

FLEETWOOD BOROUGH COUNCIL MINUTES

BOROUGH COUNCIL MEETING

BOROUGH COUNCIL WORKSHOP

Date: March 9, 2026 - 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

Andrew George, Esq.

Angela Arndt, Police Corporal

Also Present:

John Manmiller, Fleetwood Fire Company Chief

Barry Isett & Associates

The borough council meeting was held at 110 West Arch Street, in Room 113. Meeting was called to order at 6:31pm by President Ralph Touch.

Recording of Borough Meeting

A public notice sign was posted at the entrance of Room 113 to notify attendees that the Fleetwood Borough Council meeting was being recorded.

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

- No comments

Emergency Services

Fleetwood Fire Company

John Manmiller (Fire Chief) mentioned reports were submitted for the first 2 months of 2026. New software is being used for reporting # of calls, locations, and responders. A new set of RunCards have been submitted to the county. Once RunCards are approved by county, will start using. The new RunCards were also sent to Scott Little (DCED) Fire Study consultant.

Police Department

Corporal Arndt provided overview of the February 2026 police report that was distributed to Council.

Corporal Arndt mentioned background checks have been completed; physicals and drugs test to be done next on applicants.

Barry Isett & Associates (BIA – Codes/Engineering)

BIA report was distributed to Council prior to meeting.

Willow Creek project between Bridge #2 and Bridge #3 should be done by May 15, 2026.

Pool project is being worked on – about 98% done with bathhouse.

DESCCO Pay-App Approval #4

Discuss approval for the Pool Restroom Project PayApp #4 of \$63,000 to DESCCO; it has been certified by BIA.

Motion to approve paying \$63,000 to DESCCO.

Made by: Mike Mayer

Motion Carried

Seconded by: Jim Meals

Motion Failed

Barry Isett & Associates (BIA – Codes/Engineering) - Continued

Willow Creek Project Engineering Supervision

Chris mentioned the current DCED permit requires a certified environmental specialist to be present for work being done in creek. This is a cost of \$15,000 above grant cost.

Motion to approve additional \$15,000 for certified environmental specialist to be on site during creek work.

Made by: Pete Merkel

Seconded by: Mike Mayer

Motion Carried

Motion Failed

Entech (Water/Sewer)

Entech Report

Entech report was distributed to Council prior to meeting.

HRG (Storm Sewer)

HRG Workshop Meeting

Chris Young questioned if Council is available to meet with HRG on Monday, April 27th at 6:30pm. HRG representatives will be in attendance to provide updates on storm water survey.

Drainage Area Survey

Chris Young mentioned that HRG can perform survey of drainage areas. Check if ways to move some drainage areas to ease load of what goes to Arch Street. Cost is \$9400 for a high level survey.

Motion to approve having HRG perform drainage area survey for \$9,400.

Made by: Pete Merkel

Seconded by: Nancy Wunderly

Motion Carried

Motion Failed

Pool Fence – Pete Merkel

Pete discussed with the new pool fence being installed, plan is to move fence on creek side about 8 foot further out. This will give additional grass area for pool guests. Some grass area was lost with the addition of new pool bathhouse. The additional space would also provide more room during swim meets. Installation of fence will start soon.

Legal – Andrew George, Esq.

Willow Crest Water Line Dedication

Andy provided update that currently these water lines belong to Grande Construction and will be dedicated to the Fleetwood Borough. Entech is reviewing drawings. Sometime April/May 2026 will see bill of sale for the water lines. The Willow Crest development is located along Walnuttown Road, across from Willow Creek Elementary School. Richmond Township owns the land and sewer lines.

Borough Managers Report – Chris Young

Municibid Items

List of items previously approved to see on Municibid have been sold. Need official approval to sell items to highest bidders.

Motion to approve selling approved items from Municibid list to the highest bidders.

Made by: Mike Mayer

Seconded by: Nancy Wunderly

Motion Carried

Motion Failed

Municibid Police Dept Surplus Items

Chris mentioned there are holsters, cameras, metal detector items from police department that would like to list on Municibid.

Motion to approve listing the items on Municibid.

Made by: Nancy Wunderly

Seconded by: Mike Mayer

Motion Carried

Motion Failed

Borough Managers Report – Chris Young – (Continued)

Financial Report

Chris noted a copy of financial report was included in packet sent to Council prior to meeting. Chris is working on getting revenue and expenses added to report.

FM Browns DEP Flour Mill Study

Chris provided update - FM Browns has a 3 story building on their property. They are entering into a survey with DEP to convert the building into a flour mill.

Audit Feedback

Chris noted that audit was good. The audit readout will be available in April 2026.

Public Work Progress

Chris mentioned that Public Works is progressing with new system and developing Director free team. No findings with structure changes being made. Looking to start compiling monthly Public Works report for council.

Public Works Report – Chris Young

School Zone Application

Chris mentioned resolution for Fleetwood Borough to engage with PennDOT to enter into traffic signal agreement. This would be to have yellow flashing lights on North Richmond Street located at start of school zone (approximate Somerset Street to Maple Street). Right of way will be researched, agreement with PennDOT is needed since liquid fuels fund borough roads.

Motion to authorize permission to enter into Traffic Signal agreement with PennDOT for school zone lights.

Resolution: 2026-03-09-01

Made by: Jim Meals

Motion Carried

Seconded by: Mike Mayer

Motion Failed

Road Project Bids

Chris noted there are a few street projects that are ready to go for bid.

Motion to authorize Barry Isett and Associates (BIA) to advertise bids for road projects.

Made by: Jim Meals

Motion Carried

Seconded by: Nancy Wunderly

Motion Failed

Comprehensive Committee Update – Mayor Touch, Nancy Wunderly

Mayor Touch mentioned there was meeting late February. The investigation and surveys are completed. Nancy mentioned there was a high return of survey results from Maiden Creek Township, Richmond Township, and Fleetwood Borough residents. The top suggestions from survey from these 3 areas were-

- Ambulance
- Streets
- Fire Company
- Police Coverage
- Conserve open space/farmland
- Attract new businesses

America250 – Mayor Touch

Update

Mayor Touch noted at the FACO meeting earlier this month organizations brought back ideas. Looking to include businesses as part of celebration and have a Freedom/Liberty tiger placed in Town Square on Main Street.

General

South Franklin Street

Mike Mayer mentioned there is a large pot hole on South Franklin Street between Foundry Alley and Locust Street – asked if Public Works can check this.

Guests – Public comment on new items

Handicap Sidewalks

Guest mentioned that in areas of Forest Street, Spring Street, and Salem Circle there are no handicap ramps at intersections, making navigation difficult for wheelchair access and pedestrians. Was there a grant gotten to do this – other areas of borough have the handicap ramps. Chris will look into this for grants.

Tannery Parking Lot

Guest mentioned they pay for a spot on this lot. What can they do when the space is occupied by another car? Guest was directed to contact Police through non-emergency number. Police will ticket car and car would be towed after designated time frame – car owner would be responsible to pay the towing cost. ,

Richmond Street Railroad Tracks

Guest questioned the grooves that were cut in macadam at railroad tracks. Railroad may be doing work in future. The railroad is responsible for paying to pave and fix the roadway.

Current School Zone Signs

Guest mentioned that current school zone signs on Walnuttown road don't have times listed on them. Chris mentioned that school zone signs with times can only be posted 160ft on each side of school Signs that are posted with no hours are outside of that distance, but there as reminder.

North Richmond Street Parking

Guest questioned status of permits for residents in this area so they can park on street in front of house for unlimited amount of time during the 2-hour parking time frames listed on signs. They mentioned one of neighbors was ticketed for \$100 for parking in front of their house. Discussion that permits were tabled based on monitoring that parking by students/non-residents was better and blocking of driveways had stopped. The 2-hour parking limit keeps students from parking there all day – they are to park on the school parking lot. Jim Meals mentioned he/other council members could monitor again. Jim noted if permits are given to residents, it would only be 2 permits per household. Jim will provide information to Mayor Touch, she will talk to Police.

Bills

Ratify February Paid Invoices

Motion to ratify February paid invoices.

Made by: Mike Mayer
X Motion Carried

Seconded by: Nancy Wunderly
_____ Motion Failed

Invoices Paid March 9th

Motion to approve paying March 9, 2026 invoices.

Made by: Mike Mayer
X Motion Carried

Seconded by: Nancy Wunderly
_____ Motion Failed

Minutes

Motion to approve the February 9, 2026 borough council reorganization and meeting minutes.

Made by: Jim Meals
X Motion Carried

Seconded by: Pete Merkel
_____ Motion Failed

Adjourn

Motion to adjourn meeting at 7:40pm.

Made by: Mike Mayer
X Motion Carried

Seconded by: Pete Merkel
_____ Motion Failed

Submitted by:

Doreen O'Neil, Borough Recording Secretary