

## FLEETWOOD BOROUGH COUNCIL MINUTES

BOROUGH COUNCIL MEETING     BOROUGH COUNCIL WORKSHOP

**Date: April 10, 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 – Ryan Kern  
 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 6:32pm by Borough Council President, Suzanne Touch.

### **Police Department**

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

New Alley continues to have people ignoring the Do Not Enter signs and traveling the wrong way on the one-way alley.

The person was found and arrested in regards to the theft of the kitchen hood from the Orioles property.

The South Richmond Street construction is scheduled to be done the end of May 2017. Once this construction is completed; the first phase of West Main Street construction will begin and is expected to take 91 days. The second phase of West Main Street between Richmond and Franklin Streets is expected to take 45 days and the third phase will be East Main Street and it is expected to take 391 days.

The Route 222 round-a-bout construction has started and cement barriers will be positioned for re-routing traffic. Farmers Drive will be used as a jug handle for traffic flow.

**Police Department: (Continued)**

All the officers attended and completed the following:

- Berks County Mental Health training
- CPR refresher course (every 2 years)
- Mandatory Update training

Chemical of Abuse documents were signed by Suzanne and given to Chief Stinsky.

Chief mentioned they are looking to get uniforms that are a better quality of material. These new uniforms would be for the full-time officers. The part-time officers would continue to use the current uniforms.

Chief questioned Council if the Police Officer patch emblem could be changed to current emblem. These patches are on the shirt sleeves of the uniforms.



Chris will send Chief the jpg file of the emblem.

Motion to allow Chief Stinsky to update patches to have the above emblem.

**Made by: John Rothenberger      Seconded by: Colin Boyer**

**X   Motion Carried**

**Motion Failed**

Colin inquired with Chief if any news on local police departments being able to use radar – Chief has not heard anything on this.

## **Barry Isett & Associates (BIA) Update :**

### **MS4 Report**

BIA met with Greg and Suzanne on 04-04-17.

Christine (BIA) will attend the April 24<sup>th</sup> workshop meeting to discuss what items need to be addressed and then this will need to be advertised for a public meeting in June 2017, to make everyone aware of the requirements.

The borough will have 5 years to correct issues, which will allow for budgeting.

### **North Richmond Street (between Washington and Arch Streets)**

There is concern with trees located in this area. As the road, curb and sidewalks are dug up during this construction, the root systems of the trees will be chopped up, which will affect the health of the trees, thus causing them to eventually die. Jim and Greg will talk to the property owners about their trees.

Homeowners will be responsible for paying for the replacement of their sidewalks. Ryan (BIA) suggested the borough pay for all of the sidewalk cement work and assess the cost back to the homeowners for payment. A better cost could be obtained for the full project by one cement contractor vs each homeowner looking for their own cement contractor.

BIA will check with solicitor for what MPC states and submit a letter to Council and Solicitor for review prior to sending out the letter to residents. BIA will write up the letter encouraging residents to buy in and use our cement contractor to get better price. Payment plans could be offered. The letter will list the date of when the sidewalk cement work needs to be completed, in the event a resident chooses to get their own cement contractor. If cement work is not done by said date, the borough would finish the cement work and bill cost back to home owner. Letters will be submitted to residents this summer. Road and sidewalks will be addressed in 2018.

### **Vine Street and Franklin Street Intersection**

Chris mentioned to Ryan (BIA) of an email that Council received from Jeremiah (PennDot) regarding sight distance at North Franklin Street when traveling West on Vine Street. PennDot said they will not permit the road/intersection unless traffic flow is changed. The email also referenced a sight line issue at North Franklin and Race Streets due to shrubs on residential property that are blocking the sight line.

Chris will forward PennDot's email to Ryan for BIA to review. It was discussed at tonight's meeting that during the various PennDot meetings regarding the North Franklin Street (Route 662) road construction, there was never mention of sight line issue at Vine Street. Ryan noted that if PennDot wants to change traffic flow, a traffic study would need to be done, extra signage and ordinances would need to be changed. Ryan will contact Jeremiah (PennDot) to discuss.

### **East Vine Street**

Ryan mentioned that for the reconstruction of this section of road, the same process would be followed as is being done for North Richmond Street regarding notification to residents about sidewalk, curbing, etc.

For the time being, Suzanne requested that Greg do some cold patch on this section of road.

**Barry Isett & Associates (BIA) Update: (Continued)**

**Walnuttown Road**

The construction for this road will be put out for bid for Summer 2017. This will also include installation of ADA ramps. The cost of this construction is estimated at \$170,000 plus about \$50,000 for ADA ramps for total cost of \$220,000. The cost of this construction is being paid by Liquid Fuels. It will take about 2 weeks to do the construction.

Timing of this construction will need to be discussed, pending the closure of West Main Street (which is expected to start June 1, 2017). Walnuttown Road cannot be closed at the same time as West Main Street. Ryan mentioned that the construction of the ADA ramps could be started prior to the Walnuttown road construction.

Motion to authorized Barry Isett & Associates (BIA) to put out for bids on the Walnuttown Road construction project.

**Made by: Jim Meals      Seconded by: John Rothenberger**

**X   Motion Carried**

**Motion Failed**

**Elevated Walkway (South Franklin Street)**

Building permit is being submitted.

**19 West Washington Street (Site of structure fire)**

Owner has not followed-up with demolition of the structure. Larry (BIA) has issued a NOV (Notice of Violation) to the property owner.

**Committee Statuses:**

**Home Occupation Ordinance**

The draft of this ordinance was reviewed. Andy noted that definition on page 2 for light manufacturing was added. Also on page 7 the Performance Standards applies to all areas of the borough, not just industrial.

Motion for Andy George, Esq. to send a copy of the Home Occupation Ordinance draft to the Berks County Planning/Zoning Commission for review.

**Made by: Colin Boyer      Seconded by: Chris Young**

**X   Motion Carried**

**Motion Failed**

**Commercial Registration and Inspection Ordinance**

Wording on this ordinance draft was revised as per the 03-27-17 workshop meeting.

Upon further review tonight, it was requested to revise wording that Home-based businesses need to be register with the borough, but they do not require inspections.

Colin Boyer read a statement he prepared stating that he is not in favor of this ordinance.

A copy of this statement is attached to the minutes.

Motion to advertise the Commercial Registration and Inspection Ordinance for the May 8<sup>th</sup> Council meeting.

**Made by: Ralph Touch      Seconded by: Chris Young**

**Opposed by: Colin Boyer**

**X   Motion Carried**

**Motion Failed**



## **Committee Statutes (Continued):**

### **Moss Alley**

Colin reported that there have been specific complaints of junk cars at properties on South Moss Alley. Some of these are not inspected or are inoperable. Colin will supply a list of addresses to Barry Isett & Associates for Larry to address the junk cars in this 3 block area.

### **Arch and North Richmond Street Parking**

Colin reported that there was a request to restrict parking on North Richmond Street and the 100 block of West Arch Street. Discussion occurred and Council stated that this is not going to change.

### **Fleetwood Welcome Sign**

Chris mentioned that the permit for the Fleetwood Welcome sign at the Fleetwood Bible Church was not received yet.

It was discussed and decided that the extra signage that the Rotary wants to added along with the Fleetwood Welcome sign would only be added to the Fleetwood Welcome Sign at the East end of Fleetwood along Fleetwood Avenue. Once this is in place, the Fleetwood Bible Church can look at the Rotary sign and if they like it then it can be addressed to add to the Fleetwood Welcome sign being erected on the Fleetwood Bible Church property.

### **Vine Street**

It was mentioned that the East Vine Street pipe has not been spec'd yet; waiting on DEP for permit.

### **Parking Lot (Arch and Green Streets)**

Ronnie Folk was given the ok to pave this parking lot.

### **Landlord Water Billing**

John Rothenberger is rescheduling a meeting.

### **Water Protection Plan**

Pete to look at list of potential businesses, watersheds, etc.

### **Fleetwood Rec Board**

Chris reported that new snowflake light fixtures for the street lights have been purchased with financial help from the Breakfast Brothers and Fleetwood Lions Club.

### **Military Banner Program**

Chris mentioned that this will be advertised around Memorial Day 2017. .

### **PennDot Road Construction Projects**

Pete mentioned that Brandon (PennDot) would have the updated schedule for construction this week. Schedule will be given to Suzanne by 04-14-17 to include in the Spring Newsletter.

## **Committee Statues (Continued):**

### **Flashing Speed Limit Sign**

Jim inquired about the possibility of purchasing a flashing speed limit sign that shows drivers what speed they are traveling at. It is about \$5,000 for the sign and is portable, so it could be moved to different locations when concerns of traffic speed come up. Council questioned if the sign is solar powered. Jim will find out.

## **Public Works**

### **New Employee**

Craig Conrad will be starting on 04-17-17 as a member of the Public Works team. He has 21 years of service in this occupation and has his Waste Water license for 10 years. Craig will be replacing Greg Ebeling, who is retiring.

## **Other:**

### **Fleetwood Area Public Library**

Carin Milesosky (Library Director) updated Council on various items about the library.

- The library has a new logo.
- The Fleetwood Library has earned the Bronze level of the PA Forward program. The PA Forward program started January 2017. The Fleetwood Library is one of 2 libraries in Berks County who have achieved the Bronze level and they are striving for the Gold level.
- The summer reading program 'Build a Better World' begins 06-12-17.
- Compiling a list of organizations in the community to partner library patrons with for helping community.
- Meeting at the Ag Center on 04-22-17 from 10am-12noon regarding the future of libraries.
- Carin is working with Mary Templin to have a kick-off to the summer reading program at the Fleetwood Swimming Pool.
- The Library does not accept text books or encyclopedias. Books that are donated that the library does not use are donated to the Book Bonanza.

Suzanne questioned if Carin had reached out to the 'Y' to maybe help with the kicking off the summer reading program. Carin has reached out to them, but has not had any response.

**Other: (Continued)**

**EMS**

Jesse Zerbe was present, but needed to leave to attend the Richmond Township meeting. John Shook and Chip Wagner updated Council that they are waiting for the transfer documents from the Attorney General’s office. On Wednesday, 04-12-17, the LifeLion and Fleetwood EMS people will be meeting. All 10 of the full-time EMTS are transferring over to LifeLion.

Andy George mentioned that we will need to amend our ordinance. He provided a draft to Chris for review. We would need two weeks’ notice from John, Chip, EMS of when the transfer is occurring, so the new ordinance can be put into effect.

The EMS currently gets \$15,000 from the borough. They do not receive anything from the Fire Tax. Chris mentioned that once the transfer occurs, the \$15,000 would go into a Capital fund for next year’s budget. This money would be used for up-keep to the Fire Company and Ambulance building on North Chestnut Street.

**Police Pension Contribution**

Paperwork for the approved resolution on March 27<sup>th</sup> workshop meeting for the increase of 5% to 6% effective January 1, 2014 thru December 31, 2017 for police pension contribution was signed and given to Andy George. **Resolution# 2017-03-27.**

**Finance**

Motion to approve and pay the March bills.

**Made by: Ralph Touch**  
**X   Motion Carried**

**Seconded by: Chris Young**  
**\_\_\_ Motion Failed**

**Minutes**

Motion to approve the minutes from the March 13, 2017 meeting and the March 27, 2017 workshop meeting.

**Made by: Ralph Touch**  
**X   Motion Carried**

**Seconded by: Colin Boyer**  
**\_\_\_ Motion Failed**

Motion to adjourn meeting at 8:58pm.

**Made by: Ralph Touch**  
**X   Motion Carried**

**Seconded by: Jim Meals**  
**\_\_\_ Motion Failed**

**Submitted by:**

**Doreen O’Neil, Borough Secretary**