



**The Borough of Elverson**  
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June 6, 2017

The monthly meeting of the Elverson Borough Council was held on Tuesday, June 6, 2017, and called to order at 7:00 PM by Council President, Dwight Frizen who led the Pledge of Allegiance and Prayer.

**ATTENDANCE:**

Council Members, Dwight Frizen, Jack Stewart, Bob French, Merle Stoltzfus, Doug Hoskins, Esther Prosser; Bob Broderick, Mayor and Lori Kolb, Secretary/Treasurer, Absent Carol Ruffner

Also in attendance: Mark Stabolepszy, SSM Group, Barclay Hargreaves, EOC

**MINUTES:**

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

**PERSONS TO BE HEARD:**

Merle Stoltzfus reviewed and requested approval of the final subdivision plan for the property located at 34 Springfield Drive, Elverson, PA, which is owned by both he and his wife Diane Stoltzfus. Merle explained that he is currently waiting for the sewer module approval, and the DEP's bog turtle search.

Jack Stewart made a motion to approve the final subdivision plan for the property owned by Merle and Diane Stoltzfus as presented, contingent upon getting the sewer module approval, seconded by Doug Hoskins. Motion carried 5-0 (Merle Stoltzfus abstained)

**TREASURERS REPORT:**

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

**PRESIDENTS REPORT**

Dwight Frizen explained that Parking Permit Resolution 2016-04 is expired as of June 6, 2017. Council determined a new resolution should be passed so that the Borough can continue to issue permits for the purpose of overnight parking at Livingood Park.

Merle Stoltzfus made a motion to adopt Resolution Number 2017-04 for issuance of Parking Permits at Livingood Park, seconded by Jack Stewart. Motion carried by all.

Dwight Frizen mentioned that he and Merle Stoltzfus had met with a representative from PennDot to discuss their five year plan for road work. Dwight passed around a copy of the plan for Council Members to review.

Dwight Frizen made a recommendation that the Borough begin using ELA Technologies for archive services. Council had no objections to using ELA Technologies. Dwight, Lori and Shirley will work with ELA's Representative to begin the process for transferring both the previously archived, and future files, as needed.

Dwight Frizen informed Council that a resident on Main Street has installed a Book Box. Council was in favor of the box. Esther Prosser suggested it would be nice to have an article about the box for the July Newsletter. Lori will check with the resident to see if he would write a short article.

Dwight Frizen explained that PSAB can provide archive services for the Borough's emails. All emails would be saved in compliance with the sunshine laws. Council agreed to use PSAB's services for archive emails, at a set up cost of \$50, and then \$50 annually.

### **BUILDING, GROUNDS STREETS AND LIGHTS**

Mark Stabolepszy explained the crack sealing was the cause for some of the slight imperfections in the Borough's portion of the road work on Brick Lane. Bob French expressed there are some other concerns for the work, which he felt were not relative to the crack sealing material. Mark said he will inspect the areas of concern.

Bob French asked Mark Stabolepszy if the Sunoco Escrow would cover the damage to some of the Borough roads. Mark said that we do have an agreement with Sunoco for the roads in Parkside, however he can put them on notice of the other areas that have been effected by the sweeper, and oil drippings on the roadways.

Bob French reviewed the quotes he had received for stucco repairs at the Borough building. Bob recommended scheduling the maintenance on the North, and East walls as budgeted for 2017.

Bob Broderick mentioned concerns for a manhole cover on South Pine Street near Steeplechase Drive, which rises during heavy rains. Lori will let Charlotte know, so that the concerns for the manhole can be reported to the Municipal Authority.

### **LOCAL SERVICES**

Merle Stoltzfus reviewed the letter dated May 31, 2017 from the Elverson Honey Brook EMS. Merle explained the letter is a request for additional donation funds from the municipalities served by the EMS, to be used towards the purchase of a new ambulance. Merle also referenced the email dated June 4, 2017, which was an invitation to all elected officials to attend the EMS budgeting meeting, to be held on June 27, 2017 at 7:00 PM at the Twin Valley Fire Department. Merle said he plans to attend the meeting, and recommended other Council Members make an effort to attend if possible.

Dwight Frizen reviewed the State Police Report with Council, there were no incidents of concern.

Barclay Hargreaves said he will be scheduling an Emergency assessment of the Borough Office Building, and will provide a report for Council. Barclay mentioned plans for a joint emergency response exercise, which will be simulated in the Borough, and will notify Council when they have a date set for the drill. Barclay also said they are working on scheduling an evacuation drill at Hopewell Manor. Barclay announced the Emergency Operation Plan will be coming up for renewal in 2018, and that PEMA has a new software system called Previsstar, which will store the new plan. Barclay will provide the updated plan to Council after he has reviewed, which is estimated to be completed the end of this year.

**ENGINEERING:**

Mark Stabolepszy said the portion of Brick Lane, which was funded by the Community Evangelical Free Church has been completed. Mark mentioned that the line painting on Brick Lane will be billed to the Borough. Mark reported that the work done by Lyons and Hohl to extend the pipe on Brick Lane has also been completed.

**BUILDING AND ZONING:**

Kraft Code Services report included only one permit issued for the month of May.

**SALDO UPDATE:**

Dwight Frizen mentioned that the Floodplain Resolution will need to be passed separate from the Zoning and Ordinance update in order to meet the County's September deadline. Dwight reported all else is moving along, and he is hoping to have the final update at the June 13<sup>th</sup> meeting.

**MUNICIPAL AUTHORITY:**

Jack Stewart reported on topics from the Municipal Authority meeting.

**NEW BUSINESS:**

Dwight explained there was a minor change made in the placement of the footers for the construction project at 77 W. Main Street. Council had no concerns, as the changes do meet the current setbacks within the Borough's current zoning ordinance.

Dwight Frizen explained that a resident has notified the Borough that they plan to attend the July Council Meeting to inquire about adoption of the Gerrymandering Resolution.

Dwight Frizen reminded Council Members that due to the July 4<sup>th</sup> holiday falling on the first Tuesday of the month, the next Council Meeting will be held July 5<sup>th</sup>, as previously advertised.

**ADJOURNMENT**

Motion was made by and Doug Hoskins, seconded by Merle Stoltzfus, to adjourn the meeting. Meeting was adjourned at 8:39 PM.

Respectfully,

Lori Kolb, Secretary Treasurer