

FLEETWOOD BOROUGH COUNCIL MINUTES

BOROUGH COUNCIL MEETING BOROUGH COUNCIL WORKSHOP

Date: June 10, 2019

Roll Call:

<input 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
 Dale Ulshafer, Police Sergeant
 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 Vice President Pete Merkel.

Police Department

Chief Stinsky was not in attendance, but had provided Council with a copy of the May 2019 police report.

Officer Ryan Button has successfully completed his probationary period as a new hire. Chief Stinsky had stated in the police report, that he was requesting Council to make Officer Button a permanent employee by removing him from probationary status.

Motion to make Officer Ryan Button a full-time officer.

Made by: Colin Boyer Seconded by: John Rothenberger

Motion Carried Motion Failed

Discussion regarding steel wheels on tractors that travel the borough streets. There is nothing in the ordinance. Sergeant Ulshafer will notify the resident that had inquired.

Barry Isett & Associates (BIA) – Ryan Kern

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

Arch and Beech Street Intersection

This project will start this week.

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

Reservoir

Ryan reported that he is working to get an emergency permit for the driveway pipe.

Fleetwood Pool Grant

Ryan reported they are looking to close out the DCNR grant.

Guests: See Attached list.

Community Parking Lot (North side of Main Street)

The owner of Homers inquired if some of the spots on this lot could be marked as unlimited time and still have some spots with the 2-hour time limit; currently all the spots are 2-hour parking only. This 2-hour time limit has been an inconvenience for her and workers; she feels it is unfair to her business. The guest stated if permits for this become available for sale, she would like to purchase some. It was discussed that there is no time restriction for parking in the Tannery lot. Chris Young mentioned that once the Tannery lot is paved, Council will be working out details for permits, however this is about a year out. Also when the Tannery lot is paved, the angled spaces along the alley will become 2-hour parking. Bobby Weidner reported that there used to be meters in this smaller community parking lot. These parking meters were removed approximately 1981 and it became 2-hour parking, however it was not enforced until recently.

Chris mentioned that maybe the borough would look into options for lights and crosswalk from north side of West Main Street to the south side where the walkway and benches are located. This would need to be discussed with the state since West Main Street is a state road.

Ratification – Police Pension Fund

Pete Merkel inquired about these monies. Ralph Touch explained the monies are assigned to the pension in a locked account/safe place. Every three years and independent actuary evaluates to where the finances stand.

Motion to assign \$100,000 to the police pension fund

Made by: Ralph Touch

Seconded by: John Rothenberger

 X Motion Carried

 Motion Failed

Ratification – Roller Purchase

Discussion regarding a joint agreement between Fleetwood Borough and Richmond Township to purchase a roller. The total cost is approximately \$20,000. Richmond Township and their solicitor are working on an agreement. Fleetwood Public Works currently has it rented with a rent-to-own clause. Council is in favor of purchasing the roller, but will wait for the agreement with Richmond Township; for now will just rent the roller.

Ratification – Transfer to Capital Account

Transfer of monies is from savings to capital.

Motion to transfer \$300,000 to the Capital account.

Made by: Jim Meals

Seconded by: Ralph Touch

 X Motion Carried

 Motion Failed

Ratification – Pool Concession Stand Contract

A family in the Fleetwood Borough will rent the concession stand at a cost of \$100 per month and sell foods/drinks during pool hours.

Motion to approve this lease.

Made by: Ralph Touch

Seconded by: Chris Young

X Motion Carried

Motion Failed

Ratification – May Bills

Motion to pay bills at May 2019 workshop meeting.

Made by: Pete Merkel

Seconded by: Ralph Touch

X Motion Carried

Motion Failed

East Vine Street

The curbing along East Vine Street is almost done. Tentative paving date is June 17, 2019 and will be done by the Public Works crew. Craig Conrad mentioned that he will measure the sidewalk areas and notify Kap Stauffer to generate invoices for residents. Residents in this area had the choice of securing their own contractor to replace the sidewalks or have the borough secure the contractor and the resident would pay the borough for the sidewalk replacement. There was discussion regarding having an agreement for the residents to sign who will be paying back to the borough for sidewalks. Ralph Touch asked that Andy George, Esq. compile a payback agreement.

The agreement would have two options:

- 1) Pay back immediately
- 2) Pay back within 2 years. If resident does not payback in this time frame, a lien would be placed against the property.

Residents that are securing their own contractor to replace the sidewalk will have 5 years to replace their sidewalk. Sidewalks that need to be replaced have been marked with an 'X'. It was noted that Tarsus did their own sidewalk and some residents contracted with Bertolet.

Fleetwood Borough Walkway

Craig Conrad mentioned that Esbenshades Greenhouses donated 35 plants and 5 perennials. The 35 plants will be planted in the planters located in the walkway and 5 perennials will be planted at the Community Center outside the cafeteria. The ladies who work at The Shop on west Main Street will maintain/weed the planters located in the walkway. Chris Young will compile a thank you letter for Esbenshades and the ladies from The Shop. Craig Conrad will look for 'Donated By' signs to be placed in these locations.

EMA – Emergency Management

Chris Young reported that Megan (Hinkle) Young has updated the master plan for Council to review. The site update plan still needs to be updated.

Bills

Motion to pay bills.

Made by: John Rothenberger

Seconded by: Ralph Touch

X Motion Carried

Motion Failed

Minutes

Motion to approve the May 13, 2019 borough council meeting minutes.

Made by: Chris Young

Seconded by: Jim Meals

X Motion Carried

Motion Failed

Water Reports

John Rothenberger mentioned there was an article in the Reading Eagle regarding a contractor (Barrasso) falsifying water reports in Wyomissing. There was discussion that the borough needs to do some research and get a copy of water reports directly from Suburban in addition to a copy from Barrasso. It was questioned if Fleetwood had received correct reports. There were discussions on other ways to handle water testing; 1) have the lab send the report directly to the borough, 2) have two samples taken (one by the engineer and one by the contractor). Pete Merkel requested that the Water Department come back with a new proposed plan for handling water samples.

USDA – Grant Agreement for Stream Erosion

Chris Young mentioned that the USDA Grant Agreement for the stream erosion was awarded. They will pay 75% and the borough pays 25%. The total cost was \$48,461. 75% = \$36,346 and 25% = \$12,115. Craig Conrad mentioned that he thought 100% was paid by the grant. Chris will review. Other funding coming from DEP. The USDA form references bidding is needed for this job. Craig said the borough is the host for this and he will check on cost details.

Motion to have Pete Merkel sign the agreement for grant approval.

Made by: Chris Young

Seconded by: Ralph Touch

X Motion Carried

Motion Failed

Tannery Parking Lot

Andy George, Esq. reported that the zoning hearing for the Tannery lot is scheduled for Tuesday, July 2, 2019 in the Community Center Room #113. During this zoning hearing the borough is asking for variance relief on the angled parking along Foundry Alley and to not be required to put in buffer/green space in the interior of the parking lot. Kevin from BL Industries will be present for this hearing and Pete Merkel will also be attending. Bobby Weidner mentioned he had received the paperwork to be posted regarding the zoning hearing date and time.

Appointment of Assistant Secretary

There was discussion of appointing an assistant secretary for the borough. Andy George, Esq. will email information and guidelines to Council.

Authority

Andy George, Esq. mentioned that the Authority is going to expire by 2020. Craig Conrad mentioned that he and Pete would review agreement of what duties are the Authority versus Borough, what monies are being spent. Council will also review agreement.

Capital Budget

Jim Meals distributed new Capital Budget lists and reviewed with Council.

Jim will add a new column to the sheet for 'Outstanding'.

Locust Street Paving

Craig Conrad reported that the plan was to pave East Locust Street this week. However, this paving was put on hold for now, due to other utility work being done by UGI on Locust Street this week. Craig Conrad reported that they moved to Pine Street to do paving and will come back to Locust Street once UGI is completed.

Non-Personal Facebook Page

Craig Conrad mentioned that when he sees a post on the ‘You know you’re from Fleetwood’ page regarding happenings in the borough he provides updates (example paving timeframes), however when he does this it’s from his own personal page. Craig questioned if he could have a non-personal Facebook page to comment from. Council decided for now, Craig should contact Chief Stinsky and have him comment from the Fleetwood Police page.

Fleetwood Library

Pete Merkel mentioned that he, Pete Laucks, and Nate from Burkey met to discuss how the HVAC was configured. Pete Laucks told Pete Merkel it’s moving along and Burkey will be doing the job.

Forest Plan

Craig Conrad mentioned that Larry Lloyd will be at the June workshop meeting to review the Forest Plan with Council.

Fleetwood Park – New Restroom Facility

Craig Conrad reported that there are some concerns and corrections that need to be made to the restroom facility; the hot water heater is not working. The occupancy permit has not been obtained.

Damage of Water Stop Box

Craig Conrad reported that a resident in Ruscombmanor Township near the Reservoir had dug out the Stop Box and destroyed borough property. This stop box is needed to turn off water if there would be an issue inside the residence. Counsel and Council told Craig to start by filing a report with the State Police regarding the destruction of borough property and not being able to turn off water to the residence.

Motion to adjourn meeting at 8:25pm.

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

Submitted by:
Doreen O’Neil, Borough Recording Secretary