

TULLYTOWN BOROUGH COUNCIL MEETING

January 12, 2021

President Nina Chrzanowski called the meeting of the Tullytown Borough Council to order with the Pledge of Allegiance on Tuesday, January 12, 2021 at 7:00 p.m., via remote teleconferencing.

Mayor Cutchineal asked for a moment of silence for Philip Antolino, Betty Ann McSherry and Barbara Servis who passed away recently.

Present at the meeting:

Mayor Cutchineal
Councilman Shellenberger
Councilwoman Kettler
Councilwoman Slemmer
Councilman Pirolli
Councilwoman Gahagan—absent due to illness
Councilman Servis
Councilwoman Chrzanowski

Also present:

Thomas J. Walsh III, Esquire, Borough Solicitor
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

Borough Coordinator, Dan Pasciullo, read a proclamation presented to Nancy Conner, Borough Secretary, on her retirement.

PUBLIC COMMENT

Mike Sidoti, 53 Stream lane, Levittown, tax collector, updated Council on the upcoming taxes indicating the increase in millage to 13.5 which was approved by Council.

He added that the tax bills have been mailed out for real estate taxes and business taxes as well. Mr. Sidoti mentioned that also, delinquent accounts have been contacted as well for past due monies.

COUNCIL MINUTES

December 1, 2020 Council Meeting Minutes--Approval

Mr. Pirolli made a motion to approve the minutes of the December 1, 2020 Council meeting, seconded by Mr. Kettler.

Roll call vote was taken:

Mr. Shellenberger—for

Mrs. Kettler—for

Miss Slemmer—for

Mr. Pirolli—for

Mr. Servis—for

Mrs. Chrzanowski—for

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

TREASURER'S REPORT

MONTHLY BILLS

Mr. Pirolli made a motion to approve the bills in the amount of \$59,353.75, seconded by Mr. Shellenberger.

Roll call vote on the motion was taken:

Mr. Shellenberger—for

Mrs. Kettler—for

Miss Slemmer—for

Mr. Pirolli—for

Mr. Servis—for

Mrs. Chrzanowski—for

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

OTHER EXPENSES PAID IN DECEMBER, 2020

Mr. Pirolli made a motion to approve the other expenses for December, 2020 in the amount of \$590,989.74, seconded by Mrs. Kettler.

The vote of Council was as follows:

Mr. Shellenberger—for

Mrs. Kettler—for

Miss Slemmer—for

Mr. Pirolli—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 December, 2020, seconded by Mrs. Kettler.

Roll call vote was taken:

Mr. Shellenberger—for

Mrs. Kettler—for

Miss Slemmer—for

Mr. Pirolli—for

Mr. Servis—for

Mrs. Chrzanowski—for

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

RESOLUTION #452 – TRANSFER OF FUNDS \$200,000—CONSIDERATION

A motion was made by Mr. Shellenberger to approve Resolution #452 Transfer of Funds of \$200,000 from the investments to the general fund. Mr. Pirolli seconded the motion.

The vote of Council was as follows:

Mr. Shellenberger—for

Mrs. Kettler—for

Miss Slemmer—for

Mr. Pirolli—for

Mr. Servis—for

Mrs. Chrzanowski—for

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

COMMUNICATIONS

Mrs. Conner advised that Mr. Richard Hart submitted a letter of resignation from the Planning Commission.

Mr. Pirolli made a motion to accept the resignation of Mr. Hart, seconded by Mrs. Kettler.

The vote of Council was as follows:

Mr. Shellenberger—for

Mrs. Kettler—for

Miss Slemmer—for

Mr. Pirolli—for

Mr. Servis—for

Mrs. Chrzanowski—for

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

GENERAL BUSINESS

HIRE BOROUGH SECRETARY, EFFECTIVE JANUARY 29, 2021—CONSIDERATION

Mrs. Kettler advised that due to Nancy Conner retiring, Pat Marks has been hired as assistant secretary and training with Nancy. Mrs. Kettler added that in speaking with Nancy Conner and the staff, Pat has done an outstanding job. She added that Mrs. Marks also completed online training for a role as municipal secretary.

Mrs. Kettler made a motion to retain Pat Marks permanently as borough secretary, effective January 29, 2021 at \$23.00 per hour. Mr. Pirolli seconded the motion.

The vote of Council was as follows:

Mr. Shellenberger—for

Mrs. Kettler—for

Miss Slemmer—for

Mr. Pirolli—for

Mr. Servis—for

Mrs. Chrzanowski—for

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

VACANCY BOARD CHAIR APPOINTMENT/RESOLUTION #453--CONSIDERATION

Mrs. Conner advised that Victoria Bleistein's term expired and she is interested in being re-appointed.

Mr. Pirolli made a motion to re-appoint Victoria Bleistein as chair on the Vacancy Board via Resolution #453, seconded by Mrs. Kettler.

The vote of Council was as follows:

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

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

ZONING HEARING BOARD APPOINTMENT/RESOLUTION #454—CONSIDERATION

Mrs. Conner advised that Neal McFeeley’s term expired on the Zoning Hearing Board and Neal is interested in being re-appointed.

Mr. Pirolli made a motion to re-appoint Neal McFeeley to the Zoning Hearing Board via Resolution #454, seconded by Mrs. Kettler.

The vote of Council was as follows:

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

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

PLANNING COMMISSION APPOINTMENTS (4) – CONSIDERATION

Mrs. Conner advised that Wilhelmina Conca’s term expired on the Planning Commission and Wilhelmina is interested in being re-appointed.

A motion was made by Mr. Pirolli to re-appoint Wilhelmina Conca to the Planning Commission for another term, seconded by Mr. Shellenberger.

The vote of Council was as follows:

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

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

Mrs. Conner advised the 2nd appointment to the Planning Commission is the expired term of Linda Slemmer, who advised she is interested in being re-appointed.

A motion was made by Mr. Pirolli to re-appoint Linda Slemmer to the Planning Commission, seconded by Mrs. Kettler.

The vote of Council was as follows:

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

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

Mrs. Conner advised that Nina Chrzanowski's term expired on the Planning Commission as well. She added that Nina is interested in being re-appointed.

Mr. Pirolli made a motion to re-appoint Nina Chrzanowski to the Planning Commission for another term, seconded by Mrs. Kettler.

The vote of Council was as follows:

Mr. Shellenberger—for
Mrs. Kettler—for
Miss Slemmer—for
Mr. Pirolli—for
Mr. Servis—for
Mrs. Chrzanowski—abstained

The vote was 5 in favor, 1 abstention; the motion carried.

Mrs. Conner advised that as noted earlier in the meeting, Rich Hart resigned from the Planning Commission so there is a vacancy to fill the term which expires December 31, 2022.

She added that a Borough resident, namely; Ray Sargeant indicated that he is interested in volunteering on the Planning Commission.

A motion was made by Mr. Pirolli to appoint Ray Sargeant to the Planning Commission to fill the unexpired term of Rich Hart. Mrs. Kettler seconded the motion.

The vote of Council was as follows:

Mr. Shellenberger—for

Mrs. Kettler—for

Miss Slemmer—for

Mr. Pirolli—for

Mr. Servis—for

Mrs. Chrzanowski—for

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

CIVIL SERVICE COMMISSION ALTERNATE APPOINTMENT—CONSIDERATION

Mrs. Conner advised that there is a vacancy on the Civil Service Commission as alternate member and a Borough resident, Bill Nean, is interested in volunteering on that board.

A motion was made by Mr. Pirolli to appoint Bill Neal to the Civil Service Commission as an alternate. Mrs. Kettler seconded the motion.

The vote of Council was as follows:

Mr. Shellenberger—for

Mrs. Kettler—for

Miss Slemmer—for

Mr. Pirolli—for

Mr. Servis—for

Mrs. Chrzanowski—for

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

BUCKS COUNTY PLANNING COMMISSION COMMITMENT LETTER-HOUSEHOLD HAZARDOUS WASTE COLLECTION—CONSIDERATION

Mrs. Conner advised that the Borough, along with all Bucks County Municipalities participate in a 3-year contract with the County in the regional household hazardous waste program. She added the contract expired 2020 and the County is asking that municipalities extend the commitment for just 2021 at this time which cost is \$264.06.

Mrs. Kettler made a motion to extend the contract with the County to extend the Borough's commitment to the household hazardous waste program with a cost of \$264.06 for the 2021 year. Mr. Shellenberger seconded the motion.

The vote of Council was as follows:

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

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

PFM ENGAGEMENT LETTER—PENSION LOAN FUNDING—CONSIDERATION

Mr. Walsh advised that we have been directed by PLGIT that in order for the Borough to move forward to qualify for a loan we would have to engage with a financial advisor.

Mr. Walsh advised that PFM is a well-know financial advisory firm. He added we have had a few zoom meetings with them. PFM advised they have done many of these types of pension loans—its not a simple as walking into a bank—they will help us with all the paperwork and procedures. Mr. Walsh advised their fee is approximately \$20-\$25,000 which will be paid out of the loan proceeds as will all the costs. He added the loan is approximately \$3.5 million.

Mrs. Kettler made a motion to approve the engagement letter with PFM, seconded by Mr. Pirolli.

The vote of Council was as follows:

Mr. Shellenberger—for
Mrs. Kettler—for
Miss Slemmer—for
Mr. Pirolli—for
Mr. Servis—against
Mrs. Chrzanowski—for

The vote of Council was 5 in favor; 1 against. The motion carried.

**LEV-FAIRLESS HILLS RESCUE SQUAD REQUEST FOR ANNUAL DONATION—
CONSIDERATION**

Chief Doyle advised that the Chief of the Levittown-Fairless Hills Rescue squad reached out to him requesting their annual donation of \$5,000.

A motion was made by Mr. Pirolli to donate \$5,000 to the Levittown-Fairless Hills Rescue Squad, seconded by Mrs. Kettler.

The vote of Council was as follows:

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

The vote was 5 in favor; 1 against. The motion carried.

VIDEO GOLD PRODUCTIONS PROPOSAL 2021 – CONSIDERATION

Mrs. Conner advised that Video Gold proposal for 2021 indicates a \$2.25 per hour increase if Council would like to consider approving this proposal for the 2021 year.

Mrs. Kettler asked if we were continuing to pay Video Gold if the meetings aren't publicly held in the Borough building. Mrs. Conner advised that Video Gold is still taping the meetings, the audio portion is live on both government channels and they are posting the meetings on the Borough's website as well as government channel for viewing/listening. She added the Borough pays Video Gold hourly rate—not a monthly fee.

Mrs. Kettler made a motion to approve the proposal of Video Gold Productions for 2021 year with an hourly increase of \$2.25 per hour. Mr. Pirolli seconded the motion.

The vote of Council was as follows:

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

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

LOPEZ, TEODOSIO & LARKIN, LLC PROPOSAL 2021 -- CONSIDERATION

Mrs. Conner advised the proposal of the auditor, Lopez, Teodosio & Larkin, LLC is \$300 increase from last year--\$9,800 for the year to conduct the 2020 audit.

A motion was made by Mr. Pirolli to accept the proposal of Lopez, Teodosio & Larkin, LLC in the amount of \$9,800 to conduct the 2020 audit. Mrs. Kettler seconded the motion.

The vote of Council was as follows:

- Mr. Shellenberger—for
- Mrs. Kettler—for
- Miss Slemmer—for
- Mr. Pirolli—for
- Mr. Servis—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 advised he reviewed the Tullytown Borough map and information guide which was last published in 2008 with no cost to the Borough. Mayor asked if Council would like him to go forward and have this map updated and reprinted by a company called Hometown Press. He added this company completed the original map and again the businesses in the Borough will cover the cost.

Mr. Pirolli made a motion to give the Mayor approval to move forward with have the community map done by Hometown Press with no cost to the Borough. Mrs. Kettler seconded the motion.

The vote of Council was as follows:

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

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

SOLICITOR'S REPORT

Mr. Walsh advised that the Borough received notice that a tax assessment appeal was filed. He advised the property is 8333 Rt. 13, Levittown. Mr. Walsh indicated that they appealed at Board of Assessment and were denied and property owner then appealed to the Court. Mr. Walsh advised the Borough receives approximately \$1,500 a year in real estate taxes from this property—he doesn't think it is cost effective to take an active role in the Court appeal. Mr. Walsh recommended Council to just allow him to monitor it but not to take any active role.

Mr. Walsh also advised that WAWA plans have been signed, we have received the financial security and other documents. He added all the documents are completed, are in order and will be recorded with the recorder of deeds as soon as he can get an appointment.

INTERIM BOROUGH COORDINATOR'S REPORT

Mr. Pasciullo advised that Mr. Snyder submitted the monthly report for December which was distributed to Council. Mr. Pasciullo advised that they did a very good job during the snow storm.

CHIEF'S REPORT

Chief Doyle advised he emailed Council his monthly report earlier.

He asked Council if they would take an employment action. Chief explained that an employee's (payroll #1226) police officer certifications have expired and he cannot be a police officer without the municipal police officer education and training commission certification. Chief asked Council to make a motion to separate him.

Mr. Pirolli made a motion to separate employee, payroll #1226, from the Borough, seconded by Mrs. Kettler.

The vote of Council was as follows:

Mr. Shellenberger—for

Mrs. Kettler—for

Miss Slemmer—for

Mr. Pirolli—for

Mr. Servis—for

Mrs. Chrzanowski—for

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

FIRE MARSHAL'S REPORT

Mr. Pasciullo advised he submitted his monthly report for December to Council in the packet with agenda as well as his yearly report for 2020.

Mr. Pasciullo updated Council on the burn victim from October last year. He advised she is released from the hospital and is recovering and is doing well.

Mr. Pasciullo advised that he emailed the Finance committee his recommendation that he be the liaison between the Fire Company and Borough regarding expenses, budget, audits, etc.

Mrs. Kettler made a motion that Mr. Pasciullo act as the liaison between Tullytown Fire Company and Tullytown Borough as it relates to their budget, expenses and their audits. Mr. Pirolli seconded the motion.

Mr. Servis asked if Mr. Pasciullo already has that authority as coordinator. Mrs. Kettler advised that the Borough has never monitored the Fire Company. She added this was a recommendation of the Pennsylvania Economy League to insure accountability on both sides and protection of all public officials as it relates to funding.

The vote of Council was as follows:

Mr. Shellenberger—for

Mrs. Kettler—for

Miss Slemmer—for

Mr. Pirolli—for

Mr. Servis—for

Mrs. Chrzanowski—for

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

Mr. Pasciullo advised that the Borough has agreed to issue the tax money to the Fire Company quarterly. However, the Fire Company is asking the Borough if they can receive the first two quarters because they have two large bills coming up.

Mrs. Kettler made a motion to release \$51,200 to the Tullytown Fire Company which the Borough will be reimbursed in July of 2021 when the taxes are received.

Mrs. Kettler amended her motion to release \$53,000 to the Tullytown Fire Company which the Borough will be reimbursed in July of 2021 when the taxes are received. Mr. Pirolli seconded the motion.

Mrs. Kettler explained that this is the improved way to manage the funds for the Fire Company, we are all in agreement to manage it and to have full transparency and communication between the Borough and the Fire Company and because of their funding or lack of, they need some of the funding to pay on their truck loans that are due that come once a year—we will front some money to accommodate.

The vote of Council was as follows:

Mr. Shellenberger—for
Mrs. Kettler—for
Miss Slemmer—for
Mr. Pirollo—for
Mr. Servis—for
Mrs. Chrzanowski—for

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

MISCELLANEOUS COUNCIL BUSINESS

Mr. Shellenberger advised he has been discussing the cameras in the Park with Mr. Pasciullo that there is a deficiency with them and there has been for some time. He added that he was told we need an interface that is going to cost the Borough approximately \$100 a month. He is questioning this. He is asking why this is going to cost us now and was free previously.

Chief Doyle advised that when the camera system was first installed in the Park, the camera system, in order for it to be viewed live by the police officers in their vehicles, needed an internet server. He added the Subway located next to Home Depot kindly gave the Borough the ability to place our equipment in their store and tap into their internet and they provided us with free internet service for the camera system.

Chief Doyle advised that they now had to obtain a quote for paid internet service from Comcast to be run to the box. Chief added that if Council does not want the camera system to be viewed live, they can install the DVR and if they need to retrieve images from the recorder, they will have to manually do it. Chief Doyle advised he has been handling this and doesn't appreciate being cut out of the loop since he has been in charge of this.

Mr. Shellenberger asked if Home Depot could help us out and offer free internet service to the Borough. Chief Doyle advised that he contacted Home Depot, Wal-Mart, etc. and they all denied the request so he has the other option of putting up the DVR—he has been trying to obtain free internet service but to no avail. Chief advised he will have

a report for Council by the end of the month. Mrs. Chrzanowski commented that the Chief has been working on this—Council received an email regarding the Chief trying to obtain free internet through some of the other stores.

Mr. Shellenberger also commented on the street light program and the fact that this project has been put on hold. Mr. Pasciullo advised that Mrs. Conner has been in contact with them and was advised that Covid has stopped some of the process.

Mr. Shellenberger doesn't understand why it is taking over a year. Mrs. Conner advised she will email them tomorrow to get more answers. Mrs. Kettler agreed with Mr. Shellenberger that we have invested a lot of money in the project and feels we need to push a little harder and get a better explanation than the pandemic.

ADJOURNMENT

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

The meeting was adjourned at 7:58 p.m.

Respectfully submitted,



Nancy Conner
Borough Secretary