

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, A. McManimen, d. Alumbaugh, R. Weaver, J. Johnson-Null

Visitors present: Chief Chris McKim, Derek Miller, Samantha Claar (RKL), Chuck Hess, Tori Motter, Wendy Kerschner, Zach Hoffman, George Hobson, Paul Marx, Heather Marx, Jim Bretz, Michele Walter Fry

Others present: Mayor Schmidt, Mike Palm, Lisa Crouse, Sam Toffy

MINUTES: Minutes from the February 7, 2023 meeting were approved with a motion from D. Matz, seconded by J. Johnson-Null and unanimously carried.

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

SPECIAL TOPICS:

Samantha Claar, RKL - Audit – Ms. Claar presented a review of the 2022 Annual Financial Audit to Council. L. Crouse was again commended on the great job she did in preparing for the audit.

POLICE REPORT:

The February Police Report was read by Chief McKim.

FIRE REPORT:

The February Fire Report was read by Chief Miller. There will be a soup & sub sale on March 18th from 10AM until sold out.

VISITOR'S BUSINESS:

Wendy Kerschner – Ms. Kerschner commented that with the new requirements outlined by the USPS, more residents along Willow Street will need to have mail boxes installed for home delivery. There are already existing mail boxes along Willow Street that are not ADA compliant and with the addition of more mail boxes, there will be more non-compliance. A. McManimen asked Ms. Kerschner to let him know what she finds out so the borough could potentially go back to Rep. Smucker with these concerns.

PUBLIC WORKS:

2022 Annual Chapter 94 Report – This report is required to be submitted to EPA annually. It is an in-depth report regarding the wastewater treatment plant.

Motioned by D. Matz, seconded by A. McManimen and unanimously carried to approve M. Palm signing and submitting the 2022 Chapter 94 Report to EPA.

2022 Annual Pretreatment Report – The Borough has three businesses that qualify under the industrial pretreatment – Bollman Hat and Goods Chips. This report is required to be submitted to EPA annually.

Motioned by d. Alumbaugh, seconded by D. Matz and unanimously carried to approve M. Palm signing and submitting the 2022 Pretreatment Report to EPA.

Rubber Roof Replacement at WWTP – M. Palm said they received 3 quotes to replace the existing roof. Prices range from approximately \$16K to \$45K. He is recommending they approve Pioneer Exterior Systems with a quote of \$16,085 contingent upon the borough getting a commercial permit through ECT.

Motioned by D. Matz, seconded by R. Weaver and unanimously carried to contract with Pioneer Exterior Systems to replace the existing rubber roof at the WWTP at a cost of \$16,085 contingent upon the borough getting a commercial permit through ECT.

Street Sweeping – M. Palm said that Industrial Grounds is scheduled to do annual spring street sweeping at a cost of \$125/hour or approximately \$2,500 total (no travel time). This has been budgeted for.

Motioned by d. Alumbaugh, seconded by R. Weaver and unanimously carried to contract with Industrial Grounds to do spring street sweeping at a cost of approximately \$2,500.

New Railings & Fascia – The deck on the north side of the pool area has been replaced and they are looking to replace the existing railings and fascia at a cost of \$6,500. SDE will inspect the project once completed.

Motioned by R. Weaver, seconded by d. Alumbaugh and unanimously carried to replace the existing railings and fascia on the recently replaced deck on the north side of the pool.

Raw Sewage Pump Replacement – M. Palm said they are replacing the raw sewage pumps at the plant because they are over 30 years old. The removal and installation will be outsourced. The pumps and controls will be purchased through Costars. SDE provided a recommendation on 3 Cornell Model 6NHTA replacement pumps at a total cost of \$94,635 and \$7,572 for a set of spare parts for the pumps. A. McManimen commented that the pumps offer a 2-year warranty and he asked C. Hess to look into the possibility of a 5-year warranty. M. Palm will look into it.

Motioned by D. Matz, seconded by A. McManimen and unanimously carried to purchase the 3 pumps and a set of spare parts from Costars at a total cost not to exceed \$105,000.

Sigma Controls, Inc. Triplex Control Panel – Costars provided a proposal for the controls to run the new pumps at a total cost of \$67,876.

Motioned by D. Matz, seconded by A. McManimen and unanimously carried to purchase the controls at a total cost of \$67,876 as provided by Costars not to exceed \$70K.

TREASURER:

New Borough Employee – Julie Scherer was hired as a parttime employee to assist L. Crouse with billing tasks. She will be working 10 to 15 hours per week. QuickBooks software will need to be purchased for her computer. A quote to upgrade to QuickBooks Gold Enterprise was presented which would be a cost of \$320/month.

Motioned by A. McManimen, seconded by d. Alumbaugh and unanimously carried to purchase QuickBooks Gold Enterprise at a cost of \$320/month.

FINANCE:

Finance Committee Meeting – J. Johnson-Null said there will be a Finance Committee meeting on March 15th.

WATER/SEWER/MS4:

111 W. Main Street, Apt. E Waiver Request – The tenant at 111 W. Main Street, Apt. E, contacted the borough office and said that he was not receiving his water/sewer bills for several quarters and thought the water/sewer was included in his rent. When he was notified by the management company and given the outstanding balance on his account, he immediately came into the office to pay his bill. He is requesting a waiver of the late/interest fees in the amount of \$218.07.

Motioned by D. Matz, seconded by J. Johnson-Null and unanimously carried to approve the waiver request in the amount of \$218.07.

COMMUNITY:

LCPC Meeting – d. Alumbaugh said that he attended a recent LCPC meeting. They are looking to revamping the Places 2040 Plan and are refocusing on more housing in urban areas and protective farmland.

Earth Day Celebration – On April 22nd Adamstown Borough will hold a special event from noon to 2:00PM. The event will begin at the western end of the pool parking lot between the tennis courts and basketball court. There will be a Native American presentation as well as the posting of educational signs along the trail, food and music among other fun events.

ADAMSTOWN 2026:

YSM Change Order #1 – In an attempt to provide a better flow of traffic going to and from the Elementary School, Addendum #1 dated February 27, 2003 was created which includes working on the drive and entrance at the adjacent Elementary School for a cost of \$3,975.

Motioned by d. Alumbaugh, seconded by D. Matz and unanimously carried to approve Change Order #1 in the amount of \$3,975.

ROADS AND BRIDGES: None.

PERSONNEL: None.

Document Scanning – A. McManimen said we spend approximately \$6K of the approved \$8K to scan documents. He would like to use the remainder of approved funds to scan the drawings at the WWTP.

RECREATION:

2023 Pool Staff Rates – The Rec Committee met and discussed pool rates for the staff for the 2023 season. R. Weaver is asking for approval of the rates as presented.

Motioned by R. Weaver, seconded by J. Johnson-Null and unanimously carried to approve the 2023 pool staff rates as presented.

2023 Membership Rates – The 2023 membership rates were reviewed and increased 5% from last season. The Elementary School membership was also changed to Cocalico School District as well as Student membership now includes college students.

Motioned by R. Weaver, seconded by J. Johnson-Null and unanimously carried to approve the 2023 membership rates as presented.

2023 Snack Bar Contract – The 2023 contract for Full Service Concessions was presented for approval.

Motioned by R. Weaver, seconded by d. Alumbaugh and unanimously carried to approve the 2023 Snack Bar contract. as presented.

2023 Swim Team Contract – The 2023 Swim Team contract was presented for approval. There was a slight increase from last year.

Motioned by R. Weaver, seconded by J. Johnson-Null and unanimously carried to approve the 2023 Swim Team contract. as presented.

2023 YMCA Contract – The 2023 YMCA contract was presented for approval.

Motioned by R. Weaver, seconded by d. Alumbaugh and unanimously carried to approve the 2023 YMCA contract. as presented.

Tori Motter, Resident Member – The Rec Committee would like to appoint Tori Motter as a Resident Member of the Recreation Committee effective immediately.

Motioned by R. Weaver, seconded by J. Johnson-Null and unanimously carried to appoint Tori Motter as a Resident Member of the Recreation Committee effective immediately.

Swim Lessons – Swim lessons will be brought in-house this season. T. Motter who is a member of our pool staff, along with another lifeguard Connie, will be organizing and managing swim lessons for the 2023 season.

FIRE/SAFETY:

Electric Bike for Ephrate Police – Mayor Schmidt said the Fire/Safety Committee met last evening. Chief McKim will be ordering the electric bike to their specs. Once received, the Borough will receive an invoice for the bike. We have a storage facility to store the bike until the new borough building is completed.

Flashing Lights in School Zone – Mayor Schmidt touched base with C. Hess who feels it is not necessary to hire a traffic engineer for this project. He also said there should be some PennDOT funding available. He is asking for Council's approval to have SDE provide M. Palm with the necessary information so he could look into bidding, purchasing and installation of the signs. He would also like to look into the possibility of adding a crosswalk near the school.

Motioned by D. Matz, seconded by R. Weaver and unanimously carried to approve SDE working with M. Palm on the proposed flashing lights in the school zone.

Financial Aid to EMS Providers – Mayor Schmidt said we currently do not donate to our local EMS providers, and he is suggesting that next year we budget to donate \$10K to each of our 3 EMS providers. He went on to say that he believes that the real answer to funding these organizations is by having regional fire and EMS.

BUILDING:

Proposed Borough Building – R. Good said that the architect will be at the April meeting to present a sketch plan of the building and a site plan as well as a rough budget estimate.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

Adamstown Area Library Summer Reading Program – In past years the borough has donated 15 one-day pool passes to the Summer Reading Program.

Motioned by A. McManimen, seconded by R. Weaver and unanimously carried to donate 15 one-day pool passes to the Summer Reading Program.

Adjournment:

Motioned by d. Alumbaugh, seconded by D. Matz and unanimously carried to adjourn.
The meeting ended at 8:45PM.

Attested: _____
Sam Toffy, Adamstown Borough Administrative Secretary