Adamstown Borough Council **December 3, 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, Mark Bansner, Alex McManimen, Shad Lewis

Visitors Present: Chris McKim, Dan Wieder, Deb Schmidt, Cindy Mellinger, Tom Aylmer, Carol Johnson, Donald Reese, Helen Shaak, Roger Weir, Victoria Motter, Allen Zimmerman, Marj Hyrb, Michele Walter Fry

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

MINUTES: The minutes from the November 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 with the exception of the ABI billing. The $40 invoice was approved for payment but the $1,725 bill is to be held until further review by Council.

POLICE and/or FIRE REPORT:

The November Police Report was read by Chris McKim. Ephrata Borough is still working on finding a replacement for Chief Harvey who retired.

R. Good said he read that the county commissioners have committed approximately $500K to the drug task force and he questioned Lt. McKim as to the current status. Lt. McKim said that time will tell, but the funding model currently in place is not sustainable. He explained that in his opinion, he feels that in the past the drug task force relied on seizures which can be unpredictable and also on voluntary contributions from municipalities. Not all municipalities contributed their share. Going forward, in his opinion he thinks that if they take one year to do some good planning and if they find another way of funding, it could possibly look up by 2022. Mayor Johnson said that the Mayors Association is behind full funding of the drug task force 100% and they will continue fighting for it. R. Good asked if Lt. McKim can make arrangements to have the District Attorney present at the January Council meeting to hear her plans.

Dan Wieder read the November Fire Report.

VISITORS BUSINESS:

Marj Hyrb, Library Board of Trustees President – Ms. Hyrb thanked Adamstown Borough for their generous gift and loan for the new library. She said that demolition has begun and in the near future building will begin.

SPECIAL TOPICS: None.

PUBLIC WORKS:

Baby Pool – The baby pool has been winterized and the shade structure has been ordered.

Bowmansville Road Work – Storm pipes and inlets were installed along Bowmansville Road then the road was paved.

I&I Work Along Main Street – M. Palm said that I&I (inflow & infiltration) work has been done on the sanitary sewer lines from Goods Chips to Bollman Hat Factory.

Nitrogen Credits – In past years nitrogen credits had to be purchased to meet the nitrogen loading limits at the wastewater treatment plant. This year M. Palm said they were able to sell approximately $5K of credits.

Keystone Proposal – Several computers/laptops will be replaced due to Windows 7 no longer being supported. One of those computers runs the water SCADA system. Keystone provided a proposal with a cost to upgrade that system to a Windows 10-capable system of $11,300. A. McManimen said that he may have a contractor for Mike to use that may be able to offer the upgrade at a less expensive cost.

Motioned by M. Bansner, seconded by S. Lewis and unanimously carried to approve up to $11,300 to upgrade the computer used to run the SCADA system to a Windows 10-capable system.

TREASURER:

IGS Energy Reimbursement – L. Crouse found an error in the way IGS Energy was billing and as a result, we will be receiving a reimbursement check from IGS Energy in the amount of $3,720.

Laughing Rock Quote – L. Crouse received a quote from Laughing Rock for new laptops for M. Palm and S. Toffy due to the Windows 10 upgrade. The quote is revised to include the special requirements for M. Palm's laptop.

Motioned by A. McManimen, seconded by S. Lewis and unanimously carried to approve Laughing Rock's quote for two new laptops with the Windows 10 upgrade.

FINANCE:

Tax Levy Ordinance #401 – Ordinance #401 was presented, establishing the 2020 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 M. Bansner and unanimously carried to approve the 2020 Tax Levy Ordinance #401 which establishes the 2020tax rate at 2.041 mills.

2020 Draft Budget – L. Crouse presented the 2020 budget summary. There will be no increase in taxes or water & sewer.

Motioned by S. Lewis, seconded by D. Matz and unanimously carried to approve the 2020 budget as presented.

WATER & SEWER:

26 Willow Street Waver Request – The former property owner of 26 Willow Street said that the water/sewer bill averaged approximately 17K gallons/quarter when 3 units were rented and approximately 10K gallons/quarter when 2 units were rented. Their last bill they received at settlement in mid-September showed a usage of 54K gallons. The meter was recently read and the usage is back to a normal amount again.

Motioned by D. Matz, seconded by M. Bansner and unanimously carried to approve an adjustment down to 10K of usage and reimbursement for the remaining charges less the $25 waiver request fee.

COMMUNITY:

ABI Issues – After an initial Borough-wide property maintenance audit in September 2018 by ABI, it was made clear in the Agreement that going forward the Borough would address violations on a complaint-basis only. Written and signed complaints that the Borough office receives would be forwarded to ABI to address. Although no written complaints were received regarding unregistered/uninspected vehicles, the Borough was billed $1,725 on October 31st, $1,650 of which was a result of the property maintenance code enforcement officer citing various property owners regarding unregistered/uninspected vehicles during a visit to the Borough to do other follow-up inspections.

Motioned by D. Matz, seconded by S. Lewis and unanimously carried to hold off on paying Invoice #PR69681 in the amount of $1,725.

There is also an issue with a property owner who received a Notice of Violation for several rental property violations. These violations were never brought into compliance. The Borough's standard operating procedure is that prior to ABI filing any citations with the district magistrate's office, Council is to authorize this action. Without Council's knowledge a citation was filed with the magistrate's office on October 22nd as a result of an unaddressed Notice of Violation dated July 8th. R. Good asked S. Toffy to reach out to the district magistrate's office to see what needs to be done to have the citation withdrawn.

Council discussed possibly appointing Systems Design Engineering as property maintenance enforcement officer and rental code enforcement officer for the upcoming year.

ROADS AND BRIDGES: None.

PERSONNEL: None.

RECREATION: None.

FIRE/SAFETY:

Letter of Resignation – D. Johnson submitted his Letter of Resignation effective December 31st due to moving out of the Borough limits. Mayor Johnson served on Borough Council for 12 years, 10 of which he was President, and as Borough Mayor for 6 years. D. Matz thanked Mayor Johnson on behalf of Borough Council and Borough residents for his years of dedication. On behalf of the Ephrata Police Department, Lt. McKim thanked Mayor Johnson for his leadership and guidance and said it was a pleasure working with him.

Motioned by D. Matz, seconded by A. McManimen and unanimously carried to accept Mayor Johnson's Letter of Resignation.

MS4: None.

UNFINISHED BUSINESS:

Lot 3 Subdivision Time Extension Request – Due to a modification of the original plans for the Lot 3 Subdivision, R. Good is requesting a 6-month time extension.

Motioned by S. Lewis, seconded by D. Matz and unanimously carried by a vote of 4-0-1 to allow a 6-month time extension (R. Good abstained).

Ordinance 402 – Amend Ordinance 376 – Ordinance 402 will allow the Borough to gift $150K to the Adamstown Area Library.

Motioned by A. McManimen, seconded by M. Bansner and unanimously carried to adopt Ordinance 402 to amend Ordinance 376.

NEW BUSINESS:

Borough Council Vacancy and Resolution 2019-04 – There were three letters of interest received for the vacancy left when C. Schweitzer resigned. In order to serve on Council, it is a requirement of the Borough Code to be a Borough resident for at least one year prior to serving.

Motioned by D. Matz, seconded by S. Lewis and unanimously carried to appoint deLyn Alumbaugh to fill the vacancy left by C. Schweitzer and to adopt Resolution 2019-04. This term will run to 1/2022.

Planning Commission Vacancy – There were two letters of interest received to fill the position of M. Schweitzer who resigned effective November 6th. D. Matz asked Victoria Motter, who submitted a letter of interest for the vacant Council position, if she would be interested in filling the position left vacant from d. Alumbaugh. She said she was interested.

Motioned by D. Matz, seconded by M. Bansner and unanimously carried to appoint Tom Alymer to fill M. Schweitzer's position on the Planning Commission. His term will run to 1/2021.

Motioned by D. Matz, seconded by M. Bansner and unanimously carried to appoint Victoria Motter to fill d. Alumbaugh's position on the Planning Commission. Her term will run to 1/2024.

Annual 5K for Johnnie K – Permission was requested by Lynn Keene to allow runners to use designated roads in the Borough for the annual 5K for Jonnie K scheduled for May 16th. They would like to have a food truck on site at the pool parking area to serve food after the race. They are also requesting the use of the pool restrooms.

Motioned by M. Bansner, seconded by A. McManimen and unanimously carried to approve the use of the designated Borough roads for the annual 5K for Johnnie K provided a certificate of insurance is provided by the Leo Club and a separate certificate of insurance must be provided by the food truck vendor, both at least one week prior to the event date.

EXECUTIVE SESSION: Council went into executive session 7:42PM to discuss personnel issues and potential litigation.

The regular meeting resumed at 8:15PM.

Motioned by D. Matz, seconded by A. McManimen and unanimously carried ***to give a 3% raise across the board to all Borough employees.***

Motioned by A. McManimen, seconded by S. Lewis and unanimously carried to offer health insurance to L. Crouse at a cost to her of $100/paycheck.

Adjournment:

Motioned by D. Matz, seconded by M. Bansner and unanimously carried to adjourn.
The meeting ended at 8:20PM.

Attested: _____
Sam Toffy, Adamstown Borough Administrative Secretary