

MEETING MINUTES  
MORRISVILLE BOROUGH COUNCIL  
REGULAR MEETING

TUESDAY, JANUARY 16, 2018  
7:30 p.m.

The Morrisville Borough Council met on Tuesday, January 16, 2018, at 7:30 p.m. in Council Chambers at the Morrisville Municipal Building, 35 Union Street, Morrisville, PA for a Regular Council Meeting.

Ms. Smith stated, will you all please rise for a moment of silence and Pledge of Allegiance.

Mr. Mitchell took roll call at this time.

**Those in Attendance:**

Borough Council: Debbie Smith, President  
Danielle Larison, Vice President  
Justin Bowers  
Eileen Dreisbach  
Corryn Kronnagel  
Ted Parker  
Michael Yager

Borough Officials: Scott Mitchell, Interim Borough Manager  
Randall Flager, Solicitor

Junior Councilperson: Sade Ricketts

Not Present: Bill Pepitone

**SPECIAL PRESENTATIONS**

Timothy Sawyer and Pam Baker of Barbacane, Thornton & Company LLP, gave a presentation summarizing their proposal to provide professional auditing services that they submitted to the Borough.

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Michael Roedig, Senior Planner for the Bucks County Planning Commission gave a presentation regarding the Morrisville Downtown Blueprint for the future. After the presentation there was a question and answer session.

Gloria Freifeld, CFO for JBT of PA who owns 705 Crown Street and CFO for Banyan Treatment Center gave a presentation about the future renovations for 705 Crown Street and who will be living there.

Sue Shoemaker, Representative of Banyan Treatment Center stated that it is a step down program and there will be no treatment services at 705 Crown Street, patients will live there for a minimum of 30 days. There were questions and answers with regard to the number of occupants. If they are at capacity there will be 25 residents and the other unit will be an office for their staff.

Gloria Freifeld talked about the maintenance that is currently being done on the property.

Brandon Novak, National Business Developer for Banyan Treatment Center spoke about his life and his long term recovery which involved inpatient treatment centers, outpatient treatment centers and detox centers. Part of his recovery was in a 6 month program in Morrisville, then a one year recovery house in Levittown.

Ms. Smith opened public comment.

### HEARING OF THE PUBLIC

1. Ronald Gombach - 730 Crown Street  
He read a prepared statement about Morrisville's zoning ordinance and the zoning use of 705 Crown Street. He stated that the Borough Zoning office cannot issue a certificate of occupancy to 705 Crown Street for any use other than that of the pre-existing garden apartment or three permitted uses. He handed out his prepared statement which included zoning uses and a zoning map to Council.

#### ***Council took a short break.***

Ms. Larison asked Ms. Shoemaker how they screen their occupants and if they do background checks and if so, what type do they do.

Ms. Freifeld asked if there was a zoning ordinance there that the current tenants had to be screened. She stated that they do several background checks on the staff, but not the clients because that is a HIPAA violation.

Mr. Parker stated, they are considered medical clients and they are a protected class. They are considered to have an illness that you are treating, so they are protected by Federal Law

for individuals who are suffering from an illness, the same kind of protection for somebody with a handicap that you can visually see.

John B. Croft, Executive Director for Banyan Philadelphia stated that as part of the screening process there is a clinical component where we thoroughly review someones history, which includes legal concerns and anyone that is a sex offender is disqualified from participating in our treatment program, they are appropriately referred to a specialty program.

Mr. Yager stated, no Megan's Law listed people correct?

John B. Croft replied, correct.

2. Philip Frigerio - *719 Crown Street*

He spoke about the JTP purchase of 705 Crown Street. He stated regardless of who is purchasing the property, if the use is nonconforming, it is inconsistent with the purpose and intent of R1 to retain the character and low density and family housing in this zone. He stated the he and his family will oppose this project and he will look for the Borough Representative's and Code Enforcement to keep them informed as the process rolls out.

3. Charles Davis - *833 Highland Avenue*

He said that when he saw that there were over 5,000 overdose deaths in Pennsylvania last year, it reminded him of the mudslide disaster in California, it didn't just happen on its own. He worked in medical addiction facilities starting in 1984. He referred to a newspaper article which talks about recovering addicts starting their own clinics and he stated that the charges to the insurance companies are astronomical. He stated that one sober house leads to two to ten, to twenty and that there's no limit on it. He stated that addiction is a delicate, difficult and important problem.

4. Nancy Sherlock - *424 West Bridge Street*

She stated that when she was at the January 2nd meeting she was continually harassed by the audience and wasn't able to get a lot of her thoughts out.

Ms. Smith asked if this has anything to do with this, or is this still the other political thing that you didn't get out before, because there's some serious things here tonight if that's what you came to chastise somebody with that.

Ms. Sherlock replied, I am not here to chastise anyone, I am here to finish my statement if I may please.

Ms. Smith stated, okay, only because if you read the rules that are on the table that you were also on Council and adopted with that, you know there's no political bantering back and giving people shots.

Ms. Sherlock replied, I don't expect any answers.

Ms. Smith stated, I just have to make that clear in case I have to —

Ms. Sherlock stated, what I would like to say is that on that particular evening, six members of this Council had a piece of paper with a very structured, planned nomination agenda and two members, Ted Parker and Corryn Kronnagel did not have that paper, nor privy to the nomination plan is all I'm saying.

Ms. Smith stated, you do know that they got everything we had as far as the Solicitors and stuff, nothing was held back, they had every opportunity to bring any other name they wanted out there, they did not and I'm not going to get into all that stuff, so if that's all you have to say about that, it's political. These people are here about serious things tonight.

Ms. Sherlock stated, I understand that Ms. Smith, but I also have my opportunity to speak. I would have been done in two minutes had I not been continually interrupted, thank you. The other thing is at that particular evening, Ms. Dreisbach had said she had a plan for me and I am hoping that at some time in the future she can either share that publicly or privately, either way. I don't know the plan, that's why I'm asking. The other thing I would like to know is, if you can say with certainty that you are not considering replacing Chief McClay. There's been some discussion about that.

Ms. Smith stated, we're not even talking about any of that tonight and we have no idea what anybody's doing here.

Ms. Sherlock stated, I'm asking Council. This would be a decision that this Council would make.

Ms. Smith stated, if that happens —

Mr. Flager stated, this is public comment. People can say whatever they want. Council is not under any obligation to respond, but they can if they choose to. They don't have — this is the time for the public to say what they want.

Ms. Sherlock stated, thank you. The other thing I was wondering was there a study done, financially on hiring Keystone Services. Was there a financial study done. Again, I don't expect the questions to be answered, but I would like to say you've talked about decorum, decorum works on both sides. It should be that adults both on the dais and in the audience should be able to sit still without outbursts even if they don't like what they are hearing.

5. John Pasteur - *25 Dieter Avenue*  
He said that he missed the January 2nd meeting and then saw on t.v. that we had a new Borough Manager.

Ms. Smith stated, interim.

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Mr. Pasteur stated, and Keystone Municipal Services is now — is that a permanent job? Did we advertise anything, did we get any resumes for Code Enforcement?

Ms. Smith stated, comment time. Everything is in the office. I believe you called our manager and spoke with him.

Mr. Pasteur stated, yeah I was waiting for a call yesterday and I didn't receive a call. He's really busy.

Ms. Smith replied, yeah, he is, very much. Our former manager did have three proposals I'll just let you know and everybody got those things. We had three proposals, three code companies. This has been going on since October, November, it wasn't something new that was being investigated he had all that.

Mr. Pasteur stated, I've been coming here for about five months and we've accomplished nothing. We kept putting it off and putting it off. We were going to advertise Code Enforcement, we didn't know what it was going to pay, we didn't know what it was going to entail. What are they charging an hour?

Ms. Smith replied, I can't get into that right now. We have a really big meeting here. The Borough Manger will give you all that downstairs. At our agenda meeting we had a whole breakdown of all that and he can give you a copy of all that and you can get it. I don't know that off the top of my head, I really don't, but he has all that proposal downstairs.

Mr Pasteur stated, I have a question on the bills, on page 1, 518 Code Inspections Incorporated for \$1,600.00.

Ms. Smith stated, the company we had before had to finish up what they were already in the middle of, so that's what that is and the bills you see now were from the previous month.

Mr. Pasteur stated, that was for 14 building inspections, that's \$114.00 an inspection.

Ms. Smith stated, they were on a whole different pay scale than the new company because they adopted ours, it was an outside all together company, that's all they did, UCC's.

Mr. Pasteur stated, page 1 of the expenditure review, 328, Borough of Morrisville, open R. Seward retirement \$750.00, what's that for?

Ms. Smith stated, he got a stipend for an insurance package when he retired.

Mr. Pasteur stated, so basically you're not going to answer any of my questions.

Ms. Smith stated, I don't have any of that data in front of me and I know the manager had called you and spoke with you and you can call the girls downstairs and he'll address that.

Mr. Mitchell stated, sir, I think we spoke on the phone Friday evening and I explained that the hiring of Keystone Municipal Services what is in place of the previous outsourced inspection company, I believe their name is Code Enforcement Inc., and that's what was done and if you want to call me tomorrow I will verify this, but I believe it's \$65.00 an hour is the rate for Keystone Municipal Services.

Mr. Pasteur stated, that he googled them and it said they were in Swarthmore.

Mr. Mitchell replied, that's where their corporate office is located, yes.

Mr. Pasteur asked, are they going to be working out of there or are they going to be working out of the Borough?

Mr. Mitchell replied, they actually will maintain office hours here several days a week, they've already been on site.

Mr. Pasteur asked, are we paying that \$65.00 an hour back and forth travel time?

Mr. Mitchell replied, no, it starts here.

Mr. Pasteur asked, do you still have my number?

Mr. Mitchell replied, I might, I'm not sure, but if you call me tomorrow, I'll be happy to call you back and I'll verify that information for you.

Mr. Pasteur replied, I have a lot of questions. Thank you.

6. *William Setzer - 806 Crown Street*

He has been a resident of Morris Heights for 22 years and feels that nonconforming usage is very important and that Council and the Solicitor should look into it. He said he wasn't there to judge Banyan but he would like to express sincere hope that when it comes time to zoning decisions and permits that our government officials will maintain and enforce the current zoning status and ordinances created for the protection of the neighborhood and residents. He thanked Council for listening to the comments tonight and for their continued attention to this matter.

7. *Andreas Krohn - 742 Crown Street*

He has lived in Morrisville with his family for 20 years. He is concerned with safety and what strain Banyan Treatment facility will put on our police department and ambulances. He appreciates Councils probing questions when Banyan was presenting earlier. He trusts that Council gives this very careful consideration and he thought that Charles was very eloquent in talking about the financial model that's in place and it's a critical piece of the puzzle to understand the flow of funds from A to B. He appreciates everything Council does for the Borough.

8. *Debra Chmielecki - 853 Highland Avenue*  
She stated that she is a realtor in the area and that it is very difficult to sell houses in Morrisville as opposed to the other areas right around here. Yardley, Fairless Hills, Pennsbury School Districts, all these other ones people always mention those first, when you mention Morrisville, no they don't want to be in Morrisville. With that obstacle that we have, it's going to be harder to have another obstacle with having to explain what this treatment center is down the street. It's going to be another obstacle in the way. It's going to be harder to sell houses in Morrisville, harder than it already is.
  
9. *Bruce Stevens - 714 Crown Street*  
He stated that his driveway goes into 705's driveway. He asked if there was a proposed use for the number of people in each apartment in conformance with our zoning records.
  
10. *Denis Houlihan - 44 East Trenton Avenue*  
He stated that he lives about three houses away from the proposed site. When he bought his house three years ago he checked the zoning ordinances in town and R1 was supposed to be residential. He is extremely concerned about the proposed Banyan and he is opposed to it and he thinks it will affect property values negatively.
  
11. *Jane Burger - 90 West Maple Avenue*  
She had a question about the bill list on page 2 GL 1712 for the current CPA, Lopez, Teodosio and Larkin, it says final DCED Audit, I'm thinking that's 2017, but it says slash payroll/tax issue and that's for a total of \$8,500.00. Are we in trouble again with the IRS that we've got payroll tax issues, I mean we can't blame this one on the previous manager. I know there were issues, that guy was gone two years ago and I thought things were straightened out after the \$14,000.00 fine for problems in submitted stuff to the IRS was taken care of. I'm not sure if you can answer that at this time but I am calling it to your attention. It's a major concern if we still have payroll tax issues, we really don't want IRS to be our next dearest and best friend that we have to keep paying money to. It is obviously important that there be some competencies and I wasn't sure about a financial director, but when I see that kind of stuff, it really says we may be having more financial problems in this Borough that none of us are aware of and before we can truly move forward, that might be where we need to put our house in order. She stated, with regard to Banyan, some of her questions were answered. She stated since she heard that both the President, previous Mayor and the Police Chief met, she was wondering if the company did it's due diligence or if it was shared that right across the street there is a retail establishment that has the documented history of many drug arrests. She stated that residents who are trying to reach sobriety from drug addiction and build a new life, she would be concerned about putting that kind of temptation within 50 feet. She stated that there is a shopping area nearby which is also a possible

are of concern for drug use and opioid traffic. She was concerned when hearing about some of the repairs that were being done that some of them being identified require building permits and that Council should have a quick sit down with the fiscal woman that was here to see exactly what they are doing on that property and as you heard, some of her thoughts of previous conversations before they bought the property, you might want to look into the inability of perspective buyers of a property to get information from within our Code office.

Scott Mitchell stated, he wanted to clarify two issues raised by the speaker. The first was yes, the audit that you referenced was delayed because the auditor experienced a catastrophic accident and obtained an extension by DCED to file the Borough's audit late. It would have been 2016, the 2017 audit hasn't begun yet. The other question that you raise, the payment question that was for settlement of fines levied by the IRS for payroll violations, yes.

12. *Georgia Cinq-Mars - 227 West Franklin Street*

She stated that she was speaking for her husband and herself and that they didn't have the opportunity previously to thank Fred Kerner who represented them quite well on Council and as a neighbor in the third ward and they really would like to take the opportunity to do that, although it doesn't really seem like that window — this probably isn't the right time, but I wanted to get it over with. Despite any political differences, Fred is a great neighbor. No matter what, my husband and I have always felt well represented in the third ward and on behalf of the Tajjan family we thank Fred Kerner for his service.

13. *Holly Harman - South Pennsylvania Avenue*

She said the previous payroll tax question that was answered was her question. She stated that she is hoping to retire her shirt with the new administration. She knows that everyone has to get in and get their feet wet and get organized but she is hopeful that it's going to be an era of transparency and information being constantly updated on the website so that we don't have to go to the extent that we did in the past. Scott, I am so impressed by the last meeting, I really hope that you do apply for the permanent position. It was just eye opening to see how a meeting should be run and how efficient things went just at your first meeting.

14. *John Cain - 720 Crown Street*

He stated that he is one of four homeowners who recently purchased a home on Crown Street in the past two years and he lives directly across the street from 705. He moved to Crown Street because he thought it had tremendous potential and great character and he envisions one day raising a family here. He is very concerned that any consideration of Banyan would be a departure from the zoning code and would set a precedents that would damage our community with future nonconforming businesses. He stated, I hope and trust that Council will enforce it's ordinances that were put in place in order to protect it's residents.

15. *Christine Klockner - 705 Crown Street*

She wanted to thank everyone for listening and everyone for coming. She lives at the building with Banyan and she opposes their plan and their position to remove her. She wants to stay there. Like her neighbors said, she has a family there. She has seen people get married and have kids. We have a really good vision for this town and she thinks that they can make it happen. She works hard, she pays her rent. She stated that her \$60,000.00 that she's paid in 4 years probably doesn't come close to what they can make in one day, but she doesn't think that it's good for the society, the community, herself and her neighbors. She stated that everyone works really hard and they depend on the town and the police to protect them. She hopes that we can stop them from removing her from her home because she would like to stay there. She understands that people have problems and addictions and she wants to help them and she thinks we should give them a chance and if it comes down to one of them has to live on her street okay, or they have to live across the hall, she can defend herself, she's not worried about that, but she is worried about being thrown out of a place that she calls home and intend to raise a family and live in someday against her will because she opposes it and doesn't want it to happen. She stated, greed and evil is turning the whole war on opioids into money making, that wasn't the point, the point is to help people. We are all here because we want to help ourselves or we want to help each other, we want to help our neighbors. Addiction is an evil and terrible thing and causes isolation and people to withdraw and focus on wrong things. She stated, I think the whole community vision thing I think that could fight it right there and we can help each other and I just want to say thank you again and I'm hoping that our goal here is not to be terrorized by these companies that have so much money that they can just pay off whoever they want to. I hope the goal is that people can come here and want to live here and continue living in their apartments that they pay for that they call home whether they have a mortgage or not. I think that no matter how much supervision you have in that building there are a lot of doors and a lot of windows that go right outside and right over the bridge to Trenton and the war on terror and the war on opioids is bad and corporations and doctors they can be bad, but there's drug dealers on the streets too that are very bad and they kill people every day and if your just putting a center that's right across the street I think you are just creating a cycle of evil and greed. I'm just here to say stop and I don't want that to happen. I'm sure at one time maybe intentions were good but it's gotten way far away from what it should be. So please stop this enterprise and this corporation and I oppose it and I thank everyone that's here.

16. *Ann Perry - 43 Fairview Avenue*

She stated that she is a family nurse practitioner and she has been for 26 years. She has tremendous compassion for people suffering from addiction, mental illness, diabetes, asthma, you name it. I put them all in the same category which a lot of people don't do. I came here tonight to get information from Banyan and I feel like I am leaving with more questions. As a provider, as someone who has prescribed methadone for people, and I'm not certified to prescribe Suboxone,

but it's a good medicine, I feel like you want it both ways. When I say you, I mean Banyan, we heard from the CFO and we heard from the Business Manager and Brandon, your story is very inspiring and congratulations on your sobriety, but we heard everything that Banyan doesn't do, we heard everything their treatment facility doesn't provide and very little on what they do provide. Is it a partial hospitalization program, your treatment facility in Langhorne. Okay, that might be true and there are certainly regulations that go along with that, but the residence doesn't fall under those guidelines, so it's a very sticky and complicated situation. It's not as simple as we're a treatment facility. What does that mean? And let me tell you, there are bad doctors, bad nurse practitioners and bad treatment facilities out there. I can tell you that with certainty. I would be thrilled to have a state of the art treatment facility in my neighborhood, I could refer my patients there, I work in Ewing, I worked in Trenton, I worked in West Philadelphia. I've seen addiction, but I don't think this is it.

17. Keith Halluren - *51 Fairview*

He stated he was there to speak against the Banyan proposal. He agrees with all his neighbors that have spoken. They've all brought up some good points. He appreciates what he's hearing about Council's support. He's lived here for 10 years, he has three little girls and a wife. They love Morrisville, they love the town and the character of the neighborhood. It's a single family neighborhood, he understands that the apartment was grandfathered in as a garden apartment, but he doesn't see what's been proposed tonight fitting into the definition of what can be done in that building. He stated that he looks to Council to enforce the zoning laws and he appreciates their time and service.

18. Catherine Heidgen - *808 Crown Street*

She stated she moved here with her husband and daughter from Trenton because they wanted to be in a nice single family type neighborhood. She is concerned about the area zoning as R1 residential district in Morrisville and she appreciates the time and thoughtful questions that Council was asking Banyan, but she wanted to know if Banyan was going to be co-ed, how many bedrooms are in each apartment, what is the advantage to transporting all those people that are getting treatment in Langhorne all the way to Morrisville to sleep? Is the treatment 7 days a week? What will they be doing on weekends? How will they try and coral everyone in the building if there are only 2 staff members on site? She stated, they mentioned that there would always be someone on site in case someone wants to leave that should not and that they will do an intervention, do we know that whoever is on site for that particular time is qualified to do an intervention. Lastly, as an established accredited business that has outlets in many different states, how do you buy a property without knowing what regulations you are going to be subjected to? Some of this just doesn't make sense to me, I really appreciate your consideration.

19. **Christina Morganti - 726 Crown Street**  
She wanted to echo a lot of what everyone is saying and thank Council for their time and support. She moved to Morrisville a few years ago and the R1 district was a huge part of her consideration process when moving to Morrisville. Her husband and her spent hundreds of thousand dollars converting their property which was a multi-family dwelling to a single family home to respect that R1 zoning and thinks it's in the best interest of the Community to uphold that spirit and integrity.
20. **Daniel Morganti - 726 Crown Street**  
He stated, he supports the R1 zoning.
21. **Fred Glassco - 348 Stockham Avenue**  
He stated, he just had a couple of questions for Banyan and Associates. He stated, what I was wondering, basically they have a screening process and whatnot— just as a resident, the type of people that are going to be in there, as I understand it, there are a couple of different levels to what they do. I don't know if this particular property is going to be a housing only level — to what their process could be. It's just housing, strictly housing, I'm not going to waste your time, my questions are pretty much for you guys, do you mind if I talk to you outside real quick? Thank you.
22. **Brajesh Patel - 713 Crown Street**  
He stated, I share a property border with 705 Crown and for those that have been down that street you may have noticed that I'm rebuilding a brand new single family home and that decision was deliberate because I moved there because I wanted to raise a family there, I have a son that's 4 years old and I have a daughter that's about to turn one. Their rooms have already been selected, they're looking towards that side because my son really wanted to see the river view. Unfortunately, one of his bedroom windows is looking straight at Banyan so I'm really concerned and opposed to what is going on, not only from that perspective, but a single family home was my decision to make there because that is what the zoning allows, I did not try to fit something else in that location, I actually demolished an old home to improve the quality, the character, the look, the value of the homes on that street. I strongly oppose what's going on and I am hopeful that the Council will make a decision in the right direction. I just wanted to lend a voice and echo all my neighbors comments and make it very clear that I strongly oppose what's going on next door.

***There being that no one else wished to speak, public comment portion was closed.***

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Ms. Smith stated, at this time we really aren't able to make any kind of a decision about this, it was an opportunity for you to tell us your side and to give them an opportunity to be here with you to speak. Until we know more about their facility and where they're going and what they're

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filing as where we would have to go, so we're not going to make any decision tonight, it's just an availability to hear all of you and get that on the record. If you wish to ask them any other questions or if you have the time for it you can do it outside the caucus room that would be great. Thank you all for coming and we appreciate all of your feedback on this.

### **APPROVAL OF MINUTES**

**Motion** 6A-6G - Motion to approve the Special Borough Council Meeting minutes of Tuesday, September 14, 2017; Regular Borough Council Meeting of Monday, November 20, 2017; Special Borough Council Budget Meeting of Monday, November 27, 2017; Special Borough Council Budget Meeting of Tuesday, November 28, 2017; Special Borough Council Budget Meeting of Wednesday, November 29, 2017; Special Borough Council Budget Meeting of Tuesday, December 5, 2017 and Regular Borough Council Meeting of Monday, December 18, 2017.

**Motion** made by Mr. Yager.

Ms. Larison seconded the motion.

Ms. Smith asked, is there any comments or questions on these? Call the board.

**Motion** carried by roll call vote, 7-0.

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### **REPORTS - ADMINISTRATIVE/MANAGEMENT**

**Interim Borough Manager's Report - Scott Mitchell** - He stated, my report is before you, it should look familiar, we went over it pretty extensively at the agenda meeting. There were two additions, one is the upcoming meeting of the Bucks County Boroughs Association and the other is, I am recommending that at some point, we don't have to necessarily approve this tonight, but that the Borough obtain a line of credit, a standing line of credit for future use. Did you want to entertain these one by one? I don't want to repeat what's already be rehashed if you don't wish to.

Mr. Yager stated, pertaining to the executive search firm — after consideration and through listening to the presentation during our agenda meeting, I really want to say I thank those folks for coming out and speaking to us, but at this time I'd like to make a motion to authorize the Interim Borough Manager to advertise the full-time Borough Manager position.

Ms. Dreisbach seconded the motion.

Mr. Mitchell asked, this is a motion to authorize the administration to advertise the position?

Ms. Smith replied, correct.

**HEARING OF THE PUBLIC RE-OPENED**

1. Marlene Burns - 118 *Green Street*  
She stated, I think it's a good idea that we're not using the firm that was here during the agenda meeting and that we do our own search for a Borough Manager.

***There being that no one else wished to speak, public comment portion was closed.***

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Ms. Smith asked, are there any questions or comments on that motion?

Mr. Bowers stated, my only comment is, I agree with Mike, on paper it looked pretty good in their proposal but I don't think the delivery and the presentation was very good and I think it wouldn't benefit us to spend \$10,000.00 or \$12,000.00 on a search through them, I'm not too confident in it.

Ms. Larison asked, the applications that do come in, where will they be directed to go?

Ms. Smith replied, we can direct them to the attorney, to the attorney's office and that could also coordinate with me as the Council President.

Ms. Larison asked, so all applications will be either mailed or emailed directly to the attorney?

Ms. Smith replied, correct. It will be in the ad when the ad is drawn up, it will state exactly where they're going to go and the time frame and all the information in there. We did an ad very similar to that two years ago and it will probably be very similar to that. Council will see that though.

Mr. Mitchell asked, can I ask a question on the motion? Do you want me to just draft an ad and have it published or does Council wish to see the ad before we publish it?

Ms. Smith replied, the ad — we had one very similar before.

Mr. Mitchell stated, we'll probably just recycle the same one.

Mr. Yager stated, yeah, I'd like to see it before it goes out please.

Mr. Mitchell stated, I'll distribute it to Council and solicit feedback.

Ms. Kronnagel stated, an email had gone out regarding this search firm asking for like a mini committee. Are you going to do something like that for this search as well?

Ms. Smith replied, I figure the last time we had done it all the applications came in and one way we were doing it was to give them all to the Council and then Council came up with the top three or four out of them of their names and then their names were turned in and we met in executive for it. You can do it that way, or I can do the same thing that Nancy Hess' firm would have been done, would be to do a search I guess you would call it or a committee that would work with the Solicitor when they come in. All the resumes come in, but Council will get them all, that's why they're going to not come here to the Borough, they'll be going to the — probably the Solicitor. Roll call on that please.

**Motion** carried by roll call vote, 7-0.

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Mr. Mitchell asked, do you wish to discuss the presentation by the audit firm?

Ms. Smith replied, yes, actually what I think I'm going to do is — actually since we got all the information, everyone did, I don't know if there's any feedback about it, but it's something I think that we could use. We've used Lopez and they've been between the MMA and ours since 2014, but I actually at this time, I will entertain a motion to authorize the Interim Borough Manager to hire Barbacane Thornton and Co., LLP for the 2017 year audit, not to exceed \$6,000.00.

Motion made by Mr. Yager.

Seconded by Ms. Dreisbach.

### **HEARING OF THE PUBLIC RE-OPENED**

***There being that no one wished to speak, public comment portion was closed.***

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Ms. Smith asked, Council, do you have any questions or comments on it?

Mr. Bowers replied, I have a comment about it. I'm not too thrilled with only having one firm do a proposal to compare to our current firm, however, I do recognize that this current firm has been doing it for, would you say since 2012 and I know it's good practice to switch your auditor every so many years so that you have a fresh eye reviewing things. If I do vote on this, I would

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also like to ask that it come around before the end of the year we go out and search for proposals again.

Mr. Mitchell stated, we did actually solicit a couple of other firms and unfortunately the timeline for response was just not feasible for them, but they did say that if we — they'd be interested in speaking to us about future years.

Mr. Bowers asked, do we have that in writing or was that a telephone call?

Mr. Mitchell replied, those were telephone calls.

Ms. Smith asked, anyone else wish to speak? Can I have a roll call please?

**Motion** carried by roll call vote, 7-0.

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Ms. Smith asked, do you want to go to the next thing on your list?

Mr. Mitchell replied, we can yes, some of these are housekeeping items. Starting in February, the Assistant Secretary and either the Treasurer or the Assistant Treasurer will be attending Council meetings, we figure since there are so many new Council members there may be questions about minutes or Treasurer's Reports, things like that it would make sense to have those people present to respond to those questions. They probably won't sit through the whole meeting, they'll probably just be here for their portion and then we'll happily send them on their way.

Ms. Smith replied, which is something that actually was done in previous years.

Ms. Dreisbach replied, yes.

Ms. Smith stated, yes, it was. The next thing is, you're asking for the authorization for the standing line of credit.

Mr. Mitchell replied, yes, and this wasn't discussed at the agenda meeting so I would understand if Council wanted to chew on this or discuss it at a future meeting first, but it's my recommendation that the Borough have a standing line of credit for future use. I actually don't think it's going to be an issue this year based on the financials, but I think the Borough should have one available to it as a matter of normal business course.

Mr. Yager stated, I actually am in favor of doing it. I think it's a necessary thing to have, to be prepared for the unknown financially. That said, I do think it requires some more discussion and some criterium around it.

Ms. Smith asked, anyone else wish to speak on that?

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Mr. Bowers stated, yeah, I agree with Mike. I think we need some sort of policy in place for what it is to be used for and when and how to reimburse it.

Ms. Smith stated, maybe something we could take up at the next meeting. Is everyone comfortable with that?

Mr. Yager replied, yes.

Ms. Smith stated, the adjustment to the Borough hours we discussed.

Mr. Mitchell stated, yes, and actually I have not discussed this with the staff yet and I would like to do that first just to surface any problems or issues that may arise. So perhaps you could leave that to my discretion or if you like I can get back to you on that, it's up to you.

Ms. Smith stated, yeah I don't know how Council feels — leave it up to you to your discretion you're working with that. I mean you know best their schedules and their availability to working with them and as you spoke during the agenda meeting that there might be someone who would actually like to work a little bit later maybe have the availability to leave early on a Friday or another day, so you might be able to get some takers on being wanting to do that and it would help the people that want to have one night they could come in the Borough Hall to address things.

Mr. Mitchell stated, we discussed the next item of e-mail communication, I think all Council members are now using the @outlook.com. I believe as of today, the website has been updated to reflect that change.

Ms. Smith stated, I think everyone's is working right, because we went back and forth with test runs to see who was getting and who not getting, I think everyone's okay.

Mr. Mitchell stated, the e-newsletter that we discussed, I have discussed this with the staff and we're looking at what some surrounding municipalities are doing, particularly Bensalem Township, they sort of have the flagship e-newsletter so we will address some questions with this internally and figure out a plan and we'll come back to you with that in the future. The next one, we addressed this at the agenda meeting, it's going to be our goal moving forward to have your meeting packets available by Wednesday evening prior to the meeting so that you'll have three business days or so to review it and contact us with any questions prior to the meeting. This will not disrupt your normal Friday delivery. On Friday you'll get your normal miscellaneous stuff from the week but it typically will not be meeting oriented. It's going to be our goal moving forward to try to get anything meeting oriented out to you the Wednesday prior.

Ms. Smith stated, basically to make sure that everyone has enough time on those action items to be able to contact you at the Borough if there's an issue they have a question on, correct?

Mr. Mitchell replied, that's correct.

Ms. Smith stated, I think that will help quite a bit.

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Mr. Bowers stated, can I assume that if we're going to get packets Wednesday night then the Tuesday agenda meeting is fairly final, except for emergencies, we won't be changing the agenda.

Mr. Mitchell replied, that's correct. It will be my goal that once — and again, there's always exceptions or emergencies, but in terms of normal course of business, once the agenda is locked at the agenda meeting I don't foresee making changes to that prior to the regular business meeting unless again it's an emergency or high priority item. The PSAB Bootcamp, many of you have RSVP'd and are planning to attend the bootcamp at the Sheraton Hotel in Langhorne which is occurring later this month. I highly recommend it, I think you will get a lot out of it. Along that line, in your meeting packet is a helpful tool, especially for newly elected officials entitled, Typical Borough Structure. This is an organizational chart that basically shows the organizational structure of the Borough Government in terms of reporting and this is right out of the kit that those of you attending the bootcamp will receive, PSAB shared it with us ahead of time since there were some questions raised. That is available to you and as of today also posted on the website. The Bucks County Borough's Association meeting is coming up on January the 30th at 6:30 p.m. in Doylestown. I emailed each of you the invitation, some of you responded some of you didn't. If you wish to attend that if you could please email me your intentions by tomorrow morning because we do have to RSVP you for that meeting. If you're not attending that's fine, but if you could give us a heads up because we were just going to register everybody all at one time.

Mr. Bowers stated, on the bootcamp I think you did send out who was registered, did I see that or no.

Mr. Mitchell replied, I don't think I sent out who was registered unless people replied all.

Mr. Bowers stated, either way, if we decide that there's six or eight of us that want to attend either the dinner or the bootcamp is that allowed.

Mr. Mitchell replied, it's my understanding, and I'll yield to the solicitor on a legal question but as long as you are not discussing your intent on a vote, you're in the clear, but I'll defer to Randy.

Mr. Flager replied, yeah, as long as you're not having a meeting to discuss Council business. If you're there to be trained to learn how to be an effective Council person it's permitted. Just be weary of that. The open records and the Sunshine Act, they don't expect you to become like a hermit, if you have friends you can go out drinking with people and go to restaurants, you just can't collude and come up with votes if you have a majority of Council present. So that's what you can't do, but you certainly can go on and get training in an educational setting, in fact, it's encouraged.

Mr. Mitchell stated, the next couple of items we discussed at the agenda meeting. First is our need to update the Fee Schedule, you at the agenda meeting authorized Keystone Municipal Services to do an analysis of our internal and external costs related to code enforcement and

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permitting and they will come back to you with the results of that analysis and a proposed Fee Schedule that we will share with the Solicitor and Council at that time. Also, we were able to lay hands on the previously circulated, I'm not sure how long ago, copy of a draft of a staff handbook and personnel manual. That has been circulated to you again for review and comment, I don't know if you've had an opportunity to look at that document yet, but at some point we will need to revisit this topic when Council is comfortable doing so, perhaps at the next agenda meeting we can do that unless there's questions about it tonight, but the next item there, the codification, that update should be happening relatively soon with year end changes, we had talked about a strategic plan and how Council wishes to proceed on my recommendation for the creation of a Finance Director/Compliance Officer/Treasurer.

Ms. Smith stated, for myself being in and working with you this past week trying to get up to speed with the transition in the office and stuff, and in light of what's happened with some of the things with the IRS, again, and trying to figure out and decipher all of that and make sure that we are staying in compliance and not doing that anymore, so I think there are some things that could be definitely updated and done properly, so I think it's something that you recommended is very needed. I actually would like to entertain the motion to authorize the Interim Borough Manager to authorize and hire a full time Finance Director/Compliance Officer/Treasurer.

Motion made by Mr. Yager.

Seconded by Ms. Dreisbach.

### **HEARING OF THE PUBLIC RE-OPENED**

1. Jane Burger - 90 West Maple Avenue  
She stated, I did previously speak briefly to the need for this. I'm not sure whether Compliance may be more important than Finance, but I'm wondering if at this time if you really want to include the treasurer in that or could that be modified later because you just did appoint a treasurer for the Borough, so before you would do that, I would hope you would talk with the individual and clear that.

Mr. Mitchell stated, it would not be my intent to throw this person right into the Treasurer's duties, I think that would be a transition that would ease over later and in fact I think the current Treasurer will probably be involved in the acclimation of this person to their new job.

Ms. Burger asked, okay, so my question is just at this point and time, do you need to include the treasurer and those duties or if at the point and time when there is a change their jobs spec could then be —

Ms. Smith stated, I think the training end of it also the backup training on the Treasurer part of it, you know so that they can work together with that, putting that together.

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Mr. Mitchell stated, and both positions serve at the pleasure of Council, so you're perfectly safe approving it as it is now with the management plan later to divvy up duties a little differently then they are being done now down the road.

2. Kurt Holthenrichs - 300 Melvin Court North

He stated, in pertaining to hiring a Financial Manager, I tried to look at comparable Municipalities and Boroughs just in our geographic area. No one really seems to list them in any of their Borough Government websites, every town is a bit different how they operate, Yardley/Newtown Borough, Langhorne Manor Borough, can you give me examples of areas that are I guess economically like ours that have a financial manager like this that does compliance, because I haven't found one in our area.

Ms. Smith stated, Telford.

Mr. Holthenrichs stated, okay, Telford is Montgomery County all the way out there.

Ms. Smith stated, yeah but same size.

Mr. Holthenrichs stated, but they are two counties Telford, right, Telford is two counties.

Mr. Mitchell stated, they straddle Bucks and Montgomery.

Mr. Holthenrichs stated, correct, so they are a bit different, even they operate differently, but your'e going all the way out to Telford now, completely different tax schemes out there. They have different economic strains of revenue that come in beyond strictly property taxes, all we have in this town.

Mr. Mitchell stated, I'm not sure what the baseline is your's using for comparison, is it the population, is it the size of the budget, is it 65 employees?

Mr. Holthenrichs stated, there is no baseline, because everything is a bit different.

Mr. Mitchell stated, whether it's a Borough or a Township.

Mr. Holthenrichs stated, I was looking to see who's utilizing a financial manager/ compliance to see if there's places nearby that are using it and if we're going all the way out to Telford, is the next closest —

Mr. Mitchell replied, no you don't have to go all the way out, almost every community around us has one. Lower Makefield Township, Middletown Township, Bristol Township, Bristol Borough, Falls Township.

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Mr. Holthenrichs stated, I'm surprised I didn't see theirs on Bristol Borough on their government website.

Mr. Mitchell stated, I think they do.

Mr. Holthenrichs stated, I didn't see it on their website. Penndel doesn't, Hulmeville doesn't, Langhorne Manor doesn't it, it's not on their website.

Mr. Mitchell stated, Penndel outsources theirs to the Township Manager in Northampton.

Mr. Holthenrichs stated, so you're utilizing a different avenue to get the same services. That's what I'm saying, no other Borough near here hired a person and sits them in the Borough Hall and pays them to do this sole function of compliance and Financial Manager, so I'm trying to get — what I'm getting at is if there's not a lot of places around here doing this function, what benefit will we get out of it, what solid benefits come from this?

***There being that no one else wished to speak, public comment portion was closed.***

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Ms. Smith stated, we really could use this to straighten out some of the things that are with our finances.

Mr. Yager stated, just as a heads up and maybe I'm reading this incorrectly, I know the \$8,500.00 was identified earlier today as a settlement for fines.

Mr. Mitchell stated, one-third of the fines.

Mr. Yager stated, we have GL-1712, line 328, it says reimbursement payroll account, 941 fines for \$4,767.19, is that also a fine?

Mr. Mitchell replied, yes.

Mr. Yager asked, would a Finance Manager help to mitigate those things?

Mr. Mitchell replied, I would certainly hope so, or if I was here they wouldn't be working here very long.

Mr. Yager stated, thank you.

Mr. Parker stated, are we going to create a job description, are we going to advertise this or are we just going to name somebody?

Ms. Smith replied, no.

Mr. Parker stated, that's not what the motion is. This motion is to hire somebody. Are we going to withdraw this motion and authorize the Manager to create a position so that we can look at it at the agenda meeting and then talk about it openly rather than just ram this down everybody's throat and give a position that has historically been done by the Borough Manager, why can't we just hire a Borough Manager who's qualified to do both positions? If we pay a Borough Manager \$25,000.00 more because he's more qualified, we save that much out of the salary plus the benefits, so why are we doing this now if we don't have a permanent Borough Manager? I'd like to create a position, talk about it openly in public and then after we've hired a permanent Borough Manager, we revisit this. I don't say we don't need it, but why are we putting the cart before the horse?

Ms. Kronnagel stated, I just have to piggyback on that, we weren't really given any reason for this other than well, we need it. And frankly this is a \$100,000.00 new position and to hear we need it, really doesn't mean anything. In fact, the question was asked, how we're going to pay for this and we just kind of got shrugged shoulders. This to me seems really — and with all do respect to Mr. Mitchell, he is the Interim Borough Manager. If he's going to put in his resume to be the full-time Borough Manager and when he becomes the full-time Borough Manager, I would certainly respect that opinion, but our re-organization took place two weeks ago, so this seems very premature for a brand new position that is not budgeted and I don't know how we're going to afford this.

Mr. Parker stated, it hasn't even been created. There is no position yet, we haven't created a position. We're hiring somebody for a position that we just discussed last week. And again, I am not opposed to the idea if we can prove that we need it and we have a job description, maybe we just don't want a Finance person sitting there eight hours out of the day when there is nothing to do. Maybe we draw up a job description that they do other duties, that they handle some of what would be an Assistant Borough Manager's position, but we need to create a job description first, we just can't just go ahead and hire somebody, that's what the motion is before us.

Mr. Mitchell stated, just to clarify we're not recommending the hiring of anyone, we are asking for Council's authorization to create the position, advertise it and at some point fill it, if you wish to proceed. If you don't wish to proceed, that's up to Council.

Ms. Kronnagel stated, I just don't see how we're even, where we're pulling funds to fund this position. There was concern that the budget was going to be opened, I assume now that we're pretty deep into this month that that's not going to happen. Is that what this line of credit is for, because otherwise unless you are eliminating positions within the Borough, I don't know how you're going to pay for this. I don't know how this Council can vote for this with so many questions left unanswered.

Mr. Parker asked, could we read back the motion?

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Mr. Mitchell stated, if you'd like to discuss it further, why don't you table it for your next agenda meeting.

Mr. Parker stated, I make a motion to table it.

Mr. Flager stated, the motion to table has precedent, so that gets voted on first.

Ms. Kronnagel seconded the motion.

Mr. Flager stated, no discussion on the motion to table, you have to call the Council.

**Motion** failed 4-3. (nay votes being Mr. Bowers, Ms. Dreisbach, Ms. Smith and Mr. Yager)

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Mr. Flager stated, the motion to table has been defeated, so then the original motion is on the table to authorize the Interim Borough Manager to advertise and hire a full-time Financial Director/Compliance Officer/Treasurer.

Mr. Parker stated, that wasn't the motion made.

Ms. Smith replied, it was, it's right here, I read it, I read it from my paper.

Mr. Parker stated, there was no advertisement mentioned in that original motion.

Ms. Smith stated, I read it from here.

Mr. Parker stated, it's alright, whatever, let him do it. We'll have to go back to the minutes later.

Ms. Kronnagel asked, is there continued discussion on this motion? Do we get any answers to those questions, how we're going to pay for this, are there plans to eliminate positions within the Borough to pay for this?

Mr. Flager stated, there's a motion, it needs to be voted on, Council was — the question has been called. There's no discussion at this point because the motion to table was defeated now the motion itself has to be voted upon.

Mr. Mitchell stated, Mr. Flager, there's a question as to whether there can be discussion on the motion.

Mr. Flager replied, there was discussion on the motion, then there was a motion to table and that was defeated 4-3, so now the motion gets voted on.

Ms. Larison asked, can you read the motion again, please?

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Ms. Smith stated, the motion was to entertain the motion to authorize the Interim Borough Manager to advertise and hire a Full Time Financial Director/Compliance Officer/Treasurer.

Ms. Kronnagel asked, are we going to receive those resumes as well, am I allowed to ask that question?

Ms. Smith replied, the Manager — you're authorizing him to do that.

Ms. Kronnagel asked, why isn't he going to receiving the full-time Manager resumes?

Ms. Smith asked, why isn't he?

Ms. Kronnagel replied, yes.

Ms. Smith stated, because he's your Interim, so that's why it's going to go to the Solicitor. You wouldn't have your Manager's resumes come here, it just wouldn't be proper to do that.

Ms. Kronnagel asked, it's a possible conflict?

Ms. Smith stated, well I would imagine you wouldn't want that to happen. It was the same thing when Mr. Bates was here, and they were bringing in a new Manager, it went directly to the Council President and he wasn't allowed to get those. It could have gone to a Solicitor back then too, but it didn't, that's how they worked it. You were a part of that back then, so that's how it was done.

Ms. Kronnagel stated, just asking. Again, this is a brand new position and we haven't really received any information on it so.

Ms. Smith asked, are we ready to place a vote on this? Roll call please.

Mr. Mitchell stated, the original motion was moved by Mr. Yager and seconded by Ms. Dreisbach.

**Motion** carried by voice vote 4-3. (nay votes being Ms. Kronnagel, Ms. Larison and Mr. Parker)

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Mr. Mitchell stated, the last item on the list, we had discussed engaging a cleaning service for Borough Hall and the Library.

Mr. Yager asked, may I ask if there was any information provided from any cleaning companies for a price perspective?

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Mr. Mitchell replied, that question was raised at the agenda meeting and in order to get some baseline data established, my suggestion was and remains that we would bring a company in on a temporary basis for about 30 days, see how it goes, figure out the frequency with which we might need service and then come up with some specs that we could put out to solicit proposals from a variety of companies.

Ms. Smith asked, at this point it would be under the bidding thing, or you're not sure?

Mr. Mitchell replied, honestly without the 30 day trial, I'm not sure if it would be below or above the bid threshold, so we would kind of have to —

Ms. Smith asked, do they give any kind of analysis when they — like do the companies come out and do that and see the size or the footage, is that how that works?

Mr. Mitchell replied, the various companies that we would look at would come out inspect the building, take measurements, take pictures.

Ms. Smith asked, okay, so is that what you would do, you're going to contact several to do that, or just —

Mr. Mitchell replied, yeah I was going to contact two or three about the 30 day trial and use whatever recommendations they give us to formulate what our needs are and then basically put that out for proposals.

Ms. Smith asked, so you'll just get that information and give it out to the Council once you have that as far as which companies or what you come up with?

Mr. Mitchell replied, yeah. If it's below the bid threshold, I guess you could just authorize the Interim Manager, the permanent Manager to select a firm. If it's above the bid threshold, of course, we'll have to do a little more formal and that would have to come to Council, yes. As for the remainder of the report, we discussed that the last meeting, I don't have really anything more to add to it, unless there are any questions. I think I got a consensus from Council to experiment with the company for 30 days to figure out exactly what our needs are. I haven't even been to the Library yet, so I can't speak for the need there. And then we'll move from there. There is an item, a reminder notice for the Mayor and Council about some upcoming meetings, these were previously advertised and Madam President, do you wish to discuss your standing committees, because there are some committees that had been advertised that if we're not going to continue, we would need Council to cancel those meetings.

Ms. Smith stated, hold on a sec, yeah we went with Virginia and then she got sick.

Mr. Mitchell stated, the good news is Virginia is back, thank goodness. She might be watching. Hello Virginia.

Ms. Smith stated, feel better Virginia. Unfortunately she ended up with double pneumonia.

Mr. Mitchell stated, double flu. Two strains of the flu at the same time.

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Ms. Smith stated, on the committees, I had gotten together with Virginia and the Manager and just went over some of the committees, ones that really didn't seem to be used for many many years, we weren't sure of the purpose of them, so I actually had reached out to the Fire Company and talked to our Fire Chief about the Emergency Services one and we had the Public Works one. Actually, when I was talking to the Fire Chief, I said is it something that you would use because it goes by their dates is how we set that up, he said that they used it many years ago more than they did now, but it was more that they just communicate directly with the Borough, but he had no problem because I wouldn't have eliminated it if he needed that, but he said no, he didn't need the committee. We did discuss though that something maybe more productive would be if we did like your Emergency Management type of exercise.

Municipalities can actually do and I think Scott was even saying they can do like a yearly exercises for that and coordination with Emergency Management which would be your Chief and that's something you can look into down the road instead, I think it would be more useful but we could take a look into that. But yes, I did confer with him, if its something that they wanted to keep and they were okay with just taking that away. On the Public Works one, it was the same thing, we discussed it and they really didn't meet that much we were trying to figure out exactly what it would be used for and the Manager had said really Public Works deals directly with the Manager so we didn't know that was something we could still keep on, because there was many times we were advertising these meetings and people would go, they are on the website when do they meet and what do they do and actually define what they actually did, so that was another one we decided to take away. I think the Public Works and what they have to do as far as their program is going to go directly through the Borough. The Recreation Board has been in suspension since 2012, so we are going to reactivate the Recreation Board we actually have our milage 3.75 mils in a dedicated fund for recreation and we need to use it for some recreation so you really should by Borough Code have that up and running. The one that was spun off of that one was the Arts and Events which was under bylaws and created and that hadn't been used with all the positions and all those properly for a long time, so I combined that into the Recreation Board, like it originally would have been so any events that were happening it could just be taken under the Recreation Board and then it can be brought back to the Council, so any of those same events can just go under that route and just eliminate the other one, because if you look on our calendar, we've got meetings like every day sometimes and they were overlapping some of them like Public Works and Emergency Services and Beautification and that's how the thing came up, I was asking where to move it to and we were like why do we need all these, some of them haven't done anything for years, so that's what we're going to do, just rescind that resolution for that and then just combine it into the Recreation Board. Eileen Dreisbach is going to be the Recreation Board Councils Chair and Liaison for us and the rest would be the residents so we'll get that up and running and eventually we're going to straighten these out on the calendars so just give us a little chance to get them all up there. They haven't been used in years so we have to figure out scheduling on that and then we'll accept the letters of interest for people that want to be on the Recreation Board and get that up and running.

Ms. Larison asked, do you want to tell the residents how many people are required to be on that Recreation Board?

Ms. Smith stated, yeah, we pulled the information out I think it was a minimum of 5 or 6 and a maximum of what was it Scott?

Mr. Mitchell replied, I thought it was nine.

Ms. Smith stated, nine, okay, I think is what the total is and that might even be your liaison is one of them and that's going just by your Borough Code and our Ordinances we have on for our recreation.

Mr. Yager asked, is that something we need a motion for to re-enact?

Ms. Smith replied, yeah, we can do that, sure, we can. Do you want to do it now, I think I'm almost finished. The other one was the cable one, same thing, I can't recall, I don't think Virginia can even recall, I would say 10 years maybe more since they met for anything, I'm trying to figure out what it was used for. So I wasn't sure we didn't advertise it and we wanted to look into it to see if it was something we still needed to have otherwise that wouldn't be up there either. We were trying to figure out what some of the boards actually did before we totally took them away. But they actually consolidated it down into more effective committees, especially the subcommittees of the Council so that they are not on all these committees then they can get more accomplished I think. So it actually worked out where there was like one chair on each one of the committees there and then the three other Council people on there, I tried to rotate them, I tried to look at it as scheduling for people and their jobs and just noticing when they had trouble making some meetings to make it easier for them, so I did the best I could on trying to maneuver those, but if you notice some of them missing, that's why that was done, it was a meeting that I had with the Borough Manager and Virginia about the different ones and when they were last used and figuring out the dates on those and like I said talking with the Fire Chief with the one that he had. If I could, I'd like to entertain a motion to officially lift the Recreation Board out of suspension and reactivate that. So if I can have a motion please?

**Motion** made by Ms. Larison.

Mr. Yager seconded the motion.

Ms. Smith asked, any questions on that motion? Oh, I'm sorry, open to the public.

### **HEARING OF THE PUBLIC RE-OPENED**

1. Jane Burger - 90 West Maple Avenue  
She stated, I do need to do a clarification, the Council established a Recreation Advisory Board by Resolution and that was what was put into suspension and that would be what you would be reactivating, that is different from different recreation boards that are defined in the State Borough Code. If you want to up and run the Recreation Advisory Board and make it operational again, I'm pleased to hear that will be a Board with residents, but I just want to clarify that

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because there are provisions in the Borough Code for different types of Rec Boards and they have different types of composition, I'm not sure that's what you're thinking of tonight.

Ms. Smith replied, yeah you're right, I'm sorry. I forgot about that and I can amend that motion and put that in there. Okay, thank you.

***There being that no one wished to speak, public comment portion was closed.***

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Ms. Smith stated, I'll amend that motion, it will read that I would like to entertain a motion to lift the suspension of the Recreation Advisory Board and put it back into activation. Can I have a motion?

**Motion** made by Ms. Larison.

Mr. Yager seconded the motion.

Ms. Smith asked, any comments on that? We'll do the call first.

**Motion** carried by voice vote 7-0.

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Ms. Smith stated, a lot of people through the years, the past few especially have been asking about it and will we did put it back up and I think for a while maybe had a bit of a time span when it wasn't being used as much, but I think there's a lot more that people love to do. People love to be outside and doing activities, that's one of the biggest push on your parks and your recreation today compared to like years ago, so I think it's going to be an active board. I think everybody is looking forward to getting it up and running and seeing what we can do. I think Ms. Kronnagel mentioned in her letter that she had sent to me and the administration about a festival with Snipes.

Ms. Kronnagel replied, yeah it's a Veggie Festival, it's in the very first stages of infancy, a Veggie Fest/Bluegrass Festival. Because Snipes is an organic farm where they can't — we can't have an Apple Fest with them because their crops I don't want to say the wrong thing — it would be an all over kind of Fest.

Ms. Smith stated, so I think there's some nice things that they could conjure up to do that would be a nice activity — start giving other events in the parks, so I thank everyone for bringing that back up out of suspension.

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Mr. Mitchell asked, so just if I can clarification Madame President, we are clear to cancel the Public Works Committee meeting, Emergency Services Committee meeting and will no longer advertise those.

Ms. Smith replied, correct.

Mr. Mitchell asked, so we're now free to populate this on the website?

Ms. Smith replied, correct, yes.

**Solicitor's Report - Randall Flager** - He stated, in the interest of time, the only thing that I will mention is that we received a Pennsylvania Open Records, apparently there was a dispute between a gentleman named Nay and the Borough of Morrisville over the prior Solicitor's bills. We kind of cut the baby in half, upheld some of the Borough's position, whatever this recommendation is which I've read just to not to appeal it and not waste any more of the Borough's money and just to adhere to this and that will end this and that's the end of it. It won't be an issue again because obviously the parties have changed and there's no point in litigating, you're beating a dead horse, that's my recommendation and that's all I have.

**Engineer's Report - Gilmore and Associates** - There was no report this evening.

Mr. Mitchell stated, no Engineer's report other than they were in for several meetings over the course of the last week or so and they did leave a copy, it's in the back of the room on an easel of a redevelopment plan for the Borough. I don't think this is new to any of you but feel free to look at it and we're going to see if we can find a way to put that on the website.

Ms. Smith stated, I think they were going to try and supply us another one of those so we can keep one board up here and one down in the Borough Hall.

Mr. Mitchell replied, yeah they did, we have one for the lobby as well, yes.

Ms. Smith stated, okay, thank you. Yeah, it's pretty interesting it has some of their projects they are working on and they will be moving with and one of them is the MS4 I believe up in the 4th ward, that will be something they will be working on probably this year. The Keystone Report, we did have something, right?

Mr. Mitchell replied, yes, it was in your packets.

Ms. Smith asked, did you need to go over any of that?

Mr. Mitchell replied, no, that was just an initial report on their activity so far.

**Mayor's Report - David Rivella** - He stated, Good evening everyone. In the interest of time, I will keep this as quickly as I can. I did mention earlier that I did have an opportunity to speak with the people from Banyan. They actually reached out to me and asked if I would sit down and I thought it was a great idea since I stated at the December meeting that I had no knowledge that they were coming and I had a lot of questions, similar questions that the residents were asking tonight. I told them I wanted to meet with them and I told them I wanted

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to bring Tom Wisnosky because he lives on Crown Street, I thought he should know and get first hand information and I told him I wanted the Chief to come along if they were okay with that, from a law perspective. We actually sat down for two hours, we asked a lot of questions, it was a pretty interesting meeting because we didn't know what was coming, we didn't know what they had in mind and I think it was basically the same presentation tonight, so we'll have to stay tuned to see how that plays out. Also, I had last week asked for a motion to be placed on the agenda to hire Ed Radlow as a part-time officer, I didn't see it there but I imagine it can still be added, and the Chief I'm sure will be happy to fill you in. I did send some background information to everyone on it. That's the extent of my report.

**Police Chief's Report - Chief George McClay** - He stated, the 2017 crime numbers are on the desk, it encompasses all of 2017. This years Municipal Police Officer Training is underway, this includes online training and qualifications which includes handgun, rifle, shotgun, taser. My vehicle — I have three guys that put together vehicles, we are getting specs together now along with a cost analysis purchasing three new vehicles. I expect to be able to give Council the paperwork which will include the cost of the vehicles as well as a three year agreement to finance these vehicles. This will be the same program that we did three years ago, which was through CoStar and I am anticipating staying under that \$40,000.00 budget line item that we do have for these vehicles. I'd like to thank the Mayor and his partnership with the Delaware Valley Road Club for donating \$283.00 to our department. Also, Lee Matthews resigned and has moved on to a full-time police officer job with the Bucks County Parks. With that being said, I respectfully request that you make a motion to hire a new part-time officer, his name is Ed Radlow, he is a graduate of the Delaware County Police Academy. Ed has also received a Bachelor of Arts and Political Science from Temple University. He's also attended graduate school where he earned an MBA from Drexel University. I will be tapping into Ed for more than just police work. His talents will include budgeting and grants. This will be my fifth college graduate that I've be able to hire since coming here four years ago. In turn, the long term educational goal of the police department is to raise it up and we've been very lucky. I think Ed is very active in his community and I think he will be an asset to our department as well as the community as a whole. That's all I have, thank you.

Mr. Mitchell stated, Madame President if I may, the Chief and the Mayor are correct, the information on Chief's request wasn't included in your packet, unfortunately it was right after the agenda's had already gone out. I'm sorry about that.

Ms. Smith stated, we'll go on to — is she here, our Junior Councilperson.

Ms. Kronnagel stated, I let her go home, it's 11:00 on a school night.

**Junior Councilperson's Report - Sade Ricketts** - There was no report this evening.

Ms. Smith stated, I put up a motion to hire a part-time Police Officer, Ed Radlow to the Morrisville Police Department.

Motion made by Ted Parker.

Ms. Kronnagel seconded the motion.

**HEARING OF THE PUBLIC RE-OPENED**

1. Jane Burger - 90 West Maple Avenue  
She stated, I just have a question, given that Council has just authorized the Civil Service Commission to move forward and I'm sure they will move forward as quickly as they can to hire a full-time officer, which when you have the full-time officer that replaces some of the part-time officers so I'm just not sure how those two go together in terms of the number of part-time officers that Council will authorize in lieu of adding a full-time officer back to the staff.

Mayor Rivella stated, this is in addition, in fact, we would like to hire a couple of part-timers. As Chief McClay just said, we just lost one and we've been saying our pool of part-time officers has been getting harder to pull from. Just think about it, if there's a bad flu going around, it may be very difficult to cover the streets. The more the merrier when it comes to part-timers.

Mr. Yager stated, Mr. Mayor, are the part-timers, we currently have maxed out in their hours?

Mayor Rivella replied, there is no max.

Mr. Yager stated, I'm saying, are we utilizing them to the maximum of their availability is what I'm asking.

Mayor Rivella replied, oh absolutely.

Mr. Yager asked, so everyone is getting hours?

Mayor Rivella stated, I wasn't finished.

Mr. Yager stated, I'm just asking a question.

Mayor Rivella stated, I was trying to explain.

Ms. Smith stated, one at a time please.

Mayor Rivella stated, thank you. You have to remember if you're a part-time officer, you may not be a part-time officer solely for Morrisville Borough and you may not be available so we can't pull you so you turn us down. So we need to have a bigger pool to go too.

Mr. Yager asked, so how many do we have that aren't giving any hours?

Mayor Rivella stated, the Chief would have to answer that.

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Chief McClay asked, you're asking who's not getting any hours?

Mr. Yager replied, I'm not asking names, I'm asking how many of the part-timers aren't giving any hours, because it sounds like we have people that just aren't available, is that correct?

Chief McClay replied, that is true. I have one officer who is a full-time supervisor with the Sheriff's Department, he's available maybe one day a week, so when that time comes, if I have a day available, he gets that. But I have several of the officers that either work for Langhorne Manor, Bristol, then I have another officer that works for Yardley. So, these guys are not sitting at home waiting for George to call them, some of them are, but I only have a couple of them that are exclusive to me. That's one thing that's going to be nice about Ed Radlow, he will be exclusive to me. I have guys working, they put it together that they can work as much as they can.

Mr. Yager asked, when you say there's maybe one guy who may be available one day a week, if the hours are available, so you're saying that we're covered but once in a while there's — I'm just trying to understand, you have somebody that's only available one day a week, how that would fit in if you're in a position where you need more help but you have somebody that only gives you one day a week, but what you're telling us is that one day a week isn't always available to them, because it's booked, because you're staffed at that point, is that why?

Chief McClay stated, I think you have a misconception of the part-time officers. Part-time officers are like gold. You want to have as many of those as possible, you want to always be able to draw on them. It's just like running an ice cream stand, some kids can work eight hours one week, some can work twenty. You give them as many hours that you can if it's available. We have a lot of officers that get a lot of time off, so you need that pool of officers all the time, and it's better to have more than not enough. On this list of my seven officers, two of them may be leaving to go somewhere full-time because they've ranked so high on the Bucks County Consortium list. So, all of a sudden, I'm back to five, so the more you have, the better. Part-time officers cost us very little money and the more you have and the more you can bring in and the better educated ones — I get applications all the time, I'm not bringing many of them to you. I'm bringing the best to you. We've been very lucky with our part-time officers, but like the one that we talk about Sgt. Boyle from the Sheriff's Department, he's a valuable person and if I need him and he has to take a day off from the Sheriff's Office, he'll do that, but he has so much experience, I don't want to lose him just because maybe he only works once a month. It doesn't cost me any money if he's not working, but he's a great guy to have, especially when the parades come up always there on a Saturday when the parades come up. So the more part-timers I can have the happier I am, the more I can be a little flexible and not tell the full-timers, no, you can't have off.

Mr. Yager stated, I want to thank you for that, because the previous conversations have led us down a different road to an understanding that part-time officers are not as valued, so I appreciate your comments on that. Thank you.

Chief McClay stated, my part-time guys are very valuable and the more I can get, the happier I am.

Mr. Yager stated, maybe valued is the wrong answer. The understanding I was given from conversations both down there and in budget meetings and otherwise was that there's a reliability issue in some cases and there's other issues that come up with having part-time staff as opposed to full-time.

Chief McClay stated, I think the word you are missing is it's the availability.

Mr. Yager replied, maybe.

Chief McClay stated, it's the availability. If they are available to work, they work. Very rarely do they say, I'm sitting at home I have nothing to do, I'm not coming in. These guys want to work. Most of them are young guys, they want to work and that's why they have gone on to other departments that they can get other hours with them. But a lot of them want to work here because we are a little busier than say Yardley. They can actually do police work here, and I allow them to and I allow them to do their own investigations. But they are very valuable.

Mr. Parker stated, the word part-time I think is confusing to people. When most people think of part-time, they think of somebody who may work 30 hours a week continuously with a set schedule, that's not how you use your part-time officers right?

Chief McClay replied, no.

Mr. Parker stated, I think that's the misunderstanding, they are more as a per diem.

Chief McClay replied, yes.

Ms. Larison asked, how far in advance do you make your schedule for your officers?

Chief McClay replied, a year.

Ms. Larison asked, a year in advance?

Chief McClay replied, yeah, a year.

Ms. Larison asked, a year in advance, so your officers have to put on for a year in advance what days they are going to cover six months down the road?

Chief McClay asked, my full-time or my part-time?

Ms. Larison replied, part-time.

Chief McClay replied, no, now you're in a whole different world. My full-time guys have a schedule for the whole year and if they put in there that I'm taking off two weeks in July, we start filling that up now. But my guys may come to me and say, I need next Tuesday,

Wednesday and Thursday off and at that point, Corporal McIntyre fills them with the part-time officers.

Ms. Larison asked, so as of right now, your part-time officers are just filling in, because nobody is really taking a vacation, it's not high summertime vacation time?

Chief McClay stated, last week I had almost half my full-time guys out because of the flu so those guys we were cutting and pasting. One guy said he could come in for six hours, another guy comes in for another 6 hours, so we can keep our two people on the street at all times. I came in in the middle of the night because we were short. Our part-time guys, except for right now, we talked about it through the budget meetings, Officer Dilanni is filling what was Ross Da'Lessio's spot until we get the full-time officer.

Ms. Larison asked, he's full-time, full-time hours?

Chief McClay stated, he has full-time hours until we get our full-time officer hired and then he'll go back into the pool. But we have so many hundreds and hundreds and thousands of hours that have to be covered per the collective bargaining agreement. It's almost like feast or famine, either everybody is working or nobody's working.

Ms. Larison asked, so none of the other seven officers can fill in so the officer that's doing the full-time hours doesn't have to do those full-time hours, none of the officers can fill in the schedule for part-time?

Chief McClay replied, I don't understand your question.

Ms. Larison asked, you just said that you have a part-time officer that's doing full-time hours, there's no other part-time officers that can fill in that other time so your part-time officer isn't working full-time hours? Share the hours.

Chief McClay replied, this was a unique situation that an officer retired and the most efficient way to do it was to put one person in there and just let him work and that way that schedule stays and everybody else fills in around them. I have guys like Ross Da'Lessio, Ross doesn't want to work more than one shift a week at the most.

Ms. Larison asked, so then can I ask why did you bring him back as part-time?

Chief McClay replied, because when I do need him, he's there. This past week, everybody had the flu. Ross came in at 3:00 in the morning after spending all day in the hospital with his wife who had the flu. This is teamwork, Corporal McIntyre handles the schedule and he fills them in. Everybody is making more than enough hours, if not they go to another department and take a couple of hours there, this is what the part-timers do, we're not doing anything that any other Borough is not doing.

Ms. Larison asked, how much experience does this officer that you want to hire have, may I ask?

Chief McClay replied, he's a rookie. He'll go through our field officer training just like Kyle Areias did.

Mr. Yager asked, how long does that take?

Chief McClay replied, eight weeks.

Mr. Yager asked, so then you're saying you need a part-timer two months from now, because you're not going to have it filled, so you're going to be okay for the two months?

Chief McClay replied, yes, but I have to train him, you have to do field training program with any new officer. Because there's not many officers coming in here with ten years experience and saying I want to be a part-time officer.

Ms. Larison asked, how many applications do you normally get for part-time officers?

Chief McClay replied, maybe one a month.

Mr. Bowers asked, was this advertised, or do you just take them as they come in?

Chief McClay replied, no, we don't advertise.

Ms. Larison asked, so how do you find them?

Chief McClay replied, they come to the door.

Ms. Larison asked, I'm sorry?

Chief McClay stated, they come to the window.

Ms. Larison stated, they come to the window, so from Delaware County, he came to the window?

Chief McClay replied, I didn't say he was in — he didn't live in Delaware County.

Ms. Larison stated, oh, you just said he worked in Delaware County.

Chief McClay stated, no I didn't. I said he went to the Delaware Valley Community College Police Academy.

Ms. Larison, stated, I thought you said Delaware County, I'm sorry.

Chief McClay replied, he lives in Bucks County.

Ms. Kronnagel asked, can you call the motion, please?

Mr. Bowers asked, is there another officer down the pipeline, next meeting because you said one just left and went somewhere else. Are you going to be hiring another one to replace him?

Chief McClay asked, another part-time officer?

Mr. Bowers asked, yeah, this guy you're hiring now isn't to replace the one that left recently?

Chief McClay stated, I think I would have hired him even if the other officer didn't leave. Like I said, the more part-time officers we have, the better you are, so the guys can take their time off. So, if I have three of my full-time guys off, I have three good part-timers to replace them.

Ms. Smith stated, the only thing I'm going to say is, we have allotted for you seven positions for part-timers in our budget thing, we set that up for you, you've got so many police full-time, so many part-time and when you say the more the better, that's not unlimited, if we give you a set amount of part-timers, you're saying you can just go to ten or twelve, because you are supplying uniforms, training, all the other stuff, that's also an expense. If the Council sets a certain amount of positions, how do you go above that?

Chief McClay replied, there is no set amount of positions for part-timers.

Ms. Larison stated, yes there is.

Chief McClay asked, what is it?

Ms. Smith stated, yeah, its in our budget line, our salary thing right, salary statement. It says right in here how many positions there are. I've seen in there.

Chief McClay replied, I've never seen a number, a real number. So what is it?

Ms. Smith stated, I believe it was seven.

Chief McClay asked, let me ask, how much does a part-time officer cost us?

Ms. Kronnagel stated, it doesn't have a number of part-time officers, you have an actual budget. That's what you're talking about, a dollar amount, right?

Chief McClay stated, I have a line item for part-time officers. How much money there is for part-time officers, that's what I have.

Ms. Smith stated, so you're saying you want an unlimited amount to hire as many — and some aren't giving you the amount of hours — I guess the hard thing for me to understand and I understand that you only use them when you need them kind of thing, if you've got seven of them or let's say you get up to ten of them, when you vet them to bring them here you don't discuss about some kind of guaranteed hour they can give you like a part-time you'd say okay

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you gotta give me at least fifteen or twenty or whatever it is, you just — or you don't, because if you have that many —

Chief McClay replied, the only other thing that I could do is say you cannot work for anyone else. I could do that and then that's going to limit my pool of guys that are going to go well I want to work for other places too. If I do that, then I can tell you right now I'm going to lose most of my guys, I may have two or three guys at that point and then when you have twelve hour shifts, you have to fill twelve hour shifts. I can't have guys working back to back so I can't — like eight hour shifts, so you have to have a decent number of guys to be able to throw in to the schedule.

Ms. Larison stated, according to the wage data sheet Chief, you're allotted eight part-time officers.

Chief McClay stated, wage data sheet.

Ms. Larison stated, we all got it with the budget. Did you get this?

Ms. Smith stated, that's what we go by on how many positions is given by the Council.

Chief McClay stated, I never got that. So I'm allowed to have eight, so I have seven, I'm down one.

Ms. Larison stated, just so you understand you're not allowed to have unlimited amount of officers for part-time I think is what she's trying to say.

Chief McClay stated, I think we need to have a discussion really to tell me what a part-time officer really cost the Borough.

Ms. Kronnagel stated, I think that's a little misleading, because you could have part-time officers that you never give hours to and therefore don't reflect that on that budget, so you could have twelve part-time officers and not ever call four of them and they're not going to be on that budget, correct?

Chief McClay stated, I go by the line item of part-time salaries, that's what I'm governed by. But if there's this other document that I haven't got yet, I'll look at it and talk to you about it.

Ms. Larison stated, you have three corporals, six full-time, eight part-time.

Ms. Kronnagel stated, okay there's a motion out there.

Chief McClay stated, I'm at seven right now. I do not expect to bring another part-time officer before you until I get this officer trained because I can't train two officers at the same time, it's impossible.

Ms. Smith stated, I guess I'll make a motion on this.

Ms. Kronnagel stated, there already was —

Mr. Mitchell stated, the motion was moved and seconded.

Ms. Smith stated, call the board.

Motion fails by voice vote, 4-3. (nay votes being Ms. Dreisbach, Ms. Larison, Ms. Smith and Mr. Yager)

Ms. Smith stated, motion to pay the bills.

Mr. Mitchell asked, are there any committee reports, or was that what we just did?

Ms. Smith stated, I'm sorry. Was there any committee reports?

Ms. Larison replied, no I don't have any.

### **REPORTS - COMMITTEES**

There were no committee reports this evening.

### **FINANCE**

Mr. Mitchell stated, as part of the financial package that you received, I asked — since we have so many new people, Joan to put together for you a list of various funds that we have, I believe it was in your packet. It's addressed to the Mayor and Council so that you have an understanding of what these funds are and how they're used. If you have any questions just let us know, but yes we would like a motion to pay the bills.

**Motion 8A** - Motion to pay the bills.

**Motion** made by Mr. Yager.

Ms. Larison seconded the motion.

Ms. Smith asked, questions or comments on them?

Ms. Larison stated, I have a question, page 2, GL 1801, page 2, third line from the bottom —

Ms. Kronnagel stated, I have to talk to Virginia about that, I think that's actually a duplicate.

Ms. Larison stated, Rudolph Clarke, LLC.

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Ms. Kronnagel stated, yeah, I think that's a duplicate. I don't know if that's left over from December, but I will talk to Virginia about that.

Ms. Larison stated, so that might just have been like a cross invoice.

Ms. Kronnagel stated, I think it's actually a duplicate. Like I said, I think this was from last month.

Mr. Yager asked, so do we need to table this until that's looked at?

Ms. Smith stated, I think you can table just a —

Mr. Parker stated, but you can't pay the bills. You're going to have to redo the motion to exclude it. Have the two parties who moved it and then seconded it and then amend the motion to exclude that until the Borough Manager can determine whether or not it was a mistake and it would be added in next months bill list.

Mr. Flager stated, you can make a motion to approve the bill run with the exception of that one particular bill and ask the Interim Borough Manager to investigate it and if he determines that it's not a duplicate bill and in fact it is a legitimate bill authorize him to pay it at that time, so you don't have to come back and revisit it next meeting. Or someone could just withdraw — you could withdraw your motion and file a new one, it's just easier.

Ms. Smith asked, can I withdraw the motion to pay the bills?

Mr. Yager replied, withdraw the motion yes, second.

Mr. Flager stated, let's make a motion to pay the bills with the exception of the bill in question which is, GL 1801 on page 2 vendor 2091 Rudolph Clarke, LLC in the amount of \$330.00 for the Interim Borough Manager to investigate and in fact if it's a new bill that he is authorized to pay it and if it is a duplicate, obviously it is not to be paid.

**Motion** made by Ms. Dreisbach

Ms. Larison seconded the motion.

Ms. Smith asked, any comments on this motion? Roll call.

**Motion** carried by voice vote, 7-0.

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**UNFINISHED BUSINESS**

There was no unfinished business to discuss this evening.

**APPOINTMENTS**

**Motion 10A-1** - Motion to appoint Zoning Hearing Board: One 3-year term to expire on 1/01/21. (Steve Schmelzer expired 1/2/18.)

**Motion** to nominate Steve Schmelzer made by Ms. Dreisbach.

Ms. Smith asked, are there any other nominations?

Mr. Bowers stated, yes, Hussam Jallad.

Ms. Smith asked, any other nominations?

Ms. Kronnagel asked, can I ask a question, I don't know if this is appropriate, my apologies, but I'm sorry, what is his name?

Mr. Bowers stated, Hussam Jallad.

Ms. Kronnagel asked, does he live in the Borough?

Mr. Bowers replied, yes.

Ms. Kronnagel replied, his resume is in Yardley.

Ms. Smith asked, there's no other nominations then?

Ms. Kronnagel asked, did he give some sort of verbal indication that's why he was sending his resume, because we didn't get a letter.

Ms. Smith stated, no, he sent it like at the last minute and I sent it to the office and then I sent it out.

Ms. Kronnagel asked, but it's definitely for the Zoning Hearing Board?

Ms. Smith stated, yes. I realize it was last minute, but I didn't not want to send it everybody, so I think it went to your email.

Ms. Kronnagel replied, no I got it, there was just no indication as to what it was for.

Ms. Smith stated, yeah, I sent it out just so that everybody could have it. Is everybody okay with that any other questions? The first one would be for Steve Schmelzer, we can do a roll call on that.

Mr. Mitchell stated, this is for the first nominee, Mr. Yager.

Mr. Yager replied, yes.

Mr. Mitchell stated, Mr. Bowers.

Mr. Bowers replied, no.

Mr. Mitchell stated, Ms. Kronnagel.

Ms. Kronnagel replied, yes.

Mr. Mitchell stated, Mrs. Larison.

Ms. Larison replied, no.

Mr. Mitchell stated, Mr. Parker

Mr. Parker replied, yes.

Mr. Mitchell stated, Mrs. Dreisbach.

Ms. Dreisbach replied, yes.

Mr. Mitchell stated, Mrs. Smith.

Ms. Smith replied, yes.

**Motion** carries 5-2. (nay votes being Mr. Bowers and Ms. Larison)

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Ms. Smith stated, congratulations to Mr. Steve Schmelzer for that new term on the Zoning Hearing Board.

**Motion** 10A-2 - Motion to appoint Municipal Authority: One 5-year appointment to expire on 1/1/23. (Jane Burger, expired 1/1/18.)

**Motion** to nominate Jane Burger by Ms. Dreisbach.

Ms. Smith asked, a second on that?

Mr. Yager seconded the nomination.

Ms. Kronnagel stated, I'm sorry it's really late, did Ms. Burger send in a letter?

Ms. Smith replied, yes she did, about a week ago I think.

Mr. Mitchell stated, January 9th.

Mr. Mitchell asked, Mr. Yager, how do you vote?

Mr. Yager replied, yes.

Ms. Larison asked, are we doing any other nominations?

Mr. Mitchell stated, Mr. Bowers.

Mr. Bowers replied, yes.

Mr. Mitchell stated, Ms. Kronnagel.

Ms. Kronnagel replied, yes.

Mr. Mitchell stated, Mrs. Larison.

Ms. Larison replied, yes.

Mr. Mitchell stated, Mr. Parker.

Mr. Parker replied, yes.

Mr. Mitchell stated, Mrs. Dreisbach.

Ms. Dreisbach replied, yes.

Mr. Mitchell stated, Mrs. Smith.

Ms. Smith replied, yes.

**Motion** carries 7-0.

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**Motion** 10B - Motion to appoint Vacant Property Review Committee: Three 4-year appointments to expire on 1/1/22, the first is held by Mayor Rivella for re-appointment, the second position is held by the Planning Chairperson Don Diretto for re-appointment, the third position needs to be appointed, Mike Yager as the Councilman to expire 1/1/22.

Ms. Smith asked, can I have a motion please?

**Motion** made by Ms. Dreisbach.

Ms. Larison seconded the motion.

Mr. Mitchell stated, Mr. Yager.

Mr. Yager replied, yes.

Mr. Mitchell stated, I was wondering how you were going to vote on that. Mr. Bowers.

Mr. Bowers replied, yes.

Mr. Mitchell stated, Ms. Kronnagel.

Ms. Kronnagel replied, yes.

Mr. Mitchell stated, Mrs. Larison.

Ms. Larison replied, yes.

Mr. Mitchell stated, Mr. Parker.

Mr. Parker replied, yes.

Mr. Mitchell stated, Mrs. Dreisbach.

Ms. Dreisbach replied, yes.

Mr. Mitchell stated, Mrs. Smith.

Ms. Smith replied, yes.

**Motion** carries 7-0.

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**Motion** 10C - Motion to appoint Civil Service Commission. One 6-year appointment to expire on 1/31/24 (Kenneth Terry, Jr., expires on 1/31/18, for reappointment.)

**Motion** to nominate Kenneth Terry made by Ms. Kronnagel.

Ms. Smith stated, before I go any further I think there was one or two other people. Do I have to do nominations for people on that one too, because we did have other ones come in?

Mr. Flager stated, nominations are in order from Council on the Civil Service Commission for the 6 year appointment which commences after this term expires on 1/31/18 for 6 years to 2024.

**Motion** to nominate Kenneth Terry made by Ms. Kronnagel.

**Motion** to nominate Barbara Bower made by Ms. Larison.

Ms. Smith asked, are there any other nominations?

Mr. Mitchell stated, there were other — you have Ken Terry, Georgia Cinq-Mars.

Mr. Yager stated, I never received that one.

Ms. Kronnagel stated, no that wasn't in our packet.

Mr. Mitchell stated, Holly Harman and Barbara Bower. Some of these just came in in the last 24/48 hours.

Audience Member stated, it was in over a week ago. It was lost at Borough Hall, I dropped it off, I have the date stamped on it.

Mr. Mitchell stated, there it is, January 11th.

Ms. Smith stated, it is date stamped. Thank you.

Mr. Mitchell stated, thank you.

Ms. Smith stated, we have two nominations, is there a third nomination?

**Motion** to nominate Georgia Cinq-Mars made by Mr. Bowers.

Mr. Flager stated, you have three nominations for this position, so Council can vote on one at a time, or they can just call the names and Council can decide who they want to vote for and you can eliminate one. Maybe my suggestion is to vote one at a time and whoever gets five votes first wins. Four votes, there's only 7 tonight. Four votes.

Ms. Smith asked, just put the name out that you want, would that be okay to do it that way? How about we do it that way? We'll do a roll call and you'll just give the name of the person that you would like to appoint. It would be Georgia Cinq-Mars, Ken Terry, Jr., Barbara Bower.

Mr. Mitchell stated, Mr. Yager.

Mr. Yager replied, based solely on the resume and letter, Bower.

Mr. Mitchell stated, Mr. Bowers.

Mr. Bowers replied, Bower.

Mr. Mitchell stated, Ms. Kronnagel.

Ms. Kronnagel replied, Ken Terry.

Mr. Mitchell stated, Mrs. Larison.

Ms. Larison replied, Bower.

Mr. Mitchell stated, Mr. Parker.

Mr. Parker replied, Ken Terry.

Mr. Mitchell stated, Mrs. Dreisbach.

Ms. Dreisbach replied, Georgia.

Mr. Mitchell stated, Mrs. Smith.

Ms. Smith replied, Bower. Four for Barbara Bower, two for Kenneth Terry, Jr., one for Georgia Cinq-Mars. Barbara Bower will be in that position as of 2/1/18, correct?

Mr. Mitchell stated, effective 2/1/18 was the motion.

Ms. Smith stated, okay, I think that's it. Any announcement?

Mr. Mitchell stated, before you hop off the subject of appointments, the advertising of these positions produced some candidates for some other boards. One for Planning, I don't even know if there's a vacancy on Planning.

Ms. Smith replied, we have to check a couple of dates, I think February there is, but I'd have to make sure of that.

Mr. Mitchell stated, okay, so this might be for that one then. One for MEAC.

Ms. Smith asked, is that available?

Mr. Mitchell stated, appointment expired 12/19/17, Nicole Rahman.

Ms. Smith asked, did she send it in, we didn't get it?

Mayor Rivella stated, she sent a letter in.

Mr. Mitchell replied, apparently she sent it in back in December and we just discovered it recently. Do you wish to act on that tonight, or would you —

Ms. Smith stated, I guess if nobody knew about it, I didn't know about it that's for sure. I guess just — she stays in that position right, unless it's advertised out until then.

Mr. Mitchell stated, she continues to serve unless replaced or reappointed.

Ms. Smith stated, I guess just to be in fairness since we put the other ones out I guess advertise it and we can do it at next months meeting.

Mr. Mitchell stated, okay. We also had a member of the public apply for the Library Board. However, there's actually not an opening on the Library Board other than the two Council member designated seats. Council should probably decide tonight which Council members will be serving on the Library Board.

Ms. Larison asked, so the two Council seats, which I remember voting for this last year were two of the previous Council, so does that mean they are removed from those seats, two new Council come in?

Ms. Smith asked, this is under Ordinance right?

Mr. Mitchell replied, yes, it's set by Ordinance that two members of Council must serve on the board of seven for the Library Board.

Ms. Larison asked, so Mr. Kerner and Mr. Cicero were on that board as Council and now they're off that board as Council members?

Mr. Mitchell stated, you have to replace them with two Council members.

Ms. Smith asked, that works the same as this one here like RDA where once that persons term is up you have to put someone on, is that what you're saying?

Mr. Mitchell stated, standing members basically, you have two standing on the Library Board.

Ms. Smith stated, okay, I don't think anybody even knew that. Does anybody want to be on the Library Board, anybody thought about it?

Mr. Mitchell stated, this just came up today in a conversation with the Library.

Ms. Larison asked, so can we get a copy of the Library bylaws, when they meet?

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Ms. Smith asked, can we do it next month?

Mr. Flager stated, you can if you want to. You can do it next month.

Mr. Yager stated, next month.

Ms. Smith stated, next month, yeah, because I don't think anybody knew. I don't think we read the bylaws or anything that we know of.

Mr. Mitchell stated, there's no reason why you have to do it tonight, if you'd like to put it on the agenda for next month.

Ms. Larison stated, it's not a violation if you don't have the seven, it's right here.

Mr. Mitchell stated, that's right, it's not.

Ms. Smith stated, I guess since nobody knew about it, just wait until next month and everybody think about it since it's two Council and then have to figure out who wants to be on. I suggest looking at their bylaws and all to see what's involved with it and if you'd want to be on it, I didn't realize it was by a Resolution.

Ms. Smith asked, is that the last one that you know of?

Mr. Mitchell replied, that's the last one I'm aware of.

### **NEW BUSINESS**

There was no unfinished business to discuss this evening.

### **ANNOUNCEMENTS**

There were no announcements this evening.

### **BOROUGH OFFICIALS**

Mr. Bowers stated, I have one comment to Mr. John sitting back there, I forget your last name, you had inquired about the code inspectors that we put in, Keystone Municipal Services. From my point of view, we put them in because of the retiring person last year retired, we didn't have a job description of anything else. I actually did a right to know last year before I was elected to find out how many permits and code inspections we do in a year and it was extended 30 days and then not given to me so I've had an appeal going through the State so I did not have that information to even know whether we need a part-time code official, a full-time or what an inkling of what we would need. So, from my point of view, that company is in here as a trial

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and before years end we will find out whether we keep them or we change staffing that we have somebody in the Borough from the Borough's side of things, once we get a handle on how much actually comes in and goes through the office.

Audience member asked, what about his other positions that he did?

Mr. Parker replied, this company also does Fire Marshal, Ordinances, it's not just building inspections. It's everything that the former Code Enforcement Officer did and some of the things he couldn't do. So they've outsourced the position completely and then a couple of others.

### ADJOURNMENT

**Motion** to adjourn.

**Motion** made by Ms. Larison and seconded by Mr. Yager.

Meeting adjourned.