reviewed the application and signed off on it.

Mrs. Kettler made a motion to accept the Large Event Application for St. Michael's Annual Fair, seconded by Mr. Czyzyk.

Mayor Cutchineal advised there is no request on the application for fireworks this year.

The vote of Council was as follows:

Ms. Gahagan—for
Mr. Pirolli—for
Mrs. Kucher—for
Mrs. Kettler—for
Mr. Czyzyk—for
Mr. Adams—for

All of Council was in favor of the motion; the motion carried.

REQUEST FOR CONTRIBUTION TO THE LEVITTOWN-FAIRLESS HILLS RESCUE SQUAD

Mr. Steven Hare of the Levittown-Fairless Hills Rescue Squad made a presentation to Council and requested that the Council not only continue to fund but to increase their funding for their services.

After discussion, a motion was made by Mr. Czyzyk to donate \$20,000 to the Levittown-Fairless Hills Rescue Squad, seconded by Mrs. Kettler.

The vote of Council was as follows:

Ms. Gahagan—for
Mr. Pirolli—for
Mrs. Kucher—for
Mrs. Kettler—for
Mr. Czyzyk—for
Mr. Adams—for

The motion carried with a unanimous vote of Council in favor.

RENEWAL OF INSURANCES

Chief Doyle advised that the premium this year is down significantly from last year, especially the worker's compensation through the hard work of the employees. He reported that we were able to successfully shop for worker's compensation insurance this year instead of going with SWIFT and thus saving the Borough 33% which amounts to \$54,000 savings.

Mr. Pirolli made a motion to renew the existing insurance carriers and Amerihealth for worker's compensation. Mrs. Kucher seconded the motion.

The vote of Council was as follows:

Ms. Gahagan—for
Mr. Pirolli—for
Mrs. Kucher—for
Mrs. Kettler—for
Mr. Czyzyk—for
Mr. Adams—for

All of Council was in favor of the motion; the motion carried.

PURCHASE POLICE VEHICLE

Chief Doyle advised that the police department has an operating budget of \$60,000. He advised they would like to purchase under the Co-Stars contract a 2014 Ford at a cost of \$20,057.

Mrs. Kettler asked if this would be replacing something. Chief Doyle advised it would be replacing the old car which would be traded in.

Mr. Czyzyk made a motion to authorize the purchase from Milham Ford, COSTAR vendor, of a 2014 Ford Edge SE AWD 100A package for the police department for a total vehicle price of \$27,057, less Ford Fusion trade value of \$7,000 and a net payment due of \$20,057. Mrs. Kettler seconded the motion.

The vote of Council was as follows:

Ms. Gahagan—for
Mr. Pirolli—for
Mrs. Kucher—for
Mrs. Kettler—for
Mr. Czyzyk—for
Mr. Adams—for

All of Council was in favor of the motion; the motion carried.

HIRING OF TWO PART-TIME POLICE OFFICERS

Chief Doyle asked Council to hire Matthew Sinkiewicz who previously worked for the Borough and David Engle, both will be contingent on passing the final checks and medical clearances for MOPEC certification.

Mrs. Kucher suggested that as Council has requested in the past that Personnel Committee meet these applicants. Chief Doyle advised that in the future he can do that. He advised that one officer is leaving for a full-time job and Ryan Bunda is being looked at for a full-time job in Montgomery County.

Mr. Pirolli made a motion to hire Matthew Sinkiewicz as a part-time police officer, seconded by Ms. Gahagan.

The vote of Council was as follows:

Ms. Gahagan—for
Mr. Pirolli—for
Mrs. Kucher—for
Mrs. Kettler—for
Mr. Czyzyk—for
Mr. Adams—for

The motion carried with a unanimous vote of Council in favor of the motion.

Mr. Pirolli made a motion to hire David Engle as a part-time police officer, seconded by Ms. Gahagan.

The vote of Council was as follows:

Ms. Gahagan—for
Mr. Pirolli—for
Mrs. Kucher—for
Mrs. Kettler—for
Mr. Czyzyk—for
Mr. Adams—for

All of Council was in favor of the motion; the motion carried.

Mr. Czyzyk agreed with Mrs. Kucher that Personnel Committee should meet the applicants before hiring.

AUTHORIZE SOLICITOR TO REDRAFT ORDINANCE #302, TRUCK TRAFFIC ORDINANCE

Chief Doyle advised that back in 2006 Council passed an ordinance in reference to regulating truck traffic. He added that our solicitor advised that the ordinance needs some more language put into it to make it more enforceable.

After discussion, Mrs. Kettler made a motion to authorize the solicitor to draft amendments to Ordinance #302 with respect to truck traffic on Main Street. Mr. Czyzyk seconded the motion.

Mr. Pirolli advised this is being done because trucks were speeding on Main Street; mirrors were getting knocked off of cars.

Mrs. Kettler commented that she is not anti-business but they don't respect the driver in the oncoming lane especially with the snow.

The vote of Council was as follows:

Ms. Gahagan—for

Mr. Pirolli—for

Mrs. Kucher—for

Mrs. Kettler—for

Mr. Czyzyk—for

Mr. Adams—for

All of Council was in favor of the motion; the motion carried.

HIRING OF BOROUGH COORDINATOR

Mrs. Kucher advised that Personnel Committee has reviewed many applications and interviewed several applicants. She indicated that the Personnel Committee agreed that we would like to hire Alison Smith as the Borough Coordinator. She advised that Alison is a member of the Pennsbury School Board and she has a degree in Civil Engineering and feels she will be a great addition to our Borough.

Mrs. Kucher made a motion to hire Alison Smith as Borough Coordinator to perform those duties detailed in the previously approved job description for this part-time position, at an annual salary of \$25,000 for 25 hours per week, and with prior approval of the Personnel Committee up to an extra 10 hours per week at a rate of \$25.00 per hour. Start of employment will be on February 6, 2014 if we don't have snow. Mr. Pirolli seconded the motion.

Mrs. Kettler asked if she would receive any benefits. Mrs. Kucher advised there are no benefits offered as this is a part-time position.

Ms. Gahagan asked if she would be paid for the holidays that the Borough is closed. Chief Doyle commented that usually if the Borough building is closed we would pay them for what they regularly work.

Mrs. Kucher introduced Alison Smith to Council and the public.

The vote of Council was as follows:

Ms. Gahagan—for

Mr. Pirolli—for

Mrs. Kucher—for

Mrs. Kettler—for

Mr. Czyzyk—for

Mr. Adams—for

All of Council was in favor of the motion; the motion carried.

DISCUSSION—HOUSE BILL 1297 – RADAR BILL

Ms. Gahagan suggested that Council support Steve Santisiero who is trying to pass this bill. She advised that Pennsylvania is the only state in the Country that doesn't allow our Municipal Police to use radar—our State Police are permitted. She commented that this would be a good idea to back this proposal of Steve Santisiero. Ms. Gahagan feels it would be good for the safety of all and this would help enforce.

Mrs. Kettler asked if there is any funding from the State for this equipment. Ms. Gahagan commented that this is just a proposal—that would come further down the road.

Mayor Cutchineal commented that this would allow local police departments to use radar right now because they can't at this time.

Chief Doyle commented that anything that assists the Police in public safety is welcomed.

Mr. Czyzyk asked Chief Doyle what happened to using VASCAR. Chief Doyle advised that with the all-wheel drive vehicles you can't put them in the cars—it's not used any longer.

Mrs. Kucher asked how many speeding tickets have been written. Chief Doyle advised that they have written so many tickets, they have run out of them. He added that he could get specific numbers for next meeting if Council wishes.

Ms. Gahagan made a motion to authorize Mr. Sellers to draft a resolution to show our support to Mr. Santisiero's House Bill 1297, seconded by Mr. Pirolli.

Mrs. Kucher asked if this Bill gets passed, would it be mandatory for our Police to have the radar equipment. Chief Doyle advised that it would not be mandatory.

The vote of Council was as follows:

Ms. Gahagan—for
Mr. Pirolli—for
Mrs. Kucher—for
Mrs. Kettler—for
Mr. Czyzyk—for
Mr. Adams—for

All of Council was in favor of the motion; the motion carried.

CONSIDERATION—AGREEMENT WITH FALLS TOWNSHIP BOUNDARY LINE

Mr. Sellers advised that he distributed memorandum and agreement which deals with the boundary line suit which is just finishing in Doylestown. Mr. Sellers advised that we can take the final two steps in this process which is 1) a record plan to be filed with the Recorder of Deeds in Doylestown that sets permanently into the future for legal purposes where that line is and 2) setting monuments to designate for future reference in the event someone wishes to locate a point in that boundary line between the 2 municipalities.

Mr. Sellers advised that Council has a proposal of Pennoni Associates which provides that Falls Township and Tullytown Borough would equally share in a cost to prepare the final record plan and place the monuments—total cost \$10,000.

Mrs. Kettler made a motion to accept the Pennoni Associates proposal of December 17, 2013 and have Tullytown Borough enter into an agreement jointly with Falls Township to have services performed to memorialize the boundary line shared by the two municipalities, the total cost of \$10,000 to be equally shared by Falls Township and Tullytown Borough. Mrs. Kucher seconded the motion.

The vote of Council was as follows:

Ms. Gahagan—for
Mr. Pirolli—for
Mrs. Kucher—for
Mrs. Kettler—for
Mr. Czyzyk—for
Mr. Adams—for

The motion carried with a unanimous vote of Council in favor.

RESOLUTION—ATTENDANCE BY COUNCIL, EMPLOYEES, ETC, AT MEETINGS, SEMINARS

Mr. Sellers explained the resolution to Council. After discussion, a motion was made by Mrs. Kucher to adopt Resolution #290, seconded by Ms. Gahagan.

Mayor Cutchineal commented that he supports the resolution but questioned the fact that there was no mention about the Mayor.

Mr. Sellers advised that the Mayor is a completely separate section of the Borough Code and Council is actually required to pay the attendance of the Mayor at certain defined functions.

The vote of Council was a follows:

Ms. Gahagan—for
Mr. Pirolli—for
Mrs. Kucher—for
Mrs. Kettler—for
Mr. Czyzyk—for
Mr. Adams—for

All of Council was in favor of the motion; the motion carried.

COMMITTEE REPORTS

FINANCE COMMITTEE:

Mrs. Kucher advised that the Finance Committee received a request from our treasurer to attend a seminar for Quick Books cost of \$479.75. Mrs. Kucher advised that our treasurer feels she can benefit from this.

Mrs. Kucher made a motion to abide by this new resolution and authorize Mrs. Collings, Borough Treasurer to attend this seminar. Mrs. Kettler seconded the motion.

The vote of Council was as follows:

Ms. Gahagan—for
Mr. Pirolli—for
Mrs. Kucher—for
Mrs. Kettler—for
Mr. Czyzyk—for
Mr. Adams—for

All of Council was in favor of the motion; the motion carried.

PERSONNEL COMMITTEE

Mrs. Kucher advised that there have been errors on payment on our Borough Secretary's salary. She added that the stipend of \$75.00 per meetings has not been paid. Mr. Czyzyk questioned the amount. Mrs. Kucher advised \$2,850.

Mrs. Kucher made a motion to pay the back money that is owed to our secretary per the memo to Finance Committee dated January 27, 2014. Ms. Gahagan seconded the motion.

The vote of Council was as follows:

Ms. Gahagan—for

Mr. Pirolli—for

Mrs. Kucher—for

Mrs. Kettler—for

Mr. Czyzyk—for

Mr. Adams—for

The motion carried with a unanimous vote of Council in favor.

Mrs. Conner read a letter of resignation from Dan Doyle as Interim Borough Coordinator. Mr. Pirolli made a motion to accept the letter of resignation from Dan Doyle, seconded by Mr. Czyzyk. All of Council was in favor of the motion; the motion carried.

BOROUGH REPORTS

MAYOR'S REPORT

Mayor Cutchineal advised they are working on the Memorial Day Services which will be held on May 24th.

Mayor Cutchineal advised that on April 5th Bristol Borough is honoring Ralph DiGuiseppe. He asked Council if they would put on the March agenda a resolution honoring Ralph DiGuiseppe.

Mayor Cutchineal advised the Borough road crew is doing a great job with all these storms.

Chief Doyle advised that the County Emergency Management director has changed the policy on the RSAN phone system for emergencies. He added they stipulated that it now has to be an immediate threat to life or property—snow emergencies no longer fall into that category. Chief Doyle is asking all residents that if they want alerts to sign up at ReadyNotifyPA with your email address or cell phone number for text alerts and emails. He added to check out Borough website, Borough TV channel and the Mayor's Facebook page for the latest information.

Chief Doyle commented that they are going to be hosting another free CPR and First Aid class for our residents to be held on April 16th and 23rd at the Municipal Building. He advised to call the Police Department to register.

ENGINEER'S REPORT:

Mr. Major read the Engineer's Report, a copy of which is enclosed with the minutes.

Mrs. Kucher commented that she doesn't understand why there is such a hold-up on the railing for the Police Department. She said this has been postponed for at least 7 months. Mr. Major advised that it is too cold to set the epoxy at this time.

MISCELLANEOUS COUNCIL BUSINESS

Mr. Adams asked Chief Doyle about the school zone sign in front of Hesski if we can put a bigger sign out there. Mr. Major indicated that is a Penndot issue—we would have to get traffic plan approved by them. Mr. Major advised that currently we are not in compliance with the traffic plan. He added that we applied to Penndot in the past to have the flashing light moved to the Hesski location and that never happened.

Ms. Gahagan commented that the light we have there is too high. She commented that the lights down by Bell Bridal in Bristol are on the ground and so much easier for the drivers to see.

Mr. Major advised that we would have to apply to Penndot to amend the traffic light.

Ms. Gahagan made a motion to authorize Mr. Major to contact Penndot to get a solution for the lights, seconded by Mr. Pirolli. All of Council was in favor of the motion; the motion carried.

Mr. Adams suggested that Mrs. Collings be paid ahead of time for the seminar so she doesn't have to take the money out of her own pocket. Mrs. Kucher advised that Mrs. Collings already paid for the seminar and Council will reimburse her.

There being no further business, a motion was made by Mr. Czyzyk to adjourn the meeting, seconded by Mrs. Kucher. All of Council was in favor of the motion; the motion carried.

The meeting was adjourned at 8:21 p.m.

Respectfully submitted,



Nancy Conner
Borough Secretary