

WOMELSDORF BOROUGH COUNCIL MEETING

Held at 101 W. High Street on June 20th 2023

Council Vice-President Cindy Hopple called the meeting to order at 7:00 pm. The meeting opened with the Pledge of Allegiance.

Attendees: Council Members: David Craft, Connie Keller, Mayor Jennifer Gettle, Cindy Hopple, James Mellon Sr., Shannon Windley, Hector Feliciano, Kraft Code Representative- Jeff Fiant, Borough Manager- Michael Williams, Secretary - Melissa Mellon

Absent: Council President Bruce Edwards, Police Chief- John Pontician, Maintenance Manager- Carl Liptak,

Minutes: Motion by Mrs. Keller, seconded by Mr. Craft to approve the May 17th meeting minutes once the date of the meeting was verified. Motion carried. (Meeting was held on Wednesday, May 17th due to primaries on Tuesday May 16th.)

Bills to be Paid: Council members reviewed the list of bills to be paid. Motion by Mr. Mellon, seconded by Mrs. Keller to approve the list of bills to be paid in the total amount of \$24,186.05. Motion carried. Council members reviewed the bills to be ratified. Motion by Mr. Mellon, seconded by Mrs. Windley to approve the list of bills to be ratified in the total amount of \$150.00

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

Communications: Reviewed communication from Rockhound about updates to the Hometown Hero Application process

Old Business –Mr. Mellon contacted IT, unfortunately the security cameras they have available will not work on an open wifi network such as a Comcast hotspot. Other options need to be explored. The inspection for Willow Alley garage was completed. Mr. Williams to follow up on address assignment.

Public Works (via Mr. Williams)- Library and handicap signs going up this week. Ballfield netting was removed. Mr. Liptak is creating a supply list for guiderail repairs on Mulberry Alley. Pine St curb to be repainted next week.

Kraft Code- Mr. Fiant reviewed report of violations, inspections and permitting. Discussed branches or other growth overhanging a neighboring property is a civil matter but generally can be trimmed by the adjoining property owner. Discussion regarding code about feeding wildlife. Discussion regarding chickens on property within Borough limits. Mr. Mellon requested Kraft Code coordinate with Engineer's Office in drafting a flow sheet for residents and Borough Staff navigating the building/zoning process.

Lynn and Tim Kreider- LJ's Fitness – requested a waiver of land development study for an addition to their building as structure is to be built over an existing parking lot. Mr. Fiant noted the building permit plans have been received but are pending additional information. Once complete, permit cannot be approved until there is a land development study or a waiver in place. Mrs. Hopple read a communication from the Engineer's Office recommending delaying any consideration of a waiver until their offices receive the building plans for review. Council advised follow up with both Engineer and Code Offices. Waiver decision to be deferred pending additional information.

Citizens to be heard: Citizen Rebecca Gilbert (arrived at 7:20pm) had a request about land for a community garden. Mrs. Hopple advised a contact with the elementary school about a fenced plot on their property which was intended for a community garden but has not been in use for some time.

Borough Manager – Reviewed report. Certified letters sent to homeowners along Mulberry Alley this week regarding guiderail repairs. Rec Board playgroup tasks were completed. Grant writing seminar attended last week emphasized the developing relationships for future applications. Mr. Craft suggested consideration of grants for needed creek wall repairs.

Mrs. Windley- Playground group started yesterday and is going well. Discussion of Community Association work.

Mr. Mellon – Inquired about progress on the sidewalk letters to businesses along 422 and requested Mr. Williams follow up with Engineer's Office who is drafting the letters for Solicitor to review. Progress of 300 Mill Rd sidewalk and ADA

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ramp is stalled awaiting clarification on County funding for the ramp. **Motion** by Mr. Craft, seconded by Mr. Mellon to cover cost of the ADA ramp, not to exceed \$4000, only if County does not provide necessary funding, so work can progress. Motion carried.

Mrs. Keller- Numerous complaints received from tenants of the 3rd and High St. Apartments about difficulties accessing their parking lot due to cars parked in the neighboring church lot. Mrs. Keller proposed a letter be sent to the landlord about the situation. Mrs. Hopple and Mayor Hopple discussed that as both are private property, signs would be the responsibility of the landlord and requested the Solicitor be consulted prior to any such communication. Requested the speed sign be relocated to a more effective location. Mr. Williams to coordinate this with Chief Pontician.

Mr. Craft – Provided a list to Mr. Williams of small maintenance issues around the Borough in need of attention

Mr. Feliciano – Nothing to report

Mrs. Hopple –Requested a brief executive session at conclusion of other business with no action to be taken. Requested Mr. Williams speak with Engineer on the War Memorial bidding process and creek wall repairs. Sewer cap on E. High St is to be repaired this week.

Mayor Jennifer Gettle –Security cameras around town need to be a priority for repair due to ongoing vandalism.

New Business- Mrs. Hopple reported the Borough Shed next to the maintenance building is in disrepair, pending a bid to remove the shed for replacement. Quote was received to outsource mowing the lower lot behind the baseball field for \$75 per mowing, billed monthly; **Motion** by Mr. Mellon seconded Mrs. Windley, to contract mowing this plot of land for the 2023 season, not to exceed \$75/week. Motion carried. Sample of the newsletter was provided to council for review, delivery expected before next meeting. Discussed digitizing files at Borough Office. Three toilets are being purchased to replace those in the Borough Hall restrooms. Mayor Gettle mentioned the ladies' room in the park is leaking and should be considered for replacement.

Motion by Mr. Mellon, seconded by Mr. Feliciano to recess the meeting until after executive session with no expected action to be taken after recess. Motion carried unanimously. Meeting recessed at 8:12 pm

Returned from executive session at 8:20pm. with no further action to be taken. **Motion** by Mr. Mellon, seconded by Mrs. Keller to adjourn the meeting at 8:20pm. Motion carried.

Respectfully Submitted,

Melissa (Lisa) Mellon, Secretary