

WOMELSDORF BOROUGH COUNCIL WORKSHOP MEETING

Held at 101 W. High Street on

July 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: Joshua Fidler (arrived 7:48 PM), James Mellon Sr., Connie Keller, Cindy Hopple (arrived 7:29 P.M.), Wayne Miller, David Moyer, Bruce Edwards, Mayor Jennifer Gettle (arrived 7:49 P.M., Jeff Fiant – Kraft Code Services (left 7:58 P.M.) and Nan Feeg - Acting Secretary.

GUESTS

Borough Maintenance Supervisor Carl Liptak.

BILLS TO BE PAID

Mr. Miller questioned why two phone bills for the pool: Bill #2 AT&T and Bill #21 Verizon for allocations to the pool. It was explained #21 is for the cell phone that is shared by the pool and Borough Office. **Motion** moved by Mr. Miller, seconded by Mr. Mellon to approve the list of bills to be paid as listed in the amount of \$19,945.77. Motion carried unanimously.

BILLS TO BE RATIFIED

Motion moved by Mr. Moyer, seconded by Mr. Miller to approve the list of bills to be ratified as listed in the amount of \$8,459.14. Motion carried unanimously.

PAYROLL

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

COMMUNICATIONS

A list of communications was given to Council Members, none requesting action. Discussion followed regarding email Council Members received concerning the statewide ban on single-use plastic ordinances, with no action taken by Borough Council.

Letter of Resignation – Council President Bruce Edwards informed Council a letter of resignation has been received from William Madden from his position on the Sewer Authority effective July 31, 2020. Mr. Mellon explained Mr. Madden now has the hours to be an operator and has been hired full-time by the Sewer Authority effective August 2, 2020, so he has to step down from the Sewer Authority. Mr. Mellon expressed his interest in serving on the Sewer Authority since he is currently the liaison to the Sewer Authority, but Council agreed to table this until later in the meeting when the rest of Council will be present. **Motion** moved by Mr. Moyer, seconded by Mr. Miller with regrets, to accept William Madden's resignation from the Sewer Authority effective July 31, 2020. Motion carried unanimously. Ms. Keller expressed to Council that she was very interested on being on the Water Authority, but was informed by

Council President Bruce Edwards at that time he would prefer people other than Council members serving on the Committees.

EMPLOYEES/BOARD MEMBERS/AUTHORITIES/COMMISSIONS

Borough Maintenance Supervisor Carl Liptak – Mr. Liptak informed Council signs will be posted for street sweeping on High, Front, Franklin and South 2nd Streets. Mr. Liptak explained a laminating machine has been purchased to use to make the signs, which can be reused, and one side of a street will be done at a time. Discussion followed regarding weeds in the gutters at the construction site on the square, on Jefferson Street below the Seltzer Avenue properties, in the Summit View island, the south side of the 100 block of West High Street and at the library. It was suggested to seal the cracks at the curbs in the Borough. Mr. Mellon noted prior to the sidewalk repairs at the library he has documented and taken pictures of the neighboring cracked sidewalks adjacent to those sidewalks at the library. Mr. Liptak presented an estimated cost from ACR for metal roofing at the pool in the amount of \$2,651.00; however, he forgot about the skylights. Mr. Moyer is working on getting a price on the filters. The company that he had look at the pump and filters is concerned they are undersized. Mr. Moyer explained what could be done and suggested looking into grants depending on the costs of the filters; however, more money is needed because it's more than the filters that need to be upgraded. Discussion followed. Mr. Mellon reviewed the schedules of the upcoming roadwork, which are listed on Facebook and the Website. The Secretary will need to send letters to some of the residents on South 4th Street that will not have access to their driveways for approximately one week. Mr. Edwards informed Council concerning the triaxles, a call was made immediately and Martin's and the company that was hauling it found another place in Robesonia to haul it. Discussion followed.

MR. FIANT

Mr. Fiant explained to Council many of the D.J. hearings are being postponed since the virus struck and he hopes it will resolve itself in the near future. He questioned the water situation at the Cuevas property on Jefferson Street and will talk to Mr. Kissling regarding his South Front Street property to ensure progress resumes. Mr. Fiant was asked by Council to check on the damage to the garage structure at 322 Dogwood Lane as well as to check on the red barn that appears to be falling over on Cherry Alley between 3rd and 4th Streets near CW West. Mr. Fiant informed Council the old Boot Factory is ready to make the repairs; however, he needs a fee schedule regarding the street cut. Discussion followed. Council agreed to use the fee schedule we currently have even though it needs updating, rather than wait for an update, so Mr. Fiant will meet with them. As for rentals, according to Mr. Fiant 127 properties have registered with the Borough, 7 properties have been inspected, 6 properties have been issued Certificates on Inspection. Mr. Fiant hopes the re-inspections will plummet since they have been through the cycle once. Mr. Fiant reported for the period 06/07/20 - 07/11/20, 5 Building Inspections were done, 5 Certificates of Occupancy were issued, and 9 permits were issued with a total improvement value of \$72,732.00.

OLD BUSINESS

Borough Boards/Commissions Vacancies – Discussion followed regarding Mr. Mellon serving on the Sewer Authority to replace William Madden. **Motion** moved by Mrs. Hopple, seconded by Mr. Fidler to appoint Mr. Mellon to William Madden's position on the Sewer Authority.

Motion carried unanimously. Mr. Edwards reviewed with Council the remaining positions that need to be filled: Planning Commission – member, Library Board – member and Zoning Hearing Board - member and alternate

Emergency Management Plan/NIMs Training – Council agreed they need to be completed.

South 4th Street, Forino Final Quote – Mr. Edwards reminded Council they need to ratify the final quote from Forino for the curbing on South 4th Street that was originally awarded to Double D and then went back out, which Mr. Edwards reviewed with Council for a total amount \$3,510.00. Council agreed unanimously after Mrs. Hopple and Mr. Moyer agreed to ratify the amount of \$3,510.00 for Forino to do the curbing on South 4th Street.

Borough Postings – Mayor Gettle informed Council Mr. Liptak is now able to post maintenance items for the Borough, such as street sweeping.

Double D – Bunker Hill Road – Mr. Edwards informed Council he has checked with the Solicitor regarding the extra bills that were received by the Borough from McCarthy for close to \$2,700.00 to put the bids out again, and his advice is to deduct it from the bill, if the Borough receives one, from Double D.

Bunker Hill Road – Mr. Moyer expressed to Council his concern regarding water getting to the inlet after the road is paved so he thinks that should be checked.

MR. FIDLER

Rec. Board – Mr. Fidler thanked the organizations for holding the food vendor truck event in the park. Rec. Board is questioning why they are being charged for the Verizon and electric bills for the LED sign and when they will stop since the sign has been shut off. Discussion followed. Council agreed none of the charges for the LED sign should go to the Rec. Board; electric bills should be paid using Borough funds and Verizon should be contacted to discontinue service to the LED sign. Mr. Fidler informed Council the Rec. Board would like to schedule a Community Yard Sale for September 12 from 7 a.m. to 12 p.m. Discussion followed. Council agreed this should be coordinated with the Women of Today's Vendor Show in the Park and Library breakfast at Zion Lutheran in October since that was originally agreed upon. Mrs. Hopple will verify the Library still intends on holding their breakfast. Mr. Fidler questioned if the Rec. Board could meet at the Town Park instead of the Borough Hall so Mr. Edwards will check with the Solicitor, as long as the date and time do not change. Mr. Fidler brought to Council the Rec. Board will like to put in duck feeding machines in the Town Park. Discussion followed, with some Council members expressing their concerns, including if feeding wildlife should be encouraged, vandalism to the machines, COVID, and duck/goose droppings. Mr. Fidler was instructed to check if this is even something the Borough would be permitted to do.

LED Sign – Mr. Fidler informed Council he has heard nothing regarding the LED Sign, but will reach back out to the guy.

MR. MELLON

Streets/Street Lighting/Curb-Sidewalks – Mr. Mellon questioned the use of LED lights for street lighting. Mr. Edwards informed Mr. Mellon he has looked into it and even attended meetings with Met-Ed regarding LED street lighting. Penn Hill Park, which is Met-Ed, has them and we are saving about 25% on the Met-Ed Bill and as for PPL they informed him they install them at their own pace.

Sewer Authority – Mr. Mellon informed Council the sewer grants will now only be awarded in September.

Office Doors – According to Mr. Mellon the office doors are scheduled to be installed starting August 3, if the “glass” comes in on July 31, as scheduled.

Codification – Mr. Mellon noted to Council that as a result of his attending the training for newly elected officials, it was brought to his attention the importance of codification of ordinances, which was last done by the Borough in 2006. Due to the expense, Mr. Mellon questioned if we could look into it for next year. The CD does not work and another one cannot be gotten because the company no longer supports it. He would even be willing to have the current “book” scanned so we would have an electronic copy of it and would like codification of the ordinances to be considered to be included in next year’s budget. Discussion followed and Council agreed codification should be considered. Mr. Edwards will check with Paul Janssen from the County and the Secretary is to contact the Borough’s Association for companies that offer this and their prices.

Billing – Mr. Mellon presented to Council information he has gathered from Invoice Cloud, which does integrate with our current billing program, RVS. Council members questioned about the status of paying online through the website. Discussion followed. It was agreed Mr. Mellon should contact Mrs. Fitterling about this.

MS. KELLER

Library – Ms. Keller reported she has not heard anything from the library, but sees they are open, but not sure to what extent.

MRS. HOPPLE

Water Authority – Mrs. Hopple informed Council she checked with Glenn Eberly and everything is okay with the Water Authority.

Personnel – According to Mrs. Hopple everything is good as far as she knows with Personnel.

Banners – Mrs. Hopple informed Council the nine new Hometown Hero banners have been delivered to the Borough. She reported there has been a principal change at CW West and the new principal gave the go ahead to put up the new banners. The nine new banners will replace the few blue banners that are still up, and the remainder will be put up at about three areas that don’t have banners yet according to Mrs. Hopple. She stated we have extra hooks for those areas, and the original ones will remain up so all the banners in town will be Hometown Heroes.

Town Park – Mrs. Hopple informed Council Mrs. Sarah Effrig has been weeding the beds in the Town Park and requested the Secretary send her a thank you note. Council agreed a thank you note should be sent to Mrs. Effrig.

Foot Vendor Truck Sale – Mrs. Hopple informed Council the Food Vendor Truck Sale was a success and everyone seemed grateful for the event.

Pool Pavilion – Mrs. Hopple informed Council Paul Hopple, Ryan Hopple, Carl Liptak and Trondell Windley met regarding the pavilion. They are looking to go with Pioneer Pole Building regarding constructing a pavilion at the pool, which would have wood poles and a steel roof, and they want to try to match it with the pool house. Discussion followed on locations to place the pavilion. It would cost \$8,869.00 for a 24’X28’X10’ high pavilion and probably \$2,750.00 for the concrete, and they will do everything except they will not pick up the stones, but they will include the non-stamped blueprints free of charge, if this is something we can get waived by the engineers instead of having to pay for stamped blueprints, according to Mrs. Hopple. Mrs. Hopple stated this compares to about \$8,500.00 for the lumber alone if we would build the pavilion ourselves. Mrs. Hopple then questioned Council if the Women of Today could donate

the money to the Borough or to the Rec. Board and not have to pay tax on it. Mrs. Hopple informed Council she thinks she can get around \$12,000.00 in donations. Discussion followed. The donations will not cover the electric. She is hoping to meet with the Rec. Board for the possibility of them donating picnic tables for under the pavilion, similar to what the lifeguard chairs are made out of. Mr. Miller also requested additional picnic tables be purchased for the pool area as well and be placed on a cement slab. Mrs. Hopple explained to Council the pavilion will be in memory of a former Women of Today member and 3 trees will be planted next spring by the Women of Today, with a fourth tree also being donated. Mrs. Hopple informed Council she would like to get the pavilion built by September and to have the dedication next spring. She is hoping people will rent the pavilion, which will bring in income for the Borough. Discussion followed. Mr. Edwards will discuss the pavilion with the Solicitor and Engineer. Mrs. Hopple also informed Council she is looking into the cost of a mushroom. Mrs. Hopple said it is a shame we don't have more money for the storage area at the pavilion and Mr. Moyer suggested taking some money, adding to it and enclosing that area for a new pump and filter house since the pipes are right there and use that area as storage. Discussion followed, including location of pipes and contacting people who might have information from when the pool was built.

MR. MILLER

Pool – Mr. Miller informed Council he has gotten prices for the picnic tables and they are \$795.00 each. He would like to purchase five or six tables for around the pool area in addition to the ones for the pavilion.

Fire Company – He questioned Council if anyone knows if they have resumed meetings.

MR. MOYER

Streets/Sidewalk Committee – He requested the Committee meet soon because their plans might affect next year's budget. He wants to develop his spreadsheet a little further to forecast street repairs for next year. It was noted Park Court Apartments is having some cement work done there and since some of their curb is crumbling and one patch of sidewalk needs repaired, it was suggested the curb and sidewalk could be repaired at the same time. Discussion followed. Mr. Mellon volunteered to make contact with Park Court about having the curb and sidewalk repaired, since he has the contact for Park Court Apartments that he received from Glenn Eberly.

MAYOR/CHIEF - Nothing to report.

Grass in Streets – Council complained about the grass being blown into the streets at the southeast corner of 2nd and High Streets and would like it addressed by the Police Department.

MR. EDWARDS

COG – Mr. Edwards informed Council he granted permission for the trash hauler to start at 5:30 a.m. due to the heat. The Maintenance Department will also be starting early.

NEW BUSINESS

Committee Meetings - Mr. Edwards clarified the holding of Committee Meetings with Mr. Mellon.

Bulletin Boards – Mr. Miller requested permission to list the day of the month on the bulletin boards for meetings rather than actual dates and changing them all the time and Council agreed.

Pool – Mr. Edwards pointed out to Council touch up is needed and Mr. Miller added the lane numbers need to be painted as well, so Mr. Liptak will contact the painter. The baby pool has been painted per Mr. Liptak.

New Police Door – Mr. Liptak informed Council the police lock/door needs to be replaced and estimates a new one will cost around \$2,000.00. Discussion followed. **Motion** moved by Mr. Fidler, seconded by Mrs. Hopple to spend up to \$2,500.00 on a new door/frame and equipment for the Police Department. Motion carried unanimously.

Cameras – Mr. Miller questioned when the cameras are being installed. Mr. Edwards will look into it.

Borough Hall Air Conditioners – Mrs. Hopple questioned if the air conditioners are working in the Borough Hall since the room is warm during meetings. Discussion followed.

With no further business to be brought before Council, **Motion** moved by Mr. Fidler, seconded by Mr. Miller to adjourn the meeting. Motion carried unanimously. The meeting adjourned at 9:21 P.M.

Minutes Respectfully Submitted,

Nan Feeg
Acting Secretary