**Clifton Heights Borough Council**

**October 18, 2022 Council Meeting Minutes**

**Council Members Attending**: Mike Humphreys, Council President

Destiny Borrelli, Vice-President

Timothy O’Hara, Councilperson

Leona Papale, Councilperson

Harris Resnick, Councilperson

Bruce Fagioli, Councilperson

Karen Peterson, Councilperson - vacation

Suzanne Briddes, Councilperson

**Officials Attending**: Mark Campbell, Mayor

Tom Micozzie, Borough Manager

Timothy Rockenbach, Chief of Police

Nick DePompeo, Fire Chief

John Gould, Code Enforcement

John McBlain, Borough Solicitor

J.P. Kelly, Borough Engineer

Cynthia Leitzell, Borough Financial Advisor

**Call to Order and Pledge of Allegiance:**

Borough Council President Mike Humphreys presided over the meeting; called the meeting to order, led the Pledge of Allegiance and Mayor Campbell offered an opening prayer.

**Roll Call:**

President Humphreys took a roll call of Council members in attendance. All council members present except Karen Peterson – vacation.

**Public Comment:**  Bonnie Callahan, 235 Woodbridge – asked the status of the ambulance service, wanted to know if Clifton Heights still had ambulance service. Was advised yes, Manager Micozzie explained the entire county is experiencing an issue with ambulance service. There is a personnel shortage throughout the region, staffing issue and their contract has expired. Chief DePompeo said there is a staffing issue nationwide. The closest unit available will be sent out to an emergency call. Everyone is doing the best that they can. The fire company is working with the borough to come up with the best solution possible, it is a work in progress. Manager Micozzie explained the business side of the issue. Borough Council, the Mayor and the Fire Company are working together to find a solution.

Thanked Leona for the community clean-up day. Would like to see on the calendar for the 3rd Sunday in April and October. We should communicate with the residents a little better.

She also advised of the overgrown grass on Wyncliffe Ave near the athletic field, Manager Micozzie stated that is Upper Darby Township property and he would contact them and advise of the situation.

A motion was made by Councilperson Papale to have the 3rd Sunday in April and October an annual Clifton Heights cleanup day as presented; seconded by Vice-president Borrelli; and carried unanimously by a vote of 7-0.

**Meeting Minutes:**

A motion was made by Councilperson Fagioli to accept the September 20, 2022 meeting minutes as presented; seconded by Councilperson Papale; and carried by a roll call vote of 7-0. (Resnick – yes, Briddes – yes, Papale – yes, Humphreys – yes, Borrelli – yes, Fagioli – yes, O’Hara – yes).

**Financial Reports/Bills:**

Cindy Leitzell stated our collections for real estate are at 99.7% of the budget. The sewer and trash are over budget, our revenue and general fund is exceeding all expectations particularly in regard to building permits and a substantial number in real estate transfer taxes. The budget expenditures have been staying in line and we anticipate we are going to break even. Our fund balance is strong. Our general fund balance is strong and will continue to be strong and increase next year. For budgetary reasons, our sewer and trash funds are doing well, the sewer fund because of outside costs from DELCORA having increased to 12% this year and 6% for next year is kicking our costs up higher than we budgeted. We have sufficient funds balance to cover the issues. We received our MMO money which will be transferred to the police pension by the end of this month. We also received our fire relief money which will transferred to fire company.

Written reports provided to Council.

A motion was made by Councilperson Papale to pay the bills and accept the Financial Advisor report as presented; seconded by Councilperson Fagioli; and carried by a roll call vote of 7-0. (Resnick – yes, Briddes – yes, Papale – yes, Humphreys – yes, Borrelli – yes, Fagioli – yes, O’Hara – yes).

**Police Report:**

Written reports provided to Council.

A motion was made by Councilperson O’Hara to accept the Police Report as presented; seconded by Councilperson Briddes; and carried unanimously by a vote of 7-0.

**Fire Report:**

Written reports provided to Council.

A motion was made by Vice-President Borrelli to accept the Fire Report as presented; seconded by Councilperson Fagioli; and carried unanimously by a vote of 7-0.

**Engineer’s Report**

Written reports provided to Council.

2022 Road Program – contractor is schedule to start work within the first week of November.

Sewer Cleaning Contract – year two work has been completed; we are awaiting the video recordings for review.

Gas and Utility work – work continues replacement of gas lines and as such we continue to monitor the work and report to the Borough manager as needed.

CHB MS4 Annual Report – The MS4 reports have been completed and submitted prior to the deadline of September 30, 2022.

Parking Inventory – pursuant to Councils direction we have begun to prepare a parking inventory map for strategic planning purposes. I expect to have the map and complete inventory complete by the next Council meeting.

2022 DCED PA Small Water and Sewer Program Grant – the next round of grants is now open, applications are due by December 21, 2022. Should Council agree, we will prepare an application for the Madison Ave Storm Sewer replacement. This grant requires a 15% match and funds max at $500,000.00. Council gave permission for Mr. Kelly to start working on the grant.

A motion was made by Councilperson Briddes to accept the Engineer Report as presented; seconded by Councilperson Papale; and carried unanimously by a vote of 7-0.

**Solicitor’s Report:**

John McBlain presented the Solicitor’s Report.

Action item: A Resolution for the implementation of ACT 57 of 2022, property tax penalty waiver. It is important to our tax collector Jane Tumolo. The state adopted legislation that amends the local tax collection act. John McBlain recommends council to adopt this resolution.

A motion was made by Councilperson Resnick to accept Resolution 2022-17 ACT 57 of 2022 as presented; seconded by Councilperson Fagioli; and carried by a roll call vote of 7-0. (Resnick – yes, Briddes – yes, Papale – yes, Humphreys – yes, Borrelli – yes, Fagioli – yes, O’Hara – yes).

**Community Development & Code Enforcement Report:**

John Gould submitted a written report to Council.

Additional items:

Icon Beauty will be opening within the next 60 days, located 713 E Baltimore Ave (old Kmart location).

Received a zoning application for a new pizzeria located in the two-hundred block of W. Baltimore Ave.

A motion was made by Councilperson Papale to accept the Community Development & Code Enforcement report as presented; seconded by Councilperson Briddes; and carried unanimously by a vote of 7-0.

**Manager’s Report:**

Borough Manager Micozzie submitted a written report to Council.

Action items: We received a report from Gallagher Insurance that for the sixth year in a row there is no increase in our healthcare cost. In fact, they are giving us a two-month premium holiday. That is a significant impact on our budget.

The sewer cost, because of the escalating cost of DELCOR, Muck and Darby Creek we may look at utilizing the meter way, which means you pay for what you use in water. That is our biggest driving factor in the budget, for a small borough it is significant.

ARC funding approved by council to credit the essential workers for the periods of March 20, 2020 through September 2021 a nineteen-month period. The fire company provided all active members during that period, as well as the staff working in the Borough Office. They will receive $100 per month they worked. A Resolution will be introduced at the November Council meeting. It will be approximately $57,000.00 of the ARC money.

Our speed signs have been ordered; it takes about 8 weeks for delivery. Hopefully, we will see them in about 6 weeks.

We have received the camera boxes for the Parks and the pole at Baltimore Ave and Springfield Rd. They are installed, we are waiting for the internet connection from Comcast. Last step, the camera installation.

Borough Manager Micozzie requested an Executive Session after the meeting to discuss with Council a litigation matter and a personnel matter.

Borough Manager Micozzie worked on and developed with Penn Strategies a grant application to the Pennsylvania Department of Transportation for a Multimodal Fund Grant, Council adopted a Resolution on a multimodal fund grant from PENNDOT in August.

A motion was made by Councilperson Briddes to accept Resolution 2022-15 Pennsylvania Department of Transportation Multimodal Fund Grant as presented; seconded by Councilperson Resnick; and carried by a roll call vote of 7-0. (Resnick – yes, Briddes – yes, Papale – yes, Humphreys – yes, Borrelli – yes, Fagioli – yes, O’Hara – yes).

**Committee/Ward Reports**

**Councilperson Papale**: nothing to report, provided information regarding Clifton Heights Clean-Up Day, Sunday October 23, 2022 from 12-2PM.

**Councilperson Resnick**: nothing to report. Next month, Boys Scout food drive.

**President Humphreys: t**here is a manhole lid loose/lifted on Penn St between Baltimore Ave & Broadway Ave, JP Kelly, and James Salmon to investigate.

**Councilperson Fagioli:** nothing to report, reminder Halloween is coming, please watch out for children.

**Vice-President Borelli:** nothing to report. Questioned when Riggs Distler would complete the work in her ward.

**Councilperson O’Hara:** nothing to report, questioned when Riggs Distler would complete the work in the area.

**Councilperson Briddes**: nothing to report, wanted to thank Chief DePompeo for doing an excellent job at the fire prevention event.

**Councilperson Peterson:** vacation.

**Mayor’s Report;**

Mayor Campbell announced the following:

4th of July 2023 falls on a Tuesday, the rain date will be Saturday July 8th. They received the firework contract; the Borough pays the insurance. We need Council to approve the contract and the date of the Fireworks. Borough Manager Micozzie stated we receive a discount when we sign early. There were no objections from Council.

10/22/22 10-2PM E-cycle / drug take back event, Aldan. PA.

10/25/22 12PM Mayor Luncheon will be located at Borough Hall.

Fire Prevention was 10/14/22, it was a nice turn out.

10/31/22 Halloween, please watch out for the children.

**Old Business:** None

**New Business:**  None

**Public Participation:**

Mary Dougherty, 324 Prospect – Saturday afternoon heard loud noises coming from the Athletic Field, did anyone else feel uncomfortable during the Clifton Heights Homecoming. She felt the fireworks were too loud.

**Adjournment @ 7:53 PM:**

A motion was made by Vice-President Borrelli to adjourn; seconded by Councilperson Resnick; and carried by a vote of 7-0.

Respectfully Submitted,

Christine M. Pontarelli

Clifton Heights Borough Secretary