

MINUTES  
SEPTEMBER 11, 2017  
BROOKHAVEN BOROUGH COUNCIL MEETING

At 7:40 PM, Council President, John J. Wilwert, Jr., called the regularly scheduled meeting of Brookhaven Borough Council to order. He apologized for the delay, although the meeting had been advertised to begin at 7:30 PM because of the Town Watch's September 11 Memorial Service that began at 6:00 PM at the September 11 Memorial behind the Municipal Center. He welcomed all present and 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. Seated at the Council Table (from my right to left) were Ms. Sawicki, Mr. LaPera, Mrs. Fooks, Mr. Wilwert, Solicitor Maddren, Ms. Leslie, Mr. Donaway and Engineer Catania. Mr. Linowski was absent because of his wife's illness and Mayor Hess was traveling on his employer's business.

#### PUBLIC DISCUSSION

Ms. Steinmetz from 4104 North Gray Street spoke about her home and the home next door whose owner could not be present tonight. In their back yards there holes near the storm drain grates. How can she and her neighbor get their holes filled? Mr. Wilwert asked Mr. Donaway and Mr. Catania to check the situations out. Mr. Wilwert asked her if they have permission to go on her property. She said they do.

#### SCHOOL BOARD REPORT

Mrs. Terry Ford, the new principal of Coebourn Elementary School introduced herself and listed the many accomplishments and awards Coebourn Elementary School has received over the past several years. Mr. Wilwert informed her that Council honors the students who achieve the Million Word Reader goal. She was aware of that.

#### FIRE CHIEF'S REPORT – Chief Montella

For the month of August, Chief Montella reported the following statistics:

5 Fire Incidents, 22 Non-Fire Incidents, 22 Mutual Aids and 5 Drills for a total of 54. On the 54 Fire Calls there was an average of 15 persons responding for 609 hours. On the 5 Training Sessions, there was an average of 25 persons participating. The Loss Report shows No loss to structures, \$3,000 loss to contents, \$0 loss to vehicles and \$620,000 worth of property endangered. Injury and Death Report shows 0 for firefighters or civilians.

Brookhaven Volunteer Fire Company responded to the following incidents:

Brookhaven – Building fire at Shop-Rite Market contained to an HVAC unit. Building fire on Meadowbrook Lane. Accidents in the 200 block of Duttons Mill Road, another at Brookhaven Road at Mount Vernon Avenue, a Hazmat hydraulic oil spill in the rear of the Brookhaven Municipal Center, and assisted EMS on a cardiac arrest on East Maple Avenue and pedestrian stuck on Jackson Drive. Assisted Rocky Run Fire Company on a building fire at Acme in Granite Run Mall; assisted Sharon Hill Fire Company on a 3 alarm apartment fire at Woodland Apartments, handled an accident and fire alarm for Sharon Hill Fire Company. The Brookhaven Fire Company members' monthly training was scene size up, pump class, hand line operations, driver training, defensive driving, EMS protocols, cancer awareness with gear cleaning.

The EMS Statistics for August show 65 calls in Brookhaven, 19 refusals and 30 assists. In addition they responded to 1 from Aston Company 17, 6 in Chester City 100/82/83 and 81, 4 in Chester Township 47, 1 in Media 23; 3 in Media Rocky Run 46, 4 in Parkside 45, 1 in Middletown 50, 5 in Nether Providence 65/51, 1 in Upland 57.

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POLICE REPORT – In Chief McGoldrick’s absence Detective Habich was present and had no report.

SOLICITOR’S REPORT – Mr. Maddren

Mr. Maddren explained the Stipulation To Settle the Tax Matter at 4225 Chandler Drive. He asked for a motion to authorize him to sign the stipulation. Ms. Sawicki made the motion and Ms. Leslie the second. Motion carried by unanimous vote.

MINUTES APPROVAL

Ms. Sawicki made the motion and Mrs. Fooks made the second to approve the Minutes from the July 24, 2017 Council Meeting. Motion carried by unanimous vote.

Ms. Leslie made the motion and Mrs. Fooks the second to approve the Minutes from the August 7, 2017 Council Meeting. Motion carried by unanimous vote.

MAYOR’S REPORT – Mayor Hess was absent. In his absence, Ms. Leslie read the names of the borough residents who passed away during the month of August—Anthony Reaves, Richard Gogatz, Enrico Casini, Lillian Guydos, Theodore Hearn, Margorie Garvey, Sandra Chantz, David Pugh (Retired Brookhaven Police Officer) and Roy Taylor, Sr. A moment of silence was held in their memory.

COUNCIL REPORTS

CHAIR EMERGENCY MANAGEMENT ADMINISTRATION, CHAIR RECYCLING/TRASH COMMITTEE, CHAIR FIRE COMMITTEE AND CHAIR POLICE COMMITTEE – Ms. Leslie

Ms. Leslie thanked Mr. Wilwert and Town Watch for the wonderful September 11 Memorial Service held prior to this meeting.

Ms. Leslie said she had nothing to report under the Police Committee.

Veterans Matters -Veterans Day will be held on Sunday, November 12 at 1:00 PM.

Fire Committee - There will be a meeting on September 20 at 6:30 PM at the Fire House.

Emergency Management – Nothing new

Recycling – The Shred and Recycle Event will take place on Saturday, October 7 from 9:00 AM until Noon. This will be the last event for this year.

The Department of Environmental Protection has approved the Borough’s Act 101 Recycling Program Performance Grant in the amount of \$11,091.00. This grant reflects the 1,044.8 tons of residential and commercial materials recycled by our citizens and businesses in the year 2015. The record shows Mrs. McKinley prepares the grant application which requires breaking down recycling quantities by residential and business, hauler, what is recycled, etc. which takes a lot of time but the end result is what counts.

The Sun Valley Marching Band starts their 2017 Competition Season on Saturday, September 16. She wished them good luck and hopes they can be State Champs for the 3<sup>rd</sup> Year.

CHAIR FINANCE AND INSURANCE COMMITTEE, CHAIR LONG RANGE DEVELOPMENT, MEMBER FIRE COMMITTEE, MEMBER CIVIL SERVICE COMMISSION AND CHAIR CONDO ASSOCIATION COMMITTEE – Mr. Wilwert for Mr. Linowski

Mr. Wilwert asked for a motion to approve the Bill List prepared for Council’s Workshop on dated August 28, 2017. The total was \$19,681.43. Ms. Sawicki so moved and Ms. Leslie made the second. Mrs. McKinley and Mr. Donaway asked about the release of the Borough’s \$3,500 donation to the Holiday Parade Committee. Mr. Maddren said that there needs to be a motion to amend the original motion and second to add the \$3,500. Mr. Donaway made the motion to amend and Ms. Sawicki made the second. Motion carried by unanimous vote.

Mr. Wilwert spoke about the Financial Requirement and Minimum Municipal Obligation Budget for 2018 for both the Uniform and Non-Uniform Pension Plans. The figures for both must be recorded in the Minutes but first have to be approved by motion of Council. Ms. Sawicki made the motion and Ms. Leslie the second to approve the 2018 MMO for Uniformed Employees electing line 10 in the amount of \$381,995. Motion carried by unanimous vote. Ms. Sawicki made the motion and Ms. Leslie the second to approve the 2018 MMO for the Non-Uniformed Employees electing line 10 in the amount of \$30,293. Motion carried by unanimous vote.

FINANCIAL REQUIREMENT AND MINIMUM MUNICIPAL  
OBLIGATION BUDGET FOR 2018

	Police Pension Plan	Non-Uniformed Pension Plan
1. Total Annual Payroll		
Estimated Payroll	\$721,154	\$563,760
2. Normal Cost as a Percentage of Payroll (Derived from latest actuarial valuation) 1/1/15	13.850%	3.590%
3. Total Normal Cost (Item 1 x Item 2)	\$99,880	\$ 20,239
4. Amortization Requirement (Derived from latest actuarial valuation)	\$218,146	\$ 0
5. Total Administrative Expenses (Derived from latest actuarial valuation)	\$ 7,050	\$ 9,715
6. Financial Requirement (+ Item 3 + Item 4 + Item 5)	\$325,076	\$ 29,954
7. Total Member Contributions	\$ 36,058	\$ 0
8. Funding Adjustment (Derived from latest actuarial valuation)	\$ 0	\$ 11,494
9. Minimum Municipal Obligation (+Item 6 – Item 7 – Item 8)	\$289,018	\$ 18,460
10. Minimum Municipal Obligation Based Upon Market Value of Assets	\$381,995	\$ 30,293

CHAIR ARBOR/SHADE TREE COMMITTEE, LIAISON TO HEALTH INSPECTORS AND HEALTH OFFICER, MEMBER OF GRANT COMMITTEE, LIAISON TO PLANNING COMMISSION, MEMBER LONG RANGE DEVELOPMENT COMMITTEE AND MEMBER FIRE COMMITTEE – Ms. Sawicki

Ms. Sawicki thanked Mr. Wilwert and Town Watch for the September 11 Memorial Service this evening.

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She thanked the firefighters, EMS, police officers and all military for their service. She also thanked all who attended the service.

Ms. Sawicki said that the Planning Commission did not meet in August and there doesn't seem to be anything on the horizon right now.

CHAIR PUBLIC WORKS AND BUILDINGS, LIAISON TO HOLIDAY PARADE COMMITTEE, CHAIR COMPREHENSIVE PLANS, MEMBER TRAFFIC CALMING COMMITTEE AND MEMBER POLICE COMMITTEE – Mr. Donaway

Mr. Donaway thanked Town Watch and all of the participants and others who were at the September 11 Memorial Service earlier this evening.

Mr. Donaway said the Borough Public Works Department Report shows they upgraded four stop signs at the Intersection of Trimble Boulevard and Ridgewood Lane, they filled pot holes. Reinstalled sprinklers on the new ball field. As of September 7, they could not cut the grass because of standing water. The sprinkler may be running too much. They called Mr. LaPera and the water has been shut off for the time being. They cleaned sewer lines at Cambridge Island after Burger King's grease overflow, cleaned the line from Kentucky Fried Chicken to Meadowbrook Lane after the backup at the rear of Faith Community Church, cleaned the line on Edgewood after two backups in the last year. The first residence on Edgewood Lane has a broken water service that is dumping water in their lateral which is bringing mud and stones into the main. The Chester Water Authority, Plumbing Inspector Grant and Mr. Catania are aware of the situation. This has been running for about three weeks that they know of. It still has not been fixed. This extra flow is being recorded by meter as it leaves the Borough. They made one sewer call at 120 Upland Avenue. The crawl space of the home was filled with sewerage. Their lateral was blocked. It appears the sewerage came up from a floor drain but they could not enter the area because of the depth of the water. The Plumbing Inspector was notified. Among other things Mr. Donaway said he will be having a meeting in the next few weeks to go over things for the 2018 Budget.

The Holiday Parade Committee will be having a back to school youth dance this Friday, September 15. He also said the Holiday Parade will be dedicated to Scouts. The Holiday Parade's next meeting is Wednesday, September 13, 2017 at 7:30 PM.

The pipeline cleared out the brush on their right of way. They have to keep the community safe and it is good for the pipeline's integrity.

Borough Public Works employee, Nick Martin gave his 2 weeks notice today. He will be taking a job at Elwyn making more money. Mr. Wilwert asked how many on the Public Works Staff does that leave. Mr. Donaway said 4. He asked if we could re-advertise and did Council have to vote on it. Mr. Maddren said permission had already been given to advertise. There was a brief discussion about the starting hourly wage—should it be higher?

LIAISON TO ZONING HEARING BOARD, LIAISON TO RECREATION COMMITTEE, MEMBER GRANT COMMITTEE, MEMBER LONG RANGE DEVELOPMENT, MEMBER CONDO ASSOCIATION-  
Mr. LaPera

Mr. LaPera began his report by thanking Town Watch for the September 11 Memorial Service.

He continued his report by saying the Zoning Hearing Board will be meeting tomorrow night to hear Case 2017-03—A variance from Section 1248.05 of the Zoning Code. Resident Brian Renneisen wishes to have a

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fence on the left side of the property to extend into the required 30' setback. Existing cyclone fence belongs to Stone Hill Apartments.

The Recreation Committee did not meet in August.

Family Day Signups are continuing.

On the horizon is Family Day, September 30 from Noon until 4:00 PM, Coach Bag BINGO on October 15. Doors open at 6:00 PM and BINGO starts at 7:00 PM; October 15 Annual Golf Outing at Beckett; Trunk or Treat on October 28; Gingerbread Haunted House Building on October 29; Murder Mystery Dinner on November 17 and the Holiday Parade on November 18.

The cameras in Sampson Park cost \$15,269.60. Retail Sites gave the Borough two utility poles on which the cameras can be mounted. The cost to install each pole is \$800. This brings the project total to \$16,869.60.

Mr. Wilwert asked if the Borough ever got the internet in Memorial Park. Mr. Maddren said we haven't, he's working on the franchise agreement now

Mr. Catania and Mr. LaPera got some pricing to take care of some of the issues at the Durkin Field. Three Estimates came in to aerate the field, seed it, etc. They are still waiting for an updated quote from one of the contractors. Mr. Maddren recommended that Council approve an amount for a maintenance agreement in an amount not to exceed \$15,000 pending discussions with the Finance Chairman. Mr. LaPera made the motion and Ms. Sawicki made the second. Motion carried by unanimous vote.

BUSINESS AND REVITALIZATION COORDINATOR, CHAIR ORDINANCE COMMITTEE, MEMBER CONDO ASSOCIATION, SCHOOL BOARD LIAISON, CHAIR TECHNOLOGY COMMITTEE, CHAIR GRANT COMMITTEE AND MEMBER POLICE COMMITTEE – Mrs. Fooks

Mrs. Fooks told Town Watch they did a "great job" with the September 11 Memorial Service. She thanked them, the participants and all who came to the service.

The Ordinance Committee met on Thursday, August 17 to discuss the Noise Ordinance. Bob Grant will be Attending their September 21 meeting to show them the latest noise reading technology.

Under Grants, Mrs. Fooks said she and Mr. LaPera have been working on the MLB Baseball Tomorrow Fund Grant. This is a 50%/50% matching grant. Senator Killion and his office staff are also working with her on a State Grant.

Business Revitalization shows that on September 18 the Franklin Mint Credit Union will be moving into the Shoppes at Brookhaven. It will be next door to MedExpress.

Mrs. Fooks asked that everyone continue to e-mail her any information they would like placed on our web-site.

ENGINEER'S REPORT – Mr. Catania

Mr. Catania said his office has tabulated the bids opened on August 28 for the Meadowbrook Lane Parking Lot Resurfacing Project and it is his recommendation that the bid be awarded to Innovative Construction Services, Folcroft, PA 19032 at their alternate bid amount of \$22,420.00. Mr. Donaway made the motion and

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Ms. Sawicki the second to accept the engineer's recommendation. Motion carried by unanimous vote.

On September 7 at 4:00 PM Mr. Catania opened the 2017-2018 Rock Salt bids received. A bid bind and/or certified check was provided with each bid. He has tabulated the bids. The bids are as follows:

Cargill, Inc.	\$58.11 per ton delivered to us
Morton Salt, Inc.	\$58.18 per ton delivered to us
Haven Salt Co., LLC	\$59.07 per ton delivered to us
Mid-Atlantic Salt, LLC	\$61.90 per ton delivered to us
Eastern Salt Company, Inc.	\$62.90 per ton delivered to us

Mr. Catania will make his recommendation to council at the October 2, 2017 Council Meeting.

The bid opening for the Sampson Park Tennis Court Resurfacing took place. Mr. Catania will tabulate the bids and make his recommendation to Council at a future meeting for the October 2, 2017 Council Meeting.

Bids for the Storm and Sanitary Sewer Maintenance as well as the Street Maintenance were opened. Mr. Catania will tabulate the bids and make his recommendation to Council at a future meeting for the October 2, 2017 Council Meeting.

Since there are still things that need to be addressed by Mr. Hill at the Durkin Ball Field, Council denied the requested escrow release #12.

Mr. Catania has received one proposal for the Gymnasium Fan and he is waiting for more proposals to come in.

Mr. Donaway made the motion and Mrs. Fooks the second to authorize the advertisement for bids for the Phase 2 Shepherd Street Storm Sewer Project. Motion carried by unanimous vote.

Mr. Donaway made the motion and Ms. Leslie the second to authorize the advertisement for bids for Phase 3 of the Gray & Melvin Storm Sewer Project. Motion carried by unanimous vote.

Mr. Donaway made the motion and Ms. Sawicki the second to authorize the advertisement for bids for the Trimble Boulevard at Victor Avenue Phase 2 Storm Sewer Project. Motion carried by unanimous vote.

Mr. Catania's written report to council shows that work is scheduled to begin this week on the Municipal Complex Exterior Decorative Lighting Project.

The drainage work on the courtyard between the gymnasium and District Court is complete.

The new floor in the gymnasium is nearly complete.

A. F. Damon and Company has completed street work repairs at 400 Melvin Drive, 4361 Marianne Drive and 4822 Shepherd Street.

In Eaton Park, Premier Concrete has completed 85% of their work. Modifications to the rain garden to address water ponding is being discussed.

Change Order Consideration in Eaton Park – Fallen tree removal \$2,500; Grading – an amount not to exceed \$8,500 and Hydroseed \$13,000.

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The bids for Memorial Park Ballfield Stairs/Wall will be opened at the September 25, 2015 Council Workshop.

CHAIR INSPECTORS AND FIRE MARSHAL, MEMBER FIRE COMMITTEE, DEPUTY EMERGENCY MANAGEMENT COORDINATOR, CHAIR TRAFFIC CALMING, MEMBER TECHNOLOGY COMMITTEE AND MEMBER HISTORICAL COMMITTEE – Mr. Wilwert

Mr. Wilwert thanked everyone who participated and/or attended Town Watch’s September 11 Memorial Service earlier this evening. It’s been 16 years since that horrible attack and it’s something we will never forget.

Messrs. Grant will have their August and September Report ready for the October 2, 2017 Council Meeting.

INSPECTORS’ REPORTS

ZONING OFFICER – Mr. Hampton said he had nothing to report.

FIRE MARSHAL – Mr. Leslie had no report.

BOARD OF HEALTH – Mrs. Warfield

Mrs. Warfield said was a flu shot clinic on September 7 from 9:00 AM until Noon. 25 people got shots.

There will be another flu shot clinic on October 10.

Mrs. Warfield received a letter from an unknown resident concerning a mouse problem. She shared the letter with council and the mayor but since the writer did not give an address where the problem is, it’s going to be difficult to getting to the bottom of the problem.

PUBLIC DISCUSSION

Linda Riffert, 131 Bradbury Road wanted to make sure that everyone was aware of the fact that the Holiday Parade Committee “falls under its own entity”.

Christine Johnson, 815 Adams Drive asked for an update on the Chester Creek Road project. Fire Marshal Leslie said they are still blasting and it will start again tomorrow. Ms. Johnson asked about “preparedness training”. Ms. Leslie said our plan has been updated.

No one else had anything to bring before Council. Mr. Donaway made the motion and Ms. Leslie the second to adjourn. Motion carried by unanimous vote.

Respectfully Submitted,

Mary Ellen McKinley  
Borough Secretary