

## **WOMELSDORF BOROUGH WORKSHOP MEETING**

### **Held at 101 W. High Street on July 18<sup>th</sup> 2023**

Council President Bruce A. Edwards called the meeting to order at 7:00 pm. The meeting opened with the Pledge of Allegiance.

**Attendees:** Council Members: David Craft, Council President Bruce Edwards, Connie Keller, Mayor Jennifer Gettle, Cindy Hopple, James Mellon Sr., Shannon Windley (arrived 8:07pm), Hector Feliciano, Borough Manager- Michael Williams, Secretary - Melissa Mellon, Maintenance Manager- Carl Liptak, Solicitor- Colin MacFarlane, Engineer- Spencer Ericke, Code Enforcement – Jeff Fiant.

**Absent:** Police Chief- John Pontician

**Minutes:** **Motion** by Mrs. Hopple, seconded by Mr. Mellon to approve the June 6<sup>th</sup>, 2023 minutes as presented. Motion carried. **Motion** by Mr. Feliciano, seconded by Mr. Craft to approve the June 20<sup>th</sup>, 2023 minutes as presented. Motion carried.

**Bills to be Paid:** Council members reviewed the list of bills to be paid. Discussion was held on the War Memorial landscaping. **Motion** by Mr. Mellon, seconded by Mr. Feliciano to approve the list of bills to be paid in the total amount of \$48,509.76. Motion carried.

**Payroll:** **Motion** by Mrs. Hopple, seconded by Mr. Feliciano to pay the current payroll. Motion carried. **Motion** by Mr. Craft, seconded by Mr. Mellon to pay payroll between meetings. Motion carried.

**Citizens to be heard:** Mrs. Eileen Zerbe requested to know if individuals with Jehovah's Witness require a solicitation permit. Mr. Edwards and Solicitor explained that they fall under a religious exemption.

**Old Business** – Mr. Edwards mentioned the ongoing construction of the townhomes and noted that grass has been mowed in the alley. Further issues with construction dust can be mitigated by requesting contractor to wet down soil before work.

**Public Works** – As plans for the new maintenance shed are developed, request was made for a window to improve lighting in the interior.

**Borough Manager** – Report reviewed. Dayland Berkihsier has asked to assemble the Womelsdorf Fire Police and request assistance from Womelsdorf Police and neighboring municipalities' Fire Police for the Ride for Freedom event on August 27<sup>th</sup>, 2023. **Motion** by Mrs. Hopple, seconded by Mr. Craft to assist as requested. Motion carried. Dollar General property was re-assessed for tax purposes. The letter to Senator Gebhard reviewed at last meeting was sent. Colonial Fitness refund for park rental fees was issued as approved at the last Council Meeting. Additional newsletters were printed and distributed. Signed contracts were returned to LAF Renewables to authorize mowing to begin.

**Solicitor-** Lien claims for unpaid trash bills have been filed. Minor changes are being updated to the handbook as recommended by the personnel committee. Council members deliberated updating the smoking ordinance to ban vaping on Borough property, however ultimately determined no action is to be taken at this time.

**Kraft-** Reviewed report. Mr. Edwards questioned the plan for maintenance of the grass alley and common ground at the new townhomes, Kraft to follow up. Notification was made regarding disrepair of the schoolhouse apartment parking lot.

**Engineer** – Recommended MS4 waiver application be submitted prior to the permit renewal date on August 23<sup>rd</sup> which will delay the need to submit the renewal permit until after the waiver application has been processed. Mr. Williams to coordinate a meeting between Mr. Liptak, Borough Office and Engineer's Office regarding this process as well as the upcoming inspection. Ballpark Plaza was discussed at the planning commission last evening and expectation that the curb and sidewalk would be extended to connect with the existing network was conveyed. Mulberry Alley Bridge Deck will be out to bid in August. Bids are anticipated to be available for approval in the September meeting for work to begin in Spring 2024. Council provided Mr. Ericke with signed road contracts as approved at the last meeting, for work to begin in

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August 2023. The proposed sidewalk work at the grass alleys and library will be split into multiple projects by location and receive individual contractor bids. The War Memorial sketches were received from Mrs. Hopple and a bid package will be prepared. Park Stream walls is next on the schedule. Mr. Ericke has indicated he believes the pool filter design-build is a specialty service and would not require bidding. He will confirm with the Solicitor that pricing can be accepted directly from a request for proposal. 300 Mill Rd sidewalk is to be demolished and re-poured next week. Sidewalk letters will be ready to send to commercial property owners along 422 this week and the Pretzel Factory swale letter will be prepared. The ordinance to establish S. Mill Rd as a one-way street was reviewed. **Motion** by Mrs. Hopple, seconded by Mr. Craft to advertise the ordinance. Motion carried. Mr. Williams to send a letter to the property owners along this street to notify them of the planned changes in addition to the advertisement for the general public.

**Mrs. Windley** – Rec Board reported they were unable to access the shed due to a broken keypad, but this has been repaired. They asked about placing a gaga pit in the park, however Council questioned if it would receive use and asked about the previous plan to construct a cement cornhole game. Mrs. Windley will follow up on these items with Rec Board.

**Mr. Mellon** – Nothing to report.

**Mrs. Keller**- The Womelsdorf Librarian gave a 30-day notice of resignation. The Fire & Ice Festival will be held July 29<sup>th</sup>. The library will host Matt Dodd on Aug 2<sup>nd</sup> for a “Songs of Kindness” event.

**Mr. Craft** – Fire Company cookouts continue, but will not be held this week because of the Carnival at the park.

**Mr. Feliciano** –Upcoming events at the pool include the July 28<sup>th</sup> glow party and the Aug 4<sup>th</sup> Beach Ball Bash.

**Mrs. Hopple** – Mrs. Hopple requested Miss Mellon be in touch with payroll about any necessary tax filings or paperwork prior to the upcoming \$600 payment for Playgroup. Requested an executive session tonight. Carnival is this week at the park. Discounted pool membership is under consideration for individuals and families joining late in the season.

**Mayor Jennifer Gettle** – Chris Miller is now on the police schedule. Going forward, Mr. Edwards and Mrs. Gettle will have access to the Police schedule in addition to Chief Pontician.

**Mr. Edwards** – Next Wednesday, COG is to meet to vote to enact the last 1-year rider for the trash contract. Consumer Price Index will dictate the price increase per the contract. COG is anticipating a much larger price increase for the new contract.

**New Business**- Penn DOT requires a completed application to provide updates to the pedestrian crosswalk at 422 at no cost to the Borough. **Motion** by Mr. Feliciano, seconded by Mrs. Hopple to approve the application for pedestrian crosswalk updates. Motion carried. Mrs. Keller questioned having an east/west left turn arrow installed, however Mr. Williams noted this application would be limited to the crosswalk. Current credit card user fees do not adequately cover the cost to the Borough. An increase was considered, however additional information is needed, therefore Mr. Williams will follow up with the Solicitor. Mr. Edwards discussed notifying residents about the need for a bond for creek wall and pool filtration system repairs. Enacting a cat ordinance was deliberated but no action is to be taken at this time.

**Motion** by Mr. Mellon, seconded by Mr. Feliciano to recess at 8:31pm for an Executive Session with no action to be taken after the executive session. Motion carried. Meeting recessed.

Council returned from Executive Session at 9:42pm. **Motion** by Mr. Mellon, seconded by Mr. Feliciano to adjourn the meeting at 9:42pm. Motion carried. Meeting adjourned.

Respectfully Submitted,

Melissa (Lisa) Mellon, Secretary