**WOMELSDORF BOROUGH COUNCIL WORKSHOP MEETING**

**Held at 101 W. High Street on**

**October 15, 2019**

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, David Moyer, Bruce Edwards, Mayor Jennifer Gettle (7:54), Jeremy Brumbach – McCarthy Engineering, Jeff Fiant – Kraft Code Services and Nan Feeg – Acting Secretary.

**ABSENT**

Police Chief John Pontician.

**GUESTS**

Residents: Koriena Martinson, Kelly Felty, James Mellon Sr.

**BILLS TO BE PAID**

Council members reviewed the list of bills to be paid, with one addition: re-occurring monthly bill in the amount of $2,401.00 to Selective Insurance. Bill #11 was questioned and discussed. **Motion** moved by Mr. Liptak, seconded by Mr. Miller to approve the list of bills to be paid as presented in the amount of $43,034.69, which includes the addition of $2,401.00 to Selective Insurance. Motion carried unanimously.

**PAYROLL**

**Motion** moved by Mr. Liptak, seconded by Mr. Fidler to pay payroll this week. Motion carried unanimously. **Motion** moved by Mr. Fidler, seconded by Mr. Miller to pay payroll between meetings. Motion carried unanimously.

**MR. BRUMBACH**

South 4th Street Estimates – Mr. Edwards explained what was originally put out for the bid was the part north of where the worst damages were where the complaint was from due to the camera stopping, so it was not included in the original request for repairs. Mr. Brumbach caught this and stated he enumerated as much as he could based on what he knew in his request for their bid before resending it out. Mr. Brumbach presented to Council two estimates for the emergency storm sewer repairs on South 4th Street:

* Construction Masters Services, LLC: Total Bid Price: $73,795.00
* Double D Construction Inc.: Total: $28,850.00

Mr. Brumbach was concerned about the difference, so he verified Double D understands the whole scope of the project and Mr. Edwards and Mr. Liptak confirmed work Double D has previously done. Mr. Brumbach felt maybe some of the difference was CMS did not factor in some of the things that go away when you have an emergency bid such as prevailing wage. Discussion followed. **Motion** moved by Mr. Liptak, seconded by Ms. Keller to hire Double D Construction to do the emergency repairs to the storm sewer on South 4th Street for $28,850.00 contingent on approval by the Engineer. Motion carried unanimously.

Library Sinkhole – Mr. Moyer questioned Mr. Brumbach on the type of cement that should be used to fill the hole, because the cement contractors he has contacted suggest a different type of cement that should be used rather than what Mr. McCarthy suggested, so Mr. Brumbach will check with Mr. McCarthy.

With no further business for Mr. Brumbach, Council dismissed him from the meeting at 7:11 P.M.

**COMMUNICATIONS**

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

Request from Crime Alert Berks County – Letter from Berks County District Attorney requesting support for Crime Alert Berks County. Mr. Liptak presented to Council a certificate the Borough received from Crime Alert Berks County recognizing the Borough as a Century Club Sponsor. Discussion followed. **Motion** moved by Mrs. Hopple, seconded by Mr. Liptak to donate $125.00 to Crime Alert Berks County. Motion carried unanimously.

**CITIZENS TO BE HEARD**

Koriena Martinson and Kelly Felty – Ms. Martinson and Ms. Felty questioned Council and Mr. Fiant regarding the rental property inspection at 24 N. 3rd Street as well as the electric for Ms. Martinson’s apartment there. Mr. Fiant stated he has met with the electrician and the property owner and things are being addressed and resolved. He also stated an electrical permit has been issued. Mr. Fiant explained his recent visit to the property was not to do a property inspection, but to meet with the electrician and property owner. Mr. Fiant briefly discussed the rental property inspection from July 2018, which was the first year Kraft Code Services inspected that building, and noted the complaint was filed this year. Council and Mr. Fiant pointed out things could have changed over the almost last year and a half since the property was inspected in July 2018. Mrs. Hopple noted she has spoken with the Fire Chief and they are willing to work with the Borough to inspect rental units if Council passes an Ordinance regarding the fire inspection. The Fire Chief told her they already do this at Henner, Northvale and Westview. Discussion followed, including the way landlords handle electric bills. A Right to Know request was given to Ms. Martinson. Ms. Felty also questioned why the LED sign is not working and was informed it was turned off due to the costs involved to either fix or replace it. Mr. Edwards stated Council is looking into the budget for this, so in the meantime, since it was not working properly and did not look good, Council decided to turn it off. Council and Mr. Fiant referred Ms. Martinson and Ms. Felty to the Fire Company since the things Ms. Martinson was asking on the Right to Know request needed to be addressed by them, not Kraft Code Services or the Borough, so the women left the meeting to attend the Fire Company meeting.

**MR. FIANT**

Mr. Fiant apologized for not having a current report or bill. He was able to report the following:

Rental Registration and Inspection – Mr. Fiant reported to Council 83 properties have been inspected, 129 properties have registered with the Borough, 78 properties have been issued Certificates of Inspection, and one property (126 W. Franklin Street) requires a re-inspection.

Property Maintenance –Mr. Fiant informed Council NOV has been issued for the one property on South Front Street brought to his attention at last month’s meeting, and he is working with the property owner of 24 N. 3rd Street. Council questioned another property on S. Front Street with the ongoing issues as well as one on East Jefferson Street and one on West High Street, which Kraft Code Services either is addressing or will address. Mrs. Hopple informed Council the Borough won the court case regarding the weeds at the W. Franklin Street property. Discussion followed.

With no further business for Mr. Fiant, he was dismissed at 7:55 p.m.

**MR. FIDLER**

Rec. Board – Mr. Fidler informed Council there was no Rec. Board meeting this month, but he knows they want to place banners at the east end of town and in front of the Borough Hall regarding the tree lighting. Mrs. Hopple noted 20-30 people attended the movie in the park. Mr. Edwards reminded Mr. Fidler that if the Rec. Board meeting is cancelled, a note must be placed on the front door of the Borough Hall noting that it is cancelled since it is a publicly advertised meeting.

Police Committee – Mr. Fidler informed Council they have only received one application, and that is for the secretary’s job. He commented the Borough’s pay rate may be why we are not getting police applications. Discussion followed.

Office Door – Mr. Fidler has to check with Mrs. Balistrieri regarding information for the office door.

Park Cameras – Mrs. Hopple questioned the security cameras at both parks due to graffiti and requested a light in the corner behind the pavilion. She also noted the VFW property near the Town Park is “horrible.” Discussion followed.

Duck Crossing Signs – Ms. Keller questioned the duck crossing signs on High Street. Discussion followed. Council agreed they should be moved to Water Street.

**MR. LIPTAK**

Maintenance – Mr. Liptak questioned if we have heard anything about the recycling grant and Mr. Edwards informed him we were told we should be notified sometime in October. It was mentioned the Borough did receive the final payment for the Water Street project. Mr. Edwards questioned Mr. Liptak if he still has all the specs for equipment that we put in for the grant. Mr. Edwards noted with Mr. Moyer’s knowledge he will be transitioning so next year he can oversee the Maintenance Department.

**MS. KELLER**

Streets & Sidewalks – Ms. Keller noted the sidewalk at the UCC Church is being ruined by the equipment that is being used on the church. Mr. Moyer and she will be getting together to continue checking sidewalks.

Dinner at Albright – Ms. Keller informed Council she attended the dinner at Albright regarding fluoridating water. Discussion followed.

Library – Ms. Keller informed Council the Library breakfast was a success. Mrs. Hopple said they, along with the Church, would like to talk to the Rec. Board about doing it every October. According to Mrs. Hopple they would like to have the yard sale on the same Saturday in May and again the same Saturday in October.

**MRS. HOPPLE**

WRJA – Mrs. Hopple informed Council we will have to go to the Water Authority and ask for a discount on the $6,252.23 water bill to keep the pool filled due to the leaks.

Personnel – Mrs. Hopple informed Council we are still looking for a part-timer for maintenance since Rick Rentschler will be leaving shortly for Florida and Doug Hoover is out. Mr. Miller questioned if the new guys have gotten their CDL’s and was informed Billy Covell has his, but Trondell Windley needs to get his. Mr. Miller also questioned if the trucks are ready for winter and was informed the big orange truck needs kingpins. Discussion followed including if we need two big trucks, getting a v-plow for the smaller truck and if we can use the Sewer Authority truck. Mr. Moyer was asked to talk to the guys about the trucks so we do not throw good money after bad. Mrs. Hopple reminded Council the Christmas lights and banners must be up by Thanksgiving. It was also noted not all the yellow painting at the fire hydrants is completed. Mrs. Keller questioned the paid holidays. Discussion followed.

Filing Cabinets – Mrs. Hopple requested the measurements again.

**MR. MILLER**

Fire Company – Mr. Miller reminded Council pumpkin rolls are being sold for $12.50 to benefit their Anniversary. Contact Kim Martin for orders. Mrs. Hopple reminded Council there will be a vendor bingo at the Social Quarters the last Sunday of October, that will also benefit the Fire Company Anniversary.

Pool – Mr. Miller presented an estimate from Gold Star to pressure wash the pool with a chemical cleaner in the amount of $8,200.00. Mr. Edwards noted we will have to hire someone to paint the pool because we do not have the manpower to paint the pool. Council agreed all of the old paints need to be removed before painting the pool with the right paint and then when it is repainted the same paint must be used because a lot of paints are not compatible. Discussion followed if the pool made money. After further review of the estimate from Gold Star by Mr. Moyer, Council agreed this is not what they are looking to do, as it will not remove the paint, only clean it.

**MR. MOYER**

Maintenance – Mr. Moyer informed Council he gave a brand-new harness that he had to Trondell Windley for the maintenance department to use whenever they are working on the aerial lift.

Planning Commission – Mr. Moyer informed he has no information to report on Council Planning Commission because they did not meet.

Library Sinkhole – Mr. Moyer reported to Council he has contacted several concrete companies regarding the sinkhole at the library. All are recommending an excavatable fill, which is a different mix than what Mr. McCarthy recommended. He is still trying to find a metered concrete company that you will pay for only what you use. Mr. Moyer told Council he has no idea how big the hole is and doesn’t know how much concrete is needed, but he’s guessing maybe 2 yards. Mr. Moyer reviewed the information with Council that he’s gathered so far: Ron’s Concrete out of Denver has a five-yard minimum and would cost about $500.00 for 2 yards and New Enterprise (old Berks Products) out of Leesport has a two-yard minimum and would cost about $365.00. Mr. Moyer noted the stone will have to be removed first, which must be done by hand. Discussion followed. Council agreed this needs to be addressed as soon as possible. **Motion** moved by Mr. Liptak, seconded by Mrs. Hopple to pay up to $700.00 to fix the sinkhole in front of the library. Motion carried unanimously. Mr. Moyer suggested getting the sinkhole fixed first and then deal with the sidewalk later; perhaps Double D can fix the sidewalk because Council agreed this is an emergency situation especially since it is on a public street and sidewalk. Mr. Edwards will contact Double D to give a price to fix the sidewalk.

Public Records Manual – Mr. Moyer informed Council he has begun reading the manual distributed by the Solicitor at the last Council meeting and suggested maybe a new committee should be formed.

**MAYOR–** Nothing to report.

**MR. EDWARDS**

COG – Mr. Edwards informed Council there is a pre-bid meeting on Friday, October 18 at Wernersville. According to Mr. Edwards, the pre-bid meeting is not mandatory, but for any contractor that wants to bid for the trash and/or recycle pickup, which is often productive with ideas going back and forth, and then hopefully the contract will be awarded in November. He noted it will be bid two ways:

1. The hauler supplies the recycling can, which is the way we have been doing it.
2. The hauler supplies a recycling can and a trash can for automated pick-up. Mr. Edwards noted the trash cans come in various sizes and all trash for pick-up must be in that can – no extra bags or containers will be permitted.

Mr. Edwards stated you will be allowed four 32-gallon bags or cans per weekly pick-up if pick up is not automated and recycling is mandatory, people do not have a choice. According to Mr. Edwards, there will be some enforcement with the new contract and people may be fined. Discussion followed, including automated pick-up. Council agreed they would like whatever is cheaper, but as a whole did not like the idea of automated pick-up, especially for trash.

Sewer Authority – Mr. Edwards informed Council he will be attending this month’s Sewer Authority Meeting, where he hopes to discuss with them things going forward including use of their sewer truck to plow snow. He noted their new employee is very nice and is interacting with our maintenance guys.

Snow Plow Relief Drivers – Mr. Edwards requested the Secretary Mrs. Balistrieri provide to Council for next meeting the list of snow plow relief drivers from last year.

**NEW BUSINESS**

Bill to be Paid – Mr. Edwards presented to Council a bill he received from Mayor Gettle in the amount of $60.00 for PA State Mayors’ Association dues. **Motion** moved by Mrs. Hopple, seconded by Mr. Liptak to authorize the payment of $60.00 to the PA State Mayor’s Association for dues. Motion carried unanimously.

Veterans Walk – Council members received a copy of their flyer for their walk on November 11. It was noted they are requesting the key for use of the bathrooms in the Town Park that day. Discussion followed. Council agreed they need to be notified the bathrooms may be winterized by then, so they should plan on using the facilities at the VFW.

Soccer Field Rental – It was noted the key has not been returned for the 10/02/19 rental, but we still have the security deposit. Mrs. Balistrieri needs the reads so she can bill for the light usage.

With no further business to be brought before Council, **Motion** moved by Mr. Fidler, seconded by Ms. Keller to adjourn the meeting. Motion carried unanimously. The meeting adjourned at 9:01 P.M.

Minutes Respectfully Submitted,

Nan Feeg/Acting Secretary