

**MINUTES
BOROUGH COUNCIL
March 18, 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. McCandless, Mr. Blatt, Mr. Trabel and Mayor Johnson. Also in attendance was Borough Manager Amy Burkhart, Mrs. Alysia Romulus.

Ms. Ireland was out on an excused absent.

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

MINUTES –

Council reviewed the minutes of the March 2, 2026 meeting. Mr. Blatt noted that the property owners of 723 N. Bergen St. and 854 S. Hoffert St. had their lawyer’s name misspelled as “Turzan,” which should be corrected to “Turczyn.”. It was also noted misspelling of the school that should be spelled as “Brouhgal” on the last page. There were no further changes. There was a motion to approve the amended Minutes of March 02, 2026 – The motion was passed.

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

PRIVILEGE OF THE FLOOR/ PRE-SCHEDULED – Nothing to report

NEW BUSINESS –

- **Picnic Table Purchase** – Borough Manager Burkhart brought to Council’s attention the quotes included in the Council packets for the purchase of picnic tables for the pool area, noting that the existing concrete tables are in need of replacement. He explained that the vendor is familiar to Public Works Supervisor Jason and has been used previously, describing them as a COSTARS vendor. Borough Manager Burkhart also noted that the quotes provided are below the threshold requiring three quotes. She further explained that the Borough is seeking to purchase one ADA-accessible table and four standard picnic tables for placement under the pavilion. This matter was presented for approval. Mr. Trabel inquired about the type of tables being ordered, to which Borough Manager Burkhart responded that the tables would be metal with a plastic coating.

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- **Flooring Purchase** – Borough Manager Burkhart explained that both this item and the picnic table purchase are well within the budget allocated for pool-related improvements this year. She noted that priority is being given to the replacement of the tables and the resurfacing of the flooring. Borough Manager Burkhart stated that a quote in the amount of \$4,800 was received for coating and lining. This work will be used to resurface the flooring in the snack bar and lifeguard areas. She clarified that no work is planned for the bathroom/lavatory areas, as those areas are currently covered with mats, whereas the lifeguard area is not. Regarding the snack bar area, she noted that while some mats are in place, there are not enough to adequately prevent slipping. Mr. Trabel commented that the pavement had been uneven in prior years and inquired whether that issue would also be addressed. Borough Manager Burkhart responded that she and Public Works will assess what concrete repairs are needed. She added that the extent of repairs will depend on Public Works' availability, noting that additional areas require improvement. She stated that she will coordinate with Public Works Supervisor Jason to determine what work can be completed this year.
- **Line Striping Purchase** – Borough Manager Burkhart presented a quote for line striping, noting that the work was specifically budgeted for 2026 throughout the Borough. She explained that the Borough is considering amending the scope based on different crosswalk designs currently under review. Borough Manager Burkhart stated that the Police Committee has been discussing the installation of "piano key" style crosswalks along Delaware Avenue. As such, the Borough would like to finalize the quote and types of striping before proceeding. Borough Manager Burkhart noted that the work could proceed under the current quote with an additional \$1,000 added as a maximum cost, which she believes would cover all necessary expenses. She advised that while this option is available, the Borough may also choose to wait approximately two weeks to obtain a more precise quote based on finalized plans. Mr. Trabel inquired whether PennDOT approval would be required for this project. Mr. Blatt and Mr. McCandless responded that PennDOT involvement is only necessary for work on Broadway. Borough Manager Burkhart added that Hanover Engineering is being consulted to review the proposed crosswalks and confirm that PennDOT approval is not required for non-state roads. Currently, it is believed that no PennDOT approval is needed for Delaware Avenue. It was further noted that PennDOT involvement for non-state roads is typically limited to matters involving stop signs and speed bumps.
- **Resolution 2026-14** – Borough Manager Burkhart concluded new business by presenting updates related to Berkheimer and the handling of confidential tax information, including clarification on authorized recipients of such information. The resolution provides for updating the list of individuals permitted access, including the Borough Manager and Ms. Alysia Romulus, to assist the Borough in ensuring that all applicable taxes and obligations are properly managed. Mr.

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Blatt inquired whether Berkheimer collects only business privilege taxes and licenses, to which Borough Manager Burkhart responded that she believes this to be the case. Mr. Blatt further noted that Keystone collects a specific tax as well. There were no further questions.

OLD BUSINESS -

- **Review of Collections & Policy** – Borough Manager Burkhart presented the past due collections report as requested at the previous meeting and initiated a discussion regarding the Borough's current collections policy and potential revisions. Discussion included methods for distinguishing between residential and commercial accounts, as well as concerns regarding long-standing delinquencies. Council also reviewed the performance of the current collection's agency, Norris McLaughlin, and considered whether additional oversight or alternative approaches may be warranted. Borough Manager Burkhart emphasized the need for a clear and consistent directive for both the collections agency and administrative staff regarding expectations, communication, and desired outcomes. She noted that prior changes have contributed to inconsistencies in process and expectations. It was recommended that Council consider amending the current ordinance to improve the effectiveness of collections efforts. Discussion also included the potential development of an annual delinquency list to better define and manage accounts moving forward. Council generally agreed that any updated collections strategy should begin with a review and possible revision of the existing ordinance. It was noted that at the April 6 meeting, Council will conduct a voice vote regarding a proposed ordinance change.

MAYOR'S REPORT – nothing to report

BOROUGH MANAGER'S REPORT -

- **1336 Russell AVE. LLC Update** – Borough Manager Burkhart reported that demolition of the Hosey property is underway and noted that progress will continue in addressing the property.
- **April Meeting Date** – Borough Manager Burkhart requested consideration to move the April 15 meeting to April 13 due to her unavailability. Council discussed alternative dates, with a preference expressed for a later date in the month. April 22 was mentioned as a tentative option.
- **Sales of Vehicles** – Borough Manager Burkhart advised that a resolution will be presented at the next Council meeting regarding the sale of

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Borough-owned vehicles that are no longer needed. The vehicles will be listed with minimum bids and sold to the highest bidder.

RESOLUTIONS -

- Resolution 2026-14: The governing board of the borough of Fountain Hill, Lehigh County, Pennsylvania, authorizing empowering and directing the proper officers of the governing board to appoint a liaison between it and the Berkheimer, the duly appointed collector of taxes for the district, for the express purpose of sharing confidential tax information with the district for official purposes.

	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						

ORDINACES - none

MOTIONS -

- A) Request Council Approve the purchase of the Picnic Tables from the Great Lakes Recreation - DBA Boyce Recreation for \$8,209.00. 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) Request council approve the floor coating at the pool as described in Quote #250425 in the amount of \$4,800.00. The motion passed.

	Motion	2nd	Yes	No	Abstain	Absent
Joanna Ireland						X

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Jamie Johnson			X			
Mark Noble			X			
Doug Trotter		X	X			
Philip Trabel	X		X			
Stew McCandless			X			
Norman E. Blatt Jr.			X			
Mayor Johnson						

COUNCIL PRESIDENT’S REPORT –

- **Egg Hunt Update** – At the request of President McCandless, Ms. Johnson provided an update on the upcoming egg hunt. The event is scheduled for Saturday, March 28, 2026, at 10:00 a.m. Pre-registration is encouraged; however, same-day registration will be available beginning at 9:30 a.m. A rain date is set for April 4, 2026, at 10:00 a.m. Donations will be accepted through the following Friday.
- **Arbor Day Program** – The Arbor Day program is scheduled for Friday, April 24, 2026, at 1:00 p.m. in the pool area. The exact location is to be determined and will be finalized at the April 6, 2026 meeting.
- **Drug Takeback Event** – A Drug Takeback event will be held on Saturday, April 25, 2026, at the police station from 10:00 a.m. to 2:00 p.m. Residents may bring unused or expired medications for proper disposal.
- **Summer Employment Opportunities** – President McCandless announced that applications are being accepted for summer positions for the park and pool programs. Additional information is available on the Borough’s website and social media platforms.

PRIVILEGE OF THE FLOOR: Discussion of a non-agenda item- nothing to report

The Vice President and Treasurer of the Little League requested permission to install a temporary snow fence on the lower field, anticipated between April 6 and April 7, in advance of the first scheduled game that following Saturday. The fence is expected to remain in place until the first week of June.

Concerns were also raised regarding unauthorized use of the field, including dogs being brought onto the field and individuals riding bicycles in restricted areas. It was noted that while police have been contacted, response timing has limited enforcement.

President McCandless acknowledged the concerns and emphasized that proper procedures for reporting must continue to be followed. He further advised the Police Chief to notify officers to remain attentive to such calls. The Police Chief acknowledged the request.

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The Vice President reported that the Little League opening ceremony will be held on April 18 in Fountain Hill, with gathering at 8:30 a.m. and the ceremony beginning at 9:00 a.m. It was noted that sign-up information will be made available to the public. President McCandless inquired whether the Fire Department would be requested to participate in the ceremony for a flag presentation. Council approved the installation of the temporary fence for the lower field.

ADJOURNMENT - ADJOURNMENT

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

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

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