

**COUNCIL MEETING MINUTES**  
**August 18, 2010**  
**7:00 P.M.**

Council members present were: Mr. Rapp, Mr. Blatt, Mr. Capuano, Ms. Gifford, Ms. Halleman, Mr. Trotter, Jr. and Mayor Fink. Also in attendance was: Rick Prill, Administrator, Jim Levernier, PW Supervisor and Sgt. Anthony.

Council President Rapp called for the pledge to the flag.

Council President Rapp noted for the record that Council had a special meeting on August 10<sup>th</sup> to address a personnel matter.

Council President Rapp advised that Council had interviewed two candidates for the vacant Council position and asked if any member of Council would like to make a motion for the appointment of one of these individuals. Councilman Blatt commented that the person appointed would serve to the end of 2011. Councilman Capuano made a motion for the appointment of Mr. Ed Stech. Councilman Trotter seconded the motion. Councilwoman Halleman made a motion for the appointment of Ms. Suzanne Poroszlai. Hearing no second, this motion failed. Council President Rapp called for a vote on the motion appointing Mr. Ed Stech. Mr. Stech was appointed with Councilwoman Halleman voting No.

Mayor Fink then proceeded to swear Mr. Stech in as the new Council member.

Mr. Rapp reviewed items to be placed on the September 7, 2010 meeting Agenda as follows:

1. Minutes of the 7/21/10 and 8/2/10 Council Meetings have been prepared for review. Mr. Rapp noted that anyone with corrections to the draft Minutes of the 7/21/10 and 8/2/10 meetings should provide them in writing to Mr. Prill.

Council President Rapp moved onto the Discussion Items:

1. Emergency Management Director Candidate

Council President Rapp noted that the former Director, Mr. Koch, had previously discontinued his service in this capacity but that we never received a formal letter of resignation from him. We need to make sure that we get a resignation letter so it can be forwarded to the County.

Chief Sabo has indicated a willingness to take on the Emergency Management Director position but in doing so he would be resigning as the Fire Chief. It was also noted that Daniel Kuhns has expressed an interest in being named as the Deputy Emergency Management Director.

Councilwoman Halleman asked if either Mr. Sabo or Mr. Kuhns were residents of the Borough. Chief Sabo indicated that he used to be a resident but no longer is, and that Mr. Kuhns resides in Salisbury Township but just over the border with Fountain Hill.

Hearing no further comments, Council President Rapp asked for a motion to appoint Don Sabo as the Emergency Management Director. Councilman Capuano made the motion which was seconded by Councilwoman Halleman. Council approved the motion unanimously.

Councilman Blatt made a motion to appoint Mr. Daniel Kuhns as the Deputy Emergency Management Director. The motion was seconded by Councilman Trotter and approved by unanimous vote.

2. Council President Rapp noted that a memo has been received from Mr. Prill asking if Council wanted to change the work session meeting dates for September and December due to the fact that there are five Wednesdays in these months and the current meeting schedule has the work session meetings falling one week after the regular meetings. Hearing no objections to this proposal, the Resolution will be placed on the 9/7/10 meeting agenda for a vote.

3. A draft Resolution has been received from Mr. Prill with regards to adding a fee to the Borough fee schedule for returned checks for insufficient funds. The proposal is to charge what the bank charges plus a \$5.00 administrative fee.

Councilman Blatt noted that the fee should be set at the maximum allowed by state law and he will check this before the next meeting.

Councilwoman Gifford commented that the Borough should not charge this fee.

Councilwoman commented that the Borough should be charging a processing fee for the use of credit cards since the Borough is currently subsidizing this cost. Councilman Capuano indicated that this item was previously referred to the Finance Committee to discuss and that the Committee has yet to meet to talk about it.

Hearing no further comments, Council President Rapp noted that this Resolution will be put on the 9/7/10 meeting agenda for approval.

4. A draft Resolution has been received from Mr. Prill with regards to amending the Personnel Policy & Procedures Manual to require all disciplinary matters to be documented and permanently kept in personnel files.

5. A letter has been received from Mr. Richard Dillman, President of Jenn's House, inviting Council members to an open house at the property on Sunday, 9/26, from 11:00 am to 5:00 pm, and requesting permission to use the upper ballfield parking area for any overflow parking, if necessary. Councilman Capuano moved for approval of the use of

the ballfield parking lot for the open house. The motion was seconded by Councilwoman Gifford and approved unanimously.

6. Council President Rapp noted that a request has been received from Lower Saucon Township requesting permission to install 'No Truck Traffic' signs at the Borough end of Frederick Street to prevent trucks from going south (up the hill) on Frederick Street and potentially getting stuck at the intersection of Frederick and Rt. 378.

Councilman Blatt made a motion to approve the request and allow these signs to be installed. The motion was seconded by Councilman Caupano and approved unanimously.

7. A draft Resolution has been prepared by Mr. Prill approving the sale of a Public Works Dump Truck and miscellaneous equipment, along with confiscated bicycles from the Police Department, at a public auction to be held on 9/25/10.

Council President Rapp noted that the Borough usually participates in this auction each year and indicated that the Resolution will be placed on the agenda for the 9/7/10 meeting.

8. A letter has been received from Ms. Georgene Zigray, 619 Dorothy Avenue, requesting a temporary (time frame unknown) handicapped parking space for her brother who lives at this address and who is recuperating from surgery and needs to have close access to their vehicle for doctor appointments. Mr. Prill suggested that rather than go through the process of approving a permanent handicapped parking space, since this request will be of a more limited duration, that it might be possible to approve their use of temporary no parking signs on an as needed basis.

Councilman Blatt indicated that he does not believe Council has the ability to approve such a request but that the Mayor might under the Borough's Code of Ordinances and is concerned about the Police Department's ability to enforce what is being requested.

Councilwoman Gifford stated she feels that this request should be approved for a two month time frame and then can be re-evaluated at that time.

Councilman Capuano indicated that the Borough should have a letter from a doctor advising of the need for this temporary handicapped parking space.

Council President noted that there were no items for Council Action and there was one Announcement, which is a reminder that the September regular meeting is on Tuesday, 7<sup>th</sup>, due to the Monday holiday.

Council President Rapp asked if any Council members had any other business to discuss. Councilman Blatt indicated that with the appointment of Mr. Stech as a member of Council that either Mr. Stech or himself would need to resign from the Civil Service Commission. Council President Rapp suggested that possibly Ms. Suzanne Poroszalai

might consider being appointed to the Civil Service Commission. She indicated that she would think about this.

Hearing no further comments, Mr. Rapp asked for a motion to adjourn. Councilman Capuano made a motion to adjourn, seconded by Councilman Stech and the meeting adjourned at 7:26 pm.

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Minutes approved on October 4, 2010.

	Motion	2nd	Yes	No	Abstain
Ed Stech			X		
Carolee Gifford			X		
Norman Blatt			X		
Fred Capuano	X		X		
Larry Rapp			X		
Doug Trotter		X	X		
Helen Halleman			X		
Mayor Ned Fink					

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

By: \_\_\_\_\_  
Lawrence E. Rapp, President of Council

**ATTEST:**

By: \_\_\_\_\_  
Ricky L. Prill, Borough Secretary