Adamstown Borough Council **November 7, 2023**

The meeting was called to order at 7:00PM at the Adamstown Borough Wastewater Treatment Plant, 235 E. Swartzville Road, Denver by Council President Randy Good.

Council Present: R. Good, D. Matz, A. McManimen, d. Alumbaugh, J. Johnson-Null, Mark Bansner

Visitors present: Chief Chris McKim, Sgt. Dan Albaugh, Officer Bryce Davis, Dan Wieder, Zach Hoffman, Chuck Hess, Carolyn Reiste, Randy Dautrich, Ivan Ugrenyuk, Veronika Krupenya, Zachkoren Rojas, Oscar Torres, Crystal Baird, Paul Marx, Heather Marx, Wendy Kershner, Robert Lencioni, Jim Cartin, Amy Good, Helen Shaak, Michele Walter Fry

Others present: Mayor John Schmidt, Mike Palm, Julie Scherer, Sam Toffy

MINUTES: Minutes from the October 3, 2023 meeting were approved with a motion from d. Alumbaugh, seconded by D. Matz and unanimously carried with corrections as noted.

BILL LIST: Motioned by D. Matz, seconded by J. Johnson-Null and unanimously carried to approve all bills and receipts presented.

POLICE REPORT:
The October Police Report was read by Chief McKim. A demonstration of the new E-Bike, recently purchased by the Borough for the Police Department, was provided by Sgt. Albaugh and Officer Davis.

FIRE REPORT:
The October Fire Report was read by Deputy Chief Wieder.

VISITOR'S BUSINESS:

Crystal Baird, Middle Creek Search & Rescue – Ms. Baird volunteers with the Middle Creek Search & Rescue organization which assist in finding missing persons. They run their dogs on drill exercises and they are always looking for new areas. On November 8th they will be running a drill in Stoudtburg Village and they are requesting the use of the trail and grove to expand the area for their drill. They provided a certificate of insurance.

Carolyn Reiste, Adamstown Area Library – Ms. Reiste gave an update of the Library programs and everything the Library has to offer to its patrons. She extended an invitation to anyone who would like a tour of the Library.

Rob Lencioni, 10 Rothenburg Way – Mr. Lencioni came back to Council to better explain what he is looking to do regarding providing a rental room in his home. A request was made that Mr. Lencioni meet with some Council members to better understand exactly which direction he is looking to go towards regarding the rental. A meeting will be set up for later in the week.

SPECIAL TOPICS: None.

PUBLIC WORKS:

M. Palm reviewed his monthly report with Council.

M. Palm said that the trail from Stoudtburg Village to the grove has been completed.

FINANCE:

2024 Budget – The proposed 2024 budget was reviewed. $2K will be added to donations and a 10% increase will be added to auditors. RFPs will be mailed out in the near future. There has been no tax increase nor a water or sewer increase.

Motioned by D. Matz, seconded by d. Alumbaugh and unanimously carried to advertise the budget for adoption at the December meeting with the changes as noted (increasing 'other contribution's by $2K for a total of $4K and increasing auditors amount by 10%).

Real Life Ministries and Ephrata Social Services Donations – Last year the Borough donated $1K to each agency. A. McManimen suggested S. Toffy reach out to these agencies to get a list of the families in the borough that they have assisted over the past year and report back to Council prior to discussing donations. It was decided to increase the 'other contributions' budgeted amount for next year which is currently $2K.

Motioned by D. Matz, seconded by d. Alumbaugh and unanimously carried to increase budgeted 'other contributions' amount by $2K for a total budgeted amount of $4K.

WATER/SEWER/MS4: None.

Pumps – D. Matz said the pumps have been delivered and work will begin on them once all the parts are delivered. He said there is also a new roof on the lab building at the WWTP.

COMMUNITY:

Music Events in the Grove – d. Alumbaugh said that there will be two music events in the grove next summer with live bands and food vendors.

ADAMSTOWN 2026:

Trail Name – d. Alumbaugh said that over 30 suggestions were submitted for the 'Name the Trail' contest and the Committee narrowed it down to two (Adamstown Community Trail or Adamstown Friendship Trail).

Motioned by d. Alumbaugh, seconded by D. Matz and unanimously carried to name the trail the Adamstown Community Trail.

Trail Name Signs – The Committee would like to have trail signs at each end of the trail with the trail name.

Motioned by d. Alumbaugh, seconded by M. Bansner and unanimously carried to purchase two trail name signs NTE $60/sign.

Appointments to 2026 Committee – Amy Good and Wendy Kerschner are two qualified candidates who would like to volunteer on the Committee.

Motioned by d. Alumbaugh, seconded by J. Johnson-Null and unanimously carried to appoint Amy Good and Wendy Kerschner to the 2026 Committee.

ROADS AND BRIDGES: None.

PERSONNEL: None.

RECREATION: None.

FIRE/SAFETY: None.

BUILDING:

Paragon Engineering Services – A quote was received from Paragon for the mechanical design of the proposed borough building NTE $12,400.

Motioned by A. McManimen, seconded by M. Bansner and unanimously carried to approve the quote from Paragon Engineering Services for the mechanical design NTE $12,400.

R. Good said he would like everyone to start thinking about colors for the new building as well as the layout of the kitchen and break room, decorating the community room, appliances and furniture. He may turn it over to the 2026 Committee to work together with the Library and Friends of the Library, as well as talk with caterers regarding the community room kitchen area setup. $75K is budgeted for furniture, appliances and window treatments.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

227 Adamstown Road – We received a request to release financial security in the amount of $57,134.60 since all improvements have been completed. We just received this request and SDE has not had an opportunity to review yet.

Motioned by d. Alumbaugh, seconded by A McManimen and unanimously carried to allow the release of the remaining financial security in the amount of $57,134.60 contingent upon SDE reviewing and authorizing the release.

SDE Property Maintenance Activity Report – We received a summary report from SDE regarding maintenance and code enforcement activity for the month of October.

Steely Tract of Land on Mountain – The borough was contacted by the owner's son regarding 5-1/2 acres of land on the mountain now owned by the Estate of Harry Steely. He is interested in possibly selling the property to the borough to help preserve the land around

the wells on the mountain. R. Good spoke with Mr. Steely, who will be getting back in touch with the borough after the holidays to further discuss. This will be turned over to the Water & Sewer Committee.

SDE Property Maintenance Activity Report – We received a summary report from SDE regarding maintenance and code enforcement activity for the month of October.

Randy Good Resignation from the Planning Commission – R. Good submitted his resignation from his position on the Planning Commission.

Motioned by d. Alumbaugh, seconded by D. Matz and carried by a vote of 5-0-1 to accept R. Good's resignation (R. Good abstained).

Amy Good Letter of Interest to Planning Commission – A. Good submitted a Letter of Interest to fill the vacancy left by R. Good's resignation with the term to run through December 2026.

Motioned by d. Alumbaugh, seconded by J. Johnson-Null and unanimously carried to appoint Amy Good to the Planning Commission with her term to run through December 2026.

245 E. Main Street Agreement – An Agreement was drawn up to allow for the owners, current and future, to allow relatives to reside in the detached in-law quarters on the property without having to submit annual paperwork to the borough. This Agreement will be recorded.

Motioned by A. McManimen, seconded by M. Bansner and unanimously carried to authorize execution of the Agreement for 245 E. Main Street which will be recorded.

Ivan Ugrenychuk, 10 S. Broad Street Major SWM Plan – The Major SWM Plan was submitted to the borough along with a waiver request for approval.

Motioned by A. McManimen, seconded by M. Bansner and unanimously carried to give conditional approval subject to meeting all requirements from the borough solicitor and SDE.

EXECUTIVE SESSION: Council went into executive session at 8:35PM to discuss wages and legal issues.

The regular meeting resumed at 8:57PM.

Adjournment:

Motioned by D. Matz, seconded by M. Bansner and unanimously carried to adjourn.
The meeting ended at 8:57PM.

Attested: _____
Sam Toffy, Adamstown Borough Administrative Secretary