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, David Gundrum, Ben Zentner, Ed Zander, Joe Dietrich.

Visitors Present: George Beever, Joe Hawley, Jessica Kelly, Donna Wetherhold, Mike Wetherhold, Helen Shaak, Debbie Dallago, James McGinnis.

Others Present: Mayor Buckwalter, Lisa Crouse, Mike Palm, Bob Lynn (Hanover Engineering), John Yergey (MuniBilling), Sam Toffy.

MINUTES: Minutes from May 7, 2013 were approved with a motion from J. Dietrich, seconded by D. Gundrum.

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

POLICE and/or FIRE REPORT: Chief G. Beever reviewed his report.

SPECIAL TOPICS:

Bob Lynn of Hanover Engineering presented a power point regarding the Municipal Separate Storm Sewer Systems (MS4) program. Hanover Engineering is currently working on guiding the Borough in compliance.

Cocalico Creek Watershed – M. Palm recommended the Borough join the Cocalico Creek Watershed and become a supporter for submission of the baseline grant application. If the grant cannot be obtained, Council would like to further discuss its options.

Motioned by C. Schweitzer, seconded by E. Zander and unanimously carried to join the Cocalico Creek Watershed and provide a support letter to the association for the baseline grant.

John Yergey of MuniBilling reviewed an alternative to the current water/sewer billing software vendor. Further review was deferred to the water and sewer committees for a recommendation.

VISITORS BUSINESS:

None.

PUBLIC WORKS:

Asphalt Maintenance Solutions was awarded the contract through East Cocalico Township for the oil & chip work at 99 cents/square yard.

Motioned by B. Zentner, seconded by E. Zander and unanimously carried to accept the above pricing from the East Cocalico contract to oil & chip Bowmansville and Adamstown Roads.

M. Palm received a quote from Asphalt Maintenance Solutions for $34,968 to rent the equipment to oil & chip Jefferson Road and to put a second application on Adamstown Road. The oil will be purchased through CoStars.

Motioned by B. Zentner, seconded by E. Zander and unanimously carried to authorize renting oil and chip equipment from Asphalt Maintenance Solutions and purchase the necessary materials to do a second oil and chip application on Adamstown Road and one application on Jefferson Road.

FINANCE:

The Finance Committee met and reviewed the budget to actual numbers from January through April. The committee indicated that taxes and water/sewer revenues appear to be on track.

L. Crouse presented a power point presentation outlining a proposal to pay off the Borough's existing loans (ENB for the purchase of 59 East Main - $101,840 and Susquehanna for prior water/sewer and pool projects - $311,988). Current payoff for both loans is $413,828 and the proposal from the finance committee is to cash in one $250,000 sewer collection reserve CD along with $163,828 from the cash balance, will be enough to pay off both loans. The funds will be paid back to the sewer collection reserve over the next 15 years at no interest. This plan will save $16,322 in interest in 2014 and $110,000 in interest over the next 16 years. In addition to the interest savings, the pay off will provide fund flexibility which will hopefully help control any future water or sewer rate increases.

Motioned by D. Gundrum, seconded by C. Schweitzer and unanimously carried to pay off the two loans as recommended by the Finance Committee with the 15 year payback into the sewer collection reserve fund.

WATER:

There was one billing adjustment for late fees presented to Council.

Motioned by E. Zander, seconded by C. Schweitzer and unanimously carried to grant the billing adjustment for 83 East Main Street late fees, as discussed by Council.

L. Crouse found that collections were not applied properly by PRWA to the appropriate water/sewer accounts, leaving an approximate $3,000 error. There was also an error by PRWA in applying interest which amounted to approximately $4,000. PRWA has indicated they will be issuing checks to the Borough and have offered to do the next quarter billing free of charge.

SEWER:

Woody Auker owner of 31 W. Main Street had a shed located in the sewer right-of-way that was moved during the sewer line construction work last fall. He is requesting the Borough repair the door he says was damaged and return the shed to its original location. Council has questioned the condition of the shed prior to the start of the project and all agreed that the shed will not be moved back into an existing right-of-way.

The main water valve work is done at the reservoir. R. Good requested a report of the condition of the street shut-off valves for budget time.

The new generator is up and running; the old generator will be picked up on June 4, 2013.

LIGHTS, PROPERTY & PAVEMENT:

J. Dietrich thanked Council for their continued financial support of Community Days.

The Borough received three quotes for repair work to be done on the Borough building as a result of water damage. Harvey C. Achey Construction offered the lowest quote. M. Palm will request a revised quote to reflect 'time and material not to exceed $13,400', as was verbally agreed to. Borough staff will pressure wash the building, do the caulking and paint the building. M. Palm will get labor rates, material prices and equipment prices from Mr. Achey to supplement the quote document.

Motioned by J. Dietrich, seconded by D. Gundrum and unanimously carried to hire Harvey C. Achey Construction to do the stucco repairs on the Borough building, with time and material not to exceed $13,400.

The draft revised Parks and Recreation Ordinance was presented. C. Schweitzer suggested Item #3 of the draft Ordinance be revised prior to advertising to reflect 'all parks' and pool areas, and Item #7 to be revised to reflect 'all parks in the Borough'.

Motioned by J. Dietrich, seconded by D. Gundrum and unanimously carried to advertise the draft Ordinance, with revisions noted, to be adopted at the July Council meeting.

ROADS AND BRIDGES:

There was a request made that the signs on Main Street which designate Church Street as one-way from 2:30PM to 2:45PM be removed and the road go back to two-way since there is no longer an influx of traffic exiting Bollman Hat Factory. If not, the request was made to replace the faded signs with new signs.

Motioned by E. Zander, seconded by D. Matz and approved by a roll call vote to replace the signs. R. Good-yes, D. Gundrum-yes, D. Matz-yes, B. Zentner-yes, J. Dietrich-yes, E. Zander-yes, C. Schweitzer-no.

PERSONNEL:

D. Gundrum did a mid-year review of personnel and it was determined that the Borough Office and Public Works Department are both running efficiently. C. Schweitzer suggested looking into the possibility of budgeting for an additional employee for the Public Works Department since they are short-staffed during the summer months.

Pension Ordinance and contract with the Pennsylvania Municipalities Retirement System (PMRS) – Clerical changes were suggested by PMRS and reviewed by Attorney Cleary. The changes do not change the employee benefits but update the ordinance and contract to current laws.

Motioned by C. Schweitzer, seconded by E. Zander and unanimously carried to approve advertising the revised Pension Ordinance.

As of June 1, 2013 there is an opening on the Zoning Hearing Board. Two people have shown interest, Mike Wetherhold and Glenda Poole. The term will run through January 2016.

Motioned by E. Zander, seconded by D. Gundrum and unanimously carried to nominate Mike Wetherhold to the Zoning Hearing Board with a term expiring January 1, 2016.

D. Gundrum stated that Mary Burkholder was eligible to receive unemployment compensation during the time she was receiving severance pay. The Borough will not appeal the decision.

SAFETY:

None.

UNFINISHED BUSINESS:

1975 N. Reading Road – An email was presented to Council from East Cocalico regarding the need to perform soil testing at 1975 N. Reading Road in order to improve marketing of the site to any potential buyer. Denver and West Cocalico have already authorized their share of this expenditure.

Motioned by C. Schweitzer, seconded by D. Gundrum and unanimously carried to approve the soil test sampling as suggested by East Cocalico for 1975 N. Reading Road.

323 W. Main Street – Josele Cleary responded to Ms. Celentano's attorney and is waiting to hear back from him.

Motioned by D. Gundrum, seconded by J. Dietrich and unanimously carried to commence with enforcement proceedings.

Baby Changing Station – The proposed baby changing station was reviewed by the Borough Code Enforcement Officer and he saw no issues with L&I impact. The Library offered to pay for the changing station.

Motioned by C. Schweitzer, seconded by J. Dietrich and unanimously carried to approve the installation of the baby changing station in the Borough restroom.

NEW BUSINESS:

Laughing Rock Technology – M. Palm presented quotes from Laughing Rock regarding alternatives to the current phone system (VOIP), website design and a NAS system (alternative to a new server). Council requested additional quotes and M. Palm requested additional time to review the new system's functionality.

Adjournment:

Motioned by D. Matz, seconded by E. Zander and unanimously carried to adjourn.

The meeting ended at 10:15.

Attested: Sam Toffy, Adamstown Borough Administrative Secretary