

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, Andrew Kehl, Helen Shaak, Carol Johnson, Donna Wetherhold, Ralph Vedder, John Schmidt, Glenda Poole, Michele Walter Fry, Val Lacis

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

MINUTES: Minutes from the March 7, 2017 meeting were approved with a motion from M. Bansner, seconded by M. Wetherhold and unanimously carried.

BILL LIST: Motioned by M. Bansner, seconded by M. Wetherhold and unanimously carried to approve all bills and receipts presented.

POLICE and/or FIRE REPORT:

The March Police Report was read by Lt. Tom Shumaker.

The March Fire Report was included in the packets.

VISITORS BUSINESS:

Andrew Kehl, RKL – Mr. Kehl presented a review of the 2016 Annual Financial Audit to Council. L. Crouse was commended on the great job she did in preparing for the audit.

SPECIAL TOPICS: None.

PUBLIC WORKS:

Backhoe – M. Palm said that we took possession of the backhoe that was purchased from Denver Borough and he is working on advertising the old backhoe on MuniBid.

MIB Report – The MIB report was included in the packets. The last evaluation was 10 years ago. The purpose of the report is to put a re-built value on all of the properties that the Borough owns and insures. The insurance premiums are then based off of the values of all of the properties combined.

Chest Freezer for Snack Bar – The snack bar freezer has been broken and a replacement freezer has been budgeted for. M. Palm is recommending purchasing one from a local home improvements store at a cost of approximately \$800.

Motioned by C. Schweitzer, seconded by M. Bansner and unanimously carried to allow the purchase of a chest freezer for the snack bar at a cost of approximately \$800.

TREASURER:

QuickBooks – L. Crouse is requesting to upgrade her QuickBooks from the 2014 version to the 2017 version to continue receiving updates. Laughing Rock can provide and install the 2017 version at a cost of \$229.

Motioned by C. Schweitzer, seconded by M. Bansner and unanimously carried to approve upgrading the QuickBooks system from the 2014 version to the 2017 version at a cost of \$229 and have Laughing Rock do the installation using block hours.

Shutoff/Lien Notices – MuniBilling recently uploaded our shutoff and lien notices into the system which now allows us to run a report that populates the necessary information and prints out all of the letters. It has cut our process time significantly. The first round of notices for 2017 went out March 20th.

Quarterly Water/Sewer Billing – L. Crouse is in the process of training to take over the quarterly billing so we can bring that in-house to save additional money.

Health Insurance Renewal – L. Crouse along with A. McManimen and M. Palm met with Power Kunkle to discuss health insurance options. The best option and the one closest to the current plan would be the Capital BlueCross Bronze PPO HAS 6350/0/0 plan which is an approximate 13% increase over the current plan.

Motioned by A. McManimen, seconded by M. Wetherhold and unanimously carried to choose Capital BlueCross Bronze PPO HAS 6350/0/0 plan at an annual cost of \$35,706.72.

Electric Rates – L. Crouse signed the new contracts with MetEd and PPL, and the new lower rates will go into effect in May 2017.

Street Lights – We received all of the invoicing for the switchover of the three groups of street lights to LEDs. The project should be complete by the end of May/early June.

FINANCE: None.

WATER & SEWER:

245 Jefferson Road – This property has been foreclosed and the Borough received a request from 24 Asset Management Corp. for a waiver of a portion of the late/interest fees accrued on the account before bringing the account current.

Motioned by A. McManimen, seconded by M. Wetherhold and unanimously carried to not offer a waiver of a portion of the late/interest fees for the outstanding water/sewer account of 245 Jefferson Road.

COMMUNITY:

Basketball Tournament Request – We received a request from Darrell Gockley regarding reserving the basketball courts for a tournament on May 20th from morning until mid-afternoon which would be open to the community. M. Wetherhold attempted to reach out to Mr. Gockley to get additional information. S. Toffy will contact Mr. Gockley to let him know that his request is approved contingent on providing a certificate of insurance to the Borough office at least one week prior to the event.

Sidewalk Update - Keystone Guncrete will be in the Borough at the new Library location on April 17th at 2PM to demonstrate the process they use to level uneven sidewalks. The process they use is injecting a long-wearing foam under the crooked sidewalks. M. Wetherhold said that anyone interested is welcome to attend.

M. Wetherhold also provided Council with information from Chris Martin Concrete, a company out of Ephrata that does concrete work. With multiple property owners grouping together to request repairs, it could potentially help to save money.

The Sidewalk Committee will complete its review of the remaining sidewalks in the Borough and once completed, certified letters will be mailed to those property owners requiring repair/replacement of sidewalks and/or curbs.

ROADS AND BRIDGES: None.

PERSONNEL: None.

RECREATION:

Celebration Park – J. Kelly said they are moving forward with plans to develop Celebration Park and she is looking for approval to spend \$5K budgeted money to purchase specs/drawings to move forward with the construction phase.

Motioned by J. Kelly, seconded by C. Schweitzer and unanimously carried to approve the expenditure of budgeted money to purchase specs/drawings to move forward with the construction phase of Celebration Park.

FIRE/SAFETY:

Morning Crossing Guard – D. Johnson met with Denise Long, Principal of the elementary school regarding inquiries she has received from citizens requesting a crossing guard for the mornings. The school currently pays one half of the salary for the afternoon crossing guard, and Ms. Long was told we could do the same for a morning guard. She said that the school has not budgeted for a morning guard. Members of Council feel it is important to have a guard so this issue was given to the Personnel Committee to further discuss.

Ephrata Police Show & Tell – The Ephrata police will have show & tell at the elementary school on April 20th from 11:15AM to 1:30PM.

Parking Ticket Waiver Request – The Ephrata police received a call from a Borough resident (273 E. Main Street) who received two parking tickets during the last snow storm. She explained that one of the vehicles had been scheduled to be towed the day of the storm, but had been cancelled due to the weather. She is asking for relief from that parking ticket.

Motioned by M. Wetherhold, seconded by C. Schweitzer and unanimously carried to approve a waiver of the parking ticket issued on the vehicle to be towed provided the owner can show proof that the vehicle was towed within one week following the storm.

MS4:

Our current permit expires May 1st and we still have not heard if we will receive a waiver. M. Palm is asking for assistance with the requirements and C. Schweitzer offered to contact Rettew to request pricing. She may also request that our MS4 Rettew representative Kara Kulpson attend the May Council meeting.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

Stoudtburg Village Committee – A Committee comprised of Council members C. Schweitzer and A. McManimen along with Stoutburg Village property owners/board members John Schmidt and Dennis Einolf, and Keystone Custom Homes representative Greg Hill is being formed for the purpose of reviewing spending of Stoudtburg Village escrow funds for improvements in the Village.

Resolutions for Consideration – The PSAB is asking its members to consider passing resolutions for the following:

Radar Resolution – To allow local police departments to utilize municipal radar and other forms of speed-tracking equipment to safeguard their citizens.

Motioned by C. Schweitzer, seconded by M. Bansner and unanimously carried to adopt a Radar Resolution.

Small Games Payouts Resolution – To eliminate the ceilings on small games of chance by local charitable service clubs.

Motioned by C. Schweitzer, seconded by M. Bansner and unanimously carried to adopt a Small Games Payouts Resolution.

Walkway in Grove – M. Wetherhold is requesting that a 4’ wide x 35’ long concrete pathway be installed from the ballfield (near the dugout) into the grove. He explained that in the past, patrons attending Community Days have fallen while traveling from the parking area into the grove in this area. He said that Community Days would be willing to fund a portion of this expense. Joe Dietrich is checking into pricing for the paving.

Adjournment:

Motioned by M. Bansner, seconded by A. McManimen and unanimously carried to adjourn.
The meeting ended at 8:10PM.

Attested: _____
Sam Toffy, Adamstown Borough Administrative Secretary