

FLEETWOOD BOROUGH COUNCIL MINUTES

BOROUGH COUNCIL MEETING

BOROUGH COUNCIL WORKSHOP

Date: April 13, 2026 - 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"/> Julia Adams, Esq.
<input checked="" type="checkbox"/> John Rothenberger	<input checked="" type="checkbox"/> Tom Focht, Police Sergeant
<input checked="" type="checkbox"/> Mike Mayer	
<input checked="" type="checkbox"/> Nancy Wunderly	

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 6:32pm 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.

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

- No comments

Police Department

Sergeant Focht provided overview of the March 2026 police report that was distributed to Council.

Sergeant Focht mentioned that 2 part-time officers and 1 full-time officer were offered jobs – training to begin this month.

Sergeant Focht noted he is a certified bike officer and will start patrol on bike.

E-Bikes

- Department has been getting complaints about E-bikes
- E-Bikes are not permitted to be used by people less than 16 years of age in Pennsylvania
- E-Bike operators must follow all traffic/safety laws
- E-Bikes can go up to 28mph – however modifiers can be purchased to increase speed to 40mph
- E-Scooters are not permitted on sidewalks
- Gas powered bikes need license and registration
- Mayor Touch mentioned she will speak with Chief Ulshafer regarding compiling announcement of E-Bike rules/regulations to give to Fleetwood Area School District to share with students/parents.
- Chris Young noted that signs stating E-Bikes are not permitted will be posted in Fleetwood Park.

General

Guest inquired if any complaints about an unmarked white van parked at their property. Sergeant Focht instructed guest to contact police immediately when this is seen.

Guest mentioned possible abandoned vehicle on West Spring Street. Vehicle has North Carolina plates. Sergeant Focht will look into this.

John Rothenberger extended thank you to Sergeant Focht and police department for their presence and support at the viewing and funeral for Chief Buck and Asst. Chief Shick this past weekend.

Barry Isett & Associates (BIA – Codes/Engineering)

BIA report was distributed to Council prior to meeting.

DESCCO Pay-App Approval #5

Discuss approval for the Pool Restroom Project PayApp #5 of \$64,807.97 to DESCCO. This has been reviewed/approved by BIA and borough.

Motion to approve paying \$64,807.97 to DESCCO.

Made by: John Rothenberger **Seconded by: Mike Mayer**
 X **Motion Carried** **Motion Failed**

DESCCO Change-Order #3

Discuss change-order #3 for the pool at cost of \$1,794 to DESCCO. This has been reviewed/approved by BIA and borough. Motion to approve paying \$1,794 to DESCCO.

Made by: Mike Mayer **Seconded by: John Rothenberger**
 X **Motion Carried** **Motion Failed**

Entech (Water/Sewer)

Entech Report

Entech report was distributed to Council prior to meeting.

Spruce Street – Change Order

Discussed change order for Spruce Street that was started and should be completed by end of next week to correct issue from initial road work/paving. Had project been done correctly the first time, cost to borough would have been \$32,408.64.

Motion to approve paying \$32,408.64 for Spruce Street change order.

Made by: Nancy Wunderly **Seconded by: Pete Merkel**
 X **Motion Carried** **Motion Failed**

HRG (Storm Sewer)

HRG Workshop Meeting

Chris Young mentioned the meeting with HRG to discuss storm sewer survey is scheduled for Monday, April 27th at 6:30pm.

Pool Project - Update

Pool House and New Fencing

Pool House completion is estimated to be April 25, 2026.

New fencing has been installed around the entire pool area. Fencing is black with black barb-wire. Fencing was moved further out, which added 5,000 sq. foot of grass area inside the fence/pool area.

Legal – Julia Adams, Esq.

Willow Crest – Dedication of Water Lines

Julia reported that Andy George, Esq. is waiting for green light from EnTech. Once received he will draft sale of approval.

Bituminous Pre-Escalation Resolution

Julia reviewed resolution which is benefit to the borough and relates to PennDOT projects.

Motion to approve the bituminous pre-escalation resolution.

Made by: Mark Watkins **Seconded by: Mike Mayer**
 X **Motion Carried** **Motion Failed**

Resolution: 2026-04-13-01

Borough Managers Report – Chris Young

Financial Report

Chris will forward to Council later this week.

Handicap Parking Application

Chris mentioned that the correct paperwork/application for handicap parking space for 706 N. Richmond Street was received and needs approval.

Motion to approve handicap parking space for 706 N. Richmond Street.

Made by: John Rothenberger

Seconded by: Nancy Wunderly

Motion Carried

Motion Failed

Pavilion Rates

Discussion of revising pavilion rental rates that were not omitted in original 2026 rate changes. Suggesting increase from \$27.50 to \$30.00 for Fleetwood non-profits and for non-profits, non-Fleetwood to be increased from \$44.00 to \$47.50.

Motion to approve increase of pavilion rental rates for 2026.

Made by: Mark Watkins

Seconded by: Nancy Wunderly

Motion Carried

Motion Failed

Larry Lloyd

Discussion of proposal to keep Larry Lloyd as a consultant for continued support of the North Richmond Street wildflower area. Cost is \$1,680 for Larry's consultant work.

Motion to authorize continuation of Larry Lloyd as consultant for wildflower area for cost of \$1,680.

Made by: Mike Mayer

Seconded by: Pete Merkel

Motion Carried

Motion Failed

Audit Readout

The Audit readout will be done on April 21, 2026.

Public Works

Chris stated that the Public Works crew went above and beyond last week with preparing the streets and park in preparation for the viewing, funeral, and celebration of life for Chief Buck and Asst. Chief Shick this past weekend.

General

- **Press Release today for incident on Main Street**
 - Chris mentioned that press release was sent out
- **Scout Day**
 - Chris noted that Scout Day is April 25th in the Fleetwood Park. The scouts would like Council to have table tended by some council members to talk with scouts. Chris sent email to Council with info.
- **Public Works**
 - Chris mentioned today 4/13, a Publics Work truck that was blocking another Public Works truck was hit. Public Works was following safety protocol with one Public Works truck blocking another Public Works truck that was performing work; the protocol worked. Damage of truck will be evaluated.
- **North Richmond Street Tree/Wildflower area**
 - Mayor Touch noted that she attended Rotary meeting and there is interest of supporting this and other areas
 - Rotary suggested placing other 'Welcome to Fleetwood' signs at North Richmond Street/Springfield Street
 - Chris will get cost of sign for Suzanne – is electric needed for lighting. Solar lights are not worthwhile.
 - There was also mentioned during council meeting if another 'Welcome to Fleetwood' sign is needed on Walnuttown Road. There was mention this would need to be discussed further as there is no borough property there for sign placement.
 - Mayor Touch mentioned there are 2 additional Tigers being considered
 - 'Freedom' in honor of America's 250th that would be placed in the Fleetwood Town Square at Main Street
 - 'Blossom' that would have flowers, bees, trees and be placed in walking area of North Richmond Street

Public Works Report – Chris Young

Road Project Bid

Chris reviewed bids received for multiple paving projects – includes milling and repaving.

- West Poplar Street between South Franklin and South Richmond Streets
- West Pine Street between South Franklin and South Richmond Streets
- Linden Street between East Locust Street and point on Linden Street

Low bid from Construction Masters (CMS) for \$142,305.50. BIA engineers reviewed bids and have approved bid from Construction Masters (CMS).

Motion to approve \$142,305.50 bid from Construction Masters (CMS).

Made by: Jim Meals

Seconded by: Nancy Wunderly

 X **Motion Carried**

 Motion Failed

Spruce Street

Chris noted that Spruce Street work should be done by end of next week.

Comprehensive Committee Update – Mayor Touch, Nancy Wunderly

Mayor Touch mentioned the report will be sent out on April 27th to all municipalities (Fleetwood, Maiden creek, and Richmond Township) for their review.

America250

Parade route was discussed – same as the fall Homecoming Parade route. Departs Fleetwood High School travels up North Richmond Street to West Arch Street, to Maple Street, to West Vine Street, to North Forest Street, to West Greenway Street, to North Maple Street, and returns to Fleetwood High School parking lot.

Motion to approve America250 parade route.

Made by: Mark Watkins

Seconded by: Mike Mayer

 X **Motion Carried**

 Motion Failed

Borough Float for America250 Parade

Mayor Touch mentioned parade is scheduled for Sunday, June 28th at 2:00pm and would like to have float in parade using Public Works truck and trailer. Suzanne and Nancy will handle decorating float. Suzanne is looking for Council participants to ride on float.

FACO Newsletter

Chris Young mentioned that FACO is looking for articles to publish in their newsletter. He sent out email regarding this. Newsletter will not be printed this time, but available electronically.

Guests – Public comment on new items

Guest who is member of American Legion and Vietnam Veteran Association wanted to thank borough for allowing the MIA flag to be flown in the Fleetwood Park.

Guests who are working on plans for new business ‘Capp Café’ by Black Watch LLC at 106 West Main Street Fleetwood preparing drawings for changes to inside of property, change of use (was previously hair salon), and their need for 6 parking spaces on Tannery Lot. Chris mentioned their application and drawings would need to be submitted to BIA engineers to review for approval. If there is a need for further approval then it would go to Zoning Board. Once approved, then it would come back to Council for agenda to approve parking spaces.

General

Water Source/Fire Hydrant – Sewer Plant

Pete suggested looking into fire hydrant with hose adapter (soaker hose). This would provide water source for the trees/shrubs planted along solar panels/Crisscross road. The trees/shrubs are required by code. Water source could be used to wash off solar panels as needed. Estimated cost is \$9,150. The sewer/water committee gave their okay. This item will be added to the April 27th workshop agenda for further discussion/vote.

Bills

Ratify Invoices Paid March 23rd

Motion to ratify invoices paid March 23, 2026

Made by: John Rothenberger

Seconded by: Mike Mayer

Motion Carried

Motion Failed

Ratify Invoices Paid April 2nd

Motion to ratify invoices paid April 2, 2026

Made by: John Rothenberger

Seconded by: Mark Watkins

Motion Carried

Motion Failed

Minutes

Motion to approve the March 9, 2026 borough council minutes.

Made by: Mike Mayer

Seconded by: Pete Merkel

Motion Carried

Motion Failed

Adjourn

Motion to adjourn meeting at 7:32pm.

Made by: John Rothenberger

Seconded by: Mark Watkins

Motion Carried

Motion Failed

Submitted by:

Doreen O'Neil, Borough Recording Secretary