

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

Council Present: Randy Good, Dave Matz, Cindy Schweitzer, Jessica Kelly, Shad Lewis, Alex McManimen, Mark Bansner

Visitors Present: Chris McKim, Steven Roth, Roger Weir, Glenda Poole, Joe Dietrich, Sandy Roth, Donna Wetherhold, Mike Wetherhold, Sue Weinhold, Jon Hamilton, Stephanie Scheifley, Kristine Butz, Michele Walter Fry

Others Present: Dean Johnson, Lisa Crouse, Sam Toffy

**MINUTES:** Minutes from the July 10, 2018 meeting were approved with a motion from D. Matz, seconded by M. Bansner unanimously carried.

**BILL LIST:** Motioned by D. Matz, seconded by C. Schweitzer and unanimously carried to approve all bills and receipts presented.

**POLICE and/or FIRE REPORT:**

The July Police Report was read by Chris McKim. Lt. McKim also presented Council a recap of response time as well as the results of the recent speed study that was done in the Borough. There were three locations studied: 15 W. Main Street with an average speed of 27.0 MPH, Stoudtburg Road with an average speed of 20.6 MPH and the area of Willow Street/Jefferson Road with an average speed of 32.1. The speed limits in those areas are 25, 35 and 35 respectively. The detailed speed study results are available in the Borough office for anyone interested in reviewing them.

**VISITORS BUSINESS:**

Justin Baas, YMCA – Mr. Baas addressed Council with an update of activities and vendors who will be participating at the FunFest event on August 14<sup>th</sup>. He also said that although much of the marketing, entertainment and equipment has been donated, there are several costs that could not be waived including the rental of a PA system. He asked Council if they would consider offering a donation to cover the remainder of the expenses totaling \$668.97. Joe Dietrich, Chairman of Community Days, said they have a PA system that the Y could borrow for the event.

*Motioned by M. Bansner, seconded by C. Schweitzer and unanimously carried to approve a donation of \$650 to the YMCA to help cover the costs of the FunFest event to be held on August 14<sup>th</sup>.*

C. Schweitzer requested that the Y provide them with an accounting report following the event and A. McManimen also asked that going forward, the Y provide more lead time for such a request.

Wendy Kershner – Live Streaming Council Meetings – Wendy Kershner inquired to Council if she can have permission to live stream the Council meetings so they can be viewed both live and recorded on Facebook. R. Good said he will discuss this with the solicitor.

**SPECIAL TOPICS:** None.

**PUBLIC WORKS:**

Tree Removal in Grove & Bowmansville Road – M. Palm received a quote from Messner Tree Service for the removal of 5 trees in the grove plus trim out dead limbs in other trees throughout the grove at a cost of \$2,600 and \$800 to remove a large dead tree along Bowmansville Road if the Borough provides traffic control during the tree removal.

*Motioned by D. Matz, seconded by M. Bansner and unanimously carried to approve the quote from Messner to remove trees and trim limbs at a cost of \$3,400.*

Truck Quote – M. Palm provided Council with a quote to purchase a new truck and plow. The cost for the plow is \$5,433, the truck is \$40,124 and the body/options are \$15,942.14 for a total cost of \$61,499.15.

*Motioned by C. Schweitzer, seconded by A. McManimen and unanimously carried to approve the purchase of the truck, plow and body/options at a cost of \$61,499.15.*

**TREASURER:**

L. Crouse said that the budget is coming up, so budget items should be turned in by the beginning of September.

**FINANCE:**

C. Schweitzer said there was a brief meeting held prior to the Council meeting to review the budget and everything is on track. A September meeting has been scheduled to begin work on the 2019 budget and to review the Fee Schedule.

**WATER & SEWER:**

D. Matz said that the Committee members met to discuss the issue of property owners not allowing Borough staff to access their water meters when they receive a hang tag requesting access. After consulting with the solicitor, the Committee is recommending updating the ordinance to include the option of shutting off water to those properties who deny access to their meters. They are also recommending increasing fees to not less than \$250 and not more than \$1,000, and to include attorney's fees and court costs.

*Motioned by D. Matz, seconded by M. Bansner and unanimously carried to draft an amendment to the current water ordinance to include the option of shutting off water in the event a property owner would deny Borough staff from accessing their meter.*

*Motioned by D. Matz, seconded by A. McManimen and unanimously carried to draft an amendment to the current water ordinance to set penalty fees in Section 304.6.B. to not less than \$250 and not more than \$1,000 and to include attorney's fees and court costs.*

C. Schweitzer also requested that the attorney amend any other outdated items in the ordinance such as the requirement for a plumber's license which the Borough does not issue.

D. Matz said that the pump at Well #4 had to be replaced. He said the pump at Well #2 is getting old and will need to be replaced soon also.

**COMMUNITY:**

After researching several companies to take over sidewalk inspection for the Borough, the Committee requested ABI to submit a proposal for its services. ABI submitted a comprehensive proposal which includes a Borough-wide audit of sidewalks and property maintenance, violation letters and follow-up inspections at a cost of \$11,745.

*Motioned by S. Lewis, seconded by M. Bansner and unanimously carried to hire ABI to conduct a Borough-wide audit, prepare violation letters and do follow-up inspections at a cost of \$11,745.*

**ROADS AND BRIDGES:**

M. Bansner reported that hot patching has been done throughout the Borough where necessary.

**PERSONNEL:**

A. McManimen said that the Committee is currently working on updating the personnel policy.

**RECREATION:**

J. Kelly said that the Y staff will be holding a dog swim during the second week of September. Proceeds will be donated to a local animal shelter.

The Y staff would like to hold a Membership & Staff Appreciation Day where the pool will open several hours earlier for members and staff with fun and games planned. J. Kelly is requesting that the Borough donate money towards the event.

*Motioned by J. Kelly, seconded by S. Lewis and unanimously carried to donate \$200 for Membership & Staff Appreciation Day.*

The Committee has been working on plans for the baby pool and would like to move forward with working with an engineer on specs and drawings.

*Motioned by J. Kelly, seconded by C. Schweitzer and unanimously carried to spend up to \$15K on specs and drawings to move forward with a new design.*

**FIRE/SAFETY:**

On July 25<sup>th</sup> all participating mayors in Lancaster County will be meeting at the Borough conference room for their bimonthly luncheon that D. Johnson will be hosting.

**MS4:**

C. Schweitzer reached out to Kara Kalupson at Rettew Associates regarding updating the current SWM ordinance. Rettew provided a proposal for services to update the ordinance and develop a property owners' guide for waivers and small stormwater projects for a cost of \$4,850.

*Motioned by C. Schweitzer, seconded by D. Matz and unanimously carried to accept Rettew Associate's proposal to update the SWM ordinance and develop a guide for waivers and small stormwater projects for residents while staying in compliance for a cost of \$4,850.*

**UNFINISHED BUSINESS:**

Garman Pedestrian Access Walk – The Borough solicitor prepared the Agreement for the Garman pedestrian access walk.

*Motioned by C. Schweitzer, seconded by M. Bansner and unanimously carried to approve the Pedestrian and Bicycle Pathway Agreement dated July 26, 2018 between IC Properties, LP, DLD Properties, LLC and Adamstown Borough.*

**NEW BUSINESS:**

Robert Getz Resignation – Mr. Getz submitted his letter of resignation as Adamstown Borough Rental Inspector/Code Enforcement Officer. He extended the offer of helping to train his replacement without compensation through October 2018.

*Motioned by C. Schweitzer, seconded by D. Matz and unanimously carried to accept Mr. Getz's letter of resignation.*

Resolution 18-04 – Resolution 18-04 was created to recognize the accomplishment of the Adamstown Gators swim team, in winning their 6<sup>th</sup> straight Lancaster County Summer Swim League Championship.

*Motioned by D. Matz, seconded by J. Kelly and unanimously carried to adopt Resolution 18-04 recognizing the Adamstown Swim Team.*

Troy Texter Letter – Mr. Texter submitted a letter to the Borough regarding a No Trespassing sign that was placed on the bridge near the intersection of Rt. 272 and Bowmansville Road by the property owner of the corner lot. Mr. Texter said that is a public area and as such, the sign should be removed. Council instructed S. Toffy to send a letter to Mr. Texter referring him to the PA Fish & Wildlife Commission with this issue.

Assistant Emergency Management Coordinator Vacancy – There remains a vacancy for the position of the Borough Assistant Emergency Management Coordinator. Council asked S. Toffy to reach out to the surrounding municipal managers to see if their EMC could serve as a back-up to Adamstown EMC.

**Adjournment:**

*Motioned by D. Matz, seconded by A. McManimen and unanimously carried to adjourn.*  
The meeting ended at 8:20PM.

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