

MINUTES
BOROUGH COUNCIL
August 11, 2025 - 7 P.M.

The Council Meeting was held in person at Borough Hall. The meeting was called to order. Council President requested that attendees stand, as able, for the Pledge of Allegiance. Roll call was conducted by Council President McCandless. Council members present were Ms. Jordan, Ms. Johnson, Mr. Trotter, Mr. Blatt, and Council President McCandless. Also, present were Mayor Johnson, Solicitor Berger and Borough Manager Burkhart.

Absent were Mr. Rufe and Mr. Trabel.

President McCandless announced that there was an Executive Session held prior to the meeting To discuss public works employee disciplinary action.

The Minutes of July 21, 2025, were reviewed. A motion was made to approve the Minutes. The motion passed.

| | 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 & AGENDA ITEMS - No one requested Privilege of the Floor.

MAYOR'S REPORT - Mayor Johnson thanked the park and pool staff for a great summer.

BOROUGH MANAGER'S REPORT –

Police Vehicle LSA Funding – A Burkhart reported that one of the current police vehicles is in need of significant repair. She recommended that the Borough use the LSA grant that had been awarded back in November to purchase a replacement vehicle which would be an SUV as opposed to the initially intended truck. The Borough would then apply for a new LSA grant in November of 2026 for the police truck.

CDBG Grant Award - A Burkhart reported that the Borough was awarded \$199,900 of CDBG funding from the County. The money will go toward the Hertzog St. project specifically towards sidewalk repair. The Herzog St. project will include a full reclamation of Hertzog St. plus significant sidewalk repair and will occur in 2026. The grant money will offset the cost of sidewalks which would otherwise be the financial responsibility of the property owners.

NEW BUSINESS

Use of Public Space request from St Paul's Church - A Burkhart reported that St. Paul's requested the closure of Hoffert St. for their annual Community Day scheduled for August 30th.

Use of Public Space request from BASD - The Bethlehem Area School District requested the use of Stanley Ave. Park on August 13th for a meet and greet with the new Liberty High School principal Mr. Holick.

Use of Public Space request from BASD - The Bethlehem Area School District requested use of Stanley Ave. park for August 14th for their incoming kindergartener event.

Use of Public Space request from Joy Life Center – The Joy Life Center requested the use of Stanley Ave. Park on September 7th for a community event. The event would require the setting up a 20 x 40 tent as well as a bounce house. It was noted that both the tent and the bounce house would be staked into the ground. It was asked and confirmed that vehicles would not be allowed to drive on the grass at the park.

Humane Society Contract - It was reported that the Borough received an updated contract from the Humane Society for animal control which will run from January 1, 2026 to December 31, 2028 the cost annually is \$1,100.

OLD BUSINESS

Billing/Finance Clerk – A. Burkhart noted that the Borough is continuing to receive applications for the billing and finance clerk position that is available.

RESOLUTIONS FOR REVIEW/FINAL PASSAGE - There were no Resolutions for Review or Final Passage

ORDINANCES FOR FINAL PASSAGE - Ordinance 886 AN ORDINANCE INCREASING THE INDEBTEDNESS OF THE BOROUGH OF FOUNTAIN HILL, LEHIGH COUNTY, PENNSYLVANIA, BY THE ISSUE OF A GENERAL OBLIGATION NOTE IN THE AMOUNT OF \$294,466.49.

A motion was made to adopt Ordinance 886. The motion passed.

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

MOTIONS

A motion was made to approve the closure of Hoffert Street between Delaware and Church Alley, and the closure of Church Alley from Elm Street to Hoffert, for St. Paul's Community Day on August 30, 2025, from 9:30 a.m. – 3 p.m.

| | 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 | | | | | | |

A motion was made to approve the use of Stanley Avenue Park by the Bethlehem Area School District on August 13, 2025, and August 14, 2025

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

A motion was made to approve the use of Stanley Avenue Park by the Joy Life Center on September 7, 2025. Use will include a portable 20x40 tent to be staked into the ground and a bounce house, also to be staked into the ground. Additionally, the applicant will not be permitted to drive on the grass areas.

| | 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 | | | | | | |

A

motion was made to approve the contract with the Lehigh Valley Humane Society from January 1, 2026 – December 31, 2028 for \$1,100 annually.

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

A motion was made to remove Brian Liable from the position of Public Works Crew Leader. The removal of the employee from the position will also remove the additional \$1.25 of compensation associated with the Crew Lead position.

| | 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 | | | | | | |

COUNCIL PRESIDENT’S REPORT

S. McCandless reported That August 15th would be the last night of the Park Program and there would be a Soak conducted by the Fountain Hill Fire Company from 6-8 p.m.

The Pool will be closing on Sunday, August 24th.

S. McCandless thanked all the fire companies and first responders who assisted at the fire located at 943 Long St.

S. McCandless thanked the Lehigh Valley Planning Commission for the informational session they provided to Borough officials.

SOLICITOR’S REPORT

D. Berger updated Council on the Youst Avenue turn around. The Borough has not received the updated participation agreement on the project. The Borough will need to wait for Lower Saucon to forward the updated copy to us.

COMMITTEE REPORTS

D. Trotter read the financial reports. There was a motion to accept the reports and to pay the bills.

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

Public Works – A. Jordan had no report. N. Blatt commented that the park and pool were very well maintained this year, and he was very appreciative of the efforts put in by Public Works

Police – N. Blatt noted that there would be a Police Committee meeting on September 2, 2025. Chief Bachert stated that a DUI checkpoint was held. Also, the Consortium will be running a test in the near future. Finally, Chief Bachert reported that the temporary signage at the school is confusing and needs to be updated.

House & Ordinance – S. McCandless reported on the ordinances currently under review by House and Ordinance.

Fire – P. Trable was not present. S. McCandless read the fire report.

Recreation – J. Johnson reported on the success of the summer recreation programming. There will also be a Recreation meeting in September.

Health & Sanitation – W. Rufe was absent for the meeting.

Personnel – D. Trotter stated that there were no Personnel Committee meetings

IT Committee - J. Johnson stated that there were no IT Committee meetings.

SPECIAL OR SELECT COMMITTEES – No reports by Special Committees.

PRIVILEGE OF THE FLOOR –

Malcom Tessman from 619 Hertzog Avenue was in attendance to get more information regarding sidewalk repair on Hertzog. He recently received a notice of violation for his sidewalk wanted to know that timeline of the project. A. Burkhart noted that the project was delayed from its original timeline, and it is currently anticipated that the project will move forward in 2026. M. Tessman asked what the status of their Notices of Violation given that the Borough would be replacing the sidewalks in 2026. A. Burkhart indicated that the Borough would need to review the current situation and report back to those residents who received notification regarding their sidewalk.

Nadine Silva, Hertzog Avenue also addressed Council regarding a Notice of Violation for her sidewalk. She was concerned about the timeline of the project and the need to repair those sidewalks prior to the Borough's project. N. Silva was additionally concerned about the contracts that she entered for sidewalk repair. A. Burkhart again indicated that the Borough would need to review the current situation and report back to those residents who received notification regarding their sidewalk.

ADJOURNMENT - There was a motion to adjourn the meeting. The motion passed.

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

BOROUGH OF FOUNTAIN HILL
 ATTESTED

LEHIGH COUNTY, PENNSYLVANIA

BY: _____
 Amy Burkhart, Borough Manager

By: _____
 Stewart McCandless - President of Council

SUBMITTED BY: _____
 Amy Burkhart, Borough Manager