

FLEETWOOD BOROUGH COUNCIL MINUTES

___ BOROUGH COUNCIL MEETING X BOROUGH COUNCIL WORKSHOP

Date: July 25, 2016

Roll Call:

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

Also Present:

x **Greg Ebeling, Public Works Director**
___ **Robert Weidner, Highway Commissioner**
___ **Steve Stinsky, Police Chief**
___ **Barry Isett & Associates – Ryan Kern**
x **Reading Eagle, Carole Duran**
___ **Patriot _____**

The regular monthly Borough Council Workshop Meeting held at 110 West Arch Street, Suite 113 was called to order at 6:36pm by Borough Council President Suzanne Touch.

Guests: See attached list of attendees.

1. Parking Ordinance

Guest Bob Gore expressed his concerns regarding the new ordinance for parking RVs in residential area for a maximum 2 week time frame. Bob questioned the advertisement of the ordinance changes. Andy mentioned that due to the length of the parking ordinance, it would very costly to advertise the entire ordinance, so instead a summary of the ordinance is published, with reference that a full copy of the ordinance can be reviewed at the borough office. Bob questioned if there is a signed docket in the borough office showing who stopped in to review the full ordinance. There is no docket to reflect this, and the borough office personnel did not notify council of anyone stopping by to review the full ordinance.

Guest Gary Reinert had concerns of RVs parking in certain areas due to current parking restrictions. Example on Heritage Drive, parking is only allowed on one side of the road due to the curvature of the street, so parking an RV there would take up additional parking spaces.

The current parking ordinance for recreational vehicles is 24 hours and complaint driven.

Parking Ordinance (continued):

Discussion of concerns regarding the definition of the Red/Green parking zones. Red zones are a restricted area and would require a request to council for a permit to have a home business requiring additional parking on the street. Green zones would not require permit from council. The red/green parking zones are not related to RV parking but were defined for home businesses.

Mayor Tammy Gore stated that it will be difficult to police and enforce the red/green zones. It was also questioned as to tracking the time frame an RV is parked on the street.

Mayor Tammy Gore stated that she is not in favor of the 227-28 Green/Red Parking Zones or the 227-31 Recreational Vehicle Parking ordinance items, but is okay with the other parts of the parking ordinance. Mayor Gore provided a 'Veto to Proposed Sections of Parking Ordinance (227)' document (see attached copy) which lists the objectionable reasons and her proposal for change to parking ordinance. It was stated that individual line items of an ordinance cannot be vetoed; the entire ordinance would need to be vetoed.

Discussion that the Parking Ordinance changes were discussed at prior meetings and that the final date to approve ordinance was tonight (July 25th).

Greg Ebeling noted that PennDot cannot move ahead with their parking signage, unless we have an approved ordinance. This parking ordinance was needed 2 months ago for PennDot. If the parking ordinance is to be vetoed tonight, this would affect the PennDot road project and be a risk to the borough which would result in the borough having to pay for all of the no parking signage along Route 662 and Main Street. With an approved ordinance the cost for signage will be paid by PennDot.

Suzanne Touch noted that if further discussion is needed for possible amendment of the RV parking and red/green zone parking items, a provision could be written up within the next 30 days, so that we don't delay PennDot.

Chris Young noted that even with the approval of the parking ordinance, it will require an amendment to account for alleys, dead-end streets, one-way streets, streets with parking limited to one side and cul-de-sacs. Cul-de-sacs and one-way streets would be excluded from the green zone. The Parking Ordinance is a working document.

Colin Boyer mentioned that he would suggest a vote for the new parking ordinance and if vetoed someone will need to explain why to PennDot. Colin noted that he would vote for the new parking ordinance as it currently stands.

It was mentioned that amendments to the Parking Ordinance could be reviewed at the August 8th borough council meeting. Andy George could then write up the revisions to be reviewed by council and then advertise the new amended ordinance.

Parking Ordinance (continued):

Motion to accept the Parking Ordinance as written today, with the understanding and agreement by Ralph Touch, Jim Meals, Colin Boyer, John Rothenberger, Chris Young, Tammy Gore, Suzanne Touch, and Pete Merkel to revisit the ordinance and consider Mayor Gore’s concerns regarding RV parking, red/green zones and additional changes that Chris and John have at the next meeting on August 8th.

Ordinance #: 619

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

Pete Merkel will notify PennDot that the Parking Ordinance has been approved, so they can move forward with the no parking signage on Route 662 and Main Street as the road construction project progresses.

2. Non-Uniformed Pension Plan and Fleetwood Police Pension Plan

Motion to authorize Suzanne Touch to sign paperwork.

Made by: Ralph Touch Seconded by: Pete Merkel
X Motion Carried Motion Failed

3. Police Officer on Site at Fleetwood School District

There was a meeting of the Fleetwood School Board and Chief Stinsky regarding options to having an office on-site at the Fleetwood School district. Guest Bob Gore and member of school board noted that the grant deadline for this was July 14th. However, the board is discussing options of ‘SRO’ or ‘SPO’. There also needs to be consideration for Andrew Maier Elementary since this is not in the Fleetwood Police jurisdiction.

4. Worker’s Compensation Program

The worker’s compensation was recently changed to SMT (Susquehanna Municipal Trust). This change will be an \$11, 000 savings. Andy George will review and then discuss with Council at the August 8th meeting.

5. Handicap Parking

Colin Boyer presented a Handicap Parking request to Council. The required form and necessary supporting documents were included. Due to the address being on a section of Main Street (that in the future will not have any street parking), it is unsure whether the request can be accommodated. There was discussion that the landlord should be able to accommodate parking for the tenant.

Council requested that Colin, Greg and Bobby Weidner go out to the site to look if a handicap spot can be added to Main Street for now, until the construction starts.

Also to look at what other options are available, they should take photos of property, is there a garage or parking spot on the property that could be used by the tenant?

This information should be brought back to the August 8th meeting.

6. Pension Plan

Chris stated that the newest borough employee (Water Superintendent) has agreed to extend their probation period from 60 days to 90 days to allow time for the new Pension Plan to be reviewed. Currently employees are on a ‘defined benefit’ plan and new employees would be put on a ‘defined contribution’ plan. This does not affect the police officers.

Greg Ebeling requested a copy of the plan so he could also review.

Motion for Andy George to review the new plan and if he finds it to be agreeable, to then advertise.

Made by: Chris Young Seconded by: John Rothenberger

X Motion Carried

___ Motion Failed

7. South Richmond Street and Main Street Road Construction

Pete Merkel mentioned that two weeks ago he had a meeting with PennDot regarding the new plan/schedule for the road construction.

Pete provided Council a copy of the letter explaining the project and schedule (see attached).

Pete is personally delivering a copy of the letter to each of the businesses that will be affected by the South Richmond Street construction.

Pete will also be delivering letters to other businesses that are not in the area of South Richmond Street.

A copy of this letter will be placed in the water bills that will be mailed out August 1, 2016.

Chris Young sent a copy of this letter to the Fleetwood School district.

The letter contains the hotline number to contact Brandon (PennDot) with any questions.

A copy of the revised construction schedule is already posted on the borough website.

The North Franklin Street road construction project is to be completed sometime October 2016. Construction will then begin on South Richmond Street from Main Street up-to-the borough line – this section of road will be closed for 1 year. The cross roads to South Richmond Street will be open.

Pete mentioned that he and others will need to look at PennDot and RoadCon’s proposed detour routes to see what the borough can do to help with detour routes. There may be some cases where street parking needs to be restricted or changed, will need to look at alley behind BB&T and Fleetwood Bank. When the South Richmond Street construction begins, access to BB&T will be cut-off, so may need to consider changing the alley to be 2-way for the duration of the South Richmond Street construction.

7. Marker at Tannery Site

The Fleetwood Historical Society has notified Council that they would like to put up a marker/signage on the Tannery site that would provide history of the site. Council is okay with the idea, but noted that it will need to wait until all the road construction projects are completed. Possible location would be across from the walkway and alley where there is a walkway ramp to the Tannery parking lot.

8. Water Bills – Landlords

John Rothenberger and Pete Merkel reported that they have drafted a letter stating that the landlord will receive the water bill and be responsible for payment of the bill, instead of the tenant. If the bill is not paid by the landlord the water service would be turned off. If the water is to be turned off the borough needs to give 37 day's notice to the tenant.

It was mentioned that there are currently 50 tenants who are delinquent in their water bill payments. It was questioned how many landlords that pay the water now are delinquent? This answer was unknown. It was requested that this number be determined and brought to the Aug. 8th meeting. Pete and John should bring a draft of the letter that would be sent to landlords regarding the new water bill policy.

It was noted that the informative letter that is being inserted in the water bill for the Aug. 1st mailing should contain an FYI regarding a change in the billing of the water bills. Other items in this letter will be the PennDot road construction schedule and Homecoming events.

9. Main Street Walkway

Chris Young encouraged Mayor Tammy Gore and Pete Merkel to have a ribbon cutting ceremony. The idea was mentioned of having a ribbon cutting ceremony in conjunction with the businesses having an open house event.

10. Congressman Ryan Costello

Mayor Tammy Gore notified Council that on August 11, 2016, Ryan Costello will be having lunch with her at Klinger's Fleetwood Grille. Following the lunch, they will do a walk-thru Fleetwood to discuss the ideas for the business district and visit the park to discuss possible ideas. Tammy invited other Council members to join them. Chris and Suzanne informed Tammy that they would attend luncheon and walk-thru.

11. Capital Plan

Discussion regarding the \$300,000 plus the additional \$20,000 added to account. Some of this \$320,000 is DCNR money that the borough is holding but is not the borough's to use. The remaining money is earmarked for the following items:

- Police Pension
- Parking Lot
- Installation of Playground Equipment
- Pool renovations (plus \$20,000 of DCNR grant)
- Park Benches
- Server for Police
- Lighting for Locust Street Basketball Court
- Lighting for Green/Arch Street Parking Lot
- Community Center Cafeteria upgrades
- Park Master Plan (Engineers)

There is a surplus of money remaining as of now. Jim Meals will send out an updated spreadsheet of these items.

It was mentioned that BL Industries notified Council that DEP rejected the first plan regarding the Tannery Parking Lot.

12. Park Master Plan

Chris Young mentioned that a meeting has been scheduled with Engineers (Barry Isetts & Associates) and various individuals of the community to discuss ideas for upgrades to the park and pool.

Some of the items to be considered and discussed at the meeting are:

- Options to provide shade at the band shell seating area
- Bathrooms in the Park
- Expansion of Concession Stand
- Improvements to the Pond
- Improvements to the Creek
- Improvements to the Baseball fields
- Skateboard Park
- Parking

13. East Vine Street and other Street Repairs

Pete Merkel mentioned that East Vine Street requires replacement of water pipes and repaving. Barry Isett & Associates is looking at what is needed for the street repairs. It was stated that residents in this area will need to be given ample notice of what their financial responsibility will be when the road/pipes are replaced.

Jim Meals mentioned that he had met with the other members of the Street department to discuss signage, sealant for streets and street repair.

14. Other

Greg Ebeling mentioned that the summer help personnel are working on addressing weeds that are growing at street and curb line. Once the weed removal is completed, the summer help personnel will move onto painting curbs.

There was discussion regarding some residents who have taken it upon themselves to paint their curbs yellow, however these curbs should not have been painted. It was discussed that these home owners are in violation of codes. It would be the homeowner’s responsibility to have the paint removed from the curb or painted over with cement colored paint. Greg will work with the borough office regarding where these painted curbs are located.

Suzanne Touch requested that Greg compile a list of properties that will need to have their curbing replaced in the future. Based on the streets that need to be repaired by priority, the residents would be notified in advance of what their financial responsibility would be when the road is repaired. Greg will provide this list to Suzanne in 90 days.

15. North Franklin Street

Chris Young mentioned that a UGI line was hit again on North Franklin Street during the construction. Chris discussed his concerns with Brandon (PennDot). Solution is that UGI will have a Supervisor Inspector on-site when digging is occurring.

Greg commented that he and other borough employees are constantly having to repaint/mark items; this was discussed with RoadCon.

16. Motion to pay bills.

Made by: Ralph Touch

Seconded by: Jim Meals

X Motion Carried

Motion Failed

17. Council went into Executive session at 8:50pm and returned at 9:00pm.

Meeting adjourned at 9:00pm.

Submitted by:

Doreen O’Neil, Borough Secretary