

**BOROUGH OF FOUNTAIN HILL
COUNCIL MEETING MINUTES
APRIL 6, 2020
7:00 PM**

Due to Governor Tom Wolf’s Coronavirus (COVID-19) Emergency Disaster Declaration on March 6, 2020, a virtual/remote public Council Meeting was held via phone/zoom. The remote participation option for residents was provided on the Borough’s website (www.fountainhill.org). Remotely participating Council members were: Ms. Jordan, Ms. Johnson, Mr. Rufe, Mr. Trotter, Mr. Atkinson, and Mayor Gifford. Mr. Trabel, and Ms. Halleman called in later. Also, remotely participating were Anthony Branco (Borough Manager), Cordula Voges (Finance Director), Pete Lehr (Solicitor) and Ed Bachert (Police Chief).

MINUTES

- Minutes of March 2, 2020

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan	x		x			
Jamie Johnson			x			
Wilbert Rufe			x			
Doug Trotter		x	x			
Philip Trabel						x
Helen Halleman						x
Leo Atkinson			x			
Mayor Gifford						

PRIVILEGE OF THE FLOOR – NONE.

MAYOR'S REPORT

Mayor Gifford commended the police discouraging people to congregate and follow official “social distancing” guidelines. The Fire Department will hold a non-candy Fire Truck drive through the Borough on Saturday, April 11, 2020.

She reported that Council President Atkinson is in contact with both state and county officials to ensure timely COVID-19 updates. She asked that any residents in need due to the pandemic contact her – a large number of volunteers have offered their assistance.

BOROUGH MANAGER’S REPORT

The Zoning Hear Board appointed the Piperato Law Office, Bethlehem as its new Solicitor.

NEW BUSINESS

- Request of Arthur Keding of 611 S. Bergen St. – Handicap space

Police Chief Bachert reported that the (quarter) back alley is not a viable parking alternative. Mr. Lehr confirmed that the quorum at the start of the Council Meeting is presumed to stay a quorum during the meeting. Everyone agreed to vote on the application absent of any revised handicap parking rules.

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan			x			
Jamie Johnson		x	x			
Wilbert Rufe	x		x			
Doug Trotter			x			
Philip Trabel						x
Helen Halleman						x
Leo Atkinson			x			
Mayor Gifford						

- Mr. Spencer, resident of 1035 Jeter Ave and Chairman of the Zoning and Hearing Board, asked for a motion to approve the appointment of the Piperato Law Office as the Zoning and Hearing Board’s solicitor, since the Board had only made the motion to select, but not approve its solicitor.

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan			x			
Jamie Johnson		x	x			
Wilbert Rufe			x			
Doug Trotter	x		x			
Philip Trabel						x
Helen Halleman						x
Leo Atkinson			x			
Mayor Gifford						

RESOLUTIONS

**BOROUGH OF FOUNTAIN HILL
RESOLUTION NO. 2020- 25**

A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF FOUNTAIN HILL, LEHIGH COUNTY, PENNSYLVANIA, TO INCREASE THE RATES OF SANITARY SEWER RENTALS IMPOSED UNDER CHAPTER 18 OF THE BOROUGH’S CODE OF ORDINANCES

WHEREAS, Chapter 18, Part 2, Section 203 of the Code of the Borough of Fountain Hill permits Borough Council to amend the rates of sanitary sewer rentals from time-to-time by resolution; and

WHEREAS, the Borough’s sanitary sewer lines are undergoing a multi-year rehabilitation to reduce the inflow and infiltration of stormwater into the sanitary sewer system; and

WHEREAS, such rehabilitation necessitates an increase in the rates of sanitary sewer rentals, effective April 1, 2020, starting with the bills issued for the Second Quarter of Calendar Year 2020; and

WHEREAS, a regular meeting of Borough Council was held on April 6, 2020 for the purpose of reviewing a proposal to increase the rates of sanitary sewer rentals for the reason set forth above.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Fountain Hill to amend the rates of sanitary sewer rentals, pursuant to Chapter 18, Part 2, Section 203 of the Code of the Borough of Fountain Hill, effective as of April 1, 2020, starting with bills issued by the Borough for such rentals for the Second Quarter of Calendar Year 2020:

SANITARY SEWER RENTAL RATES (PER CALENDAR QUARTER)

SERVICE CONNECTION	DESCRIPTION	RENTAL RATE
1 inch or less	Base Rate	\$110.00
	Base Allowance	20,000 gallons
	Surplus Rate	\$9.95
> 1 inch to 2 inches	Base Rate	\$440.00
	Base Allowance	80,000 gallons
	Surplus Rate	\$9.95
> 2 inches to 3 inches	Base Rate	\$1,350.00
	Base Allowance	180,000 gallons
	Surplus Rate	\$9.95
> 3 inches to 4 inches	Base Rate	\$2,400.00
	Base Allowance	320,000 gallons
	Surplus Rate	\$9.95
> 4 inches to 5 inches	Base Rate	\$7,800.00
	Base Allowance	500,000 gallons
	Surplus Rate	\$9.95
6 inches to 8 inches	Base Rate	\$13,000.00
	Base Allowance	720,000 gallons
	Surplus Rate	\$9.95

Duly adopted by Borough Council at a regular meeting held on the 6th day of April, 2020.

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan	x		x			
Jamie Johnson			x			
Wilbert Rufe			x			
Doug Trotter		x	x			
Philip Trabel			x			
Helen Halleman			x			
Leo Atkinson			x			
Mayor Gifford						

**BOROUGH OF FOUNTAIN HILL
RESOLUTION NO. 2020- 26**

A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF FOUNTAIN HILL, LEHIGH COUNTY, PENNSYLVANIA, FINDING THAT A DISASTER HAS OCCURRED AS A RESULT OF THE TRANSMISSION OF A NOVEL CORONAVIRUS (COVID-19); AUTHORIZING THE MAYOR TO DECLARE A LOCAL DISASTER EMERGENCY IN THE BOROUGH PURSUANT TO SECTION 7501 OF THE PENNSYLVANIA EMERGENCY MANAGEMENT SERVICES CODE; CONSENTING AND RATIFYING THE CONTINUANCE OF THE EMERGENCY DECLARATION UNTIL JUNE 1, 2020, UNLESS SOONER TERMINATED BY ACTION OF BOROUGH COUNCIL; AND CONTINUING THE DUE DATE OF ANY SOLID WASTE COLLECTION AND DISPOSAL FEES AND SANITARY SEWER RENTALS TO JULY 15, 2020, AND FOR THE TAKING OF ALL RELATED ACTIONS

WHEREAS, the transmission of a novel coronavirus (COVID-19) has been recognized as a pandemic, and has caused or threatens to cause injury, damage and suffering to the persons and property of the Borough of Fountain Hill; and

WHEREAS, the aforesaid pandemic has endangered the health, safety and welfare of a substantial number of persons residing in the Borough of Fountain Hill, and threatens to create problems greater in scope than the Borough may be able to resolve; and

WHEREAS, on March 6, 2020, the Governor of Pennsylvania issued a proclamation of disaster emergency throughout the Commonwealth as a result of the transmission of COVID-19, which urged the governing bodies and executive officers of all political subdivisions affected by the emergency to act as necessary to meet the current exigencies as legally authorized under the Governor's proclamation; and

WHEREAS, Section 7501 of the Pennsylvania Emergency Management Services Code, as amended, 35 P.S. §7501, permits Borough Council to authorize the Mayor to declare the existence of a local disaster emergency; and

WHEREAS, the transmission of COVID-19, and its recognition as a pandemic, justifies a finding that it constitutes a local disaster emergency; and

WHEREAS, on or about March 20, 2020, the Mayor declared a local disaster emergency in the Borough, and the basis for the emergency declaration, the transmission of COVID-19, continues to exist and is anticipated to continue to exist until at least April 30, 2020; and

WHEREAS, Borough Council seeks to consent to and ratify the continuance of the local emergency declaration under Section 7501 of the Pennsylvania Emergency Management Services Code until April 30, 2020; and

WHEREAS, given the local disaster emergency declaration, the due dates for certain solid waste collection and disposal fees and sanitary sewer rentals should be extended.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Fountain Hill finds that a local disaster emergency exists in the Borough of Fountain Hill as a result of the transmission of COVID-19.

BE IT FURTHER RESOLVED by the Borough Council of the Borough of Fountain Hill to hereby authorize the Mayor to declare a local disaster emergency under Section 7501 of the Pennsylvania Emergency Management Services Code.

BE IT FURTHER RESOLVED by the Borough Council of the Borough of Fountain Hill to hereby ratify the aforesaid declaration made on March 20, 2020 and to approve its continuance until April 30, 2020, unless sooner terminated by action of Borough Council as allowed under the Pennsylvania Emergency Management Services Code.

BE IT FURTHER RESOLVED by the Borough Council of the Borough of Fountain Hill that should the due date or deadline for payment of any solid waste collection and disposal fees imposed under Chapter 20 of the Borough’s Code of Ordinances occur during the period that the declaration of local disaster emergency is in effect, such due date or deadline for payment shall be continued to July 15, 2020, which shall become the effective due date or deadline for any such payments.

BE IT FURTHER RESOLVED by the Borough Council of the Borough of Fountain Hill that should the due date or deadline for payment of any sanitary sewer rentals imposed under Chapter 18 of the Borough’s Code of Ordinances occur during the period that the declaration of local disaster emergency is in effect, such due date or deadline for payment shall be continued to July 15, 2020, which shall become the effective due date or deadline for any such payments.

Duly adopted by Borough Council at a regular meeting held on the 6th day of April, 2020.

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan		x	x			
Jamie Johnson	x		x			
Wilbert Rufe			x			
Doug Trotter			x			
Philip Trabel						x
Helen Halleman			x			
Leo Atkinson			x			
Mayor Gifford						

ORDINANCES – NONE.

MOTIONS – NONE.

OLD BUSINESS

- Façade Program – Rec and Community Development Committee

The discussion is tabled to the next Council Meeting. Council President Atkinson and Mayor Gifford mentioned to possibly rethink the Façade Program in favor of other measures assisting local businesses in recognition of the COVID-19 crisis. As an immediate response to help local businesses, Council President Atkinson encouraged residents to patronize local businesses, purchase Gift Cards, and support small businesses.

Council President Atkinson is in the process of creating two (2) forms for both residents seeking assistance and volunteers offering assistance. These forms are to be published on the Borough’s website to better coordinate support.

Mr. Patrick Figueroa of 820 N Clewell St mentioned loan and emergency grant options that are available for small businesses affected by the economic disruption due to the Coronavirus outbreak. Both Mr. Figueroa and Council President Atkinson offered to be points of contact.

- Parking Ordinance – H&O

Mr. Rufe will present a list of questions to Mr. Lehr and report on any suggestions to the parking ordinance at the next Council meeting.

COUNCIL PRESIDENT’S REPORT

Council President shared the above-mentioned draft forms (“need” and “volunteer”) with the participants and asked for additional suggestions.

Ms. Katrina Kepner of 634 S Lynn St offered her assistance and also mentioned initiatives already taken in her immediate neighborhood to help keep children engaged (e.g. chalk drawings).

SOLICITOR'S REPORT – NONE.

COMMITTEE REPORTS

A. Finance (Trotter, Atkinson, Jordan)

- Payment of Bills

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan		x	x			
Jamie Johnson			x			
Wilbert Rufe			x			
Doug Trotter	x		x			
Philip Trabel						x

Helen Halleman		x			
Leo Atkinson		x			
Mayor Gifford					

B. Public Works (Jordan, Trotter, Rufe)

Ms. Jordan mentioned that Public Works employees work in different locations to adhere to “social distancing”. Ms. Jordan suggested for anyone to purchase scarce resources, such as disinfectant wipes, if available and bring to the Borough for Public Work employees to use and be reimbursed for any expenses. Mayor Gifford

C. Police (Atkinson, Trotter, Johnson)

Chief Bachert reported that one of the officers is out on leave due to potential COVID-19 cross contamination as recommended by St. Luke’s hospital.

D. House & Ordinances (Rufe, Halleman, Jordan) – NONE.

E. Fire (Trabel, Halleman, Rufe)

Ms. Halleman questioned what caused the oil spill on the Russell Ave that the Fire and Police Departments had responded to. Chief Bachert explained that some unauthorized construction work causing the spill was detected. The violations are reviewed and expected to be fined.

F. Recreation (Johnson, Rufe, Trabel)

Ms. Johnson is in discussion with the YMCA regarding the fixed fee pool management contract and any summer recreation program in light of the COVID-19 outbreak. She mentioned to potentially re-allocate the budgeted funds to the small business assistance program instead.

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

Ms. Halleman read the February Sewer and Garbage collection reports.

Regarding the Refuse/Recycling RFP, Ms. Halleman recommended to retain the recycling option in the new contract. Mr. Branco reminded to review the RFP and respond to allow for 45 days of advertisement.

H. Personnel (Trotter, Atkinson, Jordan) – NONE.

SPECIAL OR SELECT COMMITTEES

The library is closed due to the COVID-19 outbreak. However, applications for library cards are available online and digital books can be checked out.

PRIVILEGE OF THE FLOOR – Discussion on Non - Agenda Items

Both Mr. Spencer of 1035 Jeter Ave and Mr. Candless of 1011 Pawnee St commended Council President Atkinson on organizing the virtual/remote Council meeting. Mr. Spencer reminded to add social media presence as an additional tool.

EXECUTIVE SESSION - NONE.

ADJOURNMENT

At 8:55 pm Council President Atkinson asked for a motion to adjourn. Ms. Jordan made the motion, seconded by Ms. Johnson and unanimously approved.

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

By:

Leo Atkinson - President of Council

SUBMITTED BY

By: _____
Cordula Voges, Finance Director

ATTEST:

By: _____
Anthony Branco, Borough Manager

Next Resolution 2020-25
Next Ordinance 857