

RIEGELSVILLE BOROUGH COUNCIL MEETING
Municipal Building
APPROVED December 11, 2024

President Thomas Stinnett called the regular meeting of the Riegelsville Borough Council to order at 7:00 pm December 11, 2024. **If anyone makes inappropriate comments, tries to sell something, is attacking someone, etc. you will be removed from this meeting.**

The Pledge of Allegiance, Roll Call: PRESENT: Ed Bartosiewicz, Gary Chase, Rodney Scott, Thomas Stinnett and Mayor Boenzli.

Motion to approve November 13, 2024, Council Meeting minutes, **E. Bartosiewicz motioned to approve, R. Scott Seconded. Unanimous.**

CORRESPONDENCE: No correspondence to report.

REPORTS:

President: Sorry he missed the last Committee meetings.

Mayor: Reported that the Tree lighting was a success, around 100 people attended. Gary was out walking and people that was coming from the Tree lighting said they had fun.

Report: Sherry Masteller appointed Open Records Officer (ORO)

November 2024

2- RTK's received from Jason Moffett 11/14/24 & 11/26/24.

1- RTK cancelled by requester & 1 RTK granted in 5 business days final via email **12/4/24**.

RTK-YTD total received: 38 2- Jason Moffett, 1- Jon & Argelis Libachi, 1-Steller Innovation, 1-Kyle Kozlansky, 7-Frank Curry, 26-Bob Ryan.

Open Records Officer Hours: 30 minutes \$11.75 ORO YTD pay: \$1,035.00

ORO-Appeal: 1 YTD pay: **\$11.75.**

Treasurer: YTD pay: **\$39.00**

Zoning officer: YTD pay: **\$10.50.**

Borough Solicitor fees: (10/16-11/14) \$703.00 YTD pay: \$1427.50

Borough Solicitor Appeal fees: (10/16-11/14) \$684.50. YTD pay: \$851.00.

ZHB Solicitor fees: YTD pay: **\$28.00.**

COMMENTS OF CITIZENS: Please state your name, you have 3 minutes to speak.

One member of the Community and State Police Corporal Harmon were present.

Corporal Harmon introduced himself and reported that they have been short of troopers and personnel since April. They have gained 3 Troopers for the Dublin Barracks. They will be able to make more of a presence in the Borough. Mayor Viana and President Tom Stinnett reported that they get complaints about speeding on 611. The Borough Traffic Engineer, Pennoni did a traffic study on 611 in July 2023 that showed the speeds that we went over with the State Police last year.

COMMITTEE REPORTS:

Community Affairs: Ed Bartosiewicz called the meeting to order at 7:01 pm on November 20, 2024.

If anyone makes inappropriate comments, tries to sell something, is attacking someone, etc. you will be removed from this meeting.

Members Present: Ed Bartosiewicz, Michael Pulsinelli, Gary Chase, Rodney Scott and Tom Stinnett.

Others Present: Mayor Boenzli, Jim Kopchak-Zoning officer, Frank Preedy- Borough EMC, Sherry Masteller-Borough Secretary and 1-Borough resident present.

Comments from citizens: Please state your name, you have maximum 3 minutes to speak.

No comments at this time of the meeting.

Discussions:

Zoning: Jim Kopchak, Borough Zoning Officer, reported to Council his October 2024 report.

No-Building Permits, 3-Zoning Permits- 2 Fence, 1- Reroof.

Enforcement Activities:

808 Durham Road update: The property has new owners; they contacted Jim via email and said they will work with DCNR and the Borough to come into compliance. No update as of November 20, 2024.

702 Durham Road update: No update as of November 20, 2024.

Property Maintenance Violations:

821 Durham Rd: Complaint was received January 10, 2024, regarding conditions of property. Ed asked Jim if he could get an additional 90 days since with the cold weather he can't continue painting. Jim visited the property and stated Ed is doing a great job. The council had no objections, Jim will extend the compliance date to 90 days.

132 Spruce Rd: Complaint regarding property maintenance issues. The Contractor contacted Jim Kopchak regarding the repairs. Jim informed them that they will need floodplain development permits and building permits prior to doing any repairs. No update as of November 20, 2024.

ZHB (Zoning Hearing Board) meetings: None Scheduled.

Library News: The Council received November 2024 director's report. No one was there from the Library Board was present. Ed read a few items from the report. The library is closing at 3pm on Wednesday November 27 and closed on 28th and 30th for the Thanksgiving Holiday. The fall used book sale will be held on Friday November 22, 23rd and the 30th. The Enhancement committee has taken over the Halloween festivities, providing games and other activities for the children who attended. It was well attended this year.

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PRFR (Palisades Regional Fire Rescue) News: Ed stated we received the September and October monthly Municipal incident reports. Riegelsville Borough had 3 calls in September and 2 calls in October. At the December 3, Business meeting there will be elections. Station 42 Field truck and crew was at the Fall Rollout just in case they were needed due to the dry fields.

Riegelsville Enhancement Committee: Next meeting Thursday December 5, 6 pm. Viana reported they are working on the "Annual Tree Lighting" December 7, 6-7:30pm with Santa!

UBREMS (Upper Bucks Regional EMS) News: Ed reported all stations still handling 24/7 calls. They are losing money each month.

Rec Board News: Rodney reported that we had great weather the day of our Fall Rollout Car show. We are able to give out \$8,900.00 to the Community: UBREMS, PRFR, BS Troop 27, GS Troop, St John Lords Pantry, Riegelsville Library (2025 Egg Hunt), Rville Enhancement Committee (2025 Halloween Party), Palisades-Girls Basketball, Wrestling, Tennis and Softball.

Riegelsville Emergency Management: Frank reported today November 20, 2024, Bucks County has added a 15-day extension on the Burn Ban. Frank said congratulations to the Borough for a well-attended Annual Car show. FirstEnergy emailed their "Wildfire Action Plan" on Monday November 18, 2024. They will continue to monitor conditions that can lead to wildfires. Frank gathered information for St Peter's Lutheran Church to participate as a warming center. The Borough Building is currently the Emergency Operations Center (EOC),

Riegelsville Planning Commission: Tom reported that there was no meeting on November 4. The next meeting is December 2, 7pm. **Remark:** Tom reported that we did receive the DCED Map Grant \$7,500.00 to go towards the \$15,000.00 Comprehensive Plan project.

Draft Dog Ordinance: on hold.

Chicken Ordinance: on hold.

Meeting adjourned 8:02 pm Next meeting is January 15, 2025, at 7pm.

Utilities: Gary Chase called the Utilities meeting on November 20, 2024, at 8:02pm.

If anyone makes inappropriate comments, tries to sell something, is attacking someone, etc. you will be removed from this meeting.

Members Present: Gary Chase, Ed Bartosiewicz, Michael Pulsinelli, Rodney Scott, and Tom Stinnett.

Others Present: Mayor Boenzli, Frank Preedy- Borough EMC, Sherry Masteller-Borough Secretary, and 1-Borough residents present.

Concerns from Citizens: Please state your name, you have maximum 3 minutes to speak.

Discussions:

EPA/PADEP Service Line Inventory update: Gary reported no updates.

GLG (Green Light Go) Grant Update: Gary reported we are still waiting for PennDOT to initiate the "Notice to Proceed"- should be in December.

Stormwater Drainage System update: Gary reported that he will continue putting the photos and pipe dimensions hopefully by January.

Riegelsville Borough Four Year Curb Stop Repair/Replacement Program: Gary reported we received a quote and approved on November 13, 2024, from Audrey Wood-Cowan Associates Borough Engineer for the first 5 curb stops. To prepare the plans and specifications for the 5 properties, PennDOT HOP (Highway occupancy permit), bid administration, construction administration and observation during construction.

Borough Traffic light repair: Michael has been discussing the timing loop issue with Armour & Sons Electric, Inc. They were there to fix it on Monday November 18.

Borough Heating issue: The furnace was tripping the breaker; Moyer came November 14, 2024, to diagnose the problem. They checked the amperage and suggested getting an electrician to install a larger breaker and run heavier wire to the furnace. Mike Kummer Electric was called and came on November 20, 2024, to increase the breaker to 20 amps and ran new wire to furnace.

Apartment Bathroom update: Mr. Handyman will start the renovations on Monday November 25, 2024.

Meeting adjourned 8:18pm Next meeting: January 15, 2025

Streets & Properties: Rodney Scott called the Streets & Properties meeting to order at 7:00pm on December 4, 2024. ***If anyone makes inappropriate comments, tries to sell something, is attacking someone, etc. you will be removed from this meeting.***

Members Present: Rodney Scott, Ed Bartosiewicz, Gary Chase and Michael Pulsinelli.

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Others Present: Mayor Viana Boenzli, Sherry Masteller- Borough Secretary and Jeff Mease-PRFR Commissioner.

Comments from Citizens: Please state your name, you have maximum 3 minutes to speak.
1-Borough resident present.

Discussions:

Jeff Mease-PRFR Commissioner reported that they have an updated website now. The Borough will add that to the "Rville Happening and our Website. The container at Station 42 will be removed by the new year. The kitchen at Station 42 will not be used so they are not fixing the dishwasher. Jeff stated there is no reason to update the kitchen since they use station 40 for all events.

Borough Building Safety Score & Cert. of Occupancy: Rodney reported no update.

Durham Road small parking lot: Rodney reported no update, will contact Todd Myers again. Rodney would like to do this project in the spring and work with the Enhancement Committee.

Court Lane update: Rodney reported no update.

PennDOT Green Light Go Grant (New Traffic light project): Just received the signed document/Notice to proceed. Pennoni Associates Inc.-Engineer has put together the memorandum to outline the anticipated scope of work and the cost to facilitate construction of the improvements as part of the GLG grant program. This document will be added to the December 11, 2024, Council agenda for acceptance.

Borough third floor apartment bathroom renovation update: Rodney reported that during the renovation the contractors stated that the flooring should be redone. Rodney agreed, we received the quote for flooring. This will be added to the December 11, 2024, agenda. Rodney will check on the progress tomorrow, and report back. Sherry will update the tenant.

The Borough office received a letter stating that Bucks County is in a Drought Watch. During a drought watch residents should reduce water use by 5% through voluntary conservation measures.

Rodney reported that we need to seek a part time public works employee. The job description will be updated before advertising.

The meeting ended at 7:35 pm. Next Streets/Properties meeting will be held on February 5, 2025, at 7:00 pm.

Finance: Michael Pulsinelli called the Finance meeting to order for December 4, 2024, at 7:36 pm.

If anyone makes inappropriate comments, tries to sell something, is attacking someone, etc. you will be removed from this meeting.

Members Present:

Michael Pulsinelli, Ed Bartosiewicz, Gary Chase and Rodney Scott.

Others Present:

Sherry Masteller-Borough Secretary.

Comment from Citizens: Please state your name, you have maximum 3 minutes to speak.

1- Borough residents were present.

Discussions:

IT, Outlook, Website: Viana reported that she will get an end of year report from the google analytics. Website is updated.

Planning Commission Comprehensive Plan update: Sherry will contact Rachael from DCED and ask about the grant since Tom is not here tonight.

AED discussion for Borough Hall update: No Update.

Draft lease agreement with PRFR update: The Borough Council received a lease agreement revision from PRFR in reference to automatic renewal. The council discussed and will contact Scott MacNair-Borough Solicitor to update the draft.

Library ceiling repairs update: Rodney is gathering quotes; we received one to date.

The Council received the furnace electrician invoice, and it will be added to the Council December agenda.

The Council received the Keystone Municipal Services, Inc. (Zoning officer) 2025 Cost of Services.

The Draft 2025 Budget and the Tax Rate 17.00 Mills, Ordinance #249 and 2025 Meeting Notices were advertised and will be added to the December 11, Council agenda.

The Borough Council looked over the finances.

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Meeting adjourned 8:00pm Next Finance meeting will be held February 5, 2025, immediately following Streets/Properties.

UNFINISHED BUSINESS: If anyone has any questions please comment prior to the vote.

Council approval for David Winston to the Riegelsville Public Library Board of Trustees. **E. Bartosiewicz motioned to approve; G. Chase seconded. Unanimous.**

Approval of the Draft 2025 Budget. **R. Scott motioned to approve; G. Chase seconded. Unanimous.**

Approval of Ordinance #249, Tax Levy for 2025 17.00 Mills. **R. Scott motioned to approve; E. Bartosiewicz seconded. Unanimous.**

Approval of Resolution R-05-24 Riegelsville Water Rate. **E. Bartosiewicz motioned to approve; G. Chase seconded. Unanimous.**

Approval of Resolution R-06-24. Reappointment of Dirk Odhner and Michael Walsh(alternate) to ZHB 3-year term. **G. Chase motioned to approve; R. Scott seconded. Unanimous.**

Approval of Resolution R-07-24 Appoint independent Auditor, Zelenkofske Axelrod, LLC. **E. Bartosiewicz motioned to approve; R. Scott seconded. Unanimous.**

Approval of check \$467.46 to NJ Advance Media LLC (Legal ad for 2025 Budget). **R. Scott motioned to approve; G. Chase seconded. Unanimous.**

Approval to open a savings account for Riegelsville Enhancement Committee at Penn Community Bank in January 2025. **E. Bartosiewicz motioned to approve; G. Chase seconded. Unanimous.**

Approval of Estimate to Mr. Handyman \$2,966.42 (3rd Floor apartment bathroom renovations, **Addition** redo flooring). **R. Scott motioned to approve; G. Chase seconded. Unanimous.**

The Borough Council discussed the length of the time the job is taking and that we need to take money off the tenants' rent. **E. Bartosiewicz motioned to charge one week for the December rent. G. Chase seconded. Unanimous.**

Approval of Pennoni Associates Inc. "Memorandum" scope of work (Traffic Signal Modernization) for the PennDOT Green Light-GO grant program. **G. Chase motioned to approve; R. Scott seconded. Unanimous**

Approval of Check \$450.00 to Mike Kummer Electric. (installed new furnace wire & Breaker). **R. Scott motioned to approve; E. Bartosiewicz seconded. Unanimous.**

NEW BUSINESS: None to report.

APPROVAL OF BILLS: R. Scott motioned to approve; E. Bartosiewicz seconded. Unanimous.

The meeting adjourned 8:09 PM. Next Council meeting: January 8, 2025, at 7:00pm.

Sherry Masteller

Borough Secretary