**WOMELSDORF BOROUGH COUNCIL WORKSHOP MEETING**

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

**January 21, 2020**

Council President Bruce Edwards called the meeting to order at 7:02 P.M. The meeting opened with the Pledge of Allegiance.

**PRESENT**

Council Members: James Mellon Sr., Connie Keller, Cindy Hopple (arrived 7:05 P.M. and left at 9:11 P.M), Wayne Miller, David Moyer, Bruce Edwards, Jeff Fiant – Kraft Code Services and Nan Feeg - Acting Secretary

**ABSENT**

Council Member Josh Fidler, Mayor Jennifer Gettle and Police Chief John Pontician

**GUESTS**

Resident: Donald Ebling

**BILLS TO BE PAID**

Discussion regarding CivicPlus bill, repair/purchase of chain saw, cylinder rental at pool, as well as AT&T phone bill and splitting it equally with Sewer Plant and the Cintas uniforms bill, which Council agreed to discuss with Secretary Mickey Balistrieri. **Motion** moved by Mr. Miller, seconded by Ms. Keller to approve the list of bills to be paid as listed in the amount of $38,619.04. Motion carried unanimously.

**PAYROLL**

**Motion** moved by Ms. Keller, seconded by Mr. Miller to pay this week’s payroll. Motion carried unanimously. **Motion** moved by Mr. Miller, seconded by Mr. Moyer to pay payroll between meetings. Motion carried unanimously.

**BILLS TO BE RATIFIED -** None

**COMMUNICATIONS**

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

* Communications #1 – LTAP Courses: Mr. Edwards questioned Mr. Moyer if there are any LTAP courses he or Mr. Mellon or our Maintenance Department should attend.
* Communications #4 – Elections: Council agreed Borough should request Certificate of Insurance from the County regarding using the Borough Hall for elections.

**EMPLOYEES/BOARD MEMBERS/AUTHORITIES/COMMISSIONS** – Mr. Ebling informed Council he is still willing to serve as Emergency Management Coordinator and apologized for not attending any trainings in 2019. Mr. Ebling invited Council members to attend with him the first meeting of the year, which will be next week, Wednesday, January 29, 2020, at the Emergency Center on 183 at 6:30 p.m. for Emergency Management as well as elected officials. Mr. Moyer, and possibly Ms. Keller if her schedule permits, volunteered to attend. Council thanked Mr. Ebling for agreeing to serve and reminded him of the mail that has not been picked up. It was noted Mr. Dayland Berkihiser was contacted and is not interested in serving as part of the Emergency Management team. Mr. Ebling believes Rick Rentschler and Jamie Flickinger are his assistants. Discussion followed. Mr. Ebling requested a list of Council members so he can submit it for the Emergency Plan. With nothing further needed from Mr. Ebling or he from Council, he was excused and left the meeting.

**MR. FIANT**

Property Maintenance – Mr. Fiant reviewed with Council the various properties with property maintenance issues and their status. He was informed by Council members someone is living in a camper on a South Front Street property. Mr. Fiant requested from Council direction regarding the NOV for another S. Front Street property, which Council agreed a citation should be issued since he has been given ample time with only the front door being replaced. Mr. Fiant informed Council 325 W. High Street has appealed both the zoning and property maintenance NOV’s they received, so Council needs to appoint an Appeals Board, which should probably consist of three Council members, serving staggering and overlapping terms. According to Mr. Fiant, Glenn Kraft has been in touch with Solicitor George regarding the situation. Discussion followed. President Edwards will contact Solicitor George and Council will discuss this at the next Council Meeting in February. In the meantime, Council agreed for Mr. Fiant to contact Chief Pontician to have him speak with the neighbor to see if access can be granted so vehicles can be removed from the rear yard of 325 W. High Street. Mrs. Hopple questioned the parking lot issue on Gail Stoudt’s property. Mr. Fiant was informed settlement was postponed. Discussion followed. Council instructed Mr. Fiant to contact the pastor of the church to find out what is happening with the sale of that property. Council questioned issues regarding the old boot factory and Mr. Fiant informed Council he referred their contractor to McCarthy Engineering for a road cut permit. Council agreed to discuss this with Mr. McCarthy at the next Council meeting in February. Council members informed Mr. Fiant of a vehicle being parked in the alley and unlicensed vehicles on a property by a Jefferson Street resident, so Mr. Fiant will look into the matter. With no further business for Mr. Fiant, he was excused and left the meeting.

**MR. FIDLER -** Absent

LED Sign – Council agreed to look into a taller, but not wider LED sign with color. Mr. Moyer suggested looking into a similar one that is at a church in Sinking Spring and Mr. Miller suggested if funds are left over, getting an electronic sign for on the building to replace the bulletin boards in front of the Borough Hall since many of the letters/numbers are breaking.

**MR. MELLON**

Streets/Street Lighting/Curb-Sidewalks – Mr. Mellon informed Council he is meeting with Mr. Moyer to coordinate responsibilities. Mrs. Hopple suggested getting ready to get bids out for street repairs. Mr. Moyer informed Council he intends to get information regarding Bunker Hill Road for the next Council meeting in February and he and Mr. Mellon will work on preparing a 20-year road repair plan. They will also start working on sidewalk inspections, beginning with Borough properties. As for street lights, Mr. Moyer verified outages are reported from the Borough office to PPL. It was suggested the police also report outages to the Borough office if they notice a light that is not working, so it can be reported to PPL.

**MS. KELLER** – Nothing to report.

Library – Mr. Edwards informed Council the roof has been patched and the contractor will fix the roof later in the spring. Ms. Keller commented they are in need of children’s books for their Little Libraries.

**MRS. HOPPLE**

WRJA – Mrs. Hopple informed Council she talked with Glenn Eberly of the Water Authority and a credit has been issued for the leak at the pool. Mr. Eberly questioned the repair and Mrs. Hopple assured him repairs are being addressed.

Personnel – Mrs. Hopple informed Council the Personnel Committee met on Monday, January 20. She requested an Executive Session for personnel matters with action to be taken. Council went into Executive Session at 8:35 p.m. and returned at 8:55 p.m. **Motion** moved by Mrs. Hopple, seconded by Mr. Mellon to accept with regret the resignation of Billy Covell as full-time maintenance employee effective February 7, 2020. Motion carried unanimously. **Motion** moved by Mrs. Hopple, seconded by Mr. Moyer to keep Billy Covell on as a part-time employee at the rate of $15.00 an hour. Motion carried unanimously. **Motion** moved by Mrs. Hopple, seconded by Mr. Miller to advertise for full-time maintenance and part-time playground leader and run the ad in both the Reading Eagle and Lebanon paper for one week. Motion carried unanimously. Mrs. Hopple will discuss the details with Secretary Mrs. Balistrieri.

**MR. MILLER**

Pool Repair – Mr. Miller reported he is waiting to hear back from F & M Painting Company due to additions/changes to the contract by both F & M due to price increases for the fore grinder and shot blasting as well as schedule changes due to other jobs they have landed and recommendations of Solicitor George such as colors, start date, breakdown of the payments, Council President as the signer of the contract rather than Mr. Miller, etc. Mr. Miller noted he did explain to F & M that if it goes over $21,000.00, we will have to put it out for bid.

Pool – **Motion** moved by Mr. Miller, seconded by Mr. Mellon to advertise for someone to run the concession stand at the pool. Motion carried unanimously. Council agreed this could be included with the ad for full-time maintenance and part-time playground leader. Council reviewed the pool rules and membership application. Discussion followed regarding fees for pool memberships. **Motion** moved by Mr. Miller, seconded by Mr. Mellon to set the pool membership fees at $65.00 per person if paid by May 15 and $75 per person if paid after May 15 for the 2020 pool season. Motion carried unanimously. Forms will be in the newsletter, mailed to non-residents and on the website.

**MR. MOYER**

Planning Commission – Mr. Moyer had nothing to report from the Planning Commission other than Heidelberg Township also receiving just the sketch plan for the Horst project.

Buildings/Grounds/Maintenance/Insurance – Mr. Moyer informed Council last week he gave the Maintenance Department a list of things to be done and noted they did not get the locks changed yet at the pool pump room. They did not have a pick up date for old recycle cans. Discussion followed. Council agreed since we have not had a lot of requests, instead of having one collection date, we will collect the old recycling cans from residents that no longer want them if they contact the Borough office. According to Mr. Moyer he talked to Trondell who said he is not an electrician, so if we are going to put lights up at the pool we will have to get an electrician to do it. Mr. Moyer questioned who Mrs. Hopple mentioned could possibly do this. Mr. Moyer informed Council he feels the chain at the pool is not feasible and once the light is installed and increased police presence should curtail the issues. Mr. Moyer also informed Council the Christmas lights have been turned off and they have taken down about half of them. He noted the no parking signs at 4th Street have been taken care of, and the handicap parking spaces have been reviewed - there are still three handicap spaces that need to have permanent signs installed; only temporary signs are there now. Discussion followed regarding the new filing cabinets. It was tentatively decided to move them on Monday, January 27. Mr. Moyer will look into having the Planning Commission sort through the plans and prepare them for filing.

**MAYOR/CHIEF** – Absent

**MR. EDWARDS**

COG – Mr. Edwards informed Council they had their reorganization meeting and met with Ed Smith from Advanced Disposal and things seem to be going well with them. He reviewed with Council the six holidays which will delay pickups one day: Memorial Day, 4th of July, Labor Day, Thanksgiving, Christmas and New Year’s Day. He informed Council County Waste returned about 140 cans for the three municipalities, some of which were broken. Our maintenance department has begun distributing the cans to the properties who reported their cans were removed from the property, not those taken that were curbside. Mr. Edwards informed Council we will have extra recycle cans available if anyone wants a second recycling can, but stressed this is for recycling only. Discussion followed regarding exchanging the large recycling cans for smaller recycle cans, which will have to be pre-ordered. Mr. Edwards informed Council he was contacted by the property manager of Park Place Circle requesting having a dumpster rather than being on the Borough’s trash. He informed the property manager since they have a homeowner’s association, they can go out on their own, but he would have to bring it up with Borough Council and they could not change before July 1 because we have to pay Advanced Disposal until then when we can adjust our numbers.

Berks Municipal Partnership – Mr. Edwards informed Council their first meeting is on the Census and will be on Wednesday, January 29, 2020, and he will be attending.

**NEW BUSINESS**

Western Berks Joint Planning Commission – Ms. Keller reported they had their reorganization meeting on Thursday, January 16. Mr. Randler was elected President, and she was elected Vice-President. Mr. Edwards reported the Ordinance will need to be updated regarding marijuana dispensing facilities and it appears Marion Township will be joining the Western Berks Joint Planning Commission and any expenses of them joining will be 100% Marion Township’s.

With no further business to be brought before Council, **Motion** moved by Mr. Miller, seconded by Ms. Keller to adjourn the meeting. Motion carried unanimously. The meeting adjourned at 9:40 P.M.

Minutes Respectfully Submitted,

Nan Feeg

Acting Secretary