

FLEETWOOD BOROUGH COUNCIL MINUTES

BOROUGH COUNCIL MEETING

BOROUGH COUNCIL WORKSHOP

Date: August 9, 2021 – In-person meeting, held in Café

Roll Call:

Suzanne Pittella Touch

Pete Merkel

Jim Meals

Mark Watkins

Ralph Touch

Colin Boyer

John Rothenberger

Tammy Gore, Mayor (Call-In)

Chris Young, Borough Manager

Doreen O'Neil, Recording Secretary

Kourtney Bernecker, Esq.

Craig Conrad, Public Works Director

Robert Weidner, Highway Commissioner

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 at 110 West Arch Street, in the cafeteria to allow for social distancing as needed. President Suzanne Touch called the meeting to order at 6:32pm.

Recording of Borough Meeting

A public notice sign was posted at the cafeteria entrance to notify attendees that the Fleetwood Borough Council meeting was possibly being recorded.

During rollcall, Doreen O'Neil asked each Council member/borough employee if they would be recording the meeting tonight. Colin Boyer stated he would be recording with audio/video. Chris Young stated that he would be recording with audio/video for borough purpose only.

Police Department

Chief Stinsky provided overview to Council of the July 2021 police report. A copy of the July 2021 report will be provided to Council by end of this week.

Fleetwood Community Carnival

The police department had a strong presence at the carnival during July 20-24th.

Fleetwood Main Street Fair

This event is scheduled for Saturday, October 2nd. Chief Stinsky is working on permits from PennDOT to close down West Main Street between Franklin and Richmond Streets.

Public Safety Meeting

There is a Public Safety meeting the last week of August. During this meeting, the budget for 2022 and the large vehicle ordinance will be discussed.

12-hour Shift

Chief reviewed the proposed 12-hour shift schedules for police officers. Chief is asking for Council's approval to the proposed addendum (pending legal review) to the police contract. Once approved, the plan is to implement the 12-hour shift schedule sometime in September 2021. There are no other changes to the police contract. Mayor Gore stated that the Officers and the Public Safety committee are on board with this addendum. Kourtney Bernecker, Esq. stated that Jeff Elliott, Esq. needs to review the proposed addendum to ensure it complies with the employment rules. Chief provided example of shifts and how hours would be handled when patrolling Topton and Ruscombmanor Township. Chief stated that about 40% of police departments in the United States use this schedule.

Motion to approve the 12-hour shift addendum for the police contract, pending legal approval.

Made by: Ralph Touch

Seconded by: John Rothenberger

Motion Carried

Motion Failed

Police Department – (continued)

Maxatawny Township Meeting

Chief Stinsky reported that he met with Maxatawny Township supervisors regarding their inquiry to having Fleetwood Police department provide coverage to their township. Chris Young, Borough Manager is in contact with Maxatawny Township supervisors. Chief is expecting Maxatawny to make decision in September. This would allow time for Chief Stinsky to start the hiring process and obtain an equipped vehicle. Tentative plan if Maxatawny opts to contract with the Fleetwood Police would be for approval of selection process submitted by October, testing be done in November, and on-board the officer(s) in December.

Motion for Chief Stinsky to start compiling list of potential applicants.

Made by: Ralph Touch

Seconded by: Mark Watkins

X Motion Carried

Motion Failed

Barry Isett & Associates (BIA)

BIA Report

Attendance of a BIA representative is on an as-needed basis for future borough council meetings.

Guests: See attached list.

Pool Noise Disturbance

A resident expressed concern of loud music (3-4 hours) at the Fleetwood Pool during an event in July that had a DJ. The music was so loud it over-powered the volume of TV in the resident's home. Resident had asked the pool manager to turn down the music, but no effect in the noise. It was stated that the speakers were not able to be relocated during the July event due to electrical issues which resulted in the speakers facing towards the residence. The electric issue has been resolved, so speakers can be relocated for the upcoming August event.

Fleetwood Park Bridge #2

A resident mentioned there are some rotten boards on bridge #2. Mayor Gore stated that for the 2022 budget year, they are looking at Trek or similar type products (that will last longer) and then replace the boards on the bridge. Bobby Weidner stated he would check the boards tomorrow and replace the rotten ones.

Trees Overhanging Sidewalks

A resident expressed concern regarding trees that hang low over sidewalks. It was mentioned that trees should hang no lower than 14ft above the street and no less than 8ft above the sidewalk. Chris Young suggested that the resident could provide the borough office with the addresses of where this is located. The borough will look into it and send a warning letter to the residence(s) asking them to trim their trees to alleviate the low branches over sidewalk.

Complaint Based

Suzanne Touch explained that the borough is complaint based; rely on residents to report a problem. The reported issues are investigate/reviewed and the property owner is notified of the issue. If no issue is found, the resident who reported the problem is notified that no offense was found.

PSAB Meetings

Mayor Gore mentioned that the PSAB meetings are very informative and there were discussions with Act 65 and the new Sunshine laws. Mayor Gore mentioned that she felt there would be benefit for Borough Manager, Chris Young to attend these PSAB meetings and be compensated for attending. The next meeting is in Erie, PA in October 2021.

Motion to approve Chris Young attending PSAB meetings (if he chooses) and have the borough pay the expenses.

Made by: Ralph Touch

Seconded by: Mark Watkins

Colin Boyer: Abstained

X Motion Carried

Motion Failed

PA LCB Opportunity

Mayor Gore mentioned that the PA LCB is interested in opening a retail location in the smaller Fleetwood Auto Body building (at east side of Franklin Street). Mayor Gore felt this was a positive idea for the borough and asked for feedback from Council. Suzanne Touch asked each council member of their thoughts. There was a question if the current tenants in this building were aware of possible re-development of the building. It was stated that it is the developer's responsibility to notify the tenants; not the borough's. All present Council members were in agreement with having the PA LCB having a retail store in the borough. Mayor Gore will notify the PA LCB.

Legal – Kourtney Bernecker, Esq.

America 250th

America's 250th anniversary (sestercentennial) will be in 2026. The Governor's office is encouraging municipalities to start planning celebrations during 2026.

Motion to adopt the America 250th resolution and authorize Mayor Tammy Gore to sign resolution.

Resolution: 2021-08-09

Made by: Pete Merkel

Motion Carried

Seconded by: John Rothenberger

Motion Failed

Act 65 – Sunshine Law

The amendments to the Sunshine Law take effect September 1, 2021. The agenda must be posted to website no later than 24-hours prior to Council meeting. Under certain circumstances some items can be discussed at meeting if they are not in the agenda; emergency items. Discussion that Chris Young has in the past sent out the agenda/supporting documents to Council the Friday before the meeting. The changes would be that all items for an upcoming council meeting be sent to Chris Young by the Wednesday prior to council meeting. Chris will send out the tentative agenda/supporting documents to Council on Thursday. Any feedback of addition/changes to the agenda should be give to Chris by Friday. Chris would post the agenda to the website Sunday night prior to the Council meeting.

There were questions of how detailed the agenda needed to be. Kourtney Bernecker, Esq. noted that they are still getting guidance of what details need to be in the agenda when it's posted. It was suggested that items needing a motion/vote should have a notation of 'motion required' with the agenda item.

Borough Managers Report – Chris Young

Financial Status

Chris provided documents to Council via email prior to tonight's meeting.

Budget 2022

Chris stated he is asking Committees/Teams to forward budget inputs to him during August. In September, he will start compiling numbers for the budget. Chris stated that the Personnel Committee meeting needs to be scheduled; committee members should let Chris know their availability. It was noted that when the budget is being discussed at council meetings a copy should be available, but it should contain a watermark of 'Draft'.

Clock Tower Bids

The Fleetwood Rec Board is purchasing a clock tower to be installed at the triangle park at the east-end of town along Fleetwood Avenue. The cost of the clock tower will be paid with Rec Board funds. A copy of the bid was in the email packet to Council members. There was only one bid response for the clock. The bid was from The Verdin Company in Ohio. The bid was \$27,395. Installation of the clock will be done by Public Works, based on specs from The Verdin Company. It was questioned why only one bid was received. Chris Young mentioned the plan went to BIA Engineering to review to make sure it was a standard spec. It was put out as a public bid with only one bidder.

Chris mentioned there are discussions of naming this park 'Tribute Park'.

Motion to accept bid from The Verdin Company for the Fleetwood Rec Board to purchase the clock tower.

Made by: Ralph Touch

Motion Carried

Seconded by: Pete Merkel

Motion Failed

Workers Compensation Program

Chris mentioned in the email packet was a copy of the new Worker's Comp document that is being amended to include the Lehigh Valley Urgent Care located at 662 and 222 Fleetwood.

Motion to access the amended worker's compensation document to include Lehigh Valley Urgent Care, Fleetwood.

Made by: Ralph Touch

Motion Carried

Seconded by: Mark Watkins

Motion Failed

Community Center Ambassador

Chris mentioned that some of the current part-time ambassadors are going away to college and can no longer fill the position. It was stated that Ashley Hummer is interested in the part-time ambassador position.

Motion to approve hiring Ashley Hummer for the part-time Community Center Ambassador.

Made by: Pete Merkel

Motion Carried

Seconded by: Ralph Touch

Motion Failed

Public Works – Craig Conrad

Craig mentioned that a copy of his Public Works report was in the email packet sent out on Friday.

Water Project

The pipe/supplies are here. They are working on Pine Street and will then move to Cedar Street.

Treatment Plant

On July 30th, Public Works hosted an E.P.W.C.O.A meeting in the Fleetwood Park, followed by a tour of the Fleetwood Treatment plant. The meeting was well attended and many nice compliments about the Fleetwood facility. A plaque was presented to Craig for hosting the event.

Truck 8

Craig stated that Truck 8; a 2001 Ford has major issues, 125,000 miles and will not pass inspection in September. He is looking for approval to advertise on Municbid (with disclosure of the rust and known issues with the truck). It was questioned if they can do without this vehicle. Craig noted for now yes, and they are looking at vehicle options for replacement for next budget year.

Motion to authorize Craig to advertise the 2001 Ford Truck on Municbid.

Made by: Ralph Touch

Seconded by: Pete Merkel

X Motion Carried

Motion Failed

Hunting at Watershed

Craig mentioned that he met with Larry Lloyd from Berks Nature. Larry suggested looking at the USDA Wildlife programs. The USDA Wildlife has programs where they post the necessary signage for archery hunting, monitor the property and assign a specific spot to each person; they also perform the background screening, proficiency testing on the individuals interested in getting a permit to hunt on the property. There is a cost for this program. Since it is close to the beginning of archery season (Sept. 18 thru January 2022), the borough cannot sign up for this program this year. Discussions among Council regarding safety concerns of hikers, residents, and hunters; signage at entrances with information regarding the hunting season.

Discussion that when Craig gets names of people interested in hunting on the property, he can present the list of names/info to Council. Public Works will work on posting signage of archery hunting only and post signs at main entrance to watershed and the Clemens Road entrance.

Motion to restrict the hunting to only archery on the Watershed property this year and post signage of this. Motion also includes proceeding to look at the USDA Wildlife program options.

Made by: John Rothenberger

Seconded by: Pete Merkel

Colin Boyer: No

X Motion Carried

Motion Failed

Miscellaneous

Council Meeting Recordings

Discussion regarding the council meeting recordings (audio/video); if recording is going to be done; do we want to post them to the borough website with a link to YouTube? The videos would be hosted on YouTube, not the borough server.

Chris mentioned he will send a link to Council members for tonight's meeting to see if they like the look of how the recording shows/records. The current recording device can be returned in 20 days if want to try other equipment.

Motion to authorize Chris Young to post this council meeting and future meeting recordings on YouTube with link on borough website.

Made by: Ralph Touch

Seconded by: John Rothenberger

X Motion Carried

Motion Failed

Poplar Street Water Main Break

John Rothenberger complimented Craig Conrad and crew on their work on the Poplar Street water main break. Exeter Supply Company opened their business at 10:30pm to allow Craig to get the necessary equipment needed to rectify the water main break and get water back to the 16 affected residences. The water main break was resolved by 12:00am. Craig stated that he thanked Exeter Supply Company for their service during this emergency.

Water Sewer Budget

Denton Schucker inquired about the Water Sewer meeting seeing the expenses/revenue for water/sewer. Chris Young mentioned he had provided the information to Denton in the email. If Denton has questions, he can call Chris to discuss/review the budget line items.

Bills

Current Month – August 9th

Motion to pay the current month – August 9, 2021 bills.

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

Colin Boyer: No

Motion Carried **Motion Failed**

Ratify Bills Paid July 19th

Motion to ratify the bills paid on July 19, 2021.

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

Motion Carried **Motion Failed**

Minutes

Motion to approve the July 12, 2021 borough Council meeting minutes.

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

John Rothenberger – Abstain (was not at July meeting)

Motion Carried **Motion Failed**

Adjourn

Motion to adjourn meeting at 8:20pm.

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

Motion Carried **Motion Failed**

Submitted by:

Doreen O’Neil, Borough Recording Secretary