

**BOROUGH OF SEVEN FIELDS
COUNCIL MEETING
April 13, 2020**

Council President Kimberly Regan-Koch called the meeting to order at 6:30 pm. The April Council Meeting was held via Zoom due to the COVID-19 pandemic and the resulting social distancing regulations.

ROLL CALL:

Present: Council President Kimberly Regan-Koch, Council Vice President Dawn Servello, Council Member Dr. Michael Trotta, MD, Council Member Kevin Caridad, Ph. D., Council Member Brian Trimble, Treasurer Elaine Comunale, Mayor Michael Baer, Manager Thomas B. Smith, Engineer John Balewski, P.E Solicitor Megan Turnbull, Esq.

Absent: NONE

Council President Regan-Koch began the meeting with the Pledge of Allegiance.

PUBLIC PARTICIPATION: NONE

APPROVAL OF COUNCIL MINUTES FOR MARCH 9, 2020 & MARCH 23, 2020

After review and upon a motion made by Council President Regan-Koch and a second by Council Member Caridad, the following resolution was unanimously adopted:

RESOLVED: Borough Council approved the minutes of the March 9, 2020 and March 23, 2020 meetings as presented.

MAYOR'S REPORT

Mayor Baer presented the March police report and noted that there were 47 incidents in Seven Fields for the time period of March 1st through March 31st with roughly 10 of those being traffic-related.

TREASURER'S REPORT

Treasurer Comunale referred Council to the Accounts Payable List for April 2020. The grand total of the payables is \$298,851.00. After review and upon motion of Council President Regan-Koch and a second by Council Vice-President Servello, the following resolution was unanimously adopted:

RESOLVED: Borough Council approved the Accounts Payable List for April 2020.

Treasurer Comunale noted that the General Fund is \$1,095,145, the Total Capital Reserve Fund is \$638, and the Road Fund, Liquid Fuels and Sinking Fund total \$584,234.

**BOROUGH OF SEVEN FIELDS
COUNCIL MEETING
April 13, 2020**

Fund Balances as of April 13, 2020

General Fund	\$1,095,145
Capital Reserve	\$ 638
Road Fund	\$ 136,850
Liquid Fuels	\$ 444,423
CD Program	\$ ----
Sinking Fund	\$ 2,961
TOTAL	\$1,680,017

Bond Liability \$725,000

Available for Operating and/or Capital Expenses \$880,500

LEGAL ISSUES: NONE

PLANNING ISSUES:

Borough Engineer Balewski advised Council that a change order, as well as payment request for Maxim Construction would need to be approved by Council. Engineer Balewski noted that the stone exterior chosen for the Community Center Exterior Renovations would not adhere to the existing material under the siding of the Community Center. This was only discovered after demo had been started on the project. To furnish all materials, fasteners, and labor necessary to install the proper sheathing around all of the building walls, the change order cost will be \$2,750. Upon a motion from Council President Regan-Koch and a second from Council Member Trimble, the following was unanimously adopted:

RESOLVED: Borough Council approved the Maxim Construction change order in the amount of \$2,750 to install proper sheathing to all exterior walls of the Seven Fields Community Center.

Engineer Balewski noted that Maxim Construction delivered all material for the Community Center Exterior Renovations before the COVID-19 stay at home restrictions were put in place. Maxim Construction is asking for payment of the delivered materials in the amount of \$20,362.50. Upon a motion from Council President Regan-Koch and a second from Council Vice-President Servello, the following was unanimously adopted:

RESOLVED: Borough Council approved the pay request to Maxim Construction in the amount of \$20,362.50 for the cost of materials delivered to the Seven Fields Community Center before the COVID-19 restrictions were put in place.

BOROUGH MANAGER'S REPORT

2020 1st Quarter Budget Analysis

Manager Smith referred Council to the Borough of Seven Fields 2020 1st Quarter Budget Analysis. Manager Smith noted that the General Fund ended the 1st Quarter with a \$31,750 deficit and the Water Fund ended the 1st Quarter with a \$65,493 surplus.

**BOROUGH OF SEVEN FIELDS
COUNCIL MEETING
April 13, 2020**

Seven Fields Water Company – EAP Neptune Beltclip Receiver

Manager Smith advised Council that they would need to approve the purchase of an EAP Neptune Beltclip Receiver for the Seven Fields Water Company in the amount of \$3,500. Manager Smith noted that the current equipment used by the Water Department is out of date and not compatible with the new water meters that are being installed in the Borough. \$3,500 was allocated for this expenditure in the 2020 Water Company Budget. After a brief discussion and upon a motion from Council President Regan-Koch and a second from Council Vice-President Servello, the following was unanimously adopted:

RESOLVED: Borough Council approved the purchase of an EAP Neptune Beltclip Receiver for the Seven Fields Water Company in the amount of \$3,500.

Seven Fields Monument Sign Illumination Change Order

Manager Smith advised Council that they would need to authorize a change order in the amount of \$2,400 so that electrical services can be attached to the columns of the Northridge monument signs rather than placing them on pedestals as found in the original proposal. Manager Smith noted that doing so would prevent the electrical services from being an eyesore so close to resident homes. Manager Smith indicated that there is \$5,000 remaining in the 2020 General Fund Capital Reserve Budget line-item for this expense. After discussion and upon a motion from Council President Regan-Koch and a second from Council Vice-President Servello, the following was unanimously adopted:

RESOLVED: Borough Council approved a change order in the amount of \$2,400 to attach electrical services to the columns of the Northridge monument signs rather than being placed on pedestals as found in the original proposal.

Amendment to Resolution 2020-15 (Borough of Seven Fields Declaration of Municipal Disaster Emergency)

Manager Smith asked for Council's approval of Resolution 2020-15 which would allow the Borough of Seven Fields Declaration of Municipal Disaster Emergency to be extended for another 30 days. Upon a motion from Council President Regan-Koch and a second from Council Vice-President Servello, the following was unanimously adopted:

RESOLVED: Borough Council approved Resolution 2020-15 allowing the Borough of Seven Fields Declaration of Municipal Disaster Emergency to be extended for another 30 days.

Seven Fields Planning Commission

Upon a motion made by Council President Regan-Koch and a second from Council Member Trimble, Council accepted the resignation of Seven Fields Planning Commission member, Sarah Karasak.

Upon a motion from Council President Regan-Koch and a second by Council Member Caridad, the meeting was adjourned at 6:53 p.m.

**BOROUGH OF SEVEN FIELDS
COUNCIL MEETING
April 13, 2020**

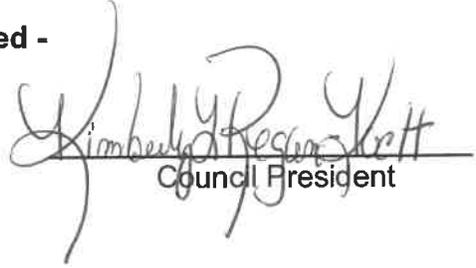
- Meeting Adjourned -



Borough Manager



Date Approved



Council President