**WOMELSDORF BOROUGH COUNCIL WORKSHOP MEETING**

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

**November 19, 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, Wayne Miller, David Moyer, Bruce Edwards, Jeff Fiant – Kraft Code Services and Nan Feeg – Acting Secretary.

**ABSENT**

Council Member Cindy Hopple, Mayor Jennifer Gettle, and Police Chief John Pontician.

**GUESTS**

Ashley Stoltzfus, Mark Reber and James Mellon, Sr.

**BILLS TO BE PAID**

Council members reviewed the list of bills to be paid. Discussion regarding Bill #10 and why we are not purchasing markers at $1 store. **Motion** moved by Mr. Liptak, seconded by Mr. Miller to approve the list of bills to be paid as presented in the amount of $56,071.72. Motion carried unanimously.

**PAYROLL**

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

**COMMUNICATIONS**

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

* #1 Met-Ed Educational Tour – Mr. Fidler is interested in attending.
* #2 Comcast’s Internet Essentials – Mr. Edwards requested the information be given to the Library and posted on the Borough’s website.
* #4 PSAB’s “Boot Camp for Newly Elected Officials” – Mr. Edwards explained to newly elected Council Members Dave Moyer and Jim Mellon this is offered as well as one by the Berks County Center for Excellence at Albright. Mr. Edwards suggested the newly elected Council members attend one of them because it will be helpful and recommended them to anyone else who might be interested because they are a good refresher. Anyone interested is to contact Secretary Mickey Balistrieri so she can get them registered. Mr. Moyer stated he has signed up for the one the Berks County is offering.

**CITIZENS TO BE HEARD**

Ashley Stoltzfus – Ms. Stoltzfus questioned Council regarding the Animal Rescue League/Humane Society not accepting stray cats from the Borough and expressed her concern regarding the feral cat situation in the Borough as well as the repercussions and possible solutions. Mr. Edwards explained how things changed regarding the amount the Animal Rescue League is now charging. Discussion followed. Mr. Edwards requested Ms. Stoltzfus get more information regarding Spay USA and No-Nonsense Neutering and then report her findings back to Council.

**MR. FIANT**

Mr. Fiant reported the following from the monthly report from Kraft Code Services:

Property Maintenance –Mr. Fiant informed Council compliance has been achieved for the one property on South Front Street and one in the 100 block of West High Street. The property Council questioned him last month on S. Front Street will be submitting a permit application for the repairs on November 20 and will have the work completed by the end of the year, according to Mr. Fiant. Mr. Fiant informed Council they are still working with some property owners to get their issues resolved. He also informed Council he has been in touch with the contractor for the fire alarm at 24 N. Third Street and he has been contacted by the contractor for the old boot factory regarding permits for the foundation and alley, so he has referred that contractor to McCarthy Engineering because they are the ones that should issue those permits.

Rental Registration and Inspection – Mr. Fiant reported to Council 83 properties have been inspected, 130 properties have registered with the Borough, 80 properties have been issued Certificates of Inspection, and, according to the Report, all properties are licensed with the Borough. He will get clarified the amount listed on the report as paid by the property owner of 126 W. Franklin Street.

Kraft Open House – Mr. Fiant reminded Council Members of Kraft Code Services’ Open House on December 5 and extended his personal invitation. Mr. Miller and Mr. Liptak responded they will attend.

Property Concerns – Mr. Fiant was given two properties to check into regarding code violations; one on Jefferson Street that has torn up their sidewalk and one on North Front Street regarding rubbish on the property.

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 again this month, although the tree lighting is still scheduled for Sunday, December 1. Discussion followed regarding the Rec. Board and open position(s).

Police Committee – Mr. Fidler informed Council they interviewed two applicants for the secretary’s job and based on those interviews is recommending to hire Kiersten Showalter and noted she meets all the qualifications for the position. Discussion followed. **Motion** moved by Mr. Fidler, seconded by Mr. Miller to hire Kiersten Showalter for the part-time police secretary’s position at $13 an hour for up to 16 hours per week with a six-month probation and to start as soon as the Chief can schedule her. Motion carried unanimously. The Chief is to be sure to give her application to Secretary Mickey Balistrieri. Mr. Fidler informed Council the Chief has two applicants for police officers for the Police Committee to review. Council reviewed the names of officers currently employed by the Borough. Mr. Fidler then commented on the Borough’s pay rate for part-time officers. Lengthy discussion followed including possible solutions to filling our police positions and maintaining those officers. It was agreed to table this until the new year when the new Council people come on and all the Council people are present. Council also agreed to form a committee to study our options, meet with the Chief, talk to the residents and possibly hold Town Meetings for the public since taxes will probably have to be raised to accomplish this. Mr. Fidler, Mr. Edwards and either Ms. Keller or Mr. Miller will be on the Committee. Mr. Edwards requested Mr. Fidler research police wages in Berks County.

Snow Parking Signs – Council agreed the signs that were previously removed need to be put back up before it snows.

Duck Crossing Signs – Mr. Edwards informed Council the duck signs have been moved back, but not moved to Water Street as Council wanted.

**MR. LIPTAK** – Nothing to report.

**MS. KELLER**– Nothing to report.

**MRS. HOPPLE** – (As reported by Mr. Miller in her absence):

Personnel – The Personnel Committee interviewed for part-time maintenance and is recommending to hire Gordon Effrig. He has his CDL, will plow snow, and has experience. Discussion followed. **Motion** moved by Mr. Miller, seconded by Ms. Keller to hire Gordon Effrig for part-time maintenance at $15 an hour for up to 14 hours per week. Motion carried unanimously. Mr. Miller informed Council Mr. Effrig will start on Monday, November 25.

Santa on the Fire Truck – Date is December 22, starting at 3 pm.

Town Park Holiday Lights – Mr. Miller informed Council Mrs. Hopple will be putting up red, white and blue lights at the Memorial in the Town Park this weekend.

**MR. MILLER**

Pool – Mr. Miller informed Council on November 21st he is meeting at the pool with the “Y” at 6 pm and he is also meeting that day with F & M Painting down at the pool to get some estimates. Mr. Moyer spoke with another reputable company that he is familiar with and does pool restorations in this area and, for no charge, is willing to look at the pool and Council agreed this wouldn’t hurt to get another opinion and get prices.

**MR. MOYER**

News Article – Mr. Moyer questioned the article in the paper regarding the November Borough Council meeting. Discussion followed.

Tree at End of Town – Mr. Moyer questioned what happened to the tree at the east end of town. Council informed him it was cut down a year ago because it was diseased.

Streets and Sidewalks – Mr. Moyer requested drawings for the pool, which some Council members felt is at the sewer plant, so Mr. Edwards agreed to ask the Sewer Authority at their meeting on the 20th. He also requested an updated map of the streets and a topographic map so he thinks we should reach out to our Engineer. Discussion followed. He went through the Ordinance on streets and sidewalks with a fine-tooth comb and reviewed his findings from reading the Ordinance. He informed Council he will start inspecting sidewalks in Summit View and Mill Spring.

Planning Commission – Mr. Moyer briefed Council on the Planning Commission meeting this month where they discussed and agreed, as requested, to send letters of consistency for the Sewer Authority as well as the Water Authority that are applying for grants. He wants both entities to coordinate with the Borough as far as road repairs. Mr. Moyer also informed Council the Planning Commission reviewed a sketch plan for a subdivision, including six townhouses off of Mill Road, of which the Planning Commission gave recommendations. Discussion followed.

**MAYOR/CHIEF–** Absent.

**MR. EDWARDS**

Salt Agreement – Mr. Edwards informed Council the Borough has been accepted into the salt purchasing agreement.

Library Roof Repair Estimate – Mr. Edwards stated the emergency repair to repair the leaks on the Library roof cost $450.00 and the estimate to seal all the seams, etc. is $2,750.00. Discussion followed. **Motion** moved by Mr. Liptak, seconded by Mr. Miller to repair the roof on the Library at a cost of $2,750.00, and to have it completed before the end of the year, if possible. Discussion followed. Motion carried unanimously.

South Fourth Street Repair – Mr. Edwards informed Council he has been speaking with Double D and according to them the installation was “terrible.” They are down to the last 30-40 feet and have found problems including the PPL pole, which is drilled through the pipe. They are waiting for PPL and UGI to proceed, but Double D has assured Mr. Edwards the project will be completed by the end of the year. Mr. Edwards warned Council there might be charges for additional costs.

COG Contract – Mr. Edwards informed Council he and David Rohrbach from Robesonia met with members from Advanced Disposal, the new hauler. Mr. Edwards informed Council the new recycling containers that will be grey with a yellow lid can only be used for recycling, and County Waste will be picking up the blue recycling cans with the yellow lettering because those belong to them. Advanced Disposal will notify the Boroughs by Friday, November 22 the pick-up days for trash and recycling for each Borough. Lengthy discussion followed regarding the fee the Borough will charge residents per unit per quarter to cover the fee to the COG, salaries, postage, bills, software, etc. **Motion** moved by Mr. Moyer to set the trash fee at $90.00 per unit per quarter. Motion died for lack of a second. Further discussion. **Motion** moved by Ms. Keller to set the trash fee at $95.00 per unit per quarter. Motion died for lack of a second. Discussion followed. **Motion** moved by Mr. Fidler, seconded by Mr. Moyer to set the trash fee at $89.00 per unit per quarter. Majority in favor, with Mr. Liptak voting “no”. Mr. Edwards explained the hauler will be providing a flyer explaining recycling because if too much is in the recycling load that is not on the list even though it has the recycling symbol on it, the whole load will be contaminated. Mr. Edwards also stated he is working on a letter to be sent to residents/property owners. Recycling will still be single stream and if there is a holiday or a weather event, from that day forward, everything will be pushed back one day. County Waste will be picking up all blue cans with yellow lettering on Friday, December 27.

Garbage Liens – Mr. Edwards informed Council there are three properties (Hays-Kale, MacBride, Keffer) that are delinquent one year in paying their garbage bills. **Motion** moved by Mr.Liptak, seconded by Ms. Keller to place liens on the three properties. Motion carried unanimously. Mrs. Feeg informed Council we have received payment to cover five liens each on two properties (10 total liens), so she will be contacting the Solicitor to remove the ten liens from those properties.

Borough Boards and Commissions – Council was asked to review the current list of Borough Boards and Commissions and those whose terms expire at the end of the year will need to be contacted to see if they wish to remain on their Board or Commission. Mr. Edwards agreed to stay on as the alternate, Ms. Keller agreed to stay on as a member and Mr. Fidler agreed to replace Mr. Liptak on the Western Berks Joint Planning Commission. Discussion followed about having the Planning Commission having the plans prior to the meeting, and Mr. Moyer will collect email addresses of the members of the Planning Commission.

Budget – Council reviewed the proposed budget and agreed to change the COG numbers in the proposed budget to reflect the new charges based on the new trash contract. It was noted the numbers from the Sewer Authority will need to be added, but that is just an in and an out because it is a pass-through. Discussion followed. **Motion** moved by Mr. Liptak, seconded by Mr. Miller to advertise the budget once the figures have been corrected to reflect the charges of the new trash contract and the numbers from the Sewer Authority have been added. Motion carried unanimously.

**OLD BUSINESS**

Holiday Party – Mrs. Hopple asked Mr. Miller to remind the secretary the invitations need to be sent out for the Holiday Party.

Maintenance – Mr. Moyer also questioned who directs the Maintenance Department and Mr. Edwards informed Mr. Moyer come the new year that will be his responsibility. Discussion followed.

Truck Repair – Mr. Edward informed Council the bill to repair the king pin was less than anticipated and they have the truck back.

With no further business to be brought before Council, **Motion** moved by Mr. Fidler, seconded by Mr. Liptak to adjourn the meeting. Motion carried unanimously. The meeting adjourned at 9:56 P.M.

Minutes Respectfully Submitted,

Nan Feeg

Acting Secretary