Adamstown Borough Council **March 3, 2015**

The meeting was called to order at 7:00PM at the Adamstown Municipal Building, 3000 N. Reading Road, Adamstown by Council Vice President David Matz.

Council Present: Randy Good, Dave Matz, Cindy Schweitzer, Joe Dietrich, Mark Bansner, David Gundrum, Jessica Kelly

Visitors Present: George Beever, Steve Roth, Gary McEwen, Jeff Bowlby, Mike Marti, Kieran Marti, Donna Wetherhold, Mike Wetherhold, Alex McManimen Allen Zimmerman

Others Present: Dean Johnson, Mike Palm, Lisa Crouse, Sam Toffy, Matt Brown, Jeff Formicone

MINUTES: Minutes from the February 3, 2015 meeting were approved with a motion from D. Matz, seconded by M. Bansner and carried by a vote of 6-0-1 (R. Good abstained due to his absence from the last meeting).

BILL LIST: Motioned by M. Bansner, seconded by D. Gundrum and unanimously carried to approve the bills and receipts presented.

POLICE and/or FIRE REPORT:

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

VISITORS BUSINESS:

Kieran Marti – Kieran Marti, an Eagle Scout from Boy Scout Troop 214 (Adamstown Rod & Gun Club), addressed Council with a proposal to erect a swing next to the Library to fulfill his graduation project. He offered two concepts, but leaned towards concept B which is a swing under roof with large planters on each side that could serve as additional seating. He did his homework and was well prepared. He was seeking Council's approval to allow him to build the swing, and was prepared to use his own money to pay the expense of the materials that were not donated which would be approximately $925. Work would begin once the ground is clear of ice and mud, and is expected to be completed by the end of May.

Motioned by C. Schweitzer, seconded by J. Dietrich and unanimously carried to approve concept B, a swing under roof with large planters on each side to serve as additional seating, and to have the Borough cover the expenses associated with the project up to $1,000. Fees for any required permits will also be donated by the Borough.

Jeff Bowlby, Trimble Surveyors – 5 & 7 S. Village Circle Lot Add-On Plan
When 5 S. Village Circle was constructed, it was designed to be connected to 3 S. Village Circle but was shifted south approximately 4', making it a single home. With the shift of the building, this created a patio or common space between 5 & 7 S. Village Circle that is now mostly owned by 7 S. Village Circle. The applicant is requesting that the property line between 5 & 7 S. Village be centered, allowing either party to enter/exit the existing front and rear gates that currently exist. Mr. Bowlby is requesting three waivers from SALDO (Sections 402.C.1, 402.C.3 and 402.C.4). He is also requesting that the applicant be allowed 30 days from the time the final plan is recorded to when the deeds would be recorded. Mr. Bowlby met with the Planning Commission and their recommendation was that the waiver requests be granted and that the deeds must be recorded within 30 days of recording of the final plan.

Motioned by J. Dietrich, seconded by D. Matz and unanimously carried to approve the three SALDO waiver requests as presented and to allow 30 days from the time the final plan is recorded to when the final deeds are recorded.

Gary McEwen, Berks Homes – Rose Hill, Lot 1
Mr. McEwen addressed Council at the February meeting regarding a waiver request of Section 602.L of SALDO (the requirement of a second emergency access in a community in excess of 25 lots). Council recommended that he first go before the Planning Commission with his request. After review of the waiver application, the Planning Commission recommended that the waiver request be granted. C. Schweitzer requested that prior to the waiver being granted, a letter should be sent to all property owners notifying them of the request and inviting them to the next Council meeting to voice any concerns they may have.

Motioned by D. Matz, seconded by C. Schweitzer and carried by a vote of 6-1-0 that prior to granting the waiver request of Section 602.L of SALDO, Mr. McEwen must notify in writing all of the property owners in the development of his intentions and invite them to the next Council meeting to voice any concerns they may have. (M. Bansner opposed.)

SPECIAL TOPICS: None.

PUBLIC WORKS:

Street Sweeping Proposal – M. Palm presented three street sweeping proposals to be done the first week in May, with a recommendation made to approve Industrial Grounds Maintenance which is the company used the past two years, at a rate of $90/hr.

Motioned by J. Dietrich, seconded by M. Bansner and unanimously carried to approve Industrial Grounds Maintenance to perform street sweeping in the Borough in May at a cost of $90/hr.

SCADA Upgrade – M. Palm presented proposals from three panel shops to construct the custom subpanels to be installed within the existing enclosures, with a recommendation made to approve Smith Instruments who was the low bidder at $16,260.

Motioned by C. Schweitzer, seconded by M. Bansner and unanimously carried to approve Smith Instruments to construct the custom subpanels at a cost of $16,260.

VOIP – The phone systems have been converted over to a VOIP system, which now allows callers 24-hour access to contact the Public Works Department in the event of an emergency. Not only is this new system saving money but it is also convenient for residents.

Pool Pump Station – It was observed that the sewer pump station located in the parking lot of the community pool was pumping an excess amount of water. Upon investigation it was discovered that the water lines in the pool pump house burst, most likely due to not being winterized properly or because the water was turned back on by a contractor after being winterized.

Another concern brought up was the water level in the main pool. It's gone down approximately 2 to 3 feet since the cover was installed, indicating a crack or a leak in the area of the drain. The suggestion was made to refill the pool to keep the liner under water, which is a requirement to keep the recently installed marsite finish from drying out and peeling. Once the remaining water in the pool thaws it will have to be drained completely so that an inspection of the drain pipe area can be done to try to determine where the leak is located. M. Palm made the Rec Board aware of the ongoing issue. He will be contacting Pool Plasterers for

their recommendation and our insurance company. R. Good suggested the Public Works Department get more involved with winterizing the pool going forward.

FINANCE:

The Treasurer's Report was included in the packets.

WATER: None.

SEWER:

R. Good said that an unofficial response from a representative of U.S. Fish & Wildlife has lead R. Good to feel that they do not plan on allowing any new easements in the bog turtle conservation area, which will impede plans to relocate the new sewer line from the Mad Hatter to the treatment plant. Borough engineer Bob Lynn will set up a meeting with the U.S. Fish & Wildlife representative and Council to discuss their concerns and available options.

LIGHTS, PROPERTY AND PAVEMENT:

Timbering – There were several inquiries as to what would be done with the tops of the trees remaining once the timbering logs were harvested. J. Dietrich explained that once the logging is done, the timbering contractor is required to grade and seed the affected areas. He would like to wait at least one full year until anyone enters the area to collect the remaining tree tops, and has recommended this item be tabled until 2016.

Grove Policy For Renters – The current rental fee for the grove is $100. There was a question as to the requirement for non-profit organizations to pay the fee. The Committee feels that in order to help cover the cost of cleaning and maintaining the grove facilities, any organization who rents it should pay the rental fee. Special exceptions could be brought before Council for consideration.

Motioned by J. Dietrich, seconded by D. Gundrum and unanimously carried that any individual or organization that rents the grove must pay the applicable fee.

Sidewalks – The Committee met to look into how other area municipalities are maintaining their sidewalks and they are in favor of the criteria Denver Borough uses to determine the need to repair/replace sidewalks. S. Toffy will contact Mike Hession at Denver Borough to see what their process is, and report back at the next Council meeting.

ROADS AND BRIDGES:

Mark complimented the Public Works Department on the great job they've been doing keeping the roads plowed and cleared.

PERSONNEL:

Public Works Assistant Superintendent Roger Spitler submitted his letter of resignation effective March 4, 2015.

Motioned by D. Gundrum, seconded by M. Bansner and unanimously carried to accept Roger Spitler's resignation effective March 4, 2015.

The Personnel Committee would like to re-interview Troy Kauffman, and offer him the position contingent upon a favorable interview, negotiating salary requirements and the willingness to seek the necessary licensing. C. Schweitzer feels that the motion should not include hiring him until his salary requirements are known and until Council is aware of what his desire is regarding obtaining certifications. She also noted that his job description would not be that of Public Works Assistant Superintendent, as Mr. Spitler's was.

Motioned by D. Gundrum, seconded by D. Matz and unanimously carried by a vote of 6-1-0 to re-interview Troy Kauffman and offer him the position contingent upon a favorable interview, negotiating salary requirements and the willingness to seek the necessary licensing. (C. Schweitzer opposed.)

POLICE BOARD:

C. Schweitzer commented that John Vargo from Conrad Siegel attended the latest police board meeting to give a presentation on the OPEB Actuarial Study they conducted. The study revealed a potential $2.2 million liability. A revised timeline was reviewed as well as a budget for the next 5 years. The issue between ECT and WCT was again discussed regarding pension liabilities. A meeting between J. J. Stoner and Doug Mackley was held. J. J. Stoner made an offer, but there has been no counter offer made by Doug Mackley. The police board is requesting they speak as municipalities rather than as individuals so this issue can be resolved and they can move forward. The next meeting is scheduled for 3/26.

FIRE/SAFETY: None.

UNFINISHED BUSINESS:

Council Committees – There were several changes made to the Council Committees. The Lights, Property & Pavement Committee was renamed the Community Committee, the Water and Sewer Committees were combined into one committee headed by D. Matz and a Recreation Committee was created which will be headed by J. Kelly.

Celebration Park – L. Crouse reached out to Hanover Engineering regarding writing a DCNR grant for Celebration. The cost is estimated at approximately $2K. Because the deadline is approaching to submit the grant application, and plans have not yet been finalized, the option was discussed to wait and apply for a DCED grant. The deadline for submission for a DCED grant is the end of June, which would allow more time to do additional research. J. Kelly is recommending waiting to apply for the DCED grant.

Adamstown Pool Improvements Payment #2 – We received a recommendation for payment of Application #2 to Balton Construction, Inc. from Hanover Engineering for improvements completed in the amount of $27,229.09.

Motioned by D. Gundrum, seconded by C. Schweitzer and unanimously carried to approve payment to Balton Construction, Inc. for Application #2 in the amount of $27,229.09.

Extra Restroom – Mike Wetherhold addressed Council regarding the plans to install a second restroom due to the high volume use of the current restroom. He said that after much research, it has been decided that the area designated for the second restroom (in the work room area of the library) will not be feasible and at this time plans for a second restroom have been put on hold.

NEW BUSINESS:

Bowmansville Road Sewer Connections – Several years ago when the sewerline was installed along Bowmansville Road there were some homes that were not connected. There is a borough ordinance stating that when a sewerline is installed, property owners located within a certain distance of the new line have a deadline in which they must connect (this deadline can be determined by Council). R. Good is recommending that letters be sent to the property owners of 1975 and 1998 Bowmansville Road notifying them that upon the sale of their property or in the event that their current sewer system fails, they will be required to connect to the sewerline within 180 days.

Motioned by D. Matz, seconded by M. Bansner and unanimously carried to send letters to the property owners of 1975 and 1998 Bowmansville Road notifying them that upon the sale of their property or in the event that their current sewer system fails, they will receive notice from the Borough that connection to the sewerline will be required within 180 days of notice.

Bollman's Woodland Appraisals – Bollman Hat Company is interested in selling two parcels of land predominately located in the borough, both with accesses off of Bowmansville Road. One parcel is 33.5598 acres and was appraised at $335,000 and the other parcel is 6.0514 acres and was appraised at $61,000. Chris Fitterling approached Council to see if there would be an interest for the borough to purchase one or both of the parcels prior to engaging a realtor to list the properties to the general public. M. Palm expressed the pros and cons of these parcels in relation to wellhead preservation. In addition to these land parcels M. Palm also pointed out the potential availability of a 12.2 acre parcel currently owned by William McMichael. In speaking with Mr. McMichael, he has an interest in selling the property once timbering is completed on his land. A letter will be sent to Mr. Fitterling to let him know this has been discussed by Council, and at this time the Borough is not interested in purchasing either of the properties.

Annual 5K Run for Johnnie K – Permission was asked to allow runners to use designated roads in the Borough for the annual 5K for Jonnie K scheduled for May 9th. They are also asking to use the pool restrooms, but with the current construction at the pool, they will most likely have to use the restrooms at the grove. S. Toffy will notify Ms. Keene to make her aware.

Motioned by M. Bansner, seconded by J. Dietrich and unanimously carried to approve the use of the designated Borough roads for the 5K for Jonnie K provided a certificate of insurance is provided prior to event day.

Senator Aument – R. Good announced that on March 27th at 9:30AM Senator Aument and his staff will be meeting with borough representatives in the municipal building conference room. He is looking for feedback on issues affecting municipalities. This meeting is open to the public.

EXECUTIVE SESSION: Council went into executive session to discuss litigation in connection with water/sewer billing issues.

Adjournment:

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

The meeting ended at 9:20PM.

Attested: _____

Sam Toffy, Adamstown Borough Administrative Secretary