

## **WOMELSDORF BOROUGH COUNCIL WORKSHOP MEETING**

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

**November 17, 2020**

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, James Mellon Sr., Connie Keller, Cindy Hopple (left 9:10 P.M), Wayne Miller, David Moyer, Bruce Edwards, Jeff Fiant – Kraft Code Services (left 7:55 P.M.) and Nan Feeg - Acting Secretary.

### **ABSENT**

Mayor Jennifer Gettle and Police Chief John Pontician

### **GUESTS**

Carl Liptak (left 8:39 P.M.), Vicki Richards (left 7:30 P.M.) and Mandi Sena (left 7:30 P.M.)

### **BILLS TO BE PAID**

Council reviewed and discussed the list of bills to be paid. **Motion** moved by Mr. Miller, seconded by Mr. Moyer to approve the list of bills to be paid as listed in the amount of \$36,342.30. Motion carried unanimously.

### **BILLS TO BE RATIFIED - None**

### **PAYROLL**

**Motion** moved by Mrs. Hopple, seconded by Ms. Keller to pay the current payroll. 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.

### **GUESTS/ CITIZENS TO BE HEARD**

Vicki Richards, Resident – Mrs. Richards expressed her concerns regarding the speeding on Cherry Drive, which she has discussed with Officer Schlichter; however, there is only one speed limit sign and it is facing east up near the elementary school. She also discussed with Council people going through the stop signs and parking where there is no parking on North 4<sup>th</sup> Street. Discussion followed. Council instructed Mr. Fidler to discuss the issues with Chief Pontician as well as if there is an ordinance regarding speed in alleys.

Mandi Sena, Girl Scouts – Mrs. Sena questioned Council about placing a “Blessing Box” somewhere in the Borough. She explained the “Blessing Box” and that the Girl Scouts would fill it initially with non-perishables and then check it once it a week. Discussion followed. Council instructed Ms. Keller to check with the library about placing the box there.

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

Maintenance Manager Carl Liptak – Mr. Liptak reported to Council they have been primarily collecting leaves and working on Mr. Windley's pesticide license. He noted the 550 is not running well; he has done some repairs and it will be going to Hurst on Tuesday. Discussion followed on the water level in the pool over the winter.

## **MR. FIANT**

Mr. Fiant reviewed with Council the monthly report from Kraft Code Services LLC., including updating Council on various properties with property maintenance issues and their status. Council informed Council of a torn apart vehicle in the rear of a property on S. Front Street that the Chief has also contacted Mr. Fiant about, so Kraft Code Services will address that issue. Mr. Fiant reported the following regarding rental properties: 37 properties have been inspected, 130 properties have registered with the Borough, 30 properties have been issued Certificates on Inspections, and all rental properties are licensed with the Borough for 2020. He noted they are continuing to schedule rental inspections. Mr. Fiant reported for the period 10/11/20 through 11/10/20 they have performed 13 building inspections and 3 building permits were issued with a total improvement value of \$12,001.00. With no further business for Mr. Fiant, Council excused him from the meeting at 7:55 p.m.

## **OLD BUSINESS**

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

Online Bill Paying – Mr. Mellon informed Council Mrs. Balistreri has a meeting scheduled with QuickBooks on November 30.

Phone System – Mr. Edwards noted there is nothing new to report regarding the phone system and Mrs. Balistreri is continuing to work on it.

Fee Schedule – Council agreed to table discussing updating the Fee Schedule.

## **MR. FIDLER**

Rec. Board – Mr. Fidler reported to Council regarding the November Rec. Board Meeting:

- Christmas Tree Lighting – It is scheduled for the first Sunday in December, which is December 6, at 6 PM and Rec. Board is questioning if it should be held in the Borough Hall. Discussion followed. Council agreed for the Rec. Board to continue making plans for the tree lighting, with the understanding it could be cancelled due to COVID and to hold it outside of the Borough Hall. It was suggested no parking out front and alongside the Borough Hall. The Rec. Board is requesting to spend up to \$400.00 to purchase the tree, decorations, hot chocolate, cookies, etc. for the tree lighting. Santa is scheduled to attend. **Motion** moved by Mr. Moyer, seconded by Mrs. Hopple to spend up to \$400.00 for the Borough Christmas Tree Lighting. Motion carried unanimously.
- Tables at Pool – Rec. Board would like to spend up to \$1,500.00 for tables at the pool. **Motion** moved by Mr. Miller, seconded by Mrs. Hopple to spend up to \$1,500.00 for tables at the pool. Motion carried unanimously. Mrs. Hopple noted the tables at the Town Park also need to be replaced.
- Use of Facilities Applications – Rec. Board is questioning the approval process for Use of Facilities Applications. Discussion followed, including the approval process as well as

having the application signed/approved by a Borough Official and fees charged at the ball and soccer fields. Council agreed no Borough Official signature will be required and to table the fees charged since the fields will not be used again until Spring. Mrs. Hopple requested something be done with the batting cage; either donate it or use it. Discussion followed. Council agreed to table this until Mr. Moyer checks out the condition of the batting cage.

#### **MR. MELLON**

Budget – Mr. Mellon reminded Council about the income line in the budget for the use of the fields.

#### Streets/Street Lighting/Curb-Sidewalks

- Sidewalks - Mr. Mellon would like to discuss the inspection of sidewalks with the Streets and Sidewalk Committee after the Workshop Meeting. He suggested McCarthy Engineering split the Borough into four sections for inspection of sidewalks. Mr. Moyer suggested the Borough save that money; we already have the books for curb and sidewalk inspections or Mr. Moyer himself could split the Borough into four sections and Council agreed.
- Handicap Parking Space Application – Mr. Mellon informed Council an application has been submitted by Harry Godfrey for a handicap parking space at 38 South Front Street. Discussion followed. **Motion** moved by Mr. Mellon, seconded by Mr. Miller to issue a handicap parking space at 38 South Front Street. Motion carried unanimously.

Sewer Authority – Mr. Mellon reported he will be attending the Sewer Authority Meeting on November 18.

#### **MS. KELLER**

Library – Ms. Keller reported they are also meeting tonight, November 17. The library is waiting to hear from the State regarding their funding. Mr. Edwards questioned Ms. Keller if the library was informed Council approved their request for the installation of an outdoor WiFi Access Point on the library building, so she will be sure to inform them.

Finance Committee – It was suggested the vote on the proposed budget be tabled until later in the meeting.

Western Berks Joint Planning Commission – Ms. Keller informed Council their meeting was changed from November 17; they will be meeting on Thursday, November 19.

Social Media Webinar – Ms. Keller questioned Council members if anyone has signed up for the webinar on social media. She would have liked to attend, but has a conflict. No other Council members expressed an interest in attending.

#### **MRS. HOPPLE**

Personnel – Mrs. Hopple thanked Mr. Liptak for passing his various certifications and informed Council he is now focusing on working with Trondell for his pesticide test.

Pool Pavilion – Mrs. Hopple informed Council the pool pavilion will be going up in December and a big dedication is scheduled for the Saturday before Memorial Day.

Christmas Party – Mrs. Hopple informed Council due to COVID-19, the Borough Christmas party will be cancelled for this year.

## **MR. MILLER**

Fire Company – Mr. Miller informed Council he has informed Fire Chief Bob Martin the parts for the traffic light are in and the light will probably be updated in December. The hand pumper is insured for \$5,000.00, but Mr. Miller would like them to have a copy showing that. Council is waiting on the Solicitor's review of the agreement before Mr. Edwards signs it.

Pool – We are waiting for McCarthy to put it out for bid. Mr. Miller informed Council he has a meeting scheduled on December 9 at the YMCA with them.

## **MR. MOYER**

Planning Commission – Mr. Moyer had nothing to report, but did question the email received from McCarthy about the infiltration testing for the Zimmerman/Martin Subdivision and who ordered that inspection because nothing has come to Planning Commission. Mr. Edwards will contact McCarthy Engineering.

Buildings/Grounds/Maintenance/Insurance – Mr. Moyer requested the Committee meet with Mr. Liptak, preferably during the day, to go over and prioritize lists of things to be done. Mrs. Hopple reported she is unable to attend during the day, but would be fine if they would meet without her.

Streets – Mr. Moyer reported to Council he has a list of streets to be repaired to review and prioritize.

**MAYOR/CHIEF PONTICIAN** - Both absent.

**MR. EDWARDS** – Nothing additional to report.

## **NEW BUSINESS**

C2C Design Group Request – Email received from C2C Design Group regarding performance guarantee estimate reduction request for P&J Pizza and letter from Jim McCarthy, McCarthy Engineering recommending a full release of the Financial Surety in the amount of \$33,459.00 based on a site inspection on November 5, 2020, that all required improvements have been constructed. **Motion** moved by Mrs. Hopple, seconded by Mr. Fidler to approve the full release of the original financial surety in the amount of \$33,459.00. Motion carried unanimously.

Garbage Liens – Mr. Edwards reviewed with Council the list consisting of three accounts that are delinquent for non-payment of garbage bills. **Motion** moved by Mrs. Hopple, seconded by Ms. Keller to place liens on the properties of the three delinquent garbage accounts. Motion carried unanimously.

**EXECUTIVE SESSION** – Council went into Executive Session at 8:40 p.m. to discuss personnel and returned at 9:08 p.m. **Motion** moved by Mrs. Hopple, seconded by Ms. Keller to spend \$1,320.00 on gift cards from Boyer's for borough employees. Motion carried unanimously. Mrs. Hopple excused herself and left the meeting.

Budget – Mr. Edwards reviewed with Council the proposed budget. Discussion followed.

**Motion** moved by Mr. Miller, seconded by Ms. Keller to advertise the budget as soon as Mrs. Balistrieri has the figures from the Sewer Authority and the changes agreed upon by Council. Motion carried unanimously with Mrs. Hopple absent.

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 9:25 P.M.

Minutes Respectfully Submitted,

Nan Feeg  
Acting Secretary