

WOMELSDORF BOROUGH COUNCIL WORKSHOP MEETING
Held at 101 W. High Street on
April 3, 2018

Council President Bruce Edwards called the meeting to order at 7:00 P.M. The meeting opened with the Pledge of Allegiance.

PRESENT

Council Members: Joshua Fidler, Carl Liptak, Connie Keller, Cindy Hopple, Wayne Miller, Lori Fitterling, Bruce Edwards; Andrew George, Esq. – Solicitor, Jennifer Gettle – Mayor, John Pontician – Police Chief, Jennica Pearson – Jr. Council Member (7:13PM), and Nan Feeg – Acting Secretary

GUESTS

Jason Donaldson

Council Meeting Minutes – **Motion** moved by Mr. Miller, seconded by Mr. Liptak to accept the March 6, 2018, Council Meeting Minutes as presented. Motion carried unanimously. It was noted minutes will not be on the Borough Website until they are approved.

Workshop Meeting Minutes – **Motion** moved by Mrs. Hopple, seconded by Mr. Miller to accept the March 20, 2018, Council Workshop Meeting Minutes as presented. Motion carried unanimously.

Bills to be Paid – **Motion** moved by Mr. Miller, seconded by Mrs. Fitterling to approve the list of bills to be paid as listed with the addition of \$800.00 payable to BCCD for the standard E & S control review fee, bringing the total amount of bills to be paid in the amount of \$26,298.40. Motion carried unanimously.

Payroll – **Motion** moved by Mr. Liptak, seconded by Mrs. Hopple to pay payroll between meetings. Motion carried unanimously.

COMMUNICATIONS

A list of communications was given to Council Members, one requesting action.

Berks County Commissioners and Berks Municipal Partnership Breakfast – Council was instructed to notify the Borough Office if any Council Member is interested in attending the breakfast on April 27, 2018.

Request for Addresses – Discussion followed. Council agreed to have Mr. Fiant contact them to make sure current U & O's have been issued before addresses will be issued.

OLD BUSINESS

Sewer Bills – Ms. Keller questioned why our sewer bills are higher than Robesonia's. It was noted Robesonia is serviced by the Robesonia-Wernersville Municipal Authority. Discussion followed.

Jefferson Street Traffic Count– According to Mr. Edwards, the count he took did not count for the grant because it was too high so he discussed this with Mr. Hess. Discussion followed. Council agreed to redo the count using Mr. Druckenmiller’s new counter at no cost to the Borough.

Traffic Light – Discussion followed since there was another accident at the intersection of Routes 419 & 422. Mrs. Keller questioned if Rep. Barry Jozwiak could not help with this. Discussion followed.

SOLICITOR

Employee Handbook – Solicitor George reported revisions have been made to the Handbook.

Letter to Mr. Gehris – Solicitor George reported he misunderstood Solicitor Muir’s notes from the other meeting, but he will send out the letter this week to Mr. Gehris regarding the Rental License and Inspection Ordinance.

Executive Session – Solicitor George requested an Executive Session at the end of the meeting regarding litigation.

MAYOR – Nothing to report.

Chief Pontician reported:

- He will be holding a safety seminar at the Library on April 20 at 3 PM for library employees and volunteers.
- He would like to set up interviews with the Mayor and Police Committee as soon as possible for the police applicants. It was noted Western Berks only received one application for their full-time officer position.
- He is getting “a ton of complaints” regarding residents receiving IRS calls. Discussion followed.
- Council discussed with the Chief the bricks falling off the bridge on Water Street near Bethany as well as signage regarding the bridge height, noting this is in Heidelberg Township.

MR. FIDLER – Nothing to report.

Jason Donaldson-Supervisor Wastewater Treatment Plan & Borough Maintenance:

Mr. Donaldson reported on the following:

- He observed on North Water Street on his way back to the plant to respond to an alarm PennDOT throwing road debris, which consisted of leaves, dirt, trash, cinders, etc., in the high quality stream. Discussion followed due to this being a reportable infraction. Mr. Edwards informed Council it has been reported to Ashley Showers and Dean Druckenmiller and Council agreed with Mr. Donaldson’s suggestion for him to report it directly to DEP.
- Crack Sealing – It is tentatively scheduled for June 4 and then they will rent the machine again later in the season to seal curbs to help control the weeds and protect the road beds. Council agreed to do the worst first.
- Pool – They are getting things ready: repointing and painting the bathrooms and doors. Discussion followed regarding the front doors.

Mill Spring Park – Council discussed with Mr. Donaldson the reports they are receiving regarding the condition of Mill Spring Park.

Water Street – Mr. Donaldson questioned repairing the potholes on Water Street and Council agreed to wait for the project. He informed Council Millcreek Township has a hotbox he intends to use to repair potholes. Discussion followed regarding water running from the field onto Water Street. Mrs. Fitterling informed Council she has spoken with the Shattucks regarding the roadwork.

Ballfield – Mr. Donaldson informed Council they will be performing their normal maintenance up there. According to Mrs. Fitterling they have three, possibly four teams wanting to use the field, although only two have submitted Use of Facilities Applications.

Security Quotes – Mr. Donaldson is working on getting quotes and because there is so much involved he wants to make sure we are getting the right equipment.

Swim Team – Mr. Miller requested Mr. Donaldson get in touch with Christy Doutrich of the swim team regarding coordinating maintenance of the pool and swim team practices.

Turnstile – Council agreed to have Mr. Donaldson post the turnstile on Municibid.

MR. LIPTAK

Pool Occupancy Permit – Mr. Liptak reported they are unable to locate the pool occupancy permit so he will check with Mrs. Balistrieri.

Recycling Cans at Parks – Mr. Liptak informed Council we still have some recycling cans, so one was delivered to the South Front Street property that was missing a recycling can. It was noted that Mr. Liptak did recycling at the egg hunt.

MS. KELLER

Library – Mrs. Keller had Mr. Edwards report on the Library Board meeting. He informed Council they always have two people working, but they are concerned about safety and dealing with people that are problematic, so the Chief will be conducting training for library employees and volunteers on April 20. The run is scheduled for April 28. The Library Board is still debating regarding training library personnel on the use of narcan according to Mr. Edwards. Mr. Edwards informed Council there may be a vacancy on the Library Board, but there is someone willing to serve if necessary.

MRS. HOPPLE

Handbook – Mrs. Hopple announced the Handbook is ready to approve; she thanked the Solicitor and Mrs. Fitterling for the work they did. She reviewed some of the major changes including sick leave, personal days and holidays. It was noted on Election Days the Borough Office will be closed and those will be paid days for the Borough Office. Discussion followed.

Motion moved by Mr. Liptak, seconded by Mr. Fidler to accept the new Handback with these changes. Motion carried unanimously. Borough employees must read the new Handbook and then sign and return the form. Discussion followed regarding bi-weekly pay.

Western Berks Senior Expo – Mrs. Hopple requested Council be at the Senior Expo on May 8 at the Williamson Lodge from 11 am – 7 pm. The Chief will be attending discussing scams and Council President Bruce Edwards volunteered to be there.

Playground – Mrs. Hopple informed Council the playground leader is ready to go. Currently there is no emergency contact information or liability waiver requested. Mrs. Fitterling forwarded to Solicitor George for review what she has found regarding this.

MR. MILLER

Fire Company – Mr. Miller reported the Fire Company will be having an anniversary meeting on April 21 at 1 PM for the parade, etc. The Fire Company cookouts start in June.

Pool – Mr. Miller shared with Council a sample of the temporary membership cards he is getting made up. Discussion followed. Council agreed to get a flyer to the school to distribute to the students to encourage pool memberships.

MRS. FITTERLING

Website– Mrs. Fitterling informed Council the website is working fine and she is working on being able to pay bills through the website. She has heard a response how nice the website is. She has changed it with the school and State and the Borough website through the County is gone. She informed Mr. Edwards the COG needs to update their website. She hopes to post community usage of park rentals on the website. It was suggested having information regarding the new website at the Western Berks Senior Expo. Mrs. Fitterling had questions about setting up paying bills through the website. Solicitor George will check about FDIC insured account for bill payments. Mr. Fidler pointed out the information on the County's website regarding Womelsdorf is outdated.

Rec. Board – Mrs. Fitterling will make the corrections to the waiver for the playground and the liability waiver form for the pool. She reported Rec. Board meets next week and currently there are three teams using the field and they want a tournament in fall. Discussion followed regarding the ballfield. Mrs. Fitterling informed Council she has brought more equipment for the sports bag used during park rentals and Rec. Board will be taking inventory of the sports bag.

Property Maintenance – Discussion followed regarding several issues of property maintenance including cars, sofas and tires in yards. Concern was expressed about informing renters of our ordinances but Council agreed information is on the new website.

JENNICA PEARSON

Arbor Day Foundation – Miss Pearson questioned an ordinance regarding a Shade Tree Commission; Mr. Liptak informed Council we have one, so a copy will be given to Miss Pearson. It was noted we will need people for the Shade Tree Commission.

MR. EDWARDS

Recycling – Discussion followed regarding missed recycling pickups and confusion of them picking up during a snowstorm since they had not been coming previously during snow.

NEW BUSINESS

Water Trucks – Mr. Miller is receiving complaints from residents about the water trucks running after 10 PM or 10:30 PM. Discussion followed. Council agreed to look into the agreement and to send a copy to Solicitor George. Chief Pontician volunteered to talk to Bethany once we know what the agreement says.

Executive Session – Council went into Executive Session for litigation at 8:50 PM and returned at 9:05 PM with no action to be taken.

With no further business to be brought before Council, **Motion** moved by Mr. Miller, seconded by Mr. Liptak to adjourn the meeting. Motion carried unanimously. The meeting adjourned at 9:06 P.M.

Minutes Respectfully Submitted,

Nan Feeg
Acting Secretary