

MINUTES
BROOKHAVEN BOROUGH COUNCIL WORKSHOP MEETING
MONDAY, MARCH 25, 2019

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. Heller, Mrs. Fooks, Ms. Leslie, Mr. Pappas, Mayor Hess, Borough Engineer Mrs. Mulvena and Solicitor Mr. Stone. Planning Commission Secretary Mrs. Boyle recorded the minutes.

MAYOR HESS

Mayor Hess called Mr. Richard Basciano forward. Mr. Basciano was sworn in as a Fire Police Officer for the Borough of Brookhaven. Mayor Hess and the entire Borough Council offered congratulations to him.

BID OPENING

Mrs. Mulvena reported that she had opening bids for the installation of the left-hand turn signal at Coebourn/Cambridge/Edgmont intersection and the concrete work. The only bid received was from Charles Higgins Company. There were three addendums. Mrs. Mulvena read all of the bid numbers and will give a bid calculation to Council members. To install the traffic light would be \$18,871. To install the sidewalk at the location would be \$14,400. Mrs. Mulvena said that they did submit a bid bond for 10% which was required.

Mrs. Mulvena wanted it noted in the records that the Higgins company asked about the design for curb-cut ramps. Her answer was that they were not touching the curb-cuts but just doing the sidewalks. Mrs. Mulvena told them they would have to adhere to Borough codes and it was on the contractor. Mrs. Mulvena read a long statement that the Higgins company sent back to her. In summary, it stated that they were not going to be responsible for the construction of the sidewalk and they want the Borough Engineer to be responsible. This is an exception to the bid. Mr. Donaway asked if we should reject the bid based on this. Mrs. Mulvena said that this would be addressed at the April Council meeting and that she was turning all the information over to Mr. Stone for his review. This is the only bid we received.

MISCELLANEOUS

Mr. Donaway asked the Mayor and the Council members not to comment on the hiring of the Police Chief. Mr. Donaway asked the public to please refrain from any comments on the hiring of the Police Chief. He said that the Council members are deep into the progress of the hiring and we are moving along. They hope to hire a Police Chief soon and the public will then be given all the information about it.

PUBLIC DISCUSSION

There was no public discussion.

SOLICITOR’S REPORT

Mr. Stone reported on the update of 315 W. Brookhaven Road. The cost estimate issue was resolved and Mr. Stone submitted a draft of the Development Agreement to the owner. As soon as he hears back, he will present it to Council.

MAYOR’S REPORT

Mayor Hess had no report.

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

Ms. Sawicki reported that the end of the month Bill List in included in the packets. She said that there will be a new Bill List for the April 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 Technology Committee met on March 14. Mr. Larry Bak from Delco Emergency Services was present along with Fire Chief Rob Montella, Chief Martin and Mr. Heller to discuss the use of Delco Alert in Brookhaven. Delco Alert is a mass communication system that is used to notify users about imminent threats to health and safety as well as Borough events. Notifications will be received by phone, texts or emails. This is a free service. Residents can opt in or opt out at any time. The Committee put together a Sub-Committee to launch a campaign to get the word out to the residents in a few weeks.

Mr. Heller reported that he met with the representatives from the USDA about the spotted lantern insects and Brookhaven tested positive for the insects. We are waiting on specific locations but we believe one of the areas are the woods behind Memorial Park. Right now, the USDA is awaiting treatment based on the recommendation of Borough Council's authorization to use herbicides to kill the infected trees and insecticides to kill the localized bugs. This would not be a widespread spraying like is done for mosquitoes. Mr. Heller said that we were told any trees that would be killed would be saplings and would be 6 inches in diameter. The only cost to the Borough would be to remove the trees that are killed. The USDA does expect an answer within the next couple of weeks and they do assume the cost of the entire project except for the removal of the trees. Mr. Stone said they did have questions about this project and that the USDA did answer all our questions. The USDA did clarify that they are only talking about smaller trees – 6 inches and smaller. Mayor Hess said that we almost would have to do this. It was decided that Council would take a vote at the April Council Meeting to approve the recommendation of the USDA. Mr. Heller said that these insects are no harm to humans but that they destroy crops, especially apples. Mr. Stone said that the Borough would have to notify neighbors about the spraying but it will be done with back-pack sprayers.

Mr. Heller said there is nothing to report for Civil Service.

Mr. Heller, Mr. Bob Grant and Mrs. Fooks met, along with having conversations with Mr. Pappas, about the decision for the Solar System Fee in Brookhaven. They informed Ms. Karen Brooks and Ms. Sharon O'Hanlon, who were in attendance, that they decided on two options: the first was to reduce the Borough fee from 3% of the cost to 2% of the cost; the second option would be to cap the Borough fee at \$800. Mr. Heller asked Ms. Brooks what she thought about this. Ms. Brooks said that \$800 was less than the previous fee she was given of \$1200. However, she said that many towns were less than \$800. She mentioned other towns and boroughs and their costs for the fees, including other states and some said they would cap the fee at \$400. Mr. Heller said that the Borough will not go below \$400. Ms. Brooks asked how much time is actually involved for the inspectors to do their work. She asked if the inspectors are allowing for the fact that part of her solar system would be in a garage and not an attic. There was no answer. Mr. Heller said that the Borough could forfeit their fee completely and that just the Inspectors would get their fees; Ms. Brooks said that she did not feel that was fair to the Borough. Mr. Heller asked Ms. Sawicki what she thought about the Borough forfeiting their fees. She said that maybe there could be a change for the fee for the garage and not an attic. Mr. Heller asked if we could change the fee just for Green Thermal Energy Systems.

Mr. Stone said that we need to sort out the details and change the Ordinance. Mr. Heller said that Council would look into this. Ms. Brooks and Ms. O’Hanlon thanked Council for their time.

Mr. Heller reported on one additional item. He would like to ask to pay the camera operator for the Council Meetings \$40 per month. It would have to be approved at the Council Meeting. Mr. Donaway said that it was never about the money; he wanted to reach out see if a student needed service hours and wanted to volunteer to do it or if a senior citizen wanted to volunteer to do this. Mr. Heller said that the camera needs to be manned. It would be better to have one person do it consistently and eventually it will involve editing, and the current person doing the recording has this experience. Council will bring this matter for a motion at the April Council Meeting and it was decided that if a volunteer comes forth, we will use the volunteer. Mr. Heller asked about back pay for the ones who have volunteered previously. Mr. Donaway said that he does not feel we should give back pay to the volunteers Ms. Leslie said that she is getting Grant money from recycling and that we could use that for the camera operator.

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

Mr. Pappas reported that the Planning Commission did not meet in March; he had no further report.

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 did not meet in March; the next meeting will be on April 18th.

The Technology Committee is working with the Association of Boroughs and Upland Borough about improving our Website. Mrs. Fooks encouraged the Council members to look at the Upland Web site to see how it flows. This would be a low-cost way to improve our site. Mr. Heller asked about the cost. Mrs. Fooks said she has to confirm the cost and will bring her findings to the Technology Committee.

There is nothing to report regarding Brookhaven Business and Community Association.

The Chip Vaccination Clinic will be held in the gym on April 2nd. Flyers are in the back of the room.

Mrs. Fooks reported that the Faith Community Church is sponsoring a 5 K Fun Run on April 7th for the benefit of the Fire Company.

Mrs. Fooks said she read an article in the paper that Delaware County Council is approving plans for an animal control facility in Smedley Park. All proposals for running such a facility are due to the county by May 21st. There are copies of the article, which gives more information about the facility, in the back of the room.

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

Mr. LaPera said that there will be no Zoning Ordinance meeting in April.

The Recreation Board will meet on March 28th. The Easter Egg Hunt will be held on April 20th. Tickets will be needed and more information will be available at the April Council meeting.

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

Ms. Leslie reminded everyone that there will be an Electronic Recycling Event on Saturday, April 6, from 9 am to Noon in the Borough parking lot. This is also for shredding documents.

ENGINEER'S REPORT

Mrs. Mulvena reported about the relocation of the Borough Treasurer's Door from inside the office to the hallway. The estimated cost to move the door would be \$2,000. Ms. Sawicki said that we are trying to make an additional secretarial station. Ms. Sawicki said that the Treasurer should have her own quiet space due to the nature of her work. Her present office is too small to keep the door closed all day. There was much discussion about the possibility of rearranging the office space with no resolution at this time.

Mrs. Mulvena said that she will be asking for a motion from Council at the April Council meeting to accept Keystone Engineering's proposal of \$7,400 to prepare the construction drawings for the mechanical screen at the Wastewater Treatment Plant. Mrs. Mulvena said that they did reduce their price.

Mrs. Mulvena said that the surveyor will be on Shepherd Street on April 7th regarding the Storm Water Improvement Project. The surveyor will be in front of three homes: 4806, 4808 and 4810. This will be in completion of the project that started in 2016.

Mrs. Mulvena said that Dunkin Donuts is required to have a high occupancy permit from PennDOT. She sent the review to them and is waiting to hear from them.

Mr. Heller asked what is the ETA on Chick-Fil-A. Mrs. Mulvena did not know. Mr. LaPera said that he thought that Chili's and Chick-Fil-A will be starting construction this Spring.

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

Mr. Donaway reported that Chester Water Authority will have representatives at the April Council Meeting to give an update of the work they are doing in the Borough.

Mrs. Mulvena, Mr. Thompson, Ms. Sawicki and Mr. Donaway will be meeting shortly to discuss the street paving that is to be done. The camera to be used for the sewers is in and the Public Work's employees will be trained on using it. The worker that was out of work due to a non-work related injury returned to his job this week.

Seventy yards of mulch will be put down at Eaton and Samson Parks where it is needed.

Mr. Donaway sent an email to the attorney working with us on the Public Work's Contract. We are waiting to hear back from him.

The batteries in all the panic buttons in the building have been replaced and the lights in the back of the building have been replaced with LED's.

Mr. Donaway said that Council has been in Executive Session for the purpose of hiring a Police Chief on March 9, 2019; March 16, 2019; March 17, 2019; March 24, 2019 and there will be meeting tonight (March 25, 2019) after the Workshop Meeting.

INSPECTORS' REPORTS

BOARD OF HEALTH – MR. BOB GRANT

There was no report.

FIRE MARSHAL – MR. LESLIE

There was no report.

ZONING OFFICER – MR. HAMPTON

There was no report.

FIRE CHIEF – CHIEF MONTELLA

Chief Montella reported that he had no report.

PUBLIC DISCUSSION

Mrs. Linda Riffert, Bradbury Road, commented about spraying for the spotted lantern insects. Mr. Heller said they would be spraying the trees with herbicides. Mrs. Riffert said she was at the Premier Outlets last year and she commented how many spotted lantern insects were there. They were all over. Mr. Heller said that they are harmful to crops and need to be treated.

ADJOURMENT

There was no other business to come before Council. Mr. Heller made the motion and Mrs. Fooks made the second motion to adjourn. Motion carried by unanimous vote. The meeting was adjourned at 7:50 PM.

Respectfully Submitted,

Mrs. Joan Boyle
Brookhaven Planning Commission Secretary

