

FLEETWOOD BOROUGH COUNCIL MINUTES

 X BOROUGH COUNCIL MEETING

 BOROUGH COUNCIL WORKSHOP

Date: May 13, 2024 In-person meeting, held in Café
Council meeting is recorded and posted on website after meeting

Roll Call:

<u> X </u> Ralph Touch (President)	<u> X </u> Suzanne Pittella Touch, Mayor
<u> X </u> Pete Merkel (Vice-President)	<u> X </u> Chris Young, Borough Manager
<u> X </u> Jim Meals – (late)	<u> X </u> Doreen O’Neil, Recording Secretary
<u> X </u> Mark Watkins	<u> X </u> Andy George, Esq.
<u> X </u> John Rothenberger	<u> X </u> Dale Ulshafer, Police Chief
<u> X </u> Mike Mayer	<u> </u> Craig Conrad, Public Works Director
<u> X </u> Nancy Wunderly	

Also Present:

 John Manmiller, Fleetwood Fire Company Chief
 Barry Isett & Associates (Matthew Rieger)

The borough council meeting was held at 110 West Arch Street, in the cafeteria. Meeting was called to order at 6:30pm by President Ralph Touch.

Recording of Borough Meeting

A public notice sign was posted at the cafeteria entrance to notify attendees that the Fleetwood Borough Council meeting was being recorded.

Police Department

Chief Ulshafer reviewed police report for April 2024 that was distributed to Council prior to meeting and discussed the following:

- Year end 2023 report was distributed to Council
- Additional hand held radios have been obtained
- Family Summer Expo being held at Willow Creek Elementary School on June 1st from 1-3pm
- National Night Out being held at the Berks County Fairgrounds on August 6th

Barry Isett & Associates (BIA)

BIA Report

Report was provided to council prior to meeting. Virtual call with Matt Rieger (BIA) the borough’s new BIA engineering representative. Matt mentioned two grants were submitted for the Fleetwood pool and should hear back around fall if they were awarded.

Entech

Entech Report

No report.

Guests: See attached list.

Rayne Reitnauer is running for state representative for the 130th district. Here to observe and find out concerns of municipalities.

Legal – Andy George, Esq.

Quality of Life Ordinance

Andy George, Esq. stated the Quality of Life (QOL) ordinance was updated. Andy mentioned in section 10.3 there is a typo, it has 10 days, but should be 15 days and recommended to council to correct typo. The ordinance was advertised.

Motion to adopt the Quality of Life ordinance.

Ordinance #: 656

Made by: Pete Merkel
X Motion Carried

Seconded by: Mike Mayer
Motion Failed

Appoint Inspector - Quality of Life Ordinance

Chris Young explained that part of the advertised ordinance is to appoint an inspector and recommended John Manmiller. The inspector would issue a violation/fine. The fine can go to a citation through the courts. By naming an inspector tonight, it can go to AOPC. AOPC needs a signed document by the borough indicating who the borough inspector is. AOPC (Administrative Offices of PA Courts) will give the inspector authorization to escalate into a citation.

Motion to appoint John Manmiller as the borough inspector and provide letter to AOPC designating inspector name.

Made by: Mark Watkins
X Motion Carried

Seconded by: Mike Mayer
Motion Failed

Richmond Township Sewer Agreement

Andy George, Esq. mentioned this was a request from Richmond Township and is a clean-up item. The agreement between Fleetwood Borough and Richmond Township is from 2005 which was for expanding sewer service into Richmond Township. This 2005 agreement contains maximum allowable discharges. Andy stated the borough updated their ordinance in 2022 to change the limits. The borough ordinance should be incorporated in the agreement with Richmond Township to make everything the same.

Motion to amend the 2005 Richmond Township ordinance to contain verbiage from the 2022 Fleetwood Borough ordinance.

Made by: Mark Watkins
X Motion Carried

Seconded by: John Rothenberger
Motion Failed

Hawkstone Ridge (East Locust St. Development)

Pete Laucks (Chair of Planning Commission) provided status. February sketch plan was reviewed. BIA Engineer and Planning Commission highlighted 40-50 items generated from discussions. April the formal preliminary plans were submitted for consideration. Pete mentioned there was large gallery of residents with concerns and questions at the Planning Commission meeting in April. Some residents from Dogwood Drive expressed concerns regarding storm water runoff. The developer needs to go to Richmond Township with plans since overflow of retention pond goes over the borough and Richmond Township line onto the Burkholder farm. There are 4 points that developer needs to go to Zoning Hearing Board regarding variances and ask for relief. There are about 6 items for Planning Commission to deal with for respective waivers and some items regarding water and sewer. Planning Commission expects developer will be back to their June meeting to submit a preliminary final plan. Pete noted at this time the Planning Commission does not have recommendations.

Chris Young mentioned about 6 weeks ago there was meeting with owner of land, owner of section of East Locust Street, the developer, borough and Authority regarding a section of East Locust Street that is not owned by the borough, but will eventually be dedicated to the borough.

Andy George, Esq. reviewed question of whether use is permitted by right or by conditional use. If by conditional user, the developer would need to come to borough meeting for hearing. However a couple of requirements in zoning ordinance under conditional use requirements that deal with dedication of open space, in lieu of could be fee paid or improvements to existing parks/playgrounds.

Motion to authorize Andy George, Esq. to pen letter indicating Council agrees with permitted use as long as there is consideration for the open space.

Made by: Mark Watkins
X Motion Carried

Seconded by: John Rothenberger
Motion Failed

Solar Panels – Sewer Plant

Andy George, Esq. provided update on the Zoning Hearing Board results. A written decision was received beginning of May 2024. The appeal window closes June 4th, and if no appeal by deadline, the project can move forward.

Legal – Andy George, Esq. (Continued)

Pool Commitment Letter – DCED

Andy George, Esq. has application to apply for \$250,000 DCED grant, with a match from the borough of \$37,000. If grant is awarded, funds would be applied to the bathhouse and mechanical house project at the Fleetwood Pool. There are tentative plans for the project. Should find out by November 2024 if the grant was awarded. The DCED grant can be applied to the DCNR grant.

Motion to authorize Ralph Touch and Chris Young to sign documents for DCED grant.

Made by: Mike Mayer

Seconded by: John Rothenberger

Resolution: 2024-05-13-01

Motion Carried

Motion Failed

Borough Managers Report – Chris Young

Borough Office Admin

Chris Young stated that Vicki Kline was hired as part-time borough office administrator. Need motion to ratify.

Motion to ratify the hiring of Vicki Kline as part-time borough office administrator.

Made by: Mike Mayer

Seconded by: John Rothenberger

Motion Carried

Motion Failed

Community Center Ambassadors

Chris Young mentioned the two current community center ambassadors are seniors and will be leaving. New applicants, MauriAnna Carannante and Maggie Houp have applied for these part-time positions.

Motion to hire MauriAnna Carannante and Maggie Houp as part-time community center ambassadors.

Made by: Mark Watkins

Seconded by: John Rothenberger

Motion Carried

Motion Failed

Quality of Life Ticket Proof

Chris Young provided image of Quality of Life (QOL) ticket for review with Council. White copy will be given to violator, yellow copy will be held by the borough. It was recommended to add the Quality of Life ordinance number to the ticket.

Chris will review ticket proof with John Manmiller, borough inspector and Andy George, Esq.

Motion to allow Chris Young to update ticket proof as needed based on review with John Manmiller and Andy George, Esq. and to have ticket match to QOL ordinance.

Made by: Mike Mayer

Seconded by: Pete Merkel

Motion Carried

Motion Failed

Borough Annual Audit

Chris reported that the borough auditors, Herbein & Company, Inc. spent a week doing the annual audit. There were no findings or recommendations by the auditors.

Public Works Report – Craig Conrad

Craig Conrad provided Council with the Public Works report prior to meeting.

Municibid – Withdrawal - Sale of Spotlights

Chris Young mentioned the sale of spotlights on Municibid needed to be withdrawn due to no pickup at arranged pickup date/time.

Motion to approve Craig Conrad to withdraw the spotlight sale on Municibid and relist.

Made by: John Rothenberger

Seconded by: Mark Watkins

Motion Carried

Motion Failed

Municibid – Re-Listed Spotlights

Chris Young mentioned the spotlights were re-listed on Municibid. The sale of spotlights was awarded and that buyer did pay and pick up the spotlights.

Motion to ratify the awarded bid of spotlights that were sold on Municibid.

Made by: John Rothenberger

Seconded by: Mark Watkins

Motion Carried

Motion Failed

Public Works Report – Craig Conrad (Continued)

Willow Creek Streambank Project

Chris Young noted that payment app #2 is due in the amount of \$72,523.44 to Aquatic Resource Restoration Company for the Willow Creek streambank project between Main Street and band shell.

Motion to approve payment of \$72,523.44 to Aquatic Resource Restoration Company.

Made by: Mark Watkins

Seconded by: Mike Mayer

Motion Carried

Motion Failed

Municipal – 1996 John Deere 60” Zero Turn

Chris Young stated that Craig Conrad would like approval to list the 1996 John Deere 60” Zero Turn mower on Municipal. This mower was replaced with the new Scag mower.

Motion to approve Craig Conrad to list the 1996 John Deere 60” Zero Turn mower on Municipal.

Made by: John Rothenberger

Seconded by: Mike Mayer

Motion Carried

Motion Failed

General

Pickleball Court – Locust Street Park

Mark Watkins inquired about resealing of the court, there are some cracks. Chris Young will notify Craig.

Band Shell

Chris Young mentioned the sound system was installed. The sound system was partially funded by the former FCCO (Fleetwood Council of Community Organizations). Training on the system is later this week. Chris also mentioned the lighting under the band shell has been installed.

Main Street Patriotic Banners

The patriotic banners along Main Street have deteriorated. The Breakfast Brothers organization has paid a third of the cost for replacement banners.

Memorial Day Parade

Pete Merkel mentioned he will march in parade and other council members are welcome to join him. Parade forms at the Fleetwood Legion.

Bills

Ratify April 29th Invoices

Motion to ratify bills paid April 29, 2024.

Made by: John Rothenberger

Seconded by: Mark Watkins

Motion Carried

Motion Failed

Approve May 6th Invoices

Motion to pay invoices for May 6, 2024

Made by: John Rothenberger

Seconded by: Mike Mayer

Motion Carried

Motion Failed

Approve May 13th Invoices

Motion to pay invoices for May 13, 2024

Made by: John Rothenberger

Seconded by: Mark Watkins

Motion Carried

Motion Failed

Minutes

Motion to approve the April 8, 2024 borough council meeting minutes.

Made by: Pete Merkel

Seconded by: Mark Watkins

Motion Carried

Motion Failed

Executive Session

Regular borough meeting ended at 7:32pm and recording of meeting was stopped.

Executive session began at 7:35 pm.

Executive session ended at 7:55 pm.

Adjourn

Motion to adjourn borough meeting at 7:56 pm.

Made by: Pete Merkel

Seconded by: Mark Watkins

X Motion Carried

Motion Failed

Submitted by:

Doreen O'Neil, Borough Recording Secretary