

FLEETWOOD BOROUGH COUNCIL MINUTES

 X BOROUGH COUNCIL MEETING

 BOROUGH COUNCIL WORKSHOP

Date: October 7, 2019

Roll Call:

 x Suzanne Pittella Touch

 x Pete Merkel

 x Jim Meals

 x Mark Watkins

 Ralph Touch

 x Colin Boyer

 x John Rothenberger

 Tammy Gore, Mayor

 x Chris Young, Manager

 x Doreen O'Neil, Secretary.

 x Kourtney Bernecker, Esq.

Also Present:

 x Craig Conrad, Public Works Director

 x Robert Weidner, Highway Commissioner

 x Chief Stinsky, Police Chief

 John Manmiller, Fleetwood Fire Company Chief

 x 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 6:31pm by Vice-President Peter Merkel.

Police Department

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

Pete Merkel mentioned to Chief Stinsky that he has seen very little presence of crossing guards at the Walnuttown Road and Forest Street intersection. Suzanne Touch mentioned she has been questioned as well and instructed the people to contact Fleetwood School District. The school district has the contract and are responsible for crossing guards; not the Fleetwood Police.

Suzanne Touch mentioned that people have commented about the speed of cars on Main Street. Suzanne asked Chief Stinsky if there could be more presence of police officers on Main Street, especially during Deka shift changes.

Barry Isett & Associates (BIA) – Ryan Kern

BIA submitted report to Council as per attached. The following items were discussed:

236 South Richmond Street

Discussion regarding person interested in purchasing this property and converting the church into 10 apartments. Ryan reported that there is no external land development taking place. Ryan asked Council if they would consider granting a waiver for the land development plan for this property. Discussion that this property is in an R2 zoning area and the interested party would need to file for zoning variance, present plans to Council, consideration of sewer and water supply to be taken into account and what changes would be required. A copy of the report provided by Doug Brown (BIA) was distributed to Council.

Motion to grant waiver for the land development plan with the condition that the applicant providing evidence that there is sufficient sewage and water capacity available for the apartments.

Made by: Pete Merkel

Seconded by: John Rothenberger

 X Motion Carried

 Motion Failed

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

Big O Electric Building

Apartments were added to this building without proper permits/inspections and were occupied. Renters were evacuated. The owner of the property was working with a local architect to layout plans.

Chris Young had spoken to Larry (BIA). Larry will follow-up with owner to confirm apartments are still vacant and also check on status of the plans.

Guests: See Attached list.

Water Committee

Craig Conrad did a study of the water lines under the borough streets. There are quite a bit of AC (Asbestos Cement) water lines. It is recommended that these water lines be replaced and located deeper under the roadway before the roads are fully repaved from curb-to-curb. There are 8 to 9 projects for replacing these water lines. Refer to attached documents listing each street and the estimated costs.

Total estimated cost of all these projects is \$2.8 to \$3.5 million. These projects would be addressed over a 2 year plan.

Discussion on applying for an H2O grant which has a 50% match; application is due December 13, 2019. Engineering costs are \$87,000 to get project drawings.

Chris Young and Craig Conrad mentioned there are 3 types of loans: PennVEST (20 years), Fleetwood Bank (20 years) and USDA (40 years). Refer to attached documentation regarding these water projects.

Engineering costs can be included in the loan. Plan would be to get the engineering drawings and meet with H2O people and PennVEST (loan would not be turned down). John Rothenberger commented that the engineering part will need to be done sooner or later and there is benefit to doing that now. Mark Watkins questioned if these projects would affect taxes; No, the loan would be paid with water rates over the years.

Colin Boyer questioned where the funds to pay the engineering plans would be paid from. Colin is in favor of this plan as long as the \$87,000 funds for the engineering plans is taken from the water account.

The estimated costs for each of the water line/street projects does **not** include repaving the streets from curb-to-curb.

Motion to authorize Arro Engineering to move forward with drawings/plans.

Made by: John Rothenberger Seconded by: Pete Merkel

Mark Watkins - Abstained

Motion Carried

Motion Failed

Linden Street

Eight trees were removed from the center islands due to the roots damaging the street. Craig Conrad mentioned that he had received a few calls from residents that would like to see the trees replaced. Craig had spoken to John Marcincavage and there are trees that could be used that require little maintenance and roots would not impact the roads. There is an HOA in this area, however the center islands are the responsibility of the borough. Discussed that if it is decided to plant trees, maybe only plant 4-5 trees. It was mentioned that the light poles are also located in the islands. Council decided they would hold off on planting trees in these islands.

Tannery Parking Lot

BIA provided a schedule for the paving of the Tannery Parking Lot. Refer to attached Project Manager Schedule. They are currently proceeding to apply for a grant for the paving. Council members updated Mark Watkins on the history of the Tannery Parking Lot. It was mentioned that the geotechnical boring did not find any voids. At the November 12, 2019 borough meeting drawings and documents will be reviewed for advertising for bids. These documents and drawings will be shared with Council prior to the November 12th meeting to allow time to be reviewed. The bid will be approved at the December meeting. Colin Boyer questioned if this paving project takes 4 months, how will it affect the parking. Pete Merkel felt there would be little impact; some of the time is the curbing, sidewalks, etc. It was also stated that possibly have the contractor do the angled parking first before tackling the large lot. It was also mentioned that the existing light pole may be kept in the lot.

Pre-Sale Inspection Ordinance

Kourtney Bernecker reported they are looking at other larger municipalities on how they deal with the 2016 Act. For now this is on hold until they can look at scope of other boroughs who have pre-sale inspection ordinances.

Police Service Agreement - Topton

This agreement was reviewed by Fleetwood Council and is now being reviewed by Topton Council.

Card Access – Borough Hall

Chris Young discussed getting equipment for card access to borough hall. This would eliminate getting additional keys, lost keys, etc. In addition with the card access system, it will log who comes and goes from the borough office. Chris contacted Security Service. The estimated cost is \$2,257 and includes controller, keypad, and 30 fobs. The cost for Security Service to manage the system is \$15 a month instead of \$1500 for the control panel. The card access system would be on the borough office door and the public works door. This project can be done using office budget monies. Chris will check on the cost of using proximity cards versus the fobs.

Motion to authorize Chris Young to purchase the card access system.

Made by: Pete Merkel
X Motion Carried

Seconded by: Jim Meals
_____ Motion Failed

Mark Watkins - Committees

Chris Young state that once Mark Watkins is officially appointed and sworn in to Council, he would like Mark to be placed on all the committees that Chris had previously been on until the end of the year.

Mayor Gore was not present at tonight’s meeting to swear in Mark. Suzanne Touch stated she would notify Mayor Gore to plan on swearing in Mark Watkins at the next meeting.

President pro tempore

Chris Young questioned who on Council would be appointed to the President pro tempore position. This position was Chris Young’s previous position prior to becoming the Fleetwood Borough Manager.

Recommendation was Jim Meals.

Motion to appoint Jim Meals as President pro tempore.

Made by: Pete Merkel
Jim Meals - Abstained

Seconded by: John Rothenberger

X Motion Carried

_____ Motion Failed

Crime Alert

Colin Boyer questioned if anyone had received correspondence from the DA’s office for donation to Crime Alert. John Adams, DA had mentioned to him that he never got response from Fleetwood. Council members had not seen any correspondence for this. It was questioned what donation is requested; Colin said \$250. Council asked that Colin have information sent to them.

Bills

Motion to pay bills.

Made by: John Rothenberger
X Motion Carried

Seconded by: Jim Meals
_____ Motion Failed

Minutes

Motion to approve the September 9, 2019 borough council meeting minutes and September 23, 2019 borough workshop minutes.

Made by: John Rothenberger
X Motion Carried

Seconded by: Jim Meals
_____ Motion Failed

Motion to adjourn meeting at 8:38pm.

Made by: Jim Meals
X Motion Carried

Seconded by: John Rothenberger
_____ Motion Failed

Submitted by:

Doreen O’Neil, Borough Recording Secretary