

FLEETWOOD BOROUGH COUNCIL MINUTES

BOROUGH COUNCIL MEETING BOROUGH COUNCIL WORKSHOP

Date: March 13, 2017

Roll Call:

<input checked="" type="checkbox"/> Suzanne Pittella Touch	<input checked="" type="checkbox"/> Tammy Gore, Mayor
<input checked="" type="checkbox"/> Pete Merkel	<input checked="" type="checkbox"/> Doreen O'Neil, Secretary
<input checked="" type="checkbox"/> Jim Meals	<input checked="" type="checkbox"/> Andrew George, Esq.
<input checked="" type="checkbox"/> Chris Young	
<input checked="" type="checkbox"/> Ralph Touch	
<input checked="" type="checkbox"/> Colin Boyer	
<input checked="" type="checkbox"/> John Rothenberger	

Also Present:

Greg Ebeling, Public Works Director
 Robert Weidner, Highway Commissioner
 Steve Stinsky, Police Chief
 Barry Isett & Associates – Larry Ande, Harry Weaver
 Reading Eagle _____
 Patriot _____

Guests: See Attached list.

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

Police Department

Police officers, Reginald (Reggie) Roberts and Andrew Wenger were sworn in by Mayor Tammy Gore. They will be part-time officers.

Chief Stinsky provided Council with the police report for February 2017.

All police officers are attending the mandatory update training. The new police vehicle will be delivered in 9 to 10 weeks. On March 20, 2017, work on the round-a-bout at 662 and 222 will be started; construction occurring 3 days a week. The police are still making a presence at South Richmond Street and New Alley. Additional funding is being provided. The Chief is applying for a grant for Aggressive Driver Awareness. The police department passed the Buckle-Up audit in October/November 2016.

On April 7th, Officer Michael Quinn will be conducting CPR and AED training (4 hour sessions for 8 to 10 borough employees). Chief Stinsky will have Janice DeLay send email to borough employees to sign-up.

Snow emergency is in effect from 12:00am on 03-14-17 until further notice.

Chris asked Chief to contact resident regarding their spotlight that is a disturbance to other residents.

Barry Isett & Associates (BIA) Update – Larry Ande and Harry Weaver Elevated Walkway (South Franklin Street)

Larry has spoken to the owner, Mr. Groff. The floor and roof of the walkway have been repaired. Coping needs to be done yet, but needs to wait for warmer weather.

Mr. Groff is having an engineer inspect the work that was done and provide a certification report and will submit permit application.

BIA's forensic engineer (Andy) is ok with work. Larry will follow-up with Andy (BIA).

Hybrid Fitness (2 E. Locust Street)

Sprinkler system is up-to-date and inspected. They have passed all the permits for the 2nd floor fitness area.

19 West Washington Street (Site of structure fire)

The copper and wire have been removed from the dwelling. Large equipment is in back yard to be used to raze the building. Larry Ande will keep checking on progress of this. The owner is looking to erect building with 2 rental units and gravel parking. Council reminded everyone that gravel parking is not permitted. Owner would need to provide a hard surface parking area that can accommodate 4 cars (2 per unit). There is concern with the set back footage. Owner will have engineer report for condition of the foundation.

309 South Franklin Street

BIA had place placard on door. Resident removed placard. Owner has been cited for rubbish and fines were paid. Larry to send history of this property to Andy George Esq. to review. Vector Ordinance may apply to this property. Concern of property maintenance and rodents in the area.

108 West Main Street

Discussion on condition of property and structural concerns. Resident has been cited and fines were paid. Owners of 106 West Main Street would be interested in purchasing 108 West Main Street property. Pete will contact the owner of 108 West Main Street to discuss options. BIA will wait to hear from Pete before moving forward with this property.

23 West Washington Street

Water is not turned on at this property. Looking into this being an abandoned/vacant property.

500 W Friendship Drive

Property owned by a bank. Property maintenance is being performed.

Barry Isett & Associates (BIA) Update – (Continued)
Vacancy Ordinance

Colin will meet with Janice to review the Vacancy Ordinance.

Fleetwood Bank (Main and South Franklin Streets)

Looking to install an electronic sign that will have scrolling images, etc. Bank looking to apply for variance. Items to consider is placement of sign, size of sign, brightness specs (dimming hours), scrolling hours. Are there concerns with being along state road (662) and by an intersection? The Zoning Board would need to address this request.

23 West Main Street

Possible new business – manufacturing Beard Butter to sell. They would keep store front. They have gotten a quote from Watkins Architect for changes which would alter the property from Code B (business) to Code M (mercantile). May need to review codes ordinance and reword sections. Currently the way the ordinance is written, it prohibits hazardous material and it considers this light industrial area. Would need to look into what types of odors are produced with process so it does not affect others. Could find this type of business to be legal with note of pending revision to ordinance and then different sections of ordinance would be amended.

Committee Statuses:

2017 Fee Schedules

Motion to accept the 2017 Fee Schedule

Made by: Ralph Touch Seconded by: Colin Boyer

Motion Carried Motion Failed

Resolution paperwork was signed and copies given to Lorrie. **Resolution: 2017-03-13-01**

Use of Telephones

Motion to approve resolution allowing Council to use telephones during meetings.

Made by: Ralph Touch Seconded by: John Rothenberger

Motion Carried Motion Failed

Resolution paperwork was signed and copies given to Lorrie. **Resolution: 2017-03-13-02**

Business Inspection Ordinance

List of inspection items was provided by John Manmiller. This list will reviewed and discussed at the March 27th Workshop meeting.

Basketball Courts in Park

Chris requested that a timer be installed for the lights at the basketball court.

Committee Statues (Continued):

Fleetwood Pool

Ralph reported the following from Mary Templin regarding lifeguards for 2017 season. Mary offered part-time employment to 7 of the applicants. There are also 11 lifeguards who are interested in returning and Mary plans to re-hire them as well. For the 2017 season hired a few more part-time guards because last season ended up short staffed towards end of the 2016 season due to lifeguards heading off to college or starting fall sports.

Full-time lifeguards will be scheduled for at least 20 hours, but not more than 40 hours each week. Full-time lifeguards will be given preference if extra hours are available. Part-time lifeguards will be scheduled for up to 20 hours per week. If there is a week where not many people have requested off, these part-time guards might work less hours. If there is a week where many people requested off, there will be a potential to work more hours.

Staff Listing:

Assistant Manager/Head Guard: Branden Green

Full-time guards: Leigh Staffod, Kaitlyn Kachel, Michael Mallozi, Erin Bogacki, Shawn Bessey

Part-time guards: Amanda Meck, Justin Kramer, Sydney Lobb, Abby Ryan, Madi Burt, Emma Templin, Noah Schaffer, Derek Sadler, Madison Speece, Taylor Stafford, Henry Naughton, and Emily Logar

The beginning of the season in-service will be held on Saturday, May 20 from 1:00pm-4:00pm for all staff and the new hires will be asked to stay an extra hour to review procedures. This is MANDATORY.

Re-certification lifeguard training took place at Kutztown University on March 11-12. New hires took their pre-requisite swim during that weekend as well to make sure they are able to take the full certification class.

The lifeguard certification class for the new hires will be held on the following dates: Friday, May 12 from 6-9pm, Saturday, May 13 from 8am-5pm, Friday, May 19 from 6-9pm, Saturday, May 20 - actual time to be determined (it will be in the morning) followed by our mandatory staff in-service which will be held at 1:00pm. The hope is that the pool will be up and running by May 20th so it can be used for this training Mary has notified Bobby.

Once the new lifeguards pass the pre-requisite swim, Mary will be providing them with information on how to obtain their clearances (child abuse, state police criminal background). All of the new hires have signed the paper giving permission for Fleetwood Borough to run a background check. Mary will be obtaining the signatures of the re-hires at the recertification class. Once she has them all, she will make copies and then give the information to Chief so those background checks can be completed.

Motion to approve the hiring of the 2017 lifeguard employees as listed above.

Made by: Ralph Touch
X Motion Carried

Seconded by: John Rothenberger
___ Motion Failed

Committee Statues (Continued):

Fleetwood Pool Parking Lot

Problem with water runoff from the pool parking lot causing another sink hole by the gazebo.

Phase 1: Install a catch basin and storm drainage pipe. Quote by Shirk Excavating at a cost of \$5750.

Motion to have Shirk Excavating correct drainage at a cost of \$5750 (Phase 1).

Made by: Chris Young Seconded by: John Rothenberger

Motion Carried

Motion Failed

Phase 2: After completion of Phase 1, the plan is to get a quote for installation of a blacktop curb and slope end of parking lot for water runoff to flow to basin.

Community Center Parking Lot (Arch and Green Streets)

Various quotes were received for crack fill seal coat, paving and line painting.

Bid winners:

Martelli Pavement Marking – Line Painting bid \$450.

Berks SealCoating – Crack Fill Seal Coat bid \$1950.

Ronnie Folk – Paving bid \$2420.

Motion to approve the above quotes from these three contractors at a total cost of \$4820.

Made by: Chris Young Seconded by: Jim Meals

Motion Carried

Motion Failed

Heat Pump (Suite 115) Replacement

One quote was received from AP Merkel Inc. This quote includes a Trane Heat Pump, Trane Air Handling Unit, New Refrigerant line (insulated). The quote for this work is \$6590.

Motion to approve quote for AP Merkel, Inc. to install new heat pump at a cost of \$6590.

Made by: Chris Young Seconded by: Jim Meals

Motion Carried

Motion Failed

Council agreed that in future, they will require additional quotes for jobs, but are ok with moving forward with this one quote.

Community Center Café

The new stove and oven for cafeteria are here. Appears oven will need to be vented outside. Bobby would like to meet with someone from the Community Center committee to discuss location and then installer will be contacted. Ralph will meet with Bobby.

Tannery Release

Andy George, Esq. is working on amendment of the lease agreement.

Committee Statutes (Continued):

Reappointments

At the February 13, 2017 meeting Doreen was asked to check with Tim O'Neil if he knew of someone to be on the Shade Tree committee in place of Jody Heffner.

Tim recommended John Marcincavage. John is a resident of Fleetwood and a certified arborist.

Motion to appoint John Marcincavage to the Shade Tree committee.

Made by: Chris Young Seconded by: Ralph Touch

X Motion Carried

Motion Failed

Document of Reappointments

Doreen will write up the name changes on the 2016 paper document and give to Janice DeLay to update the document file.

Berks County Conservation

Discussion regarding a document that was received from the Berks County Conservation. Kap was inquiring if the borough wanted to make a donation. Tammy will review the document and Suzanne will contact Christine (BIA) to discuss.

Zoning Variance Board

Chris mentioned due to Alex Szoke's health, he is looking to appoint someone to replace Alex and is suggesting John Manmiller. Andy George, Esq. will see if this would be a conflict of interest due other positions John Manmiller currently holds.

Chris noted that Joel Reifsnyder is also looking for someone for this position.

Zoning Ordinance

Council gave approval for Andy George, Esq. to look at revisions of the Zoning Ordinance regarding Performance Standards (odors), Light Manufacturing Industrial and Home Business.

Sign Ordinance

Harry Weaver (BIA) and Andy George to get sign ordinance information for other boroughs/townships and provide documentation to Ralph, Colin, Chris to review. This would be discussed further at the next workshop meeting.

Streets and Highways:

New Alley

Colin inquired if New Alley would be plowed and kept open during the snow storm on 03-14-17, since alleys are not the first roads to be plowed. Jim Meals will notify Bobby Weidner to keep New Alley plowed.

Other:

PSAB Voting Delegation Form

Mayor Tammy Gore will be attending the PSAB Conference.

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

Made by: Ralph Touch Seconded by: Pete Merkel

X Motion Carried

Motion Failed

Fleetwood Area Public Library

Suzanne read a letter of intent from the Library. The Library stated their intent to move library facilities from the 2nd floor of the Fleetwood Community Center to the 1st floor Shop area within the next 3 years provided the Library can obtain the necessary financial funds to renovate the existing area. The Library is pursuing a grant to match the Library's current donation to fund the renovation. They hope to obtain the funds within this 3 year period. The Library board thanks the Fleetwood Borough Council of 2017 for allotting additional funds to help them with necessary improvements in the Shop area. The letter is attached to these minutes.

Finance

Motion to approve and pay the February bills.

Made by: Ralph Touch

Seconded by: Jim Meals

X Motion Carried

Motion Failed

Minutes

Motion to approve the minutes from the February 13, 2017 meeting.

Made by: Jim Meals

Seconded by: Chris Young

X Motion Carried

Motion Failed

Motion to adjourn meeting at 8:25pm.

Made by: Chris Young

Seconded by: Jim Meals

X Motion Carried

Motion Failed

Submitted by:

Doreen O'Neil, Borough Secretary