

**MINUTES**  
**BROOKHAVEN BOROUGH COUNCIL WORKSHOP MEETING**  
**MONDAY, SEPTEMBER 24, 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, Borough Engineer Representative Ms. Straguzzi (sitting in for Mrs. Mulvena) and Solicitor Mr. Stone. Mayor Hess was not present. *(Mrs. Joan Boyle, Brookhaven Planning Commission Secretary, recorded the minutes for Mrs. McKinley in her absence).*

**CAMP BROOKHAVEN**

Ashley McKay, Camp Director from the YMCA) was present to thank the Council for the opportunity to provide Camp Brookhaven at the Borough Hall this past summer. Ms. McKay said that 2018 Summer Camp was extremely successful. They began with a little over 20 children and then it quickly grew to an average of 43 campers per week and on some days there were over 50 campers. 50% of the camper's direct enrollment was from Brookhaven. Ms. McKay said that they were able to offer the campers the opportunity to go swimming three times a week, go on weekly field trips and to do activities that incorporated educational components such as science, mathematics, reading, art, physical activities and college preparation to support the summer reading loss. Ms. McKay said that they had a strong leadership team this past summer and they were instrumental in the success of the camp. Ms. McKay also thanked Mr. LaPera and Mr. Swaygnim for their support of the Camp. Ms. McKay said they are prepared to offer this camp in partnership with Brookhaven next summer.

**BID OPENINGS**

Ms. Straguzzi read the bid openings for the Collection and Disposal of Residential Trash and Refuse/Collection of Single Street Recycling. Four companies responded to the bids: Mascaro and Sons Trash, A. J. Blosenski, Inc., B & L Disposal Services and Advanced Disposal Services of Eastern Pennsylvania. Ms. Straguzzi read all the quotes for the Council members. The bid quotes all had the requirements for Addendum 1, 2 and 3, the Bid Bonds, References and Non-Collusion Affidavit. It is anticipated that the contract will be awarded at the October 1<sup>st</sup> Council Meeting.

**PUBLIC DISCUSSION**

There was none.

**MAYOR'S REPORT**

There was no report.

**SOLICITOR'S REPORT**

Solicitor Stone reported that we are planning to vote on the Amendments to the Snow Removal Ordinance at the October 1<sup>st</sup> Council Meeting. It has been properly advertised.

Solicitor Stone reported that they were asked to adopt the 2015 International Building Code and the International Fire Code Ordinances. We have these slated to be adopted at the October 1<sup>st</sup> Council Meeting. Along those lines, there are a series of other codes that are slated to be approved at the October 1<sup>st</sup> meeting. Solicitor Stone said that Mr. Bob Grant recommended approval of most of these codes; a letter was sent to Council members to get their opinion if there were any they did not want to adopt.

We received the contract renewal for the GEO Plan; Solicitor Stone said that this was reviewed and he will be asking for a motion to adopt it at the October 1<sup>st</sup> Council Meeting.

Solicitor Stone said they adopted a resolution recently for the draft of the Employee Handbook. There is one provision in the book regarding Sick Time that will be grandfathered for the more senior employees.

**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 reported **CHAIR EMERGENCY MANAGEMENT ADMINISTRATION, CHAIR RECYCLING/TRASH COMMITTEE, CHAIR FIRE COMMITTEE, CHAIR VETERANS' COMMITTEE AND CHAIR POLICE COMMITTEE – MS. LESLIE**  
Ms. Leslie 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 we have the bills for Family Day (September 29) that have to be paid. Ms. Sawicki made a motion to approve these bills and Ms. Leslie seconded it. The motion was approved unanimously.

**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 had a meeting on September 19<sup>th</sup>. They are recording the meeting tonight for a final test. Everything is in place. The next project is to implement an Emergency Notification System that was previously discussed.

Security cameras were replaced at Eaton Park. We will install security cameras at Samson Park. We will be buying portable monitors. The surveillance camera will be going to all the parks where needed.

Mr. Heller said that Mr. Bob Grant is getting Mr. Bynum up to date on the duties of the Commercial Food Inspector.

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

Mr. Pappas had no report.

VICE PRESIDENT OF COUNCIL, CAIR 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 reported that there will be a Zoning Meeting on October 9<sup>th</sup>. The Check Cash Business is moving and has to go before Zoning.

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The Recreation Board will be meeting on September 27<sup>th</sup> and will be discussing Family Day on September 29<sup>th</sup>.

The Golf Outing will be at Beckett on October 14<sup>th</sup> and Trunk or Treat is scheduled for October 27<sup>th</sup>.

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 met on September 20<sup>th</sup> to discuss an Ordinance for Fireworks in the Borough. The Committee wants the Ordinance to be easy to understand to avoid any confusion. Many residents are unaware of the new laws regarding fireworks. Mrs. Fooks has drafted the Ordinance and sent it by email to the Committee members to get their feedback. Mrs. Fooks will ask Solicitor Stone about the Ordinance for his legal opinion.

The Brookhaven Business & Community Association held their 5 K run on Sunday, September 23<sup>rd</sup>. Thirteen runners participated; the weather was very chilly and rainy. The Association is planning another event next year. The Association did a great job to coordinate the 5K event.

The dog cutouts purchased to keep the geese away are not working. Children also have broken them and it was discussed if it was worth having them repaired, since the geese are going right around them.

ENGINEER'S REPORT

Ms. Struggizi reported the following:

~ There is an inlet problem at 716 Lincoln Drive

~ We sent a letter to PennDot to have a left turn signal on the traffic light at Edgmont Avenue and Coebourn Blvd to allow a left turn from Edgmont onto Coebourn. PennDot informed us that they are doing striping at Mt. Vernon Avenue and W. Brookhaven Road. It will not cost the Borough any expense for this.

~ We received the Traffic Study today for Brookhaven Green Estates and will be reviewing it.

~ We were awarded a grant of \$390,175 in Pennsylvania Small Water and Sewer Funds to rehabilitate portions of the sanitary sewer system in the Borough.

~ Fall is a busy time for homeowners in their yards. If you use fertilizer on your lawns, please use sparingly. Never apply fertilizer in the rain. If you spill fertilizer, please put it in the trash and never sweep it in the street and storm drains.

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

Mr. Donaway reported that Oliver Heating wants to provide a new heater for people in trouble. They do this annually throughout Delaware County and team up with WSFS Bank and reach out to the community leaders and ask them to get the word out about this opportunity. The requirement is that it must be for a homeowner. To nominate a family, please include why they need a heater, their medical status, their financial status and their involvement in the community or any other circumstance. Nomination forms are available at the Borough Hall.

We have looked into the sinkhole on the border of Brookhaven and Nether Providence. It appears that the broken pipe may be coming out of Hilltop and we are in the process of tracking this down. We will answer the letter we received from the Mills of Rose Valley Home Association regarding this.

The dog cutouts at Durkin Park have been broken and our men can repair them. It was noted that they were not working out anyway; the geese came right around them.

The Holiday Parade/Town Watch fundraiser is coming along. It will be a Designer Bag Bingo and will be held on Friday, October 12<sup>th</sup> at 7 PM at Borough Hall. Tickets are \$25 in advance and \$30 at the door.

PennDot will not take responsibility for the Guardrail off of Hilltop Drive that has been broken. We are looking into getting a price to repair it.

The bleachers in the Gym will be coming out right after Family Day. We want to get the old ones out and to get everything cleaned up before the new ones come in, which should be in November or December. We have plenty of chairs if we need seating during this time. The Soundman will be coming tomorrow to repair the sound system in the gym.

We are preparing for Family Day. The tents will be going up this week and our men are working on it.

We want to thank Rep. Leanne Kruger-Brancky for the sewer grant. We are limited to where we can use it. We are going to send a Thank You letter to Leanne for doing all the groundwork for this.

The 1998 Ford Truck is now out of service. The 2009 Ford Crown Vic is out of service. The new truck will be coming in anytime.

Mrs. Jones has requested if we can have “car washes” for fundraisers for different organizations. Mr. Donaway said he has no problem with this as long as they are limited and as long as they do not conflict with other events that have been scheduled. Mr. Donaway said that during the last month one of the coaches from Sun Valley called and asked to have a fundraiser. Mr. Swayngim was out for the day and Mrs. Jones took the call. Dr. Crowell had already scheduled that day to give out flu shots for that same time. Mrs. Jones called Dr. Crowell’s office and rescheduled the date for flu shots so that the Sun Valley fundraiser could be held. Mr. Donaway said that we cannot displace people for other events. Mr. Donaway said that he sent out an email to all of the clerks in the office stating that all events that are held in the Borough Hall must go through Mr. Swayngim. We are a multi-purpose building and we can hold events. We cannot tell one group that they are out so that another group can come in. The flu shots are a Borough Event and should not have been rescheduled. Mr. Donaway said we could hold fundraisers; Solicitor Stone added that all organizations using the parking lot have to provide their Insurance as though they were using the Hall. Again, Mr. Donaway asked Council that he wants only Mr. Swayngim to schedule all events to keep track of the order they came in.

#### INSPECTORS’ REPORTS

##### BOARD OF HEALTH – MR. BOB GRANT

There was no report.

##### FIRE MARSHAL – MR. LESLIE

There was no report.

**PUBLIC FIRE SAFETY – CHIEF MONTELLA**

There was no report.

**ZONING OFFICER – MR. HAMPTON**

Mr. Hampton reported that the Check Cashing business wants to put some signage on the new building that they are moving into. Freddy's Restaurant must come before Zoning to get a variance for their sign. Mr. Hampton said that he now has to measure for all imperious coverage for zoning requests; this is a new procedure and takes much more time than in the past.

**PUBLIC DISCUSSION**

Mr. Tom Dykes, W. Brookhaven Road, asked about the striping that will be done on Mt. Vernon Avenue and W. Brookhaven Road. Ms. Straguzzi said that all she knew was that it would be done. Mr. Dykes asked if there was a possibility to have white metal poles installed along the sides of W. Brookhaven Road (near Bridgewater Road) to keep cars from the side of the road. This has been at a location in Nether Providence. He said it was just a thought.

**ADJOURMENT**

There was no other business to come before Council. Ms. Sawicki made the motion and Ms. Leslie made the second motion to adjourn. Motion carried by unanimous vote. The meeting was adjourned at 7:55 PM.

Respectfully Submitted,

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