

BOROUGH OF CONSHOHOCKEN BOROUGH COUNCIL
MINUTES OF THE PUBLIC MEETING

Wednesday, December 6, 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 E. Peters, Interim 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 7:02 PM.

COUNCIL PRESIDENT ANNOUNCEMENTS

Mr. Michael Peters of Eastburn & Gray announced that he would be filling in for the Borough Solicitor. Mr. Peters also announced that Council held an Executive Session prior to the meeting for purpose of interviewing Borough Manager candidates. He shared that there were a total of twelve (12) candidates. Interviews were conducted and Council offered Stephanie Cecco the position of Borough Manager.

Ms. Sokolowski made a motion to extend the offer letter to Stephanie Cecco for the position of Borough Manager, seconded by Ms. Barton. The motion carried 7-0.

Ms. Cecco accepted the offer.

Ms. Sokolowski made a motion to appoint Stephanie Cecco as Borough Manager of the Borough of Conshohocken, seconded by Ms. Barton. The motion carried 7-0.

PRESENTATIONS

- a.) **A representative of Chabad of Lafayette Hill requested formally inviting Borough Council to the December 14, 2017 Lighting of the Chanukah Menorah at Leeland Mansion**

Ms. Cecco invited Rabbi Yisroel Kotlarsky to the podium. Rabbi Kotlarsky thanked Ms. Cecco, HOW Properties and Mayor Frost with their assistance and support of the event. Rabbi Kotlarsky invited Borough Council and the public to the Lighting of the Chanukah Menorah at Leeland Mansion on December 14th at 6:00pm. He added that there would also be a Chanukah Gelt Drop.

- b.) **Consider preliminary/final minor subdivision and land development approval for 538 Spring Mill Avenue: Mr. Ty Borkowski and Mr. Justin Borkowski, Applicants**

Mr. Peters invited the applicant to the podium to present land development plans for 538 Spring Mill Avenue. The applicant's attorney, Mr. Gerry Rath, explained that the plan proposes to divide the existing parcel into two lots, leave the existing house and build a single family detached house on the new lot. Mr. Rath shared features of the lot, home, off-street parking and cross easement between the two lots. Mr. Rath explained that the Borough Planning Commission and the Montgomery County Planning Commission have recommended approval and that revised plans have been submitted based

on comments from staff and Planning Commission. Mr. Peters reviewed the conditions of approval per the resolution.

Mr. Stokley made a motion to approve preliminary/final land development for 538 Spring Mill Avenue, seconded by Ms. Flanagan. The motion carried 7-0.

c.) EAC Stormwater Management Initiative Presentation, Matthew Breidenstein and Domenic Rocco

Matthew Breidenstein, Chair of the EAC, discussed EAC accomplishments for 2017, which included increasing public awareness and implementing the Schuylkill River Trail (SRT) Cleanup Project. Mr. Breidenstein also reviewed EAC goals for 2018, which included continuing to increase public participation, continuing with the SRT Clean Up Project, resurrecting the Shade-Tree Commission and participating in the "Ready for 100" initiative.

Domenic Rocco, EAC Member, approached the podium to discuss another EAC goal for 2018, stormwater management initiatives. Mr. Rocco explained that stormwater management is important for preventing flooding and improving water quality to our waterways. He provided an overview of stormwater management facilities, which included rain gardens, stormwater planter boxes and rain barrels. Mr. Rocco shared that implementation of the project would involve developing inventory of existing facilities and constructing demonstration projects; getting the community informed and involved; and collaborating with environmental organizations and Borough Administration and Council.

COUNCIL BUSINESS

a.) Consider 151 East Ninth Avenue Zoning Hearing Board Application

Ms. Cecco invited Ms. Stetler to the podium to provide an overview of the application. Ms. Stetler stated that the applicant is requesting a variance for built area. She explained that the proposed activity is an addition to the property to accommodate a first floor bedroom and bathroom for a family member.

b.) Consider 1065 Colwell Lane Zoning Hearing Board Application

Ms. Stetler explained that the applicant is requesting a Special Exception for a change of non-conforming use, a variance for off-street parking and a variance for sign size. Ms. Stetler shared that the applicant proposes to operate a skin care salon, providing quality skin care treatments by a licensed esthetician. Council asked questions regarding clientele and the number of employees. Ms. Ameer Farrell, the applicant's attorney, responded to those questions.

Mr. Stokley made a motion to send letters of support for the 151 East Ninth Avenue Zoning Hearing Board Application and the 1065 Colwell Lane Zoning Hearing Board Application, seconded by Ms. Flanagan. The motion carried 7-0.

c.) Consider the 2018 Borough Council Calendar

Ms. Cecco explained that the proposed 2018 Borough Council Calendar would follow the same pattern as 2017, such that the Council Meetings would be held on the first and third Wednesday of each month. Ms. Cecco added that the proposed calendar also included the Capital Budget Workshop and the Goal Setting Workshop. She stated that the calendar would be advertised in January for the remainder of the 2018 fiscal year. After some discussion, Council decided to remove the July 4th Work Session from the schedule and tentatively keep the November 21st Voting Session on the schedule.

Ms. Sokolowski made a motion to approve the 2018 Borough Council Calendar, seconded by Ms. Barton. The motion carried 7-0.

d.) Consider Board and Commission Vacancies

Ms. Cecco asked Council to review the list of Borough Board and Commission members who were up for reappointment in order to prepare for the Reorganization Meeting. Mr. Stokley suggested that Council interview the individuals that Council is interested in reappointing. Council members agreed.

Ms. Cecco asked Council to determine which individuals they would like to interview for reappointment. Ms. Cecco also added that Borough staff would continue to advertise the current vacancies.

e.) Consider approving the revised YMCA sign per submission from Keystone Property

Ms. Cecco shared that the revision to the YMCA sign was the addition of "Association Office" next to the YMCA logo. Ms. Cecco explained that all previously stipulations regarding the sign remained.

Ms. Barton made a motion to approve the revised YMCA sign per submission from Keystone Property, seconded by Ms. Flanagan. The motion carried 7-0.

f.) Authorize advertisement of the 2018 Real Estate Tax Levy Ordinance

Ms. Cecco shared that there was no change to the real estate tax for 2018 and to levy distribution. She explained that the Ordinance must be advertised prior to adopting the Ordinance.

Ms. Leonard made a motion to advertise the 2018 Real Estate Tax Levy Ordinance, seconded by Ms. Tutino. The motion carried 7-0.

MANAGER MATTERS

a.) Consider approving a fee waiver request, Archbishop Kennedy High School Reunion

Ms. Cecco invited Brian Coll, resident, to the podium to provide an overview of the event. Ms. Tutino asked about the number of attendees. Mr. Coll responded that past reunions have held 250-350 guests.

Ms. Leonard made a motion to approve the fee waiver request for use of the A-Field and to approve the use of alcohol at the A-Field, seconded by Mr. Stokley.

b.) Consider approving a fee waiver request, Blood Drive, American Red Cross

Ms. Cecco explained that the American Red Cross requested the use of the Community Center for a Community Blood Drive on February 18, 2018.

Ms. Sokolowski made a motion to approve the fee waiver request, seconded by Ms. Leonard. The motion carried 7-0.

c.) Consider authorizing the disposal of records as recommended by Administration and permissible per the Pennsylvania Municipal Records Manual.

Ms. Cecco reviewed the overall records disposal process, explaining that records were consolidated from four (4) different locations into one location, categorized per the Pennsylvania Municipal Records Manual and then reviewed by each department. Ms. Cecco added that this is the first step towards an overall records retention plan.

Mr. Griffin recused himself. Ms. Barton made a motion to authorize the disposal of records, seconded by Ms. Flanagan. The motion carried 6-0.

d.) Consider authorizing the donation of a fire truck to the Fire Academy

Ms. Cecco shared that the Montgomery County Fire Academy and the County has agreed to five (5) years of free training in exchange for a fire truck that the Borough no longer utilizes.

Mr. Stokley made a motion to authorize the donation of a fire truck to the Fire Academy, seconded by Ms. Barton. The motion carried 7-0.

e.) Consider authorizing the tuition reimbursement for Detective Walter

Ms. Cecco shared that the reimbursement would cover tuition and books. She also mentioned that tuition reimbursement is contractual item.

Ms. Flanagan made a motion to authorize the tuition reimbursement for Detective Walter, seconded by Mr. Stokley. The motion carried 7-0.

DEPARTMENT MATTERS

a.) Consider approving Resolution 2017-26 approving the CDBG Application

Ms. Cecco explained that approving Resolution 2017-26 would enable to Borough to administer the CDBG Grant Entitlement Program.

Ms. Sokolowski made a motion to approve Resolution 2017-26, seconded by Ms. Barton. The motion carried 7-0.

LEGAL MATTERS

a.) Consider adopting Friends of Conshohocken Parks Bylaws

Mr. Peters asked Council to review the draft of the Friends of Conshohocken Park Bylaws and provide any feedback. Council made several suggestions, which included correcting the name of several parks and adding Sutcliffe Lane Park to the list. Mr. Peters mentioned that comments or revisions would be accepted until Wednesday, December 20, 2017 when Borough Council would vote on the adoption of the bylaws.

Mr. Stokley mentioned the importance of notifying residents when decisions are made regarding park renovations. Ms. Cecco stated that residents have been notified via the Borough website and social media outlets.

b.) Consider appointing Board Members to Friends of Conshohocken Parks Inc.

Ms. Cecco asked Council to be prepared to make recommendations of individuals Council would like to appoint as Board Members to the Friends of Conshohocken Parks Inc. at the Council Meeting on December 20, 2017.

COUNCIL MEMBER AND MAYOR MATTERS

Mayor Frost thanked the Police Department, Fire Department and Fire Police for their assistance with Christmas Tree Lighting Event at Leeland Mansion.

Ms. Leonard congratulated Ms. Cecco on being appointed Borough Manager.

Mr. Stokley shared that residents of Ward 6 recognized the Public Service Department for their work on leaf collection.

PUBLIC COMMENT

John Costello, 431 East 10th Avenue, asked when the free training with the Fire Academy would begin. Ms. Cecco responded that training would begin in 2018.

ADJOURNMENT

The meeting was adjourned at 8:32 PM.

Respectfully Submitted,

Stephanie Cecco,
Interim Borough Secretary