

FLEETWOOD BOROUGH COUNCIL MINUTES

___ BOROUGH COUNCIL MEETING X BOROUGH COUNCIL WORKSHOP

Date: April 24, 2017

Roll Call:

<u>x</u> Suzanne Pittella Touch	___ 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	
___ John Rothenberger	

Also Present:

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

Guests: See Attached list.

The regular monthly Borough Council Workshop Meeting held at 110 West Arch Street, Suite 113 was called to order at 6:32pm by President, Suzanne Touch.

Tri Valley YMCA

Council requested a representative from the YMCA to attend tonight's meeting to discuss the summer playground program, pool usage and fees.

Summer Camp Program

In 2015 and 2016, the borough contributed \$6500 each year to help offset the cost for borough residents who attend this program. In 2016 there were approximately 108 participants (with about 1/2 being borough residents). The park use is donated at no cost to the YMCA. The fees are \$90 per week for the 1-3 day program and \$120 per week for the 4-5 day program for borough residents.

Discussions that the borough would like to make the donation per borough resident participant. Brandon (YMCA) would like table this idea for 2017, because the YMCA has already budgeted for the \$6500 from the borough.

It was mentioned that the Maiden creek township does not contribute any monies to the YMCA for their Blandon program. Topton and Kutztown both contribute \$6500 to the YMCA for their programs.

Suzanne requested that Brandon provide her and Council with the number of participants from Topton and Kutztown to compare with number of Fleetwood resident participants.

YMCA Pool Program

Ralph mentioned that for 2015 and 2016, it was agreed that the YMCA would pay an amount to the borough for their pool events held every Friday. Brandon questioned if the borough had sent an invoice to the YMCA for these years. Ralph said the borough does not invoice; there was an agreement with Meghan Dougherty (YMCA) that the YMCA would pay the fees for pool usage. Ralph will work with Mary Templin (Pool Manager) to get the records from the pool for last two years to provide invoices to the YMCA.

For 2017, the Pool and Park committee along with Mary Templin (Pool Manager) would need to determine a rate for the pool usage. Brandon stated that he would need to know what the cost of this would be, depending on the cost to the YMCA, they may need to go to a bi-weekly Friday event instead of weekly. Council mentioned that the cost would depend on the number of Life Guards needed which is based on the number of participants. The event is from 9:30-11:30am and is about \$60.00 a day (\$30.00 per hour). Ralph will meet with Mary Templin to discuss the number of kids per life guard.

It was discussed that for 2017, Mary would need to keep track of the number of participants and confirm number with Brandon. Mary would then provide information to the borough to generate an invoice to the YMCA for the pool usage.

The YMCA Friday pool event will not conflict with the Swim Team practices.

It was stated that in August 2017, Council would review the pool season and discuss the borough donation amount to the YMCA for the summer camp program for 2018.

Motion to have the Fleetwood Borough agree to contract with the YMCA with \$6500 to be given towards the YMCA 2017 Summer Park program. The weekly Friday pool event will be \$60 for 2 hours of pool usage unless more guards are needed.

Made by: Pete Merkel

Seconded by: Chris Young

X Motion Carried

Motion Failed

Tax Payment Letter

Marcy Slusser received a letter from a resident regarding paying taxes. Andy George, Esq. will forward to appropriate people at the Tax Bureau.

Capital Account

Jim reported that last week he and Greg assessed about 15 streets regarding repairs that are needed. Jim provided documents of their assessment. They will be evaluating more streets this week and continue to update the documents with their findings.

Walnuttown Road is about \$103,000 plus the cost of the ADA ramps which is about \$4000-\$5000 per ramp, plus \$20,000 for bridge work. Pine Street will require fixes once South Richmond Street construction is completed.

Jim and Greg will discuss amounts from audit of liquid funds with Kap. Liquid Fuels will not cover all the street work that is needed. Council will need to discuss options for financing. Approximate cost to pave an average street block is \$50,000; most streets are 15-20 blocks long. Jim and Greg will check with Ryan Kern (BIA) to see if any grants are available for street repairs/paving.

Surveying was completed for the Walnuttown Road construction. Greg mentioned that they are expecting to have this road construction done in September 2017. Bidding for this job will be done earlier. Starting construction on this road will depend on the timing of the completion of West Main Street (Richmond Street to Bridge at Park) construction, otherwise there will be no way to get into Fleetwood. Greg mentioned that the construction of the ADA ramps on Walnuttown Road can be addressed while the street is open.

Pete asked Greg to give thought of time frame for the Walnuttown Road construction, so Pete can notify the schools.

Service Electric

Chris mentioned that Kap is involved with this. Topton, Amity and 6 other municipalities are looking at franchise ideas. Splitting the cost to lower fees, not sure if the Fleetwood Borough can get in on this. Council authorized Andy George, Esq. to research the options and costs for this.

F. M. Brown's Sons Permit

Council received a letter on April 13th from F. M. Brown's Sons stating that they applied to DEP for an Air Quality permit. This is due to their flour milling and the grain they receive. They needed to provide Council 30 days to discuss the contents of the letter.

Motion to acknowledge that Council received the letter from F. M. Brown's Sons and there are no comments from Council.

Made by: Chris Young

Seconded by: Pete Merkel

X Motion Carried

Motion Failed

Tannery Parking Lot

There was an amendment to the lease purchase agreement with Fleetwood RE LLC. With the acceptance of the motion for this amendment, the application for the grant can be started. Andy George, Esq. will provide a copy of this agreement to be placed with these minutes.

Motion to accept the amendment and authorize signing of documents.

Made by: Chris Young Seconded by: Ralph Touch

Abstained: Pete Merkel

X Motion Carried

___ Motion Failed

Personnel

Discussion regarding hiring a part-time person who has background in accounting and municipality knowledge. This person would aid in covering the job responsibilities when Kap is away from the borough office. Colin questioned if there would be an increase of hours for this position; concern of job creep. To start there will be additional hours while training occurs, but no appreciable permanent increase in total hours is anticipated.

Motion to increase the office staff with a part-time accounting person to cover when Kap is out of the office.

Made by: Chris Young Seconded by: Jim Meals

X Motion Carried

___ Motion Failed

Intersection of East Vine and North Franklin Streets

This is in regards to the Highway Occupancy Permit (HOP) from PennDot. Chris mentioned that per Ryan Kern (BIA), PennDot is discussing this internally.

Sign Ordinance

Andy George, Esq. had provided Council with some templates from other municipalities. It was discussed that the Spring Township ordinance could be used as a template. Andy will send a copy of the Spring Township sign ordinance to Chris and Chris will forward to other Council members to review and revise as needed for the Fleetwood borough. This will be discussed at the May meeting.

The zoning ordinance for home businesses is being updated; will hold on this ordinance until the sign ordinance is also ready.

Permit Parking

This is regarding the parking lot at 1 East Main Street. The borough office is contacting the 6 residents that were discussed at the April 10, 2017 borough council meeting.

The permit parking for the other community lots (Tannery and lot located between Main and Washington Streets) will be discussed regarding configuration to get the most spaces, cost, etc once the Main Street construction project is completed.

Arch and Green Street Parking Lot

The light pole has been installed and will be working 04-25-17. The crack sealing, coating and line painting will be started once the light pole work is completed.

West Main Street Construction

Pete has met with F. M. Brown's Sons – a plan was worked out for their trucks during the construction phase. Pete has compiled a letter regarding the updated construction schedule from PennDOT. Pete will be personally delivering the letter to the businesses on Main Street.

Authority Committee

Pete notified Council that someone was chosen to be appointed to the Authority. Motion to appoint Denton Schucker to the Authority. .

Made by: Pete Merkel

Seconded by: Ralph Touch

X Motion Carried

Motion Failed

Borough Website

Chris mentioned that he found someone to maintain the borough website and they are willing to do it pro bono. Chris will meet with the person May/June 2017.

Military Banner Program

Chris stated that the Fleetwood Legion will sponsor 7 banners for Fleetwood residents who were killed in action during WWI and WWII. These 7 banners will be on display at the band shell during the Memorial Day event in the Fleetwood Park.

Linden and Locust Street

Greg and Bobby mentioned that a section of Linden Street has a grassy area with trees that is edged with curbing. The trees are ruining the curb and street. They will create a letter and have Lorrie send it out to the HOA person inviting them to a council meeting to discuss the issues/solution.

Motion to approve the February 27, 2017 workshop minutes and the April 10, 2017 council meeting minutes.

Made by: Ralph Touch

Seconded by: Colin Boyer

Motion Carried

Motion Failed

Motion to pay the bills.

Made by: Ralph Touch

Seconded by: Jim Meals

Motion Carried

Motion Failed

Motion to adjourn meeting at 8:15pm.

Made by: Chris Young

Seconded by: Jim Meals

Motion Carried

Motion Failed

Submitted by:

Doreen O'Neil, Borough Secretary