

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, M. Bansner, J. Johnson-Null

Visitors present: Lt. T. Shumaker, Derek Miller, John Trescot, Chuck Hess, Wendy Kerschner, Carolyn Reiste, Zach Hoffman, Tony Forino, Nate Pletscher, Kevin Grant, Kent Leshner, Paul Marx, Heather Marx, Seth Sechrist, Bob Root, Helen Shaak, Michele Walter Fry

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

MINUTES: Minutes from the October 4, 2022 meeting were approved with a motion from D. Matz, seconded by d. Alumbaugh and unanimously carried. A. McManimen abstained.

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

POLICE REPORT:

The October Police Report was read by Lt. Tom Shumaker. Lt. Shumaker will be retiring from the Ephrata Police Department at the end of the month and has accepted a position with Warwick School District as their Coordinator of Safety and Security. He has been working there on Fridays since August and will be full time effective December 1<sup>st</sup>.

FIRE REPORT:

The October Fire Report was read by Chief Miller. There will be a soup and sub sale on Saturday from 10AM until sold out.

VISITOR'S BUSINESS:

County Commissioner John Trescot – Commissioner Trescot addressed Council with his background as well as how County government works.

Carolyn Reiste, Library Director – Ms. Reiste gave an update of the Library programs and everything the Library has to offer to its patrons.

Tony Forino & Nate Pletscher, Forino Construction – Mr. Forino has a purchase agreement on the lot located at Jason Avenue and Rt. 272, with approximately 90% of the land being in ECT and the other 10% in Adamstown Borough. Mr. Pletscher said that they wanted to address Council to make everyone aware of plans for that property. Farino Construction, a residential home builder, currently has their offices in S. Heidelberg Township but their lease runs out in 4 years. They intend to build a 10,000SF office building that will house their 17 employees and a 7,200SF mechanical shop/pole barn for their equipment and a self-storage facility with approximately 120 units but that may change. All traffic would enter/exit via Jason Avenue onto Rt. 272. Buffer trees would be planted as soon as possible so they could be established.

Kent Leshner – Mr. Leshner addressed Council regarding his frustrations working with SDE's rental code enforcement officer. R. Good said we will check into it and get back to Mr. Leshner.

SPECIAL TOPICS: None.

**PUBLIC WORKS:**

PennDOT Winter Maintenance Update – M. Palm said that PennDOT has been short-staffed, so some of the secondary roads that PennDOT usually maintains may take longer to get to. We have one secondary State road (Willow Street) and our PW staff will continue dropping their plows as they travel on that road. It will not be cleared curb to curb, but they will try to make sure the road remains open for emergency vehicles.

Sewerline Rehabilitation – R. Good commended everyone who was involved with the relining of 3,400LF of sewerline and restoring the manholes for \$268K.

**TREASURER:** None.

**FINANCE:**

2023 Budget – L. Crouse said there will be no tax increase and no water or sewer increase in 2023. There will be a lot of projects taking place next year using capital reserve funds. Road restoration, grant writing, scout cabins, Phase 1 of park project, grant writing, stormwater runoff in grove, trail paving, sewerline rehab and new borough building to name a few.

*Motioned by d. Alumbaugh, seconded by M. Bansner and unanimously carried to advertise the draft 2023 budget for adoption at the December meeting.*

**WATER/SEWER/MS4:**

MuniBilling Lockbox Services Contract – There have been issues with the Fulton lockbox services so MuniBilling provided us with a contract for their lockbox services at a cost of \$45/month with a lockbox setup fee of \$200 beginning January 2023.

*Motioned by D. Matz, seconded by M. Bansner and unanimously carried to approve MuniBilling Lockbox Services Contract at a cost of \$45/month with a lockbox setup fee of \$200 beginning January of 2023.*

155 W. Main Street Shutoff Request – The property owner at 155 W. Main Street received a water shutoff notice due to a delinquent balance on his water/sewer account. He contacted the borough requesting a time extension to pay the bill due to personal hardships he is going through at the present time.

*Motioned by D. Matz, seconded by J. Johnson-Null and unanimously carried to approve a time extension to run through December 31<sup>st</sup> to pay off his delinquent amount to avoid a water shutoff.*

33 Michael Lane Shutoff Request – The property owner at 33 Michael Lane received a water shutoff notice due to a delinquent balance on her water/sewer account. She contacted the borough asking if she could submit payment with a post-dated check and asked if we could hold it until the end of November before depositing.

*Motioned by D. Matz, seconded by M. Bansner and unanimously carried to approve holding her payment until the end of November before depositing to avoid a water shutoff.*

1 N. Village Circle Waiver Request – The property owner of 1 N. Village Circle contacted the borough regarding an unusually high water bill. She is requesting a waiver of the overage water amount. The meter was replaced on September 26<sup>th</sup> and the usage has gone back to normal.

*Motioned by d. Alumbaugh, seconded by D. Matz and unanimously carried to approve a one-time waiver request of \$239.70 less the \$25 waiver fee for a refund of \$214.70.*

**COMMUNITY:**

Mary Chown – d. Alumbaugh would like to hire Mary Chown to write a grant to match our existing DCNR grant as well as a mini DCNR grant and sewer-related grants including replacing pumps, relining of sewerlines and land purchase to preserve the watershed.

*Motioned by d. Alumbaugh, seconded by D. Matz and unanimously carried to hire Mary Chown to write grants for Adamstown.*

Resolution 2022-09 – d. Alumbaugh is asking for a motion to adopt Resolution 2022-09 for the DCNR park revitalization grant.

*Motioned by d. Alumbaugh, seconded by R. Weaver and unanimously carried to adopt Resolution #2022-09 for the DCNR park revitalization grant.*

**ROADS AND BRIDGES:**

Rosehill Stop Sign Issue – M. Bansner said that he and M. Palm drove through the development and they didn't see an issue with the intersection in question. The sight triangle is clear and the stop signs are in plain view. R. Good suggested a police car sit in that area for a few days and ticket drivers who do not stop in hopes word will get out so drivers will make a complete stop instead of a rolling stop. J. Schmidt suggested painting stop lines at the three stop sign locations, but M. Bansner said they don't seem to make a difference.

Rt. 272 & Bowmansville Road Intersection – There has been an issue with this intersection when traveling north on Bowmansville Road. M. Bansner said that the only object that may interfere with pulling out from this area is a telephone on the same side of the road to the west. There is some vegetation along that section of the road as well. R. Good asked M. Palm to take another look at the vegetation to see if it could possibly be cut back more. The main issue seems to be that when cars along Rt. 272 want to make a left turn, vehicles behind them drive around them which could cause an accident if someone is pulling out from Bowmansville Road.

**PERSONNEL:**

Laughing Rock Services Agreement – A. McManimen is looking for approval to have Laughing Rock to add security to borough emails. The Agreement also includes hardware and licenses.

*Motioned by A. McManimen, seconded by d. Alumbaugh and unanimously carried to approve Laughing Rock's Services Agreement at a cost of \$252/month.*

Cyber Insurance – A. McManimen also recommending we sign up for cyber insurance to better protect borough information. The cost would be \$3,500/year. L. Crouse said the cost could fluctuate so R. Good asked A. McManimen to have a quote for the December meeting.

**RECREATION:**

Tristin Pfeiffer Pool Membership Refund – Mr. Pfeiffer purchased a pool membership for the 2022 pool season but never attended the pool. He contacted our office recently asking for a refund because he thought he filled out a membership for the Reamstown pool.

*Motioned by d. Alumbaugh, seconded by J. Johnson-Null and unanimously carried to approve issuing a refund to Mr. Pfeiffer.*

Patrick Warker – Due to ongoing issues with Ephrata Rec, the borough has decided to manage the pool for the 2023 season. The Committee would like to hire Patrick Warker as a parttime borough employee at a rate of \$18/hour. Mr. Warker is a hard worker, meticulous and dedicated, and he will be the pool manager next year.

*Motioned by d. Alumbaugh, seconded by D. Matz and unanimously carried to approve hiring Patrick Warker as a parttime borough employee at a rate of \$18/hour and to have all new employee paperwork filled out.*

Marsh Madness Fundraiser – d. Alumbaugh said the Committee would like to donate \$500 from the pool fund to the YMCA Marsh Madness Fundraiser. The money will go back to the Adamstown YMCA to provide financial assistance to families who cannot afford programs.

*Motioned by d. Alumbaugh, seconded by M. Bansner and unanimously carried to approve donating \$500 from the pool fund to the YMCA Marsh Madness Fundraiser.*

**FIRE/SAFETY:**

Fireworks Ordinance – Mayor Schmidt provided examples of fireworks resolutions from other municipalities as well as a letter from the borough solicitor. He is asking that they review the documents and this item will be tabled for discussion at a later date.

Bollman Hat Factory – Mayor Schmidt said that yesterday the Pennsylvania Senate recognized Bollamn Hat Factory for their outstanding innovation, unsurpassed quality and world class service throughout their 154-year history. Mayor Schmidt is extending his congratulations to the management as well as the employees for receiving this recognition.

**BUILDING:**

Zach Hoffman – A. McManimen would like to appoint Planning Commission member Zach Hoffman to the Building Committee.

*Motioned by A. McManimen, seconded by d. Alumbaugh and unanimously carried to appoint Zach Hoffman to the Building Committee.*

**UNFINISHED BUSINESS:**

341 Jefferson Road Fence Issue – R. Good said he will have a detailed letter for the property owners, ready at the December meeting specifying what needs to be done. They will be given ample time to complete the changes.

**NEW BUSINESS:**

Permit Application Verbiage – There have been issues with requirements of permit cards being followed. d. Alumbaugh is suggesting adding verbiage on the permit cards to better clarify requirements of property owners.

Borough engineer C. Hess explained that there is only so much room on the permit cards, and it may be better to clarify on the permit application instead.

29-35 E. Main Street Subdivision Plan Review Letter #2 – This item has been tabled until the December meeting because no representative is present.

Planning Commission Vacancy – Kevin Grant submitted a Letter of Interest for the vacancy on the Planning Commission.

*Motioned by d. Alumbaugh, seconded by A. McManimen and unanimously carried to appoint Kevin Grant to the Planning Commission with a term to run through December 2025.*

YMCA Annual 5K Run & Pig Roast – Bob Root of the YMCA submitted a request for their annual 5K run and pig roast to be held on December 10<sup>th</sup>. A certificate of insurance has been submitted and the police and fire company will be notified.

*Motioned by d. Alumbaugh, seconded by M. Bansner and unanimously carried to approve the YMCA's annual 5K run and pig roast on December 10<sup>th</sup>.*

**Adjournment:**

*Motioned by A. McManimen, seconded by D. Matz and unanimously carried to adjourn.*  
The meeting ended at 8:50PM.

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