

## **COUNCIL MEETING MINUTES**

**January 4, 2016**

**7:00 P.M.**

Mayor Rosado called the meeting to order at 7:00 P.M. and asked everyone to stand for the flag salute.

Mayor Rosado administered the oath of office to Council-elect Norman E. Blatt Jr., Douglas D. Trotter Jr., and Annmarie Jordan

### **RE-ORGANIZATION OF COUNCIL**

Mayor Rosado called the meeting to order and noted that the following Council members were present: Helen Halleman, Philip Trabel, Larry Rapp, Norman Blatt, Carolee Gifford and Doug Trotter. Others present were: Anthony Branco, Executive Administrator, Donald Lipson, Solicitor, Jim Levernier, Public Works Supervisor, Chief Edward Bachert, and Fire Chief Dave Boehrer.

Mayor Rosado indicated that the next order of business was the election of Officers:

Mayor Rosado called for nominations for Council President.

Councilwoman Gifford nominated Councilman Rapp. The motion was seconded by Councilman Trotter. Councilwoman Halleman nominated Mr. Blatt. The motion was seconded by Councilman Trabel. Councilman Blatt respectfully declined the nomination. Mayor Rosado closed the nominations and called for a vote on the election of Councilman Rapp as Council President. Councilman Rapp was elected as Council President by unanimous vote.

Mayor Rosado turned the meeting over to Council President Rapp to preside over the remainder of the meeting.

Council President Rapp called for nominations for Council Vice-President  
Councilwoman Jordan nominated Councilman Blatt. The motion was seconded by Councilman Trotter. Hearing no further nominations, Council President Rapp closed the nominations and called for a vote on the election of Councilman Blatt as Council Vice-President. Councilman Blatt was elected as Council Vice-President by unanimous vote.

Council President Rapp called for nominations for Council Chairman Pro Tempore.

Councilman Rapp nominated Councilman Trotter. The motion was seconded by Councilwoman Gifford. Hearing no further nominations, Council President Rapp closed the nominations and called for a vote on the election of Councilman Trotter as Council Chairman Pro Tempore. Councilman Trotter was elected as Council Chairman Pro Tempore by unanimous vote.

Council President Rapp indicated the next item on the agenda was the approval of minutes:

1. December 7, 2015 Regular Meeting minutes. Any corrections/revisions were to have been submitted to Mr. Branco. Hearing no further comments, Council President Rapp called for a motion and second for approval of the minutes. Councilman Trabel motioned for approval of the minutes, seconded by Councilman Trotter, the minutes were unanimously approved.
2. December 23, 2015 Work Session minutes. Any corrections/revisions were to have been submitted to Mr. Branco. Hearing no further comments regarding revisions/corrections, Council President Rapp called for a motion and second for approval of the minutes. Councilwoman Jordan motioned for approval of the minutes, seconded by Councilman Trotter, the minutes were unanimously approved.

Council President Rapp indicated there were no Presentations scheduled.

Council President Rapp opened the meeting to the Public for any comments on Agenda items.

Hearing no comments, Council President Rapp closed the Public session and moved onto the Mayor's Report.

Mayor Rosado: no report

Council President Rapp moved on to the Administrator's Report. Mr. Branco requested Council to direct the Civil Service Commission to formulate a new candidate list. A motion to authorize the Civil Service Commission to formulate a new eligibility list was made by Councilman Trotter, seconded by Councilman Trabel, and passed unanimously. Mr. Branco will schedule a meeting of the Civil Service Commission

Council President Rapp asked if there was any New Business.

Councilman Blatt asked if Ordinance 821, reducing the number of members on the Zoning Hearing Board would be discussed. Mr. Branco informed Council that the Ordinance had been tabled until further notice. Councilman Blatt stated that 3 names were provided for the vacancies, and that one of the persons was a member of the Civil Service Commission. Mr. Branco stated that if that person was interested in the Zoning Hearing Board, he would need to resign for the Civil Service Commission as stated in the Borough Code.

Councilwoman Halleman stated that she would feel safer if the composition of the board would remain at 5 members.

Councilman Blatt stated that in 2015 meetings had to be canceled due to lack of members. Mr. Branco will put Ordinance 821 on the January 20 agenda.

Council President Rapp move onto Resolutions:

**RESOLUTION NO. 2016-01**

**A RESOLUTION OF THE FOUNTAIN HILL BOROUGH COUNCIL  
APPROVING THE FOLLOWING HOLIDAYS / OBSERVED DAYS OFF  
FOR CALENDAR YEAR 2016**

**BE IT RESOLVED** that the Borough Council of the Borough of Fountain Hill does hereby approve the following Holidays / Observed Days Off for 2016:

<u>HOLIDAY</u>	<u>OBSERVED</u>
New Year's Day	January 1
President's Day	February 15
Good Friday	March 25
Memorial Day	May 30
Independence Day	July 4
Labor Day	September 5
Thanksgiving Day	November 24
Friday after Thanksgiving	November 25
Christmas Eve	December 23
Christmas Day	December 26
Individuals Birthday	

Duly Adopted by Borough Council at a meeting held on the 4<sup>th</sup> day of January 2016.

	Motion	2nd	Yes	No	Abstain	Absent
Philip Trabel		X	X			
Carolee Gifford	X		X			
Norman Blatt			X			
Annamarie Jordan			X			
Larry Rapp			X			
Doug Trotter			X			
Helen Halleman			X			
Mayor Jose Rosado						

**RESOLUTION NO. 2016-02**

**A RESOLUTION OF THE FOUNTAIN HILL BOROUGH COUNCIL**

**RESTATING THE FOUNTAIN HILL POLICE ASSOCIATION  
MEMBER CONTRIBUTION TO THE POLICE PENSION PLAN**

**WHEREAS**, the Borough of Fountain Hill, by enactment of Ordinance 702, adopted December 15, 2004, restated the terms and conditions of the Police Pension Plan; and

**WHEREAS**, Section 403 (a) and (b) of said Ordinance establishes participant contributions to the Plan; and

**WHEREAS**, the Borough Council and the Fountain Hill Police Association by an agreement dated December 29, 2015, agreed to a required member contribution to the Plan increasing from 5% to 6.0% of total compensation, effective 1/1/2016, and increased to 7.0% effective 1/1/2017, and increased to 8.0% effective 1/1/2018; and

**WHEREAS**, pursuant to the provisions of Act 600, the Borough of Fountain Hill must restate and/or reaffirm the required member contribution on an annual basis either by Ordinance or Resolution;

**NOW, THEREFORE, BE IT RESOLVED** that the Borough Council of the Borough of Fountain Hill does hereby restate that the members of the Fountain Hill Police Pension Plan shall contribute 6.0% effective 1/1/15, 7% effective 1/1/2017, and 8% effective 1/1/2018; and

**BE IT FURTHER RESOLVED**, that the Borough Secretary shall file a copy of this Resolution with the Administrator of the Fountain Hill Police Pension Plan in order to affirm the required member contribution.

Duly Adopted by Borough Council at a meeting held on the 4th day of January, 2016.

	Motion	2nd	Yes	No	Abstain	Absent
Philip Trabel			X			
Carolee Gifford		X	X			
Norman Blatt			X			
Annamarie Jordan			X			
Larry Rapp			X			
Doug Trotter	X		X			
Helen Halleman			X			
Mayor Jose Rosado						

**RESOLUTION NO. 2016-03**

**A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF FOUNTAIN HILL, LEHIGH COUNTY, PENNSYLVANIA, APPROVING THE APPOINTMENT OF DELEGATES TO THE NORTHAMPTON COUNTY TAX COLLECTION COMMITTEE FOR CALENDAR YEAR 2016**

**WHEREAS**, The approved Bylaws of the Northampton County Tax Collection Committee (TCC), requires the governing bodies of school districts, townships, boroughs and cities to appoint one voting delegate and one or more alternate delegates, on an annual basis, to be their Tax Collection Committee representatives; and

**WHEREAS**, The Borough of Fountain Hill has been assigned to participate with the Northampton County Tax Collection Committee due to the Borough being a part of the Bethlehem School District;

**NOW, THEREFORE, BE IT RESOLVED** that the Borough Council of the Borough of Fountain Hill does hereby appoint the following individuals as the Borough’s delegates to the Northampton County TCC for calendar year 2016:

- Primary Voting Delegate: Councilman Norman E. Blatt, Jr.
- First Alternate Voting Delegate: Anthony Branco, Executive Administrator

**AND BE IT FURTHER RESOLVED** as follows:

1. If the primary voting delegate cannot be present for a TCC meeting, the first alternate voting delegate shall be the representative at the TCC meeting.
2. These appointments are effective immediately and shall continue until successors are appointed. All delegates shall serve at the pleasure of the Borough Council and may be removed at any time.

Duly Adopted by Borough Council at a meeting held on the 4<sup>th</sup> day of January, 2016.

	Motion	2nd	Yes	No	Abstain	Absent
Philip Trabel		X	X			
Carolee Gifford			X			
Norman Blatt	X		X			
Annamarie Jordan			X			
Larry Rapp			X			
Doug Trotter			X			

Helen Halleman			X			
Mayor Jose Rosado						

**RESOLUTION NO. 2016-04**

**A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF FOUNTAIN HILL, LEHIGH COUNTY, PENNSYLVANIA, APPROVING THE APPOINTMENT OF A REPRESENTATIVE TO THE MIDDLE EASTERN COUNTIES ASSOCIATION OF BOROUGHES (MECAB) FOR CALENDAR YEAR 2016**

**BE IT RESOLVED** that the Borough Council of the Borough of Fountain Hill does hereby appoint the following member of Council as the Borough’s delegate to MECAB for calendar year 2016:

Council member: Philip Trabel

Duly Adopted by Borough Council at a meeting held on the 4<sup>th</sup> day of January, 2016.

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	Motion	2nd	Yes	No	Abstain	Absent
Philip Trabel			X			
Carolee Gifford			X			
Norman Blatt			X			
Annamarie Jordan		X	X			
Larry Rapp			X			
Doug Trotter	X		X			
Helen Halleman			X			
Mayor Jose Rosado						

**RESOLUTION NO. 2016-05**

**A RESOLUTION OF THE FOUNTAIN HILL BOROUGH COUNCIL APPOINTING THE FOLLOWING INDIVIDUALS AND/OR FIRMS FOR CALENDAR YEAR 2016**

**BE IT RESOLVED** that the Borough Council of the Borough of Fountain Hill does hereby appoint the following individuals and/or firms to provide the stated services to the Borough for calendar year 2016:

<u>Individual and/or Firm Name</u>	<u>Position / Service Provided</u>
Don Lipson, Norris, McLaughlin & Marcus, P.A.	Solicitor
Peter Lehr, Norris, McLaughlin & Marcus, P.A.	Alternate Solicitor
Jeff Stewart, Norris, McLaughlin & Marcus, P.A.	Labor Attorney

Duly Adopted by Borough Council at a meeting held on the 4<sup>th</sup> day of January, 2016.

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	Motion	2nd	Yes	No	Abstain	Absent
Philip Trabel			X			
Carolee Gifford			X			
Norman Blatt			X			
Annamarie Jordan			X			
Larry Rapp			X			
Doug Trotter	X		X			
Helen Halleman		X	X			
Mayor Jose Rosado						

**RESOLUTION NO. 2016-06**

**A RESOLUTION OF THE FOUNTAIN HILL BOROUGH COUNCIL APPOINTING THE FOLLOWING INDIVIDUALS AND/OR FIRMS FOR CALENDAR YEAR 2014**

**BE IT RESOLVED** that the Borough Council of the Borough of Fountain Hill does hereby appoint the following individuals and/or firms to provide the stated services to the Borough for calendar year 2016:

Individual and/or Firm Name

Position / Service Provided

Brad Youst & Jill Smith, Hanover Engineering Associates, Inc.

Engineers

Duly Adopted by Borough Council at a meeting held on the 4th day of January, 2016.

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	Motion	2nd	Yes	No	Abstain	Absent
Philip Trabel	X		X			
Carolee Gifford			X			
Norman Blatt		X	X			
Annamarie Jordan			X			
Larry Rapp			X			
Doug Trotter			X			
Helen Halleman			X			
Mayor Jose Rosado						

**RESOLUTION NO. 2016-07**

**A RESOLUTION OF THE FOUNTAIN HILL BOROUGH COUNCIL APPOINTING THE FOLLOWING INDIVIDUALS AND/OR FIRMS FOR CALENDAR YEAR 2016**

**BE IT RESOLVED** that the Borough Council of the Borough of Fountain Hill does hereby appoint the following individuals and/or firms to provide the stated services to the Borough for calendar year 2016:

Individual and/or Firm Name

Position / Service Provided

John Ashley, Davison & McCarthy, P.C.

Solicitor to Planning Commission & Zoning Hearing Board

Duly Adopted by Borough Council at a meeting held on the 4th day of January, 2016.

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	Motion	2nd	Yes	No	Abstain	Absent
Philip Trabel			X			
Carolee Gifford	X		X			
Norman Blatt			X			
Annamarie Jordan			X			
Larry Rapp			X			
Doug Trotter		X	X			
Helen Halleman			X			
Mayor Jose Rosado						

**RESOLUTION NO. 2016-08**

**A RESOLUTION OF THE FOUNTAIN HILL BOROUGH COUNCIL APPOINTING THE FOLLOWING INDIVIDUALS AND/OR FIRMS FOR CALENDAR YEAR 2016**

**BE IT RESOLVED** that the Borough Council of the Borough of Fountain Hill does hereby appoint the following individuals and/or firms to provide the stated services to the Borough for calendar year 2016:

Individual and/or Firm Name

Position / Service Provided

David Shields, Keycodes Inspection Agency

3<sup>rd</sup> Party Construction Code Inspection & Plan Review

Duly Adopted by Borough Council at a meeting held on the 4th day of January, 2016.

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	Motion	2nd	Yes	No	Abstain	Absent
Philip Trabel		X	X			
Carolee Gifford			X			
Norman Blatt			X			
Annamarie Jordan			X			
Larry Rapp			X			
Doug Trotter			X			
Helen Halleman	X		X			
Mayor Jose Rosado						

**RESOLUTION NO. 2016-09**

**A RESOLUTION OF THE FOUNTAIN HILL BOROUGH COUNCIL  
APPOINTING THE FOLLOWING INDIVIDUALS AND/OR FIRMS  
FOR CALENDAR YEAR 2016**

**BE IT RESOLVED** that the Borough Council of the Borough of Fountain Hill does hereby appoint the following individuals and/or firms to provide the stated services to the Borough for calendar year 2016 ON A month by month basis until further notice:

<u>Individual and/or Firm Name</u>	<u>Position / Service Provided</u>
Hampson Mower Kreitz Insurance (HMK)	Insurance Broker

Duly Adopted by Borough Council at a meeting held on the 4th day of January, 2016.

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	Motion	2nd	Yes	No	Abstain	Absent
Philip Trabel			X			
Carolee Gifford			X			
Norman Blatt	X		X			
Annamarie Jordan			X			
Larry Rapp			X			
Doug Trotter		X	X			
Helen Halleman			X			
Mayor Jose Rosado						

**RESOLUTION 2016-10**

**APPOINTMENT OF SEWAGE ENFORCEMENT OFFICERS IN THE BOROUGH OF FOUNTAIN HILL**

**WHEREAS**, Act 247 requires that the Borough, by Resolution, appoint a Sewage Enforcement Officer(s); and

**WHEREAS**, Act 247 requires that in addition to the appointment, the Borough also approve the Engineer's rate schedule

**NOW, THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Fountain Hill appoint the following Sewage Enforcement Officers from the firm of Hanover Engineering Associates, Inc., for calendar year 2016:**

Jeffrey T. Huff - 01900  
Jacob A. Schray - 03134  
Scott J. Brown - 01716  
Christopher A. Taylor - 03138

The Rate Schedule is hereby adopted and may be examined in the Office of the Executive Secretary.

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Duly Adopted by Borough Council at a meeting held on the 4th day of January 2016.

	Motion	2nd	Yes	No	Abstain	Absent
Philip Trabel		X	X			
Carolee Gifford			X			

Norman Blatt		X			
Annamarie Jordan		X			
Larry Rapp		X			
Doug Trotter		X			
Helen Halleman	X	X			
Mayor Jose Rosado					

**RESOLUTION NO. 2016-11**

**A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF FOUNTAIN HILL, LEHIGH COUNTY, PENNSYLVANIA, NAMING CHIEF ADMINISTRATIVE OFFICER FOR PSAB MUNICIPAL RETIREMENT TRUST**

**WHEREAS,** the Municipal Pension Plan Funding Standard and Recovery Act (Act 205 of 1984) requires that pension reports be prepared under the supervision and the direction of the Chief Administrative Officer (CAO) of the Borough; and

**WHEREAS,** Fountain Hill Borough wishes to comply with all the requirements of said Act;

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Fountain Hill that Anthony Branco, along with his successor, be appointed as the Chief Administrative Officer of the Borough's Police and/or Non-Uniformed Pension Plan(s).

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Duly Adopted by Borough Council at a meeting held on the 4th day of January, 2016.

	Motion	2nd	Yes	No	Abstain	Absent
Philip Trabel			X			
Carolee Gifford		X	X			
Norman Blatt			X			
Annamarie Jordan			X			
Larry Rapp			X			
Doug Trotter	X		X			
Helen Halleman			X			
Mayor Jose Rosado						

**RESOLUTION NO. 2016-12**

**A RESOLUTION OF THE BOROUGH OF FOUNTAIN HILL IN THE COUNTY OF LEHIGH, COMMONWEALTH OF PENNSYLVANIA, DESIGNATING BANKS AND SAVINGS AND LOANS AS DEPOSITORIES OF THE BOROUGH FUNDS AND ESTABLISHING THE CRITERIA FOR WHICH INSURED BANKS MUST COMPLY BEFORE INVESTMENTS OF THE BOROUGH MAY BE MADE WITH THEM**

**WHEREAS,** in accordance with the Pennsylvania Borough Code, the Borough of Fountain Hill must declare its bank depositories; and

**THEREFORE, BE IT RESOLVED AND ENACTED,** that the Borough Manager and the Finance Clerk be authorized to utilize the following banks and savings and loans as designated depositories:

1. Pennsylvania Local Government Investment Trust  
P.O. Box 1472, Valley Forge, PA 19482
2. Lafayette Ambassador Bank  
2005 City Line Road, Suite 200  
Bethlehem, PA 18017
3. First Niagara Bank  
502 State Avenue

**BE IT FURTHER RESOLVED**, that the Borough Manager and the Finance Clerk shall be authorized to invest Borough funds in any bank or savings institution in the United States, which is insured by the FSLIC or FDIC, provided said investments are within the requirements of said insurance regulations.

Duly Adopted by Borough Council at a meeting held on the 4th day of January, 2016.

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	Motion	2nd	Yes	No	Abstain	Absent
Philip Trabel			X			
Carolee Gifford	X		X			
Norman Blatt			X			
Annamarie Jordan			X			
Larry Rapp			X			
Doug Trotter		X	X			
Helen Halleman			X			
Mayor Jose Rosado						

**RESOLUTION NO. 2016-13**

**A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF FOUNTAIN HILL, LEHIGH COUNTY, PENNSYLVANIA, ESTABLISHING VARIOUS FEES AND COSTS FOR CALENDAR YEAR 2016**

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

**WHEREAS**, it is the desire of the Borough Council of the Borough of Fountain Hill to establish permit fees, hearing board fees, and licenses at the rate set forth:

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Fountain Hill as follows:

**ADMINISTRATION**

Publications:

Zoning Map	\$ 5.00
Zoning Ordinance	\$ 40.00
Subdivision Ordinance	\$ 50.00

Photocopy / Electronic charges:

Paper copies (per page per side)	\$ 0.25
Electronic disk (per disk)	\$ 1.00
Fax copies (per page)	\$ 0.50
'True & Correct Certification'	\$ 2.00
Mailing	Postage cost

Accident Reports (Police & Fire) \$ 10.00

Fingerprinting fee \$ 25.00

Moving permit \$ 10.00

Amusement device (coin operated) \$ 50.00/machine/year

Security/Alarm Registration:

Registration fee	\$ 25.00
Late registration (after 45 days from Installation)	\$ 25.00
Renewal fee	\$ 20.00

False Alarms (in excess of 3 within 6 months)

First alarm	\$ 100.00
Second alarm	\$ 200.00



Third alarm	\$ 300.00
Solicitation license	
One (1) day license	\$ 10.00
Weekly (7 consecutive days) license	\$ 15.00
Thirty (30) day license	\$ 30.00
Handicapped Sign Application	\$ 25.00
Tax Certification fee	\$ 15.00
Health:	
License – Annual Renewal	\$ 100.00
New Establishment	\$ 125.00
Fairs/Carnivals (per stand/vendor charge)	\$ 25.00
Inspections	\$ 50.00
Follow-up Inspections	\$ 25.00
Consumer Complaint	\$ 50.00
Plan Review	\$ 50.00
Prosecution / Testimony	\$ 50.00
Recreation:	
Playground with rest rooms	\$ 100.00 / family
Parks	
Any other recreation area	\$ 20.00
Pool:	
<b>Adult (18 and older):</b>	<b>\$ 45.00</b>
<b>Youth (17 and under):</b>	<b>\$ 35.00</b>
<b>Senior Citizen (62 and older):</b>	<b>\$ 35.00</b>
<b>Daily Admission:</b>	
<b>Adult:</b>	<b>\$ 5.00</b>
<b>Senior:</b>	<b>\$ 4.00</b>
<b>Youth:</b>	<b>\$ 4.00</b>
<b>Children 2 and under:</b>	<b>\$ 1.00</b>
<b>Daycare Fees:</b>	
<b>Supervisors:</b>	<b>\$ 60.00 each</b>
<b>Children:</b>	<b>\$ 45.00 each</b>
Refuse Collection & Recycling Fee	\$ 400.00/yr
On Street parking application (commercial)	\$ 75.00
Sewage Enforcement Officer	Per Hanover Engineering Annual Fee Schedule
Recycling containers	
20 gallon	\$ 10.00
Recycling Facility (City of Bethlehem) Permit Fee	\$ 15.00/yr
Rental of Borough Properties Baseball Fields	
Resident	\$ 25.00
Non-resident	\$ 35.00
Warrant of Survey	
Office fee	\$ 50.00
Escrow Fee:	
• Sidewalk only with no survey work / cut sheet Required over 50'	\$ 350.00
• Curb or sidewalk requiring survey work and cut sheet:	\$ 800.00
• Curb and sidewalk requiring survey work and cut sheet:	\$1,100.00
Excavation permit:	

- Excavation escrow fee \$1,000.00
- In the street \$ 100.00
- Behind the curb \$ 50.00

Driveway construction permit:

- 1<sup>st</sup> 20 feet of curb cut \$ 10.00
- Per foot above 20 feet \$ 0.20

Sidewalk construction permit under 50' \$ 50.00

Dumpsters - Road occupancy permit \$ 35.00

Tree removal / pruning (in road ROW planting strip) \$ 5.00

Drainage plan review:

Drainage Plan review escrow fee \$ 500.00  
Office processing fee \$ 50.00

Zoning:

Zoning application/permit \$ 50.00

Certificate of Occupancy permit \$ 50.00

Special Exceptions:

Residential \$ 300.00  
Commercial \$ 750.00

Variances & Appeals:

Residential \$ 500.00  
Commercial \$1000.00

Subdivision / Development Review:

Escrow and office fee:

Subdivision / Development Review escrow fee \$1,000.00  
Office fee (Per Lot) \$ 50.00

Recreation Impact fee: \$1,000.00

UCC Board of Appeal:

Appeal fee \$ 300.00

Rental Inspection:

Change of Tenants (per Unit charge) \$ 50.00

Change of Ownership:

3 units or less (per unit charge) \$ 50.00

4 – 7 units (per unit charge) \$ 45.00

8 or more units (per unit charge) \$ 40.00

Reinspection (per unit charge) \$ 35.00

Signs:

Application fee \$ 10.00 + \$2.50/sf

**Uniform Construction Code Building Permit Fee Schedule:**

**Residential Inspection Services**

**FLAT RATE COSTS INCLUDING PLAN REVIEW (NEW CONSTRUCTION ONLY)**

**RESIDENTIAL DEPOSIT (DUE AT TIME OF SUBMITTAL):**

\$ 50.00 (This is non-refundable but will be credited to your account for all flat rate projects listed for your specific project.)

**RESIDENTIAL DWELLING PACKAGE:**

\$ 700.00 (Up to 2500 Square feet)

Includes building, mechanical, energy, plumbing and electrical  
– Up to nine site visits included

\$ 70.00 Cost for each 1 - 500 additional square feet above 2500

**INDUSTRIALIZED (MODULAR) HOMES:**

\$ 420.00 Includes building, mechanical, energy, plumbing and electrical  
– Up to six site visits included

**MANUFACTURED (MOBILE) HOMES:**

\$ 300.00 Includes building and electrical  
Building – Up to two site visits– electrical – Up to two site visits

**BASEMENT FINISH OR INTERIOR ALTERATION:**

\$ 360.00 Includes building, energy and electrical  
– Up to five site visits

\$ 100.00 Additional cost for any plumbing in renovation (requires plumbing inspections)

\$ 100.00 Additional cost for any new HVAC units (requires mechanical inspections)

**ADDITIONS:**

\$ 480.00 (Up To 750 Square Feet)  
Includes building, energy and electrical  
– Up to seven site visits

\$ 70.00 Cost for each 1 - 500 additional square feet above 750

\$ 100.00 Additional cost for any plumbing in addition (requires plumbing inspections)

\$ 100.00 Additional cost for any new HVAC units (requires mechanical inspections)

\$ 100.00 Additional cost for both new plumbing and new HVAC units

**ROOF STRUCTURE (over deck or patio)**

\$ 300.00 Includes building only – Up to four site visits

**CONCRETE SLAB:**

\$ 100.00 Building - one inspection

**DECKS:**

\$ 180.00 Building – Up to two inspections for decks over 48” or more above ground

\$ 240.00 Building – Up to three inspections for decks less than 48” above ground

**SWIMMING POOLS:**

\$ 180.00 (ABOVE-GROUND)  
Building, electrical – Up to two site visits

\$ 300.00 (IN-GROUND)  
Building, electrical – Up to four site visits

\$ 180.00 (SPA OR HOT TUB)  
Building, electrical – Up to two site visits

**ACCESSORY STRUCTURES:**

(up to 1000 square feet)  
Includes building and energy  
\$300.00 – Up to four site visits  
\$ 70.00 Cost for each 1 – 500 additional square feet above 1000

**FLAT RATE COSTS (NEW CONSTRUCTION ONLY) - CONTINUED:**

**DEMOLITION:**

\$ 100.00 (includes first 2000 square feet)

\$ 25.00 (for each additional 500 square feet)

**ROOF REPLACEMENT:**

\$ 90.00 - includes one site visit

**MINOR ALTERATION (at the discretion of the inspector):**

\$ 120.00 – includes one site visit

\$ 180.00 – includes up to two site visits

**POLE BUILDING**

\$180.00 Building only – up to two site visits

**PHOTOVOLTAIC (SOLAR) or WIND TURBINE ALTERNATE POWER SYSTEMS:**

\$ 200.00 Roof Mounted First 5kw of system – Building and electric two total site visits.

\$ 25.00 Each additional 5kw of system.

\$ 300.00 Ground Mounted First 5kw of system – Building and electric four total site visits.

\$ 25.00 Each additional 5kw of system.

**GENERATOR (back up power) OR GEOTHERMAL SYSTEMS:**

\$ 240.00 – Up to three visits – Building, Mechanical and Electrical Only

NOTE: ALL FLAT FEES LISTED ABOVE INCLUDE PLAN REVIEW

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**OTHER THAN FLAT RATE AND OTHER SUB CODES:**

**RESIDENTIAL BUILDING INSPECTIONS (when not included in flat rate pricing):**

\$ 60.00 per hour with one hour minimum

**RESIDENTIAL PLANS EXAMINATION (when not included in flat rate pricing):**

\$ 60.00 per hour with a one hour minimum

**PLUMBING SUB-CODE FEES (when not included in flat rate pricing):**

\$ 120.00 Including first (6) trapped fixtures – Up to two site visits

- \$ 10.00 per each additional trapped fixture(s)
- \$ 60.00 - new water line
- \$ 110.00 - Sanitary Sewer Hook-up (each lateral)

**MECHANICAL SUB-CODE FEES (when not included in flat rate pricing):**

- \$ 120.00 Including first unit – Up to two site visits
- \$ 25.00 per each additional mechanical unit. (Units include each air handler and exhaust units over 150CFM, excluding commercial kitchen exhaust.)
- \$ 150.00 Freestanding Stove
- \$ 60.00 HVAC replacement (plus electric)

**RESIDENTIAL ELECTRICAL SUB CODE FEES (when not included in flat rate pricing):**

**RESIDENTIAL UNITS, FLAT RATE (New Construction):**

- \$ 120.00 - Single Family with up to 200 Amp Service – Up to two visits.
- \$ 150.00 – Single Family with up to 400 Amp Service – Up to two visits.

**INDUSTRIALIZED (MODULAR) HOMES OR MANUFACTURED (MOBILE) HOMES:**

- \$ 120.00 – Single Family with up to 200 Amp Service – Up to two visits.

**BASEMENT OR INTERIOR RENOVATIONS:**

- \$ 120.00 – For up to 25 outlets (plus heat) – Up to two visits.
  - \$ 10.00 – For each additional 25 outlets
- (Please note that an outlet is a receptacle, light, smoke detector, etc.)

**ADDITIONS AND ACCESSORY STRUCTURES:**

- \$ 120.00 – For up to 25 outlets (plus heat) – Up to two visits.
  - \$ 10.00 – For each additional 25 outlets
- (Please note that an outlet is a receptacle, light, smoke detector, etc.)

**SERVICE ONLY:**

- \$ 60.00 – 200 Amps or less
  - \$ 90.00 – 400 Amps or less
  - \$ 150.00 – 800 Amps or less
  - \$ 25.00 – Each additional meter or panel inspected per service.
- Please note that all service inspections include one visit only.

**SWIMMING POOLS (electric only):**

- \$ 120.00 – Above Ground – Up to two visits.
- \$ 180.00 – In Ground – Up to three visits.
- \$ 120.00 – Spa or Hot Tub – Up to two visits.

**HEATING AND AIR CONDITIONING UNITS:**

- \$ 40.00 – (per unit)
- \$ 30.00 – Baseboard (first unit)
- \$ 10.00 – Baseboard (each additional unit)

**MISCELLANEOUS FEES:**

- \$ 60.00 – Residential security/fire alarm systems
- \$ 180.00 – Wind Turbine – Up to 5kw – Up to two visits.
- \$ 180.00 – Solar Photovoltaic Systems – Up to 5kw – Up to two visits.
- \$ 20.00 – Solar Photovoltaic and Wind Turbine Systems – Each additional 5kw rating of system.
- \$ 180.00 – Generator (electric only) – (20KW or less) (Use commercial fee schedule if over 20KW)

- \$ 60.00 - COST (PER VISIT) FOR ADDITIONAL VISITS OR CONSULTATION
- \$ 50.00 - RE-INSPECTION FEE FOR VIOLATIONS (PER VISIT)
- \$ 60.00 - MINIMUM INSPECTION FEE (PER VISIT)
- \$ 60.00 - MINIMUM PERMIT FEE
- \$ 25.00 - COST TO ISSUE PERMIT OR CERTIFICATE OF OCCUPANCY
- \$ 20.00 – COST TO MAKE 8 ½ X 11” COPIES PLUS \$1.00 PER PAGE.
- \$ 50.00 – COST TO MAKE COPIES LARGER THAT 8 ½ X 11” PLUS 2.50 PER PAGE.
- \$ 4.00 – STATE PERMIT FEE (COLLECTED FOR STATE)

**COMMERCIAL**

**Commercial Permit/ Plan Reviews**

Permit and Plan review fees for new construction and for additions / renovations will be invoiced based on the actual time and expenses expended on the review for a specific project. These will be invoiced at the hourly rate of the personnel performing the review. Fees for review of revised or supplemental drawings or information shall also be invoiced at the hourly rate of the personnel performing the review.

**COMMERCIAL DEPOSIT (DUE AT TIME OF SUBMITTAL):**

(This is non-refundable, but will be credited to your account for your specific project.)

\$ 150.00 For alterations or single discipline  
\$ 500.00 For new construction and additions

**New Construction and Additions (includes plan review and inspections for building, energy and accessibility sub-codes):**

Base Fee:	\$400.00 plus
First 25,000 square feet	\$0.20 per square foot plus
25,001 to 250,000 square feet	\$0.15 per square foot plus
Over 250,000 square feet	\$0.10 per square foot

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**Alterations, Renovations or tenant “fit-out” (includes plan review and inspections for building, energy and accessibility sub-codes):**

Base Fee:	\$400.00 plus
First 25,000 square feet	\$0.20 per square foot plus
Over 25,000 square feet	\$0.06 per square foot

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**Tenant Fit Out of New Buildings Under Construction as determined by the code official (includes plan review and inspections for building, energy and accessibility sub-codes):**

Base Fee:	\$400.00 plus
Square footage cost:	\$0.06 per square foot

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**Building and Sub-code Plan Review Fees – (Fee if no inspections are to be performed)**

90% of ICC Review Fee. (Minor reviews @ \$60.00 per hour – two hour minimum)

**Single sub-code or re-submission (building, mechanical, plumbing, electrical, energy or accessibility) -**

All Use Groups: \$60.00 per hour – two hour minimum

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**Commercial Building Inspections (not included in fees listed above and Consultation Fees on Behalf of the Municipality):**

\$60.00 per hour with one hour minimum

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**2016 Fee Schedule – Commercial Inspection Service (continued)**

**Special Flat Rate for Building Sub-code (including plan review fees):**

**Fire Protection – Sprinklers and Standpipes:**

\$325.00 - Including first 200 heads and one standpipe

\$0.32 - per sprinkler head (for over 200 heads)

\$100.00 - per standpipe (for over one standpipe)

**Fire Alarm System:**

\$175.00 Building Only

**Commercial Kitchen Exhaust (Per Hood) (includes building, mechanical and electrical as needed):**

\$325.00 – Type 1 - Including hood installation and suppression system

\$175.00 – Suppression system only (in existing hood)

\$175.00 – Hood installation only

**Signs - Parallel, Projecting, or Freestanding Signs (Up to 100 square feet):**

\$275.00 - (includes building) – Up to two visits

**Roof Replacement:**

\$200.00 – (one site visit) (first 5000 square feet)

\$ 25.00 – Each additional 5000 square feet

\$ 50.00 – Adder for insulation inspection when needed

**Demolition Permit:**

\$ 75.00 - First 1000 square feet

\$ 15.00 – Each additional 1000 sq. feet

**Cell Tower Co-locate (on existing structures):**

\$275.00 - (includes building only) – Up to two visits

**Temporary Tent:**

\$175.00 - (one site visit)

**Wind Turbine and Solar Photovoltaic Systems**

**(includes building and electrical):**

\$300.00 – for first 5kw rating of system

\$25.00 - for each additional 5kw rating of system

**Minor Alteration as Determined**

**by the Code Official (building only):**

\$175.00

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**Commercial Plumbing and Mechanical sub-code fees (plus plan review):**

**Plumbing:**

\$110.00 - Including first (3) trapped fixtures  
\$15.00 - per each additional trapped fixture(s)  
\$60.00 - new water line  
\$110.00 - Sanitary Sewer Hook-up (each lateral)

**Mechanical:**

\$100.00 - Including one unit or duct work alterations  
\$30.00 - per each additional mechanical unit (Units include each air handler and exhaust units over 150CFM, excluding commercial kitchen exhaust.)  
\$150.00 - Replacement of single HVAC Equipment. One visit Electric & Mechanical

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**2016 Commercial Electrical sub-code fee (plus plan review):**

**WIRING OUTLET QUANTITIES:**

\$100.00 – 1 to 25 outlets or devices  
\$15.00 – each additional 25 outlets or devices  
(Please note that an outlet or device is a receptacle, light, switch, etc.)

**SERVICES AND FEEDERS:**

\$60.00 – 200 Amps or less  
\$90.00 – 400 Amps or less  
\$125.00 – 800 Amps or less  
\$150.00 – 1000 Amps or less  
\$200.00 – 1500 Amps or less  
\$300.00 – 2000 Amps or less  
\$400.00 – Over 2000 Amps  
(x3) Multiplier for above items for voltages over 600

**HEATING AND AIR CONDITIONING UNITS:**

\$60.00 – up to 50 kW for first unit  
\$30.00 – up to 50 kW for each additional unit  
\$75.00 – 51 – 100 kW for first unit  
\$35.00 – 51 kW – 100 kW for each additional unit  
\$100.00 – over 100 kW for first unit  
\$40.00 – over 100 kW for each additional unit

**TRANSFORMERS AND MOTORS:**

\$40.00 – up to 25hp or 50 Kva  
\$50.00 – 26 to 50hp or 51 to 100 kVA  
\$75.00 – 51 to 100hp or 101 to 200 kVA  
\$100.00 – 101 to 200hp or 201 to 500 kVA  
\$150.00 – over 200hp or 500 kVA  
(x3) Multiplier for above items for voltages over 600

**GENERATORS, VAULTS, SUBSTATIONS, ETC.:**

\$125.00 - Up to 50KW/KVA  
\$150.00 – 51 to 100KW/KVA  
\$175.00 – 101 to 200KW/KVA  
\$200.00 – 201 – 500KW/KVA  
\$300.00 – over 500KW/KVA  
(x3) Multiplier for above items for voltages over 600

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**MISCELLANEOUS FEES:**

\$75.00 – Sign for first unit  
\$40.00 – Sign for each additional unit  
\$225.00 – Commercial Swimming Pool State of PA 3 year certification. This is per inspection – pass or fail.  
\$60.00 – Protective Signaling Systems  
\$20.00 – Site Light and or pole standard (each)

**WIND TURBINE AND SOLAR PHOTOVOLTAIC SYSTEMS:**

\$50.00 – Transfer, disconnect, metering or inverter equipment (each)  
\$100.00 – for first 5kw rating of system  
\$25.00 - for each additional 5kw rating of system

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**\$ 50.00 - COST (PER VISIT) FOR ADDITIONAL VISITS AND RE-INSPECTION VISITS**

**\$ 60.00 - MINIMUM INSPECTION FEE (PER VISIT)**

**\$ 60.00 - MINIMUM PERMIT FEE**

**\$ 25.00 - COST TO ISSUE PERMIT OR CERTIFICATE OF OCCUPANCY**

**\$ 20.00 – COST TO MAKE 8 ½ X 11” COPIES PLUS \$1.00 PER PAGE.**

**\$ 50.00 – COST TO MAKE COPIES LARGER THAN 8 ½ X 11” PLUS 2.50 PER PAGE.**

**\$ 4.00 – STATE PERMIT FEE (COLLECTED FOR STATE)**

**\$ - AFTER HOUR INSPECTIONS – CALL FOR FEES**

**SURCHARGE RATES FOR FAILURE TO OBTAIN A PERMIT WHEN *REQUIRED***

1. Building, Electrical, Zoning (except those for which a zoning hearing is required), Plumbing, and/or other UCC Related Permits: The original permit fee plus an additional 50% of said fee with a minimum additional fee of \$50.00 for each permit not so obtained.
2. Zoning Permit - When a Board Hearing is required: The Zoning Permit fee plus an additional \$200.00.
3. Curb and Sidewalk Permits, Street Opening Permits. Original permit fee plus \$50.

**NOTE**

In addition to the fees and charges set forth in this "Schedule" certain permits or activities which involve engineering or other review, inspections or monitoring, etc., will have additional costs incurred as a result of the activities for which the permit has been issued. The costs for these additional expenses are reimbursable to the Borough by the permittee and will be billed directly to the permittee periodically. It is the obligation and responsibility of every person applying for a permit or license to be aware of the regulations of the Borough of Fountain Hill surrounding the issuance of the permit or license including the potential additional costs which may accrue.

A \$40 charge for all returned checks for Non-sufficient fee (NSF) shall be charged.

**GENERAL REPEALER**

**All resolutions or part of resolutions, inconsistent herewith shall be and are herewith repealed.**

**SEVERABILITY**

**The provisions of this Resolution are severable. If any provision, sentence, clause, phrase, section or part thereof shall for any reason be found unconstitutional, illegal, or invalid, such unconstitutionality, illegality, or invalidity shall not effect or impair any of the remaining provisions, sentences, clauses, phrases, sections, or parts thereof, but the same shall remain in effect. It is hereby declared to be the intent of the Borough that this Resolution shall stand notwithstanding the invalidity of any part included herein.**

\*\*\*\*\*

Duly Adopted by Borough Council at a meeting held on the 4<sup>th</sup> day of January, 2016.

	Motion	2nd	Yes	No	Abstain	Absent
Philip Trabel			X			
Carolee Gifford			X			
Norman Blatt	X		X			
Annamarie Jordan			X			
Larry Rapp			X			
Doug Trotter		X	X			
Helen Halleman			X			
Mayor Jose Rosado						

**RESOLUTION NO. 2016 – 14**

**A RESOLUTION OF THE FOUNTAIN HILL BOROUGH COUNCIL  
APPOINTING THE FOLLOWING INDIVIDUALS FOR CALENDAR YEAR 2016**

**BE IT RESOLVED** that the Borough Council of the Borough of Fountain Hill does hereby appoint the following individuals for calendar year 2016:

Planning Commission

Fred Capuano                                    4 year term    1/1/16 – 12/31/19  
 Brian DeAngelis                                4 year term    1/1/16 – 12/31/19  
 VACANT    4 year term    1/1/16 – 12/31/19

Civil Service Commission

Norman Blatt                                    6 year term        1/1/16 – 12/31/21

Duly Adopted by Borough Council at a meeting held on the 4<sup>th</sup> day of January 2016.

	Motion	2nd	Yes	No	Abstain	Absent
Philip Trabel			X			
Carolee Gifford			X			

Norman Blatt			X			
Annamarie Jordan		X	X			
Larry Rapp			X			
Doug Trotter	X		X			
Helen Halleman			X			
Mayor Jose Rosado						

Council President Rapp noted that there were no Motions listed for Council action.

Council President Rapp asked if any member of Council had any items under Old Business. Hearing no comments Council President Rapp moved onto the next agenda item.

Council President Rapp moved on to the Council President’s report: NO REPORT

Council President Rapp asked Solicitor Lipson if he had any report. Solicitor’s Lipson indicated he had no report at this time.

Council President Rapp proceeded to Committee Reports:

Finance Committee: Councilman Trotter commented as follows:

1. Reviewed the amount of bills paid by Fund and made a Motion for the approval of the Bill List. The motion was seconded by Councilman Trabel and was approved unanimously.

Public Works Committee: Council President Rapp reviewed the December Public Works monthly report.

Police Committee: Chief Bachert indicated he had no report.

House & Ordinance Committee: Councilman Blatt indicated he had no report but that he would be scheduling a meeting to address a couple of possible ordinances.

Fire Committee: Councilman Trabel:

1. Reviewed the December Fire Department report
2. Chief Boehrer requested permission to use a borough PW vehicle to fire training classes. Council approved the request and directed Chief Boehrer to make arrangements with Mr. Levernier.
3. Mayor Rosado swore in the following officers receiving promotions;
  - a. Thomas Hart from Lieutenant to Captain
  - b. Rich Laughlin from firefighter to Lieutenant
  - c. Joe Popovich from firefighter to Lieutenant

Recreation Committee: Councilwoman indicated that there was no report. Council President Rapp stated that a meeting would be needed to consider a new pool manager for 2016.

Health & Sanitation Committee: Councilwoman Halleman reviewed the December report for Garbage and Sewer operations. Councilwoman Halleman noted that there seems to be an increase in delinquent payments and was wondering if that was due to the Borough hiring a collection agency. Council President Rapp stated that the receipts were \$25,000 above for exactly that reason. People do not want to deal with the collection agency

Council President Rapp asked if there were any reports from any Special or Select Committees. There were no reports.

Council President Rapp opened the meeting up to any public comments. Hearing no comments, Council President Rapp closed the public portion of the meeting.

Council President Rapp asked if Council members had any other comments or matters to discuss.



Councilwoman Halleman questioned who negotiated the Service Electric Cable contract with the Borough. Councilwoman Halleman noted that her bill for basic service was higher than friends who lived in Lower Saucon Township. Councilwoman Halleman stated that she had called Service Electric and was told that the municipality sets the rates. Solicitor Lipson stated that the contract had been negotiated years ago as a long term contract. Solicitor Lipson will look into the matter.

Council President Rapp asked for a motion to adjourn. Councilman Trotter made the motion to adjourn and the motion was seconded by Councilwoman Gifford and the motion to adjourn was approved at 7:40 pm.

\*\*\*\*\*

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

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

**ATTEST:**

By: \_\_\_\_\_  
Anthony Branco, Secretary

Next Resolution: 2016 – 15  
Next Ordinance: 824