

BOROUGH OF CONSHOHOCKEN BOROUGH COUNCIL  
MINUTES OF THE PUBLIC MEETING

Wednesday, May 18, 2016

PUBLIC MEETING

PRESENT: James Griffin, Council President  
Karen Tutino, Council Vice-President  
Robert Stokley, Senior Council Member  
Anita Barton, Council Member  
Tina Sokolowski, Council Member  
Colleen Leonard, Council Member  
Jane Flanagan, Council Member  
Robert Frost, Mayor

ALSO PRESENT: Richard J. Manfredi, Borough Manager  
Michael J. Savona, Borough Solicitor

**CALL TO ORDER**

The Public Meeting of the Conshohocken Borough Council duly advertised, was held at Conshohocken Borough Hall, 400 Fayette Street, Conshohocken, Pa. Mr. James Griffin, Council President, called the meeting to order at 7:01 PM.

**PRAYER FOR COUNCIL**

Ms. Anita Barton read the Prayer for Council.

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**COUNCIL PRESIDENT ANNOUNCEMENTS**

Mr. Griffin announced that the Open House on May 14<sup>th</sup> was a success. He then invited Mr. Manfredi to introduce Chief Michael Orlor to give the first presentation.

**PRESENTATIONS**

- a.) **Chief Michael Orlor: Commendations of Merit for police officers that responded to the PNC Bank robbery.**

Chief Orlor read aloud the Commendation of Merit that was prepared for the six officers that responded to the PNC bank robbery on February 19, 2016. He then presented the commendations to Conshohocken Police Department's Sergeant Shane Murray, Officer Shawn Malloy, Officer Sean Gregory, Detective William Walter, and West Conshohocken Police Department Officer Brian Schaible. Council thanked the officers and then invited Mr. Manfredi to introduce the next presentation.

- b.) **Special Recognition for efforts during the 56<sup>th</sup> Annual Donofrio Classic.**

Mr. Manfredi explained that this year's Donofrio Tournament was so well attended and well-run that the Borough wanted to recognize and thank Mr. Charles Mascio for his hard-work and dedication to making this year's event such a success. Ms. Sokolowski presented him with a Certificate of Recognition and Mr. Stokley and Ms. Stephanie Cecco, Director of Recreation Services and Parks, expressed their gratitude as well. Mr. Mascio thanked Ms. Cecco, Mr. Manfredi and the Council for granting him the honor of playing such a large role in organizing the tournament.

**CONSENT AGENDA**

Mr. Griffin then requested Mr. Manfredi to read and explain the items on the consent agenda.

- a.) **Approve and adopt the April 6, 2016 and April 20, 2016 regular public meeting minutes.**  
b.) **Accept the April-ending Treasurer's Report.**  
c.) **Approve and adopt Resolution 2016-06 recognizing and congratulating the Montgomery County Public Works Association on its 50<sup>th</sup> Anniversary.**  
d.) **Approve and adopt Resolution 2016-07 repealing Resolution 10 of 2007 authorizing hiring students to work for the Borough during their summer vacation.**

**Ms. Tutino made a motion to accept the consent agenda as read, seconded by Ms. Barton. The motion carried 7-0.**

#### **UNFINISHED BUSINESS**

- a.) Consider approval of 212 Wood Street, land development plans, LD-2015-06.**

Mr. Manfredi introduced Mr. Savona to provide a summary. Mr. Savona explained the history of the project and explained that Council would be granting full approval of the first phase of this two phase development and that they would be granting preliminary approval of phase two. He shared that the final approval of phase two would be undertaken within the next six months as outlined in that evening's approval resolution.

**Ms. Barton made a motion to approve Resolution 2016-08, granting preliminary and final approval of Phase 1 of the 212 Wood Street land development application and preliminary approval of Phase 2, seconded by Ms. Tutino. The motion carried 7-0.**

- b.) Consider authorizing the Borough Manager and Borough Solicitor to begin negotiations on lease terms for Borough Hall retail space based on the proposed lease terms provided.**

Mr. Manfredi explained that the Borough has received lease terms but the leases have not been fully reviewed by the Borough Solicitor and the potential tenants' solicitors. Mr. Savona added that Council has discussed the basic letters of intent and the business terms of the leases and he made a recommendation that, if Council is comfortable with what transpired in their discussions regarding the prospective tenants and terms, they make a motion to authorize both he and Mr. Manfredi to continue with the process.

**Ms. Sokolowski made a motion to authorize approval of those leases subject to final approval of the actual lease language by the Borough Solicitor's office, seconded by Ms. Flanagan. The motion carried 7-0.**

#### **NEW BUSINESS**

- a.) Establishing a standard procedure of requiring criminal background checks for all individuals seeking appointment to a Council-appointed board, authority, commission or advisory committee.**

Mr. Manfredi explained that the item had been discussed in length at the work session and is now before Council for formal action.

**Ms. Flanagan made a motion to establish a standard procedure of requiring criminal background checks for all individuals seeking appointment to a Council-appointed board, authority, commission or advisory committee, seconded by Ms. Leonard. The motion carried 7-0.**

- b.) Consider awarding bids for:**

- i. Rapid Flashing Beacons to: TBD.**

Mr. Manfredi introduced Mr. Brian Keaveney, the Borough's Traffic Engineer from Pennoni Associates, to summarize the bid process and results. Mr. Manfredi added that the Borough had approved money in the budget for the engineering but had not appropriated funds for this particular project and that, if awarded, it would require a transfer of monies from the capital or capital reserve funds through supplemental appropriation.

Mr. Keaveney then shared that the beacons were recommended for installation as a means to implement pedestrian crossing improvements to Fayette Street at the intersections of 4<sup>th</sup> and 7<sup>th</sup> Avenue. He explained that two alternates were put to bid; the base bid included the installation of the beacons using side-mounted pedestals on both sides of Fayette Street and the first alternate included the use of overhead mast arms to hang the flashers over the roadway but, because PennDOT has expressed to the Borough that it must use mast arms if it completes the project, the price of the project has significantly increased. He shared that two bids were received, from Carr & Duff, Inc. and Lenni Electric Corporation, and that the low bid's cost to install the beacons on the mast arms at both locations is approximately \$159, 800.00. Council discussed the item and asked questions about the price of the installation, the reputation of both firms and the logistics and maintenance involved if the beacons were installed. Mr.

Griffin called for public comment and Mr. Joe Malzita of Wood Street, inquired about whether the beacons would flash continuously or only when a pedestrian was crossing; Mr. Keaveney answered that they would flash only when a pedestrian was present. Following the discussion, because the bid is eligible for award for sixty days, Council made a determination to consider awarding this bid at the June work session.

**ii. Roof Repair for Leeland to: TBD.**

Mr. Manfredi introduced Mr. Paul Hughes, Borough Engineer, to summarize the bid process and results. He explained that this round resulted in only one contractor, Kurtz Construction Company, submitting a proposal to complete the work for \$12,450.00 and made a recommendation to award the bid to them. Mr. Manfredi added that the bids were opened the day before the voting meeting, which is why Council had not had the opportunity to review the results prior to the meeting. Council asked questions about Kurtz Construction Company's reputation and background and the warranty that they would give for the roof.

Following the discussion, Mr. Manfredi and Mr. Savona made a recommendation that Council award the bid and condition their approval on a review of the contractor's qualifications. Mr. Griffin commented that the Council needs to make a final determination on what would be done with the Leeland Mansion and Mr. Manfredi replied that it would be an agenda item at the June work session. Mr. Stokley asked if the Borough has been performing safety inspections at the building and Ms. Barton replied that she regularly inspects the building for leaks and other hazards. Mr. Griffin then called for a motion.

**Ms. Barton made a motion to award the contract to Kurtz Construction Company for the quoted price of \$12,450.00 subject to verification of their references and qualifications by the Borough Engineer and Borough Solicitor, seconded by Ms. Tutino. The motion carried 7-0.**

**iii. Lighting to: TBD.**

Mr. Manfredi then asked Mr. Hughes to summarize the bid process and results for the Borough Hall lighting package. Mr. Hughes explained that no bids had been received and that his office is now working to put the package back out to bid along with a second contract for signage at the building. He added that, because the signage package includes electrical work, he would like to either couple the projects or put both bids out simultaneously and share the results of those bids the following month.

**iv. Fencing to: TBD.**

Mr. Hughes shared that this project was bid to replace the Borough Hall's present lower lot chain link fencing with a new fence to match the Police Department's current lot fencing and to also construct a wooden split-rail fence around the rain gardens at the front. He shared that two proposals were received and that the low bid came from Pro Max Fence Systems, Inc. to complete the work for \$24,203.00. Council asked questions about the appearance and location of the fences and then Mr. Griffin called for a motion.

**Ms. Tutino made a motion to award the contract to Pro Max Fence Systems, Inc. for the quoted price of \$24,203.00, seconded by Mr. Stokley. The motion carried 7-0.**

**v. Landscaping to: TBD.**

Mr. Hughes shared that the bid was for supplemental landscaping of the Borough Hall and that the package had been designed by Bergmann Associates and includes the area around the future monument sign and planters on the patio and entrance and a garden near the front retaining wall. He shared that two bids were received and that the low bidder was Mayfield Gardens, Inc. to complete the work for \$40,308.00. Council inquired about the specifications of what the contractor would be supplying in the package. Ms. Sokolowski asked if the bid would be paid for with project-specific funds or with capital fund appropriations and Mr. Manfredi replied that lighting, fencing, and landscaping would come out of the capital budget planned for the Borough Hall building; he added that \$1.25 million had been budgeted and that the Borough is expecting \$499,000.00 in grant money and the remainder is funded. He also explained that Council is bidding these smaller projects to finish the building outside of the

project contract work to prevent additional change orders. Following the discussion, Council requested to review the package further and made a determination to consider the award at the June work session.

Mr. Joe Malzita asked who would maintain the landscaping and Mr. Manfredi and Mr. Stokley confirmed that the Public Works Department would maintain the landscaping. Mr. Stokley then inquired whether the Shade Tree Commission would become active again and Mr. Manfredi replied that, the Environmental Advisory Council would be addressing any environmental topics in the Borough.

## **PUBLIC COMMENT**

Ms. Rosemary Northcutt inquired about the planters included in the landscaping package for the Borough Hall and whether a plan had been developed to change the plantings by season; Mr. Manfredi responded that there is a plan currently.

Mayor Frost announced that there are two weeks left until the 15<sup>th</sup> Annual Car Show and there would be a string band from the Mummer's Parade present.

Regarding the Open House, Ms. Leonard shared that it went well but that more advance notice and better communication to the residents, such as a mailing, would have been helpful. Mr. Stokley thanked Borough staff that assisted. Ms. Flanagan shared she received many compliments on the beautiful building and artwork provided by Jack and Butch Coll. Ms. Barton reiterated her thanks to Borough staff and to Jack Coll for his art contributions to the building.

Ms. Sokolowski thanked Public Works on behalf of the residents of Ward 3 for painting the lines on Hector Street. Mr. Griffin added that he also has received a lot of positive feedback on the new painted lines on Hector Street.

Mr. Griffin shared that there were plans to elect a Fire Chief during that evening's meeting, but there had been some conflict, so the Council would hold interviews at the next work session and vote at the next public voting meeting.

Ms. Rosemary Northcutt commented that Conshohocken and its neighboring municipalities should work together to maintain a 25 MPH speed limit the entire length of Fayette Street. Mr. Griffin and Mr. Savona replied that it is a matter that PennDOT controls. Mr. Manfredi added that the managers communicate frequently.

Mr. Joe Malzita asked when the 212 Wood Street land development project would start construction. Mr. Savona replied that it would take several months for the developer to meet the conditions of the approval resolution and attain the necessary permits.

Mr. Dennis Beaver commented that the speed limit should be made uniform on Fayette Street.

## **ADJOURNMENT**

The meeting was adjourned at 8:15 PM.

Respectfully submitted,

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Richard J. Manfredi, Secretary