

TULLYTOWN BOROUGH COUNCIL MEETING

October 2, 2018

President, Nina Chrzanowski called the meeting of the Tullytown Borough Council to order on Tuesday, October 2, 2018 at 7:00 p.m.

Mayor Cutchineal asked for a moment of silence for Marie McCormick, long time Lakeside Borough resident, who recently passed away.

Present at the meeting:

Mayor Cutchineal

Councilwoman Gahagan—absent due to commitment

Councilwoman Kettler

Councilwoman Slemmer

Councilman Pirolli

Councilman Shellenberger

Councilwoman Johnson—absent due to commitment

Councilwoman Chrzanowski

Also present:

Thomas J. Walsh, Borough Solicitor

Daniel Doyle, Chief of Police/Interim Borough Coordinator

Joe McPadden, Borough Treasurer

Nancy Conner, Borough Secretary

PUBLIC COMMENT

Mike Hammar, Park & Rec Committee Chair, commented that when the new Tullytown Canal Park was completed, they discussed a flag being put up in the Park which would be lit. He asked if this could be done. Miss Slemmer commented that Council will look into this and advise.

SOLICITOR'S REPORT ON EXECUTIVE SESSION

Mr. Walsh advised that Council met in Executive Session prior to this evening's meeting to discuss personnel matters.

COUNCIL MINUTES

Mr. Pirolli made a motion to approve the minutes of the September 4, 2018 Council meeting, seconded by Miss Slemmer.

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

TREASURER'S REPORT

MONTHLY BILLS

Mr. Shellenberger made a motion to approve the bills in the amount of \$24,453.13.
Mr. Pirolli seconded the motion.

Roll Call vote was taken:

Mrs. Kettler—for
Miss Slemmer--for
Mr. Pirolli--for
Mr. Shellenberger--for
Mrs. Chrzanowski-for

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

RECONCILIATION STATEMENT

Mr. Pirolli made a motion to approve the Reconciliation Statement for September, 2018, seconded by Miss Slemmer.

Roll Call vote was taken:

Mrs. Kettler—for
Miss Slemmer--for
Mr. Pirolli--for
Mr. Shellenberger--for
Mrs. Chrzanowski-for

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

COMMUNICATIONS

Mrs. Conner advised she had no communications for the month.

GENERAL BUSINESS

CONSIDERATION—HIRE BOROUGH COORDINATOR

Mrs. Kettler advised that we have been in search of a Borough Coordinator and we have decided on the hiring of Mr. Andrew Warren.

Mrs. Kettler made a motion to hire Mr. Andrew Warren as Tullytown Borough Coordinator subject to the following;

1. Position is appointed Borough Coordinator, pursuant to Article II, Chapter 20 of the Tullytown Borough Code of Ordinances (“Code”).
2. Duties are as specified in 20-6 of the Code and any other duties assigned by Council.
3. Compensation is \$30 per hour, to be paid at same payroll interval as other employees. Compensation is subject to normal and standard tax withholdings.
4. Hours of Work: Maximum of 30 hours per week. Time sheets will be submitted to the Borough Treasurer, with copy to Borough Secretary for all weekly hours. No hours above that weekly threshold are authorized without the prior approval of Council. No compensation of any kind will be paid for any hours worked in excess of 30 hours per week without prior Council approval.
5. No benefits are offered with the position. This includes, but is not limited to, health care of medical, retirement or disability. If Borough offices closed for holiday or snow, Coordinator will be paid for that day at the compensated hourly 6 hours per day.
6. Vacation will be taken from time to time, unpaid and reasonable request as approved by Council President.
7. Place of work: From hire date which is effective today or when he signs agreement will be primarily remote to start and from January 1, 2019, primarily at the Tullytown Borough Building, 500 Main Street, Tullytown. Remote work schedule allowed where approved by Council.
8. Position is part-time, at-will employee. Council may adjust the terms of the employment or end the employment at any time.

Miss Slemmer seconded the motion. The vote of Council was as follows:

Mrs. Kettler—for

Miss Slemmer--for

Mr. Pirolli--for

Mr. Shellenberger--for

Mrs. Chrzanowski-for

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

Mr. Warren thanked everyone and commented he looked forward to coming back which is a great benefit for him.

ACCEPTANCE OF 2017 AUDIT/AUTHORIZE ADVERTISEMENT

Mrs. Conner advised that the auditor, Teodosio, Lopez & Larkin, presented the 2017 audit at the September Council meeting. She added that Council may consider accepting the audit and authorize advertisement.

Mr. Shellenberger made a motion to accept the 2017 audit, seconded by Mr. Pirolli.

Roll call vote was taken:

Mrs. Kettler—for

Miss Slemmer--for

Mr. Pirolli--for

Mr. Shellenberger--for

Mrs. Chrzanowski-for

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

Mr. Shellenberger then made a motion to advertise the 2017 audit, seconded by Mr. Pirolli.

Roll call vote was taken:

Mrs. Kettler—for

Miss Slemmer--for

Mr. Pirolli--for

Mr. Shellenberger--for

Mrs. Chrzanowski-for

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

RESOLUTION—PROCEDURE/APPROVAL WITHDRAWAL OF INVESTMENTS

Mr. Walsh explained that the Auditor raised a point after audit completed, regarding the Treasurer transferring monies from the investment accounts to the general fund to cover the day to day expenses of the Borough. He added that while the Borough has no limitations on transferring monies from its own accounts, the Auditor suggested that there be an authorization by Resolution of Council that would approve the Treasurer's need to do that on a monthly basis so they would know how much is being transferred and there would be an official record and approval of the transfer.

Mr. McPadden commented that he advised the Auditor that the accounts cannot be changed—the transfer has to go to the general fund which is a precautionary measure.

Mr. Shellenberger made a motion to adopt Resolution #399 authorize the transfer of \$4,500,000.00 from the investment funds to the general fund of Tullytown Borough for the month of October 2018 to fund specific accounts and expenses in the 2018 budget of the Borough of Tullytown. Mr. Pirolli seconded the motion.

The vote of Council was as follows:

Mrs. Kettler—for

Miss Slemmer--for

Mr. Pirolli--for

Mr. Shellenberger--for

Mrs. Chrzanowski-for

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

LARGE EVENT APPLICATION—FIRE COMPANY OPEN HOUSE

Mrs. Conner advised that the Tullytown Fire Co will be holding their annual open house at Home Depot on Saturday, October 13th. She advised they completed the large event application which was reviewed by Chief of Police, Fire Marshal and Code Enforcement Officer and approved by all.

Mr. Pirolli made a motion to approve the large event application for the Fire Company's Open House, seconded by Mr. Shellenberger.

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

HIRING OF 3 PART-TIME POLICE OFFICERS—CONSIDERATION

Chief Doyle advised that if Council is willing, he would like them to hire 3 part-time police officers, pending the final checks; namely Michael Dilanni, David Ramos, and Robert Bruce Kostoroski. He added that Michael Dilanni does have prior police experience. Chief Doyle advised that David Ramos is the brother of Ishmael Ramos of our police department.

Mr. Pirolli made a motion to hire Michael Dilanni, as part-time police officer, pending the final checks, seconded by Miss Slemmer.

Roll call vote was taken:

Mrs. Kettler—for

Miss Slemmer--for

Mr. Pirolli--for

Mr. Shellenberger--for

Mrs. Chrzanowski-for

All of Council was in favor of the motion.

Mr. Shellenberger made a motion to hire David Ramos as a part-time police officer, pending all final checks, seconded by Mr. Pirolli.

The vote of Council was as follows:

Mrs. Kettler—for
Miss Slemmer--for
Mr. Pirolli--for
Mr. Shellenberger--for
Mrs. Chrzanowski-for

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

Miss Slemmer made a motion to hire Robert Bruce Kostoroski, seconded by Mr. Pirolli.

Roll call vote was taken:

Mrs. Kettler—for
Miss Slemmer--for
Mr. Pirolli--for
Mr. Shellenberger--for
Mrs. Chrzanowski-for

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

APPROVAL OF POLICE LICENSE AGREEMENT WITH LEVITTOWN TOWN CENTER

Chief Doyle advised that the Police Department has an office in the Levittown Town Center. He added that he had our solicitor review and make changes to the agreement to his satisfaction.

Mr. Walsh asked if the landlord has accepted the changes that he made on the agreement. Chief Doyle advised they are in agreement with the changes.

Mrs. Kettler asked what they are looking for. Chief Doyle advised they have put an agreement together between DLC and the Police Department for the use of the office space—they are not charging us for that space. Mr. Walsh advised we have to provide insurance certificate naming them as additional insured otherwise there is no rental cost. Chief Doyle advised we have been renting from them for years; they are now just formalizing an agreement with them.

Mr. Shellenberger made a motion to approve the police license agreement with DLC, seconded by Mr. Pirolli.

The vote of Council was as follows:

Mrs. Kettler—for

Miss Slemmer—for

Mr. Pirolli—for

Mr. Shellenberger—for

Mrs. Chrzanowski—for

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

Mrs. Kettler asked if DLC is looking to have a police officer there full time for the shopping center. Chief Doyle advised that Wal-Mart has expressed an interest to put a police officer there. He asked Council if they are interested, he will look into that. Council agreed.

AUTHORIZATION OF RECOMMENDATION OF ESCROW RELEASE PER CERTIFICATE OF COMPLETION NO. 1

Mr. Walsh advised there is an escrow release request for the Borough for a minor subdivision that work has been done—the engineer has approved that escrow release. He added the amount is \$13,448.02. Mr. Walsh commented the Borough has no problem doing that but his question is that the release is for the Pirolli minor subdivision and he wants to make sure that Mr. Pirolli and Mrs. Kettler can identify whether they can vote on it or not by virtue of any conflicts they may have because they are obviously related. He said there are some familiar relations that would disqualify but he believes aunts and uncles are not. Mr. Walsh added that they can advise whether they have any financial interest regarding this.

Mr. Pirolli advised that he and his brother owned the property and they gave his niece that land to build on—there was no monetary benefit. Mrs. Kettler advised that she also is her neighbor and she has no conflict of interest. Mr. Walsh commented that he feels there is no conflict of interest.

Mr. Walsh advised that under the Municipalities Planning Code (MPC) when a release is requested and recommended, the Borough has 45 days to act on it and we have no basis to say why it shouldn't go forward as the engineer has okayed it. If the Borough does not act within 45 days it is automatically approved anyway.

Shellenberger made motion to release the escrow for the Pirolli minor subdivision, seconded by Miss Slemmer.

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

REQUEST FOR DONATION—PENNSBURY MANOR

Mrs. Conner asked if Council would table this matter as she needs to obtain more information. Council agreed to table.

CONSIDERATION—APPOINT SPECIAL TAX COLLECTOR

Miss Slemmer advised that Mr. Sidoti has organized the real estate taxes and special taxes. She made a motion to appoint Michael Sidoti to be special tax collector to collect the Amusement Tax, Occupational Privilege (which is now called the Local Services Tax) and the Business Privilege Tax. Mrs. Kettler seconded the motion.

Roll call vote was taken:

Mrs. Kettler—for

Miss Slemmer--for

Mr. Pirolli--for

Mr. Shellenberger--for

Mrs. Chrzanowski-for

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

COMMITTEE REPORTS

Finance Committee

Miss Slemmer made a motion to add a Medicare option for the administrative staff for the health care option based upon the quote we were given from James Long of Young's insurance Services. Mr. Pirolli seconded the motion.

Mrs. Kettler explained that we have an employee who is going to Medicare for the primary insurance coverage which will be a savings to the Borough.

The vote of Council was as follows:

Mrs. Kettler—for

Miss Slemmer--for

Mr. Pirolli--for

Mr. Shellenberger--for

Mrs. Chrzanowski-for

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

BOROUGH REPORTS

MAYOR'S REPORT

Mayor Cutchineal thanked everyone who participated in the 9-11 vigil and for the remembrance as well as the candle light vigil for little Mazikeen Curtis, whose mother who has been charged with homicide.

He added it has been a trying year for our police department. He advised that little Kaden Travell lost his life on Rt. 13, Helen Farr was shot and killed on Main Street, we encountered two (2) armed hostage situations and Chief Doyle was involved in the apprehension of an armed robber. He added that our police department has been lauded for their professionalism by the District Attorney's office and many others. He stated we are proud of our police department and in the near future he intends to issue a department commendation to acknowledge their efforts.

CHIEF'S REPORT

Chief Doyle advised that we have 3 vehicles in Borough Fleet that he would like to advertise on Municibid to get rid of; namely, a Ford Explorer, Ford Expedition and Ford Crown Victoria.

Chief Doyle advised that Council adopted a resolution years ago authorizing the Borough to utilize Municibid to do the bidding for vehicles that we sell. He advised that Council at all times has the right to reject any and all bids.

Mr. Shellenberger made a motion to put the Ford Explorer, Ford Expedition and Ford Crown Victoria on Municibid, seconded by Mr. Pirolli.

The vote of Council as follows:

Mrs. Kettler—for

Miss Slemmer--for

Mr. Pirolli--for

Mr. Shellenberger--for

Mrs. Chrzanowski-for

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

Chief Doyle also commented that they are listening to the Borough residents' concerns regarding motor vehicle violations occurring in and around Tullytown Borough—they have put speed enforcement equipment out to track motor vehicles and speeds and times. He added they have officers out there addressing stop sign violations based on the numerous complaints we get.

He advised that we have recently received complaints and they encourage dog owners to please use the leashes when walking their pets.

Chief Doyle also announced the Halloween Movie Night at the Tullytown Canal Park in Levittown on October 27th.

SOLICITOR'S REPORT

No further report this evening.

MISCELLANEOUS COUNCIL BUSINESS

Mrs. Chrzanowski advised that the November Council meeting is rescheduled for November 13th due to Election Day on November 6th.

She also thanked everyone for their help with the Borough picnic which was another success this year. She added that Council really appreciates all the volunteers helping with this event.

ADJOURNMENT

There being no further business, a motion was made by Mr. Pirolli to adjourn the meeting, seconded by Miss Slemmer.

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

The meeting was adjourned at 7:28.

Respectfully submitted,



Nancy Conner
Borough Secretary