



**The Borough of Elverson**  
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July 5, 2016

The monthly meeting of the Elverson Borough Council was held on Tuesday, July 5, 2016 and called to order at 7:00 PM by Merle Stoltzfus who led the Pledge of Allegiance and Prayer.

**ATTENDANCE:**

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

Also in attendance: Mark Stabolepszy, SSM Group, Inc., and Bob Clements, Resident

**RESIGNATION OF COUNCIL PRESIDENT SHIRLEY CREHAN**

Merle Stoltzfus expressed his gratitude for Shirley Crehan's commitment to many hours of service as a Council Member, and her love for the community. Merle further mentioned appreciation for Shirley's many talents and for the accomplishments she had completed during her time on Council.

Jack Stewart made a motion to accept Shirley Crehan's resignation from Borough Council, seconded by Doug Hoskins. Motion carried by all.

Council Members agreed to have Merle Stoltzfus act as Council President until the August 2, 2016 Council Meeting. Council will appoint a President at the August 2, 2016 meeting.

Merle requested that Council consider candidates for a new Member who would be willing to serve on Council, and could be appointed at the August 2, 2016 Meeting.

With Shirley Crehan's resignation, by consensus, Council agreed to have Dwight Frizen chair the Zoning and SALDO Update Committee.

Doug Hoskins made a motion to appoint Dwight Frizen as Chairperson of the Zoning and SALDO Committee, seconded by Bob French, motion carried by all.

Dwight Frizen made a motion to appoint Jack Stewart as a member of the CTCC Committee, seconded by Doug Hoskins. Motion carried by all.

Jack Stewart made a motion to accept Shirley Crehan's very generous offer to continue to work as a volunteer to help with the Borough's website updates, codification and file storage, seconded by Dwight Frizen. Motion carried by all.

**MINUTES:**

Motion was made by Doug Hoskins and seconded by Bob French to accept the June minutes as submitted. Motion carried by all.

### **TREASURERS REPORT:**

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

Doug Hoskins made a motion to approve the bank change from National Penn to BB & T, seconded by Dwight Frizen. Motion carried by all.

Merle Stoltzfus suggested starting the process for the 2017 Budget. Doug Hoskins and Bob French will work with Lori on the budget.

### **CORRESPONDENCE:**

Merle Stoltzfus reviewed the letter dated June 24, 2016, from the Department of Community Development regarding HUD Regulations. Council agreed no action is needed.

Merle Stoltzfus reviewed the letter from Cohen Law, referencing Mobilitie's Wireless Facilities in Public Rights-of-Way. Merle will address this topic during the Zoning and SALDO meeting on July 12, 2016.

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

Bob French said that the work at the Borough Hall Building is in the final stages. Bob said the floors in the meeting room have been refinished, and the painters will be coming back to finish some touch up. Bob will look at what will be needed in the 2017 Budget for the work to be done on the exterior of the Borough Hall Building. Council expressed appreciation to Bob French for all of his time and efforts spent to coordinate, and oversee the work that was done at the Borough Building.

Doug Hoskins mentioned that the first draft of the updated Capital Improvement Plan has been done and he will be reviewing the details of the report with Council at a later meeting.

Esther Prosser requested the use of an area to store supplies for Elverson Day. Bob French explained that there were two (2) rooms cleared in the basement of Borough Hall, which can be used for storage. Bob also said there could be additional space available for storage at the Freight Station. Esther will work with Bob on what area will work best.

### **LOCAL SERVICES:**

Council reviewed the state police report.

### **STORMWATER GRANT FUNDING**

Merle Stoltzfus mentioned he had attended a meeting with Representative Hennessey, along with Pennsylvania Association of Township and Pennsylvania Association of Borough representatives about storm water grant funding. Merle turned the discussion over to Bob Clements. Bob Clements reviewed information about the Commonwealth Financing Authority (CFA), and the Multi Modal Transportation Fund. Bob explained this option was originally passed over, however it was recommended by Senator Rafferty and Representative Hennessey that this funding should be re-considered. After meeting with Francis McGarity from the Chester County Economic Development Council, it was discovered that there is staffing available to assist with working through the application process for this funding. Just after learning more about the application process for the grant and funding, Bob explained that Merle had received a One Call, which indicated that PennDot was in the design phase to replace the storm water systems on Rte. 23. Bob Clements proposed to Council that he would like, subject to determination of need, to

be authorized to proceed with the grant application process for the funding of the Stormwater project on Rte. 23.

Dwight Frizen made a motion to approve, if necessary, for Bob Clements to proceed with the application for the Multi Modal Transportation Funding and to execute the agreement with the CCEDC and to authorize Merle Stoltzfus as signer on the agreement, seconded Doug Hoskins. Motion carried by all.

### **ENGINEERING:**

Jack Stewart made a motion to approve Pay Application No. 1 for the 2016 Street Project, payable to Asphalt Paving Systems, Inc. in the amount of \$45,797.23 as submitted, seconded by Bob French. Motion carried by all.

Mark Stabolepszy asked Council if his services would be needed for inspections of the drainage work, which Tim McEwen will be doing near the MABE Headworks Building. Council decided, based on the scope of work, that Jack Stewart would do the necessary inspections for this project.

Mark Stabolepszy reviewed the schedule of the micro-surfacing work, which is scheduled for this week.

Mark Stabolepszy reviewed the parking study draft and explained recommendations for Borough Streets where parking could be either allowed or restricted. Merle Stoltzfus recommended Council review the draft and observe the traffic on Park Avenue. Council will have further discussion about the parking study at the August 2<sup>nd</sup> meeting.

### **ZONING**

Council reviewed the Kraft Code Services report.

### **MUNICIPAL AUTHORITY:**

Jack Stewart reported on the topics of the Municipal Authorities Meeting.

### **UNFINISHED BUSINESS:**

Jack Stewart will work with Lori to update the Trash Bid Documents and look into the advertising requirements.

### **ADJORNMENT:**

Dwight Frizen made a motion to adjourn, motion seconded by Doug Hoskins. Motion carried by all. Meeting adjourned at 9:03 PM

Respectfully submitted,

Lori Kolb  
Secretary / Treasurer