

Sellersville Borough Council's
Public Management Committee
Teleconference Via ZOOM
Sellersville, Pa 18960

January 19, 2021
7:00 O'Clock P.M.

The January, 2021 meeting of Sellersville Borough Council's Public Management Committee (PMC) was called to order by Chair Lois Dodson by teleconference at the above designated time.

ROLL CALL:

Mayor : Thomas C. Hufnagle

Councilpersons : Lois A. Dodson, Chair
Alexander Potoczny, Vice-Chair
James G. Hull, First Alternate
Donald Crouthamel
Kathleen Hallman
Lynne Saylor

Absent : Marie Howells

Manager/Secretary : David J. Rivet

Solicitor :

Other : Eileen Bradley

BRIDGE LIGHTS

Manager Rivet updated PMC on recent developments towards getting decorative street lights installed on the newly completed fire house and railroad bridges.

Firehouse Bridge: Manager Rivet met with David Engleman, a representative from PPL on Wednesday, January 13th. They reviewed the light style the borough wants installed on the firehouse bridge (acorn globe on a 11' black fiberglass fluted post). There are some issues getting power to the fire house side which may require running a power line under the bridge. PPL will be working with Eddie's Electric to figure out how to address that issue. The bolt pattern on the bridge doesn't match the one for the light posts so some fabrication of a base plate for each of the six (6) lights will be involved. The pole on the southeast corner by the Mill end of the bridge will have to be relocated at a cost of \$4,929. The lights will be approximately \$1,220/ each or \$7,320 for all six. There will be additional cost to fabricate the base plate and run the electric lines. Manager expects the project will run around \$25-30,000 for that bridge.

Railroad Bridge- Mr. Engelman and Manager Rivet also walked around the railroad bridge on Wednesday to determine the best locations for lights on each end of the bridge. On Tuesday, January 19th Mr. Alex Kraft a supervisor with Loftus Construction uncovered the conduit pipes that were installed for the purpose of accommodating electric power for the lights. The conduit runs east-west on both ends of the bridge which will allow for electric power to be run from the west side to the east. Manager will order the lights from PPL in the same style as the ones to be installed on the firehouse bridge.

Mrs. Hallman asked if the posts will have receptacles for decorations. Manager will inquire.

HOLIDAY DECORATIONS

PMC had previously expressed interest in expanding the number of holiday decoration in the borough along Main Street. Manager Rivet counted 11 poles from Longwood Avenue to Noble Street where additional decorations could potentially be mounted assuming PPL can install a plug on them. Some poles are rather “busy” with wires which could make it tricky to install the plug and/or decoration. After a brief discussion, Mr. Hull moved to purchase six (6) 5' Presidential Snowflake and six (6) 7 ½' Star Spray pole decorations from Rileigh's Outdoor Décor. Motion was seconded by Mr. Hallman and passed with all in favor.

STEVEN BARTH CONSULTING GROUP

PMC agreed to invite Steven Barth to give a presentation at the February PMC meeting to discuss his firm's services for economic revitalization.

AMEND ZONING ORDINANCE

Solicitor White prepared a draft ordinance to restrict residential use on the first floor of buildings in the borough core commercial (BC) district. This topic was discussed last year when the Comprehensive Plan was updated. The concern was the conversion of first floors of commercial buildings into apartments instead of retaining them for commercial ventures. The BC district has a wide mix of allowed uses including single family and multi-unit residences throughout the BC district so a wholesale ban would not be appropriate. The draft amendment was discussed and passed at the December 21, 2020 Planning Commission meeting. The PMC agreed to invite Solicitor White to the next PMC meeting to review the proposed amendment.

HAZARD MITIGATION PROGRAM

The resident of 77 Elm Street has asked that his property be given consideration for inclusion in the Hazard Mitigation program for a buyout. The residence has been subject to repetitive flood damage prior to his owning it and he was severely flooded out during Tropical Storm Isaias on August 4, 2020. PMC asked Manager Rivet to look further into the program.

TRANSFER OF RESPONSIBILITIES

With the new manager taking over in February, there are a some responsibilities that will have to be formally transferred from Manager Rivet to either the new manager or someone with the credentials to perform the duties. The Open Records Officer

responsibilities will have to be formally transferred by a resolution which can be ready for council action at the February 16th PMC meeting.

Building Code Official (BCO) duties could be transferred to Cowan Associates. Mr. Michael Smith sent a letter dated January 15, 2021 which outlined the services Cowan Associates currently provide for building inspection services and additional administrative duties they could perform as the BCO. Mr. Smith wrote that he does BCO work for other municipalities. Cowan would collect the fees directly from the applicants and handle the necessary filings. There wouldn't be any direct cost to the borough for those services and the borough would not lose any significant revenue. PMC agreed that having Cowan Associates assume BCO responsibilities makes sense.

Ms. Bradley stated that she is the assistant Zoning Officer in her current position and would assume the Zoning Code Official role in Sellersville.

COMPREHENSIVE ACTION PLAN MATRIX

The PMC discussed reviewing the Comprehensive Plan. After a brief discussion it was decided to begin with Chapter 1 at the next meeting. Members will read through the chapter and take notes of items they feel should take priority.

OTHER

Chair Dodson raised the Diamond Street parking situation raised by residents along the street who are losing their off street parking area with the Grace Inspired Ministries construction slated to begin this spring. Manager Rivet stated that parking restrictions are set by ordinance and need to be removed by ordinance. He further stated that they cannot be enforced without the parking restriction signs in place. Manager will draft an ordinance to remove the parking restrictions on Diamond Street between E. Pine Street and E. Clymer Street on the east side of the street. The restricted parking signs could be removed in the interim.

Chair Dodson remarked that given the findings of the Bucks County Redevelopment Authority following a tour of the interior of 216 Washington Avenue, that the actions taken by the borough were justified.

Chair Dodson stated that she had received an email from Adrienne Gallagher, 81 W. Park Avenue expressing concerns about a tree that is near a growing sinkhole presumably caused by a failing storm sewer culvert. The culvert is slated for replacement by the borough. Manager Rivet stated that he had received a telephone call from Ms. Gallagher and that he told her that he is reluctant to have heavy equipment go over the culvert ahead of its replacement due to its condition. Manager further stated that the tree, as he understands it, is on Ms. Gallagher's property and she can have it removed at her expense if she is concerned about it. The culvert replacement specifications have been prepared and are out for advertisement. Bids will be opened on February 11, 2021 with the contract award expected to be done at the February 16th PMC meeting.

Mr. Crouthamel stated that he has concerns regarding paying for the police contract in future years. Negotiations for the future contract discussions need to have affordability included as a major point of discussion.

Manager Rivet informed the PMC that Cowan Associates and he have been trying to determine the source of groundwater infiltration into the lines feeding the Township Road sewer pump station. Water meters have been installed in several key manholes feeding the lines to it. Preliminary readings are pointing to the laterals coming from three houses that directly feed the line going from Nanlyn Avenue to the station. Those lines are on private property. Manager Rivet stressed that the infiltration is costing the borough significant time and money to address preventing overflows at the station, unnecessary wear on the pumps and groundwater discharge to the sanitary system.

ADJOURNMENT

There being no additional matters to come before this meeting of Sellersville Borough Council's Public Management Committee, Chair Dodson declared this meeting duly adjourned at 8:43 P.M. The next regular monthly meeting is scheduled to be on February 16, 2021 at 7:00 P.M.

Attest:

David J. Rivet, Secretary
Sellersville Borough Council

