

BOROUGH OF CHALFANT – WORK SESSION

June 11, 2024

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

ABSENT: Mr. Sauter.

The work session began at 7:00 p.m. and ended at 8:38 p.m.

BOROUGH OF CHALFANT - REGULAR MEETING

June 12, 2024

PRESENT: Mayor Perry, Sol. Evashavik, Mss. Fullwood, Hillen, Sivak, 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 Lilac, 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 Sauter, seconded by Royster, to approve payment of the monthly bills after being properly countersigned. The motion was unanimous.

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

MAYOR

There were 169 routine patrols by the Forest Hills Police Department and 22, 911 calls in May. The majority of the 911 calls were:

5 - Parking complaints

5 - Assists

4 - Animal complaints

2- EMS calls

2 - Public drunkenness

Mr. Hoover advised to call the police for parking complaints, do not call council members or the borough office and complain about parking. The police will address parking issues, it is their job

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JUNE 12, 2024
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and residents are not bothering the police by calling them. Mayor Perry said that a gentleman regularly walks his dog in the park, which is an abuse of the park. Dogs are not permitted. Ms. Hillen advised that the police have addressed the issue with that gentleman as well as other residents using the park to walk their dogs.

SOLICITOR

Sol. Evashavik advised that Council will be considering an ordinance creating the position of Borough Manager. There were no questions or comments about the ordinance from Council.

FINANCE AND ADMINISTRATION

Motion by Fullwood, seconded by Hillen, to transfer \$33,000.00 from the GF MM Account to the GF Checking to cover the cost of the June invoices. The motion was unanimous.

Motion by Fullwood, seconded by Sauter, to refund VB One, LLC, in the amount of \$50.00 for overpayment of the 2024 Landlord Tenant Registration fee. The motion was unanimous.

Motion by Fullwood, seconded by Lilac, to pay the borough credit card invoice in the amount of \$638.30, which includes \$366.30 for Mr. Hoover's hotel accommodations at the ALOM conference and \$272.00 for postage. The motion was unanimous.

Ms. Fullwood advised that she is working on the next edition of the Newsletter and hopes to publish it in early July. If residents have any content that they would like to see included, please reach out to Ms. Fullwood. Ms. Fullwood said that it would be nice to have some personal anecdotes about the borough to include in the Newsletter. Please send along items for consideration before the July meeting.

PERMITS AND ORDINANCES

Ms. Hillen advised that one building permit was issued in May and one dumpster permit was issued. There were four occupancy inspections with two temporary certificates of occupancy issued.

Ms. Hillen explained that 20 cases were opened in May, 9 were closed, and 60 cases were continued.

ROADS AND PUBLIC WORKS

Mr. Sauter advised that the DPW is working to address weeds and high grass on borough property; if any residents have concerns, please let him know. Ms. Hillen asked if the DPW would be repainting yellow parking lines. Mr. Sauter and Mr. Hoover advised that it is on the list for the DPW but that clarification on state law is needed for the lines at West St. and Highland Ave.

PUBLIC SAFETY AND WHEMS

There were two calls to the Forest Hills VFC in May. Mr. Royster read the dates and type of incident.

Mr. Royster advised that WHEMS did not provide a report for May.

Motion by Royster, seconded by Lilac, to transfer \$1,204.63 from the GF MM Account to the WHEMS MM Account. This was the amount of WHEMS tax collected in May. The motion was unanimous.

ALCOSAN

Motion by Royster, seconded by Sauter, to pay the State Pipe Services, Inc.'s invoice in the amount of \$42,512.40 for the 2023 Sewer System Cleaning and CCTV, as recommended by Borough Engineer, Robert Zischkau. The motion was unanimous.

Motion by Royster, seconded by Fullwood, to transfer \$42,512.40 from the Sewer Line Fund to the GF Checking to cover the expense.

HEALTH AND COMMUNITY ENGAGEMENT

Ms. Sivak advised that due to Independence Day, garbage will be collected on Saturday, July 6th instead of Friday, July 5th. Ms. Sivak is currently weighing options for summer programming. She is considering an ice cream social or movie night. If residents have suggestions, please reach out to Ms. Sivak. Mr. Lilac said that the Crime Watch may be willing to assist as well.

PARKS AND RECREATION/BOROUGH PROPERTY

Motion by Lilac, seconded by Sauter, to pay Air Systems Mechanical Heating and Cooling's invoice in the amount of \$33,637.00 for the HVAC system replacement at the Chalfant Community Center, as recommended by Borough Engineer, Robert Zischkau. This expense will

be submitted for reimbursement from the Commonwealth Financing Authority Grant. The motion was unanimous.

Motion by Lilac, seconded by Hillen, to pay AP Security and Video's (Alarm Promotions of PA, Inc.) invoice in the amount of \$8,950.00 for the new park camera system. The motion was unanimous.

Mr. Lilac advised that the next Community Center LSA Grant project is a backup generator, with bids expected in early July. Mr. Lilac said the generator will be nice to have in case of prolonged power outages in the borough; the Community Center will be able to be opened as an emergency heating or cooling center for residents. Mr. Lilac said the camera system at the park is working great and is a good investment. Mr. Lilac also advised that there is an issue with rust on one of the doors at the Community Center which will need to be addressed.

CRIME WATCH

Ms. Bouvier gave an update on CW membership and advised that she is making some changes on how the CW will function moving forward. Ms. Bouvier will report any resident issues to Mayor Perry and Council. She will encourage residents to call 911 as an issue is happening instead of calling her to report the issue after the fact. Ms. Bouvier advised that she will only report on upcoming CW events. She plans to eliminate the CW group page on the Nextdoor App and instead post on the main Nextdoor platform; only factual information will be posted. Ms. Bouvier said that speeding and the disregard for stop signs continue to be an issue in the borough. Mr. Hoover advised to report it to the police, the police will address the issue and will issue a warning. Multiple complaints may result in citations being issued. Ms. Bouvier asked about the possibility of speed bumps in certain areas where speeding is consistently an issue. Sol. Evashavik advised that speed humps and other traffic calming measures are legal but expensive to install and maintain, and may create liability issues. Mr. Hoover advised that due to the size of the streets in Chalfant, the Borough Engineer has strongly advised against the use of speed humps. Mayor Perry advised that he would like to have a sit-down with Chief Williams to check in and address concerns. Mr. Hoover advised that he would schedule a meeting and encouraged Mayor Perry to make a list of his concerns and provide the list to Chief Williams before the meeting. Mr. Lilac said that he attended a meeting in Forest Hills and speeding is a concern there as well. Mr. Hoover advised that a traffic calming study is likely forthcoming.

TAX COLLECTOR

Ms. Donahue advised that June 30th is the deadline for the Borough Real Estate Tax face amount. WHSD taxes are expected to go out on July 1st. If residents do not receive their bill, please reach out to Ms. Donahue and she will be sure one is received. Residents are responsible for making sure their tax mailing address is current.

CITIZEN PARTICIPATION

Doris Libell, 127 Lynnwood Ave., asked if the DPW was responsible for landscaping at the Community Center. Mr. Hoover advised that isn't part of their contract but that part of the Community Center grant includes landscaping so improvements are forthcoming. Ms. Libell asked Mayor Perry about an incident that occurred on her street. Mayor Perry advised that he wasn't aware of it but would look into the issue. Ms. Libell asked if she could call 911 for non-emergencies. Mayor Perry advised that yes, just let them know when calling that it is not an emergency. Residents may also remain anonymous when calling 911.

Ms. Libell complimented Council on the Memorial Day decorations at the North Ave. Armed Services Memorial. Ms. Hillen thanked Ms. Libell and said that Ms. Fennell donated the flowers.

Cindy Breeger, 117 Greenfield Ave., asked if the DPW could address the alley between Greenfield Ave. and Lynnwood Ave., Ms. Breeger said that the alley is in rough shape and it's making it difficult for cars to navigate. Mr. Hoover advised that the DPW foreman recently retired. Mr. Hoover will ask the new DPW foreman to address the issue.

Carol Donahue, 110 Greenfield Ave., requested an update on the parking situation on Elizabeth Ave. Previously, Council advised that parking is becoming an issue on Elizabeth and asked residents to start using their driveways. Mr. Hoover advised that it is likely that the borough will have to make parking permitted on one side of the street only on parts of Elizabeth Ave. and Highland Ave.

Luanne Bouvier, 101 Highland Ave., advised that there is a large pothole on Rossmore St. Mr. Hoover advised that it will be added to the list for the DPW. Ms. Bouvier mentioned that her family would still like to place a memorial bench in the borough in memory of her father, former Mayor Steve Orosz. Council discussed the placement of the bench and agreed that outside of the Community Center would be a good fit.

OLD BUSINESS

None.

NEW BUSINESS

Mr. Hoover opened a hearing for Ordinance 443, an ordinance creating the position of Borough Manager, outlining the duties, responsibilities, and functions of the Borough Manager. There were no questions and Mr. Hoover closed the hearing.

Motion by Hillen, seconded by Royster, to pass Ordinance 443. The motion was unanimous.

Motion by Fullwood, seconded by Hillen, to appoint Stephanie Schwoegl as Borough Manager. The motion was unanimous.

Motion by Hillen, seconded by Fullwood, to refund Harry and Julia Krantz in the amount of \$8.00, for the overpayment of the 2024 borough real estate tax for 285 Brighton St. per Tax Collector, Carol Donahue. The motion was unanimous.

Motion by Fullwood, seconded by Lilac, to refund PMRG Solutions LLC in the amount of \$10.91, for the overpayment of the 2024 borough real estate tax for 268 Brighton St. per TC, Carol Donahue. The motion was unanimous.

Motion by Sivak, seconded by Lilac, to refund Jess Lambert in the amount of \$382.90, for the exoneration of Year 2024 borough taxes by Allegheny County for 213 Wilkins Ave., per TC, Carol Donahue. The motion was unanimous.

Motion by Hillen, seconded by Sivak, to refund Maciej Skrzypczak in the amount of \$225.03, for the exoneration of Year 2024 borough taxes by Allegheny County for 1013 Pin Oak Ct., and \$165.72, for the exoneration of Year 2024 borough taxes by Allegheny County for 1011 Pin Oak Ct., per TC, Carol Donahue. The motion was unanimous.

Motion by Lilac, seconded by Sivak, to pay the Steel River's COG invoice in the amount of \$308.75 for street sweeping services. The motion was unanimous.

ADJOURNMENT

Motion by Hillen, seconded by Sivak, to adjourn at 7:57 p.m. The motion was unanimous.

ATTEST: _____
Borough Secretary Council President

