

WOMELSDORF BOROUGH COUNCIL MEETING
101 West High Street
APRIL 6, 2020

Due to the Emergency Disaster Declaration and COVID-19 the Meeting was held via “GoToMeeting”. Council President Bruce Edwards began the Meeting at 7:00pm. The following joined in:

Council Members: Josh Fidler, Jim Mellon, Connie Keller, Cindy Hopple, Wayne Miller, Dave Moyer; Solicitor-Andrew George, Engineer-Jim McCarthy, Mayor-Jen Gettle, Police Chief-John Pontician, Public Works/Maintenance-Carl Liptak and Secretary Mickey Balistrieri.

MINUTES

Motion by Mr. Fidler, second by Mr. Mellon to accept the March 2, 2020 Council Meeting Minutes as presented. Motion carried unanimously.

Motion by Ms. Keller, second by Mrs. Hopple to accept the March 17, 2020 Workshop Meeting Minutes as presented. Motion carried unanimously.

BILLS

Motion by Mr. Miller, second by Ms. Keller to accept the list of bills to be paid in the amount of \$58,607.17. Motion carried unanimously.

Motion by Mr. Moyer, second by Mr. Fidler to accept the two bills to be ratified in the amount of \$1,851.49. Motion carried unanimously.

Motion by Ms. Keller, second by Mr. Mellon to authorize paying the regular bills on time, that are due before the May 4th Council Meeting. Motion carried unanimously. There will not be a second meeting in April.

PAYROLL

Motion by Mrs. Hopple, second by Mr. Miller to approve paying this week’s payroll. Motion carried unanimously.

Motion by Mr. Moyer, second by Mr. Fidler to pay payroll between meetings. Motion carried unanimously.

MAINTENANCE

Mr. Liptak gave Council a report on some of the maintenance work that has been completed; such as filling in the sink holes in the Town Park, installing LED lights in the pool pump room, installing LED flood lights in the pool parking lot and motion lights, cleaned out pool filters, library parking lot, etc. Mowing began today, Borough building shutters are ordered, pressure washing of the pillars is scheduled as well as setting the planters on the square. Mr. Liptak reported vandalism at the Town Park and on the sign in Mill Spring Park. Discussion on replacing shingles on the baby pool shed, and maintenance shed, and siding on the shed. **Motion** by Mr. Moyer, second by Mr. Fidler to repair the roof on the shed and baby pool pump room shed, and vinyl siding at a cost up to \$900.00. Motion carried unanimously. With no further questions for Mr. Liptak, he signed off at 7:30pm.

OLD BUSINESS

All Council Members were in agreement to cancel the Verizon phone line for the LED sign. The computer panels will be removed, lights above will be added, the empty space can be used for event banners.

SOLICITOR

Solicitor George discussed the reasons for declaring the Disaster Emergency such as hiring, overtime, purchasing, supplies needed due to COVID-19, RTK requests, permitting, codes management, etc.

Motion by Mr. Miller, second by Mrs. Hopple to adopt Resolution #01-2020 stating that Womelsdorf Borough Council, in accordance with the Pennsylvania Code and the PA Emergency Management Services Code, authorizes the Mayor to declare a local disaster emergency. Motion carried unanimously. This Resolution shall be retroactively effective as of March 30, 2020.

Motion by Ms. Keller, second by Mr. Moyer to adopt Resolution #02-2020 extending the Mayor's Emergency Disaster Declaration regarding COVID-19 matters indefinitely; until Council rescinds it. Motion carried unanimously.

The signed Resolutions will be sent to Brian Gottschall. Mr. Edwards reported that when this emergency is over, and meetings can be reopened to the public, all motions made will be reported and ratified in the first open public meeting. Discussions on needing to keep the Borough running during this state of emergency. Electronic/phone conferencing is not a preference but an essential need due to health, safety, and well-being of our Borough.

ENGINEER

J F Martin Parking Lot and Land Development Plan: Mr. McCarthy reported that J F Martin's Parking Lot and Land Development Plan has been recommended by the Borough Planning Commission for land development approval and granting of the waivers. All outside agency approvals have been obtained. Borough Council has to take action on that tonight. Mr. McCarthy reported on receiving a letter from the Feeg farm with concerns about the work and the improvements at J F Martins increasing the runoff onto their property after they build it. Mr. McCarty reported that actually, there is a reduction of runoff to their property after they build everything. He also reported that they have complied with everything in the ordinance and have gone above that and are reducing it, after they are done with everything, below what presently flows to the Feeg farm.

Mr. McCarthy explained each of the three waiver requests for Council and why they were okay with the waiver requests. Mr. Moyer reported that Planning Commission recommended the waivers, provided that they received the PennDOT permits required; which they have received.

1. **Motion** by Mr. Moyer, second by Ms. Keller to grant the wavier of Section 11.4 to allow the plan to be processed as Preliminary/Final. Motion carried unanimously.
2. **Motion** by Mr. Moyer, second by Ms. Keller to grant a waiver of Section 304.2.E to allow the use pipes with a diameter of less than 15 inches. Motion carried unanimously.
3. **Motion** by Mr. Moyer, second by Ms. Keller to grant the waiver of Section 302.4.G to allow pipes to be installed with less than 18 inches of cover. Motion carried unanimously.

4. **Motion** by Ms. Keller, second by Mr. Moyer to approve the Preliminary/Final Land Development Plan for JFM Holdings, LLC with the condition that all outstanding items referenced in the McCarthy Engineering review letter dated April 1, 2020 will be satisfied. Motion carried unanimously.

Mr. McCarthy reported that the grant application for Linden Alley will be submitted to BCCD prior to the April 30th deadline, Mr. Edwards, as certified ESM for the Borough, will need to sign the application.

Motion by Mr. Miller, second by Mr. Mellon to authorize Bruce Edwards to sign the grant application for Linden Alley. Motion carried unanimously.

Discussion on the 2020 road work projects that are out for bid. Discussion on cost estimates to make necessary repairs on High Street inlets. With no further questions for Mr. McCarthy, he was thanked for attending and left the meeting at 8:20pm.

Mr. Fidler had questions for the Solicitor in regards to police; Does the Borough have to pay for Physical Exams? No. Pay procedures, how many minutes do you have to work in a quarter to get credit for 15 minutes. Mr. Edwards reported that you have to work a majority of the 15 minutes, so 8 minutes; 23 minutes for the half hour. The Police Committee is working on a Police Handbook. Can comp time be capped, if comp time is allowed? Yes. What is the process to increase fines? Solicitor George discussed the procedure which would include amending the ordinance.

MAYOR

Mayor Jen reported that the Chief has an applicant for a part time officer position, with social distancing it is hard to do an interview. Mayor Jen would like the Chief to be able to interview the applicant and be able to hire him part time. Chief Pontician will be emailing the application to the Police Committee. After discussion, **Motion** by Mr. Fidler, second by Mrs. Hopple for Chief Pontician to interview the applicant and upon his recommendation, authorize the Mayor to hire the applicant at the starting wage for a part time police officer. Council would ratify the hiring at their next meeting. Motion carried unanimously. Chief Pontician received a letter of resignation from Steve DeVore. **Motion** by Ms. Keller, second by Mr. Miller to accept the resignation of Steve Devore. Motion carried unanimously.

MR. FIDLER

Nothing to report at this time.

MR. MELLON

New uniforms are on hold, due to the shutdown. Mr. Mellon got a quote for the Dutch door on the front office of \$650.00. **Motion** by Mr. Mellon, second by Mr. Moyer to convert the office door to a Dutch door at a cost of \$650.00. Motion carried unanimously.

Mr. Mellon reported that he is receiving the PA One Call emails from the sewer plant which provides advance notice of digging in a right of way. Discussion on the dog kennel, Chief Pontician reported that he will get a disassembled dog crate about 3ft x 5 ft to be placed at one of the heated buildings at the plant.

Curb/Sidewalks: Mr. Mellon reported that he, Mr. Moyer and Mr. Liptak met with Double D to get quotes on the concrete work around the library. The quote is broken down to three sections at a cost of \$10,083. The sidewalk and span in front of the War Memorial, four sections were quoted at \$10,700. This would also include the walking bridge in the park, where the sidewalk has sunk in. If done separately, the cost is \$3,400. Mr. Moyer recommended taking care of the library sidewalk first, then the walking bridge when the stream wall is done. Mr. Miller questioned where the money is coming from in the budget. After much discussion, **Motion** by Mrs. Hopple, second by Ms. Keller to move forward with the library sidewalks as proposed by Double D Construction, conditioned on the legal review by the Solicitor. Motion carried unanimously. **Motion** by Mr. Miller, second by Mrs. Hopple to do the sidewalks at the War Memorial, and the walking bridge as proposed by Double D Construction at a cost of \$10,700 as quoted, conditioned on the legal review by the Solicitor. Motion carried unanimously.

Sewer Authority: Mr. Mellon reported he attended the Sewer Authority Meeting and they approved a \$17,000 bid to replace the roof on the building, it was awarded to Unger. They are holding off on delinquent accounts. They hired Doug Hoover at the same rate as the Borough, for part time work at the Sewer Plant.

MS. KELLER

No report at this time

MRS. HOPPLE

Mrs. Hopple reported that the German visitors coming in May has been cancelled, that will be next May at the same time. The Easter bunny will be going out on the firetruck on Sunday.

MR. MILLER

Mr. Miller checked with Bob Martin to see how all the firefighters are doing, they are good but a member in a neighboring municipality does have the virus. Discussion on the pool and memberships at this time. Mr. Edwards suggested to have \$65.00 be the maximum rate, so people don't have to worry about buying early to get the discount. Mr. Miller to put something together, after the Solicitor's review, the Mayor will put it on Facebook and send it to Lori for the website. Not knowing what the future holds for pool openings at this time, the following motion was made. **Motion** by Mrs. Hopple, second by Mr. Mellon to authorize the Pool Committee to make any changes to the membership fees as they deem necessary. Motion carried unanimously.

Mrs. Hopple reported that there were complaints posted on the Facebook page, concerns of trash cans not being put back on the sidewalks by the haulers, Mr. Edwards will contact Advance Disposal. Another concern was from a resident that reported people are opening the gate to the water drainage area at the apartments near Country Ridge and using it as a dog park. After discussion, Chief Pontician will talk to the concerned resident.

MR. MOYER

There is nothing with the Planning Commission. Mr. Mellon put together a list for the sidewalks, Mr. Moyer reviewed it and put together a street list and a maintenance plan. Mr. Moyer emailed that out on March 19th and will resend it. Mr. Moyer asked if we had any updates on the grant.

MR. EDWARDS

Mr. Edwards reported that we didn't get any updates on the grant, he will contact Jane Meeks. Equipment was ordered, all contracts were signed and forwarded, except for the dumpster.

Trash bills: Mr. Edwards reported the trash bills will be sent out as usual, but with a due date of August 5th, instead of May 5th to give people more time. The next bill will come out in July with the same due date of August 5th. People can still pay this April bill right away; this just gives more time for those who aren't working right now.

Mr. Edwards will let the Library know about the sidewalk work. Mrs. Keller reported that there is brown growth killing all the grass at the cemetery. The Borough does not have ownership of the cemetery.

With no further business before Council; **Motion** by Mr. Miller, second by Ms. Keller to adjourn the meeting. This Meeting adjourned at 9:30pm.

Respectfully submitted,

Mickey Balistrieri
Secretary