

FLEETWOOD BOROUGH COUNCIL MINUTES

☒ BOROUGH COUNCIL MEETING

☐ BOROUGH COUNCIL WORKSHOP

Date: June 8, 2026 - In-person meeting, held in Room #113
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 - Virtual**

☒ **Mike Mayer**

☒ **Nancy Wunderly**

☒ **Suzanne Pittella Touch, Mayor - Virtual**

☒ **Chris Young, Borough Manager**

☒ **Doreen O'Neil, Recording Secretary**

☒ **Andy George, Esq.**

☒ **Dale Ulshafer, Police Chief**

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 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

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

Police Applications

Chief noted still accepting applications for full-time police officers until June 15th. A reject letter was sent to a prior applicant due to findings.

Grant

Chief is working on quotes for LPRs, tasers, and radios to submit with grant application

Officer Probationary Language

Request to remove probationary language to allow newly hired officers to increase seniority - 5 years = 85%, 10 years = 90%, 15 years+ = 95%. Chief mentioned this is common with other departments. No issues with CBA.

Requesting approval from Council to produce agreement,

Motion to approve producing new agreement.

Made by: Mark Watkins

Seconded by: Nancy Wunderly

☒ **Motion Carried**

☐ **Motion Failed**

EBike Issues at Park

Chief reported that it has calmed down a bit. There have been cases of stopping juveniles on Ebikes who are under age 16 and educating them of the laws, regulations. Most recently 14yo was stopped and it was case of parent purchasing Ebike – not knowing there were age restrictions for operation Ebikes. Discussion that Ebikes are banned from park, signs were hung at all entrances to park (roads and bridges). Consider possibly more signs around pavilions?

Police Department (Continued)

Traffic Calming – East Locust Street

Chief mentioned a resident from East Locust Street contacted borough office regarding excessive vehicle speed on East Locust Street from North Willow Street to East end of Locust Street. Plan to set up speed sign and collect data for a couple of weeks,

Fire Department

DCED Fire phase 2 – next meeting delayed until first week of September 2026.

Barry Isett & Associates (BIA – Codes/Engineering)

BIA report was distributed to Council prior to meeting.

Kinsley Pay-App Approval - Willow Creek

Discuss approval for the Willow Creek project PayApp of \$69,174.79. This has been reviewed/approved by BIA and borough.

Motion to approve paying \$69,174.79 to Kinsley

Made by: Mike Mayer

Seconded by: Mark Watkins

☒ **Motion Carried**

☐ **Motion Failed**

West Pine Street Storm Sewer Bid

Discuss low bid from M&A Excavating for West Pine Street storm sewer bid in amount of \$77,803.00.

Motion to approve low bid of \$77,803 to M&A Excavating.

Made by: Pete Merkel

Seconded by: Jim Meals

☒ **Motion Carried**

☐ **Motion Failed**

CMS Street Paving

Discussion to ratify awarding lowest bid for street paving to Construction Master Services (CMS) for \$142,305.50 for roadway improvements to W Poplar St, W Pine St, and E Linden St.

Motion to ratify awarding lowest bid of \$142,305.50 to Construction Master Services (CMS) for street paving of W. Poplar St. W. Pine St. and E. Linden St.

Made by: Nancy Wunderly

Seconded by: Mark Watkins

☒ **Motion Carried**

☐ **Motion Failed**

Entech (Water/Sewer)

Entech Report

Entech report was distributed to Council prior to meeting.

Kinsley Final Pay-App – Spruce Street

Motion to approve final pay-app of \$37,598.72 to Kinsley for Spruce Street project,

Made by: Mike Mayer

Seconded by: Pete Merkel

☒ **Motion Carried**

☐ **Motion Failed**

Sunsweet Pre-Treatment Discharge Permit

Discuss extending the Sunsweet pre-treatment discharge permit out one year, Entech will handle this.

Motion to approve extending Sunsweet's pre-treatment discharge permit by one year,

Made by: Mike Mayer

Seconded by: Mark Watkins

☒ **Motion Carried**

☐ **Motion Failed**

HRG (Storm Sewer)

HRG Workshop Meeting

There was an April workshop meeting with Entech regarding storm water fees and court ruling for West Chester. Chris noted there is a conference call next week with HRG and would like solicitor to join call.

Legal – Andrew George Esq.

Willow Crest – Dedication of Water Lines

This is tabled until July borough meeting. Pete questioned why Fleetwood would take ownership of the water lines when they are in Richmond Township. Chris mentioned it's in the best interest for Fleetwood since water lines are part of the Fleetwood water system. It allows borough to oversee getting qualified workers for any work that may need to be done on water lines. Andy George, Esq. will look at agreement verbiage from years back regarding water line dedication. Ralph questioned if all water lines in Richmond Township that are part of Fleetwood borough water system are dedicated to the borough – unknown.

Borough Managers Report – Chris Young

Financial Report

Chris mentioned there was a new financial report created and will forward to Council later this week.

Handicap Parking Request – St. Paul's UCC

St. Paul's UCC is asking for 2 additional handicap spaces for Sunday only, since they have combined their two services to one. Chris questioned if want to do permits versus revising the parking ordinance. Handicap spaces would most likely be on Green Street.

Motion to authorize two additional handicap spaces via permit,

Made by: Nancy Wunderly

Seconded by: Mike Mayer

 X **Motion Carried**

 Motion Failed

Special Workshop Meeting – June 29th

Recommendation to have an additional workshop meeting on Monday June 29th at 6:30pm. This meeting would be to discuss list of items – agenda to be provided later. It was also noted that the July regular borough meeting is being moved from July 13th to July 6th. This additional meeting date and change in July date will need to be advertised.

Motion to authorize Andy George, Esq to advertise June 29th additional workshop meeting, and the change of July 13th meeting to July 6th,

Made by: Nancy Wunderly

Seconded by: Mike Mayer

 X **Motion Carried**

 Motion Failed

Rec Board – BYOB Event

The Rec Board is planning a BYOB painting event that will be held in the Community Center cafeteria. Attendance would be 25 people. Tentative date was next Thursday, but want to allow time to advertise, so for now the event date to be determined.

With Rec Board being part of borough, this will fall under the borough insurance.

Motion to approve Rec Board holding a BYOB painting event in Community Center cafeteria.

Made by: Mike Mayer

Seconded by: Nancy Wunderly

 X **Motion Carried**

 Motion Failed

Flag Pole – Fire Company

The flag pole on the Fire Company parking lot was damaged during plowing this past winter season. The preference is to attach new flag pole to building, this opens up parking and will make plowing easier.

Motion to approve installing new flag pole on Fire Company building – cost not to exceed \$1,500,

Made by: Mark Watkins

Seconded by: Pete Merkel

Abstain: John Rothenberger

 X **Motion Carried**

 Motion Failed

Public Works – Chris Young

West Poplar Street Bridge

The bridge on West Poplar Street was inspected by PennDOT and needs repairs. Original estimate from PennDOT was \$100,000 to \$200,000. After further review, the mechanical engineer offered another suggestion which would be around \$100,000 to repair. Repair estimates are being compiled by PennDOT, BIA, and bridge repair company. Repairs will need to be addressed within 2 years. Current bridge condition is ok, but need to reduce to 25-ton limit. Signs have been ordered. The work on bridge work to be done would hold for 20 years until more work is needed. Guest mentioned when there are major rain storms, the creek bed is too shallow (compared to years ago), causing creek to flood and water goes over the bridge instead of under bridge. Chris mentioned could have BIA Engineers take a look and provide suggestions.

Preconstruction Meetings

Preconstruction meetings were held with CMS (street paving) and M&A (storm sewer replacement).

Public Works – Chris Young (Continued)

Sewer Plant Phase – Reversal Damage Status

Chris noted reports were distributed to Council. The phasing did not affect pumps. However, it did affect 2 blowers that cost \$28,000 each; these are on order. The #2 and #3 clarifier; nothing major wrong. Insurance company is coming out June 9th to review.

Fire Hydrant/Water System (CrissCross Road)

Pete mentioned initial scope was to install fire hydrant with additional water hose source along CrissCross Road out from the Sewer Plant. Hydrant would be for fire safety and watering hose would be used to water trees that were planted along road to obscure solar panels. (Hydrant and water hose source was \$10K + 4K for hydrant). After further research on this plan, it was learned a secondary water source cannot come off a fire hydrant. A substitute plan is for meter pit and hose hook-up with piping to each tree (which are required to be there) would cost \$4,865 + \$4,000 (\$8,865). Discussed \$4,000 for sprinkler system with 1” tap-in and purchase hose.

Motion to purchase substitute watering system, meter pit and hose not to exceed \$8,000.

Made by: Mike Mayer

Seconded by: John Rothenberger

X Motion Carried

Motion Failed

Municipal Items

John Deere 997 Zero Turn

Motion to approve selling John Deere 997 Zero Turn mower to highest bidder, Zachery Martin at price of \$4,600.

Made by: Nancy Wunderly

Seconded by: Mike Mayer

X Motion Carried

Motion Failed

Wall Grab Handles

Motion to approve selling wall grab handle to highest bidder, Michael Cianfichi at price of \$50.

Made by: Mike Mayer

Seconded by: Mark Watkins

X Motion Carried

Motion Failed

Comprehensive Committee Update – Mayor Touch, Nancy Wunderly

No change, next step is for Council to approve draft plan.

Motion to approve draft plan.

Made by: Mike Mayer

Seconded by: Nancy Wunderly

X Motion Carried

Motion Failed

Mayor Touch Initiatives

Richmond/Springfield Meadow

Mayor Touch mentioned temporary signage was erected explaining goal of the meadow area. Mayor Touch is working with groups as to types of signs to be put in with information about the flowers and trees in the meadow.

Guest inquired about project – they don’t see flowers yet and noted the area doesn’t look nice. Mayor Touch explained that to save cost, seeds were used instead of planting established live plants and it takes time for those seeds to become established; estimate 2-years. Larry Lloyd is working with Mayor Touch on getting native plants for the area to block non-native plants. Berks Nature proposed idea for meadow and grant funds were received from Berks Nature. Some black-eyed Susans and cone flower seeds were planted – these bloom in July and August. A welcome to Fleetwood sign and tiger (Blossom) will be placed at meadow. Need to give it time for plants to become established; will discuss again in September.

250th Parade – Council Participation

Mayor Touch met with the FACO organization last week where the 250th parade and activities were discussed. A flyer of events for America’s 250th celebrations is posted on borough and library website. There will be a swift reach call to residents about the schedule of events. Council has registered to participate in the parade on Sunday, June 28th; they will have a decorated float.

Tiger Nation Funding Update

Mayor Touch mentioned that tiger funding is not getting much support. School can’t support funding raising since it’s not applicable to students. Mayor Touch plans to meet with Main Street business owners to discuss funding for tiger that would be placed in Town Square along Main Street. Mayor Touch will also be meeting with Rotary Club to see if interest in donation to tiger statue.

Guest inquired if organizations who sponsor a tiger have a say in the drawing/designs on the tiger. The design draft goes back to organization(s) to review before artwork is started. The tiger that will be placed outside community center was approved. Karin Crossley is leading the design/artwork. Estimate that it will be completed by end of summer 2026.

Guests –

No comments.

Bills

Ratify Invoices Paid May 20th

Motion to ratify invoices paid May 20, 2026

Made by: John Rothenberger

☒ **Motion Carried**

Seconded by: Mike Mayer

☐ **Motion Failed**

Ratify Invoices Paid June 1st

Motion to ratify invoices paid June 1, 2026

Made by: John Rothenberger

☒ **Motion Carried**

Seconded by: Mark Watkins

☐ **Motion Failed**

April Workshop Minutes

Motion to approve the April 27, 2026 borough council workshop minutes.

Made by: Nancy Wunderly

☒ **Motion Carried**

Seconded by: John Rothenberger

☐ **Motion Failed**

Minutes

Motion to approve the May 8, 2026 borough council minutes.

Made by: Nancy Wunderly

☒ **Motion Carried**

Seconded by: Mike Mayer

☐ **Motion Failed**

General

Regular borough meeting was not recorded due to technical difficulties.

Executive Session

Executive session started at 7:46pm to discuss Personnel issues.

Executive session ended at 8:13pm.

Adjourn

Motion to adjourn meeting at 8:14pm.

Made by: Mike Mayer

☒ **Motion Carried**

Seconded by: Nancy Wunderly

☐ **Motion Failed**

Submitted by:

Doreen O'Neil, Borough Recording Secretary