Adamstown Borough Council **December 7, 2021**

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: R. Good, D. Matz, A. McManimen, M. Bansner, d. Alumbaugh, R. Weaver, J. Thomason

Visitors present: Tom Unger, Chuck Hess, Helen Shaak, Mike Zelinsky, Paul Marx, Michele Walter Fry

Others present: Mayor Schmidt, Mike Palm, Sam Toffy

MINUTES: Minutes from the November 2, 2021 meeting were approved with a motion from d. Alumbaugh, seconded by D. Matz and unanimously carried.

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

POLICE REPORT:

The November Police Report was included in the packets.

FIRE REPORT:

The November Fire Report was included in the packets.

VISITOR'S BUSINESS:

Mike Zelinsky, 253 E. Main Street – Mr. Zelinsky addressed Council regarding several properties in the vicinity of his property that should be cleaned up. d. Alumbaugh recommended he contact S. Toffy for a complaint form which should be filled out and will be investigated by the Borough Code Enforcement Officer. R. Good mentioned a few other properties in question.

SPECIAL TOPICS: None.

PUBLIC WORKS:

Flushing Hydrants – M. Palm said that when they flush hydrants, they must now notify DEP and they must dechlorinate and fill out hydrant flushing reports. A. McManimen said he contacted several organizations regarding this new requirement. R. Good said that we should have a meeting with our local political leaders to discuss these issues as we have done with other issues in the past.

Water & Sewer Tapping Fees – M. Palm said with all of the work being done at the well houses and the proposed work at the Waste Water Treatment Plant as well as inflation, he is questioning if water & sewer tapping fees should be increased for future hookups. These fees have not been increased since 2014.

Motioned by D. Matz, seconded by A. McManimen and unanimously carried to allow SDE to provide updated costs for future water & sewer tapping fees.

TREASURER: None.

FINANCE:

2022 Budget – J. Thomason said the proposed 2022 budget was advertised and is ready for adoption. A. McManimen questioned if the roof pricing is still accurate for the roof that was budgeted to be replaced in 2022. M. Palm said he will reach out to the contractor to get a price locked in.

Motioned by d. Alumbaugh, seconded by D. Matz and unanimously carried to adopt the 2022 budget as presented.

Tax Levy Ordinance #411 – Ordinance #411 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 M. Bansner and unanimously carried to adopt Ordinance #411 which establishes the 2022 tax rate at 2.041 mills.

WATER/SEWER/MS4:

2138 Old Lancaster Pike Sewer Waiver Request – The property owner said her sewer bill was higher than usual due to power washing her house and RV. She is requesting a sewer waiver for the overage amount billed less the $25 waiver fee for a total waiver amount of $25.84. This item was not discussed at the meeting.

COMMUNITY:

November 9th LCPC Meeting Summary – d. Alumbaugh gave a recap of the LCPC meeting he attended on November 9th and handed out a summary sheet of the discussion which was mainly about Places 2040. Places 2040 is an initiative to preserve farmlands and natural areas. They also encourage local municipalities' Planning Commission members to meet with the LCPC members to review and compare the various policies and codes.

ROADS AND BRIDGES: None.

PERSONNEL: None.

RECREATION: None.

FIRE/SAFETY: None.

BUILDING:

A. McManimen said he is still waiting for the Library to provide him with their 2022 budget. After that is received, the Committee will be able to move forward with plans. He told the Board that if they need additional funding, the time to ask for it is when they provide their 2022 budget. Funding for the Library has not been increased in approximately 5 years.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

EXECUTIVE SESSION: Council went into executive session at 7:25PM to discuss personnel increases.

The regular meeting resumed at 8:18PM.

Motioned by A. McManimen, seconded by d. Alumbaugh an unanimously carried to adjust employee pay rates as follows:

- *10% raises for L. Crouse, S. Toffy, J. Formicone and N. Welker.*
- *Adjust M. Brown to $65K annually ($31.25/hour) based on his license for the water system.*
- *Adjust M. Palm to $105K annually based on his licenses for the borough.*
- *Adjust D. Miller to $15/hour.*

Motioned by A. McManimen, seconded by d. Alumbaugh an unanimously carried to change L. Crouse's title to Borough Treasurer and make sure her vacation is based on both hours worked and vacation time to make sure she receives the proper credit for vacation.

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