

RIEGELSVILLE BOROUGH COUNCIL MEETING

Municipal Building

APPROVED February 14, 2024

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

Motion to approve January 10, 2024, Council Meeting minutes, **G. Chase motioned to approve, E. Bartosiewicz Seconded. Unanimous.**

CORRESPONDENCE:

An anonymous \$100.00 donation was received for Matt Brady and the Borough "Snowplow Crew." Matt said while he appreciated the sentiment, he would not accept it and hopefully the money can be donated to a worthwhile cause within the Borough. G. Chase made a motion for the \$100.00 to be given to the Riegelsville Recreation Board. R. Scott seconded. Unanimous.

County of Bucks Board of Elections-Polling place document received. General Primary is April 23, 2024, and General Election is November 5, 2024. Voting hours 7am – 8pm.

An email was sent to the Borough Council on January 25, 2024, from Ken Banko/Library Board President. They appointed a New Board member- Jean Anthony.

REPORTS:

President: T. Stinnett reported that during the Riegelsville planning commission meeting that property owner, Mike Cavallaro had a discussion that Jim Kopchak, Borough Zoning officer stated 802 Durham Road use is E-9 not E-5. Tom stated that is not warranted to be changed and has talked to Jim and will put a letter together from the Planning Commission and give it to Jim. The planning Commission does not see an issue with parking since it is take-out only.

Mayor: Viana reported that she emailed all the new borough sign information to PCI for review. She will keep the Council updated on progress.

Vice President: R. Scott reported that he attended the PRFR (Palisades Regional Fire Rescue) Municipal Advisory Board meeting on Thursday February 8, 2024. They discussed more ways to get volunteers to join. This group was started so the municipalities are also informed as to what is going on. Jeff Mease- PRFR Commissioner and Pete Cox-PRFR President will be coming to the Borough Committee meeting on Wednesday March 6, 2024, at 7pm.

Report: Sherry Masteller appointed Open Records Officer (ORO)

January 2024

No RTK's received in January.

1-RTK: Withdrew on January 4, 2024.

0-Denials.

No new appeals.

YTD total received: 0.

Open Records Officer Hours: 10 minutes - Total \$3.91 to process, gather documents and if needed forward requests to agencies of the Borough. ORO YTD pay: \$3.91. 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.

Two members of the Community were present. Bob Ryan sees that the Council is voting on William Fazekas tonight to work for the Borough, and he didn't see it advertised. Bob wants a copy of the memo that William Dudeck stated that we don't need to advertise it. Tom stated that is correct that we do not have to advertise this position. Bob also wants to know if the approved EOP will be added to the Borough Website. Sherry stated she will see if it is an open record document.

COMMITTEE REPORTS:

Community Affairs Ed Bartosiewicz called the meeting to order at 7:00 pm on January 17, 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, Michael Pulsinelli, Gary Chase, and Tom Stinnett.

Others Present: Mayor Boenzli, Jim Kopchak-Zoning officer, Frank Preedy- Borough EMC, Sherry Masteller- Borough Secretary, Jean Anthony- Library Board of Trustee member and 3 Borough resident present.

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

Discussions:

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

4- Building Permits: 1-Retaining wall, 1- Fit out/change of occupancy, 1- Water Lateral, 1- Finished Basement.

5-Zoning permit- 1- 528 sq ft Garage, 1-retaining wall, 1- Fit out/Change of Occupancy, 1- Sign permit, Storage Shed 1 Concrete walkway.

Enforcement Activities:

808 Durham Road update: The Property is currently for sale.

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

RIEGELSVILLE BOROUGH COUNCIL MEETING

Municipal Building

APPROVED February 14, 2024

122 Delaware Road: On October 11, 2023 Jim observed construction work being done without permits at the apartment building. The repairs were on the rear porch. This property is in the FEMA SFHA and the repairs require floodplain development permits and building permits. Jim sent an enforcement letter on October 4th and a certified letter was sent out on October 11, 2023; the compliance date is October 25, 2023. Jim received a response letter from the property owner on October 18, 2023, they stated they are getting the floodplain and construction documents for a permit submission. Documents were received.

Property Maintenance Violations:

141 Delaware Road Update: The hearing was scheduled for September 5, 2023; 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 fine for each citation. The hearing was on November 16, 2023 12:00, Judge found the property owner guilty and fined him \$1,000 and he has 30 days to comply.

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, 2023, but Randy did not receive a notification. Hearing was on November 16, 12:30, Judge found him guilty and fined him \$500.

BOCA Board should be called (Local UCC Appeals Board): Complaint was received November 16, 2023, for 914 Fairmont Road regarding dog waste and yard waste being piled up along the fence located between 914 and 924 Fairmont Rd. Jim visited the property and observed that there is dog waste and tree trimming along the fence on the side facing 914 property. Jim sent an enforcement letter on November 29, 2023. Deborah Perkins filed an appeal to the Property Maintenance Appeals Board (Local UCC Appeals Board). The hearing was held on December 28, 2023. Evidence was presented by the Code Official, by Tammy Macaluso, the complainant and by the appellant Deborah Perkins. The board heard all the evidence and statements from residents. The board voted unanimously and denied the appeal. Upon receipt of the written decision, Jim will re-visit the property to see if the debris along the fence has been removed. If Ms. Perkins fails to comply then Jim will file non-traffic citations with the local magistrate.

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

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 needs to be cleaned up. A violation letter will be issued by the end of the month.

Other issues: Jim submitted the DCED Quarterly Report to Tammy. Jim submitted the end of year census "Housing" report to the Census Bureau.

Library News: The Borough office received the director reports from December 2023 and January 2024 Directors report, from Terri Randolph (Director) and Sherry filed them. Jean Anthony, newly appointed library trustee introduced herself to the Council. They are going to put a QR code on the annual letter this year to make it easier to donate to the library. Gary reported that Terri received denial letters from all three of the grants that they applied for. Gary reported that they are working with Denise on a "T Mobile Hometown" Grant application that is due March 30, 2024. Jean reported that they received \$1,000 from the Lehigh Valley Community Foundation for the "Art for kids in the Summer". Jean reported that Paul Anthony helped with securing a few sagging bookshelves.

PRFR (Palisades Regional Fire Rescue) News: E. Bartosiewicz reported that they have been busy with calls. Station 42 is short drivers for daytime calls. Gary asked if any new members are joining. Ed said that each of the stations has had a few new members join.

Riegelsville Enhancement Committee: Viana reported that during the January 4 Enhancement Committee meeting they discussed the mission for the group. Viana asked when the Parking lot sign will be replaced. Sherry reported that she has not had time to work on it. Sherry asked Viana if she would like to continue with the project, she agreed, and Sherry will get Viana all the information she has gathered so far. Next meeting is February 1, 2024, at 6pm.

UBREMS (Upper Bucks Regional EMS) News: Ed reported that their finances are steady due to a large donation.

Rec Board News: Sherry reported that the Palisades Girls softball league has started sign ups and we should have 2 teams again this year using our field as their home field.

Riegelsville Emergency Management: Frank thanked the Enhancement Committee for a successful Christmas Tree lighting Event. Frank helped with the "Wreaths across America" to wreaths on veterans in the cemetery. Frank thanked all the Fire Companies/Water rescue, Squads and State Police in NJ and PA that helped during the January 15, 2024, water rescue incident. Frank reported that a Met Ed pole was replaced at 1126 Easton Road on October 3, 2023, and finally all the other utilities moved and replaced their wires. Safety Vests were purchased for Franks team. Frank met with Lauren from Nurture & Nature to discuss cooling stations and other topics. Frank stated that DCNR does have programs to purchase the properties on the Delaware canal. Tom discussed this during the DCNR meetings, Tom is on the Canal Advisory Board for the Canal.

Riegelsville Planning Commission: Tom reported the next meeting February 5, 2024 7pm, BC Planning Commission service agreement vote will be added to the February 14, 2024, Borough Council agenda. Tom is working on Grants with Denise.

Draft Dog Ordinance: Is currently on hold.

RIEGELSVILLE BOROUGH COUNCIL MEETING

Municipal Building

APPROVED February 14, 2024

Misc: The Borough Auditor engagement letter was received and needs Tom & Mike's signatures; they will be here in February to do our audit.

Meeting adjourned 7:51pm Next meeting is February 21, 2024, at 7pm.

Utilities: Gary Chase called the Utilities meeting on January 17, 2023, at 7:52pm.

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.

4-Borough resident present. Bob Ryan asked what the Borough is going to do since the Electric rates are rising. Gary said they will look into this.

Discussions:

Flow meter certifications were completed.

Boiler- Steam water feed tank & pump- parts are ordered some backordered (at least another month, February).

There was a power outage on 1/9/24 5:35pm North end of the Borough, Borough Well #3 automatically went on the Generator. Power was resumed on 1/10/24 approx. 3:25pm. The generator received a diesel delivery.

During the Borough Council meeting on January 10, 2024, the Council approved the Cowan Associates quote to update the Borough tapping fees.

EPA/PADEP Service Line Inventory update: Toby Kessler from Gilmore & Associates reached out on January 15, 2024, asking whether to proceed with inventory plan outlined in his September recommendation. Tammy and Gary authorized him to proceed.

ARLE Grant Application/GLG Pre-Scoping Grant Application Update: Gary is checking daily and PennDOT has not made any determinations for these.

Stormwater Drainage System update: Need to gather pricing of the check valves for the drain dimensions that Rodney, Frank, and Gary gathered by site visits to each valve. January 18, 2024, Gary is joining a DCED zoom meeting to get more information and see if there are grants for this project.

Meeting adjourned 8:08pm. Next meetings: next meeting is February 21, 2024.

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

3 Borough residents were present. No comments.

Discussions:

Borough Building Safety Score & Cert. of Occupancy: Rodney reported that he researched using fire rated paint and a fire door in the common areas on the third floor. Rodney will be doing a walkthrough with Jim Kopchak, Borough Code official. Jim will investigate the fire rated paint and fire door in reference to the safety score.

Parking lot Borough Sign update: Viana reported that she put together several samples and sent them to the Council. The Council discussed the samples and Viana will adjust them and send them back to the Council. The next step will be to reach out to the manufacturer to move forward.

Rodney will reach out to Matt for the placement of the two "No Parking" signs on the Eastside of Edgewood Road.

Rodney reported that the PA State Police were contacted for illegal dumping of leaves in the borough small parking lot, from the information we gave to the police he was able to contact the owner of the trailer. The landscape company owner decided to clean it up, so no summons was given.

The council looked over the draft EOP and needed clarification on a few items under Pre-flood contacts. Sherry will contact Frank Preedy and update the draft and forward it to the Council. The resolution and the promulgation will be added to the Council agenda on February 14 Council meeting.

Rodney discussed that a newly retired resident, William Fazekas is looking for a part time job with the Borough. He is retired from Stem Brothers, NJ. He would be great to help with the Water Company and the Borough Road Department. The Council agreed and they will get William an application.

Borough resident asked if we received the ARLE Grant, Gary reported that we did not receive the ARLE Grant, so we are moving forward with the GLG (Green Light Go) Grant application. GLG application is due February 29,

RIEGELSVILLE BOROUGH COUNCIL MEETING

Municipal Building

APPROVED February 14, 2024

2024. This is an 80/20 funding grant; the grant would cover 80% and we will try to get the other 20% funding from a grant too.

Moyer heating is scheduled for Friday February 9, 2024, to install the boiler water tank.

Gary discussed the issue that Riegelsville Station 42 does not have enough drivers for daytime emergency fire calls. The Council discussed this issue. Ed reported that if he can go on a call, he can drive the smaller fire truck.

The Council would like PRFR representatives to come to a Borough meeting soon. Rodney (Borough Representative) to attend the first PRFR Municipal Advisory Board meeting Thursday February 8, 2024.

Meeting adjourned 7:49 pm Next Streets/Properties meeting will be held on March 6, 2024, at 7:00 pm.

Finance: Michael Pulsinelli called the Finance meeting to order for February 7, 2024, at 7:50 pm.

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.

3-Borough resident was present. No comments.

Discussions:

IT, Outlook, Website: Viana reported that the Website Calendar is updated. Viana went over the monthly data that was collected from Google Analytics. She reported that Google has done some updates on the Analytics program.

Durham Road small parking lot: Borough Council discussed whether we should keep it or sell it. Sherry will email Scott McNair, Borough Solicitor, to gather information of the process if we were to sell Borough property and forward the information back to Borough Council.

Planning Commission Comprehensive Plan grant: Tom reported that he will reach out to Denise, Grant writer, to see where we are in the grant application process. Rodney asked if having this Comprehensive plan would help the Borough. Tom stated yes with would help with projects that we have been working on like the traffic calming remediation. Gary also said it would help us with our Commercial district decisions too.

Solid Products Vest order update: Rodney reported that the safety vests are ready to be ordered, the invoice will be added to the February 14, 2024, Council agenda. Matt is the first one to receive an ID and we will continue with the rest of our employees and Borough Council as well.

The Borough office received an email from Bucks County Law Library as a reminder to file all the Borough draft ordinances and \$10.00 fee to their office. Sherry worked with Diane to see what ordinances were missing. Normally the Borough Solicitor would take them to the Law Library if the Solicitor prepared the ordinance. We have ten ordinances to file so a \$100.00 check request will be added to the February Bills.

An anonymous \$100.00 donation was received for Matt Brady and the Borough "Snowplow Crew." Matt said while he appreciated the sentiment, he would not accept it and hopefully the money can be donated to a worthwhile cause within the Borough. The Borough Council discussed this and will decide during the Borough Council meeting on February 14, 2024.

Mike discussed with the Borough Council a quote that was received to purchase 2 AED for the Borough Building. Mike has been talking with the Sales representative, there are grants that we may apply for. Viana stated that anyone that uses them will need to be certified and have CPR certifications. Mike stressed this would be great for the safety of our community and ourselves. Viana and Mike will work on this project together.

Sherry gave copies of the 2024 bidding thresholds published by The Pennsylvania Department of Labor & Industry to Borough Council.

The Borough Council looked over the finances. The Borough Auditor was here on Tuesday February 6.

Meeting adjourned: 8:37. Next Finance meeting will be held March 6, 2024, immediately following Streets/Properties.

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

Council approval for Jean Anthony to the Riegelsville Public Library Board of Trustees. **E. Bartosiewicz motioned to approve; G. Chase seconded. Unanimous.**

RIEGELSVILLE BOROUGH COUNCIL MEETING

Municipal Building

APPROVED February 14, 2024

Approval to hire William Fazekas as part time laborer for the Borough. **G. Chase motioned to approve; R. Scott seconded. Unanimous.**

Approval of Resolution R-02-24, Updated Riegelsville Emergency Operation Plan (EOP). **E. Bartosiewicz motioned to approve; M. Pulsinelli seconded. Unanimous.**

Approval of Promulgation (Emergency Operation Plan) EOP. **R. Scott motioned to approve; G. Chase seconded. Unanimous.**

Approval of quote \$457.60 from Solid Products (24 zipper safety vests). **G. Chase motioned to approve; M. Pulsinelli seconded. Unanimous.**

Approval of check \$800.00 to Neal Systems Inc. (Scale calibration Well#3). **G. Chase motioned to approve; R. Scott seconded. Unanimous.**

Approval of check \$369.04 to Dirk Odhner. (Escrow Balance Refund-Zoning Hearing Board). **E. Bartosiewicz motioned to approve; M. Pulsinelli seconded. Unanimous.**

Approval of check \$495.00 to Easton Auto Body (F550 winch out of ditch SpringHill road). **R. Scott motioned to approve; E. Bartosiewicz seconded. Unanimous.**

Approval of check \$4,068.76 to LB Water Services (Hydrant replacement & parts-Delaware Road). **G. Chase motioned to approve; E. Bartosiewicz seconded. Unanimous.**

Approval of check \$5,771.85 (Balance Due) to Moyer Indoor Outdoor (Water tank replacement). **G. Chase motioned to approve; R. Scott seconded. Unanimous.**

Approval of check \$5,450.00 to Passerini & Sons, Inc. (Hydrant repair Delaware Road). **E. Bartosiewicz motioned to approve; G. Chase seconded. Unanimous.**

Approval of check \$1,560.73 **(GF)** to Riegelsville Auto Care LLC (2004 Chevy insp. gas tank). **E. Bartosiewicz motioned to approve; G. Chase seconded. Unanimous.**

Approval of check \$1,560.73 **(WF)** to Riegelsville Auto Care LLC (2004 Chevy insp.gas tank) **E. Bartosiewicz motioned to approve; M. Pulsinelli seconded. Unanimous.**

Approval of check \$1,408.44 to Silvi Cement/Salt (21.34 Tons salt). **E. Bartosiewicz motioned to approve; R. Scott seconded. Unanimous.**

Approval of check \$1,437.48 to Silvi Cement/Salt (21.78 Tons salt). **E. Bartosiewicz motioned to approve, M. Pulsinelli seconded. Unanimous.**

Approval of check \$304.53 **(GF)** to Trius Inc. (plow parts). **R. Scott motioned to approve; G. Chase seconded. Unanimous.**

Approval of check \$304.53 **(WF)** to Trius Inc. (plow parts). **E. Bartosiewicz motioned to approve; M. Pulsinelli seconded. Unanimous.**

Approval of check \$448.80 to Armour & Sons Electric (red light). **R. Scott motioned to approve; E. Bartosiewicz seconded. Unanimous.**

Approval of check \$1,795.00 to Passerini & Sons, Inc. (Emerg. 908-910 Easton Rd curb stop repair). **R. Scott motioned to approve; G. Chase seconded. Unanimous.**

Approval of check \$3,300.00 to Passerini & Sons, Inc. (Emerg. 140 Delaware Rd curb stop/sidewalk). **E. Bartosiewicz motioned to approve; G. Chase seconded. Unanimous.**

Approval of Planning Services Agreement with Bucks County for Bucks County Planning Commission to put together "Riegelsville Borough Comprehensive Plan" project \$15,000.00. **E. Bartosiewicz motioned to approve; G. Chase seconded. Unanimous.**

NEW BUSINESS: Gary reported that the GLG (Green Light Go) grant application for the Traffic light is due February 29, 2024. We are receiving letters of support from State Rep Staats, Senator Coleman and PRFR & UMBREMS. The prescoping totals from the ARLE grant (9 months ago) have gone up to \$515,000.00.

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

The meeting adjourned 8:10 PM.

Next Council meeting: March 13, 2024, at 7:00pm.

RIEGLSVILLE BOROUGH COUNCIL MEETING
Municipal Building
APPROVED February 14, 2024

Sherry Masteller
Borough Secretary