Adamstown Borough Council **January 6, 2015**

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, Cindy Schweitzer, Dave Matz, Joe Dietrich, Mark Bansner , David Gundrum

Visitors Present: George Beever, Steve Roth, Bob Stork, Donna Wetherhold, Mike Wetherhold, Michele Walter Fry, Darryl Kurtz

Others Present: Mike Palm, Lisa Crouse, Sam Toffy

REORGANIZATION:

Jessica Kelly, a resident of Brookview Development, submitted a letter of interest to fill the Council position left by Ed Zander as a result of his resignation which was announced at the December 4, 2014 Council meeting. A letter of interest was also submitted by Mike Wetherhold, a former Council member.

Motioned by D. Matz, seconded by D. Gundrum and unanimously carried to appoint Jessica Kelly to replace Ed Zander for the remaining one-year term, until the next general election.

Ms. Kelly will also Chair the Water Committee.

Annual Appointments:
Secretary/Assistant Treasurer – Sam Toffy

Motioned by D. Matz, seconded by J. Dietrich and unanimously carried to appoint Sam Toffy as Secretary/Assistant Treasurer.

Treasurer- Lisa Crouse

Motioned by D. Matz, seconded by M. Bansner and unanimously carried to appoint Lisa Crouse as Treasurer.

Borough Solicitor- Josele Cleary of Morgan, Hallgren, Crosswell, and Kane
Borough Engineer- Hanover Engineering
Sewage Enforcement Officer – Scott Brown and Christopher Taylor of Hanover Engineering
Zoning Officer – Barry Wagner of BRW Associates
Rental Inspector/Code Enforcement Officer- Robert Getz
Zoning Hearing Board Attorney – Dwight Yoder of Gibbel, Kraybill and Hess
Recreation Board - 3 Year Term – Gary Russell, Jonathan Zaun and Lynn Keene
Deputy Tax Collector – Diane Hertzog

Motioned by D. Matz, seconded by J. Dietrich and unanimously carried to approve the annual appointments listed above.

Zoning Hearing Board – 3 year term – Tom Berman by resolution

Motioned by D. Matz, seconded by J. Dietrich and unanimously carried to approve Resolution 15-01 for Tom Berman to serve a 3-year term as a member on the Zoning Hearing Board to run to 1/2018.

Planning Commission - 4 Year Term – There is currently a vacancy on the Planning Commission for a 4-year term resulting from Jessica Kelly's resignation and move to Council. This appointment will run through 1/2019.

Vacancy Board – There is currently a vacancy on the Vacancy Board.

MINUTES: Minutes from the December 4, 2014 meeting were approved with a motion from M. Bansner, seconded by D. Matz and unanimously carried.

Minutes from the December 16, 2014 special meeting were approved with a motion from D. Matz, seconded by J. Dietrich and unanimously carried.

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

POLICE and/or FIRE REPORT:

The December Police Report was read by Chief Beever.
The December Fire Report was read by Chief Roth.

J. Dietrich commended the Fire Company for the tremendous job they do every year decorating the fire trucks with lights and traveling through the Borough with Santa Claus.

Discussion was held with Chief Beever regarding any action that East Cocalico Supervisors took with regard to the police post retirement healthcare actuary study. Chief Beever indicated there was little discussion but he would convey the desire of the Council to have a letter addressing funding the study and distribution of the study after completed.

VISITORS BUSINESS:

Mike Wetherhold stated that after much discussion, it was decided that the best location for an extra restroom for Library and Borough staff would be in the northeast corner of the Library. The Friends of the Library group has offered to pay for this project.

Motioned by J. Dietrich, seconded by D. Gundrum and unanimously carried to allow the Library to pursue plans to install a restroom in the northeast corner of the Library and to report back to Council with their plans for moving forward.

Mr. Wetherhold also wanted to make a correction regarding a comment that was said during the last Council meeting. He clarified that there are not 300 to 400 people per day using the restroom, but rather there are 300 to 400 people per day visiting the Library.

SPECIAL TOPICS:

PUBLIC WORKS:

M. Palm and M. Bansner met with Bob Lynn of Hanover Engineering to discuss MS4 issues. They are currently working on mapping of the storm sewer system which is a requirement of the MS4 program. B. Lynn will be putting together the annual report.

M. Palm got the go-ahead from the property owner at 83 W. Main Street to remove the old tree located in front of the property that is growing into the roadway and blocking the stop sign. Removal of the tree will include removing the stump, repairing the road and replacing the sidewalk, which is estimated to cost $3,700.

Motioned by C. Schweitzer, seconded by J. Dietrich and carried by a vote of 5-1-0 to take down the tree, remove the stump, repair the road and replace the sidewalk at 83 W. Main Street at a cost of $3,700. D. Matz opposed.

The Public Works Department is in the process of replacing the current older style meters with Iperl meters which are more accurate. Iperl meters are capable of providing a 30-day history of water usage which can potentially help to identify a water leak if all other methods of testing were attempted. $21K has been budgeted in 2015 for water meter replacements, which should cover the replacement of 150 meters this year.

FINANCE:

The Treasurer's Report was included in the packets.

WATER:

37 W. Main Street – The property owner was set up on a payment plan and honored her plan. She paid her balance in full except for late/interest fees in the amount of $29.60. She is asking Council for a waiver of the late/interest fees.

2992 N. Reading Road – When property owner purchased this property, the bill was sent to the wrong address causing her to accrue late fees. She is asking Council for a waiver of those late fees in the amount of $9.06.

163 E. Main Street – The property owner has had an ongoing issue with a high water bill. She was provided with a water leak test sheet to try to resolve the issue. She accrued late fees in the amount of $37.98 and is requesting a waiver of those fees.

Motioned by D. Gundrum, seconded by J. Dietrich and unanimously carried to approve a one-time only waiver for interest/late fees for the above property owners.

Leak test tips will be included in the quarterly newsletter that will be sent out with the next water/sewer bill.

SEWER: None.

LIGHTS, PROPERTY AND PAVEMENT: None.

ROADS AND BRIDGES:

M. Bansner mentioned that the paving contractor who did the roadwork along E. Main Street to repair the areas of the UGI gas line installation, did a tremendous job.

PERSONNEL:

The Personnel Committee proposed a change to the health insurance benefits section of the personnel policy to reflect that an employee declining coverage will receive $25 per person up to a maximum of 5 family members (who would have been covered under the borough's health insurance), added to their pay each pay period (26 pay periods/year). This means an employee and his/her spouse will receive $50/pay; an employee, his/her spouse and one child will receive $75/pay; and an employee, his/her spouse and four children will

receive $125/pay. The section of the personnel policy stating that '50% of the standard premium that person is entitled to will be earmarked for that employee to use for other benefits such as supplementing existing coverage through payment of deductibles, co-pays, contribution to retirement or continuing education benefits. This money will have no cash value.' will be removed. This revision will be effective February 1, 2015.

Motioned by D. Gundrum, seconded by C. Schweitzer and unanimously carried to make the revisions above to the current employee personnel policy contingent on the solicitor's response, to become effective February 1, 2015.

POLICE BOARD:

C. Schweitzer noted that it was determined that East Cocalico Township wanted to move forward with Conrad Siegel doing the actuarial study and since the data is proprietary to ECT, they want to handle the contract. Since all four municipalities are paying 25% of the cost of the study, ECT was to send a letter to each municipality stating that Conrad Siegel would release the results of the study to all four municipalities at the same time once it was completed. To date no letter has been received.

Motioned by C. Schweitzer, seconded by M. Bansner and unanimously carried that Adamstown Borough will pay 25% of the actuarial study contingent upon receiving a letter from East Cocalico Township stating that all municipalities will receive the report results from Conrad Siegel at the same time.

C. Schweitzer commented that the police board completed the review of the agreement and the final version with revisions should be available to the Borough sometime this month. R. Good recommended the agreement be sent to Mark Zettlemoyer and Josele Cleary as soon as we receive it in order to give them time to review it, compile comments, and to remain within the timeline which has been created by Ralph Vedder.

FIRE/SAFETY: None.

UNFINISHED BUSINESS:

Cocalico Cheerleading Booster Club 5K Glow Run – Heather Weaver, Vice President of the Cocalico Cheerleading Booster Club, presented Council at the December meeting with plans to hold a 5K Glow Run on April 25, 2015. There was some concern with the route, as a portion of the run extended into Spring Township along an area of Furlow Road that is not well lit. Ms. Weaver has since submitted a revised route which does not extend outside Borough limits. The Fire Department will be assisting with traffic control and lighting if needed.

NEW BUSINESS:

Selective Tree Removal – M. Palm met with a professional forester to assess the approximate 70 wooded acres of land owned by the Borough to determine selective tree removal. This planned thinning process is done every 15 years to help preserve the woodlands and promote healthy growth, and there are plans to potentially plant new trees in the future. Four quotes were received, with J. L. Strauser of York, PA being the highest bidder at $87,000. The tree removal includes 842 saw timber and 660 cull trees.

Motioned by J. Dietrich, seconded by D. Gundrum and unanimously carried to award the selective tree removal bid to J. L. Strauser at a bid amount of $87,000 contingent that an E&S Plan and all insurances are submitted prior to the start of cutting.

The forester also recommended that the unmarked ash trees be taken down due to the Emerald Ash Borer and its destructive impact on this species of tree. In addition, there were several other trees that the forester said most likely won't make it until the next selective tree removal in 15 years, and he recommended those come down as well. M. Palm will work with J. L. Strauser to see what additional monies we can get for the ash trees as well as the other various trees.

EXECUTIVE SESSION: Council went into executive session to discuss personnel issues.

Adjournment:

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

The meeting ended at 8:50PM.

Attested: _____
Sam Toffy, Adamstown Borough Administrative Secretary