

BOROUGH OF CONSHOHOCKEN BOROUGH COUNCIL
MINUTES OF THE PUBLIC MEETING

Wednesday, April 19, 2017

PUBLIC MEETING

PRESENT: James Griffin, Council President
Karen Tutino, Council Vice-President
Robert Stokley, Senior Council Member
Anita Barton, 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 the Conshohocken Borough Hall, 400 Fayette Street, Conshohocken, PA. Mr. James Griffin, Council President, Called the meeting to order at 7:00 PM.

PRAYER OF COUNCIL

Ms. Karen Tutino read a Prayer for Council.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

COUNCIL PRESIDENT ANNOUNCEMENTS

Mr. Griffin announced that this meeting would be Mr. Manfredi's last meeting with the Borough of Conshohocken and expressed that he would like to thank him for all that he did for the Borough and wish him luck. Mr. Manfredi announced on Mr. Griffin's behalf that there was an Executive Session held prior to the meeting on employment and litigation matters.

PRESENTATIONS

i. Daniel Weckerly, Valley Forge Tourism and Convention Board

Mr. Manfredi introduced Mr. Daniel Weckerly who was present to explain the history of and current initiatives of the Valley Forge Tourism and Convention Board and to recognize the Borough's important role in bringing tourists to Montgomery County.

ii. Julie Davis, Dunlap Associates; Q1 Financial Report

Mr. Manfredi then introduced Ms. Julie Davis, the Borough's compliance and oversight finance consultant, who was present to provide an update on the first quarter. Ms. Davis shared that the Borough is prepping for the audit which will begin in mid-late May. She commented that the new software is working well and reviewed the month's Treasurer's Report that shows a listing of funds and the cash balance in each fund and shared that the Borough has a healthy \$12 million cash balance for its funds, minus the police and fire pensions, at the end of the first quarter. She highlighted the general fund and then reviewed the revenues and expenses of the fund. She also discussed smaller funds and the capital reserve fund. Ms. Davis concluded by sharing that the Borough will have final 2016 numbers and stronger numbers for 2017 when she returns in July to report again following the audit.

CONSENT AGENDA

Mr. Manfredi read and reviewed the matters included on the consent agenda.

- a.) Approve and adopt the February 1 Special and Regular Meetings; February 15 Special and Regular Meetings; March 1 and March 15 Meeting Minutes.
- b.) Accept the March-ending Treasurer's Report and accounts payable.
- c.) Award Police Uniform Bid to Red the Tailor in the amount of \$20,043.
- d.) Waive off street parking for: 6 East 1st Avenue (Snap Custom Pizza), 121 Fayette Street (Prestigious Petals), and 126 Fayette Street (Farmers Insurance).
- e.) Ratify appointment of Joe Collins to Mary Wood Park Commission and Domenic Rocco to the EAC for a term of 1 year.
- f.) Approve Haines and Salvatti Dog Park & approve 2nd Avenue Meadows as a Park with play equipment.
- g.) Approve Sutcliffe Lane Pocket Park.
- h.) Approve Rotary Beer Fest with Alcohol at the A Field on the second weekend of October through 2021.
- i.) Approve Conshohocken Business Development Corp (LoveConshy) Music Event with Alcohol at the A Field on June 24th, 2017.
- j.) Approve Housing Rehabilitation Program Consultants.

Ms. Leonard made a motion to approve and adopt consent agenda items a.) through j.) as read, seconded by Ms. Barton. The motion carried 6-0.

UNFINISHED BUSINESS

Mr. Manfredi read and introduced the following two ordinances and two resolutions. He then inquired whether Mr. Savona had any comments to share regarding any of the ordinances or resolutions. Mr. Savona expressed that Ordinance No. 2017-04 amending Park Regulations would allow Council to designate by resolution certain parks where dogs will be permitted.

- a.) Adopt Ordinance No. 2017-03 amending Mary Wood Park Commission.
- b.) Adopt Ordinance No. 2017-04 amending Park Regulations.
- c.) Approve Resolution 2017-03 Colwell Lane Land Development
- d.) Approve Resolution 2017-04 Application for Traffic Signal Approval - Fayette & E. Elm/W. Elm

Ms. Barton made a motion to approve items a.) and b.), seconded by Ms. Flanagan. The motion carried 6-0.

Mr. Stokley made a motion to approve items c.) and d.), seconded by Ms. Barton. The motion carried. 6-0.

NEW BUSINESS

Mr. Manfredi shared that there were three items of new business but there would be a fourth as a result of Council's Executive Session. He then requested that Mr. Savona elaborate on the first two new business matters.

- a.) Support the application for 101 E 7th Ave. (Three Blind Pigs, LLC) before the Zoning Hearing Board.

Mr. Savona explained that the application which had been discussed previously was to remove a condition that was imposed by the Zoning Hearing Board. Mr. Savona shared that he had prepared a letter at Council's request to indicate Council's support of the application.

Ms. Tutino made a motion to support the application for 101 E 7th Ave. and to authorize the Solicitor to send a letter of support to the Zoning Hearing Board, seconded by Ms. Leonard. The motion carried 6-0.

- b.) Support the application for 225 E 12th Ave. (Shaffer) before the Zoning Hearing Board.

Mr. Savona explained that the application was seeking variances from zoning provisions related to fencing to erect a fence on the oddly configured lot as a matter of safety. He added that Council had indicated their support of the application at the Work Session subject only to the condition that the final placement of the fence be subject to the Borough Engineer's approval in order to avoid conflict with the right-of-way on 12th Avenue. Mr. Savona had also prepared a letter at Council's request to indicate their support for this application.

Ms. Leonard made a motion to authorize the support of the application for 225 East 12th Avenue, seconded by Ms. Flanagan. The motion carried 6-0.

- c.) Award Bid for A-Field Walking Track

Mr. Manfredi introduced the matter and explained that the field was included in the capital budget and had been bid. He then introduced Mr. Paul Hughes, Director of Engineering, Licenses and Inspections, who was present to review the bid results. Mr. Hughes explained that three bids had been received and that the Borough solicited a base bid to construct a six foot wide track and an alternate to construct a seven foot wide track. Mr. Hughes shared that the first bidder, Darryl Mills Excavating Inc. submitted a base bid for \$63, 130.20 and an alternate bid of \$72, 359.50, the second bidder, James R. Kenny Excavating and Paving, submitted a base bid for \$72, 267.90 and an alternate bid for \$81, 299.21, and that the third bidder, SJM Construction Company, submitted a base bid for \$71, 055.00 and an alternate bid for \$81, 296.00.

Mr. Hughes explained that the bid portion of the project will build a track base and that the second portion to add the rubber track surface would be completed through Co-Stars with Recreation Resources and he shared the prices for the second phase which would be \$106, 030.20 for the six-foot track or \$122,409.50 for the seven-foot track and both figures would be within budget. He then made a recommendation to award the bid to the low bidder, Darryl Mills Excavating Inc. for either the six or seven-foot track.

Following discussion, **Ms. Flanagan made a motion to award the alternate bid for the A-Field Walking Track to Darryl Mills Excavating Inc. for \$72,359.50, seconded by Mr. Stokley. The motion carried 6-0.**

Mr. Manfredi then requested that, before the final item, he would like to hold a brief Executive Session and Council recessed at 7:28 PM. Council then reconvened at 7:32 PM.

Mr. Manfredi explained that, due to his resignation, there is a need to consider how the Borough would handle the duties of the Office of the Borough Manager as well as other related positions. He then explained that the first order of business would be a motion to accept his resignation.

Ms. Leonard made a motion to accept Mr. Manfredi's resignation, seconded by Ms. Barton. The motion carried 6-0.

Mr. Manfredi explained that the next item would be to appoint an Interim Borough Manager and other related positions.

Ms. Barton made a motion to appoint Stephanie Cecco as Interim Borough Manager, Interim Borough Secretary, Right-to-Know Officer, and Pension Plan Administrator with a salary of \$110,000.00 during the interim period, effective May 1, 2017, seconded by Mr. Stokley. The motion carried 6-0.

Ms. Leonard made a motion to appoint Julie Davis, CPA/MBA of Dunlap & Associates as Borough Treasurer, effective May 1, 2017, seconded by Mr. Stokley. The motion carried 6-0.

PUBLIC COMMENT

Ms. Leonard thanked Mr. Manfredi for his service to the Borough and expressed that he is a great Manager. Mr. Stokley also thanked Mr. Manfredi and commented that he would be missed. Ms. Flanagan stated that she agreed with Ms. Leonard and Mr. Stokley and added that she was appreciative of his serving as a resource to the Borough.

Ms. Tutino expressed that Mr. Manfredi would be sorely missed and added that he helped bring the Borough to current times and that his staff mentoring would be evident even after his departure. She wished him the best both professionally and personally.

Ms. Barton commented that Mr. Manfredi would be missed. She also shared a business matter that she would like for Council to consider adopting a resolution for CDBG because the State has planned to eliminate funding for the program in its proposed budget. She explained that the funds are used to address housing problems in the community and that the Borough could submit a resolution to government groups. Mr. Savona elaborated on the matter and explained that he could review the resolution and it would be on the next agenda for Council consideration.

Mr. Manfredi then thanked the present Council, as well as Mr. Paul McConnell, former Council Member who was present in the audience, and shared that he had enjoyed his time with the Borough.

Mr. Paul McConnell, Former Council Member and resident of the 400 Block of East Elm, commented that he had been at Mr. Manfredi's first and last Council meetings and that the Borough was finally able to move forward with the Borough Hall at 400 Fayette as a result of Mr. Manfredi's efforts. He thanked Mr. Manfredi for that accomplishment and for all that he had done for Conshohocken.

ADJOURNMENT

The meeting adjourned at 7:41 PM.

Respectfully Submitted,

Stephanie Cecco,
Interim Borough Secretary