

**MINUTES
BOROUGH COUNCIL
JULY 22, 2026
7 P.M**

CALL MEETING TO ORDER/ROLL CALL – The Council Meeting was held in-person at Borough Hall. Council members present were Ms. Johnson, Mr. Noble, Mr. Trotter, Mr. McCandless, Mr. Trabel, Mr. Blatt and Mayor Johnson. Also in attendance were Borough Manager Amy Burkhart, and Mrs. Alysia Romulus.

Ms. Ireland was not in attendance at this meeting.

PLEDGE OF ALLEGIANCE – President McCandless called the meeting to order and asked everyone to rise for the Pledge to the Flag.

EXECUTIVE SESSION – President McCandless announced, before proceeding, that an Executive Session would not be held this evening. It was noted on the agenda, but would not be needed.

MINUTES –

Council was informed by Borough Manager Burkhart that the Minutes of July 06, 2026, were not available at the current meeting. Mr. Blatt made a motion to table the Minutes of July 06, 2026, until the next meeting.

	Motion	2nd	Yes	No	Abstain	Absent
Joanna Ireland						X
Jamie Johnson		X	X			
Mark Noble			X			
Doug Trotter			X			
Philip Trabel			X			
Stew McCandless			X			
Norman E. Blatt Jr.	X		X			
Mayor Johnson						

PRIVILEGE OF THE FLOOR/ PRE-SCHEDULED –

- A. Council welcomed Mr. Douglas Trotter III, 1052 Seneca Street, who thanked Council for its support in advancing his nonprofit initiative. He also recognized the collaboration and assistance provided by Recreation Manager Karleen Fluck and Pastor Marlene of St. Paul's Church. Mr. Trotter III reported that, following discussions, plans are underway to hold a Community Day over Labor Day weekend, featuring family-friendly activities and a raffle. He stated that he has been coordinating with Borough Manager Burkhart and is working with Scott Slingerland of C.A.T. to obtain the necessary paperwork and approvals for the event. Mr. Trotter III also shared that the July 11, 2026, bicycle safety and repair event was well attended, with children responding positively while learning basic bicycle maintenance. He expressed interest in hosting a follow-up event to

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complete repairs that could not be addressed during the initial program. Lastly, Mr. Trotter requested permission to hold a block party on a Saturday before the conclusion of the summer program (anticipated to end August 15) or, alternatively, a community event in September during the school year. The proposed event would promote youth engagement through clubs and activities while partnering with the Borough's Police and Fire Departments, at no additional cost to the Borough. He requested the use of the park and basketball courts for the event.

NEW BUSINESS –

- **SouthSide Stride** – Borough Manager Burkhardt reported that the Bethlehem Area School District applied to use the park on August 13, 2026, from 12:00 p.m. to 1:00 p.m. for SouthSide Stride. She explained that the program is coordinated through Fountain Hill Elementary School to help incoming students, particularly kindergarteners, become familiar with their teachers and prepare for the upcoming school year. The event will also provide school supplies, including backpacks, to assist families with the back-to-school transition. There were no further questions from Council.
- **Bethlehem City Republican Committee & Turning Point Action - Backpack Giveaway** – Borough Manager Burkhardt reported that the Bethlehem City Republican Committee and Turning Point Action submitted an application to use Borough property in front of the pool on August 15, 2026, from 10:00 a.m. to 2:00 p.m. to host a backpack giveaway for children. Councilmember Johnson requested that, because the event is sponsored by political organizations, no political or candidate-related materials be distributed at the event, aside from organizational contact information for parents or guardians with questions. She emphasized that the event should remain focused on supporting the children of the community. There were no further questions or requests on this matter.
- **Resolution 2026-16** – Borough Manager Burkhardt reported that the Borough has applied for a Multimodal Transportation Fund (MTF) Grant to fund the third and final phase of the Broadway sidewalk improvement project. The grant application requests \$872,820.00 to complete the project. Manager Burkhardt requested Council's approval to authorize submission of the grant application and to authorize the Borough Manager and Council President to execute all required documents if the grant is awarded by the Commonwealth Financing Authority. She noted that additional project details and the

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proposed allocation of grant funds were included in Council's meeting packets. There were no further questions.

- **Resolution 2026-17** – Borough Manager Burkhart reported that the resolution would continue the temporary experimental parking restrictions implemented to accommodate school construction. She explained that the restrictions are necessary to allow construction vehicles to safely navigate turns, particularly on Moravia Street, where construction activity has reduced the effective roadway width. Manager Burkhart noted that the temporary parking restrictions expire every 90 days and must be reauthorized to remain in effect. She also reported that the Borough has received few complaints since the restrictions were first implemented and that no changes to the existing restrictions are proposed. President McCandless agreed with the need for the restrictions but commented that the current pedestrian detour signage is somewhat confusing. He expressed hope that clearer pedestrian wayfinding could be implemented. There were no further questions or requests on this matter.
- **Resolution 2026-18** – Borough Manager Burkhart reported that the resolution authorizes the sale of the Borough's drone and FLIR (Forward Looking Infrared) camera through Municibid. She stated that the proposed minimum bids are \$700 for the drone and \$1,200 for the FLIR. If the minimum bids are not met, the resolution would be revisited. Manager Burkhart noted that minimum bid amounts are required for the Municibid listing and that shipping will not be included if a purchaser acquires either items. She also sought clarification from Chief Bachert regarding any title transfer or registration requirements. Chief Bachert stated that he would need to verify whether any restrictions apply but was confident Officer Wood would have the necessary information. Manager Burkhart recommended authorizing the sale of the drone and FLIR, contingent upon completion of all required documentation and applicable transfer requirements. There were no further questions or requests on this matter.
- **CDBG Grant Receipt** – Borough Manager Burkhart reported that the Borough is being considered for a Community Development Block Grant (CDBG). She stated that the Borough previously applied for a \$199,650.00 grant to fund improvements to approximately 20 ADA curb ramps throughout the Borough. Manager Burkhart noted that, following the recent approval of two ADA ramp waivers, the Borough is pursuing grant funding to improve accessibility throughout the community. She added that the grant consideration is a positive indicator for completing the project during the summer of 2027. There were no further questions or comments from Council.

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- **810 Forrest St./ Parcel #: 642619821039** – Borough Manager Burkhart reported that the owner of the neighboring property at 810 Forrest Street requested to purchase the Borough-owned parcel. She explained that the matter was presented to Council to determine whether there were any objections before proceeding with the sale, subject to the required appraisal. Mr. Blatt confirmed that appraisal would be necessary. In response to an inquiry from Mr. Trotter III, Manager Burkhart confirmed that the parcel is vacant land. Council discussed prior concepts for park development but noted that the parcel's small size and proximity to a heavily traveled roadway make it unsuitable for that purpose. Councilmember Johnson commented that the parcel would effectively become an extension of the adjoining property. There were no further questions or comments from Council.
- **Hertzog Driveway Application** – Borough Manager Burkhart reported on a driveway application submitted for 716 Hertzog Avenue prior to the meeting. She requested Council's preliminary approval, contingent upon favorable review by Hanover Engineering and the Borough Solicitor. Manager Burkhart explained that the property is located within the area scheduled for sidewalk replacement as part of this year's construction project. She noted that the property has historically been used for parking without a formal driveway or sidewalk access and that the Borough is providing the resident with the opportunity to obtain the appropriate driveway permit while allowing the sidewalk project to proceed. Mr. Blatt inquired whether a curb cut application had been submitted, and Manager Burkhart confirmed that it had been submitted that day. She stated that the application remains subject to review and that, if necessary, a formal curb cut and driveway installation would be required. There were no further questions or comments from Council.
- **Public Works Resignation** – Borough Manager Burkhart reported that a Public Works employee submitted a two-week notice of resignation on Tuesday. She stated that the Borough will advertise the vacant position and that the Personnel Committee will begin the interview process. There were no further questions or comments from Council.

OLD BUSINESS –

- **Hertzog Avenue** – Borough Manager Burkhart reported that the Hertzog Avenue project will begin next week. Residents and commuters were advised to expect regular street

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closures throughout the construction period. Work is anticipated to continue through July and into August.

- **Vehicle Sale Update** – Borough Manager Burkhart reminded Council that four Borough-owned vehicles were listed for sale on Municibid earlier this year and were successfully sold. One vehicle remains on Borough property, as the purchaser is expected to withdraw from the sale. The Borough Manager advised that she will continue working with the buyer or pursue other options, as appropriate. There were no further questions or comments from Council.

MAYOR’S REPORT – Nothing to report

BOROUGH MANAGER’S REPORT – Nothing to report

RESOLUTIONS –

- A. **Resolution 2026-16** – Approving the submission of Applications to the Department of Community & Economic Development for the Multimodal Transportation Fund (“MTF”) Program. The Motion passed.

	Motion	2nd	Yes	No	Abstain	Absent
Joanna Ireland						X
Jamie Johnson	X		X			
Mark Noble			X			
Doug Trotter		X	X			
Philip Trabel			X			
Stew McCandless			X			
Norman E. Blatt Jr.			X			
Mayor Johnson						

- B. **Resolution 2026-17** – A Resolution of the Borough Council of the Borough of Fountain Hill Establishing Temporary Experimental Parking Regulations for a Period of Ninety (90) Days on Certain Streets in the Borough. The Motion passed.

	Motion	2nd	Yes	No	Abstain	Absent
Joanna Ireland						X
Jamie Johnson	X		X			
Mark Noble			X			
Doug Trotter			X			
Philip Trabel		X	X			

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Stew McCandless			X			
Norman E. Blatt Jr.			X			
Mayor Johnson						

- C. **Resolution 2026-18** – A Resolution of the Borough of Council of the Borough of Fountain Hill, Lehigh County, Pennsylvania Authorizing the Disposition of Borough Equipment, specifically the drone and FLIR camera. The equipment will be sold in accordance with all applicable requirements and procedures. The Motion passed as amended.

	Motion	2nd	Yes	No	Abstain	Absent
Joanna Ireland						X
Jamie Johnson	X		X			
Mark Noble			X			
Doug Trotter			X			
Philip Trabel		X	X			
Stew McCandless			X			
Norman E. Blatt Jr.			X			
Mayor Johnson						

ORDINACES – None

MOTIONS –

- a) Request Council approve the use of Stanley Avenue Park by the Fountain Hill Elementary School on August 13, 2026 from 12 p.m. – 1 p.m. for the SouthSide Stride. The motion passed.

	Motion	2nd	Yes	No	Abstain	Absent
Joanna Ireland						X
Jamie Johnson	X		X			
Mark Noble			X			
Doug Trotter			X			
Philip Trabel		X	X			
Stew McCandless			X			
Norman E. Blatt Jr.			X			
Mayor Johnson						

- b) Request Council approve the use of Borough property at the Fountain Hill Pool by the Bethlehem City Republican Committee & Turning Point Action on August 15, 2026

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from 10 a.m. – 2 p.m. for a back-to-school backpack giveaway at the request of nonpartisan inclusions. The motion passed as amended.

	Motion	2nd	Yes	No	Abstain	Absent
Joanna Ireland						X
Jamie Johnson		X	X			
Mark Noble			X			
Doug Trotter			X			
Philip Trabel	X		X			
Stew McCandless			X			
Norman E. Blatt Jr.			X			
Mayor Johnson						

- c) Request Council approve the driveway application for 716 Hertzog AVE. conditioned on the favorable review by Hanover Engineering & the Borough's Solicitor Norris McLaughlin. The motion passed.

	Motion	2nd	Yes	No	Abstain	Absent
Joanna Ireland						X
Jamie Johnson			X			
Mark Noble			X			
Doug Trotter		X	X			
Philip Trabel			X			
Stew McCandless			X			
Norman E. Blatt Jr.	X		X			
Mayor Johnson						

COUNCIL PRESIDENT'S REPORT -

- a. President McCandless apologized to the community for the cancellation of the second Soak event due to unhealthy air quality. He announced that a rescheduled event will be held on August 14, 2026, from 6:00 p.m. to 8:00 p.m.
- b. President McCandless thanked the Park, Pool, and Borough Hall staff for their outstanding work throughout the season and recognized their efforts in making it a productive summer.

PRIVILEGE OF THE FLOOR – Discussion of Non-Agenda Items – None

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EXECUTIVE SESSION – TO DISCUSS PERSONNEL AGREEMENTS – CANCELLED

ADJOURNMENT –

Council President entertained a motion to adjourn. Ms. Johnson made the motion, Mr. Trabel seconded by, and the motion was unanimously approved.

	Motion	2nd	Yes	No	Abstain	Absent
Joanna Ireland						X
Jamie Johnson	X		X			
Mark Noble			X			
Doug Trotter			X			
Philip Trabel		X	X			
Stew McCandless			X			
Norman E. Blatt Jr.			X			
Mayor Johnson						

v BOROUGH OF FOUNTAIN HILL
LEHIGH COUNTY, PENNSYLVANIA
By:

Stewart McCandless - President of Council

ATTESTED

BY: _____
Amy Burkhart, Borough Manager

SUBMITTED

BY: _____
Alysia Romulus, Finance Clerk