

## **BOROUGH OF CHALFANT – WORK SESSION**

**July 12, 2022**

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

ABSENT: None

The work session began at 7:00 pm and ended at 9:07 pm.

## **BOROUGH OF CHALFANT - REGULAR MEETING**

**July 13, 2022**

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

ABSENT: None

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

Mr. Hoover explained that Council needs to ratify the agenda to accept Mr. Swinney's resignation as Emergency Management Coordinator under New Business.

Motion by Sauter, seconded by Hillen, to ratify the agenda to include a vote under New Business to accept Mr. Swinney's resignation. The motion was unanimous.

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

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

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

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

## **MAYOR**

Mayor Perry advised that there were 172 routine patrols by the Forest Hills Police Department and 45 911 calls in June. The majority of the 911 calls were:

- 6 - Abandoned vehicles
- 6 - Parking complaints
- 4 - Ordinance violations
- 4 - Domestic
- 4- Suspicious activities

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3 - Alarm calls

Mayor Perry explained that 15 to 20 people attended the recent Crime Watch meeting. The main concern of residents was speeding in the borough. Mayor Perry noted that the speed limit throughout the borough is 20 mph, so the limit is easy to violate. Officer Petri was in attendance and will speak to Chief Williams about adding extra traffic controls. Mayor Perry advised that the majority of offenders are borough residents; Mayor Perry does not care if they are residents, they should be cited. Mayor Perry explained that Mr. Swinney is also stepping down as the head of the Crime Watch and while there isn't much crime in Chalfant, he hopes the Crime Watch continues.

**SOLICITOR**

Sol. Evaskavik advised that Wilkinsburg Penn Joint Water Authority's legal entity is expiring and they are requiring many participating communities to sign an ordinance recognizing WPJWA as the water authority. Sol. Evashavik is currently reviewing the ordinance.

**FINANCE AND ADMINISTRATION**

Ms. Fullwood explained that she does not have anything to report this month, but that she does have two motions to make and she would also like to get together with Ms. Kerr to discuss the Newsletter.

Motion by Fullwood, seconded by Hillen, to transfer \$4,000 from the General Fund Money Market account to the General Fund Checking to cover the cost of the July invoices. The motion was unanimous.

Motion by Fullwood, seconded by Fennell, to pay the borough credit card invoice in the amount of \$26.89 for the purchase of two nameplates for Mr. Suter and Ms. Hillen. The motion was unanimous.

**PERMITS AND ORDINANCES**

Ms. Hillen advised that one building permit was issued in June. 16 Occupancy applications were received and seven certificates of occupancy were issued.

Ms. Hillen read a detailed street-by-street list of active code enforcement cases, including the open citations/private criminal complaints currently before the magistrate. Ms. Hillen advised that three cases were closed in June.

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Mayor Perry stated that the furniture left outside at the corner of Shadeland and North is unacceptable. Mr. Hoover advised that Code Enforcement spoke with the property manager for the building and the rest of the furniture would be removed by the weekend.

Ms. Hillen explained that Council is still considering an ordinance providing the registration, licensing, regulation, and inspection of non-owner occupied units; establishing penalties for violations, effective January 1, 2023. Ms. Hillen stated that she came to Council to propose this ordinance; it needs to be done.

Motion by Hillen, seconded by Lilac, to advertise Ordinance 439. The motion was unanimous.

**ROADS AND PUBLIC WORKS**

Mr. Sauter advised that approximately 10 street signs in the borough have been replaced because they were no longer meeting reflectivity standards.

**HEALTH AND SANITATION**

Ms. Fennell advised that emergency storm inlet replacements in the 200 block of Lynnwood Avenue have been completed. Ms. Fennell stated that she has several motions to make for the storm inlet replacements and also for Community Day.

Motion by Fennell, seconded by Sauter, to pay Urban Construction Services, LLC's invoice of \$9,000 for the emergency storm inlet replacements in the 200 block of Lynnwood Avenue. The motion was unanimous.

Motion by Fennell, seconded by Fullwood, to transfer \$9,000 from the Sewer Line Fund to the General Fund Checking to cover the cost of the emergency storm inlet replacements. The motion was unanimous.

Motion by Fennell, seconded by Hillen, to pay Mike the Balloon Guy's invoice of \$250.00. This invoice was paid at the end of June and was the deposit for face painting and balloon art for the Chalfant Community Day. The total cost of the services will be \$570.00. The Motion was unanimous.

Ms. Fennell explained that the borough has received a \$100.00 donation from the Wilkins Elks for the Chalfant Community Day, which has been deposited into the General Fund Checking account.

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Motion by Fennell, seconded by Sauter, to transfer \$150.00 from the Centennial Account to the General Fund Checking to cover the remainder of Mike the Balloon Guy's deposit of \$250.00. The motion was unanimous.

Ms. Fennell explained that Pat Lanigan will be helping out with Community Day and will be bringing games and activities. The borough is looking into the process of securing alcohol vendors for Community Day; a resolution allowing the sale of alcohol in Chalfant Servicemen's Memorial Park will need to be considered at the August meeting. Ms. Fennell explained that she is also getting a couple of big tents for the day in case of inclement weather. Ms. Fennell encourages residents to bring their own bag chairs to the event. Ms. Fennell also thanked Mr. Hoover and Mr. Royster for their donations for Community Day.

**PUBLIC SAFETY**

Mr. Royster advised that there were four incidents reported by the VFC in June. Mr. Royster read a detailed narrative of the calls with the date, location, and the number of members attending. Mr. Royster advised that the VFC Car Cruise with Forest Hills VFC will be held on Saturday, July 30, at the Westinghouse Lodge.

Motion by Royster, seconded by Hillen, to reimburse the Chalfant VFC in the amount of \$803.40 for vehicle maintenance to Engine 120. The Chalfant VFC paid Kush Kustoms upon completion of the work and submitted the invoice to the borough for reimbursement. The motion was unanimous.

**PARKS AND RECREATION/BOROUGH PROPERTY**

Mr. Lilac advised that Hooper Roofing is done replacing the roofs at the Public Safety Building but they will need to return in 30 days to seal the roofs.

Mr. Lilac is working to ready the park for Community Day. Mr. Lilac also advised that a portion of a tree in the park fell onto the property at 337 Elizabeth Avenue. The DPW removed the debris and the borough will pay to fix a gutter that was damaged at that address.

**WHEMS**

Mr. Royster advised there were six calls to WHEMS in June. He read the date, location, and outcome of each incident.

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Motion by Royster, seconded by Hillen, to transfer \$700.23 from the General Fund Money Market account to the Designated WHEMS account. This was the amount of WHEMS tax collected in June. The motion was unanimous.

Mr. Royster explained that there have still been reported issues with the company providing the billing for WHEMS. If any resident is charged for services, please contact the billing company that issued the invoice and request a refund. Please let the borough know of the issue.

Ms. Fullwood advised that her neighbor has had to utilize the ambulance service several times this year and wanted to express how grateful he is that this service is now covered by his borough taxes.

**CRIME WATCH**

Mr. Hoover has advised that Mr. Swinney has resigned as the head of Crime Watch, effective July 10, 2022. Mr. Hoover read Mr. Swinney's resignation letter. Mr. Hoover explained that the Crime Watch has an important function within the community; if any residents are interested in taking over as the head of Crime Watch, please let Council know.

Mayor Perry stressed to residents that if they see something, say something.

**TAX COLLECTOR**

No report.

**CITIZEN PARTICIPATION**

Doris Libell, 127 Lynnwood Ave., thanked Council for talking directly to residents at the meeting and treating everyone like people. Ms. Libell asked if the ordinance that Council is considering will affect single-family homes or just apartment buildings. Mr. Hoover advised that it will affect all non-owner-occupied units including single-family homes.

Carol Donahue, 110 Greenfield Ave., asked if she could see a copy of the ordinance. Mr. Hoover said that once Sol. Evashavik has made any changes and the ordinance is ready to be advertised, Ms. Schwoegl will provide a copy.

Ms. Donahue asked if the Community Day sales would still benefit Crime Watch. Mr. Hoover advised that yes, they would. Ms. Donahue asked if the Crime Watch was contributing to Community Day. Mr. Hoover advised that they are not contributing but will have a table set up and pass out literature.

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Luann Bouvier, 101 Highland Ave., stated that she put together a garden basket for Community Day. Last month Ms. Bouvier asked Council if they were aware of how much money the Chalfant VFC receives every year in donations. Mr. Hoover explained that Council does not have the exact information but he believes they receive roughly \$2,400.00 a year in donations. In the last 15 years, annual donations have declined from around \$5,000.00/year to \$2,500.00/year. Mr. Hoover then detailed the VFC's funding sources and advised that VFC Treasurer, Eileen Wroblewski, could answer any specific questions regarding their funding. Ms. Bouvier asked if Mr. Sauter has followed up on the LED light replacements with Duquesne Light. Mr. Sauter advised that the program has been suspended at this time. Ms. Bouvier asked about maintaining the Parkway Steps. Mr. Hoover explained that Council has an option for the Parkway Steps which will be discussed under New Business. Ms. Bouvier asked about the status of the cameras at the park. Mr. Hoover advised that he set up a meeting with Senator Costa to discuss funding. The borough plans to apply for a \$50,000.00 grant for the park to upgrade the camera system and rehabilitate the fencing and walking track at the park. Ms. Bouvier complained about all the rental properties in the borough and the signs on street light poles advertising "we buy any house." She asked if she was legally allowed to remove the signs. Sol. Evashavik advised that while posting signs in the borough is not legal unless on private property, the light poles are not borough property and he would not advise against removing items posted on them as the borough is not aware of what sort of agreement the sign posters may have with Duquesne Light.

### **OLD BUSINESS**

None.

### **NEW BUSINESS:**

Mr. Hoover advised that Mr. Swinney is resigning from his role as Emergency Management Coordinator, effective July 31, 2022. Mr. Hoover read Mr. Swinney's resignation letter and asked Council for a motion to accept it.

Motion by Sauter, seconded by Hillen, to accept the resignation of Mr. Swinney. Mr. Hoover advised that he is the deputy coordinator; the borough will appoint a new coordinator at a later time. The motion was unanimous.

Mr. Hoover advised that Council has received a quote from Capricious, LLC for targeted goat grazing to clear the overgrowth of vegetation at the Parkway Steps with a probable cost of

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\$1,700.00 and a possible cost of \$1,940.00. The final invoice will not exceed \$1,940.00 unless the borough makes changes to the scope of the work.

Motion by Sauter, seconded by Fennell, to pay the deposit amount of \$566.00 to Capricious, LLC for targeted goat grazing at the Parkway Steps. The invoice will be paid at the end of July. The motion was unanimous.

Motion by Fullwood, seconded by Hillen, to issue a borough tax refund per Tax Collector, Carol Donahue, to Jennifer L. Topping in the amount of \$49.97 for the overpayment of face value borough tax for 111 West Street.

**ADJOURNMENT**

Motion by Lilac, seconded by Sauter, to adjourn at 7:50 p.m. The motion was unanimous

ATTEST: \_\_\_\_\_  
Borough Secretary Council President

