

WEST GROVE BOROUGH COUNCIL –Meeting Notes

April 1, 2020

The Regular Meeting of the West Grove Borough Council was held on Wednesday April 1, 2020. The meeting took place via the Zoom Virtual Meeting platform. The President, David Prosser called the meeting to order at 7:30 p.m.

ROLL CALL: Mr. David Prosser, President
Mrs. Kristin Proto, Vice President
Mayor Stephen Black
Mr. Chip Freese
Mr. Bill Temme
Ms. Elizabeth Garduno
Ms. Karen Beltran
Mr. Fred Boyce
Mr. Gregory McCummings, Secretary

MINUTES:

March 4, 2020: Mr. Temme moved and Mr. Boyce seconded to approve the minutes of the March 4, 2020 Borough Council.

Motion Passed

March 18, 2020: Mr. Temme moved and Mr. Boyce seconded to approve the minutes of the March 18, 2020 Work Session.

Motion Passed

FINANCIAL REPORT:

Mr. Boyce moved and Mr. Temme seconded to approve the March Financial Report.

Motion Passed

TRANSFERS:

Mr. Temme moved and Mr. Boyce seconded to approve the April Transfers.

Motion Passed

BILLS:

Mr. Temme inquired about the LED lighting project at the maintenance garage and if we have enough data to determine if we should look at moving forward with other locations. A year over year comparison is needed to determine if we are realizing the savings that were anticipated.

Mr. Temme moved and Mr. Boyce seconded to approve the March bills.

Motion Passed

VISITORS:

The Borough's Emergency Management Coordinator Chuck Freese presented a local update on the COVID-19 pandemic. At the time of the update there were 182 positive

cases in all of Chester County. Chuck is out point of contact for any resource requests for the Borough.

Josh Maxwell, Chester County Commissioner, provided Council an update on Chester County's current status and how they've prepared for the pandemic. They are confident they have the personal protective equipment and testing supplies to handle the COVID-19 pandemic.

Karen Dellavecchio of Barley Court thanked the Borough Council for their efforts with the COVID-19 pandemic and indicated she was interested in hear about the sheep under new business.

Michelle Cope of Columbine Drive inquired about the enforcement of the recently adopted parking ordinance in West Meadows.

Michael Ranieri of Poppy Lane inquired about the status of the MCSAP program with the police department.

FINANCE:

Discussion took place regarding water/sewer billing for the second quarter. Bills were sent out the week following the meeting. The discussion centered around what type of relief we could possibly offer residents of the Borough if they are unable to pay due to the level of unemployment from the pandemic. At this time many utility companies have committed to not turning off services for lack of payment. Borough Council agreed that we would invoice with the standard due date of May 8, 2020 however we will forgo applying penalties and will communicate a payment plan to get them current in our delinquent letters.

Manager McCummings indicated that the annual Borough audit had not been submitted yet but would likely be done in the next week.

Manager McCummings presented the need to get the server replaced. The current server was installed in 2012 and is now 8 years old. Our technology support group has indicated that the unit is no longer supported by Microsoft and is well past its life cycle. Mayor Black would like to confirm that we have sufficient backups in place which will need to be confirmed with Ridge Technology. Council agreed to replace the current server.

Vice President Kristin Proto inquired about earned income tax extensions which according to the Keystone website were extended to July 15th.

ZONING OFFICER'S MONTHLY REPORT:

At this time there is limited code enforcement taking place as construction has been halted and rental inspections have been postponed.

PUBLIC WORKS:

Sewer – Due to some new complications from the COVID-19 pandemic we had a wastewater grinder pump clog with wipes and disposable gloves at the Harmony Hills pumping station. During a busted pipe repair the pump was pulled and cleaned and reinstalled. Photos were taken and posted on social media asking residents to be mindful of what they place in the sewer system.

Water – follow up was provided on the violation notice that was sent out in March.

PUBLIC SAFETY:

Chief Jerry Simpson provided an update on police operations during the pandemic. Currently they have no impact on staffing and they're now looking at planning on resuming normal operations.

UNFINISHED BUSINESS

President Prosser asked for volunteers to be on the Employee Relations Committee to negotiate the upcoming employee contract. Dave Prosser, Kristin Proto and Elizabeth Garduno will be on the committee.

NEW BUSINESS

Manager McCummings presented potential required updates or re-statement of the Borough Employee Pension Plans. Per the Pennsylvania Municipal Retirement System they require the updates ever 6 years. Following the removal of the portability clause Council needed to approve the ordinances for advertisement.

2020-03 – Mrs. Proto made a motion to advertise ordinance 2020-03 and Ms. Garduno seconded the motion.

Motion Passed

2020-02 – Mr. Temme made a motion to advertise ordinance 2020-02 and Mr. Freese seconded the motion.

Motion Passed

President Prosser inquired about protection for renters in the Borough. The Borough Solicitor Helen Esbshade updated the group that the State of Pennsylvania has instituted protection for all renters in the State.

The sheep being kept at a residence on Railroad Avenue was discussed at length. Some felt this was covered in Zoning or in the Animal Ordinance and if not it should be covered at the county or state level.

The Emergency Declaration for the COVID-19 pandemic was set to expire April 15, 2020. Based on Helen's recommendation Mr. Temme made a motion to extend the Declaration until further notice and that motion was seconded by Mrs. Proto.

Motion Passed

CORRESPONDENCE:

Nothing Reported

MAYORS COMMENTS

Everyone stay safe and have a good month.

UPCOMING EVENTS:

- **Public Safety Commission Meeting & Awards Ceremony** – Thursday 4/16 @ 7:30pm (West Grove Borough via Zoom)
- **2020 Census Day** – April 1, 2020
- **West Grove Borough Community Clean-Up Event** – April 25, 2020 – Borough Council agreed that this event should be cancelled and possibly rescheduled later in the year.
- **Primary Election Day** – June 2, 2020

ADJOURNMENT:

Mr. Temme moved and Mr. Boyce seconded to adjourn the meeting.

Motion Passed

Meeting adjourned at 9:21p.m.

Respectfully submitted,


Gregory J. McCummings, Secretary