

**MINUTES
BOROUGH COUNCIL
April 1, 2024
7 P.M.**

The Council Meeting was held in person at Borough Hall. Council members present were Ms. Jordan, Ms. Johnson, Mr. Rufe, Mr. Trotter, Mr. McCandless, Mr. Blatt, Mr. Trabel, and Mayor Johnson. Amy Burkhart (Borough Manager), Jill Fessler (Finance Director), Mr. Berger (Solicitor), and guests were also in attendance.

PLEDGE OF ALLEGIANCE

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

MINUTES

Council President McCandless asked the Council to approve the minutes of March 20, 2024, as amended. Ms. Jordan made the motion, seconded by Mr. Blatt. It was unanimously approved.

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan	x		x			
Jamie Johnson			x			
Wilbert Rufe			x			
Doug Trotter			x			
Philip Trabel			x			
Stewart McCandless			x			
Norman E. Blatt Jr.		x	x			
Mayor Johnson						

PRIVILEGE OF THE FLOOR/ PRE-SCHEDULED - None

MAYOR’S REPORT - Mayor Johnson thanked the Greater Lehigh Valley Chamber of Commerce for Thursday night's annual Mayors and Municipal Officials Reception. Councilwoman Jamie and I attended, and we had a wonderful time. He also thanked the Fire and Police Departments, all the volunteers from the school, Amy and Jill, who were there to help with the Easter Egg Hunt, and all the families. The turnout was excellent, and the kids had a fantastic time. As a reminder, more kids are at the park since it is getting warmer out, so please be careful driving in this area. Also, the park closes at 9 o'clock.

BOROUGH MANAGER’S REPORT

- Pool Updates - Ms. Burkhart announced that we are continuing to hire lifeguards. We have received applications that we may forward to Mr. Zovko since they may be interested in the scholarship program. We are receiving a mix of certified and uncertified applicants. The Borough Manager explained that we will hire cashiers for pool admissions and the concession stand.
- Park Program Updates - Starting this week, we will be advertising for employees for the park program. Applications are on our website, or they can call Borough Hall, and we can give them the application. We will continue to work through the hiring process and accept applications until we have the full contingent of people.
- DCNR Application Updates - Ms. Burkhart explained that the DCNR application for a feasibility study is due Wednesday. We are applying for a \$50,000 matching grant.
- Stormwater Billing - The Borough sent the Stormwater invoices to residents; you should receive them in the mail.

NEW BUSINESS

- Multi-Modal Grant - Council President McCandless announced that we were awarded a \$200,000 Multi-Modal Transportation Fund Grant for the Broadway Street Project.

RESOLUTIONS FOR FINAL PASSAGE - NONE

ORDINANCES FOR FINAL PASSAGE - NONE

MOTIONS

Council President McCandless asked the Council to accept the resignation of Keith Zehner, Zoning Officer. Mr. Trabel made the motion, seconded by Ms. Johnson, and unanimously approved.

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan			X			
Jamie Johnson		X	X			
Wilbert Rufe			X			
Doug Trotter			X			
Philip Trabel	X		X			
Stewart McCandless			X			
Norman E. Blatt Jr.			X			
Mayor Johnson						

Council President McCandless asked the Council to appoint Jill Smith, Hanover Engineering, as the Zoning Officer for the Borough of Fountain Hill in the interim. Mr. Trabel made the motion, seconded by Mr. Trotter, and unanimously approved.

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan			X			
Jamie Johnson			X			
Wilbert Rufe			X			
Doug Trotter		X	X			
Philip Trabel	X		X			
Stewart McCandless			X			
Norman E. Blatt Jr.			X			
Mayor Johnson						

Council President McCandless asked the Council to appoint Amy Burkhart, Borough Manager, as the Assistant Zoning Officer for the Borough of Fountain Hill in the interim. Ms. Jordan made the motion, seconded by Mr. Trabel, and unanimously approved.

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan	X		X			
Jamie Johnson			X			
Wilbert Rufe			X			
Doug Trotter			X			
Philip Trabel		X	X			
Stewart McCandless			X			
Norman E. Blatt Jr.			X			
Mayor Johnson						

Mr. Blatt asked why we were approving on an interim basis since he thought we would use Hanover Engineering full-time rather than replace Mr. Zehner's position. Ms. Burkhart explained that once we have a good grasp on who would be occupying that position and what their ability levels would be, we will be able to evaluate how we reposition the zoning portion with Hanover Engineering.

- **OLD BUSINESS - NONE**

- **COUNCIL PRESIDENT’S REPORT** - Mr. McCandless wanted to add to the Mayor's report about the Egg Hunt. He thanked borough staff, the police and their staff, the public works and their staff, the fire department, all the residents for their donations and all the donations that came in from everyone, all of Council, and the Mayor. Everyone stepped up a big way, including the residents who had attended the event. Everyone had a blast. As a reminder, Arbor Day is April 26, 2024, at 1 P.M. We will plant a tree above the pool. Memorial Day is upcoming, and we will give you more information.

- **SOLICITOR’S REPORT - NONE**

- **COMMITTEE REPORTS**

A. Finance **(Trotter, Blatt, Jordan)**

Mr. Trotter motioned to pay the bills as presented, seconded by Ms. Jordan, and unanimously approved.

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan		x	x			
Jamie Johnson			x			
Wilbert Rufe			x			
Doug Trotter	x		x			
Philip Trabel			x			
Stewart McCandless			x			
Norman E. Blatt Jr.			x			
Mayor Johnson						

B. Public Works **(Jordan, Trotter, Rufe)**

Ms. Jordan turned it over to Mr. Quarry, the Public Works Supervisor. Mr. Quarry reported that the Ostrum St project, in collaboration with St. Luke's, is scheduled to begin in May and should take a week to a week and a half to complete.

C. Police **(Blatt, Trotter, Johnson)**

Mr. Blatt turned it over to the Chief of Police. Chief Bachert reported that we will use the bus company's new camera system to enforce illegal bus passing. He explained that it became an administrative process with the Department of Transportation, and it will no longer fall on the police to attend the hearings. Mr. Blatt asked if the Bethlehem School District is in this program. Chief Bachert explained that Bethlehem and Salisbury School Districts are in this program.

Mr. Blatt mentioned that individuals were bothering the Little League team during practice on Friday. As a reminder, in April, Chief Bachert explained that he will be completing his quality-of-life memo to increase police presence. Mr. Rufe asked if they had called the police. Chief Bachert explained that we had not received a call about the occurrence and needed to receive these calls.

D. House & Ordinances **(McCandless, Rufe, Jordan)**

Council President McCandless announced that we did have a meeting last month. He explained that we started to discuss updating the handicapped parking permits.

There is a meeting scheduled for this month to discuss this update and the weeds and civil service ordinances. Mr. Blatt asked what the issues are now with the handicap ordinance. Council President Mr. McCandless reported that the biggest problem with the handicap ordinance is that people park in these reserved spots with handicap placards. Council President Mr. McCandless and Mr. Blatt explained that residents like the reserved Bethlehem model.

Mr. Berger explained that this is something that renews every year, and we would like to do this via resolution and avoid doing this by ordinance. He explained that this ordinance needs to be updated so it is administratively more manageable to oversee and remove the spaces if they are not necessary.

E. Fire (Trabel, Rufe, McCandless)

Mr. Trabel announced that in February we had a total of 24 hours of calls with an average of 4 members per call. In March, we had 29 calls with an average of 3.8 members per call. Mr. Trabel thanked everyone in the department for stuffing eggs and their participation in the Easter Egg Hunt.

F. Recreation (Johnson, Rufe, Trabel)

Ms. Johnson thanked everyone who came out to the Easter Egg Hunt. As a reminder of the positions that we are looking to hire are pool manager, pool head lifeguard, lifeguards, and cashiers. At the park, we will be posting job openings for the park manager, park assistant manager, and park staff.

G. Health & Sanitation (Rufe, Johnson, Trabel)

Mr. Rufe read the March Sewer/Garage collection reports.

H. Personnel (Trotter, Blatt, Jordan) - NONE

I. IT Committee (Johnson, Rufe, Jordan)

Ms. Johnson announced that we met with Keystone Technology in February regarding the updates that are going on in the police station. They are getting upgrades to their computer systems and phone systems in Borough Hall.

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● **SPECIAL OR SELECT COMMITTEES –**

Mr. Zovko gave an update on the Fountain Hill Coalition. He announced that tomorrow at 7 P.M. at the St. Paul's Lutheran Church on Delaware Ave., we are holding a town hall to discuss whether this community wants a community center. As I mentioned in the last meeting, we have an opportunity for the donation of the entire church. Hopefully, tomorrow will be the start of this conversation. Mr. Rufe announced that he has nothing to report regarding the library.

● **PRIVILEGE OF THE FLOOR - Discussion on Non - Agenda Items**

Mr. Zovko explained that he had reached out to the Zoning Officer, to whom may I post these questions. Ms. Burkhart announced that she would assist him.

● **EXECUTIVE SESSION - NONE**

- ADJOURNMENT**

At 7:30 pm Council President McCandless asked to adjourn the Council meeting. Ms. Johnson made the motion, seconded by Mr. Trabel, and unanimously approved.

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan			x			
Jamie Johnson	x		x			
Wilbert Rufe			x			
Doug Trotter			x			
Philip Trabel		x	x			
Stewart McCandless			x			
Norman E. Blatt Jr.			x			
Mayor Johnson						

ATTESTED

BOROUGH OF FOUNTAIN HILL
LEHIGH COUNTY, PENNSYLVANIA

BY: _____
Amy Burkhart, Borough Manager

By: _____
Stewart McCandless - President of Council

SUBMITTED

BY: _____
Jill Fessler, Finance Director

Next Ordinance – 883
Next Resolution – 2024-14

