

FLEETWOOD BOROUGH COUNCIL MINUTES

BOROUGH COUNCIL MEETING

BOROUGH COUNCIL WORKSHOP

Date: May 11, 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) - Virtual	<input checked="" type="checkbox"/> Suzanne Pittella Touch, Mayor - Virtual
<input checked="" type="checkbox"/> Pete Merkel (Vice-President)	<input checked="" type="checkbox"/> Chris Young, Borough Manager
<input type="checkbox"/> Jim Meals	<input checked="" type="checkbox"/> Doreen O'Neil, Recording Secretary
<input checked="" type="checkbox"/> Mark Watkins	<input checked="" type="checkbox"/> Andy George, Esq.
<input checked="" type="checkbox"/> John Rothenberger	<input checked="" type="checkbox"/> Dale Ulshafer, Police Chief
<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 6:31pm 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.

Executive Session

Recording paused.

Executive session started at 6:34pm to discuss Personnel – Police hiring and disciplinary actions.

Regular borough council meeting resumed at 6:51pm. Recording resumed.

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

- No comments

Police Department

Chief Ulshafer provided overview of the April 2026 police report that was distributed to Council.

Chief Ulshafer provided updates –

- 1 full-time and 2 part-time officers have started FTO
- E-Bikes
 - Chief has submitted article of E-Bike information regulations, rules to FACO to be published in their newsletter
 - E-Bike offenders are being stopped, warned of the offense
 - Offenders are not always kids; there have also been adults stopped for not following rules of the road
 - Signs have been posted at the park that E-Bikes and E-Scooters are prohibited in the park
 - Chief has discussed with police force for them to be on watch for offenders and start with educating offenders (and parents if applicable) for the rules before citing offender.
 - Kids and parents are not aware of the rules, restrictions of needing to be 16 or older to operate

Police Department (Continued)

➤ Soliciting

- Borough office and police have been receiving calls from borough residents of why solicitors are coming to their door
- There have been requests to deny all permitting for solicitors
 - Andy George, Esq. mentioned that the borough can't deny solicitors, must allow. If try to deny all solicitation would be constitutionally challenged
 - Could look at ordinance and review actions for those who solicit, and are not registered
 - Residents can post signs on their door of no solicitors permitted
- Nancy Wunderly questioned the cost of our solicitation permits compared with other municipalities
- Chief noted that Cindy (police clerk) does background checks, etc before authorizing solicitation permits
- It was mentioned that the penalty fee for not having a solicitation permit could be increased
- Council authorized Andy George, Esq. to look into options for changes for solicitation permits

Advertise for Full-Time Officers

Motion to advertise for new full-time officers.

Made by: John Rothenberger

Seconded by: Mark Watkins

Motion Carried

Motion Failed

Barry Isett & Associates (BIA – Codes/Engineering)

BIA report was distributed to Council prior to meeting.

DESCCO Pay-App Approval #6

Discuss approval for the Pool Restroom Project PayApp #6 of \$27,608.92 to DESCCO. This has been reviewed/approved by BIA and borough.

Motion to approve paying \$27,608.92 to DESCCO.

Made by: Mike Mayer

Seconded by: Nancy Wunderly

Motion Carried

Motion Failed

Kinsley Pay-App Approval #1

Discuss approval for the Willow Creek project PayApp #1 of \$46,354.50. This has been reviewed/approved by BIA and borough.

Motion to approve paying \$46,354.50 to Kinsley

Made by: Mark Watkins

Seconded by: Mike Mayer

Motion Carried

Motion Failed

Entech (Water/Sewer)

Entech Report

Entech report was distributed to Council prior to meeting.

Spruce Street

Discussed approval for the Spruce Street final project work PayApp #4, 5, and 6 for total of \$124,525.81. This has been reviewed/approved by BIA for payment. This finalizes the project and pays for refurb of project and top coating.

Motion to approve paying PayApps # 4, 5, and 6 for total of \$124,525.81 to Kinsley.

Made by: Pete Merkel

Seconded by: John Rothenberger

Motion Carried

Motion Failed

HRG (Storm Sewer)

HRG Workshop Meeting

Chris mentioned there was a workshop meeting on April 30th with Council and HRG where their recommendations to borough were discussed. Discussion of storm water feed court ruling in West Chester; ruling delays HRG's recommendations. HRG to investigate borough having fee versus tax if borough has a stormwater authority.

Legal – Andrew George Esq.

Willow Crest – Dedication of Water Lines

Andy George, Esq reported this is not ready yet. Rebecca from Entech notified him she should have ready later this week.

Lease Agreement Suite 101 – Community Center

Andy reviewed lease is for MY Training in Suite 101 of the Community Center. The 1-year lease started April 1, 2026 with monthly rental fee of \$580 and flat \$20 monthly rate to cover phone, water, sewer, and trash. Lease is similar to others – 180-day notice to end lease, 3% escalation each year.

Motion to approve rental lease with MY Training for suite #101.

Made by: John Rothenberger

Seconded by: Nancy Wunderly

Motion Carried

Motion Failed

Grant DCNR - Pickleball

Andy reviewed DCNR Greenway grant that would be used for two pickleball courts and a trail behind the borough maintenance garage by park/pool. Grant is for \$244,497 in grant funds from the DCED Greenways, Trails, and Recreation Program. There is a 15% match from the borough for \$43,147. Resolution 2026-05-11-01 designates Chris Young and Ralph Touch to sign documents related to the grant.

Motion to authorize Chris Young and Ralph Touch to sign grant documents.

Made by: Mark Watkins

Seconded by: Pete Merkel

Motion Carried

Motion Failed

Resolution: 2026-05-11-01

Water/Sewer – Pete Merkel

Pete mentioned review of fluoride study of pros/cons – there are benefits to it. The Water/Sewer committee has decided to keep the borough’s fluoride system. New equipment needs to be ordered – 3 analyzers, 6 pumps, and maintenance agreement for fluoride system for cost of \$53,000.

Motion to approve purchase of new equipment for fluoride system at cost of \$53,000.

Made by: John Rothenberger

Seconded by: Mark Watkins

Motion Carried

Motion Failed

Borough Managers Report – Chris Young

Financial Report

Chris noted he has a call with financial on Tuesday, 5/12. Following that call, he will send the financial report to Council. Chris mentioned that auditors are noticing the completeness of paperwork each year. Thank you was extended to borough staff for their hard work and effort.

Planning Commission Recommendations

Chris mentioned Pete Laucks provided note of the Planning Commission endorsing recommendation for the borough to look at ordinance regarding data centers. Discussion that data centers don’t need to be in large buildings/areas. They do require high level of electric and air conditioning.

Pool Staff – Life Guards

List of hired life guards and pool staff was supplied to Council prior to meeting.

Motion to ratify the approval to hire life guards.

Made by: Mike Mayer

Seconded by: John Rothenberger

Motion Carried

Motion Failed

Municibid Approval

Chris mentioned some items were posted on Municibid and were sold. There are 2 metal detectors that were bid on and approved, however there has been no contact from buyer yet.

Motion to ratify approval to sell Municibid items to highest bidder and authorize reposting the 2 metal detectors in no contact from bidder.

Made by: Nancy Wunderly

Seconded by: Mark Watkins

Motion Carried

Motion Failed

Borough Managers Report – Chris Young (Continued)

Municibid – New Items to Sell

Chris mentioned list of additional items to sell on Municibid was provided to Council. Items include a John Deer Zero-Turn mower, bathroom grab bars.

Motion to accept list of items to sell on Municibid and authorize selling to highest bidder.

Made by: Mike Mayer

Seconded by: Pete Merkel

Motion Carried

Motion Failed

Street Paving Bid

Chris mentioned the street paving bids are scheduled to be opened on May 18, 2026. Request approval from Council to approve the lowest bid based on BIA recommendation when bids are opened. Bid approval will be ratified at the June 2026 borough council meeting.

Motion to approve lowest street paving bid based on BIA recommendation.

Made by: John Rothenberger

Seconded by: Mark Watkins

Motion Carried

Motion Failed

Zoning Approval – 106 West Main Street

Chris mentioned a business is looking to establish a coffee shop at 106 West Main Street. To get zoning approval they need approval from Council to tentatively purchase 6 spaces on the Tannery parking lot. Council recognizes the business is close proximity to the Tannery lot. The number of spaces depends on the seating occupancy for the business.

Motion to approve 6 tentative parking spaces on Tannery lot for the business to purchase.

Made by: Nancy Wunderly

Seconded by: Mike Mayer

Motion Carried

Motion Failed

Public Works Report – Chris Young

Public Works Report

Report was distributed to Council prior to meeting.

USDA Deer Proposal Reservoir

Chris reviewed Deer Proposal USDA Cooperative Agreement which is recommended for the Fleetwood Reservoir area.

John inquired if a report is available; Chris will check with Paul.

Motion to approve signing the Deer Proposal USDA Cooperative Agreement.

Made by: Pete Merkel

Seconded by: John Rothenberger

Motion Carried

Motion Failed

BCCPC Representative

BCCPC reached out to Chris to see if interested in updating agreement representative. Agreement currently has Bobby Weidner.

Motion to approve update BCCPC agreement to have Paul Darrah (Public Works) as representative.

Made by: Pete Merkel

Seconded by: John Rothenberger

Motion Carried

Motion Failed

Rain Garden Fence

A rain garden was required by DCNR to be located at new pool house building; rain garden will collect water from roof. Quote for a gate and fence around rain garden is \$3500. This will isolate rain garden from kids, but allow access to Public Works for maintaining.

Motion to approve \$3,500 to purchase fencing and gate to put around rain garden.

Made by: Mike Mayer

Seconded by: Mark Watkins

Motion Carried

Motion Failed

Solar Panel Electrical System

Chris mentioned the Solar Panels are functioning. Last week solar panel company came back to energize power to Sewer plant. There was an issue of how that was hooked up that caused sewer equipment (blowers/clarifiers) backwards. Public guys quickly reacted which prevented sewage from discharging into creek, Solar company corrected the problem with the energizing to Sewer plant.

Everything is still working. Vendors will be evaluating equipment to see if any damage occurred while being run backwards. Could be \$100,000 to \$200,000 in equipment damage.

Public Works Report – Chris Young (Continued)

West Poplar Street Bridge

Chris stated that PennDOT inspected the West Poplar Street bridge and found problems. The cross members are moving. Estimated cost to repair \$10,000. This is the only bridge that is borough owned. Chris has a call in two weeks with PennDOT to discuss.

General

Mark Watkins thanked Chris for coordinating Public Work meetings for Council to attend.

Comprehensive Committee Update – Mayor Touch, Nancy Wunderly

Nancy and Russell Anderson attended meeting last Tuesday. During that meeting the plan was reviewed page by page. Next step is what the borough would like to look at doing – crosswalks, signage, beautification to name a few. Also looking to see if Barta would have bus stop.

There was another meeting last Thursday, that Russell attended. Meeting attendees Fleetwood borough, Richmond township, Maiden creek township, and other surrounding areas. Want to be proactive of what the borough doesn't want to have.

Consider having B&B short term rentals, more inspections/zoning, where can food trucks park during off times, ordinances for addressing small and large warehouses.

Chris inquired if the county is offering templates of ordinances; Russell will check on this. Andy George, Esq. said there are some templates for Data Centers and Warehouses.

An updated version of the plan will be provided and then will distribute.

Mayor Touch Initiatives

Richmond/Springfield Meadow

Mayor Touch provided update of the pollenated garden area and walking path. Working with Larry Lloyd on using native friendly plants. A guest questioned the messy look of area currently; looks like it needs to be mowed. Mayor Touch noted that it will take time for the native plantings to get established. Moving forward there will not be any mowing in this area. Ground plantings will be for wildlife. Mayor Touch plans to put up signs explaining what is occurring. Mark suggested permanent marks/signs with information about the area. John suggested QR codes to provide information. Also partnering with Rotary for their assistance with area. By end of 2026, plan to have a painted tiger #10; will be called Blossom and have a botanical theme installed in this area. Mayor Touch has also been working with Greg Miller (Superintendent Fleetwood School District) on using the area for teaching students.

Tiger Placement #10

Mayor Touch noted that tiger #10 (Blossom) will be funded by donations (Library, Businesses, Rotary, and Legion) – the borough is not paying for tiger. However, a concrete pad will be needed to secure the tiger. Chris noted the cost of this is about \$2000.

Motion to approve borough covering expense of concrete pad for tiger #10 (Blossom)

Made by: Mike Mayer

Seconded by: Pete Merkel

X Motion Carried

Motion Failed

Tiger Placement #11

Mayor Touch discussed that tiger #11 (Liberty) will be a bronze Bengal with theme of constitution. This tiger and concrete pad will be funded by donations from organizations, etc; Rotary is interested. This tiger will be installed at the walkway on Main St.

Motion to approve tiger #11 (Liberty) installed on Main St walkway, and concrete pad if needed

Made by: Nancy Wunderly

Seconded by: Mike Mayer

X Motion Carried

Motion Failed

Tiger Placement outside of Community Center

Mike inquired on status of tiger that will be placed outside of the cafeteria at Community Center. Mayor Touch noted that Karin Crossley is working on the design/theme of tiger. Should be done by end of summer/end of year.

Historic Signs

Mayor Touch is working with Fleetwood Historical Society on historical signs with information to be posted at historical locations. May have 10 signs installed by end of 2026. Discussion of type of signs will vary the cost.

Motion to approve historical signs with price not to exceed \$2,500 total for 10 signs.

Made by: Mark Watkins

Seconded by: Pete Merkel

X Motion Carried

Motion Failed

Mayor Touch Initiatives (Continued)

250th Parade – Council Participation

Mayor Touch discussed 250th parade that is being hosted by FACO on June 28th. Mayor Touch would like to create a float/decorations and looking for Council members to ride/walk in parade. Mike and Nancy offered to help and participate. Mayor Touch will contact Stacy Laucks and register Council for the parade. Parade route is same as homecoming parade route.

Fleetwood Newsletter

Chris mentioned that FACO is compiling a Fleetwood Newsletter. Deadline was May 1st, but FACO is extending deadline. Mayor Touch suggested articles regarding E-Bikes, the Richmond/Springfield pollinator garden, etc. Nancy stated she will work on article for the Comprehensive Committee.

Guests – Public comment on new items

No Comments.

Bills

Ratify Invoices Paid April 15th

Motion to ratify invoices paid April 15, 2026

Made by: John Rothenberger

Seconded by: Mark Watkins

Motion Carried

Motion Failed

Ratify Invoices Paid April 27th

Motion to ratify invoices paid April 27, 2026

Made by: John Rothenberger

Seconded by: Nancy Wunderly

Motion Carried

Motion Failed

Approve Invoices Paid May 11th

Motion to ratify invoices paid April 27, 2026

Made by: John Rothenberger

Seconded by: Mike Mayer

Motion Carried

Motion Failed

Minutes

Motion to approve the April 13, 2026 borough council minutes.

Made by: Mike Mayer

Seconded by: Mark Watkins

Motion Carried

Motion Failed

Adjourn

Motion to adjourn meeting at 8:21pm.

Made by: Mike Mayer

Seconded by: Mark Watkins

Motion Carried

Motion Failed

Submitted by:

Doreen O'Neil, Borough Recording Secretary