

RIEGELSVILLE BOROUGH COUNCIL MEETING

Municipal Building

APPROVED August 14, 2024

President Thomas Stinnett called the regular meeting of the Riegelsville Borough Council to order at 7:00 pm August 14, 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 July 10, 2024, Council Meeting minutes, **G. Chase motioned to approve, M. Pulsinelli Seconded. Unanimous.**

CORRESPONDENCE:

Letter requesting Fire Police Services from Borough of Sellersville was read. The council approved.

Letter requesting Fire Police Services for November 3 "Fall Roll Out", was read, to (Nockamixon, Springfield, Tinicum & UBREMS). The Council approved

A thank you letter was read from Eastern Upper Bucks Senior Center for the Borough donation of \$600.00 in May.

REPORTS:

**President:** T. Stinnett reported that everyone one is invited to the 2 public workshop series for "Riegelsville Reimagined", Riegelsville Borough's Comprehensive Plan, on September 5 and 12 at 7pm at Borough Hall.

**Mayor:** was absent, nothing to report.

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

**July 2024**

1 RTK's received 7/19/24 from Frank Curry.

1 RTK Fees needed to move forward for Frank Curry 7/24/24.

No-30-day Extensions.

6-Denials.

No new appeals.

**YTD total received: 14, 1-Kyle Kozlansky, 7-Frank Curry, 6-Bob Ryan.**

**Open Records Officer Hours: 4.92 hours \$115.62 ORO YTD pay: \$435.73 ORO-Appeals YTD pay: 0.**

**Treasurer: YTD pay: 0**

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

**Solicitor fees: 7/17/24 invoice 1.67 hr. \$185.00 YTD pay: \$351.50.**

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

**Seven members of the Community were present.**

COMMITTEE REPORTS:

**Community Affairs:** Ed Bartosiewicz called the meeting to order at 7:00 pm on July 17, 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 11-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 July 2024 report.

**1-Building Permits-** Deck repairs.

**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. No Updates as of July 17, 2024

**702 Durham Road update:** No update as of July 17, 2024.

**302 Easton Road, (Floodplain ordinance violations and stop work orders issued February 7, 2024).** No additional update as of July, 17 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. Ed is continuing to work on painting and cleaning up.

**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.

**Complaints:**

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**601 Easton Rd/Breyer property:** Complaint was received on June 27 regarding a fence installation. On June 28 Jim investigated the complaint and saw what appears to be a fence for a dog pen. Mr. Ryan approached Jim and he informed him that he had received a complaint regarding the dog pen fence that he was constructing. Jim told him that he needed a zoning permit to install the new fence. Bob Ryan informed him that he is replacing the fence in kind. He stated that he asked him at a public meeting if he needed a permit to replace a fence and I told him he didn't need a permit as long as the fence is in the same place and not expanded by length or height. Bob told him that he had a video of the original fence that he was replacing, and he would email him, as of today July 17, Jim has not received it. Jim told him he would research the Bucks County GIS map to confirm if there was an existing fence. Jim said it was hard to see them on the GIS map because of the trees.

**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 July 2024 director's report. Brooke Hennessy, Board of Trustee reported that they are looking for another Durham Township representative to join the Board of Trustees. Unfortunately, Pocono Wildlife had to cancel their visit, so they are hoping to reschedule them in September since this is a grant-funded program. Gary suggested asking, "Eyes of the Wild", since they have been there before.

**PRFR (Palisades Regional Fire Rescue) News:** Ed reported that there is a lot of damage down south and continued power issues. They have responded to a lot of calls. Mike reported that the transformer on Wayside way needs to be replaced since the storm on Tuesday. Met Ed has said they should have power by Friday July 19-11pm. That storm also took down a tree at the Borough Hall Building. PRFR opened Station 49 (Ottsville) and Station 40 (Springtown) for residents that are out of power and need a cooling station. Riegelsville Station 42 was not opened but Frank Preedy had the Borough Hall cooling station open today July 17, 10-6pm. Riegelsville St John UCC pastors Doug & Joyce Donigian introduced themselves to the Borough Council and would like to know how the Church can help the community. The Church would also like to rent Riegelsville Station 42 for Community events. Rodney reported that he and Gary will be meeting with Jeff Mease-PRFR Commissioner on Friday July 19, to discuss the lease and also Station 42 for Community events.

**Riegelsville Enhancement Committee:** Next meeting on Thursday July 11, 6 pm. Kate Brandes reported that The Borough Council have copies of the Committee's ideas the and a layout for Durham Road small empty lot. Kate asked what the next steps are. Rodney stated we will send the plans to Cowan Associates, Borough Engineer, to put the project together with the costs. Bob Ryan asked if there are issues with the soil. Rodney stated there are no issues from the past.

**UBREMS (Upper Bucks Regional EMS) News:** Ed reported that they continue to receive 2024 Subscriptions/Donations.

**Rec Board News:** Rodney reported that the Men's Baseball team has a few more games. We are working on quotes for the prepping before the new shed is installed.

**Riegelsville Emergency Management:** Frank thanked Ed for getting ice for the cooling station water cooler. Frank reported that he has a Borough resident- Zachary Chase to join the Emergency management team. This appointment will be added to August 14, 2024, the Council meeting. Frank contact Met Ed about the transformer/power issue on Wayside way. Frank reported to Audrey Kenny- BC Director of Emergency Services; that he has had 38 people through the cooling center since the season started.

**Riegelsville Planning Commission:** Tom reported the next meeting is August 5. The next 2 workshops will be in September.

**Draft Dog Ordinance:** Is currently waiting to be typed.

**Chicken Ordinance:** The draft continues to be looked over by Jim Kopchak-Zoning Code official.

**Meeting adjourned 7:53 pm Next meeting is August 21, 2024, at 7pm.**

**Utilities:** Gary Chase called the Utilities meeting on June 19, 2024, at 8:30pm.

***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, and Sherry Masteller-Borough Secretary.

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

11-Borough residents present, no comment at this time.

**Discussions:**

**EPA/PADEP Service Line Inventory update:** Gary reported that August 1, 2024, will be the final date to get the property surveys to Toby- Gilmore & Associates, Inc. October 16, 2024, will be the date of service line inventory data submission to EPA/PADEP, and this data will include 400+ in-home physical evaluations of water service line connections. We will also continue working on the curb stops that need to be replaced. For the 2025 budget we will be planning testing outside the properties for 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 with Swordfish documenting pipe structure from dwelling to water main.

**GLG (Green Light Go) Grant Update:** Gary reported he is checking on this grant application daily for the new Traffic Light.

**Stormwater Drainage System update:** Gary is continuing to put together all the information to send it to Municipal A & E Services.

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**Well 1 & 2 fence repair update:** Sherry emailed Arbor Fence repair on Monday July 15. As of today July 17, not call back. Rodney will reach out to them and if no response then we need to hire another company.

**REMARK:** Gary is waiting for call backs from 6 Fence Companies- we received one quote.

**Water Company/Part timer needed:** Gary is working on a job description.

**Tapping fee update:** Gary reported that Scott MacNair-Borough Solicitor is working on the pricing resolution first then the updated Ordinance.

**Meeting adjourned 8:15pm Next meeting: August 21 17, 2024**

**Streets & Properties:** Rodney Scott called the Streets & Properties meeting to order at 7:00 pm on August 8, 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.

1 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.

**Arborvitae on the Delaware Hill:** Rodney received two quotes to replace the Arborvitae. The Council discussed the quotes. Gary discussed that we may need to change that area due to ADA around the new Traffic Light project. Rodney suggested we put this on hold until we see all the plans for the Traffic Light project and get more information from Borough Traffic Engineer-Mark with Pennoni.

**Durham Road small parking lot:** Rodney will get together with Borough Engineer-Todd Myers

**Court Lane update:** Rodney reported that he will meet with Todd and Matt to discuss the width for plowing.

**Borough Trail signs / Ceader Trust property:** Matt installed the seven signs.

**A Resident suggested to have a handrail installed in the middle of front steps to Library.** Rodney reported that the that handrail would not be able to be installed due to the Building Code.

**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. Denise Whitley-Borough Grant writer will be looking for funding for the 20% around \$103,000.00, the award is 80%.

**Met-Ed contractors** have been in Riegelsville trimming trees, hopefully this will help the power outages.

August 6, Tuesday night around 10:15pm a large tree came down across 611 at 543 Easton Road. The Borough was out of power, north and south of the Borough power went on Wednesday around 3pm and the middle of the Borough near the fallen tree went on Thursday 1pm.

**Draft Tree letter for Borough Residents:** Borough Council discussed the letter and will be added to the Website, plus add to the next water bill and put in "Rville Happenings" email blast.

**Storm Sewer-Wayside Way and Delaware Road Construction estimate:** Rodney will discuss this with Todd Myers-Borough Engineer to put this project into the 2025 Budget.

**Discussion 802 Durham Road-Flood plain review:** Rodney will discuss this with Todd Myers- Borough Flood Plan manager and Scott MacNair-Borough Solicitor.

**REMARK:** Rodney reported that Evan from the Riegelsville Inn contacted him and said the pipe was fixed so the water wouldn't lie on the road.

**The meeting adjourned 7:55 pm. Next Streets/Properties meeting will be held on September 4, 2024, at 7:00 pm.**

**Finance:** Michael Pulsinelli called the Finance meeting to order for August 8, 2024, at 7:56pm.

**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.

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

1 Borough resident was present.

## **Discussions:**

**IT, Outlook, Website:** Viana was not present at tonight's meeting.

**Planning Commission Comprehensive Plan update:** Tom reported the next Public Workshops series will be September 5 and 12 at 7pm Borough Community Room. The revised Narrative for the DCED MAP grant will be submitted by August 19, 2024. **REMARK:** The revised narrative was submitted today August 14, 2024.

**AED discussion for Borough Hall update:** Will be added to the 2025 Budget.

**Draft lease agreement with PRFR update:** Rodney reported that he and Gary met with Jeff Mease-PRFR Commissioner to discuss what PRFR would like to see in the lease. PRFR agreed that the Borough needs more room for the Garage area. PRFR will be removing the Trailer. PRFR said that Station 42 can be used during emergencies. PRFR are reluctant to have functions at Station 42. The Borough will separate the electric since the Borough Garage is with Station 42. PRFR would like to sublet the upstairs since they don't need that

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area. They will need to check with the zoning office to see what is approved in that space and the Borough will need to check with the Borough Solicitor also since the Borough owns the property.

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

**Two Borough signs painting:** "Border and scroll lined in metallic paint"-Bob Ryan offered to paint them.

**Draft Resolution "Professional Services agreement"**. The Borough Council has had the draft to look over and will be added to the Borough Council agenda August 14, 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 August 14, 2024.

Borough received the 2024-2025 EMC insurance renewal. This will be added to the Borough Council agenda August 14, 2024

Borough received the PRFR (Palisades Regional Fire Rescue) Financial statement for the year 2023.

The Borough received the K & R Tree Service invoice for Borough Building fallen tree- removal & stump grind. This will be added to the Borough Council agenda August 14, 2024.

The Borough Council looked over the finances. Tom reported that in the General Fund revenue is 71.3%, expenditures 53% and 58% of the year. Water Fund revenue is 67.2% expenditures 37.3% and 58% of the fiscal year.

**Meeting adjourned: 8:40. Next Finance meeting will be held September 4, 2024, immediately following Streets/Properties**

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

Approval of check for \$1,900.00 K & R Tree Service (Fallen tree at Borough Building). **R. Scott motioned to approve; E. Bartosiewicz seconded. Unanimous.**

Approval of renewal \$21,638.00, 2024-2025 EMC Insurance Company Borough policy, \$3607.68 is included in tonight's bills. **E. Bartosiewicz motioned to approve; M. Pulsinelli seconded. Unanimous.**

Approval to appoint Zachary Chase to Riegelsville Emergency Management Committee. **E. Bartosiewicz motioned to approve; R. Scott seconded G. Chase abstained. Vote 4 to appoint, 1 abstention.**

Approval of Resolution R-04-24 (Amending the fee schedule to include a new professional services agreement). T. Stinnett read the agreement. **R. Scott motioned to approve; G. Chase seconded. Unanimous.**

Motion for Riegelsville Borough to enter into a "Professional Services Agreement" with Robert and Julie Painchaud new house at 556 Easton Road. **E. Bartosiewicz motioned to approve; G. Chase seconded. Unanimous**

Approval to advertise Ordinance #248 (for the establishment of tapping fees for the Water system in compliance with Act 57 of 2003). **R. Scott motioned to approve; M. Pulsinelli seconded. Unanimous**

Approval of checks \$449.47 (GF) & \$449.47 (W) Riegelsville Auto Care LLC (July approved \$835.84 for 2004 Utility Truck Repair difference is \$63.10). **E. Bartosiewicz motioned to approve; M. Pulsinelli seconded. Unanimous.**

**NEW BUSINESS:**

Bob Ryan – Borough Resident asked at a previous meeting if any funds needed to be returned from other past ZHB meetings. Sherry reported that Tammy looked into this, and no funds needed to be returned. Sherry does not remember the specifics but will update Borough Council.

Tom suggested we invite Scott MacNair to the September 11, 2024, Borough Council meeting.

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

**The meeting adjourned 7:49 PM. Next Council meeting: September 11, 2024, at 7:00pm.**

Sherry Masteller

Borough Secretary