

TULLYTOWN BOROUGH COUNCIL MEETING

November 10, 2020

President Nina Chrzanowski called the meeting of the Tullytown Borough Council to order with the Pledge of Allegiance on Tuesday, November 10, 2020 at 7:00 p.m., via remote teleconferencing.

Present at the meeting:

Mayor Cutchineal

Councilman Shellenberger

Councilwoman Kettler

Councilwoman Slemmer—absent due to illness

Councilman Pirolli

Councilwoman Gahagan

Councilman Servis—absent

Councilwoman Chrzanowski

Also present:

Thomas J. Walsh III, Esquire, Borough Solicitor-via teleconference

Dan Doyle, Police Chief /Emergency Management Coordinator

Dan Pasciullo, Fire Marshal/Interim Borough Coordinator

Joe McPadden, Borough Treasurer

Patricia Marks, Assistant Borough Secretary

Nancy Conner, Borough Secretary

PUBLIC COMMENT

There were no comments from the public.

COUNCIL MINUTES

October 6, 2020 Council Meeting Minutes--Approval

Mr. Pirolli made a motion to approve the minutes of the October 6, 2020 Council meeting, seconded by Mrs. Kettler.

Roll call vote was taken:

Mr. Shellenberger—for

Mrs. Kettler—for

Mr. Pirolli—for

Ms. Gahagan—for

Mrs. Chrzanowski—for

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

October 20, 2020 Council Meeting—Approval

Mr. Pirolli made a motion to approve the minutes of the October 20, 2020 Council meeting, seconded by Mrs. Kettler.

Roll call vote was taken:

Mr. Shellenberger—abstain as he was not present at that meeting

Mrs. Kettler—for

Mr. Pirolli—for

Ms. Gahagan—for

Mrs. Chrzanowski—for

The vote of Council was 4 in favor; 1 abstention. The motion carried.

TREASURER'S REPORT

MONTHLY BILLS

Mr. Pirolli made a motion to approve the bills in the amount of \$43,137.53, seconded by Mrs. Kettler.

Roll call vote on the motion was taken:

Mr. Shellenberger—for

Mrs. Kettler—for

Mr. Pirolli—for

Ms. Gahagan—for

Mrs. Chrzanowski—for

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

OTHER EXPENSES PAID IN OCTOBER, 2020

Mr. Pirolli made a motion to approve the other expenses for October, 2020 in the amount of \$273,371.56, seconded by Mrs. Kettler.

Roll call vote was taken:

Mr. Shellenberger—for

Mrs. Kettler—for

Mr. Pirolli—for

Ms. Gahagan—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 October, 2020, seconded by Mrs. Kettler.

Roll call vote was taken:

Mr. Shellenberger—for

Mrs. Kettler—for

Mr. Pirolli—for

Ms. Gahagan—for

Mrs. Chrzanowski—for

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

RESOLUTION #449 – TRANSFER OF FUNDS \$200,000—CONSIDERATION

Mr. McPadden indicated that he did not need any money transferred from investments to the general fund at this time. There was no action taken at this time.

COMMUNICATIONS

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

GENERAL BUSINESS

2021 TENTATIVE BUDGET—CONSIDERATION

Mr. Shellenberger commented on the budget that revenue is \$1.5 million and expenses are \$6.7 million which results in \$5.2 million deficit. He commented that we have to cut this down somewhere.

Mr. McPadden advised he contacted Pennsylvania Economy League (PEL) regarding paying the pensions in full for one year. He added that PEL suggested breaking this up into 3 years. He added that PEL suggested that we take out \$3.6 million out of our investments, put it into an interest bearing savings account, obtain a loan for \$3.6 million, fund the pension with the loan and each year, the expense would be \$165,000 with a debt service interest of \$85,000. He added that the \$400,000 MMO's expense would be eliminated. Mr. McPadden advised the budget numbers in both line items for pensions will go down by two-thirds if we do it over 3 year period.

Mr. Shellenberger commented that is a great idea to go with the 3-year period. Mr. McPadden suggested to check with the bank to obtain a loan of \$3.6 million and fund the pension immediately in order to eliminate the MMO's forever.

Mrs. Kettler commented this is a great suggestion from PEL. Mr. McPadden advised that will bring the budget down by approximately \$2 million.

Mr. Walsh suggested to discuss with financial advisor asking what the best financing options are. He added we will work through that and authorize Council to proceed with the funding.

Mr. Pirolli made a motion to approve the 2021 tentative budget, seconded by Mrs. Kettler.

The vote of Council was as follows:

Mr. Shellenberger—for

Mrs. Kettler—for

Mr. Pirolli—for

Ms. Gahagan—for

Mrs. Chrzanowski—for

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

2021 TENTATIVE BUDGET—AUTHORIZE ADVERTISING

Mr. Walsh advised that the Borough is obligated to post notice that the tentative budget is available for inspection. He added that it can be posted on the website because the Borough building is closed due to the pandemic. Mr. Pirolli suggested we post out on the front doors of the Borough municipal building.

Mrs. Kettler made a motion to authorize advertisement of public notice that the 2021 tentative budget is available for inspection. Mr. Pirolli seconded the motion.

Roll call vote was taken:

Mr. Shellenberger—for

Mrs. Kettler—for

Mr. Pirolli—for

Ms. Gahagan—for

Mrs. Chrzanowski—for

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

2021 PROPOSED TAX LEVY ORDINANCE—AUTHORIZE ADVERTISING

Mrs. Conner advised the tax rates stated on the 2021 proposed tax levy ordinance as follows:

Tax rate for general purposes – the sum of 7.5 mills

Tax rate for street lighting purposes – the sum of 2 mills
Tax rate for fire protection purposes – the sum of 4 mills.

Mr. Shellenberger made a motion to authorize the advertisement of the proposed 2021 tax levy ordinance with the tax rate for general purposes—the sum of 7.5 mills; the tax rate for street lighting purposes—the sum of 2 mills; the tax rate for fire protection purposes—the sum of 4 mills. Mr. Pirolli seconded the motion.

The vote of Council was as follows:

Mr. Shellenberger—for
Mrs. Kettler—for
Mr. Pirolli—for
Ms. Gahagan—for
Mrs. Chrzanowski—for

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

CHANGE COUNCIL MEETINGS TO 2ND TUESDAY OF EACH MONTH—CONSIDERATION

Mr. Pasciullo advised that the staff recommends changing the monthly Council meetings to the 2nd Tuesday of each month which gives the departments opportunity to prepare monthly reports and get them in. He added that many holidays also fall the 1st week of each month.

Mrs. Kettler made a motion to change the Council meetings to the 2nd Tuesday of each month for the year 2021. Ms. Gahagan seconded the motion.

Roll call vote was taken:

Mr. Shellenberger—for
Mrs. Kettler—for
Mr. Pirolli—for
Ms. Gahagan—for
Mrs. Chrzanowski—for

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

**RESOLUTION #450 DISPOSING OF CERTAIN ADMINISTRATIVE RECORDS—
CONSIDERATION**

Mrs. Conner advised that Pat Marks and she have gone through the 2007 and 2008 records and followed the Municipal retention records manual and recommends Council pass resolution to dispose of those records.

Mr. Pirolli made a motion to approve Resolution #450 disposing of 2007 and 2008 records, seconded by Mrs. Kettler.

The vote of Council was as follows:

Mr. Shellenberger—for

Mrs. Kettler—for

Mr. Pirolli—for

Ms. Gahagan—for

Mrs. Chrzanowski—for

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

TREE REMOVAL EXPENSE BOROUGH PROPERTY—CONSIDERATION

Mr. Pasciullo advised that there is a large black walnut tree on Borough property at the end of Spencer Drive, which is a safety hazard to the adjoining property. Mr. Pasciullo advised that he obtained 3 bids—the lowest bid \$1,400 Tomahawk Tree Service.

Mrs. Kettler commented that she appreciates that Mr. Pasciullo obtained 3 bids—that is the correct procedure.

Mrs. Kettler made a motion to approve the bid of \$1,400 to Tomahawk Tree Removal, Croydon, PA. Mr. Pirolli seconded the motion.

Roll call vote was taken:

Mr. Shellenberger—for

Mrs. Kettler—for

Mr. Pirolli—for

Ms. Gahagan—for

Mrs. Chrzanowski—for

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

LETTER OF SUPPORT TO BUCKS COUNTY PLANNING COMMISSION FOR ITS COASTAL ZONE MANAGEMENT APPLICATION—CONSIDERATION

Mr. Pasciullo advised that back in September, Council voted to submit a letter to the Planning Commission supporting their application for the coastal zone management grant—this is the 2nd part.

Mrs. Kettler made a motion to send a letter of support to the Bucks County Planning Commission for its coastal zone management application. Mr. Shellenberger seconded the motion.

Roll call vote was taken:

Mr. Shellenberger—for

Mrs. Kettler—for

Mr. Pirolli—for

Ms. Gahagan—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 congratulated our election board who did a great job last week. He added the Borough has almost 1,300 people who voted—Presidential results: Biden—636; Trump—554.

Mayor Cutchineal advised that Rita Goldman, who resides at the MacIntosh Regency, will be turning 100 years old on December 5th. He added he would like to honor her appropriately at the December 1st meeting.

Mayor also wished everyone a Happy Thanksgiving!

Ms. Gahagan commented about election day that the back room was not left open for the poll workers to eat their lunch or obtain utensils from the kitchen.

Mrs. Chrzanowski commented that no employees were working that day and there are records out in the open.

Mrs. Kettler commented that there were problems in the past so if the employees are not working that day, there should be no one else in the offices. She felt it is not good practice to leave it open. Mrs. Chrzanowski also added that we are in the middle of a pandemic and we are trying to keep our employees safe.

Mrs. Kettler suggested that some of the kitchen items be put in the library so the poll workers can use that area for their lunch breaks. She added she appreciates the people working that day. Mr. Pirolli added that we will have to make sure that room will be clean when done for the day.

SOLICITOR'S REPORT

Mr. Walsh indicated no further report.

INTERIM BOROUGH COORDINATOR'S REPORT

Mr. Pasciullo advised that reports from BIU and Street Department were submitted to Council previously.

Mrs. Chrzanowski thanked the road crew for the tarring program. She added they had a difficult time those 2 weeks with the weather. Mr. Pasciullo added that they will resume the program in the Spring.

Mr. Shellenberger asked if we can we mark the roads a little better---very difficult to see. Mr. Pirolli commented that they did a fantastic job—it will be no problem for them to do that. Mrs. Chrzanowski commented there were 12 signs on her street.

Mr. Pasciullo advised he discussed with Mark Snyder and suggested that the day before they do the streets we can distribute little index cards in the mailboxes to notify residents.

Mr. Shellenberger advised there is a light pole across the street from 244 Kenwood Drive, South—the ballast is gone. Mr. Pasciullo advised he will check it tomorrow.

Mr. Pasciullo advised that the leaf collection program started yesterday and will end on Wednesday, December 10th.

CHIEF'S REPORT

Chief Doyle advised he submitted monthly report to Council earlier today. He also advised he will send officer out to 244 Kenwood Drive to take picture of that light and send to Mr. Pasciullo.

Chief Doyle advised the police department is doing a fundraiser this month called “no shave November”. He added this fundraiser is for the homeless shelter, Bucks County hero scholarship fund, etc. He advised the goal is to raise \$10,000. He added that information is posted on their facebook page and advised it will be put on Borough website.

FIRE MARSHAL’S REPORT

Mr. Pasciullo advised that there was a tragic fire in the Borough—a female severely burned on October 22nd. He added that he checked on her and she is recovering at Temple but still in critical condition. He asked everyone to keep her in their thoughts and prayers.

MISCELLANEOUS COUNCIL BUSINESS

Mr. Shellenberger commented that in discussing the bills with Mr. McPadden, Mr. McPadden advised that with some of the invoices—there are no paper copies and in order for him to pay the bills, he will need to receive paper copies.

ADJOURNMENT

There being no further business, a motion was made by Mr. Pirolli to adjourn the meeting, seconded by Ms. Gahagan. All of Council was in favor of the motion. The motion carried.

The meeting was adjourned at 7:35 p.m.

Respectfully submitted,



Nancy Conner
Borough Secretary