

FLEETWOOD BOROUGH COUNCIL MINUTES

BOROUGH COUNCIL MEETING BOROUGH COUNCIL WORKSHOP

Date: August 13, 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 _____
 Patriot _____

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

Barry Isett & Associates (BIA) – Ryan Kern

➤ **MS4 Report**
Emergency permits being requested to repair bank damage in the Fleetwood Park.

➤ **Fleetwood Park - New Restroom Facility**
Plans being finalized, need authorization to advertise bid.
Motion to authorize BIA to advertise for bid.

Made by: Chris Young **Seconded by: John Rothenberger**
 Motion Carried **Motion Failed**

➤ **Fleetwood Pool – Entrance Steps from Vine Street**
The condition of the steps was mentioned at the July 9th boro meeting. Ryan (BIA) and Craig Conrad met to discuss. It was determined that the steps need to remain. This will require the steps and handrails to be replaced. Request sent out for bids. Potentially we could use a different type of railing since it’s outside of the pool area.

Guests: See Attached list.

Multiple residents from the 300 and 400 blocks of East Arch Street stated the issues that are occurring at their residences with the volume of rainfall we are having this summer. Basements are flooded (8" of water, 2ft of water) and sewer is backing up in their toilets, showers, etc. Damage to household items, A/C units and water heaters. One resident stated in the 10 years of living there, this never happened before. They are wondering if it's related to the grade of East Arch Street since it was reconstructed a few years ago. Could the underground pipes be checked to see if any issues exist? It was mentioned when it rains, the road floods level to the curbing and in some cases the water skips over the street drain. A resident mentioned that they have a sump pump, but they feel it can't pump because it can't go anywhere due to the water along the street and curb. Residents looking for cooperation from the borough and a resolution provided. Craig Conrad stated:

- The ground is very saturated and unusual conditions with volume of rainfall.
- As a temporary fix they have brought in by-pass pumps to draw levels down. Pumps are installed up on East Vine Street.
- Will need to research the changes that were made to East Arch Street when it was reconstructed; compare plans before and after.
- Craig will contact the BIA Engineers on 08-14-18 to have them start investigating and document findings. BIA Engineers were not contracted with the borough at the time East Arch Street was reconstructed. Depending on what BIA finds from investigation, may need to go back to STE Engineers. This road project was bonded.
- Craig will know something by workshop meeting in 2 weeks and will report on what the BIA Engineers have found.

Pete Merkel stated that there are no issues with the Sewer plant. The sewer plant is rated for 750,000 gpd with typical 400,000 gpd processed. Today with the heavy the rains the plant had processed 1.2 million gallons as of 2:00pm.

A resident mentioned that they had spoken to someone at the borough office regarding a problem and no one ever responded. Chris Young will investigate the complaint to see if it was sent to the proper person.

A resident mentioned that they have a sump pump but can't pump because it can't go anywhere due to the crown of the road preventing drainage across the road at Arch and Beech Streets.

A resident mentioned they contacted the Fleetwood Borough insurance regarding a claim for the damage from flooding. The insurance adjuster gave them a verbal denial. Council said a denial cannot be made verbally; it must be in written format. Resident provided the insurance adjuster's name and the claim number. Suzanne Touch will contact the insurance adjuster to request that he continues the investigation.

Guests: (continued)

Chris Young said the residents could provide their email address on the guest sign-in sheet. This information would be given to the director of Fleetwood Borough Emergency Management who would contact the residents to get information. This information will be reported to Berks County Emergency Management, and then up to the State level.

A resident from East Linden Street stated he had 4ft of water in basement. Water runs down from Richmond Township property, over the railroad tracks and into his back yard and into the house.

Intersection of Beech Street has water running under the railroad tracks. Water does not drain properly because the ditch along tracks is blocked by debris. Chris Young suggested resident contact Norfolk Southern Railway regarding the flooding being caused due to inadequate drainage at the tracks.

It was mentioned that the East Main Street road construction project could be contributing to the issue on East Arch Street. Since the road is not completed, the drains are higher than the rough road, so water is not flowing into them and water drains directly down Willow and Beech Streets on to East Arch Street.

Suzanne Touch asked Andy George, Esq. to compile a letter to Norfolk Southern Railways and to PennDOT to alert them of the contributing factors to the flooding recently.

Police Department

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

There was discussion regarding request from resident to hang a mirror on pole to increase visibility at Aspen Alley onto Foundry Alley. Chief Stinsky stated he is trying to track down someone at Verizon to see if the mirror can be put on their utility pole along Foundry Alley. Chief also mentioned that Brandon (PennDOT) had offered to install rubber speed strips in Foundry Alley to slow down traffic. Chief will discuss with Brandon.

Crossing Guards - The Fleetwood School Board is meeting on 08-14-18 and need to make decision on being responsible for hiring/managing crossing guards. Andy George, Esq. will call the school solicitor on 08-14-18 to remind them that this item needs to be discussed at the school board meeting. School starts on 08-27-18. Chief said the police department could staff the crossing guards as usual if the school board does not make decision at tomorrow's meeting. During a recent borough meeting, Borough Council had approved to pay half the cost of the crossing guards provided the schools contracted company hires the prior cross guards that were employed through the borough.

Chief mentioned that there is a PennDOT meeting on 08-15-18 to discuss the status of the East Main Street road project.

County Hazard Mitigation Plan

Andy George, Esq. stated that all municipalities are eligible. Some state guidelines have changed.

Motion to adopt the County Hazard Mitigation Plan.

Resolution: 2018-08-13-01

Made by: Ralph Touch
X Motion Carried

Seconded by: Chris Young
Motion Failed

Municipality Pension Plan

Minimum Municipal Obligations (MMO) for 2019

Minimum obligation:

- Uniform employees - \$196,181.00
- Non-uniform employees - \$110,470.00

Motion for Suzanne Touch to sign paperwork agreement.

Made by: Ralph Touch
X Motion Carried

Seconded by: Chris Young
Motion Failed

Public Works

Craig Conrad had emailed a public works report to Council members on 08-01-18.

Craig mentioned that the paving on Walnuttown Road was changed from August 15th to August 16th. This paving repair is at no cost to the borough. The section being paved is from Forest Street to borough line. Letters were sent to residents.

Public Works Awards

Council acknowledged the Public Works department and employees who received the following awards. Copies of the Awards are attached/on file.

- **‘Bud’ Fricker Memorial Individual Service Award** - Kevin Dunn
- **‘Daniel H. Treat’ Memorial Supervisory Award** - Tim Koch
- **‘Excellence Awards for Plant Operations & Maintenance** - Fleetwood Waste Water Treatment Plant

Erosion of Creek Bank at Bandshell

Craig Conrad stated that he and Ryan Kern from BIA will be meeting on 08-14-18 to look at the erosion caused by the volume of heavy rainfall this summer.

Tax Collection Committee (TTC)

TCC primary delegate is Heidi Fiedler and Jim Meals as the alternate delegate.

Motion to authorized Jim Meals to serve as the alternate delegate on the Berks County Tax Collection Committee representing Maiden creek Township and Fleetwood Borough.

Resolution: 2018-08-13-02

Made by: Ralph Touch
X Motion Carried

Seconded by: Pete Merkel
Motion Failed

Reservoir Springs

There are three springs that are not being used. There was a meeting with DEP and Arro to discuss the water allocations for drinking water. Since these springs are not being used, would like to remove them from the permit.

Motion for Arro to send letter to DEP requesting that these 3 unused springs be removed from the Fleetwood Borough permit.

Made by: John Rothenberger

Seconded by: Pete Merkel

X Motion Carried

Motion Failed

Reservoir Wall

Meeting with DEP and Arro regarding the stone wall that needs to be repaired. The wall can be fixed under the bidding limits.

Motion to start the process by having Arro get wall designed and apply for the GP11 with DEP

Made by: John Rothenberger

Seconded by: Pete Merkel

X Motion Carried

Motion Failed

Overtime Policy for Part-Time Workers

John Rothenberger stated that at the July 9, 2018 meeting he had made motion to approve overtime rates for part-time employees. He needs to rescind his motion due to conflict of interest.

Motion to remove John Rothenberger as the motion maker from July 9, 2018 meeting.

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: Ralph Touch

Seconded by: Chris Young

Abstained: John Rothenberger

X Motion Carried

Motion Failed

Fleetwood Businesses

Colin Boyer expressed concern regarding businesses that are leaving Fleetwood, and maybe if the Tannery Lot could get paved sooner (even if it's done without the grant monies) it would help draw in businesses. Colin mentioned that there was an article in newspaper about Paul Frederick leaving and Klinger's closing. Other council mentioned that a portion of the Paul Frederick business is remaining in Fleetwood.

It was discussed that the cost to pave the Tannery lot is \$800,000.

Suzanne Touch mentioned that there is a Revitalization Committee and it would be beneficial if the members met to come up with suggestions/ideas on ways to encourage businesses to come to Fleetwood.

Signs

Colin Boyer questioned an ad that is on the digital sign at the Park. He thought that it was not compliant with the Rec Board rules. There was discussion among Council members and it was decided that it would be discussed at the next Rec Board meeting. Chris Young stated that the Rec Board will comply with Council's decision.

Colin expressed his concern to Council of yard signs currently in the borough that are deceptive/misleading based on the wording.

Colin mentioned why he was not in favor of the sign ordinance that was approved at last month's meeting. Andy George, Esq. explained that the reason the sign ordinance was re-written, was to bring the ordinance up-to-date for a local business that was inquiring, any future businesses and also with technology changes the ordinance needed to account for this.

Minutes

Motion to approve the July 9, 2018 borough workshop meeting minutes.

Discussion: Colin Boyer stated that it was never approved to pay to have the transcript done for the public meeting held July 9, 2018 regarding the 3 ordinances. The cost to have the hearing transcribed is \$100.00. Doreen stated that the sentence in minutes that noted to refer to the transcript was removed as of 08-12-18. Colin inquired about attaching the article from the Reading Eagle from that meeting, however it does not outline what his position was on the three ordinances. Council discussed with Andy George, Esq. It is required to have a stenographer during a public hearing. These transcripts are recorded digitally and only maintained for 'x' years. Andy would need to check how many years. Chris mentioned that the minutes indicated there was a stenographer present.

Motion for Andy George, Esq. to order a transcript of the July 9, 2018 public hearing at a cost of \$100. The transcript would be put on file in the borough office.

Made by: John Rothenberger Seconded by: Chris Young

X Motion Carried _____ Motion Failed

Discussion that the statement Doreen had removed from minutes on 08-12-18 should be placed back in the minutes.

Motion to accept the July 9, 2018 minutes with the change to have the statement added and with the agreement that the transcript be filed with the minutes.

Made by: Ralph Touch Seconded by: Chris Young

X Motion Carried _____ Motion Failed

Bills

Motion to pay bills for July 2018.

Made by: Ralph Touch

Motion Carried

Seconded by: John Rothenberger

Motion Failed

Retroaction motion to pay bills for July 2018 from the workshop meeting

Made by: John Rothenberger

Motion Carried

Seconded by: Ralph Touch

Motion Failed

Motion to adjourn meeting at 9:14pm.

Made by: Ralph Touch

Motion Carried

Seconded by: John Rothenberger

Motion Failed

Submitted by:

Doreen O'Neil, Borough Recording Secretary