

**MINUTES
LANGHORNE MANOR BOROUGH COUNCIL
MEETING OF FEBRUARY 2, 2016**

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, February 2, 2016 at 8:00 P.M. Eastern Time by William McTigue, President.

At this point in the meeting, Mrs. Silcox led us in the “Pledge of Allegiance.”

PERSONS PRESENT – Maryann Barnes Vice President; Jay Ferraro; Sharon Gimpel; William McTigue, President;; Patricia Silcox; Loretta M. Luff, Secretary/Treasurer; and Thomas J. Profy III, Solicitor.

PERSON ABSENT – Mayor Byrne; Edward Hanisco; Nicholas Pizzola;

2. APPROVAL OF MINUTES – Motion was made by Ms. Gimpel and seconded by Mrs. Silcox to approve the minutes of January 4, 2016 as amended. No objections were presented. Motion carried. Mrs. Barnes abstained.

3. POLICE REPORT – Mrs. Luff gave the police report for January 2016.

4. INSPECTOR’S REPORT – Mrs. Luff gave the Inspector’s report for the month of January 2016.

Mayor Byrne entered the meeting at 8:05 P.M.

5. COMMENTS FROM RESIDENTS AND VISITORS – Mr. Craig Hitchens spoke about his request for a sewer permit for the lot on Comly Avenue.

Mr. Pizzola entered the meeting at 8:07 P.M.

Mr. Hitchens said that they are waiting on one item to get the sewer permit, which is to be placed on a CMP list held by Bucks County Water & Sewer Authority (BCW&SA). They are trying to resolve an issue with Carroll Engineering so they will be able to get this permit. Mr. Swenson from Carroll engineering stated that he believes the project had been put on the CMP list.

Mr. Profy stated that Langhorne Manor Borough had not received any applications from Mr. Hitchens. Mr. Profy asked Mr. Swenson talk to BCW&SA and get back to him.

Mr. Hitchens stated that they had received an invoice from Carroll engineering for services rendered pertaining to the lot on Comly Avenue for \$1155.00. They do not understand

what this invoice is for. Mr. Profy stated that they were responsible for \$195.00 not the total invoice and there is an additional amount of \$65.00 due to Carroll Engineering which should be paid to the Borough.

Mrs. Denise Reid (202 Elm Avenue) Tax Collector requested a payment for a software program for the Tax Collector Position; she explained how the program would work and how the different Tax collectors are using this program. She stated that with this program is anything happened to her; anybody could come in and figure out the program. She contacted the person who would set this program up and she charges \$800.00 and Mrs. Reid would have to purchase Access for an additional \$100.00. Motion was made by Mr. Pizzola and seconded by Mrs. Gimpel to purchase the software program and Access for a total of \$900.00 subject to the Solicitor's review. No objections were presented. Motion carried. Mrs. Barnes abstained.

Mr. Scott Mitchell from Consulting for Cable Franchise Agreement stated that he would be reviewing our agreement with Comcast Cable, he would review payment records from the company in terms of compliance and to make sure that they are paying the Borough the correct amounts twice a year and that they are offering their new products that are available which in turn would bring in more revenue for the Borough. He would also like to review the Verizon agreement. Mr. Mitchell's fee will be \$2,500.00.

Mr. Profy told Mr. Mitchell to put together a letter of agreement showing what their services will include along with what the compensation would be.

Mr. John Swenson from Carroll engineering spoke about the 537 Sewage Facilities Plan update and the work that is to be done on key sections of Hill Avenue, North Avenue, Station Avenue and Fairview Avenue. Their proposed scope for this work is generally described as Sanitary Manhole Inspections, Private Connection Inspections and at the completion of the inspections; they will summarize the results and present them to the Borough in a letter report.

Mr. Profy presented the complete Resolution of Act 537 Plan Revision Adoption, WHEREAS, Section 5 of the Act of January 24, 1966, P.L. 1535, No. 537 known as the Pennsylvania Sewage Facilities Act as amended, and the rules and Regulations of the Department of Environmental Protection (Department) adopted there under Chapter 71 of Title 25 of the Pennsylvania Code, requires the municipality to adopt an Official Sewage Facilities Plan providing for sewage services adequate to prevent contamination of water and/or environmental health hazards with sewage waste, and to revise said plan whenever it is necessary to meet the sewage disposal needs of the municipality.

Motion was made by Ms. Gimpel and seconded by Mrs. Silcox to adopt the Resolution of Act 537 Plan Revision Adoption as presented by Mr. Profy. No objections were presented. Motion carried.

Mr. McTigue referred to a letter dated December 31, 2015 from Carroll engineering referring to the area where forty manholes and a number of cleanouts that would be inspected and the cost would not exceed \$20,000.00. Motion was made by Mr. Pizzola and seconded by

Mrs. Silcox to approve the payment not to exceed \$20,000.00 to Carroll Engineering for work described by Mr. McTigue. No objections were presented. Motion carried.

Mr. Mark McLaughlin from Building Inspection Underwriters (BIU) who will be handling building inspections, plan review, mechanical inspections, plumbing inspections, rental inspections and Use & Occupancy permits. There was a discussion as to how his company would handle inspections etc. and also what their fees would be.

Mr. Profy recommended that the resolution for the fee schedule for BIU be adopted first.

Motion was made by Mrs. Barnes and seconded by Mr. Ferraro to adopt the resolution for the fee schedule as presented by BIU on pages 11, 12, 13, 14, and 15 of their proposal. No objections were presented. Motion carried.

Motion was made by Mr. Pizzola and seconded by Mrs. Barnes to appoint Building Inspection Underwriters of PA, Inc., Pa Corporation, 302 East Pennsylvania Avenue, Feasterville, Pa 19053 Building code Official of the Borough in accordance with and subject to terms and conditions of Agreement between the Borough and BIU of PA set forth in the attached Agreement and to authorize Council President and Borough secretary to execute the Agreement. No objections were presented. Motion carried.

6. COMMITTEE REPORTS – Mrs. Barnes had no report for the Planning Commission. Mrs. Barnes referred to her water bill pertaining to the high usage on her bill.

Mr. Ferraro reported that he would be getting proposals for the grounds maintenance.

Ms. Gimpel received a quote for the guiderails that had been damaged on Gillam Avenue from Long Fence in the amount of \$2,250.00 and she is still trying to get information about the owner's insurance.

Mr. Profy told Mrs. Gimpel to submit the accident report to Past & Noe.

Ms. Gimpel recommended that we do the payroll on line as it will save the Borough some money by doing it that way.

Mr. Hanisco was absent.

Mr. McTigue reported that they had a police committee meeting with Chief Bumm pertaining to the new garage. Chief Bumm would like to see the new police department built along with the new garage as it was proposed two years ago, or build the garage and frame the police department so it could be finished at a later date. Mr. McTigue is going to ask Vaughn collaborative to come to the February 16, 2016 meeting to see what our possibilities are with the money that is available.

Mr. Pizzola reported that he is going to apply for the emergency request for snow removal funds that are available from the blizzard in January.

Mr. Pizzola reported that the road work that had been done on the access roads has held up since the blizzard.

Mr. Pizzola requested approval for \$1,000.00 for repairs of potholes on the access roads. Motion was made by Mrs. Barnes and seconded by Mrs. Silcox to approve the repairs of the potholes on the access roads not to exceed \$1,000.00. No objections were presented. Motion carried.

Mrs. Silcox asked if we got an assistant secretary, Mrs. Luff replied that Kelly Byrne will be doing it.

7. MAYOR'S REPORT – Mayor Byrne spoke about getting a new police car, after a discussion it was decided to have the 2003 ford evaluated for all repairs that are going to be needed.

8. SOLICITOR'S REPORT – Mr. Profy presented the resolution for the agreement of sale of 1,434 square feet of property located at the corner of Comly and Hulmeville Avenues to Pennsylvania Department of Transportation for the sum of \$4950.00 and reimbursement of \$375.00 for George Sengpiel & Associates, \$1,364.00 for Begley, Carlin & Mandio for Counsel fees.

Motion was made by Mr. Pizzola and seconded by Mrs. Barnes to adopt the resolution for the sale of the property to Pennsylvania Department of Transportation as presented by Mr. Profy. No objections were presented. Motion carried.

9. CORRESPONDENCE- Mrs. Luff reported that there was no correspondence.

10. APPROVAL OF BILLS & TREASURER'S REPORT FOR PAYMENT – Mr. McTigue stated that all Council members have received a copy of the bill list for payment. He asked if there are any questions or discussions. Added to the bill list Begley Carlin & Mandio-\$1364.000, George Sengpiel-\$375.00, Carroll engineering-\$1155.00 and \$548.75. Motion was made by Mrs. Silcox and seconded by Mr. Pizzola to pay the bills as amended. No objections were presented. Motion carried. Mr. McTigue stated that all Council members have received a copy of the Treasurer's report for January 2016 and asked if anyone has any comments. Motion was made by Mr. Pizzola and seconded by Mrs. Silcox to adopt the Treasurer's Report for January 2016 as presented. No objections were presented. Motion carried.

11. SECOND MEETING – Mr. McTigue stated that a second meeting is scheduled for Tuesday February 16, 2016

12. ADJOURNMENT – Mr. McTigue entertained a motion to adjourn this meeting. Motion was made by Mrs. Barnes and seconded by Mrs. Silcox to adjourn this meeting. No objections were presented. Motion carried. Meeting adjourned at 10:05 P.M.

The next meeting will be Tuesday February 16, 2016 at 8:00 P.M.

Respectfully submitted,

Loretta M. Luff
Secretary/Treasurer
Langhorne Manor Borough