

MEETING MINUTES
FOLCROFT BOROUGH COUNCIL MEETING
DECEMBER 1, 2020

PRESIDENT – Joseph Papaleo: Called the Council Meeting to order at 7:03 PM

Mayor Frey gave the flag Salute and Invocation.

Roll Call (Council President Papaleo, Councilman Kyle Willis, Councilwoman Leigh Daly, Councilman Nick Waters, Councilwoman Malinda Isaac, Councilman Jason McGuigan, Councilman Robert Ruskowski, Mayor Bob Frey, Solicitor Dave Sanders is filling in for Alex Baumler, Secretary/Manager Andrew Hayman) were present.

Audience Participation

Engineer's Report

Lisa Catania said that she appreciated Council President Papaleo's words about Norwood Borough Manager Jack Ryan.

She said we are in the process of recording documents with the County for Safstor. She said she wasn't aware if the County was able to do the work and processing of plans yet due to these technical issues as the scanning devices are not working. She said they had not heard whether any other land developments or subdivisions have had any success in getting their plans recorded. She said she was going to talk to Alex to confirm, tomorrow. She said they might ultimately forgo the requirement for the plan to issue a permit as we know they have signed the plans and that we have signed the plans and it is just a matter of the physical recording getting done. She said the Lot 2 development (Popeyes) is moving forward and there is a review. She said we need to have a Planning Commission meeting and there is also a subdivision for the Sentimbrino property subdivision from many years ago, submitted by DB developers so we must have a Planning Commission meeting for that. She was unaware of the exact address at the time of this meeting but agreed to email the address, tomorrow.

Lisa Catania mentioned the CDBG money and said there are two grants. She said she had Manager Andrew Hayman send out a memo about various projects that the Borough could do. She said she is hearing that County Council is interested in Parks projects. She said that unfortunately, because we have greenway funding for the theater we will not be able to use CDBG funding for this. She said there was an option at Montgomery Park and that last year the Borough applied for a master plan for Hook Road which is also on Darby Township's list which, while it could be done separately, would be better off done jointly. She said there is also a planning grant that would fit well for this as well.

She said Borough Zoning Ordinances need to be updated. She said she is also waiting for updated plans from Delcora and then we will be able to finish that work and send it out to bid. She would like authorization to bid the 2021 roadwork program for the next meeting so that the work can be bid in

February and completed in the spring. She said she has not heard anything about the MS4 plan that she was putting together. She said she will send in her information to DEP so they can move forward with a plan review. She also said that she has flooring alternatives for the Folcroft Library – she has contacted three companies and has some budget numbers. She said she also spoke to Keystone Grants and we were advised that we are eligible for the next round of Grant funding for flooring, tile, painting and any other work that needs to be done. Councilwoman Isaac said she will send Jen Ulad a text tomorrow letter her know about this. Engineer Lisa Catania said she will do this but that Jen Ulad may be aware of these updates.

Lisa Catania said that is aware that the Folcroft Avenue bridge is slated to be demolished soon, however she hasn't heard any more details and now cannot find the project listed online. She said it might be worth contacting the OHMC to see if this money can be reallocated to another project. She clarified for Council President Papaleo that these funds were for the installation of landscaping and a turnaround that would make the area look nicer and easier for cars to turn around. It might also be worth contacting Representative Dellosso's office to see if we can ascertain where this project stands. She said it might be advisable to use a PECO Green Region grant to green up the concrete entrance to the Borough on Delmar Drive at Hook Road.

Mayor Bob Frey asked if PECO was going to be doing milling in the village prior to the winter. Lisa Catania said that they would not do the milling, that PECO is currently doing trench restoration and that the milling and paving would be done in the spring. She said that the bumps would be smoothed out shortly. Mayor Frey expressed that the plow might be ripped off of a truck if they attempted to plow right now. Lisa Catania said that they are moving to do this work over the next few weeks. Councilwoman Leigh Daly and Manager Hayman confirmed that this had already partly been done on Taylor Drive.

Public Finance & Administration - Mr. Papaleo

- Council President Papaleo said that after much work it seemed that a preliminary budget had been completed. He said that with the new cost of satisfying the loan payments for the new Borough Hall and that there will be a \$240,000 contribution annually for debt servicing that must be added to the budget. He understood that there was a slightly higher payment for the first year, to which Councilman Willis noted that he believed the early payments were lower possibly. Council President Papaleo said that given these expenses and COVID 19 there would have to be a tax increase for this budget. He said that while this building would fix some problems, others would be created. At some point we would have to procure more land to building a pole barn for the Highway Department. He said that we would then move to redevelop the land where the current building stands and that this is not the end of our problems. He said that we would not raise taxes in exchange for nothing and that residents should start to see some noticeable improvements to the Borough. Councilman Willis said that a good portion of the funds are for an operational reserve which protects the Borough for the beginning of the year before taxes come in. He said that our expenses actually are decreased and the budget was cut slightly but efforts were made not to do harm to staff.

Council President Papaleo said that there would be a slight increase in real estate taxes. He said there might be a slight increase in business fees but that it would also be minor. He noted that Borough millage was much lower than in neighboring Boroughs. He explained that to accomplish the Borough's goals it will take money and this increase in taxes. He said we must build a new garage for the Highway Department as well. He said this will put the Borough in a position where we have excess financial reserves. He said lots of people complain about the way Folcroft looks and that if we want that to change it will cost money, so we must reinvest. He said that he believes that everyone who lives in Folcroft deserves the best possible version of the Borough and that's what this budget took.

Public Works Committee - *Mr. Willis*

- Council President Papaleo said that understood that the \$30,000 for the front end loaders. He said we were planning on another \$35,000 for the following year so that we can purchase another plow, lawn mower and wood chipper. He said that this money, matched with grants would be done each year until the department is fully staffed and equipped. Councilman Papaleo also noted that we discussed the CRM software previously. He said we found another price quote since there was a wide variability in pricing so that we knew the pricing fell below the bid as we may have had one very low bid. He said that one company that he reached out to previously had returned his email and that their numbers were very low. He said his suggestion was that because these prices fall below our phone bid we don't have to go with the lowest bidder. He said this would make it into the budget. Manager Hayman explained that the Borough lost out on a vehicle listed on Municibid but unfortunately we did not get the bid for a backhoe. Council President Papaleo asked about how the bidding process worked.

Public Safety Committee - *Mr. Ruskowski*

- Councilman Ruskowski had no new business to report.

Public Health and Literacy - *Ms. Isaac*

- Councilwoman Isaac said that the Library Board is still doing safety protocols for COVID. She said they are doing a virtual ginger bread house making event. She said she didn't get a chance to collect more information about events. She said they are currently doing everything they need to do to comply with the State. Council President Papaleo asked if we could get some of these events posted to the Borough website, to which Councilman Willis agreed that he would like the calendar of events so that residents can access them on the website.

Municipal Planning and Zoning – *Mr. Waters*

- Council President Papaleo asked about the planning commission. Engineer Lisa Catania said there are two projects that the commission must be called for but that when we last spoke the checks for these projects had not yet been received. She said we have 90 days to take action of the start date for these projects.

Councilman Waters said there is a zoning hearing board meeting scheduled for tomorrow night at 7:00pm however it may be delayed until January. Manager Hayman confirmed that this project had been delayed until January due to the in person meeting.

Public Parks and Recreation – Ms. Daly

- Councilwoman Daly said the tree lighting had been delayed due to COVID and that the tree contest was active. Council President Papaleo said he had heard that some residents had not liked the idea of some winners being selected via vote and that they were afraid that it could be biased. He asked if it could be a judge based winner. Councilwoman Daly said that we had previously done this as some judges knew residents and it was hard to find people who would be willing to do this. Council President Papaleo said that it might be good to get an elected official participate in the contest. Councilwoman Daly said they might tree to do the tree lighting on the same day that the firehouse has Santa go around. At Councilwoman Daly's request, Manager Hayman explained that many craft bags aren't yet being picked up. Councilwoman Daly said that they might do an outdoor event to promote these craft bags.

Municipal Legislation – Mr. Waters

- Councilman Waters said that we have no new business this evening, but for our next meeting we will have a vote on a resolution for the intermunicipal liquor license fee and suggested we charge the same amount as for general business transfers. Council President Papaleo asked manager Andrew Hayman whether there would need to be an ordinance or resolution to increase business privilege taxes, to which Dave Sander said that the license fee and millage could be set by resolution. Dave Sander said that the Business Privilege Taxes are set in stone and have since been phased out by legislation in the 1990s. He said that if a municipality does not have a business privilege tax it cannot have one but if a municipality has one it can keep it. He said that license fees can be increased by resolution.

New Construction Committee – Mr. Willis

- Councilman Willis said that it seemed that the loan would be closed on December 15th and that this would likely be a hard date. He said that he has a meeting on Tuesday to begin preparations. He also noted that it might be possible to do a groundbreaking ceremony this year or early next year depending on schedule and Council's feelings. Council President Papaleo asked if the work can be done during winter. Councilman Willis said yes and that the real problem with temperature is concrete and mortar with the ground freezing, which Engineer Lisa Catania confirmed. Councilman Willis said that if current temperatures hold we can get this work done. Council President Papaleo asked how Council feels about it. Councilmembers all collectively agreed that it might be best to wait until the site is cleaned up. Engineer Lisa Catania said that we don't need to do all of the site work and we only need one area clean. Engineer Lisa Catania said that the contractor might not do the work if it continues to get delayed. Councilman Willis said that it would be discussed at a later date and we could plan on something from there but acknowledged that it seemed that Council just wanted to do this as soon as possible to get the work moving. He thanked Lisa Catania and Bob Linn and Alex Baumler for helping to get this project over the finish line.

Parking Permit and Paving Committee – Mr. Willis

- Councilman Willis said that there is a meeting scheduled for tomorrow night at 5:00pm and that we are suggesting moving forward with a possible changes to Borough codes for the upkeep and maintenance of driveways – noted as the stick portion of the carrot. This is to help facilitate this process. He said we are also going to start to nail down the details of the parking and that we would need to show revenue to borrow against to fund the restoration of driveways. We will then discuss the price of permits and all other necessary details. It was hoped that an ordinance could be passed in January or February.

Council President Papaleo made a note that on New Year's eve -12/31 we will have a brief budget meeting. He said it has to be done on the 31st. It will be advertised tomorrow. Council President Papaleo asked what time it should be done. Dave Sander it just needs 24 hours notice in the newspaper for the notice of the special meeting. Council President Papaleo asked what time Council should meet. Councilwoman Isaac said any time after 4:00pm as she works from 8:00am to 4:00pm. Council President Papaleo said that Engineer Lisa Catania would not need to be present.

Police Chief Bair was not present and no report was given.

No solicitor's report was given.

Finance Director's Report

Mike Hill said that we are pleased to announce that we have reconciled all bank statements as of October 30th and that no bank statements had been reconciled from June, 2020. He said that Manager Hayman and Alex Baumler had worked hard to get access to accounts to which Borough Staff were not signers. He said we have a \$350,000 Police m and o which is due by December 31st. He said unfortunately we had a lot of past due bills which were inherited. He said he was hoping there was an influx of real estate taxes by the end of the year. He was unaware of when the Tax Collector had deposited more money into the Borough accounts. He said we were so far behind that we disbursed \$664,000 in a little over a month and a half due to late bills not paid by the previous Treasurer. He said we are still trying to get on to the Police Pension investment account. Once all M&T accounts are reconciled we will be almost complete.

Council President Papaleo said that he understood we lost a lot of revenue from not being able to conduct Use and Occupancy Inspections plus a decrease in taxes. Mike Hill said that the Borough needs to know what is in the real estate account as soon as possible so we can get a good picture of Borough Finances, when Council President Papaleo asked if we were in a bad situation, financially. Mike Hill said the Borough would be very close to emptying out the general fund if real estate taxes are not deposited soon. Council President Papaleo said he would call Tax Collector Kathy Kelly. Councilman Willis confirmed if the fireman's relief check had been disbursed and from what account.

Borough Manager's Report

Manager Hayman noted that new code enforcer Joseph Donnelly was delayed due to a personal matter but would now likely start training on or about Monday if Catania engineering could accommodate the day to train him.

There was no old business.

There was no new business.

A motion to adjourn was made by Councilman Willis and seconded by Councilwoman Isaac. The motion passed unanimously. The meeting adjourned at 8:10pm.