

## FLEETWOOD BOROUGH COUNCIL MINUTES

BOROUGH COUNCIL MEETING

BOROUGH COUNCIL WORKSHOP

**Date: May 13, 2019**

### **Roll Call:**

**Suzanne Pittella Touch**

**Tammy Gore, Mayor**

**Pete Merkel**

**Doreen O'Neil, Secretary**

**Jim Meals**

**Andy George, Esq.**

**Chris Young**

**Ralph Touch**

**Colin Boyer**

**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**

**Harry Weaver, 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 6:33pm by Vice President Pete Merkel.

### **Police Department**

Chief Stinsky provided overview to Council of the April 2019 police report as attached.

Chief Stinsky informed Council that Officer Button had participated in the Police Unity Tour biking event that was 260 miles. Officer Button raised the 2<sup>nd</sup> highest amount in donations; \$4100 for this cause.

New equipment has arrived for the new police vehicle; it will take about a week to install the equipment.

May 13-June 2, 2019 is a program for Buckle Up and Aggressive Driving this is being funded by grant money. On May 20, 2019 the Fleetwood Police will be at East Penn Mfg (Lyons Station) during a shift change to hand out pamphlets as employees exit the property.

May 18, 2019 – is the free microchip pet program being held by the Humane Society at the Fleetwood Fire Company.

Chief Stinsky reported that AP Merkel has offered to purchase microchip scanners for the Fleetwood Police department.

## **Police Department (continued)**

Chief Stinsky reported that the active shooter demo held on 04-25-19 at St. Paul's UCC was attended by approximately 20 people. An attendee approached Chief to see if another demo could be done at St. Paul's Lutheran Church sometime.

Chief Stinsky mentioned he will be sitting on a panel regarding round-a-bouts; next meeting is 05-17-19.

Wayne Modeste (Berks County Housing Authority and Property Manager of Laurel Courts) questioned Chief Stinsky if there were any police related issues at Laurel Courts. Chief report none, except for medical problems or if resident locks themselves out of their apartment. Chief Stinsky will provide Mr. Modeste information he has and will provide reports to Mr. Modeste on a regular basis, so he know when things occur at this property.

A guest inquired with Council and Chief Stinsky if they would consider restricting parking on the south side of Arch Street between North Franklin and North Walnut Streets. Two cars park on the south side of Arch Street and 1 car on the north side of Arch Street. When a vehicle is traveling west on East Arch Street and a vehicle is turning from North Franklin onto East Arch Street, there is not enough visibility or room for the 2 vehicles to pass through due to the parking on both sides. Guest mentioned that he was almost hit during this situation. Chief Stinsky will review complaint and crash records for this area and give to Council to review.

## **Barry Isett & Associates (BIA) – Ryan Kern/Harry Weaver**

BIA submitted their report to Council. The following items were discussed:

### **Arch and Beech Street Intersection**

Ryan Kern reported that they gave the finalized plans to Craig Conrad to review. The plan is to mill down the intersection and add swales.

### **Fleetwood Park Restroom Facility**

Ryan reported that the restroom facility is 90% done. On 05-21-19 Met-Ed will be tying in the electric hook-up.

### **East Vine Street Curbing**

Ryan Kern reported that 4 bids were received. One of the bidders did not supply correct bid specs; which disqualified them. Of the remaining 3 bidders, BIA recommends selecting Bertolet at a bid of \$158,000. Ryan stated they are a responsible company. BIA will notify Bertolet that they were selected and BIA will have kick-off for this project which needs to be completed by 06-13-19.

Motion to approve and award bid for curbing on East Vine Street to Bertolet.

**Made by: John Rothenberger      Seconded by: Chris Young**

**X   Motion Carried**

**Motion Failed**

### **Reservoir**

Ryan reported that he and BIA engineer will be meeting with DEP on 05-15-19 to look at the drainage channel located in Ruscombmanor Township.

**Barry Isett & Associates (BIA) – Ryan Kern/Harry Weaver  
Fleetwood Pool Grant**

Craig Conrad questioned Ryan on the status for the Pool Grant. Ryan reported that BIA had contacted DCNR but has not heard back from them.

**Notice of Violation – 102 S. Richmond Street**

Harry reported that there was no inspection done and no occupancy permit obtained. The owner of this property will be meeting with Larry (BIA) on 05-15-19. The rental unit must be compliant with sprinkler system. If there is an appeal to the Berks County UCC Board, it would be similar to Zoning Board hearing.

Pete Merkel will notify Water Authority on 05-21-19 of water and sewer tap in fees that were not paid.

**Fleetwood Auto Body Building (East Locust Street)**

The two chimneys at this property are deteriorating. Mr. Groff (owner of the property) and his mason were up on roof to look at the chimneys. The mason will remove 2 feet off the chimneys. BIA is in agreement with their plan. The work will be completed by end of May 2019.

**Guests:** See Attached list.

**Fleetwood Bible Church**

Representative from the Fleetwood Bible Church were present. Chris Young mentioned that at prior meeting it was approved for the Fleetwood Bible Church to hold their family/community events on Wednesday evenings in the Fleetwood Park. There would be no park rental fee for these events, since the events are open to the community. In addition to their family/community event, the Fleetwood Bible Church questioned if they could a separate tent area to hold a Bible Story event later in the evening. Andy George, Esq. did not see a problem with this. Council was ok with these plans. Representatives of the church stated that in the event of rain on Wednesdays, the family/community event for that night would be held in the Fleetwood Bible Church facility. These events start on Wednesday, 05-22-19.

**Fleetwood Pool and Concession Stand**

Chris Young reported that a family is interested in running the Concession Stand at the Fleetwood Pool. Ralph Touch has more details on this, however he was not able to attend tonight’s meeting. Chris noted that the Fleetwood Pool will probably be open before the Concession stand is open.

Motion to approve having this family man the Fleetwood Pool Concession Stand with Ralph Touch’s input and an agreement on financial portion at next meeting. Details of this agreement to be ratified at the next meeting.

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

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

Chris mentioned that someone had inquired about holding Zumba sessions at the Fleetwood Pool; more details to follow at next meeting.

## **Capital Budget**

Discussion that the \$100,000 for Police Pension should not be under Capital. It needs to be under Assigned Monies; need to decide how much money to be transferred.

Jim Meals will send out an updated list this week.

## **Community Center Lease**

Andy George, Esq. reviewed the addendum to the Surge lease with Council. The addendum is related to use of gym by the Pickleball organization. Council requested Andy to change the verbiage to use the organizers in relation to Pickleball, and reference the Fleetwood Rec Board as the sponsor of the Pickleball event.

Motion to approve the Surge lease addendum with the verbiage changes that were discussed.

**Made by: Chris Young      Seconded by: John Rothenberger**

**Motion Carried                       Motion Failed**

## **Tannery Parking Lot**

Andy George Esq. will do the documentation for petitioning the Zoning Hearing Board.

Kevin from BL Industries would represent the borough at the Zoning Board meeting to describe what the borough wants to do. The borough is requesting a variance in regards to the diagonal parking along Foundry Alley, asking for relief of needing the green space volume in the middle of the parking lot. Pete Merkel will attend the Zoning Board meeting to provide history/background. The Planning Commission does not have a say in the zoning process, but provides recommendations to the borough. Kevin (BL Industries) would submit the plan after the Zoning Board approves. Andy George, Esq. will submit the petition to Janice DeLay. Janice will distribute to the Zoning Board members. It was stated that the cost of the variance/petition is \$500 and is submitted with the application. This cost covers the advertising and stenographer fees. It was decided that the fee would not be applicable in this situation as the costs are paid by the Borough anyway.

Motion to submit and sign the Zoning Hearing Board application.

**Made by: Pete Merkel                      Seconded by: Chris Young**

**Motion Carried                       Motion Failed**

## **Flood Plain Management**

The document was reviewed by Andy George, Esq. Pete Merkel signed the document and Doreen O'Neil place the borough seal on document.

## **Water/Sewer**

John Rothenberger distributed a copy of the revised 'Payment Plan/Deferral' and 'Request for Water/Sewer Certification' forms to Council. Discussion of increasing the certification fee to \$50.00. The title company requires this information when closing on a property to get the final amounts.

Andy George, Esq. had reviewed these documents.

Motion to accept the two revised forms and authorize increasing the certification fee to \$50.00.

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

**Motion Carried                       Motion Failed**

## **Fleetwood Park**

Mayor Gore mentioned she had been questioned if parking lot/entrance on the Richmond Township side could be fixed/paved.

Chris Young distributed drawing to Council showing the primary layout for the tree placement along the path running parallel to West Main Street. The drawing/layout of the trees was designed by the input of the Fleetwood Rec Board and the Public Works department. The trees will be pink and white flowering Kousha Dogwoods. The Fleetwood Borough is covering the cost of the trees at \$100 per tree and borough workers' labor. The Fleetwood Rec Board is covering the cost of the lights and light poles. The white flowering trees are available, but the pink flowering trees are not currently available for delivery. Delivery of the trees will be done at the same time.

Motion to approve/accept the drawing design for the location of the trees and light poles.

**Made by: Chris Young**

**Seconded by: Jim Meals**

**Opposed: Colin Boyer**

**X   Motion Carried**

**Motion Failed**

Chris Young reported that it was approved to eliminate the ball field along West Main Street and will be replaced with an all-purpose field.

Colin Boyer inquired about the conversion of the ball field into the all-purpose field. Chris explained that this is not in the current budget and no definite plans have been drawn up for this. The idea is to not have any parking on the all-purpose field area.

Jim Meals inquired if any of the infield dirt could be salvaged. Bobby Weidner and Craig Conrad did not think there was much dirt there, but Jim could take a look.

DEP – Letter to go into cooperative agreement and then go out for bids.

Chris Young reported that the grass area between the Concession Stand and Pavilion #1 has been paved. This will allow for more tables to be placed in this area. Chris explained that estimates to have patio blocks in this area were around \$32,000 versus the cost to pave this area was \$4000.

## **500 Friendship Drive**

Pete Merkel reported that this property has been sold and new residents are in the process of cleaning up the property.

## **Chicken Farm – Richmond Township**

Pete Merkel reported that he had attended the Richmond Township Planning Commission meeting as a Fleetwood resident. The meeting was informative and no controversy. There chickens are for egg production only.

## **Linden Street Grass Island**

Craig Conrad that Andy George, Esq. had received verbal confirmation that the borough has ownership of this Linden Street island area. Craig is getting prices for the tree removal in the island. The trees are causing the curbing and street to buckle.

### **Fire Hydrants – Flushing/Color Coding**

Craig Conrad reported that there will be two weeks of fire hydrant flushing. During the hydrant flushing process, they will flow test the hydrants and use a paint pen to color code the tops of hydrants. Once all the hydrants have been tested, either a junior fire fighter or borough employee will paint the tops of the hydrants based on the initial color code. There are 120 fire hydrants in the town which includes the ones in the developments. Pete Merkel inquired about the hydrants that are on the Fleetwood School District’s property; these hydrants are flushed and checked by the Fleetwood Borough.

### **Memorial Day Parade**

The parade will start at the Fleetwood Legion and proceed down Main Street to the Fleetwood Park. The parade is Monday, May 27, 2019.

### **May WorkShop Meeting**

The May 2019 workshop meeting falls on Memorial Day , the meeting is being rescheduled to Tuesday, May 28, 2019.

### **Bills**

Motion to pay bills.

**Made by: John Rothenberger**

**Seconded by: Pete Merkel**

**X   Motion Carried**

**Motion Failed**

### **Minutes**

Motion to approve the April 8, 2019 borough council meeting minutes.

**Made by: Chris Young**

**Seconded by: John Rothenberger**

**X   Motion Carried**

**Motion Failed**

### **Executive Session Executive Session**

Council went into an Executive session at 8:10pm.

Meeting was called back to order at 8:58pm. No further business.

Motion to adjourn meeting at 8:59pm.

**Made by: Chris Young**

**Seconded by: John Rothenberger**

**X   Motion Carried**

**Motion Failed**

**Submitted by:**

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