Adamstown Borough Council **January 4, 2016**

The reorganization meeting of Adamstown Borough Council was held on January 4, 2016. The meeting was called to order at 7:00 PM at the Adamstown Municipal Building 3000 North Reading Road, Adamstown by Borough Mayor Dean Johnson.

Council Present: Randy Good, Dave Matz, Cindy Schweitzer, Mark Bansner, Jessica Kelly, Alex McManimen, Mike Wetherhold

Visitors present: Carol Johnson, Deb Schmidt, John Schmidt, Donna Wetherhold, Helen Shaak, Ralph Vedder

Others present: Mayor Johnson**,** Mike Palm, Sam Toffy

Reorganization:
Mayor Johnson presided over the meeting and swore in the reelected member as well as the new members of Council. Council members sworn in were Jessica Kelly, Alex McManimen and Mike Wetherhold.

President of Council:
Mayor Johnson opened nominations for Council President. Randy Good was nominated by D. Matz.

Council voted 6-0-1 (R. Good abstained) to appoint R. Good as Council President.

Vice-President of Council:
Mayor Johnson opened nominations for Council Vice-President. Dave Matz was nominated by C. Schweitzer.

Council voted 6-0-1 (D. Matz abstained) to appoint D. Matz as Council Vice-President.

R. Good assumed control of the meeting.

MINUTES: *Minutes from December 1, 2015 meeting were approved with a motion from D. Matz, seconded by M. Bansner, and unanimously carried.*

BILL LIST: *Motioned by D. Matz, seconded by C. Schweitzer and unanimously carried to approve the bills and receipts for December.*

POLICE and/or FIRE REPORT:

Lieutenant Chris McKim of the Ephrata Police Department introduced himself and offered to answer questions anyone may have. He noted that this was Jonathan Zaun's first day on the force and they are all very impressed with what he has to offer the department. Lt. McKim said their department is looking forward to working with Adamstown Borough in the future.

The December Fire Report was included in the packets.

Annual Appointments:
Secretary/Assistant Treasurer – Sam Toffy
Treasurer – Lisa Crouse
Planning Commission (4-year term to expire 1/2020) – deLyn Alumbaugh
Deputy Tax Collector – Diane Hertzog
Adamstown Representative at Police Meetings – Dean Johnson

Motioned by M. Bansner, seconded by M. Wetherhold and unanimously carried to approve the five annual appointments listed above.

Cocalico Area Appeals Board – Tommy Kashatus
Cocalico School District Municipal Rep & Alternate for LCTCB – Mike Hession and Mark Hiester (Alt)

Motioned by D. Matz, seconded by M. Bansner and unanimously carried to approve the two annual appointments listed above.

Zoning Hearing Board Attorney – Dwight Yoder, Gibbel, Kraybill and Hess
Zoning Hearing Board (3-year term to expire 1/2019) – Glenda Poole (by resolution)

Motioned by M. Bansner, seconded by M. Wetherhold and unanimously carried to approve the two annual appointments listed above.

Borough Solicitor – Josele Cleary of Morgan, Hallgren, Crosswell and Kane
Borough Engineer – Hanover Engineering
Sewage Enforcement Officer – Scott Brown and Christopher Taylor, Hanover Engineering
Rental Inspector/Code Enforcement Officer – Robert Getz

Motioned by M. Bansner, seconded by M. Wetherhold and unanimously carried to approve the four annual appointments listed above.

Zoning Officer – Barry Wagner, BRW Associates and/or Jim Franey, CIS

Motioned by M. Bansner, seconded by C. Schweitzer and unanimously carried to appoint Jim Franey of Construction Inspection Services as the Zoning Officer.

VISITORS BUSINESS: None.

SPECIAL TOPICS: None.

PUBLIC WORKS:

M. Palm thanked Council for the gift cards for Christmas.

MIB – The last inspection was conducted in 2012. M. Palm talked with the insurance broker and since there have been no major structure changes since then, he feels we can wait and revisit next year.

Water Meter Reader – The current hand held meter reader being used is no longer supported. A new hand held meter reader has been budgeted for. M. Palm is recommending moving forward with purchasing the new meter reader from L/B Water Service, Inc. for a cost of $12,685 which includes the ethernet dock and software for one year.

Motioned by D. Matz, seconded by M. Bansner and unanimously carried to approve the purchase of a new hand held meter reader from L/B Water Service, Inc. for a cost of $12,685.

Shed at Pool – Kim Evans gave the okay to remove the white shed at the pool. The items currently being stored in the shed will be relocated into the other existing shed.

FINANCE: None.

WATER & SEWER:

14 S. Village Circle Waiver Request – The property owner had a high 3rd quarter bill but could not determine the cause. He has since discovered a broken pipe in the wall of the garage which he has had repaired and he is requesting a waiver of the overage of the sewer portion. The average of his 4 prior bills is $199.67. His high bill was $429.73.

Motioned by D. Matz, seconded by M. Bansner and unanimously carried to approve a waiver in the amount of $125 (approximately 80% of the amount requested) since the water did not go into the sewer system to be treated.

Sewer Interceptor Replacement – Hanover Engineering prepared an Alternatives Report on the proposed Little Muddy Creek Interceptor Sewer Replacement project which was submitted to the USDA for their review/comment. The report outlines the 4 options available in upgrading the existing sewer line. We are awaiting their response.

COMMUNITY:

Sidewalk Ordinance – R. Good asked M. Wetherhold to come back to Council at the February meeting with his recommendations regarding the draft sidewalk ordinance.

ROADS AND BRIDGES: None.

PERSONNEL:

Office Assistant – After interviewing four candidates for the part time office assistant position, L. Crouse recommended hiring Torri Esch.

Motioned by C. Schweitzer, seconded by M. Bansner and unanimously approved to hire Torri Esch for the part time office assistant position at a rate of $12.00/hour. Torri will be reporting to L. Crouse.

Personnel Policy – The Personnel Policy regarding hiring currently requires that all new hires be drug tested and have a criminal background check. R. Good asked A. McManimen to review this requirement and report back at a future meeting with his recommendations on what positions this should be required for.

RECREATION:

YMCA of Reading & Berks County – J. Kelly presented a contract from the YMCA regarding pool management services for the summer of 2016 at a cost of $55,000. The YMCA would take over hiring, scheduling, training of all pool personnel, general management, payroll, daily maintenance, as well as other responsibilities that have previously been handled by the former Rec Board.

Motioned by M. Bansner, seconded by C. Schweitzer and unanimously approved to contract with the YMCA of Reading & Berks County to take over management of the community pool for the 2016 summer season at a cost of $55,000.

Recreation Board – Due to the YMCA taking over management of the community pool, J. Kelly said that the Committee felt there was no need to continue the Recreation Board. She added that the Recreation Committee can handle recreational-related projects and therefore she is recommending the Rec Board be dissolved.

Motioned by M. Bansner, seconded by C. Schweitzer and unanimously approved to dissolve the Recreation Board.

R. Good announced that Ralph Vedder, former member of Council, the YMCA Board and the Recreation Board, would be very interested in becoming a volunteer on the Recreation Committee.

S. Toffy will draft a letter to send to Recreation Board members notifying them of the dissolution of the Rec Board, as well as a letter to all former pool employees notifying them of the new hiring process with the YMCA.

FIRE/SAFETY:

Noise & Nuisance Ordinance #382 – Ordinance #382 which was created as a result of ongoing noise issues with 4-wheelers in the Borough, has been advertised for adoption. This ordinance will be enforced by the police.

Motioned by D. Matz, seconded by C. Schweitzer and unanimously approved to adopt Noise & Nuisance Ordinance #382.

Traffic Light on Rt. 272 – A letter was sent to PennDOT requesting a traffic study to determine if it would be feasible to lower the speed limit in the Borough along Rt. 272 from 45 MPH to 35 MPH to help aid in the safety of pedestrians crossing the road at the Rose Hill Development. D. Johnson is waiting to hear back from PennDOT before moving forward with obtaining traffic signs for this area.

Parking Tickets – Quotes have been obtained by Traf-O-Teria regarding parking tickets and once the proof is received, we can move forward with placing the order.

UNFINISHED BUSINESS:

Community Pool Floor – M. Palm is in the process of meeting with contractors regarding resurfacing the floor at the community pool. Once he has met with each of them, he will provide the Recreation Committee with the information and samples. There are temperature requirements that must be met in order to resurface the floor but there should be ample time to complete the project prior to the pool opening.

Community Pool Locker Room Exhaust System – R. Good and M. Palm have been in discussions regarding the exhaust system. M. Palm will report back with the final plan so improvements can be completed prior to opening day.

Draft Timbering Contract – The draft timbering contract was sent to J.L. Strausser and we are waiting to receive the signed contract back.

NEW BUSINESS:

2016 Fee Schedule – The Finance Committee will review the current fee schedule and report back to Council with any recommendations.

Draft Amendment to Zoning Ordinance – In order to stay on schedule with the floodplain ordinance deadline of April 5th, all other recommendations by the Planning Commission regarding changes to the zoning ordinance will be tabled until a later date. R. Good recommended that the PC re-visit those recommendations prior to bringing them to Council.

Draft Dumpster Ordinance – A draft dumpster ordinance was presented to Council. C. Schweitzer questioned the need for permits in certain circumstances, not only for dumpsters but in other situations (ex. fences, etc.), if the regulations can be written such that the required criteria is clearly outlined. This would help avoid Borough staff from becoming involved in neighbor disputes. R. Good suggested the Community Committee, along with the Planning Commission, look into this and report back to Council.

UGI Gas Line Extension – UGI has had a new tariff approved and they are now extending gas lines in certain communities. UGI can potentially install a gas line at no cost to the Borough, and the expense gets paid off over a 10-year period by the users.

Troy Kauffman Donation for Father – Public Works employee Troy Kauffman's father passed away over the weekend. In lieu of flowers, the family is asking for donations to be sent to the Wounded Warriors or the Moment of Peace Adventures.

Motioned by M. Bansner, seconded by M. Wetherhold and unanimously approved to donate $75.00 to the Wounded Warriors or the Moment of Peace Adventures.

Adjournment:

Motioned by D. Matz, seconded by M. Bansner and unanimously carried to adjourn.

The meeting ended at 8:17PM.

Attested: _____
Sam Toffy, Adamstown Borough Administrative Secretary