

TULLYTOWN BOROUGH COUNCIL MEETING

February 1, 2023

There was an executive session at 6:00 p.m. prior to the meeting to discuss personnel matters.

President Mary Ann Gahagan called the meeting of the Tullytown Borough Council to order on Wednesday, February 1, 2023, at 7:00 p.m. followed by the Pledge of Allegiance.

Present at the meeting

Mayor Cutchineal
Councilman Pirolli
Councilwoman Chrzanowski
Councilman Shellenberger
Councilman Czyzyk
Councilman Saunders
Councilman Servis
Councilwoman Gahagan

Also present:

Russ Sacco, Solicitor
Sergeant Andrew Bunda
David Pearl, Fire Marshal
Sean R. Torpey, Pennoni, Borough Engineer
Joseph McPadden, Borough Treasurer
Patricia Marks, Borough Secretary

MOMENT OF SILENCE

Mayor Cutchineal asked for a Moment of Silence for his great uncle, George Cutchineal, who passed away last week at the age of 98.

PUBLIC COMMENT

There was no public comment.

COUNCIL MINUTES

January 4, 2023 Council Meeting

Mr. Czyzyk made a motion to approve the minutes of the January 4, 2023 Council Meeting, seconded by Mr. Shellenberger.

Roll call vote was taken:

Mr. Pirolli—for
Mrs. Chrzanowski—for

Mr. Shellenberger—for
Mr. Czyzyk—for
Mr. Saunders—for
Mr. Servis—for
Ms. Gahagan—for
All of Council was in favor of the motion, the motion carried.

TREASURER'S REPORT MONTHLY BILLS

Mr. Servis made a motion to approve the monthly bills in the amount of \$74,881.89 seconded by Mr. Czyzyk.

Roll call vote was taken:
Mr. Pirolli—for
Mrs. Chrzanowski—for
Mr. Shellenberger—for
Mr. Czyzyk—for
Mr. Saunders—for
Mr. Servis—for
Ms. Gahagan—for
All of Council was in favor of the motion, the motion carried.

OTHER EXPENSES PAID IN NOVEMBER

Mr. Shellenberger made a motion to approve the other expenses paid in January 2023, in the amount of \$166,331.55, seconded by Mr. Czyzyk.

Roll call vote was taken:
Mr. Pirolli—for
Mrs. Chrzanowski—for
Mr. Shellenberger—for
Mr. Czyzyk—for
Mr. Saunders—for
Mr. Servis—for
Ms. Gahagan—for
All of Council was in favor of the motion, the motion carried.

RECONCILIATION STATEMENT

Mr. Czyzyk made a motion to approve the Reconciliation Statement for January, 2023, seconded by Mr. Saunders.

Roll call vote was taken:
Mr. Pirolli—for
Mrs. Chrzanowski—for
Mr. Shellenberger—for

Mr. Czyzyk—for
Mr. Saunders—for
Mr. Servis—for
Ms. Gahagan—for

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

Authorize Transfer of Funds \$200,000 via Resolution #491

Mrs. Chrzanowski made a motion to approve the transfer of \$200,000 from investments to the general fund, seconded by Mr. Pirolli.

Roll call vote was taken:

Mr. Pirolli—for
Mrs. Chrzanowski—for
Mr. Shellenberger—for
Mr. Czyzyk—for
Mr. Saunders—against
Mr. Servis—for
Ms. Gahagan—for

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

COMMUNICATIONS

There were no communications for the month.

GENERAL BUSINESS

Commercial Insurance Policy Renewal

Patrick Dugan from Brown and Brown explained that the Borough was in good shape for the Property and Casualty Insurance Renewal. Several categories, including Workers' Compensation Insurance, were much lower than last year. This is due to a reduction in claims over the past several years. Council received a copy of the rates for 2023.

Mrs. Chrzanowski made a motion to approve the renewal of the Commercial Insurance Policy with Brown and Brown for 2023, seconded by Mr. Czyzyk.

Roll call vote was taken:

Mr. Pirolli—for
Mrs. Chrzanowski—for
Mr. Shellenberger—for
Mr. Czyzyk—for
Mr. Saunders—for
Mr. Servis—for
Ms. Gahagan—for

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

Heart and Lung Insurance Renewal—Consideration

Mrs. Marks explained that this policy is a companion policy is to the Workers' Compensation Policy at a cost of \$2,000/year. The rate remains the same as last year.

Mr. Servis made a motion to approve the renewal of the Heart and Lung Insurance Policy with Chubb Insurance for 2023, seconded by Mr. Shellenberger.

Roll call vote was taken:

Mr. Pirolli—for

Mrs. Chrzanowski—for

Mr. Shellenberger—for

Mr. Czyzyk—for

Mr. Saunders—for

Mr. Servis—for

Ms. Gahagan—for

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

Appointment to Lower Bucks County Joint Municipal Authority—Consideration

Mrs. Marks explained that Michelle Hammar's term expired as of December 31, 2022 and she has expressed interest in being reappointed.

Mr. Shellenberger made a motion to appoint Michelle Hammar for a 5-year term to the Lower Bucks County Joint Municipal Authority and approve Resolution #492, seconded by Mr. Servis.

Roll call vote was taken:

Mr. Pirolli—for

Mrs. Chrzanowski—for

Mr. Shellenberger—for

Mr. Czyzyk—for

Mr. Saunders—for

Mr. Servis—for

Ms. Gahagan—for

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

Authorize Advertising of Ordinance to Revise Civil Service Regulations—Consideration

Mr. Sacco explained that at the last meeting Council made a motion to move forward with advising the civil service commission to create an eligibility list for new

hires. We also discussed utilizing the Bucks County Consortium test that is scheduled for March 18, 2023. Mr. Sacco consulted with the civil service solicitor on that issue, and we do not need to revise the rules to utilize the consortium test. We just need to authorize the consortium to be the written and physical agility test administrator. However, when we were reviewing the rules, the physical agility section of the civil service regulations is outdated and includes testing that is not done in accordance with the Mopec standards. The recommendation would be to draft an Ordinance to revise the Civil Service Rules to remain consistent with the Mopec physical agility standards. Those standards change periodically so that doing it in such a way would not require changes when the standards are changed. The consortium testing does physical agility in the morning. Those who pass the physical agility testing move on to the written test. This will provide a pool of candidates that the civil service commission and police department can reach out to. His recommendation would be to draft an ordinance to revise the civil service rules for physical agility requirements to be in line with Mopec agility rules.

Mrs. Chrzanowski made a motion to approve the advertising of the Ordinance to revise the civil service regulations regarding the physical agility requirements, seconded by Mr. Servis.

Roll call vote was taken:

Mr. Pirolli—for

Mrs. Chrzanowski—for

Mr. Shellenberger—for

Mr. Czyzyk—for

Mr. Saunders—for

Mr. Servis—for

Ms. Gahagan—for

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

Video Gold Productions Annual Renewal—Consideration

Mrs. Marks explained Video Gold is the company that maintains and repairs all video and audio equipment and the network interface for the meetings and government channel. The hourly rate for the meetings was raised \$5/hour to \$115/hour and the rate for service remains the same at \$95/hour

Mr. Shellenberger made a motion to approve the annual renewal for Video Gold for 2023, seconded by Mrs. Chrzanowski.

Roll call vote was taken:

Mr. Pirolli—for

Mrs. Chrzanowski—for

Mr. Shellenberger—for

Mr. Czyzyk—for

Mr. Saunders—for

Mr. Servis—for

Ms. Gahagan—for

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

Code Enforcement Officer Increase in Rate—Consideration

Mr. Servis made a motion to approve the increase in rate for the Code Enforcement Officer to \$50/hour, seconded by Mr. Shellenberger.

Roll call vote was taken:

Mr. Pirolli—for

Mrs. Chrzanowski—for

Mr. Shellenberger—for

Mr. Czyzyk—for

Mr. Saunders—for

Mr. Servis—for

Ms. Gahagan—for

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

Authorize Transfer of Funds for 2023 Budget—Consideration

Mr. Servis made a motion to transfer the amount of funds for the remainder of the 2023 budget from the investments to Penn Community Bank, seconded by Ed Czyzyk.

Mrs. Chrzanowski asked Mr. McPadden if the Borough would lose money by transferring the funds. Mr. McPadden explained that we are getting 5% interest on the investments. He went to Penn Community Bank and asked what rate would be if he transferred the funds. The interest rate is less than 1/4% on a savings account.

Mr. Saunders questioned whether the Borough would get 5% interest if they had to take money out of the investments each month. Mr. McPadden explained that if he took \$200,000 out of investments this month, but didn't touch the investments until August, the remaining funds would continue to get 5% interest for that period of time.

Resident - Jesse Walters, 188 Kenwood Drive S. This was an attempted discussion 6 to 8 months ago. The loss at that time was around \$40,000, now you are talking about losing more.

Chris Shellenberger, 229 Kenwood Drive S. She had a question for Mr. McPadden. Does the Borough have to pay taxes on the money if he takes money out of the investments? Mr. McPadden replied that the Borough is a non-profit and does not get taxed.

Mr. Saunders asked to come in and talk with the auditor when he comes into the Borough at the end of the month. Mr. Servis stated that he would rescind the motion with the understanding that funds would not need to be transferred until August.

Mr. Servis made a motion to rescind the motion to move the total amount of money needed for the 2023 budget from investments to the general fund, seconded by Mr. Saunders.

Mr. Pirolli—for

Mrs. Chrzanowski—for

Mr. Shellenberger—for

Mr. Czyzyk—for

Mr. Saunders—for

Mr. Servis—for

Ms. Gahagan—for

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

Authorize Grant from PA Small Water and Sewer Program via Res #493— Consideration

Mr. Shellenberger made a motion to approve the PA Small Water and Sewer Grant in the amount of \$93,184 with a Borough match of \$16,445, and Resolution #493, seconded by Mr. Saunders.

Roll call vote was taken:

Mr. Pirolli—for

Mrs. Chrzanowski—for

Mr. Shellenberger—for

Mr. Czyzyk—for

Mr. Saunders—for

Mr. Servis—for

Ms. Gahagan—for

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

COMMITTEE REPORTS

Mr. Shellenberger reported that he was working on the cameras and electrical box in Tullytown Borough Canal Park with resident, Jesse Walters. Mr. Servis asked the solicitor if this was a liability issue. Mr. Sacco said the person doing work for the Borough has to be properly insured.

Mr. Shellenberger made a motion to receive \$87 reimbursement for the monitor he purchased for the cameras at Tullytown Canal Park and agrees to return the monitor to the Borough, seconded by Mr. Czyzyk.

Roll call vote was taken:

Mr. Pirolli—for

Mrs. Chrzanowski—for

Mr. Shellenberger—for

Mr. Czyzyk—for

Mr. Saunders—for

Mr. Servis—for

Ms. Gahagan—for

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

BOROUGH REPORTS

MAYOR'S REPORT

The Mayor is currently working on a senior expo at Borough Hall. District Attorney Weintraub will be one of presenters. The Mayor is still working on putting the historical society together.

SOLICITOR'S REPORT

Mr. Sacco advised that the solicitation for the waste bids has been advertised and they will be prepared to award the bid at the March 1st meeting. He also advised that there would need to be a civil service meeting in February in order to meet the deadline to advertise for the consortium testing.

ENGINEER'S REPORT

Mr. Torpey advised that they are in the process of putting together the road paving plan document. He asked for the budgeted amount for 2023 for road paving work. Mr. Servis replied that \$300,000 was budgeted for 2023. The engineer would like to put this out to bid in March.

COORDINATOR'S REPORT

Council received a copy of the report.

CHIEF'S REPORT

Council received a copy of Sgt. Bunda's report.

FIRE MARSHAL'S REPORT

Council has received a copy of the Fire Marshal's Report.

CODE ENFORCEMENT REPORT

Council has received a copy of the Code Enforcement Officer's Report.

MISCELLANEOUS COUNCIL BUSINESS

There was no miscellaneous council business.

ADJOURNMENT

There being no further business, a motion was made by Mr. Servis to adjourn the meeting, seconded by Mr. Saunders. All of Council was in favor of the motion; the motion carried. The meeting was adjourned at 8:10 P.M.

Respectfully submitted,

Patricia Marks
Borough Secretary