



**The Borough of Elverson**  
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June 7, 2016

The monthly meeting of the Elverson Borough Council was held on Tuesday, June 7, 2016 and called to order at 7:00 PM by Shirley Crehan who led the Pledge of Allegiance.

**ATTENDANCE:**

Shirley Crehan, Merle Stoltzfus, Jack Stewart, Bob French, Dwight Frizen, Doug Hoskins, Esther Prosser, Bob Broderick, Lori Kolb, Secretary / Treasurer

Also in attendance: Mark Stabolepszy, SSM Group, Inc., Barclay Hargreaves, EMC, Rick Shaw, Municipal Authority Board Chairman

**MINUTES:**

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

**TREASURERS REPORT:**

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

**MUNICIPAL AUTHORITY:**

Rick Shaw, Municipal Authority Board Chairman, discussed the damage that occurred at the MABE Headworks Building, as a result of a rain storm. Mark Stabolepszy reviewed the detail for the proposed estimates for the needed repairs, which were submitted by Tim McEwen. Mark Stabolepszy explained the breakdown of the estimate describing the responsibility for both the Borough and MABE. Rick explained no work has been scheduled, but that MABE's approval was pending until after discussion with Borough Council.

Jack Stewart made a motion to approve Tim McEwen's estimate as presented, in the amount of \$9,000 for the Borough's part of the drainage work needed near the MABE Headworks Building, seconded by Dwight Frizen. Motion carried by all.

Jack Stewart asked Rick if MABE had received the bids for the Lagoon Closure. Rick explained the bids are in, and there has been a recommendation, but nothing has been awarded as yet.

**PRESIDENTS REPORT:**

Shirley reviewed the correspondence regarding upcoming MS4 Training Workshops and PSAB Grant information with Council Members.

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

Doug Hoskins gave a status report of the 2016 Street Project work. Doug explained all is on schedule with the work. Mark Stabolepszy is working on getting a completion date from the contractor.

Merle Stoltzfus mentioned there were some bricks missing in the crosswalk in front of Elverson Supply. Lori will contact Tim McEwen to repair the damaged area of the crosswalk.

Shirley Crehan mentioned there was a PSAB blog about Stormwater issues in other Boroughs.

Bob French said the air conditioners have been installed, and the electrician will return to run the line for the one in the meeting room. Bob said he will be installing the playground parts that have come in. Bob will meet with the plumber to determine what needs to be done to repair the leak at the concession stand water fountain at Livingood Park.

Bob Broderick mentioned the lights were broken in the gazebos at the park. Doug explained there is no plan to repair the lights because they will only continue to be vandalized. Shirley explained that the gazebos are in need of significant repairs. There was discussion regarding various areas of the park, which are in need of repairs.

### **BOROUGH EVENT PLANNING**

Esther announced some of the events that are planned for Elverson Day, which will be held on June 25<sup>th</sup>.

### **LOCAL SERVICES:**

Shirley reviewed the State Police Report with Council, and announced our new contact person is Lieutenant James Fisher.

### **PLANNING:**

Shirley Crehan gave a follow up of the Zoning / SALDO Public meeting. Council Members who were in attendance for the evenings discussion felt it was a good meeting.

### **EMERGENCY MANAGEMENT:**

Barclay Hargreaves presented Council with the updated copy of the Hazard Mitigation Plan. Barclay mentioned he will be working with the Chester County Long Term Recovery Committee, to create a plan for the Borough. Barclay announced it is recommended by the State, that Council Members have NIMS training, however currently there are no certifications required. Certifications will be required in the future, and Barclay will inform Council and arrange training when it becomes mandatory. Barclay said he is still working on the snow storm reimbursement process.

Doug Hoskins made a motion to adopt Resolution No. 2016-03, the Multi-Jurisdictional Hazard Mitigation Plan of the County of Chester, seconded by Jack Stewart. Motion carried by all.

### **ENGINEERING:**

Doug Hoskins made a motion to approve Change Order No. 1, as presented in the letter dated June 6, 2016, from SSM Group, with the contract price reduction in the amount of \$1,239.55 for the 2016 Street Project, seconded by Bob French. Motion carried by all.

Council reviewed the proposed SSM quote for the Brick Lane Construction Phase Inspection. Mark Stabolepszy explained if all goes well with the construction, the numbers could be less than the proposed \$5,696.

Merle Stoltzfus made a motion to authorize SSM Groups Confirmation of Services for Construction Phase Services for the base repair and overlay work to be done on Brick Lane, as required, and per the agreement dated July 17, 2015 between Elverson Borough and the Community Evangelical Free Church, seconded by Jack Stewart. Motion carried by all.

Merle Stoltzfus made a motion to authorize SSM Group to conduct a Parking Restriction Study for all Borough-owned streets, including measuring the width of all streets, taking note of any special conditions, developing and providing recommendation in the form of a written report for the amount of \$1,200 or less, and to allow parking on both sides of Park Avenue until the recommendations from the study are completed, seconded by Jack Stewart. Motion carried by all. Motion carried 6 to 1.

**BUILDING / ZONING:**

Shirley reviewed Kraft Code Services report, there were no permits issued in May.

**NEW BUSINESS:**

Esther Prosser recommended a new sign at Livingood Park. Esther will create a proposed draft for a new Park Sign.

**UNFINISHED BUSINESS:**

Merle Stoltzfus made a motion to adopt the Parking Permit Resolution 2016-04 as presented, seconded by Bob French. Motion carried 4 to 3

Merle Stoltzfus explained the property on Brick Lane has been cleaned up.

Shirley reviewed John Rafferty's email dated June 3, 2016, regarding the Commonwealth Financing Authorities (CFA) Grant Applications from their Multimodal Transportation Fund. Jack Stewart had some questions about how this process works. Merle will discuss the email with Representative Hennessey. Shirley mentioned there was also a Municipal Resource Guide, which came from DVRCP. Shirley explained the Guide includes information about other funding sources for local planning and development projects.

Bob Broderick spoke on behalf of residents who were concerned about a contractor who was burning construction materials on his property, that's creating a nasty odor and smoke. Council agreed it was a situation for another authority. It was recommended the residents call the County Fire Marshall to report their concerns for the burning.

Merle Stoltzfus expressed appreciation for the great work and efforts that were made in organizing the Memorial Day Ceremony.

**ADJORNMENT:**

Merle Stoltzfus made a motion to adjourn, motion seconded by Doug Hoskins. Motion carried by all. Meeting adjourned at 9:15 PM

Respectfully submitted,

Lori Kolb  
Secretary / Treasurer

