

FLEETWOOD BOROUGH COUNCIL MINUTES

BOROUGH COUNCIL MEETING BOROUGH COUNCIL WORKSHOP

Date: October 9, 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"/> Alex Ellicker, 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 – Christine Mildner
 Reading Eagle – Robert Defibough
 Patriot _____

Guests: See Attached list.

The regular monthly Borough Council Meeting held at 110 West Arch Street, Suite 113 was called to order at 6:30pm by Borough Council Vice President, Pete Merkel..

Police Department

Chief Stinsky provided Council with the September 2017 police report. Chief Stinsky reported that Officer Morris and Officer Roberts have completed their training sessions. The new police vehicle is back from the shop with repairs and detailing. Police department is working with the IT department regarding data storage.

Chief Stinsky held training sessions with three school administrators on how to direct traffic. Vests and gloves (which were supplied by AAA) were provided to the staff.

Chief Stinsky mentioned concern of residents that use the 'Temporary No Parking Signs' or have dumpsters on their property. The police department would like a procedure developed so it can monitored to ensure there is no impact to emergency vehicles. It was suggested that Chief provide input to Council and have a procedure implemented.

Police Department (Continued)

Projected Construction Activity:

- PennDOT tentatively scheduled to start the East Main Street construction – Franklin Street to East Main Street borough line (Phase 3) on November 20, 2017. This phase is expected to take 315 days.
PennDOT approved the car detour to be Fleetwood-Lyons Road, to School Road, to Scheiry Road to Route 662.
- The East Arch Street and Main Street intersection will be closed for the entire Phase 3 construction. Some of the utility connections are past the borough line and PennDOT will be altering the road coming into town. This is a change in plan that was discussed at the September 2017 borough council meeting.
- Walnuttown Road is closed starting October 9th for approximately a week and a half. Letters were given to residents regarding the road closure, access to their driveways, trash collection and other deliveries. The crossing guard will remain in place during the construction to ensure students can safely cross. Information was also posted on the Fleetwood Police Facebook page.
- Round-a-bout construction at Route 662/222 continues. The 35mph speed limit and restriction on left turn lane remains in effect. Paving of this area will begin mid-March 2018.

Barry Isett & Associates (BIA):

No report – BIA was at the workshop meeting on 09-25-17

Committee Statuses

Non-Profit Alcohol Authority

Discussions regarding alcohol policy in Community Center cafeteria for rentals by non-profit organizations. There is nothing in the ordinance prohibiting alcohol except in the Fleetwood Park and Fleetwood Pool.

Chris Young asked Council to consider this and asked Alex Ellicker, Esq. to discuss pros/cons with Andy George, Esq. Alex Ellicker mentioned that he had done some research on permit that other boroughs have, insurance/liability are concerns.

Discussion of having an application for the non-profit to submit to Council to review.

The non-profit organization would be responsible for liability insurance and LCB requirements. Need to confirm if only need LCB permit if selling the beverage.

Council was in agreement to have Andy George's office draft a special event permit application.

Sub-Division

Motion to sign the official document/map drawings for subdivision of 401 West Greenway Street.

Made by: John Rothenberger

Seconded by: Ralph Touch

X Motion Carried

Motion Failed

Committee Statutes (Continued)

East Main Street Construction

A resident from East Main Street expressed concern that they had been told there would be no parallel parking in Foundry Alley. Council would need to evaluate the parking in this alley during the construction phase.

Pete Merkel mentioned that using the Sunsweet parking lot is not an option due to security/liability issues. Parking on the lot owned by Bill Groff (unit block of north side of East Locust Street) may be an option, but details have not been fully discussed.

Discussion regarding speed limit reduction in the alleyway. Solicitor stated that it can only be decreased by 10mph (which would make it 25mph). If speed limit needs to be decreased more than 10mph, then a traffic study needs to be done.

Council requested Alex Ellicker, Esq. to look at the vehicle code to see if there are any rules regarding parking in alleyways.

Chris Young asked Jim Meals and Streets Committee to evaluate and discuss options/concerns with Chief Stinsky. Possible option would be to temporarily make Foundry Alley one-way west bound during the construction phase. If parking in alley way is not prohibited in vehicle code, is this feasible due to the expected increased traffic in Foundry Alley while East Main Street is closed for a year.

Suggestions/recommendations should be presented to Council at the October 23, 2017 workshop meeting.

East Vine Street Construction

Craig Conrad reported that the pipe work on this street is almost completed. The road has deteriorated with the truck traffic during construction. The center portion of the street will be milled out and paved as a rough coating with 6" of stone and 4" base. Unpaved sections will be two feet from the curb on either side of the street. Paving will take 2 to 3 days. There is no definite date set for the paving to start, but looks to be within in 3 weeks. This is being paid by the Sewer Department.

Discussion regarding the sidewalk and curb work along East Vine Street . The letters regarding this have not been sent out to residents. Craig will discuss the letter with BIA and get general idea of when sidewalk/curb construction would occur and the cost to the residents. This will be discussed more at the October 23rd workshop meeting.

Craig mentioned that the curb height requirement is now 18", not 24". Alex Ellicker, Esq. will make note to have the ordinance modified to reflect the 18". This would be advertised when other ordinance changes occur.

Chris Young mentioned that he had sent Andy George, Esq. a copy of the Shade Tree Ordinance from PSAB.

Committee Statuses (Continued)

Walnuttown Road

Craig Conrad reported that the construction on Walnuttown Road did not start on October 9th due to weather conditions. Work is expected to start October 10th.

West Main Street from Franklin to Fleetwood Park

It is unknown if West Main Street will have the final coat of asphalt done before winter (from Phase 1 and 2 of the construction). If the final coat is not done before winter, there is concern with plowing the roadway due to the height of manholes, drains, and possible damage to plowing equipment. Council asked Craig Conrad to discuss this at the next PennDOT meeting, and if the final coat will not be completed by winter then confirm that PennDOT will take responsibility for plowing West Main Street this winter.

Public Works Personnel

Craig Conrad reported that he met with the Personnel Committee. Multiple applications were reviewed and interviews occurred. An applicant was selected for the Public Works position, the applicant has his Sewer and Roadway credentials, etc. This is a permanent position and as was discussed at prior meeting(s), when the next Public Works employee retires, it will be re-evaluated if the retiree's position needs to be filled.

Motion to hire Kevin Dunn as a full-time Public Works employee with full benefits.

Made by: Pete Merkel Seconded by: Chris Young

Opposed by: Colin Boyer

Motion Carried

Motion Failed

There was discussion regarding skills/credentials prior to the motion being carried. Colin questioned why current employees aren't earning the credentials instead of hiring another employee with credentials. When the motion was voted on, Colin Boyer stated he remains opposed to having this new/additional position in the Public Works department.

Open Code Issues

Colin Boyer reported that he will meet with Gina Sowers.

Parks – Summer Program

The Parks Committee met with the YMCA about their summer program. The Fleetwood Borough provides \$6500 to the YMCA to run this program. However, it was learned this past year the YMCA made a profit from the program. The YMCA Summer Program is 6 weeks for 4 days a week. The Parks Committee will be meeting to discuss other options,

Finance – Expense Budget

Chris Young distributed copies of the Expense sheet and asked that everyone review their sections. Any questions should be emailed to Chris. The tentative budget will be discussed at October 23rd workshop meeting. Other budget discussions included the Work Shop area, PSERS, Richmond Township, and Fire Company Contribution. Chris Young will make corrections and resend document to Council members.

Workshop Area

Suzanne Touch requested Bobby Weidner to get a ballpark estimate for the abatement of the asbestos in the workshop area. Prior to officially starting this project, the job would need to be sent out for bids.

PSERS

Jim Meals reported that there are two people interested in renting this area of the Community Center.

Richmond Township

Colin Boyer and Mayor Tammy Gore have contacted Richmond Township to schedule a meeting but there has been no contact back to schedule time. Chris will remove the Dispatch and Crossing Guard section from the report that is seen by Richmond Township, since it does not apply to them. Ralph Touch will discuss with Kap Stauffer about removing these 2 items from this section and placing elsewhere moving forward.

It was discussed that on a quarterly basis, the Police Expense portion of the budget be emailed to Richmond Township along with a letter signed by Suzanne Touch and Mayor Tammy Gore. This will provide an audit trail showing that Fleetwood Borough is reaching out to Richmond Township. Council and Public Safety would need to review the letter and expense report prior to sending.

Fire Company Contribution

Discussion that in prior years, \$15, 000 was contributed to the Fleetwood Ambulance. Now that the ambulance service is handled by Penn State Health, the ambulance cannot receive these funds. The \$15,000 contribution will be given to the Fleetwood Fire Company to place in a fund for maintaining the building that houses the fire trucks and Penn State Health ambulance.

Suzanne Touch requested that the Fleetwood Fire Company provide documentation of where/how these monies are used (even if it's being banked for future use) and submit the document to Council.

Finance – Capital Budget

Jim Meals and Ralph Touch will meet with Kap Stauffer to see what funds were moved in 2017. Jim will update paperwork and bring to the October 23rd workshop meeting to be reviewed by Council members.

Finance Committee

Payroll Sign-Off

Ralph reported that the payroll sign-off was completed.

Bills

Motion to pay bills for September 2017.

Made by: Ralph Touch

Seconded by: John Rothenberger

Motion Carried

Motion Failed

Other

Holiday Parade

The Holiday Parade (organized by the YMCA) is scheduled for Saturday, December 9, 2017. The YMCA has submitted the parade route. The route will be similar to the Homecoming Parade but in reverse order. Parade will start at the Fleetwood High School and proceed on Maple Street, right onto Greenway Street, left onto Forest Street, left onto Vine Street, right onto Maple Street, left onto Arch Street and continuing to the Fleetwood Community Center where the parade will disperse.

Motion to approve the parade route.

Made by: Chris Young

Seconded by: John Rothenberger

Motion Carried

Motion Failed

Suzanne Touch made note of which Council members will be participating in the parade (Colin Boyer, Mayor Gore, Peter Merkel, Suzanne and Ralph Touch) and will notify the YMCA.

Tree Lighting Ceremony

The Tree Lighting Ceremony will be held on Sunday, December 10, 2017 – time to be decided later. Information regarding this event will be posted on the borough website.

Service Electric Cable Franchise Renewal

Cohen Law Group has a goal to get municipalities together and hold a public meeting to discuss and get a better cable rate.

Chris Young mentioned that he thought Andy George, Esq. was investigating this.

Suzanne Touch requested Alex Ellicker, Esq. to check with Joan (from his office) and get more information.

Joint Comprehensive Committee

Mayor Tammy Gore has not had success in scheduling a joint meeting with Maiden Creek Township. Suzanne Touch stated she would compile a letter to Maiden Creek Township requesting a contribution towards the Fleetwood Pool, or the cost of pool membership will be increased for Maiden Creek residents for the 2018 season.

Other (Continued)

PSAB Meeting

Mayor Tammy Gore mentioned that she will be attending the PSAB meeting and Council can email her questions to take to the meeting.

Fleetwood Historical Society

The Fleetwood Historical Society is hosting a dedication of the official Pennsylvania State Historical marker honoring the formation of the Fleetwood Metal Body Company that was founded in 1909. The dedication will be held on November 4, 2017 at 10:00am followed by a personal invite only luncheon at the Fleetwood Community Center. Chris Young asked Council members as to who was attending. Chris will RSVP back to Bill Strause.

Spotted Lantern Fly

John Rothenberger reported that he participated at a Dept. of Agriculture meeting at the Penn State Ag Center. Mentioned options in trying to eliminate the lantern fly:

- 1) Contact Spray
- 2) Systemic Insecticide which is sprayed on tree and absorbed to kill insects feeding on the tree.
- 3) Scraping egg masses off of trees and placing in plastic bag before disposing in trash.

John mentioned there is a public meeting at the Berks County Center on 10-24-17 from 10-12pm. If anyone is interested in attending to get the latest update on the Spotted Lantern Fly.

John also mentioned that the Dept of Agriculture is holding education seminars at schools. John has the contact name/number and will email the information to Dr. Greg Miller, Superintendent of Fleetwood Area School District.

John provided Council a document on how to eliminate/control the Spotted Lantern Fly. A copy of this will be included in the next water bill mailing.

Minutes

Motion to approve the minutes from the September 11, 2017 borough council meeting.

Made by: Colin Boyer **Seconded by: Chris Young**
X Motion Carried **Motion Failed**

Motion to adjourn meeting at 9:15pm.

Made by: Ralph Touch **Seconded by: John Rothenberger**
X Motion Carried **Motion Failed**

Submitted by:

Doreen O'Neil, Borough Secretary