



The Borough of Elverson
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February 7, 2017

The monthly meeting of the Elverson Borough Council was held on Tuesday, February 7, 2017, and called to order at 7:00 PM by Council President, Dwight Frizen who let the Pledge of Allegiance and Prayer.

ATTENDANCE:

Merle Stoltzfus, Jack Stewart, Bob French, Dwight Frizen, Doug Hoskins, Esther Prosser, Carol Ruffner, Bob Broderick and Lori Kolb, Secretary Treasurer

Also in attendance: Darryl Jenkins, SSM Group, Barclay Hargreaves, EOC, Shirley Crehan, Website Committee, Bob Clements, Resident

MINUTES:

Motion was made by Doug Hoskins and seconded by Merle Stoltzfus to accept the January 2017 meeting minutes as submitted. Motion carried by all.

PERSONS TO BE HEARD:

Merle Stoltzfus explained his proposed future plan to subdivide his property on Springfield Drive, for the purpose of providing a home for a family member. Merle explained his plan to request a waiver of Section 607.4(0), from the Borough's Subdivision Ordinance, so that a fifth resident could be added to the existing shared driveway agreement. Merle reported that he has spoken with his neighbors, and there were no objections to his plan.

Jack Stewart made a motion to approve a waiver of Section 607.4(0) of the Borough's Subdivision Ordinance, to allow a fifth residence to the current shared driveway agreement on Springfield Drive, seconded by Doug Hoskins, motion carried 6-0 (Merle Stoltzfus abstained)

TREASURERS REPORT:

Motion was made by Doug Hoskins and seconded by Bob French to accept the February 2017 Treasurers Report and pay bills as presented. Motion carried by all.

Motion was made by Merle Stoltzfus, seconded by Bob French to approve a transfer in the amount of \$25,500.00 from Cash Management to Capital Reserve. Motion carried by all.

PRESIDENTS REPORT

Motion was made by Jack Stewart, seconded by Merle Stoltzfus to authorize the purchase of quick books 2017, and to approve the cost of approximately \$375 for Betsy Rettew, quick books trainer, to perform the update, and necessary training. Motion carried by all.

Dwight Frizen reviewed the topics for the upcoming CCATO Spring Conference. Dwight mentioned the list of topics were all very relevant today. Dwight announced he plans to attend the Conference on March 9th. Lori will forward the link for the conference to Council Members, and will register anyone who is interested in attending.

Dwight Frizen recommended Council continue to consider new candidates who may be interested in running in the election this year. Jack Stewart announced that Bob Clements will be running for the 2 year seat.

WEBSITE UPDATE

Shirley Crehan held a presentation of the new Borough website. Council was pleased with the updates, and impressed with the beautiful images, which were donated by Seawolf Photography. Council discussed some ideas for additional updates to the site. Council can continue to consider other changes, and notify Lori or Shirley, as they will continuing work on the updates.

BUILDING, GROUNDS STREETS AND LIGHTS

Bob French reported that the two new oil tanks have been installed in the basement at the Borough Office, and have been filled. Bob said as soon as the oil is low in the old tank, we will be switching over to begin using the new tanks, which should be sometime in approximately the next two weeks. The old tank will be scheduled for removal. Bob mentioned he will begin considering what work will need to be done on the outside of the Borough building.

Doug Hoskins reported the tree at the entrance to the Borough Hall Parking Lot is dead. Doug Hoskins said he has spoken with Allen Heilner about a quote for removing the tree. Lori will call for additional quotes for the tree removal.

Doug Hoskins mentioned he has had some concerns brought to his attention regarding areas of South Pine Street, where there are cracks in the mircosurfacing, which was done in 2016. Darryl Jenkins from SSM Group will have Mark Stabolepszy check the cracks on South Pine Street.

Merle Stoltzfus reported that the PennDot Main Street Project will not begin until 2018.

Merle Stoltzfus said there are some potholes that need to be patched on Main Street. Lori will call PennDot to report the potholes.

LOCAL SERVICES

Council reviewed the State Police Report. Council discussed the proposed fee for police service for those areas which are serviced by State Police. Lori will add this topic to the June meeting agenda.

EMERGENCY MANAGEMENT:

Barclay Hargreaves handed out pamphlets, and explained the County's SMART 911 service, which is now available. Barclay also discussed the Everbridge, or Ready Chesco Emergency Notification systems. These programs will be advertised to the public through local media, social media and handouts within the next few months. Barclay also reported he is working with Chester County's Long Term Recovery Committee, and the American Red Cross on a recovery program for residents affected by local disasters.

Barclay Hargreaves recommended bringing in someone from the County who will examine the Borough Building, and assist with creating a safety plan for the office during business hours, and meeting nights. Barclay will set up a time with Lori to work towards creating a safety plan.

TREE COMMISSION:

Esther Prosser presented the Tree Commissions 2016 Annual Report, and the letter sent to all Parkside Residents regarding tree trimming. Esther reported that the Chair of the Tree Commission and arborist, Herb Hamilton has taken care of trimming the trees in Parkside, and expressed her appreciation for Herbs work and expertise.

Esther mentioned they will be getting proposals for having the ash trees treated. Bob French mentioned there are approximately five ash trees in Livingood Park, which will also need to be treated. Esther said those five trees will be included.

EVENT PLANNING:

Esther Prosser mentioned that Jenny Cameron would appreciate some help with the Easter Egg Hunt. Esther asked if anyone is aware of a person who may be interested in helping, to please let her know.

Esther Prosser reviewed the notes from the first meeting of the 2017 Elverson Day Committee. Esther announced the date is set for Saturday, June 24th for the Elverson Day Event.

NEWSLETTERS:

Esther Prosser presented a plan for reducing the number of Newsletter issues to six per year. The Newsletters would be mailed every other month unless there is news that would require a special issue. There were no objections from Council for reducing the newsletter issues to every other month.

ENGINEERING:

Darryl Jenkins reviewed the engineering report, and bid package / project manual for the 2017 Borough Street Project. Darryl requested Council's authorization to advertise the bid package and approve Resolution No. 2017-2 for the price adjustment clause for bituminous materials.

Merle Stoltzfus made a motion, seconded by Bob French, to authorize Mark Stabolepszy with SSM Group, to advertise the completed bid packet for the 2017 Borough Street Project. Motion carried by all.

Doug Hoskins made a motion, seconded by Merle Stoltzfus to adopt Resolution No. 2017-2, approving the Price Adjustment Clause for the Purchase of Bituminous Materials for the 2017 Borough Street Project. Motion carried by all.

BUILDING AND ZONING:

Council reviewed Kraft Codes Services Report. There was one permit issued in January.

SALDO UPDATE:

Dwight Frizen reported that the January SALDO meeting was cancelled due to illness and weather. Dwight said the committee's next meeting is scheduled for February 14, 2016.

MUNICIPAL AUTHORITY:

Jack Stewart reported on topics from the Municipal Authority Meeting. Jack reported the Lagoon Closure project is complete.

UNFINISHED BUSINESS:

Dwight Frizen mentioned the Phase 1 Environmental Study done on the property at 40 Park Avenue has been completed, and did not show any findings of concern. Dwight reported that Mr. Harris's attorney for Mobile Dredging Company, will be working on documents for the transfer of the deed to the Borough.

Motion was made by Merle Stoltzfus, seconded by Bob French to approve and accept the land donation of parcel no.13-2-20, located at 40 Park Avenue, Elverson, PA, from Mobile Dredging Company. Motion carried by all.

NEW BUSINESS:

Council discussed concerns for ruts in the yard behind the Borough Hall building. It was determined that a request would be made to discontinue driving through that area, and to repair the damage to the yard. Merle will make the request.

ADJOURNMENT

Motion was made by Doug Hoskins and seconded by Bob French to adjourn the meeting. Meeting was adjourned at 8:55PM.

Respectfully,

Lori Kolb, Secretary Treasurer

