BECHTELSVILLE BOROUGH COUNCIL

MINUTES
JULY 16, 2019

CALL TO ORDER
The regular meeting of the Bechtelsville Borough Council was called to order by President, Tim Frank at 7:00 p.m. on Tuesday, July 16, 2019 at the Bechtelsville Borough Hall.

ROLL CALL
The following members were present: Tim Frank, David Wieder, Rose Marie Bireley, George Bireley, Damian Bartman, Matthew Miller; Mayor, Glenn Haas; Secretary, Valerie Moll; Solicitor, Jamie Ottaviano; Colebrookdale Police Chief Drumheller. Absent: Joel Weller;

PUBLIC PARTICIPATION
Peter Salaneck was present to discuss 150 Oak Street. He currently has an agreement to purchase the property and plans to build one home. The water issues that involve the property were discussed. The Engineer is contacting the current owner to get the issues rectified prior to the transfer of the property.

MINUTES APPROVED FOR MEETING HELD JUNE 18, 2019
A motion was made by Rose Marie Bireley and seconded by Matt Miller to approve the minutes, as prepared, for the regular meeting held June 18, 2019.

   All ayes
   Absent: Joel Weller

TREASURER’S REPORTS
A motion was made by David Wieder and seconded by Matt Miller to approve payment of all bills up to and inclusive of 7/16/19, and file the treasurer’s reports for the General Fund, Motor Aid, and Recreation Fund for audit.

   All ayes
   Absent: Joel Weller

BOROUGH REPORTS

POLICE
Chief Drumheller gave the police report for the month of June showing 1 criminal arrest, 1 warning, 0 accidents, 0 parking tickets, 4 vehicle arrests and 53 incidents.

A meeting regarding the merger is being held 7/17. The pension issues have been resolved and the merger is moving to the next step.

Colebrookdale Township was notified by its insurance carrier that they would no longer cover Bechtelsville as an additional insured unless the contract requires it. We received a draft addendum to the police contract to address the insurance issue. Atty. Ottaviano reviewed the addendum and has no issue with it.
A motion was made by David Wieder and seconded by Damian Bartman to approve the addendum to the police contract.
   All ayes
   Absent: Joel Weller

ENGINEER

Cherry Street Low Volume Road Grant
In response to a request from the Borough our office met with representatives of the Berks County Conservation District and Low Volume Road Grant program coordinator on November 5, 2018 to discuss the opportunities and requirements of the Dirt and Gravel Road program for improvements to Cherry Street. A summary email was transmitted to the Borough Secretary on November 6, 2018 outlining the issues and discussions.

Based on direction by the Borough, an LVR application for the work identified as Phase 1 on the Cherry Street Exhibit prepared by the Berks County Conservation District, dated October 3, 2018 was submitted to BCCD on February 25, 2019.

Please note the following:
- Project cost estimates were requested from three (3) local contractors. None were received. Based on approval from BCCD, a detailed engineer estimate was included in the application package. The engineer estimate for Phase 1 is $17,000 eliminating the need for prevailing wages.
- An email from BCCD was received on March 1, 2019 stating the project has been approved for funding in the amount of $15,485.00.
- One (1) proposal was received from W.R. Friel Excavating, in the amount of $18,632. Since the proposal amount was greater than the approved grant amount, a request was sent to BCCD requesting an amendment to the grant agreement for the additional funds ($3,147). A response was received from BCCD authorizing an additional $1,000 in grant funds, totaling $16,485. A revised proposal was received from Friel Excavating, dated June 25, 2019, in the amount of $17,220. As a result, Bechtelsville Borough would be responsible for an in-kind contribution of $735 (Borough personnel time or payment to the contractor) to complete the project. If acceptable, please sign, date and return the proposal. We will request a schedule from the contractor, issue a notice to proceed (by email) and contact the adjacent property owners.
- Please note, since the project includes directing overland stormwater flow onto adjacent properties, prior to the start of work, our office will contact the affected property owners to verify their cooperation.

NPDES MS4 Permit Compliance
- The Bechtelsville Borough MS4 permit was issued by PADEP, dated 9/7/18.
- Bechtelsville Borough will have 5 years from the issue date of the permit to implement the measures identified in the Notice of Intent (NOI) and Pollutant Reduction Plan (PRP) submitted on 9/12/17.
The next annual progress report is due to be transmitted to PADEP by June 30, 2019.

135 Mensch Drive Stormwater Detention Basin
In response to a request from the Borough, a site inspection of the stormwater detention basin on 135 Mensch Drive was conducted to determine the cause of the grit buildup in the basin. A summary email, dated May 16, 2019, was sent for Borough consideration. The cause of the grit buildup is loose material from the sanitary sewer trench settlement and, possible, the placement of grit (cinders) used for winter road maintenance. Our office recommends semi-regular cleaning of the double inlet located on the east side of Mensch Drive to prevent the material from entering the basin and, eventually, the adjacent waterway.

Pheasant Road Low Volume Road Grant Application
A grant application was submitted to the Berks County Conservation District on May 17, 2018. In accordance with Borough direction, the grant application, in the amount of $129,500 included grading, drainage swale improvements, full width/length road overlay and curb/sidewalk on the east side of Pheasant Road.

A grant rejection letter, dated 6/15/18 was received from BCCD, including encouragement to resubmit an application for the items discussed during the 4/27/18 site meeting. Our office received direction from the Borough to prepare and submit the revised grant application for drainage swale improvements and mill/overlay of the center portion of the road. The revised grant application, in the amount of $42,500, was submitted to the BCCD on August 22, 2018.

An email was received from BCCD on November 1, 2018 requesting a proposal from a contractor to verify the accuracy of the construction estimate. One (1) estimate was received from Stern Nester Paving in the amount for $22,800. The estimate was forwarded to BCCD on 11/20/18 for consideration. A revised application in the amount of $22,800 was submitted to BCCD on February 25, 2019. An email was received from BCCD on March 1, 2019 stating the revised application was tabled but will be considered at subsequent meetings and may be approved in the future depending on the quality of applications received.

East Green Street
Our office is coordinating with the Borough Solicitor to prepare an expert report regarding the East Green Street Maintenance Agreement. A draft copy of the report was transmitted to the Borough Solicitor.

Washington Township Stormwater Runoff onto Limekiln Road
In response to a request from the Borough, a draft letter was provided for Borough Council consideration notifying Washington Township of a stormwater runoff issue, discharging on to the Limekiln Road right-of-way. The letter includes a request for Washington Township to remedy the situation as soon as possible.
Our office met on site with representatives from Washington Township on October 24, 2018 to discuss coordination and possible solutions to the drainage issues. A summary letter, dated October 29, 2018, was provided to the Borough outlining the issues and discussions. We will proceed as directed by the Borough.

ZONING OFFICER

Zoning Issues
1. Agway – 114 E. Chestnut Street – A hearing was held on 5/7/19 and they were given until 8/12/19 to complete the repairs on the siding.

2. 1721 S. Main St. – A Property Maintenance NOV was sent concerning exterior of the dwelling and the porch area that require repair/recoating. A contract with a start date of 6/11/18 and completion date of 10/19/18 was submitted to the Borough and extension granted until 10/19/18. A site visit occurred and the property is not compliant, however significant progress has been made. An extension was granted on 11/6/18 by the Borough for an additional 30 days. A site visit occurred 12/10/18 and the property appears to be approximately 95% compliant. The 2nd floor south side and a small portion of the 2nd floor north side are not yet complete. An extension was granted until May 1, 2019. A site visit occurred 5/10/19 and the property is not yet totally in compliance. Please advise if you accept the proposed deadline of 7/30/19.

3. 1665 S. Main St. – A complaint was received concerning exterior repairs not being completed and rubbish and vehicles on the property. A Property Maintenance NOV was sent. A site visit was conducted on 4/9/19 and the property was found to be cleaned up, except that there is still one vehicle that must be inspected/licensed or removed. A site visit occurred on 5/10/19 and the property is cleaned up and there is progress occurring on the roofing, however the vehicle that must be inspected/licensed or removed is still on the property. We request direction on the length of time extension granted for bringing the property into compliance. Also, a letter was sent 5/30/19 concerning picking up and paying for an electrical permit that was issued. There was no response from the letter. We recommend sending an NOV giving 5 days to make payment. Please advise.

4. 170 E. Chestnut St. – A letter was sent 6/5/19 concerning the accumulation of junk on the property. The property owner agreed to have a minimum of 50% of the property cleaned up within 30 days of the letter. The property is to be entirely in compliance by 7/28/19.

5. 15 Race Street – A complaint was received regarding the door of the vacant building not closing properly. A site visit occurred 6/28/19. The building was placarded during that site visit. An NOV was sent 7/2/19 giving 5 days to secure the building. A site visit 7/9/19 found the back door secured but not
the front. In a phone conversation they stated the at the front will be secured by 7/12/19. A site visit will occur to confirm.

6. 1771 S. Main Street – A complaint was received regarding the bushes/brush overgrowing the sidewalk. A site visit occurred 6/28/19. An NOV was sent 7/2/19 giving 10 days to clear the sidewalk of the overgrowth. The owner called and stated that landscaper is scheduled to do the work by 7/19/19 and she is to contact us for a site visit when completed.

**Rental Inspections**

New rental applications were received:

- Jason Stimmel – 93 Mill Street – An inspection was conducted 6/28/19. The inspection was not approved. A letter was sent advising that the property may not be rented until the deficiencies are corrected, a re-inspection approved and a rental permit issued.

- Marion Bartman – 6 Sunnyside Dr. – An inspection was conducted 7/1/19. The inspection was not approved. An NOV was sent 7/2/19 giving 30 days to correct the deficiencies, have a re-inspection and obtain a rental permit.

1. Citations have been filed on the following due to non-compliance with previously issued NOV:

   Cameron – 1755/1757 S. Main St. – failed to schedule re-inspection. We are awaiting a hearing date.

Council asked the Secretary to contact Technicon to look at 45 Franklin St. Council agreed to move to NOV for 1655 S. Main St.

**SOLICITOR**

The judge has not made any decisions in the Brensinger matter.

**NEW BUSINESS**

Recently there have been campers and vehicles parking on the Borough Hall lot. There was discussion about limiting parking on Borough lots. A motion was made by Damian Bartman and seconded by Matt Miller to establish no overnight parking on Borough parking lots.

- Ayes
- Absent: Joel Weller
ROADMASTER
Council President, Tim Frank and the Roadmaster took a tour of the Borough and looked at the roads. Council discussed the condition of several of the roads and repairs that need to be made. Victor Ruoss was introduced as a candidate to join the road crew. He is available during daytime hours to help with tasks that the other road crew members are unable to do. A motion was made by David Wieder and seconded by Matt Miller to hire Victor Ruoss for the Road Crew.

All ayes
Absent: Joel Weller

Two 16 year old residents, Austin Kelly and Dale Stone were introduced to Council as possible additions to Borough Staff. President Frank noted they are in the park on a regular basis and have been cleaning things up. He thought maybe they could be brought on to help out in the park. There was discussion regarding hiring 16 year old and regulations. Attorney Ottaviano will research the legal process to hire a 16 year old and any applicable restrictions. The Secretary will contact our insurance agent to see if there are any issues from a liability perspective. A motion was made by Matt Miller and seconded by David Wieder to hire Austin Kelly and Dale Stone contingent upon the Solicitor’s research and the approval of the insurance company.

All ayes
Absent: Joel Weller

The Roadmaster obtained an estimate of $1500.00 to remove trees. He is waiting for the written estimate.

The stage will be demolished shortly. The Roadmaster will be putting caution tape around the stage until it is demolished.

RECREATION ASSOCIATION
The Recreation Association is planning a vendor fair for 9/28. A local Thirty-One Gifts salesperson is holding a fundraiser for the park. Matt Miller handed out information regarding the fundraiser. The Secretary will have a link to the Facebook group put on our page.

STORMWATER MANAGEMENT
The next quarterly meeting is 7/19.
ADJOURNMENT
A motion was made by Matt Miller and seconded by David Wieder to adjourn the meeting at 9:31 p.m.
All ayes
Absent: Joel Weller
Respectfully submitted,
Valerie A. Moll
Borough Secretary