

## **TULLYTOWN BOROUGH COUNCIL MEETING**

### **September 3, 2019**

President, Nina Chrzanowski called the meeting of the Tullytown Borough Council to order on Tuesday, September 3, 2019 at 7:00 p.m.

Present at the meeting:

Mayor Cutchineal  
Councilman Shellenberger  
Councilwoman Kettler  
Councilwoman Slemmer  
Councilman Pirolli  
Councilwoman Gahagan  
Councilwoman Johnson  
Councilwoman Chrzanowski

Also present:

Thomas J. Walsh III, Esquire, Borough Solicitor  
Andrew Warren, Borough Coordinator  
Daniel Pasciullo, Fire Marshal  
Joe McPadden, Borough Treasurer  
Nancy Conner, Borough Secretary

### **PUBLIC COMMENT**

There were no comments from the public.

### **COUNCIL MINUTES**

#### **August 6, 2019 Council Meeting**

Mrs. Johnson made a motion to approve the minutes of the August 6, 2019 Council meeting, seconded by Mr. Pirolli.

The vote of Council was as follows:

Mr. Shellenberger—for  
Mrs. Kettler-abstain as she was not present  
Miss Slemmer--for  
Mr. Pirolli—for  
Ms. Gahagan--abstain  
Mrs. Johnson--for  
Mrs. Chrzanowski--for

The vote was 5 in favor, 2 abstentions; the motion carried.

## **TREASURER'S REPORT**

### **MONTHLY BILLS**

Mr. Pirolli made a motion to approve the bills in the amount of \$34,463.64, seconded by Miss Slemmer.

The vote of Council was as follows:

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

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

### **OTHER EXPENSES PAID IN AUGUST**

Mr. Pirolli made a motion to approve the other expenses for August in the amount of \$211,465.74, seconded by Miss Slemmer.

The vote of Council was as follows:

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

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

### **RECONCILIATION STATEMENT**

Mr. Pirolli made a motion to approve the Reconciliation Statement for August, 2019, seconded by Mr. Shellenberger.

The vote of Council was as follows:

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

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

**AUTHORIZE TRANSFER OF FUNDS VIA RESOLUTION #419**

Mr. Pirolli made a motion to authorize transfer of funds via Resolution #419, seconded by Miss Slemmer.

The vote of Council was as follows:

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

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

**COMMUNICATIONS**

Mrs. Conner advised that Senator Santarsiero sent thank you letters to Mayor Cutchineal and Council for all that was done to facilitate his office here in the Borough Municipal Building.

She also indicated that the American Legion issued a “Certificate of Appreciation” to Mayor Cutchineal for his service and assistance which contributed to the advancement of the American Legion programs and activities.

## **GENERAL BUSINESS**

### **ZONING HEARING BOARD DISCUSSION—15 STONYBROOK DRIVE**

Mr. Peterson, owner of 15 Stonybrook Drive, Levittown explained that he is putting pavers to make a patio in his backyard—he is requesting a variance for impervious surface. Mr. Peterson advised that the zoning hearing is scheduled for Thursday, September 5<sup>th</sup>.

Mr. Shellenberger asked Mr. Peterson once he removes the shed and garage—how much would he be over impervious. Mr. Peterson stated he also removed the patio so there shouldn't be much over.

Mr. Walsh suggested to Mr. Peterson to have all the details for zoning hearing. Council had no further questions or comments and took no position on this matter.

### **PEC—RIBBON CUTTING FOR CANAL**

Ellisa Garofalo, Executive Director of the Delaware and Lehigh National Heritage Corridor was present. She thanked the Borough and Andy Warren for getting this project completed and their support. She added that improvements were done along the D & L Trail and Delaware Canal towpath. She advised that this Thursday, September 5<sup>th</sup> there is a ribbon cutting with the Pennsylvania Environmental Council, the Borough, Delaware Canal State Park, Friends of the Delaware Canal and she encouraged everyone to come out.

### **2020 U.S. CENSUS BRIEFING**

Adela Moraux of the U.S. Census Bureau was present to discuss. She advised that the County proclaimed census day April 1, 2020. Ms. Moraux distributed information to Council. She advised that 95% of the homes will receive an invitation to complete the census on-line--if they don't respond, they will mail out census paper forms and if don't respond to that, they will have people knocking on doors. She added that census helps with school districts redistricting--also for grants. Ms. Moraux added that they try to get all municipalities involved and advised that the National campaign will start in January 2020.

Ms. Moraux advised that the census is also helpful for Planning Commissions for planning as well as senior services, children services, transportation planning and emergency services. She added this is safe—they do have a confidentiality law.

She added that if the Borough wishes to form a committee to reach out to the community, she can come and talk about some ideas.

Jim Chase, 633 Main Street, Tullytown, commented that when he fills out something on computer--when he types in Tullytown address, it comes up Bristol. Ms. Moraux advised that the Planning Commission was supposed to contribute an improved address list. She suggested for the Borough to reach out to the Planning Commission.

**PUBLIC HEARING—PROPERTY ALLOCATION ORDINANCE**

Mr. Walsh advised that at the August meeting, Council authorized solicitor to draw up the ordinance indicating \$5,000 check to each property owner. He added we have received proof of publication and that notice of this public hearing was made in the August 27, 2019 edition of the Bucks County Courier Times. He added we have acknowledgement from the Bucks County Law Library that the proposed ordinance was timely filed as well.

Mr. Walsh advised the public comment portion was open. There were no comments from the public or Council; therefore the public hearing was closed.

Mr. Pirolli made a motion to adopt Ordinance #394, Property Allocation Ordinance for 2019, seconded by Miss Slemmer.

The vote of Council was as follows:

Mr. Shellenberger—against

Mrs. Kettler--for

Miss Slemmer--for

Mr. Pirolli—for

Ms. Gahagan--for

Mrs. Johnson--for

Mrs. Chrzanowski--for

The motion passed with the majority of Council in favor.

**RESOLUTION #420—578 MAIN STREET—PLANNING MODULE—CONSIDERATION**

Mr. Walsh advised that Council's Act 537 Plan for Tullytown Borough requires an amendment in connection with every land development or subdivision that is approved. He added that Council approved the land development for 578 Main Street, Tullytown, earlier this year and as a result of that there are new sewer tap-ins that will occur. He added this requires an approval from the PADEP. Mr. Walsh explained that the resolution will request that DEP reflect the amendment of the Borough's Act 537 sewage planning module to reflect the new sewer tap-ins that will occur at 578 Main Street. Mr. Walsh added that this is also one of Council's conditions that was required when they approved the land development plan.

Mr. Shellenberger made a motion to adopt Resolution #420, seconded by Mrs. Kettler.

Mr. Chase asked if the Lower Bucks County Joint Municipal Authority has approved. Mr. Walsh advised that Mr. Maples will have to get approval from the LBCJMA as well as the State.

The vote of Council was as follows:

Mr. Shellenberger—for

Mrs. Kettler--for

Miss Slemmer--for

Mr. Pirolli—for

Ms. Gahagan--for

Mrs. Johnson--for

Mrs. Chrzanowski--for

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

Regarding the Property Allocation Ordinance that was just adopted by Council, Miss Slemmer asked the treasurer, Mr. McPadden, if the checks could go out by September 20<sup>th</sup> for the residents who use the money for their taxes. Mr. McPadden advised he thinks the checks could be done by September 20<sup>th</sup>.

#### **REQUEST FOR PROPOSAL—CONSULTANT FOR FINANCIAL PLANNING--CONSIDERATION**

Mr. Walsh advised that Council has discussed financial and management planning for the Borough as the financial situation is changing. Mr. Walsh indicated that there was a meeting that was held here with three members of Council, the Borough treasurer, coordinator, secretary, himself and Fred Chapman of Department of Community and Economic Development (DCED). Mr. Walsh advised that DCED has a strategic management plan wherein they assist municipalities, not only in the financial planning but paying for the consultant.

Mr. Walsh explained that in order to engage that consultant, DCED recommended that Council put together a request for proposal (RFP). Mr. Walsh added that Mr. Chapman of DCED stated that Council authorize the RFP to be prepared at the September meeting, and Council approve the RFP at the October meeting and authorize it to submit to consultants and hopefully receive some bids and award at November or December meeting. Mr. Walsh added that Mr. Chapman advised there is a matching grant (50%) available.

Mr. Walsh suggested that if Council wishes, they can authorize himself, Mr. Warren and Mrs. Conner to prepare the RFP so Council may review in October and possibly authorize at October's meeting to send the RFP to consultants for proposals. Mr. Walsh advised this is a professional service which can be awarded without having to publicly bid.

Mrs. Kettler made a motion to authorize Mr. Walsh, Mr. Warren and Mrs. Conner to prepare the RFP for consultant for financial planning, seconded by Miss Slemmer.

Mr. Pirolli asked the results of the meeting with Mr. Chapman of DCED. Mr. Walsh advised the meeting went well—he added that Mr. Chapman indicated that there are approximately 15 municipalities planning for revenue and cost issues and DCED is there to assist with that.

Mrs. Johnson asked how many times we are going to ask consultants what to do with our money—we had consultants here telling us 10 years ago.

Mr. Pirolli advised the last 10 years the investments were down and have come up the last 2 years—we were allowed to have our investors go out a little further where in the past we were limited. Mrs. Johnson commented we would have had a lot more money if we didn't give the check out every year. She added that the people who are sitting on this Council are responsible for that. Mrs. Kettler commented that she wasn't on Council then but she is on Council now and is planning to do something about it.

Mr. Walsh commented that this isn't just a financial planning—the consultants will not only look at finances but will look at all the departments and make some recommendations there. Miss Slemmer commented that Mr. Chapman advised that there are grants available to help pay for this study and other options.

Ms. Gahagan asked how much we have to pay Mr. Chapman for his services. Mr. Walsh advised that DCED does not charge the Boroughs for this service. Mr. Warren advised that he is a representative of the State—there is no charge for Tullytown but there will be a charge for the consultant. Mrs. Chrzanowski stated that most of this Council wasn't here that many years ago so we need to start out fresh.

The vote of Council was as follows:

Mr. Shellenberger—for

Mrs. Kettler—for

Miss Slemmer—for

Mr. Pirolli—for

Ms. Gahagan—for

Mrs. Johnson—against

Mrs. Chrzanowski—for

The vote was 6 in favor, 1 against; the motion carried.



## **RESOLUTION #421—PENNDOT WINTER TRAFFIC SERVICES AGREEMENT—CONSIDERATION**

Mr. Warren explained that every year Tullytown and every municipality in the State are asked to enter into contract with PennDot that the Borough will be reimbursed for plowing State roads in the Borough. He added this is a 5-year agreement—this is the 3<sup>rd</sup> year of that agreement.

Mrs. Kettler made a motion to adopt Resolution #421, seconded by Mr. Shellenberger.

Roll call vote was taken:

Mr. Shellenberger—for

Mrs. Kettler--for

Miss Slemmer--for

Mr. Pirolli—for

Ms. Gahagan--for

Mrs. Johnson--for

Mrs. Chrzanowski--for

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

## **COMMITTEE REPORTS**

No Reports

## **BOROUGH REPORTS**

### **MAYOR'S REPORT**

Mayor Cutchineal commented that on August 24<sup>th</sup> the “Camping with Cops” was a tremendous success.

He mentioned the following scheduled events coming up:

September 7<sup>th</sup> -- annual picnic

Wednesday, September 11<sup>th</sup> is the 9-11 Vigil

Next Saturday, September 14<sup>th</sup> is the 100<sup>th</sup> anniversary parade

Thursday, September 19<sup>th</sup> is John Galloway’s Veteran’s dinner

October 12<sup>th</sup> is the concert in the park—the band is Sonic Falcons

Ms. Gahagan commented that people have approached her regarding the food trucks and that it isn’t noted anywhere the kinds of food trucks coming to the picnic.



Mike Hammar, 237 Kenwood Drive, Levittown, chair of Park & Recreation Committee advised the following food trucks attending:  
DeLorenzo's The Burg, Jays Steaks & Hoagies, Smokerhead BBQ, KC's Funnel Cakes and Mr. Softee coming around 5 or 5:30. Mrs. Conner advised she will post on the website and government channel.

#### **SOLICITOR'S REPORT**

Mr. Walsh advised no further report this evening.

#### **COORDINATOR'S REPORT**

Mr. Warren commented that the Borough has been requesting annually of landlords to register their tenants. He added that there is no charge for this. He further added this is for the safety of the Borough. Mr. Warren explained that he is emphasizing this tonight because within the next week or two, landlords will get this registration form in the mail—reminding landlords to register their tenants.

#### **CHIEF'S REPORT**

No Report

#### **FIRE MARSHAL'S REPORT**

Mr. Pasciullo indicated the Fire Marshal's report was distributed to Council earlier. He also reported that the drums were removed from the Hesski site. He added that when Joe Shellenberger asked him about this, the DEP thought it would take about a year but the DEP representative went to WAWA corporate headquarters and they were removed on August 21<sup>st</sup>.

Mr. Shellenberger asked if they have said anything about what is going on with WAWA. Mr. Pasciullo advised that according to the owner of Hesski service—he thinks he will get an offer to move his business.

Mr. Walsh advised that WAWA is working through their plan approvals such as traffic signal easement just finalized with PennDot.

#### **MISCELLANEOUS COUNCIL BUSINESS**

There was no miscellaneous Council business.

Chris Shellenberger, 229 Kenwood Dr South, Levittown, advised that St. Michael's School is starting back this week. She said people don't pay attention to the school flashing lights and encouraged everyone to pay attention to the busses as well.

Mayor asked Mr. Warren if there were any updates regarding Septa train station. Mr. Warren stated that he has been advised that in early fall the station will be open. Mr. Pirolli commented that the station is looking beautiful---including the platform, elevator and steps.

## **ADJOURNMENT**

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

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

The meeting was adjourned at 7:54 p.m.

Respectfully submitted,



Nancy Conner  
Borough Secretary