

FLEETWOOD BOROUGH COUNCIL MINUTES

BOROUGH COUNCIL MEETING

BOROUGH COUNCIL WORKSHOP

Date: March 3, 2025 In-person meeting, held in Café
Council meeting is recorded and posted on website after meeting

Roll Call:

<input checked="" type="checkbox"/> Ralph Touch (President)	<input checked="" type="checkbox"/> Suzanne Pittella Touch, Mayor
<input checked="" type="checkbox"/> Pete Merkel (Vice-President)	<input checked="" type="checkbox"/> Chris Young, Borough Manager
<input type="checkbox"/> Jim Meals	<input checked="" type="checkbox"/> Doreen O'Neil, Recording Secretary
<input checked="" type="checkbox"/> Mark Watkins	<input checked="" type="checkbox"/> Brian Boland, Esq.
<input checked="" type="checkbox"/> John Rothenberger	<input checked="" type="checkbox"/> Dale Ulshafer, Police Chief
<input checked="" type="checkbox"/> Mike Mayer	<input checked="" type="checkbox"/> Craig Conrad, Public Works Director
<input checked="" type="checkbox"/> 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 6:33pm by 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

The February 2025 police report was provided to Council prior to meeting.

Chief Ulshafer provided summary of February 2025 police activity report.

The Fleetwood Police Department is seeking Act 120 part-time officers.

Barry Isett & Associates (BIA)

BIA Report (Codes/Engineering)

BIA will provide engineering report to council by March 10th.

Entech

Entech Report (Water/Sewer)

Report was provided to council prior to meeting.

Legal – Brian Boland, Esq.

Tax Collector Fee Increases

Discussion of increase fees for services outside of the standard tax collector tasks. These fees are paid by the taxpayer.

- Tax Certification fee - \$40
- Duplicate Tax Bill fee - \$20

Motion to approve resolution for increased tax collector fees.

Resolution: 2025-03-03-01

Made by: Mark Watkins

Seconded by: Pete Merkel

Mike Mayer: Abstain

Motion Carried

Motion Failed

Adopt Emergency Plan

Motion to adopt the Fleetwood Emergency Plan resolution.

Resolution: 2025-03-03-02

Made by: Mike Mayer

Seconded by: John Rothenberger

Motion Carried

Motion Failed

Personnel – Pete Merkel

Employee Rate Adjustments

Council was provided list of tentative rate adjustments for part-time Public Works employees, life guards, office staff. Chris Young mentioned that a comparison was done with other municipalities and data from PSAB.

Motion to adopt new employee rates.

Made by: Pete Merkel

Seconded by: Mark Watkins

John Rothenberger: Abstain

Motion Carried

Motion Failed

Public Works – Part-time Employee

Pete recommended hiring John Kriner as part-time employee for Public Works. John has a military CDL and is working on transferring that to a civilian CDL. John has two years remaining with National Guard. This part-time position is during the summer and fills the part-time position vacated from 2024.

Motion to approve hiring John Kriner as part-time Public Works employee.

Made by: Pete Merkel

Seconded by: Mike Mayer

Motion Carried

Motion Failed

Borough Managers Report – Chris Young

307 and 313 East Locust Street– Subdivision Addressed

Discussed the 303 East Locust Street property that was sub-divided and need two new addresses. Chris suggested 307 and 313.

Motion to accept request of new addresses for 307 and 313 East Locust Street, and authorized Chris Young to notify Fleetwood Post Office.

Made by: John Rothenberger

Seconded by: Nancy Wunderly

Motion Carried

Motion Failed

DCNR Grant for Pond Area

Chris mentioned the plan to do work around the pond to add in walking path, add plants, and construction of pickleball court behind the Public Works building. DCNR has an \$800,000 grant with a 50% match (cost of \$400,000 to borough).

Discussion of holding off on applying for DCNR grant and instead look at DCED grant that is 15% match. The application for DCED grant is due May 31st. Recommendation to review requirements of DCED grant, one of which is letters of recommendations need to be submitted with grant application. Council decided to disregard applying for DCNR grant, and instead gather information and apply for DCED grant by May 31st.

Springfield / Richmond Street – Berks Nature Development

Chris mentioned there was a meeting with Larry Lloyd (Berks Nature) to discuss ideas to redevelop this area with native plantings, trail to turn majority of current grass areas into a natural area to reduce mowing done by Public Works. Larry provided a 5-year plan to develop this area. The plan would be done in phases; work would be done by Berks Nature and Public Works. Phase 1 would be to remove grass areas, remove invasive trees, plant native trees. Cost of phase 1 is \$10,800. Chris mentioned that Berks County Planning has \$5,000 grant that may be available for Fleetwood borough to apply for. Berks Nature would be responsible for obtaining proper permits to redevelop this area. Consider committing to phase 1 for first year and getting meadow area established.

Motion to commit \$5,800 to phase 1 contingent on receiving \$5,000 from Berks Nature.

Made by: John Rothenberger

Seconded by: Mike Mayer

Motion Carried

Motion Failed

Room 101 Rental – Community Center

Chris mentioned that rental of room 101 (yellow room) in community center has been advertised on borough website. There have been 3 or 4 inquiries, but those people do not want to pay the full rate. The concept of a co-op rental was discussed (possibly places for tutors, art lessons, etc). Chris will compile proposed ideas of managing co-op rental to be discussed at April meeting.

Cable Franchise Agreement

Chris reviewed that Comcast had provided an agreement regarding services in Fleetwood and properties without cable. The agreement was given to Andy George, Esq. to review. For now this is tabled until further discussions at next meeting.

Borough Managers Report – Chris Young (Continued)

No Parking – East Washington Street for March 8th Event

Chris mentioned request was received to have no parking on East Washington Street between North Franklin Street and Maderia Alley for an event being held on March 8th at the Fleetwood Fire Company Social Quarters. Area would be used for handicap parking and delivery of items for event. No parking would be on March 8th from 9:00am to midnight.

Motion to approve no parking on East Washington Street between North Franklin Street and Maderia Alley on March 8th from 9:00am to midnight.

Made by: Mike Mayer

Motion Carried

Seconded by: Nancy Wunderly

Motion Failed

Fleetwood Fish Rodeo

Chris mentioned that the Fleetwood Fish Rodeo is being held on May 9th, 10th, and 11th. This is a small organization and is the only event they hold. Chris questioned if the borough would be willing to partner and sponsor this event with Fleetwood Fish Rodeo, like was done in 2024.

Motion to agree for borough to partner/sponsor with the Fleetwood Fish Rodeo for their event in May 2025.

Made by: John Rothenberger

Motion Carried

Seconded by: Mark Watkins

Motion Failed

PSAB Priorities

Chris had provided PSAB packet to Council for their review.

CodeRed - Live

Chris reviewed that the new CodeRed system (reverse 911) is live. Phone numbers and names were imported to CodeRed from the old system. A notice will be posted on the borough website with link to allow residents to add/modify their contact numbers to receive borough messages. A notice will also be in the water bill (May/June).

Joint Comprehensive Committee

Update

There was no February meeting.

Public Works Report – Craig Conrad

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

Police Car - Municibid

Craig mentioned the police car had a committed buyer, that fell through, so car was re-listed on Municibid. The bidding ends March 4th at 4:30pm.

Motion to accept the high bid on Municibid for this re-listed police car.

Made by: John Rothenberger

Motion Carried

Seconded by: Mark Watkins

Motion Failed

Guests: See attached list.

General

Chris mentioned that with the borough meeting being a week early this month, there could be a large volume of items on agenda for April meeting. Discussion of possibly using the March 24th workshop meeting to address some items.

Discussion of the bridge on Main Street by the park entrance. Craig received a number today for a PennDOT contact. Craig will contact them to see what status is/plan for have bridge repaired.

Bills

Ratify February 25th Invoices

Motion to ratify bills paid February 25, 2025

Made by: John Rothenberger

Motion Carried

Seconded by: Mark Watkins

Motion Failed

There are no bills to be paid tonight. There will be 3 sets of invoices at April meeting.

Minutes

Motion to approve the February 10, 2025 borough council meeting minutes.

Made by: Mike Mayer

Seconded by: Nancy Wunderly

Motion Carried

Motion Failed

Adjourn

Motion to adjourn borough meeting at 7:30pm.

Made by: Nancy Wunderly

Seconded by: John Rothenberger

Motion Carried

Motion Failed

Submitted by:

Doreen O'Neil, Borough Recording Secretary