

**WOMELSDORF BOROUGH REORGANIZATION AND COUNCIL MEETING**  
**Held at 101 W. High Street on January 2, 2024**

Mayor Jennifer Gettle called the meeting to order at 7:00 pm. The meeting opened with the Pledge of Allegiance.

**Attendees:** Connie Keller, Bruce Edwards, Mayor Jennifer Gettle, Cindy Hopple, David Craft, Shannon Windley, James Mellon Sr, Police Chief John Pontician, Maintenance Manager - Carl Liptak, Solicitor- Julia Adams, Engineer- Shawn Schwartz, Borough Manager- Michael Williams, Borough Secretary – Charmaine Beck

Absent: Hector Feliciano

Mayor swears in the following: David Craft, James Mellon Sr, Shannon Windley, Charmaine Beck

Mrs. Hopple nominated Mr. Edwards as Council President. Nomination moved forward unanimously.  
Mr. Mellon nominated Mrs. Hopple as Council Vice-President. Nomination moved forward unanimously.  
Council President, Mr. Edwards conducted the remainder of the meeting.  
Ms. Keller nominated Mr. Mellon as President Pro Tem. Nomination moved forward unanimously.  
Council to appoint Shaun Gettle as Chairman of Vacancy Board.  
Committee Assignments will remain the same unless someone wants a change.

**BOARD AND COMMISSION APPOINTMENTS**

**Motion** by Mr. Craft, seconded by Mrs. Hopple to appoint the following:

Planning Commission – James Mellon Sr 4-Year term Exp January 1, 2028, Kindall Wann 4-Year term Exp January 1, 2028

Sewer Authority – William Moore 5-Year term Exp January 1, 2029

Zoning Hearing Board- Peter Chamberlain Jr 3-Year term Exp January 1, 2027

Recreation Board- Marjorie O’Riordan 5-Year term Exp January 1, 2029

Western Berks Joint Planning Commission – 1 Year term Exp January 1, 2025, Connie Keller, Jim Mellon and Bruce Edwards (Alt).

Motion carried unanimously.

**APPOINTMENTS AND REAPPOINTMENTS**

**Motion** by Mrs. Hopple, seconded by Mr. Mellon Sr. to appoint the following:

Borough Engineer- McCarthy Engineering, Jim McCarthy

Borough Solicitor-Kozloff Stoudt, Andrew George

Borough Code Enforcement-Kraft Codes, Jeff Fiant

Borough Auditors- RKL LLP

Secretary- Charmaine Beck

Borough Manager-Michael Williams

Open Records Officer-Michael Williams

Treasurer- Charmaine Beck

Motion carried unanimously.

**Minutes:** **Motion** by Mr. Mellon Sr, seconded by Mr. Craft to approve the December 5 2023 Borough Council Meeting Minutes as presented. Motion carried unanimously. **Motion** by Mrs. Hopple, seconded by Mr. Mellon to approve the December 19 2023 Workshop Meeting Minutes as presented. Motion carried unanimously.

**Bills to be Paid:** **Motion** by Mr. Mellon Sr, seconded by Mr. Craft to approve the list of bills to be paid as listed in the amount of \$45,064.70. Motion carried unanimously.

**Payroll:** **Motion** by Mr. Craft, seconded by Mr. Mellon Sr. to pay the current payroll. Motion carried unanimously.

**Motion** by Mr. Craft, seconded by Mr. Mellon Sr. to pay payroll between meetings. Motion carried unanimously.

**Authorized Bank Signers:** Motion by Mr. Craft, seconded by Ms. Keller to authorize the following signers; Mr. Mellon Sr., Mrs. Windley, Mrs. Hopple, Mr. Williams, and Mr. Edwards. Motion carried unanimously. The Borough requires two co-signers.

**Citizens to be heard:** Ed Davis/PJ Melocheck – Miller Bros. Wanted to discuss repair of Mill Road Swale areas. Mr. Edwards explained to him that Council would not be making any decision on the issue and they are waiting for response in writing. Escrow money will remain until resolved between McCarthy, Kozloff and Miller Bros. They are willing to repair swale but feel it will fail again due to design plan of check dams. They are also getting price on guiderail replacement. No resolution at this time on this project. Mrs. Eileen Zerbe, 106 S Pine St discussed sidewalk for handicap crossing at Dollar General area. The speed limit sign near Boyer's is knocked down. PennDOT to be notified.

**Carl Liptak:** Library plumbing is still an issue. Will be getting someone to scope plumbing. Still picking up Christmas trees.

**New Business:** Furnace was repaired several times; it is now leaking and needs to be replaced. Will be getting prices on replacement. Motion by Mrs. Hopple, seconded by Ms. Keller to spend up to \$11,000 to replace. Motion carried unanimously.

**Borough Manager:** Nothing new to report.

**Solicitor:** Nothing new to report. Mr. Williams to make a few minor wording changes to New Employee Handbook as indicated and send to Mr. George for finalization. Motion by Ms. Keller, seconded by Mr. Mellon Sr to approve handbook with the changes as indicated to be effective January 1, 2024. Motion carried unanimously. Handbooks will be printed and distributed to all employees. Employees will sign that they are acknowledging receipt of handbook.

**Engineer** – Reviewed report. Met with Mr. Smimmo, Mr. Liptak, regarding concerns over Mulberry Alley guiderail. Mr. George will write an easement agreement. East High has asked for a time extension to either approve or deny plans. Motion by Mr. Mellon Sr, seconded by Mrs. Hopple to approve time extension for East High. Motion carried unanimously. Mr. Williams inquired about signing C2C Hop on East High, Mr. Schwartz to check with Mr. McCarthy.

**Mrs. Keller:** Nothing to report from the Library. Mr. Edwards asked Mr. Williams to provide funding report to Library.

**Mr. Craft:** Parts were obtained with grant money to repair antique pumper

**Mrs. Hopple:** Swim team has asked to use the pool from 7-8 pm about three times per week. Parking lot at the pool will need to be addressed in the Spring. Mrs. Hopple and Mr. Williams have a meeting on Monday with YMCA. Discussion regarding road conditions in the Borough.

**Mayor Jennifer Gettle:** Nothing new to report

**Mr. Edwards:** Nothing new to report

With no further business to be brought before Council, Motion by Mr. Mellon Sr., seconded by Ms. Keller to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 8:22 p.m.

Respectfully Submitted,

Charmaine Beck  
Borough Secretary