

RIEGELSVILLE BOROUGH COUNCIL MEETING

Municipal Building

APPROVED October 11, 2023

President Thomas Stinnett called the regular meeting of the Riegelsville Borough Council to order at 7:00 pm September 13, 2023. **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, Michael Pulsinelli, Rodney Scott, Thomas Stinnett, and Mayor Boenzli.

Motion to approve September 13, 2023, Council Meeting minutes, **R. Scott motioned to approve, G. Chase Seconded. Unanimous.**

CORRESPONDENCE: None to report.

REPORTS:

**President:** T. Stinnett reported that the Borough has a lot of Fall events, 10/28 Halloween parade with Extravaganza after, Trick or Treat Oct 31, Spirited Walking Ghost Tour, and Annual Fall Rollout Car Show 11/5. Check the Borough Website or Rville Happenings for more information.

**Mayor:** Mayor Viana Boenzli read an email from the State Police that they immediately started to patrol during the rush hour since the data showed the most speeding at this time on route 611. Viana reported the upcoming events that involve the Enhancement Committee: December 2-Tree lighting, Met with Pastor of Lutheran Church and are going to help put out the "Wreaths across America" in the cemetery. Christmas Eve they will be putting out Luminaries with the Lutheran Church and Volunteers. After the holidays she will meet with the 3 churches to see what the community needs are.

**Report: Sherry Masteller appointed Open Records Officer (ORO)**

September 2023

No RTK's received in September. On September 11, Robert Ryan picked up documents from June & July RTK requests/copies.

0-Granted within the 30-day extension.

Denials-0

No new appeals. YTD: 0

**YTD total received: 53. YTD: 2- Smart Procure, 1- Brendan Breslin, 1- Prime Builder, 1-MGM Law, 1-Tyler Okeefe, 1-Trileaf, 1- Lien One Inc., 2- Evan Kechley, 40-Robert Ryan, 1- Allium Data, 1- Mike Cavallaro. 1- River Rock Management LLC.**

**Open Records Officer Hours: 15-Minutes - Total \$5.02 to process, gather documents and if needed forward requests to agencies of the Borough. ORO YTD pay: \$1,105.14. ORO-Appeals YTD pay: 0. Treasurer: YTD pay: \$82.65.**

**Zoning officer: YTD pay: \$126.00.**

**Solicitor fees: September \$25.00 YTD pay: \$225.00.**

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

**4 members of the Community were present, no one spoke.**

COMMITTEE REPORTS:

**Community Affairs:** Michael Pulsinelli called the meeting to order at 7:00 pm on September 20, 2023.

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

**Members Present:** Michael Pulsinelli, Rodney Scott and Tom Stinnett.

**Others Present:** Mayor Boenzli, Jim Kopchak-Zoning officer, Frank Preedy- Borough EMC, Sherry Masteller-Borough Secretary. – 2 Borough resident present.

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

**Discussions:**

**Zoning:** Jim Kopchak, Borough Zoning Officer, reported to Council his September 2023 report.

2- Building Permits 1-Deck w/roof & 1-Borough Porch repairs and new railings: 3 -Zoning permit- 3- fence permits.

**Enforcement Activities:**

**808 Durham Road update:** No update as of September 20, 2023.

**702 Durham Road update:** No update as of September 20, 2023.

**Property Maintenance Violations:**

**224 Easton Road Update:** Non-traffic citation was filed for property maintenance violation. This hearing was on July 13, 2023, the property owner is making progress on fixing up his property, so the magistrate granted a continuance of 60 days. There was a court date for September 19, but Randy did not receive a notification. This case was continued.

**141 Delaware Road Update:** The hearing was scheduled for September 5; the judge was informed that the property owner did not comply. Judge Gambardella was informed that these violations have been active for over a year. Judge Gambardella stated property owner has 30 days to comply, or he will issue a \$20,000.00 fine for each citation.

**919 Easton Road, Update:** September 13, Jim Kopchak inspected the roof repair, and the property was cleaned up. Jim contacted the District Judge to withdrawal the citations.

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**ZHB (Zoning Hearing Board) meetings:** On August 24, 7pm: The applicant/owner of 418 Easton Road is seeking relief from Article X, Section 1007.C. (10ft. minimum setback for accessory structure). The proposed 528sq ft garage will be approximately 1 ft from Wayside Way. The variances were granted.

**Library News:** Borough office received from Terri Randolph (Director) the August Directors report minutes and they have been filed. Sherry reported that Nancy McEvoy/Friends of the Library said the Flea Market was successful. The updated Library Bylaws were approved during the September 11, 2023, Trustees meeting. The Borough Council received the approved copy. Rodney looked at the library outlet for the chair lift to see what can be done to protect it from getting unplugged.

**Fire Co. News:** E. Bartosiewicz was attending the UBREMS meeting tonight. Sherry read a letter from Leeann Hissim to Palisades Regional Fire Rescue. Leeann stated that with sincere regret that she tenders her resignation from Vice President of PRFR and Auxiliary Chair as of September 30, 2023. Leeann continued to read that her faith and trust in the mission and future of this merger has been destroyed by a few members in the operational side. Specifically, the Chief, a Battalion Chief/Trustee and a few members. Leeann dedicated 25 years volunteering in the Fire Company. She stated that our community deserves better, and the elected officials of our Townships and Borough know that this type of leadership intends to demand even more from them fiscally to sustain this department.

**Riegelsville Enhancement Committee:** Viana reported they are working on Fall events ("Halloween Extravaganza" will be after the Halloween Parade. December 2 is the Christmas Tree lighting, and the Girl Scouts will be caroling. Next meeting is October 5, 2023, at 6pm.

**UBREMS (Upper Bucks Regional EMS) News:** No report E. Bartosiewicz was attending an UBREMS meeting tonight.

**Rec Board News:** R. Scott reported there are 2 Fall Softball teams using the field and concession stand. A new electrical panel for the car show will be installed shortly. The car show meeting dates will be announced this week.

**Riegelsville Emergency Management:** Frank reported that he updated his team about the scheduled power outage that Met-Ed reported on August 21, 2023 and how it could affect the Borough residents. Frank opened the Borough cooling station on September 5, 6 and 7. Frank spoke to Bo from WFMZ when he was here for the removal of the Honeybees, and it was announced on WDVR too. Frank met with his team to go over basic training. Frank attended a webinar on MS4 regulations.

**Riegelsville Planning Commission:** Tom reported that he has a call with Denise (Grant writer) on Friday to discuss a DCED grant for updating the Borough comprehensive plan. The next Planning Commission meeting is Monday October 2, 2023.

**Draft Dog Ordinance:** Mike discussed that he has been amending the draft to include answers to the questions from the last meeting including aggressive dogs, number of dogs in a doggie daycare and compensation. He spoke to Verna North, BC Dog Warden and the BC SPCA in Lahaska, PA. The Council will receive the updated draft when it is completed.

**Misc.** Email from Ponder Goembel (Friends of the Library board member) large painting questions. Ponder asked if the very large painting that was donated to the flea market but didn't sell could be mounted on the wall in the Community room to try and sell. The council discussed it and didn't think that was a good idea since we do not have the room and we don't sell things.

**Meeting adjourned 7:52pm Next meeting October 18, 2023, 7pm.**

**Utilities:** Rodney Scott called the Utilities meeting on September 20, 2023, at 7:54pm.

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

**Members Present:** Rodney Scott, Michael Pulsinelli, and Tom Stinnett.

**Others Present:** Mayor Boenzli, Frank Preedy- Borough EMC, Jim Kopchak-Zoning Officer, and Sherry Masteller-Borough Secretary.

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

2-Borough resident present.

**Discussions:**

Armour & Sons finished the signal repairs on 8/22/23. Riegelsville's new traffic signal project update: will be updated during Finance meeting.

Flow meter certifications well 2 and 1 at the river bridge (Aqua NJ) Update: scheduled for Thursday September 21.

Toby Kessler, Gilmore & Associates, regarding Lead service line inventory 2024: Update Information was gathered by Toby & David were here on September 15, Tammy & Gary helped also.

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Hydrant replacement due to accident update: Council approved quote from Passerini & Sons, received PA1 call for start date 9/26-10/4- Adam will coordinate with Matt.

Well #3 Window replacements: completed.

The Borough boiler- steam water feed tank & pump needs to be replaced; the parts are ordered some are on backorder until (Oct 19-Nov 20). Moyer Indoor Outdoor will set up the installation when all the parts come in.

Well #2 pump was replaced today 9/20/2023 by Ken Kerstner.

Both Generators need maintenance repairs: Quote was approved & waiting for P3 Generator to add us to their schedule.

Well #3 scale calibration quote was approved and is scheduled for February 6, 2024.

The rented lift is scheduled to be picked up 9/28.

There was a hole that was discovered in the Borough lawn, it appears to be an old cistern. Matt reported the dimensions and location. Matt said it was dry and he filled it in.

A new door handle was installed on the Borough building's main door entrance 9/18/23.

Rodney suggests getting a title search done on Durham Road Small Parking Lot, the cost is about 180.00 to 200.00. This is the last document we need before we discuss this during the October finance meeting.

**Misc:** Outlet question from Terri- Librarian, this was discussed during the Community Affairs meeting. Rodney will investigate this.

Rodney read the items on the Borough office calendar and the park pavilion rentals/meetings.

**Meeting Adjourned: 8:10 pm. Next meeting October 18, 2023, 7pm**

**Streets & Properties:** Ed Bartosiewicz called the Streets & Properties meeting to order at 7:00 pm on October 4, 2023. **If anyone makes inappropriate comments, tries to sell something, is attacking someone, etc. you will be removed from this meeting.**

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

**Others Present:** Mayor Boenzli and Sherry Masteller-Borough Secretary.

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

2 Borough residents were present. No comments.

**Discussions:**

Sherry gave a report on the scheduled Fire Hydrant replacement today at the south end of the town. As Passerini & Sons was excavating the damaged hydrant from the hydrant valve failed and was flowing water.

So that is considered unrestricted water flow until they were able to get enough valves closed to stop the water flow. That resulted in the boil water advisory for the 18 properties that were affected. John Scully-Water Operator, informed Sherry that boil water advisory needed to be distributed. Advisory should be lifted by Friday October 6. Will need 2 negative bacteria results. PA Dep will let our Water Operator know the results and when the advisory can be lifted. Gary reported that this is a hardship for businesses that had to close, Sherry updated the business owners first when the boil water advisory was in effect and will do the same when it is lifted.

Borough Building Safety Score & Cert. of Occupancy: Rodney stated no update at this time.

Borough Building front porch: Electrical quote was approved, as of 9/16 waiting to be on their schedule. ADA Handrail quote was approved, and the handrail is being fabricated. Rodney reported that Justin is looking into fabricating the hood for the Borough backhoe also.

Borough Building Corner Rot/Honeybee removal Update: Project was completed.

Parking lot Borough Sign update: Sherry reported no update at this time.

2 "No Parking" signs will be installed on the Eastside of Edgewood Road. The draft No parking ordinance will be finalized and given to Borough Council for review.

The Walking trail needs more stone due to the wash outs, we can order from Easton Quarry (HK group) costar participant. The quote will be discussed during the Finance meeting.

**Meeting adjourned 7:14 pm Next Streets/Properties meeting will be held on November 1, 2023, at 7:00 pm.**

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**Finance:** Gary Chase called the Finance meeting to order for October 4 at 7:15 pm.

**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 Thomas Stinnett.

**Others Present:**

Mayor Boenzli, Sherry Masteller-Borough Secretary Tammy Macaluso-Borough Treasurer.

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

2 Borough residents were present. Robert Ryan, resident asked if they are still looking into the check valves that Frank Preedy discussed with Council. Tom stated he believes that PennDOT does not cover these projects for Borough's only Townships. This is being discussed in the house of representatives.

**Discussions:**

Review of Borough Bylaws referencing DCED Borough Handbook and PA Title 8(Borough Code)- Gary stated he continues to review these documents.

IT & Outlook Updates and discussions: Viana reported the data that was collected from Google Analytics.

ARLE (Automated Red Light Enforcement Funding Program): Gary is setting up a conference call with Denise-LDR ProSolutions and Mark – Pennoni Engineer to go over the Green Light Go Grant.

Preparing for the Green Light Go grant due in December. Denise-LDR ProSolutions and Mark – Pennoni Engineer will work on the Green Light Go Grant.

Calming Traffic, Pennoni and PennDOT's LTAP (Local Technical Assistance Program) Update: Gary is researching the next step to create a Riegelsville policy for traffic calming. Tom stated that document will go into the Borough Comprehensive plan. Viana read an email from the State Police that they immediately started to patrol during the rush hour since the data showed the most speeding at this time.

Blake Timochenko, Durham Environmental Advisory Council member talked to Gary about the traffic calming program that the Borough is working on with Pennoni and PennDot. Gary asked if our traffic calming LTAP data could be shared with Durham EAC and Township supervisors. Blake would like the Township to also take part in this traffic Calming program. The Council said yes that is not a problem to give them the information.

Matt Brady, Public works supervisor would like to update to a more efficient line painting system. Paint has greatly decreased in the past few years. The current paint that we are using does not adhere as well as the liquid thermoplastic paint that dries quickly and lasts much longer. PennDOT and professional contractors are using this type of paint. A new system could be used for painting curbs too, and the cost is around \$5500.00. Matt and Gary are having a conference call with Mark from Pennoni to discuss the line striping safety rules on PennDOT roads.

Safety vests/ T-shirts are being researched and will be monogrammed with "Riegelsville Borough".

Durham Road small parking lot Update: a title search is going to be performed.

EPA/PADEP Service Line Inventory, Gilmore & Associates: Toby Kessler put together a letter that has requirements to develop a service line inventory by October 16, 2024, plus his fees for the 2024 budget will not exceed \$10,000.00. The Borough has 413 water connections.

Denise Whitley, LDR ProSolutions, Borough Hall/Library wall/ceiling repairs grants: Denise has sent 2 grant applications into Scan Source and KeyBank. Denise has sent her invoice of \$778.80 will be added to the October 11, Council meeting.

Planning Commission Comprehensive Plan grant: Tom has a conference call with Denise and Matt Walters-BC Planning Commission to discuss the DCED grant information. This grant will pay 50%.

The Borough Council received information on the "T-Mobile Hometown Grant", This grant supports small towns by funding community projects up to \$50,000.00 per town through 2026. Possible use this for floor, windows, Security in the Borough building or the Durham Parking lot. More research is needed before we can proceed with the application.

The permit coordinator from Weltbild homes has requested information about a water connection fee and permitting for the buildable lot on Easton Road. Jim Kopchak is corresponding with the coordinator. Currently we have Resolution R-04-23 for the water fee. More information is needed from the Borough Ordinance on water connections.

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The updated Winter Maintenance contract with PennDOT, Resolution: R-07-23 will be added to the Council agenda on October 11.

The Well #2 pump repair was completed, and the updated cost \$6,805.00 will be added to the Council agenda on October 11.

The final invoice of \$4,152.50 from Zdepski Fine Woodworking will be added to the Council agenda on October 11.

The trail stone quote is \$630.00, to Easton Quarry (25 tons at \$25.20 delivered cost). Will be added to the October 11 Council agenda.

Final invoice \$2,345.00 ORE/ Lift received and will be added to the October 11 Council agenda.

The council looked over the finances. No comments on finances.

8:13pm – 9:30pm The Borough Council, Tammy Macaluso-Treasurer discussed the 2024 Budget. The Draft Budget discussion will continue during the Committee meetings on October 18.

**Next Finance meeting will be held November 1, 2023, immediately following Streets/Properties**

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

Approval of R-07-23 PennDOT Winter Maintenance Agreement (2023-2032, Delaware Rd.). **E. Bartosiewicz motioned to approve; M. Pulsinelli seconded. Unanimous.**

Approval for Fire police services from Borough of Sellersville for the May 25, 2024, "150 Anniversary"  
**E. Bartosiewicz motioned to approve; R. Scott seconded. Unanimous.**

Approval for check \$8,000.00 to Passerini & Sons, Inc. (replace hydrant from vehicle accident 1291 Easton Road). (Approved quote \$5,200.00). **R. Scott motioned to approve; G. Chase seconded. Unanimous.**

Approval of check \$778.80 to LDR ProSolutions, LLC-Denise Whitely/Grant Writer, (Borough/Library Grant research). **M. Pulsinelli motioned to approve; E. Bartosiewicz seconded. Unanimous.**

Approval of check \$6,800.00 to Ken Kerstner Well & Pump service (for new pump at Well #2). **R. Scott motioned to approve; G. Chase seconded. Unanimous.**

Approval of check \$1,025.00 to Westside Hammer Electric (Outside outlet for Well#3). **R. Scott motioned to approve; M. Pulsinelli seconded. Unanimous.**

Approval of check \$4,152.50 (Balance due) to Zdepski Fine Woodworking. **E. Bartosiewicz motioned to approve; M. Pulsinelli seconded. Unanimous.**

Approval of quote \$630.00 Easton Quarry (25 tons Anti-Skid AS3). **E. Bartosiewicz motioned to approve; R. Scott seconded. Unanimous.**

Approval of up to \$350.00 for Title Search of Durham Rd. Small lot. **R. Scott motioned to approve; G. Chase seconded. Unanimous.**

Approval of check \$2,345.00 to ORE-rental (Lift for Borough Building repairs). **G. Chase motioned to approve; E. Bartosiewicz seconded. Unanimous.**

**NEW BUSINESS: "Hydrant Flushing Monday October 16-Friday October 20, 9pm-12am".**

Viana reported that she received a grant opportunity alert for Pennsylvania Department of Transportation-Multimodal Transportation Fund Grant. Application deadline is November 13, 2023. This is for the years 2024-2025.

**APPROVAL OF BILLS: E. Bartosiewicz motioned to approve; G. Chase seconded. Unanimous.**

**The meeting adjourned 7:54 PM. REMINDER: Council meeting will be Thursday November 9, 2023. 7pm**

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Sherry Masteller  
Borough Secretary