

**BOROUGH OF CHALFANT – WORK SESSION**

**March 13, 2018**

PRESENT: Mayor Perry, Dr. Pustorino, Messrs. Hoover, Drenning, Syska, Miller, Lilac.

ABSENT: Ms. Baburich

The work session began at 7:00 pm and ended at 8:31 pm.

**BOROUGH OF CHALFANT - REGULAR MEETING**

**March 14, 2018**

PRESENT: Mayor Perry, Dr. Pustorino, Ms. Baburich, Messrs. Hoover, Syska, Lilac, Drenning, Miller, Solicitor Evashavik

ABSENT: None.

Mr. Hoover called the meeting to order and led the assemblage in the Pledge of Allegiance.

Motion by Drenning, seconded by Syska, to approve the minutes of the last regular meeting. Motion was unanimous.

Motion by Baburich, seconded by Drenning to approve the bank balances as read. Motion was unanimous.

Motion by Drenning, seconded by Syska, to approve for payment of the bills for the month after being properly countersigned. Motion was unanimous.

Motion by Pustorino, seconded by Baburich, to approve the Tax Collection report as read. Motion was unanimous.

**MAYOR.**

For the month of February, there were 14, 911 calls and 172 regular patrols by F.H.P.D. The majority of the 911 calls were:

- 2- Med Unit Assists
- 1- Ordinance Violations
- 1- Domestic
- 1- Suspicious Activity
- 1- Suspicious Vehicle
- 1- Theft

Mayor Perry noted the number of calls in February were down, which is a good thing. He encouraged residents to “see something, say something” and to keep vehicles locked.

**SOLICITOR**

Sol. Evashavik reported that he looked into the issue of Tax Certification Fees set by the Borough Tax Collector. It is his understanding that this fee is similar to the one the borough charges for no lien letters. Tax Collectors in some municipalities split the fee with the borough while others keep the fee. Sol. Evashavik explained that the Tax Collector is technically not a borough position and therefore an ordinance setting the Tax Collector's fee for Tax Certifications is not necessary unless some of the fee is going to be turned over to the borough. Ultimately the decision lies with the Tax Collector. Mr. Hoover noted that the previous Tax Collector, Robert Baburich, kept his Tax Certification fee and suggested the borough continues that practice. A discussion ensued between Sol. Evashavik and Carol Donahue, recently appointed Tax Collector. Ms. Donahue expressed concern because it is her understanding that an ordinance is required. Sol. Evashavik explained finances between Chalfant Borough and the Tax Collector are separate and concluded from his research that it is not required and not appropriate that the borough regulate the fee set by Ms. Donahue. Sol. Evashavik advised Ms. Donahue to set her own fee for Tax Certifications.

**FINANCE AND ADMINISTRATION**

Dr. Pustorino explained that content continues to be added to the new borough website, chalfantborough-pa.org. Most recently, the landlord/sale of property documents were updated and added to the site. Information regarding tax programs offered by the county and state for seniors and residents with disabilities was added to the site as well.

The Annual Reports of Occupancy continue to be submitted by residents. At the deadline of March 1, 2018, 151 submissions had been received. Since the deadline passed, many more reports have been submitted to the borough. The total number of reports submitted have now exceeded the totals submitted in the last five years. Updates will be made to the master borough spreadsheet; Code Enforcement Officer Nick Ginter and TCVCOG will be updated as well. A reminder to residents to complete and submit the report will be posted to the website and a decision will need to be reached as to when to send out a follow up letter from Chalfant Borough and Mr. Ginter.

In total, 50 Newsletters were returned to the Borough--three of which were identified as vacant lots and/or garages (the garages specifically have mailboxes attached) as well as 43 properties marked as "vacant" by the post office. The remainder of returned Newsletters were landlords with returned forwarded addresses. Dr. Pustorino explained that the 43 Newsletters returned and

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marked “vacant” seems unreasonably high, particularly if it suggests that many properties are unoccupied. Dr. Pustorino will contact the post office for a printout of all properties identified as vacant so that the borough can work with Mr. Ginter to determine if these properties are actually unoccupied.

Over the next few month Dr. Pustorino will begin the process of codifying all ordinances since the borough’s last cycle, which ocured in 2013.

Redd Up Day will be held on April 28, 2018. This information will be registered with the state and the supplies needed will be assessed so new ones can be gathered.

Dr. Pustorino advised that if any civic groups, including the VFD, are having any fundraising events in the next month, to please let her know ASAP so it can be included on the website and scripted for notification through Swift Reach.

Mayor Perry asked if he would receive a hardcopy of the updated occupancy listings and if a copy would be sent to the Forest Hills Police Department as well as Code Enforcement. Mr. Hoover advised that for the last two years, the borough has submitted that information electronically. Dr. Pustorino advised she was provide Mayor Perry with an updated copy.

Motion by Pustorino, seconded by Drenning, to transfer \$10,000 from the general fund money market account to general fund checking. Motion carried.

**PERMITS AND ORDINANCES**

Ms. Baburich advised that in February, there was one bagster permit issued. One Occupancy Inspection was completed on a property, it failed. There were seven code violations:

- 2- Brighton Street
- 1- Highland Avenue
- 1- Parkway Avenue
- 1- Shadeland Avenue
- 1- West Street
- 1- Wilkins Avenue

### **ROADS AND PUBLIC WORKS**

Mr. Syska explained that there was a mudslide on North Avenue in early February and a rockslide in late February. Debris has been removed and the area has been cleaned up.

The plow hit a rock wall in early February behind 240 Elizabeth Avenue, loosening a few stones. Forest Hills was notified and reset the stones. The homeowner, however, was not satisfied with the repairs. Mr. Syska explained that he will be meeting with Jim Thielacker of Forest Hills to inspect the wall and reach a resolution.

A Proclamation was read by Mr. Syska designating April 2018 as Pennsylvania 811 Safe Digging Month in the Borough of Chalfant. Safe Digging Month is an initiative supported by Pennsylvania 811, a utility notification information center celebrating its 46th year of continuous service to the Commonwealth of Pennsylvania. PA 811 receives more than 80,000 notification requests annually and transmits more than six million notifications, providing protection to utility companies, their employees, customers and the general public. PA 811 encourages all residents, engineers, designers, excavators, and homeowners to dial 8-1-1 at least three business days in advance of an excavation project.

### **HEALTH AND SANITATION**

No report.

### **PUBLIC SAFETY**

A list of six alarms and practices was read by Mr. Drenning, as well as the members attending each.

April 21, 2018 will be the first hoagie sale fundraiser for the VFD, the cost of a hoagie is \$7.00.

May 26, 2018 will be the annual Fire and Emergency Services day. The VFD will be selling hot dogs and drinks.

Mayor Perry inquired about the paper recycling bin at the Public Safety Building and advised if the borough is going to continue the program, the public will need to be notified. Mr. Hoover advised a decision about continuing the program has not yet been reached. Mr. Drenning stated the issue would be discussed that Saturday. Ms. Baburich stated that it was her understanding the VFD would be losing a driver. Mr. Hoover advised the firefighter hasn't left yet but that the borough has other drivers capable of handling the responsibility when he does leave.

**BOROUGH PROPERTY**

Mr. Miller advised that a plan is now in place for renovations to the concession stand at Chalfant Memorial Park. New base cabinets and shelving will be installed at a cost to the borough. The borough will also absorb the cost of shoring up the building. New flooring will be installed in the concession stand at a cost to the Chalfant Athletic Association.

The carpets at the community center were cleaned last month.

A light will be placed under the pavilion at Chalfant Memorial Park; this will provide better lighting at night for police patrols.

Mr. Miller explained that he would like to discuss amending the borough's ordinance regarding garbage pick-up to include later hours for front loading haulers as a way of curbing noise to residents. The current ordinance states garbage pick-up should occur no earlier than 6 a.m., however, some of the private companies serving the local businesses conduct their pick-ups at 3 or 4 a.m. Sol. Evashavik explained the current ordinance could be amended to specifically include provisions for front loading haulers but that it is the responsibility of the businesses to ensure the private companies they contract are following the current borough ordinance, which they are not. Sol. Evashavik advised Mr. Miller to address the issue with businesses in the borough by advising the business owners of the current ordinance that prohibits refuse pick-up before 6 a.m. Mr. Hoover advised that if private collection companies continue to ignore the regulations outlined in the current ordinance, the police should be called when they are in the borough outside of regulated pick-up hours.

**WHEMS**

There was one call in Chalfant Borough for the month of February.

**CRIME WATCH (Ms. Donahue)**

Ms. Donahue advised she still has not heard from several local emergency service providers about attending Emergency Services Day in the borough. Ms. Donahue is still waiting to hear back from the Chalfant VFD, Forest Hills Police and WHEMS. Mr. Hoover offered to speak to these organizations. Ms. Donahue noted that Alcosan and ADT have both committed to attend.

**CITIZEN PARTICIPATION**

Doris Libell, 127 Lynnwood Avenue, asked about the Annual Report of Occupancy and how to handle filling out the report if a resident's spouse has passed away but is still on the deed to the

house. Dr. Pustorino advised that a good way to handle that situation would be to include the spouse's name on the report but to indicate that they are deceased. Dr. Pustorino explained the Annual Reports of Occupancy are not made available to the public, that they are records for borough and emergency provider use only.

Ms. Libell also had a question about dye testing in the borough. It was her understanding that the entire borough was the subject of dye testing a few years ago and she is curious as to why properties are required to have it done again when the property is sold. Mr. Hoover advised it was 15 years ago that the dye testing occurred in the borough and that it is a requirement for selling a house to ensure that property is still in compliance. Mr. Hoover went on to explain that dye tests are done to make sure the gutters and downspouts are in compliance with current standards and that a camera is used to inspect a property's lateral system to ensure it is in compliance. Both are required by borough ordinance at the time of sale. Eve Fuller asked council where the dye is distributed during a dye test? Mr. Hoover explained it is distributed into the downspouts. A discussion ensued about the older homes in the borough and the likelihood that many have terra cotta pipes that are prone to leaking. Mayor Perry explained the difference between sanitary and storm systems and added that current standards are mandated by the Clean Water Act and by Alcosan and the EPA, not the borough.

Ms. Libell noted that the borough is losing a fire truck driver, Steve Woods, and wonders if the borough has anyone else to drive the truck. Mr. Hoover explained that the borough currently has the chief and four other firefighters qualified to operate the fire trucks.

### **OLD BUSINESS**

None.

### **NEW BUSINESS**

Mr. Hoover wants to put on record an issue the borough is currently dealing with on the property of Ventrice Auto. A tenant rented the property from the owner for a period of several months, stuffed the building with 6,000 used tires, and ran. The tenant apparently operated this scam at seven other properties outside of the borough as well. The Attorney General as well as the EPA are investigating the situation and assisting the property owner with the removal of the tires. Many residents are concerned about the tires on the property as a health and fire hazard and the borough is very aware of these concerns and is addressing the situation. Two weeks ago the borough issued the first citation to the property owner and will continue to

