Adamstown Borough Council **November 6, 2018**

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, Alex McManimen, Shad Lewis

Visitors Present: Tom Shumaker, Steven Roth, John Neeley, Sue Weinhold, Carol Johnson, Timothy Butz, Matthew Butz, Mike Burkholder, Chief Darrick Keppley, Bob Stork, Tom Wieder, Jon Hamilton, Helen Shaak, Harold Shaak, Robert Hinkley, Janine Raps, Ruben Raps, Mike Marty, Richie Dieckhaus, Val Lacis, Michele Walter Fry

Others Present: Dean Johnson, Lisa Crouse, Sam Toffy

MINUTES: Minutes from the October 2, 2018 meeting were approved with a motion from D. Matz, seconded by C. Schweitzer and unanimously carried.

BILL LIST: Motioned by D. Matz, seconded by S. Lewis and unanimously carried to approve all bills and receipts presented.

POLICE and/or FIRE REPORT:

The October Police Report was read by Tom Shumaker. He also stated that the Department received their new radios from Motorola and they should be in service no later than early next week. He thanked Adamstown Borough for its support in obtaining the new radios.

The October Fire Report was read by Steve Roth.

VISITORS BUSINESS:

John Neely, ABI – Associated Building Inspections, Inc. was hired to do a Borough-wide audit to identify sidewalk issues and property maintenance violations. Mr. Neely, who will be the contact person at ABI in charge of the project was sworn in by Mayor Johnson which gives him the power to issue citations to those property owners who do not comply to their notices of violation.

Tim Butz, Pack 61 – Pack Leader Butz and two of his scouts (Matthew Butz and Ruben Raps) addressed Council regarding stringing the lights and supporting with the annual tree-lighting ceremony in the grove.

Motioned by C. Schweitzer, seconded by A. McManimen and unanimously carried to support the annual tree-lighting ceremony and donating $500 to the Pack for extras for the evening festivities.

Robert Hinkley, Troop 61 – Scout Master Hinkley addressed Council by first thanking them for the electrical upgrades and also regarding repairs needed on the scout cabin including a roof repair and painting. He said that the scouts will help paint. R. Good said that it is in the budget for new roofs on both cabins, repairs to the scout cabin porch and electrical upgrades to the community days cabin. Mr. Hinkley asked if Council would consider making the public restrooms four-season. A. McManimen said that is also in the budget.

Richie Dieckhaus, Troop 4318 – Scout Dieckhaus was attending the meeting to obtain his citizenship merit badge. He was accompanied by Troop Leader Mike Marty.

Chief Darrick Keppley, ECT Police Department – Chief Keppley addressed Council regarding an error in the cost analysis that he originally provided for the proposed School Resource Officer. C. Schweitzer questioned why there was such urgency in getting an SRO in place by January 1st as opposed to the beginning of the new school year. Chief Keppley responded by explaining that the school district received a grant that must be used by June of 2019 so he thought that the first of the new year would be a good starting point. R. Good said that he felt with so many municipalities involved, it makes things complicated. He felt that the school board should work directly with the ECT Police Department in obtaining the SRO, and if additional funding is necessary to cover the cost, the school should ultimately increase taxes to cover that cost if they feel that would be necessary.

SPECIAL TOPICS: None.

PUBLIC WORKS:

Update on Blowers – D. Matz said that the first new blower is up and running, and the second blower is being tested. M. Palm advertised the old blowers on MuniciBid but there was no interest. He is requesting that staff be permited to scrap them.

Motioned by D. Matz, seconded by A. McManimen and unanimously carried to authorize M. Palm to scrap the old blowers.

TREASURER:

2019 Budget – L. Crouse presented the 2019 budget summary. There will be no increase in taxes or water. The Committee is proposing a slight increase in the sewer rates due to the sewer fund expenses trending slightly higher than income. This trend has affected the amount of funds that are able to be transferred to the sewer reserve fund for anticipated sewer line improvements. A $1.00 sewer base rate increase is being proposed for residential, institutional and commercial and a $3.00 sewer base rate increase is being proposed for industrial. The Committee is also proposing changing the billing from a 3-tier rate structure to a 2-tier rate structure.

Motioned by D. Matz, seconded by C. Schweitzer and unanimously carried to adopt the proposed 2019 budget as presented and to authorize staff to advertise the adoption of the budget for the December meeting.

Motioned by C. Schweitzer, seconded by D. Matz and unanimously carried to advertise the new sewer rate ordinance as proposed.

FINANCE: None.

WATER & SEWER: None.

COMMUNITY:

Draft Violation and Sidewalk Notices and Draft Code Enforcement Standard Operating Procedures – ABI submitted draft property maintenance violation and sidewalk notices as well as draft code enforcement standard operating procedures to the Council for their approval prior to generating letters to be sent out. C. Schweitzer expressed concern with the exterior railing violations. She noted that many of these properties are well maintained and never had exterior stair railings. She requested Council to remove this violation from the list provided.

Motioned by S. Lewis, seconded by A. McManimen and unanimously carried to approve the proposed property maintenance violation letter, sidewalk notice and code enforcement standard operating procedures.

Motioned by C. Schweitzer, seconded by A. McManimen and unanimously carried to not pursue exterior staircase railing issues until Council decides otherwise.

Motioned by S. Lewis, Seconded by D. Matz and unanimously carried to appoint Associated Building Inspections as the Borough Rental Inspector and provide the fee for rental inspections be increased to from $35 to $75 which is the fee charged by ABI.

ROADS AND BRIDGES: None.

PERSONNEL:

Health Care – Effective 2/2/2019 Borough employees will have new health insurance through Delaware Valley Health Trust. As part of the participation, the Borough is required to enter into an intergovernmental cooperation agreement by ordinance. A member of Council must also be appointed as a trustee with the Delaware Valley Health Trust company. A. McManimen will have a recommendation at the December meeting. The personnel policy will need to be updated to reflect changes in deductible requirements. A. McManimen will make those changes along with other changes and provide the updated personnel policy to Council for their review prior to the December meeting.

Motioned by A. McManimen, seconded by C. Schweitzer and unanimously carried to authorize L. Crouse to check with the solicitor on the requirements to have the ordinance advertised for adoption at the December meeting.

Motioned by A. McManimen, seconded by C. Schweitzer and unanimously carried to revise the personnel policy to say that the employee will now pay the last $250 portion of the deductible as opposed to paying the first $250 of the deductible, as is a requirement of the trust.

RECREATION:

Baby Pool Redesign Drawings – Redesign drawings for the baby pool were provided by Wade Associates for review. The new design, which is a zero-entry, will meet ADA requirements as well as minimize the amount of concrete required for the project. Funds have been budgeted for this project.

Motioned by D. Matz, seconded by C. Schweitzer and unanimously carried to authorize to bid the project.

FIRE/SAFETY:

School Resource Officer – D. Johnson gave Council a timeline involving the changing costs provided by ECTPD to provide an SRO for the school district. A memorandum of Understanding was provided to the four municipalities for their review and eventual execution. Council's general consensus is that they are in favor of having an SRO, but the contract for an SRO should be directly between ECT (who is providing the officer) and the school district. If additional funding is needed to help cover the cost, it should be obtained by adjusting the taxes accordingly.

Motioned by D. Matz, seconded by S. Lewis and carried by a roll call vote to send a letter to the school (and copy the municipalities) informing them that Adamstown Borough is in support of an SRO but the school should work directly with ECT and if additional funding is required, increase taxes to help cover the costs (5-0-0).

School Warning Lights – D. Johnson discussed the options of putting up flashing lights or improving the existing signage in the school zone area of the elementary school due to complaints received about excessive speeds in this area. Lt. Shumaker of the Ephrata Police Department provided a list of items that need to be verified in order to establish a school zone area prior to enforcing speeds in that area. D. Matz is suggesting that our engineer touch base with the school to establish where the school zone begins and ends, and provide a map illustrating the school zone area. Once that information is obtained, Council will discuss their options for upgrading the signage in that area.

Motioned by D. Matz, seconded by C. Schweitzer and unanimously carried to get a proposal from our engineer for the cost to meet with school officials to establish where the school zone begins and ends, and to provide a map illustrating the school zone area.

Trail Walk – Borough resident Bob Stork has had an ongoing concern with the condition of the trail leading from Stoudtburg Village to the tennis courts. D. Johnson met with Mr. Stork to walk the trail and assess the condition and as a result, recommended that Council think about laying a narrow width of stone along the pathway along with signage pointing out the path in the woods. A. McManimen pointed out that laying stone would involve SWM permitting and could get complicated and costly. R. Good said that signage and posts should be placed to designate the pathway, and it should continue to be mowed. He said he will walk the path this weekend.

MS4:

SWM Proposed Revisions by Rettew – Rettew was tasked with recommending changes to the current SWM Ordinance and provide a user friendly instruction manual to guide residents. Rettew has completed their tasks and requests Council to review the changes for comment at the December meeting.

UNFINISHED BUSINESS:

Revised Intermunicipal Agreement – R. Good asked that Council review the revised agreement for the December meeting.

NEW BUSINESS:

Historical Society of the Cocalico Valley – The Borough received a request for a donation from the Historical Society of the Cocalico Valley.

Motioned by C. Schweitzer, seconded by D. Matz and unanimously carried to approve a donation in the amount of $100 to the Historical Society of the Cocalico Valley.

Adjournment:

Motioned by D. Matz, seconded by A. McManimen and unanimously carried to adjourn.
The meeting ended at 9:01PM.

Attested: _____
Sam Toffy, Adamstown Borough Administrative Secretary