

**WOMELSDORF BOROUGH COUNCIL MEETING
HELD AT 101 WEST HIGH STREET ON
SEPTEMBER 1, 2020**

This Meeting was called to order by Council President Bruce Edwards at 7:00PM, beginning with the Pledge of Allegiance.

PRESENT

Council Members: Jim Mellon, Connie Keller, Cindy Hopple (7:34), Wayne Miller, Dave Moyer, and Bruce Edwards; Solicitor-Kourtney Bernecker, Engineer-Craig Bonenberger, and Secretary-Mickey Balistreri

ABSENT

Council Member-Josh Fidler, Mayor-Jen Gettle and Police Chief-John Pontician

GUESTS

Carl Liptak, Lynn Kreider, Dave Randler, Mr. and Mrs. Lewis Shattuck

MINUTES

Motion by Mr. Miller, second by Mr. Mellon to accept the August 3, 2020 Council Meeting Minutes as presented. Motion carried unanimously.

Motion by Mr. Miller, second by Mr. Mellon to accept the August 7, 2020 Special Meeting Minutes as presented. Motion carried unanimously.

Motion by Mr. Mellon, second by Mr. Miller to accept the August 18, 2020 Workshop Meeting Minutes as presented. Motion carried unanimously.

BILLS FOR PAYMENT APPROVAL

Motion by Mr. Moyer, Second by Mr. Miller, to accept the list of bills to be paid in the amount of \$96,219.22. Motion carried unanimously. Mr. Edwards reported on two additional bills that were presented tonight for work done by Ronnie C. Folk Paving. Road work: original work was \$125,337.00 and two change orders of \$7,400.00 and \$8,005.00 totaling \$15,405.00. Contract sum to date is \$140,425.25. The current payment due is \$118,425.25. **Motion** by Ms. Keller, second by Mr. Miller to pay Ronnie C. Folk Paving \$118,425.25 for Road Work. Motion carried unanimously. The second invoice is for the asphalt paving construction of the Town Square Culvert Stormwater Repair: Cost for work \$41,600.00 plus the \$6,580.00 for ADA forms that must be put in, for a total cost of \$48,180.00. **Motion** by Mr. Mellon, second by Mr. Moyer to pay Ronnie C. Folk Paving \$48,180.00 for the Town Square work. Motion carried unanimously. **Motion** by Mr. Miller, second by Mr. Mellon to accept one bill to be ratified for a Sewer Plant payment to Miller Environmental in the amount of \$873.05. Motion carried unanimously.

PAYROLL

Motion by Mr. Mellon, second by Mr. Miller to approve paying this week's payroll. Motion carried unanimously. **Motion** by Mr. Moyer, second by Ms. Keller to pay payroll between meetings. Motion carried unanimously.

COMMUNICATIONS

Council was given a list of communications, with the following action taken:

BCCD - Motion by Mr. Mellon, second by Mr. Miller to contribute \$500.00 to The Berks County Conservation District with a Defender of Conservation Membership. Motion carried unanimously.

Cintas - Mickey to send a letter to Cintas asking them to provide a copy of an executed contract. We do not have a copy of a contract; we were under the impression it was a one-year agreement with a month to month agreement for service after the first year.

PA Dept. of Transportation Winter Traffic Services 5-Year Agreement – Motion by Mr. Miller, second by Mr. Mellon to approve entering into a 5-Year Winter Services Agreement with PennDOT. Motion by Mr. Mellon, second by Mr. Miller to adopt Resolution #2020-04 authorizing Bruce Edwards as the Council President to sign the Agreement. Motion carried unanimously. Motion by Mr. Miller, second by Mr. Mellon to enter into the PennDOT Winter Traffic Services 5-Year Agreement as presented. Motion carried unanimously.

CITIZENS TO BE HEARD

Lewis and Caroline Shattuck: Property owners would like to pave their parking area on North Water Street across from their home. They discussed a water runoff problem. Engineer Bonenberger recommended that the Shattucks submit a Zoning Permit Application to the Borough Office, with a sketch showing what they would like to do, which McCarthy Engineering will review.

Dave Randler: Mr. Randler discussed the Property Transfer Inspection Program with Council. The Rental Inspection Program was also discussed. Solicitor Bernecker reported that she would not recommend the Borough to remove the language on the Property Transfer Use and Occupancy Certificate. Mr. Randler reported that on the weekends vehicles are parking in the driveway of the Stouch Tavern. They are also double parking. He questioned police coverage on the weekend, and Mr. Edwards confirmed that there is coverage on the weekend.

Lynn Kreider: Mrs. Kreider read to Council a letter that she wrote to them, in response to a letter she received in regards to applying for a Use of Facilities Application. After much discussion, Mr. Edwards explained that as an organization, the fitness center needs to apply for a Use of Facilities when using Borough property. Mr. Edwards acknowledged the community events that Mrs. Kreider initiates and participates in; as well as having served as Mayor and on various boards. Mr. Edwards reported that he had talked to the Solicitor who advised that the park should be looked at the same as the baseball or soccer fields, when used by an organization. A Use of Facilities is applied for, including a Certificate of Liability Insurance, Hold Harmless Agreement, and COVID Waiver all signed by the applicant.

Solicitor Bernecker suggested that Mrs. Kreider could apply for dates in the future and in the event of a rainout situation, a rain date option could be available. Mrs. Kreider would like to see the Borough be more business friendly.

EMPLOYEES/BOARD MEMBERS/COMMISSION

Carl Liptak: Maintenance report-fixing broken items in the Town Park, graffiti removal, bought a game camera due to fires being started, and the new concrete had to be fixed four times due to kids. The “No Parking” during snowfall signs are back up. The LED sign has been removed.

LED lights will be added. Alan Schaetzle is interested in the open position on Planning Commission, he wants to talk it over with his wife.

OLD BUSINESS

On line bill pay-Mickey reported that Lori wanted to have everything up and running by this evening. Lori is trying to get the account out of her name, and into the Secretary's. The Sewer Authority payments will be able to go into the Sewer Authority's account and not into the Borough's account. We will have to move the money from the pay pal account into the bank accounts. Since we do not have online banking, we cannot check the bank account to see when the deposit is received from pay pal without contacting the bank. Council asked why we don't have online banking. Mr. Edwards will talk with the Branch Manager at Fulton Bank. Mickey reported that the sewer payments will be going into the sewer account, and the trash and pool payments would be going into the Borough's general fund. It is important to move the money out of the Pay Pal account into the Fulton accounts so that the resident's sewer & trash payments get posted timely. Mr. Mellon had concerns that the payments have to be moved from Pay Pal into our bank; delaying the date the customer actually paid. Mickey reported that Lori has been working on this for a long time and it is ready to go live once the account information is taken out of her name. Discussion on using an individual's information to access the funds that Pay Pal collects, that if the employee quits without notice, no one can access the account to move the payments to the Borough's accounts. Mr. Randler suggested using Diversified, the company that Heidelberg Township uses and Robesonia uses it for sewer and trash bill payments. This is also who the Water Authority uses to do their billing. Mr. Mellon reported on Invoice Cloud which works with the RVS software that our Borough uses. Decision by Council to put Pay Pal on hold until these other companies are looked at.

Library roof-Mr. Edwards reported that he spoke to Jesse Unger and the supplies should be in shortly to do the job. The new product is good for fifteen years. The cost is at the price he quoted last year.

Vacant seats-Planning Commission-1(which Alan Schaetzle is interested in), Zoning Hearing Board-1 and 1-Alternate, Library Board-1

SOLICITOR

Resolution-This Resolution is for authorizing improvements at the intersection of State Route 422 and State Route 419 and the submission of the application for Traffic Signal Approval related to the improvements to the Pennsylvania Department of Transportation. **Motion** by Ms. Keller, second by Mr. Miller to adopt Resolution #2020-05 as written. Motion carried unanimously. The design plans have been updated to include the emergency preemption. The design plans to be signed by Mr. Edwards. After Mayor Gettle signs the Resolution, Solicitor Bernecker will come to pick up the originals for her office and PennDOT.

Social Archive-Solicitor Bernecker reported that they reviewed the information from Social Archive, a company who provides archiving for social media for municipalities. The cost for this service is \$2,800 per year. This could be effective for RTK requests, due to social media posts. The Secretary was asked to check with PSAB to see if they had recommendations.

Update-COVID: Solicitor Bernecker reported that the Emergency Declaration has been extended for Ninety (90) days. Zoom Meetings are allowed until December, this would also include the workshop meetings. If things get worse, Council has this option if needed for social distancing.

ENGINEER

The following updates were reported by Engineer Craig Bonenberger:

Traffic Light-Reminder that the PennDOT form, and mylar plans must be signed.

Projects completed:

- S. 4th Street Completion-Done
- 2020 Road Work-Done
- Sidewalk Work, Town Park Memorial & Park Bridge-Done, payment request from Forino for the concrete work has not come in yet
- High Street Inlet-Done
Discussion that four additional parking spaces could possibly be added if we went to diagonal parking.

Lot #4-Engineer Bonenberger discussed Lot 4 of the Rt. 422 Retail Development Plan, and reported that a parcel was supposed to get annexed to the Borough, next to the Maintenance Garage. The problem is that it has been made unusable to the Borough. McCarthy received an unofficial sketch plan for a development on Lot 4, that is less intensive than the prior plan. Mr. Edwards reported that in lieu of the parcel being annexed, the developer was to pave the road.

MAYOR – Absent

MR. FIDLER – Absent

MR. MELLON

War Memorial-Mr. Mellon reported on how nice the War Memorial looks. Mrs. Hopple has an invoice for the mulch in the amount of \$300.00. The flower beds were landscaped, mulched, and flowers planted by Mr. & Mrs. Haley. Discussion on getting a gift card for Mr. and Mrs. Haley to thank them for all the work they did. **Motion** by Mrs. Hopple, second by Mr. Moyer to pay the \$300.00 invoice for the mulch, and to purchase a \$100.00 Visa gift card to thank the Haleys. Motion carried unanimously.

Sewer Authority-Mr. Mellon reported that the Sewer Authority was not approved for the Grant that they applied for. They are moving forward with projects that they had, including manholes have to be raised. Any communication from Bethany must be referred to the Solicitor. J. F. Martin has requested another 30,000 gallons per day from the Sewer Authority.

Sidewalks-Mr. Mellon reported that Josh, Dave and himself met last week. Mr. McCarthy had provided information on tolerable elevation.

MS. KELLER

Zoning-Questions on residential zoning, by Ms. Keller. Discussion on the different types of zoning districts in the Borough. Mr. Randler reported that there is a Joint Zoning Meeting scheduled in three weeks. Discussion on the difficulty in defining the word “family”.

MRS. HOPPLE

WRJA-Mrs. Hopple reported that she talked to Glen Eberly, everything is good.

Pool Pavilion-Mrs. Hopple reported that Carl met with the builder; the group put money down to hold the contractor. The roof colors will match. Concrete work to be done in the spring. A memorial dedication will be held the weekend before Memorial Day.

Events-Mrs. Hopple reported that following events:

- Car Show next Sunday; job johnnies will be brought in.
- September 19th is the Cancer event for the C.W. Student from Robeson

MR. MILLER

Fire Company-Mr. Miller reported that the Fire Company was wondering about getting the preemption for the traffic light. That has been added to the new plan design.

MR. MOYER

Planning Commission-nothing to report

Pool filters-Mr. Moyer reported that the pool filter contact has not returned his phone calls. He will keep trying to reach out to him.

MR. EDWARDS

COG-Nothing new with the COG at this time.

Cohen Law Group-Mr. Edwards reported that he and Mickey had a conversation with the Attorney from the Cohen Law Group about the Comcast Franchise Agreement. We will have to adopt a Resolution and hold a public meeting, giving residents the opportunity to provide input. The Cohen Law Group would also look at the Joint Zoning Ordinance at no charge, and provide ideas for the 5G.

NEW BUSINESS

Frasier United Voice-Council liked the equipment and replacement. Discussion to get a couple quotes from other companies to compare.

With no further business before Council; **Motion** by Mr. Miller, second by Ms. Keller to adjourn the Meeting. Motion carried unanimously. This Meeting adjourned at 9:12PM.

Respectfully submitted,

Mickey Balistrieri, Secretary