

FLEETWOOD BOROUGH COUNCIL MINUTES

 X BOROUGH COUNCIL MEETING

 BOROUGH COUNCIL WORKSHOP

Date: December 14, 2020 – Council Conference via Zoom with public phone-in

Roll Call:

- | | |
|----------------------------------|--|
| <u> </u> Suzanne Pittella Touch | <u> X </u> Tammy Gore, Mayor |
| <u> X </u> Pete Merkel | <u> X </u> Chris Young, Borough Manager |
| <u> X </u> Jim Meals | <u> X </u> Doreen O’Neil, Recording Secretary |
| <u> X </u> Mark Watkins | <u> X </u> Andy George, Esq. |
| <u> X </u> Ralph Touch | <u> X </u> Craig Conrad, Public Works Director |
| <u> X </u> Colin Boyer | <u> </u> Robert Weidner, Highway Commissioner |
| <u> X </u> John Rothenberger | <u> X </u> Steve Stinsky, Police Chief |

Also Present:

- John Manmiller, Fleetwood Fire Company Chief
 X Ryan Kern, Barry Isett & Associates
 X Ed Overberger, Doug Kopp, 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 6:33pm by Vice President, Pete Merkel.

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.

- | | | | |
|--|---|-------------------------------|--------------------------|
| Suzanne Touch – Not in Attendance | Peter Merkel – No | Jim Meals – No | Mark Watkins – No |
| Ralph Touch – No | Colin Boyer – Yes | John Rothenberger – No | Craig Conrad – No |
| Mayor Tammy Gore – No | Chris Young – Yes for the purpose of borough documentation | | |

The following were also included in the roll-call and questioned if any intent to record the meeting.

- Andy George, Esq. – No** **Ryan Kern (BIA) – No** **Doug Kopp (Arro) – No** **Ed Overberger (Arro) – No**

Police Department

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

Chief noted:

- Need to renew police contract with Richmond Township
- He is currently searching for a part-time police Detective
- He is researching costs of for new police vehicle
- They caught the persons responsible for vandalizing the restrooms in the Fleetwood Park. Cost for cleanup and repairs were forwarded onto them.
- The Kuzman residents donated office furniture to the Police Department.

Discussion regarding the impending snow storm for Wed. December 16th. Chief stated that several officers will be working. Mayor Gore discussed snow emergency. Craig Conrad asked to have it start on Wed. Dec. 16th at 12:00pm (noon) thru Thursday, December 17th. Chris Young will notify the borough office to do a SwiftReach message to residents.

Police Department (continued)

Chief asked Council to consider releasing Officer Angela Arndt from probationary status effective December 28, 2020. Motion to release Officer Arndt from probationary status.

Made by: Colin Boyer **Seconded by: John Rothenberger**
 X **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.

Peter Merkel – Yes **Jim Meals – Yes** **Mark Watkins – Yes**
Ralph Touch – Yes **Colin Boyer – Yes** **John Rothenberger – Yes**

Chief stated that part-time officer Drew Zebertavage is performing well and a good acquisition to the department.

Chief asked Council for conditional approval to hire Stephen Bekese as a part-time police officer. The background check has been cleared and medical test results are pending.

Motion to authorize Chief Stinsky to hire Stephen Bekese as a part-time police officer pending successful completion of medical testing

Made by: Colin Boyer **Seconded by: John Rothenberger**
 X **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.

Peter Merkel – Yes **Jim Meals – Yes** **Mark Watkins – Yes**
Ralph Touch – Yes **Colin Boyer – Yes** **John Rothenberger – Yes**

Barry Isett & Associates (BIA) – Ryan Kern

BIA report was provided to Council beforehand. Ryan Kern reviewed the BIA Engineer report as of 12-14-2020.

ARRO

PennBids – Water Main Project

Chris Young provided overview of the \$3.5 million project to replace old water main lines within the borough. The plan was for Council to review the bids tonight that Arro had opened. Due to the team recommending increasing the diameter of pipe in certain areas and some other issues, Craig Conrad and Chris Young had met with Arro who recommended re-doing the bid process for this project. Craig mentioned the change in scope of project it was in best interest to have the project rebid. The change in scope would be to enhance to 8” water line pipes. Ed Overberger mentioned that since project scope is changing it is in best interest to rebid.

Motion to reject the bids that were received and opened.

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

Peter Merkel – Yes **Jim Meals – Yes** **Mark Watkins – Yes**
Ralph Touch – Yes **Colin Boyer – Yes** **John Rothenberger – Yes**

Motion to advertise the project for re-bidding based on the new scope/specs of the project.

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

Peter Merkel – Yes **Jim Meals – Yes** **Mark Watkins – Yes**
Ralph Touch – Yes **Colin Boyer – No** **John Rothenberger – Yes**

Guests:

Refer to attached guest attendee list. Guests were asked at beginning of meeting if any intent to record meeting – **No**.

2021 Budget Approval

Andy George, Esq. stated that the 2021 budget was advertised and open for inspection for the required time of 10 days.

- Borough Budget - \$2,800,654.09
- Water Budget - \$1,089,927.98
- Sewer Budget - \$1,107,696.18

Motion to approve the 2021 budgets.

Made by: Pete Merkel

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.

Peter Merkel – Yes

Jim Meals – Yes

Mark Watkins – Yes

Ralph Touch – Yes

Colin Boyer – No

John Rothenberger – Yes

Police Department Contracts for 2021

Andy George, Esq. stated that the police contracts for Richmond Township, Topton, and Ruscombmanor Township are with the respected municipalities to be reviewed.

- Richmond Township
 - Proposed 3-year contract with negotiations each year
 - The contract for 2021 is a new format for Richmond Township to make it consistent with the other two municipalities
 - Monthly cost of \$44,912
 - **Resolution: 2020-12-14-01**
- Topton
 - Contract increased from \$145,000 per year to \$156,600 per year
 - **Resolution: 2020-12-14-02**
- Ruscombmanor Township
 - Contract increased from \$145,000 per year to \$156,600 per year
 - Contract has an annual payment of \$15,000 per year for vehicle
 - **Resolution: 2020-12-14-03**

Motion to adopt the 3 municipal police contracts and resolutions for Richmond Township, Topton, and Ruscombmanor Township, also authorize President, Suzanne Touch to sign resolutions/contracts.

Made by: Ralph Touch

Seconded by: Mark Watkins

Motion Carried

Motion Failed

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Peter Merkel – Yes

Jim Meals – Yes

Mark Watkins – Yes

Ralph Touch – Yes

Colin Boyer – Yes

John Rothenberger – Yes

Conditional Use Hearing

Andy George, Esq. discussed the conditional use for the property at 109 East Locust Street. Mike Fitzgerald (Fitz Realty Company) had been at the September 14, 2020 borough council meeting to review his proposed plans to convert the church building (in the R2 zoning district) to 3 apartments (low density residential use).

Mike Fitzgerald attended a Zoning Board hearing on December 8, 2020. The Zoning Board committee gave Mike a verbal zoning relief. Mark Koch is representing Mike Fitzgerald.

Andy George, Esq. explained that a hearing needs to be advertised to be held before borough Council regarding the conditional use. Conditional use hearing will be advertised for **Monday, January 11, 2021 at 6:00pm.**

Borough Managers Report – Chris Young

Budget Update / Codification Update

No budget update at this time. Codification draft was received this week and will be sent to the Codes Committee for review. This would also go their legal group for review to determine the legalities.

2021 Borough Council Meeting Schedule

Chris Young reviewed the proposed list of borough council meetings for 2021. The only change being the October meeting will be held on Tuesday, October 12th. The borough re-organization meeting is scheduled for Monday, January 3, 2022.

See attached document of dates. Discussion for Andy George, Esq. to add a statement regarding virtual meetings being held until in-person meetings are permitted (currently restricted due to Covid-19 regulations).

Motion to advertise the 2021 dates of borough council and borough authority meetings.

Made by: John Rothenberger

Seconded by: Ralph Touch

X Motion Carried

_____ Motion Failed

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Peter Merkel – Yes

Jim Meals – Yes

Mark Watkins – Yes

Ralph Touch – Yes

Colin Boyer – Yes

John Rothenberger – Yes

Fleetwood Park – Bridge #1

Chris Young mentioned that Ryan Kern, Craig Conrad, Bobby Weidner and Megan Young (Fleetwood EMC) were getting photos, estimates and quotes for the damages. The borough had applied for FEMA and PEMA funding for the flooding damages but Berks County did not meet the criteria for damage – so there is no funding available.

Discussion will be held at the January 2021 meeting and get the Park Committee involved. Will need to be decided soon; if go for a grant, the bridge will be out of commission for 2 years. Otherwise the cost will be \$60,000 to \$120,000 of borough funds, which will require Council decisions of how to proceed.

Solar Light - Bridge behind High School

Chris Young reported that the light has been sporadically out of commission. He and Bobby Weidner have worked on this and installed a new control panel; the profile has been adjusted and will turn on tomorrow. They needed 2 days of sunlight which has been a challenge during this time of year.

Fleetwood Park - Restrooms

The restroom facilities in the Fleetwood Park have been shut down for the season due to the vandalism.

Public Works – Craig Conrad

Craig sent out the Public Works report to Council 12-14-2020.

Leaf Collection/Snow Plowing

Craig reported that Public Works will do one last round tomorrow morning for leaf collection, so they can remove the box and switch the truck over for the upcoming snow storm on Wednesday 12-16-2020. Craig had the part-time plow employees in last week to review the equipment and routes.

Willow Creek Dredging

Craig reported that this requires a special permit. He spoke with BIA and stream bank restoration team that it would be much better fiscally financially to apply for all the permits at the same time. To apply for an emergency type dredging permit (which in this situation is not an emergency) could cost approximately \$20,000.

Vine Street Station

Craig reported that the generator is installed and will be wired-in tomorrow. Training is scheduled for 12-17-2020 but depends on the impending snow storm on 12-16-2020. Pumps are installed and working; they have seen significant increase in pump start-stop time has been cut in half and will run a draw-down test shortly. This project should be completed in the next 2 weeks.

Bills

Current Month

Motion to pay the current month bills later this week and allow Chris Young and Kap Stauffer to sign these checks.

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

Motion Carried **Motion Failed**

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Peter Merkel – Yes Jim Meals – Yes Mark Watkins – Yes
Ralph Touch – Yes Colin Boyer – Abstain John Rothenberger – Yes

Ratify Bills Paid November 23, 2020

Motion to ratify the bills paid on November 23, 2020.

Made by: John Rothenberger **Seconded by: Pete Merkel**

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.

Peter Merkel – Yes Jim Meals – Yes Mark Watkins – Yes
Ralph Touch – Yes Colin Boyer – Yes John Rothenberger – Yes

Minutes

Motion to approve the November 9, 2020 minutes.

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

Motion Carried **Motion Failed**

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Peter Merkel – Yes Jim Meals – Yes Mark Watkins – Yes
Ralph Touch – Yes Colin Boyer – Yes John Rothenberger – Yes

Miscellaneous

Borough Office Hours

Mayor Gore inquired if the borough office is open. Chris Young stated that the office will be closed through the end of December but staff are available via phone.

East Locust Street

Colin Boyer questioned if anyone know how many rentals are on East Locust Street. He saw a 2-unit for sale with a one car detached garage in the 0 block. Do we know how many of these properties are rentals and if they are multiple units. Chris Young noted that the church being converted to apartments in the 100 block has parking for the 3 units. The property in the 0 block of East Locust Street is grandfathered unless it's sold and a change of use occurs.

Fleetwood Police

Colin Boyer stated he was preparing a case for a significant aggravated assault trial next year. It is a Pennsylvania State Police case that was a chase in Alsace Township and Ruscombmanor Township. Fleetwood Police were assisting. Colin had asked Chief Stinsky for the videos and reports. Colin commended the Chief for providing the information to him within 30 minutes. Usually when this information is requested from other police departments it takes weeks to receive.

Adjourn

Motion to adjourn meeting at 7:50pm.

Made by: Ralph Touch **Seconded by: Mark Watkins**

Motion Carried **Motion Failed**

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Peter Merkel – Yes Jim Meals – Yes Mark Watkins – Yes
Ralph Touch – Yes Colin Boyer – Yes John Rothenberger – Yes

Submitted by:

Doreen O'Neil, Borough Recording Secretary