

BOROUGH OF CONSHOHOCKEN BOROUGH COUNCIL  
MINUTES OF THE PUBLIC MEETING  
Wednesday, April 1<sup>st</sup>, 2015

PUBLIC MEETING

PRESENT: Robert Frost, Mayor  
Paul McConnell, Council President  
Mr. James Griffin, Council Vice-President  
Karen Tutino, Council Member  
Anita Barton, Council Member  
Matthew Ryan, Council Member  
Robert Stokley, Council Member  
Edward Phipps, Council Member

ALSO PRESENT: Richard J. Manfredi, Borough Manager  
Stephanie Cecco, Director of Recreation Services & Parks  
Michael Savona, Borough Solicitor  
Paul Hughes, Borough Engineer

**CALL TO ORDER**

The Public Meeting of the Conshohocken Borough Council duly advertised, was held at Conshohocken Borough Hall, 8<sup>th</sup> Avenue & Fayette Street, Conshohocken, Pa. Mr. Paul McConnell, Council President, called the meeting to order at 7:00 pm.

**PUBLIC COMMENT**

There were no comments from the public.

**COUNCIL PRESIDENT ANNOUNCEMENTS**

There were no announcements from the President of Council.

**PRESENTATIONS**

- a) **Introduction to the Schuylkill River Town Program including a brief overview and update on the PA Environmental Council Initiative; presented by Kim Stever & Steve Nelson of Eastwick Solutions.**

Mr. McConnell introduced Kim Stever and Steve Nelson and invited them to speak. Mr. Nelson provided an overview on the Schuylkill River Town Program and shared that the goal of the program is to increase public knowledge of the river and the trail. Mr. Nelson allowed Ms. Stever to share. Ms. Stever explained that, over the next five months, the Program's goal is to create activities for biking, kayaking, walking tours and other events for residents and visitors. Mr. Nelson mentioned the Heritage Program Planning Process and that it would require input and guidance from Borough staff and Council approval at a later date. Mr. Nelson asked if the Schuylkill River Town Program could have Council's approval to continue this discussion with Borough staff. Mr. McConnell asked Council if they approved of Mr. Nelson's request and Council consented.

- b) **Hearing regarding a waiver of off-street parking for 6 East First Avenue.**

Mr. McConnell introduced the item and then invited Ms. Christine Stetler, Community Development and Zoning Officer, to provide additional background. Ms. Stetler explained that the location is currently a frozen yogurt store and that it will become a new restaurant named the Local Table with healthy food options. Ms. Stetler then introduced Marcy Spampanata, the business owner to provide more details. Ms. Spampanata explained that the business would focus on breakfast and lunch, have twelve two-top tables, a six-seat juice bar, sandwiches, and salads; they will focus on using fresh, local, seasonal products. Mr. McConnell inquired about the planned hours of operation and the number of employees and Ms. Spampanata explained that the business would be open from 5:30 AM to 8:00 PM and employ about five staff members. Mr. Ryan asked about the size of the space and Ms. Spampanata replied that it is 1,560 square ft. There were no further comments and the hearing concluded.

**c) Emergency Operations Plan Update; Bob Zinni, Emergency Management Coordinator.**

Mr. Manfredi explained that Council has requested a greater focus on Emergency Management in 2015 FY and that, in response, the Borough organized an initial meeting and developed a team to work on the plan; the team includes himself, Bob Zinni, Emergency Management Coordinator, Tim Gunning, Fire Inspector, Leo Costello, Fire Chief, Robert Weber and Bill Weber of Narberth Ambulance, Police Chief Michael Orlor and Lt. George Metz. Mr. Manfredi further explained that Bob Zinni would present information regarding new software that would be utilized by responders in an emergency event.

Mr. Zinni explained that the software is called Blazemark and it will allow first responders access to shared information such as building layout plans provided by any local businesses that also agree to use Blazemark services. Mr. Ryan inquired as to whether Blazemark would use a site plan or GPS and Mr. Zinni replied that it is web-based and it does use GPS. Ms. Barton asked whether there was funding available for the software. Mr. Manfredi replied that it is budgeted for in the 2015 FY Budget and that there are grants for it offered by PEMA.

Mr. Zinni then shared information on other upcoming meetings related to Emergency Management. He explained that, on April 29<sup>th</sup>, he and other members of the Emergency Management team are attending a workshop on preparing for a Bakken Crude Oil Emergency and that there would be a Table-top drill to test the Emergency Operations Plan with the entire county in the next year; the last time a drill such as this took place was in 2003. Mr. Stokley asked if there were any new plans for people residing near the river that need to leave their homes in an emergency. Mr. Zinni replied that Washington Fire Company has acquired a fire apparatus that can move people out of a scenario such as that but the usual plan is to shelter in place.

**d) Discuss CRC Open House and race events.**

Mr. McConnell asked Mr. Ryan to provide background on the item. Mr. Ryan shared that the Conshohocken Rowing Center Open House is scheduled for Sunday, April 26, 2015 at 1:45 PM. The event would include speakers, food and drinks.

Mr. Ryan continued by stating that, following the Open House, there will be a 5K race and a 2K Erg on May 30, 2015. Mr. Manfredi added that the CRC Board would be holding a meeting on April 6<sup>th</sup> and that the CRC Board required Council's approval to hold the event before that meeting. Mr. McConnell asked Ms. Cecco if she would like to add anything and she shared that proceeds would be used to fund future youth rowing programs. Council granted approval to continue coordinating the event.

## COUNCIL BUSINESS

### a) TN Ward/New Borough Hall Change Order Discussion of site walls.

Mr. McConnell introduced the item and invited Mr. Manfredi to elaborate. Mr. Manfredi introduced members of Keystone Property Group, including Mr. Bill Glazer, Mr. Richard Gottlieb and Mr. Greg Kane that were present to answer any questions related to the change orders that Mr. Paul Hughes would present. Mr. Manfredi explained that Mr. Hughes would share a spreadsheet showing minor long-term building enhancements, major long-term building enhancements, and unavoidable changes due to site conditions in order to brief Council so that Council could vote to approve or deny the items at the voting session.

Mr. Hughes shared the following recommended minor enhancements: adding an additional door at the meeting room from the hallway to the police station (\$2,971.00) and adding operable windows to rear conference room, front conference room, and manager's office (\$9,480.00). Mr. Hughes shared the following recommended major enhancements: adding a block wall separation between the Police Department and civilian spaces (\$26,029.00) and wrapping interior columns with drywall (\$57,480.00).

Mr. Paul Hughes presented the following recommended unavoidable changes due to site conditions: underground storage tank delay claim (\$600.00), additional stairway lighting in stair tower (\$9,288.00), installation of steel tubes to square features of the proposed exterior wall due to irregularities in the existing concrete structure (\$29,000.00), excavation and replacement of unsuitable subgrade material (\$7,800.00), masonry work due to Aqua PA requirements (\$5,457.60), storm sewer adjustments (\$9,926.40), layout of steel saddles (\$5,140.80), additional work related to the sanitary sewer connection and the elimination of the existing break-in connection (\$3,574.80), changes to the emergency feeder from ATS-L (\$2,263.20), additional work required to complete connection of existing storm and sanitary sewer piping under the garage level (\$17,299.20) and additional site demolition required (\$3,312.00).

Mr. Hughes then shared that the remaining work order items on the spreadsheet were labeled pricing not to exceed. Mr. Manfredi explained that the items were listed because he would like Council to consider these items for approval so long as they stay at or below the prices quoted. Mr. Richard Gottlieb and Mr. Greg Kane presented those items which included: caucus room data and power block and relocation of the production room door from caucus room to the hallway (\$6,240.00), infrastructure additions for access controls and security features (\$141,441.60), access control and security installation (\$132,000.00), police locker room changes (\$68,000.00), revisions to site retaining walls (\$10,500.00), underpinning cost increase (\$20,000.00) additional underground electrical work (\$43,790.40), adjustment of coring locations (\$21,374.40), and structural steel adjustments (\$56,067.60).

Because of the nature of the change orders, Mr. McConnell asked if a special meeting should be coordinated between the Council and the Police Chief in order to thoroughly review the items. Mr. Manfredi replied that he would arrange for the Police Chief to be present at the next meeting which should eliminate the need for a special meeting; he added that he would coordinate a meeting with the architect, Mr. Hughes, Police Chief, himself, and the Construction Manager in order to perform their due diligence before the next council meeting.

**b) Consider Resolution 2015-05 honoring St. Paul's Baptist Church for their 90<sup>th</sup> Anniversary Celebration as a consent agenda item.**

Mr. McConnell introduced the resolution and asked Mr. Griffin to elaborate. Mr. Griffin shared that there would be a dinner held on Friday, April 24<sup>th</sup> at 6:30 PM in honor of the church's anniversary. He added that he and Mr. McConnell would present the adopted resolution to the church at that dinner.

**c) Council Goal Setting Presentation**

Mr. McConnell asked Mr. Manfredi to introduce the item. Mr. Manfredi explained the budget process and how the Council members' individual goals help him to create objectives for the final budget. Mr. McConnell asked that each member of Council read through their submitted goals and explain what the goal is meant to accomplish; he clarified that the purpose of the evening was to hear explanations for all submitted goals and that the next presentation would be meant to rate the goals on their merits.

Mr. McConnell began and explained his goals which included hiring a professional horticulturalist groundskeeper for the Borough, funding to support the groundkeeper's work, the creation of three new pocket parks, boat lockers for public use at the Conshohocken Rowing Center, repairing the LeeLand Mansion, forming a Conshohocken Performing Arts Commission, funding a conceptual plan for converting the triangle at Harry Street and Spring Mill Avenue into a community green space, and systematically covering and making safer storm water management access and egress at select intersections.

Next, Ms. Barton expressed her top goal of completing repairs to the LeeLand Mansion; she elaborated on meetings that she has had with consultants on the project. Mr. Griffin presented his goal to bring the Fun Festival back to Fayette Street. Ms. Tutino expressed her goals to address traffic and transportation issues in the Borough, enforce general property maintenance throughout the Borough, and to put up screening for aesthetic purposes as the Borough undergoes constructions. Mr. Stokley shared that he would like to re-establish a summer basketball league, create more kids and seniors programming, perform alley maintenance, and continue with curb repairs. In response to Mr. Stokley's goal for senior programming, Mayor Frost inquired whether it would be possible to contact the splintered senior groups around the Borough and organize a trip or event for them. Ms. Cecco, Director of Recreation Services and Parks, commented that that is something she will work on.

Mr. Phipps explained his goal to focus on parks, rectify water drainage issues at Sutcliffe, develop a facility and maintenance position, and to fund capital improvements to parks and recreation facilities. Lastly, Mr. Ryan shared that he would like to develop a new sign policy along Fayette Street, ask code to become more strict on landscaping, update the zoning permissions in the R/O district, fund

Fellowship House programs for all ages, and purchase new and up-to-date equipment for the Borough's parks.

#### **MANAGER MATTERS**

Mr. McConnell invited Mr. Manfredi to share his matters. Mr. Manfredi listed the items on the next consent agenda, which include Officer Gregory's request for continuing education, a resolution to honor Lt. Metz, and ratifying a Relay for Life Proclamation recognizing May as Cancer Awareness Month. Mr. Manfredi then explained that, through Mr. McConnell and Whitmarsh Art Center, he had become aware of a request for the Borough of Conshohocken to sponsor their 2<sup>nd</sup> Annual Paint-Out Day on May 16<sup>th</sup> at the \$300.00 level; he asked if Council preferred to vote on the request or whether it could be handled administratively. Council determined that Mr. Manfredi could fund the request administratively.

Mr. Manfredi continued his matters by sharing an idea of the Greater Conshohocken Business Development Commission to put in a temporary ice-skating rink at the B Field. Mr. Manfredi requested approval on behalf of the Greater Conshohocken Business Development Commission from Council to continue discussion and planning for the possible event and Council consented.

Mr. Manfredi also provided Council with an update on worker's compensation insurance, financial software, IT changes, web development, a future digital and print newsletter, and additional director reports to come.

#### **SOLICITOR MATTERS**

There were no comments from the Solicitor.

#### **COUNCIL MEMBER MATTERS**

There were no additional comments from the Council.

#### **PUBLIC COMMENT**

There was no additional public comment.

#### **ADJOURNMENT**

The meeting adjourned at 9:03 PM.

Respectfully Submitted,

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Richard J. Manfredi, Secretary