

FLEETWOOD BOROUGH COUNCIL MINUTES

BOROUGH COUNCIL MEETING

BOROUGH COUNCIL WORKSHOP

Date: November 12, 2019

Roll Call:

Suzanne Pittella Touch
 Pete Merkel
 Jim Meals
 Mark Watkins
 Ralph Touch
 Colin Boyer
 John Rothenberger

Tammy Gore, Mayor
 Chris Young, Borough Manager
 Doreen O'Neil, Recording Secretary
 Andy George, Esq.

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
 _____, 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 President Suzanne Touch.

Police Department

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

Chief Stinsky notified Council that Officer Elliot Kreimendahl (currently a part-time officer for the borough) gave his notice and his last day will be 11-30-19.

Chief noted that he was contacted by someone looking for a part-time police officer position. Information will be provided to Fleetwood Civil Services. Chief Stinsky will advertise for full-time and part-time police officer positions.

Chief reported that he is looking at lease options (3-6 year plans) for new police vehicle.

The YMCA Holiday Santa Parade will be held on Saturday, December 14, 2019. The parade route will be the same as last year. Chief has contacted the Fleetwood Fire Police.

Chris Young mentioned that he and Chief Stinsky had attended the Ruscombmanor Township workshop on 11-06-19 to discuss police coverage with Ruscombmanor Township Supervisors. The discussion was for Fleetwood Police Department to provide 40 hours per week of police coverage in the township. They were quoted the same price as Topton plus a car. Andy George, Esq. will send a copy of this agreement to Ruscombmanor Township for their review. Ruscombmanor will be holding a public meeting in December.

Discussions regarding police agreement for patrolling in Topton and also patrolling areas in Ruscombmanor Township that are owned by the Fleetwood Borough.

Police Service Agreement - Topton

Discussion that Topton approved a tentative budget to include police service provided by Fleetwood Borough for 40 hours per week. Andy George, Esq. provided update to Council that there were some minor changes from Joan London (Topton's solicitor) regarding the agreement.

Motion to authorize Andy George, Esq. to advertise for the inter-municipal agreement with Topton for police coverage.

Motion to activate procedure to contact Fleetwood Civil Services to start the hiring process of additional police officers.

Made by: John Rothenberger

Seconded by: Colin Boyer

Motion Carried

Motion Failed

Water Committee

Loan Refinance with Fleetwood Bank

Discussion regarding the refinancing/consolidation of two loans at the Fleetwood Bank. The interest rate will be locked to a 3.45% fixed rate for both loans and the reset of the loans will be done now. The effective date of this is November 13, 2019. The maturity dates will remain the same - General Obligation Note, Series 2011 will mature August 2031 and the General Obligation Bond, Series 2012 will mature January 1, 2031.

The costs for the refinance and resetting of these loans are: Fleetwood Bank \$1,000 and Legal Council Doug Rauch \$1,000 for each loan; for a total of \$4000.

Motion to act upon this ordinance for the loans and have Council sign the IRS paperwork.

Made by: John Rothenberger Seconded by: Ralph Touch

Pete Merkel – Abstained

Motion Carried

Motion Failed

Resolution: #641

PennVest Loan

There will be a meeting on 12-11-19 at 10:30am in the Fleetwood Community Center, Room 113. Craig Conrad, Chris Young, and representatives from Arro, DEP and PennVest will meet to discuss what is needed for the water main upgrade loan and the H2O grant availability.

H2O Resolution

Arro sent resolution to Andy George, Esq. The H2O PA Water Supply grants are for single or multiple years. The H2O grant is for the water main upgrade project. The grant would be \$1,567,000 if awarded.

Motion to have Suzanne Touch and Pete Merkel sign papers and authorize to move forward with the H2O Resolution.

Made by: John Rothenberger

Seconded by: Mark Watkins

Motion Carried

Motion Failed

Resolution: #2019-11-12

Streets Committee

Radar Sign

Discussion regarding mobile radar speed sign. Council members were given documentation regarding the SafePace Evolution 12 sign. The radar sign can track the date/time frame when speeding occurs and notify the police department. The cost of this mobile sign is \$3,000. The first year includes transferring data to the Cloud. After the first year, the cost is \$400 a year to transfer the data. The latest publication states that this sign is approved by PennDot. Jim Meals and Chris Young stated they are looking to purchase the mobile version. Chief Stinsky mentioned that this can be used when residents ask for police to watch a specific area for speeders. This radar sign would be placed in that area to track/record the speeds and time frames which will be a benefit to the police department. The radar sign would be run off a battery which lasts for 2 weeks before needing to be recharged.

Motion to purchase the mobile SafePace Evolution 12 radar sign,

Made by: Jim Meals

Seconded by: Ralph Touch

Colin Boyer: Opposed

Motion Carried

Motion Failed

Autistic Child Sign

Chris Young notified Council that a residence inquired about having a warning sign installed on their block. There is a red/yellow sign that is PennDot approved. The cost is \$60 per sign and would require 2 signs (one at each end of the block) plus \$45 for posts, hardware and labor. There was discussion regarding the verbiage on the sign. Chris could contact the family to discuss sign verbiage. Discussion about managing the signs (medical note from doctor, renew every 2 years); similar system to the handicap parking sign process.

Motion for Chris Young to contact family regarding verbiage for sign and authorize Public Works to purchase and install two sign in the 100 block of West Washington Street.

Made by: Jim Meals

Seconded by: Pete Merkel

Motion Carried

Motion Failed

Roller Agreement

The paperwork for the roller agreement between Fleetwood Borough and Richmond Township was signed and returned to Andy George, Esq. Andy will confirm that his office has the agreement with both parties' signatures.

Budget

Chris Young provided Council copies of the revised budget. The budget was revised due to police department changes. Chris, Ralph Touch and Chief Stinsky discussed this along with healthcare increases. Chris Young stated there would not be any tax increase.

Motion to accept and advertise the tentative budget that was reviewed at tonight's meeting.

Made by: Ralph Touch

Seconded by: John Rothenberger

Motion Carried

Motion Failed

Colin Boyer questioned if the Fleetwood Fire Company would be providing their budget to Council for review in regards to the Fire Tax. Chris Young stated the Fleetwood Fire Company officers are working on their budget and Council should have early December for review. The Fleetwood Fire Company as a meeting on 11-26-19 to finalize their budget.

Mark Watkins

Motion to ratify the swearing in of Mark Watkins that occurred at the 10-28-19 workshop meeting.

Made by: Jim Meals

Seconded by: Pete Merkel

Motion Carried

Motion Failed

November Workshop Agenda

Water/Sewer

Pete Merkel, John Rothenberger and Mark Watkins will provide tentative budget to be reviewed/discussed.

Capital Budget Requests

Chris Young requested that Capital Budget requests be brought to next workshop meeting.

236 South Richmond Street

During the Zoning Committee meeting on 11-11-19 there was a zoning hearing for this property. Currently there is a church on this property that is for sale. The prospective buyer plans to purchase property and convert the church into 10 apartments. The Zoning Committee approved this request and the next phase is for Council to approve. Chris Young has asked the prospective buyer, Donald Fister to attend the November workshop meeting to explain his plans to Council.

There were questions if there will be ample parking for the tenants of these 10 apartments – yes; there would be 22 parking spaces on the existing parking lot.

There was discussion that residents in this area have been parking on the church parking lot. Chris Young said he, Craig Conrad and Chief Stinsky would meet with residents in this area regarding condition of Moss Alley, parking and plowing of Moss Alley.

The 236 South Richmond Street property is in an R2 district. The 'conditional use' (low density apartments) will be discussed at the November workshop meeting. Andy George, Esq. will guide Council on the process. Chris Young will draft a conditional use document. Andy George, Esq. noted this will need to be advertised, a stenographer must be present and a notice must be posted 10 days before the hearing.

Discussion regarding the permit fee for conditional use.

Motion to set the conditional use fee to \$500.

Made by: Ralph Touch

Seconded by: Mark Watkins

Motion Carried

Motion Failed

Fee Schedule

Discussion regarding the current fee schedules. It was mentioned that in January 2020 Council would make it an action item to review all fees on the schedule.

Flu Shots

Reminder that PSU will be providing flu shots on Wednesday, November 13th from 4-7pm in the cafeteria of the Community Center.

Public Works

Craig Conrad reported that a storm pipe was replaced on West Arch Street/Maple Street, leaf collection has begun. There was also a field inspection (3yr audit). Records are in order and only a few minor findings in the audit.

Holiday Events

Holiday Santa Parade

The YMCA Holiday Santa parade will be held in the Fleetwood Borough on Saturday, December 14th. If Council members plan on having a float or riding in car for the event, a form must be submitted to the YMCA. It was mentioned that the YMCA is looking to renew their partnership with the Fleetwood Borough. Suzanne Touch mentioned that she provided Brandon Shurr (YMCA) the contact information for Chris Young.

Christmas on Main Street Open House

Chris Young mentioned that the merchants on Main Street will be hosting an open house on Saturday, December 14th from 10:00am to 3:00pm. The event will include holiday shopping, crafts/activities, cookies, etc.

Fleetwood Rec Board Tree Lighting

This event will be held on Sunday, December 15th from 6:00pm – 8:00pm in the Fleetwood Park. This event will include caroling, tree lighting, story time by Mrs. Claus and a special visitor from the North Pole.

There was discussion regarding decorations in the park. Suzanne mentioned that initial plan was to string lights throughout the park, but will not be feasible with electric cords, etc. Discussion to purchase holiday inflatables to line the walking path. These can be plugged into the new light poles. Looking to buy holiday inflatables/decorations; cost would be paid from the park account. This discussion will be revisited at the next Rec Board meeting.

Motion to purchase holiday inflatables/decorations not to exceed \$500.

Made by: Ralph Touch

Motion Carried

Seconded by: Mark Watkins

Motion Failed

Tannery Lot

Chris Young mentioned that BL Industries is re-engaged with this project for site plans.

Motion to sign document for revisions to Tannery Lot contract.

Made by: Mark Watkins

Motion Carried

Seconded by: Ralph Touch

Motion Failed

Fence Variance

Chris Young mentioned a resident, Russell Bennecoff had applied for a fence variance. The Zoning Hearing Board rejected the application due to the resident not being present for the meeting. However, the resident did not receive any notice (mail or certified letter) of when the meeting was scheduled. The solicitor for the Zoning Hearing Board said a letter was mailed out, but not certified. The resident was out of town, but had not received the letter before or after his time away. The solicitor for the Zoning Hearing Board had stated the resident will need to reapply for the variance at a cost of \$500.

Council discussed that the Zoning Hearing Board process needs to change and the variance request should have place for resident to list their available dates for the zoning hearings, or the Zoning Board/Solicitor need to reach out the resident to check availability and send certified letters.

Discussion among Council to waive the second \$500 fee for the resident and the borough would absorb the cost.

Motion to waive the second \$500 variance cost to the resident and the Fleetwood Borough will absorb the cost.

Made by: Ralph Touch

Motion Carried

Seconded by: Pete Merkel

Motion Failed

Bills

Motion to ratify bills up to 10-28-19 that were paid at the 10-28-19 workshop meeting.

Made by: John Rothenberger

Motion Carried

Seconded by: Ralph Touch

Motion Failed

Motion to pay new bills except the Premier Auto bill.

Made by: John Rothenberger

Motion Carried

Seconded by: Ralph Touch

Motion Failed

Colin Boyer questioned the bills for three maintenance services for the Fleetwood Fire Company Tower 45. Chris Young will ask Fire Chief John Manmiller to come to the November workshop meeting to provide details. Chris mentioned that Tower 45 is 15years old.

Minutes

The October 7, 2019 borough council meeting minutes were not approved.
Council members will review and approve at the December 9th borough council meeting.

Motion to adjourn meeting at 8:46pm.

Made by: Jim Meals

Motion Carried

Seconded by: Ralph Touch

Motion Failed

Submitted by:

Doreen O'Neil, Borough Recording Secretary