

**BOROUGH OF CHALFANT – WORK SESSION**

**September 12, 2023.**

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 8:17 p.m.

**BOROUGH OF CHALFANT - REGULAR MEETING**

**September 13, 2023**

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

ABSENT: None.

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

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

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

Motion by Fennell, seconded by Sauter, 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 139 routine patrols by the Forest Hills Police Department and 33, 911 calls in August. The majority of the 911 calls were:

- 4- Animal complaints
- 4 - Domestic
- 4 - EMS calls
- 2- Ordinance violations
- 2- Suspicious incidents
- 2- Suspicious vehicles
- 2- Welfare checks

BOROUGH OF CHALFANT REGULAR MEETING  
SEPTEMBER 13, 2023  
PAGE TWO

There were no questions from Council.

**SOLICITOR**

No report.

**FINANCE AND ADMINISTRATION**

Ms. Fullwood advised that the total donations received for the 2023 Community Day were \$3,040, while the total expenses for the day were \$2,314.17, which leaves \$725.83 remaining in the community event fund for future events. The Community Day proceeds were \$1,539 total, \$770 from the basket auction, \$235 from the 50/50, \$132 from the craft and collectibles table, \$281 from the refreshment stand, and \$121 from Quinn Brewing who donated \$1/beer sold. The Chalfant Community Day Committee is donating the proceeds to the Greater Pittsburgh Community Food Bank and Sable Kennels. The Community Day Committee also collected donations for the Rustic Ridge community in Plum Borough. \$240 was raised at Community Day and Mr. Lilac made a \$260 donation, which totaled \$500 that was donated to Rustic Ridge. Ms. Fullwood thanked the Community Day Committee for all of their hard work making the 2023 Chalfant Community Day a success.

Motion by Fullwood, seconded by Sauter, to reimburse Gina Haenel in the amount of \$118.17 for the purchase of a Bocce set and corn hole toss for the Chalfant Community Day. The equipment is now considered borough property and will be available for use at future community events. The motion was unanimous.

Motion by Fullwood, seconded by Lilac, to reimburse Donna Perry in the amount of \$170 for hoagies purchased from the Triangle Bar and Grill for the Chalfant Community Day. The motion was unanimous.

Motion by Fullwood, seconded by Hillen, to donate \$769.50 to the Greater Pittsburgh Community Food Bank. The motion was unanimous.

Motion by Fullwood, seconded by Hillen, to donate \$769.50 to Sable Kennels. The motion was unanimous.

The next Chalfant Community Day is expected to be held during the summer of 2025.

BOROUGH OF CHALFANT REGULAR MEETING

SEPTEMBER 13, 2023

PAGE THREE

**PERMITS AND ORDINANCES**

Ms. Hillen advised that no dumpster or building permits were issued in August. There was one certificate of occupancy issued.

Ms. Hillen read a detailed street-by-street list of active code enforcement cases. Ms. Hillen advised that ten new cases were opened in August, six were closed, and 19 were continued.

**ROADS AND PUBLIC WORKS**

Mr. Sauter advised that the paving of Pin Oak Ct. is now complete. The DPW has been working to replace street signs throughout the borough. Mr. Sauter asked residents to please bring any issues to his attention.

**HEALTH AND SANITATION/CHALFANT COMMUNITY DAY**

Motion by Fennell, seconded by Lilac, to accept State Pipe Services, Inc.'s proposal for the 2023 Sanitary Sewer Cleaning and CCTV at a cost not to exceed \$40,000. The 2023 Sanitary Sewer Cleaning and CCTV will be paid for from the Sewer Line Fund. The motion was unanimous.

Ms. Fennell advised that the borough received the contract renewal for Hoffman Kennels and that Chalfant Council will be considering animal control options for 2024-2025.

**PUBLIC SAFETY**

Motion by Royster, seconded by Fennell, to advertise Ordinance 441, an ordinance adopting an agreement between the Borough of Chalfant and the Forest Hills VFC and Relief Association for the purpose of providing fire services to Chalfant Borough. The motion was unanimous.

Mr. Hoover explained that the contract terms with Forest Hills state that Chalfant's Volunteer Fire Relief Allocation will be passed to the Forest Hills VFC and Relief Association while they are under contract to provide fire service to Chalfant, beginning January 1, 2024. Chalfant VFC is merging with Wilkins Township VFC #3 and therefore any remaining assets, including the 2023 Volunteer Fire Relief Allocation, and any VFC-owned equipment will go to Wilkins #3 at the merger.

BOROUGH OF CHALFANT REGULAR MEETING  
SEPTEMBER 13, 2023  
PAGE FOUR

**WHEMS**

Mr. Royster advised there were 11 calls to WHEMS in August. He read the date, street, and outcome of each incident.

Motion by Royster, seconded by Hillen, to transfer \$65.18 from the General Fund MM Account to the WHEMS Account. This was the amount of WHEMS tax collected in August. The motion was unanimous.

**PARKS AND RECREATION/BOROUGH PROPERTY**

Mr. Lilac said the park is looking nice, he plans to speak to the DPW about shutting the water off at the park for the winter. Mr. Lilac said that it is his understanding that discretionary funds are on hold at the moment but he will check in with Representative Salisbury next week on the status of the grant Chalfant requested for the park.

Motion by Lilac, seconded by Fullwood, to pay the Carl's Tree Service invoice in the amount of \$2,750 for the emergency removal of a locust tree with a rotting base leaning toward the walkway at the Chalfant Servicemen's Memorial Park. The motion was unanimous.

Motion by Lilac, seconded by Sauter, to pay the Court Pest Control Invoice in the amount of \$550 for the emergency removal of a yellow jacket nest in the vicinity of 334 Highland Avenue. The nest needed to be removed before a damaged tree could be addressed by Classic Landscaping. The motion was unanimous.

Motion by Lilac, seconded by Sauter, to pay Classic Landscaping's invoice in the amount of \$1,800 for the emergency removal of a damaged tree on borough property located in the vicinity of 334 Highland Avenue. The motion was unanimous.

Motion by Lilac, seconded by Fennell, to accept Likar Roofing Company, Inc.'s proposal for the Community Center roof replacement for the total bid price of \$78,000.00 and directs Glenn Engineering to award the project to Likar Roofing. Funding for the project is to be reimbursed from the Commonwealth Financing Authority grant. The motion was unanimous.

**CRIME WATCH**

No report but Ms. Roche noted that the CW has two new members.

**TAX COLLECTOR**

No report.

**CITIZEN PARTICIPATION**

Doris Libell, 127 Lynnwood Ave., thanked Mr. Royster for his help in resolving a WHEMS invoice. Mr. Royster said he was happy to help and encouraged any residents to reach out if they received an invoice. Ms. Libell then stated that the apartment building across the street from her puts garbage out too early and that the tenant should be notified of garbage collection. Mr. Hoover stated that it is the responsibility of the landlord/property owner to be sure garbage is out for the designated collection and that Code Enforcement will address the situation if it continues. Ms. Libell said there is also garbage that was left behind at 130 Lynnwood Ave. that will not be collected by the regular garbage collection. Mr. Hoover asked Mr. Sauter to see if the DPW would remove the debris. Ms. Libell then complimented Wilkins VFC #3's spaghetti dinner fundraiser. Mr. Hoover said that the sauce is made by Tony Romanelli and that he's glad Ms. Libell enjoyed it.

Donna Perry, 214 Elizabeth Ave., asked if Council will be advertising a request for proposals for animal control since the Hoffman Kennel contract is expiring this year. Mr. Hoover said yes, Council will move to advertise at the next meeting. Ms. Perry stated that she has worked closely with Hoffman Kennels in her career and has never had an issue with their service. Ms. Perry then complained about the state of the alley behind Elizabeth Ave., specifically around 250 Elizabeth Ave.; there are weeds and hedges growing into the alley. Mr. Hoover asked Mr. Sauter to please ask the DPW to evaluate the area and address any overgrowth.

**OLD BUSINESS**

None.

**NEW BUSINESS**

Motion by Sauter, seconded by Hillen, to make a civic contribution in the amount of \$500 to the Allegheny County Sheriff's Reserve. The motion was unanimous.

Motion by Fennell, seconded by Lilac, to issue a Real Estate Transfer Tax reimbursement in the amount of \$125 to Solomon Legal Group for 211 Wilkins Avenue. Solomon Legal Group failed to include a Realty Transfer Tax form claiming an exemption related "to a transfer of real estate



