

REGULAR MEETING
BOROUGH COUNCIL
MALVERN BOROUGH
1 East First Avenue
Malvern, PA 19355

June 20, 2017
7:30 P.M.

PRESIDING: Council President Bramwell

INVOCATION: David B. Burton, Mayor

PLEDGE OF ALLEGIANCE TO THE FLAG

1. ROLL CALL: Council President Bramwell
Council Vice-President Uzman
Council Member Finkbiner
Council Member Grossman
Council Member Lexer
Council Member Meisel
Council Member Sinquett
Mayor Burton

Council President Bramwell informed all present that copies of the agenda were available at the front entrance.

2. RECORDING OF MEETING:

Council President Bramwell asked in accordance with Resolution No. 714 if any member of the audience was recording the meeting.

No member of the audience identified themselves as recording the meeting.

3. APPROVAL OF MINUTES:

A motion was made by Council Vice-President Uzman, seconded by Council Member Meisel, and carried by a vote of 7-0, to approve the minutes of the meetings held on Tuesday, May 16, 2017 and Tuesday, June 6, 2017 as submitted.

4. APPROVAL OF REPORTS:

A motion was made by Council Vice-President Uzman, seconded by Council Member Sinquett and carried by a vote of 7-0 to approve the Treasurer's Report, the Committee Reports for Finance & Administration, Public Safety, Public Works and the Chief of Police Report, the Code Enforcement and Zoning Officer's Reports (Building Inspector's Report, Housing and Property Maintenance Report, and Zoning Report), the Superintendent of Public Works Report, and the Manager's Report for the month of June 2017 as submitted.

5. BOROUGH COUNCIL COMMITTEE REPORTS:

- a. Finance & Administration

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Borough Manager Bashore stated the Finance and Administration Committee met on June 20, 2017 prior to this evening's meeting. Matters before the Committee included an update to the Borough's Personnel Policy Handbook, banking, and potential use agreements for activities in the Borough's parks.

b. Public Safety

Borough Manager Bashore stated the Public Safety Committee met on May 16, 2017. At this meeting, the Committee reviewed the results from the online survey and public open house that were conducted as part of the Borough's Vision Partnership Program grant. Based on the results of the survey, the scope of work has been updated to reflect the feedback received by the community. This includes an update to the study intersections. The Committee discussed the installation of temporary bollards on King St. at the crosswalks near Eastside Flats, as well as, installing road paint before the crosswalks in order to warning motorists of the crosswalk locations.

c. Public Works

Borough Manager Bashore stated the Public Works Committee meet on June 6, 2017. Items before the Committee included a proposed sewer oversight agreement for an existing private sewer main off of Old Lincoln Highway, a review of proposals for the preparation of design specifications and coordination of bidding for the Borough Hall HVAC project, and the proposed community art project in the rear yard of Borough Hall.

6. RESOLUTION NO. 737 – PRELIMINARY/FINAL LAND DEVELOPMENT PLAN FOR MALVERN PREPARATORY SCHOOL – AUGUSTINE CENTER & MIDDLE SCHOOL

A motion was made by Council President Bramwell, seconded by Council Member Grossman and carried by a vote of 7-0 to approve, subject to conditions, the plan entitled "Malvern Preparatory School Augustine Center and Middle School," prepared by Nave Newell, dated February 24, 2017, last revised April 28, 2017, signed and sealed by Gregory C. Newell, P.E., Registered Professional Engineer, pursuant to the Malvern Borough Subdivision & Land Development Ordinance of 2006, as amended ("Land Development Ordinance") for the development of certain property ("Property") located in the Borough of Malvern ("Borough"), Chester County, Pennsylvania, in the II – Institutional Zoning District.

7. RESOLUTION NO. 738 – APPOINTMENT OF THE ASSISTANT BOROUGH MANAGER AS THE DEPUTY OPEN RECORDS OFFICER AND AMENDING CERTAIN POLICIES OF THE BOROUGH OF MALVERN WITH RESPECT TO THE OPEN RECORDS LAW:

A motion was made by Council Member Siquett, seconded by Council Vice-President Uzman and carried by a vote of 7-0 to adopt Resolution No. 738, appointing the Assistant Borough Manager as the Deputy Open Records Officer for the Borough of Malvern and amending certain policies of the Borough of Malvern with respect to the open records law.

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8. OLD BUSINESS:

- a. Ordinance No. 2016-2: Issuance of Non-Electoral Debt

Council President Bramwell tabled this agenda item for discussion.

9. NEW BUSINESS:

- a. Borough Hall HVAC System – Proposals for Design and Bidding Services

Borough Manager Bashore stated the Public Works Committee requested proposals from Summer Consultants and Practical Energy Solutions to prepare design specifications and coordinate bidding for the upgrade to the HVAC system in Borough Hall. The Public Works Committee met with representatives from Summer Consultants and Practical Energy Solutions at their meeting on June 6, 2017. Dan Daley, Borough Engineer prepared a cost comparison of the two proposals. Summer Consultants proposal is for \$28,850.00; and Practical Energy Solutions is for \$42,300.00. The Public Works Committee is recommending this project be awarded to Summer Consultants based on their proposal of April 12, 2017 in the amount of \$28,850.00.

A motion was made by Council Vice-President Uzman, seconded by Council Member Grossman, and carried by a vote of 7-0 to awarded the project to Summer Consultants based on their proposal of April 12, 2017 in the amount of \$28,850.00 to prepare design specifications and coordinate bidding for the upgrade to the HVAC system in Borough Hall.

- b. Zoning Hearing Board

Borough Manager Bashore stated the Zoning Hearing Board meeting scheduled for Monday, June 26, 2017 has been cancelled due to having no new applications. The next scheduled meeting is Monday, July 24, 2017.

There are no new Zoning Hearing applications at this time.

10. PUBLIC FORUM:

Council President Bramwell advised citizens/taxpayers that Public Forum is the time to offer comments to bring any issues/concerns before Council that were not on the agenda.

- a. John Buckley, 165 Church Street, expressed his dissatisfaction with receiving two enforcement notices from the Code Enforcement Officer regarding his accumulation of scrap. Borough Solicitor Christakis clarified that the Borough Code requires two forms of delivery: 1) First Class; and 2) Certified Mail.

11. ADJOURMENT:

At 8:10 p.m. Council President Bramwell stated Council will adjourn to executive session to discuss litigation matters.

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Council President Bramwell reconvened the public meeting at 8:51 p.m.

All business having been discussed, a motion was made by Council Member Lexer, seconded by Council Member Meisel, and carried by a vote of 7-0 to adjourn the meeting at 8:53 p.m.

Respectfully submitted,

Neil G. Lovekin
Assistant Secretary