

## SPRING CITY BOROUGH COUNCIL MEETING

JUNE 2<sup>ND</sup>, 2008 - 7:30 P.M.

Vice-President McCarthy called the meeting to order and led Council in the Pledge of Allegiance to the Flag.

The following members were present: Councilmen McCarthy, Watts, Kratz, Burns, Beard, Young, Solicitor Romain, and Borough Administrator Rittenhouse.

Councilman Watts motioned to approve the minutes of the May 5<sup>th</sup>, 2008 council meeting. Councilman Kratz seconded. Motion carried.

### **SWEARING-IN-CEREMONY:**

Chief Deidre Sherman conducted a re-enactment of the swearing-in of new Spring City police officer, George Elliott Dise, and introduced him to the members of council.

### **COMMITTEE REPORTS:**

**STREETS AND UTILITIES:** Councilman Beard gave the following Streets Department Report for the month of May, 2008. **TRASH DISPOSAL** - 101.16 tons of refuse were hauled to the Lanchester Landfill in Honeybrook, PA by J.P. Mascaro & Sons from 4/28/08 to 5/20/08. Thirteen (13) bulk trash pick-ups were requested during the month of May. **RECYCLING** - Three loads of scrap metal weighing approximately 1,800 pounds were transported to Phoenixville Scrap Company. **STREET WORK** - Rebuilt the inlet box at Church & Broad Streets. **MAINTENANCE** - Mowed and trimmed the grass on all Borough properties. Replaced the blades on the John Deere riding mower. Pumped the ponding water areas on Bridge Street after several heavy rainfalls. Turned the leaf windrows at the Borough's leaf compost site on Gay Street. Did patching repairs on the sidewalks at the Library. Replaced a street identification sign and the post at Hall & Main Streets. Cleaned the garage bays. Performed routine maintenance work at the Wastewater Treatment Plant. Replaced a section of the playground equipment at the Brown Street Park Playground. Emptied the trash receptacles on a weekly basis at all of the recreation areas. Applied fresh mulch at the playground areas on Poplar Street and Brown Street.

**SANITATION AND SURFACE WATER:** Councilman Watts gave the following Wastewater Treatment Plant report for May, 2008. The fabrication of a new bull sprocket for the primary collector tank repair was completed during the week of May 26, 2008 and was installed on Thursday, May 29, 2008. The Main Street Pump Station valve replacement work was scheduled by Eastern Environmental for May 15, 2008; however, the work had to be delayed due to the fact that the liquid hauler was unable to provide the trucks necessary for the work. The work is rescheduled for June 5, 2008, starting at 10:00 p.m. During the installation of the bull sprocket another problem was detected. The collector's corner shafts are seized to the wall bearings which doesn't allow the idler sprockets to rotate. The seized shafts/idler sprocket are likely the reason for the bull sprocket failing in late March. The shear pin for the drive of this tank, and likely the other three tanks are failed, making the failures occur in the tanks themselves, instead of at the drive unit as design intended. According to our engineers the manufacturer is recommending replacing the drive units one at a time and changing the idler sprockets/corner shafts to free the turning sprockets for each of the four tanks. Pricing will be documented and sent to us within the next week. A temporary solution has been formulated to get the tank and collector system operating by the end of this week.

## POLICE:

Councilman Kratz reported the police committee met on May 22, 2008 and discussed the following: the advertising and hiring of another part-time police officer, Chief Sherman's NIMS certification, the Borough's participation in the state's "Buckle-Up" program, participation in the upcoming "National Night Out", replacing one of the police vehicles in 2009, and officer trading cards.

Councilman Kratz read the following police report for the month of May, 2008. Complaints 186; burglary 2; theft 6; criminal mischief 8; traffic citations issued 37 of which 19 were for speeding; criminal arrests 14; accidents 9; parking tickets issued 2. **Assisted other departments as follows:** East Vincent 5 times (female subject, fight, ambulance call and 2 domestics); Royersford 3 times (traffic stop, accident, and handle accident); East Coventry 1 time (accident); Lower Pottsgrove Township 1 time (warrant service); Lower Providence Township 2 times (warrant service, and prescription fraud). **Other departments assisting Spring City were as follows:** East Vincent 3 times (ambulance call, traffic stop, and disturbance); Royersford 2 times (suicidal subject and disorderly conduct); East Coventry 1 time (disturbance). **Mileage traveled during the month of May:** Car 14-1 (2005 Ford) 1,582 miles; Car 14-2 (2007 Ford) 1,403 miles which made a total of 2,985 miles. **Gas used during the month of May:** Car 14-1 (2005 Ford) 173.8 gallons, Car 14-2 (2007 Ford) 179.6 gallons which made a total of 353.4 gallons of gas used during the month.

## FINANCE & ORDINANCE:

Councilman McCarthy reported the Finance & Ordinance Committee met on May 28, 2008 and discussed a proposed amendment to the Borough's Uniform Construction Code Ordinance and the downtown streetscape grants.

## ZONING, HOUSING & PROPERTY:

Borough Administrator Rittenhouse reported there were eleven (11) building permits issued during the month of May, 2008. Estimated cost of construction for the month was \$133,800. Permit fees collected for the month was \$970.25. Florence Beard, 124 S. Main Street, renovations; Florence Beard, 124 S. Main Street, mechanical; Florence Beard, 124 S. Main Street, plumbing; Florence Beard, 124 S. Main Street, electrical; Frank Sciallo, 50 N. Main Street, utility permit 30x20; Thomas Hopkins, 110 N. Main Street, replace porch; Thomas Rittenbaugh, 206 Bridge Street, fence; Stephen Bonsall, 115 Pikeland Avenue, deck 20x20; Twaddell, Inc. 125 Pikeland Avenue, repair porch; Glenn Dewalt, 307 Pikeland Avenue, repair porch; Chris Amici, 415 Ridge Avenue, deck.

Administrator Rittenhouse informed council that there are two recently submitted zoning hearing applications which will be scheduled in the near future. They are from TELVIL for the Hunsberger Tract for a steep slope variance, and MRB Investments for property at 135 South Main Street, for a front yard setback variance.

## PLANNING:

Councilman Young reported the Planning Commission met on May 21, 2008 and discussed the R.J. Burt subdivision at North Penn Street, (awaiting revised plans), and the comments from the Borough's engineer on the proposed land development plan for River Edge Rentals on Bridge Street.

**LIBRARY:**

Councilman Young reported the Library Board met on May 20, 2008. Action taken at this meeting included the appointment of Tom Spann to the Library Board, and a strategic plan for the Library.

Also, Councilman Young informed council that the Spring City Women's Library Club will be holding a ceremony to dedicate granite benches in memory of Jean Merroth and Anne Tudor, past members of the club, on Tuesday, June 10, 2008, 1:00 p.m., at the Spring City Library at 245 Broad Street.

**REPORTS:**

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Tax Collector's Reports.....	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 Young seconded. Motion carried.

**UNFINISHED BUSINESS:**

**1. CRP Grant – Phase I Streetscape Improvements.**

Drew Sonntag, a consultant from Urban Research and Development Corporation, made a presentation to council in regards to the continuation of the Phase I CRP Grant on Main Street from New Street to Yost Avenue.

There are \$218,000.00 remaining from the Phase I funds. This amount will not cover doing streetscapes on both the east and west sides of Main Street between New Street and Yost Avenue. He presented drawings of three (3) options for council to consider in continuing with this project.

After some discussion council agreed on the option that would include storm water improvements at New & Main Streets, and new sidewalks, curbing, lamp posts, trees, and a street overlay on the east and west sides of Main Street from New Street to approximately 111 and 116 North Main Street.

In order to accomplish this it will be necessary for the Borough to submit a change order to the County.

Councilman Watts motioned to approve option B as presented for the continuation of the Phase I Streetscapes Project and that Administrator Rittenhouse execute a change order for this project amendment. Councilman Beard seconded. Motion carried.

**NEW BUSINESS:**

**1. Resolutions – Sale of Unclaimed Property.**  
**- Donation of Abandoned Property.**

Councilman Watts motioned to adopt Resolution No. 2008-05 which authorizes a court ordered, forfeited 12-gauge-semi-automatic-shotgun to be disposed of by sale to Henry Baker for \$225.00 in accordance with the Disposition of Abandoned and Unclaimed Property Act (Act 241 of 1980). Councilman Young seconded. Motion carried.

ADMINISTRATOR'S REPORT FOR THE MONTH OF:

APRIL, 2008

The following figures represent the balance in each Department as appropriated in the 2008 Budget.

**GENERAL GOVERNMENT**

		<b><u>% UNSPENT</u></b>
General Government	\$ 84,214.90	67%
Protection to Persons and Property	\$ 264,113.81	66%
Planning, Zoning and Housing	\$ 22,628.96	54%
Streets and Highways	\$ 337,172.38	68%
Street Repaving	\$ 90,500.00	100%
Parks and Recreation	\$ 20,871.98	97%
Insurance	\$ 50,420.00	100%
Street Lighting	\$ 35,343.95	67%
Library	\$ 12,500.00	100%
Liberty Fire Company	\$ 21,800.00	100%
Association Dues and Expenses	\$ 1,000.00	83%
Building and Property	\$ 18,094.72	93%
1% Tax Collection	\$ 6,292.11	70%
OPT Tax Collection	\$ 121.17	81%
Workers' Compensation	\$ 15,135.75	61%
Engineering and Consulting	\$ 11,375.20	69%
CRP Grant – Engineering	\$ 46,840.00	100%
<b><u>SEWER ACCOUNT</u></b>	\$ 385,322.37	71%

This report reflects all wages and bills paid through April 30, 2008.

## Tax Collector's Monthly Report to Taxing Districts

For the Month of   MAY  , 20  08  

  SPRING CITY BOROUGH   Taxing District

	Real Estate	Interim/Other	Per Capita/Other	Other
<b>A. Collections</b>				
1. Balance Collectable - Beginning of Month	81,031.41	242.74	3,810.00	4,657.50
2A. Additions: During the Month (*)		79.04		
2B. Deductions: Credits During the Month - (from line 17)				
3. Total Collectable	81,031.41	321.78	3,810.00	4,657.50
4. Less: Face Collections for the Month	18,740.98	50.07	335.00	377.50
5. Less: Deletions from the List (*)				
6. Less: Exonerations (*)				
7. Less: Liens/Non-Lienable Installments (*)				
8. Balance Collectable - End of Month	62,290.43	271.71	3,475.00	4,280.00
<b>B. Cash Collections</b>				
9. Face Amount of Collections - (must agree with line 4)	18,740.98	50.07	335.00	377.50
10. Plus: Penalties				
11. Less: Discounts		.60	.10	.13
12. Total Cash Collected per Column	A. 18,740.98	B. 49.47	C. 334.90	D. 377.37
13. Total Cash Collected - (12A + 12B + 12C + 12D)				19,502.72

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

**C. Payment of Taxes**

14. Amount Remitted During the Month (\*)

Date	Transaction #	Amount	TOTAL ALL TAXES
5/2/08		1,246.75	
5/9/08		3,591.22	
5/15/08		1,176.92	
5/27/08		5,044.25	
5/28/08		8,443.58	
<b>Total</b>			<b>\$ 19,502.72</b>

15. Amount Paid with this Report Applicable to this Reporting Month

Transaction #	
	\$
<b>Total</b>	

16. Total Remitted by Month

	\$ 19,502.72
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17. List Other Credit Adjustments (\*)

Parcel #	Name	Amount
<b>Total</b>		<b>\$</b>

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

*Shirley W. Shaffer*  
 Shirley W. Shaffer 5/28/08

**TAXING DISTRICT USE (OPTIONAL)**

Carryover from Previous Month	\$ _____
Amount Collected This Month	\$ _____
Less Amount Paid this Month	\$ _____
Ending Balance	\$ _____

<b>Tax Collector</b>	<b>Date</b>
I verify this is a complete and accurate reporting of the balance collectable, taxes collected and remitted for the month.	
Received by (taxing district): <u>Spring City</u>	
Title: <u>Administrator</u>	Date: <u>6/2/08</u>
I acknowledge the receipt of this report.	
<i>Dennis Rittenhouse</i>	

The Report of the Treasurer of the Borough of Spring City, Pa. at the close of  
business May 31, 2008

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Balance as of last report	\$1,920,404.83
Purchased Certificate	\$ 14,000.00
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	\$1,934,404.83

Deposits Sec'y Office - General Fund

Berkheimer Associates - E.I.T.	\$ 55,813.11
Berkheimer Associates - O.P.T.	\$ 231.60
Interest	\$ 829.09
Trash Collection Fees	\$ 4,038.80
Trash Certs	\$ 40.00
County Fines	\$ 1,255.69
Realty Transfer Tax	\$ 1,866.90
Local Fines	\$ 1,852.48
Recycling	\$ 268.00
Bulk Trash Pick Ups	\$ 415.00
Zoning Hearing Fees	\$ 800.00
Inspection Fees	\$ 486.00
Lease Dwelling Fee	\$ 105.30
Trash Truck Sale 1997 GMC	\$ 13,777.00
Pavilion	\$ 50.00
Refund - Publications	\$ 239.40
Refund - Office Depot	\$ 36.12
Liquor License Fee	\$ 400.00
EMC Ins.- Police Vehicle	\$ 71.00
Sale Sub/Zng Books	\$ 55.00
Building Permits	\$ 970.25
Parking Tickets	\$ 10.00
Use & Occupancy	\$ 100.00
Police Reports	\$ 45.00
Soliciting Permit	\$ 25.00
<b>TOTAL DEPOSITS TO GENERAL FUND</b>	<b>\$ 83,780.74</b>

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DEPOSITS TO OTHER ACCOUNTS

PLGIT - Investment Interest	\$ 245.95
Motor Equipment Fund Intra Fund Transfer	\$ 14,000.00
Recreation Fund - Taxes	\$ 3,000.00
<b>TOTAL DEPOSITS TO OTHER ACCOUNTS</b>	<b>\$ 17,245.95</b>

**TOTAL DEPOSITS TO ALL ACCOUNTS** \$ 101,026.69

\$ 2,035,431.52

WITHDRAWALS

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By Orders #1207-1208 Street Light Fund	\$ 4,170.81
By Orders #1034 Motor Equipment Fund	\$ 14,000.00
By Orders #1505-1509 Recreation Fund	\$ 644.41
By Orders#10047-Non-Uniform Employees Pension Fund	\$ 402.27
By Orders#9054-9098,#24403-24439 General Fund	\$ 93,688.28
<b>TOTAL WITHDRAWALS</b>	<b>\$ 112,905.77</b>

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Balance On Account - General Fund		
Checking	66,192.89	
Certificate	782,000.00	\$ 848,192.89
Balance On Account - Motor Equipment Fund		
Checking	1.00	
Certificate	99,362.64	\$ 99,363.64
Balance On Account - Street Light Fund		
Checking	5,141.78	\$ 5,141.78
Balance On Account - Gasoline Tax Account		
Checking	1.00	
Certificate	370,099.66	\$ 370,100.66
Balance On Account - Liberty Fire Company		
Checking	1.00	\$ 1.00
Balance On Account - Recreation Fund		
Checking	559.18	
Certificate	23,780.02	\$ 24,339.20
Balance On Account - Library Fund		
Checking	1.00	\$ 1.00
Balance On Account - Non-Uniform Employee Pension Fund		
Checking	3,589.19	
Certificate	400,517.14	\$ 404,106.33
Balance On Account - Ambulance & Rescue Fund		
Checking	1.00	\$ 1.00
Balance On Account - Police Motor Equipment Fund		
Checking	1.00	
Certificate	48,528.33	\$ 48,529.33
Balance On Account - PLGIT Capital Reserve Fund		
Investment	119,748.92	\$ 119,748.92
	Beginning Balance	\$ 2,032,431.52
	Less Withdrawals	\$ 112,905.77
	06/01/08 Balance	\$ 1,919,525.75

Respectfully submitted

*Florence M. Watts*  
 Florence M. Watts, Treasurer

The Report of the Treasurer of the Borough of Spring City, Pa. at the close of business  
May 31, 2008

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SEWER FUND #2

Balance as of last report	\$3,096,463.50	
Total of Certificates Cashed	- 59,000.00	
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	\$3,037,463.50	\$3,037,463.50

Deposits

Sewer Rent	\$ 9,352.98	
Interest	\$ 11,460.93	
Sewer Certs	\$ 30.00	
Liens - Attorney Fee	\$ 27.89	
CD Deposited	\$ 59,000.00	
Chester Co.CRP Grants	\$ 283,179.00	
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	\$ 363,050.80	\$ 363,050.80
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		\$ 3,400,514.30

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WITHDRAWALS

By Orders #5227-5249, #20819-20822		\$ 248,588.02
Balance On Account		
Checking	\$ 247,702.11	
Certificate	\$2,904,224.17	\$ 3,151,926.28
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		\$ 3,400,514.30

Respectfully submitted



Florence M. Watts, Treasurer

May, 2008

**POLICE PENSION FUND**

Balance as of last report		\$511,616.15	
Certificates Cashed	-	\$ 8,600.00	
Certificates Purchased	+	\$ 8,000.00	
Interest added to PNC C.D.	+	\$ 2,239.46	\$513,255.61

Deposits:

C.D. Deposit		<u>\$ 8,600.00</u>	
			<u>\$ 8,600.00</u>
			\$521,855.61

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Withdrawals:

C.D.		\$ 8,000.00	\$ 8,000.00
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Balance on Account

Checking			\$ 3,018.88
Certificate – PNC Bank			\$473,772.79
Certificate – Phoenixville Federal Bank			<u>\$ 37,063.94</u>

\$521,855.61

Respectfully submitted

Florence M. Watts, Treasurer

Councilman Watts motioned to adopt Resolution No. 2008-06 which authorizes any existing unclaimed bicycles, unclaimed for more than 90 days be donated to the Pottstown Police Athletic League in accordance with the Disposition of Abandoned and Unclaimed Property Act (Act 241 of 1980). Councilman Young seconded. Motion carried.

**2. Ordinance to Amend the Borough's Uniform Construction Code Ordinance No. 466.**

Solicitor Romain informed council that apparently there have been some changes that occurred to the Pennsylvania Uniform Construction Code that modified some of the Requirements in the code and he believes these changes might require the Borough to amend its existing ordinance to incorporate these changes.

Councilman Beard motioned to authorize Solicitor Romain to investigate, and if necessary, prepare and advertise a proposed ordinance to include any necessary modifications to our Pennsylvania Uniform Construction Code, Ordinance No. 466. Councilman Watts seconded. Motion carried.

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

**GENERAL ACCOUNT:** (OFFICE) PECO \$503.15; Action Data Services, Inc. \$335.86; H.A. Berkheimer, Inc. \$1,827.76; Baer Romain, LLP \$1,371.00; AT&T \$28.64; Spring-Ford Business Association \$1,515.86; VERIZON \$68.12; Provident \$91.58; T-Mobile \$44.81; P.A.W. \$22.31; Sigel Insurance Group \$220.00. TOTAL: \$6,029.29. (STREETS) Oehlert Bros. Inc. \$493.44; PECO \$68.54; Coventry Property Services \$3,320.00; Chester County Solid Waste Authority \$5,563.82; CDI Lawn Equipment \$48.25; AirGas \$22.05; Spring-Ford Business Association \$2,980.15; Sanatoga Quarry \$129.01; Provident \$36.74; H.A. Weigand \$28.00; Eagle Disposal of PA \$3,465.45; J.P. Mascaro & Sons \$11,143.58; COSI \$116.00. TOTAL: \$27,415.03. (POLICE) Oehlert Bros. Inc. \$2,477.28; Matthew Bender & Co., Inc. \$59.60; P&F Printing \$69.58; Davidheisers \$165.90; The Mercury \$66.94; Krauss Automotive \$449.99; Ruckles Auto Body & Towing \$321.00; Baer Romain, LLP \$136.00; Spring-Ford Business Association \$4,740.68; Chester County SPCA \$40.00; Verizon \$209.73; P.A.W. \$654.84; Provident \$85.15; Nextel \$49.57; Crystal Springs \$27.17; Reed Smith \$244.14; Psychology & Counseling Associates, \$250.00; METRO \$375.00; Office Depot \$7.99. TOTAL: \$10,430.54.

**SEWER ACCOUNT:** PAW \$156.50; PECO \$1,765.28; J.G. Specialty Chemicals \$2,118.75; Oehlert Bros. Inc. \$1,148.37; Levengood's Septic Service \$1,575.00; Penn Valley Pump Co., Inc. \$13,512.00; PA One Call System, Inc. \$11.70; United Laboratories \$393.71; BWM Ecological Services, Inc. \$4,456.00; EEMA \$6,515.65; Baer Romain, LLP \$103.00; AT&T \$17.68; Borough of Pottstown \$1,668.60; Verizon \$71.46; J.C. Ehrlich Company, Inc. \$40.00; Buckman's, Inc. \$416.51; Franc Environmental, Inc. \$360.00; Crystal Springs \$6.75; LRM, Inc. \$486.72. TOTAL: \$34,823.68.

**STREET LIGHTING FUND:** PECO \$4,320.52. TOTAL: \$4,320.52.

**BUILDING & PROPERTY FUND:** Norman A. Bean & Son, Inc. \$72.26; Lloyd O. Watts, Electric Service \$100.37; Mowrey-Latshaw \$608.14; Genuardi's \$46.95; Crystal Springs \$17.93; Office Depot \$96.97; TOTAL: \$942.62.

**PARK & RECREATION FUND:** PECO \$16.83, Potty Queen \$78.00; Stillman's Inc. \$480.00. TOTAL: \$574.83.

**PLANNING, ZONING & HOUSING FUND:** Mauger & Meter \$308.00; Baer, Romain, LLP \$1,207.00; The Mercury \$464.00; P&F Printing \$172.48; Motley Associates, Inc. \$2,221.10. TOTAL: \$4,372.58.

**ENGINEERING & CONSULTING FUND:** Motley Associates, Inc. \$2,850.00. TOTAL: \$2,850.00.

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

**ANNOUNCEMENTS:**

Vice-President McCarthy announced the following meetings are scheduled in June, 2008: **Planning Commission**, Wednesday, June 18, 2008; 7:00 p.m.; **Police Committee**, Thursday, June 19, 2008, 7:00 p.m.; **Finance & Ordinance Committee**, Wednesday, June 25, 2008, 6:30 p.m.

Also, the Spring City Lions Club sponsored carnival is scheduled to be held at Brown Street Park, June 5<sup>th</sup> thru June 7<sup>th</sup>, 2008.

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

Respectfully submitted,

Dennis Rittenhouse  
Borough Administrator