

# FLEETWOOD BOROUGH COUNCIL MINUTES

BOROUGH COUNCIL MEETING

BOROUGH COUNCIL WORKSHOP

**Date: January 5, 2026 (Re-Organization and Borough Meeting)**

**In-person meeting, held in Café**

**Council meeting is recorded and posted on website after meeting**

## Roll Call:

Ralph Touch (President)

Pete Merkel (Vice-President)

Jim Meals

Mark Watkins

John Rothenberger

Mike Mayer

Nancy Wunderly

Suzanne Pittella Touch, Mayor

Chris Young, Borough Manager

Doreen O'Neil, Recording Secretary

John Muir, Esq.

Dale Ulshafer, Police Chief

## Also Present:

John Manmiller, Fleetwood Fire Company Chief

Barry Isett & Associates

The borough council reorganization meeting was held at 110 West Arch Street, in Room 113. Meeting was called to order at 6:33pm by Suzanne 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.

## Reorganization Meeting:

### Sworn-In

Presiding Honorable Judge Greth swore in Mayor Suzanne Touch.

### Borough Council Members (New and Re-Elected)

Re-elected borough council members Nancy Wunderly, Ralph Touch, and Mark Watkins were sworn in by Magisterial District Judge Gail Greth.

### Nomination and Election of President of Council

Motion to elect Ralph Touch for President of Council.

Made by: Pete Merkel

Seconded by: Mark Watkins

Motion Carried

Motion Failed

**Borough Council President Ralph Touch presided over remaining meeting.**

### Nomination and Election of Vice President

Motion to elect Pete Merkel for Vice President of Council.

Made by: Mark Watkins

Seconded by: John Rothenberger

Motion Carried

Motion Failed

### Nomination and Election of President Pro Tem

Motion to elect Jim Meals for President Pro Tem.

Made by: John Rothenberger

Seconded by: Ralph Touch

Motion Carried

Motion Failed

## Appointment of Committee Members (term expired 2025/renew 2026)

### Zoning Hearing Board

Joel Raifsnnyder resigned from Zoning Hearing Board. Mike DeLay had been the alternate and will now take Joel Raifsnnyder's position.

Dennis Wanner will be re-appointed for a new term.

An alternate will need to be appointed. For now this is tabled. Chris Young will check with Joel Raifsnnyder and Mike DeLay for recommendations.

Motion to appoint Mike DeLay and Dennis Wanner, and have Chris Young get recommendations for the alternate position.

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

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

### Fleetwood Recreation Board

Motion to re-appoint Chris Young.

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

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

### Borough Authority

Motion to re-appoint George Ayrton, Mike Fella, Dennis Wanner, and have Chris Young stagger the dates of their terms.

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

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

### Planning Commission

Motion to re-appoint Russell Anderson.

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

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

### Civil Service Commission

Motion to re-appoint Robert Knoll.

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

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

## Other Appointments

### Borough Engineer

Motion to re-appoint Barry Isett & Associates as the borough engineers.

### Water/Sewer Engineer

Motion to re-appoint Entech as the borough water/sewer engineers.

### Borough Solicitor

Motion to re-appoint Kozloff Stoudt Attorneys as the borough solicitor.

### Borough Auditor

Motion to re-appoint Cherry Bekaert / Herbein as the borough auditor.

The above re-appointments were made as one motion.

**Made by: Mark Watkins**  
 **Motion Carried**

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

## **Borough Council Meeting:**

The regular borough council meeting was called to order at 6:48pm and recording of meeting was started.

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

- No comments

### **Police Department**

Chief Ulshafer will finish compiling December 2025 police report and distribute to Council.

Chief Ulshafer provide the following updates

- Grant for \$374,495 was awarded to the Fleetwood Police Department. Funds will be used to purchase new radios, tasers and license plate readers
- Officer Ruiz received an award. Announcement of this will occur at the February 2026 borough meeting.
- In process of hiring officer. There were 4 officers who applied; 2 of them showed up for the physical and written test. On Wed. Jan 7<sup>th</sup> oral interviews will be started with these 2 officers.

### **Ruscombmanor Township Police Services**

Review of contract for police services in Ruscombmanor Township. Police services for 2026 will be increased to 80 hours per week instead of 40 hours per week.

Motion to approve contract.

**Resolution: 2026-01-05-01**

**Made by: John Rothenberger**

**X   Motion Carried**

**Seconded by: Mike Mayer**

**Motion Failed**

### **Richmond Township Police Services**

Review of contract for police services in Richmond Township.

Motion to approve contract.

**Resolution: 2026-01-05-02**

**Made by: John Rothenberger**

**X   Motion Carried**

**Seconded by: Mike Mayer**

**Motion Failed**

### **Electric Bikes (Park and Borough Streets)**

Chief mentioned if police officers see rules of the road being violated, they do pull over the bike rider. There was suggestion of police talking to school about distributing information to students of rules, safety concerns, etc.

Nancy suggested putting article/information in the next FACO Newsletter.

### **Penn State Health**

John Rothenberger mentioned that Penn State Health EMS is performing well for the borough. They also cover other municipalities in the area if that location's ambulance is already out on another call. John mentioned there are monthly reports provided of their services.

### **DCED Fire Study (Phase 2)**

There was discussion of phase 2 outline that was provided to Council prior to meeting. This outline will be made public in February 2026. Monthly reports of the Phase 2 status will be provided by DCED.

### **Barry Isett & Associates (BIA – Codes/Engineering)**

**BIA Report**

Chris Young mentioned there was no BIA Engineering report for tonight due to meeting being held a week earlier. Chris will distribute to Council once he receives from BIA.

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

**Entech Report**

Chris Young mentioned there was no Entech report for tonight due to meeting being held a week earlier. Chris will distribute to Council once he receives from Entech.

**HRG (Storm Sewer)**

**HRG Report**

Chris Young mentioned there was no HRG report for tonight due to meeting being held a week early. Chris will distribute to Council once he receives from HRG.

**Legal – John Muir, Esq.**

No activity

**Streets – Jim Meals**

**Parking North Richmond St/High School**

Tabled until February 2026.

**Water Committee – Pete Merkel**

**Fluoride Removal from Public Water System**

Tabled until February 2026.

**Borough Managers Report – Chris Young**

**Purchase New Public Works Truck/Dump Body**

Discussion to purchase new Public Works truck/dump body for \$127,570 from Costars. Chris said chassis is from Manderbach Ford and Levans will handle the dump body. This new truck replaces the current GMC truck that is 20 years old.

Motion to approve purchasing new truck/dump body for Public Works at cost of \$127,570

**Made by: Mike Mayer**

**Seconded by: Nancy Wunderly**

**Motion Carried**

**Motion Failed**

**Purchase New BobCat**

Chris mentioned he met with Public Works team. Looking to purchase a side-by-side Bobcat unit. This will be more universal and proper size for what it will be used, compared to the current ToolCat unit. The ToolCat unit will be traded in which results in receiving \$1,200 back.

Motion to approve purchasing new BobCat with trade-in of ToolCat (\$1200-).

**Made by: John Rothenberger**

**Seconded by: Nancy Wunderly**

**Motion Carried**

**Motion Failed**

**DEP Water License Inspection**

Chris reported that Tim and Rebecca handled the DEP Water License Inspection, which was passed.

**DESCCO**

Discuss approval for the Pool Restroom Project PayApp #2 of \$90,000 to DESCSCO; it has been certified..

Motion to approve paying \$90,000 to DESCSCO.

**Made by: Mark Watkins**

**Seconded by: John Rothenberger**

**Motion Carried**

**Motion Failed**

**Solar Panels at Sewer Plant**

Chris provided update that the solar panels at the Sewer Plant are ready to be activate; waiting on Met-Ed to activate. It was mentioned that these solar panels will cover 92% of the borough's electric source.

**Uniform Construction Code (UCC) Intergovernmental Agreement 2026**

Chris reviewed the 2026 UCC Intergovernmental Agreement.

Motion to approve signing agreement.

**Made by: Nancy Wunderly**

**Seconded by: Mike Mayer**

**Motion Carried**

**Motion Failed**

**312 E. Washington Street (Release Fire Escrow)**

Chris mentioned there was a fire at this residence last year. Part of the money goes into escrow until the property is restored from the fire damage. The work at the residence has been completed and passed inspection. of

Motion to approve releasing the funds from escrow.

**Made by: Mike Mayer**

**Seconded by: John Rothenberger**

**Motion Carried**

**Motion Failed**

## **Public Works Report – Chris Young**

### **Handicap Space Renewals**

Discuss 4 handicap parking spaces that are up for renewal.

- 18 E. Washington Street, Apt A
- 124 E. Washington Street
- 105 S. Chestnut Street
- 101 E. Washington Street, Apt 1

Motion to approve renewing these 4 handicap spaces.

**Made by: Nancy Wunderly**

**Seconded by: Mike Mayer**

**Motion Carried**

**Motion Failed**

## **General – Council Comments**

No guests.

## **Bills**

### **Ratify Invoices Paid in December**

Motion to ratify invoices paid in December 2025.

**Made by: John Rothenberger**

**Seconded by: Mark Watkins**

**Motion Carried**

**Motion Failed**

## **Minutes**

Motion to approve the December 1, 2025 borough council meeting minutes.

**Made by: Mike Mayer**

**Seconded by: Mark Watkins**

**Motion Carried**

**Motion Failed**

## **Adjourn**

Motion to adjourn meeting at 7:20pm and start Executive Session.

**Made by: Mike Mayer**

**Seconded by: Nancy Wunderly**

**Motion Carried**

**Motion Failed**

## **Executive Session**

Regular borough meeting was adjourned at 7:20pm and recording of meeting was stopped.

Executive session began at 7:22pm.

Executive session ended at 8:15pm.

**Submitted by:**

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