

## FLEETWOOD BOROUGH COUNCIL MINUTES

  X   BOROUGH COUNCIL MEETING

       BOROUGH COUNCIL WORKSHOP

**Date: June 8, 2020 – Council Conference via Zoom with public phone-in**

### Roll Call:

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

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

### Also Present:

  x   Craig Conrad, Public Works Director  
       Robert Weidner, Highway Commissioner  
  x   Steve Stinsky, Police Chief  
       John Manmiller, Fleetwood Fire Company Chief  
  x   Brad Smith, Arro  
  x   Ryan Kern, Barry Isett & Associates  
       \_\_\_\_\_, Reading Eagle  
       \_\_\_\_\_, Patriot

The borough council meeting was held via a Zoom meeting due to COVID-19 restrictions. The meeting was called to order at 6:33pm by President, Suzanne Touch.

### Recording of Borough Meeting

Suzanne Touch stated this borough meeting would be recorded via Zoom audio based on the information from Andy George, Esq. Suzanne asked that each person identify themselves prior to speaking. Suzanne noted additional details will be discussed later tonight regarding the meeting recordings.

Chris Young announced that the meeting recording was started.

Chris Young took roll-call of meeting attendees.

Chief Stinsky and Mayor Gore joined the meeting approximately 7:15pm and were notified that meeting was being recorded.

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

BIA report as of June 8, 2020 was provided to Council members prior to meeting as per attached.

Ryan reviewed the various items on the report.

### Police Department

Chief Stinsky provided overview to Council of the May 2020 police report as per attached.

Chief mentioned that there have been some scams. On 06-07-20 there was word of general interest for a Black Lives Matter protest in Fleetwood, which ended up being held in Kutztown. The Fleetwood Police assisted Kutztown Police during this event. Chief Stinsky reported that Kutztown Chief Summers had sent email thanking him and the other Fleetwood officers for their assistance on 06-07-20.

Mayor Gore thanked Chief Stinsky for preparing for what may have occurred in Fleetwood on 06-07-20.

Chief stated that the officers are doing well. He is exploring options for crowd control equipment and training that could be used if violent situation or protests occur.

John Rothenberger questioned Chief how the patrolling was going in Topton and Ruscombmanor. Chief reported that it is going well and residents are contacting the department regarding driving/speeding complaints. Chief mentioned that the one issue is that sometimes PSP and Fleetwood Police are both responding to calls, because someone calls 911 and then someone else called the PSP for same incident. A plan is being worked on to get the word out to residents in these areas to only call 911. Chief stated that the online reporting is helping and he will be exploring the cost and benefits of this reporting system; during the Covid-19 pandemic a free mode of the system is being used.

Chief questioned Chris Young what the time line was the 2021 budget proposal – Chris noted August/September 2020.

## **Arro Engineering – Brad Smith**

### **Locust Street Project**

Brad reviewed the bids for the Locust Street water project and the options of the Base Bid, the Base Bid +Alternate 1 and the Base Bid + Alternate 2.

Alternate 1 – Consists of filling the old existing 12” waterline with cement to keep it from collapsing

Alternate 2 – Consists of removing the old existing 12” waterline.

Brad explained that we did receive a PA small water project grant in the amount of \$125,000. John Rothenberger questioned the time line for this project and how long the grant was good for; Brad noted it expires June 2021 and project will be completed by that time.

Suzanne Touch asked for Pete Merkel, John Rothenberger and Craig Conrad to comment regarding which option is best.

Peter recommended using Alternate 1, and fill the pipe with concrete. Craig was in agreement with Pete. John questioned if there was any impact to leaving the pipe in the ground. Brad Smith said no, the asphalt plans will show it as an abandoned water line.

Using Base Bid + Alternate 1 would have Barasso Excavation Inc. at a cost of \$276,967. This amount less the \$125,000 grant would have \$151,967.00 as the final cost.

Brad mentioned that once bid is accepted, Arro will send notice of intent to Barasso for insurances and bonds from Barraso, to then have contract available at the July 2020 borough meeting.

Motion to accept the Base Bid + Alternate 1 from Barasso Excavation Inc. at a cost of \$276,967.

**Made by: Pete Merkel**

**Seconded by: John Rothenberger**

  X   Motion Carried

       Motion Failed

**Chris Young took roll-call for verbal acknowledgement from each Council member regarding their vote on this motion via phone/audio during Zoom meeting. The following were all in agreement with this motion: Suzanne Touch, Peter Merkel, Jim Meals, Mark Watkins, Ralph Touch, Colin Boyer and John Rothenberger.**

### **Tap-In Fees**

Brad reported that Arro had provided drafts of the Water and Sewer Tap-in Fee calculations for Council to review. Brad explained the different values on the document. Brad mentioned that the Sewer Authority would need to adopt the sewer tap-in fees since they own the sewer and whoever is the owner of the Water Authority would need to adopt the water tap-in fees.

Pete Merkel explained that the tap-in calculations are based on the value of the system and then engineers do calculations.

The Sewer system value is \$30,170,000. We could be charging \$8,000 per EDU, currently charging \$3000 per EDU.

The Water system value is \$24,000,000. We could be charging \$5370 per hookup (not EDU), currently charging \$1800 per hookup.

Pete mentioned that he spoke with Chris Young today and they will contact other municipalities of our size to get idea of numbers and present to Council at a later time.

### **Guests:**

There was one resident, Denton Schucker who phoned-in to the Zoom meeting.

Denton mentioned that he wanted to make Council aware that there is a higher volume of tri-axle truck traffic on Walnuttown Road to Richmond Street going north and at times these trucks also travel south on North Richmond Street towards the High School. Expressed concern that with the pandemic school is not in session, but if trucks continue to travel this route, they are passing different school zones (concern of speed in school zone) and the extra truck weight could have impact on condition of roads. Suzanne mentioned that there is no truck weight signage on these roads.

Denton stated he was not asking for change in signage; he just wanted to make Council aware of the situation/observation.

Suzanne would make Chief Stinsky and Public Safety Committee aware of this traffic observation. Denton told Chris Young he could share Denton’s phone number with Chief. Chris told Suzanne she can notify Chief, but he also has on his list of items to bring to Chief Stinsky’s attention during one of their summary/review meetings.

Jim Meals questioned if there was a specific time. Denton mentioned that one was seen at 8:30pm last week and on 06-07-20 one truck was seen. Pete mentioned they haul compost to the mushroom farm on Richmond Road.

Denton stated that on behalf of him and his fellow veterans, he wanted to thank the Borough, RecBoard, and Chris for the completion of the Home Town Hero military banners that were hung in the park.

John Rothenberger mentioned to Craig Conrad to check one of the banners on Fleetwood Avenue towards East Locust Street, that it appears the brackets were broken/loose.

## **Recording of Borough Meeting (Part 1)**

Council had requested that Andy George, Esq. provide legal opinion on the topic of recording borough meetings which came up at the 05-11-2020 meeting. Questions that had come up last month were residents recording meetings, what if a council member/township supervisor wants to record meeting and post to social media, and how do other municipalities handle meeting recordings.

Andy stated that it is allowed for a resident, taxpayer or Council member/Township supervisor to record the meetings via video or voice recorders; this is permissible under the Sunshine Act. He noted that other municipalities have imposed meeting rules by establishing a resolution with guidelines/meeting protocol.

Andy had provided Council a summary of the research findings (prior to this meeting) for Council's review along with some resolutions for other municipalities. Kourtney Bernbecker (Kozloff Stoudt Attorneys) had researched and prepared the summary document. This memo and examples were to give some clarity and guidance to Council on this subject.

Andy stated that Council can set rules for the recording of meetings. And like Suzanne did tonight, announce at the start of the meeting that it is being recorded. If the purpose of the recording is for documenting accurate minutes, that would also be stated. If the recording will be posted to a website, then just saying the meeting is being recorded is enough.

Recording of minutes brought up how long to preserve? If recording is only for minute accuracy, then recording is kept until minutes are approved. If the recording is documentation of meeting to be posted to the website, then need to keep longer, it was stated to keep as long as has administrative value, but there is no clear definition of what this is.

Recording of minutes and posting to social media can be risky. People may take the recording and alter/chop into sections, etc.

Andy suggested that Council look at the memo and draft guidelines/resolution for the recording of meetings and maybe even contact neighboring municipalities to see what they have.

Suzanne apologized and stated that there should have been a motion at the beginning of this meeting regarding the recording that was taking place.

Suzanne's recommendation would be to create a committee to review Andy's memo and sample resolutions of other municipalities guidelines. This committee would draft guidelines/make recommendations to bring back to Council at the July meeting. Suzanne noted that recording the meeting is not problematic, but issue of where it is stored, how do people access it, how long is it retained, does retaining the recordings cause any issues on the system, are there any additional budgeting items needed because of this. The committee would work with Andy George, Esq. to make sure we are compliant with the Sunshine Act. Andy noted that this would be a resolution so there is no required time period since it does not need to be advertised.

Suzanne asked if anyone from Council was willing to make motion for recording today's meeting/future meetings. No response from anyone.

Suzanne stated that Council does not need to agree to the recording of meetings, if they choose not to. So we could continue with the traditional method of taking down the minutes through Doreen. No response from anyone.

Suzanne stated that it appears no one is making a motion at this time.

Suzanne questioned Andy if it was still allowable that anyone on the call could be recording the meeting. Andy responded that yes, this could be done and is permitted.

Suzanne questioned if a guest or council member/township supervisor needed to identify that they are recording the meeting. Andy stated that if there is a resolution of guidance stating that, the person(s) would need to notify Council prior to the start of the meeting that they are recording the meeting.

John Rothenberger made motion to pursue the guidelines for recording a meeting, Ralph Touch 2<sup>nd</sup>.

There were further discussions. Colin Boyer questioned that the original motion that was being asked was to record the minutes officially by borough, but John's motion was to pursue regulations/guidelines which is different than the first motion request.

Suzanne asked that John clarify his motion. Was the motion to confirm that all were in agreement to record this borough meeting/future meetings which would be part one.. The second part would be to move forward with the guidelines and resolution.

John deferred to Andy. John's intent was that we would move ahead with the guidelines in the event that we would continue to record meetings. Andy thought the motion to record meetings was a dead, since no one made a motion and that John was looking to have regulations established for any third-party attendees that would do recordings of meetings.

Andy recommends a resolution on how meetings are run, how public comments could be limited by time if need be and deals with recording of meetings video/audio. Andy would recommend any municipality to have rules in place in case they would need to be enforced. If council wants to record meetings and post the recordings, then that is a policy decision to be made by council. Most municipalities do not record their meetings.

Suzanne mentioned that at the May 11, 2020 meeting, the question had come up about recording the meeting. At that time there was no research or discussions had with Andy. We now have that information from Andy and the question now is do we want to record our meetings or not?

Suzanne stated that if no one wants to make that motion we can forego this topic and not record our meetings in the future.

John withdrew his motion in its entirety.

## **Recording of Borough Meeting- (Part 1) Continued**

Suzanne questioned do we want to record meetings going forward to use as a basis for Doreen to compile minutes and then dispose of the recordings after minutes are approved? Disposal of the recording used for this purpose would need to be part of the resolution guidelines. Suzanne asked if this was a motion anyone would like to make.

**John Rothenberger said he would make a motion to record the meetings for the purpose of compiling minutes and only for that purpose. Ralph Touch seconded the motion.**

Further discussions – Pete Merkel questioned that the recorded meetings would not be sent to anyone and is just for Doreen to use for minutes and then recording would be destroyed? Suzanne noted that parameters would need to be set for the length of time to keep the recordings until minutes are approved. Pete questioned to confirm that this recording is only for Doreen to clarify minutes? Andy said most municipalities will set a recording device in front of secretary and make announcement before meeting that it's being recorded for accuracy of minutes, and then the tape/recording is kept until next meeting when the minutes are approved and then the tape is reused. John confirmed his motion is to only use recordings for the purpose of the completion of the minutes and accuracy.

Suzanne stated that this is a new world we are in and there is no control of recording, even if we only utilize for Doreen to do minutes, others on a call or attending meetings could be recording.

Tammy questioned if a guest needs to let you know that they are recording. Andy said no they do not, but that is the second part of this which is the resolution of the guidelines for in-person and Zoom meetings.

Mark Watkins asked what happens when Zoom meetings are no longer needed, what do we do then, will we still record?

Chris Young noted that is one of his cautions with this topic, it does not only apply to just Zoom meetings. If it is decided to record meetings, then a recorder would need to be purchased for when we are back to in-person sessions. It would be a handheld digital recorder.

Further discussion – none

Suzanne stated that at this time there is a motion to record the meetings for Doreen's use for compiling minutes and questioned if any further discussions – None.

Motion to record the meetings for the purpose of compiling minutes and only for that purpose.

**Made by: John Rothenberger**

**Seconded by: Ralph Touch**

**X   Motion Carried**

**Motion Failed**

**Chris Young took roll-call for verbal acknowledgement from each Council member regarding their vote on this motion via phone/audio during Zoom meeting.**

**Suzanne – No, if going to record the meetings, should consider retaining a copy.**

**Peter Merkel – Yes**

**Jim Meals – Yes**

**Mark Watkins – Yes**

**Ralph Touch – Yes**

**Colin Boyer – Abstain, He had not thought about this particular issue to detail.**

**John Rothenberger – Yes**

## **Recording of Borough Meeting Guidelines (Part 2)**

Suzanne asked the Communication Committee - Mark Watkins, John Rothenberger, Mayor Tammy Gore and Doreen O'Neil to work with Chris Young and Andy George, Esq. on drafting guidelines to be proposed at the July borough meeting.

Suzanne is on the Communication Committee and will step down from this committee.

Colin Boyer questioned if anyone ever considered issuing press releases of more important decisions that were made by Council; then the public would be more informed. It could be posting on website or shared with the Reading Eagle/Patriot.

Tammy said it was a good idea, but papers are going by the wayside, with items going digital. Did Colin mean to post to website, or is there thought that people don't look at the website for information? Colin mentioned that Chief Stinsky will do press releases to the press, the website and the Facebook page. Chris Young asked for clarification from Colin if this was a press release prior to the meeting. Colin said no, it would be for after the meeting to do a press release. Colin mentioned that the Reading Eagle has a strong online presence. Suzanne Touch felt this could be done and would be a way to keep people updated. Suzanne said this would be something for the Communication Committee to review and offer recommendations. Maybe following a borough meeting a list is compiled and shared with Chris Young.

## Recording of Borough Meeting Guidelines (Part 2) - Continued

Things to consider but not limited to:

- If recording only for the purpose of minutes only
  - What is the retention time – consider if minutes are not approved at the following meeting?
    - 2 month lag – how would a Right To Know request be handled?
  - Who will retain the recording and digital hardware?
- Is recording for minutes and for future postings or to have on hand for others
  - What is the retention time?
  - Where will this be retained?
  - How will others (residents, etc) access if they want to hear the meeting?
  - Will the recording be posted on borough website?
    - What are the risks/concerns?
- Guidelines need to address both in-person meetings and Zoom meetings
  - Guidelines for Council members
  - Guidelines for Third-party
  - All parties would need to identify prior to the meeting that they are recording
- Do we need to have any record kept (in minutes, etc) of who acknowledged they were recording?
- Andy had mentioned including how meetings are run, should public comments be limited by time per topic
- Other specifications to consider what the parameters are
- Contact other surrounding boroughs to see what they do
- Guidelines for press releases following borough meetings

## Parking Ordinance

The parking ordinance was being revised back in February before COVID-19. One of the revisions was for the 2 or 3 hour parking time frame and other revisions. Andy is working on a draft with Alicia that will have the changes highlighted and circulated for Council to review. The draft was put on hold so it could include the Tannery Lot rules/regulations that Pete Merkel was working on.

## COVID-19

### Fleetwood Community Pool

Ralph Touch noted that the Pool Committee had met and it was decided to not open the Fleetwood Pool for the safety of the workers as well as the pool guests. There was no easy solution to keep it safe and still have it open.

Motion to close the Fleetwood Community Pool for the 2020 season.

**Made by: Ralph Touch**

**Seconded by: Pete Merkel**

**Motion Carried**

**Motion Failed**

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### Yard Sales

Ralph Touch mentioned that the committee met to discuss and are recommending that Yard Sales continue to go forward but caution that they comply with the governor's current rules for social distancing. That will be published on the yard sale approval when it gets returned.

Colin wanted to clarify that this would only last while we are under restrictions for yellow and green. And once restrictions are lifted, this would expire? Ralph mentioned that yes; expiration of this is based on the Governor's current orders.

Motion to allow Yard Sales to continue, but residents must follow the current rules for social distancing.

**Made by: Ralph Touch**

**Seconded by: John Rothenberger**

**Motion Carried**

**Motion Failed**

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## **COVID-19 – Continued**

### **Tannery Parking Lot**

Pete Merkel referenced the summary that was compiled from the committee meeting he had with John Rothenberger and Ralph Touch. Pete would like to see it open today. The consensus of the committee was that for a period of time there would be no time limits/restrictions on the main lot, instead of opening it and having various rules to start; those rules would come down the road. Pete mentioned that we also need some kind of rules as to the type of vehicles that can be on the lot, what you can on the lot (like you can't work on cars there, can't store cars there, etc). Chris mentioned that when the committee originally met, it was thought that permits would start immediately, however, due to COVID-19, the committee was re-evaluating charging permits as well as the rest of the items Pete was proposing on the summary document. Pete mentioned the angle parking was going to be made 2-hour limit 24 hours a day, so that people did not park there overnight and instead use the main lot. Pete's thought was that if you don't put restrictions on main lot for good amount of time, residents/tenants will get used to using it and down the road when there is a nominal fee, it will go over better. Pete wants to get the lot open. He mentioned there is some concern of angled concrete and yellow chain will be installed so people can't walk down the angled cement.

Craig Conrad mentioned that he would like to see the lot opened so that he can notify residents of the first block of North Richmond Street that they can park in lot for the 2 days of paving of North Richmond Street begins.

John Rothenberger mentioned opening the lot, but put signage up that parking is free until end of year, so people understand that it's free until a certain point.

Suzanne mentioned this would be a good item to have in the Press Release – that it will be open and due to Covid-19, we are allowing parking on the main lot and that its free for now, but we anticipate there will be permit parking/cost.

Pete agreed with Suzanne's response of the press release versus the time and cost to do the signage.

Suzanne wants to make sure that the lights are on and correct lumens and that the sidewalks are repaired and visible whether night or day.

Discussion following the motion. Mark mentioned that opening the lot should move forward but signage should be done as discussed above. Craig questioned if he can utilize the lot for the North Richmond Street residents during paving. Suzanne said yes once the Press Release is done.

Pete and John can work with Chris on items to include in the Press Release regarding the Tannery Parking lot. Pete's June 5<sup>th</sup> memo will also be part of the Press Release. Chris said a draft of the Press Release will be shared with Mayor Gore and Suzanne Touch prior to release. Pete mentioned the Press Release would be in the paper on 06-09-2020.

John Rothenberger mentioned the Press Release should be given to Chief Stinsky so he can post on their website.

Pete said the Fleetwood Bank thanks Council, since they are waiting for it to open as well. John questioned if the Fleetwood Bank spaces are clearly identified? Chris stated only once the Fleetwood Bank purchasing signs for their area of the lot (25 spaces).

There are 188 spaces on the lot, 25 of these are the Fleetwood Bank's.

Motion to open the Tannery Lot with free parking until further notice, but no sooner than the end of year 2020. Lot would be opened following the Press Release on 06-09-2020.

**Made by: Pete Merkel**

**Seconded by: Mark Watkins**

**X  Motion Carried**

**Motion Failed**

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## **Managers Report**

### **Finance Update**

Chris Young reported that last month he had sent out PowerPoint itemizing the expenses/income. Chris reviewed the summary page. Expenses are as expected YTD, the Capital projects that could be put on hold were, which deferred \$200,000, Part-time labor was reduced and employees did not receive a raise. The Capital line item in current budget went untouched which was \$100,000 buffer. These were some of the items the Fleetwood Borough administration put into effect to curve any COVID type income related issues. Revenue - Chris mentioned that he had done research comparing it to 2008 which was a big recession. He had phone calls with professionals who recommended using 2008 as the benchmark to see how the borough fared. Chris said the borough fared pretty well. Chris said may be in a \$100,000 shortfall and that is in the capital line item that is not being touched. Chris stated no need to panic, but need to be conservative in our spending; July and August EIT will be the factors and come September will have a better benchmark of where we're at and re-evaluate if open up some Capital.

## Insurance Broker

Chris Young showed documents of insurance expenses and savings if switch to new carrier. Travelers is rigid in rules and runs June to June; borough wanted to do January to December billing. Traveler was going to charge if switched to January to December billing. EHD did research and found Selective insurance. Selective is used by various municipalities in the area. Chris mentioned that by switching to Selective, the borough would save \$15,000 over a year and a half with no change in coverage; same or a little better. Chris had sent out the documents being reviewed on 06-05-2020.

Colin Boyer questioned what Selective rating is with Ambest. Andy George confirmed their rating is A and A+ for insurer financial strength; they are out of north Jersey.

Motion to switch the Fleetwood Borough insurance from Travelers to Selective.

**Made by: Ralph Touch**

**Seconded by: Jim Meals**

  X   Motion Carried

\_\_\_\_\_ Motion Failed

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## Park Events/Waivers

Chris Young reviewed the various Park Events:

- Borough Sponsored Playground has been cancelled for 2020.
- Playgrounds are open as directed by the yellow phase and signage has been posted.
- Restroom facilities are open and cleaned daily.
- Pavilions rentals are available with a separate waiver included that renter needs to following the DOH and CDC Guidelines based on the phase we are in.
- July Community Carnival was cancelled (Carnival Committee and FCCO – unanimous vote)
- FCCO is entertaining a possible Food Truck event in the Fleetwood Park during the time frame that the carnival would have been held (July 21st – July 25<sup>th</sup>).
  - Tons of Fun Amusements would bring a few food trucks, funnel cake, fried Oreos, French Fries and set up in park. They have been doing this in other communities for the 2020 season.
  - It would be a drive-thru or walk-up with compliancy of masks/social distancing guidelines
  - This would require approval from Council.
    - Suzanne stated she has no problems with this as long as compliant with the Governor's guidelines.
    - Mark questioned if we would need to be green by that time frame to have this event.
    - Chris mentioned it would similar set-up that is used for food take-out places. There would be 6ft distancing and no assembling in the park.
    - Mark asked if we should have signs that say 6ft apart to cover our liability. Suzanne thought this was a good idea. Chris said the idea would be for a drive-thru, but if Tons of Funs decides to do a walk-up, then they need to provide the signage for the 6ft social distancing. This would not be a borough expense.
    - Suzanne asked if the event is held in the park, are a percentage of the profits paid back to the borough? Chris explained that the percentage would go to the sponsoring organization which would be the FCCO – who is asking for permission. It would be a fundraiser for the FCCO.
    - Suzanne inquired about the clean-up after the trucks leave or would this fall on the borough. Chris said no borough expense. When the trucks leave they take the stuff with them.
    - Doreen mentioned that FCCO spoke that upon approval from Council, the FCCO would ask the Fleetwood Fire Police to assist with traffic control and also make agreement to give the Fleetwood Fire Police a percentage of the profits given to FCCO from Tons of Fun.
    - Motion to allow the potential option for the FCCO to have a Food Truck drive-thru or walk-up.

**Made by: Ralph Touch**

**Seconded by: John Rothenberger**

  X   Motion Carried

\_\_\_\_\_ Motion Failed

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Jim Meals – Abstain – He is part of FCCO.**





## **Water/Sewer - Continued**

### **Vine Street Pump Station**

Craig Conrad provided an update on this. The Vine Street Pump Stations is an Authority project. The Authority put out contract to increase the pump size, new generator, fence in the area and upsize some piping. This project has been bid and waiting for bonds and certification of insurance to come back. The work would soon begin with completion late fall.

## **Public Safety**

Ralph Touch gave summary of the letter the Public Safety Committee received from the Fleetwood Fire Company Chief and President. The letter was in regards to purchasing a new Rescue truck (\$700,000) to replace the 1999 Rescue truck. The Fire Company would sell the old truck for approximately \$40,000 to \$55,000. Refer to the attached letter for details on loans/down payments.

Motion that the Public Safety Committee supports this plan for of the Fleetwood Fire Company to move forward with the purchase a new Rescue truck and sell the old Rescue truck.

**Made by: Ralph Touch**

**Seconded by: Pete Merkel**

**X   Motion Carried**

**Motion Failed**

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## **Public Works Report**

Jim Meals provide report on the street paving plan for 2020. The original budget was \$200,000 (which was from Capital budget and Liquid Fuels). Jim and Craig had discussed and will not use Capital budget monies since that was put on hold and instead use Liquid Fuels funds. The reason this was proposed was there is no school in session, less traffic due to COVID, the borough workers could assistance other projects were put on hold. Budget was \$200,000 and cut it down to \$140,000 – would be Liquid Fuels only.

Planned Street Pavings:

- Spring Street from Forest Street back to Forest Street
- Westfield Place Cul-de-sac off of Spring Street
- North Richmond Street from West Main Street to West Washington Street.
- North Chestnut Street from West Washing Street to West Arch Street
- Some alleys depending on remaining monies

Craig Conrad said that the reason chose to use Liquid Fuels is that the money is there and was not affected by COVID. Craig has started notifying residents. The equipment is coming this week; will start paving on Monday June 15, 2020.

Suzanne questioned about Liquid Fuels monies to purchase salt. Craig said no money was spent on salt this season, the salt bin is full.

Craig Conrad mentioned Pete’s comment from earlier regarding the yellow chain along the angled concrete at the Tannery Lot on the Foundry Alley side and questioned if Council would like the chain installed before opening the lot. John Rothenberger stated that he would agree, it should be installed before opening. Craig has the supplies and can do the install.

## **Bills**

### **Current Month**

Motion to pay the current month bills.

**Made by: John Rothenberger**

**Seconded by: Ralph Touch**

**X   Motion Carried**

**Motion Failed**

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Suzanne Touched if any reason all bills can’t be done as one motion or is there an issue with that. John Rothenberger mentioned that in past recalled that Andy George, Esq. recommended doing these independently. John asked Andy to weigh in on this. Andy mentioned that he thinks it’s appropriate to do them independently.

## **Bills - Continued**

### **May 26<sup>th</sup> Bills**

Motion to ratify the bills paid on May 26, 2020.

**Made by: John Rothenberger**                      **Seconded by: Mark Watkins**

  X   **Motion Carried**                                     **Motion Failed**

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### **May 11th Bills**

Motion to ratify the bills paid on May 11, 2020.

**Made by: John Rothenberger**                      **Seconded by: Ralph Touch**

  X   **Motion Carried**                                     **Motion Failed**

**Chris Young took roll-call for verbal acknowledgement from each Council member regarding their vote on this motion via phone/audio during Zoom meeting. The following were all in agreement with this motion: Suzanne Touch, Pete Merkel, Jim Meals, Mark Watkins, Ralph Touch, Colin Boyer, and John Rothenberger.**

### **April 27<sup>th</sup> Bills**

Motion to ratify the bills paid on April 27, 2020.

**Made by: John Rothenberger**                      **Seconded by: Ralph Touch**

  X   **Motion Carried**                                     **Motion Failed**

**Chris Young took roll-call for verbal acknowledgement from each Council member regarding their vote on this motion via phone/audio during Zoom meeting. The following were all in agreement with this motion: Suzanne Touch, Pete Merkel, Jim Meals, Mark Watkins, Ralph Touch, Colin Boyer, and John Rothenberger.**

## **Minutes**

### **April 13th Minutes**

Motion to approve the April 13, 2020 minutes.

**Made by: Ralph Touch**                              **Seconded by: Pete Merkel**

  X   **Motion Carried**                                     **Motion Failed**

**Chris Young took roll-call for verbal acknowledgement from each Council member regarding their vote on this motion via phone/audio during Zoom meeting. The following were all in agreement with this motion: Suzanne Touch, Pete Merkel, Jim Meals, Mark Watkins, Ralph Touch, Colin Boyer, and John Rothenberger.**

### **May 11th Minutes**

Motion to approve the May 11, 2020 minutes.

**Made by: Mark Watkins**                              **Seconded by: John Rothenberger**

  X   **Motion Carried**                                     **Motion Failed**

**Chris Young took roll-call for verbal acknowledgement from each Council member regarding their vote on this motion via phone/audio during Zoom meeting. The following were all in agreement with this motion: Suzanne Touch, Pete Merkel, Jim Meals, Mark Watkins, Ralph Touch, and John Rothenberger.  
Colin Boyer – Abstain, Did not review the minutes for personal reasons.**

## **Adjourn**

Motion to adjourn meeting at 9:18pm.

**Made by: Ralph Touch**                              **Seconded by: John Rothenberger**

  X   **Motion Carried**                                     **Motion Failed**

**Chris Young took roll-call for verbal acknowledgement from each Council member regarding their vote on this motion via phone/audio during Zoom meeting. The following were all in agreement with this motion: Suzanne Touch, Peter Merkel, Jim Meals, Mark Watkins, Ralph Touch, Colin Boyer and John Rothenberger.**

**Submitted by:**

**Doreen O'Neil, Borough Recording Secretary**