

WOMELSDORF BOROUGH COUNCIL MEETING
Held at 101 W. High Street on October 4th 2022

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

Attendees: Council Members: Shannon Windley, James Mellon Sr, Bruce Edwards, Mayor Jennifer Gettle, Cindy Hopple, Hector Feliciano (arrived at 7:56 pm), Solicitor- Andrew George, Engineer- Jim McCarthy, Borough Secretary - Rachel Brown and Borough Manager- Michael Williams
Absent: Connie Keller, Police Chief John Pontician, Maintenance Manager - Carl Liptak

Minutes:

Motion by Mrs. Hopple, seconded by Mr. Mellon to approve the September 6th, 2022 minutes as presented. Motion carried. **Motion** by Mr. Mellon seconded by Mr. Craft to approve the September 20th, 2022 minutes adding Mr. Craft and Engineer - Jim McCarthy to the attendees list. Motion carried.

Bills to be Paid: Council members reviewed and discussed the list of bills to be paid and the list of ratified bills. **Motion** by Mrs. Hopple, seconded by Mr. Craft to approve the list of bills to be paid as listed in the amount of \$68,913.44. Motion carried. **Motion** by Mr. Mellon, seconded by Mrs. Hopple to approve the list of bills to be ratified as listed in the amount of \$150.00. Motion carried.

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

Communications – Myerstown Holiday Parade Fire Police request. **Motion** by Mrs. Hopple, seconded by Mr. Craft approving Myerstown Fire Police request on November 27th 2022 for their Holiday Parade. Motion carried unanimously.

Citizens to be heard: Eileen Zerbe – 106 S Pine St. Questioned if the streets were going to be swept before leaf pick up. Mr. Edwards let her know that the street sweeping has been started.

Old Business: –

MRM, AED's and Epi- Pen training- Discussion about training of AEDs and Epi-Pens. **Motion** by Mrs. Hopple, seconded by Mrs. Windley for purchasing AEDs for Borough properties in the amount up to \$10,000.00. Motion carried.

New Committee Assignments -

STREETS/ STREET LIGHTING/ CURB-SIDEWALK Chairperson: Connie Keller, David Craft & James Mellon Sr;
BUILDINGS/GROUNDS/MAINTENANCE/INSURANCES Chairperson: David Craft, Cindy Hopple & Hector Feliciano
FINANCE Chairperson: James Mellon Sr; Cindy Hopple, Shannon Windley.

Authorized Check Signers: B. Edwards, C. Hopple, S. Windley & James Mellon Sr.

POOL Chairperson: Hector Feliciano, Cindy Hopple, David Craft

PERSONNEL Chairperson: Cindy Hopple; Bruce Edwards, Jim Mellon

POLICE Chairperson: Shannon Windley; Connie Keller, and Hector Feliciano

SEWER AUTHORITY - JIM MELLON

WATER AUTHORITY- CINDY HOPPLE

LIBRARY BOARD- CONNIE KELLER

RECREATION BOARD - SHANNON WINDLEY

COUNCIL OF GOVERNMENTS- BRUCE EDWARDS

PLANNING COMMISSION- HECTOR FELICIANO

WOMELSDORF FIRE COMPANY – DAVID CRAFT

Motion by Mr. Mellon, seconded by Mrs. Hopple for the new committee assignments listed above and everyone on the Finance Committee are authorized check signers. Motion carried.

Borough Manager – Discussion of the Memorandum of understanding with the Berks County Conservation district and how it works. McCarthy worked with them to help make it easier for the residents and extend for a five-year contract. **Motion** by Mrs. Hopple, seconded by Mr. Mellon entering into Memorandum of Understanding with the Berks County Conservations District. Motion carried.

Solicitor- Employee Handbook is being worked on, sent out a version with some red line changes. **Motion** by Mrs. Hopple, seconded by Mr. Mellon matching the Federal and State Holiday Calendar, New Year's Day, Martin Luther King Jr. Day, President's Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day, Christmas Day and New Year's Day the Borough will be closed. Motion carried.

Engineer – Discussion on the War Memorial design. **Motion** by Mrs. Hopple, seconded by Mr. Mellon to consider a proposal from Olsen Design Group based on the present plan concept design without the fountain. Motion carried. Discussion on Borough Hall remodel. Discussion on the new shed that McDonald's placed and Richard Hassler thinks is on his property. Will follow up.

Mrs. Windley – Movie in the Park October 8th. Nothing to report for the Police Committee.

Mr. Mellon- Nothing to report for the Sewer Authority. **Motion** made by Mr. Craft, second by Mr. Feliciano with making William Madden a Borough Employee with stipulations of only being on the health insurance and short & long-term disability and AD&D Life Insurance of the Borough and being managed by the Sewer Authority. The Sewer Authority will be reimbursing the Borough for the expenses. Motion carried. Finance Committee – Discussion on budget prep for 2023 year and 5- year budget with Paul Jansen.

Mr. Feliciano- Nothing to report for the Pool. Just wants to thank everyone who came out for the Make a Splash Vendor event on October 1st.

Mr. Craft – They are still waiting for parts on the new siren. December is the better month for the CPR classes.

Mrs. Hopple – Discussed current completed maintenance projects. Charlie fixed the library steps and will be coming out to fix the concrete on the front of the building. Mrs. Hopple showed pictures to Jim McCarthy of a bridge in the park that has a crack through it and other pieces of the creek wall that are broken out. There are currently five sinkholes in the park as well, Trondell and Tiffany started filling the holes. The structural Engineer at McCarthy Engineering will be out to check the bridge and the fire escape steps on the Borough Hall building in the back. Womelsdorf Community Association is donating a custom bench to the library for outside to replace the current one.

Mayor Jennifer Gettle – was not present at the last meeting and questioned if the new crossing guard vest and stop signs were approved to be ordered.

Mr. Edwards – Discussion on changing the long term, short term and life insurance companies.

With no further business to be brought before Council, **Motion** moved by Mrs. Hopple, seconded by Mr. Mellon to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:00 p.m.

Respectfully Submitted,

Rachel C. Brown, Secretary