

RIEGELSVILLE BOROUGH COUNCIL MEETING

Municipal Building

APPROVED September 11, 2024

AMENDED November 13, 2024

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

Motion to approve August 14, 2024, Council Meeting minutes, **E. Bartosiewicz motioned to approve, G. Chase Seconded. Unanimous.**

CORRESPONDENCE: None received.

REPORTS:

**President:** T. Stinnett reported that the Borough Council invited Borough Solicitor-Scott MacNair to tonight's meeting. Tom thanked Scott for coming. Tom asked Scott if the lease amendment is ready to be forwarded to PRFR, Scott stated it will be emailed tomorrow Thursday September 12.

**Mayor:** Nothing to report at this time.

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

**August 2024**

1 RTK received 8/26/24 from Steller Innovation. Granted 8/29/24

No-30-day Extensions.

No new appeals.

**YTD total received: 15, 1- Stellar Innovation, 1-Kyle Kozlansky, 7-Frank Curry, 6-Bob Ryan.**

**Open Records Officer Hours: 1 hour \$23.50 ORO YTD pay: \$459.23 ORO-Appeals YTD pay: 0.**

**Treasurer: YTD pay: 0.**

**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.

**Four members of the Community were present.** Maureen Woerner-Borough Resident asked the Borough Council what the process is to receive driveway escrow back since the project is completed. Maureen stated her father did discuss this with Jim Kopchak- Zoning officer a few weeks ago. Sherry did report that the Tammy Macaluso-Treasurer needs to get final paperwork from Zoning officer to process the return check. Rodney reported that he will look into this right away.

COMMITTEE REPORTS:

**Community Affairs:** Ed Bartosiewicz called the meeting to order at 7:00 pm on August 21, 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, Jeff Mease-PRFR Commissioner and 4-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 August 2024 report.

**3-Building Permits-** Porch Roof repair, New Garage roof and Generator w/platform. **2-Zoning Permits-**New garage roof and shed.

**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 stated he will look for this email after reporting to the Council.

**702 Durham Road update:** No update as of August 21, 2024.

**302 Easton Road, (Floodplain ordinance violations and stop work orders issued February 7, 2024).** No additional update as of August 21, 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.

**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.

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The compliance date is July 24, 2024. Jim reported he will get a letter out.

**Complaints:** There were 2 complaints about a mudslide at 719 Easton Road. Apparently, the runoff went into the basement of the Taco Restaurant. Jason- from the Bucks County Soil & Conservation District was notified. Jason investigated the complaint and will make a report.

**ZHB (Zoning Hearing Board) meetings:** None Scheduled.

**Update:** Bob Ryan – Borough Resident asked at a previous Council meeting if any funds needed to be returned from other past ZHB meetings. *Sherry asked Tammy, she stated that for the past seven years, all their money was returned once the final decisions were made.*

**Other items:**

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

**Library News:** The Council received August 2024 director’s report. No one was there from the Library Board. Ed read a few things from the report. Riegelsville local author Kate Brandes will be giving an author talk on Saturday August 17, at 1:00pm about her second book Stone Creek coming out in August. Art classes for Art in the Summer for Kids last class for this is on August 13<sup>th</sup>. Attendance has not been as strong as it has been in the past. It may be time to not renew the grant for next year and resume it again in the future. In July we explored the USA, Europe, Asia, Australia, and Africa in Storytime. We blew bubbles, learned about buoyancy because of the Venetian canals, listened to works from Tchaikovsky, negotiated a spider web obstacle course, and examined geodes. **Durham Gristmill Storytime** is going very well, with our second program being even better attended than our first.

**Autumn Programs** DaVinci Science Center “Mixing Matter” on Saturday, 9/14, 11AM Mike & Roberts Straka with Dinosaur Adventures on Saturday, 10/12 (morning) Storytime at Durham Day, Saturday, 10/12.

**PRFR (Palisades Regional Fire Rescue) News:** Jeff Mease-PRFR Commissioner went over the May, June and July Municipal call reports. They have a “Sportsman Bingo” fundraiser on September 15. Breakfast will start at Station 40 in October. Rodney and Gary met with Jeff to go over what PRFR is looking for with the revised lease. Gary stated they are working with the Scott MacNair-Borough Solicitor to put the draft together. Sheila Collins-PRFR volunteer asked if St Peters Lutheran Church could have an event next May for the church anniversary. Sheila sent a letter request to Pete Cox- PRFR President and Jeff Mease. Jeff will look into this, since he was out of town. Rodney stated that the hall rentals are up to PRFR not the Borough Council to approve.

**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 that they continue to bring in revenue. The current ~~Treasurer~~ (corrected “Bookkeeper”) is leaving so they are looking for a replacement.

**Rec Board News:** Rodney reported that the Men’s Baseball team has a few more games left. We have one Fall Softball-Coach Pitch team. Permit applications are being prepared for the new Shed.

**Riegelsville Emergency Management:** Frank reported that the cooling station was open 15 days.

Frank reported that he sat down with newly appointed Zachary Chase to go over their procedures. Frank stated that a very large tree fell on 611 August 6 and took out the power in the Borough. Frank was corresponding with Matt, Borough office, Met Ed and PennDOT. Frank and his team were ready to help if needed. Frank suggested that the Borough get more road closed signs since PennDOT did not have enough.

Sherry stated that Matt was putting together a list of signs.

**Riegelsville Planning Commission:** Tom reported the next 2 workshops “Riegelsville Reimagined” will be on September 5 & 12 at 7pm Borough Hall.

**Draft Dog Ordinance:** on hold.

**Chicken Ordinance:** The draft is being looked over by Jim Kopchak-Zoning Code official.

**Meeting adjourned 8:21 pm Next meeting is September 18, 2024, at 7pm.**

**Utilities:** Gary Chase called the Utilities meeting on August 21, 2024, at 8:22 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 Tom Stinnett.

**Others Present:** Mayor Boenzli, Jim Kopchak-Zoning officer, Frank Preedy- Borough EMC, Sherry Masteller- Borough Secretary and 4-Borough resident present.

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

No comments at this time.

**Discussions:**

Sherry reported that a Borough resident came into the office to make the Borough aware that a “Water Company impersonator” went to their house claiming they had a water leak. Luckily, they didn’t let him in. The residents know the Riegelsville Water Company employees plus they have ID’s and Borough Trucks. Sherry contacted Sgt. Pennington with the State Police, and he would like the property owners to report it (suspicious activity) to them.

**EPA/PADEP Service Line Inventory update:** Gary reported that the data was given to Toby- Gilmore & Associates, Inc. October 16, 2024, is the date of for the service line inventory data submission to EPA/PADEP, and this data will include in-home physical evaluations of water service line connections. For the

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2025 budget we will be planning on testing outside the properties for the PADEP/EPA service line inventory. There are 3 different procedures for testing: 1. Traditional excavation of curb stop documenting 18" of pipe

structure on both sides of curb stop. 2. Vacuum Excavation documenting 18" of pipe structure on both sides of curb stop. 3. Electro Scan Swordfish documenting pipe structure from dwelling to water main. Gary is gathering prices of each of the tests.

**GLG (Green Light Go) Grant Update:** Gary reported that we are waiting to hear from PennDOT for the next step of the process, since we have been awarded the Grant.

**Stormwater Drainage System update:** Gary is continuing to put together the photos and the pipe dimensions.

**Riegelsville Borough Four Year Curb Stop Repair/Replacement Program:** Gary put together this program with the priority list from Matt Brady-Borough Public Works Supervisor. This will help give information that will be needed for the EPA/PADEP service line inventory project.

**Well 1 & 2 fence repair update:** Gary contacted Arbor Fence, and they had a clerical issue that is why they hadn't done our repair. **Remark:** They contacted Matt and came to fix the fence on Friday August 23.

**Water Company/Part timer needed:** Gary presented Council with the draft job description. The council discussed it, and Gary will update the draft.

**Stratix Ricoh Copier Repair:** We bought the copier in October 2018 (\$2,026.00), and it needed a Fuser Unit-the life was at 79%. Parts \$281.62 (50% down) and Labor \$116.00. Gary told Sherry to order the part right away on 8/19/24. **Remark:** They came to fix it on 8/22/24.

**Tapping fee update:** Ordinance will be advertised 9/3/24. The PSA (Personal services agreement) documents for the escrows have been updated.

**Tinicum Township Letter of support:** The Council received a letter from a Tinicum board supervisor in reference to the dramatic increase in the number of over the road tractor trailers using River Road as a through route from/to points far north of us to/from points fair south of us.

The Council discussed this, and Tom will put a support letter together for them.

**Meeting adjourned 9:08pm Next meeting: September 18, 2024**

**Streets & Properties:** Rodney Scott called the Streets & Properties meeting to order at 7:00 pm on September 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, Michael Pulsinelli, and Thomas Stinnett.

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

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

6 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 on the Delaware Hill:** Rodney discussed with the Council to put up Split Rail Fence instead of replacing the dead and some unhealthy arborvitaes. We did receive two quotes for new arborvitaes, and they are very expensive plus we would need to have Tru Green fertilize/pest control them. Rodney will get more information as to the length of the fence that would be needed.

**Durham Road small parking lot:** Rodney met with Matt Brady and Borough Engineer-Todd Myers at the small parking lot to see what needs to be done to make it a space to add plants, flowers and sitting areas.

The light/electric box will need to be replaced. The Enhancement Committee has given the Council ideas of what they could help with too.

**Court Lane update:** Rodney met with Matt and Todd at Court Lane and Todd will have pins put in the road. The lane will be marked out so it will be easier to plow plus the Borough will work on fixing the surface.

**PennDOT Green Light Go Grant:** Gary reported that Riegelsville Borough was awarded \$412,160.00 to replace the Traffic light and update pedestrian safety in the area. The first step on the portal after we were awarded is to accept the grant offer, Tom e signed that document. During the Borough Council meeting on September 11, a resolution and acceptance letter will be signed. Gary suggested that Rodney or himself should be added as a signer on the Portal. Tom stated that is not needed since he already has signed the first document and is ready for the next step once the resolution is passed. Mike has been looking into a municipal loan/grant for the 20% - \$103,000.00 that the Borough needs to fund. So far Mike has talked to QNB and has left a message with USDA-Harrisburg, PA for Grant information. Mike will keep the Council updated.

**Draft Tree letter for Borough Residents:** Gary has the letter ready to be distributed to property owners, will be added to the Website, with the next water bill and put in "Rville Happenings" email blast.

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

**2 Borough signs "Border and scroll lined in metallic paint".** Bob Ryan will get this project done soon.

**The meeting adjourned 7:36 pm. Next Streets/Properties meeting will be held on October 2, 2024, at 7:00 pm.**

**Finance:** Michael Pulsinelli called the Finance meeting to order for September 4, 2024, at 7:37pm.

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## **Members Present:**

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

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**Others Present:**

Mayor Viana Boenzli and Sherry Masteller-Borough Secretary.

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

6 Borough residents were present.

**Discussions:**

**IT, Outlook, Website:** Viana went the monthly data that was collected from Google Analytics. The Fall Rollout Car show has increased due to the upcoming show on November 3. The engagement rate is 56.35% - this is normal amount.

**Planning Commission Comprehensive Plan update:** Tom reported the next Public Workshops series will be tomorrow September 5 (Topics: Downtown, sewer and utilities) and 12 (Topics: Route 611, Walkability and Parks & recreation) at 7pm Borough Community Room.

**AED discussion for Borough Hall update:** Mike talked with the sales representative and the current quote of approximately \$4,956.00 is good until April 2025. This quote will be added to the 2025 Budget.

**Draft lease agreement with PRFR update:** Gary reported that the draft will be ready in a week or two.

**Library ceiling repairs update:** Rodney is gathering quotes.

**Draft Resolution "Professional Services agreement".** The Borough Council has had the draft to look over and will be added to the Borough Council agenda September 11, 2024.

**Draft Ordinance #248 "Tapping Fees for the Water System".** The Borough Council has had the draft to look over and will be added to the Borough Council agenda September 11, 2024.

Copier needed Fusing unit- repair Stratix Invoice \$397.63 (went on Borough Credit Card). since we don't have a maintenance plan with Stratix.

**2024-2025 season Salt Bid results:** Morton Salt, Inc. Current delivered price per ton \$60.95 (2023-2024 cost \$66.00, decrease \$5.05). A vote to award will be added to Borough Council agenda on September 11.

Invoice \$293.15 was received from Denise/Grant writer-LDR ProSolutions, LLC- will be added to September 11, Bills.

The Borough Council looked over the finances. The Council will start working on the 2025 budget during the October 2, Finance meeting.

**Meeting adjourned: 8:16. Next Finance meeting will be held October 2, 2024, immediately following Streets/Properties**

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

"Service Line Inventory Summary": Gary reported that soon letters will be distributed to the community.

Approval to award Morton Salt Inc. the 2024-2025 salt bid **\$60.95** delivered price per ton. Decrease by \$5.05 compared to last year. **R. Scott motioned to approve; M. Pusinelli seconded. Unanimous.**

Approval of "four-year curb stops repair/replacement program" 2024 Fall specs & pricing for 2025 budget. **R. Scott motioned to approve; G. Chase seconded. Unanimous.**

Approval of check for \$640.00 Arbor Fence Co. Inc (Well 1 & 2 fence repair). **E. Bartosiewicz motioned to approve; M. Pulinelli seconded. Unanimous.**

Approval of check for \$450.00 Moyer Indoor Outdoor- "Maintenance plan for Boiler". **R. Scott motioned to approve; M. Pusinelli seconded. Unanimous.**

Approval to formally accept the GLG grant award of \$412,160.00, representing 80% of the total project cost and is providing a 20% match in the amount of \$103,040.00 from the Borough of Riegelsville general fund. **E. Bartosiewicz motioned to approve; G. Chase seconded. Unanimous.**

Approval of Resolution R-05-24, Authorizing the execution of the Green Light Go (GLG) grant program/reimbursement agreement. **R. Scott motioned to approve; M. Pusinelli seconded. Unanimous.**

Scott MacNair-Borough Solicitor presented the proof of publication (ad was 9/3/24) for Ordinance #248 (for the establishment of tapping fees for the Water system in compliance with Act 57 of 2003), complete copy went to the Bucks County Law Library. Scott read and explained the proposed documents. Asked if anyone had any questions. No questions from Borough residents. Scott turned the vote over to Tom Stinnett-Borough President. Tom asked the Council if they had any questions. No questions from the Council. **R. Scott motioned to approve Ordinance #248 (for the establishment of tapping fees for the Water system in compliance with Act 57 of 2003). E. Bartosiewicz seconded. Unanimous.**

**NEW BUSINESS:** No new business at this time.

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

**The meeting adjourned 7:45 PM. Next Council meeting: October 9, 2024, at 7:00pm.**

Sherry Masteller Borough Secretary