**WOMELSDORF BOROUGH COUNCIL WORKSHOP MEETING**

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

**August 18, 2020**

Council President Bruce Edwards called the meeting to order at 7:03 P.M. The meeting opened with the Pledge of Allegiance.

**PRESENT**

Council Members: Joshua Fidler (arrived 7:56 PM), James Mellon Sr., Connie Keller, Cindy Hopple (arrived 7:29 P.M.), Wayne Miller, David Moyer, Bruce Edwards, Mayor Jennifer Gettle (arrived 7:53 P.M.), Police Chief John Pontician, Jeff Fiant – Kraft Code Services (left 8:36 P.M.) and Nan Feeg - Acting Secretary.

**GUESTS**

Borough Maintenance Supervisor Carl Liptak, Residents: Leann Koch, Mario Hipp, Erin Koch and Rich Johnson and Jeff Krammer – Frasier United Voice.

**GUEST/ CITIZENS TO BE HEARD**

Jeff Krammer, Frasier United Voice – Mr. Edwards requested Council review the information regarding the phone system Frasier United Voice is offering in lieu of our old phone through Comcast. Mr. Krammer showed Council what his company could offer the borough to reduce phone costs, explained and showed the equipment, and answered Council’s questions regarding his company and their equipment. One hard line at least for now would need to be maintained to support the alarm system. Council was receptive to the information, but did not make any decisions. With no further questions for Mr. Krammer he left the meeting.

Leann Koch, Mario Hipp, Erin Koch and Rich Johnson – Mrs. Koch and Mr. Hipp explained their application and request for a handicap parking space at 110 S. 5th Street. Discussion followed. **Motion** moved by Mrs. Hopple, seconded by Ms. Keller for a handicap parking space at 110 S. 5th Street. Motion carried unanimously. Leann Koch, Mario Hipp, Erin Koch and Rich Johnson left the meeting.

**BILLS TO BE PAID**

Council reviewed the list of bills to be paid. Discussion followed, including property transfer inspections and Cintas bill. **Motion** moved by Mrs. Hopple, seconded by Mr. Mellon to approve the list of bills to be paid as listed in the amount of $49,655.27. Motion carried unanimously.

**BILLS TO BE RATIFIED** - None

**PAYROLL**

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

**COMMUNICATIONS**

One communication, with no action required, was given to Council Members.

**EMPLOYEES/BOARD MEMBERS/AUTHORITIES/COMMISSIONS**

Borough Maintenance Supervisor Carl Liptak – Mr. Liptak informed Council he has passed his CDL license and will work with Mr. Windley to obtain his CDL license. Both Mr. Liptak and Mr. Windley will be taking the pesticide class on September 15, with the test to be taken at the Ag. Center and there will be a fee. Although it is not required, Mr. Liptak requested to attend a 2-day course for a 5-year certification for pool operator with a fee of $300.00 a person. **Motion** moved by Mrs. Hopple, seconded by Mr. Miller to send Mr. Liptak to the pool operator course at a cost of $300.00. Motion carried unanimously. Mr. Liptak informed Council he has also signed up for LTap Courses. Mr. Liptak has checked the one spot that is sinking on South 4th Street done by Double D and filled it back in. He is getting quotes for bucket truck safety training. The baby pool is still leaking, but he thinks they have found/solved the problem. There is a problem with the paint and Sherwin Williams has agreed to replace the paint for free. Council also wants to ask for reimbursement of labor to repaint the pools. Mr. Liptak informed Council the woodchipper is here, but he wants to watch the demo video first before running it. The quote for the roll off dumpster from last year is still good, according to Mr. Liptak. Mr. Liptak has talked to Mr. McCarthy about the storm drain at Summit Circle and 422, which will be cut, dug up and filled back in with cold patch. Mr. Liptak requested more help, especially with clean-up coming up. Council agreed for him to contact Mr. Rentschler and Mr. Hoover and Mr. Nichlas if necessary. Discussion followed regarding weeding at the War Memorial and Town Park. Mayor Gettle informed Council she was contacted by residents Kirk and Colleen Haley, who have weeded two out of the five beds. The Haley’s would like to volunteer to weed, trim two of the bushes and mulch; they are only asking the Borough to buy the mulch, which Mr. Haley figures would cost around $200.00. Mrs. Hopple suggested giving the Haley’s a gift card and asking them to trim all of the bushes, because a lot of the bushes are overgrown and the Haley’s will know when and how to trim them since they have experience in landscaping. After a discussion, including whether residents should have to be weeding borough facilities, **Motion** moved by Mrs. Hopple, seconded by Mr. Fidler to spend up to $200.00 for mulch at the War Memorial and Town Park. Motion carried unanimously. Discussion followed regarding job descriptions and committees meeting to figure out what has to be done as well as grass cuttings in the street and the process of code enforcement. Mrs. Hopple pointed out to Council the asphalt is breaking away at the paper alley behind the homes in the 6th block of Franklin Street and Lyman Avenue on 6th Street and the backyards of those properties are flooding when it rains heavy. Discussion followed. Mrs. Hopple informed Council there is a meeting on Friday, August 21 at 2:30 to meet with the builder of the pavilion at the pool and requested Mr. Liptak attend. Mrs. Hopple reported she and Mr. Liptak will coordinate the roof colors.

**MR. FIANT**

Mr. Fiant reviewed with Council the various properties with property maintenance issues and their status. As for rentals, according to Mr. Fiant 15 properties have been inspected, 130 properties have registered with the Borough, 11 properties have been issued Certificates of Inspection and all properties are licensed with the Borough for the 2020 rental year. Mr. Fiant reported 13 Building Inspections were performed this past period, 9 Certificates of Occupancy were issued, and 7 permits were issued with a total improvement value of $53,985.00. He assured Council the old Boot Factory will get done. With no further business for Mr. Fiant, Council excused him from the meeting at 8:36 p.m.

**OLD BUSINESS**

Borough Boards/Commissions Vacancies – Council was reminded we still need to fill the following vacancies on Borough Boards and Commissions: Planning Commission (1), Zoning Hearing Board (1 plus 1 alternate), and Library Board (1).

Library Roof – Mr. Edwards informed Council he has been in touch with Jesse Unger, the contractor, and was informed Mr. Unger has the library roof on his schedule and he should get to it in the next 2-3 weeks. Mr. Edwards reminded Council it was already approved to spend $2,750.00 on the library roof and Mr. Unger stated the seams should be done every 7 years on that flat roof.

Online Bill Paying-Credit Card Convenience Fee for Garbage and Sewer Bills Paid Online – Discussion followed. **Motion** moved by Mrs. Hopple, seconded by Mr. Fidler to charge a $5.00 convenience fee when paying their garbage or sewer bill online by PayPal. Motion carried unanimously.

**MR. FIDLER**

Rec. Board –Mr. Fidler informed Council the Yard Sale will be October 3 and the Rec. Board would like to do a movie in the park “Charlie Brown’s Halloween.” Due to COVID-19 and the small size of the Council Room, Rec. Board is suggesting they walk down to the Town Park following the Tree Lighting for Santa and refreshments. Discussion followed. It was suggested to shut down North Front Street instead. The Rec. Board is questioning if they could donate $1,000-$2,000 and the Borough pay the rest for fireworks on New Year’s Eve. It was explained the Fire Company no longer wants to be involved and that is why they were stopped. The Rec. Board is suggesting converting the shuffleboard court in the Town Park be converted to a corn hole court. Council instructed Mr. Fidler to come back with plans and someone who can make it and then will consider it. Discussion followed regarding money budgeted for Rec. Board. Mr. Fidler questioned the bridge at the Town Park and Mr. Edwards informed him Forino will be pouring the concrete, which should be finished this week. No decision was made about purchasing the picnic tables since they did not have a quorum at their last meeting, but those that were in attendance were in favor of purchasing them according to Mr. Fidler.

LED Sign – Mr. Fidler informed Council he is expecting a quote for the LED Sign by the end of the week.

Snow Parking – Mr. Edwards informed Council Mr. Liptak will be taking care of the signage for snow parking.

Police Handbook – Mr. Fidler needs to discuss it with the Chief.

**MR. MELLON**

Streets/Street Lighting/Curb-Sidewalks – Mr. Mellon informed Council all blacktop and concrete work will be done this week and as for the water pooling on Mulberry Alley, it always was that way because it is pitched that way. Mr. Edwards informed Council the motion was up to $1,000.00 for South Water Street and with the other side it is now around $2,000.00 total, so he checked with the Solicitor and he agreed with Mr. McCarthy saying that is within the contract because we are still under budget with Folk. South Water Street will be shut down on Thursday, August 20 and Friday August 21 for patching until they are finished each day according to Mr. Edwards. Mr. Liptak will put up signage and Bethany has been contacted. The residents on Seltzer Avenue will need to go through the tunnel. Mr. Edwards noted he reviewed the original agreement with Bethany and patching is not included in the agreement with Bethany, only when the roadway has to be totally redone that they would bare half the cost of fixing the road if the road did not last a 20-year lifetime.

Sewer Authority – Mr. Mellon informed Council he has nothing from the Sewer Authority; they meet on July 19.

Office Doors – The doors have been installed and are beautiful.

Police Door – According to Mr. Liptak the police door is up and functional; it just needs the finishing touches.

**MS. KELLER**

Library – Ms. Keller reported she has spoken with Tim Kreider and things are “normal at the library, not full force, but they are doing just fine.”

Finance Committee – Ms. Keller will talk to Mrs. Balistrieri about starting on the budget. She questioned why not all the residents at Henner Apartments are being billed the per capita tax. Discussion followed.

**MRS. HOPPLE**

Personnel –Mrs. Hopple requested a Personnel Committee Meeting.

Banners – Mrs. Hopple checked with Mr. Liptak - the nine new Hometown Hero banners will be going up soon.

Pool Pavilion – **Motion** moved by Mrs. Hopple, seconded by Mr. Miller to approve construction of the pavilion at the pool from Wood Originals and concrete from Charlie Ulrich. $12,000.00 will be donated to the Borough to pay the bills for the pavilion, which will be in memory of Women of Today member Linda M. Gates and three trees will be donated in memory of Melissa Edwards and Women of Today members Diane Merkel and Lynette Gaskin. The Borough will need to pay for the three cement pads for the picnic tables. Motion carried unanimously. They will do the sealed plans according to Mrs. Hopple and Mr. Edwards said to make sure someone submits the permit application.

**MR. MILLER**

Pool – Mr. Miller informed Council he has been in contact with Renee Seisler and she is not interested in running the pool for the Borough, so the Pool Committee will continue looking at options.

Fire Company – Mr. Miller informed Council the Fire Company meets next week. The Social Quarters is open Wednesday, Thursday and Friday. Discussion followed.

**MR. MOYER**

Planning Commission – Mr. Moyer had nothing to report from the Planning Commission.

Buildings/Grounds/Maintenance/Insurance – Mr. Moyer informed Council the inlet/culvert at Bunker Hill Road is covered so Mr. Liptak will check it and the storm sewer inlet at Summit Circle needs repair. Mr. Moyer reported he has gotten prices on two filters, pump, etc. installed: one at $31,000.00 and another with glass pearl version at $48,000.00. Other infrastructure changes will need to be done to support these changes. It will need to be advertised and sealed bids. Mr. Moyer stated that since it was cleaned out, maybe it will work now, but at least we have some numbers. Mr. Liptak informed Council the camera is in at the ballfield and they are currently working on installing the one at Mill Spring. Discussion followed regarding the damage at the baseball field. It was agreed for Mrs. Balistrieri to send a letter including the expenses to repair the damage. With nothing further for Mr. Liptak, he was excused from the meeting. Discussion returned to the pool filters, etc. Mr. Moyer will try to get some technical information on the filters and all the work that needs to be done.

**MAYOR/CHIEF**

Police Vehicle – Chief Pontician reported the new vehicle is getting equipped. Mayor Gettle requested an Executive Session for personnel. Discussion followed on grass and weeds and not blowing debris into the streets and Mr. Edwards instructed Mayor Gettle to post it on Facebook.

**MR. EDWARDS**

COG – Mr. Edwards informed Council had nothing to report regarding the COG.

Grant – Roll-off Dumpster – **Motion** moved by Mr. Moyer, seconded by Mr. Miller to purchase the roll-off dumpster at the same price as was quoted originally on 01/17/19 at $5,707.00 plus $700.00 freight for a total cost of $6,407.00. Mr. Edwards informed Council everything has been received for the grant and we must pay the bills first and then submit for reimbursement. Motion carried unanimously.

**NEW BUSINESS**

Garbage Liens – Mr. Edwards had a list of 14 accounts that are delinquent for payment of garbage bills. **Motion** moved by Mrs. Hopple, seconded by Ms. Keller to place liens on the properties of the 14 delinquent garbage accounts. Motion carried unanimously.

**EXECUTIVE SESSION**

Council went into Executive Session for personnel reasons at 9:43 p.m. and returned at 9:59 p.m. It was noted it was previously approved for Mr. Liptak to receive a $1.00 an hour raise for passing his CDL. **Motion** moved by Mrs. Hopple, seconded by Mr. Mellon to reimburse Mr. Liptak the CDL physical fee of $165.00 and the fee of $87.50 for PA Department of Transportation for his CDL license. Motion carried with Mr. Miller and Ms. Keller voting “no.”

Mr. Edwards noted starting this pay period Mr. Liptak is to receive the additional $1.00 per hour.

Trees on West High Street – Mrs. Hopple requested Mr. Fiant be contacted to contact the two property owners on the northeast corner of West High and North 5th Street about trimming their trees back because the trees are going to block the vision of the buses.

Letter – Mrs. Hopple requested Mrs. Balistrieri send a letter to Lynn Schaeffer with input from Mr. Edwards.

With no further business to be brought before Council, **Motion** moved by Mr. Fidler, seconded by Mr. Moyer to adjourn the meeting. Motion carried unanimously. The meeting adjourned at 10:03 P.M.

Minutes Respectfully Submitted,

Nan Feeg

Acting Secretary