Adamstown Borough Council **December 1, 2020**

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: Randy Good, Dave Matz, Alex McManimen, M. Bansner, Randell Weaver, deLyn Alumbaugh (via Zoom)

Visitors Present: Sgt. Eric Schmitt, Tom Unger, Cheryl Davies, Michele Walter Fry

Others Present: John Schmidt, Lisa Crouse, Mike Palm, Sam Toffy

MINUTES: The minutes from the November 3rd meeting were approved with a motion from D. Matz, seconded by d. Alumbaugh 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 November Police Report was read by Sgt. Eric Schmitt.

FIRE REPORT:

The November Fire Report was included in the packets.

VISITORS BUSINESS: None.

SPECIAL TOPICS: None.

PUBLIC WORKS:

Permit Modification with SRBC – M. Palm said they were able to get their permit modification with the SRBC approved which increases the allowable 30-day pumping average from 163K gallons to 230K.

SCADA Pack – M. Palm said that a SCADA pack which is a water system control went down at Well 1. They moved the SCADA pack from Well 4 to Well 1 while the malfunctioning one was repaired. As of today, it is back in service.

Water Complaint – A complaint was received from a resident regarding the condition of her water. After talking with DEP, chlorine and bacteria tests were done with the results coming back normal. A letter will be sent to the property owner with the results from the test.

Tree Removal Quote – There is a large dead Ash tree at the end of Jefferson Road, partially on the road and partially in the yard. A quote was received to remove the tree at a cost not to exceed $1,900 with an additional $400 to grind the stump.

Motioned by R. Weaver, seconded by M. Bansner and unanimously carried to approve removal of the tree without grinding the stump.

TREASURER:

Solvency Fee – Every year we have the option of paying the unemployment solvency fee which is approximately $600. In the past several years Council has chosen to not pay this fee because the Borough did not benefit from it. L. Crouse explained that when the Borough did pay the solvency fee in the past, and when relief was requested from paying unemployment compensation, the Borough was denied. After further discussion, it was decided to not pay the solvency fee.

FINANCE:

Tax Levy Ordinance #407– Ordinance #407 was presented, establishing the real estate tax at the rate of 2.041 mills. The rate remains the same as last year's rate.

Motioned by D. Matz, seconded by A. McManimen and unanimously carried to approve the 2021 Tax Levy Ordinance #407 which establishes the 2021 tax rate at 2.041 mills.

2021 Draft Budget – L. Crouse presented the 2021 budget summary. There will be no increase in taxes or water & sewer.

Motioned by D. Matz, seconded by d. Alumbaugh and unanimously carried to approve the 2021 budget as presented.

WATER/SEWER/MS4:

Delinquent Water/Sewer Accounts – L. Crouse suggested that since we are unable to shut off water during the winter months, as a courtesy we should send letters to those with outstanding balances over 180 days recommending that they may want to make payments to avoid being on the shutoff list when shutoff notices are issued in April.

Water/Sewer Standards Update – M. Palm said that the last time they were updated was in 2007 and since the 2021 budget has been adopted, he is asking for a motion to allow SDE to begin working on updating the water/sewer standards.

Motioned by D. Matz, seconded by R. Weaver and unanimously carried to approve allowing SDE to begin working on updating the water/sewer standards.

COMMUNITY: None.

ROADS AND BRIDGES: None.

PERSONNEL: None.

RECREATION: None.

FIRE/SAFETY: None.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

Lot 3 Subdivision Time Extension Request – H&L Emprises is looking to revise their original plan to combine 6 existing lots into either 4 or 5 and is requesting a 6-month extension to work on the revised plan.

Motioned by D. Matz, seconded by A. McManimen and carried by a vote of 5-0-1 to allow a 6-month extension for the Lot 3 Subdivision (R. Good abstained).

323 Lincoln Road SWM Agreement & Easement – A SWM Agreement & Easement was presented regarding the new home construction on the lot at 323 Lincoln Road.

Motioned by M. Bansner, seconded by A. McManimen and unanimously carried to approve the SWM Agreement & Easement.

Resolution 20-05 – Resolution 20-05 was presented to Council to appoint Adlai Binger to the ZHB to finish out the 3-year term for Glenda Poole, who will be moving out of the Borough. Mr. Binger's term will end in January 2022.

Motioned by d. Alumbaugh, seconded by D. Matz and unanimously carried to adopt Resolution 20-05.

Adamstown Area Library Electric/Gas Billing – L. Crouse said that when the Library was located in the Borough building, they were paying for 70% of the electric bill. Since only the Friends of the Library will be using it going forward, the amount they are responsible to pay should be significantly lower. D. Matz said he feels that 25% of the electric cost is fair. The Library receives their own gas bill for the heat, so that could continue being handled as is.

Adamstown Area Library Request to Use Space – The Adamstown Area Library is requesting Council to allow the Friends of the Library to continue using the Library space until the second phase of construction is completed at the new Library. They are also requesting to get the approval in writing. A. McManimen said he sees no issues with allowing that unless an offer is received from someone else wanting to rent or purchase the property. We should therefore make the offer subject to a 60-day notice to vacate, should the opportunity arise that the Borough could rent the space out. A. McManimen brought up the concern if someone from the Friends were to fall and get injured – who would be held responsible? When the Library was in our building, the Friends of the Library group was covered under the Library's insurance. One way to ensure that the Borough would not be held responsible in the event of an injury to one of the Friends members would be to extend the lease to the Library which would keep the insurance in place. A. McManimen will work with L. Crouse to draft a letter to the Library.

Lockable Office Space for Police – The Ephrata Police are requesting the use of a small lockable space in the Borough building where they could meet with citizens so they don't have to drive all the way to Ephrata, also to do computer work, take lunch breaks, etc. M. Palm will work with the Police Department to come up with an appropriate space.

Historical Society of the Cocalico Valley Donation Request – L. Crouse said that in the past several years we've given $100.

Motioned by M. Bansner, seconded by R. Weaver and unanimously carried to donate $100 to the Historical Society of the Cocalico Valley.

YMCA Donation Request – R. Good said that in the past years, we've donated $10K/year towards the building, but that is paid off. If a donation is given to the YMCA, he said it should be stipulated that it be used for the local branch. L. Crouse said that we budgeted $250 for next year towards their Summer Family Fun Program. D. Alumbaugh suggested we revisit this at a future time. L. Crouse said we could wait until the YMCA comes to us with a specific program that they are seeking donations for.

Moment of Peace Adventures Non-Profit Grove Rental Fee Waiver – Peter Riffle, who runs this organization, grew up in Adamstown. The organization takes children with disabilities on hunting and fishing trips. They are renting the grove on September 11, 2021 to hold a fundraising event for their organization.

Motioned by D. Matz, seconded by d. Alumbaugh and unanimously carried to waive the $100 grove rental fee.

EXECUTIVE SESSION: Council went into executive session at 7:40PM to discuss litigation.

The regular meeting resumed at 8:02PM.

Motioned by A. McManimen, seconded by M. Bansner and unanimously carried for Council to give a 2% raise in salary to each of the Borough employees; for Council to allow a one-time rollover of sick time not to exceed 5 days (40 hours) and a one-time rollover of vacation time not to exceed 5 days (40 hours). Council members are encouraged to give feedback to Borough employees and finally Council encourages all Borough employees to attend at least one Council meeting a year.

Adjournment:

Motioned by D. Matz, seconded by A. McManimen and unanimously carried to adjourn.
The meeting ended at 8:03PM.

Attested: _____
Sam Toffy, Adamstown Borough Administrative Secretary