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, Ed Zander, Joe Dietrich, David Gundrum

Council Absent: Ben Zentner

Visitors Present: George Beever, Steve Roth, Eric Dickson, Jessica Kelly, Diane Hartman, Michael Smolar, Mary Ann Smolar, Angela Celentano, Jay C. Galan, Rich McComb, Terry Eckert, Alice Hummer, James McGinnis

Others Present: Mayor Buckwalter, Mike Palm, Sam Toffy

MINUTES: Minutes from January 8, 2013 were approved with a motion from D. Matz, seconded by J. Dietrich and unanimously carried.

BILL LIST:

Motioned by D. Gundrum, seconded by E. Zander and unanimously carried to approve the bills and receipts presented.

R. Good thanked C. Schweitzer again for stepping in as Treasurer and getting checks out at no charge to the Borough.

POLICE and/or FIRE REPORT:

Chief G. Beever reviewed his report.

There is a Bill before the House which would allow Municipal Police to use radar for speed enforcement. Chief Beever is looking for support from local municipalities. Borough Council and Mayor Buckwalter are in favor; S. Toffy will send letters of support to Senator Brubaker and State Representative Fee endorsing this Bill.

Steve Roth reviewed the Fire Company report.

C. Schweitzer asked if the radio project is moving forward, and S. Roth said he hasn't heard anything as of late regarding progress.

VISITORS BUSINESS:

Jessica Kelly, Brookview Estates resident, asked if Council could discuss the idea of creating a subcommittee or neighborhood committee as part of the Parks & Recreation Committee, which would focus on the development of Celebration Park. Perhaps have the neighborhood participate in the planting of trees and sponsoring trees. The suggestion of a DCNR grant came up and C. Schweitzer stated that DCNR grants are very competitive but we may be able to improve our odds if a community group is formed that involves both Adamstown and East Cocalico residents as well as community and

government support for the design. R. Good suggested that Jessica meet with the Lights, Property & Pavement Committee and come up with a long term plan, then come back to Council with a plan. R. Good noted the 2013 Capital Reserve budget reflects funds set aside for improvements at the park. Utilizing volunteer efforts would also add to any grant submission.

PUBLIC WORKS:

M. Palm was looking into an electric demand response program with Aspen Energy to potentially reduce electrical bills at the Treatment Plant. Unfortunately we do not meet their minimum requirements to qualify.

M. Palm asked for Council's approval on the quote from Hanover Engineering to update the water and sewer mapping. Both water and sewer were each budgeted for $400. There were no objections from Council.

Oil & Chipping – M. Palm requests Council to authorize working with East Cocalico Township to piggyback off of their quote for oil and chipping. M. Palm anticipates the cost to oil and chip Bowmansville Road (from the Borough line – Main and Rt. 272 to the Borough line) will be under the $6,000 budgeted.

Motioned by E. Zander, seconded by D. Matz to participate with E. Cocalico in their oil and chip bid with the intent to oil and chip those areas of Bowmansville Road noted above.

R. Good stated that Adamstown Road is another road in need of maintenance. The Roads & Bridges Committee will come back to Council with a recommendation.

Work will begin February 6th or 7th on installing the generator and pouring the housekeeping pad.

D. Matz asked who is responsible for sidewalk maintenance of snow in the area parallel to Adamstown Road at the Lions Club Park, noting the lack of snow maintenance. M. Palm stated that the Lions Club is responsible per the lease with the Borough. M. Palm offered to talk to the school to see if they can take care of the approximately 40' – 50' section of sidewalk.

FINANCE:

The Fund Balance Report dated December 31, 2012, was provided with a disclaimer that the funds need to be reviewed by the Treasurer when she returns from leave.

The Stonebridge Bank CD (Stella Hatt Funds) was rolled over at a rate of .75% for 14 months.

WATER:

A list of billing adjustments was presented to Council, some dealing with late fees due to the due date falling on a holiday and others due to addressing errors.

Motioned by E. Zander, seconded by C. Schweitzer and unanimously carried to grant the billing adjustments as outlined in the memo provided by PRWA.

D. Gundrum asked if these types of adjustments are to be an ongoing issue at future Council meetings. C. Schweitzer noted that Council set a standard a couple of years ago, whereby everything that needs to be adjusted in terms of billing needs to go to Council. Council agreed that in the future though, only homeowners' addresses will be made public, not the homeowners' names.

SEWER:

Hanover Engineering presented application for Payment #4 from Trinity Excavating Co. in the amount of $4,750.00 for the sewer main replacement project. This will leave a balance of $35,726.88, which includes a retainage of $9,611.54 until all final work is completed in Spring, which includes seeding, repaving and some other items.

A portion of this latest work includes televising the lines. Hanover Engineering has a copy of the results. When tying into the existing sewer lateral, there were numerous areas encountered with tree roots. These areas were cleaned out, but this will be a recurring problem in the future. Once all data is comprised, S. Toffy will get a letter together and send out to all affected homeowners to notify them of problem areas, along with spec of vents and cleanouts so they can get these items elevated to the proper heights.

Motioned by D. Matz, seconded by E. Zander and unanimously carried to approve application for Payment #4 in the amount of $4,750.00.

LIGHTS, PROPERTY & PAVEMENT:

Regarding the signage for Celebration Park that was discussed at the last Council meeting, J. Dietrich suggested adding a second smaller sign under the existing sign that would read:

Please obey these Park regulations:

- Park closes at dusk
- Dogs must be on a leash
- No alcoholic beverages permitted
- No foul language

J. Dietrich made a motion to add a smaller sign under the existing Celebration Park sign to add the 4 rules listed above, seconded by D. Gundrum and unanimously carried.

J. Dietrich would like to begin the process of changing the existing Parks & Recreation Ordinance to include any of the above items which are not currently listed in the Ordinance. R. Good agreed it needs to be updated, then put signs up accordingly.

D. Gundrum made a motion to update existing Parks & Recreation Ordinance, seconded by D. Matz and unanimously carried.

Lights, Property & Pavement will meet again and will come to the next Council meeting with a recommendation to Council of what Ordinance changes they would like to see. The sign at Celebration Park is currently on hold until the recommended changes are discussed.

PERSONNEL:

D. Gundrum would like to hold an evaluation meeting with members of the Personnel Committee at the end of February as part of Sam Toffy's hiring agreement, at which time a wage adjustment will be considered.

SAFETY:

E. Dickson will be sending out a copy of the proposed updated Emergency Operations Plan to S. Toffy to be distributed to Council, and upon approval of changes by Council at March meeting, it will be ready for submission to the County.

A letter has been drafted by E. Dickson that can be published to the community looking for volunteers to serve in an administrative position should a temporary shelter ever have to be set up. These volunteers would log the names of those who entering and leaving the shelter to keep track of everyone.

UNFINISHED BUSINESS:

BCO – Jim Franey and Randy Maurer agreed to act as Building Code Officers, so going forward, BCO responsibilities will be an additional part of their duties.

Stober Fence – R. Good spoke to Mr. Stober on February 4, 2013 and there is no new update; they are still looking at their options and will get back to Council.

Messner – Sewage System Agreement – Council reviewed the draft agreement and agreed with the recommendation of the Borough Solicitor to waive the $4,500 escrow. It was noted that there is a provision for a $1,000 escrow toward future inspections and recouping our attorney's fees.

C. Schweitzer made a motion to waive the $4,500 escrow, seconded by D. Gundrum and unanimously carried.

323 W. Main Street – Additional discussion occurred regarding the fence and deck installation at 323 W. Main Street. Current status is that the work is approximately 90% complete but the zoning permit was revoked by Barry Wagner. Several residents and the owner were in attendance and provided additional insight into the issues. Council and the parties directly involved discussed a compromise.

Neighboring resident Mr. Smolar of 325 W. Main Street commented that he would have no problem with the fence if the portion running along the side yard was to be cut down to 4'. Mr. Galan and Ms. Celentano refused this offer.

C. Schweitzer suggested all discussions regarding this issue be put on hold until counsel could be contacted for advisement. In the interim, Mr. Galan was advised to cover any holes that could be deemed dangerous.

James Moyer – R. Good stated that the Borough will be following counsel's recommendation in sending Mr. Moyer at least two required notification letters before taking steps towards entering Mr. Moyer's property for any kind of clean-up work.

Lancaster County SPCA – C. Schweitzer suggested the Borough see what direction our police department takes before making a decision regarding strays.

NEW BUSINESS:

The Cohen Group Franchise Agreement with Blue Ridge – Adamstown has been working with a group of municipalities to develop a new cable franchise agreement with Blue Ridge. The document is a 7 year contract with a 5% franchise fee included. Council agreed to move forward with the advertising of the necessary ordinance and hold a public hearing prior to adoption consideration.

Zoning Issues/Property Clean-Up – Letters were sent by Zoning Officer Barry Wagner to two property owners who have abandoned/unlicensed vehicles. Two other properties will be issued notices for trash clean-up.

Spring Clean-Up – R. Good suggested holding a Spring clean-up day, but noted it is not in the 2013 budget. After some discussion regarding the pros and cons and lack of budget the topic was tabled.

Neighbors Helping Neighbors – R. Good stated that there are a few property owners in town who may need some help in getting their properties cleaned up. M. Palm commented that some churches get involved in this type of volunteer work. R. Good will reach out to the local churches to see if there would be any interest.

GENERAL INFORMATION:

Board vacancies – S. Toffy reported there are two Planning Commission positions open and one recreation board position. Council was encouraged to provide names for consideration.

S. Toffy will work on developing brief descriptions for these and other positions so that anyone that has an interest will know what is expected.

ADJOURNMENT:

D. Matz made a motion to adjourn, seconded by E. Zander and unanimously carried.

The meeting ended at 9:00PM.

Attested: Sam Toffy, Adamstown Borough Administrative Secretary