

TULLYTOWN BOROUGH COUNCIL MEETING

April 6, 2022

President Mary Ann Gahagan called the meeting of the Tullytown Borough Council to order on Wednesday, April 6, 2022, 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
Sgt. Andrew Bunda
David Pearl, Fire Marshal
Sean R. Torpey, Pennoni, Borough Engineer
Patricia Marks, Borough Secretary

Mayor Cutchineal requested a Moment of Silence for the victims of the Ukraine War and Linda Parto Ellison, a lifelong Lakeside resident, who passed away at the age of 67.

PUBLIC COMMENT

Kelli Donlen, Lakeside Drive, wanted to thank the Tullytown police, the Fire Department, Fire Marshal and Street Department for all their hard work in the tribute to Trooper Mack.

COUNCIL MINUTES

March 2, 2022 Council Meeting

Mr. Shellenberger made a motion to approve the minutes of the March 2, 2022 Council Meeting, 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.

TREASURER'S REPORT

MONTHLY BILLS

Mr. Servis made a motion to approve the monthly bills in the amount of \$41,779.73 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.

OTHER EXPENSES PAID IN FEBRUARY

Mr. Pirolli made a motion to approve the other expenses paid in March, 2022, in the amount of \$288,533.01, 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.

RECONCILIATION STATEMENT

Mr. Shellenberger made a motion to approve the Reconciliation Statement for March, 2022, 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 TRANSFER OF FUNDS VIA RESOLUTION #480

Mr. Pirolli made a motion to adopt Resolution #480, authorizing the transfer of \$200,000 from the investment firms to the General Fund, 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.

COMMUNICATIONS

There were no communications this month.

GENERAL BUSINESS

a. Grant Writer—Consideration

Mike Conallen, of Commonwealth Strategic Partners, explained opportunities to receive federal funding for projects through grant funding. The federal funds are earmarked for non-profits. His company helps clients pursue federally earmarked funds through local congressmen. The cost for this service would be flat fee of \$3000/per month and the contract can be ended at any time with 2 weeks' notice. Appropriation is a yearly process and the deadline for 2022 is in ten days. The project must be approved by Congressman Fitzpatrick and Senator Casey in Pennsylvania. No matching funds are required. Applications for 2022 opened up in February.

Mr. Servis made a motion to approve the hiring of Commonwealth Strategic Partners for one month at a cost of \$3,000 to see if they can get a project off the ground, seconded by Mr. Czyzyk.

Roll call vote was taken:

Mr. Pirolli—against

Mrs. Chrzanowski—against

Mr. Shellenberger—for

Mr. Czyzyk—for

Mr. Saunders—for

Mr. Servis—for

Ms. Gahagan—for

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

b. Large Event Application-St. Michael's Fair—Consideration

Mrs. Marks explained that the Large Event Application was received for St. Mike's Fair to be held July 8th through July 17th. The application has been signed off on by the Fire Marshal and the Code Enforcement Officer. Chief Doyle sent his concerns to Council.

Mr. Servis made a motion to approve the Large Event Application for the St. Mike's Fair, taking into consideration Chief Doyle's concerns, 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.

c. Health Insurance Renewal—Consideration

Mrs. Marks advised that the current health insurance carrier, Independence Blue Cross, has submitted their rate for the upcoming year that includes an increase of 5.6%. Our insurance broker, Brown and Brown, got quotes from several other health insurance companies, all of which are higher than Blue Cross. He recommends staying with the current insurance carrier, Independence Blue Cross.

Mr. Shellenberger made a motion to approve the Health Insurance Renewal with Independence Blue Cross for the upcoming year, 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.

d. Leightronix Yearly Renewal—Consideration

Mrs. Marks asked for approval for the yearly renewal for Leightronix, the company that provides the web media hosting and streaming video on demand for the government channel. The cost remains the same as the past year at \$1,788.00 for the year.

Mrs. Chrzanowski made a motion to approve the renewal of the Leightronix contract for the upcoming year in the amount of \$1,788, 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.

e. Vehicle Code 170-22 Truck Traffic Restrictions—Discussion

Mr. Saunders explained that residents on Main Street have expressed concern over the truck traffic. He asked if there is any way to minimize the truck traffic on Main Street. Mr. Sacco explained that several years ago, there was a court decision against Tullytown Borough for an attempt to limit truck traffic on Main Street. Mr. Sacco will attempt to get a copy of the Judge's decision and review it to see if there is a way to curtail other traffic, not local traffic.

f. Mosquito Control Program—Consideration

Mrs. Marks advised that Tullytown Borough has been asked to participate in the Mosquito Control Program and grant the Bucks County Department of Health permission to treat the municipal properties when necessary.

Mr. Pirolli made a motion to grant approval to the BCDH to treat municipal properties to control the mosquito population and reduce the spread of West Nile virus, 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.

g. Approval to advertise for part-time clerk position—Consideration

Mrs. Marks advised that the clerk that was previously approved has decided to take a full-time position with another company. She contacted 3 other candidates, and all have found other, full-time employment. She asked for approval to readvertise the position.

Mr. Servis made a motion to approve the advertising for the part-time clerk position, 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.

h. Mold Inspection Report and Remediation—Consideration

Mr. Torpey advised that an industrial hygienist came out to the office and looked at the area above the drop ceiling and took photos. The majority of the mold can be treated with surface treating. It was also noted that there were a lot of areas where the insulation had come down. That area will get really hot and really cold, and the issue will continue to happen. He suggested the Borough consider replacing the insulation in the roof. The next step is to find a professional cleaning company to do the cleaning to remove the mold.

Mr. Servis made a motion to approve getting bids for remediation of the mold issue, 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.

i. Council Committee Procedures—Consideration

Ms. Gahagan asked that when there are council committee meetings she be notified of the meetings as President, and a report of the committee meeting should be brought to the Council meetings.

j. 2022 Budgeted Funds transfer to Penn Community Bank—Consideration

Mr. Servis suggested that rather than taking money out of investments each month to cover bills, he is requesting approval to take the total amount of the budgeted funds from investments at the first of the year and put it in the general fund at Penn Community Bank. All the money that comes into the Borough, will be put into the investment accounts. Mrs. Chrzanowski and Mr. Pirolli questioned whether the loss of interest from investments versus the interest from Penn Community Bank would be substantial.

Mr. Servis made a motion to table the approval to transfer the 2022 budgeted funds to the general fund at Penn Community Bank from investments until further information is reviewed concerning the interest rate, 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.

k. Police Car transmission repair—Consideration

Mr. Servis advised that the lowest cost to replace the transmission in the 2016 police car with a used transmission is \$2,550.50 from Northeast Discount Transmission. Once the vehicle is fixed, the sale price should be higher.

Mr. Servis made a motion to approve the repairs to the 2016 police car with a used transmission by Northeast Transmission for \$2,500, 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.

I. Hiring of part-time police officers—Consideration

Sgt. Bunda requested approval from Council for the hiring of 4 part-time police officers, pending final certifications.

Mr. Servis made a motion to approve the hiring of Courtney Truppay as a part-time police officer, seconded by Mr. Pirolli.

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.

Mrs. Chrzanowski made a motion to approve the hiring of Ryan DiFrank as a part-time police officer, 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.

Mrs. Chrzanowski made a motion to approve the hiring of Kyle Bobbs as a part-time police officer, 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.

Mr. Shellenberger made a motion to approve the hiring of Jane Areias as a part-time police officer, 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.

COMMITTEE REPORTS

There were no committee reports.

BOROUGH REPORTS

MAYOR'S REPORT

The Mayor advised that the planning committee for the Memorial Day parade will meet every Monday at 3 p.m. Any residents who would like to help can just show up. He is trying to get a tour of Northpoint with John Galloway. This facility is expected to create up to 10,000 new jobs. He wanted to mention some new businesses in the Borough - Bethlehem Bakery, H&R Block and Tropical Smoothie. He also mentioned that the Borough has received permission from PennDOT to place pylons on the road at Route 13 and Levittown Parkway. The street department will buy and install the pylons. Great job for all concerned for the event for Trooper Mack.

SOLICITOR'S REPORT

Special Tax Collector Appointment and Resolution

Mr. Sacco advised the motion to appoint Ron Lazeration as Special Tax Collector was contingent on obtaining a bond. The insurance company has approved the bond at a cost of \$1,314 with the condition that the bank account is to be reviewed by the Treasurer each month.

Mr. Servis made a motion to approve the appointment of Ron Lazeration as the Special Tax Collector and Resolution #481, and payment of bond in the amount \$1,314.00 with the condition that the bank account must be reviewed on a monthly basis by the Treasurer, seconded by Mr. Saunders.

Roll call vote was taken:

Mr. Pirolli—against

Mrs. Chrzanowski—against

Mr. Shellenberger—for

Mr. Czyzyk—abstain

Mr. Saunders—for

Mr. Servis—for

Ms. Gahagan—for

Four (4) were in favor of the motion, two (2) against and one (1) abstain, the motion carried.

Keys to Building and Administration Offices

Mr. Sacco advised that at a meeting in 2020 a resolution was passed prohibiting key distribution to Council members. Council needs to pass a Motion to permit Council members to have keys to the building.

Mrs. Chrzanowski made a motion to approve the distribution of keys to Council members for the front door and administration offices, subject to background checks, seconded by Mr. Pirolli.

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.

Mr. Sacco advised that the tax collector has a list of businesses that are delinquent in paying their taxes. The Borough solicitor can pursue action if Council passes a motion. He suggested that a letter should be sent with a deadline.

Mrs. Chrzanowski made motion to send a letter to pursue delinquent taxes, Mr. Saunders seconded.

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.

COORDINATOR'S REPORT

Council has received a copy of the Coordinator's Report.

CHIEF'S REPORT

Council has received a copy of the Chief's Report.

FIRE MARSHAL'S REPORT

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

MISCELLANEOUS COUNCIL BUSINESS

There was no miscellaneous Council business.

ADJOURNMENT

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

All of Council was in favor of the motion; the motion carried. The meeting was adjourned at 8:40 p.m.

Respectfully submitted,

Patricia Marks
Borough Secretary