

# **TULLYTOWN BOROUGH COUNCIL MEETING**

## **June 10, 2025**

President Servis called the meeting of the Tullytown Borough Council to order on Tuesday, June 10, 2025 at 7:00 p.m. followed by the Pledge of Allegiance.

Present at the meeting:

Mayor Cutchineal  
Councilman Pirolli  
Councilman Pearl  
Councilman Shellenberger  
Councilman Czyzyk - absent  
Councilman Saunders  
Councilwoman Gahagan  
Councilman Servis

Also present:

Russ Sacco, Solicitor  
Sean Torpey, Engineer  
Chief Aldsworth  
Patricia Marks, Borough Secretary

### **CERTIFICATE OF APPRECIATION**

Mr. Pearl presented a Caring Citizen Award to Richard M. Snyder in recognition of his valuable contribution to his neighbors. On May 25, 2025, at 8 a.m., while working out in front of his residence, he smelled something burning and found smoke coming from his neighbor's shrubs in front of her house. Without hesitation, he ran across the street, found the garden hose, wet down the fire and contacted 911. The first responders found the fire had extended into the dwelling and without your quick response this fire would have been much worse. Furthermore, there was an elderly female in the house sleeping and she would have also been harmed. For all your actions that day, you are commended and your show of concern for others is second to none. We are proud to offer this certificate to you and give you the pin that says "I Care". Thank you for a job well done.

### **PUBLIC COMMENT**

Kelli Donlen, 10 Lakeside Dr., wanted to invite everyone to the Relay for Life Event from 10 AM to 10 PM on Saturday, June 14<sup>th</sup> in the Borough Park. Several events will take place throughout the day. She asked attendees to make sure to leave space in the parking lot for police officers and handicap parking.

## **COUNCIL MINUTES**

### **May 13, 2025 Council Meeting**

Mr. Saunders made a motion to approve the minutes of the May 13, 2025 Council meeting, seconded by Ms. Gahagan.

Roll call vote was taken:

Mr. Pirolli—for

Mr. Pearl—for

Mr. Shellenberger—abstain

Mr. Saunders—for

Ms. Gahagan—for

Mr. Servis—for

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

## **TREASURER'S REPORT**

### **MONTHLY BILLS**

Mr. Shellenberger made a motion to approve the bills in the amount of \$9,214.09 seconded by Mr. Saunders.

Roll call vote was taken:

Mr. Pirolli—for

Mr. Pearl—for

Mr. Shellenberger—for

Mr. Saunders—for

Ms. Gahagan—for

Mr. Servis—for

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

## **OTHER EXPENSES PAID IN JANUARY**

Ms. Gahagan made a motion to approve the other expenses for May 2025 in the amount of \$ 2,711.22, seconded by Mr. Shellenberger.

Roll call vote was taken:

Mr. Pirolli—for

Mr. Pearl—for

Mr. Shellenberger—for

Mr. Saunders—for

Ms. Gahagan—for

Mr. Servis—for

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

## **RECONCILIATION STATEMENT**

Mr. Saunders made a motion to approve the Reconciliation Statement for May, 2025, seconded by Mr. Shellenberger.

Roll call vote was taken:

Mr. Pirolli—for

Mr. Pearl—for

Mr. Shellenberger—for

Mr. Saunders—for

Ms. Gahagan—for

Mr. Servis—for

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

## **COMMUNICATIONS**

There were no communications.

## **GENERAL BUSINESS**

### **a) ARPA Inlet Grant Contractor Award—Consideration**

Mr. Torpey explained the Borough received a \$93,184.00 grant to repair some of the damaged inlets in the Borough. This included not just the grates but the boxes as well. They went out to bid with a base bid and 5 alternates. He recommends awarding the contract to the low bidder, T. Schiefer Contractors Inc., for the base bid and alternates 3,4, and 5. The cost for selecting the base bid plus those alternates will be over the grant funding in the amount of \$3,241.

Mr. Saunders made a motion to award the contract for the ARPA Grant Stormwater Infrastructure Improvements to T. Schiefer Contractors Inc. for the base bid and alternates 3,4, and 5 for a total of \$3,241 over the grant amount, seconded by Mr. Shellenberger.

Roll call vote was taken:

Mr. Pirolli—for

Mr. Pearl—for

Mr. Shellenberger—for

Mr. Saunders—for

Ms. Gahagan—for

Mr. Servis—for

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

### **b) Stormwater Inlet Maintenance Contractor Award—Consideration**

Mr. Torpey explained that the low bidder for the Fallsington Avenue inlet cleaning retracted their bid. They are recommending rescinding the award to Joao and

Bradley Construction Co. and re-awarding the contract to Mecro Constructors, Inc. with a bid of \$11,500.

Mr. Shellenberger made a motion to rescind the contract award to Joao and Bradley Construction Co., and re-award the contract to Mecro Constructors, Inc. in the amount of \$11,500 for the Fallsington Avenue inlet cleaning, seconded by Mr. Saunders.

Roll call vote was taken:

Mr. Pirolli—for

Mr. Pearl—for

Mr. Shellenberger—for

Mr. Saunders—for

Ms. Gahagan—for

Mr. Servis—for

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

c)Fee Schedule Evaluation —Consideration...Mr. Pearl

Mr. Pearl explained about a year ago it was pointed out that we are far behind other municipalities in our fee schedule for permits and other items. We decided to move forward to do the work. There is a cover letter from Keystone Municipal Services. Exhibits A through F are samples of projects and what we are charging and what other municipalities in the area are charging. The last part is what we are proposing to raise the fees to. The cover letter explains everything that was done to come up with these prices. Section G says what we are proposing to raise the numbers to. One of the inspectors, Rich Wendling, is at the meeting and available to answer any questions you may have. Mr. Pearl is proposing that everyone on Council read the materials and identify if there are any significant changes that need to be done at next month's meeting. He states that, if everyone agrees, we would be able to vote on it at next month's meeting.

Mr. Sacco explained that the fees can be raised by resolution and could be done on an annual or bi-annual basis. The purpose of this resolution is to bring Tullytown up to speed with the fees to match surrounding municipalities. As a basic example, your ZHB application fee is currently \$500. The proposal is to come in line with other municipalities and charge \$1000. This isn't to make money but just to recoup costs. For example, to advertise ZHB twice in the Courier two separate weeks apart, is over \$400 and the court stenographer and zoning officer in attendance is an additional cost. The Borough is actually paying out of pocket to supplement the Zoning Hearing Board application fees. The objective is to look at the surrounding

municipalities, look at the cost to the Borough, and come up with a fee that recoups your expenses.

Mr. Pearl stated that if you go to the page that says Exhibit A, it shows exactly what Mr. Sacco was stating. This is the breakdown of what everything costs, including secretary costs, etc. Mr. Wendler explained that it breaks down the fixed costs the borough pays such as office and wages of people who work here and then expenses of other outside agencies.

Mr. Pirolli stated that he would like to see rates that previous inspection agency was charging. What is the difference in fees between the 2 agencies – what the previous company was charging and what Keystone is charging. Mr. Pearl explained that this is not what this is about. This is about permit fees. Mr. Wendler explained that one of the costs associated with the permit fees is what the agencies are charging. As part of that, Mr. Pirolli is looking to determine what BIU was charging and what Keystone is currently charging.

Mrs. Chrzanowski, 6 Stonybrook Drive, asked if the proposed fee schedule will be made public so the residents will be informed what the proposed fees will be since the residents will be paying the fee. Mr. Pearl stated that the contractors will be paying the fees, but it will fall back to the residents. Mrs. Chrzanowski stated that currently it costs \$500 to go before the ZHB for a variance. Mr. Sacco explained the problem with the \$500 fee is that it does not cover the Borough costs. What the Borough is trying to do with regards to that type of application, is determine what the cost is to the Borough and charge the applicant, so it is not paid from the general fund of the Borough. Mr. Sacco explained Council will put it on a future agenda and the information will be made public.

## **COMMITTEE REPORTS**

There were no committee reports.

## **BOROUGH REPORTS**

## **MAYOR'S REPORT**

There was no Mayor's Report.

## **SOLICITOR'S REPORT**

Mr. Sacco wanted to give Council a quick update. The past couple of years we have been filing actions against several properties in the Borough that have not

been keeping up with the maintenance code whether its boarding up a house or cutting the grass after a number of violations have been sent. To give you an update, we have probably filed about half a dozen. We recently satisfied one. Out of the 6 we have filed, 5 have been remedied, cleaned up and paid the Borough for the costs. Mr. Sacco stated that we do this not to punish the residents but to get them to comply with the ordinances. Liening is a last resort. Once it gets to that step, we file a lien and once that is paid, we satisfy the lien.

## **ENGINEER'S REPORT**

Council received a copy of the Engineer's Report

Mr. Pearl stated that under 2024 grant preparation, the engineer mentioned that the design work was under way for the municipal parking lot and park access. He doesn't believe anyone has gotten together and decided what they were doing. Mr. Torpey stated that they have paused those plans. In conversation, it was stated that the parking lot would need to be paved so they started looking at that. He put a pause on that 2 months ago. Mr. Pearl wanted to make sure no money was being spent since they hadn't made any decision at this point.

Annette Nysse, Main Street, said that she mentioned several months ago that the public would like input into what the grant will be used for. Mr. Saunders stated that it will happen soon. A lot of residents would like to have input into the how the grant is spent.

Jesse Walters, wanted to make sure the engineer did not back date bills for side meetings that were held that were not approved.

## **CHIEF'S REPORT**

The Chief wanted to mention a job well done to Officers MacNamara and Crichton. They were able to apprehend 2 subjects yesterday that were responsible for a string of Walmart thefts.

Mr. Saunders made a motion to hire Kelli Fronk as a part time police officer, seconded by Mr. Shellenberger.

Roll call vote was taken:

Mr. Pirolli—for

Mr. Pearl—for

Mr. Shellenberger—for

Mr. Saunders—for

Ms. Gahagan—for

Mr. Servis—for

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

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

Council received a copy of the report.

Mr. Pearl mentioned that for as long as he can remember, Mayor Cutchineal has been handling the Memorial Day services and wanted to personally thank him for all his years of service.

### **MISCELLANEOUS COUNCIL BUSINESS**

Laura Parto, 258 Lakeside Drive, asked if we got the appraisal on the property. Mr. Sacco stated that we did not get the final appraisal yet, but we ordered the appraisal. Ms. Parto asked if we also ordered the appraisal on the vacant property. Mr. Sacco responded that we are getting the appraisals on both properties. Mr. Sacco stated that the residential appraisal will cost around \$1,000 and the commercial property will cost around \$2,000.

### **ADJOURNMENT**

There being no further business, a motion was made by Ms. Gahagan to adjourn the meeting, seconded by Mr. Shellenberger. All of Council was in favor of the motion; the motion carried. The meeting was adjourned at 7:30 p.m.

Respectfully submitted,

Patricia Marks  
Borough Secretary