

WOMELSDORF BOROUGH COUNCIL MEETING
Held at 101 W. High Street on
FEBRUARY 6, 2018

This meeting was called to order by President Bruce Edwards at 7:00pm beginning with the Pledge of Allegiance.

PRESENT

Council Members: Josh Fidler, Carl Liptak, Connie Keller, Cindy Hopple, Wayne Miller, Lori Fitterling, and Bruce Edwards; Solicitor-Andy George, Engineer-Chuck Hess, Mayor-Jen Gettle, Police Chief-John Pontician and Secretary-Mickey Balistreri

ABSENT-Jr. Council Member-Jennica Pearson

GUESTS-Dave Randler and Allison Huyett, Reading Eagle Correspondent

Motion by Mr. Miller, second by Mr. Fidler to accept the January 2, 2018 Council Meeting Minutes as presented. Motion carried.

Motion by Mr. Miller, second by Mrs. Hopple to accept the January 16, 2018 Workshop Meeting Minutes as presented. Motion carried.

Motion by Mr. Miller, second by Mrs. Hopple to accept the list of bills to be paid in the amount of \$50,294.53. Motion carried.

Motion by Mr. Liptak, second by Mrs. Hopple to accept the bill to be ratified to UGI for 550.13. Motion carried.

Motion by Ms. Keller, second by Mr. Fidler to pay payroll between meetings. Motion carried.

COMMUNICATIONS

A list of communication was given to Council Members. Discussion on the Lexmark printer in Nan's office needing to be replaced; Cost quotes are: RVS-799.00, Office Service-729.99, W.B. Mason-699.99, Office Depot-699.99, Staples-699.00, Quill-699.00 (\$25.00 off that price using a coupon or getting \$40.00 in Quill Cash), and JMD Outlet-729.00. **Motion** by Mrs. Hopple, second by Mrs. Fitterling to purchase the Lexmark printer from Quill. Mr. Miller reported that a filing cabinet in Nan's office needs replaced, the bottom drawer is broken. We will look into prices on a new filing cabinet.

Communications requesting action:

#1-County of Berks, PA Board of Elections announcing election dates of May 15th for the Primary, and November 6th General Election. **Motion** by Mrs. Hopple, second by Mr. Miller to authorize the Borough Hall as the Polling Place for the 2018 elections. Motion carried.

#2- Bernell Martin, President of John F. Martin & Sons letter of request for release of their financial guarantee for their industrial pretreatment project since the work and improvements have been completed. Mr. Hess reported that he will get a copy of the original estimate, a set of

plans and stop at the site. A letter will be prepared for the workshop meeting to recommend the release of the Letter of Credit.

#3-Carmen Richards and Richard Springer request to have the temporary handicap sign at their residence at 228 W. Franklin Street replaced with a permanent sign do to the permanent disability; **Motion** by Ms. Keller, second by Mr. Miller to approve the permanent handicap sign. Motion carried.

CITIZENS TO BE HEARD

School Closings-Mr. Randler questioned if anyone else has been watching how much the school has been closed? He takes offense at the report put out blaming back roads; when they don't clean their parking lots and sidewalks at the school. Council Members discussed safety issues and the children walking to school. Mrs. Hopple reported that PA is looking into a law that students would not have to make up these school hours.

MR. FIDLER

Sewer Authority-Mr. Fidler reported that he enjoyed his first meeting; and that everyone was re-appointed, they only used 93% of their yearly budget, and made \$323,000. They are expecting additional funds from their grant. They had a heater break costing \$3,900.00 to replace.

MR. EDWARDS

Water Authority-Mr. Edwards reported that he attended the Water Authority Meeting. They are also applying for a grant that is available to update the water lines. Mrs. Hopple reported that David Hartman has the key to the Borough Hall for the Water Authority, and the officers were re-elected.

SOLICITOR

Employee Handbook-Solicitor George sent out a draft handbook to Mrs. Hopple. The Committee will make tweaks; Lori will make the changes. Mrs. Hopple reported that if anyone has something to change, get it to Lori by the Workshop Meeting . Lori will have the handbook ready to go back to the Solicitor at the March Meeting. Discussion on doing this handbook and then doing a separate police handbook.

MS4 Reports-Solicitor George wrote a letter to Mr. Mohn, who responded with information that the 2010 thru 2014 annual reports were done, the 2015 annual report that was to be submitted in the spring of 2016 was not done. Mr. Mohn has until February 16th to get the 2015 annual report done. It will cost \$1,800 to get the report done and submitted. Mr. Hess will have the 2016 report ready for submission, as soon as they have the 2015 report. The audit will have to be completed before September of 2018. **Motion** by Mrs. Hopple, second by Mr. Liptak to pay Motley Associates up to \$1,800.00 for completion of the 2015 Annual Report; after receiving an acceptable report.

Solicitor George reported that he will need a short Executive Session, about litigation.

ENGINEER

Zoning Map-Mr. Hess reported that Motley Associates referred him to Urban Research and Development as the creators of the zoning map. Charlie Schmeal indicated that he will send the file. Berks County would like to have that map up on their web site.

Jefferson Street Drainage Problems-Mr. Hess met with representatives from the Conservation District and the Penn State Center for Dirt and Gravel Roads. He reported that the key with the funding is that they would like to see an environmental benefit out of the project. Some of these environmental benefits will help offset the actual pollution reduction plan. This project will benefit the residents who have been historically having flooding problems since the seventies. The Conservation District will set up a meeting with the farmer with thirty-eight acres of farm field to discuss agricultural conservation practices, such as terracing. Discussion on infrastructure, stabilizing and reducing the amount of water, water quality inlets, etc. **Motion** by Mr. Liptak, second by Ms. Keller to proceed with the Jefferson Street drainage project authorizing spending \$2,000 to move forward. Motion carried.

Water Street Paving Project-Mr. Hess explained the process that could be used so that we would not have the water go directly to the stream. Mr. Hess will meet with Mr. Edwards, Mr. Miller and Jason to review the plan design; come to Council for approval and go out to bid in February. Monday, February 12th at 9:00am at the Borough Hall is when they decided to meet.

Mulberry Alley Sinkhole-The sinkhole was found on a weekend at the Old Boot Factory, The foundation was exposed, the sinkhole was back filled up to the surface. Mr. Hess had a lengthy conversation with the property owner as the water from the downspout caused the sinkhole. Mr. Hess documented the incident. The Borough will patch/pave in the spring.

MAYOR

Chief Pontician-reported the following:

- National Night Out will be held on Tuesday, August 7th. Womelsdorf Police, Womelsdorf Borough and Fulton Bank will be asked to assist with National Night Out.
- 17 citations were issued for not clearing sidewalks in the last snow; 26 citations were issued in the most current snow/ice event for not clearing sidewalks.
- The Police Department, Womelsdorf Fire Department and Western Berks were recently working with Conrad Weiser School District for shooter intrusion responses. The School District was very responsive. Discussion on the new Assistant Superintendent being very positive.

Mr. Edwards suggested that Mr. Fidler talk to the Mayor and the Chief and hold a Police Committee Meeting.

MR. LIPTAK

Western Berks Joint Planning Commission-Mr. Liptak reported that on January 18th he and Ms. Keller attended the Western Berks Joint Planning Commission Meeting, where Ms. Keller was elected as Vice Chairman. Marion Township was given a deadline for joining, zoning map issues were discussed, as well as looking into mini cell tower language and addressing medical marijuana .

Maintenance-Mr. Liptak reported that a pothole on S. Second Street/Rt. 419 has been filled four or five times. Jason is looking to get a hot melt machine to see if that patch will last longer. Penn DOT has been notified.

Loan-Mr. Liptak would like to see the loan paid off. After discussion, **Motion** by Mr. Liptak, second by Mr. Miller to put \$100,000.00 on the principal of the Ball Park Loan. Motion carried.

MS. KELLER

Library-Ms. Keller attended the library meeting and reported that the library the library will be holding four book sales this year, and they need information on the support that the Borough has given to the library. Mickey reported that the funding provided by the Borough was reported to the library for their report annually; and the “green sheet” is in their mail bin. Mr. Edwards will talk to Tim in regards to a library question. Ms. Keller reported that she doesn’t mind being the liaison, but does not want to waste her time at meetings if someone else is getting all of the information for Council.

MRS. HOPPLE

Employee Handbook-Mrs. Hopple wants any changes for the handbook to be handed in at the next meeting.

MR. MILLER

Fire Company-Mr. Miller reported the following upcoming events: Sandwich sale-February 10th, Fastnacht Sale-Feb. 10th & 11th, Mission BBQ-May 19th at the engine house.

Pool-Luke is interested in the kitchen. Discussion on the Lease Agreement, even though it automatically renews for a year, Mr. Miller would like it to be signed again. Jason is getting price quotes for security cameras and our security systems.

MRS. FITTERLING

Score board controller-Mrs. Fitterling reported that we got a refurbished replacement control console, it is a 2011 model with a new battery charger, field tested, and has a one year warrantee. We were invoiced at the original estimate of \$400.00. The remote cannot be kept in the extreme heat or cold. Discussion on how to handle the usage of the control console. Suggestion by Mrs. Fitterling to keep it in a cooler in the building; after it is signed out by the league.

Rec Board-The last \$5,000 payment from the playground grant was received. Mr. Edwards reported that he closed out the grant account and the remaining balance of \$2,001.14 was deposited into the Recreation Board Account.

Web Site-Mrs. Fitterling reported that the testing and migrating is completed; she now needs content. The Boards and Committees need to send content of what they would like to see on the web site; what they are working on, projects, etc. The goal is to go live on March 20th. A member from each committee will need to be trained at least two weeks before the go live date. The domain name will be womelsdorfborough.org. Discussion on a “Bill Pay” option, with usage of Visa or Master Card. Mrs. Fitterling to get information on this service.

MR. EDWARDS

COG-Mr. Edwards presented the 2015 and 2016 Independent Auditors report, and the 2018 Budget for the COG. The COG discussed another one year contract extension at their reorganization meeting.

Boroughs Association Meeting-Mr. Edwards reported that we had four Council Members attend the meeting. Alert about Lantern Flies was the presentation. Berks County is the epicenter for this infestation. The next meeting topic will be about Property Maintenance and the District Judge.

Municipal Officials Dinner-This dinner will be held on Thursday, March 22nd, a save the date was sent out, invitation will be coming.

10th Annual Run-Mr. Edwards reported that the 28th of April will be the date this year, information will be on the Library and Pretzel City web sites. Forms are available at the library.

Computer backup systems-Mr. Edwards discussed looking into having a remote back up system for the Borough's computers, as well as an electronic filing system.

NEW BUSINESS

Library Board Member-**Motion** by Mr. Liptak, second by Ms. Keller to appoint Sarah Sechrist to the Library Board of Trustees to fulfill the vacant seat. Motion carried.

Berks County Steering Committee-**Motion** by Mr. Liptak, second by Mrs. Fitterling to advertise for adoption of an Ordinance to participate in an Intergovernmental Cooperative Agreement to participate in the Berks County Steering Committee for the purpose of collaboratively meeting the education requirements of the 2018-2023 MS4 NPDES Permit. Motion carried.

Spring/Summer Newsletter-The deadline for copy ready articles will be March 2nd.

Executive Session-Council went into Executive Session for litigation at 9:15pm. The following board members left the meeting: Mayor Gettle, Cindy Hopple, and Connie Keller, and were not in attendance at the executive session. Council and the Solicitor returned from executive session at 9:30pm with no action taken.

Motion to adjourn the meeting made by Mr. Miller, second by Mr. Fidler. Motion carried. This meeting adjourned at 9:31pm.

Respectfully submitted,

Mickey Balistreri, Secretary

