

RIEGELSVILLE BOROUGH COUNCIL MEETING
Municipal Building
APPROVED October 9, 2024

President Thomas Stinnett called the regular meeting of the Riegelsville Borough Council to order at 7:00 pm October 9, 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: Gary Chase, Michael Pulsinelli, Rodney Scott, Thomas Stinnett and Mayor Boenzli.

Motion to approve September 11, 2024, Council Meeting minutes, **R. Scott motioned to approve, G. Chase Seconded. Unanimous.**

CORRESPONDENCE:

Borough of Sellersville request for "Fire Police"- December 14, 2024.

Letter from Maureen Woerner- Borough Resident, "Escrow Account Inquiry". President T. Stinnett acknowledged receiving this letter. Tom stated that the issues addressed in the letter will be investigated further. There has not been adequate time between receipt of the meeting to properly address anything. Maureen Woerner did state that the actual letter will be part of tonight's minutes. Maureen Woerner did read a paragraph of her letter. Her concern is how the escrow money is monitored and why it took so long to get it returned. This letter is kept on file. Robert Ryan asked if he could have a copy of the letter and Tom stated no he could not. Robert Ryan said he will do a RTK request.

REPORTS:

President: Nothing to report.

Mayor: Nothing to report at this time.

Report: Sherry Masteller appointed Open Records Officer (ORO)

September 2024

20 RTK's received 9/25/24 from Robert Ryan.

4 RTK needed 30-day Extensions.

9 RTK's 5 business days finals 10/2/2024.

6 RTK's 5 business days finals with Fees 10/2/ 2024

1 RTK duplicate- received 11/30/2023.

No new appeals.

YTD total received: 35 1-Steller Innovation, 1-Kyle Kozlansky, 7-Frank Curry, 26-Bob Ryan.

Open Records Officer Hours: 11 Hrs. 45 minutes \$276.14 ORO YTD pay: \$735.37 ORO-Appeals YTD pay: 0.

Treasurer: 1 ½ Hrs. \$39.00 YTD pay: \$39.00

Zoning officer: YTD pay: \$10.50.

Solicitor fees: YTD pay: \$351.50.

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

Six members of the Community were present.

Maureen Woerner-Borough Resident reported that the 9/11/2024 minutes are not written exactly what I said that the escrow was not part of the permit and was incorrectly taken. The email dated August 21, 2024, should have been in the minutes too. Maureen stated someone needs to look into the escrow process. Rodney agreed the Council will move forward with this process.

Elizabeth Balogh- Borough Resident asked if anyone on the Council has reached out to DCNR how bad the canal is being taken care of and hasn't had water in it for about 3 years. Tom Stinnett reported that he is on the Canal Advisory Board, and they have a meeting tomorrow morning at 10:30, the location is 1501 Taylor Road. Elizabeth said she would attend. Tom reported that DCNR is working on 30 different projects. DCNR will be putting the projects on their website. Elizabeth discussed how bad the mosquitoes are and that a resident contacted Bucks County, and they came and sprayed them. Elizabeth also asked if we are going to sell the water company because there are many companies that are not good. Gary stated that the Borough Council has discussed different options to sell or hire someone else to run our water company. DEP/EPA are putting excessive demands on small water companies.

COMMITTEE REPORTS:

Community Affairs: Ed Bartosiewicz called the meeting to order at 7:00 pm on September 18, 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 and Rodney Scott.

Others Present: Mayor Boenzli, Jim Kopchak-Zoning officer, Frank Preedy- Borough EMC, Sherry Masteller-Borough Secretary and 3-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 September 2024 report.

4-Building Permits- Fit out for Ice Cream Parlor, Walkway to service window and concrete patio, Borough Park Shed w/flood vents, lawn irrigation system. **6-Zoning Permits-** Split rail fence & Privacy fence, Shed, Floodplain permit, Walkway to service window and concrete patio, Borough Park Shed w/flood vents, Annual renewal fee for Roadside stand.

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Enforcement Activities:

808 Durham Road update: The property has been sold, and Jim sent out an enforcement letter to the new owners on March 27, 2024. The new owners contacted Jim via email and said they will work with DCNR and the Borough to come into compliance. Sherry reported there was an email that came in on Monday August 19, 2024, after office hours. Jim could not find this email; Sherry will forward the email tomorrow.

702 Durham Road update: No update as of September 18, 2024.

Property Maintenance Violations:

821 Durham Rd: Complaint was received January 10, 2024, regarding conditions of property. Jim visited the property and observed that the dwelling needs paint and that there are tires and debris that need to be cleaned up. There are also two accessory storage buildings that need to be cleaned up and weather proofed. A violation letter was sent February 15, 2024, 90 days to comply. The compliance date is on or before May 20, 2024. Jim reported that Ed came in to ask for a 90-day extension, no council members were opposed to his request. The request for a 90-day extension was approved. The new compliance date is August 20, 2024. On August 14, Ed informed Jim

that he would like to have another extension of time. Jim drove by and stated there is progress on the scraping and painting of the siding. If the Council has no objections, Jim will extend the compliance date to 90 days. The Council did not have any objections. The new compliance date is November 20, 2024.

132 Spruce Rd: Complaint regarding property maintenance issues. The porch roof is rotted, a deck board is missing, and the siding needs to be repainted. A property maintenance letter will be sent out by April 24, 2024. The compliance date is July 24, 2024. Jim reported he will get a letter out.

ZHB (Zoning Hearing Board) meetings: None Scheduled.

Other items:

Jim will continue to come into the office to close out "Open Permits."

Library News: The Council received September 2024 director's report. No one was there from the Library Board. No meeting on September 9, 2024, no quorum. Ed read a few things from the report. **Autumn Programs** DaVinci Science Center "Mixing Matter" was on Saturday, 9/14. Saturday 10/12 11AM Mike & Roberts Straka with "Dinosaur Adventures" 10/12 (morning) Storytime at Durham Day, Saturday, 10/12.

PRFR (Palisades Regional Fire Rescue) News: Ed reported they are going on calls and training. Bob Ryan asked if the new lease was ready yet. Scott MacNair emailed the draft to Jeff on Thursday September 12.

Riegelsville Enhancement Committee: Next meeting on Thursday September 5, 5:30pm. Viana reported they are working on their Fall events. Rodney is going to set up a time to meet the committee at the park to look at wide waters.

UBREMS (Upper Bucks Regional EMS) News: Ed reported reminders went out for the fund drive and they continue to receive them too.

Rec Board News: Rodney reported that the Men's Baseball team is done for the season. We have one Fall Softball-Coach Pitch team, they practice and have 2 games left. Received the permit for the new Shed and are waiting for the base to be installed- will be done before the Fall Rollout.

Riegelsville Emergency Management: Frank reported that Audrey Kenny-BC Director of Emergency Services is leaving her job and took a job for PEMA in Harrisburg. We are sad to see her leave. Rich Vahna is the interim at Bucks County.

1. Frank suggested that we get PennDOT to lower the speed on Route 611, like Tinicum Township did to 25 MPH. North from the stoplight, vehicles are speeding as high as 83 MPH. We had a speed study done by Pennoni Associates. Gary discussed the LTap program with PennDOT for traffic calming. Possibly the blinking speed limit signs (you are going this fast) on 611.
2. Frank suggests that the PA State police need to set up safety stops for Tractor Trailers. Mayor Viana will reach out to the State Police to discuss this.
3. Frank also would like the Borough to move forward with the Ty flex/Duck bills for the stormwater drains. Gary is working on the photos and the dimensions that were gathered to get prices.
4. Mike asked Frank if anything could be done with the timing of the traffic light, NJ traffic go across the river bridge then the canal bridge to make the green light and it is only 10 seconds. Then they turn red with north or south bound traffic coming. Gary will contact Herb from Armour & Sons to ask if the timing can be changed.

Riegelsville Planning Commission: Next meeting is October 7, 7pm.

Draft Dog Ordinance: on hold.

Chicken Ordinance: Jim Kopchak-Zoning Code Officer (ZCO) reported to add the Borough Ordinance Enforcement Officer (OEO) too in case the (ZCO) is not available. Jim stated that Bridgeton Township just passed a Chicken Ordinance.

Meeting adjourned 7:58 pm Next meeting is October 16, 2024, at 7pm.

Utilities: Gary Chase called the Utilities meeting on September 18, 2024, at 7:58pm.

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 and Rodney Scott.

Others Present: Mayor Boenzli, Frank Preedy- Borough EMC, Sherry Masteller-Borough Secretary and 3-Borough resident present.

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

No comments at this time.

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Discussions:

EPA/PADEP Service Line Inventory update: Gary reported that the data was submitted to PADEP by Toby of Gilmore & Associates, Inc. on Tuesday September 3, 2024. Nationwide, the due date for the spreadsheet is October 16, 2024. Moving forward we need to update our spreadsheet as we get more information from the residents' surveys. EPA/PADEP has been modifying their SLI project requirements as time is moving forward, so this has changed their final testing requirements. The next step is to send residents notification letters as outlined by EPA/PADEP. Gary did reach out to Audrey Wood-Cowan Associates Borough Engineer to ask questions in reference to this mandatory SLI project.

GLG (Green Light Go) Grant Update: Gary reported he talked to Mark Bickerton from Pennoni and received an overview for the upcoming Traffic Signal replacement project and a financial timeline for this project. Tom signed the grant agreement, so we are waiting for PennDOT's solicitors to execute the agreement in the next few months. The execution initiates a Notice to Proceed. The next step is the engineering and design phase, and Pennoni steps in to take this portion of the project over. For the 2025 Budget we will need to add the cost of this phase, which is \$62,000.00, to the budget. This \$62,000 is reimbursement to Pennoni for the engineering work they will be doing in 2025. At the end of 2025 the project will go out to bid. For the 2026 Budget we will need to add \$453,000.00 for construction and installation of the traffic lights. The borough's match for the GLG grant is \$103,040.00. Mike is researching a draw down loan with QNB and also a DCED grant.

Stormwater Drainage System update: Gary reported that Frank discussed this during the Community affairs meeting. "Frank also would like the Borough to move forward with the Ty flex/Duck bills for the stormwater drains. Gary is working on the photos and the dimensions that were gathered to get prices".

Riegelsville Borough Four Year Curb Stop Repair/Replacement Program: Gary discussed this program with Audrey Wood-Cowan Associates Borough Engineer, and she will put a quote together for the Borough Council to discuss.

Water Company: Gary discussed with the Borough Council with this Service Line Inventory mandate and the work required because of this mandate, coupled with the increased day-to-day demands of operating our water company, the Borough cannot sustain our water company as it is currently structured. We need to look into one of these three options moving forward:

- 1) Riegelsville Borough hires a Certified Water Operator to manage and run our water company.
- 2) Riegelsville Borough subcontracts with a third party to manage and run our water company.
- 3) Riegelsville Borough sells our water company to a large water company.

Gary will contact John Scully-Private Utility Enterprises, Inc.- Borough licensed water operator to get a formal proposal.

General Election: Tuesday November 5, 2024,

Voting Hours: 7:00am to 8:00pm

Borough Community Room

Meeting adjourned 8:35pm Next meeting: October 16, 2024

Streets & Properties: Rodney Scott called the Streets & Properties meeting to order at 7:01 pm on October 2, 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, Michael Pulsinelli, and Thomas Stinnett.

Others Present: Sherry Masteller- Borough Secretary.

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

3 Borough resident present.

Discussions:

Borough Building Safety Score & Cert. of Occupancy: Rodney reported no update until he goes over a few things with Todd Myers-Borough Engineer.

Arborvitaes/Split Rail Fence on the Delaware Hill: Rodney reported that he and Matt will put in the split rail fence and work on the arborvitae in the Spring.

Durham Road small parking lot: Rodney reported that Borough Engineer-Todd Myers has this project in the planning department and should have preliminary plans/cost in a few days for Borough Council to look over.

Court Lane update: Rodney met with Matt and Todd at Court Lane, and Todd will have pins put in the road. Rodney will reach out to the property owners when we do work on the surface of the road and readjust the width.

PennDOT Green Light Go Grant: Gary reported that he discussed with Mark from Pennoni the grant timeline. Tom has signed the grant agreement electronically. The PennDOT Solicitors will execute the agreement and then give the Borough the "notice to proceed." The Pennoni will do the engineering and design phase. The Borough will put \$62,000.00 into the 2025 Budget for this phase.

Storm Sewer-Wayside Way and Delaware Road Construction estimate: Rodney discussed with the Council to hold off on this project since we have more priorities for 2025 and add to 2026. Council members agreed.

2 Borough signs "Border and scroll lined in metallic paint". Rodney reported in the next few weeks the weather should be better. Bob Ryan will get this project done soon.

Well #3 broken window: Rodney reported that one of the new windows at Well #3 was broken again and will need to be replaced.

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Apartment leaking Tub: Rodney reported that the apartment's tub has leaked into the library's kitchen ceiling. Rodney, Matt, and Ed are going on Saturday to do a temporary fix, but it really needs to be replaced too. The council agreed with that too.

The meeting adjourned 7:33 pm. Next Streets/Properties meeting will be held on November 6, 2024, at 7:00 pm.

Finance: Michael Pulsinelli called the Finance meeting to order for October 2, 2024, at 7:37pm.

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, Rodney Scott and Tom Stinnett.

Others Present:

Sherry Masteller-Borough Secretary and Tammy Macaluso-Borough Treasurer.

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

3 Borough residents were present.

Discussions:

IT, Outlook, Website: No report-Viana was absent.

Planning Commission Comprehensive Plan update: Tom reported the next meeting is October 7, 2024.

They continue to work on the updated Comprehensive plan. Have not heard if we received the grant yet.

AED discussion for Borough Hall update: Mike reported current quote of approximately \$4,956.00 is good until April 2025 and will be added to the 2025 Budget. Ed will get Mike, the contact person from PRFR that will do the AED training for us.

Draft lease agreement with PRFR update: 9/12/24 Scott MacNair-Borough Solicitor emailed the copy to Jeff Mease-PRFR Commissioner. We have not heard anything back.

Library ceiling repairs update: Rodney is gathering quotes, next week Handyman will be stopping to update their quote.

Mike looked into a USDA loan to use for our 20% of the new Traffic light project but the timing of the grant process will not work. Mike stated we should remember this loan for future equipment purchases.

Gary and Rodney have been looking into Solar Speed Radar sign for Route 611- speed control. They are approximately \$5000.00 to 8,000.00 each to purchase.

Matt and the road crew need to remember to wear their vests.

The Borough Council looked over the finances.

7:45pm-8:54pm: The Borough Council and Tammy Macaluso-Borough Treasurer discussed the Draft Budget. During the Community Affairs meeting on October 16, 2024, they will continue with the Draft Budget.

Next Finance meeting will be held November 6, 2024, immediately following Streets

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

Approval for Fire police services from Borough of Sellersville for the December 14, Winter Fest. **R. Scott motioned to approve; G. Chase seconded. Unanimous.**

Approval of check \$2,366.25 to Gilmore & Associates, Inc. (Lead Service Line Inventory Consulting). **G. Chase motioned to approve; M. Pulsinelli seconded. Unanimous.**

Approval of check \$500.00 to Robert & Julie Painchaud- "Escrow return/Storm Water review". **R. Scott motioned to approve; G. Chase seconded. Unanimous.**

Approval of check \$500.00 to James G. & Eileen Sweeney- "Escrow return/Driveway/parking pad". **R. Scott motioned to approve; M. Pulsinelli seconded. Unanimous.**

Approval of check \$596.50 to Pennoni Associates Inc. "GLG app". **G. Chase motioned to approve; M. Pulsinelli seconded. Unanimous.**

Approval of check \$5,928.41 PRFR- VFRA 2024 Volunteer Fire Relief Association. **R. Scott motioned to approve; M. Pulsinelli seconded. Unanimous.**

Approval of proposal from Cowan Associates, \$8,350.00 for "2025 Service Line Inventory Updates". **G. Chase motioned to approve; R. Scott seconded. Unanimous.**

NEW BUSINESS:

Hydrant Flushing Monday October 21-Friday October 25, 9pm-12am.

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Gary looked into what other Municipalities public office hours are compared to ours being open Monday -Friday 8-2pm. Changing this would help the administration have less distractions and be more productive to get things done. The Borough Council, Secretary and Treasurer will look over and discuss.

APPROVAL OF BILLS: G. Chase motioned to approve; R. Scott seconded. Unanimous.

The meeting adjourned 7:57 PM. Next Council meeting: October 9, 2024, at 7:00pm.

Sherry Masteller
Borough Secretary