

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

Council Present: Dave Matz, Mark Bansner, Alex McManimen, Jessica Kelly, Shad Lewis

Visitors Present: Lt. Shumaker, Daniel Wieder, Sue Weinhold, Tom Berman, Helen Shaak, Carol Johnson, Bob Stork, Roger Weir, Derek Youndt, Michele Walter Fry, Val Lacin

Others Present: Dean Johnson, Lisa Crouse, Sam Toffy

**MINUTES:** Minutes from the April 3, 2018 meeting were approved with a motion from M. Bansner, seconded by A. McManimen and unanimously carried.

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

**POLICE and/or FIRE REPORT:**

The April Police Report was read by Lt. Shumaker.

The April Fire Report was read by Deputy Chief Wieder.

D. Johnson brought up that fact that Chief Roth mentioned that many of the multi-unit apartment buildings along Main Street are not clearly marked which makes it difficult to know which apartment they need to access when they receive a fire call. He also noted that one of the apartment buildings had an expired fire extinguisher in the common hallway. M. Bansner suggested that S. Toffy send a letter to all landlords requiring that all apartment units must be clearly marked and any fire extinguishers provided by landlord must be up to code. The Fire & Safety Committee will discuss the fire extinguisher issue and also green address signs which would more easily identify addresses in the event of an emergency.

**VISITORS BUSINESS:**

Tom Berman – Mr. Berman wanted to let Council know that there currently is no alternate to the ZHB as Mr. Hogg, the former alternate, did not want to be reappointed.

Bob Stork – Mr. Stork continues to have a concern with the condition of the pathway from Stoudtburg Road to the community pool, specifically the trees growing into the pathway along the junkyard area by the detention basin and the washed out path area above the pool. The Recreation Committee will look into this. S. Toffy to research maintenance responsibility of right-of-way in this area.

Derek Youndt – Mr. Youndt, who lives on Evergreen Road, said that a property recently sold in the woodland area above him and he is concerned with survey stakes adjacent to his property. D. Johnson said the stakes mark a right-of-way.

**SPECIAL TOPICS:** None.

**PUBLIC WORKS:** The Public Works report was included in the packets.

**TREASURER:**

Shutoff Notices – 23 shutoff notices were sent out on April 12<sup>th</sup>.

**FINANCE:** None.

**WATER & SEWER:**

458 Adamstown Road Waiver Request – The property owners submitted a waiver request for a portion of their four bills issued in 2017 which were significantly higher than average. Their meter was replaced in November of 2017 and their bills were back to normal. They also requested extra time to pay the delinquent amount to avoid a lien. Because there has been no effort to make regular payments, their request for extra time was denied and late/interest fees will not be waived.

*Motioned by D. Matz, seconded by A. McManimen and unanimously carried to waive charges in excess of \$350 for the four high quarters in question, for a total waiver amount of \$651.78. A fee of \$20 is being charged per the Waiver Request Policy bringing the credit amount to \$631.78.*

**COMMUNITY:**

Conference Room Policy – The Committee created a Meeting Room Policy which will be distributed to all key holders of the conference room.

*Motioned by s. Lewis, seconded by M. Bansner and unanimously carried to adopt the Meeting Room Policy.*

Conference Room Online Calendar – S. Lewis created an online calendar for the conference room which is available for Council to view when looking to schedule meetings.

Zoning & Property Maintenance – The Committee is recommending that property maintenance violations remain complaint-based and that the signature line be removed from the complaint forms to encourage residents to bring issues to the Borough's attention.

Sidewalks – The Committee is recommending that deadlines, fines and penalties be temporarily suspended until they can create a plan to move forward with completing the first phase of sidewalk/curb improvement letters that have been sent out last year. They will come back to Council with a plan at the July meeting and a new deadline for completion of repairs along Main Street. They are also still looking into obtaining a new sidewalk inspector.

**ROADS AND BRIDGES:**

M. Bansner and Mike Palm reviewed the issues regarding the drainage pipe along Bowmansville Road north of Main Street and are recommending widening the road. Permits to replace the pipe will be applied for this year and once that work is completed in 2019 the road will be blacktopped. The bridge section of Bowmansville Road south of Rt. 272 sits low causing water to pond. This also needs to be repaired and paved. This work is anticipated to be done in 2019 as well.

**PERSONNEL:**

Health Insurance – A. McManimen said they are still waiting to receive quotes.

**RECREATION:** None.

**FIRE/SAFETY:**

Reinholds Community Ambulance – A letter was received by the Reinholds Community Ambulance Association listing stats from service calls received in 2016 and 2017.

**MS4:**

MS4 Waiver Request – Several months ago the Borough, with the assistance of Kara Kalupson of Rettew, submitted a permit waiver for MS4 to PADEP. On March 8, 2018 we received a letter from PADEP granting our waiver request which has an effective date through February 28, 2023.

**UNFINISHED BUSINESS:**

Emergency Management Coordinator Replacement – The Borough’s Emergency Management Coordinator (EMC) Eric Dickson recently submitted his letter of resignation. Roger Weir, the Borough’s current Assistant EMC expressed his interest in stepping up to fill this position. He has been an active EMT for 28 years. S. Toffy will submit the appropriate paperwork to the County.

*Motioned by M. Bansner, seconded by A. McManimen and unanimously carried to approve the appointment Roger Weir as new Emergency Management Coordinator for Adamstown Borough.*

**NEW BUSINESS:**

Basketball Tournament – We received a request from Darrell Gockley regarding reserving the basketball courts for a tournament on June 2<sup>nd</sup> from 7AM to 3PM which would be open to the community. This will be the third consecutive year that this event is held.

*Motioned by A. McManimen, seconded by S. Lewis and unanimously carried to approve the use of the basketball court on June 2<sup>nd</sup> for the basketball tournament contingent upon providing a certificate of insurance to the Borough office at least one week prior to the event.*

**EXECUTIVE SESSION:** Council went into executive session at 8:25PM to discuss a rental license violation.

The regular meeting resumed at 8:40PM.

**Adjournment:**

*Motioned by A. McManimen, seconded by M. Bansner and unanimously carried to adjourn.*

The meeting ended at 8:40PM.

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