

The meeting was called to order at 7:00PM at the Adamstown Borough Wastewater Treatment Plant, 235 E. Swartzville Road, Denver by Council Vice President Dave Matz.

Council Present: Dave Matz, A. McManimen, M. Bansner, Randell Weaver, d. Alumbaugh, J. Thomason

Visitors present: Chief Petrick, Derek Miller, Tom Unger, Cheryl Davis, Steve Davis, Victoria Motter, Helen Shaak, Michele Walter Fry

Others present: Mayor Schmidt, Mike Palm, Sam Toffy

MINUTES: Minutes from the July 6, 2021 meeting were approved with a motion from J. Thomason, seconded by d. Alumbaugh and carried by a vote of 5-0-1 (A. McManimen abstained).

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

**POLICE REPORT:**

The July Police Report was read by Chief Petrick.

Chief Petrick discussed the issue of unemployment insurance benefits fraud. If anyone falls victim to this scam, they should go to [identitytheft.gov](http://identitytheft.gov) to freeze your credit. This will prevent anyone from using your information to make any purchases that require a credit check. You could also sign up for fraud alerts which takes approximately 10 minutes.

**FIRE REPORT:**

The July Fire Report was read by Chief Miller. There will be a chicken BBQ on August 28<sup>th</sup> from 10AM until sold out.

**VISITOR'S BUSINESS:**

Helen Shaak – Ms. Shaak wanted to bring to Council’s attention that there are two large dead trees along Bowmansville Road on the former Bollman’s land and if/when they fall, they will hit power lines. She also said that there is a storm drain along Bowmansville Road with a deep drop and M. Palm said they will eventually work on that area to bring it more up to grade.

Victoria Motter – Ms. Motter attended the Regional Leaders Meeting the previous week and gave a recap of that meeting.

**SPECIAL TOPICS:** None.

**PUBLIC WORKS:**

The July Public Works Report was included in the packets.

M. Palm said they repaired a return sludge pump that had a seal failure. They also paved Bowmansville Road.

M. Palm said that with the budget coming up, he is concerned with some of the equipment at the plant, as it has not been upgraded since the mid-80s. He would like Council’s approval to have SDE do an overview of the equipment and put together a plan to budget items to be upgraded each year.

*Motioned by A. McManimen, seconded by d. Alumbaugh and unanimously carried to allow SDE to review the plant equipment and come up with a plan to budget for annual improvements.*

2021-2022 Winter Traffic Services Agreement – PennDOT is again offering a winter services agreement for Adamstown to provide snow removal services on Willow Street from Route 272 to Main Street at a reimbursed cost of \$306.67/year.

*Motioned by d. Alumbaugh, seconded by M. Bansner and unanimously carried to approve the PennDOT Winter Traffic Services Agreement to plow Willow Street from Route 272 to Main Street at a cost of \$306.67/year.*

Sewerline – The Sewer Committee met to discuss plans for rehab of the sewerline. M. Palm said that SDE will prepare phases for working on the line. T. Unger explained that there will be 4 phases with Phase 1 being rehabbing the line and eliminating the I&I and Phase 2 getting rid of the pump station located at the pool which serves Stoudtburg Village. Two easements will be required for this phase. These two phases will require minimal permitting. Phase 3 involves relocating a portion of the existing line by installing a new pump station which would pump along Rt. 272 and gravity flow from Rt. 272 to the Meadows cul-de-sac. Phase 4 will involve reverse pitch on the line and will join in with Phase 1.

*Motioned by d. Alumbaugh, seconded by J. Thomason and unanimously carried to approve SDE beginning on Phases 1 & 2 and getting the solicitor involved regarding the two easements.*

Swale in Grove – d. Alumbaugh questioned T. Unger on the status of the plans to design the swale which would run from Adamstown Road through the grove and tie in near the pool. T. Unger said they put plans on hold because he thought the borough was seeking a grant for this project. d. Alumbaugh explained that they decided to budget for this project for 2022 and look for a grant for other areas in the borough. T. Unger said he will provide budget numbers at the September meeting.

**TREASURER:** None.

**FINANCE:**

Budget – J. Thomason said he will be scheduling a Finance Committee meeting next month.

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

**COMMUNITY:**

Adamstown 2026 – d. Alumbaugh said that the Adamstown 2026 Committee met on July 6<sup>th</sup> and July 20<sup>th</sup> to work on the 5-year plan. The survey results were reviewed at the July 6<sup>th</sup> meeting. Scheduling of items, fundraising, funds to draw from as well as grant options were just some of the topics discussed. Key personnel to work on specific projects was also discussed. Safety was the number one item of concern in the survey. The Roads & Bridges Committee was asked to reach out to PennDOT to discuss the feasibility of constructing a pedestrian bridge or other means of for pedestrians traversing Rt. 272 in a safe manner. Other items from the survey were also discussed.

V. Motter will contact a grant writer she knows to see if he may be interested in grant writing for the Borough, should that route be taken.

**ROADS AND BRIDGES:**

Parking on Adamstown Road – M. Bansner said his Committee will be working with the borough solicitor to create an ordinance which would include no parking allowed along Adamstown Road, specifically where the curbing is installed near the Lion’s Club Park and until the ordinance is adopted, he is asking that No Parking signs be placed along Adamstown Road near the Lion’s Club Park. He would also like to see No Parking signs installed from Main Street along Adamstown Road up to the borough line where it meets E. Cocalico Township. Chief Petrick recommended against it without an ordinance, saying that without one to enforce it, it puts his officers in an awkward position.

*Motioned by d. Alumbaugh, seconded by J. Thomason and unanimously carried to have M. Bansner move forward with working with the borough solicitor on the no parking ordinance.*

**PERSONNEL:** None.

**RECREATION:**

Pool Staff Appreciation Gifts – R. Weaver would like to give a \$50 Amazon gift card to the pool staff in appreciation of their work and dedication this summer. We had a record high number of memberships and revenue taken in this year at approximately \$8K. R. Weaver said there has been an ongoing issue with finding staff members to work so he is suggesting offering incentives including upgrading the guard shack. There are currently 31 employees working at the pool so he is asking to spend up to \$1,750 on gift cards. A. McManimen said that if there are staffing issues, he suggested the pool manager use his discretion on who gets a gift card.

*Motioned by R. Weaver, seconded by d. Alumbaugh and unanimously carried to purchase \$50 Amazon gift cards not to exceed \$1,750, with the Committee/pool manager using their discretion.*

**FIRE/SAFETY:** None.

**BUILDING:**

Borough Building – A. McManimen said there is a meeting next week with an auctioneer to discuss auctioning the borough building. d. Alumbaugh will be meeting with the auctioneer.

**UNFINISHED BUSINESS:**

Lot 3 Subdivision Conditional Approval – This item was tabled from the July meeting. T. Unger said that this plan was previously approved when it was originally planned for 6 lots however it has since been revised to 5 lots. The plan is unchanged other than the fact that one proposed lot has been removed. The Planning Commission has made a recommendation to approve the two requested waivers and recommended approval of the plan conditional upon satisfaction of the items in SDE’s review letter dated June 15, 2021.

*Motioned by d. Alumbaugh, seconded by A. McManimen and unanimously carried to grant the two waivers and approve the 476 Adamstown Road 2-Lot subdivision plan conditional upon satisfying the items in SDE’s review letter dated June 15, 2021.*

**NEW BUSINESS:**

Amendments to the Sunshine Act – Act 65 of 2021 places additional requirements regarding public meetings, including requiring that all action items be listed on the agenda as well as agendas being posted at least 24 hours prior to a meeting.

Expansion of G5 Technology – The borough solicitor will provide a draft ordinance if Council is interested. T. Unger said SDE also has sample ordinances. This will be revisited at the next meeting.

Stoudtburg Village Financial Security Agreement – The borough solicitor prepared an Agreement between Adamstown Borough and Stoudtburg Village Property Owners’ Association to release financial security to the Association for roadwork once completed by B.R. Kreider & Son as identified in Exhibit B of the Agreement and only after inspection by SDE for completion.

*Motioned by A. McManimen, seconded by d. Alumbaugh and unanimously approved to follow the borough solicitor’s recommendation to sign the Agreement as presented.*

Denver Borough SRO Contribution Request – Borough Council received a request from Denver Borough Council President Blake Daub to contribute towards the School Resource Officer for the 2021-2022 school year. This subject has been brought up in the past and it was Council’s opinion that since this is a school position, it should be paid through the school taxes. A. McManimen said he does not like the non-transparency, as the request letter does not provide any information regarding the cost to provide the SRO, the cost ECT, Denver or the school District are paying towards the SRO, whether or not they received a grant and if so, how much that covered. S. Toffy will reach out to Mr. Daub to request this information.

*Motioned by J. Thomason, seconded by R. Weaver and unanimously approved to table this until more information is obtained.*

Boy Scout Troop 61/Cub Scout Pack 61 Pool Pavilion Rental Request – The scouts are requesting use of the small pavilion at the pool on September 2<sup>nd</sup> from 4-8PM for approximately 50 guests.

*Motioned by R. Weaver, seconded by d. Alumbaugh and unanimously approved to allow the scouts to use the small pavilion at the pool on September 2<sup>nd</sup> from 4-8PM free of charge, with any non-members paying the discounted rate.*

**EXECUTIVE SESSION:** Council went into executive session at 8:47PM to discuss legal contracts and offers.

The regular meeting resumed at 8:58PM.

*Motioned by A. McManimen, seconded by d. Alumbaugh an unanimously carried to have Josele verify satisfaction that VFW loan was satisfied.*

*Motioned by A. McManimen, seconded by d. Alumbaugh an unanimously carried to authorize SDE to survey the property at 110 W. Main Street and suggest splitting the deed based on the borough solicitor’s recommendations.*

**Adjournment:**

*Motioned by d. Alumbaugh, seconded by J. Thomason and unanimously carried to adjourn.*  
The meeting ended at 9:00PM.

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