Adamstown Borough Council **April 2, 2019**

The meeting was called to order at 7:00PM at the Adamstown Municipal Building, 3000 N. Reading Road, Adamstown by Council President Randy Good.

Council Present: Randy Good, Dave Matz, Cindy Schweitzer, Mark Bansner, Jessica Kelly, Alex McManimen, Shad Lewis

Visitors Present: Lt. Tom Shumaker, Dan Weider, Tom Unger, Sue Weinhold, Leslie Hills, Carol Johnson, Alice Hummer, Glenda Poole, John Schmidt, Jon Hamilton, Stephanie Scheifley, Natalie Howe

Others Present: Dean Johnson, Mike Palm, Lisa Crouse, Sam Toffy

MINUTES: Minutes from the March 5, 2019 meeting were approved with a motion from D. Matz, seconded by M. Bansner and unanimously carried.

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

POLICE and/or FIRE REPORT:

The March Police Report was read by Lt. Tom Shumaker.

The March Fire Report was read by Dan Weider. Deputy chief Weider said that on March 23rd they received a call regarding the odor of fuel oil in the area of Chestnut Street and Adamstown Road. A property in the area had an issue with the oil line/filter in their basement and with the heavy rain, their sump pump pumped the oil into the yard which ran into the storm drain. Steps were followed to properly clean up the spill.

VISITORS BUSINESS:

Tom Unger, SDE – Mr. Unger gave an update on the school zone study that was done at the Adamstown Elementary School. Four new signs will be installed, and times will be posted when children will be walking to/from the school and using the crossing areas. The Borough will be responsible for the maintenance of the signs. D. Johnson commented that the biggest complaint by area residents is that drivers don't slow down when entering the school zone area and he asked if the option of flashing lights was considered. Mr. Unger said there are no guidelines from the State as to when to use them, it is at the discretion of the municipality. There is also a larger cost involved with flashing lights.

Motioned by A. McManimen, seconded by C. Schweitzer and unanimously carried to submit the permit application to PennDOT as described by Mr. Unger.

SPECIAL TOPICS: None.

PUBLIC WORKS:

Street Sweeping – Street sweeping will take place on April 30th and May 1st and will be done by Industrial Grounds Maintenance who was used in previous years. The cost has remained the same as last year.

Blower Efficiency Project Update – M. Palm said that during the course of the blower replacement project they did some data logging with equipment provided by PP&L and as a result the Borough will be receiving a rebate check in the amount of $10,152.60 in addition to the regular monthly savings.

TREASURER:

Liquid Fuels Audit – L. Crouse said that the liquid fuels auditor will be here April 12th to do the 2018 audit.

FINANCE:

Library Update – C. Schweitzer said that the Committee reached out to the Library but at this time they still do not have the updated numbers from Heck and Olsen. Library representatives will be meeting with them on Thursday and will hopefully have numbers for the Finance Committee for further discussion at the May meeting.

WATER & SEWER:

2161 Bowmansville Road SWM Small Project Agreement – This has been turned over to the MS4 Committee for further discussion and tabled until the next meeting.

Meter Software – M. Palm said that we currently use Sensus to read the water meters and we are billed a couple hundred dollars when service is needed. We opted out of an annual contract because we can get a price per hours of service. We now need to do software upgrades to be compatible with the newest meters being installed and in order to do that we have to buy into their upgrade. In order to do that, we must now purchase past years that we did not have an annual contract with them. The cost due for the past years is $4,033.24 and the cost for support this year and the new software upgrade is $2,437. The cost will be split between water and sewer and will be budgeted going forward.

Motioned by C. Schweitzer, seconded by D. Matz and unanimously carried to pay $6,470.24 in order to get new software and support for 2019.

I&I – M. Palm reached out to two companies, USG and Sewer Specialty Services, to televise sewer lines and make appropriate repairs along E. Main Street from Good's Chips to Church Street and along W. Main Street from the Lions Club Park to Willow Street. Sewer Specialty Services quoted a much lower cost at $3,600/day for a total cost of $7,200 and any required patchwork is approximately $1,200/4'x8" diameter pipe. $10K has been budgeted for this item. D. Matz is also authorizing spending more than the budgeted amount if larger patchwork is necessary.

Motioned by D. Matz, seconded by M. Bansner and unanimously carried to hire Sewer Specialty Services to do I&I work this season at the cost quoted.

COMMUNITY:

Property Maintenance Update – S. Lewis gave an update on the property maintenance audit and subsequent notices that were mailed.

Rental Inspection Checklist – Borough Rental Inspector John Neely drafted a revised rental inspection checklist which S. Lewis presented to Council for their feedback. C. Schweitzer was not in favor of items 5 (the requirement for having a fire extinguisher mounted in the kitchen) and 20 (placards mounted inside every bedroom). She also questioned what happens if certain required criteria fail. S. Lewis said the property owner would be given time to correct the issues and a re-inspection would be done. The intent is to distribute the checklist to property owners/managers prior to scheduled inspections so they are aware of what is required. Deputy Chief Weider said that there are additional items that the Fire Company would like to see included on the checklist. R. Good tabled this until the May meeting.

Quick Tickets – S. Lewis said that in order to save the Borough money, the Committee is recommending reinstating the use of the previously approved Quick Tickets. Council members and/or Borough staff could fill out a Quick Ticket to notify property owners of common violations such as high grass/weeds, storage of rubbish/garbage and animal waste which would be followed up by Borough staff. If not corrected, rather than a monetary fine being issued it would then be referred to the property maintenance code enforcement officer. This would eliminate the need to involve ABI unless the violation was not corrected in the allotted amount of time. ABI is currently paid $75 per inspection, violation letter and re-inspection for a total amount of $225 per property. R. Good is tabling this for the May meeting to allow more time for discussion.

3111 N. Reading Road – Council questioned the status of the cleanup progress at 3111 N. Reading Road after having been sent an NOV. S. Lewis said that the estate attorney is working directly with ABI and has requested a time extension to complete the cleanup. R. Good said he would like to meet with J. Neely of ABI to discuss procedures.

ROADS AND BRIDGES:

Electric Docking Stations – M. Bansner said he is meeting with Kevin Weaver of Slice of Sky to further discuss the possibility of having electric docking stations installed.

PERSONNEL:

Life/Disability and Dental Insurances – A. McManimen said there is a 4% increase in life/disability insurance and no change in cost for dental insurance.

Motioned by A. McManimen, seconded by D. Matz and unanimously carried to approve the new costs for life/disability and dental insurances.

DVHT – A. McManimen said he was approached by DVHT to see if the Borough would be interested in moving worker's compensation, general liability and auto liability to them. They would price out a cost for 2020. C. Schweitzer said that the issue in doing that would be that we'd be changing brokers. We will see how this next year works out with DVHT for health insurance before considering switching the rest over.

RECREATION:

2019 Pool Membership – The Committee determined that the rates can remain unchanged from last year.

Motioned by J. Kelly, seconded by C. Schweitzer and unanimously carried to keep the pool rates the same as the 2018 rates.

Adamstown Swim Team – The swim team ran into several issues with their bank account and requested the use of the Borough's EIN number in order to access their account which was discouraged by the auditor.

Pool Edge Coping – M. Palm suggested doing a change order for the pool and in lieu of using coping which was originally planned, switch to a cantilever deck. It is a better option and would eliminate maintenance. The cost for the change order is $12,500.

Motioned by J. Kelly, seconded by C. Schweitzer and unanimously carried to issue a change order in the amount of $12,500 to switch from coping to a cantilever deck.

FIRE/SAFETY:

Active Shooter Training – D. Johnson reminded everyone that the active shooter training will be held on April 24th and it will begin at 6:30pm at St. Paul's Church. The Adamstown Area Library has additional information on their website as well as fliers available.

MS4:

Farmer's Meeting – WCT will be sponsoring a farmer's meeting which will aid in educating area farmers in how to maintain their fields. C. Hildebrand is asking area municipalities if they would help support the effort. This support will also be applied towards MS4 education credits.

Motioned by C. Schweitzer, seconded by A. McManimen and unanimously carried to support the effort up to $1,000.

UNFINISHED BUSINESS:

Library Land Development Plan – The Library is asking for a waiver of the requirement of submitting a land development plan. C. Schweitzer had some concerns which were discussed with our engineer. Borough engineer Tom Unger said that since the area in question is already developed, stormwater shouldn't be an issue. The items of concern would include lighting, landscaping, pedestrian parking and emergency ingress/egress, all of which can be addressed with the zoning permit.

Motioned by C. Schweitzer, seconded by D. Matz and unanimously carried to waive the requirement for a land development plan conditional that those items of concern be addressed at the zoning level. Building/zoning permit fees will also be waived but the required inspections will not be waived.

JSL Mechanical LCPC Application – The application to the LCPC along with the fee has been signed by S. Toffy and forwarded to the County for their review. R. Good is asking that the entrance from Stoudtburg Road onto the JSL property be reviewed and addressed due to mud running down to the roadway.

NEW BUSINESS: None.

EXECUTIVE SESSION: Council went into executive session 8:07PM to discuss litigation.

The regular meeting resumed at 8:15PM.

Adjournment:

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

Attested: _____
Sam Toffy, Adamstown Borough Administrative Secretary