

**FLEETWOOD BOROUGH COUNCIL MINUTES**

BOROUGH COUNCIL MEETING

BOROUGH COUNCIL WORKSHOP

**Date: January 14, 2019**

**Roll Call:**

**Suzanne Pittella Touch**

**Pete Merkel**

**Jim Meals**

**Chris Young**

**Ralph Touch**

**Colin Boyer**

**John Rothenberger**

**Tammy Gore, Mayor**

**Doreen O'Neil, Secretary**

**Andy George, Esq.**

**Also Present:**

**Craig Conrad, Public Works Director**

**Robert Weidner, Highway Commissioner**

**Steve Stinsky, Police Chief**

**John Manmiller, Fleetwood Fire Company Chief**

**Mike Ebersole, 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 6:38pm by President Suzanne Touch.

**Police Department**

Chief Stinsky provided overview to Council of the December 2018 police report as attached.

Chief Stinsky reported that Officer Moris has suspended his part-time employment with the Fleetwood Police Department due to accepting a full-time position with Northern Berks Regional Police Department.

Chief Stinsky reported that Officer Long has rejoined the Fleetwood Police Department on a part-time basis to help with filling open shifts.

Discussion regarding ARL services. Options are a per-capita fee or a fee per-service. However, the ARL has not provided a fee schedule for per-service. At this time only one township has opted in with the per-capita fee, other townships are waiting for more information.

January 31, 2019 was to be the cut-off, but not sure of definite date, since waiting on more information.

Chief Stinsky will look into other options and notify Council of those options.

**Police Department (continued)**

Chief Stinsky mentioned that Brian from Richmond Township had notified him that they were unable to locate the 2019 Police Service Agreement document that Chief Stinsky had given them on December 10, 2018. This agreement was the original containing signatures by Fleetwood Borough officials. Another agreement will need to be printed and signed by Fleetwood Borough officials and then given to Richmond Township.

**Barry Isett & Associates (BIA) –**

There was no representative from BIA present for meeting. Refer to the BIA report that was sent out last week.

**NOV**

Colin Boyer provided additional information regarding this topic from 12-10-18 meeting. Colin reported that the Judge found the party not guilty. The case was not dismissed due to incorrect wording on report as was originally noted.

**Guests:** None.

**2019 Engineering Rates**

The BIA fee schedule will remain in effect until another resolution is adopted. There are no changes in the fee schedule.

Motion to adopt the resolution for the 2019 BIA fee schedule.

**Resolution: 2019-01-14-01**

**Made by: Chris Young**

**Seconded by: Ralph Touch**

**Motion Carried**

**Motion Failed**

**Disposition of Records from 2011**

Records from 2011 will be disposed of from 10 different categories.

Motion to adopt the resolution for disposition of records from 2011.

**Resolution: 2019-01-14-02**

**Made by: John Rothenberger**

**Seconded by: Colin Boyer**

**Motion Carried**

**Motion Failed**

**Committee Appointments**

Reviewed the 2019 Committee Appointments regarding new appointments and terms that will be coming up.

Motion to adopt the resolution for 2019 Committee Appointments.

**Resolution: 2019-01-14-03**

**Made by: Ralph Touch**

**Seconded by: Pete Merkel**

**Abstained: John Rothenberger in regards to Janice DeLay and Mike DeLay**

**Abstained: Chris Young in regards to Megan Young**

**Opposed: Colin Boyer in regards to Arro Consulting being appointed as the Water Engineers.**

**Motion Carried**

**Motion Failed**

**General Permit Fee Schedule**

Review of permit fees. There was an increase of fees for review of plans. During discussion Colin Boyer inquired about the schedule listing rates for ‘re-roof’ or ‘non-restructure roof fee’. This would be used if the borough required a permit to ‘re-roof’ which they do not. Motion to adopt the resolution for 2019 General Permit Fee Schedule with the revision of striking out the ‘Non-Restructure Fee’ line.

**Resolution: 2019-01-14-04**

**Made by: Ralph Touch**  
**X   Motion Carried**

**Seconded by: John Rothenberger**  
**\_\_\_\_\_ Motion Failed**

**Property Maintenance & Repair Fee Schedule**

This is the rate schedule used for jobs relating to code violations. Craig Conrad stated that he and Bobby Weidner had reviewed this fee schedule and some changes were made. Motion to adopt the resolution for 2019 Property Maintenance & Repair Fee Schedule.

**Resolution: 2019-01-14-05**

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

**Seconded by: John Rothenberger**  
**\_\_\_\_\_ Motion Failed**

**Inter-Municipality Meeting**

Mayor Tammy Gore informed Council that Maiden Creek Township would like to have an inter-municipality meeting with Fleetwood Borough and Richmond Township. Meeting date unknown. There was discussion regarding sharing of services and/or equipment between these three municipalities. Craig Conrad stated that this is done now. There is no exchange of monies, just barter for sharing of services.

Discussion of topics for Mayor Gore to take to meeting:

- Pool Services
- Library Services
- Water Main – Fleetwood-Blandon Road (Park Road)
  - Fleetwood would like to hook into their system in the event that the Fleetwood Borough has problem with water supply.
- Police Agreement –
  - When construction begins on Route 222, consider using Northern Berks for patrolling construction site.

**Berks County Treasurer Rate**

Motion to authorize President Suzanne Touch to sign document stating the tax rate changed.

**Made by: Ralph Touch**  
**X   Motion Carried**

**Seconded by: Pete Merkel**  
**\_\_\_\_\_ Motion Failed**

### **Election Bureau**

Discussion with the three Council members whose terms end in 2019.

- John Rothenberger – undecided
- Colin Boyer – not planning on running
- Peter Merkel – not planning on running

Mayor Tammy Gore reminded the three Council members whose terms end 2019 to consider re-running and if not, consider who they would ask to run for that position and start sharing knowledge.

Motion to authorize President Suzanne Touch to sign document.

**Made by: Ralph Touch**

**Seconded by: Chris Young**

**Motion Carried**

**Motion Failed**

### **Borough Administrative Employee Bonds**

As a result of the Liquid Fuels Audit, there was discussion to increase the bond from \$110,000 to \$140,000. This would be a cost increase of \$41.00

**Made by: Chris Young**

**Seconded by: Ralph Touch**

**Motion Carried**

**Motion Failed**

### **Community Center Leases**

The Valendar Group (Web-Cemetaries) lease expires August 31, 2019. They would like to continue renting office space. Andy George, Esq. will look at lease agreement form and update as needed so one form can be used for all tenant leases. Once final form is compiled, a lease agreement will be written up for Valendar Group (Web-Cemetaries).

Motion to have Andy George, Esq. review and update lease form to be used for all tenants.

**Made by: Ralph Touch**

**Seconded by: John Rothenberger**

**Motion Carried**

**Motion Failed**

### **Community Center Soda Machine**

A tenant had inquired about installing a soda machine. Initially another tenant had inquired and was told no, since the borough had a soda machine already installed on the first floor. That soda machine has since been removed due to lack of profit. Ralph Touch will discuss with the original tenant who inquired and see if they are interested, if not, then Ralph will go back to the latest inquiring tenant.

### **Handicap Parking**

Discussion if handicap parking applications should be denied if the resident has access to driveway or off street parking. Ralph Touch will look at the properties that have recently applied. Ralph will discuss findings with Council at the next workshop meeting.



**Minutes**

Motion to approve the December 10, 2018 borough council meeting minutes.

**Made by: Chris Young**

**Seconded by: Colin Boyer**

**X   Motion Carried**

**Motion Failed**

**Park, Band Shell and Community Center Gym/Café Rental Fees**

Chris Young discussed rental rates for the Park, Band Shell, Concession Stand, Community Center Gym and Café for 2020.

Motion to keep these rates the same through 2020.

**Made by: Chris Young**

**Seconded by: Ralph Touch**

**X   Motion Carried**

**Motion Failed**

**Library**

The Library representatives will be at the February workshop meeting to discuss their plans. Chris Young mentioned that the Library is renting the room (previously used by PSERS) for various activities. Chris stated that the Library would like to start using Room 113 for their Board meetings. Chris had checked with Gina and there would not be any conflict in using Room 113 for Library Board meetings.

Ralph Touch asked Andy George, Esq. to also write up new rental agreement for the upstairs portion of Library and the Fleetwood Historical Society so they each have formal agreement.

**East Arch Street**

Craig Conrad reported that one new pump has been installed and a second pump will be installed on 01-16-19.

**Fleetwood Park Restroom Facility**

Craig Conrad reported that they have permit for sewer connection. Construction will start on 01-17-19.

Motion to authorize Craig Conrad to sign permit for sewer connection.

**Made by: Chris Young**

**Seconded by: Ralph Touch**

**X   Motion Carried**

**Motion Failed**

**Snow Emergency Routes**

Chris Young asked Craig Conrad to provide him with the updated list of Snow Emergency Routes so borough website can be updated.

**Fleetwood Forum Newsletter**

Colin Boyer mentioned he had received email from Bill Doorley inquiring about next publication date. Discussion with Council, decided it should be published and distributed beginning of May 2019. This next publication can include information about pool, park concerts, carnival, etc. It was decided that all articles need to be to Colin Boyer/Doreen O’Neil by March 1, 2019. Doreen will email the various FCCO organizations.

**Fleetwood Pool Ticket Rates**

Discussed rates for 2019 pool tickets. Ralph Touch mentioned that he would contact Mary Templin to write up article about rates for pool tickets for the Fleetwood Forum Newsletter. Motion to not increase pool ticket rates.

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

**Executive Session**

Council went into an Executive session at 8:45pm.  
Meeting was called back to order at 9:00pm. No further business.  
Motion to adjourn meeting at 9:00pm.

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

**Submitted by:**  
**Doreen O’Neil, Borough Recording Secretary**