

**BOROUGH OF FOUNTAIN HILL
COUNCIL MEETING MINUTES
January 2, 2018
7:00 P.M.**

7:00 PM - SWEARING IN CEREMONIES

I. District Judge Maura Administers Oath of Office To:

Mayor Carolee Gifford

II. Mayor Gifford Administers Oath of Office To:

Council Elect: Lawrence E. Rapp
Helen M. Halleman
Philip Trabel
Leo Atkinson

Tax Collector Thomas Redding, Jr.

7:15 PM RE-ORGANIZATION MEETING - MAYOR GIFFORD PRESIDING

Council members present were: Mr. Rapp, Ms. Jordan, Mr. Trabel, Mr. Blatt, Ms. Halleman, Mr. Atkinson, and Mr. Trotter. Also in attendance were Mayor Gifford, Mr. Peter Lehr, Esq., Anthony Branco, Executive Administrator, Albert Rohrbach, Zoning Officer, Bethany Sebesta, and guests.

Mayor Gifford called for the pledge to the flag.

Mayor Gifford asked Council for nominations for Council President. Councilwoman Jordan nominated Mr. Rapp.

	Motion	2nd	Yes	No	Abstain	Absent
Philip Trabel			X			
Leo Atkinson			X			
Hellen Halleman				X		
Annamarie Jordon	X		X			
Norman Blatt			X			
Doug Trotter			X			
Larry Rapp			X			
Mayor Carolee Gifford						

Council President Rapp asked Council for nominations for Council Vice President and Council Chairman Pro Tempore.

Councilwoman Jordan nominated Mr. Blatt for Council Vice President.

	Motion	2nd	Yes	No	Abstain	Absent
Philip Trabel			X			
Leo Atkinson			X			
Hellen Halleman				X		
Annamarie Jordan	X		X			
Norman Blatt			X			
Doug Trotter			X			
Larry Rapp			X			
Mayor Carolee Gifford						

Council Vice President Blatt nominated Mr. Trotter for Council Chairman Pro Tempore.

	Motion	2nd	Yes	No	Abstain	Absent
Philip Trabel			X			
Leo Atkinson			X			
Hellen Halleman			X			
Annamarie Jordan			X			
Norman Blatt	X		X			
Doug Trotter			X			
Larry Rapp			X			
Mayor Carolee Gifford						

Council President Rapp indicated the next item on the agenda was the approval of minutes:

1. Minutes of the November 22, 2017 Meeting

	Motion	2nd	Yes	No	Abstain	Absent
Philip Trabel			X			
Leo Atkinson			X			
Hellen Halleman			X			
Annamarie Jordan	X		X			
Norman Blatt		X	X			
Doug Trotter			X			
Larry Rapp			X			
Mayor Carolee Gifford						

2. Minutes of the December 4, 2017 Regular Meeting

	Motion	2nd	Yes	No	Abstain	Absent
Philip Trabel		X	X			
Leo Atkinson			X			

Hellen Halleman		X			
Annamarie Jordon		X			
Norman Blatt		X			
Doug Trotter	X	X			
Larry Rapp		X			
Mayor Carolee Gifford					

PRIVILEGE OF THE FLOOR: None.

MAYOR’S REPORT:

Mayor Gifford thanked all who attended her swearing in ceremony and for the residents who voted her in to office. Mayor Gifford stated she is very excited and honored to be Mayor of Fountain Hill Borough and is looking forward to creating a Business Alliance and Art in the Neighborhood program, among other things. Mayor Gifford read the monthly District Magistrate’s Report.

EXECUTIVE ADMINISTRATOR’S REPORT: N/R

NEW BUSINESS:

Council President Rapp read a resignation letter submitted by Bethany Sebesta, effective January 26, 2018. Council Vice President Blatt thanked Ms. Sebesta for her service and made the motion to accept her resignation. Councilman Trabel seconded the motion, and it passed unanimously.

RESOLUTIONS:

Council Vice President Blatt made a motion to pass all of the 2018 resolutions, as written, and as a group:

- Resolution 2018 – 01 Establishing Holiday Schedule for 2018
- Resolution 2018 – 02 Restating the Police Pension Association Member Contribution Rate
- Resolution 2018 – 03 Appointment of Northampton Tax Collection Committee Delegates for 2018
- Resolution 2018 – 04 Appointment of MECAB Representative
- Resolution 2018 – 05 Appointment of Professional Service Firms for 2018 - Solicitor
- Resolution 2018 – 06 Appointment of Professional Service Firms for 2018 - Engineer
- Resolution 2018– 07 Appointment of Professional Service Firms for 2018 -Solicitor Planning/Zoning

Resolution 2018 – 08 Appointment of Professional Service Firms for
 2018 – Keycodes Inspection Agency Resolution 2018 – 09 Appointment
 of Professional Service Firms for 2018 – WSA Insurance Agency
 Resolution 2018 – 10 Appointment of Sewage Enforcement Officers
 Resolution 2018 – 11 Chief Administrator for PSAB Municipal

Retirement Trust

Resolution 2018 – 12 Designating Banks & Savings & Loans as

Depositories

Resolution 2018 – 13 Establishing various fees and costs for 2018

Resolution 2018 – 14 Appointments of Volunteer Board & Commission
 members for 2018

Resolution 2018 – 15 Appointment of Professional Service Firms for
 2018 - Berkheimer

Resolution 2018 – 16 Appointment of Professional Service Firms for
 2018 - Auditors

Resolution 2018 – 17 Pool Rates

Resolution 2018 – 18 Capital Assets Policy

Resolution 2018 – 19 Chief Administrator for Borough non-uniformed

Pension Plan

Resolution 2018 – 20 Appointment of HIPPA Officer

Resolution 2018 – 21 Disposition of Records

Resolution 2018-22 Tax Collector – Fee for Duplicate Certificates

	Motion	2nd	Yes	No	Abstain	Absent
Philip Trabel			X			
Leo Atkinson			X			
Hellen Halleman			X			
Annamarie Jordon		X	X			
Norman Blatt	X		X			
Doug Trotter			X			
Larry Rapp			X			
Mayor Carolee Gifford						

OLD BUSINESS:

- The 2018 YMCA Pool Agreement
- Engineer RFP's
- Draft Quality of Life Ordinance
- Draft Marijuana Ordinance

All of these items will be on the agenda for the January 24, 2018 Meeting.

COUNCIL PRESIDENT'S REPORT:

Council President Rapp thanked his fellow Council members for voting for him for Council President for two more years.

SOLICITOR'S REPORT: N/R

COMMITTEE REPORTS:

- Finance Committee:
Councilman Trotter reviewed the bills paid in each Fund, and made a motion for the approval of the bills. The motion was seconded by Mr. Trabel and was approved unanimously.

- Public Works Committee:
 - Ms. Jordan presented the December Public Works report submitted by Mr. Jason Quarry.
 - Ms. Jordan announced that an agreement had been reached with the Public Works Collective Bargaining Agreement. Ms. Jordan made a motion to accept the 5-year contract. Mr. Trotter seconded the motion and it passed unanimously.

- Police Committee: N/R

- House & Ordinance Committee: Council Vice President Blatt announced there would be a committee meeting held on January 30th at 11am regarding fire inspections.

- Fire Committee: Mr. Trabel read the 2017 fire report.

- Recreation Committee: N/R

- Health & Sanitation Committee: Councilwoman Halleman read the December Sewer and Sanitation report.

- Personnel Committee: N/R

SPECIAL OR SELECT COMMITTEES: N/R

PRIVILEGE OF THE FLOOR (non-agenda items): None.

Councilman Atkinson made the motion to adjourn at 7:28 PM. Councilman Trabel seconded the motion and it was approved unanimously.

Respectfully Submitted,

Bethany Sebesta

**BOROUGH OF FOUNTAIN HILL
LEHIGH COUNTY, PENNSYLVANIA**

By: _____
Lawrence E. Rapp, President of Council

ATTEST:

By: _____
Anthony Branco, Executive Administrator