he 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, deLyn Alumbaugh, Paul Marx, Mark Bansner, James Johnson-Null

Visitors present: Sgt. Dan Albaugh, Officer Brian Dell Isola, Dan Wieder, Daryl Peck, Peter Edelman, Zach Hoffman, Wendy Kerschner, Heather Marx, Jim Bretz

Others present: John Schmidt, Mike Palm, Julie Scherer, Sam Toffy

MINUTES: Minutes from the November 5, 2024 meeting were approved with a motion from d. Alumbaugh, seconded by A. McManimen and unanimously approved.

BILL LIST: Motioned by D. Matz, seconded by J. Johnson-Null and unanimously carried to approve all bills and receipts presented.

POLICE REPORT:

The November Police Report was read by Sgt. Albaugh.
Officer Dell Isola address Council regarding a 'Dog Walkers Project' he is in the process of creating. It involves dog owners who are often out for walks, being an extra set of eyes to be aware of what is happening around them. Those who wish to participate would be invited to a PowerPoint presentation teaching them what to look for, what to do and not to do in the event they see something, and to keep the police aware. R. Good turned it over to the Fire & Safety Committee to further discuss and plan a presentation date after the new year.

FIRE REPORT:

The November Fire Report was read by Deputy Chief Wieder. He said that Santa will be making his annual trip around the borough on Christmas Eve.

VISITORS BUSINESS:

Daryl Peck, Concord Public Finance & Peter Edelman, Stevens & Lee (Financial Advisors for the Reading YMCA - The YMCA is in the process of doing financing for improvements at all its locations. In Adamstown specifically, they are looking to replace the HVAC units and some exercise equipment. In order for the YMCA to do tax-free financing, there is a requirement that a public hearing be held and the project must be approved by the local municipality. An Approval of Applicable Elected Representative form was presented to Council for approval.

Motioned by D. Matz, seconded by P. Marx and unanimously carried to approve the document as presented.

SPECIAL TOPICS: None.

PUBLIC WORKS:

New Meters - M. Palm said they are in the process of replacing older meters with the new iPearl meters. Hang tags are being placed on the front doors to alert residents and instruct them how to schedule their meter replacement. There is no charge to the resident for the meter replacement.

The grove and the pool have been winterized. The restrooms in the grove are locked, but the water is still on.

ADAMSTOWN 2026:

SLC Excavating, LLC – d. Alumbaugh is recommending release of the final Application for Payment #5 in the amount of $6,937.28 for work on the playground. R. Good is suggesting that we put this on hold until a meeting is scheduled with them to discuss electrical repairs and bills, due to some damage done to existing electrical wire. This will be tabled until the January meeting.

The Committee has been working on projects and is in the process of hiring two bands for the summer concert events.

BUILDING:

A. McManimen said the Committee is working through some new ideas.

COMMUNITY: None.

FINANCE:

QuickBooks with Payroll– Beginning 2025, payroll will be brought in-house. J. Scherer researched upgrading the current QuickBooks to include payroll and received a quote in the amount of $5,134.65 for 2025.

Motioned by d. Alumbaugh, seconded by A. McManimen and unanimously carried to approve purchasing QuickBooks with Payroll for 2025 in the amount of $5,134.65.

2025 Budget – The proposed 2025 budget was advertised for adoption. There is a water and sewer increase as well as an increase in millage from 2024.

Motioned by d. Alumbaugh, seconded by J. Johnson-Null and unanimously carried to adopt the 2025 budget as presented.

Tax Levy Ordinance #418 – Ordinance #418 establishes the millage rate at 2.241 mills for 2025, up from 2.041 mills in 2024.

Motioned by D. Matz, seconded by A. McManimen and unanimously carried to adopt Ordinance #418 establishing the 2025 millage rate at 2.241 mills.

Ordinance #419 – Ordinance #419 establishes an increase in water and sewer rates for 2025. Sewer rates will increase 5% across the board and water rates, which have not increased since 2012, will increase to $4.50/1K gallons over 5K gallons.

Motioned by d. Alumbaugh, seconded by A. McManimen and unanimously carried to adopt Ordinance #419 as presented.

FIRE/SAFETY:

Security Cameras in Grove – J. Schmidt recommended that the restrooms continue to be locked. Due to the improvements being made in the grove and the intention of drawing more people in, some felt that the restrooms should remain unlocked during open park hours. After discussing options for preventing vandalism in the grove restrooms, the Committee will look more into this and report back at the January meeting.

Bowmansville Road/Rt. 272 Intersection – J. Schmidt said the Committee is proposing the installation of two signs on both sides of Bowmansville Road warning of the danger at the intersection. After a brief discussion, it was decided that more discussion is needed, and this will be tabled until the January agenda.

IT: None.

PERSONNEL: None.

RECREATION:

J. Johnson-Null said there was a Rec meeting held and Access Granted pool software system was demonstrated, which will likely be implemented for the 2025 pool season. The cost is $1,041 for year one and $741 for years two plus.

Motioned by J. Johnson-Null, seconded by d. Alumbaugh and unanimously carried to approve purchasing Access Granted pool software as outlined above.

ROADS AND BRIDGES: None.

WATER/SEWER/MS4:

The Committee will meet in January to discuss the topic of replacing existing shared meters in multi-unit properties with individual meters and will report back at the February meeting.

187 E. Main Street – The property owner found a leak which was repaired. They paid their unusually high water bill, but requested a payment plan to pay the next bill since that one will be high as well. D. Matz recommended waiting until after the next bill comes out to get an idea of what type of payment plan to approve. This will be tabled until the February meeting.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

Resolution #2024-18 – Resolution #2024-18 was presented to appoint Victoria Motter as borough resident alternate to the Planning Commission with a term to run through December 2028 and to appoint Thomas Kunish to replace Victoria Motter on the Planning Commission, with his term to run through December 2027.

Motioned by A. McManimen, seconded by M. Bansner and unanimously carried to adopt Resolution #2024-18 as presented.

SDE's 2025 Professional Fee Schedule and SEO Fee Schedule - Fee schedules for SDE's 2025 rates were presented.

Motioned by D. Matz, seconded by A. McManimen and unanimously carried to approve SDE's 2025 fee schedules as presented.

MHCK's 2025 Professional Fee Schedule – The fee schedule for MHCK's 2025 rates was presented.

Motioned by D. Matz, seconded by M. Bansner and unanimously carried to approve MHCK's 2025 fee schedule as presented.

EXECUTIVE SESSION: Council went into executive session at 8:09PM to discuss employee 2025 raises and 2024 merit incentives.

The regular meeting resumed at 8:38PM.

Motioned by A. McManimen, seconded by d. Alumbaugh and unanimously carried to approve a 3% annual raise for all employees.

Motioned by A. McManimen, seconded by M. Bansner and unanimously carried to approve merit-based bonuses as follows:

- *M. Palm - $1,500*
- *M. Brown & N. Welker - $1,000*
- *J. Scherer & S. Toffy - $500*
- *L. Longenecker - $250*
- *M. Smith – $75*

Motioned by A. McManimen, seconded by D. Matz and unanimously carried to approve increasing health benefit deductions from $25 to $30 for single plans and from $50 to $60 for family plans.

Adjournment:

Motioned by D. Matz, seconded by d. Alumbaugh and unanimously carried to adjourn.
The meeting ended at 8:40PM.

Attested: _____
Sam Toffy, Adamstown Borough Administrative Secretary