

# SPRING CITY BOROUGH COUNCIL MEETING

JULY 2<sup>ND</sup>, 2007 - 7:30 P.M.

President Trego called the meeting to order and led Council in the Pledge of Allegiance to the Flag.

The following members were present: Councilmen Trego, McCarthy, Watts, Beard, Young, Mayor Weiss, Solicitor Romain, Borough Administrator Rittenhouse, and Secretary DePaoli.

Councilman Watts motioned to approve the minutes of the June 4<sup>th</sup>. 2007 council meeting. Councilman McCarthy seconded. Motion carried.

## **MAYOR:**

Mayor Weiss reported the following maintenance was performed on the 2007 Ford Crown Victoria; oil change and brakes adjusted.

He noted that he attended the flag retirement ceremony sponsored by the American Legion at Brown Street Park on Saturday, June 16, 2007. He advised Council that a tabletop drill was held on June 28, 2007 in preparation for the upcoming August 7, 2007 Limerick exercise.

The Mayor and Chief Sherman both completed the ICS Incident Command Independent Study Course.

## **COMMUNICATIONS:**

1. The Chief's monthly response call report from John Trego, Fire Chief of the Liberty Fire Company. The report lists twenty (20) calls responded to during the month of May, 2007 in the following municipalities: Spring City (9), East Vincent (9), Phoenixville (1), and Montgomery County (1).

## **COMMITTEE REPORTS:**

**STREETS AND UTILITIES:** Administrator Rittenhouse gave the following Streets Department Report for the month of June, 2007. **TRASH DISPOSAL** - Twelve (12) loads of refuse were hauled to the Lanchester Landfill in Honeybrook, PA. Eleven (11) bulk trash pickups were requested.

**RECYCLING** - Twelve (12) loads of scrap metal weighing 4.8 tons were transported to Phoenixville Scrap Company. **STREET WORK** - Trimmed the brush and tree limbs along the guardrail on North Church Street. Started painting the crosswalks and yellow curbing on various streets. Painted the crosswalks and direction arrows at Main & Bridge Streets. Routinely cleaned debris from the stormwater inlets at various locations throughout the Borough. Patched potholes on various streets. (Yost Avenue, Church Street, Cedar Street, Main Street, and Wall & Chestnut Streets). Replaced stop signs at Wall & Vincent Streets and Wall & New Streets. **MAINTENANCE** - Mowed and trimmed the grass on all Borough properties. Trimmed the hedges at the Borough Hall and the Library. Emptied the trash receptacles weekly at all of the recreation areas. Cleaned the garage bays. Installed new doors and made repairs to the floor at the dog compound facility on Gay Street as recommended by the Department of Agriculture. The 2005 International Trash Truck was inspected and had the EGR position sensor replaced on June 18, 2007. (\$1,009.13)

**SANITATION AND SURFACE WATER:** Councilman Watts gave the following Wastewater Treatment Plant Report for the month of June, 2007. BWM Ecological Services, Inc. has started to perform the day-to-day operation services at the plant. Seven (7) loads of sludge (31,500 gallons) was removed from the digesters during the month and transported to the Pottstown

Borough Sewer Plant for disposal. The secondary pumps are being lubricated three (3) times per week. The trickling filter arm nozzles are being cleaned weekly. Sludge is being withdrawn from the tanks on a regular basis and being sent into the digesters. Repairs were made at the King Street Pump Station on June 11, 2007 due to a lightning strike that came through the lines and blew apart the lightning arrestor which then tripped the main circuit control GFI. The Chicago Pump in the pump house was overhauled and put back into service (\$6,117.46). Deltronics also did work on the chlorine contact tank valve during the month. Repairs will be scheduled by Deltronics to repair two leaking valves in the basement motor room. BWM is getting quotes from other labs so we can get the best costs possible for our lab testing. This information will be reviewed when it is submitted to the Borough office. Arrangements are being made by BWM to have the grease and scum boxes cleaned.

### **POLICE:**

Councilman Beard reported the police committee met on June 19, 2007 and discussed the hiring of a new part-time officer and more patrolling of the pool area after the pool closes in the evening.

Councilman Beard read the following police report for the month of June, 2007. Complaints 237; rape 1; burglary 5; theft 5; criminal mischief 12; traffic citations issued 31 of which 1 was for speeding; criminal arrests 22; accidents 8; parking tickets issued 21. **Assisted other departments as follows:** East Vincent 23 times (suicide, assault, 7 traffic stops, 2 domestics, suspicious condition, harassment, 2 vehicle stops, well being check, horses running at large, 911 hang up, burglary, disturbance, accident, unresponsive person, and suspicious person. ); Royersford 12 times (false alarm, armed subject, 2 disturbances, traffic stop, 2 alarms, disorderly conduct, public drunkenness, open door, intoxicated subject, and traffic control); East Pikeland 4 times (2 vehicle stops, harassment, and domestic); Limerick 2 times (runaway and assault; Chester County Sheriff's 1 time (warrant service); East Coventry 3 times ( burglary, suspicious person, and alarm). **Other departments assisting Spring City were as follows:** East Vincent 9 times (drug arrest, false alarm, assault, public drunkenness, criminal mischief, suspicious condition, disturbance, disorderly conduct, and domestic); East Coventry 5 times (drug arrest, criminal mischief, disturbance, domestic, and trespassing); East Pikeland 3 times (public drunkenness, suspicious condition, and disturbance); Royersford 1 times (disturbance); Limerick 1 time (disturbance). **Mileage traveled during the month of June:** Car 14-1 (2005 Ford) 1,716 miles; Car 14-2 (2007 Ford) 1,758 miles which made a total of 3,474 miles. **Gas used during the month of June:** Car 14-1 (2005 Ford) 185.4 gallons, Car 14-2 (2007 Ford) 236.8 gallons which made a total of 422.2 gallons of gas used during the month.

### **FINANCE & ORDINANCE:**

Councilman McCarthy reported the Finance & Ordinance Committee met on June 27, 2007 and discussed the items that are on tonight's agenda.

### **ZONING, HOUSING & PROPERTY:**

Borough Administrator Rittenhouse reported there were sixteen (16) building permits issued during the month of June, 2007. Estimated cost of construction for the month of June, 2007 was \$107,150. Permit fees collected for the month of June, 2007 was \$1,090.75. Roger Stults, 67 N. Main Street, addition; Roger Stults, 67 N. Main Street, plumbing; Roger Stults, 67 N. Main Street, electric; Roger Stults, 67 N. Main Street, mechanical; Ryan Geiss, 120 N. Cedar Street, fence; William Brown, 234 Bridge Street, utility barn 8x8; Dennis Chen, 239 Bridge Street, roof; Russell DePietropaolo, 287 S. Church Street, Owens Corning basement system; Russell DePietropaolo, 287 S. Church Street, electric; Todd Roussey, 204 Yost Avenue, driveway; Jennifer Sone, 432 Bridge Street, fence; Christine Allen 164 Hall Street, fence; Martha Leddy, 217 Washington Street, sidewalk; Ken Doyka, 252 Broad Street, sunroom; James Weikel, 401 Washington Street, parking pad; Chestnut Street Properties, 201 Hall Street, demolition.

Borough Administrator Rittenhouse reported he received a check from DCED of the Commonwealth of Pennsylvania in the amount of \$1,507.27. This check represents a reimbursement for the application filed by Administrator Rittenhouse on January 25, 2007 with the Department for floodplain management activities incurred by the Borough in the year 2006. DCED reimburses municipalities up to 50% on costs incurred for floodplain management activities during the calendar year.

**REPORTS:**

Administrator's Report..... Page 4  
Tax Collector's Report..... Page 5  
Financial Reports..... Pages 6 and 7  
Sewer Fund & Police Pension Fund Reports.....Pages 8 and 9

Councilman Watts motioned the committee reports be approved as presented. Councilman Beard seconded. Motion carried.

**VISITORS:**

Mark Harvill, 36 N. Main Street and Georgette Dise, 38 N. Main Street, addressed council regarding parking issues on North Main Street.

Ted Wilby, 103 S. Main Street, spoke to council in support of the Borough purchasing the lot at Yost Avenue and Main for public parking.

**UNFINISHED BUSINESS:**

**1. Appointment for the Vacant Councilor Position.**

Councilman McCarthy motioned Daniel L. Bauman, Sr. be appointed to fill the vacant council seat of Bradford W. Hess. Councilman Watts seconded. Motion carried.

Councilman McCarthy motioned to adopt Resolution No. 2007-07 which formally appoints Daniel L. Bauman, Sr. to the vacant position of Borough Councilor. Councilman Watts seconded. Motion carried.

Mayor Weiss swore in new Councilman Bauman.

**2. Public Hearing - CDBG Grant Application.**

President Trego opened the public hearing portion of the meeting to discuss the CDBG application to Chester County for funds to perform I&I work on the Borough's sewer collection lines.

There were no comments or questions from the audience regarding the Borough's grant application for public works funding from the county.

Councilman McCarthy motioned to adopt Resolution No. 2007-08 which authorizes Dennis Rittenhouse and Environmental Engineering & Management Associates to file a grant application on behalf of the Borough of Spring City for Chester County Community Development Block Grant Funding assistance. Councilman Watts seconded. Motion carried.

# ADMINISTRATOR'S REPORT FOR THE MONTH OF:

MAY, 2007

The following figures represent the balance in each Department as appropriated in the 2007 Budget.

## GENERAL GOVERNMENT

		<u>% UNSPENT</u>
General Government	\$ 83,511.49	63%
Protection to Persons and Property	\$ 242,615.73	61%
Planning, Zoning and Housing	\$ 22,181.21	66%
Streets and Highways	\$ 243,008.32	62%
Street Repaving	\$ 92,500.00	100%
Parks and Recreation	\$ 22,000.81	97%
Insurance	\$ 54,770.00	100%
Street Lighting	\$ 35,836.27	74%
Library	\$ 12,500.00	100%
Liberty Fire Company	\$ 21,000.00	100%
Association Dues and Expenses	\$ 1,025.00	85%
Building and Property	\$ 24,956.78	94%
1% Tax Collection	\$ 4,587.79	56%
OPT Tax Collection	\$ 112.22	75%
Workers' Compensation	\$ 18,714.01	76%
Engineering and Consulting	\$ 18,902.50	71%
CRP Grant – Engineering	\$ 31,645.00	92%
<u>SEWER ACCOUNT</u>	\$ 367,323.73	60%

This report reflects all wages and bills paid through May 31, 2007.

## Tax Collector's Monthly Report to Taxing Districts

For the Month of   JUNE  , 20   07  

  SPRING CITY BOROUGH  

           Taxing District

	Real Estate	Interim/Other	Per Capita/Other	Other
<b>A. Collections</b>				
1. Balance Collectable - Beginning of Month	50,616.84	360.14	3,555.00	4,078.75
2A. Additions: During the Month (*)				
2B. Deductions: Credits During the Month - (from line 17)				
3. Total Collectable	50,616.84	360.14	3,555.00	4,078.75
4. Less: Face Collections for the Month	14,034.16	141.21	315.00	351.25
5. Less: Deletions from the List (*)				
6. Less: Exonerations (*)				
7. Less: Liens/Non-Lienable Installments (*)				
8. Balance Collectable - End of Month	36,582.68	218.93	3,240.00	3,727.50
<b>B. Cash Collections</b>				
9. Face Amount of Collections - (must agree with line 4)	14,034.16	141.21	315.00	351.25
10. Plus: Penalties	376.95		18.00	21.01
11. Less: Discounts	.10	2.82		
12. Total Cash Collected per Column	A. 14,411.01	B. 138.39	C. 333.00	D. 372.26
13. Total Cash Collected - (12A + 12B + 12C + 12D)				15,254.66

(\*) ATTACH ANY SUPPORTING DOCUMENTATION REQUIRED BY YOUR TAXING DISTRICT

14. Amount Remitted During the Month (*)			
Date	Transaction #	Amount	TOTAL ALL TAXES
6/4/07		9,180.04	
6/8/07		1,183.19	
6/18/07		2,095.14	
6/26/07		2,796.29	
		Total	
15. Amount Paid with this Report Applicable to this Reporting Month			Transaction #
			\$
16. Amount Remitted			\$ 15,254.66
17. List, Other Credit Adjustments (*)			
Parcel #	Name	Amount	
		Total	

18. Interest Earnings (if applicable) \$ \_\_\_\_\_

Shirley W. Shaffer 6/26/07

TAXING DISTRICT USE (OPTIONAL)	
Carryover from Previous Month	\$ _____
Amount Collected This Month	\$ _____
Less Amount Paid this Month	\$ _____
Ending Balance	\$ _____

Tax Collector Date

I verify this is a complete and accurate reporting of the balance collectable, taxes collected and remitted for the month.

Received by (taxing district): Spring City  
 Title: Administrator Date: 7/2/07

I acknowledge the receipt of this report.

*Dennis Kittenhouse*

The Report of the Treasurer of the Borough of Spring City, Pa., at the close of  
 business, June 30, 2007

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Balance as of last report		\$1,765,246.52
Total of Certificate Purchased	+	10,000.00
		<u><u>\$1,775,246.52</u></u>

Deposits Ambulance Office - General Fund

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Berkheimer Associates - EIT	\$ 28,104.33
Berkheimer Associates - OPT	1,687.41
Interest	2,671.35
Trash Collection Fees	5,329.14
County Fines	738.09
Realty Transfer Tax	5,942.79
Local Fines	1,788.57
State Police Fines	1,309.21
Utility Permit	10.00
C.C.H.D. Hauler Refund	160.00
Bulk Trash Pick-Ups	370.00
Sale Sub ZNG Book	15.00
Recycling	217.00
Trash Certs	40.00
Lease Dwelling License Fees	60.00
Zoning Hearing Fee	1,600.00
DCD Grant Street Scape	3,150.00
Building Permits	1,090.75
Parking Tickets	60.00
Use & Occupancy	150.00
Police Reports	60.00
TOTAL DEPOSITS TO GENERAL FUND-\$54,553.64	

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Deposits to Other Accounts

PLGIT - Interest	\$ 486.07
Recreation Fund-CAOSC Utility Lease Payment	\$ 201.15
Library Fund - Taxes	\$ 12,500.00
TOTAL DEPOSITS TO OTHER ACCOUNTS - \$13,187.22	
TOTAL DEPOSITS TO ALL ACCOUNTS	-
	\$ 67,740.86
	\$1,842,987.38

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## Withdrawals

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By Orders #1190 Street Light Fund	\$13,170.50
By Orders #1468,1469,1470,1471,1472 Recreation Fund	1,897.40
By Orders #10036 Non-Unif.Employee Pension	402.27
By Orders #8485-8527, 23924-23963 General Fund	83,093.17
<b>TOTAL WITHDRAWALS</b>	<b>\$ 98,563.34</b>

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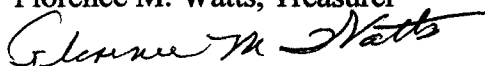
<b>Balance On Account - General Fund</b>		
Checking	57,383.84	
Certificates	639,000.00	\$ 696,383.84
<b>Balance On Account - Motor Equipment Fund</b>		
Checking	1.00	
Certificates	101,170.63	\$ 101,171.63
<b>Balance On Account - Street Light Fund</b>		
Checking	12,997.65	\$ 12,997.65
<b>Balance On Account - Gas Tax Fund</b>		
Checking	1.80	
Certificate	368,617.63	\$ 368,619.43
<b>Balance On Account - Liberty Fire Company Fund</b>		
Checking	1.00	\$ 1.00
<b>Balance On Account - Recreation Fund</b>		
Checking	2,144.77	
Certificates	23,069.25	\$ 25,214.02
<b>Balance On Account - Library Fund</b>		
Checking	12,501.00	\$ 12,501.00
<b>Balance On Account - Non-Uniform Employee Pension Fund</b>		
Checking	2,044.95	
Certificates	363,245.85	\$ 365,290.80
<b>Balance On Account - Ambulance &amp; Rescue Fund</b>		
Checking	1.00	\$ 1.00
<b>Balance On Account - Police Motor Equipment Fund</b>		
Checking	1.00	
Certificate	47,043.92	\$ 47,044.92
<b>Balance On Account - PLGIT Capital Reserve Fund</b>		
Investment	115,198.75	\$ 115,198.75

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<b>Beginning Balances</b>	<b>\$ 1,842,987.38</b>
<b>Less Withdrawals</b>	<b>\$ 98,563.34</b>

<b>7/1/07 Balance</b>	<b>\$ 1,744,424.04</b>
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Respectfully submitted  
Florence M. Watts, Treasurer



SEWER FUND # 2

Balance as of last report	\$ 1,972,860.02	
Total Certificates Purchased	\$ 1,016,000.00	
	<u>\$ 2,988,860.02</u>	
Total Certificates Cashed	- \$ 28,000.00	
	<u>\$ 2,960,860.02</u>	\$2,960,860.02

Deposits

Sewer Rents	\$ 10,874.90	
Interest	5,890.45	
Interest on Liens	12.15	
Deposit Certificates	28,000.00	
Sewer Certs	40.00	
Sewer Connection	4,000.00	
Sewer Plan Review	200.00	
Intra Fund Transfer	1078.00	
Bank Loan	1,000,000.00	
	<u>\$ 1,050,095.50</u>	

\$ 4,010,955.52

Withdrawals

By Orders#4940-4960,#20771-20774	\$ 1,051,971.72
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Balance On Accounts

Checking	\$ 126,831.71	
Certificates	\$ 2,832,152.09	\$ 2,958,983.80
		<u>\$ 4,010,955.52</u>

Respectfully submitted

*Florence M. Watts*

Florence M. Watts, Treasurer

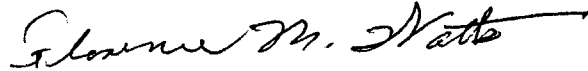
POLICE PENSION FUND

Balance as of last report	\$ 491,342.39
Interest added to certificate - PNC	5,675.96
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	\$ 497,018.35

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Balance On Account		
Checking	1.00	
Certificate - PNC Bank	461,429.98	
Certificate - Phoenix Federal	35,587.37	\$ 497,018.35

Respectfully submitted



Florence M. Watts, Treasurer

## **NEW BUSINESS:**

### **1. Motion to Advertise for Bids for the 2007 Street Resurfacing Work.**

The memo for the proposed street resurfacing work for 2007 was distributed to Council members during the month of June, 2007. The scope of work consists of milling the streets, resurfacing the roadways, and installing manhole risers and handicap ramps where required. The estimated cost of this work is \$86,902.00.

The streets included in this project are as follows:

1. S&K Street - From Poplar Street to Walnut Street.
2. Cedar Street - From Broad Street to New Street.
3. Yost Avenue - From Main Street to Penn Street.
4. Unnamed Alley between Arch Street and Heckle Avenue - From Airy Street to Wall Street.

Councilman McCarthy motioned to adopt Resolution No. 2007-09 which states Spring City Borough Council will allow an escalator clause for bituminous materials to be included as part of the bid package for the street resurfacing work. Councilman Watts seconded. Motion carried.

Councilman Beard motioned to advertise for bids for the 2007 Street Work Program and to review the bids at the August 6<sup>th</sup>, 2007 Council Meeting. Councilman Watts seconded. Motion carried.

### **2. Motion to Advertise for Bids for a Pickup Truck for the Streets Department.**

Councilman Watts motioned to advertise for bids for the purchase of a 2008 Chevrolet Silverado 1500, 2 wheel drive, V6, automatic transmission work truck. Councilman McCarthy seconded. Motion carried.

### **3. Treasurer Appointment.**

Councilman McCarthy motioned to appoint Florence M. Watts as the Treasurer of the Borough of Spring City. Councilman Beard seconded. Motion carried.

Councilman Watts recused himself from voting on this appointment.

### **4. Part-time Police Officer Appointment.**

Councilman Beard motioned to appoint Nathan Woodland as a part-time police officer for the Borough of Spring City. Councilman Watts seconded. Motion carried.

## **COUNCIL COMMENTS:**

Councilman McCarthy asked council members to contact him if they had any comments or recommended solutions on the parking issues on N. Main Street prior to the July 25, 2007 Finance & Ordinance Committee meeting.

Councilman Young inquired about whose responsibility is it to trim the weeds on North Main Street and also if something could be done on Phase II that would prevent weeds from growing through the sidewalks.

Councilman Bauman submitted a letter of resignation from his position as an alternate member of the Spring City Zoning Hearing Board.

Councilman McCarthy motioned to accept the letter of resignation from Daniel L. Bauman, Sr. from the Zoning Hearing Board. Councilman Watts seconded. Motion carried.

**READING OF THE PAYMENT OF THE BILLS:**

**GENERAL ACCOUNT:** (OFFICE) PECO \$463.44; Office Depot \$92.16; Action Data Services, Inc. \$274.64; H.A. Berkheimer, Inc. \$1,530.78; Baer Romain, LLP \$512.50; AT&T \$41.49; Spring-Ford Business Association \$1,448.02; VERIZON \$85.96; T-Mobile \$44.84; Provident \$91.58; Oehlert Bros., Inc. \$1,809.67; P.A.W. \$18.48. TOTAL: \$6,413.56. (STREETS) PECO \$45.92; Berks & Beyond \$2,043.69; Chester County Solid Waste Authority \$6,541.70; Nesley Equipment Company \$180.05; AirGas \$21.18; Metropolitan Personnel \$1,734.70; Mowrey-Latshaw \$71.08; CarQuest \$2.07; System Service \$1,400.00; Spring-Ford Business Association \$2,846.67; Provident \$42.89; Wensel's Truck & Car Repair \$1,009.13; Eagle Disposal \$3,465.45; H.A. Weigand, Inc. \$1,198.50. TOTAL: \$20,603.03. (POLICE) Krause Automotive \$56.43; Office Depot \$32.74; Drugscan, Inc. \$168.00; Baer, Romain, LLP \$170.00; Spring-Ford Business Association \$6,651.77; Verizon \$207.76; Nextel \$48.70; P.A.W. \$651.96; Staples \$99.30; Davidheiser's Inc. \$56.00; Metro \$375.00. TOTAL: \$8,636.83.

**SEWER ACCOUNT:** PECO \$1,638.23; PA One Call System, Inc. \$31.90; Mowrey-Latshaw \$60.33; M. J. Reider Associates, Inc. \$652.00; Baer, Romain LLP \$2,138.77; EEMA \$17,753.76; Buckman's Inc. \$492.86; Deltronics Corporation \$6,117.46; A.T&T. \$15.21; C.E. Weiss Electrical Service \$151.50; Crystal Springs \$6.75; J.C. Ehrlich Company, Inc. \$38.00; Verizon \$74.50; J.G. Specialty Chemicals \$808.75; P&F Printing \$92.12. TOTAL: \$30,072.14.

**STREET LIGHTING FUND:** PECO \$3,029.99. TOTAL: \$3,029.99.

**PARKS & RECREATION FUND:** PECO \$17.01; Potty Queen \$75.00; Mowrey-Latshaw \$20.12. TOTAL: \$112.13.

**PLANNING, ZONING & HOUSING FUND:** Baer, Romain, LLP \$144.06; Motley Associates, Inc. \$1,538.39. TOTAL: \$1,682.45.

**BUILDING & PROPERTY FUND:** Crystal Springs \$24.10; H. W. Munz, Inc. \$186.68. TOTAL: \$210.78.

**ENGINEERING & CONSULTING FUND:** URDC \$2,964.00; Motley Associates, Inc. \$1,575.00. TOTAL: \$4,539.00.

Councilman Watts motioned the bills be approved for payment as read. Councilman Bauman seconded. Motion carried.

**ANNOUNCEMENTS:**

President Trego noted the following meetings in July, 2007: **Zoning Hearing Board**, Tuesday, July 10, 2007, 7:00 p.m.; **Planning Commission**, Wednesday, July 18, 2007, 7:00 p.m.; **Police Committee**, Thursday, July 19, 2007, 7:00 p.m.; **Finance & Ordinance Committee**, Wednesday, July 25, 2007, 6:30 p.m.

Councilman Watts motioned the meeting be adjourned as there was no further business to come before Borough Council. Councilman Beard seconded. Motion carried.

Respectfully submitted,

Dennis Rittenhouse  
Borough Administrator