

BOROUGH OF CONSHOHOCKEN BOROUGH COUNCIL
MINUTES OF THE PUBLIC MEETING

Wednesday, November 2, 2016

PUBLIC MEETING

PRESENT: 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: 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. Ms. Karen Tutino, Council Vice-President, called the meeting to order at 7:02 PM.

COUNCIL PRESIDENT ANNOUNCEMENTS

a.) Continued Public Hearing on Proposed SP-4 Zoning Amendment.

Ms. Tutino invited Mr. Savona to present the item and Council entered into recess. Mr. Savona went on record to continue the hearing to December 7, 2016 at 7:00 PM at the Borough Hall and closed the record. Council then reconvened.

PRESENTATIONS

Mr. Manfredi introduced Mr. Charley DeBow, VP of Sales Northeast Region for Parkmobile, who was present to give a detailed explanation of how their the electronic payment system is used with parking meters and could be utilized by residents and visitors to the Borough. Mr. DeBow explained that an individual could use a mobile application or call a phone number to activate a parking session at a meter and pay with a credit/debit card or other alternative payment method besides coins. Mr. DeBow answered several of Council's questions about the service and explained that the service would cost no money for the Borough to implement. Following his presentation, Mr. Manfredi commented that he would place Parkmobile service on the next consent agenda for Council's consideration.

Ms. Tutino then requested the next presenter. Mr. Jonathan Stephanik, co-founder of Boathouse Apps, approached the podium and proceeded to explain how he could build an application for the Borough of Conshohocken. Mr. Manfredi disclosed to Council that Mr. Stephanik also serves as Deputy Executive Director of the Conshohocken Rowing Center Board and had developed an application for the rowing center recently which is why Mr. Manfredi asked him to share what could be done for the Borough itself that evening. Mr. Stephanik shared examples of features that the Borough could activate in an application, explained the project timeline to develop a Borough application, and answered Council's questions about how an application for the Borough would be used. Mr. Manfredi shared that he had discussed that the fee for the application would be set

not-to-exceed \$7,000.00 and that Mr. Stephanik agreed that the first year of service would be free. Following his presentation, Mr. Stephanik thanked Council for their time and Ms. Sokolowski introduced the next presentation.

Ms. Sokolowski explained that she had asked for Narberth Ambulance to come before Council to make their request for funding the purchase of an ambulance for their fleet to assist in keeping the fleet up to date. Chief Christopher Flanagan, Assistant Chief Bill Weber, and Executive Director Al Davey were present and approached the podium. Chief Flanagan explained that he had issued a letter to Conshohocken and West Conshohocken requesting both municipalities to fund a contribution towards the purchase of a new ambulance which would cost approximately \$228,000.00; based on call volume, he requested that Conshohocken contribute \$31,920.00 and West Conshohocken would contribute \$13,680.00 for five years to cover this cost. After additional explanation, Council thanked them for their service and continued to the next agenda item.

COUNCIL BUSINESS

UNFINISHED BUSINESS

a.) Preliminary Proposed FY 2017 Borough of Conshohocken Budget: Richard J. Manfredi, Borough Manager.

Ms. Tutino introduced Mr. Manfredi. Mr. Manfredi shared that he was not presenting the formal proposed budget and that, although the preliminary budget is ninety-nine percent completed, there are unanswered questions and issues that he needs answered in order to be able to meet Council's goals and objectives. Mr. Manfredi then presented features of the preliminary budget by detailing the value of mill, sharing and explaining a FY 2017 Preliminary Budget projections sheet which included all funds and providing a summary of all projected fund balances as of January 1, 2017, projected fund incomes, appropriations, and the variance from FY 16 to FY 17. Mr. Manfredi also noted that, although the Borough is in a good position with cash on hand, expenses are outpacing revenues; the Borough is using fund equity to balance the budget but will need to be mindful of how money and reserves are managed as well as how business is conducted to manage revenues most effectively going forward.

Mr. Manfredi then explained that Council had discussed several capital projects and the total to complete all of them would be in excess of \$4 million dollars. He commented that he would share a list of all capital projects that Council had seen presentations on in addition to other items that had been requested for Council to select their priorities from. He also explained policy decisions that he needed with regard to the Debt Service Fund and the \$2.5 million RACP Grant and determining whether or not to continue with the LED light conversion in 2017.

Ms. Sokolowski inquired how much the Borough would need to balance the operating expenses and Mr. Manfredi replied that the Borough has approximately \$700,000.00 of expenditures over revenues with the vast majority made up from personal service costs. Mr. Manfredi explained how healthcare and Collective Bargaining Agreements factor into those costs and also shared that the expenses to operate the Borough Hall contribute to the greater expenses to revenues although, beginning next year, tenants of the building would be billed for the Borough to begin to recoup those costs. Mr. Manfredi and Mr. Savona explained how rent and common area maintenance charges would be divided and answered additional questions about funding the Borough Hall. Council also asked additional questions about the Borough's debts and loans.

Ms. Sokolowski asked clarifying questions regarding capital and capital reserve funds and Mr. Manfredi confirmed that approximately \$3 million for capital projects would be available. Ms. Sokolowski also made comments about projects that were not completed in 2016 or planned for in Council's 2017 priorities and calculated that the Borough would only have \$2.2 million to complete all of the projects that Council and Borough staff had requested and would total over \$4 million. Mr. Manfredi replied that her comments were accurate and explained that that is a reason that he would need direction from Council on what their top priorities would be in 2017. Ms. Leonard asked additional questions about project completion and Mr. Manfredi also clarified that there were no projects in 2016 that did not move forward because the Borough did not wish to move forward; there are detailed project timelines that had been prepared that could illustrate his point and that he could share with the Council.

Ms. Sokolowski asked whether Mr. Manfredi was prepared to review the expenses in detail that evening in addition to the revenues that he detailed already. Mr. Manfredi explained that he had both prepared by category and he had the line items and Ms. Tutino commented that the intent for the evening was for Mr. Manfredi to provide an introduction to the proposed budget and to go into details at the meeting in two weeks. In response to Ms. Tutino's comment, Ms. Sokolowski expressed concerns that the Council would be voting on the proposed budget at the next Council meeting and also reviewing the details of the budget at that time. Mr. Manfredi further explained that he had hoped to meet with each member of Council to answer their individual questions in the interim between the two meetings and also that Council would be provided with the line items that evening to examine in depth.

Following further discussion, Council expressed that they would like to schedule a Budget Workshop the following Wednesday, November 9, 2016 to further discuss and examine the preliminary proposed budget. Council commented on the need to make decisions on the capital projects and the priorities that had been established for 2017. Mr. Manfredi answered additional questions regarding those decisions and Mr. Hughes also approached the podium to explain the status of projects such as Harry Street for which the engineering had already been completed though the project was not finalized; Mr. Hughes reassured Council that, if an engineering design had been completed for a capital project, the project could be finalized in another year without the need for re-engineering and he also reviewed the status of each project for Council. To conclude the budget discussion that evening, Council Vice-President Karen Tutino asked the members of Council if there was a consensus to hold the Budget Workshop the following Wednesday and at what time it should be advertised to begin; after discussion, Council came to a final consensus to hold the Budget Workshop on November 9th beginning at 5:00 PM.

MANAGER MATTERS

Following the budget discussion, Mr. Manfredi briefly discussed the Leeland Mansion and the possibility of applying for a grant for the remediation work. Mr. Manfredi also discussed that Council had been considering the possibility of a conducting survey regarding the Provo Pineville, LP during the November 8th voting to gauge how residents would like the matter addressed. Council discussed the matter and Mr. Savona voiced concerns about such a survey appearing to imply that the Borough had taken a position. Mr. Savona also explained that counsel is monitoring the matter in case the Borough did wish to intervene and assured Council that the case would be fully litigated through the court system regardless of Borough action. Mr. Manfredi asked if Council would like to consider the matter further and make a decision on the

Provco matter as part of the Council's upcoming voting agenda and Council consented. Mr. Manfredi did not share any additional matters.

LEGAL MATTERS

There were no Legal Matters shared by Mr. Savona.

COUNCIL MEMBER AND MAYOR MATTERS

Ms. Tutino called for Council Member and Mayor Matters, reminded people to vote on Election Day and shared that there had been no changes to polling locations.

Mayor Frost shared that on Veterans Day, November 11th, there would be ceremonies to honor veterans in Conshohocken at 10:00 AM at 2nd Avenue and at 11:00 AM at the Post.

Ms. Flanagan commented that Flocco's celebrated its 90th Anniversary this month and suggested that Council present a proclamation in their honor.

Mr. Stokley explained that people are asking why political rallies are being held at the Community Center and expressed his belief that no political meetings should not be held there. In response, Mr. Manfredi suggested facilitating a possible relocation to Mary Wood Park House. Mr. Savona added that a facilities policy should be created so that rules, once established, can be published and made available to the community.

PUBLIC COMMENT

Ms. Rosemary Northcutt shared that she had received the Borough newsletter and cited examples of outdated information that it contained.

Ms. Teresa Parris then commented that she is the publisher of the Conshy Courier and would like to be informed of Borough events for her publication as well. In response, Mr. Manfredi explained that the Borough would put her on the list for press releases.

ADJOURNMENT

The meeting was adjourned at 9:57 PM.

Respectfully Submitted,

Richard J. Manfredi, Borough Secretary