

TULLYTOWN BOROUGH COUNCIL MEETING

July 7, 2020

President Nina Chrzanowski called the meeting of the Tullytown Borough Council to order on Tuesday, July 7, 2020 at 7:00 p.m., in the Borough municipal building.

Mayor Cutchineal asked for a moment of silence for Joe Kerner of Pond Street who passed away a few days ago.

Present at the meeting:

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

Also present:

Thomas J. Walsh III, Esquire, Borough Solicitor
Daniel Doyle, Chief of Police/Emergency Management Coordinator
Dan Pasciullo, Fire Marshal
Joe McPadden, Borough Treasurer/Interim Borough Coordinator
Nancy Conner, Borough Secretary

Mr. Walsh advised that Council met in executive session prior to this evening's public meeting to discuss personnel matters.

PUBLIC COMMENT

Aaron Cohen, Chief of Fire Company, thanked the residents for voting for the referendum on passing of the fire tax and showing support for the fire department.

Mr. Cohen asked Council if the Fire Company will have their support on raising the additional 2 mills that the residents voted for. Mrs. Chrzanowski advised that it will be put into the budget.

COUNCIL MINUTES

June 9, 2020 Council Meeting Minutes--Approval

Mr. Pirolli made a motion to approve the minutes of the June 9, 2020 Council meeting, seconded by Mrs. Kettler.

Roll call vote was taken:

Mr. Shellenberger—for

Mrs. Kettler—for

Miss Slemmer—for

Mr. Pirolli—for

Ms. Gahagan—for

Mr. Servis—for

Mrs. Chrzanowski—for

The majority of Council was in favor of the motion; the motion carried.

TREASURER'S REPORT

MONTHLY BILLS

Mr. Shellenberger raised some questions for Mr. McPadden regarding the bills:

- Marrazzo's Manor Lane Florist – flowers for the Memorial Day events
- Card Member Services – Borough credit card in both Dan Doyle's name and Joe McPadden's name. The majority of purchases most likely for the sanitizing for Covid-19
- BizProMedia – webmaster for the Borough's website
- Cole Information Services – reverse phone number search books for Police department
- WAWA – fuel for Police department and Street department
- AFSCME – Union dues that are deducted from employees' paychecks – Borough pays AFSCME
- Brick Street Insurance – Workers' compensation insurance

Chief Doyle explained that our experience modifications have been high with injuries. He added that we enacted the safety committee where we already saw a 5% reduction and from there as a few years pass they will not use those claims against our experience modification.

Mr. Pirolli made a motion to approve the bills in the amount of \$32,809.42, seconded by Mrs. Kettler.

Mr. Servis asked if part of the motion is to exclude the part of the engineering bill regarding 295 Pinewood Drive \$804.76 until we determine what it was for and if the Borough has to pay that amount. Mr. Pirolli agreed to add that to his motion.

Roll call vote on the motion was taken:

Mr. Shellenberger—for

Mrs. Kettler—for

Miss Slemmer—for

Mr. Pirolli—for

Ms. Gahagan—for

Mr. Servis—for

Mrs. Chrzanowski—for

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

OTHER EXPENSES PAID IN JUNE, 2020

Mrs. Kettler made a motion to approve the other expenses for June, 2020 in the amount of \$199,160.31, seconded by Mr. Pirolli.

Roll call vote was taken:

Mr. Shellenberger—for

Mrs. Kettler—for

Miss Slemmer—for

Mr. Pirolli—for

Ms. Gahagan—for

Mr. Servis—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 June, 2020, seconded by Mrs. Kettler.

Roll call vote was taken:

Mr. Shellenberger—for

Mrs. Kettler—for

Miss Slemmer—for

Mr. Pirolli—for

Ms. Gahagan—for

Mr. Servis—for

Mrs. Chrzanowski—for

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

Mr. Shellenberger requested a paper copy of the financial statements before each Council meeting. Mr. Servis requested the same. Mrs. Conner advised she will have them delivered to them before each meeting.

RESOLUTION #442 – TRANSFER OF FUNDS—CONSIDERATION

Mr. McPadden advised he will need more funds for this month most likely unless we receive additional revenue from real estate taxes.

Mr. Pirolli made a motion to adopt Resolution #442 Transfer of Funds in the amount of \$200,000, seconded by Mrs. Kettler.

The vote of Council was as follows:

Mr. Shellenberger—for

Mrs. Kettler—for

Miss Slemmer—for

Mr. Pirolli—for

Ms. Gahagan—for

Mr. Servis—for

Mrs. Chrzanowski—for

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

Mayor Cutchineal asked for point of order. He advised that the new owners of the Courier Times building are now present and would like to make a brief presentation.

David DiMaggi, Danielle DiMaggi and Gabby DiMaggi were present to discuss their ideas for the Courier Times building they recently purchased. They advised they will have multi tenants, also looking to put fencing up. Mr. DiMaggi also commented that if the Borough needs anything for the community such as a gathering place, or anything for the fire and police departments, please contact him.

After presentation, Mr. Walsh advised Mr. DiMaggi that he would need to contact the Borough zoning officer and building inspectors and apply for permits for zoning approvals. Mr. Walsh advised that Council cannot act on anything this evening just to wish you well. Council wished Mr. DiMaggi and family good luck.

COMMUNICATIONS

Mrs. Conner advised Margie Baker, custodian, submitted a letter advising she will be retiring August 28, 2020.

A motion was made by Mr. Pirolli to accept Margie Baker's letter of resignation, seconded by Miss Slemmer.

Roll call vote was taken:

Mr. Shellenberger—for

Mrs. Kettler—for

Miss Slemmer—for

Mr. Pirolli—for

Ms. Gahagan—for

Mr. Servis—for

Mrs. Chrzanowski—for

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

Mr. Shellenberger suggested we get an outside service. He commented that he knows it is a Union position and would have to check with the Union but thought it might be a cost savings. Mrs. Chrzanowski commented they will have to discuss.

GENERAL BUSINESS

HIRE BOROUGH CLERK—CONSIDERATION

Mrs. Kettler advised the Personnel Committee interviewed a number of applicants for the Borough clerk position and it is their recommendation and made motion to hire Karen Sylvester for the position. Miss Slemmer seconded the motion.

The vote of Council was as follows:

Mr. Shellenberger—against as he doesn't know much about her

Mrs. Kettler—for

Miss Slemmer—for

Mr. Pirolli—for

Ms. Gahagan—against

Mr. Servis—against

Mrs. Chrzanowski—for

The vote was 4 in favor, 3 against; the motion carried.

UPDATE ADMINISTRATIVE IMPROVEMENT PLAN REGARDING PENSIONS— CONSIDERATION

Mr. Walsh advised the Borough's pension audit was just completed of its Police and Non-Uniformed pension plans. He added the State Auditor General's office conducted the audit. Mr. Walsh advised that for one of the closing items, we are obligated to update the plan for administrative improvement of how the pension plans are administered here in the Borough. Mr. Walsh read the plan for the public's information.

Mr. Pirollo made a motion to update the administrative improvement plan regarding pensions, seconded by Mrs. Kettler.

Roll call vote was taken:

Mr. Shellenberger—for

Mrs. Kettler—for

Miss Slemmer—for

Mr. Pirollo—for

Ms. Gahagan—for

Mr. Servis—for

Mrs. Chrzanowski—for

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

AUTHORIZE ADVERTISEMENT OF BOROUGH SECRETARY POSITION

Mrs. Kettler advised that Nancy Conner will be retiring January 29, 2021 and recommended that we begin our search for Borough secretary and new hire can be trained by Nancy for a few months.

Mrs. Kettler made a motion to advertise for Tullytown Borough secretary for a part-time position, maximum 30 hours per week, without benefits, pay is negotiable, it is a non-union position and the qualifications will be listed in the advertisement. Miss Slemmer seconded the motion.

The vote of Council was as follows:

Mr. Shellenberger—for

Mrs. Kettler—for

Miss Slemmer—for

Mr. Pirollo—for

Ms. Gahagan—for

Mr. Servis—for

Mrs. Chrzanowski—for

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

PROPOSALS (2) FOR EXCHANGE HOSTING/OFFICE 365 PROPOSALS— CONSIDERATION

Chief Doyle advised we have currently used Network Solutions for email platform for Council and employees. He added that Network Solutions is not CJIS compliant for the police department. Chief indicated that in looking at becoming compliant with the criminal justice and information systems, they are looking at Microsoft Office 365 which is CJIS compliant. He added that email addresses will remain the same—but will have 50 Gig of memory instead of having to pay for additional memory for each individual account.

Mr. Servis asked if this is through Advanced Innovations. Chief Doyle advised yes, that is his quotation for both administration and police sides.

Mr. Pirolli asked what the savings would be. Chief Doyle advised the savings will be down the road when we don't have to keep paying for individual Gig of memory.

Mr. Pirolli made a motion to approve the proposals for both police department and administration for exchange hosting/office 365 in the amount of \$6,600. Mr. Servis 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

Mr. Servis—for

Mrs. Chrzanowski—for

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

TWO APPOINTMENTS TO PARK & RECREATION COMMITTEE— CONSIDERATION

Mrs. Conner advised that Nina Chrzanowski's term expired on the Park & Recreation Committee and Nina is still interested in volunteering.

Mr. Servis made motion to re-appoint Nina Chrzanowski to the Park & Recreation Committee for a 5-year term, seconded by Miss Slemmer.

Roll call vote was taken:

Mr. Shellenberger—for

Mrs. Kettler—for

Miss Slemmer—for

Mr. Pirolli—for

Ms. Gahagan—for

Mr. Servis—for

Mrs. Chrzanowski—abstain

The majority of Council voted in favor of the motion; the motion carried.

Mrs. Conner advised that Michael Shellenberger's term expired on the Park & Recreation Committee and he is still interested in being re-appointed as well.

Mr. Pirolli made a motion to re-appoint Michael Shellenberger to the Park & Recreation Committee for another 5-year term, seconded by Mrs. Kettler.

Roll call vote was taken:

Mr. Shellenberger—abstain as it is his son

Mrs. Kettler—for

Miss Slemmer—for

Mr. Pirolli—for

Ms. Gahagan—for

Mr. Servis—for

Mrs. Chrzanowski—for

The vote was 6 in favor, 1 abstention. The motion carried.

ONE APPOINTMENT TO ENVIRONMENTAL ADVISORY COUNCIL— CONSIDERATION

Mrs. Conner advised that Mike Hammar's term expired on the Environmental Advisory Council and Mike is interested in being re-appointed to the Committee.

A motion was made by Mr. Shellenberger to re-appoint Mike Hammar to the Environmental Advisory Council for a 3-year term, 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

Mr. Servis—for

Mrs. Chrzanowski—for

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

WINTER TRAFFIC SERVICES AGREEMENT 2020/2021 SEASON--CONSIDERATION

Mrs. Conner advised this is the agreement where the Borough plows the state roads in the winter and the Borough receives reimbursement from PennDot.

Mr. Pirolli made a motion to enter into the winter traffic services agreement for the 202/2021 season with PennDot, seconded by Mrs. Kettler.

Roll call vote was taken:

Mr. Shellenberger—for

Mrs. Kettler—for

Miss Slemmer—for

Mr. Pirolli—for

Ms. Gahagan—for

Mr. Servis—for

Mrs. Chrzanowski—for

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

COMMITTEE REPORTS

No Reports

BOROUGH REPORTS

MAYOR'S REPORT

Mayor Cutchineal advised that we have received several complaints about fireworks. He advised this is the first time we have cited people. Chief Doyle confirmed. Mayor commented that Chief Doyle posted the fireworks law on social media so people have advance warning. Mayor Cutchineal suggested that if anyone is shooting off the fireworks it would be wise to stop because our Police Department is enforcing.

SOLICITOR'S REPORT

Mr. Walsh advised he has no report this evening

INTERIM BOROUGH COORDINATOR'S REPORT

Mr. McPadden advised he has no report this evening.

CHIEF'S REPORT

Chief Doyle advised that in order to try to reduce some costs, he opened a T-Mobile account. Chief further advised that the Borough purchased and own phones for the cell service with T-Mobile. He added that T-Mobile is offering for first responders free cell phone service-- unlimited talk, text and data for the next 10 years and unlimited hot spots for \$29.00 versus the \$49.00 we are currently paying. He added this is a trial at this time and will come back to Council at a later date.

Chief Doyle also advised that they did issue some citations for fireworks as the Mayor stated. He further advised that Council received a letter from Riley Lazeration regarding a complaint about fireworks. He added that at this time they are doing very well enforcing the state regulations so he doesn't see a need for a Borough ordinance unless Council wishes. Chief Doyle stated that if someone setting off fireworks has their neighbors' permission within 150 feet, they are legally allowed to do it.

Mrs. Chrzanowski asked if there is a time line fireworks are permitted. Chief Doyle advised yes there is a noise ordinance, and they will also be issued a violation for noise if that be the case.

Mr. Shellenberger advised that a neighbor is racing car in the park—doing an excess of 43 mph and has gone much faster. He added that this person is using the walking path and also advised that one of the benches has been defaced and asked if the police can look into this. Mr. Shellenberger asked if we have cameras in the park. Chief Doyle advised that we do have cameras in the park and he will speak with anyone on Council regarding the cameras--not publicly as there are security issues.

FIRE MARSHAL'S REPORT

Mr. Pasciullo advised that there was a substantial fire on Lakeside Drive this month. He commended the Fire department and Bristol Township and Falls Township Fire companies as well. He added they were about a couple of minutes away from the fire extending into the neighbor's house.

MISCELLANEOUS COUNCIL BUSINESS

Mrs. Kettler proposed, on behalf of the Personnel Committee, as they discussed, the importance of Mr. McPadden being available for our Pennsylvania Economy League

financial study and budget process coming up. She added they thought of Dan Pasciullo about being interim coordinator and they discussed with him and he was in agreement.

Mrs. Kettler made a motion to relieve Mr. Joe McPadden of the interim coordinator position and hire Mr. Dan Pasciullo as interim Borough coordinator with a compensation of \$200 per week. Miss Slemmer seconded the motion.

Roll call vote was taken:

Mr. Shellenberger—for

Mrs. Kettler—for

Miss Slemmer—for

Mr. Pirolli—for

Ms. Gahagan—for

Mr. Servis—for

Mrs. Chrzanowski—for

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

ADJOURNMENT

There being no further business, a motion was made by Mr. Pirolli to adjourn the meeting, seconded by Mrs. Kettler. All of Council was in favor of the motion. The motion carried. The meeting was adjourned at 7:39 p.m.

Respectfully submitted,



Nancy Conner
Borough Secretary