

**MINUTES**  
**BROOKHAVEN BOROUGH COUNCIL WORKSHOP**  
**MONDAY, FEBRUARY 26, 2018**

At 7:00 PM Council President Vawn Donaway called the regularly scheduled Workshop Session of Brookhaven Borough Council to Order. Mr. Donaway led in the Pledge of Allegiance to the American Flag.

The record shows the meeting was held in Council Chambers at the Brookhaven Municipal Center, 2 Cambridge Road,, Brookhaven, PA 19015 and the following people were seated at the Council Table.: Councilpersons Mr. Donaway, Ms. Sawicki, Mr. Heller, Mr. LaPera, Mrs. Fooks, Ms. Leslie, Mr. Pappas, Mayor Hess and Solicitor Stone. *(Mrs. Joan Boyle, Brookhaven Planning Commission Secretary, recorded the minutes for Mrs. McKinley in her absence).*

**PUBLIC DISCUSSION**

Gary Thompson, Brookhaven Maintenance Supervisor, gave a report on the Leaf collection and the machinery needed for it. The Council members were presented with a Leaf Report fact sheet prepared by Mr. Thompson. Mr. Thompson gave the following facts about the leaf pickup machine. It is going to cost over \$3,414 in replacement parts and the two leaf boxes, which are completely rusted out, are \$5,577.45 each. The parts plus two boxes would be \$14,568.00. A new machine (same as the one we are using now) is \$33,635.70. To replace the machine and two leaf boxes would be \$44,790.60. Mr. Thompson said that we should consider going to "bag pickup". Instead of doing zone pickups, we could pick up the bags from October 1 to December 20. This way it wouldn't matter if your leaves fall early or fall late, they would be picked up during the time frame. There would be no additional cost for this; the trucks are ready to go. Mr. Donaway said that they have been updating the public works equipment over the past couple of years but it takes a while because of the expense. If we continue to collect leaves as we have been doing, it is going to cost some serious money. This comes down to "dollars and sense" as to how we are going to continue with the leaf pickup.

Mrs. Fooks asked if we do go with the bag pickup, will the residents assume the cost of purchasing the bags. Mr. Thompson said that it would be the decision of the Council about this. Ms. Sawicki said the bags can be purchased at Lowe's or Home Depot for a very nominal cost. Mr. Donaway asked how long it would take to make the repairs. Mr. Thompson said that he could not give an answer. The machine was purchased in 2003 and eventually it will need a new power belt, impellers, pickup hose and fenders. Mr. Thompson said that the engine has 3000 hours on it. He contacted John Deere Company, where the engine is from, and they said we should not have a problem until up to 5000 hours. Mr. Hess commented that the price of the bags are very cheap. Also, the bags can be spotted in the snow for an easy pickup.

Ms. Sawicki gave the price for bags as: Home Depot and Lowe's – 5 bags for \$1.98; Cosco – 25 bags for \$9.99; BJ's – 25 bags for \$9.95. They are 30 gallon bags and the cost would be approximately \$.40 per bag. Ms. Sawicki said that most of the neighboring towns have done the bag pickup and it has been successful. Aston and Middletown Township already pick up the leaves in bags. This is becoming the way to go. Ms. Sawicki said that we will also be saving money in labor. We will not be sending the men out for one and one-half months collecting the leaves in the zones. This will help to keep the trash budget down because we will not have the labor. Mr. Thompson said the men are out five days a week, eight hours a day. If the leaves are wet and heavy or if they freeze, the zones cannot be completed. Ms. Sawicki said the families can use their own time frames to do the leaves, anywhere from October 1 through the middle of December. The families can put the bags out at the curb and then they will be picked up by the borough. As the bags are being picked up, the men will take them to the borough garage and leave them there until they have a full truck load to go to the dump. Mr. LaPera said he needs more time to digest this until he can make a comment. Mrs. Fooks said that since we would not be spending money to repair the machines, we could purchase the bags for the residents. Mayor Hess said that he feels it would be difficult to distribute the bags to the residents. Mayor Hess said that he feels it would be difficult for the older residents to bag their own leaves. Ms. Sawicki suggested that we use this as a pilot program for this year and see how it works out. If it does not, then she can put the money in the budget for the next year to repair the machine. Ms. Sawicki said that we can bring this up again at the next Council meeting to receive more comments from the Council members. Mr. Thompson said that the tonnage has dropped each year for the leaves. In 2015 it was 96 tons; in 2016 it was 103 tons, due to a very wet season); 2017 was 71 tons.

Mr. Michael Garvey, Upland Road, asked what the budget is for manpower for the leaves. Ms. Sawicki said that it is between \$10,000 and \$20,000. The resident asked if we can find an outside contractor to come in for \$20,000 to do the leaf pickup. Can we take it out of the budget and outsource it to a landscaper. Ms. Sawicki said by doing the bag pickup it would only cost the residents no more than \$2 for the bags. Ms. Leslie said that they would try to get some estimates from landscapers.

Mr. Michael Ruggieri, Garrison Road, asked Mr. Thompson if he knows of the dates that he had the most pickups in the past. Mr. Thompson said that they go by zone pickup and everyday they go around and pick up the leaves in that particular zone. Mr. Thompson said that once the date for a particular zone is over, they are done in that zone and do not go back. We only do one pickup on a particular street in that zone.

Mrs. Heller, Dutton Mill Road, suggested having a "Community Day" to distribute bags to the residents – to have different organizations participating, such as softball teams, basketball teams, etc. We could have this for two days. Mr. Thompson said that we cannot do a pickup for the whole borough in two days. Mr. Thompson said by having the bag pickup from October 1 through December 20, a resident could put out 10 bags one

week and they will be picked up and the same resident could put out another 10 bags the next week and they will be picked up. Mr. Donaway said this would be along the same order as the pickup of Christmas trees.

The bags can be put out anytime through October to December 20. This would also give the residents the opportunity to do their leaves at their leisure. Mr. Thompson said that if the leaves fall early, they will pick them up early and if the leaves fall late that year, they will be still picked up until December 20. Ms. Leslie asked Mr. Thompson if they have overtime hours for the leaf pickup. Mr. Thompson said that they try not to have any overtime. Only if they get really behind because of snow, then the men will work one-half day on Saturday. Mr. Thompson said that we did not use more than 5 hours of overtime this past year. Since there were no other questions, it was decided that the Council members will look over the facts and come to a decision at another meeting. There was no other public discussion.

#### MAYOR'S REPORT

Mayor Hess had no report but said that Ms. Sawicki would talk about a check that was sent to the Borough for reimbursement for renovations made to Eaton Park. Ms. Sawicki said that the check was for \$205,687.

#### SOLICITOR'S REPORT

Solicitor Stone said that at the last meeting that we have to have a public hearing about Comcast. There was no meeting so it will have to be scheduled before the March workshop meeting. The Noise Ordinance has been published so that will be on the agenda for the March Council meeting. Also there was a summary appeal where the defendant did not appear so in that case the ordinance was violated and there will be a fine and it will go to the District Court.

#### CHAIR EMERGENCY MANAGEMENT ADMINISTRATION, CHAIR RECYCLING/TRASH COMMITTEE, CHAIR FIRE COMMITTEE, CHAIR VETERANS' COMMITTEE AND CHAIR POLICE COMMITTEE – MS. LESLIE

Ms. Leslie reported that there was a Fire Committee Meeting on February 28. Our recycling event will be Saturday, April 14 at 9:00 am for both electronic and paper items.

#### PRESIDENT PRO-TEM, CHAIR ARBOR/SHADE TREE COMMISSION, CHAIR FINANCE AND INSURANCE, COMMITTEE, MEMBER LONG RANGE DEVELOPMENT AND COMPREHENSIVE PLANS, MEMBER FIRE COMMITTEE AND CHAIRMAN GRANT COMMITTEE – MS. SAWICKI

Ms. Sawicki told the Council members that they had in their packet, for their review, the bill report that is being worked on for the March Council meeting.

CHAIR TECHNOLOGY AND COMMUNICATION COMMITTEE, CHAIR BOARD OF HEALTH, LIAISON TO CIVIL SERVICE COMMISSION, CHAIR HISTORICAL COMMITTEE AND MEMBER POLICE COMMITTEE – MR. HELLER

Mr. Heller reported that the Historical Committee met on February 21. One of the items discussed was to contact the Investment Firm that purchased the Dutton Mansion at 269 Dutton's Mill Road at a tax sale last year. We did find out that either the tax sale did not go through or the Investment Firm sold the mansion back to the estate of the deceased owners.

Mr. Heller said that John Coleman made a suggestion of reciting all of the names of the Brookhaven residents both killed in action and missing in action in every war and military operation at our Memorial Day and Veteran's Day Ceremonies. Josie Magnanti and Sean McKenna with identifying all those residents.

Mr. Heller said that they also discussed the Picture Harvesting Program which will be led by Tom Dykes and John Coleman. The goal is to obtain pictures from any historical event in Brookhaven. The plan is to put them on the website. We also requested the construction plaques from the former Coebourn School which are stored at the new Coebourn School to be given to us. We did get a reply from Mrs. Ford, Principal of Coebourn, that the plaques would be returned to us. They will be displayed at the "Dan McCray" cabinet in the hallway of the Municipal Center.

Mr. Heller said that they received two bids for the installation of a camera system for recording of meetings. The first bid came in from M2 Technology, based in Secane, PA and another bid from Phoenix Security Systems, which is the outfit that services our borough. M2's quote came in at \$850 which is basically the cost; they are doing it "labor free" and Phoenix returned a proposal for \$4970. There was a bit of an upgrade with that higher bid. Mr. Heller said that there were upgrades with the higher bid but he said we did not need them. We estimated that the bid from Phoenix without the upgrades would have been a difference of \$2300 from the M2 bid. The committee voted and chose to go, unanimously, with the bid from M2Technology for \$850. This is a one time cost, outside of maintenance issues and possible upgrades down the road. Mr. Heller wanted to make a motion to approve the installation of one dome camera in the rear of the Council room and the installation of a NVR in IDF closet in borough office. The motion was seconded by Ms. Fooks. The installation will take two hours. Mr. Heller said that we will start with recording only Council meetings. It will also take a two to three week installation as a government contract. The motion was approved unanimously.

PLANNING COMMISSION LIAISON, CONDO ASSOCIATION CHAIR, MEMBER FIRE COMMITTEE AND MEMBER HISTORICAL COMMITTEE – MR. PAPPAS

Mr. Pappas reported that the Planning Commission met on February 20. A Preliminary Plan was brought before the Commission for a building project on Arlington Avenue. There will be seven homes built; two on W. Brookhaven Road and five on Arlington Avenue. There is a problem with the sewage and they will have to reroute the sewer lines.

It is in preliminary stage now and many things have to be worked out. There is a piece of land that the developer wants to donate to the borough to be used as Open Space, which is less than 9,000 square feet. This will be discussed at the March Council meeting.

VICE PRESIDENT OF COUNCIL, CHAIR LONG RANGE AND COMPREHENSIVE PLANS, MEMBER GRANT COMMITTEE, LIAISON TO ZONING HEARING BOARD, LIAISON TO RECREATION COMMITTEE AND CHAIR INSPECTORS – MR. LaPERA

Mr. LaPera reported that there was no Zoning Meeting in February and there will be no meeting in March. The Recreation Board met on February 22 and the following events are planned:

Saturday, March 31 at 12 noon – Annual Easter Egg Hunt. Pictures with the Easter Bunny will be taken from 10 am to 11 am. Tickets will be available from Monday to Friday at Borough Hall and on Mondays, March 5 and 26, from 6 to 8 pm.

Tuesday, March 27 at 6 pm - We will be stuffing the Easter eggs in the gym. If anyone wants to come to help, they will be most welcome.

Saturday, May 19 – Spring Designer Bag Bingo, sponsored by the Recreation Board. Doors open at 6 pm.

Saturday, June 2 – Flea Market at Coebourn School parking lot.

Planning the Theater In The Park sometime in July

Saturday, September 29 – 32<sup>nd</sup> Annual Family Day Picnic

Mr. LaPera reported that Rob Kolp from Brookhaven Softball works for Comcast and submitted to Comcast for Brookhaven Softball to be the recipient of the Comcast Cares Day, which is April 21. We have been selected for the award and that means that 50 to 75 volunteers will come to Samson Field and will work at Samson Field for about four to five hours. There is also a \$1,500 grant involved and we may get that. There is an award ceremony at the Sun Valley High School Graduation and the Recreation Board gives out two awards. Mr. LaPera asked if Council would be interested in giving out an award. Mayor Hess said that we could make this the “Ralph Garzia” award. Mr. LaPera will check into this.

Mr. LaPera told the Council members that they have a packet about the costs of running Camp Haven for the last three years. Mr. LaPera said that Workman’s Compensation would cost the Borough \$1,800 annually through our insurance company. Mr. LaPera said that our Insurance Company reached out to him about our ball fields and in the course of the conversation it was brought up about Camp Haven.

Camp Haven was set up in 2013. The way it is set-up now is that the Borough could be liable if there is an issue with Workman's Compensation insurance. Mr. LaPera recommends that the Borough takes Camp Haven in officially under the Brookhaven Recreation Board. Mr. LaPera said that Camp Haven is a good thing; we have about 40 to 50 kids a week attending. Mr. Donaway told Council that he wanted to clear up a misconception about this issue. This issue was brought to our attention in an Insurance Audit in November or December of 2017. We filed up with the directors of the camp about the results of the audit. Mr. Donaway reported that since this was brought to our attention and if we do not make some changes, it can be Insurance Fraud. The fines are heavy, we could have our insurance dropped from the Borough and not picked up by another insurance company and our insurance rates can be increased by 3% over what we are paying. He said that Camp Haven is a very popular camp and we do not want it to go away. We have to get the record straight on this; we are working with the Insurance company to get things straightened out.

Mr. Donaway asked if anyone has talked about the dedication of Eaton Park. Mr. LaPera said they are working on this. Mr. LaPera said that the Baseball league is looking at a dedication of the new Durkin Field at the end of April. There was a discussion on when the Baseball Parade and Opening Day will be held.

**BUSINESS AND REVITALIZATION COORDINATOR, CHAIR ORDINANCE COMMITTEE, MEMBER CONDO ASSOCIATION, MEMBER LONG TERM AND COMPREHENSIVE PLANS, SCHOOL BOARD LIAISON, CHAIR TECHNOLOGY COMMITTEE, CHAIR GRANT COMMITTEE – MRS. FOOKS**

Mrs. Fooks reported that the Ordinance Committee will meet on March 22. Mr. Hampton did confirm that the old Wawa building will be split into three stores; one will be a sushi bar. The Technology Committee has been having very productive website meetings. We will be adding many useful pages to our website. Among them are:

- Welcome Page for new residents with info on office, tax, trash, police, etc.
- Rentals page (contact info, rates, room pictures)
- Brookhaven Business Community Area website link
- Seniors Page (outings, meetings)
- Community News page (Easter Egg Hunt, Family Day, etc.)
- Sports page (baseball, softball, etc.)
- Penn Delco page (maybe info about the district as a whole)

The Providence Animal Center will have a chip/vaccination clinic in our gym during the month of July. Mrs. Fooks will confirm if it is July 17 or July 18.

**ENGINEER'S REPORT – MRS. MULVENA**

Mr. Donaway reported that Mrs. Mulvena could not be present this evening due to illness. Mrs. Mulvena did provide the Council members with the Engineer's report through February 26.

PRESIDENT OF COUNCIL, CHAIRMAN PUBLIC WORKS AND BUILDING,  
HOLIDAY PARADE LIAISON, MEMBER POLICE COMMITTEE – MR.  
DONAWAY

Mr. Donaway reported that the project on W. Brookhaven Road has been delayed due to the weather. Mr. LaPera asked if a blinking light could be put near the pipes on the road at the curve of N. Gray Street before Melvin Drive. Mr. Donaway said that on the corner of W. Brookhaven Road and Bridgewater Road, the road has a barrier on it. The road has been undermined. It is where they piped the creek in several years ago when they widened the road. Penn Dot claims it is not their responsibility; however, Penn Dot owns the road. Mr. Donaway said that he wants Penn Dot to meet with our Engineer and to look at the hole. We will be following up on this. Mr. Donaway and Mr. LaPera will be meeting with Mr. Haskett to talk about union talks for our public work people. Mr. Donaway said that the Fire Marshall's car was given to the Police Department. This is moving along.

INSPECTORS' REPORTS

BOARD OF HEALTH – MRS. WARFIELD

Mrs. Warfield said that they have received complaints from residents on Coebourn Blvd. There is a lot of litter coming from the new shopping center. There is a letter going out tomorrow to the owners of the shopping center to reach out to find a solution. Mrs. Warfield said that there is a problem because the store owners do not keep their dumpsters closed and the litter from the dumpsters is blowing out. We had to pick up at least three bags of litter from the shopping center. The shopping center itself is always clean.

Mrs. Warfield said that she needs a request for a lap top for the Commercial Food Inspector to electronically send the inspections to the state. This is a requirement from the state and the Department of Agriculture that the report be sent on-site of the inspections. We are well behind the deadline for this. The program will be installed by the Department of Agriculture and our Inspector will be trained at no cost to us. We just need the lap top. Mr. Heller will look into this. Mrs. Warfield said that the property on 269 Dutton's Mill Road did go back to the estate.

PUBLIC FIRE SAFETY OFFICIALY – CHIEF MONTELLA AND/OR MR. BYNUM

There was no report. Mr. Montella and Mr. Bynum are at a Fire Chief's meeting.

FIRE MARSHAL – MR. LESLIE

There was no report. Mr. Leslie is at a Fire Chief's meeting.

ZONING OFFICER – MR. HAMPTON

There was no report. Mr. Hampton was not present.

**PUBLIC DISCUSSION**

Mr. Sean McKenna, 4956 Madison Drive, Brookhaven asked about the status of Dutton's Mill Road. When will it be fixed(paved). Mr. Donaway said that Dutton's Mill Road is a state road. Mr. McKenna said that he meant to ask about the status of Creek Road. Mr. Donaway said that we were told by Southwest Delaware Municipal Authority that they would repave the road. We will reach out to them if it is not done. The plans are on paper but we do not know when it will be done. Mr. McKenna wanted to thank Solicitor Stone for reaching out to Southwest Delco on the problem at his property and keeping Mr. McKenna up to date on the progress. There was a problem with the roots in the laterals.

There was no other public discussion.

**ADJOURNMENT**

There was no other business to come before Council. Ms. Leslie made the motion and Mrs. Fooks made the second motion to adjourn. Motion carried by unanimous vote. The meeting was adjourned at 8:00 PM.

Respectfully Submitted,

Mrs. Joan Boyle  
Brookhaven Planning Commission Secretary  
(Substituting for Mrs. McKinley)