

FLEETWOOD BOROUGH COUNCIL MINUTES

BOROUGH COUNCIL MEETING

BOROUGH COUNCIL WORKSHOP

Date: December 1, 2025 In-person meeting, held in Café
Council meeting is recorded and posted on website after meeting

Roll Call:

Ralph Touch (President) - virtual
 Pete Merkel (Vice-President)
 Jim Meals
 Mark Watkins
 John Rothenberger
 Mike Mayer
 Nancy Wunderly

Suzanne Pittella Touch, Mayor - virtual
 Chris Young, Borough Manager
 Doreen O'Neil, Recording Secretary
 Alicia Muir, Esq.
 Dale Ulshafer, Police Chief

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 Pete Merkel.

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

Chris will send out November 2025 police report to Council when receives from Chief Ulshafer.

Limit Bikes in Fleetwood Park

Tabled until 2026.

Barry Isett & Associates (BIA)

BIA Report (Codes/Engineering)

No report.

Willow Creek – Phase 3

Chris reviewed that approval is needed to send the Willow Creek – Phase 3 out for bid. This is dependent on DEP permission.

Motion to approve sending phase 3 of Willow Creek project out for bid.

Made by: Mike Mayer

Seconded by: Jim Meals

Motion Carried

Motion Failed

Entech

Entech Report (Water/Sewer)

No report.

HRG

HRG Report (Stormwater)

No report.

Legal – Alicia Muir, Esq.

Nothing to report.

Streets – Jim Meals

Parking on North Richmond Street/High School Parking

Tabled until 2026.

Water Committee – Pete Merkel

Process to Remove Fluoride from Public Water System

Tabled until 2026.

Chris mentioned there is a conference call on December 5, 2025 at 9:00am with Nicole Paynok (PA Coalition for Oral Health). Nicole will provide more information (pro/cons), discuss possible grants to support upgrade of fluoride equipment, etc.

Borough Managers Report – Chris Young

2026 Council Meetings (Includes Re-org on January 5, 2026)

The 2026 meeting schedules for borough meetings, borough workshop meetings, Planning Commission, Water and Sewer Authority, and the Civil Service Commission meetings were provided to Council.

Motion to authorize Andy George, Esq. to advertise the meeting dates for 2026.

Made by: Nancy Wunderly

Seconded by: Mike Mayer

Motion Carried

Motion Failed

Caselle Contract – Ratify

Chris mentioned contract was signed with Caselle to handle finance operations..

Motion to ratify the signing of Caselle contract.

Made by: Mike Mayer

Seconded by: Nancy Wunderly

Motion Carried

Motion Failed

PayApps – Spruce Street Project

Motion to approve and pay Kinsley Construction, amount not to exceed \$65,000 contingent on BIA Engineering approval for the Spruce Street project.

Made by: Mike Mayer

Seconded by: Jim Meals

Motion Carried

Motion Failed

PayApps – Pool House Project

Motion to approve and pay DESCCO \$90,000 for pool house project, contingent on BIA Engineering giving notarized approval.

Made by: Pete Merkel

Seconded by: Jim Meals

Motion Carried

Motion Failed

Public Works – Chris Young

Public Works Report / General

Chris mentioned no report for November. Report gathering is being worked out.

Chris mentioned the Public Works crew is working well with the transition. They have been collecting leaves throughout the borough. They needed to pause leaf collection to switch trucks over to plows/salting equipment for the upcoming storm on December 2nd. After that, they will go back to collecting leaves.

New Employee

Chris provided update to council on new employee. An offer was made to Paul Darrah and was accepted. Paul is getting clearances and should be able to start in the next week or two.

Motion to ratify the hiring of Paul Darrah to the Public Works team.

Made by: Pete Merkel

Seconded by: Mike Mayer

Motion Carried

Motion Failed

Guests – Public comment on new matters:

See attached list.

Main Street Committee

The next meeting is in January 2026. Pete will set up meeting with committee. Pete mentioned Mitchell (resident who is on the committee) knows of contact at state office who can provide additional information about this type of project.

Bills

Ratify November 25th Invoices

Motion to ratify invoices paid November 25, 2025.

Made by: Mike Mayer

Motion Carried

Seconded by: Nancy Wunderly

Motion Failed

Minutes

Motion to approve the November 17, 2025 borough council meeting minutes.

Made by: Jim Meals

Motion Carried

Seconded by: Pete Merkel

Motion Failed

Adjourn

Motion to adjourn borough meeting at 6:51pm.

Made by: Nancy Wunderly

Motion Carried

Seconded by: Mike Mayer

Motion Failed

Submitted by:

Doreen O'Neil, Borough Recording Secretary