

FLEETWOOD BOROUGH COUNCIL MINUTES

BOROUGH COUNCIL MEETING BOROUGH COUNCIL WORKSHOP

Date: August 28, 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 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:

Craig Conrad, 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 Workshop meeting held at 110 West Arch Street, Suite 113 was called to order at 6:30pm by Borough Council President, Suzanne Touch.

Planning Committee

Sub-Division

Russell Anderson (Planning Committee) notified Council that the Planning Committee met on August 24, 2017 regarding the subdivision of 401 West Greenway Street property. The Planning Committee had met with Kevin Mohn from System Design. Russell presented subdivision maps and explained the issues with the radius drawn on map (West Spring and Maple Streets) being in the borough right away and 21.38 feet on the west side of the property that is not part of the current deed but is referenced in a note that property owner has from back in the 1960s. Russell informed Council that the Planning Committee approves the subdivision as an R1 building lot and looking for approval from Council. Council approves moving forward with new deed. Andy George, Esq. would need to create deed with new wording regarding the radius and the 21.38ft on west corner of property. Andy will contact Kevin Mohn for details.

Motion to authorize Andy George, Esq. to draft new deed paperwork for Lot 2 property.

Made by: John Rothenberger Seconded by: Ralph Touch

Motion Carried

Motion Failed

Executive Session

Council went into executive session from 6:45pm to 7:05pm.

Police Department

Social Media Transfer Site

Chief Stinsky reported that he had spoken to Exeter, Spring, Muhlenberg Townships, Kutztown borough and other police departments regarding transfer sites. Some of the municipalities do not want anything to do with having a transfer site. Chief showed a sample of a sign that had been sent to him. If this is something that Council decides to move forward with, the wording on the sign would be changed. The word 'Safe' would be removed and it would reference video recorded, versus monitored. Chief also noted that there is no SOP for dealing with Social Media Transfer Sites. Council will discuss and notify Chief Stinsky if any action to be taken.

Council had additional discussion regarding a having a camera face the parking lot at Arch and Green Streets. Chris Young expressed concern that there would need to be a backup/replication of the video if a transfer site is established. There was discussion of a rough estimate of \$500 for camera and DVR; could look at getting someone to sponsor the equipment and a sign could be posted of who it is sponsored by.

Construction Zone

Chief Stinsky reported that he met with Kap Stauffer regarding the cost of car operations when the police force is working overtime in the construction zones. Calculations were reviewed regarding the expenses of officer time, car wear and tear, and the affect of the overtime causing the MMO to increase. Chief presented a document to Council with the various figures for 2016 and 2017.

For 2016 time on construction zones the department was reimbursed at \$46.16 per hour, this resulted in a \$3400 loss but \$3700 was collected in fines/citations.

For 2017 the rate was increased to \$55 per hour. Reimbursements are \$7100 ahead.

Chief has spoken with Brandon (PennDOT) regarding the concerns that with the additional overtime for the police force, there are concerns of how this will affect what the MMO needs to pay. The cost for the Pennsylvania State Police to provide coverage at construction sites is \$96 per hour. Brandon (PennDOT) told Chief he could negotiate a new rate of \$85 per hour. Brandon has been pleased with the help provided by the Fleetwood Police Department throughout the various PennDOT construction projects that have been occurring since 2016.

Chief commented that he reached out to Kutztown , Kutztown University, and Northern Berks police forces to see if they would be able to assist the Fleetwood Police with manning coverage at construction sites. Some stated they would need to discuss with their council, others had concerns regarding billing, and liability.

Motion to authorize Chief Stinsky to negotiate with Brandon (PenDOT) to increase the rate to \$85 effective October 1, 2017 through 2018 for police presence at construction sites.

Made by: Colin Boyer
X Motion Carried

Seconded by: Ralph Touch
Motion Failed

Police Department (Continued)

IdentoGO – Finger Printing

Chief Stinsky reported that he had received solicitation from IdentoGO. IdentoGO would like to install equipment for the public to use for finger printing to apply for different background checks. The charge to the public is \$7.00 per person. IdentoGO estimated 240 people would be using this on a monthly basis. If this equipment would be installed, it needs to be in a facility that is open 5 days a week for 8 hours each day. The borough would receive \$3.00 for each person that used the equipment. Chief commented that he does not have the manpower to staff this. Council will consider.

MMO

Motion to authorize President, Suzanne Touch to sign papers for the Pension Plan Audit and rates for next year.

Made by: Ralph Touch

Seconded by: Chris Young

X Motion Carried

Motion Failed

Committee Statuses

New Public Works Employee

This was discussed at the 08-14-17 meeting. Craig Conrad had provided information to Colin Boyer to review. Colin inquired about monies for salary; the new employee's salary will be paid out of a mix of Water, Sewer, and Highway funds. The monies for the projects that would be done will be funded out of Liquid Fuels. Craig explained that with additional staff there are projects that can be done by Public Works, thus lessening the amount of outsourced work. Lessening the amount of outsource work, would save money. Colin expressed concern that there will still be the cost of the employee's salary. Colin mentioned concern that work would run low, and the extra employee would end up doing busy work. Colin asked why we are looking to hire a high level of specialty/certified employee versus an entry level employee. It was discussed that by hiring a high level certified employee they would be able to cover for other Public Works employee(s) who are expecting to retire in two or three years.

Craig Conrad discussed that they are dealing with the old infrastructure in the borough. Suzanne Touch stated that with Craig's supervision of this department, the people are aligned with the jobs. Council mentioned that they are being proactive with this for now and when a Public Works employee retires, it will be reviewed to see if their position needs to be filled.

Motion to hire new Public Works employee now and when a Public Works employee retires, it will be re-evaluated if their position needs to be filled.

Made by: Chris Young

Seconded by: Ralph Touch

Opposed by: Colin Boyer

X Motion Carried

Motion Failed

Committee Statutes (Continued)

Detours during East Main Street Construction

Chief Stinsky will check with Brandon (PennDOT) as to what PennDOT's plan is for the detours during the construction on East Main Street. Chief will report back to Council at the next meeting.

East Arch Street Parking

A resident asked Council to consider restricting parking on the south side of East Arch Street at the North Franklin Street intersection during the construction phase. When cars are parked on both sides of East Arch Street, and traffic backs up on East Arch waiting to pull onto North Franklin Street, it makes it hard to turn from North Franklin Street onto East Arch due to limited road space.

Ralph Touch asked Chief Stinsky to discuss with his officers to observe and evaluate this area and report back to Chief, then Chief can report back to Council at next meeting.

Sunsweet Detour (During East Main Street Construction)

Peter Merkel stated that he, along with Chief Stinsky, Craig Conrad and Brandon (PennDOT) were at a meeting with Sunsweet regarding the truck detour during the East Main Street construction project. Pete distributed maps to Council showing the proposed detour.

Sunsweet has 50-70 trucks coming into their facility each day. The proposed plan is to make no parking on the south side of East Locust Street from South Franklin Street to South Willow Street. Trucks would travel East Locust Street to the Sunsweet facility. When leaving Sunsweet, the trucks would travel east on East Locust Street to Willow Street and proceed south on Willow Street to Pine Street, travel west on Pine Street to South Richmond Street where they can proceed north or south on Richmond Street (Route 662). Pete mentioned that if this plan is approved by Council, Brandon (PennDOT) would get the appropriate signs.

There was discussion if Pine Street could hold up to this amount of truck traffic.

PennDOT needs to provide the Fleetwood Borough with an approved route. PennDOT will not be responsible for the condition of the roadway or restoring them back to original condition. PennDOT will be providing all signage for the detour.

A temporary ordinance will be needed for no parking on the south side of East Locust Street and the temporary suspension for the ordinance of the Snow Emergency route for the North side of East Locust Street during this time. Andy George Esq. will draft a temporary ordinance document to cover these two items.

Council is ok with the current plan that Pete discussed, but wants to know what PennDOT's detour plan is to get trucks in/out of Sunsweet.

Motion to approve local business detour.

Made by: Pete Merkel

Seconded by: John Rothenberger

X Motion Carried

Motion Failed

Committee Statutes (Continued)

Handicap Parking Application

Colin met with the South Richmond Street resident who inquired about a handicap parking space. The resident would like the handicap parking space on the north side of West Elm Street (near Plum Alley). Colin explained to the resident that it is a temporary handicap parking space and anyone with a handicap placard could park there. Colin expressed concern that not everyone with handicap parking spaces is renewing them every 6 months. It was discussed that Craig Conrad will follow-up with Bob Weidner and get a list from Public Works. The borough office staff will be asked to contact these people.

Motion to authorize temporary handicap parking space on the north side of West Elm Street (near Plum Alley).

Made by: Colin Boyer
 Motion Carried

Seconded by: Ralph Touch
 Motion Failed

Personnel

Chris Young discussed Summer Help (mow grass, paint curbs, etc) and Part-time employees (mow grass and assist with other jobs year round). The idea is to have Craig use the summer help employees to help with other part-time jobs.

Motion for Craig Conrad to use Summer Help employees for Part-time jobs.

Made by: Chris Young
 Motion Carried

Seconded by: Ralph Touch
 Motion Failed

Finance

Bills

Motion to pay bills for August 2017.

Made by: Ralph Touch
 Motion Carried

Seconded by: Chris Young
 Motion Failed

Motion to adjourn meeting at 8:55pm.

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

Submitted by:

Doreen O'Neil, Borough Secretary