

## FLEETWOOD BOROUGH COUNCIL MINUTES

  X   BOROUGH COUNCIL MEETING

       BOROUGH COUNCIL WORKSHOP

**Date: October 13, 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.  
  x   Craig Conrad, Public Works Director  
       Robert Weidner, Highway Commissioner  
  x   Steve Stinsky, Police Chief

### Also Present:

       John Manmiller, Fleetwood Fire Company Chief  
  x   Ryan Kern, Barry Isett & Associates  
       Brad Smith, Arro  
       \_\_\_\_\_, 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 6:30pm by President, Suzanne Touch.

### Recording of Borough Meeting

All attendees were notified that this Zoom meeting was being recorded for borough documentation purposes.

Doreen O’Neil took roll-call for verbal acknowledgement from each Council member and borough staff member of their attendance and if they will be recording tonight’s borough Council meeting.

<b>Suzanne Touch – No</b>	<b>Peter Merkel – No</b>	<b>Jim Meals – No</b>	<b>Mark Watkins – No</b>
<b>Ralph Touch – No</b>	<b>Colin Boyer – Yes</b>	<b>John Rothenberger – No</b>	<b>Craig Conrad – No</b>
<b>Mayor Tammy Gore – No</b>	<b>Chris Young – Yes for the purpose of borough documentation</b>		

### Police Department

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

Reading Mayor commented to Chief Stinsky what a great job and how sensitively Officer Button handled the investigation regarding a fatal motorcycle crash. Chief Stinsky will be presenting Officer Button a certificate for his work in this investigation.

Mayor Gore mentioned that Chief Stinsky was honored and presented the ‘Chief Constable Commendation’ award (which is the highest honor for law enforcement in the U.K). The award was for Chief Stinsky’s successful crisis intervention with a young man in Fleetwood, UK.

Chief reported the following:

- Ongoing budget activities
- Sergeant Ulshafer and Officer Arndt managed to attend the annual in-person training; other classes were cancelled due to Covid-19. The other Fleetwood police officers are now doing the training online.
- This week they are on the range with night fire and long gun qualifications

Mayor Gore mentioned discussion with Sergeant Ulshafer and wanted to make Council members aware:

- Chief Stinsky serves as the Commander for the Berks SWAT Team.
- Sergeant Ulshafer will be the team leader of the Ground Tactical Unit starting at the end of the year.
- Mayor Gore mentioned that these roles are not paid for at the county level.

## **Police Department (continued)**

### **November Elections**

Discussions regarding upcoming elections, police presence. The polls will be located at the Fleetwood Community Center and Fleetwood Fire Company. It was stated that police cannot be present at the polls. Andy George, Esq. noted that the county usually sends out Constables to be present at the polling locations. Chief Stinsky is actively engaged with Emergency Management at the county level. Chris Young mentioned that social distancing will be enforced.

### **Fleetwood Park Vandalism**

Pete Merkel questioned about the vandalism at the new restroom facility in the Fleetwood Park. Chief Stinsky noted that in the past week they have uncovered some information leading the police to the people who are responsible for the substantial vandalism at pavilion and restrooms.

Pete Merkel stated that if Chief Stinsky wants to purchase some cameras with higher quality/range, monies from the Sewer budget can be used.

Chief Stinsky stated that he had discussions with John Manmiller last week regarding other locations that cameras can be placed in the park.

Chris Young mentioned that he spoke with Officer Focht and **invoices** for the damages are being written up to be submitted to the parents.

### **Recruiting Officers**

Colin Boyer questioned Chief Stinsky if he is still actively recruiting part-time officers; Yes. Chief said they are finishing up a background check on someone currently who would be part-time.

Motion to authorize Chief Stinsky to hire Drew Zebertavage as a part-time officer pending a successful completion of his background, physical, and testing.

**Made by: Colin Boyer**

**Seconded by: Ralph Touch**

**Motion Carried**

**Motion Failed**

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

**Suzanne Touch – Yes**

**Peter Merkel – Yes**

**Jim Meals – Yes**

**Mark Watkins – Yes**

**Ralph Touch – Yes**

**Colin Boyer – Yes**

**John Rothenberger – Yes**

### **Richmond Township**

Chief Stinsky and Chris Young met with Richmond Township Supervisors a few weeks ago to discuss future budget proposals. Richmond Township supervisors expressed a great deal of support for the work and the product they are getting from the Fleetwood Police department.

Proposed 3 choices: 1) Full-time Criminal Investigator with full benefits, 2) Part-time Police Criminal Investigator (35 hours), or 3) A variation of 1 and 2

Richmond Township came back with response of willing to support a 35-hour part-time criminal investigator.

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

BIA report was provided to Council beforehand. Ryan Kern reviewed the BIA Engineer report as of 10-13-2020.

### **Drainage (West Arch Street/Maple Street)**

An infiltration pit was dug in the area of the borough property at this park entrance to test drainage. Study results were received today with excellent results regarding the draining. Craig Conrad, Chris Young, Ryan Kern and Christine (BIA) will meet to review results and potential plans. Costs of these plans would be reviewed and decisions on how to move forward. Ryan mentioned they will be proposing to do a feasibility study for all of West Arch Street to see if other drainage can be added. Suzanne Touch questioned the next step – Ryan Kern stated that BIA will put together costs to do the feasibility study on behalf of the borough. Will have something for Council to review at next month's meeting and determine how to move forward. Ryan noted that this would help alleviate flooding under normal rain conditions, but not in the event of a storm event like occurred in August 2020.

### **Fleetwood Park – Area between Bridge 2 and Bridge 3**

Mayor Gore questioned Ryan Kern on thoughts for resolving the creek bed/flow between these 2 bridges. Ryan stated that one of their environmental scientists has been in touch with Craig. Ryan stated they are looking to get permitting from DEP to be allowed to clean up that area and put the creek back to its original alignment (flow/banks).

### **Fleetwood Park – Bridge 2 Condition**

Mayor Gore mentioned to Craig Conrad about a board in footbridge #2 that is broken through. Craig mentioned he was aware that it was worn, but not broken through; Craig will look at tomorrow to resolve.

## **Guests:**

There were no guests.

## **Fleetwood Borough Agreement with Fleetwood Authority**

Andy George, Esq. provided update that Emma Rose Boyle; who represents the Fleetwood Authority is in the process of preparing the agreement to document the relation between the Fleetwood Borough and the Fleetwood Authority. Once Andy receives the document, he will review and forward to Council.

## **Inter-municipal Agreement with Maiden Creek Township**

The agreement was done by Gene Orlando (represents Maiden Creek Township). Andy George, Esq. received the agreement last week and is in the process of reviewing the document. This inter-municipal agreement is for the Public Works department of Fleetwood Borough and Maiden Creek Township) – for sharing of equipment, labor, vehicles between the municipalities.

Mayor Gore mentioned that we have an inter-municipal agreement between Fleetwood, Richmond Township and Maiden Creek – will this be part of that or will it be separate?. Andy George, Esq. said that that agreement is a joint Comprehensive Plan which relates to land planning/uses. This inter-municipal agreement will be a stand-alone document related to Public Works.

## **Borough Managers Report – Chris Young**

### **Finance Update**

Chris Young had provided Council with YTD expenses.

### **2021 Tentative Budget**

Chris Young had provided electronic and paper copy of the tentative 2021 budget to Council members.

The biggest impact is the Public Safety section. Ralph Touch stated they took into account the recommendation from Chief Stinsky that Richmond Township was willing to contribute to the part-time criminal investigator and made corrections to the budget items. This leaves the budget a ¼ mil short. John Rothenberger reviewed that the committee reviewed the dollars for 2020 and where those stood and made adjustments for 2021. The items over a difference of \$10,000 are highlighted on the sheet. John noted that the biggest difference was the police budget; with Richmond Township sharing the cost of criminal investigator, it put us at an increase of about \$54,000 compared to last year. The full cost would be about \$107,000 but Richmond Township will be sharing the expense. The budget also had an increase for the Community Center for maintenance items that need to be addressed. Adjustments were made for the street lighting. Difference in the entire budget is \$277,000 between 2020 and 2021.

Mark Watkins questioned the increase of street lighting. Chris Young mentioned that it was a \$75,000 line item in budget each year. The year-end project was more than that so adjustment was made to cover the cost from Met-Ed. This is the cost of electricity. Chris mentioned he spoke with Met-Ed last week about a program to convert the street lights to LED lights. Chris said it will take a while to sort this out and at some point the borough would qualify to have them converted, but only certain areas would qualify at the time.

Mark Watkins inquired about the gas cost increase (general fund – police); increase due to more patrolling and more vehicles. Property and liability insurance – Chris mentioned it went down overall. If total all the liability insurance there is a net decrease. When insurance agents re-evaluated where they felt the amount should go, some went up/some down, and in this item for the community center it went up. John Rothenberger mentioned the insurance agent assigned a percentage to the location.

Pete Merkel inquired if it will be possible to find a criminal investigator to work 35-hours and no benefits. Chief Stinsky said it could be a challenge. Chief has spoken to other department chiefs, and if they need this type of person but not full-time, we may be able to loan them out to another department as needed.

Chris Young mentioned that he started initial conversations with Topton and Ruscombmanor about increased funding and didn't get an impression it would be a major issue.

Suzanne Touch questioned the next step for the tentative budget once reviewed by everyone. Chris Young mentioned that if there are no questions/opposition to the 2021 tentative budget, it could be advertised for November meeting to adopt the budget or advertise for December to adopt the budget. It is up to Council members on how they want to proceed. Suzanne Touch asked if anyone wanted to make a motion to advertise the 2021 budget for November. Ralph Touch made motion, there were additional comments, questions. Is this motion just for the police budget or the entire budget; entire budget.



