Adamstown Borough Council **December 2, 2014**

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, Cindy Schweitzer, Dave Matz, Joe Dietrich, Ed Zander, Mark Bansner , David Gundrum

Visitors Present: George Beever, Steve Roth, Bob Stork, Donna Wetherhold, Mike Wetherhold, Michele Walter Fry, Helen Shaak, Heather Weaver, Mary Ann Lutz, Virginia Tobias

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

MINUTES: Minutes from the November 4, 2014 meeting were approved with a motion from D. Matz, seconded by M. Bansner and unanimously carried.

BILL LIST: Motioned by D. Matz, seconded by J. Dietrich and unanimously carried to approve the bills and receipts presented.

POLICE and/or FIRE REPORT:

The November Police Report was read by Chief Beever.
The November Fire Report was read by Chief Roth.

VISITORS BUSINESS:

Heather Weaver – Ms. Weaver, Vice President of the Cocalico Cheerleading Booster Club, presented Council with plans to hold a 5K Glow Run on April 25, 2015. There was some concern with the route, as a portion of the run extended into Spring Township along an area of Furlow Road that is not well lit. C. Schweitzer requested it be deferred until next month to allow the police chief time to review the request and to allow Ms. Weaver to revise the route to keep the run contained within the Borough limits.

Motioned by J. Dietrich, seconded by M. Bansner and carried by a vote of 6-1-0 to approve the Cocalico Cheerleading Booster Club's 5K Glow Run on April 25, 2015 pending approval of the revised route and submission of a certificate of insurance (C. Schweitzer opposed).

Mary Ann Lutz – Ms. Lutz expressed her concern with the condition of several properties within the Borough. Discussion was held regarding the level of condition of some of the properties and it was noted that some of the items she indicated may not be violations of any Borough ordinance. She and Mrs. Tobias expressed their dismay at the deterioration of properties in town and fear a negative impact on their property values. She was advised by Council to fill out complaint forms regarding any properties she was concerned with and they would be addressed accordingly.

SPECIAL TOPICS:

PUBLIC WORKS:

The Public Works Report was included in the packets.

FINANCE:

The Treasurer's Report was included in the packets.

Tax Levy Ordinance #378 was presented, establishing the 2015 real estate tax at the rate of 2.50 mills, which is unchanged from 2014.

Motioned by D. Matz, seconded by C. Schweitzer and unanimously carried to approve the 2015 Tax Levy Ordinance #378 which establishes the 2015 tax rate which will remain at 2.50 mills.

The 2015 budget was presented for adoption.

Motioned by C. Schweitzer, seconded by D. Matz and unanimously carried to approve the 2015 budget as presented.

The following items have all been budgeted for in the 2015 budget:

Telco, Inc. – The Borough will be upgrading the traffic light at Route 272 & Willow Street to LED lamps at a cost of $1,518 which will offer a large cost savings in operation/replacement of lamps.

Motioned by D. Matz, seconded by M. Bansner and unanimously carried to approve a quote of $1,518 from Telco, Inc. to replace the lamps at the traffic light at Route 272 & Willow Street with LED lamps.

VOIP Phone System – The Borough is currently paying approximately $400/month for phone services through Windstream. Committee members met with two vendors with regards to a VOIP phone system. Laughing Rock offered the best pricing. Installation and one-time fees for setup of the new system will cost $2,345.08, with monthly charges running $85.35 (not including taxes and fees) which is a cost savings over what is currently being spent.

Motioned by D. Matz, seconded by C. Schweitzer and unanimously carried to approve quotes provided by Laughing Rock Technology for the installation of a new VOIP phone system at a cost of $2,345.08.

WEX Cards – In an effort to save money on fuel and after researching various optionssuch as an on-site fueling system, it was decided that the Wright Express (WEX) Fleet Program through COSTARS would offer the greatest savings (approximately 48.5 cents per gallon and additional savings if monthly invoices are paid in a timely manner). L. Crouse and M. Palm are in the process of applying for the fuel cards.

SCADA – The SCADA system allows personnel to monitor the wells from a centralized location. The current system is outdated and replacement components are unavailable. Several quotes were received, with Keystone Engineering Group offering the best system and price of approximately $53K.

Motioned by Mark Bansner, seconded by E. Zander and unanimously carried to approve hiring Keystone Engineering Group to proceed with engineering work on the new SCADA system not to exceed $30K.

Tree Removal – M. Palm received a quote from Martin Tree Service, LLC for the removal of several trees located in the right-of-way along Adamstown Road which are deemed a potential traffic hazard at a cost of $4,000. Also included in the quote was the cost to remove a tree located at 83 W. Main Street which is creating an unsafe condition at the intersection of W. Main & Willow Streets at a cost of $1,500. M. Palm was asked to discuss the removal of this tree with the property owner and report back to Council at the January meeting.

Motioned by D. Matz, seconded by M. Bansner and unanimously carried to approve Martin Tree Service, LLC to remove the trees in the right-of-way along Adamstown Road which have been deemed a potential traffic hazard at a cost of $4,000.

Tree Planting – R. Good and J. Dietrich will be meeting with Hostetter Landscaping to purchase 12 trees not to exceed $2,000 to be planted in the grove and along the walking path above the tennis courts. C. Schweitzer requested that a plan be brought to Council.

Motioned by D. Gundrum, seconded by D. Matz and unanimously carried to approve the purchase of 12 trees from Hostetter Landscaping not to exceed $2,000 to be planted in the grove and along the walking path above the tennis courts after a plan is presented to Council.

WATER:

38 E. Washington Street – The property owner was denied a waiver of sewer fees for an outside spigot which ran for an undetermined amount of time. He was also denied a waiver of sewer fees for filling a 500 gallon hot tub.

3 S. Village Circle – The property owner said he mailed his payment a week prior to the due date but accrued interest/late fees because it was posted after the due date. He is asking for a waiver of interest/late fees in the amount of $58.38.

Motioned by D. Gundrum, seconded by M. Bansner and unanimously carried to approve a one-time only waiver for interest/late fees in the amount of $58.38.

A leak test tips sheet will be included with the next quarterly water/sewer bill that is sent out.

SEWER: None.

LIGHTS, PROPERTY AND PAVEMENT:

Restroom – Due to the large number of patrons (300-4000 per day) using the restroom facilities, the need for a second restroom for Library personnel and/or patrons has been an ongoing issue. The Friends of the Library group offered to provide funding for the new restroom. Several options were discussed including expanding the current building, building a new Borough office near the tennis courts, or converting an existing space in the building into a second restroom. R. Good suggested that the Library do a feasibility study of their existing utilization of space and bring the results back to Council before moving forward.

Tree Lighting Ceremony – J. Dietrich said the tree lighting ceremony was again a great success.

ROADS AND BRIDGES: None.

PERSONNEL: None.

POLICE BOARD:

The Board received a proposal from Conrad Siegel Actuaries in the amount of $5,000 to have an actuarial study done on the value of Other Postemployment Benefits (OPEBs). ECT, WCT and Denver all approved having the study done and each agreed to fund 25% of the cost of the study.

Motioned by D. Gundrum, seconded by D. Matz and unanimously carried to spend $1,250 (25% of the total cost) to have an actuarial study done by Conrad Siegel Actuaries.

The Police Board also agreed to create a time line of necessary tasks. Ralph Vedder is spearheading that initiative.

The next Police Board meeting is scheduled for December 23, 2014.

FIRE/SAFETY: None.

UNFINISHED BUSINESS:

323 W. Main Street – Ms. Celentano's attorneys have offered to settle the Borough's action against her for $1,800 which is approximately half of our attorney's fees to date.

Motioned by J. Dietrich, seconded by D. Matz and unanimously carried to accept payment of $1,800 to settle the Borough's action against Ms. Celentano.

NEW BUSINESS:

2015 Police Services Contract – Adamstown Borough received a letter from East Cocalico Township dated October 16, 2014 for 2015 police services. A discrepancy was found in the manner in which the rates were calculated and our solicitor sent them a letter suggesting a compromise and splitting the difference. They refused, indicating if their original letter was not signed by December 9, 2014, the rate would increase by 8.3%.

Motioned by D. Gundrum, seconded by M. Bansner and unanimously carried to sign the original letter from East Cocalico Township dated October 16, 2014 regarding 2015 pricing for police services.

Ephrata National Bank Loan – East Cocalico Township's payment plan to Ephrata National Bank for the payoff of their loan for 1975 N. Reading Road was included in the packets. The handling of the 7 acres deeded back to East Cocalico Township still needs to be resolved.

Hanover Engineering 2015 Fee Schedule – Hanover Engineering's fees have increased 2% from 2014's fee schedule.

Motioned by D. Matz, seconded by D. Gundrum and unanimously carried to accept Hanover Engineering's proposed 2015 fee schedule.

Lancaster County Tax Collection Bureau (LCTCB) Cocalico School District Representatives – Mike Hession expressed his interest in continuing to serve as the Municipal Representative for the municipalities in the Cocalico School District, with Mark Hiester serving as Alternate Representative. Both have served in these positions for the past several years.

Motioned by D. Matz, seconded by M. Bansner and unanimously carried to appoint Mike Hession as the Municipal Representative and Mark Hiester as the Alternate Representative serving the LCTCB for the municipalities in the Cocalico School District.

Celebration Park – L. Crouse met with Jessica Kelly to discuss plans for the development of Celebration Park in the Brookview Development and recommended that Ms. Kelly develop a plan and cost estimate to present to Council prior to the Borough moving forward. Ms. Kelly was given a February 28th deadline to give the Borough time to apply for a grant, which would be due by mid-April.

Adamstown Newsletter – Since the Grapevine is no longer published, Council expressed their interest in creating a quarterly newsletter. Donna Wetherhold offered to help with the newsletter.

Motioned by D. Gundrum, seconded by D. Matz and unanimously carried to create a quarterly newsletter for inclusion in the quarterly water/sewer billing.

Gift Cards – Council would like to once again present the Borough staff with Christmas gift cards.

Motioned by D. Matz, seconded by E. Zander and unanimously carried to give each Borough employee a $50 Christmas gift card.

168 W. Main Street – Several concerns were raised regarding an area where curbing is being replaced along 168 W. Main Street. Work began November 21st with the existing curbing being removed and work came to a standstill, leaving an exposed trench for several weeks. Not only was this area left in a dangerous condition, but it will present an issue with parking in the event of a snow emergency. S. Toffy will contact the property owner if work does not commence.

Council Vacancy – Ed Zander announced that he is resigning his position on Council effective at the end of this meeting. He will be relocating outside of the Borough. Council members thanked Mr. Zander for his years of service on both the Zoning Hearing Board and Borough Council.

Adjournment:

Motioned by D. Matz, seconded by E. Zander and unanimously carried to adjourn.

The meeting ended at 9:00PM.

Attested: _____
Sam Toffy, Adamstown Borough Administrative Secretary