

TULLYTOWN BOROUGH COUNCIL MEETING

July 6, 2022

Vice President Joe Shellenberger called the meeting of the Tullytown Borough Council to order on Wednesday, July 6, 2022, at 7:00 p.m. followed by the Pledge of Allegiance.

Present at the meeting:

Mayor Cutchineal - absent

Councilman Pirolli

Councilwoman Chrzanowski

Councilman Shellenberger

Councilman Czyzyk

Councilman Saunders - absent

Councilman Servis

Councilwoman Gahagan - absent

Also present:

Russ Sacco, Solicitor

David Pearl, Fire Marshal

Sean R. Torpey, Pennoni, Borough Engineer

Joseph McPadden, Borough Treasurer

Patricia Marks, Borough Secretary

MOMENT OF SILENCE

Mr. Shellenberger asked for a moment of silence for Sylvia Lefcourt, a lifelong resident of Stonybrook, who recently passed away at the age of 96 years old.

PUBLIC COMMENT

Kelli Donlen, 10 Lakeside Drive, and Liz Snyder, Philadelphia, wanted to thank everyone who helped with the Relay of Life Event that was held in Tullytown Park on Saturday, June 18, 2022. Special thanks to Mayor Cutchineal for reaching out to them; Council for approving the event; and the street department for all their help. They couldn't have done it without them. They want to hold the event in the park next year and are submitting the Large Event Application early so they can begin making plans.

COUNCIL MINUTES

June 1, 2022 Council Meeting

Mr. Servis made a motion to approve the minutes of the June 1, 2022 Council Meeting, seconded by Mr. Czyzyk.

Roll call vote was taken:

Mr. Pirolli—for

Mrs. Chrzanowski—for

Mr. Shellenberger—for

Mr. Czyzyk—for

Mr. Servis—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 monthly bills in the amount of \$30,188.38, seconded by Mr. Servis.

Roll call vote was taken:

Mr. Pirolli—for

Mrs. Chrzanowski—for

Mr. Shellenberger—for

Mr. Czyzyk—for

Mr. Servis—for

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

OTHER EXPENSES PAID IN FEBRUARY

Mr. Czyzyk made a motion to approve the other expenses paid in June, 2022, in the amount of \$206,498.40, seconded by Mr. Pirolli.

Roll call vote was taken:

Mr. Pirolli—for

Mrs. Chrzanowski—for

Mr. Shellenberger—for

Mr. Czyzyk—for

Mr. Servis—for

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

RECONCILIATION STATEMENT

Mr. Servis made a motion to approve the Reconciliation Statement for June 2022, seconded by Mr. Czyzyk.

Roll call vote was taken:

Mr. Pirolli—for

Mrs. Chrzanowski—for

Mr. Shellenberger—for

Mr. Czyzyk—for

Mr. Servis—for

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

COMMUNICATIONS

Mrs. Marks read a letter from Chief Doyle notifying Council of his intent to retire effective September 2, 2022.

Mr. Pirolli made a motion to accept Chief Doyle's Notice of Intent to Retire Effective September 2, 2022, seconded by Mrs. Chrzanowski.

Roll call vote was taken:

Mr. Pirolli—for

Mrs. Chrzanowski—for

Mr. Shellenberger—for

Mr. Czyzyk—for

Mr. Servis—for

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

GENERAL BUSINESS

a. Volunteer Accident Insurance Renewal—Consideration

Mrs. Marks explained that this is the proposal for the Volunteer Accident Insurance from Brown and Brown through Philadelphia Insurance Company in the amount of \$300 for the year. The cost is the same as last year and covers all volunteers of the Borough.

Mr. Servis made a motion to approve the renewal of the Volunteer Accident Insurance in the amount of \$300, seconded by Mr. Czyzyk.

Roll call vote was taken:

Mr. Pirolli—for

Mrs. Chrzanowski—for

Mr. Shellenberger—for

Mr. Czyzyk—for

Mr. Servis—for

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

b. Copier Lease Renewal—Consideration

Mrs. Marks explained that she worked with three vendors for the copier lease renewal, which expires in November 2022. The lease will include 2 new copiers, one each for the admin side and the police side, and includes all maintenance and set up, for 63 months. At \$367.01 per month, Altek Business Systems is \$62.00/month lower than both the other companies. In addition, they offer a Scannervision subscription on both copiers for \$47/month, that will allow us to scan

all documents directly to a file on the server so that we can digitize current documents as we handle them. Mrs. Marks asked for approval to accept the proposal from Altek for the copiers and the Scannervision subscription at a total cost per month of \$414.63 for 63 months. Currently we are paying \$504.88 per month.

Mrs. Chrzanowski made a motion to accept the proposal of Altek for 2 copiers and the Scannervision subscription for a total cost of \$414.63 per month, seconded by Mr. Czyzyk.

Roll call vote was taken:

Mr. Pirolli—for

Mrs. Chrzanowski—for

Mr. Shellenberger—for

Mr. Czyzyk—for

Mr. Servis—for

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

c. Large Event Application – Relay for Life—Consideration

Mrs. Marks explained that the recent Relay for Life event was held on June 18, 2022 and was a huge success. The American Cancer Society has submitted a Large Event Application for the Relay for Life Event next June 10, 2023 in Tullytown Park. Due to the scope of the event, they are requesting approval earlier than the 6 month time frame outlined in the Ordinance. I am asking Council to approve the application and waive the 6-month time frame.

Mrs. Chrzanowski made a motion to approve the Large Event Application for Relay for Life for June 10, 2023 in Tullytown Park; waive the fee and waive the 6-month time frame; contingent upon receiving all required signatures, seconded by Mr. Pirolli.

Roll call vote was taken:

Mr. Pirolli—for

Mrs. Chrzanowski—for

Mr. Shellenberger—for

Mr. Czyzyk—for

Mr. Servis—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

There was no Mayor's report.

SOLICITOR'S REPORT

Mr. Sacco advised that notices for delinquent taxes were sent to all companies with delinquent tax issues. They were given until July 30th to provide documentation to the tax collector to return the paperwork. If the paperwork is not received, further action will be considered.

ENGINEER'S REPORT

Council received a copy of the Engineer's Report.

Mr. Torpey advised that the roof project is out to bid and we are having a mandatory bid meeting at the Borough on July 12th. Bids will be due July 26th.

Mold Remediation – Mr. Torpey advised that he received two proposals for the mold remediation in Borough Hall and is recommending utilizing Servpro for the work at a cost of \$2,102.68. The company hit everything that needed to be addressed and the pricing was really good.

Mrs. Chrzanowski made a motion to award Servpro the contract for remediation of the mold in Borough Hall in the amount of \$2,102.68, seconded by Mr. Servis.

Roll call vote was taken:

Mr. Pirolli—for

Mrs. Chrzanowski—for

Mr. Shellenberger—for

Mr. Czyzyk—for

Mr. Servis—for

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

Intersection marking – Mr. Torpey explained that there are intersections that are on PennDOT roads with markings and signage that is the responsibility of the Borough to maintain. Mr. Torpey suggested they put together a proposal and bring it back to Council. Mr. Torpey will look into whether the Borough can get reimbursed for the cost.

Mr. Servis made a motion to have the engineer draw up specifications and bring the proposal back to Council, seconded by Mr. Czyzyk.

Roll call vote was taken:

Mr. Pirolli—for

Mrs. Chrzanowski—for

Mr. Shellenberger—for

Mr. Czyzyk—for

Mr. Servis—for

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

Growing Greener Grant – Mr. Torpey explained that the Borough received the grant award in the amount of \$130,000 with a Borough match of \$35,000 which must be spent this year. The next step is to authorize a survey and engineering to start on the contract documents. Survey cost is estimated at \$10,800 to \$11,000. The survey is needed to go forward with bids.

Mrs. Chrzanowski made a motion to approve a complete survey of the entire Borough Complex at a cost not to exceed \$11,000, seconded by Mr. Servis.

Roll call vote was taken:

Mr. Pirolli—for

Mrs. Chrzanowski—for

Mr. Shellenberger—for

Mr. Czyzyk—for

Mr. Servis—for

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

Roadbotics program – Mr. Torpey explained the Roadbotics assessment of all the roads in Tullytown. It is a software package that is loaded onto a cellphone and every mile of road in the Borough is driven. When all is said and done, you get a map of every road and it is rated on a scale of 1 to 5, giving you an understanding of where the problems are.

Mr. Pirolli made a motion to conduct a Roadbotics assessment at a cost of \$4,060.00 in July or August, seconded by Mr. Servis

Roll call vote was taken:

Mr. Pirolli—for

Mrs. Chrzanowski—for

Mr. Shellenberger—for

Mr. Czyzyk—for

Mr. Servis—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.

Mrs. Marks explained that Mark Snyder received 3 bids to remove the 10 dead trees in Tullytown Park. We recommend using Tomahawk tree service at a cost of \$8000, which includes removing an additional tree at no charge. Because of the location of the trees, it is important that the tree service be experienced in this type of work.

Mr. Servis made a motion to approve Tomahawk Tree Service to remove the dead trees in Tullytown Park in the amount of \$8,000 seconded by Mr. Czyzyk.

Roll call vote was taken:

Mr. Pirolli—for

Mrs. Chrzanowski—for

Mr. Shellenberger—for

Mr. Czyzyk—for

Mr. Servis—for

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

CHIEF'S REPORT

There was no Chief'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. Pirolli, seconded by Mr. Servis to adjourn the meeting. All of Council was in favor of the motion; the motion carried. The meeting was adjourned at 7:43 p.m.

Respectfully submitted,

Patricia Marks
Borough Secretary