

**WOMELSDORF BOROUGH COUNCIL WORKSHOP MEETING**  
**Held at 101 W. High Street on**  
**March 20, 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: Carl Liptak, Cindy Hopple, Wayne Miller, Lori Fitterling, Bruce Edwards, Chuck Hess – Engineer, Jeff Fiant – Kraft Code Services, Mayor Jennifer Gettle, Jr. Council Member Jennica Pearson (7:01PM) and Nan Feeg – Acting Secretary

**ABSENT**

Council Members: Joshua Fidler and Connie Keller

**GUESTS** – None

**MR. HESS**

Water Street Improvement Project – Mr. Hess reviewed the project with Council including the plans/designs to shift the Bio-Swale to the north side against the fence as well as the next steps. Discussion followed including the Borough providing the barricades and signs; the contractor having access to the interior of the pool property through the gate located to the right of the building and being able to use a small portion of the pool parking lot; the solicitor reviewing the contractual aspects of the documents; the temporary construction easement on the north side of North Water Street; courtesy letters/meetings with the neighbors; a pre-bid meeting; and starting the project after Labor Day when the pool season is over. Mr. Hess hopes to advertise the bids the first or second week of April utilizing the PennBid system with no cost to the Borough, and to possibly award the contract at the May 1 Council meeting. **Motion** moved by Mr. Liptak, seconded by Mr. Miller to move forward with the project as discussed this evening. Motion carried unanimously.

Jefferson Street – Mr. Hess reported things are looking good. The traffic count needs to be done in a two hour window between 3 & 6 PM on a Tuesday, Wednesday or Thursday. If the project qualifies then cost estimates will have to be put together and make application for that. Mr. Hess explained we will be teaming up with NRCS (Natural Resources Conservation Service) for any work on the farm and any funding they bring to it to pay for the farm enhancements with terracing, etc. Mr. Hess expressed to Council the sooner we get that application in because there is some interest in funding the project from both the Conservation District and the NRCS, the better chance we have of getting a piece of the money.

MS4 Report – Mr. Hess reported the report for 2017 is completed; it just needs the signature of Mickey Balistrieri, who is identified as the Municipal Official. The Borough will receive a copy once it is signed. The hard copy will then be submitted to DEP along with the report prepared by Motley and then shortly thereafter the Borough will get notice for the audit.

April Council Meeting – Mr. Hess informed Council he will be on vacation so will not be able to attend the April Borough Council Meeting and offered to send an associate. Council agreed this would not be necessary.

Zoning Maps – **Motion** moved by Mr. Liptak, seconded by Mrs. Fitterling to approve the zoning map as presented. Motion carried unanimously.

Website – Mrs. Fitterling requested Mr. Hess and Mr. Fiant go on the Borough website once it goes live in the next few days to verify the links to their companies' websites.

Bills to be Paid – **Motion** moved by Mrs. Fitterling, seconded by Mrs. Hopple to approve the list of bills to be paid as listed in the amount of \$30,498.61. Motion carried unanimously.

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

### **MR. FIANT**

510 W. Franklin Street – Mr. Fiant informed Council a hearing has been scheduled for next Tuesday, March 27, at 2 PM with DJ Andrea Book.

109 S. Front Street – Mr. Fiant reported to Council the District Judge ruled in our favor at the hearing and the Borough will receive reimbursement for both the Solicitor's fees and Kraft's fees.

142-146 West High Street – Mr. Fiant informed Council he met with the property manager and talked to the tenant regarding the sidewalk garden, which has been greatly reduced.

Rental Units – Mr. Fiant reported his office is getting the mailings prepared.

L&I Audit – Mr. Fiant provided copies and reviewed with Council the letter from the L & I Audit.

Livestock & Poultry – Discussion followed regarding livestock and poultry within the Borough. Mr. Fiant said you have to have a minimum of five acres, but will research this further.

### **COMMUNICATIONS**

A list of communications was given to Council Members, none requesting action.

### **OLD BUSINESS**

Municipal Official's Dinner – Mr. Edwards reminded Council members of the Municipal Official's Dinner on March 22.

**MR. FIDLER** – Absent

### **MR. LIPTAK**

Jefferson Street – Mr. Liptak reported to Council he along with Mrs. Fitterling met with the farmer at Jefferson Street, which went well and the farmer was very receptive. According to Mr.

Liptak the farmer was “sour” regarding the school project and the retention pond. Discussion followed.

Joint Planning Commission – Mr. Liptak reviewed with Council the Joint Planning Commission meeting, which met last week and both he and Ms. Keller attended. Marion Township wants to join, the monetary situation was discussed and how to pay for it, with the consensus of Joint Planning Commission giving them a deadline of next month. The Joint Planning Commission will be meeting again next month. Mr. Liptak has sample legislation which he will share with Council regarding medicinal marijuana as well as cell phone towers. Discussion followed.

**MS. KELLER** – Absent

**MRS. HOPPLE**

Western Berks Senior Expo – Mrs. Hopple informed Council there will be a Senior Expo organized by Kerry Mull to be held on May 8 at the Williamson Lodge from 11 am – 7 pm. The Chief will be attending discussing scams and they would like Council to be there.

Front Street – Mrs. Hopple stated there is an issue of a revving motor almost every night between 12 and 1 o’clock on Front Street. Discussion followed.

Snow Emergency – Borough Office Closure – Due to hearing from residents about the Borough Hall being closed during the last snow emergency that was a “dud” Mrs. Hopple informed Council the Personnel Committee is in favor of the Borough Office being open during a snow emergency and stated permission has been granted by Cindy Kissling of the Fire Company Social Quarters for the Borough to park on their lot. Other closed days not listed in Handbook will be reviewed. If Council decides to close the Borough Hall, it will be a paid day. Discussion followed since this was a policy and not in the Handbook. Council agreed from now on the Borough Hall will not be automatically closed for a snow emergency unless Council decides to close it and then it will be a paid day.

Handbook – Mrs. Hopple announced to Council we have a final copy of the Handbook, which will be forwarded only to Council members to review for approval at the next Borough Council Meeting.

**MR. MILLER**

Fire Company – Mr. Miller reported the Fire Company flower sale is March 30 and 31 starting at 9 am each day at the Engine House.

Egg Hunt – Mrs. Hopple announced the Community Egg Hunt is March 31 at 3 PM in the Town Park and asked Council Members to attend. Mrs. Hopple informed Council the Community Association is not permitted to put signs advertising their events in other municipalities. Discussion followed.

Pool – Mr. Miller informed Council the information has been mailed to non-resident members from last year and he is working on cards to be used Memorial Day Weekend and other times when memberships are paid after pool management has received the member list for the day.

Mrs. Fitterling is working on the online payment for pool memberships and is hoping they can print out a receipt they can take to the pool. Mrs. Fitterling stated all payments to the General Fund Account will be broken out. Discussion followed regarding updating the systems to make things more efficient.

Filing Cabinets – Mr. Miller questioned if anyone has gotten quotes on file cabinets. Discussion followed.

## **MRS. FITTERLING**

Website– Mrs. Fitterling informed Council the website will be up in the next few days and questioned Council on the amount of fees to charge for advertising on the website. Mrs. Fitterling is working on bill pay using PayPal rather than going through the bank. The fees will go to the payer not the Borough. She is hoping to have this set up by the time the pool opens.

## **Rec. Board**

- Yard Sale – Mrs. Fitterling informed Council a Community Yard Sale has been scheduled for May 12 starting at 7 am.
- Resident Pool Party – The maximum occupancy of the pool is needed before the Rec. Board can proceed with this according to Mrs. Fitterling.
- Street Banners – Mrs. Fitterling reported there was no follow-up on the street banners at their last meeting.
- Remote Controller - Mrs. Fitterling reported she is going to be donating a cooler to store the remote controller up at the Ball Field and the Rec. Board is working on a new form to be signed regarding usage and storage of the remote controller.
- Use of Facilities Application – It was noted the application needs updating. Discussion followed.
- Use of Borough Land – Rec. Board questioned about land for residents to bring brush to be chipped into mulch. Mr. Liptak explained this was looked into before but due to the costs and available Borough land this was not feasible.
- Mill Spring Park – It has been reported Mill Spring Park needs some attention.
- Sports Bag – According to Mrs. Fitterling Rec. Board will do an inventory of the equipment for the sports bag, which is to be checked each time it is used for a park rental.
- Movie in the Park – Rec. Board is hoping to host a movie in the park over the summer according to Mrs. Fitterling.
- Playground – Mrs. Fitterling reported the Rec. Board was informed of Council's decision to charge \$15 per Borough resident child and \$50 per non-borough resident child attending playground and Rec. Board was in agreement with that.
- LED Sign – It was brought to Council's attention there are lights out again on the LED sign. Discussion followed regarding the expense involved.

## **MAYOR**

Police Wage Increase – Mayor Gettle distributed a new police wage rate scale for full-time and part-time officers, which also includes increasing the Chief's salary. Council reviewed the Police section of the Budget and Mayor Gettle stated she intends on taking it out of the Salary & Wages for P/T Patrolmen line on the budget. Discussion followed including the percent increase with other employees. **Motion** moved by Mrs. Hopple, seconded by Mr. Liptak to start

the new police pay rate scale as of April 2 as recommended by the Mayor. Motion carried unanimously.

Snow Emergency – Mayor Gettle announced the snow emergency will start at 7 AM on Wednesday, March 21 until further notice and it is to be run on the LED sign.

### **NEW BUSINESS**

Livestock & Poultry – Mr. Fiant researched the Joint Zoning Ordinance and informed Council you need a minimum lot area of five acres for raising livestock and poultry, but under “Keeping of Pets” it states one or two total pigeons, chickens, ducks, geese and/or similar fowl and rattlesnakes shall be permitted on a lot with a minimum lot size of one acre. Discussion followed. Council agreed for Mr. Fiant/Kraft Code Services to enforce the Ordinance.

### **JENNICA PEARSON**

Arbor Day Foundation – Miss Pearson informed Council she contacted the Arbor Day Foundation and received some pamphlets.

### **MR. EDWARDS**

Spotted Lantern Fly – Discussion followed on the Spotted Lantern Fly and what the Borough plans to do. Council agreed to wait to see what the county does. Discussion followed regarding removing Trees of Heaven.

### **NEW BUSINESS**

Health Screen– Mayor Gettle reminded Council of the Health Screen on Saturday.

Recycling Cans – Mr. Liptak suggested we have trash and recycling cans in our two public parks and ball field because we should be setting the example for recycling. Discussion followed. Mr. Liptak and Mr. Edwards will look into getting more recycling cans.

Newsletters – Mr. Edwards announced the newsletters were delivered by the Boy Scouts and Harriet Grimes also helped. Mr. Edwards is not quite sure if the Boy Scouts will continue to do this in the future. Discussion followed.

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 8:58 P.M.

Minutes Respectfully Submitted,

Nan Feeg  
Acting Secretary