

The meeting was called to order at 7:00PM at the Adamstown Municipal Building, 3000 N. Reading Road, Adamstown by Council Vice President Dave Matz.

Council Present: Dave Matz, Cindy Schweitzer, Mark Bansner, Jessica Kelly, Alex McManimen, Mike Wetherhold

Visitors Present: Lt. Tom Shumaker, Steve Roth, Helen Shaak, Donna Wetherhold, Bob Stork, Ralph Vedder, Matthew Pachuillo, John Schmidt, Shad Lewis, Michele Walter Fry

Others Present: Dean Johnson, Mike Palm, Lisa Crouse, Sam Toffy

**REORGANIZATION:**

**Annual Appointments:**

Secretary/Assistant Treasurer – Sam Toffy

Treasurer – Lisa Crouse

Planning Commission (4-year term to expire 1/2021) – Mark Schweitzer

Deputy Tax Collector – Diane Hertzog

Adamstown Representative at Police Meetings – Dean Johnson

*Motioned by M. Bansner, seconded by M. Wetherhold and unanimously carried to make the annual appointments listed above.*

Cocalico Area Appeals Board – Tommy Kashatus

Cocalico School District Municipal Rep & Alternate for LCTCB – Mike Hession and Carolyn Hildebrand (Alt)

*Motioned by M. Wetherhold, seconded by M. Bansner and unanimously carried to make the annual appointments listed above.*

Zoning Hearing Board Attorney – Dwight Yoder, Gibbel, Kraybill and Hess

*Motioned by M. Bansner, seconded by M. Wetherhold and unanimously carried to make the annual appointment listed above.*

Zoning Hearing Board Alternate – Vacant

Zoning Hearing Board (3-year term to expire 1-2020) – Susan Russo (by Resolution 17-01)

*Motioned by M. Bansner, seconded by M. Wetherhold and unanimously carried to adopt Resolution 17-01 to appoint Susan Russo to another 3-year term on the Zoning Hearing Board, with her new term to expire January 2020.*

Borough Solicitor – Josele Cleary of Morgan, Hallgren, Crosswell, and Kane

Borough Engineer of Record – Hanover Engineering

Sewage Enforcement Officer – Scott Brown and Christopher Taylor of Hanover Engineering

Rental Inspector/Code Enforcement Officer – Robert Getz

*Motioned by M. Bansner, seconded by M. Wetherhold and unanimously carried to make the annual appointments listed above.*

Zoning Officer – Jim Franey, CIS

*Motioned by M. Bansner, seconded by M. Wetherhold and unanimously carried to make the annual appointment listed above.*

**MINUTES:** Minutes from the December 6, 2016 meeting were approved with a motion from M. Bansner, seconded by C. Schweitzer and unanimously carried.

**BILL LIST:** Motioned by C. Schweitzer, seconded by M. Bansner and unanimously carried to approve all bills and receipts presented. There was a question regarding why Hanover Engineering took so long to do the SWM review on the proposed Fox Brooke Development when the plans were submitted in last June. M. Palm will look into this.

**POLICE and/or FIRE REPORT:**

The December Police Report was read by Lt. Shumaker.

Lt. Shumaker said he received a complaint from a citizen regarding the one-way area coming out from the Community Pool along Rt. 272. It was explained that when traveling south on Rt. 272, the 'No Right Turn' sign near the Community Pool is misleading and often motorists turn right in that area, not aware that they are turning into a one-way street. Lt. Shumaker is asking that Council re-evaluate this issue prior to enforcement action being taken. The Roads and Bridges committee will review and provide recommendations to Council.

The December Fire Report was read by Chief Roth.

There will be a soup and sub sale on Saturday, January 21, 2017 beginning at 10AM until sold out.

**VISITORS BUSINESS:** None.

**SPECIAL TOPICS:** None.

**PUBLIC WORKS:**

Water Main Breaks – There were two water main breaks along Jefferson Road. They were found and repaired.

**TREASURER:**

Street Lights – L. Crouse grouped the remaining MetEd cobra head street lights due for replacement with LEDs and emailed the information to MetEd. She is waiting to receive a contract for the grouping before moving forward with the project.

**FINANCE:** None.

**WATER & SEWER:**

40 Bissenden Way Fire Hydrant – A second request was submitted to Council by the property owner at 40 Bissenden Way regarding the relocation/removal of a fire hydrant located on his property. C. Schweitzer commented that although she is not in favor of using taxpayers' dollars to remedy this situation, she would not be opposed to spending up to the value of the hydrant (approximately \$2K) because the Borough would

be able to utilize the hydrant in another location in the future if necessary. D. Matz asked Stoudtburg Village Board President John Schmidt, who agreed, to have the homeowners meet with Keystone Builders to discuss the landscaping in this area and the concerns involved with the current placement of the hydrant in relation to a future home to be built on the adjoining lot to Mr. Stephany. M. Wetherhold along with the help of M. Palm and S. Roth will also further discuss the options available and review Stoudtburg to determine if there are other properties with hydrants in similar positions.

Dautrich Engineering Proposal – Randy Dautrich of Dautrich Engineering submitted a proposal for civil engineering services related to improvements for the sewer interceptor line; prepare the necessary documentation to seek approval from the USFWS to do work in the right-of-way and prepare bid documents to clear the right-of-way and televise the sewer main. He is anticipating this work to be completed by April. An option that was discussed by Mr. Dautrich was the possibility of relining the existing sewer line as opposed to replacing it. C. Schweitzer commented that if we move forward with the proposal, she would like to see a timeline regarding Mr. Dautrich’s proposal.

*Motioned by A. McManimen, seconded by M. Bansner and unanimously carried to approve Dautrich’s Engineering Proposal as outlined in the proposal dated December 2, 2016 and to request a timeline from Mr. Dautrich before moving forward with the project. Effective immediately, Dautrich Engineering will be the Engineer of Record for the interceptor line project.*

*Motioned by A. McManimen, seconded by M. Bansner and unanimously carried to have a letter drafted to Hanover Engineering to cease any further work on the interceptor line project and to provide copies of all mapping and data that has been obtained to date.*

**COMMUNITY:**

Sidewalk Inspector – M. Wetherhold met with newly appointed Sidewalk Inspector Robert Getz to review and discuss the requirements of the recently adopted Sidewalk Ordinance. M. Wetherhold is looking for one more Council member and maybe one Borough citizen to make up a committee to work with Mr. Getz on creating guidelines in what Council is looking for. M. Bansner volunteered to serve on the committee. The committee plans to walk through the Borough and make note of the properties that are currently in dire need of sidewalk repair, then notify those property owners of the requirement to repair/replace their damaged sidewalk.

C. Schweitzer questions how the Borough is planning on handling the upcoming property transfers which require a sidewalk inspection and noted that there will need to be a permit form created and an administrative and inspection fee established to cover the Borough’s costs in processing permits. M. Wetherhold will work on that.

**ROADS AND BRIDGES:**

Rose Hill Sign Request – An email was received from the President of the Homeowner’s Association of Rose Hill regarding the use of the roadways in the Rose Hill Development as a short cut to get from Rt. 272 to Rt. 897. He is asking Council if they would consider installing a ‘No Outlet’ sign near the entrance to the development. M. Palm said he will install a sign near the entrance.

**PERSONNEL:** None.

**RECREATION:**

Wallover Architects – A proposal was submitted by Wallover Architects not to exceed \$7,655 to provide a concept design for the baby pool. Three concepts will be provided within the next month. A comprehensive proposal was originally provided by Wallover which included total project management of the pool replacement and was based on a plan provided by Hanover Engineering. Wallover revised his proposal to only include concept design based on a budget of \$150K. Future project management costs will then be based on the concept design chosen.

*Motioned by C. Schweitzer, seconded by M. Bansner and unanimously carried to move forward with the proposal from Wallover Architects to prepare a concept design for the baby pool at a cost not to exceed \$7,655.*

2017 YMCA Pool Management Contract – The contract for pool management in 2017 was revised to include that all pool facilities remain open during normal hours of operation. The contract price was increased to \$75K to cover the additional hours.

*Motioned by M. Bansner, seconded by A. McManimen and unanimously carried to accept the revised proposal for pool management in 2017 at a cost of \$75K which would include that all pool facilities remain open during normal hours of operation of 12PM – 8PM daily.*

Appointment of Citizen Representatives – The Rec Committee would like to reappoint Ralph Vedder as citizen representative in 2017 to assist with general pool business and the kiddie pool replacement project and Jessica McManimen to assist with the Celebration Park playground development.

*Motioned by C. Schweitzer, seconded by M. Wetherhold and unanimously carried to reappoint citizen representative Ralph Vedder to assist with general pool business and the kiddie pool replacement project, and Jessica McManimen to assist with the Celebration Park playground project.*

J. Kelly noted that there will be an opening for a snack bar vendor for the 2017 pool season which will be advertised in the next week or two.

**FIRE/SAFETY:** None.

**MS4:**

Waiver Request – M. Palm said that the waiver request has been submitted to DEP by Rettew and we are waiting to hear back.

**UNFINISHED BUSINESS:**

IPad Purchase – C. Schweitzer noted that there is not a significant price difference between the purchase of new vs. refurbished iPads and is recommending purchasing them new as the new ones also have larger memory. Training by Laughing Rock will be set up on an as-needed basis and will be paid for using block hours.

*Motioned by C. Schweitzer, seconded by A. McManimen and unanimously carried to move forward with the new iPad purchase for those who need one based on the new quote of \$574.96 per unit.*

A quote was also received from Laughing Rock to set up wireless network in the Borough building and to sync the new iPads to the wireless network for a cost of \$584.12.

*Motioned by C. Schweitzer, seconded by M. Bansner and unanimously carried to approve Laughing Rock's quote to install wireless network at the Borough office and sync the new iPads to the wireless network for a cost of \$584.12.*

L. Crouse also requested that Laughing Rock set up the overhead projector so it can work off of the wireless network. Council approved her request.

Draft Intermunicipal Agreement – This item has been tabled until after the January Leader's Meeting.

Hanover Engineering 2017 Fee Schedule – Hanover's new fee schedule for 2017 was presented to Council.

*Motioned by C. Schweitzer, seconded by M. Bansner and unanimously carried to approve Hanover Engineering's 2017 fee schedule.*

**NEW BUSINESS:**

5K For Johnnie K Race – Permission was requested by Lynn Keene to allow runners to use designated roads in the Borough for the annual 5K for Jonnie K scheduled for May 20<sup>th</sup>. They would also like to have a local BBQ business offer food after the race. As in the past, they will be using the grove restrooms.

*Motioned by M. Bansner, seconded by M. Wetherhold and unanimously carried to approve the use of the designated Borough roads for the annual 5K for Johnnie K provided a certificate of insurance is provided by the Leo Club and a separate certificate of insurance must be provided by the BBQ business, both at least one week prior to the event date. The Ephrata Police and Adamstown Fire Company must be notified of the event by May 1st.*

**EXECUTIVE SESSION:** Council went into executive session at 8:32PM to discuss an employee evaluation and potential litigation involving vandalism on Borough property.

The regular meeting resumed at 8:45PM.

*Motioned by A. McManimen, seconded by M. Bansner and unanimously carried to give a 3% increase to the Borough crossing guard Sue Weinhold effective January 1, 2017.*

**Adjournment:**

*Motioned by M. Bansner, seconded by M. Wetherhold and unanimously carried to adjourn.*  
The meeting ended at 8:47PM.

Attested: \_\_\_\_\_  
Sam Toffy, Adamstown Borough Administrative Secretary