

**Ivyland Borough Council  
Meeting Minutes  
August 13, 2025**

**CALL TO ORDER:** 7:00 PM

**ATTENDANCE:** Chuck Bristow, Sal DiPaolo, Dr. Chris Finello, Todd Savarese

**ABSENT:** Bill Linwood, Janhangir Nasir, Matt Piotrowski

**OTHERS PRESENT:** Krista DiPaolo, Recorder, Mark Freed, Borough Solicitor, Mayor Tony Judice, Janet Pacchioli, Treasurer, Chris Peterson, Borough Engineer

**Establishment of Quorum:**

**Pledge of Allegiance:**

**Moment of Silence:**

Minutes of 7/9/25:

Mr. Savarese made a motion to approve the minutes. Mr. DiPaolo seconded the motion. Motion passed 3-0-1. Dr. Finello abstained as she was not present at the last meeting.

- **Treasurer's Report:**

Mrs. Pacchioli read the July 9, 2025 Treasurer's report. The balances are as follows as of 7/9/2025:

General Fund:	
Balance on Hand:	\$415,183.96
Capital Reserve Fund:	\$569,738.33
Liquid Fuel Tax Fund:	\$63,597.85
Fire Company Account:	\$79,062.65
<b>Total Funds July 2025:</b>	<b>\$1,127,582.79</b>

The Treasurer's report was accepted, subject to audit. Grants were received from the grant for \$122,188.00. The grant is finalized now. Mr. DiPaolo thanked the Council for their work on this project.

- **Bills List:**

Prepaid Bills List Total:	\$56,132.74
Unpaid Bills List Total	\$14,897.39

Mr. Bristow made a motion to pay the bills, Mr. Savarese seconded the motion. Motion passed 4-0-0.

**Discussion:**

Mr. Savarese asked about the sourcing of the deposits on the Reconciliation page. Mrs. Pacchioli confirmed the receipts are attached to what was sent to the Council. Mr. Savarese asked about a July check specifically (amount of \$13,494.18). Mrs. Pacchioli explained how the cash receipts are documented. Mr. Savarese asked why the information was not on the Reconciliation page. Mr. DiPaolo stated the information is on page six and seven. On page four, the check is listed. Mr. Savarese asked what the source of that total was. Mrs. Pacchioli said that \$13,494.18 is a total. Mr. DiPaolo said this is not a tabulation. Mr. DiPaolo asked to reorganize this information by deposit and date. Mr. Savarese is asking to include information on what the revenue source is. Mrs. Pacchioli said she'd review this with Mr. Savarese.

**1. Correspondence:**

- Mrs. Pacchioli shared that Inspire Bank has left Warminster. The Borough office has to scan the checks versus depositing at a physical branch. The only drawback is when the office receives cash payments. But this is not the norm for accepting payment.

**2. Public Comment:**

- Eagle Scout project: Mr. Sean Pope, 205 Kirk Road, Warminster, Mr. Scott Foreman (father) and Mr. Patrick Foreman (Eagle Scout), 485 3rd Avenue, Warminster. Mr. Foreman is here to discuss his Eagle Scout Tree Project. The project is to plant trees along Pennsylvania Avenue. The Foreman's chose Flowering Cherry trees which will be purchased from the Farm and Garden Station. Mr. Foreman met with Mr. Nasir. The plan entails planting between 14 and 16 trees. Mr. Foreman provided two quotes for the trees from Farm and Garden. An auger will be needed to dig holes for the trees. Other expenses will be to feed the volunteers (30). Mr. Foreman's estimate is \$450 to feed the volunteers for one day. Other fees include extra supplies (gas for auger, mulch, etc.) which could total around \$300. The project total is estimated to be between \$5,300 to \$5,500. Mr. Foreman assured Council that the memorial tree will not be disrupted in the planting process. They will also contact PA One Call before they dig. Permission was requested to store the watering hose (fire department or other storages). Mr. DiPaolo asked about tree protection. The budget includes considerations for fencing and stakes. The project will start September 13, 2025 and will be an all day event. The Ivyland Fire Police will be assigned to the Coin toss this day from 9:00 AM until 1:00 PM. Mr. DiPaolo stated that we have

approximately \$8,000 for tree planting. Mr. Savarese mentioned that the Borough does not have a map of underground wiring. He suggested that Patrick contact the Council &/or Mrs. Pacchioli to get this information. Mr. Bristow stated that PA One Call is insufficient. Mr. Peterson recommended that the Council call Farm and Garden to request they submit a bill and the Borough can be reimbursed. Sunbelt (auger) would like to have a credit card on file. No payment information has been worked out with the Ivyland store (to feed the volunteers). Mr. Foreman (father) asked for the Borough's tax exempt number. Mr. Bristow directed Patrick to communicate with Mr. DiPaolo, Mrs. Pacchioli, and himself. Mr. DiPaolo made a motion to approve Mr. Foreman's Eagle Scout project for Ivyland, Mr. Bristow seconded the motion. The motion passed 4-0-0. The rain date is the following Saturday, September 20, 2025.

3. **Code Enforcement/Zoning Report:** Nothing to report.

4. **Report of President:** Nothing to report.

5. **Engineer:**

Mr. Peterson presented his report:

- a. The Greeley Avenue Storm Sewer: Prior to starting the alignment which runs down Greeley Avenue close to Gough, they need to ensure that the proposal is sound in order to receive that grant money. An additional topographic survey has been completed. The proposal is good to move forward.
- b. The MS4 Annual Report: The report is being put together now and will be presented to Council. There is a requirement for public outreach about storm water management. The goal is to educate the public. This can be done in the form of flyers. Carroll Engineering will provide flyers and handouts for residents.
- c. The Verizon communication boxes: The engineer has had many discussions with Verizon to determine if boxes can be removed. This is still not resolved. But Mr. Peterson is hopeful that this can be resolved soon.
- d. Electrical conduit issues: There was a secondary strike of a Borough owned electrical conduit which powers the street lights. This happened at 63 Wilson. The lines were never marked. Armor electric was contacted. They energized the line and determined PECO pulled out the line when they serviced a previous street light. Armor's suggestion was to fix the conduit or wait until another event happens. Mr. Peterson proposed one recommendation to use Armor to energize the underground lines (mark out) so that the Borough can establish a map of where the electrical lines lie. The Borough is responsible for the lines, not the utility company. The Borough has to maintain the records. Mrs. Pacchioli recommended that Mr. Peterson contact Harry Hay (the person who installed the street lights). Mrs. Pacchioli can call that person and share the contact with Mr. Peterson. The Council does support using a third party to create this map. Mr. Savarese asked about pricing. Mr. Peterson offered to talk to providers on behalf of the Borough. Mr. Peterson estimates two to three hours worth of work. This

cost can be spread out by doing the project in sections. Pricing will be available at the next meeting. Mr. Savarese asked if this would be needed for the Village as well. It will be needed for both the Grid and the Village.

**6. Solicitor:**

- a. Mr. Freed provided a very detailed solicitor's report to the Council related to litigation which will be discussed in the executive session.
- b. An upcoming Zoning Hearing Board application will also be discussed in tonight's executive session, which follows the general meeting.
- c. The solicitor is busy with Right to Know requests and issues related to Stormwater and Zoning.

**7. Unfinished Business:** Nothing to report.

**8. Mayor:**

- a. Police Report: The monthly police report for July 2025: The police force has 2 pending juvenile victim interviews for sexual assault case (awaiting permission from the parents of the victims); 38 traffic citations issued, 2 written warnings, 1 reportable accident. The Court check for the month of July was \$568.15

**9. Committee Reports:**

**a. Park and Recreation:**

- a. Eagle Scout project (please see the summary in "Public Comment" above).

**b. Finance:**

- a. Mrs. Pacchioli stated she needs numbers for each committee
- b. The \$500,000 CD comes due August 18, 2025 which will be rolled over into the Capital Fund. The interest is around \$11,000.
- c. Mr. Bristow asked about IT costs. The office printers, fax machines, etc. and other electronics are in good shape at this time.
- d. Now is the time to get bids for snow plow and trash collection. Our contract with Leck ends December 1, 2026. That's the end of the five year contract. Per Mrs. Pacchioli's conversation with our representative, Sean Thompson, we have the option to extend our contract without any cost increases with a one year contract. Then we can renew again for another year. Per Leck, since 2021, costs have gone up significantly. For example, new homeowner bids are \$40 per month, right now, the Borough pays \$20 per month. Mr. DiPaolo said this contract should be approved during the October 2025 meeting.

**c. Public Safety:**

- a. The Council has asked Chief Carey to find an additional officer.
- b. We have police for the annual 5K. Mrs. Pacchioli said the "insurance certification" has been done and provided to Warminster Park and Rec.

**d. Borough Property:** Nothing to report

- e. **Planning Commission:** Nothing to report
- f. **Streets and Walks:** Mr. Savarese stated that now is the time to solicit bids for Snow Plow and/or landscaping proposals before the November 2025 expiration bid. Mr. DiPaolo asked Mrs. Pacchioli about the Salt tonnage usage bid and suggested possible ways to save on those services.
- g. **Fire Company:** Mrs. Debbie Hoffman, Fire Department, reported for the Ivyland Fire Company:
  - a. Emergency Services Updates:
    - 1. For 2025 the fire company YTD has 76 calls: in the last 30 days, four fire and four EMS calls.
    - 2. The department has finished the 2025 electric emergency vehicle training class.
  - b. Fundraisers:
    - 1. Thank you to all who participate in the Tony's Fundraiser for the Fire Department.
    - 1. 5K Runners Breakfast - August 16, 2025. Providing fire police and medical, and a pancake breakfast for the runners.
    - 2. Coin Toss - November 11, 2025

**10. Emergency Management:** Nothing to report.

**11. New Business:** Nothing to report.

**12. Personnel:** Nothing to report.

**13. Public comment:**

- a. Mrs. Krista DiPaolo, 48 Chase Avenue: The word markings for the fire lane have been destroyed by a contractor working on the home at 63 Wilson Avenue. Mr. DiPaolo stated that the letters have been removed due to the construction vehicle traffic. Mr. DiPaolo sent pictures to the Borough Contractor for review.

**14. Adjournment:**

Mr. DiPaolo made a motion to adjourn. The meeting adjourned at 8:33 PM. The Executive Council will meet immediately following this adjourned meeting.

Respectfully Submitted,  
Krista DiPaolo, Recorder

Minutes Approved by Borough Council September 10, 2025  
*As presented —*