

**BOROUGH OF CHALFANT – WORK SESSION**

**December 10, 2024**

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

ABSENT: None.

The work session began at 7:00 p.m. and ended at 8:26 p.m.

**BOROUGH OF CHALFANT - REGULAR MEETING**

**December 11, 2024**

PRESENT: Sol. Evashavik, Mayor Perry, Mss. Fullwood, Hillen, Sivak, Messrs. Hoover, Sauter, Royster, Lilac, Borough Engineer Robert Zischkau.

ABSENT: None

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

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

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

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

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

**MAYOR**

There were 146 routine patrols by the Forest Hills Police Department and 31, 911 calls in November. The majority of the 911 calls were:

5 - Disabled vehicles

5 - Animal complaints

2- Domestic

4 - Abandoned vehicles

2 - Noise violations

2 - Repossessed vehicles

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There were no questions from Council.

**SOLICITOR**

Sol. Evashavik advised that he attended the summary appeal hearing for violations at 203 Greenfield Avenue and the fine was reduced to \$6,000. The appeal period expires on Tuesday; Sol. Evashavik noted that he doubted Mr. Kuo would appeal.

**FINANCE AND ADMINISTRATION**

Ms. Fullwood advised that she did not have a report this month, but she will be working on the Newsletter early next year. If any council members or residents have content they would like to see included, please reach out.

**PERMITS AND ORDINANCES**

Ms. Hillen advised that there were no building or dumpster permits issued in November.

There were two occupancy inspections with one certificate of occupancy issued and one temporary certificate of occupancy issued.

Ms. Hillen explained that three cases were closed in November, four cases were opened, and 102 cases were continued.

There were 11 citations issued in November and 31 citations pending through November 30th.

**ROADS AND PUBLIC WORKS**

Motion by Sauter, seconded by Hillen, to transfer \$12,328.38 from the Highway Aid Account to the General Fund Checking. This was the total street lighting cost for 2024 and will be paid from Liquid Fuels. The motion was unanimous.

Mr. Sauter noted that the Forest Hills DPW did a nice job handling the first snowfall of the year. The DPW also patched potholes in the borough; if residents notice any that were missed, please reach out and let the borough know.

**PUBLIC SAFETY AND WHEMS**

Motion by Royster, seconded by Sivak, to transfer \$32.80 from the GF MM Account to the WHEMS MM Account. This was the amount of WHEMS Tax collected in November. The motion was unanimous.

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

Mr. Royster advised that there was one incident reported from the Forest Hills VFC in November. He read the dates and nature of each call.

**ALCOSAN**

Motion by Royster, seconded by Lilac, to transfer \$39,331 from the Sewer Line Fund to the General Fund Checking to cover the 2024 sewer expenses. This includes sewer and consent decree-related fees from Municipal Engineer, Robert Zischkau, fifty percent of a council person's salary, and twenty percent of Ms. Schwoegl's salary. The motion was unanimous.

**HEALTH AND COMMUNITY ENGAGEMENT**

Ms. Sivak reminded residents to please bag all garbage for the appropriate pick-up, especially with all the extra holiday garbage.

Ms. Sivak advised that Light Up Night is Saturday, December 14th. Santa, Sugarplum the Elf, and the Grinch will all be in the borough for the event, along with the Forest Hills Police and Forest Hills VFC. Prizes will be awarded by neutral judges to the first, second, and third place winners of the holiday decorating contest. Mr. Hoover said the event was a great time last year, he hope this year is even bigger. Ms. Sivak noted that she hopes there's good weather.

**BOROUGH ENGINEER**

Mr. Zischkau introduced himself and advised that he has served as Chalfant's engineer for close to 20 years; it is one of his favorite municipalities and a pleasure to work for Chalfant. Mr. Zischkau said he is glad to say that Chalfant has been pretty successful securing grants this year. Chalfant received an LSA grant to pave a number of streets and submitted a second application for the next round of funding as well. If a second LSA paving grant is secured, Chalfant will be

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able to address all streets and alleys in need. As such, Mr. Zischkau will be submitting an upgraded street opening ordinance for Council's consideration. Several of his municipalities have already adopted the ordinance, which is a little more stringent than the borough's current ordinance. Mr. Zischkau detailed the ordinance, including the fact that it will eliminate the 4x4 patch, and said he would like to see it enacted as early next year as possible. Mr. Zischkau advised that Chalfant was also awarded a grant to rehabilitate the Public Safety Building which will start next year. Mr. Zischkau thanked Chalfant Council for the opportunity to work for them. Mr. Hoover said that it has been a pleasure for Chalfant as well and noted that Mr. Royster is the new Alcosan committee chair.

**PARKS AND RECREATION/BOROUGH PROPERTY**

Mr. Lilac said that the standby generator has been installed at the Community Center but that the gas line for the building now needs to be upgraded. Mr. Zischkau noted that the expense will be paid from the current LSA grant for the Community Center.

**CRIME WATCH**

No report.

**TAX COLLECTOR**

No report.

**CITIZEN PARTICIPATION**

None.

**OLD BUSINESS**

None.

**NEW BUSINESS**

Motion by Sauter, seconded by Hillen, to pass Resolution 582, the 2025 Budget and Tax Levy. The 2025 Budget has been advertised and was available for inspection at the borough office. There is no tax increase for 2025. The motion was unanimous.

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Mr. Hoover opened a hearing for Ordinance 444, an Ordinance entering into an agreement with other member municipalities of the Turtle Creek Valley Council of Governments to establish a Property Maintenance Code Joint Board of Appeals as required by the International Property Maintenance Code and to sign the Intergovernmental Cooperation Agreement Establishing a Property Maintenance Appeals Board. There were no questions and Mr. Hoover closed the hearing.

Motion by Sivak, seconded by Hillen, to pass Ordinance 444 and sign the Intergovernmental Cooperation Agreement Establishing a Property Maintenance Appeals Board. The motion was unanimous.

**COMMENTS FROM COUNCIL**

None.

**ADJOURNMENT**

Motion by Sauter, seconded by Lilac, to adjourn at 7:20 p.m. The motion was unanimous.

ATTEST: \_\_\_\_\_  
Borough Manager Council President

