

MEETING MINUTES

FOLCROFT BOROUGH WORKSHOP MEETING

OCTOBER 5, 2021

PRESIDENT – Joseph Papaleo was absent. Councilman Willis filled in and called the Council Meeting to order at 7:02 PM

Councilwoman Daly led the flag salute and invocation

Manager Hayman lead the roll call, as follows:

Roll Call (Council President Papaleo was absent, Councilman Kyle Willis, Councilwoman Leigh Daly, Councilman Nick Waters, Councilwoman Malinda Isaac, Councilwoman Lorna Fyffe, Councilman Robert Ruskowski, Mayor Bob Frey was absent, Solicitor Alex Baumler, Secretary/Manager Andrew Hayman) were present.

Audience Participation:

Ms. Yvonne Marr of 19 King Avenue said that she had three questions, again. First, Ms. Marr asked when stickers were issued for parking if people with handicapped placards would need a permit. Mr. Willis said yes, that residents would still need a parking permit as this does not entitle you to a parking spot. Mr. Willis said that those who could not afford it would be able to apply for an exemption.

Ms. Marr asked why a grace period was given. Mr. Willis said that the purpose was not to fine people and that the Borough is not looking to punish residents or get revenue. Ms. Marr then asked why the fine was \$100. Mr. Willis said that she knew permits were \$20 per year in Darby but fines were \$15. Mr. Willis said the fine was meant to encourage people to purchase permits.

Ms. Marr said she called to schedule bulk trash pickup and the person that answered the phone told them that there was a month long wait and that her mattress would need plastic on it. Ms. Marr said she asked when the items should be put out. Manager Hayman said he would take care of this.

Consideration of Final Land Development Approval for Beacon of Folcroft LLC at 1498 Delmar Drive

Solicitor Alex Baumler said that Council approved the preliminary plan for this project on August 17th and the developer has returned with revised plans approved by the County planning commission. Mr. Baumler said that the developer would provide comments to the engineers letter and that there were also some waivers to be considered.

Mr. Adam Matlawski said that he had made some changes and were seeking final approval, tonight. Mr. Matlawski said he had a few issues with the resolution that he wanted to discuss, both to talk about the waivers and that he asked for the project to be granted as-is. Mr. Matlawski said there were some problematic items in the review letter.

Mr. Greg Scheier of Dynamic Engineering presented some exhibits, specifically a map of the current fueling station and Hook Road and Folcroft Avenue. Mr. Scheier said that the new site would include a 7/11 store with truck fueling and auto fueling, along with new sidewalks, greenspace and stormwater management. Mr. Scheier highlighted several brand new items at the site, proposing a new sidewalk all around Hook Road onto Folcroft Avenue, access to the store from a bus shelter, a new concrete pad and stormwater features. Mr. Scheier said there is a stormwater basin on the site and that a new, underground basin will lead to a detention site in front and then flow into the Hermesprotta creek system. Mr. Scheier said there were many landscaping features proposed including 51 trees and 238 shrubs and 42 grasses and perennials which he said was above what was required.

Mr. Scheier displayed the landscaping plan and compliance chart including street trees on Hook Road, noting that trees would not be in the vicinity of Hook Road to provide a line of site from the destination and increase visibility and not to interfere with utilities. Mr. Scheier said the plans had not changed much since August and since then Mr. Scheier has received a review letter. Mr. Scheier said he had addressed some of the comments previously and that there were some that were more subjective and not required. Mr. Scheier said he had been through the Borough, County and State planning and listed the dates and times at which various approvals had been provided from January 2021 until September, 2021.

Mr. Scheier handed out documents he said provided a quick response to some items in the engineering letter. Mr. Scheier said he had spoken to Alex Rodriguez about some of these matters already and said he was proposing two turning lanes onto Folcroft Avenue, one for trucks and one for vehicles. Mr. Scheier said that one recommendation was to use only one entranceway from the site and that while the site was small that it would be hard to fully separate traffic. Mr. Scheier said he believed that the current plan was the optimal solution as trucks entering from Hook Road was not ideal, but the only alternate solution forced trucks onto Hook Road which would cost more traffic and explained that this is why the driveways were located where they were. A resident asked if a truck entering would always be coming from the east or west. Mr. Scheier said that trucks would enter from Hook Road and described how they would traverse the site, saying that it would route trucks away from the residential area. Mr. Scheier said that most of the parking was along the western property line which would allow trucks to get away from where the parking and fueling operations area.

Engineer Lisa Catania said that this was something her firm had considered and said that one driveway was extremely wide and that this would cause vehicles to line up onto Folcroft Avenue. Ms. Catania said that she thought it was better to have vehicles make a left and come down into a wider driveway on another portion of the property. Ms. Catania said their own design plans showed the waiting area would be an issue. Ms. Catania said that PennDOT comments about the maneuvers did not accommodate traffic movements. Mr. Willis asked the length of the road from the curb cut to the driveway. Mr. Scheier said it was about 70 feet. Mr. Scheier said this was the length of about one truck but that the benefit of the exit on the rear gave trucks more time to line up. Mr. Willis said he thought this might cause a problem if there were more trucks entering the site than just one as one truck might be left in the middle of the intersection as there would only be space for one truck. Mr. Scheier said that a need to shorten pedestrian crossings as much as possible and to minimize the width of the driveway as much

as possible was stressed. Mr. Scheier said that a box truck or smaller trailer would more comfortably enter the site. Mr. Scheier said there was an opportunity to widen the entrance but it would require a wider driveway. Mr. Willis said he understood that the issue was having more space between where vehicles were entering and the road and suggested alternative locations. Mr. Scheier said that trucks making a left and right should not have any obstructions and would be able to circulate immediately to the rear of the property. Mr. Scheier said there was an extra 70 or 80 feet for two to three trucks as they move along the site before an obstruction. Lastly, Mr. Scheier said that PennDOT had reviewed it and that they did not see any issues. Mr. Willis said he understood that residents would actually have to cross the entrance to enter the store if done properly. A resident said that he understood sometimes multiple vehicles would block trucks. Ms. Frances Price (510 Folcroft Ave) said that if trucks enter the property and then leave and make a left that she believed cars would have to enter. Ms. Price suggested sending vehicles to another portion of the property.

Mr. Willis asked Mr. Scheier's view of allowing trucks to enter the property off of Folcroft Avenue as he believed there would be too many concerns with vehicles being stacked onto Hook Road. Mr. Scheier said the concern was that vehicles would have to find a turnaround and that it would cause traffic. Mr. Scheier reiterated that PennDOT did not have problems with the plan. Ms. Catania said that the Delaware County Planning Commission does not review driveway plans. Mr. Scheier said that the commission did offer comments including to narrow the entranceway and that the commission was satisfied with the change.

Mr. Scheier said that SALDO allowed for 22 feet of width on the driveways and that this site would require the property to exceed this width which he was seeking a waiver for. Ms. Catania said that based on the truck maneuvers there would need to be a greater width on this property and at some point this number should be revised. Mr. Scheier said that the location of street trees was also an issue but was seeking relief from planting 7 trees along Hook Road as requested as he believed the property made up for this with more trees in other areas. Ms. Price said that she lives right next to the property and that 90% of the trucks in this location back into the gas station to be able to turn from a neighboring site. Mr. Scheier said they would need to back out into the street. Ms. Price asked how this would happen as currently this is the only way for them to get out.

Mr. Scheier said that in discussion with the engineer, they had provided additional shrubbery in these locations to increase the quality of the street frontage. Mr. Scheier said he believed that he was providing the required number of shade trees around the site and in proximity to parking areas. Regarding foundation trees that 2.7 were required and that his plan called for 3 trees. Mr. Scheier said that the street widening to the full design width was up to the municipality and that dedicating the required right-of-way would leave land for the Borough along Folcroft Avenue. Mr. Scheier said that the driveway widths have been reduced the maximum amount possible. Ms. Catania said that road widening might need to be looked out due to backup and maneuvering from vehicles next door. Ms. Catania believed additional widening might fix the issue.

Mr. Scheier said that regarding the masonry fence along the street frontage, the provided shrubs would still prevent pedestrians from cutting across the grass. Mr. Scheier said that a landscaping island near

the fueling canopy was considered but that stripping would more clearly define the site as a landscaping island might cause an obstacle for vehicles. Ms. Catania said that she was concerned that the striping would not be helpful as drivers do not always pay attention to this and later on it should be considered if there are conflicting movements. Ms. Daly said that this was done at Dunkin Donuts and that vehicles ignored it frequently. Mr. Scheier said that drivers typically do slow down as they approach the fueling area but that this could be implemented later on.

Mr. Scheier noted a comment regarding the fencing along the rear of the property. Mr. Scheier said that an 8 foot tall fence along the rear of the property was being proposed along with more trees to bolster the existing buffer. Mr. Scheier said that he believed the measures proposed were adequate to attenuate sound concerns and that there would be no change in use as it already is a fueling location, though the actual site of the fueling operation would be moved. Mr. Scheier said that there already is a trucking operation nearby so they would not increase noise concerns. Ms. Daly asked where the loading and unloading would take place on the property as this was loud. Mr. Scheier said it would be the rear of the property. Lastly, Mr. Scheier wanted to note some other concerns the Borough had. Ms. Catania said the boundary information was confusing as there was a right-of-way discrepancy.

Ms. Catania said that when her employee Alex Rodriguez did the review he did not see the boundary line. Mr. Scheier said he would address this as it was possibly not on all the documents provided. Ms. Catania said that land development concern two was the certification on the land about the land owner but that this may be a legal matter and Ms. Catania wanted to make sure the correct person was signing the form as technically currently the applicant is not the owner. Ms. Catania asked if the property was under contract. Mr. Matlawski said yes. Ms. Catania said that stormwater number two was a concern and asked if there was a review of the site or if there were concerns about contamination. Mr. Scheier said there was contamination from another site and that it was not their responsibility. Ms. Catania said it would be his responsibility. Mr. Scheier said that he was working with DEP on this matter currently. Ms. Catania said that the existing bus shelter should become an gateway improvement feature and that SEPTA must be contacted about this. Ms. Catania said that SEPTA has a new plan called SEPTA revolution and that there would be guidelines for this. Mr. Scheier said that SEPTA did not request any changes to the shelter and access to the storage site. Ms. Catania said that additional visual screening and evergreen plantings would have to be provided though she believed it was already part of the plan. Mr. Scheier said that these items had since been added. Ms. Catania said it was possible that the trees could possibly be moved to avoid holes in the existing barrier.

Mr. Scheier said these were the items to be further discussed and suggested that Councilmembers could ask questions, reiterating that the design was intentionally done in coordination with all relevant parties and that he believed this was the best design for the location. Mr. Scheier said he had an updated waiver request list bringing the total number to 3 – down from 8 along with a decrease in the scope of relief. Mr. Scheier said he believed this would be a great addition to the Borough. Mr. Baumler clarified which waivers were being sought. Mr. Scheier provided copies of the waiver request for reference.

Mr. Baumler asked Ms. Catania if there was any information that should be submitted to make a final analysis. Ms. Catania said that she believed that considering the information provided the remaining

items could be worked through later on and did not see any reason to hold any items although some third party approvals are still necessary. Ms. Catania said she would not do anything with a record plan until third party clearances are provided. Mr. Willis asked if there was a recommendation not to approve any waivers. Ms. Catania said she was not recommending the driveway waiver currently until the neighboring property matters are all resolved. Mr. Baumler said this could be conditionally approved.

Mr. Willis asked the exact procedure for this. Mr. Baumler said an individual vote would be taken on each waiver.

Motion to approve waiver A. – an exception from 805 c1 to approve 37. Wide cartway widths was made by Councilman Ruskowski and seconded by Councilwoman Daly. The motion passed unanimously.

A motion to approve waiver B. to allow a decrease in the number of street trees was made by Councilwoman Daly and seconded by Councilman Ruskowski. The motion passed unanimously.

A motion to approve a waiver C. 817D and E for a reduced landscaped planning schedule was made by Councilwoman Daly and seconded by Councilman Waters. The motion passed unanimously.

Mr. Matlawski said that the resolution was suitable to him but asked for some language to adjust for engineering reviews as a condition excepting

A motion to approve Final Land Development approval for Beacon of Folcroft LLC at 1498 Delmar Drive excepting those items addressed in the engineer letter of October 5th with the condition of the need for three feet widening of the driveways was made by Councilman Waters and seconded by Councilwoman Daly. The motion passed unanimously.

Public Finance & Administration - *Mr. Papaleo*

- Councilmembers discussed amending Borough building code to require landlords to install hardwired smoke detectors on each floor of a dwelling. Mr. Willis said he believed the code already required smoke detectors. Mr. Baumler said that any time the Borough does this there needs to be approval from the State from the Department of L & I and that a draft ordinance would have to be sent in first. Then, there would have to be 30 days notice of the public hearing about the ordinance. Mr. Baumler said that typically once this is sent in there will be an immediate turnaround. Mr. Willis said he did not see if this was necessary and that it was difficult to retrofit smoke detectors and that while this is doable it is not easy. Mr. Willis said he would like to give the Council President the opportunity to make his case for this matter at the next meeting. Ms. Daly said she was concerned that this would encourage landlords not to be compliant. Mr. Willis reiterated that it would be best to delay.

A motion to table this discussion over amending the Borough Code to allow the hardwiring of smoke detectors was made by Councilwoman Daly and seconded by Councilman Ruskowski. The motion passed unanimously.

- Councilmembers discussed an ordinance setting the tax collector's salary structure. Manager Hayman explained that the Borough was under the understanding that the tax collector previously made

the amount listed in the resolution – listed as 1.5% of revenues but that the previous resolution only noted 1.25%. Mr. Baumler said he believed that this could be set by resolution. Ms. Stilwell said that the only resolution on file was from 2013. Mr. Willis asked if this was budgeted for 1.5% even if this was not the plan. Mr. Willis said he did not see any reason not to go with what had been done previously. Mr. Willis said that he assumed for the next meeting a resolution could be prepared.

A motion to authorize the approval resolution increasing the Tax Collector's salary from 1.25% to 1.5% of trash and sewer fees collected for the October 19th meeting was made by Councilwoman Daly and seconded by Councilwoman Fyffe. The motion passed unanimously.

- Councilmembers discussed accepting the bid of Insituchform in the amount of \$133,430 for sanitary sewer rehabilitation. Ms. Catania said this was a CDBG awarded by the Borough but paid for by the County. Ms. Catania said that this company has done a lot of work with various municipalities and she was glad they were the lowest responsible bidder.

A motion to accept a bid from Instuchform in the amount of \$133,430 for sanitary sewer rehabilitation was made by Councilwoman Daly and seconded by Councilman Waters. The motion passed unanimously.

- Councilmembers discussed increasing GOGov permitting option for online permit and ticket payments. Mr. Willis explained this is the company that does app hosting and that now they do a permitting option. Manager Hayman explained the new permitting option, noting that this would mean that all permits could be purchased from the same application and would be streamlined. Solicitor Alex Baumler said that this does not trip the bidding threshold and that each January Council would approve the contract. Mr. Baumler said there would still be an exception from the bidding process as it is a unique and novel service. Mr. Willis said that the bidding process was done initially as it was not clear what the anticipated cost of the contract was not known. Ms. Isaac asked if this was an increased cost of \$250 per month. Mr. Willis said that Access Folcroft is through GOGov and that the \$250 per month increased cost would go to the Borough. Ms. Daly said that currently people go on the website and can't find the parking permits on the Borough site. Ms. Daly said that this looked like it will solve these problems. Ms. Isaac asked why residents can't just come to Borough Hall. Mr. Willis said that many people cannot get to Borough Hall during business hours and this service allows the office to streamline processing to do work in-bulk. Mr. Willis said this increases the quality of the current online process. Ms. Daly said residents still have to go through the application to pay online and that some residents still use it even when they are in person. Mr. Baumler said this would go into effect in January for a total amount of \$5,000 per year with this service. Manager Hayman said this could go online in the very near future. Ms. Daly said she thought that the work was dumbed down and a fantastic presentation. Ms. Isaac said she thought \$250 per month was high. Mr. Willis said that for this service the cost was not extreme and that the application and website integration was not simple. Mr. Willis said that anything done externally adds extra complexities. Ms. Isaac clarified that this made the service easier for residents. Ms. Stilwell asked if there would be higher quality reporting. Mr. Hayman said he was unsure. Mr. Willis said that this company was willing to adjust.

A motion to entertain the approval of the increase to the GOGov contract to the October 19th meeting was made by Councilwoman Daly and seconded by Councilwoman Isaac. The motion passed unanimously.

Ms. Stilwell asked if this would delay approval of the budget. Mr. Willis said it could still be discussed and approved at the next budget. Ms. Stilwell asked about the Police Budget

- Councilmembers discussed the 2022 Budget. Councilwoman Isaac made a motion to table the 2022 budget discussion. Councilman Waters seconded the motion.

A roll call vote was held.

Councilwoman Daly – yes

Councilman Willis – yes

Councilwoman Isaac – yes

Councilman Ruskowski – yes

Public Works Committee - *Mr. Willis*

- There was no new business to discuss

Public Safety Committee - *Mr. Ruskowski*

- There was no new business to discuss.

Public Health and Literacy - *Ms. Fyffe*

- Councilmembers discussed the creation of a Borough food pantry. Ms. Fyffe said that with the help of Ramona and Dr. Strauss, the food pantry should be open next week. Ramona said that the pantry is outside now but is awaiting electricity. Ms. Fyffe said that canned goods, frozen foods and other items would be available to residents and that this would be advertised on social media. Ms. Daly said that she was at the meeting about the food pantry and that she had discussed there are monies in operation Falcon that were available and asked if this could be used for the food giveaway.

Ms. Daly asked if money from operation falcon could be used to purchase the shed which is \$1,200. Mr. Willis said that this money was donated for the same purpose. Mr. Baumler said that in this case the funds are available. Ms. Daly said to check out the shed out front of Borough Hall. Ms. Isaac asked if it would be attended. Mr. Waters asked about animals. Ms. Daly said there would be a delivery daily and that it would be cleaned constantly. Mr. Willis asked if shelves were built into the shed. Ms. Petty said that plastic shelving and containers would be obtained. Ms. Daly suggested having the health inspector check it out. Ms. Catania said that it would need to be clear that the temperatures on the food refrigerator was safe.

- Ms. Fyffe discussed upcoming Library programs, events and activities. Ms Fyffe said Rep. Dellosa will have mobile hours at the Library every Monday from 10 am to 2pm to help residents with state related matters, all of which are listed on the library webpage. Mr. Willis said he believed there was a link from the Library's page to the Borough's page.

Municipal Planning and Zoning – *Mr. Waters*

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Public Parks and Recreation – *Ms. Daly*

Councilwoman Daly said she wanted to thank all sponsors, which she listed, and said \$4,000 were donated for community day in total and noted that some businesses donated \$200 in raffle items. Overall, Ms. Daly said an estimated 2,000 people attended community day and thanked everyone who helped. Ms. Daly said it would be tweaked for next year but that it would be bigger and better. Ms. Isaac said that she thought the event was amazing and that it reminded her of Havertown day. Ms. Isaac said that she heard from a vendor that this was much better than previous years. Ms. Daly thanked Shawn Payne and the Highway Staff and said that when it was over it looked like nothing had even happened. Ms. Daly thanked Ms. Petty for manning the raffle table

Ms. Daly mentioned the trunk or treat event and said there would be room for about 35 cars and asked residents and cars to decorate their cars. Ms. Daly described the timeline of events for this event, which would be held on October 23rd.

Lastly, Ms. Daly mentioned that next year is the Borough's centennial anniversary and that it might be a great idea to do a banner project to commemorate. Ms. Daly described banners that hang off of telephone poles which would celebrate historical facts about Folcroft. Ms. Daly said that on average these run for about \$600 but that she is confident that local donors could provide some of these. Ms. Daly said she believed this would be nice for the centennial and for residents. Ms. Daly said that next year most events would focus on this fact and also said she would like to form a centennial committee. Ms. Isaac said she could do some googling of Folcroft history and that she would gladly serve on the committee.

Municipal Legislation – *Ms. Isaac*

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New Construction Committee – *Mr. Willis*

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Parking Permit Committee – *Mr. Willis*

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Borough Manager notes

Manager Hayman said that the Borough was approaching 700 parking permits issued and mentioned that there had been a significant uptick in sales since the enforcement deadline began.

Old Business

New Business

Ms. Stilwell asked how to proceed with the budget in two weeks and clarified if she was expected to approved the budget in two weeks. Ms. Stilwell asked if she should update the budget with the police contract. Mr. Willis said yes. Ms. Stilwell asked if there were any other contract updates for the other CBA. Manager Hayman said he did not believe so. Mr. Baumler said the target date to approve the final budget on December 9th. Ms. Catania said that there were 24 bare steel updates that they intend to do , most of which are intended to be in the grass. Ms. Catania said explained what bare steel updates were.

Ms. Stilwell advised members to contact her via email her if they have any questions.

Deputy Chief Eiserman said the FOP would like to sponsor the event and would provide candy.

A motion to adjourn was made by Councilwoman Daly and seconded Councilman Waters. The motion passed unanimously at 8:41pm.