

RIEGELSVILLE BOROUGH COUNCIL MEETING

Municipal Building

APPROVED April 10, 2024

President Thomas Stinnett called the regular meeting of the Riegelsville Borough Council to order at 7:00 pm April 10, 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 and Thomas Stinnett.

Motion to approve March 13, 2024, Council Meeting minutes, **E. Bartosiewicz motioned to approve, M. Pusinelli Seconded. Unanimous.**

CORRESPONDENCE:

Three Fire Police requests were received from Milford Township, Haycock Township and Borough of Sellersville. **E. Bartosiewicz motioned to approve PRFR Fire Police to assist if available, M. Pusinelli Seconded. Unanimous.**

Borough Council received "Governance Letter" from Zelenkofske Axelrod LLC. Borough Auditor. No reported findings in the 2023 Audit.

REPORTS:

President: Nothing to report.

Mayor: Absent.

Report: Sherry Masteller appointed Open Records Officer (ORO)

March 2024

1 RTK received on March 27.

No new appeals.

YTD total received: 1.

Open Records Officer Hours: 15 Minutes \$5.88 ORO YTD pay: \$9.79. ORO-Appeals YTD pay: 0.

Treasurer: YTD pay: 0.

Zoning officer: YTD pay: 0.

Solicitor fees: YTD pay: 0.

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

Four members of the Community were present.

Pat Schottmiller-719 Easton Road introduced himself to the Borough Council, he would like to know how he can keep the 4 chickens that are emotional support for his wife. Pat asked if he needs to apply for a variance or is the Borough passing a chicken ordinance. Rodney Scott asked Michael Pulsinelli where we were with the draft of the chicken ordinance. Michael stated that it was during the transition of the borough solicitor resigning and appointing a new solicitor. Michael passed the folder to Ed Bartosiewicz since he is the chair of Community Affairs now. Sherry will get the last draft to Borough Council. The council agreed that Pat can keep the chickens since the Borough Council wants to get the chicken ordinance passed.

COMMITTEE REPORTS:

Community Affairs: Ed Bartosiewicz called the meeting to order at 7:00 pm on March 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 5 Borough residents present.

Comments from citizens: Please state your name, you have maximum 3 minutes to speak. No one spoke.

Discussions:

Roger Vonah, Property owner has a concern with a new borough sign that is on the corner of Delaware /Fairmont Road. Roger is concerned that the sign is at the corner and the children assemble there for the school bus. Roger discussed with the Council his suggestions for moving the signs. Gary stated that Mark Bickerton, Borough Traffic Engineer instructed the Borough per PennDOT guidelines as to what size signs and the location to place them. Gary stated to Roger that let's wait and see if there is more traffic or any other issues then we will contact Mark for other suggestions.

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

No Building Permits: 1 -Zoning permit- 1- Temporary fence.

Enforcement Activities:

808 Durham Road update: The property has been sold, and Jim will send a new enforcement letter to the new owner.

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

302 Easton Road, (Floodplain ordinance violations and stop work orders issued February 7, 2024). On February 7, 2024 Jim observed that the property owner was digging out the footer for a proposed garage in the rear of the house. They had submitted a zoning permit application, but the submission was incomplete. This property is in the FEMA Special Flood Hazard Area.

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.

RIEGELSVILLE BOROUGH COUNCIL MEETING

Municipal Building

APPROVED April 10, 2024

ZHB (Zoning Hearing Board) meetings: No scheduled meetings.

Other issues: Jim will continue to close out "Open Permits".

Rodney asked what the status of 802 Durham Road was, Jim stated he sent the second review letter and has not heard back from the property owner. They discussed the difference between R-3 and R-5.

Library News: The Council received the director report from February 2024. Jean Anthony, Board of Trustee member, went over the March 11 board meeting. Donation letters were mailed out and they have signed up for "Venmo". They will be replacing the large fan in the main library room soon. They found a new person to take the leftover books after their book sales. Gary reported that he checked with Jim Kopchak-Borough Zoning officer, and we do not need a permit to repair the library spackling repairs that is considered maintenance. The T-Mobile grant application is ready to be sent in.

PRFR (Palisades Regional Fire Rescue) News: E. Bartosiewicz reported that they had a fire call in Riegelsville and station 42 had 7 firemen responded.

Riegelsville Enhancement Committee: Next meeting on Thursday April 4, 6:30pm. Viana and Micheal, Enhancement volunteers reported some of the projects they will be working on. New Community Board on Delaware Road near Post office/Borderline. Community yard sale, Movie at the park, paint the pedestrian bridge and many other ideas. Mariola, also an enhancement volunteer, asked if the Borough Crosswalks were going to be repainted. Gary reported that Matt Brady, Public Works supervisor will be ordering a new update stripping machine to get them done.

UBREMS (Upper Bucks Regional EMS) News: Ed reported that the February finances took in \$35,000.00 less than they put out, mostly due to overtime pay.

Rec Board News: Sherry reported that April 2, is a rec board meeting at the Borough Hall at 7pm. Palisades Girls softball league has 1-T-ball team and 1- Coach pitch team plus a Men's Baseball team playing on our fields. Egg Hunt is on Friday March 29, at 1pm. Rodney will start working on the softball field and Greg Stokes has also been working on the baseball field. Dirk painted the Concession stand door and window trims.

Riegelsville Emergency Management: Frank reported that he attended a DRBC (Delaware River Basin Commission) webinar. Met-Ed filled the sidewalk with dirt from the replacement pole work at 1122 Easton Road. Frank will make sure it gets permanently repaired. **Remark:** Gary reported that the sidewalk was fixed with cement- not sure who took care of it.

Riegelsville Planning Commission: Tom reported that during the next meeting on April 1, Matt Walter and Deanna Miller from Bucks County Planning Commission will be there to work on the draft Community Survey for the Comprehensive plan.

Draft Dog Ordinance: Is currently on hold.

Meeting adjourned 8:10pm Next meeting is April 17, 2024, at 7pm.

Utilities: Gary Chase called the Utilities meeting on March 20, 2024, at 8:10pm.

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 Tom Stinnett.

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

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

No-Borough resident present.

Discussions:

EPA/PADEP Service Line Inventory update: Gary reported that so far, we have received 197 property owners inventory surveys out of 418 properties. Tammy will share the survey with Toby- Gilmore & Associates, Inc.

GLG Grant Update: Gary reported we are still waiting to hear if we will be awarded the grant.

Stormwater Drainage System update: Gary will be putting the numbers together.

Minor Service on both Generators update: Well #3 service needed to replace turbo oil drain line and associated fitting. This quote will be added to the April 10, Borough Council agenda. Borough Building generator needs service to replace the tee that holds the coolant temperature sensor and upper radiator hoses, cap, rotor, coil, spark plugs, and spark plug wires. We are still waiting for the quote from P3 Generator to get approved.

During the recent storms, the fence up at Well 1 & 2 fence needs some repair, Arbor Fence Co. gave a quote of \$640.00. Borough Council stated this is an emergency repair and should be done as soon as possible. The quote will be added to the April 10, Borough Council agenda for approval.

Meeting adjourned 8:32pm Next meetings: next meeting is April 17, 2024

Streets & Properties: Rodney Scott called the Streets & Properties meeting to order at 7:00 pm on April 3, 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 Boenzli and Sherry Masteller-Borough Secretary.

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

1 Borough resident was present. No comments.

Discussions:

Borough Building Safety Score & Cert. of Occupancy: Rodney reported that he met with Jim Kopchak-Zoning officer to walk through the borough building to put together the list of what needs to be done. Rodney will move forward to contact Michael from Cowan Associates/Borough Engineer.

RIEGELSVILLE BOROUGH COUNCIL MEETING

Municipal Building

APPROVED April 10, 2024

Parking lot Borough Sign update: Viana reported that it is in production with the manufacturer, she will get a tentative date for delivery.

Matt will be replacing the Emergency light on Monday April 8, in the library.

The Verizon circuit line at Well #3 was on timer but late this afternoon it was fixed. The landline phone at Well #3 is currently not working so the Verizon repair guy said to put a repair ticket in for that since he can only work on the circuit line.

Sherry reported that she received a call from a tree contractor that will be removing a tree at 1233 Durham Road and will need to also close the road. Rodney and Matt will get back to them.

Bob Ryan asked Rodney if the no parking signs were put up on Edgewood Road. Rodney stated that he believes so.

The meeting adjourned 7:07pm Next Streets/Properties meeting will be held on May 1, 2024, at 7:00 pm.

Finance: Michael Pulsinelli called the Finance meeting to order for April 3, 2024, at 7:08pm.

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

Members Present:

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

Others Present:

Mayor Boenzli and Sherry Masteller-Borough Secretary.

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

1-Borough resident was present. No comments.

Discussions:

Michael met with Joanne Allen-Borough Insurance Agent to go over our current policy and to discuss the Municipalities Environmental Pollution program, this coverage would be a separate policy. Michael gave the council members information and the quote to look over and have additional conversations.

IT, Outlook, Website: Viana reported that she updated the homepage on the Borough Website. Viana went over the monthly data that was collected from Google Analytics on the Borough website.

Durham Road small parking lot: Rodney reported that he will be going to talk to Scott McNair-Borough Solicitor about the parking lot.

Planning Commission Comprehensive Plan update: Tom asked Sherry to check with Denise/Grant Writer to see if she heard anything from the Grant application yet.

2 AEDs for Borough Hall update: Michael reported that there is no maintenance for the AED's that they are considering, also they have an 8-year warranty. The battery and the pads need to be replaced every 5 years.

Borough Council received "Governance Letter" from Zelenkofske Axelrod LLC. Borough Auditor. Plus, the ad for newspaper. This will be added to the April 10, Borough Council Agenda.

The Borough Council received the Cowan Associates invoice for Water company tapping fee calculation & report. This will be added to the April 10, Borough Council Agenda.

The Borough Council looked over the finances. No questions.

Rodney reported that he is going to discuss with Matt that the Well #3 Generator needs to have air in the tires and put on boards, so it is easier to move if needed.

Sherry reported that she is having a few issues with the copier. Rodney and Gary will look at it. May need to contact Stratix to service it. **Remarks:** Sherry did contact Stratix for service, the cost was \$146.00, and they cleaned and made adjustments.

Meeting adjourned: 7:30. Next Finance meeting will be held May 1, 2024, immediately following Streets/Properties

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

Discussion of Small Durham Parking lot: Gary Chase reported that after looking into the financial aspect of selling the parking lot it would be better to keep it. The appraised value is \$12,000.00, we already paid \$1000.00 for the title search and appraisal. **G. Chase made a motion to rescind the vote from March 13, 2024, to sell the parking lot, R. Scott seconded. Unanimous.** Bob Ryan- Borough Resident asked Rodney why he is changing his mind, Rodney stated that after looking at how much the cost could be with testing at \$2000.00 to \$5000.00, we could turn the unbuildable lot into space for the Community like gardens. The Council will continue to discuss this project.

RIEGELSVILLE BOROUGH COUNCIL MEETING

Municipal Building

APPROVED April 10, 2024

Approval for Scott McNair-Borough Solicitor to prepare a draft of the new tapping fees ordinance, the contract for professional services and the water service agreement with homeowners. **G. Chase motioned to approve; E. Bartosiewicz seconded. Unanimous.**

Approval to advertise (Legal Ad) the completed 2023 Audit report. **R. Scott motioned to approve; G. Chase seconded. Unanimous.**

Approval of quote and check \$640.00 to Arbor Fence Co. Inc. (Emergency repair). **M. Pulsinelli motioned to approve; E. Bartosiewicz seconded. Unanimous.**

Approval of check \$2,220.90 to Cowan Associates, Inc. (Water co tapping fee updated calculations & report). **E. Bartosiewicz motioned to approve; G. Chase seconded. Unanimous.**

Approval of quote \$439.80 for P3 Generator Services, (Well #3 Repair replace turbo oil drain line & fittings). **M. Pulsinelli motioned to approve; R. Scott seconded. Unanimous.**

Approval of check \$1,110.23 to George S. Coyne Chemical Co. (Well, #3 Chlorine & cylinder deposit). **G. Chase motioned to approve; E. Bartosiewicz seconded. Unanimous.**

Approval of check \$1,796.25 to Gilmore & Associates, Inc. (Lead Service Line Inventory Consulting). **G. Chase motioned to approve; M. Pulsinelli seconded. Unanimous.**

Approval of Check \$459.12 (General Fund) to Riegelsville Auto Care LLC (2004 F350 Brakes, hanger, sway bar). **R. Scott motioned to approve; E. Bartosiewicz seconded. Unanimous.**

Approval of Check \$459.12 (Water Fund) to Riegelsville Auto Care LLC (2004 F350 Brakes, hanger, sway bar). **E. Bartosiewicz motioned to approve; G. Chase seconded. Unanimous.**

Approval of Check \$1,254.25 to Pennoni Associates, Inc. (Green Light go grant app). **M. Pulsinelli motioned to approve; G. Chase seconded. Unanimous.**

NEW BUSINESS: Rodney reported that the Rec Board will be adding a new shed to use for the Car show.

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

The meeting adjourned 7:50 PM.

Next Council meeting: May 8, 2024, at 7:00pm.

Sherry Masteller
Borough Secretary