

FLEETWOOD BOROUGH COUNCIL MINUTES

 X_ BOROUGH COUNCIL MEETING BOROUGH COUNCIL WORKSHOP

Date: April 11, 2016

Roll Call:

<u> </u> X_ Suzanne Pittella Touch	<u> </u> X_ Tammy Gore, Mayor
<u> </u> X_ Pete Merkel	<u> </u> X_ Doreen O’Neil, Secretary
<u> </u> Jim Meals	<u> </u> X_ Andy George, Esq.
<u> </u> X_ Chris Young	
<u> </u> X_ Ralph Touch	
<u> </u> X_ Colin Boyer	
<u> </u> X_ John Rothenberger	

Also Present:

 X_ Greg Ebeling, Public Works Director
 X_ Robert Weidner, Highway Commissioner
 X_ Steve Stinsky, Police Chief
 X_ Barry Isett & Associates – Ryan Kern
 X_ Reading Eagle – Val I. Lacin
 Patriot _____

The regular monthly Borough Council Meeting held at 110 West Arch Street, Suite 113 was called to order at 6:31pm by Borough Council President Suzanne Touch.

Police Department:

Police Chief Stinsky reported on the March police activity in the Fleetwood Borough and Richmond Township and submitted his monthly report. Chief reported that the new officer selection process is taking place, once completed; he will offer suggestions to Council. Mandatory certification is taking place this month. National Night Out (NNO) is scheduled for 08-02-16 and will be held in the Fleetwood Park. Chief also noted that they have extra patrol for the construction area and this is being funded by PennDot. The Franklin Street road construction is scheduled to be completed 08-10-16. The Police had received a complaint from a local towing company regarding not receiving business. The Police sent out a form on 03-25-16 as to the required equipment and guidelines for towing companies in the area.

A guest inquired about a resident’s vehicle that is still out of inspection/registration but is being driven. Chief instructed guest to contact police when they see vehicle on road.

A guest asked Chief Stinsky if it would be possible to have an officer patrol the area of Vine and Chestnut streets around 2:30pm on week days when school lets out. Cars are driving fast on these streets.

Police Department (continued):

Colin Boyer thanked and commended Chief Stinsky on a job well done regarding the investigation of a drug trafficking case which resulted in a court sentencing.

Police Chief Stinsky reported that the new police car should be arriving soon. He is looking for approval from Council to allow bidding to auction for the old police vehicle. Motion for Chief Stinsky to allow Muncibid to auction old police vehicle once new vehicle is received and in service.

Made by: Ralph Touch Seconded by: Colin Boyer
X Motion Carried Motion Failed

Guests: See Attached list.

Barry Isett & Associates Update

Ryan Kern thanked Council for accommodating his schedule for our Monday meetings, since he also attends Topton Council meetings on the same night.

MS4 Files:

MS4 files were scanned and reviewed. They will submit a report at end of spring. Colin Boyer reported that the previous engineering group (SDE) is willing to work with Ryan . Ryan noted they usually work through the borough.

Pool Project:

Bryan Smith (Barry Isett & Associates) is transitioning to award bid for pool renovations. A meeting has not been scheduled yet.

Grants:

Mary Himmelberger (Barry Isett & Associates) is a grant writing specialist. Ryan stated that they take a proactive and reactive approach to what we may need and look if any available grants for our projects. Ryan reported that he has a meeting in 2 weeks with Chris Young regarding grants. Chris will be meeting with them regarding the Tannery Lot project and will be inviting Mary to attend a borough workshop meeting to discuss details.

PennDot Project:

Greg Ebeling will add water lines, inlets/outlets to map. It was stated that Janice DeLay will notify Jonathan to email the road plans to Ryan Kern for review, so Barry Isett & Associates is aware of the plans for the PennDot project. It was mentioned that the inspection of the road project is a sign-off with PennDot and Road Construction crew.

Barry Isett & Associates Update (Continued)

125 West Elm Street:

Council updated Ryan on the history of this property. During the January 2016 snowstorm, the unattached garage collapsed at this property and currently has caution tape around it. Ryan will look at condemnation and noted that Larry Andes would run this project.

Office Hours:

Council asked Ryan to consider offering office hours, where someone from Barry Isett & Associates would be at Borough Hall to allow residents to stop in and inquire if any questions about permits, codes, etc.

Committee Statuses:

Codes Committee:

Basketball Nets in Street:

A guest inquired about basketball nets sitting in the street and the safety of children playing basketball in the streets. Council discussed basketball nets in the street but no action was taken at this meeting.

Burning Ordinance:

A guest inquired as to the burning ordinance. Chris Young mentioned that they working on new ordinance for burning and usage of fire pits. Trash burning is not permitted. If trash burning is seen, resident should call Berks Radio.

Construction Equipment:

A resident asked Council if there was a limit as to how long construction equipment can remain on site in a residential area. And also noted that the construction equipment is being used late at night; causing lots of noise. Council reported that the previous engineering company (SDE) reported that a permit was applied for and was compliant for the construction. If the noise issue occurs again late at night, they should contact the police department.

First Section of Fleetwood Codes:

Step 1 of renumbering the whole system has started. Colin requested that section 201 (Peddling/Soliciting) be addressed at April's workshop meeting 04-25-16.

Also during the April workshop meeting the Vehicle and Snow ordinances revisions would be discussed.

Motion to approve Code sections 1-200.

Made by: Ralph Touch Seconded by: Chris Young

Motion Carried

Motion Failed

Committee Statutes (continued):

Home Business Ordinance in Residential Area:

Review of Home Business ordinance draft. Andy George, Esq. added section defining light home occupations and amended where they are allowed/prohibited. Light home occupations would be permitted in all zone areas. Home occupations permitted to all zone areas as permitted by zoning board.

Discussions regarding pages 8-10 of the ordinance draft and parking definitions.

Questions of how to define impact of parking. Discussion if any benefit to record/track home businesses, would the borough want to make them register their home business, would there be a requirement to do inspection of home businesses? There cannot be any grandfathering of home occupation businesses, since all current home businesses are not compliant with the current ordinance. There was discussion of creating a draft of a registration form listing questions that owner would fill out prior to being approved to have a home business. How would borough be notified if home business closed? Andy George, Esq. will check with other communities who have home business registration, what they charge, and what is their process to make sure compliant.

Council will review the draft of the Home Business Ordinance for further discussion at workshop meeting. Ralph will work on drafting a Home Business application.

Streets/Highway:

Disaster Documents:

Redo the DAP2 FEMA form for snow removal/clean-up from the January storm, the 2 days during the storm followed by 2 weeks of clean-up. Approximate reimbursement \$18,000.

Motion to amend prior motion from 03-28-16 workshop meeting (which was approval for Suzanne Touch to sign the application for FEMA reimbursement), to instead approve Bobby Weidner to go to meeting and talk with FEMA and fill out necessary form.

Made by: Chris Young Seconded by: Ralph Touch
X Motion Carried Motion Failed

New Street Lights for Area of Road Construction:

Tammy reported that Arro is putting through paperwork for LED lights. Tammy will try to have them attend the next borough workshop meeting (04-25-16) to discuss decorative lights.

Streets/Highway (Continued):

Tannery Lot:

A guest brought up that the new lights installed on the Tannery lot is too much light and it shines on his house. Chris noted that he was the person the guest had spoken to about this. Public Works will try to adjust the light by looking at re-angling light or adding a hood. However, it is the borough’s responsibility to make sure the lot is properly lit since they are the owners of the property. Chris reported that the borough did receive one compliment from a resident that they liked the additional lighting.

A guest inquired about the angled parking. Chris explained that the regular Tannery Lot will be used once parking on Main Street is restricted, following the road construction. The guest mentioned their concern of the un-anchored ‘Angle Parking Only’ signs which he has seen blow over during storms. Chris stated that these signs will be anchored once the lot is paved.

Motion to approve BL Companies to submit final report from BL Companies to DEP for review.

Made by: Chris Young Seconded by: Ralph Touch
X Motion Carried Motion Failed

Parks/Pool:

Tennis/Basketball Courts (Arch and Green Streets):

A guest expressed concern of converting the basketball courts into a parking lot. Tammy explained that the Community Center is heavily used and the need for additional parking for the various businesses and District Judge Greth office in the Community Center. Tammy explained that they are working with the school to work out an agreement. Tammy mentioned that the Locust Street basketball courts were refurbished and the court in the Fleetwood Park will be refurbished this spring. Also with the new lights at the Fleetwood Middle School there are hoops there that can be used.

Tammy mentioned that the agreement of the Tennis/Basketball Courts remaining as such was an agreement between that School Board and that Council at the time. Tammy provided a write-up (see attached) of what she and Suzanne will take to the next School Board meeting on 04-12-16. Supervision of indoor basketball court time could be supplied by SURGE, but would only be during volleyball season. Indoor basketball court time would need to be supervised by someone else during non-SURGE time. Council discussed that they would need to review the indoor court agreement on an annual basis regarding summer hours to see if beneficial. It was mentioned that there is no lighting at the Locust Street playground yet, but will be if approved to have lighting. Thought of possibly using TIGER Paws personnel to supervise indoor basketball court time. There was discussion for Council to notify SURGE to review with borough council when they plan on having tournaments to allow the borough to work with nearby churches if they also have events on the same day. During tournaments, parking is greatly impacted.

Parks/Pool (continued):

Fleetwood Park Playground (Phase 3):

Equipment items (swings) that need to be installed are currently in storage; need money to get the rubber tiles down. Chris met with Nick Stoltzfus (Descoco). The project manager for this project would need to manage about 800 hours. In 2013 Descoco had provided an estimate of \$32,000 to lay the tiles (which includes excavating, wood border, laying tiles). Chris had asked Jim Meals to put on Capital Budget Wish List for site prep for tiles and fencing and then get equipment installed. Chris will meet with Barry Isett & Associates and Nick Stoltzfus to write up new specs for completing phase 3.

Chris mentioned that Friends of the Fleetwood Playground has about \$10,000 to put towards this phase and DCNR owes the borough about \$4,000 from grant, this would leave a cost of approximately \$20,000 to the borough for this phase depending on the new bids.

Motion to send out bids again with the revised specs for phase 3.

Made by: Chris Young Seconded by: Ralph Touch

X Motion Carried

Motion Failed

Fleetwood Park Benches:

Fleetwood Rotary Club is donating \$5,000 towards the purchase of 9 new park benches for around the band shell seating area. Total cost of replacing and installing park benches is \$9,000. Bobby mentioned that they will do pillars of cement for installing these benches.

Motion to approve \$5,000 from Capital Budget to be combined with the Rotary's \$5,000 for the purchase and installation of 9 park benches.

Made by: Chris Young Seconded by: Ralph Touch

X Motion Carried

Motion Failed

Fleetwood Swimming Pool:

It was mentioned that an Eagle scout is looking to do a project in the Fleetwood Park or at the Fleetwood Pool. It was discussed to have the Eagle Scout fix and paint the fence at the Fleetwood Pool. Pete Merkel will send costs and specs to Ralph Touch for this project.

Fleetwood Swimming Pool – DCNR:

There was a meeting with DCNR regarding the project to improve the pool, bathhouse and concession stand. By December 31, 2018 the pool bathhouse needs to be ADA compliant. This will require lowering some towel hooks, adding ramp to shower stall, and other minor requirements. Ok with Plan A to accept the bid from Mid-Atlantic to do pool construction project. Mid-Atlantic needs to get proof of bond to SDE. SDE will be engineering company working on this project. Mid-Atlantic has said the construction will be completed by Memorial Day (May 30, 2016).

Finance:

Motion to approve payment of monthly bills as submitted and reviewed by Finance.

Made by: Ralph Touch Seconded by: Pete Merkel

X Motion Carried Motion Failed

Other:

Fleetwood Public Library:

Bill Thomas and Akiko Strum (Board of Trustee members) were in attendance. Bill mentioned that they are looking forward as to the direction of the library and how to continue achieving their mission statement. The idea of the Fleetwood Grange being a possible location for the library was broached, but no decision yet.

A resident expressed concern of keeping the library in the Community Center which is located in the center of the community for servicing residents; this location makes it easy for community residents to walk to.

Council noted that they would like to keep the library in town, the Grange would be ok, however, it is on the cusp of the town.

Tom Gordon (a guest) mentioned that Berks Encore has books that usually end up in the dumpster and maybe the library would like to contact Berks Encore to see about taking the books to use at book sales, keep in library or even donate to homes or shelters.

Suzanne mentioned to also consider setting boxes of books out on Food Pantry day, to allow people to pick up a free book to read.

Motion to appoint the 2 trustees to the Fleetwood Public Library. .

Made by: Ralph Touch Seconded by: John Rothenberger

X Motion Carried Motion Failed

EIT Requests:

Andy George, Esq. mentioned that EIT wants to hire a third-party to collect delinquent funds. He will provide more information on this at a later time.

PSAB Voting Delegation Form:

Mayor Tammy Gore will be attending the PSAB Conference on June 7, 2016.

Motion to allow Mayor Tammy Gore to vote on behalf of the Fleetwood Borough.

Made by: Ralph Touch Seconded by: John Rothenberger

X Motion Carried Motion Failed

TIGER Paws:

This is a group of volunteers helping within the borough. The volunteers receive credit of \$5.99 per volunteer hour. This credit is reimbursed to the volunteer after they pay their taxes. Maximum reimbursement per volunteer is \$599.00. Priority of this volunteer work is given to seniors.

Other (continued):

Employment:

Chris reported that there are 2 job openings – Community Center security for Saturdays and Water department. There have been some resumes received for these jobs.

Motion to approve the minutes of the March 14th borough council meeting and the March 28th borough council workshop meeting.

Made by: Ralph Touch Seconded by: John Rothenberger

Motion Carried

Motion Failed

Motion to adjourn meeting at 9:12pm.

Made by: Ralph Touch Seconded by: Pete Merkel

Motion Carried

Motion Failed

Submitted by:

_____ Doreen O'Neil, Borough Secretary