

FLEETWOOD BOROUGH COUNCIL MINUTES

BOROUGH COUNCIL MEETING

BOROUGH COUNCIL WORKSHOP

Date: April 8, 2024 In-person meeting, held in Café
Council meeting is recorded and posted on website after meeting

Roll Call:

<input checked="" type="checkbox"/> Ralph Touch (President)	<input checked="" type="checkbox"/> Suzanne Pittella Touch, Mayor
<input checked="" type="checkbox"/> Pete Merkel (Vice-President)	<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"/> John Rothenberger	<input type="checkbox"/> Dale Ulshafer, Police Chief
<input checked="" type="checkbox"/> Mike Mayer	<input checked="" type="checkbox"/> Craig Conrad, Public Works Director

Also Present:

John Manmiller, Fleetwood Fire Company Chief
 Barry Isett & Associates

The borough council meeting was held at 110 West Arch Street, in the cafeteria. Meeting was called to order at 6:31pm by President Ralph Touch.

Recording of Borough Meeting

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

Swearing in of new Mayor

Ralph Touch reported that Magisterial District Judge Gail Greth had sworn in Suzanne Pittella Touch as Mayor of Fleetwood Borough.

Police Department

Chief Ulshafer was attending a meeting a Richmond Township tonight. The March 2024 police report was distributed to Council prior to meeting.

Barry Isett & Associates (BIA)

BIA Report

Report was handed to council at meeting.

Entech

Entech Report

No report.

Guests: See attached list.

New Council Committees – Ralph Touch

Ralph Touch reviewed the revised document of council committees and members. List will be revised further after appointing new council person at tonight's meeting.

Legal – Andy George, Esq.

Quality of Life Ordinance

Andy George, Esq. provided summary of the Quality of Life Ordinance. The appointed borough codes official would evaluate violation and communicate with violator. There are different fines for each violation. Violator has 72 hours to rectify the violation. Andy mentioned that the ordinance draft was reviewed by the BIA Engineering Codes official and Fleetwood Police, they were okay with contents.

Motion to authorize Andy George, Esq. to advertise ordinance pending amendment to verbiage.

Ordinance #: 656

Made by: Pete Merkel

Seconded by: Mark Watkins

Motion Carried

Motion Failed

Conservation Easement for Reservoir

Pete Merkel reviewed that Berks Nature is applying for a DCNR grant to preserve the reservoir property. The estimated grant is \$240,000. Pete stated that the grant money received would be invested and used to maintain property.

Motion to enter into the Conservation Easement agreement.

Made by: Pete Merkel

Seconded by: Mike Mayer

Motion Carried

Motion Failed

Water Line Easement / Sunsweet

Andy George, Esq. requested a legal description of the exact location of this. It was mentioned this is located at Clover Alley. A new water line and hydrant will be installed on a 12" water line. This increases fire protection in the area. Part of Clover Alley is considered a paper alley. Craig Conrad noted that he spoke with the residents and they were okay with the new water line. The next phase is to have the area surveyed for the new water line.

Open Records Officer to Borough Manager

Andy George, Esq. reviewed resolution to appoint the borough manager to serve as the open records officer.

Motion to accept the resolution appointing the borough manager as the open records officer.

Made by: Mark Watkins

Seconded by: Jim Meals

Resolution: 2024-04-08-01

Motion Carried

Motion Failed

Borough Managers Report – Chris Young

Legion Request – Memorial Day Parade

Chris Young discussed letter from Fleetwood American Legion requesting permission to hold the Memorial Day on Monday, May 27, 2024 starting at 9:00am. With approval granted, Chief Ulshafer will contact PennDOT regarding parade route on Main Street.

Motion to grant permission to the Fleetwood American Legion to have the Memorial Day parade.

Made by: John Rothenberger

Seconded by: Mike Mayer

Motion Carried

Motion Failed

Lease Agreement – Krise Transportation Office

Chris mentioned that Krise Transportation leases office space in the Community Center. Their bank requires a signed landlord agreement.

Motion to approve signing the landlord agreement.

Made by: Mike Mayer

Seconded by: Jim Meals

Motion Carried

Motion Failed

DCNR Pool Grant

Chris provided update that the grant application as submitted to DCNR for enhancements to the pool bathhouse. The grant is for up to \$500,000. It may be late fall until it's known if the grant application was approved.

Locust Street Dedication / Hawkstone Ridge (East Locust St. Development)

Chris provided update for the East Locust Street development known as Hawkstone Ridge. This development is slated to have 29 townhomes located across from the Locust Street Park. There is a section of East Locust Street that is not owned by the borough. There was a meeting with 5 parties and their attorneys to discuss this section of roadway and an agreement for the roadway owner to dedicate that portion to the borough. The next phase regarding the development is for the Planning Commission to review at their April 25th meeting.

Borough Managers Report – Chris Young (Continued)

Sewer Agreements/Rate Increase by Authority

Chris provided update of resolution for increasing sewer rates by 15%. The Authority will give % back to borough for Sunsweet tap-in fees.

Public Works Report – Craig Conrad

Craig Conrad provided Council with the Public Works report prior to meeting.

Public Works - Part-Time Employee

Craig requested approval to hire Tyler Miller for part-time position with Public Works. The position is for approximately 32-hours per week. Tyler has a Class A CDL and has passed pre-employment screenings. This part-time position was previously held by Mike LaFaver.

Motion to approve Craig Conrad to hire Tyler Miller as a part-time Public Works employee.

Made by: Jim Meals

Seconded by: Mike Mayer

Motion Carried

Motion Failed

Willow Creek – Pay App Approval

Payment of \$17,082.13 is needed for work done on for the Willow Creek streambank restoration project.

Motion to authorize payment of \$17,082.13 to Pay App.

Made by: John Rothenberger

Seconded by: Mark Watkins

Motion Carried

Motion Failed

Sludge Press Screw Purchase

Craig mentioned he would like to purchase a second sludge press screw for the sewer plant for back up. Cost with Costar is \$82,314.81 which includes purchase and installation. This would be from the sewer capital.

Motion to authorize Craig Conrad to purchase the sludge press screw at cost of \$82,314.81.

Made by: John Rothenberger

Seconded by: Mark Watkins

Motion Carried

Motion Failed

Road Bid Awards - Ultra Thin Bonding

Craig mentioned that only one bid was received for the Ultra Thin Bonding paving process. The bid is from Asphalt Maintenance Solutions in the amount of \$161,798.34.

Motion to accept bid from Asphalt Maintenance Solutions in the amount of \$161,798.34.

Made by: Mark Watkins

Seconded by: Mike Mayer

Motion Carried

Motion Failed

Sale of Spotlights - Municibid

Craig mentioned that the miscellaneous spot lights that were recently bid on Municibid were not picked up. Craig relisted on Municibid and had bid for \$335.00. Requesting Council to approve this sale to bidder. Since this requires a motion and was not on tonight's agenda, it was agreed to allow the sale of this item and would ratify at the May 2024 meeting.

General

Solar Panels at Sewer Plant

Pete Merkel provided update that Richmond Township variance board approved the variance plan for the solar panels to be installed on property at the sewer plant along Walnuttown Road.

Bills

Ratify March 25th Invoices

Motion to ratify bills paid March 25, 2024.

Made by: John Rothenberger

Seconded by: Mark Watkins

Motion Carried

Motion Failed

Approve April 8th Invoices

Motion to pay invoices for April 8, 2024.

Made by: John Rothenberger

Seconded by: Mark Watkins

Motion Carried

Motion Failed

Appoint New Councilperson

Discussion regarding candidate to fill council position to replace Suzanne Touch.
Motion to appoint Nancy Wunderly as new councilperson.

Made by: Mark Watkins

Seconded by: Mike Mayer

Motion Carried

Motion Failed

Minutes

Motion to approve the March 11, 2024 borough council meeting minutes.

Made by: Pete Merkel

Seconded by: Mark Watkins

Motion Carried

Motion Failed

Executive Session

Regular borough meeting ended at 7:31pm and recording of meeting was stopped.

Executive session began at 7:32 pm to discuss personnel issues.

Executive session ended at 7:41 pm.

Adjourn

Motion to adjourn borough meeting at 7:42 pm.

Made by: Mike Mayer

Seconded by: Mark Watkins

Motion Carried

Motion Failed

Submitted by:

Doreen O'Neil, Borough Recording Secretary