

**FLEETWOOD BOROUGH COUNCIL MINUTES**

BOROUGH COUNCIL MEETING                       BOROUGH COUNCIL WORKSHOP

**Date: July 9, 2018**

**Roll Call:**

<input checked="" type="checkbox"/> Suzanne Pittella Touch	<input 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"/> Andy 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  
 John Manmiller, Fleetwood Fire Company Chief  
 Ryan Kern, Barry Isett & Associates  
 Reading Eagle - David Kostival  
 Patriot \_\_\_\_\_

The regular monthly Borough Council meeting held at 110 West Arch Street, Suite 113 was called to order at 6:35pm by President Suzanne Touch.

**Public Hearing**

Andy George Esq. started the public hearing at 6:35pm for three zoning ordinance amendments (Signs, Shared Parking and Home-Based Businesses). Andy reviewed each of the 17 exhibits with Council members, there were no public guests. The purpose of this public hearing was for comments. Andy asked if anyone from Council had comments. Colin Boyer stated his comments/concerns about each of the zoning ordinance amendments. There were no other comments from Council members. Refer to the stenographer's report for Colin's comments. The court reporter was M. Ellen Valent from Computerized Reporting Services, Inc.

**Sign Ordinance**

Motion to authorize the acceptance of the zoning ordinance amendments for Signs.

**Ordinance #: 633**

**Made by: Ralph Touch**

**Seconded by: Chris Young**

**Opposed: Colin Boyer**

Motion Carried

Motion Failed

**Public Hearing – Continued**

**Shared Parking**

Motion to authorize the acceptance of the zoning ordinance amendments for Shared Parking.

**Ordinance #: 634**

**Made by: Chris Young**

**Seconded by: Ralph Touch**

**Abstain: Colin Boyer**

**X   Motion Carried**

**Motion Failed**

**Home-Based Business**

Motion to authorize the acceptance of the zoning ordinance amendments for Home-Based Business.

**Ordinance #: 635**

**Made by: Ralph Touch**

**Seconded by: Pete Merkel**

**Opposed: Colin Boyer**

**X   Motion Carried**

**Motion Failed**

These three ordinances go into effect immediately.  
Chris Young commended Council members for all their work on these three ordinances.  
Public meeting ended at 6:56pm.

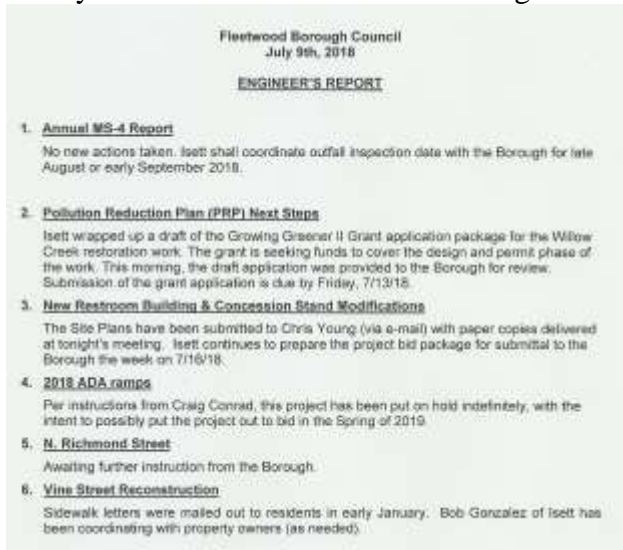
**Guests:** See Attached list.

**Police Department**

Chief Stinsky provided overview to Council of the June 2018 Police report as attached.

**Barry Isett & Associates (BIA) – Ryan Kern**

Ryan reviewed the attached BIA Engineer report as of July 9, 2018.



**Barry Isett & Associates (BIA) – Continued**

Ralph Touch discussed the condition of the steps from the pool entrance up to West Vine Street. The steps and handrails are in disrepair. The estimate to replace the steps and handrail is \$13,900 for 3 steps and handrail. The DCNR Pool Grant stated that the handrail needs to be stainless steel. The grant states that the repair needs to be done by end of year. Ralph asked Ryan to check if the steps need to remain or are there other alternatives, replace with ramp at different angle or demolish steps and replace with grass.

**New Restroom Building and Concession Stand**

Colin Boyer questioned line item of expenses of \$18,000 for plans and if anyone is keeping track of expenses and are expenses on track with the budget. The expenses are on track. Chris provided copies of the land development plans for Council to review.

**Guest**

A guest discussed concern of water drainage at his property along Lumber Alley. Chris Young mentioned he spoke to Larry (BIA). Council instructed the guest to compile a plan of what they want to do, then go to borough hall to apply for permit and submit the plans. The plans would be given to BIA Engineers (Larry and Ryan) to review plans. Larry (BIA) would contact guest to discuss.

**Transfer of Pension Supervision**

Discussion on transferring pension supervision from Mockenhaupt to PSAB. There would not be any additional cost and would obtain more services from PSAB.

Motion to authorize the transfer of pension supervision (pension servicing company) from Mockenhaupt to PSAB.

**Made by: Chris Young**  
**X   Motion Carried**

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

**Subdivision and Land Development Reviews 2018 Fee Schedule**

Andy George, Esq. reviewed the letter that was received from the Berks County Planning Commission regarding the notification of the 2018 Subdivision and Land Development fee schedule. A copy of this letter and fee schedule are attached.

**Overtime Policy for Part-timer Workers**

Discussion about revising the overtime policy for part-time workers. This stems from discussion between Craig Conrad and Chris Young last week regarding the paving projects and part-timers helping with the projects.

Motion to amend the Employee Manual to read: *Overtime: Any part-time, non-uniformed employee who works more than 40 hours in a pay period shall be given 1.5 times their normal working rate for all hours worked over 40 hours.*

**Made by: John Rothenberger**  
**X   Motion Carried**

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

## **Public Works Report**

Craig Conrad provided a Public Works report to Council for review since he was unable to attend tonight's meeting. See attached for full Public Works report write-up.

### **1. Sewer and Water Committee**

Pete Merkel provided detail to this item in the report. The Public Works crew cleaned and televised 40% of the sewer system. Some issues were found that need to be addressed. A meeting with the Water and Sewer Committee was held and Mr. Rehab will be used through the Co-Stars program. Cost of this repair work is \$111,927.50 to fix this 40% of the sewer system. These fixes will be permanent. Pete mentioned that next year will address remaining sewer lines.

Motion to have Mr. Rehab perform this repair work at a cost of \$111,927.50.

**Made by: Chris Young**

**Seconded by: Ralph Touch**

**Motion Carried**

**Motion Failed**

### **2. Reservoir Property**

Pete Merkel reported on this item in the report. The Reservoir property is 190 acres of woodland. The workings (wells/tanks) on this property are working fine.

Larry Lloyd from Berks Nature met with Pete, Bobby Weidner and Craig to look at this Source Water Protection area. The trails and forest areas are in disrepair.

Larry Lloyd suggested developing a Forest Management Plan for this property. Larry feels we can utilize grants to clean-up and repair some property issues. Pete mentioned that they would need to apply for a \$10,000 grant with us paying 5,000.

After this grant they can apply for additional grants.

Motion to pay \$5,000 from the Water fund and apply for the grant to develop a Forest Management Plan.

**Made by: John Rothenberger** **Seconded by: Pete Merkel**

**Motion Carried**

**Motion Failed**

### **3. Paving**

Several blocks of East Locust Street, 3 blocks of Liberty Alley, North Buttonwood Street, part of West Race Street and also a block of North Richmond Street between Arch and Washington Streets were paved. Craig's report made note of thanks to Richmond Township for the help of 4 of their men for 7 days of paving. Craig checked with the Streets Committee and got the ok to allow Richmond Township to use equipment and for Fleetwood Public Works road crew to assist Richmond Township in paving 2 of their roads later this week.

Chris commended the work that Craig and the crew did with the paving of these areas within the Fleetwood borough.

## **Water Bill Insert Letter**

Colin Boyer notified Council that the deadline for information for the letter insert for water bills is July 13, 2018. The Rec Board provided information regarding the homecoming festival early October. Craig Conrad provided information to Colin. Chief Stinsky and Cindy will provide Colin with details of the NNO (National Night Out) slated for August 7, 2018 at the Fleetwood Pool.

**Fleetwood Forum Newsletter**

Suzanne Touch asked Colin to touch base with the Forum publisher to see what the deadline would be for the Fall/Winter edition.

**Minutes**

Motion to approve the June 25, 2018 borough workshop meeting minutes.

**Made by: Ralph Touch**

**Seconded by: John Rothenberger**

**X   Motion Carried**

**Motion Failed**

**Bills**

Motion to pay bills for June 2018.

**Made by: John Rothenberger**

**Seconded by: Ralph Touch**

**X   Motion Carried**

**Motion Failed**

**Executive Session**

Council went into an Executive session at 7:55pm.

Meeting was called back to order at 8:00pm. No further business.

Motion to adjourn meeting at 8:02pm.

**Made by: Ralph Touch**

**Seconded by: Chris Young**

**X   Motion Carried**

**Motion Failed**

**Submitted by:**

**Doreen O’Neil, Borough Recording Secretary**