

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: R. Good, D. Matz, M. Bansner, A. McManimen, d. Alumbaugh, R. Weaver

Visitors present: Paul Marx, Heather Marx, Amy Good, Wendy Bentz, David Bentz, Lauren Dougherty, Todd Hanney, Helen Shaak, Natalie Lencioni, Robert Lencioni, Mark Wojcicki, Sandi Wojcicki, Jim Bretz, Michele Walter Fry

Others present: Nathan Welker, Sam Toffy

MINUTES: Minutes from the June 6, 2023 meeting were approved with a motion from D. Matz, seconded by d. Alumbaugh and unanimously carried. Minutes from the Special Council Meeting on June 28, 2023 were approved with a motion from d. Alumbaugh, seconded by R. Weaver and approved with a vote of 5-0-1 (D. Matz abstained).

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

POLICE REPORT:

The June Police Report was included in the packets.

FIRE REPORT:

The June Fire Report was included in the packets.

VISITOR'S BUSINESS:

Robert Lencioni, 10 Rothenburg Way – Mr. Lencioni addressed Council regarding using a portion of his home as a rental property to local medical personnel. He said he spoke with Zoning Officer Mike Rohrer who explained that what he is looking to do would better fit the definition of a pensione and he was told it needs to be approved by Council. A. McManimen said that since it is an approved use in the Mixed-Use District, he is suggesting Mr. Lencioni put everything in writing regarding what he is intending for this space and submit it to Council for approval at the August meeting.

Misty Meadow Development Stray Cat Issue – Several residents from the Meadows development addressed Council regarding an ongoing issue they are having with two property owners in the Meadows feeding stray cats. The cats are spraying outdoor furniture and disturbing mulch beds. There was an incident where someone attempted to pick one of the cats up and it bit her resulting in her having to get preventative rabies shots. d. Alumbaugh said he dealt with a similar issue of a cat colony at the former Stoudt's Black Angus and with the assistance of a rescue organization, they were able to trap, spay/neuter and rehome the cats. He said it takes a lot of time to correct the situation. S. Toffy has information on the organization that aided in the removal of the cat colony at the Black Angus and anyone interested is welcome to contact the borough office to get the contact number.

SPECIAL TOPICS: None.

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

**TREASURER:** None.

**FINANCE:** None.

**WATER/SEWER/MS4:**

Participation in Act 167 Plan for Lancaster County – D. Matz said that a request was made from the Lancaster County Planning Department to solicit volunteers to participate in the planning process to update the Act 167 Plan. R. Good agreed to volunteer.

*Motioned by D. Matz, seconded by d. Alumbaugh and unanimously carried to approve participating in the County Act 167 Plan.*

**COMMUNITY:**

Violation Codes – d. Alumbaugh said that members of the Committee will be driving around the borough looking for violations which would be turned over to our Codes Enforcement Officer to address.

**ADAMSTOWN 2026:**

Trail from Stoudtburg Road to the Tennis Courts – R. Weaver said that the lower section of the trail has been topped with millings and he provided a quote to have the top portion completed. The lowest bid received was from Leon Ray Martin Excavating, Inc. with a cost of \$16,382. This has been budgeted for. Once approved, we will be fit into their schedule.

*Motioned by R. Weaver, seconded by d. Alumbaugh and unanimously carried to approve the quote from Leon Ray Martin Excavating, Inc. not to exceed \$18K.*

A. McManimen asked if signage would be installed at both entrances to the trail stating there is no winter maintenance. R. Weaver said those signs will be posted seasonally.

**ROADS AND BRIDGES:** None.

**PERSONNEL:**

Nathan Welker – A. McManimen said that Public Works employee N. Welker has been on schedule obtaining his WWTP and WW collection licenses, and recently participated in the PRWA Water Operator Certification Training Program.

*Motioned by A. McManimen, seconded by M. Bansner and unanimously carried to approve a pay increase of \$5/hour for completing his WWTP license and WW collection license as outlined in his employee acceptance letter dated April 8, 2021. The pay increase will be effective July 10, 2023.*

*Motioned by d. Alumbaugh, seconded by M. Bansner and unanimously carried to approve payment of \$115 invoice to participate in the PRWA Water Operator Certification Training Program.*

**RECREATION:** None.

**FIRE/SAFETY:** None.

**BUILDING:** None.

**UNFINISHED BUSINESS:**

29-35 E. Main Street Subdivision – Property owner D. Fox completed all outstanding items in SDE’s most recent review letter and submitted As-Builts and is requesting release of escrowed funds in the amount of \$20,116.31.

*Motioned by d. Alumbaugh, seconded by R. Weaver and unanimously carried to approve releasing escrow funds provided all outstanding project-related costs incurred by the Borough are paid by Owner/Applicant.*

**NEW BUSINESS:**

Zoning Officer Discussion – R. Good is looking into possibly hiring a zoning officer a few hours per week to spend time in the office for appointments to also document any property maintenance violations that are seen around town. SDE was asked to provide a quote for the August meeting for Council’s review.

Method of Addressing Complaints – R. Good said we have been receiving property maintenance complaints, and to date the borough has a ‘complaint-based only’ process for addressing complaints whereby a complaint form must be filled out and submitted to the office in order to be addressed. We need to find a different way to address complaints and we will continue looking into this.

Chickens – There has recently been an issue with a property owner possessing chickens and it was determined

R. Good is looking into possibly hiring a zoning officer a few hours per week to spend time in the office for appointments to also document any property maintenance violations that are seen around town. SDE was asked to provide a quote for the August meeting for Council’s review.

Chickens – There has recently been an issue with a property owner possessing chickens and it was determined that the zoning ordinance’s definition pertaining to this subject is vague. R. Good said that the zoning ordinance needs to be reviewed and updated to make it more user-friendly and user understandable. The Planning Commission has been working on reviewing/updating the ordinance, but R. Good is recommending that we look into some existing updated ordinances that are to code, revise to fit our needs and adopt. This, he feels, would be much more cost-effective.

ARPA Funds – d. Alumbaugh has been in communication with Commissioner Trescott regarding County ARPA funds. R. Good is proposing using these funds for site improvements at the new borough building/library. This would benefit all of the municipalities involved with the Adamstown Area Library as well as the citizens of the borough. d. Alumbaugh will work with Commissioner Trescott to find out the acceptable guidelines for applying.

*Motioned by D. Matz, seconded by R. Weaver and unanimously carried to approve applying to the County for ARPA funds for this project.*

MMTF Grant Resolution #2023-04 – The borough is applying for a Multi Modal Transportation Fund grant for the improvements to the Willow Street/Rt. 272 traffic light. The State is not requiring matching funds.

*Motioned by A. McManimen, seconded by M. Bansner and unanimously carried to approve Resolution #2023-04.*

RACP Grant Resolution #2023-05 – The borough is applying for funding for the borough hall.

*Motioned by A. McManimen, seconded by R. Weaver and unanimously carried to approve Resolution #2023-05 to include budget pricing once we receive it.*

**EXECUTIVE SESSION:** Council went into executive session at 8:00PM to discuss personnel.

The regular meeting resumed at 8:15PM.

**Adjournment:**

*Motioned by d. Alumbaugh, seconded by D. Matz and unanimously carried to adjourn.*  
The meeting ended at 8:15PM.

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