

**MINUTES  
LANGHORNE MANOR BOROUGH COUNCIL  
MEETING OF NOVEMBER 16, 2004**

**1. CALL TO ORDER** - The meeting of Langhorne Manor Borough was called to order in the Langhorne Manor Borough Hall, 618 Hulmeville Avenue, Langhorne, Pennsylvania, on Tuesday, November 16, 2004 at 8:04 P.M. Eastern Standard Time by Maryann Barnes President.

At this point in the meeting, Mayor Farmer led us in the "Pledge of Allegiance."

**PERSONS PRESENT** – Maryann Barnes, President; Robert Byrne; Stephen Galazin; Sharon Gimpel; William McTigue, Vice President; Nicholas Pizzola; Steven Yourtee; Francis J. Farmer Mayor; Loretta M. Luff, Secretary/Treasurer and Thomas J. Profy III, Solicitor.

**PERSON ABSENT**

Mrs. Barnes introduced Mr. John Swenson from Carroll Engineering who spoke on the cost proposal provided by Bucks County Water & Sewer Authority (BCW&SA)

(The next three pages were scanned from Mr. Swenson's report)



*Carroll Engineering Corporation*

November 3, 2004

Mary Anne Barnes, Council President  
Langhorne Manor Borough  
618 Hulmeville Avenue  
Langhorne, PA 19047

Dear Ms. Barnes:

Subject: Langhorne Manor Sanitary Sewer System, BCWSA Infiltration/Inflow Cost Proposal

Enclosed for your consideration is the cost proposal provided by BCWSA for the completion of Infiltration and Inflow Repairs.

We have reviewed this proposal and made further inquiries to Mr. John Butler. As a result, he has corrected the cost figure for manhole leakage repairs. The quantity of manholes was corrected from 2 to 10. It is important to note that the cost proposal consists of several "time and material" cost items. The Authority provided an estimated cost to complete the required work, but the actual cost could be higher or lower depending on the actual time spent making repairs.

A comparison of BCWSA proposed costs to our cost estimate are attached for your information. The estimated costs for Short Term Actions by BCWSA are about \$11,350 less than our original estimate (including estimated soft costs). The estimated costs for Long Term Actions (Investigations) by BCWSA are about \$5,650 more (including estimated soft costs).

We believe these costs are reasonable, and we would recommend the Borough authorize BCWSA to proceed with Short Term Action work after which the effectiveness can be further assessed.

If you have any questions, please do not hesitate to call.

Very truly yours,

CARROLL ENGINEERING CORPORATION

A handwritten signature in black ink, appearing to read "John A. Swenson".

John A. Swenson, P.E.

JAS:jd

Enclosures

cc: Thomas J. Profy III, Esquire, Begley, Carlin, & Mandio (w/Enclosures)  
Joseph A. Bush, Jr., Zoning Officer, Langhorne Manor Borough (w/Enclosures)

*Today's Commitment To Tomorrow's Challenges*

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[www.carrollengineering.com](http://www.carrollengineering.com)

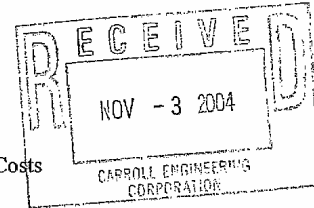


PHONE: 215.343.2538 • 800.222.2068

FAX: 267.200.0324

November 1, 2004

John Swenson  
Carroll Engineering Corporation  
949 Easton, Suite 100  
Warrington, PA 18976



Re Langhorne Manor Borough Infiltration/Inflow Estimated Costs

Dear John:

Based on the I/I plan incorporated in your September 8, 2004 correspondence for Langhorne Manor I offer the following:

1. CCTV of sewer mains
  - A). \$2.50/L.F.
  - B). .50¢ L.F. for flushing if needed

Estimated Cost	(A)	\$8,750.00
	(B)	\$1,700.00
  
2. Sump pump inspections:
  - A). Includes 1<sup>st</sup> letter and appointment set up  
Up to 100 homes – approximately 10 working days
  - B). Violation letter and follow up visit approximate 10-15 working days

Estimated Cost	(A)	\$3,500.00
	(B)	\$2,500.00
  
3. Manhole repairs
  - A). Replace casting - \$300.00 + paving repair
  - B). Interior repairs – time and material \$75.00 per hour + material

Estimated cost	(A)	\$2,400.00
	(B)	\$750.00

*"Putting Your Money to Work  
For a Better & Cleaner Future"*

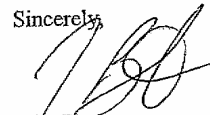
4. Lateral Locating / Lateral Repair

- (A) Lateral locating - \$75.00 per hour + material
- (B) Lateral repair - \$75.00 per hour + material

Estimated Cost	(A)	\$4,800.00
	(B)	\$1,920.00

Please contact me if the Borough would like to schedule any of this work.

Sincerely,



John Butler  
Director of Operations  
& Project Management

JB:nm

C: Benjamin W. Jones, Executive Director/CEO  
Mark Pizzo, Supervisor, BCWSA

LANGHORNE MANOR BOROUGH  
II REMOVAL PLAN FOR NESHAMINY SERVICE AREA  
SCOPE OF WORK, COST ESTIMATE AND PRELIMINARY SCHEDULE

Inflow/Infiltration Activity	Task	Number of Locations	Unit	Unit Cost Estimate	Preliminary Estimate of Item Cost	BCWSA Projected Item Cost
<b>Short Term Actions</b>						
Sump Pump Removals	Plumbing Inspection	30	+/-Homes	\$ 60 per hr ea	\$ 7,200	\$ 6,800
	Reinspection	10	+/-Homes	\$ 240	\$ 2,400	See above
	Informational Newsletter	All	Residents	Lump Sum	\$ 500	\$ 500 by others
Manhole Repairs	Lids/Frames/Grade Rings Leakage	8	+/-Manholes	\$ 250	\$ 2,000	\$ 2,400
		10	+/-Manholes	\$ 500	\$ 5,000	\$ 3,750 corrected
Cleanout Repairs	Adaptors/Plugs Repairs	60	Cleanouts	Avg	\$ 100	\$ 6,000
				Repair Costs	\$ 23,100	\$ 14,570
				Misc & Contingencies	15% \$ 3,465	\$ 2,186
				Engineering (if Private)	5% \$ 1,155	\$ 729
				Field Inspection (if Private)	10% \$ 2,310	\$ 1,457
				Admin/Legal	3% \$ 693	\$ 437
				Project Costs	\$ 30,723	\$ 19,378
<b>Long Term Actions (Investigations)</b>						
Unexplained Clear Flow	Teletideo Inspection	200 Lineal Feet	Bellevue MH 62 to 62A			
		1300 Lineal Feet	RW 13 MH 36 to 55			
		850 Lineal Feet	RW 14 MH 19 to 42A			
		250 Lineal Feet	Park MH 83 to 48			
		300 Lineal Feet	Fairview MH 102B to 29A			
		150 Lineal Feet	R/W 5 MH 28 to 103			
		3050 Lineal Feet	Total			
		say		\$ 2.00	\$ 7,000	\$ 10,450
Cleanout Locate/Test	Locate and Inspect or System Smoke Testing	80 Cleanouts or 30,000 Lineal Feet	Throughout system (w/o Conveyance Line)	20 per day	\$ 4,000	\$ 4,800
				per lf	\$ 0.33	\$ 9,900 Not Included in Total
				Investigation Costs	\$ 11,000	\$ 15,250
				Project Costs	\$ 14,630	\$ 20,283
				Misc & Contingencies	15% \$ 1,650	\$ 2,288
				Engineering (if Private)	5% \$ 550	\$ 763
				Field Inspection (if Private)	10% \$ 1,100	\$ 1,525
				Admin/Legal	3% \$ 330	\$ 458
				Project Costs	\$ 14,630	\$ 20,283

Note: Repairs Based on Results of TV Inspection and Cleanout Locating and Testing is Indeterminate at this Time

Mr. Swenson feels that the total cost for the Inflow/Infiltration Short Term project would cost \$19,378.00. Mr. Swenson does not recommend the Long Term Action which includes closed circuit television (CCTV) at this time. He does recommend proceeding with the Short Term Action.

Mr. Swenson stated that if the flow is from illegal sump pumps and the Borough is successful in getting the residents to disconnect; you may not need to get involve in the Long Term Action. Mr. Swenson feels that the sixty clean outs that were not found should be located and check for leaks.

Mr. Yourtee asked about sump pump removals, he inquired about the plumbing inspection of approximately thirty homes and the re-inspection of ten homes, why are the figures different. Mr. Swenson replied it is just an estimate. They figure if thirty homes were inspected and only ten homes had sump pumps connected, those ten homes would need to be re-inspected.

Mayor Farmer asked if there would be any fines involved if the homeowners reconnected at a later date. Mr. Swenson stated if there is something in the Borough Ordinance with respect to fines.

Mr. Profy stated that the Borough does have the right to inspect for sump pump violations and there is a provision that a sump pump connection is a violation of the Ordinance. The Ordinance does provide for fines and court costs. Mr. Profy feels the Borough would have to put in place the Ordinance to inspect and re-inspect and in the future be able to go back and inspect all thirty residents and if upon re-inspection some residents have re-connected, and then the Borough would go before the District Justice and ask for a post bond.

Mr. Yourtee inquired as to who is responsible for the clean outs. Mr. Swenson stated that the cleanout to the sewer line is the Borough's responsibility and the cleanout to the house is the home owners' responsibility. The cleanout it self is part of the sewer system and it would be the Borough's responsibility. Mr. Yourtee stated that a large percentage of the work costs are for the illegally connected sump pumps and for the residents whose cleanouts that cannot be located. Mr. Yourtee inquired as to why the Borough should be responsible for this expense. Mr. Yourtee feels that those residents should be made to pay as they are the ones who have created this problem.

Mr. Swenson stated that it is up to Borough Council as to how they want to address this problem. Mr. Yourtee asked if this could be handled by the homeowners paying for this cost.

Mr. Profy stated that there are two components to Mr. Yourtee's question. The first part is when the first inspection is done and illegal hook ups are found, yes you could prosecute under the Ordinance, but would Council want to do that. As to the caps and cleanouts, you are talking about a locate and inspect cost of \$60.00 per cleanout. Council would not want to take legal actions for collecting \$60.00. In addition, there would be issues such as to who is responsible for the missing or broken caps. Mr. Profy stated that the legal answer is yes you can fine the homeowners under the Ordinance.

Mr. McTigue asked if a flow meter could be installed, Mr. Swenson replied that it could be done, but it would be very costly.

Mr. Profy stated that Council has to decide if they are going to accept the proposal from BCW&SA for the Short Term Action for the Inflow/Infiltration project.

Motion was made by Mr. McTigue and seconded by Mr. Galazin to accept the proposal submitted by BCW&SA for the Short Term Action for the Inflow/Infiltration Project. No objections were presented. Motion carried.

Mr. Yourtee asked if some guide lines could be established as to how the re-inspections would be handled if there were fines involved. Mr. Profy stated that after the inspections and it is determined that a situation exists and the re-inspections show the problems have been corrected, problem solved. If a re-inspection is done and it is determined that they haven't corrected the problem, that would be problematic. Mr. Profy feels that it something Council has to consider. He feels that there isn't any question of violation about a resident who reconnects after they have been required to disconnect. Council must enforce the Ordinance. Council cannot allow the residents to think that they can reconnect without any penalties.

**2. COMMENTS FROM VISITORS & RESIDENTS** – Ms. Betty Linington stated that when the sewers were installed the President of Borough Council had stated that in ten to twelve years there would be a reduction in the sewer assessment fees. She wondered if in the near future the sewer fees would go down, she feels the residents should get a reduction in the \$200.00 quarterly rate. She would like to know where the money from the sewer assessment fees goes.

Ms. Linington also stated that the residents feel that the teenager that was hired at \$9.00 an hour is unfair as there are teenagers from the Borough who could do the work.

Mrs. Barnes stated that she had been at the Borough Hall on Election Day from early morning too late in the evening and no one approached her concerning the hiring of Kelly. Mrs. Barnes stated that Council had been approached to have Kelly do filing, because she was currently doing volunteer work for the Borough and was doing a good job, they wanted her to continue. Where are the residents who want to volunteer? Ms. Boyle replied that she had offered to volunteer years ago and that she would do it for free.

Mrs. Barnes stated that this was something that had to be done and it could not wait, as there was a lot of filing that had accumulated over the years.

**2. SOLICITOR'S REPORT** – Mr. Profy stated in 2003 Mr. McTigue was appointed as the Emergency Management Coordinator for Langhorne Manor Borough and there is an Emergency Management Operation Plan in effect. The County Commissioners have faxed a document showing the resolution that they would like Council to approve this evening.

Motion was made by Mr. Byrne and seconded by Mr. Yourtee to reappoint Mr. McTigue as the Emergency Management Coordinator for Langhorne Manor Borough. No objections were presented. Motion carried.

Mr. Pizzola presented the preliminary budget for 2005. He thanked Ms. Gimpel for all her help in gathering information for the new budget. The budget has a new format as explained at the November 3, 2004 Council meeting. There are basically three budgets, General Fund, Sewer Fund and Highway Aid.

Mr. Pizzola reviewed the revenues and expenses for each of the three budgets. The total revenue and expenses for the General Fund is \$277,400.00, Sewer Fund is \$1,133,400.00, and Highway Aid revenue \$58,600.00, expenses \$37,000.00. The proposed budget will be on file at the Borough Office and at the Pennswood Library.

Mr. Profy reported at the annual meeting of the Higher Education and Health Authority it was approved to increase their contribution of \$15,000.00 for the Borough. Woods Services contribution for 2005 will be \$6,000.00.

Mr. McTigue commended Mr. Pizzola and Ms. Gimpel for the new format for the budget presented this evening.

Mayor Farmer also complimented Mr. Pizzola and Ms. Gimpel for their presentation of the 2005 budget.

Mr. Yourtee asked about the \$500.00 budgeted for the part time worker who works sixteen hours a month. The amount budgeted is for fifty-five hours of work. Mr. Pizzola stated that it is not a permanent position. Mr. Yourtee asked what would happen when the \$500.00 is exceeded. Mr. Pizzola explained that when they exceed the amount budgeted the project will be ended or they could re-allocate funds from within the budget.

Mr. Profy stated that the millage has to be reduced to  $\frac{1}{4}$  because of the assessment notice received stating that your assessment on your property went from 31,000 to 4,000, it is required by the General Assessment Law that the millage has to be reduced.

Mr. Profy stated that Council would have to adopt the proposed budget this evening and authorized the filing of the preparation of the Tax Ordinance and have it advertised on November 22, 2004 in the Advance. The Budget can be adopted no earlier than the 16<sup>th</sup> of December 2004.

Motion was made by Mr. McTigue and seconded by Mr. Byrne to adopt the preliminary budget to include the General Fund, Sewer Fund and Highway Aid Fund for the 2005 fiscal year as presented. No objections were presented. Motion carried.

Motion was made by Mr. Pizzola and seconded by Mr. Yourtee to advertise the Tax Ordinance for 2005. No objections were presented. Motion carried.

Ms. Gimpel asked for permission to consolidate sewer checking accounts # 100-001-009 and #100-002-08 into the sewer checking account #100-001-07 and also combine sewer savings account # 106-002-09 with account #106-001-07 since these accounts are no longer needed and have little or no activity in them.

Mr. Profy stated that there is no need for a motion as this is an administrative procedure. Permission was granted.

Ms. Gimpel stated that the police car checking account is combined with the capital reserve account for the building next door, which has a credit balance. To reconcile this account you have to off set the two accounts. In order to come up with a true balance for the Police Car this other account (capital reserve) has to be rolled into what we utilize the account for (police car). This could be done by a journal entry so the account can be reconciled. Ms. Gimpel and Mr. Profy had a lengthy discussion concerning the accuracy of some of the escrow accounts.

Ms. Gimpel asked if the auditors from Zelenkofske Axelrod LLC would be attending our meeting so the escrow accounts could be discussed. Mr. Profy replied that he did not think that they would and if they did it would cost the Borough for them to attend.

Ms. Gimpel stated that a new system would be set up in Peachtree, utilizing a new set of accounts it would be in three separate companies, General Fund, Sewer Fund, and Highway Aid. This will make the financial statements easier to read and understand it will also show the budget year to date through Peachtree each month.

Mrs. Barnes thanked Mr. Pizzola and Ms. Gimpel for their time that had been put into the budget for 2005.

**3. ADJOURNMENT** - Mrs. Barnes entertained a motion to adjourn this meeting. Motion was made by Mr. Galazin and seconded by Mr. McTigue to adjourn this meeting. No objections were presented. Motion carried. This meeting adjourned at 9:53 P.M.

The next meeting will be Tuesday December 7, 2004 at 8:00P.M.

Respectfully submitted,

Loretta M. Luff  
Secretary/Treasurer  
Langhorne Manor Borough

