

BOROUGH OF CONSHOHOCKEN BOROUGH COUNCIL
MINUTES OF THE PUBLIC MEETING

Wednesday, May 3, 2017

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: Stephanie Cecco, Interim Borough Manager
Michael J. Savona, Borough Solicitor

CALL TO ORDER

The Public Meeting of the Conshohocken Borough Council duly advertised, was held at the Conshohocken Borough Hall, 400 Fayette Street, Conshohocken, PA. Mr. James Griffin, Council President, Called the meeting to order at 7:00 PM.

COUNCIL PRESIDENT ANNOUNCEMENTS

Mr. Griffin announced that there was an Executive Session held immediately prior to the meeting.

PRESENTATIONS

a.) Jamie Haddon and Greg Jakubowski, Blazemark, Emergency Operations Plan

Ms. Cecco invited Mr. Robert Zinni, Fire Marshal, to the podium to introduce the presentation. Mr. Zinni explained that the he has been working with Blazemark for the past three years to update the Borough's Emergency Operations Plan template so that the Borough will have a comprehensive plan for responding to an emergency should one arise. Mr. Zinni then introduced Mr. Greg Jakubowski of Blazemark to continue the presentation. Mr. Jakubowski shared an overview of his personal background and qualifications and explained that his company, Blazemark, has the ability to conduct pre-emergency planning using its software. Mr. Jakubowski also explained that his company had provided a proposal to the Borough to assist by converting the Emergency Operations Plan template that Mr. Zinni had discussed into a customized electronic version. Council then asked both him and Mr. Zinni several questions about the Emergency Operations Plan itself and Blazemark's process for customizing the document. A resident, Ms. Deborah Ciewslowski, commented that she works for the government and explained that they also use a similar plan; she offered her assistance if needed. Finally, Mr. Stokley inquired whether there was money budgeted for the work described in the presentation and Ms. Cecco explained that there had been \$10,000.00 budgeted for the work and the proposal is for the work to be completed at \$9,200.00

COUNCIL BUSINESS

a.) Conduct interview for the Planning Commission

Ms. Cecco introduced Ms. Devon Boyle who was present to interview for the Planning Commission. Ms. Sokolowski asked Ms. Boyle to tell Council about herself and her interest in the position. Ms. Boyle shared that she has been in the area since 2004 and has been a homeowner since 2013 and shared her career background. Ms. Sokolowski also inquired about how familiar Ms. Boyle is with the Planning Commission's procedures. Ms. Boyle replied that the previous Borough Manager, Mr. Richard Manfredi, had reviewed the procedures with her before he left and shared that she is comfortable with following protocols and ensuring that new projects adhere to the Borough's ordinances. Council had no further questions for Ms. Boyle.

b.) Consider appointment and resignation of Planning Commission Members

Ms. Cecco stated that the Borough had received a letter of resignation on April 20th from a member of the Planning Commission, Mr. David Bertram, and called for a motion to accept the resignation.

Ms. Barton made a motion to accept the Mr. David Bertram's resignation from the Planning Commission, seconded by Mr. Stokley. The motion carried 7-0.

Ms. Cecco then asked Council if they would be inclined to also consider appointing Ms. Devon Boyle to the Planning Commission.

Mr. Stokley made a motion to appoint Ms. Devon Boyle to the Planning Commission, seconded by Ms. Leonard. Mr. Savona commented that Ms. Boyle would fulfill the balance of Mr. Bertram's term and that one additional vacancy would still exist on the Planning Commission if she were appointed. **With no further comment, the motion carried 7-0.**

MANAGER MATTERS

a.) Consider approving renegotiated loan terms and cash management with Fulton Bank.

Ms. Cecco shared that two representatives of Fulton Bank, Mr. Jonathan Hoke and Ms. Van Dang, were present that evening to elaborate on the details of the agenda item and answer any of Council's related questions. Ms. Cecco explained that the Borough is considering transferring its current monies that are with BB&T Bank and moving its cash management services to Fulton Bank as well as working with Fulton Bank to renegotiate the terms of the Borough's general obligation notes for Borough Hall. She shared that the Borough's current balance is \$6,505,300.00 and that it has a fixed rate of 2.86% and that Fulton Bank has agreed to drop the rate to 2.39% which would save the Borough approximately \$30,000.00 in interest annually over the next five years. Ms. Cecco also shared that the Borough would be netting an additional \$30,000.00 annually due to Fulton Bank's service fees and interest rates. Council asked the Fulton Bank representatives, Ms. Cecco, and Mr. Savona several questions about the matter before Ms. Cecco explained that the matter would be before Council for a vote at the next meeting.

b.) Consider fee waiver requests, Conshohocken Electric Force

Ms. Cecco introduced Mr. Charles Mascio who was present to answer any questions that Council might have about the three fee waiver requests. Ms. Cecco then explained that the Conshohocken Electric Force was requesting to have fees waived for usage of Aubrey Collins Park to hold basketball on Wednesday evenings as well as for use of the Community Center for a fundraiser.

c.) Consider fee waiver requests, Conshohocken Golden Bears

Ms. Cecco shared that the Conshohocken Golden Bears were requesting a fee waiver for two uses of the B Field to play wiffleball and to hold a cow chip.

d.) Consider fee waiver request, Relay for Life

Ms. Cecco shared that the Relay for Life had requested a fee waiver for its event at Sutcliffe park on May 20th. She asked Mr. Mascio to confirm that, as part of the discussion that the Borough had with each group, the groups had agreed to be responsible for the cleanup following the events and Mr. Mascio confirmed. Ms. Flanagan asked Mr. Mascio to explain what the Conshohocken Electric Force is and he shared details of the track program. Ms. Cecco commented that some of the fee waiver approvals were of a time-sensitive nature and asked for Council to make a motion that evening if they were so inclined.

Ms. Leonard made a motion to approve the fee waiver requests submitted by the Conshohocken Electric Force, Conshohocken Golden Bears, and the Relay for Life, seconded by Mr. Stokley. The motion carried 7-0.

Prior to moving on to the final Manager Matter, Ms. Cecco reviewed general matters with Council related to the Spring 2017 newsletter, the launch of the Borough app on June 21st, the NCS survey, and inquired about how Council would like to select candidates for the Dog Park Advisory Committee. Ms. Sokolowski explained that Council would like to permit candidates to apply from all Borough wards and suggested that a sub-committee of Council members, chaired by Ms. Tutino, conduct interviews for the applicants. Following further discussion, Mr. Savona commented that he would have a formal resolution to Council for

their consideration in two weeks and Ms. Cecco reviewed that, as result of the discussion, there would be one committee with jurisdiction over the two dog parks made up of members from all areas of the Borough and that Ms. Tutino would spearhead the interview process separately from the full Council.

e.) Discuss Leeland Mansion Appraisal

Ms. Cecco shared that the Borough had received a revised appraisal that valued the mansion at 1.1 million dollars and requested Council's input on how they would like to move forward. Mr. Savona clarified that Council should hold a further discussion about leasing the building now that the fair market value had been determined and commented that the building is public property and would require a bid process and, if Council is inclined, a bid specification package could be prepared. Mr. Savona detailed the preservation easements that could be placed on the exterior of the building and Council Members Leonard, Flanagan, and Barton discussed the possibility of relocating property from the interior such as the bathtub and sconces to Mary Wood Park House prior to bidding the property. Ms. Tutino and Ms. Sokolowski asked additional questions about the next steps with the building before Ms. Cecco stated that the matter of authorizing placing Leeland Mansion for public bid would be included on the next agenda for Council consideration.

DEPARTMENT MATTERS

a.) Consider approving the revised DCED Program Procedures for the Rehabilitation Program

Ms. Cecco invited Ms. Chris Stetler, Community Development and Zoning Officer, to the podium for the matter. Ms. Stetler explained that changes to procedures for the rehabilitation program require Council approval and that she was present to share the changes that she proposes that the Borough make to bring itself in line with the recently revised state guidebook. Ms. Stetler mentioned that one major change to the Borough procedures was the addition of an introduction that explains that the Borough is operating a one-time only deferred payment loan program. She also discussed other changes including the addition of priorities for participants, a policy for emergency repairs, information on lead paint and radon, and that an upper limit to funds spent on a house was established at \$25,000.00 before concluding her presentation.

b.) Consider awarding CDBG ramp project contract

Ms. Cecco stated that bids for the CDBG ramp project contract would be received on May 11th and that a recommendation would be provided for Council consideration at the next meeting. She added that the handicapped ramps would be constructed mainly in Ms. Leonard's ward and that \$20,000.00 from 2014 and \$20,000.00 from 2015 would be utilized in the process. Ms. Stetler and Mr. Paul Hughes, Director of Engineering, Licenses and Inspections, commented and answered Council's questions on the project.

LEGAL MATTERS

a.) Designate dog friendly park per ordinance 2017-04

Mr. Savona shared that Council had adopted Ordinance 2017-04 last month which designated that Council would designate dog parks and dog-friendly parks by resolution. Mr. Savona explained that the resolution would include the existing dog park and Haines & Salvati park and inquired which other park Council would like to make dog-friendly. Ms. Leonard commented that Mary Wood Park was Council's preference for a new dog-friendly park and Ms. Flanagan requested that there be language explaining that dogs must be kept on a leash and supervised. Mr. Savona agreed to include the language Ms. Flanagan requested and then stated that he would have a resolution on the matter for Council at the next meeting.

b.) Consider approving Resolution 2017-05 Community Development Block Grant Program

Mr. Savona shared that Council had before them a formal resolution opposing the proposed elimination of the Community Block Grant funding from the federal 2017-2018 fiscal year budget. Ms. Barton requested that Council act upon it that evening.

Ms. Barton made a motion to approve Resolution 2017-05, seconded by Ms. Sokolowski. The motion carried 7-0.

c.) Consider approving Resolution 2017-06 Municipal Authority Extension

Mr. Savona explained that the resolution would extend the life of the Municipal Authority because, under the statute, the authority can only exist for periods of fifty years but the lifetime can be extended by Council.

He added that the Conshohocken Authority was the successful bidder for the West Conshohocken sewer system and that the financing terms of the deal would require that the terms of the loan go beyond the current existence of the Conshohocken Authority. The Authority made a request that Council grant the extension of its existence until May 15, 2067 and Council could act on the request by considering Resolution 2017-06 at the next meeting.

d.) Adopt Ordinance No. 2017-05 SP-4 Specially Planned Zoning District

Mr. Savona shared that Council would reconvene a hearing on both the SP-4 zoning amendment and the conditional use filed by Keystone Property Group for the shared parking provisions provided under the SP-4 zoning ordinance. Following the last hearing, Keystone had made substantive revisions based on the comments made by Council and had also made changes to the use of the office building. Mr. Savona explained that, if Council votes to approve the ordinance, the conditional use application would be considered and require Council approval as well. Mr. Savona commented that both matters would be before the Planning Commission on May 11th and before Council for hearings on May 17th.

e.) Consider approving the SORA West Conditional use application (parking)

Mr. Savona detailed this item concurrently with the prior matter.

f.) Consider approving Keystone Property Group Extension of Sale and Development Agreement

Mr. Savona explained that the existing extension of the Agreement of Sale and Development would expire at the end of June and that Keystone had requested a one-year extension. It was Mr. Savona's recommendation to grant the extension until 2018 at Council's next meeting.

COUNCIL MEMBER AND MAYOR MATTERS

a.) Comprehensive Plan Task Force Update (Council Member Sokolowski)

Ms. Sokolowski shared that the group had its first meeting and that it went well. Ms. Goldstein of Boucher and James was present to review what the plan would become as well as timelines, community activities, and assignments. Ms. Sokolowski continued by sharing that the group agreed to hold meetings on the first Monday of the month and that its first activity would be a tour of the Borough that is scheduled for May 31st at 5:30 PM.

Ms. Sokolowski also shared a second matter. The Colonial Neighborhood Council reached out to her to request permission to hold a block party on June 22nd to celebrate the group's 50th anniversary. She asked Sergeant Michael Connor what information the police would need to accommodate the request and he explained the requirements. Ms. Cecco also explained that an operational permit would be required and that Council could waive the permit fees if inclined. Council consented to waive the fee.

b.) Mary H. Wood Park Commission Update (Council Member Flanagan)

Ms. Flanagan shared that the Mary H. Wood Park Commission had made progress and had recently appointed four new members. She explained that the Mary Wood Park would celebrate its centennial on July 4, 2020. Ms. Flanagan discussed the group's goal to restore the park and update the Community Center. She also shared that on May 8th the group would hold its third meeting and invite community leaders to participate in the planning and that the June meeting would be open to the public. Ms. Leonard also commented that the long-term goal is to make the area a hub for Conshohocken and shared additional plan details.

Ms. Barton announced that on Tuesday, Ms. Eleanor Roper and Ms. Kate Kosmin, would be going to the PSAB Conference to accept awards for the Borough newsletter and website.

PUBLIC COMMENT

Mr. Jameson Conaglia, of 204 Maple Street, shared that he was present to represent the 200 Block of Maple and share their concerns about the children's play area going in at the 2nd Avenue Meadow. He explained that he and the neighbors were not given notice that construction would begin in the nearby meadow beginning early that Monday morning and suggested that a letter be distributed in advance as well as the information be posted on media outlets. Mr. Griffin suggested that he and the neighbors come to the meetings or view them on the website to learn about what is going on in the community. Ms. Sokolowski also mentioned that the Borough app would be a great resource

in the near future. Mr. Congalia also commented that parking is a major concern and requested that permits be issued and Ms. Tutino responded to the concern. Additionally, Mr. Conaglia voiced concerns that there would be less open space for children to play sports, that two eight-year old trees were killed, requested public waste receptacles be placed in the new park, and shared that the residents would not like lights being installed there. Finally, he inquired if plans and renderings for the completed project could be made available and Ms. Cecco offered to pull pictures together and get them to Mr. Conaglia. Ms. Cecco also requested that any additional questions he had should be sent to her so that she and Ms. Tutino could respond. Mr. Congalia also asked about completion dates for the project and Ms. Cecco replied that the installation would begin on May 8th and that completion would be determined by weather.

Ms. Flanagan commented that the Borough would work to become more proactive in sending notice about upcoming projects to the residents in the immediate vicinity.

Ms. Deborah Cieslewski shared that she sells blue lives matter bracelets to support the police department and presented a check for \$100.00 to Sergeant Michael Connor to be used for their new uniforms.

Ms. Teresa Parris, 125 East 3rd Avenue, asked if the Borough had a bid out for the banking services discussed earlier prior to it making its selection. Mr. Savona responded that the Borough took the existing note where there was a Request for Proposals and one of the lenders that originally responded offered to reduce the rate if the Borough switched institutions.

Ms. Stetler, Community Development and Zoning Officer, suggested the resolution for the CDBG program be modified to also voice opposition to the plan to eliminate funds provided under the Home Assistance Partnership Act that the Borough has also benefitted from. Ms. Barton agreed to consider the request.

Ms. Rita Montemayor, 112 East 7th Avenue, commented that she lives across from Jasper's Backyard where the Zoning Hearing Board approved an outside full service bar with music at its last meeting. She expressed her displeasure that the Borough had reversed its past compromise from two years ago that no outside bar or music would be permitted there. She also requested an increased police presence in the area and made an announcement that Conshohocken Elementary School would be holding a fundraiser the next day at Scoops.

ADJOURNMENT

The meeting was adjourned at 8:58 PM.

Respectfully Submitted,

Stephanie Cecco,
Interim Borough Secretary