

FLEETWOOD BOROUGH COUNCIL MINUTES

BOROUGH COUNCIL MEETING _____ BOROUGH COUNCIL WORKSHOP

Date: March 8, 2021 – Council Conference via Zoom with public phone-in

Roll Call:

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

Also Present:

- _____ John Manmiller, Fleetwood Fire Company Chief
 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 6:30pm by President, Suzanne Touch.

Recording of Borough Meeting

All attendees were notified that this borough meeting was being recorded for borough documentation purposes when they joined the meeting via the Zoom link.

Doreen O’Neil took roll-call for verbal acknowledgement from each Council member and borough staff members of their attendance and if any intent to record this borough council meeting.

- | | | | |
|-----------------------------|---------------------------|--|--------------------------|
| Suzanne Touch – No | 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 | Chief Stinsky – No | Chris Young – Yes, for borough use only | |

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

- | | |
|---------------------------------------|-------------------------------------|
| Andy George, Esq. – No | Ryan Kern (BIA) – No |
| Cherise Moser (Guest) – No | Denton Schucker (Guest) – No |
| Karin Crossley (RecBoard) – No | Megan Kraft (RecBoard) – No |

Police Department

Chief Stinsky provided overview to Council of the February 2021 police report as per attached.

Chief asked Council for conditional approval to hire Cory Remp as the part-time police investigator; pending successful completion of the background check, physical and psych evaluation.

Motion to hire Cory Remp as the part-time police investigator pending successful completion of the background check, physical and psych evaluation.

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 | |

Police Department - Continued

Chief reported:

- Updates regarding police department personnel and training status of officers.
- Railroad crossing traffic light on South Richmond Street was malfunction; believe this was resolved with some program changes and replacement of equipment.
- Received grant for Aggressive Driving program which will occur 03-18-21 thru 04-25-21
- Coffee with a Cop Events
 - 03-27-21 from 9am – 12pm at the Topton Pool
 - 04-03-21 from 11am – 2pm at Fleetwood Beverage
- Chief will be on military leave 04-13-21 thru 05-08-21 with intermittent access to phone/email. Sergeant Ulshafer will be covering for him during this time.

Barry Isett & Associates (BIA) – Ryan Kern

BIA Report

BIA report was provided to Council as per attached. Ryan Kern reviewed the BIA Engineer report as of 03-08-2021.

Guests:

Cherise and Denton no discussion, just attending meeting.

Legal – Andy George, Esq.

Richmond Township Water Resolution

The Richmond Water System resolution is to cover the signing of the amendment of the inter-municipal water service between the Fleetwood Borough and Richmond Township. The inter-municipal water service agreement was updated with additional property locations. The revisions were reviewed by the Authority and confirmed by Craig Conrad.

Motion to accept the Richmond Township water resolution.

Resolution: 2021-03-08-01

Made by: Pete Merkel

Seconded by: Mark Watkins

 X Motion Carried

_____ Motion Failed

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Suzanne Touch – Yes

Peter Merkel – Yes

Jim Meals – Yes

Mark Watkins – Yes

Ralph Touch – Yes

Colin Boyer – Yes

John Rothenberger – Yes

Fleetwood Pool

Ralph Touch provided an update. Mary Templin is looking to hire life guards, getting information on requirement/guidelines regarding Covid and is in the process of getting everything setup for the 2021 Pool Season.

Fleetwood Park Band Shell

The former band shell was demolished due to safety hazard and rotting support posts.

Documentation regarding the band shell options was distributed to Council prior to the meeting. Mark Watkins reviewed the plan and options with Council. Review of budget costs, loans and possible grants. Grants estimated at \$150,000 but could go as high as \$250,000.

Discussion regarding renting a tent for 3 months (May – August) for 2 years. Rental cost is about \$5000 per season. The temporary tent would be needed for the 2021 and 2022 seasons. The tent vendor has been contacted to provide a cost from the manufacturer to purchase a tent versus the cost to rent the tent for 6 months over the 2 seasons.

Band Shell Ideas

- Option A – One roof covering stage and seating area
 - Higher cost
 - Construction targeted to begin ~Fall 2023
- Option B(2) – Two separate roofs covering the stage and seating area
 - Stage covering would be open on all sides
 - Former band shell was enclosed in the back
 - May consider future enhancement of enclosing the back area
 - Structure is manufactured from steel
 - Construction would begin ~Fall 2022

Fleetwood Park Band Shell - Continued

Discussion regarding the two options.

- Option A –
 - Nice but too costly – about \$1,000,000
- Option B(2) –
 - May be ready for Spring 2023
 - Grant applications are ready
 - More affordable, in the \$500K range
 - Will require a few trees to be removed, but would replace with other greenery
 - DCNR will require additional greenery
 - Greenery would be planted in back of back shell to provide backdrop

Chris Young mentioned that if Council is leaning toward Option B(2), could start the resolution with DCNR for the grant application. If leaning toward Option A nothing to do at this time.

Colin Boyer mentioned the band shell is in a flood plain. Chris mentioned the engineers have taken a look at this and do not think it will be a problem. Colin noted that he has concerns that other funding has not been explored. Mayor Gore mentioned that a local organization has offered a monetary donation and there can still be conversations with other groups/businesses regarding donations.

Chris noted that the DCNR encourages donations from other donors; which will not affect the grant. Additional private donations will reduce the cost for the borough.

Motion to accept the Option B(2) proposal.

Made by: Ralph Touch Seconded by: Mark Watkins

Motion Carried Motion Failed

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

Motion to accept the resolution for the DCNR grant and authorize Chris Young to be the alternate signor.

Made by: Ralph Touch Seconded by: Jim Meals

Motion Carried Motion Failed

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

Fleetwood Rec Board

Karin Crossley (President of the Rec Board) reviewed a proposal from the Fleetwood Rec Board.

Proposal to re-purpose the triangle grass area at Fleetwood Avenue and Beech Street. This is the small park that currently has the Welcome to Fleetwood sign. They would like to create a park area that honors current and previous military personnel from Fleetwood. Phase 1 of the plan would be to create a cornerstone for the park which would be a clock tower. The clock tower would be funded by Rec Board funds and be a gift to the Fleetwood Borough for its 150th anniversary in 2023. The Historical Society and Legion are excited by the start of this project. Mayor Gore is excited about this idea and mentioned concern of the visibility of the clock tower based on the concept drawing; will it be seen when driving by. Karin said the overall height of the clock would be 16ft. Megan Kraft (Rec Board) mentioned it is more of a walkable location for people to go and pay respects. Megan said that long term there is electric in the area and could later do up-lighting. There is currently a granite military memorial in this area. Mayor Gore asked if it could be considered if the clock was more on the point of the grass area for better visibility compared to the concept drawing showing it in the center of the area. Suzanne Touch questioned if the clock could be raised up. Chris Young said they could look at placing the clock at the corner of the grass area towards the Fleetwood Market. Colin Boyer commented that he felt it was a great plan and besides honoring military maybe also consider honoring First Responders.

Motion to accept the Rec Board proposal for the new clock tower to be purchased and placed in this park area.

Made by: John Rothenberger Seconded by: Ralph Touch

Motion Carried Motion Failed

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

Tannery Parking Lot

A document summarizing the proposed outline was distributed to Council prior to tonight's meeting. Pete Merkel reviewed the proposed outline regarding permit parking on the Tannery parking lot. Cost proposed is \$20 / space / month, with a discount if paid annually. Pete, Ralph, John, and Chris had met to discuss. There are 183 spaces plus the angled parking along the alley. Currently there is no charge to park on the lot. The plan is to allow businesses or individuals to lease parking spaces. Parking spaces that are leased will not be monitored by the Fleetwood Police. The person leasing the space(s) is responsible for monitoring who parks in that space. They are also required to purchase signage for each space. Cost of signage is about \$100. Pete explained that a map of the parking area was numbered and persons wanting to lease space(s) would come to borough hall to select their space(s).

Angled parking along the alley will remain as 2-hour parking with no permit. Pete mentioned that this plan is only for the Tannery parking lot, other municipal parking lots will be reviewed at a later date.

Motion to accept the Permit Parking proposal for the Tannery parking lot.

Made by: Pete Merkel

Seconded by: John Rothenberger

Motion Carried

Motion Failed

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Suzanne Touch – Yes

Peter Merkel – Yes

Jim Meals – Yes

Mark Watkins – Yes

Ralph Touch – Yes

Colin Boyer – Yes

John Rothenberger – Yes

Borough Managers Report – Chris Young

Fleetwood Park Bridge

Chris mentioned the project is progressing. He met with the architect - soil right by the creek may not be as rigid as thought and will require studies to be done to determine the best location for the abutments which will determine the bridge size needed. Will not have bridge for May/June; the bridge manufacturer is 14+ weeks out once order is placed.

Band Shell

The 8 x 10 shed was ordered. This will be used to house the electrical system for the band shell area. The shed is due in 2-3 weeks. The tent is on order for the rental but also waiting for prices to purchase the tent.

Berks County Recycle Sponsor

Chris reported that the Fleetwood Borough has not done this in past. Being a sponsor for the Berks County Recycling helps the county on their recycling efforts. Craig Conrad had contacted them and stats were supplied. Berks County recycling sponsors a hazardous material donation, electronic recycling, etc. Craig mentioned that about 50+ Fleetwood residents used the electronic recycling. Chris said the Berks County Recycling Center is asking for donation of \$500+. If this is something we want to do on a yearly basis, it can be budgeted moving forward. Suzanne Touch and John Rothenberger mentioned they have used this service in the past.

Motion to make an annual sponsorship of \$500 to the Berks County Recycling Center as a service to the community.

Made by: John Rothenberger

Seconded by: MarkWatkins

Motion Carried

Motion Failed

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Suzanne Touch – Yes

Peter Merkel – Yes

Jim Meals – Yes

Mark Watkins – Yes

Ralph Touch – Yes

Colin Boyer – Yes

John Rothenberger – Yes

PennVest

Chris reported the closing on the PennVest loan for the water main project is end of March. This requires an authorized signor.

Motion to authorize Chris Young as the designated signor for the closing of the PennVest loan.

Made by: Ralph Touch

Seconded by: Pete Merkel

Motion Carried

Motion Failed

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Suzanne Touch – Yes

Peter Merkel – Yes

Jim Meals – Yes

Mark Watkins – Yes

Ralph Touch – Yes

Colin Boyer – Abstain

John Rothenberger – Yes

Financial and Pension Audits

Chris reported that the Financial and Pension audits went well. The Financial audit is done yearly and the Pension audit is done every few years. The initial reports of the audits were good; the final reports will be sent out in April. The final reports will be shared with Council.

Public Works – Craig Conrad

Craig provided monthly report to Council and reviewed the content.

Craig mentioned that there are talks occurring with Sunsweet on extra discharge. Craig said this is still premature and at the committee level. He is waiting for these discussions to progress before bringing to Council. The discharge would change the amount of discharge that is being hauled out.

Craig mentioned he had met with Telco about the traffic light at the railroad and changes were made with programs. Craig has not heard of any concerns/complaints since these changes were made. John Rothenberger confirmed he has not heard any complaints.

John Rothenberger asked if there was any feedback from residents regarding the replacement of the water mains. Craig said the people are happy. Letters were hand delivered to the residents.

Colin Boyer mentioned he reviewed the invoices for snow removal and questioned if it affected the budget. Craig explained that it did go over budget by \$4000. Craig tried to be budget conscious and cut the contractors off when he had reached the mark. It was tough with the 26” snow storm and needing to clear the streets. Colin complimented Craig on the good job that he and the workers did.

Bills

Current Month – March 5th

Motion to pay the current month – March 5, 2021 bills.

Made by: John Rothenberger Seconded by: Ralph Touch

Motion Carried Motion Failed

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

Ratify Bills Paid February 22nd

Motion to ratify the bills paid on February 22, 2021.

Made by: John Rothenberger Seconded by: Ralph Touch

Motion Carried Motion Failed

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

Minutes

Motion to approve the February 8, 2021 borough Council meeting minutes.

Made by: Ralph Touch Seconded by: Pete Merkel

Motion Carried Motion Failed

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

Adjourn

Motion to adjourn meeting at 8:20pm.

Made by: John Rothenberger Seconded by: Ralph Touch

Motion Carried Motion Failed

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Suzanne Touch – Yes 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