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, Mike Wetherhold

Visitors Present: Lt. Shumaker, Daniel Wieder, Bob Stork, Rodney Good, Preston Good, Christine Dieckhaus, Penny Leschner, Connor Leschner, Steve DeLucas, Michele Walter Fry

Others Present: Dean Johnson, Lisa Crouse, Sam Toffy

MINUTES: Minutes from the November 1, 2016 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. Wetherhold and unanimously carried to approve all bills and receipts presented.

POLICE and/or FIRE REPORT:

The November Police Report was read by Lt. Shumaker. He explained that there was a higher incident of traffic citations due to the license plate reader picking up on expired license plate registrations.

Deputy Chief Daniel Wieder read the November Fire Report.

VISITORS BUSINESS:

Connor Leschner, Cub Scouts Troop 61 – Connor, who was accompanied by two fellow Cub Scouts, addressed Council regarding the requirements necessary to obtain their Arrow of Light rank. They are currently volunteering within the community in various ways and have offered their time to help with any clean up in the community. M. Wetherhold said he may reach out to them for help with cleanup at the next Community Days in the grove. R. Good asked if there was anything else the Cub Scouts needed and it was mentioned that they could use a new pinewood derby track. A. McManimen suggested looking into a fiberglass track instead of wood to avoid warping, and will look into pricing and report back to Council.

Bob Stork – Mr. Stork addressed Council about the bore hole plugs that UGI is removing from the street, and has a concern that they were laid along the public sidewalk and someone may trip and fall over them. M. Bansner explained that UGI plans to replace the plugs into their original holes once they have completed the work. He said he will touch base with the drilling company in the morning to see if something can be done with the plugs until they are replaced, and he will let Mr. Stork know the status.

SPECIAL TOPICS: None.

PUBLIC WORKS:

The November report was included in the packets.

MIB Report – An MIB insurance valuation form was included in the packets. The last insurance valuation was done in January of 2012 and there have since been extensive improvements done at the community pool in 2015. The fee for a revision of values is $350.

Motioned by A. McManimen, seconded by M. Bansner and carried by a vote of 6-1-0 to move forward with the MIB valuation for a cost of $350. C. Schweitzer opposed.

TREASURER:

Street Lights – The first set of street lights to be converted from 100 Watt HPS to 50 Watt LEDs along W. Main Street from the grove towards the Lions Club Park has been completed. R. Good is recommending going with the 50 Watt LEDs along the remainder of Main Street. He also recommended looking into pricing to have an additional light pole installed in the area near Willow and Main Streets where there is a larger gap between existing street lights.

L. Crouse explained that she is going to complete the grouping and scheduling of the remaining lights because MetEd will be increasing their rates and may start charging for the removal of the old fixtures if it is approved by the PUC.

FINANCE:

Tax Levy Ordinance #388 was presented, establishing the 2017 real estate tax at the rate of 2.50 mills, which is unchanged from 2016.

Motioned by D. Matz, seconded by C. Schweitzer and unanimously carried to approve the 2017 Tax Levy Ordinance #388 which establishes the 2017 tax rate at 2.50 mills.

The 2017 budget was presented for adoption.

Motioned by D. Matz, seconded by M. Wetherhold and unanimously carried to approve the 2017 budget as presented.

WATER & SEWER:

25 W. Main Street Waiver Request – The property owner had a high water/sewer bill and ultimately found a leaking pipe in the basement. They repaired the pipe and are requesting a waiver in the amount of $117.62 which is the overage of the sewer amount average less the $20 waiver request fee.

Motioned by D. Matz, seconded by A. McManimen and unanimously carried to approve a water/sewer waiver in the amount of $117.62.

Interceptor Line – A. McManimen provided a proposal from Randy Dautrich of Dautrich Engineering for civil engineering services for the proposed interceptor line. D. Matz asked Council to read over the proposal and it will be placed on the January agenda for discussion.

Water/Sewer Billing Process – L. Crouse provided a Water/Sewer Billing Process policy which outlines the billing process as well as the lien and shutoff process. Council was in agreement with the policy with the exception of the note at the bottom that discussed the option of payment plans. Payment plans will not be an option.

Motioned by D. Matz, seconded by A. McManimen and unanimously carried to approve the Borough of Adamstown Water/Sewer Billing Process policy with the exception of the note referencing the allowance of payment plans.

COMMUNITY:

Resolution 2016-04 – The recently adopted sidewalk ordinance references a Borough Sidewalk Inspector. M. Wetherhold spoke with the Borough's current Rental Inspector Robert Getz, who said he is willing to also fill the position of Sidewalk Inspector at a rate of $15/hour. C. Schweitzer was concerned with how we control his costs. A. McManimen questioned what triggers an inspection for Mr. Getz. M. Wetherhold is suggesting that a few people get together initially to develop guidelines. R. Good recommended M. Wetherhold reach out to Ephrata Borough, which he did.

Motioned by M. Wetherhold, seconded by M. Bansner and carried by a vote of 6-1-0 to appoint Robert Getz as Borough Sidewalk Inspector at a rate of $15/hour. C. Schweitzer opposed.

ROADS AND BRIDGES:

FEMA Reimbursement – The Borough received a check in the amount of $10,528.35 for reimbursement from the snow storm last year.

PERSONNEL: None.

RECREATION:

Baby Pool Survey – Quotes for surveying the baby pool at the Community Pool have been put on hold until Spring of 2017. Quotes for surveying Celebration Park and the trail will also be obtained.

Roof Replacement – The garage, snack bar and guard shed at the Community Pool are all in need of a new roof. $15K has been budgeted for these improvements and quotes are being obtained.

2017 YMCA Pool Management Contract – The contract for pool management in 2017 was provided by the YMCA at a cost of $72K for the season. The proposed contract includes having the baby pool closed for two hours every day. Council felt that all of the areas of the pool should be made available to patrons during open pool hours. They determined that by increasing the proposal to $75K, it will cover the cost of a guard for the extra two hours per day at the baby pool. J. Kelly was asked to present this change to YMCA personnel.

Motioned by M. Bansner, seconded by D. Matz and unanimously carried to present the YMCA with a revised proposal for pool management in 2017 at a cost of $75K which would include that all pool facilities remain open during normal hours of operation of 12PM – 8PM daily.

FIRE/SAFETY: None.

MS4: None.

UNFINISHED BUSINESS:

IPad Purchase & Policy Approval – C. Schweitzer created an Electronic Device Policy to outline the use, care and purpose of the Borough purchasing electronic devices for Council members, the Mayor and key staff members.

Motioned by D. Matz, seconded by M. Bansner and unanimously carried to adopt the Electronic Device Policy as presented with the change noted.

L. Crouse will contact Laughing Rock to get quotes on both new and refurbished IPads, as well as to arrange for training of the IPads.

Draft Intermunicipal Agreement – There was further discussion regarding the draft Intermunicipal Agreement with conflicting feelings. No decision was made to adopt the document at this time.

Comments on the Proposed Zoning – This item has been tabled until the January Council meeting.

NEW BUSINESS:

Reinholds Ambulance Request for Funding – The Reinholds Ambulance Association is reaching out to local municipalities asking for help to fund their purchase of two LUCAS devices, contingent upon the purchase being approved at their February meeting.

Motioned by M. Wetherhold, seconded by M. Bansner and unanimously carried to contribute $2,500 to the Reinholds Ambulance Association contingent upon the approval at their February meeting for them to purchase two LUCAS devices.

Stoudtburg Village Meeting – Stoudtburg Village has recently been purchased by Keystone Custom Homes and the owner is requesting a meeting with R. Good. If anyone else on Council is interested in attending, please contact S. Toffy.

Hanover Engineering 2017 Fee Schedule – The 2017 fee schedule for Hanover Engineering was included in the packets for Council's review. This will be further discussed at the January Council meeting.

Hanover Engineering Fox Brooke Development Review – There is a question on Hanover Engineering's review of the Fox Brooke Development which will be looked into.

Christmas Gift Cards – Council provided $50 gift cards to each of its staff members for Christmas.

July 2017 Council Meeting Date – The first Tuesday of July is a holiday, therefore the July Council meeting will be held the following Tuesday, July the 11th.

Stoudtburg Village Open Space – A letter was received from the solicitor regarding tax assessment information on Stoudtburg Village. No action needs to be taken by Council.

C.L. Fritz & Son – As a gift to the community, Curtis Fritz donated his time to run the wiring at the billboard sign near the community pool which was part of a project a local Eagle Scout did this summer. S. Toffy will send a thank you letter.

Light Poles for Community Pool – Council would like to thank fellow Councilman Alex McManimen for his donation of light poles to the Borough which will be used at the community pool.

EXECUTIVE SESSION: Council went into executive session at 8:35PM to discuss potential litigation involving vandalism on Borough property and employee evaluations.

The regular meeting resumed at 9:10PM.

Motioned by D. Matz, seconded by A. McManimen and unanimously carried to have M. Palm hire a forester to evaluate and determine a cost to replace the damaged timber on the mountain.

Motioned by A. McManimen, seconded by M. Bansner and unanimously carried to give a 3% increase to the following: Mike Palm, Matt Brown, Troy Kauffman, Jeff Formicone, Sam Toffy and Lisa Crouse, and a 1.5% increase to Torri Esch, all effective January 1, 2017.

Adjournment:

Motioned by D. Matz, seconded by M. Bansner and unanimously carried to adjourn.
The meeting ended at 9:17PM.

Attested: _____
Sam Toffy, Adamstown Borough Administrative Secretary