

BOROUGH OF CONSHOHOCKEN BOROUGH COUNCIL  
MINUTES OF THE PUBLIC MEETING

Wednesday, July 5, 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**

There were no announcements made.

**PRESENTATIONS**

There we no presentations scheduled.

**COUNCIL BUSINESS**

**a.) Consider approving use of the A-Field by Chestnut Hill College Department of Athletics.**

Ms. Cecco explained that the Borough had been approached by Chestnut Hill College and asked to consider use of the A-Field for their Fall Sprint Football season. Ms. Cecco shared that staff had met and discussed the request and explained that Chestnut Hill had proposed to use the field for approximately 75 hours from August through November and to pay the regular hourly rate for usage, which would generate \$15,000.00 in revenue for the Borough. Ms. Cecco added that the team would practice on weekdays and hold games on Friday evening to accommodate the other previously scheduled events that take place at the location. She also noted that the crowd size would not likely exceed 300 patrons, which would cause little hardship for Borough residential parking. Ms. Cecco introduced Ms. Lynn Tubman, Athletic Director for Chestnut Hill College, who explained additional details about the request, which would incorporate usage of the snack bar, locker rooms, the provision that Chestnut Hill would supply a Certificate of Insurance, and that they would contract with Sheeran Environmental to work in concert with public services on maintenance of the facilities. Following the presentation, Ms. Cecco explained that Council would be able to vote on the proposal on the next meeting agenda.

**b.) Consider 106 West 11<sup>th</sup> Avenue Zoning Hearing Board Application.**

Ms. Cecco invited Ms. Christine Stetler, Community Development and Zoning Officer, to share the details of the 106 West 11<sup>th</sup> Avenue Zoning Hearing Board Application. Ms. Stetler explained that the property is residential and located in BR-1 and has three apartments that had paid rental registrations for several years. Until more recently the third unit was no longer registered as a rental and, under the zoning ordinance, that use was considered abandoned. Ms. Stetler explained that the current application seeks to restore the third unit to its previous rental status. After further discussion, Ms. Cecco noted that this matter would also be included for Council consideration at their next meeting.

**c.) Consider approving Resolution 2017-15 Circuit Trails.**

Ms. Cecco invited Mr. Yaniv Aronson of the Borough's Environmental Advisory Council to share a resolution regarding circuit trails with Council. Mr. Aronson read the resolution, which stated that both Conshohocken residents and visitors enjoy use of the Schuylkill River trail, which is a portion of over 320 miles of circuit trails, and that approximately 385 municipalities, including Conshohocken, currently host the trails. Mr. Aronson was present to request that Council adopt the resolution to show their continued support for the expansion of the trails throughout the region. Mr. Aronson introduced Mr. Leonard Bonarek, who was there to answer Council's questions on the request. Mr. Bonarek explained that the end goal is to construct 750 miles of circuit trail by 2040 and that he is working with many other municipalities to gain their support to do so. Ms. Cecco commented that Council would vote on the matter on July 19<sup>th</sup>.

## MANAGER MATTERS

**a.) Consider approving a fee waiver request, Torrey Smith Family Fund.**

Ms. Cecco shared that Torrey Smith, a member of the Philadelphia Eagles Football Team, would be holding a camp that focuses on STEM applications in sports at Sutcliffe Park from 10 am to 3 pm on Sunday, July 9<sup>th</sup>. Ms. Cecco added that the camp would be offered for free and that the organizers had requested that the rental fee be waived though they would supply a certificate of insurance as required.

**Following discussion, Ms. Leonard made a motion to approve the fee waiver request from the Torrey Smith Family Fund, seconded by Mr. Stokley. The motion carried 7-0.**

**b.) Consider approving the National Citizen Survey Format for the Borough of Conshohocken.**

Ms. Cecco shared that the final version of the National Citizen Survey was before Council for their consideration and explained the timeline for the survey. Ms. Sokolowski commented that the survey was a multimedia effort allowing for both paper and online submissions, which would allow for the greatest number of responses.

**Ms. Flanagan made a motion to approve the National Citizen Survey Format for the Borough of Conshohocken, seconded by Ms. Tutino. The motion carried 7-0.**

**c.) Consider approving a supplemental appropriation for the outstanding balance of the Keystone Developer Fee.**

Ms. Cecco introduced the item. Mr. Stokley left his seat at the dais and recused himself from both the discussion and subsequent vote. Ms. Cecco shared that she and Mr. Savona had finalized the negotiations with Keystone Property Group regarding the soft costs and development fees owed to them. Ms. Cecco shared a letter to Keystone Property Group detailing the agreed upon fees and stated that the letter and the supplemental appropriation, if approved by Council, would finalize the matter with Keystone Development Group.

**Ms. Sokolowski made a motion to approve a supplemental appropriation for the outstanding balance of the Keystone Developer Fee, seconded by Ms. Barton. The motion carried 6-0-1 due to Mr. Stokley's recusal. Mr. Stokley then returned to his seat at the dais.**

**d.) Consider approving the adoption of a Statement of Policy: Capitalization, Useful Lives and Depreciation.**

Ms. Cecco shared that a draft of the Statement of Policy: Capitalization, Useful Lives and Depreciation has been finalized for Council consideration and that it contains a fixed capital asset listing and a depreciation schedule. Ms. Cecco explained that the policy was being shared with Council for their review prior to the next meeting where Ms. Julie Davis, the Borough's Financial Consultant, would be present to answer any questions that Council might have on the document and to share her second quarter financial statement with Council. Ms. Cecco also mentioned that she would meet with Borough staff to review the useful lives structure included in the document to ensure that it accurately reflected their own experience.

**e.) Discuss A-Field Walking Track Operations.**

Ms. Cecco explained that the A-Field walking track is complete and that proposed operations were discussed with staff. Ms. Cecco reviewed the proposed procedures for weekday and weekend opening and closings that would involve both Public Services and Police Department assistance. Ms. Cecco also shared

that the amenity would be closed to the public on holidays and that there would be no lighting used at the facilities, which would require them to close at dusk. Ms. Cecco discussed Council's preference for which gates to be open and, following discussion between Ms. Cecco, Lieutenant George Metz, and Borough Council, Council determined to have the rear gate adjacent to the B-Field opened as well as the vehicle gate adjacent to Harry Street during regular hours of operation.

#### **DEPARTMENT MATTERS**

**a.) Consider awarding the A-Field Fence project contract.**

Ms. Cecco announced that the A-Field Fence project contract had been advertised and bids were currently being accepted. She commented that any bids that met the specifications for award would be shared with Council for consideration at the next meeting.

**b.) Consider awarding the Hector Street Streetscape Improvement project contract.**

Ms. Cecco shared that the Hector Street Streetscape Improvement project contract had also been advertised and would be on the next agenda for Council consideration if responsive bids were received. Ms. Sokolowski commented that Hector Street residents would receive a letter from the Borough explaining the timeline and information about the work to be completed.

**c.) Consider approving education reimbursement for Officer Sean Gregory.**

Ms. Cecco explained that the education reimbursement for Officer Gregory was included for Council information to notify them that a portion of the \$30,000.00 that had been budgeted for the Police Department contract was being utilized.

**d.) Discuss FY17 Liquid Fuels paving recommendations and Borough Infrastructure.**

Ms. Cecco introduced Mr. Paul Hughes, Director of Engineering, Licenses and Inspections, for the matter. She explained that Liquid Fuels funds are allocated annually by PennDOT for Borough use and that Mr. Hughes was present to explain items that would be eligible for use of the FY17 funds that the Borough had available and to discuss possible larger infrastructure projects that could be reviewed further while planning for FY 2018. Mr. Hughes then explained that his objectives that evening were to prepare for 2018 goal-setting, to receive Council input for the infrastructure plan and to explore financing options for costly areas of the Borough that are most in need. He provided Council with a handout of proposed paving locations for 2017 mill and overlay projects; the locations included Forrest Street, Wood Street, West 11<sup>th</sup>, East 8<sup>th</sup> Avenue and Jones Street. Mr. Hughes also provided an overview on the Borough's recent infrastructure planning history and updated Council on projects that had already been completed in 2017 including a pavement condition assessment inventory of the full Borough. Mr. Hughes reminded Council of the additional infrastructure projects that have already had design work completed and are ready to be undertaken at various locations including Harry Street, Colwell Lane and Stoddard Avenue.

Ms. Sokolowski inquired about the possibility of completing larger infrastructure projects in the future with loan funds and Mr. Savona shared that many municipalities have taken that approach successfully and that it would be an option for financing. Following further discussion, Council indicated that they would like to complete the recommended 2017 projects that Mr. Hughes reviewed and to research larger projects further for 2018. Ms. Cecco shared that the next agenda would include a formal vote on the FY17 paving project and that additional research and financing options would be available during goal-setting. She thanked Mr. Sokolowski, the Director of Public Services, and Mr. Hughes for their hard work and diligence in planning for infrastructure improvement projects.

#### **LEGAL MATTERS**

There were no legal matters shared.

#### **COUNCIL MEMBER AND MAYOR MATTERS**

**a.) Consider approving a supplemental appropriation for West 6<sup>th</sup> Avenue Traffic Calming (Council Member Barton)**

Ms. Barton explained that residents at the lower end of 6<sup>th</sup> Avenue between Wood Street and Colwell Lane have expressed concern about speeding and safety in their area; she requested that Council consider

installing two speed tables as a traffic calming measure and consider conducting a traffic study. Ms. Flanagan commented that speeding is a problem throughout the Borough and that a Borough-wide comprehensive traffic study and appropriately placed calming measures would be necessary to resolve the issue.

Ms. Barton shared that several residents were present that evening to provide comment. Ms. Jennifer Premis of 12<sup>th</sup> and Maple suggested that residents simply need to slow down and stop at stops signs; she also suggested decreasing the speed limit. Mr. John Williams of 345 West 6<sup>th</sup> Avenue shared that parallel parking in the area is hazardous and expressed frustration that there are two blocks with no stop signs and it is very difficult for residents to cross safely. Ms. Adrienne DeFay of West 6<sup>th</sup> Avenue shared that her husband must assist her to help her safely back out of her driveway onto the busy street. Ms. Chris Bertino of 448 West 6<sup>th</sup> Avenue shared that she lives in a wider area of the street with no on-street parking and many cars park there illegally and get hit; she also shared that she is very concerned about the safety of the children, pets, and neighbors that live there since the speeding make its very unsafe. A gentleman shared that, as a civil engineer, it is apparent to him that there are unique areas of the roadway that promote excessive speeds in that area. Mr. Joseph Radshoffi of 422 West 6<sup>th</sup> and Joe's Garage and Salvage commented that speed bumps would help slow traffic but they require maintenance to remain effective; he suggested a stop sign at Freedley Street. Mr. Susan Inderbitsen of 332 West 6<sup>th</sup> Avenue shared that Conshy is a growing school district and that adding a stop on Freedley Street would help; however, because cars park on either side creating visual obstacles, the location could see a potential for accidents. Mr. John Costello of East 10<sup>th</sup> commented that the speed table on Righter Street could be relocated to West 6<sup>th</sup> Avenue as a test measure to determine if a permanent one could be helpful and Ms. Leonard responded that that table would not be relocated until she received a stop sign for her residents.

Ms. Leonard inquired as to why a traffic study is required to place a stop sign at a location; Mr. Savona explained the regulations that apply to traffic calming measures and shared his recommendation that the Mayor order a temporary emergency stop sign to be placed for a period as a way of determining whether a permanent sign is warranted. Council discussed the logistics of placing a stop sign further. Ms. Debbie Smith, owner of 424 West 6<sup>th</sup>, suggested placing a stop sign on Freedley Street and a pedestrian crosswalk; she added that the traffic issues impact the property values in that area. Mr. David Inderbitsen of West 6<sup>th</sup> Avenue commented that a stop sign on Freedley Street and a crosswalk are excellent ideas. Ms. Sokolowski thanked the residents of West 6<sup>th</sup> for expressing their safety concerns and challenged the Police Department to develop additional safety measures for the Borough's roadways.

## **PUBLIC COMMENT**

Mr. Stokley shared that the fireworks were very well run and organized with few issues. Lieutenant George Metz shared similar sentiments about the fireworks event and thanked the Fire Police especially for their assistance with the event. Mr. Stokley also thanked the Public Services Department for their hard work in setting up and cleaning up the event and shared that the new park equipment was well received. Ms. Flanagan congratulated the three Soapbox Derby winners and wished them good luck in Akron, Ohio.

Mr. Nicholas Antonio of 111<sup>th</sup> West 3<sup>rd</sup> Avenue shared a concern about a neighbor that presented a safety issue to the other residents and Ms. Cecco requested that he speak with Lieutenant Metz separately from the meeting as the matter was sensitive and would be handled administratively. Ms. Sokolowski shared that the next Comprehensive Plan Task Force Meeting would take place the next evening.

## **ADJOURNMENT**

The meeting was adjourned at 8:50 PM.

Respectfully Submitted,

---

Stephanie Cecco,  
Interim Borough Secretary