

BOROUGH OF CHALFANT – WORK SESSION

April 9, 2024

PRESENT: Mayor Perry, Mss. Fullwood, Hillen, Messrs. Hoover, Sauter, Royster, Lilac.

ABSENT: Ms. Fennell

The work session began at 7:00 p.m. and ended at 8:20 p.m.

BOROUGH OF CHALFANT - REGULAR MEETING

April 10, 2024

PRESENT: Mayor Perry, Sol. Evashavik, Mss. Fullwood, Hillen, Messrs. Hoover, Sauter, Royster, Lilac.

ABSENT: None.

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

Motion by Fullwood, seconded by Royster, to approve the minutes from the last regular meeting. The motion was unanimous.

Motion by Sauter, seconded by Hillen, to approve the bank balances as read. The motion was unanimous.

Motion by Hillen, seconded by Lilac, to approve payment of the monthly bills after being properly countersigned. The motion was unanimous.

Motion by Sauter, seconded by Lilac, to approve the Tax Collection report as read. The motion was unanimous.

MAYOR

There were 168 routine patrols by the Forest Hills Police Department and 31, 911 calls in March. The majority of the 911 calls were:

- 4 - Abandoned vehicles
- 3- Suspicious incidents
- 2- Parking violations
- 2- Ordinance violations
- 2- Suspicious persons
- 2- PFAs served

There were no questions from Council.

SOLICITOR

No report.

FINANCE AND ADMINISTRATION

Ms. Fullwood advised that the Spring/Summer 2024 Newsletter was mailed to paper subscribers today and will be emailed to electronic subscribers tomorrow.

PERMITS AND ORDINANCES

Ms. Hillen advised that three building permits were issued in March. There were zero dumpster permits issued. There was one certificate of occupancy issued and one temporary certificate of occupancy issued.

Ms. Hillen read a detailed street-by-street list of active code enforcement cases. Ms. Hillen advised that five new cases were opened in March, two cases were closed, and 35 cases were continued.

Mr. Hoover opened a hearing for Ordinance 442, an ordinance to authorize the tax collector to distraint on rent due from a tenant to a landlord to collect delinquent real estate taxes on the subject property. The ordinance established the authority to pursue enforcement and provides for civil penalties. There were no questions and Mr. Hoover closed the hearing. Motion by Hillen, seconded by Lilac, to pass Ordinance 442. The motion was unanimous.

ROADS AND PUBLIC WORKS

Mr. Sauter advised that there is an ongoing issue at the top of the Parkway Steps; someone is allowing their dog to use the area and is not cleaning up. Forest Hills DPW said it is creating a problem with maintaining the area. If anyone knows who is doing it, please bring it to Council's attention. Mr. Sauter advised Council is considering addressing the situation with signage or possibly a waste collection station.

PUBLIC SAFETY

Mr. Royster advised there were no calls to the FH VFC in March.

WHEMS

Mr. Royster advised that there were two calls to WHEMS in March. He read the date, street, and outcome of each incident.

Motion by Royster, seconded by Sauter, to transfer \$2,313.35 from the GF MM Account to the WHEMS MM Account. This was the amount of WHEMS tax collected in March. The motion was unanimous.

HEALTH AND SANITATION

No report.

Mr. Hoover noted Ms. Fennell's absence and said Council would address it later in the meeting.

COMMUNITY EVENTS

No report.

PARKS AND RECREATION/BOROUGH PROPERTY

Mr. Lilac advised that the Port-a-John is back at the park for the summer but is currently in poor condition due to unsupervised children using the facility. Mr. Lilac would like to consider a sign stating an adult must accompany children while using the Port-a-John.

Mr. Lilac stated the HVAC replacement at the Community Center is scheduled to begin soon. The low bid for the project was accepted at last month's meeting and Glenn Engineering was directed to award the project.

Chalfant Redd Up Day is scheduled for April 20th. Mr. Lilac noted that the park is in great shape and the borough looks pretty good too. Mr. Hoover thanked Mr. Lilac for handling a significant sewer backup that occurred on April 5th and advised that per Borough Engineer, Robert Zischkau, emergency sewer line repairs will be required at the park. More information, including expected costs, will be forthcoming. Residents should be advised that disruptions to the park are likely.

CRIME WATCH

Ms. Bouvier advised Crime Watch membership has remained steady. The Easter egg hunt in March was a success and there was a nice turnout from residents. April 20th is Redd Up Day. Ms. Bouvier said residents should plan on meeting at the Community Center at 10 a.m. The CW will host a National Night Out night walk on August 6th. The official CW dog will lead the walk. Ms. Bouvier asked Mr. Sauter about the street sweeping. Mr. Sauter advised that it was done on Thursday after the initial date was rained out. Mr. Hoover stated that the borough was unaware

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they were coming back on Thursday, but another date would be scheduled in September and posted to the borough's Savvy Citizen calendar. Resident, Paul Suvak, asked if the borough could post the information on telephone poles. Mr. Hoover advised the information will go out on social media. Ms. Bouvier stated that her mother again received an invoice from WHEMS. Mr. Royster advised that he wished he had been aware of the issue because he would have addressed the matter at the board meeting. Mr. Royster said to give him the information or to call WHEMS's director and the invoice will be addressed. Ms. Bouvier advised the CW is still seeking Block Captains.

TAX COLLECTOR

Ms. Donahue advised that the Chalfant Borough RE Tax is due at a discount on April 30th. All payments must be postmarked by April 30th to receive the discount. Payments can be mailed or dropped off at the Borough Office at 144 Lynnwood Avenue. Please be sure payments are dropped off at the Borough Office, not the former VFC's mail slot on Rossmore St. Ms. Donahue advised that residents also have the option to pay in person at her office hours between 5 p.m. and 6 p.m., April 23rd through April 26th, April 29th, and 30th. At no time will payments be accepted at Ms. Donahue's home. If residents have any questions regarding their tax bill, please give Ms. Donahue a call.

CITIZEN PARTICIPATION

Paul Suvak, 306 North Avenue, asked if WHEMS can still collect from residents' insurance companies. Mr. Hoover explained that yes, under the contract with WHEMS, the .5 mil dedicated tax provides a WHEMS membership to all borough residents. While residents are no longer responsible for their portion of services, insurance companies are still billed for their portion. Occasionally there is a billing issue and residents are mistakenly sent an invoice. When that occurs, residents are advised to reach out to either WHEMS or the borough and the matter will be resolved. The .5 mil WHEMS tax generates roughly \$12,500 annually, which is paid to WHEMS in exchange for borough-wide membership for all residents. Mr. Lilac said other boroughs are interested in implementing the WHEMS tax, which would help the program.

Doris Libell, 127 Lynnwood Ave., asked who maintains the patches on the street, and why are they sometimes done correctly and sometimes uneven with the existing roadway. Mr. Hoover said Ms. Libell is likely referring to areas where a utility company has opened the road to gain access. Rough patches are often done while work is ongoing and once the issue is resolved, a permanent, smooth patch will be done. As for potholes, the DPW is responsible for patching. Ms. Libell addressed Mayor Perry regarding his comment at the previous meeting that a telephone

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chain for Crime Watch Block Captains risks inaccurate messaging. Mayor Perry said that in his experience, when a message is passed through five different people, they may not write the message down and/or make their own interpretation of the message, which in turn, may result in the message being distorted. Mayor Perry said he believes that it is more accurate to have one person disseminate information rather than a chain of individuals.

OLD BUSINESS

Motion by Lilac, seconded by Fullwood, to ratify a phone vote from March 21, 2024, during which, Chalfant Borough Council agreed to forfeit any claim to the Chalfant Volunteer Fire Department Pierce Engine. This was a necessary step for the merger with Wilkins #3. Chalfant Council agrees that any funds from the sale of 120 Engine would be more beneficial to the volunteer firefighters at Wilkins VFC #3. The motion was unanimous.

Mr. Lilac and Ms. Hillen have been working to secure quotes for a new camera system for Chalfant Servicemen's Memorial Park. The borough has received four proposals including AP Security and Video Surveillance's proposal for VMS video management and 4 megapixel IP cameras at a cost of \$8,950.00; AP Security and Video Surveillance's proposal for an 8-channel standalone NVR with 4 TB hard drive, 22" monitor and mouse, at a cost of \$6,550.00; Brusco Systems LLC's proposal for a camera system at a cost of \$7,944.18; and Mongiovi & Son's proposal for a CCTV system at a cost of \$22,535.00. Motion by Lilac, seconded by Hillen, to accept AP Security and Video Surveillance's proposal at a cost of \$8,950.00 and award the project to AP Security and Video Surveillance. The motion was unanimous.

NEW BUSINESS

Motion by Fullwood, seconded by Lilac, to sign the engagement letter from Mark Turnley, CPA, to conduct the 2023 municipal audit and financial report at a cost of \$4,250.00. The motion was unanimous.

Motion by Sauter, seconded by Fullwood, to sign the Turtle Creek Valley Verizon Cable Franchise Renewal engagement letter from Cohen Law Group. The Cohen Law Group proposal includes a Verizon franchise fee audit and contract renewal negotiations. The cost of the proposal will depend on the number of participating municipalities but should not exceed \$5,225.00.

Motion by Hillen, seconded by Royster, to reimburse Owen Lilac in the amount of \$80.00 for a civic contribution to the WHHS Department of Performing Arts. Chalfant Council approved the

