

# FLEETWOOD BOROUGH COUNCIL MINUTES

BOROUGH COUNCIL MEETING

BOROUGH COUNCIL WORKSHOP

**Date: November 17, 2025 In-person meeting, held in Café  
Council meeting is recorded and posted on website after meeting**

## **Roll Call:**

<input checked="" type="checkbox"/> <b>Ralph Touch (President)</b>	<input checked="" type="checkbox"/> <b>Suzanne Pittella Touch, Mayor</b>
<input checked="" type="checkbox"/> <b>Pete Merkel (Vice-President)</b>	<input checked="" type="checkbox"/> <b>Chris Young, Borough Manager</b>
<input checked="" type="checkbox"/> <b>Jim Meals</b>	<input checked="" type="checkbox"/> <b>Doreen O'Neil, Recording Secretary</b>
<input checked="" type="checkbox"/> <b>Mark Watkins</b>	<input checked="" type="checkbox"/> <b>Andy George, Esq.</b>
<input checked="" type="checkbox"/> <b>John Rothenberger</b>	<input checked="" type="checkbox"/> <b>Dale Ulshafer, Police Chief</b>
<input checked="" type="checkbox"/> <b>Mike Mayer</b>	
<input checked="" type="checkbox"/> <b>Nancy Wunderly</b>	

## **Also Present:**

**John Manmiller, Fleetwood Fire Company Chief**  
 **Barry Isett & Associates (Matthew Rieger)**

The borough council meeting was held at 110 West Arch Street, in the cafeteria. Meeting was called to order at 6:30pm by 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.

## **Public Statements – Agenda Items (Limit 3 minutes/person)**

- No comments

## **Emergency Services**

### **Police Department**

The October 2025 police report was provided to Council prior to meeting.

Chief Ulshafer provide the following updates

- Review of October 2025 police report
- Accepting applications for full-time police officer
- Remodel of police department squad room was started this week

### **Limit Bikes in Fleetwood Park**

Discussion regarding limitation of bikes in park is tabled until the Park Committee is able to meet/discuss.

## **Barry Isett & Associates (BIA)**

### **BIA Report (Codes/Engineering)**

Report was provided to council prior to meeting.

## **Entech**

### **Entech Report (Water/Sewer)**

Report was provided to council prior to meeting.

## **HRG**

### **HRG Report (Stormwater)**

Report was provided to council prior to meeting.

**Legal – Andy George, Esq.**

**Rental and Commercial Ordinance Update**

Andy reviewed this new ordinance is combination of 2 ordinances, reviewed revisions and statement that was added for clarification if change of ownership, business or property management. Ordinance was advertised.

Motion to adopt new Rental and Commercial ordinance.

**Ordinance #: 661**

**Made by: Mike Mayer**  
 **Motion Carried**

**Seconded by: Mark Watkins**  
 **Motion Failed**

**LSA Grant Resolution**

LSA grant is for pool and pool filter building project. Previous DCNR grant was denied, so resubmitting to LSA for \$425,000 grant.

Motion to authorize Ralph Touch and/or Chris Young to sign paperwork.

**Resolution: 2025-11-17-01**

**Made by: Jim Meals**  
 **Motion Carried**

**Seconded by: Nancy Wunderly**  
 **Motion Failed**

**Streets – Jim Meals**

**Parking on North Richmond Street/High School Parking**

Jim mentioned the streets committee is reviewing ordinance and changes needed for permit parking in certain areas.

**Water Committee – Pete Merkel**

**Process to Remove Fluoride from Public Water System**

This was sent back to water committee to further discuss and bring back to Council at a later date. Committee meet with Entech representative, Rebecca Mason to discuss costs and pros/cons of power fluoride vs liquid fluoride to get better understanding. Committee will bring back to Council.

**Borough Managers Report – Chris Young**

**2026 EMS Tax**

EMS tax was advertised three times. This tax will be separate line item on general budget. The EMS tax will show on March 2026 tax bill. EMS tax is .2 mills.

Motion to adopt adding 2026 EMS tax of .2 mills.

**Ordinance #: 662**

**Made by: John Rothenberger**  
 **Motion Carried**

**Seconded by: Mike Mayer**  
 **Motion Failed**

**2026 General Budget**

General budget was reviewed at October 14, 2025 borough meeting and was advertised for public review. Chris reviewed items of increases in department expenses.

Motion to adopt 2026 General budget of \$4,002,175.09

**Made by: John Rothenberger**  
 **Motion Carried**

**Seconded by: Mark Watkins**  
 **Motion Failed**

**2026 Property Tax Increase**

Discussion of .3 mills property tax for 2026.

Motion to adopt increasing 2026 property tax by .3mils.

**Ordinance #: 663**

**Made by: Mike Mayer**  
 **Motion Carried**

**Seconded by: Pete Merkel**  
 **Motion Failed**

**2026 Water Budget**

Water budget was sent to committee and was advertised.

Motion to adopt 2026 Water budget of \$1,367,160.12.

**Made by: Pete Merkel**  
 **Motion Carried**

**Seconded by: John Rothenberger**  
 **Motion Failed**

## **Borough Managers Report – Chris Young (Continued)**

### **2026 Sewer Budget**

Sewer budget was sent to committee and was advertised.

Motion to adopt 2026 Sewer budget of \$1,070,063.68.

**Made by: Pete Merkel**

**Seconded by: John Rothenberger**

**Motion Carried**

**Motion Failed**

### **2026 Kozloff Stoudt Rates**

Kozloff Stoudt 2026 rate sheet was sent to Council prior to meeting.

Motion to accept the new 2026 Kozloff Stoudt rates.

**Made by: Mike Mayer**

**Seconded by: Mark Watkins**

**Motion Carried**

**Motion Failed**

### **Liquid Fuels Audit**

Chris mentioned the audit went well with no findings; audit report will be sent out to Council.

## **Public Works Report**

### **Safety Manual**

Chris Young mentioned discussion at prior meeting regarding respirator verbiage. The verbiage in safety manual pertains to ‘fitted’ respirators, so verbiage is not needed.

Motion to remove verbiage regarding ‘fitted’ respirators.

**Made by: Nancy Wunderly**

**Seconded by: Jim Meals**

**Motion Carried**

**Motion Failed**

### **DESCCO**

Pay App approval #1 to DESCSCO for pool project (\$130,636.51). BIA engineers have approved work.

Motion to approve and authorize to pay DESCSCO \$130, 636.51 for phase #1 of pool project.

**Made by: Mike Mayer**

**Seconded by: John Rothenberger**

**Motion Carried**

**Motion Failed**

### **Mr. Rehab – Sewer Lining**

BIA engineers have approved work for sewer lining.

Motion to approve and pay \$222,364.20 to Mr. Rehab for sewer lining project.

**Made by: Mark Watkins**

**Seconded by: Jim Meals**

**Motion Carried**

**Motion Failed**

### **HRG School Zone SOW**

Discussion on HRG and school zone work to be done.

There are two parts

- \$6,800 – fine tune current school zones, add new signage
- \$3,800 – grant for installing flashing lights at school zone areas

Motion to approve the \$6,800 and \$3,800 to HRG for school zone work.

**Made by: Nancy Wunderly**

**Seconded by: Jim Meals**

**Motion Carried**

**Motion Failed**

### **Kinsley Construction**

Pay App approval for Spruce Street project.

Motion to approve and pay \$78,408.90 to Kinsley Construction for Spruce Street project.

**Made by: Mike Mayer**

**Seconded by: Mark Watkins**

**Motion Carried**

**Motion Failed**

### **Public Works Employees**

Chris Young mentioned that Craig Conrad gave notice and is no longer with Fleetwood Borough Public Works. There is no plan to replace Craig at this time. A new public work employee had been added to the crew prior to Craig leaving. The work load will be redistributed among the crew. John acknowledged Craig’s help and work in the borough; and referenced the award that was recently received. Compliment to Chad DeLay for the recent event that required residents to boil water. He took into consideration how it affected residents and came in on weekend to lessen the time residents would be affected. Mark inquired about the 10-year plant that Craig had laid out. Chris will be meeting individually with the Public Works crew for their input.

George Ayrton (guest) endorsed Craig’s work in the borough.

## **Joint Comprehensive Committee – Mayor Touch / Nancy Wunderly**

### **Update**

Suzanne Touch provided update of town hall meeting held in October for residents from Maidencreek Township, Richmond Township, and Fleetwood Borough. There were 35 attendees. During meeting the proposed ideas from Berks Planning Commission were discussed. There will be another town hall meeting; date to be determined.

## **Main Street Improvements – Pete Merkel, Mark Watkins, Mike Mayer**

### **New Committee**

Meeting was held last week, in addition to Council members, a few residents that joined the group attended. Mark shared items from that meeting/discussion. The new group is looking to work together of ideas for improvements. The next meeting will be in December.

Few items mentioned -

- Clean up sidewalks – grass/weeks growing up thru cracks - Beautification
- Look at grants to help businesses
- Murals
- Dog Park
- 5K Run/Walk and incorporate downtown
- Bike tour

## **America250 – Mayor Touch**

### **Update**

Suzanne Touch provided update on meeting held earlier in November by FACO (Fleetwood Area Community Organization) president Stacy Laucks, Fleetwood School District, and other community groups from Fleetwood, Maidencreek Township, and Richmond Township. The purpose of this meeting was compile ideas of various events throughout 2026 as part of America's 250<sup>th</sup> celebration.

Some ideas -

- Parade
- Fireworks
- House and Business decoration contest
- 6-8 week long scavenger hunt in the borough and two townships
- Children's parade in Maidencreek park
- Dog Costume contest
- Food Truck event

Next meeting is Tuesday, December 2<sup>nd</sup> at 7:00pm in the Community Center cafeteria to discuss ideas and plan.

## **Guests – Public comment on new matters:**

See attached list.

Some guests were part of the Main Street Improvements group and provided input.

## **Bills**

### **Ratify October 20<sup>th</sup> Invoices**

Motion to ratify invoices paid October 20, 2025.

**Made by: John Rothenberger**

**Seconded by: Mark Watkins**

**X   Motion Carried**

**Motion Failed**

### **Ratify October 27<sup>th</sup> Invoices**

Motion to ratify invoices paid October 27, 2025.

**Made by: John Rothenberger**

**Seconded by: Mike Mayer**

**X   Motion Carried**

**Motion Failed**

### **Ratify November 5<sup>th</sup> Invoices**

Motion to ratify invoices paid November 5, 2025.

**Made by: John Rothenberger**

**Seconded by: Mark Watkins**

**X   Motion Carried**

**Motion Failed**

### **Approve November 17<sup>th</sup> Invoices**

Motion to pay November 17, 2025 invoices.

**Made by: John Rothenberger**

**Seconded by: Mike Mayer**

**X   Motion Carried**

**Motion Failed**

**Minutes**

Motion to approve the October 14, 2025 borough council meeting minutes.

**Made by: Mike Mayer**

**Seconded by: John Rothenberger**

**Motion Carried**

**Motion Failed**

**Executive Session**

Regular borough meeting ended at 7:32pm and recording of meeting was stopped.

Executive session began at 7:33pm.

Executive session ended at 8:17pm.

**Adjourn**

Motion to adjourn borough meeting at 8:18pm

**Made by: Jim Meals**

**Seconded by: Mike Mayer**

**Motion Carried**

**Motion Failed**

**Submitted by:**

**Doreen O'Neil, Borough Recording Secretary**