

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, M. Bansner, d. Alumbaugh, R. Weaver, J. Thomason

Visitors present: Chuck Hess, Derek Miller, Steve Dunn, Dan Wieder, Mary Chown, Joe Dietrich, Heather Gilroy, James Johnson-Null, John Schmoyer, Ryan Blocksom, Laura Blocksom, Randy Dautrich, Deb Schmidt, Robert Wenger, Michele Walter Fry

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

MINUTES: Minutes from the March 1, 2022 meeting were approved with a motion from D. Matz, seconded by J. Thomason and unanimously carried.

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

POLICE REPORT:

The March Police Report was included in the packets.

FIRE REPORT:

The March Fire Report was read by Fire Chief Derek Miller. He said their next fundraiser will be a chicken BBQ on April 16<sup>th</sup> from 10AM until sold out.

VISITOR'S BUSINESS:

Ryan Blocksom – A Cocalico High School Student and filmmaker, Ryan is requesting to use a portion of the borough's property just north/west of the tennis courts (the wooded section) to film a music video as a school project. He would like to film on Wednesday, April 20<sup>th</sup> from 6PM to 12:00 midnight. There will be approximately 15 people in attendance including parental volunteers.

*Motioned by d. Alumbaugh, seconded by M. Bansner and unanimously carried to allow R. Blocksom to use the borough's property on April 20<sup>th</sup> as requested. Mayor Schmidt will reach out to the Police Department to make them aware of the event.*

Joe Dietrich – J. Dietrich met with the ride company and Martin's Tree Service in the grove regarding the upcoming Community Days event. There are 12 to 14 trees with low-lying branches that he is requesting be trimmed to allow for the rides to be brought into the grove for a quoted price between \$2K and \$3K. D. Matz is concerned with trimming branches due to the proposed future projects in the grove related to the Master Plan. Mayor Schmidt commented that there is no tree trimming involved with the Master Plan. R. Weaver added that moving the canopy higher by eliminating the lower-lying branches will help to grow grass. D. Matz will meet with J. Dietrich in the grove.

*Motioned by d. Alumbaugh, seconded by J. Thomason and unanimously carried to allow Martin's Tree Service to remove the low-lying branches in question subject to approval by D. Matz for a cost not to exceed \$3K.*

Mary Chown, MECAdvising, LLC – Ms. Chown is a grant writer who specializes in state and federal grants with a 67% success rate. She addressed Council familiarizing them with her background and experience as a grant writer and what services she has to offer the borough going forward. She is paid by the hour so if we do not use her services there is no bill. Should we contract her services, there would be no charge for the initial meeting where she would familiarize herself with what our projects and goals are. R. Good said he would like a group to meet with Ms. Chown to discuss some of the opportunities out there. He said the YMCA will be in need of improvements as well as the chapel at the cemetery.

*Motioned by d. Alumbaugh, seconded by J. Thomason and unanimously carried to consider hiring Ms. Chown for her services should the need arise in the future.*

Tori Motter & Bob Root, Adamstown YMCA – T. Motter discussed a new program called Y on the Fly which is taking children out beyond the walls of the YMCA to the local parks for various activities. July 11<sup>th</sup> and August 8<sup>th</sup>'s activities will be held in the Adamstown grove. She also updated Council on other YMCA-sponsored programs. She said that swim lesson classes are 50% filled and word hasn't gone out to the school yet. R. Good said that if we have local residents who need an additional class, work it out with the Rec Committee to make it happen.

**SPECIAL TOPICS:** None.

**PUBLIC WORKS:**

Interceptor Phases 3 & 4 – Borough Engineer C. Hess had a virtual meeting with various agencies regarding the wetlands area around the sanitary sewer line. He proposed vacating the existing sewer line along the stream and relocating the line outside the sensitive wetland area. The meeting went well and they planned on having an internal meeting at the end of the week to further discuss the proposal.

Regarding the pump station relocation at the community pool area, they are now looking into a second possible connection area which will be less intrusive than the first proposed location. The Sewer Committee will meet to further discuss.

Stoudtburg Village Trail – M. Palm said that the trail, which was recently surveyed, is not properly located within the easement. He would like to refer this to the Community Committee.

Water & Sewer Tapping Fees – By request, Greg Unger of SDE provided updated proposed water & sewer tapping fees. The last time they were increased was in 2013. M. Palm said they are proposing increasing the water tapping fee to \$3,652 and the sewer tapping fee to \$4,955. A. McManimen questioned including the cost of new meters but M. Palm said that since the cost of meters changes so frequently, we should list the meters on our Fee Schedule which could be re-adopted annually when revised.

*Motioned by D. Matz, seconded by J. Thomason and unanimously carried to authorize the solicitor to prepare the paperwork for the water & sewer tapping fee increase.*

Floor Drains in Women's Restroom at Pool – M. Palm met with resident Zach Hoffman at the pool and determined that the best option at this point would be to temporarily add a few round floor drains that would drain into the subbase to alleviate ponding water around the toilets.

Street Sweeping – M. Palm said that Industrial Grounds is scheduled to do annual spring street sweeping on May 3<sup>rd</sup> and 4<sup>th</sup> at \$115/hour (no travel time).

*Motioned by D. Matz, seconded by J. Thomason and unanimously carried to authorize Industrial Grounds to do our annual street sweeping on May 3<sup>rd</sup> and 4<sup>th</sup> at a cost of \$115/hour.*

**TREASURER:**

L. Crouse said that the 2021 financial audit was completed and distributed to Council. The insurance audit was also completed and we received a \$589 refund.

**FINANCE:**

J. Thomason reached out to several banks to gather information on fees, etc., and will report back to Council.

**WATER/SEWER/MS4:** None.

**COMMUNITY:**

Lion's Club Park – d. Alumbaugh said that with the disbanding of the Lion's Club effective June 1<sup>st</sup>, he is requesting that the borough Public Works Department take over maintenance of the park. He thanked the Club members for taking care of the park for all the years that they did.

*Motioned by d. Alumbaugh, seconded by J. Thomason and unanimously carried to have the borough Public Works Department take over the cost and maintenance of the Lion's Club Park.*

DCNR Park Revitalization Grant/Resolution 2022-03 – d. Alumbaugh and L. Crouse worked diligently on a grant application which is a 50-50 match that will, if approved, bring \$100K of funding into Adamstown to help with improvements to the playground in the grove as well as creating two ADA parking spaces, an ADA-accessible walkway and two rain gardens. The match could be spread out over a 4-year period. The Committee is looking for additional grants to cover the borough's portion of the match. R. Weaver is also researching creating a non-profit so that any donations made towards the cause could be a tax write-off for the donators.

*Motioned by d. Alumbaugh, seconded by R. Weaver and unanimously carried to adopt Resolution 2202-03 (Adamstown Community Park – Phase 1 Playground Improvement).*

*Motioned by d. Alumbaugh, seconded by R. Weaver and unanimously carried to sign and send the Letter of Cash Commitment to DCNR.*

**ROADS AND BRIDGES:** None.

**PERSONNEL:** None.

**RECREATION:**

Library Story Walk – Jess Zook, Youth Services Coordinator at the Adamstown Area Library, requested Council's permission to allow the Library to incorporate the trail around the pool as part of their Library Story Walk. This would include inside the pool fence for pool members during open pool hours as well as outside the pool fence along the trail.

*Motioned by R. Weaver, seconded by d. Alumbaugh and unanimously carried to approve allowing the Library Story Walk to include the train around the pool, both inside (during open pool hours) and outside the fence area.*

**FIRE/SAFETY:**

Mayor Schmidt asked Council to consider changing his committee to Fire/Safety/Health Committee so that he would have the ability to look into potential health/safety issues with commercial rental properties. We currently do not have an inspection program for motels, Air BnBs or bed & breakfast properties so they are not held to a specific standard. He is asking if his Committee could meet with our BCO, solicitor and S. Toffy to begin the necessary steps to include all commercial properties in the inspection process. R. Good said he already discussed this issue with the solicitor and he believes this could be added to the Property Maintenance Code to move it along quicker. It would allow the borough the right to issue citations which is a quicker process of addressing violations.

**BUILDING:**

Sale of 3000 N. Reading Road – A. McManimen presented Resolution 2022-04 authorizing the sale of the borough building by auction along with the Conditions of Sale and the Purchaser’s Agreement. Also presented were two easement agreements – one with the Hat Factory, LLC regarding overflow parking and the other with Adamstown Fire Company #1 regarding utilities, stormwater, signage, flower bed and flagpole.

*Motioned by A. McManimen, seconded by d. Alumbaugh and unanimously carried to adopt Resolution 2022-04 and approve the Conditions of Sale and the Purchaser’s Agreement, all regarding the sale of 3000 N. Reading Road, Adamstown, PA.*

*Motioned by A. McManimen, seconded by d. Alumbaugh and unanimously carried to the Agreement Confirming Easements between the Borough and Hat Factory, LLC and also the Agreement Confirming Easements between the Borough and Adamstown Fire Company #1.*

**UNFINISHED BUSINESS:**

105 N. Broad Street – Review Letter #2 dated March 31, 2022 was provided by SDE regarding the Major Stormwater Management Application.

*Motioned by A. McManimen, seconded by J. Thomason and carried by a vote of 6-0-1 to conditionally approve the 105 N. Broad Street stormwater plan subject to addressing the outstanding comments in SDE letter dated March 31, 2022 (R. Good abstained).*

Lot 3 Subdivision – Borough Engineer C. Hess explained that the final plan has been recorded prior to establishing financial security and without a SWM Agreement. Easement Agreements for land being conveyed to the borough by the developer, H&L Emprises, LLC, were also not obtained prior to recording. The borough solicitor drew up the necessary agreements which were presented to Council.

*Motioned by d. Alumbaugh, seconded by A. McManimen and carried by a vote of 6-0-1 to approve and execute the SWM Agreement and Declaration of Easement, the Agreement for Conservation Easement and the Agreement for Public Right-of-Way from H&L Emprises, LLC. (R. Good abstained).*

Adamstown Area Library 'Oceans of Possibilities' – The borough donates 1-day pool passes to the Library each year as part of their Summer Library Program. A. McManimen suggested donating the same amount of passes as what we donated last year.

*Motioned by A. McManimen, seconded by J. Thomason and unanimously carried to donate the same amount of 1-day pool passes to the Library for their Summer Library Program.*

**NEW BUSINESS:** None.

**EXECUTIVE SESSION:** Council went into executive session at 8:45PM to discuss legal agreement on building site acquisition.

The regular meeting resumed at 9:22PM.

**Adjournment:**

*Motioned by D. Matz, seconded by d. Alumbaugh and unanimously carried to adjourn.*  
The meeting ended at 9:22PM.

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