

OFFICIAL MINUTES

OCTOBER 20, 2014

The Regular Meeting of October 20 2014, of Council for the Borough of Kennett Square was called to order at 7:00 p.m. in the Red Clay Room of the Kennett Fire Company No. 1, 423 Dalmatian Street, Kennett Square, Pennsylvania with President Leon R. Spencer, Jr. in the Chair.

Present: *President Leon R. Spencer, Jr.*
Vice President Danilo P. Maffei
Councilmember Geoffrey R. Bosley
Councilmember Brett M. Irwin
Councilmember George P. Plumley, III
Councilmember D. Lynn Sinclair
Councilmember Patrick B. Taylor
Mayor Matthew W. Fetick
Manager Brant Kucera
Borough Solicitor Marc Jonas

EXECUTIVE SESSION

President Spencer announced that Council held an Executive Session at 6:00 p.m. in the Red Clay Room this evening. The purpose of this meeting was to discuss personnel and legal matters.

PUBLIC COMMENTS

John Thomas, 406 South Broad Street, wished the Manager success with his new job. He expressed his concerns that a permanent Borough Manager will not be involved in the budget process; the cost of the expansion of the parking garage; and the fact that his current Borough utility bill is the largest one he has ever received.

Liam Warren, 201 South Broad Street, introduced himself along with three (3) other Boy Scouts, Harry Warren, Ben Powell and Zach Powell. They are all members of Troop 24 in Kennett Square, and are attending tonight's meeting as part of the requirements to obtain their Citizenship in the Community Badge.

PUBLIC SAFETY

POLICE DEPARTMENT

Chief Edward Zunino reported the following statistics for the month of September, 2014:

- Traffic Citations – 34.
- Written Traffic Warnings –38.
- Criminal Arrests – 23.

- DUI Arrests – 4.
- Total Calls – 642, compared to 676 in September 2013.

FIRE COMPANY

Fire Chief Steven Melton reported the following statistics for September 2014:

- EMS Calls – 92 with 32 being in Borough.
- Total EMS Calls to Date in 2014 – 855.
- Fire Calls - 39.
- Total Fire Calls to Date in 2014 – 342.

He advised that they have responded to 32 building fires in 2014 with none of them being in the Borough. He attributes this to the excellent work of the Borough's Codes Department and his working relationship with Russell Drumheller, the Codes Enforcement Officer.

PUBLIC WORKS/FINANCE COMMITTEE

Councilmember Bosley reported the following from the Committee's meeting in September, 2014:

- Reviewed and spot checked invoices.
- The Closed Loop Project should be wrapped up this fall.
- The Yeatman Well Project is moving along slower than expected. PECO is scheduled to energize the facility next week.
- Joseph Scalise will be meeting with Meliora next week to discuss the bid packet for the West Cypress Street Project.
- Reviewed the water main break incident and Mr. Scalise is researching the availability of old infrastructure maps; there is a possibility that the maps were never created or they have been lost.
- Discussed the possibility of making Swift Reach registration mandatory.
- Vice President Maffei attended the Board meeting for the Kennett Area Park Authority (KAPA). The board has requested a contribution increase and free gasoline.

CONSENT ITEMS

MINUTES of OCTOBER 6, 2014

President Spencer presented minutes from October 6, 2014.

It was moved by Vice President Maffei and seconded by Councilmember Sinclair to approve the minutes as presented. Motion carried unanimously.

BILLS

President Spencer presented the bills to be paid on October 20, 2014 and the bills that were paid since the last meeting.

It was moved by Councilmember Bosley and seconded by Councilmember Vice President Maffei to approve the bills as presented. Motion carried unanimously.

2014 – 2018 CAPITAL IMPROVEMENT PLAN (CIP)

President Spencer presented the 2014 – 2018 CIP for adoption.

The Manager summarized the CIP as follows:

- Closed Loop Traffic Signals – To be completed at the end of 2014/beginning of 2015.
- West Cypress Street Reconstruction - 2015.
- Birch Street. Reconstruction - Streetscape to begin in 2016.
- Washington Street/Engineering – Feasibility Study will begin in 2016.
- Water Meter Replacement Program – To be upgraded by the end of 2017.
- South Street Pump Station. – This project was scheduled for 2015, however we were not awarded the funding through the County’s CBG Program. He recommended that we apply for the funding through the County’s CRP Grant Program.
- Ultra-Violet (UV) Disinfection System Replacement at the Wastewater Treatment Plant (WWTP) – Planned for 2017
- Parking Garage Expansion – This is planned for 2015, however it is more realistic that it will occur in 2016.
- New Financial Software Package - RFP’s will be sent out in 2015.
- Chipper – This item was already purchased in 2014 and 90 percent of the cost was funded by a grant from PA DEP.
- Color Copier/Printer – To be purchased in 2018.
- Ladder Truck for Kennett Fire Company – The Borough’s share is \$600,000. A percentage of the recommended millage increase for 2015 will fund this purchase. This is an important purchase because the current Ladder Truck is 18 years old with an expected life span of 20 years. Plus, the new Ladder Truck will be taller.

The Manager advised that this is a total of \$10 million worth of projects over the next five (5) years. The CIP was a product of the Public Works/Finance Committee consisting of three (3) staff members, the Manager, Finance Director and Director of Public Works, and three (3) councilmembers, Vice President Maffei and Councilmembers Bosley and Taylor.

It was moved by Vice President Maffei and seconded by Councilmember Taylor to adopt the CIP as presented.

Vice President Maffei stated that the CIP is an important document for planning but we do not have to follow it if we do not have the money to fund the projects.

Councilmember Bosley added that a lot of these projects are contingent upon being awarded grant funding or other appropriate funding.

Motion carried unanimously

RESOLUTION NO. 6-14
AMENDING the BOROUGH of KENNETT SQUARE
SECTION 125 PREMIUM ONLY PLAN – YEAR 2015

President Spencer presented the resolution of the Section 125 Premium Only Plan.

The Manager advised that this resolution is for the 2015 calendar year and allows the Borough employees' share of health premiums, daycare expenses, Aflac premiums and 457 retirement contributions to be a payroll deduction on a pre-tax basis.

It was moved by Councilmember Sinclair and seconded by Councilmember Bosley to approve the resolution as presented. Motion carried unanimously.

The resolution was assigned No. 6-14.

INTERIM BOROUGH MANAGER
JOSEPH C. SCALISE

The Manager stated that when he tendered his resignation he began to formulate the prospects of an Interim Borough Manager. This position will start November 1st and continue until the time that a new Borough Manager is hired. This person will see that the lines of communication stay intact between Department Heads and Council and will not include any huge policy changes or additions. The Manager recommended that Joseph C. Scalise, the Director of Public Works, be appointed the Interim Borough Manager and that Mr. Scalise be paid the current Manager's salary during this time. The Manager has the utmost confidence that Mr. Scalise can fill this position while continuing his role as the Director of Public Works.

It was moved by Vice President Maffei and seconded by Councilmember Taylor to approve the appointment as presented.

Vice President Maffei voiced his confidence in Mr. Scalise noting that he currently deals with County, State and Federal agencies and trusts believes that Mr. Scalise will be a remarkable Interim Borough Manager.

Motion carried unanimously

OPEN RECORDS OFFICER

The Manager recommended that Karen L. Scherer, Borough Secretary and Assistant to the Borough Manager, be appointed as the Borough's Open Records Officer. Currently the Borough Manager serves in this capacity. Under PA law the Borough Manager is not required to be the Open Records Officer. This position oversees the policy and procedures of the PA Open Records law and responds to requests. The Manager added that Ms. Scherer has been acting in this capacity on his behalf, and recommends that she be appointed to this position on a permanent basis.

It was moved by Councilmember Sinclair and seconded by Councilmember Bosley to approve the appointment as presented. Motion carried unanimously.

LONGWOOD GARDENS HOLIDAY PARKING PLAN

President Spencer presented the Longwood Gardens Holiday Parking Plan.

Mary Hutchins said this is an exciting opportunity to bring people to our downtown. Longwood Gardens is proposing to have approximately 300 of their visitors park in the Municipal Parking Garage and run shuttles at 4 and 7 p.m. every Saturday beginning on November 29th through December 27th. There are no financial obligations for Historic Kennett Square or the Borough. The shuttles will be stationed in front of the Michael Walker Building, 101 East State Street. Ms. Hutchins advised that she discussed this proposal with Kathi Lafferty and Kathleen Caccamo of KARMA; both expressed their support of the plan.

It was moved by Vice President Maffei and seconded by Councilmember Sinclair to approve the plan as presented. Motion carried unanimously.

AMENDMENT to the AGENDA REGIONAL POLICE STUDY

President Spencer advised that the Regional Police Study needs to be brought before Council as a discussion item this evening.

It was moved by Councilmember Bosley and seconded by Councilmember Plumley to amend the agenda by adding the Regional Police Study as presented. Motion carried unanimously.

REGIONAL POLICE STUDY

Chief Zunino advised that the Regional Police Study was generated by Pennsylvania Department of Community and Economic Development (DCEd). The region includes four (4) municipalities - the Borough of Kennett Square and Kennett, London Grove and New Garden Townships.

Council was given a copy of the study.

The Chief stated that he feels that he does not have enough information at this time and would like to have discussions with other municipalities, especially boroughs, which are currently part of a Regional Police Force.

President Spencer advised that the total population for the region is just over 34,000. Forming a Regional Police Force has to do with creating a positive economic impact and providing better coverage.

The Chief advised that a Regional Police Force would also include specialized units.

The Mayor stated that he thinks that time was well spent on this study however he has concern with the proposal of staffing levels. He added that there is a lot more information to be gathered and reviewed.

President Spencer also noted that community policing has a so positive effect; residents get to know the individual Police Officers and form relationships.

Vice President Maffei questioned what would be the next step in the study.

The Chief replied that there is more information to be gathered such as budgetary, scheduling and staffing needs, the location of the facility for the Regional Police Force, the proposed name of the facility as well as naming the organization. In December 2014, DCED plans to hold a meeting with municipal officials and the public. After that, moving into 2015, additional questions and comments will need to be answered and considered.

President Spencer advised that tonight's presentation and discussion was for informational purposes only.

PRESIDENT'S REPORT

President Spencer reminded the public to sign up for Swift Reach. At this time only 482 people have signed up and Council continues to consider mandating that all residents sign up for this notification system.

The Halloween Parade and Party will be held this coming Sunday. The parade kicks off at Lafayette and State Streets at 3 p.m., followed by a party at the Legion building from 4 to 6 p.m.

President Spencer announced that Trick or Treating in the Borough will be held on Friday, October 31st, from 6 to 8 p.m.

President Spencer announced that Council will hold a Public Hearing on November 3rd, 7:00 p.m. to consider amendments to the Borough's Municipal Code, Chapter 23, Zoning – Group Homes. The hearing will be held in the Monroe Nute Room, 301 Dalmatian Street.

President Spencer announced that Council will hold a Public Meeting on November 3rd, 7:00 p.m. to consider amendments to the Borough's Municipal Code, Chapter 11, Motor Vehicles and Traffic - making a portion of Center Street and Wilson Road a one-way thoroughfare. The meeting will be held in the Monroe Nute Room, 301 Dalmatian Street.

Boy Scout Troop 53 will hold a Flag Retirement Service on November 9th. If anyone has a flag that needs to be disposed of, please drop it off at Borough Hall and we will see that it is included in this service.

President Spencer announced that the Walk for Hunger and Homelessness will be held on Wednesday, November 19th. There are two (2) walks; one (1) at noon and the other at 4 p.m. Participants are to meet under the town clock on the Genesis HealthCare building. Food donations will be accepted during this event to benefit the Kennett Food Cupboard. Flyers are available at the Borough Secretary's table.

COUNCIL, MANAGER and MAYOR COMMENTS and ANNOUNCEMENTS

Councilmember Bosley thanked Brant Kucera for his dedication and service as Borough Manager and wished him the best of luck.

Vice President Maffei advised that there will be no delays in the budget process with the departure of the Manager. The budget process works systemically and any changes to

the budget would be made by Council. Vice President Maffei noted that Kathy Holliday, the Borough's Finance Director, is very capable of continuing to prepare the budget and maintaining the budget process schedule.

SPECIAL PRESENTATION

THANK YOU – BRANT KUCERA, BOROUGH MANAGER

President Spencer presented Brant Kucera with a certificate thanking Mr. Kucera for his hard work and dedication to the citizenry of the Borough during his six (6) years of service as Borough Manager.

Mr. Kucera thanked Council for this recognition noting that the last six (6) years have been wonderful. He expressed his appreciation to both council and staff adding that the Borough of Kennett Square is a fantastic place to work and a place he will miss.

ADJOURNMENT

It was moved by Vice President Maffei and seconded by Councilmember Bosley to adjourn the meeting at 8:00 p.m.

Karen L. Scherer

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Secretary