

**BOROUGH OF FOUNTAIN HILL COUNCIL
COUNCIL MEETING MINUTES**

May 6, 2019
7 P.M.

Council members present were: Ms. Jordan, Mr. Ferencin, Mr. Blatt, Mr. Trotter, Mr. Atkinson, Mr. Trabel, and Ms. Halleman. Also, in attendance were Anthony Branco (Executive Administrator), Cordula Voges (Finance Officer), Jason Quarry (Fountain Hill Public Works Supervisor), Ed Bachert (Police Chief), Pete Lehr (Solicitor), and guests.

Council was in receipt of the below documents:

1. Agenda
2. Minutes March 20, 2019
3. Minutes April 1, 2019
4. Resolution 2019-26 amending fee schedule
5. Ordinance 850 adopting UCC 2015 Fire Code – second reading
6. Ordinance 851 Reducing the number of members of the Planning Commission – second reading
7. Request of Fountain Hill Elementary School for the use of the park on May 31
8. Finance – bills to be paid
9. SLUHN – speeding
10. ZHB decision approval regarding 839-841 Broadway apartment conversion
11. WSA Insurance Summary

Council President Atkinson called the meeting to order and asked for everyone to rise for the Pledge to the Flag.

APPROVAL OF MINUTES

- Minutes of March 20, 2019 Council Meeting
- Minutes of April 1, 2019 Council Meeting

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan	x		x			
Francis Ferencin		x	x			
Norman Blatt			x			
Doug Trotter			x			
Leo Atkinson			x			
Philip Trabel			x			
Helen Halleman			x			
Mayor Gifford						

PRIVILEGE OF THE FLOOR

- Pre-Scheduled Appearances – none.
- Discussion on Agenda Items – none.

MAYOR'S REPORT

Mayor Gifford read the April 2019 Police Report.

The Mayor also commended Fountain Hill’s Arbor Day celebration on Friday April 26, 2019.

EXECUTIVE ADMINISTRATOR’S REPORT

- **839-841 Broadway Apartments**

Mr. Branco presented the 839-841 Broadway Apartments Land Development Plan and the Zoning Hearing Board’s vote to approve the Special Exception use request and the associated variances requested by the applicant.

Mr. Branco also asked Council to vote on the applicant’s request for two (2) SALDO (Subdivision and Land Development Ordinance) waivers before voting on the actual plan approval:

1. SALDO 1016 – All land development plans shall include street trees and site landscaping.

The applicant has requested waiver from the requirement to place new landscaping or trees since there are no exterior changes proposed for the site and virtually the entire area is covered with pavement, sidewalk, and building (The PC recommended this waiver).

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan		x	x			
Francis Ferencin			x			
Norman Blatt				x		
Doug Trotter	x		x			
Leo Atkinson			x			
Philip Trabel			x			
Helen Halleman			x			
Mayor Gifford						

2. SALDO 1017 - All residential development must either contribute open space or pay an appropriate fee in lieu of dedication, based on the number of new dwelling units proposed.

The applicant has requested waiver from the requirement to dedicate open space (recommended by Hanover and the PC) and from the requirement to pay a recreation fee for two new residential units (The PC did not recommend this waiver).

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan			x			
Francis Ferencin		x	x			
Norman Blatt	x		x			
Doug Trotter			x			
Leo Atkinson			x			

Philip Trabel
 Helen Halleman
 Mayor Gifford

		x			
		x			

• **Reinsmith Apartment Project Land Development Plan**

As part of the Reinsmith Apartment Project land Development Plan Mr. Branco also asked Council to review and vote on the two (2) additional conditions.

1. SALDO 1013 - The corners of the property should be identified with permanent monumentation (i.e. appropriate spikes, surveyor’s nails, or chisel marks placed in paved or concrete areas.).
2. SALDO 1014 - Common parking lots must be provided with adequate lighting. The plan does not indicate any existing or proposed lighting for the parking areas.

Mr. Branco explained that no improvements agreement would be needed between the developer and the Borough if the placement of property corners (SALDO 1013) and adequate lighting of the rear parking areas (SALDO 1014) were completed before plan recording. Furthermore, executing the plan by the Owner (notarized signature) and the Surveyor (signature and seal), complying with any conditions of the Zoning Hearing Board’s April 15, 2019 decision prior, and reimbursing the Borough for all outstanding fees associated with the plan submittal and review need to be completed before plan recording.

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan			x			
Francis Ferencin			x			
Norman Blatt	x		x			
Doug Trotter		x	x			
Leo Atkinson			x			
Philip Trabel			x			
Helen Halleman			x			
Mayor Gifford						

- a. SALDO 1016 – All land development plans shall include street trees and site landscaping.

The applicant has requested waiver from the requirement to place new landscaping or trees since there are no exterior changes proposed for the site and virtually the entire area is covered with pavement, sidewalk, and building (The PC recommended this waiver).

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan		x	x			
Francis Ferencin			x			
Norman Blatt				x		
Doug Trotter	x		x			
Leo Atkinson			x			
Philip Trabel			x			
Helen Halleman			x			

Mayor Gifford



NEW BUSINESS

Memorial Day celebrations will be held on Friday before Memorial Day at 1 pm at the American Legion Bethlehem Post at the Triangle in Fountain Hill. The Broughal Middle School band will perform, a guest speaker will address the guests, and school essays will be awarded.

RESOLUTIONS

RESOLUTION NO. 2019-26

A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF FOUNTAIN HILL, LEHIGH COUNTY, PENNSYLVANIA, AMMENDING RESOLUTION 2019-14 ESTABLISHING VARIOUS FEES AND COSTS FOR CALENDAR YEAR 2019, BY ADDING FIRE INSPECTION FEES

WHEREAS, the Borough Council of the Borough of Fountain Hill has adopted a consolidation and revision of the Ordinances of the Borough; and

WHEREAS, the Borough Council of the Borough of Fountain Hill has established a fire inspection for businesses to comply with the adopted Uniformed Construction Fire Code;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Fountain Hill amends Resolution 2019-14 as follows:

2019 Fee Schedule – Fire Inspection Service Fees

Following are the fees for the Fire Safety Inspection Program. Fees are based on the square footage of the following as applicable:

- A single building
- A tenant or leased space of a building
- Each structure not classified as either of the above

The fee includes up to two on-site inspections.

Breakdown for Fire Inspections:

\$147.50	1 to 999 square feet
\$188.50	1000 to 5000 square feet
\$265.00	5001 to 10,000 square feet

\$324.00	10,001 to 50,000 square feet
\$442.00	50,001 to 100,000 square feet
\$589.00	100,001 to 250,000 square feet
\$707.00	250,001 to 500,000 square feet
\$883.00	Over 500,000 square feet
\$ 83.00	Fee per hour for additional inspections beyond the first two or for any other service required related to the fire inspection program.
\$ 47.50	Fee per hour for clerical work associated with the fire inspection program at the direction of the Municipality. Note: Filing fees and postage will be billed to the municipality at cost of fees.

Note: Inspections are required for each business in any building.

Included in the service will be scheduling of inspections, completion of pre-inspection forms for each application, performance of inspections, issuing copies of inspection reports to the Municipal Fire Official, notification of deficiencies to the permit applicant and/or the Municipal Fire Official and issuing a notice of completion to the Municipal Fire Official.

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan		x	x			
Francis Ferencin			x			
Norman Blatt			x			
Doug Trotter	x		x			
Leo Atkinson			x			
Philip Trabel			x			
Helen Halleman				x		
Mayor Gifford						

ORDINANCES

Second Reading

ORDINANCE NO. 850

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE BOROUGH OF FOUNTAIN HILL, CHAPTER 7, FIRE PREVENTION AND FIRE PROTECTION, PART 3, BOCA BASIC FIRE PREVENTION CODE, BY ADOPTING THE 2015 INTERNATIONAL FIRE CODE SUCH THAT THE 2009 INTERNATIONAL FIRE CODE SHALL NO LONGER BE USED; PROVIDING FOR THE SEVERABILITY OF PARTS OF THIS ORDINANCE DEEMED TO BE INVALID; REPEALING ORDINANCES, RESOLUTIONS, OR PARTS THEREOF IN CONFLICT HEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan			x			
Francis Ferencin			x			
Norman Blatt			x			
Doug Trotter		x	x			
Leo Atkinson			x			
Philip Trabel	x		x			
Helen Halleman			x			
Mayor Gifford						

ORDINANCE NO. 851

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE BOROUGH OF FOUNTAIN HILL, CHAPTER 15, DEPARTMENT OF BOROUGH PLANNING, PART 2, PLANNING COMMISSION, SECTION 10, MEMBERSHIP, BY REDUCING THE PLANNING COMMISSION FROM SEVEN (7) MEMBERS TO FIVE (5) MEMBERS; PROVIDING FOR THE SEVERABILITY OF PARTS OF THIS ORDINANCE DEEMED TO BE INVALID; REPEALING ORDINANCES, RESOLUTIONS, OR PARTS THEREOF IN CONFLICT HERewith; AND PROVIDING FOR AN EFFECTIVE DATE.

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan			x			
Francis Ferencin			x			
Norman Blatt		x	x			
Doug Trotter			x			
Leo Atkinson			x			
Philip Trabel	x		x			
Helen Halleman			x			
Mayor Gifford						

MOTIONS

- Request of Fountain Hill Elementary School for the use of the park on May 31 from 9:30 to 1:30. All documents have been received.
-

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan			x			
Francis Ferencin			x			
Norman Blatt	x		x			
Doug Trotter			x			
Leo Atkinson			x			
Philip Trabel		x	x			
Helen Halleman			x			
Mayor Gifford						

OLD BUSINESS

A letter from Carol Kuplen, St. Luke’s President, to its employees and announcing revised parking gate opening times on Brighton Street to address the residents’ complaints in regard to speeding on Brighton Street was presented. Council did not find the announcement sufficient and asked the Borough Manager to cost out Speed Bumps and solicit possible hospital funding. Ms. Jordan suggested to permanently close the gates to the Parking Garage on Brighton Street.

COUNCIL PRESIDENT’S REPORT

Council President Atkinson commended the Police Department on a well-organized Easter Egg hunt and a very professionally handled police incident on April 20, 2019.

The Fountain Hill Elementary School will hold its annual carnival on May 24, 2019 from 4:30 to 6:30 pm. Council members are invited to attend.

The Fountain Hill Elementary School will hold its End of Year ceremony on June 7, 2019 at 9:30 am. Council members are invited to attend.

SOLICITOR'S REPORT – none.

COMMITTEE REPORTS

A. Finance (Trotter, Blatt, Jordan)

Approval of checks paid in April 2019.

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan		x	x			
Francis Ferencin			x			
Norman Blatt			x			
Doug Trotter	x		x			
Leo Atkinson			x			
Philip Trabel			x			
Helen Halleman			x			
Mayor Gifford						

B. Public Works (Jordan, Atkinson, Trotter)

Ms. Jordan read the Public Works employees’ hours worked in April.

C. Police (Atkinson, Trotter, Gifford)

The Police Chief reported on the collection of unused medical drugs.

He also reported that a Police Camera (paid for by Salisbury Township) was installed on Broadway across from Kids Peace.

D. House & Ordinances (Blatt, Halleman, Jordan)

Mr. Blatt noted that a Stormwater Ordinance is under review.

E. Fire (Trabel, Ferencin, Halleman)

Mr. Trabel read the March Fire reports.

F. Recreation (Ferencin, Atkinson, Blatt)

Mr. Ferencin reported on ongoing conversations about manning the concession stand.

G. Health & Sanitation (Halleman, Ferencin, Trabel)

Ms. Halleman read the April 2019 Sewer/Garbage Collection reports.

H. Personnel (Trotter, Blatt, Jordan)

Mr. Trotter informed Council of Barbara Merkle’s retirement. He thanked her for her dedicated 16 -year service as a Borough Clerk.

SPECIAL OR SELECT COMMITTEES

Ms. Jordan announced that a “Non-Mobile” Book Mobile (Satellite Library) funded by a City of Bethlehem grant will be placed on a site next to the Swimming Pool and the Playground. Estimated costs incurred (appr. \$1,207) for the site preparation will be paid out of the Library Fund.

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan	x		x			
Francis Ferencin			x			
Norman Blatt			x			
Doug Trotter		x	x			
Leo Atkinson			x			
Philip Trabel			x			
Helen Halleman			x			
Mayor Gifford						

PRIVILEGE OF THE FLOOR – Discussion on Non - Agenda Items – none.

EXECUTIVE SESSION (if needed)

At 8:05 pm Council retreated for an Executive Session.

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan		X	X			
Francis Ferencin	X		X			
Norman Blatt			X			
Doug Trotter			X			
Leo Atkinson			X			
Philip Trabel			X			
Helen Halleman			X			
Mayor Gifford						

Council reconvened at 9 pm and continued the public session.

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan	x		x			
Francis Ferencin			x			
Norman Blatt			x			
Doug Trotter			x			
Leo Atkinson			x			
Philip Trabel		x	x			
Helen Halleman			x			
Mayor Gifford						

The following was announced:

- Initiating the sale of the Hosey property

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan			x			
Francis Ferencin	x		x			
Norman Blatt				x		
Doug Trotter			x			
Leo Atkinson			x			
Philip Trabel		x	x			
Helen Halleman			x			
Mayor Gifford						

- Draw a contract for Anthony Branco (Executive Director) and schedule a Personnel Committee meeting.

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan			x			
Francis Ferencin			x			
Norman Blatt	x		x			
Doug Trotter		x	x			
Leo Atkinson			x			
Philip Trabel			x			
Helen Halleman			x			
Mayor Gifford						

ADJOURNMENT

At 9:05 p.m., Mr. Blatt made the motion to adjourn, seconded by Mr. Trabel and unanimously approved.

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

By: _____
Leo Atkinson - President of Council

SUBMITTED BY

By: _____
Cordula Voges, Finance Officer

ATTEST:

By: _____
Anthony Branco, Executive Administrator

Next Resolution 2019-27
Next ordinance # 852