

A regular meeting of the Borough Council of Quakertown was held December 2, 2015, 7:30 p.m.

The following members and officers were present: President L. James Roberts, Vice President Donald Rosenberger, Council members David Erwin, Lisa Gaier, Michael Johnson, Jann Paulovitz, Douglas Propst, Solicitor Charles Fonzone, Manager Scott C. McElree and Asst. Borough Secretary Kris Barndt.

President Roberts called a Public Hearing to order relative to an Inter-Municipal liquor license to be used at 301 W. Broad Street, Vincent Randazzo t/a G-Knows, LLC. is the applicant.

President Roberts asked if there was anyone in the audience who wished to address the license matter. There was no response.

Councilman Johnson asked what the hours of operation for the business would be. Mr. Randazzo answered 11:00 a.m. to 12:00 a.m. Monday through Sunday.

Councilman Johnson asked if there would be entertainment in the building. Mr. Randazzo stated there will be two separate areas, one for the restaurant and bar with some televisions and radio and the other side will be used as a catering hall so there may be bands or music there for receptions, etc.

Councilman Johnson asked what the total occupancy is for the restaurant. Mr. Randazzo answered he is leaning towards 150 people not including the outside tables.

Mr. Randazzo's attorney, Theodore Zeller, III was in attendance.

Solicitor Fonzone asked Mr. Zeller where the license was coming from. Attorney Zeller stated it is from Bristol Township, liquor license number 19367, currently the licensee is United Ventures, Inc. for the address at 2615-21-23 Durham Road, Bristol, PA 19007.

President Roberts called the hearing adjourned. (The full transcript is on file.)

Roll call again was called for the regular Council meeting. All Council members and officers listed above were present for the meeting.

RESOLVED, That, the Minutes of November 4, 2015 be approved as written. Motion of Councilman Rosenberger, seconded by Councilman Johnson. A roll call vote was taken and the motion was unanimously carried.

RESOLVED, That, the following check registers be approved for payment:

November 6, 2015	-	\$	125,363.66
November 13, 2015	-		84,765.36
November 20, 2015	-		624,526.90
November 25, 2015	-		239,676.99

Motion of Councilman Rosenberger, seconded by Councilman Propst. A roll call vote was taken and the motion was unanimously carried.

RESOLVED, That, the Financial Statement, Police Department, Zoning Administrator and Building Inspector reports be received and filed. Motion of Councilman Erwin, seconded by Councilwoman Gaier. A roll call vote was taken and the motion was unanimously carried.

Naomi Naylor from Quakertown Alive presented a check to Councilman Johnson in the amount of \$1,200.00 which was raised from Arts Alive and Autumn Alive for the Police Department to go towards the new K-9 expenses.

Visitors:

Steve Biddle, 130 S. Main Street indicated he would like to speak in reference to the Park Fund, budget and a subject under Planning and Zoning.

PLANNING & ZONING COMMITTEE

RESOLVED, That, the following Resolution 123-15, G-Knows, LLC's request for an inter-municipal liquor license, be adopted:

RESOLUTION 123-15

WHEREAS, a request was received from Vincent Randazzo t/a G-Knows, LLC. of Quakertown for an inter-municipal liquor license to be used at 301 West Broad Street, the site of the proposed building in the triangle parking lot; and

WHEREAS, an advertised public hearing was held for the purpose of receiving comments and recommendations of interested individuals residing within the Borough of Quakertown.

NOW, THEREFORE, BE IT RESOLVED, That, the Borough Council of the Borough of Quakertown grants the request for approval of an inter-municipal liquor license to G-Knows, LLC.

Motion of Councilwoman Gaier, seconded by Councilman Johnson. A roll call vote was taken and the motion was unanimously carried.

President Roberts indicated that Mr. Biddle could speak at this time.

Mr. Biddle asked what the status is of the down town parking study. Manager McElree replied it was received back from PennDot, but there is a matter which Council has to address. Once clarification is received from Council, Traffic Planning & Design will take it to PennDot for final approval.

Mr. Biddle asked if the down town parking inventory which the Bucks County Planning Commission was doing for the Borough is complete and how will it be published. Manager McElree answered the survey has not been completed and it has not been discussed how the report will be disseminated.

REVENUE & FINANCE COMMITTEE

President Roberts indicated that Mr. Biddle could speak again at this time.

Mr. Biddle questioned the budget and transfer of funds into the New Park fund. Mr. Rosenberger answered the transaction will happen in year 2015 if approved, so it does not

pertain to the 2016 budget. The park expenditures are not part of the budget, it is driven by the community, businesses and grants and it is not an expense. The transaction is a fund transfer as a loan to the park project.

Mr. Biddle asked if the \$275,000 transfer into the new Park Fund will be reflected in the 2015 Borough audit. Councilman Rosenberger stated absolutely it would be.

Manager McElree added that there are not any over runs on the park project. The engineering firm starts with cost estimates, which are usually lower for the project and when the bids come in that reflects the true cost of the project. Over runs should not be confused with what would be normal operating procedures.

RESOLVED, That, the following Resolution 129-15, setting the 2016 budget, be adopted:

RESOLUTION 129-15

WHEREAS, the Borough Council of the Borough of Quakertown has reviewed and held public meetings on the consideration of the proposed 2016 Budget.

NOW, THEREFORE, BE IT RESOLVED, That, the 2016 Budget be adopted as presented.

Motion of Councilman Rosenberger, seconded by Councilman Propst. A roll call vote was taken and the motion was unanimously carried.

Councilman Rosenberger read Ordinance 1212, setting the tax rate for 2016, in full.

RESOLVED, That, Ordinance 1212, an Ordinance of the Borough of Quakertown, Commonwealth of Pennsylvania, fixing the tax rate on real estate within the Borough for the fiscal year 2016, be passed. Motion of Councilman Rosenberger, seconded by Councilman Johnson. A roll call vote was taken and the motion was unanimously carried.

RESOLVED, That, the following Resolution 130-15, setting 2016 Council and Work Session meeting dates, be adopted:

RESOLUTION 130-15

RESOLVED, That, the Council of the Borough of Quakertown will conduct a reorganizational and regular meeting at 7:00 p.m. on Monday, January 4, and regular meetings at 7:30 p.m. on the following dates: Wednesdays, February 3, March 2, April 6, May 4, June 1, July 6, August 3, September 7, October 5, November 2 and December 7, 2016. The meetings will be held in Council Chambers on the second floor of Borough Hall, commencing at times listed on said dates; and

BE IT FURTHER RESOLVED, That, the Council of the Borough of Quakertown will hold Work Sessions on the following dates: Monday, January 25, February 22, March 28, April 25, May 23, June 27, July 25, August 22, September 26, October 24 and November 28, 2016. The meetings will be held in Council Chambers on the second floor of Borough Hall commencing at 7:30 p.m. on said dates.

Motion of Councilman Rosenberger, seconded by Councilwoman Gaier. A roll call vote was taken and the motion was unanimously carried.

RESOLVED, That, the following Resolution 124-15, change of the Borough's payroll provider, be adopted:

RESOLUTION 124-15

WHEREAS, Paychex the Borough's payroll provider, will no longer be providing a discount for their payroll processing as negotiated in 2011; and

WHEREAS, after meeting and receiving quotes with several payroll vendors it was recommended by the Borough Finance Director to replace Paychex with PayUSA for payroll processing services.

NOW, THEREFORE BE IT RESOLVED, That, the Council of the Borough of Quakertown grants the request to replace Paychex with PayUSA for payroll services.

Motion of Councilman Rosenberger, seconded by Councilman Propst. A roll call vote was taken and the motion was unanimously carried.

RESOLVED, That, the following Resolution 125-15, placing for bid the Moose Lodge building, be adopted:

RESOLUTION 125-15

WHEREAS, Borough Council has decided to put up for bid to sell the former Moose Lodge building at 113-115 East Broad Street; and

WHEREAS, a final draft of the Notice to Bidders and the Bid Specifications have been completed with respect to the sale and control of the property.

NOW, THEREFORE, BE IT RESOLVED, That, the Borough Council accepts the final draft of the Notice to Bidders and the Bid Specifications for the sale of the Moose Lodge building as presented and authorizes the Borough Manager to initiate the bidding process.

Motion of Councilman Rosenberger, seconded by Councilwoman Gaier. A roll call vote was taken and the motion was unanimously carried.

RESOLVED, That, the following Resolution 126-15, transfer of funds to the new Park Fund, be adopted:

RESOLUTION 126-15

WHEREAS, the Borough of Quakertown's Park Fund was established to provide for the construction and operation costs of the new park; and

WHEREAS, currently the park is not operational and the Park Fund requires \$275,000 to cover these expenses.

NOW, THEREFORE, BE IT RESOLVED, That the Borough Council of the Borough of Quakertown grants the request of the Finance Director to transfer \$275,000 from the Electric Fund and place it into the Park Fund which will be reimbursed as the new park becomes operational.

Motion of Councilman Rosenberger, seconded by Councilman Johnson. A roll call vote was taken and the motion was unanimously carried.

RESOLVED, That, the following Resolution 128-15, appointing the auditing firm for 2015 audits, be adopted:

RESOLUTION 128-15

RESOLVED, That, the Borough Council of Quakertown, Pennsylvania, appoints the firm of Hutchinson, Gillahan & Freeh of Quakertown, Pennsylvania, to perform the 2015 annual audits of the Borough financial statements at the proposed fee of \$24,600; \$3,300 if a single audit is required and \$95.00 per hour of additional services and the audit of the Quakertown Area Industrial & Commercial Development Authority at the proposed fee of \$1,500 and \$95.00 per hour of additional services as detailed in the Hutchinson, Gillahan & Freeh engagement letters dated November 2, 2015.

Motion of Councilman Rosenberger, seconded by Councilman Propst. A roll call vote was taken and the motion was unanimously carried.

RESOLVED, That, the following Resolution 131-15, Gilmore Associates' request for Change Order of engineering services regarding a Safe Routes to School grant application, be granted:

RESOLUTION 131-15

WHEREAS, the Borough approved on June 3, 2015, a proposal in the amount of \$9,800.00 from engineering and consulting firm Gilmore Associates, Inc. for professional services related to submission of a Safe Routes to School (SRS) grant application for construction improvements along Broad Street between Hellertown Avenue and Front Street for the streetscape project; and

WHEREAS, the Borough has received a Change Order dated December 1, 2015 from Gilmore Associates requesting approval of a contract change to add the completion of the following checklist to the previously authorized scope of work and fee proposal with a not-to-exceed price of \$11,800.00:

1. One site visit to document features through photographs at the Intersection at Front Street and Broad Street.
2. Completion of Pedestrian Accommodations at Intersections Checklist (TE-672) Form for the Broad Street and Front Street intersection.

3. Identify improvements to facilities for pedestrian needs and provide a letter summarizing the findings.

NOW, THEREFORE, BE IT RESOLVED, That, the Council of the Borough of Quakertown wishes to accept Gilmore & Associates, Inc.'s Change Order dated December 1, 2015 in the amount of \$2,000.00 and authorizes the Borough Manager to execute the said proposal on behalf of the Borough of Quakertown.

Motion of Councilman Rosenberger, seconded by Councilwoman Gaier. A roll call vote was taken and the motion was unanimously carried.

HEALTH, SAFETY & WELFARE COMMITTEE

Councilman Johnson stated that there are not any items for action under the Health, Safety & Welfare Committee.

PUBLIC UTILITIES COMMITTEE

Councilman Erwin stated that there are not any items for action under the Public Utilities Committee.

PUBLIC WORKS COMMITTEE

Councilwoman Paulovitz stated that there are not any items for action under the Public Works Committee.

Councilwoman Paulovitz announced that the Christmas Tree Lighting celebration will be Friday, December 4, 2015 starting at 6:00 p.m.

PARKS & RECREATION COMMITTEE

RESOLVED, That, the following Resolution 127-15, request to hold a bike ride and walk event called Amy's Ride/Walk Against Pancreatic Cancer, be adopted:

RESOLUTION 127-15

WHEREAS, a request was received from Michael Cygan of Quakertown, Pennsylvania to hold a bike ride and walk event called Amy's Ride/Walk Against Pancreatic Cancer to benefit pancreatic research and treatment.

NOW, THEREFORE BE IT RESOLVED, That, the Council of the Borough of Quakertown grants the request of Michael Cygan to hold Amy's Ride/Walk on Saturday, May 21, 2016 starting at 7:30 a.m. at the amphitheatre and ending at 1:30 p.m. provided he adds the Borough as an additional insured on their insurance.

Motion of Councilman Propst, seconded by Councilman Johnson. A roll call vote was taken and the motion was unanimously carried.

Alli Johnson from the Quakertown Neighborhood Association announced there will be the 11th annual Cookies, Cocoa and Caring Social at the Quakertown Train Station. Everyone is invited to share cookies and cocoa and if you can bring a gift card to a local business which will be given to Quakertown Cares. The Quakertown School District will be disbursing the cards to families in need in the area. This event will be held Thursday, December 3, 2015 from 6:00 p.m. to 8:00 p.m.

President Roberts wished a happy holidays to everyone and adjourned the meeting at 8:05 p.m.

BOROUGH OF QUAKERTOWN

L. James Roberts, Jr.
President of Council

Attest:

Scott C. McElree
Borough Secretary