

WOMELSDORF BOROUGH COUNCIL WORKSHOP MEETING

Held at 101 W. High Street on

May 17, 2021

Council President Bruce Edwards called the meeting to order at 6:58 P.M. The meeting opened with the Pledge of Allegiance.

PRESENT

Council Members: Joshua Fidler, James Mellon Sr., Connie Keller, Cindy Hopple, Wayne Miller, David Moyer, Bruce Edwards; Mayor Jennifer Gettle, Kraft Code Services – Jeff Fiant (arrived at 7:06 P.M. and left at 7:49 P.M.), Maintenance Manager Carl Liptak (arrived at 7:24 P.M. and left at 8:34 P.M.) and Acting Secretary – Nan Feeg.

ABSENT

Police Chief John Pontician.

GUESTS – None

MINUTES

Motion moved by Ms. Keller, seconded by Mrs. Hopple to approve the minutes of the April 5, 2021 Borough Council Meeting as presented. Motion carried unanimously. Mr. Mellon would like to talk to the Secretary Mrs. Balistrieri regarding the recorders and the postage meter.

BILLS TO BE PAID

Council members reviewed and discussed the List of Bills to be Paid. It was noted there is a check for the \$100.00 petty cash for the pool, which the \$100.00 will be deposited back in the account when the pool closes. **Motion** moved by Mr. Moyer, seconded by Mrs. Hopple to approve the list of bills to be paid as listed in the amount of \$60,751.63. Motion carried unanimously.

BILLS TO BE RATIFIED – None

PAYROLL

Motion moved by Mr. Miller, seconded by Mr. Moyer to pay the current payroll. Motion carried unanimously.

Motion moved by Mr. Fidler, seconded by Mr. Mellon to pay payroll between meetings. Motion carried unanimously.

COMMUNICATIONS

Council members reviewed the List of Communications. None requesting action. Mr. Mellon suggested rather than typing the communications, if they could not be scanned and emailed to Council members. Discussion followed.

MR. FIANT

Mr. Fiant explained to Council the need for the waiver prepared by Kozloff Stoudt: “Extension of Inspection Release and Hold Harmless Agreement” regarding 482 Lyman Avenue that was foreclosed on because the people that were foreclosed on will not move out. He explained the

new owner is willing to sign the Hold Harmless Agreement and that as soon as the restrictions are eased with COVID that you can start evicting people again, the new owner will take care of the eviction process. Mr. Edwards explained this Agreement protects the Borough. Mr. Fiant stated the Ordinance number must be verified in the Agreement. **Motion** moved by Mrs. Hopple, seconded by Ms. Keller to sign the “Extension of Inspection Release and Hold Harmless Agreement.” Motion carried unanimously. Mr. Fiant updated Council on various properties with property maintenance/vehicle issues and their status. He reported for the period 4/11-5/8/21 42 rental units have registered; 34 units paid for inspections, 5 property transfer inspections have been completed, 8 building inspections were performed, 1 Certificate of Occupancy (J.F. Martin) was issued and 7 building permits were issued with an improvement value of \$63,451.00. Mr. Fiant discussed with Council street cuts and suggested the Borough Maintenance guys could do the inspections because they see them when they are there and Kraft Codes is never contacted to do the inspections. Discussion followed. It was agreed for Mr. Fiant and Mr. Mellon to continue to discuss the street cut situation and come back to Council with the best way to handle this. With no further business for Mr. Fiant, Council excused him from the meeting at 7:49 P.M.

EMPLOYEES/BOARD MEMBERS/ AUTHORITIES/COMMISSIONS

Carl Liptak, Maintenance Manager – Mr. Liptak informed Council the pool is full and does not appear to be leaking. He explained the chlorine shortage is not affecting us due to the type we use. He noted there is a problem with the pump, so it will need to be repaired. Discussion followed. **Motion** moved by Mr. Miller, seconded by Mr. Fidler to spend up to \$1,500.00 for the pool pump. Motion carried unanimously. Mr. Liptak confirmed the bill from Schatz Electric is an old bill they finally got around to billing us. Mr. Liptak informed Council we are short three pieces for the pavilion at the pool, bags to water the trees will be ordered, the County is providing to each municipality two lantern fly traps and he has ordered a power snake for the Library.

OLD BUSINESS

Borough Boards/Commissions Vacancies –Mr. Edwards reminded Council the alternate position on the Zoning Hearing Board still needs to be filled.

Fee Schedule – Mr. Edwards noted the fee schedule is “work in progress.”

MR. FIDLER

Rec. Board – Mr. Fidler reported the Rec. Board did meet. They had 25 people sign up for the Yard Sale.

Police Committee – Mr. Fidler noted the Police Committee will be meeting next month prior to the Borough Council Meeting.

MR. MELLON

Sewer Authority – Mr. Mellon informed Council the Sewer Authority billing will be going to Diversified Technology, the same billing company the Water Authority uses, hopefully beginning with the June billing.

Streets/Street Lighting/Curb-Sidewalks

- 16 E. High Street Temporary Handicap Parking Extension Request – Mr. Mellon informed Council we have received the updated temporary handicap parking

application/placard for 16 E. High Street's temporary handicap parking space, which expires 9/21.

- Weiser Court Parking Request – Mr. Mellon stated he has gotten nothing back, so he is waiting for more information from them.
- North 4th Street No Trucks – Mr. Mellon informed Council the sign went up today.
- Street Signs – It was noted the sign was replaced at 3rd and Cherry and the street sign at Mill Road and 422 is missing. Mr. Liptak informed Council he has it and will see that it gets re-installed. Discussion followed regarding replacing the “Welcome to Womelsdorf” sign. Council agreed we have what was the LED sign.

Invoice Cloud – Mr. Mellon suggested to put on hold and wait until the new Borough Manager is hired regarding doing anything with Invoice Cloud, credit card payments, etc.

Streets Committee – Mr. Mellon informed Council the Streets Committee met and they have two recommendations: Cherry at 4th & 5th and Mill Road behind the Boyers. It was mentioned we have close to \$100,000.00. Discussion followed if Cherry Drive at 3rd Street should be included and the alley at the old Boot Factory. **Motion** moved by Mrs. Hopple, seconded by Mr. Mellon to contact our Engineers to start the process for street work to be done on North Mill Road between 422 and the Borough line and what needs to be done on Cherry Drive between 3rd and 5th Streets, including the intersections. Motion carried unanimously. Mr. Edwards instructed Mr. Mellon contact our Engineers McCarthy Engineering to start the process.

MS. KELLER

Library – Ms. Hopple informed Council she met with Mrs. Kreider of the Library Board about the Fire and Ice Festival to be held on Saturday, July 24 (which is during the Carnival) from 5-7 P.M. at the War Memorial.

MRS. HOPPLE

Personnel – Mrs. Hopple informed Council LeRoy Strunk is able to work from 11 A.M. or noon and Christopher Kirkner is available on Saturdays and if it rains or snows. She noted LeRoy Strunk has his CDL license. **Motion** moved by Mrs. Hopple, seconded by Ms. Keller to hire LeRoy Strunk and Christopher Kirkner as part-time help at \$15.00 an hour. Motion carried unanimously. She informed Council applications are coming in for the Office position.

Pool Open House – Mrs. Hopple reminded Council members the Pool dedication is this Saturday, May 22.

Earl Ibach Memorial – Mrs. Hopple reported to Council she has nothing new to report.

Ball Field Key Replacement/Fees – Mrs. Hopple questioned Council regarding the procedure since C.W. Baseball has not returned the key to the dugout; they only returned two out of the three keys issued last year for the ball field and C.W. Baseball would like to use it again this year. Discussion followed, including if locks should be changed. Council agreed the policy is to keep the \$50.00 security deposit and bill them if the cost to replace the key is more than the \$50.00.

MR. MILLER

Fire Company – Mr. Miller informed Council they meet at the end of the month.

Pool – Mr. Miller reminded Council the Pool Open House is from 3-5 P.M. on May 22. He questioned if anyone is available to attend, since he must work. Discussion followed. The Pool Committee met with Womelsdorf Café, who is going to be running the kitchen. According to

Mr. Miller, she wants to have lots of food, she has signed the contract and will present a check for \$300.00 because that was what was agreed to charge her because it is so late in the season. He noted she has to provide proof of insurance. Mrs. Hopple requested the roof in the kitchen be painted and cleaned. Mr. Edwards verified with Mr. Liptak we are okay with pool chemicals, etc.

MR. MOYER – Nothing to report.

MR. EDWARDS

COG – Council discussed the resent trash issues.

Horst Driveway – Mr. Edwards informed Council he is waiting to see if Mr. Horst does what was agreed upon.

MAYOR – Nothing additional to report.

NEW BUSINESS

Garbage Liens – Mr. Edwards had a list of seven accounts that are delinquent for payment of garbage bills. **Motion** moved by Mr. Fidler, seconded by Mr. Moyer to place liens on the seven delinquent garbage accounts. Motion carried unanimously.

CELG Contract Re: Borough of Womelsdorf Manager Recruitment – **Motion** moved by Mr. Fidler, seconded by Ms. Keller to sign the consulting contract agreement with CELG in obtaining a Borough Manager. Motion carried unanimously.

Municipal Financial Stabilization Program Contract – Mr. Edwards explained this is a program the County Commissioners have put together, which costs \$10,000.00 with the full amount paid by the County and they work with the Borough going over finances and coming up with a five-year program. Mr. Edwards stated it is at no cost to the Borough with the exception of anything the Borough would want and authorize that is over and above what is listed. Discussion followed. **Motion** moved by Mr. Fidler, seconded by Mr. Moyer to hire CELG for the Consulting Contract Agreement. Motion carried unanimously.

With no further business to be brought before Council, **Motion** moved by Mr. Fidler, seconded by Mrs. Hopple to adjourn the meeting. Motion carried unanimously. The meeting adjourned at 8:39 P.M.

Minutes Respectfully Submitted,

Nan Feeg
Acting Secretary