

RIEGELSVILLE BOROUGH COUNCIL MEETING

Municipal Building

APPROVED May 8, 2024

President Thomas Stinnett called the regular meeting of the Riegelsville Borough Council to order at 7:00 pm May 8, 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 and Mayor Boenzli.

Motion to approve April 10, 2024, Council Meeting minutes, **G. Chase motioned to approve, R. Scott Seconded. Unanimous.**

CORRESPONDENCE: None received.

REPORTS:

**President:** T. Stinnett reported that the Borough Council had an executive session before this Council meeting with Scott MacNair-Borough Solicitor, litigation matter associated with Zoning Hearing Board hearing tomorrow night, May 9, 2024.

**Mayor:** Mayor Viana reported that the Parking lot sign has arrived, and Paul Anthony and Matt Brady have been prepping the area. Installation should be done by Friday May 10, 2024. The Enhancement Committee members will add plants before the Memorial Day Parade on May 26.

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

April 2024

No RTK's received.

1-Denial from March 27 RTK.

No new appeals.

**YTD total received: 1.**

**Open Records Officer Hours: 30 Minutes \$11.75 ORO YTD pay: \$21.54 ORO-Appeals YTD pay: 0.**

**Treasurer: YTD pay: 0**

**Zoning officer: April-10 minutes \$10.50 YTD pay: \$10.50.**

**Solicitor fees: YTD pay: 0**

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

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

Michael Cavallaro-Property owner of 802 Durham Road and Tenants Jessica Ramos and Justin Reed reported that they were at the meeting to answer any questions since the Borough Council was discussing the Zoning Heard Board appeal application, the hearing is tomorrow evening May 9, 2024. Tom Stinnett reported that the Borough Council discussed your appeal with the E-5 use and is willing to discuss with Zoning officer to issue a zoning permit for E-5 use contingent upon you complying with specific conditions. Scott MacNair-Borough Solicitor will put the letter together and forward it to Michael Cavallaro and Justin Reed for approval.

COMMITTEE REPORTS:

**Community Affairs:** Ed Bartosiewicz called the meeting to order at 7:00 pm on April 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 1 Borough resident present.

**Comments from citizens:** Please state your name, you have maximum 3 minutes to speak. Robert Ryan nothing at this time.

**Discussions:**

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

**2- Building Permits:** 1-Commercial Re-Roof, 1- New Shed with/anchors & Flood vents. **1 -Zoning permit-1-** New Shed with/anchors & Flood vents.

**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.

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

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**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.  
**ZHB (Zoning Hearing Board) meetings:** 802 Durham Road, proposed ice cream shop. Hearing Date: May 9, 2024, 7pm. Mr. Cavallaro is requesting an interpretation of the change of use and zoning classification for that change of use. Other issues, regardless of use classification, off-street parking requirements, buffer requirements.  
**Other issues:** Jim will continue to close out "Open Permits". The first quarter DCED, UCC report was submitted to Tammy Macaluso on April 3, 2024.

**Library News:** The Council received the director report from April 2024. No one was present from the Library Board. Ed read a few items from the director's report. The library was closed March 30, for the Easter holiday. The library will be hosting a mail in the voting ballot drop off box again, volunteers from the Bucks County Board of Elections will be monitoring the box. The box is open when the library is open. The Annual egg hunt was held on Friday March 29 and was a huge success. Summer programs are taking shape. Autumn programs are starting to be set up, Dinosaur Adventures will be October 12.

**PRFR (Palisades Regional Fire Rescue) News:** E. Bartosiewicz reported that Jeff Mease, PRFR Commissioner will be attending the May 1, Streets & Properties meeting. PRFR is discussing the purchase of a new ladder fire truck. Rodney discussed that they are discussing recruitment at the Vo Tech schools in Bucks County.

**Riegelsville Enhancement Committee:** Next meeting on Thursday May 2, 6 pm. Viana reported that they will be getting ready for Spring clean-up & weeding. They are looking into getting T-Shirts for the committee volunteers. They will start advertising for the May 18, Town Yard Sale. Movie night at Borough Park on May 18. Also "Mow less May" signs are going up. **Remarks:** Viana stated the Movie night at the park is moving to June. Sherry asked if there is a time for the Town Yard Sale, Viana will get back to Sherry.

**UBREMS (Upper Bucks Regional EMS) News:** Ed reported that they continue to lose money, mostly due to overtime pay. They are down 1 EMT. Ed also reported that Riegelsville Borough Residents donate an average \$20.00 per person which is the highest rate of municipalities in the coverage area.

**Rec Board News:** Rodney reported that games and practices have started with Palisades Girls softball league has 1-T-ball team and 1- Coach pitch team plus a Men's Baseball team playing on our fields.

**Riegelsville Emergency Management:** Frank reported that he took a webinar on volunteers during a disaster. After the Earthquake on April 5, Frank did window checks. Frank and Tom attended a The Delaware Canal Advisory meeting. April 23, He will be attending a meeting with DCNR to get updated on the canal.

**Riegelsville Planning Commission:** Tom reported that during the next meeting on May 6, 7pm. Matt Walter and Deanna Miller from Bucks County Planning Commission will be there to work on the Comprehensive plan with Community input. **Remarks:** Tom reported that the First Workshop was well attended appx. 50 people with the Board members and BC Planning members.

**Draft Dog Ordinance:** Is currently on hold.

**Chicken Ordinance:** Gary and Mike have been going over the draft and will continue at the May 1, Streets & Properties meeting.

**Meeting adjourned 7:42pm Next meeting is May 15, 2024, at 7pm.**

**Utilities:** Gary Chase called the Utilities meeting on April 17, 2024, at 7:43pm.

***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.

1-Borough resident present, no comment at this time.

**Discussions:**

**EPA/PADEP Service Line Inventory update:** Gary reported that June 30<sup>th</sup> will be the final date to get the property survey to Toby- Gilmore & Associates, Inc. **Remarks:** Gary reported the final date is August 1, 2024, for the property survey.

**GLG (Green Light Go) Grant Update:** Gary reported we are still waiting to hear if we will be awarded the grant in December.

**Stormwater Drainage System update:** Gary reached out to Municipal A & E Services for prices and information on the check values we need 8. The price range is approximately \$3,000.00 each.

**Borough Building Generator update:** We did receive the quote to replace the T that holds the coolant temperature sensor and upper radiator hoses, cap, rotor, coil, spark plugs, and spark plug wires. This will be added to the May 8, Council agenda.

**Well 1 & 2 fence repair update:** The Arbor Fence Co. quote of \$640.00 was approved we are just waiting for them to fix it.

Hydrant Flushing is set for May 6-10, 9pm-Midnight. **Remarks:** Matt said tonight (May 8,) will be the last night for flushing.

Gary reported that he and Tammy will set up a time to talk to John Scully- Borough Water Operator about options for communication between the wells instead of the current Verizon Circuit line.

Gary reported that there are a few old utility poles that need to be removed. Frank will look into these.

**Meeting adjourned 8:08pm Next meeting: May 15, 2024**

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**Streets & Properties:** Rodney Scott called the Streets & Properties meeting to order at 7:00 pm on May 1, 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. Jeff Mease, PRFR Commissioner.

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

1 Borough resident was present. Bob Ryan asked the Council if we have an Ordinance for discharging firearms in the Borough. Sherry will email the ordinance to Bob. Bob also reported that he saw the clogged drain on the alley behind the Post office has not been fixed and he doesn't see it on the action log. Rodney reported we will investigate this with Matt and Cowan, Borough Engineer, for more information.

### **Discussions:**

Guest, Jeff Mease-Palisades Regional Fire Rescue (PRFR) Commissioner reported that he is attending municipality meetings every 2 to 3 months to make sure there is communication between the Borough Council and PRFR. Jeff asked if there were any questions with the March incident by municipality report, Jeff also reported that trucks are going out from Station 42. The morals are going up, they had a softball game instead of drill since there were 5 Tuesdays in April. The new ladder truck will take 4 years before we get it. "Where are the funds coming from", Jeff stated PEMA, Bank Loans, etc. They did an apparatus study in 2023 and are going to consolidate equipment within the stations. This will be cost effective due to the insurance and maintenance costs. They could sell off what isn't needed. Starting in the 2024-2025 school year PRFR will be putting together an after-school club at Palisades. Jeff reported that the electric bill at Station 42 is high and was wondering if the Borough garage is on it too. Rodney will look into this. The Borough Council and Scott MacNair-Borough Solicitor have been working on the "assignment and assumption of the lease agreement" and will redo the lease agreement and have Jeff and Pete look it over too. Sherry will email Jeff & Pete the old lease agreement.

**Borough Building Safety Score & Cert. of Occupancy:** Rodney reported that there is no update.

**Parking lot Borough Sign update:** Viana reported that the sign was delivered. Matt Brady and Paul Anthony are getting together to prep the area where the sign will go. They want to get it done by the Memorial Day Parade.

The Emergency light was replaced in the library on Friday April 26, 2024, Invoice received \$325.00. will be added to May bills.

**Arborvitaes on the Delaware Hill:** Viana asked what The Council wanted to do about the missing arborvitaes. Rodney stated we should replace the ones that were removed, Sherry will get more information from Craig since he planted them.

**Seal Master Municipal 2024 Traffic Marking Equipment program/quote:** The Council went over the new quote and would like Matt to compare it with the last one before they make any decisions.

Annual Extinguisher inspection was conducted on Thursday May 25, 2024, Invoice \$195.00. 7 need to be replaced quote \$950.00- will be added to the May 8, Council meeting for approval.

May 9, 2024, 7pm- ZHB (Zoning Hearing Board) 802 Durham Road, Applicant Justin Reed, property owner Mechanics Hall Foundation, LLC (Michael Cavallaro).

Gary continues to look over the Draft Chicken Ordinance, should have it ready for Council at the end of the week.

Rodney reported the Chevy Truck is at Riegelsville Auto, Sherry stated Matt thinks it is the shifter issue.

**The meeting adjourned 8:10pm. Next Streets/Properties meeting will be held on June 5, 2024, at 7:00 pm.**

**Finance:** Michael Pulsinelli called the Finance meeting to order for May 1, 2024, at 8:11pm.

**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:**

**IT, Outlook, Website:** Viana went over the monthly data that was collected from Google Analytics on the Borough website. Viana reported that she attended the DCNR meeting, and they will be filling the canal this summer in between the repairs North and South of the Borough. DCNR will be updating their website with a timeframe for the repairs.

**Durham Road small parking lot:** Bob Ryan-Borough resident, asked if the Borough would be doing soil testing. Rodney reported that with the tank removal documents that the Borough has there is no need to do testing.

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**Planning Commission Comprehensive Plan update:** No update at this time, it may take three months to receive notice about the grant application. Monday May 6 at 7pm will be the first Workshop with Community participation. This will be held at Riegelsville FH Station 42.

**AED discussion for Borough Hall update:** Will be added to the 2025 Budget. The cost to replace the pads for 2 units is \$480.00. They need to be replaced every 5 years. To replace the 2 units batteries would be \$390.00. They also need to be replaced every 5 years.

The Council has the draft of the "Assignment and Assumption of lease agreement" Community Fire Company #1 and Palisades Regional Fire Rescue", this will be added to the May 8, Borough Council agenda.

Scott MacNair, Borough Solicitor is putting together a "Volunteer Waiver" (Riegelsville Borough release and hold harmless agreement). This will include the Borough Council, Rec Board members, Riegelsville Enhancement Committee.

Mike reported that the Council vote for adding the "Keystone Municipal Environmental Pollution program" will go on the May 8, agenda.

Mike reported that the speeding has gotten worse than normal on North & South 611 on weekends. Mike is very concerned for the safety of the properties that are right on 611. You see in the news that cars are running into houses. Viana will contact the State Police to make them aware of this.

The Borough Council looked over the finances.

**Meeting adjourned: 8:40. Next Finance meeting will be held June 5, 2024, immediately following Streets/Properties.**

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

Approval of "Assignment and Assumption of Lease Agreement" for change from Community Fire Company No. 1, Inc. to Palisades Regional Fire Rescue. **R. Scott motioned to approve; G. Chase seconded. Unanimous.**

Approval of quote \$6,081.60 for Seal Master/PMG SM PA LLC, Graco Linelazer traffic marking under the condition that Matt Brady discusses and compares the October 2023 quote items with the sales rep. **G. Chase motioned to approve; M. Pulsinelli seconded. Unanimous.**

**G. Chase motioned to (Opt-out) of the Keystone "Municipal Environmental Program." R. Scott seconded, Unanimous.**

Approval of check \$439.80 P3 Generator Services Well 3 Generator. **R. Scott motioned to approve; E. Bartosiewicz seconded. Unanimous.**

Approval of quote \$1,299.99 P3 Generator Services Borough building Generator. **E. Bartosiewicz motioned to approve; G. Chase seconded. Unanimous.**

Approval of quote \$950.00 Tilley Fire Solutions (7 replacement Fire Extinguishers). **E. Bartosiewicz motioned to approve; M. Pulsinelli seconded. Unanimous.**

Gary reported that he and Viana are working on the draft Chicken Ordinance that Mike put together and will get the draft to the Council next week.

Gary reported that since the Borough will need to purchase a new truck soon, he and Matt have been discussing different options. Possible to purchase a used truck and put our used dump body on it.

**NEW BUSINESS: None to report.**

**APPROVAL OF BILLS:** Included in tonight's bills are the donations/dedicated mileage that were approved in the 2024 Budget. **R. Scott motioned to approve; E. Bartosiewicz seconded. Unanimous.**

**The meeting adjourned 8:02 PM.**

**Next Council meeting: June 12, 2024, at 7:00pm.**

Sherry Masteller  
Borough Secretary