

The meeting was called to order at 7:00PM at the Adamstown Borough Wastewater Treatment Plant, 235 E. Swartzville Road, Denver by Council President Randy Good.

Council Present: Randy Good, Dave Matz, deLyn Alumbaugh, Alex McManimen, Randell Weaver, James Johnson-Null

Visitors present: Sgt. Albaugh, Chuck Hess, Dwight Fox, Mike Bieber, Wendy Kershner, Paul Marx, Heather Marx, Helen Shaak, Michele Walter Fry

Others present: Mike Palm, Sam Toffy

Annual Appointments:

- Secretary/Assistant Treasurer – Sam Toffy
- Treasurer/Office Manager – Lisa Crouse
- Adamstown Representative at Police Meetings – John Schmidt
- Vacancy Board – Joe Dietrich
- Cocalico Area Appeals Board – Tommy Kashatus
- Cocalico School District Municipal Rep & Alternate for LCTCB – Carolyn Hildebrand & Michael Hession (Alt)

Motioned by D. Matz, seconded by d. Alumbaugh and unanimously carried to appoint the above as listed.

- Zoning Hearing Board Attorney – Dwight Yoder, Gibbel, Kraybill and Hess
- Zoning Hearing Board (3-year term to run through 12/2025) – Susan Russo (Resolution 23-01)
- Zoning Hearing Board Alternate (1-year term to run through 12/2023) – Steve Davis (Resolution 23-02)

Motioned by D. Matz, seconded by R. Weaver and unanimously carried to appoint the above as listed and to adopt Resolution 23-01 and Resolution 23-02.

- Borough Solicitor – Josele Cleary of Morgan, Hallgren, Crosswell and Kane
- Borough Engineer – Systems Design Engineering, Inc.
- Sewage Enforcement Officer – Systems Design Engineering, Inc.
- Rental Inspector/Code Enforcement Officer – Systems Design Engineering, Inc.
- Property Maintenance Code Enforcement Officer – Systems Design Engineering, Inc.
- Zoning Officer – Systems Design Engineering, Inc.
- Building Inspector (Commercial & Residential) – Systems Design Engineering, Inc.
- Building Inspector (Commercial & Residential) – Building Inspection Underwriters of PA, Inc.
- Building Inspector (Commercial & Residential) – Associated Building Inspections
- Building Inspector (Residential) – Contractors Inspection Services

Motioned by d. Alumbaugh, seconded by D. Matz and unanimously carried to appoint the above as listed.

MINUTES: Minutes from the December 6, 2022 meeting were approved with a motion from D. Matz, seconded by d. Alumbaugh and unanimously carried.

BILL LIST: Motioned by J. Johnson-Null, seconded by R. Weaver and unanimously carried to approve all bills and receipts presented.

POLICE REPORT:

The December Police Report was read by Sgt. Albaugh.

FIRE REPORT:

The December Fire Report was included in the packets.

VISITORS BUSINESS: None.

SPECIAL TOPICS: None.

PUBLIC WORKS:

Grants – M. Palm said that two grant applications were submitted – one for the storm sewer through the grove and along Adamstown Road and the other for the relining the remainder of the interceptor line as well as removal of pump station at the pool.

TREASURER: None.

FINANCE: None.

WATER/SEWER/MS4:

Land Acquisition – D. Matz said that discussion is continuing regarding land acquisition around the wellhouse above Broad Street.

COMMUNITY:

Rental Ordinance Update – d. Alumbaugh is requesting that J. Johnson-Null schedule a date that the Finance Committee members could meet to review the ordinance to recommend changes. A. McManimen suggested reviewing/updating the Fee Schedule as well.

ROADS AND BRIDGES: None.

PERSONNEL:

2023-2024 Estimated Renewal Premiums – The bill came for the insurance renewals which was budgeted for.

Scanning Project – We received the bill for the scanning project which came in lower than expected. This was also budgeted for. The check will be released once the thumb drive is received from the company. We will look into scanning the large plan sheets next.

RECREATION: None.

FIRE/SAFETY: None.

BUILDING:

Updated Agreement from Library – A. McManimen said we received the updated Agreement from the Library.

UNFINISHED BUSINESS:

Dwight Fox – 29, 31, 33 & 35 E. Main Street Subdivision Plan – The property owner is seeking 3 waivers and approval of the Subdivision Plan.

Motioned by D. Matz, seconded by R. Weaver and unanimously carried to approve the 3 requested waivers as presented.

Motioned by R. Weaver, seconded by D. Matz and unanimously carried to approve conditional approval subject to completing the outstanding items on SDE's Review Letter #3 dated December 27, 2022.

Pickleball Fundraiser Tournament Request Update – A. McManimen reached out to the gentleman interested in holding a fundraiser to request additional information and suggested he attend a meeting to address Council.

Motioned by D. Matz, seconded by R. Weaver and unanimously carried to approve the 3 requested waivers as presented.

NEW BUSINESS:

SDE 2023 Professional Services Fee Schedule & 2023 SEO Fee Schedule – SDE submitted their 2023 Fee Schedules for approval.

Motioned by A. McManimen, seconded by R. Weaver and unanimously carried to accept SDE's 2023 Professional Services Fee Schedule & 2023 SEO Fee Schedule as presented.

EXECUTIVE SESSION: Council went into executive session at 7:40PM to discuss personnel.

The regular meeting resumed at 7:54PM.

Motioned by A. McManimen, seconded by d. Alumbaugh and unanimously carried to authorize the Borough Solicitor to institute scire facial action in the Lancaster County Court of Common Pleas to enter judgements upon and execute upon those judgements concerning the delinquent water and sewer rates for the Property held by Antonio Polverini and Judith Polverini identified as 84-86 West Main Street, Lancaster County Tax Account No. 010-75287-0-0000.

Motioned by A. McManimen, seconded by d. Alumbaugh and unanimously carried to authorize the Borough Code Enforcement Officer and Borough Solicitor to prepare citations to be filed against Antonio Polverini and Judith Polverini for violations of the Borough Property Maintenance Code and the Borough Residential Rental Unit Ordinance occurring at 84-86 West Main Street, Lancaster County Tax Account No. 010-75287-0-0000.

Adjournment:

Motioned by d. Alumbaugh, seconded by D. Matz and unanimously carried to adjourn.
The meeting ended at 7:57PM.

Attested: _____
Sam Toffy, Adamstown Borough Administrative Secretary