

## **TULLYTOWN BOROUGH COUNCIL MEETING**

### **October 1, 2019**

President, Nina Chrzanowski called the meeting of the Tullytown Borough Council to order on Tuesday, October 1, 2019 at 7:00 p.m.

Mayor Cutchineal asked for a moment of silence for John Silvi who recently passed away at the age of 62.

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 Doyle, Chief of Police  
Daniel Pasciullo, Fire Marshal  
Nancy Conner, Borough Secretary

### **PUBLIC COMMENT**

Rich Hart, 50 Stream Lane, Levittown, thanked Council for issuing the property allocation checks. He added that it is helpful for residents to get their taxes paid. He also asked when the Borough would do the crack sealing on the streets.

Mr. Warren advised that Mark Snyder has started preparations with the street sweeping for the parade and the crack sealing will be done soon.

### **COUNCIL MINUTES**

#### **September 3, 2019 Council Meeting**

Mrs. Johnson made a motion to approve the minutes of the September 3, 2019 Council meeting, seconded by Mr. Pirolli.

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.

## **TREASURER'S REPORT**

### **MONTHLY BILLS**

Mr. Pirolli made a motion to approve the bills in the amount of \$56,286.51, 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 SEPTEMBER**

Mr. Shellenberger made a motion to approve the other expenses for September in the amount of \$3,301,173.33, seconded by Mr. Pirolli.

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 September, 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 #422**

Miss Slemmer made a motion to authorize transfer of funds via Resolution #422, 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

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

#### **COMMUNICATIONS**

Mrs. Conner advised that the LBCJMA will be conducting flushing of water mains on October 8<sup>th</sup> and 9<sup>th</sup>.

## **GENERAL BUSINESS**

### **RESOLUTION #425—AUTHORIZE COOPERATIVE PURCHASING AND PARTICIPATION IN REGIONAL STREETLIGHT PROCUREMENT PROGRAM--CONSIDERATION**

Mr. Warren explained that Mike Fuller of Keystone Lighting Solutions was present to discuss. Mr. Warren explained that there are a number of municipalities who are replacing lights that in the course of a 20-year program will save Tullytown Borough \$1 million. He has met with a combination of staff—Joe McPadden, Mark Snyder and himself. Mr. Warren added that because so many municipalities are proceeding with this project, PECO is accepting the audits that have been conducted.

Mr. Mike Fuller of Keystone Solutions began his presentation and explained why Council would want to upgrade to LED lighting. Mr. Fuller indicated that they provided a more comprehensive project specification and final design proposal to Andy Warren. He added they have also done a feasibility study and the project costs have come down.

Mr. Fuller commented that the Borough will have to buy back fixtures from PECO -- we will have to pick up cost of maintenance---but netting out it's a considerable savings.

Mr. Fuller commented that the Delaware Valley Regional Planning Commission developed this program because they saw that municipalities needed some assistance in implementing this project. He added this program pulls together all these resources as a turn-key program—they provide all the design expertise, technical expertise, financing, and project management capabilities.

Mr. Fuller explained the proposal which he showed on screen as well as on hard copy he provided—a copy of which is attached to the minutes.

Mrs. Kettler asked is the procurement for the fixtures. Mr. Fuller answer yes, its procurement of the materials such as the fixtures and also procurement of the installation services. He added they have identified the contractor --they all went through competitive process via Chapter 19 of the Pennsylvania Procurement Act, the Borough is able to piggy-back off of this.

Mr. Fuller explained the phases of this project. He also explained that all of the pricing has been established and defined and based on the numbers he provided. He added that if Council wishes to go forward, they would contract with Keystone Lighting for their services as project manager and to enter into construction contract with our identified contractor who is Armour and Sons in Langhorne.

Mrs. Kettler also asked if any other local municipalities that have already completed this program. Mr. Fuller advised that in Bucks County in round 1 there were 7 or 8 municipalities who participated.

Mr. Pirolli asked if the cost of maintenance is much less with LED lights. Mr. Fuller said definitely. He added that generally with the lighting fixture you get a 1-year warranty; however, with LED technology you get a 10-year warranty.

Mr. Fuller also described the 216 cobra head fixtures that would be replacing some of the lights and 95 decorative lights along Main Street. He added the poles stay in place—the heads are basically replaced and wiring if necessary. Mr. Fuller also explained the traffic signal lights and did indicate that we would have a choice of warmer LED vs. brighter white with the street lights. He did recommend if Council decides to go forward with this project that they check out some municipalities different color temperatures. He indicated New Hope did the warmer color for a historic look; the pure white gives a more aesthetic look—that's what Bensalem did.

Mrs. Kettler asked if you use more electricity the higher the number. Mr. Fuller said no difference in price.

Mr. Fuller indicated that after a \$17,000 rebate from PECO, the net cost is \$164,000 to do cobra heads, decorative and traffic signals. He added that the Borough would have to outlay about \$171,000 and then would get the rebate back. He explained how either they could finance this project or pay upfront. He indicated that this project over a 20-year period, even with financing, would generate close to \$800,000 in net value. Mr. Fuller added that there is an option to use liquid fuel funds for the cobra heads only.

Mr. Fuller stated that if Council decides to go forward, we would execute a construction contract with Armour, get materials ordered and go through the standard process. He added that if financing is included, they would help the Borough with that process.

Mr. Shellenberger commented that many of the poles aren't numbered. Mr. Fuller advised that the audit did capture most of the pole numbers. He said that is typical that many poles don't have numbers any more.

Mr. Pirolli asked if that low finance rate is locked in. Mr. Fuller said yes, it is a fixed rate—he doesn't know what the rate will be until they close.

Mrs. Kettler suggested that the Borough may want to finance.

Mr. Shellenberger made a motion to adopt Resolution #425, 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.

Mr. Shellenberger asked Mr. Warren that since we are doing this project, can we number these poles and have record of it for our maintenance and information.

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

Mr. Walsh advised that the request for proposal (RFP) has been prepared and was modeled upon the form we received from DCED. Mr. Walsh advised that if Council wishes, they can forward the RFP to the contact list that DCED has provided. He added that if the proposal is forwarded, then Council can qualify to apply for the grant.

Mrs. Kettler made a motion to authorize Mr. Warren to put out the request for proposal for management and financial audit. Miss Slemmer seconded the motion.

Mrs. Chrzanowski commented that at the last meeting, MaryAnn Johnson stated that 10 years ago we hired a consultant for financial planning. Mrs. Chrzanowski advised that she looked into the matter and this Council has never paid any financial consultant in the past—we did a Comprehensive Study in 2010 for the planning and development of the Borough—no financial records were given to the Bucks County Planning Commission.

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.

Mr. Walsh asked Mr. Warren if Council needs to approve to apply for the grant tonight. Mr. Warren commented that this includes that.

**LARGE EVENT APPLICATION—FIRE COMPANY OPEN HOUSE EVENT—CONSIDERATION**

Mrs. Conner advised the Fire Company is holding a large event on October 9<sup>th</sup>—Fire Prevention at the Fire House. She added that the appropriate officials have reviewed and signed off on the application.

Mr. Pirolli made a motion to approve the large event application the Fire Company, seconded by Mrs. Johnson.

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.

**RESOLUTION #423—MINIMUM MUNICIPAL OBLIGATION FOR NON-UNIFORMED EMPLOYEES PENSION PLAN 2020—CONSIDERATION**

Mr. Walsh advised that every year the Borough is obligated to announce its Minimum Municipal Obligation for its pension plans. Mr. Walsh explained that the Resolution #423 for Council's consideration indicates the 2020 Minimum Municipal Obligation for the non-uniformed employees' pension plan is \$84,074.01 as determined by the Borough's actuarial consultant.

Mr. Pirolli made a motion to adopt Resolution #423, announcing the MMO for the non-uniformed pension plan of 2020 in the amount of \$84,074.01. Mr. Shellenberger seconded the motion.

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



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

**RESOLUTION #424—MINIMUM MUNICIPAL OBLIGATION FOR POLICE PENSION PLAN 2020--  
CONSIDERATION**

Mr. Walsh advised that the 2020 Minimum Municipal Obligation for the Police Pension Plan as determined by the Borough's actuarial consultant is \$338,739.10.

Mr. Pirolli made a motion to adopt Resolution #424, announcing the 2020 Minimum Municipal Obligation for the Police Pension Plan in the amount of \$338,739.10 as determined by the Borough's actuarial consultant. Mr. Shellenberger seconded the motion.

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.

**COMMITTEE REPORTS**

No Reports

**BOROUGH REPORTS**

**MAYOR'S REPORT**

Mayor Cutchineal announced that on October 12<sup>th</sup> the Sonic Falcons will be performing a free concert in the park behind the Municipal building from 3 – 6 pm.

He also commented that the Tullytown Fire Company 100<sup>th</sup> Anniversary Parade was successful and enjoyed by all.

Mayor read a letter from Judge Wagner commending the Tullytown Police Department. Judge Wagner stated that “prior Chiefs have provided themselves with keeping costs down with having their full-time officers supplemented with part-time officers—Chief Doyle is no exception—along with his 2 sergeants and skilled full-time officers, he hires quality individuals and trains them the proper way”. Judge Wagner also stated that “one important asset he sees in all of the Borough's police officers is the practice of humility as they serve and protect the community—they are dedicated officers skilled in their duties putting their lives and health on the line every day. Sgt. Kulan and Sgt.



Bunda are amazing supervisors. Chief Doyle has a passion to protect the community and truly cares about all of his officers. He demands they continue to learn and approve their knowledge and ability.” Judge Wagner, in his letter, thanked Council, the Mayor and the residents of Tullytown Borough for having one of the finest police departments in Bucks County. A copy of this letter will be filed with the minutes.

### **SOLICITOR’S REPORT**

Mr. Walsh advised no further report this evening.

### **COORDINATOR’S REPORT**

Mr. Warren reported that the Levittown Tullytown Train Station will have ribbon cutting on Thursday October 3<sup>rd</sup> at 10:00 am. He added that everyone is invited to attend— Mayor will be speaking along with SEPTA representatives.

### **CHIEF’S REPORT**

Chief Doyle presented a plaque to Debbie Lembesis for her 27 years of service as crossing guard with Tullytown Borough. He also presented a certificate of appreciation from Council to Debbie as well.

Chief Doyle indicated regarding the speeding on Main Street, the Police put the radar unit up across from Christ the King Church which clocked 21,421 cars over a period of seven days and resulted in a low threshold for speed enforcement in that area. Chief Doyle advised that the speed limit is 25 mph; however, they have to give a 10 mph threshold per law so they can’t stop cars until 36 mph and above. Ms. Gahagan asked does that hold true for school zones as well. Chief Doyle advised school zones are different—they are at a low speed but we still have to give them the 10 mph over. Chief added that this location that 1.7% of all vehicles clocked were above that threshold so they will maintain enforcement in that particular location.

Chief Doyle also commented that the Fire Company parade was a huge success—he thanked everyone in the Borough for cooperating with the road closures and the parking.

Chief Doyle also asked if Council would consider hiring a part time police officer; namely, Kevin Burns.

Mr. Pirolli made a motion to hire Kevin Burns as a part-time police officer for Tullytown Borough Police Department. Miss Slemmer seconded the motion.

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.

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

Fire Marshal's Report distributed to Council prior to the meeting. Mr. Pasciullo advised he had nothing further to add.

Mike Hammar, 237 Kenwood Drive, Levittown, Chair of Park & Recreation Committee, announced that Park & Rec with Tullytown Police Department are holding a "Trunk or Treat" and Movie in the Borough Park behind Wal-Mart on October 25<sup>th</sup>. He added the movie is Scooby Doo & the Goblin King.

### **MISCELLANEOUS COUNCIL BUSINESS**

There was no miscellaneous Council business.

### **ADJOURNMENT**

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

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

The meeting was adjourned at 7:48 p.m.

Respectfully submitted,



Nancy Conner  
Borough Secretary