

**BOROUGH OF CHALFANT – WORK SESSION**

**February 13, 2024**

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

ABSENT: None.

The work session began at 7:00 p.m. and ended at 8:37 p.m.

**BOROUGH OF CHALFANT - REGULAR MEETING**

**February 14, 2024**

PRESENT: Mayor Perry, Sol. Evashavik, Mss. Fullwood, Hillen, Fennell, 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 Lilac, 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 minutes from the Reorganization Meeting on January 2, 2024. The motion was unanimous.

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

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

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

**MAYOR**

There were 151 routine patrols by the Forest Hills Police Department and 24, 911 calls in January. The majority of the 911 calls were:

- 7 - Parking complaints
- 2 - Ordinance violations
- 2- Repossessed vehicles
- 2- Traffic stops
- 2- Welfare checks

**SOLICITOR**

Sol. Evashvik advised that he drafted the distraint ordinance and agreement for Council's consideration and can answer any questions that Council may have. Mr. Hoover advised the ordinance would be discussed under Permits and Ordinances.

**FINANCE AND ADMINISTRATION**

Motion by Fullwood, seconded by Hillen, to pay Lea's Floral Shop invoices in the total amount of \$270.95 for floral arrangements from Chalfant Borough and the Chalfant VFC for former mayor, Steve Orosz's, memorial service. The motion was unanimous.

Mr. Hoover thanked Ms. Fullwood for the recent Chalfant Newsletter that was sent to subscribers in January. Ms. Fullwood thanked everyone for reading it.

**PERMITS AND ORDINANCES**

Ms. Hillen advised that one dumpster and zero building permits were issued in January. There were two initial occupancy inspections conducted, two reinspections and two certificates 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 January, one case was closed, and 27 cases were continued.

Ms. Hillen advised that Council is currently considering a distraint ordinance and agreement that would help the borough to collect delinquent taxes from rental properties. The agreement would allow landlords and prospective tenants to enter into an agreement in which the tenant pays their rent directly to the borough to be applied to the back borough taxes and liens owed by the landlord. By entering into this agreement, the landlord would be able to apply for and obtain a certificate of occupancy provided the premises satisfies all conditions for the issuance of an occupancy permit. The distraint ordinance would also allow the borough to distraint on rent from the tenant to the owner, and sets a penalty for existing tenants who fail to comply with a distraint notice. Ms. Donahue, Tax Collector, asked Sol. Evaskavik if both the landlord and the tenant sign the distraint agreement. Sol. Evashavik said yes but clarified the distraint agreement only applies to currently unoccupied properties where the landlord would like to get a certificate of occupancy but has back taxes. For currently occupied but tax delinquent rental properties, the distraint ordinance allows the borough to serve the tenant a notice of distraint and authorizes borough officials to institute civil litigation against the tenant for the tenant's failure to comply with the distraint. Ms. Donahue asked if rental properties would be considered tax delinquent in

the penalty phase or after the delinquent taxes are turned over to Jordan Tax Service? Mr. Hoover said he would prefer to consider properties tax delinquent after the taxes have been turned over to JTS. Ms. Donahue asked if the ordinance could in some way be applied to owner-occupied tax delinquent properties. Sol. Evashavik advised that no, the borough would have to initiate a sheriff sale in that instance. Ms. Donahue said she would be happy to help administer the ordinance by collecting distained rent and sending it to JTS to be applied to the delinquent borough taxes. Council, Ms. Donahue, and Sol. Evashavik discussed aspects of the ordinance, including the proposed interest of six percent per annum. Council expects to proceed with a vote to advertise the ordinance in March.

### **ROADS AND PUBLIC WORKS**

Mr. Sauter noted progress and said the DPW is getting ready for some spring projects in the borough including line painting.

### **PUBLIC SAFETY**

Mr. Royster advised there were two VFC calls in January.

### **WHEMS**

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

Motion by Royster, seconded by Fennell, to transfer \$63.55 from the General Fund MM Account to the WHEMS Account to the General Fund MM Account. This was the amount of WHEMS tax collected in January. The motion was unanimous.

### **HEALTH AND SANITATION/COMMUNITY EVENTS**

While Ms. Fennell said there wasn't anything new to report for Health and Sanitation, she is happy to say that planning for the community Easter egg hunt and Easter Bunny visit is finalized and Crime Watch will be helping with and sponsoring the event. Ms. Fennell hopes the borough comes out for the event which will be held on Sunday, March 24th from 1 to 3:30 pm at the Community Center.

Ms. Fennell advised she and Ms. Hillen are working on a Memorial Day celebration as well. Ms. Fennell is in contact with the Boy Scouts about conducting a flag-raising at the Armed Services Memorial on North Ave. and there will be a luncheon at the Community Center following the

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ceremony. Ms. Fennell stated that she would like to get a sign thanking veterans as well as new flowers for the memorial.

While there is no Community Day planned for 2024, Ms. Fennell would like to explore the possibility of holding a Picnic in the Park and Movie After Dark at the park this summer. Council discussed the possibility and advised residents to watch for more information regarding the event in the future.

**PARKS AND RECREATION/BOROUGH PROPERTY**

Mr. Lilac advised that he is working with Borough Engineer, Robert Zischkau, on a timeline for receiving bids for the new HVAC system for the Community Center which will be paid for with the LSA grant reimbursement. Bids are expected sometime in mid-March. Mr. Lilac explained that someone has been taking down the basketball hoops and leaving them at the park. Council believes that noise from the court is disturbing nearby neighbors; they will evaluate and address the situation.

**CRIME WATCH**

Ms. Bouvier advised that while membership from borough residents has remained steady, she has gotten requests from residents outside of Chalfant to join the CW group on the Nextdoor App. Ms. Bouvier said that she wants to keep membership to Chalfant residents only. She also said that she has declined Nextdoor postings that include identifying information such as license plates or addresses. She will relay that information to Council and the Mayor bill will not post it publicly. Ms. Bouvier said the CW plans to help with and sponsor the Easter egg hunt in March. She is thinking about having a CW sign up sheet at the event as well. CW will host a Redd Up day in April, likely around April 20th, and they would appreciate Council's help with the event. Ms. Bouvier noted that the litter situation in Chalfant is not too bad. Ms. Bouvier said she is working on block captains for the CW, but she needs volunteers from Parkway Ave. and North Ave. She is also still interested in having the Caulfields speak at an upcoming meeting.

Ms. Bouvier thanked everyone for their support after the passing of her father, former Mayor Steve Orosz. She noted that her mom would like to pay for and install a memorial bench in memory of Mr. Orosz. Mr. Hoover agreed that he liked the idea of a bench honoring Mr. Orosz and said Council will be happy to discuss. Mr. Hoover told Ms. Bouvier that she's doing a fine job with the CW.

**TAX COLLECTOR**

Ms. Donahue advised that delinquent 2023 taxes have been turned over to Jordan Tax Service. Ms. Donahue sent out a Savvy Citizen reminder that applications for the Homestead Exclusion are due on March 1st. Also on March 1st, borough taxes will be mailed. Mr. Hoover noted that he met the new County Treasurer and she said she may be able to help with tax-related issues.

**CITIZEN PARTICIPATION**

Luann Bouvier, 101 Highland Ave., asked Mr. Lilac for an update on the possibility for getting cameras at the park. Mr. Lilac advised that we are still waiting to hear back regarding the grant from Senator Costa's office; he's not sure if the grant will come through or not. Mr. Hoover added the grant isn't fully awarded and that the State is very behind and still hasn't signed the budget. Mr. Hoover said Council will continue to discuss the issue and try to get some new quotes for cameras; the borough may be able to fund the project without a grant. Ms. Bouvier said she saw a man cleaning trash from his car and putting it in the dumpster at the park. Mr. Hoover said he doesn't mind people throwing away their trash, he'd rather it go in the dumpster instead of littering; the problem with the dumpster is contractors using it to discard renovation and construction materials. Mr. Hoover noted that the police have been doing a good job enforcing parking and advised residents to get their cars registered and inspected because the police are ticketing in the borough.

Carol Donahue, 110 Greenfield Ave., asked if LLCs are violating the zoning ordinance by having rental properties in residentially zoned districts. Sol. Evashvik advised that it's how the property is used, not how it is titled, so if it's been used as a residential rental property, it is not in violation of the zoning ordinance.

**OLD BUSINESS**

None.

**NEW BUSINESS**

Motion by Sauter, seconded by Hillen, to pay \$220.00 to the Turtle Creek Valley Council of Governments for Mr. Hoover, Mr. Lilac, Mr. Royster, and Ms. Schwoegl's attendance at the Annual TCVCOG Dinner on February 9, 2024. The motion was unanimous.



