

**AVONDALE BOROUGH
COUNCIL MEETING
January 20, 2009
6:00 P.M.**

Members Present: Fred Bryan, Glenn Allen, Bob Cleveland, Steve Frye, Fred Hessenauer, Sali Cosford
Parker Absent: Pat Longen

Guests Present: Mayor Howell, Herb MacCombie, Glenn Diehl, Bill Reilly, Nick Fabbriatore, Pete Lau, Michelle Steele, Dave Friedman, Jim Duffy

After the Pledge of Allegiance, President Bryan called the meeting to order at 6:00 p.m.

ANNOUNCEMENT

President Bryan made the following announcement:

- There will be a brief executive session to discuss legal matters regarding the I & I Project.

RESIDENT COMMENT

JIM DUFFY – 11 N. WILLIAMSON ROAD

Mr. Duffy said he had an issue with one of his neighbors with junk in the yard and he called and left a message at the Borough Office. Mr. Duffy said he received a call from the Borough that the problem would be investigated. Mr. Duffy said the trash has been removed.

EEMA REPORT

Bill Reilly gave the following report for December 2008:

WASTEWATER TREATMENT PLANT

Wastewater Treatment Plant Flows:

Total Monthly Flow	9,317,000 gallons
Daily Flows Min.	139,000 gallons
Daily Flows Max.	534,000 gallons
Daily Flows Avg.	301,000 gallons

New Garden Township Weekly Flows (Average Gallons/Day)

Week	11/26 – 12/3	12/3 – 12/10	12/10 – 12/17	12/17 – 12/24	12/24 – 12/31	12/31 – 1/7
Route 41	39,303	40,851	44,390	42,574	39,729	38,784
Railroad	43,594	40,845	79,067	61,857	48,597	30,344
Total	82,897	81,696	123,457	104,431	85,326	69,128

OPERATIONS

6,000 gallons of sludge was hauled from treatment plant.

WATER TREATMENT PLANT:

Production Summary:

Water System		Well #1	Gallons/Day	Well #2	Gallons/Day
Total Well #1	2,244,700	Minimum	7,600	Minimum	11,600
Total Well #2	578,500	Maximum	127,100	Maximum	29,700
Total:	2,823,200	Average	72,410	Average	18,661
Avg. gpd	91,071				

OPERATIONS:

- Installed new chlorine scale at the well house.
- December 9, 2008 water supply inspection from Health Department by John Gordon.

Water Actions:

- Total Water Action – 8
 - 3 North Williamson
 - 60-1 West State Street
 - 604 Poplar Street
 - 306 E. Third Street
 - 9 Cook Court
 - 32 Gap Newport Pike
 - 403 Thompson Street
 - 209 Chatham Street

Facilities Maintenance Report:Wastewater Treatment Plant

- Generator needed emergency service on Friday night December 12. Replaced battery and trickle charger to the generator.

Collection and Distribution System

- 8 PA 1 Calls
 - 50 Baltimore Pike
 - Thompson Street
 - 3 calls at Third Street
 - 2 call at Church Street
 - 1803 Baltimore Pike
- Water leak for resident at 101 4th Street on December 25, 2008.
- Continued the water meter upgrade program.

PERMIT VIOLATIONS:

No permit violations for the month.

WATER METER UPGRADE

Nick Fabbricatore gave the following report:

As of December 31, 2008, 207 water meters have been installed.

CURB STOP LOCATION PROGRAM

Nick Fabbriatore gave the following report:

32 curb stops have been located.

Sali Parker announced that her pen is a recorder and that she is recording this meeting.

BOROUGH SOLICITOR'S REPORT

Glenn Diehl gave the following report:

Mr. Diehl said he is going to ask for a brief executive session on matters relating to the I & I sewer project and the documentation that needs to be in place. After the executive session, action will need to be taken on the discussion.

BOROUGH ENGINEER'S REPORT

Jamie MacCombie gave the following report:

WATERLINE REPLACEMENT ON STATE STREET

Bob Cleveland made a motion to approve Herb MacCombie to advertise bidding for the State Street Waterline Replacement Project, 2nd by Glenn Allen, motion carried.

WILKINSON PROJECT

A pre-construction meeting was held on December 30th at 9:30 a.m. All the money for the public improvements has not yet been posted. Wilkinson was advised by Jamie MacCombie that they will need a security agreement before grading starts in the basin part of the project. Wilkinson is now isolating the water and sewer prior to demolition of some of the houses and each house demolition is a separate permit. We did find some situations where there were some water leaks when digging to isolate the water and sewer. According to the water ordinance, one side of the curb stop is the Borough's responsibility and the other is the owner's responsibility. The curb stops are the Borough's responsibility. Even though, some of the leaks were on the Borough's side, we negotiated with the Contractor and they repaired the leaks at no cost to the Borough. Wilkinson has started the demolition of one of the houses and they filled in the hole, it will be dug out and re-compacted the following day.

I & I PROJECT

A survey was done to find out where the utilities are located. We would like to start in the low areas first and the first low area is the treatment plant. We are looking at making some changes to the utilities that we have. We will work with EEMA to find out what the best option is as to where the incoming pipe is now. We may need to modify the pipe a little bit and put it in a different location and if it works out in terms of where the wet well is and how it is. Discussed with EEMA about cleaning out the wet well. When we bypass pumping in the wet well we will have the opportunity to clean the whole thing out. We will know better when we finalize the testing where we are going and how we are doing it and we will coordinate with EEMA on the terms of doing that work.

AVONDALE PRESBYTERIAN CHURCH – ESCROW RELEASE

Glenn Allen made a motion to release the escrow for the Avondale Presbyterian Church in the amount of \$71,678.75, 2nd by Steve Frye, motion carried.

FINANCE COMMITTEE

Glenn Allen gave the following report:

APPROVE THE BILLS TO BE PAID

The Finance Committee met last week and we went through the bills and financial statements and recommend to Council to approve them. Glenn Allen made a motion to approve the bills to be paid up to January 20, 2009, 2nd by Bob Cleveland, motion carried.

APPROVE FINANCIAL STATEMENTS

Glenn Allen made a motion to approve the financial statements, 2nd by Bob Cleveland, motion carried.

APPROVAL OF CONTRACTED RATES

Glenn Allen said we need to approve the new contracted rates for 2009. The 2008 Audit decreased due to the fact that we do not need a Federal Audit. The other contracted rates increased and are within the budget.

Glenn Allen made a motion to approve the contracted rates for:

1. Tom Lowry, Municipal Support Services, Zoning & Code Enforcement Officer
2. Herbert MacCombie, Jr. Consulting Engineers and Surveyors, Inc.
3. Glenn Diehl, Solicitor
4. Vince Barbone, Haggerty & Haggerty, Auditor.

2nd by Sali Cosford Parke, motion carried.

RESOLUTION #2009-02 – E-FILE LIQUID FUEL REPORT

Glenn Allen made a motion to approve Resolution #2009-02 allowing the Borough to e-file the Liquid Fuel Report, 2nd by Bob Cleveland, motion carried.

APPROVAL OF MINUTES

Steve Frye made a motion to approve the minutes from December 16, 2008 Council meeting, 2nd by Sali Parker, motion carried.

PUBLIC SAFETY COMMITTEE

Glenn Allen gave the following report:

POLICE RATE INCREASE

We have a rate increase of .89 per hour. This is well within the budget that has been set for this fiscal year. Glenn Allen made a motion to approve the rate increase of .89 for the Parkesburg Police, 2nd by Steve Frye, motion carried.

POLICE ACTIVITIES

The police activities continue at the reduced hours. There have not been any major issues or complaints during the month.

LETTER TO AVONDALE FIRE COMPANY

The Committee would like to send a letter to the Avondale Fire Company which is in respect to an incident that occurred on December 4, 2008. There was an accident on Route 41 that altered traffic and large trucks were being re-routed over the State Street Bridge which is a 10 ton weight limit and many of these trucks were well in excess of 10 tons. We would like to send the letter to the fire company asking them to not re-route them over the bridge in the future. Glenn Allen made a motion to send the letter to the Avondale Fire Company, 2nd by Steve Frye, motion carried.

MAYOR'S REPORT

Mayor Howell gave the following report:

LED LIGHTS GRANT STATUS

New Garden Township went out to bid without giving the Borough the opportunity to go over the bid document. The bids are due on February 2, 2009. Received a call from Pennsbury Township and there seems to be some discrepancy and we may have to throw out the bids and re-bid.

EMERGENCY MANAGEMENT COORDINATOR

Bill Shore was absent from this meeting.

BYLAWS

Bob Cleveland made a motion to approve the AGREM Bylaws, 2nd by Fred Hessenauer, motion carried.

HISTORICAL COMMISSION

Sali Cosford Parker gave the following report:

The Historical Commission met on January 7th. Steve Frye did an outstanding job presenting his lantern collection. We had a discussion on the goals and organization for the year. Ms. Parker said there is a need to increase membership and to implement on education and a more social aspect for the Commission. Ms. Parker said she is not an educational or social type person so she suggests there be a division of labor on the Commission. The backroom stuff like the preservation index be handled as subcommittee work and the membership attraction and presentations can be handled on another side. Patrick Harrison will be handling the membership attraction and presentation side. We hope to have at every monthly meeting a very brief business meeting and then some kind of presentation or some kind of education piece on the Borough. Once a quarter we would like to have an event like the Underground Railroad event we did in December.

Chester County has a walking tour in the summer and we are thinking about participating in this event.

The Historical Commission is looking for their own logo and has not come up with one on their own. We thought it would be a good idea to throw that out there to the local high school, and for a small prize, one of the art students could enter into the contest and come up with a logo. Stephanie Young will be working with the high school to get this organized.

PERSONNEL COMMITTEE

Bob Cleveland gave the following report:

The Committee met with Councilor Cosford Parker regarding suggestions that she had for planning and establishing goals for the Borough and the Committee will report on this at the February meeting.

STREET AND STREET LIGHTS COMMITTEE

Bob Cleveland gave the following report:

- The Committee is exploring the best way to mark the intersection of Clay Creek Road and State Street.
- Received a letter from Signal Service regarding some work that needs to be done at the intersections. The Committee will look into this matter and report back to Council in February
- The trash contract ends on March 31st and the Committee will meet with Penn Container to discuss the cost to extend it another year or if we have to go out to bid.

WATER AND SEWER COMMITTEE REPORT

Bob Cleveland gave the following report:

1. There was a reported water leak at Miller Drive and creating an icing problem. It turned out that the resident has a sump pump hose running into the street. The owner will be notified and asked to rectify in the Spring. The hose is buried and right now he can not address the issue.
2. The Committee placed on Dominick's "to do list" to clean the storm drains twice a year, in November/December and April/May of each year.
3. Received two additional noise complaints from a resident on Indian Run Road. EEMA and the Water and Sewer Committee are meeting at the residents home on this Thursday evening at 9:00 p.m. to try and remedy the situation, switching on and off the equipment at the wastewater treatment plant.

PROPERTY & EQUIPMENT COMMITTEE

Steve Frye gave the following report:

PARTITION IN BOROUGH OFFICE

The Committee received a request from the Personnel Committee to put up a partition at the front desk for various reasons. Steve Frye made a motion to approve the Property & Equipment Committee to spend up to \$800.00 to do this job, 2nd by Glenn Allen, motion carried.

ROOF FOR WWTP

Steve Frye made a motion to approve the Property & Equipment Committee to spend up to \$2,000.00 to put a new roof on the WWTP, 2nd by Fred Hessenauer, motion carried.

BOROUGH DOCUMENTS - STORAGE

The Committee received a request from Sali Cosford Parker regarding the storing of the Borough's documents and will report on it at February's meeting.

EARNED INCOME TAX COMMITTEE

President Bryan said the Secretary is working on the mailing and the letters will be going out next week.

PARKS/ENVIRON & COMPOSTING COMMITTEE

Sali Cosford Parker gave the following report:

PARKS - CLEAN UP

The Committee discussed having a parks clean up day in the Spring and in the Fall.

THOMPSON-BROWN PARK

There is some ground destruction happening at the Thompson-Brown Park from cars driving across the grass to the basketball court. The Committee is discussing a way block this access.

HOUSING COMMITTEE

Steve Frye gave the following report:

COMPLAINT – WILLIAMSON ROAD

The Borough received a complaint from a resident regarding overcrowding and trash accumulation at a property on Williamson Road. Tom Lowry did the "knock approach" and found that the property was

being used as a rental property, one family living upstairs and one family living down stairs. Mr. Lowry told the owner to Cease and Desist. The trash has been cleaned up.

OLD BUSINESS

JUNIOR COUNCIL PROGRAM

Sali Cosford Parker gave the following report:

The Junior Council Program is from the PSAB and the intent is to get young people involved in the government process on a local level. Ms. Parker handed out the guidelines and a sample of how another municipality defines their Junior Council Program. In order to get the process started it requires a resolution on our part and it would be a good idea to come up with guidelines on how we want our process to work. It would be a nice idea if we could consider a small scholarship for the student we choose. Council agreed to have Ms. Cosford Parker to move forward with this program and bring back a resolution for Council's approval.

NEWSLETTER CHANGES

Ms. Parker said she did a mock newsletter that she would like the Borough to implement. The newsletter essentially deals not only with the little things like trash pick up, but what happens at Council meetings. Ms. Parker said she personally believes we have an obligation to communicate on an ongoing basis with what we do here and maybe it will get more people interested in coming to the meetings. There is a space for the Council President and the Mayor.

Ms. Parker said she would like to see the newsletter go out every other month. Knowing that the color copies are expensive, we would like to see the first one go out in color and the rest in black and white and periodically send it in color. She would like to see the committees periodically submit articles to go in the newsletter. Bob Cleveland said it will cost more money to send it out every other month instead of quarterly so Council will have to vote on the increased expenditures.

Mr. Cleveland asked Ms. Parker if the newsletter is now her responsibility because if we are going to do it six times a year and it is your responsibility it will free Becky up for time. If Becky is going to help you with the newsletter, then in his opinion, Becky should just continue to do the newsletter. Ms. Cosford Parker said she would be responsible for the content and writing it and then Becky will be responsible for copying it and sending it out. Ms. Cosford Parker said she is looking to send out the newsletter sometime in the middle of February. There was some discussion on approving the extra expenditures. Steve Frye made a motion to table this issue until the next weeks meeting, 2nd by Bob Cleveland, motion carried.

NEW BUSINESS

SALT STORAGE SHED

Glenn Allen gave the following report:

Spoke to Dominick DiFilippo the other night and he showed him how the salt pile in the shed is frozen a foot thick and how difficult it is to spread. It gets clogged up in the auger and causes all kinds of problems and will eventually damage the equipment. We need to look into preventing this. Mr. DiFilippo has some ideas like putting wood slats in the shed to help keep the temperature from the concrete from affecting it, or maybe heat lamps to keep the temperature from getting below 25 degrees Fahrenheit. After some discussion, Steve Frye said the Property & Equipment Committee will look into this matter.

COUNCIL WENT INTO EXECUTIVE SESSION AT 7:15 P.M.

PRESIDENT BRYAN BROUGHT THE MEETING BACK TO ORDER AT 8:20 P.M.

SANITARY SEWER AGREEMENT & SECURITY AGREEMENT – WILKINSON PROJECT

Steve Frye made a motion to authorize the Officers to sign the Sanitary Sewer I & I Construction Agreement and the Security Agreement, 2nd by Sali Cosford Parker, motion carried.

Sali Cosford Parker made a motion to adjourn the meeting at 8:21 p.m., 2nd by Steve Frye, motion carried.

Respectfully submitted,

Becky Brownback
Borough Secretary