

**BOROUGH OF FOUNTAIN HILL
COUNCIL WORK SESSION MINUTES
March 23, 2016
7:00 P.M.**

Council members present were: Mr. Rapp, Mr. Blatt, Mr. Trabel, Ms. Halleman, Mr. Trotter, Jr. Ms. Jordan and Mayor Rosado. Ms. Gifford was absent. Also in attendance was Anthony Branco, Executive Administrator

Council President Rapp called for the pledge to the flag.

Council President Rapp reviewed items to be placed on the April 4, 2016 meeting agenda as follows:

1. Minutes of the February 17, 2016 work session meeting have been prepared for review.
 2. Minutes of the March 7, 2016 regular meeting have been prepared for review.
- Mr. Rapp noted that anyone with corrections to the draft Minutes of the meetings should provide them in writing to Mr. Branco.

Presentations:

- Mr. Christopher Birkhead –HMK Insurance
- Mr. David Hay – applied for part time position of Health Officer

Mr. Hay was introduced to Council to present his qualifications. Mr. Hay is currently employed as a Food Sanitarian with the PA Dept. Of Agriculture and has worked with the Bureau of Food Safety for 17 years.

A motion was made by Ms. Gifford seconded by Mr. Trabel to hire Mr. Day as a part time employee of the Borough with the same agreements as the prior Health Officer. The motion passed unanimously. Mr. Branco advised Mr. Hay to contact Ms. Merkle to fill out the necessary employment forms.

Discussion Items:

1. Annual Four County Fireman's Parade – July 16, 2016 at Trexlertown PA
Chief Boehrer requested permission to take the ladder truck to the Four County Parade. Arrangements have been made with SeWyCo and Salisbury Fire Depts. To provide service to the Borough. The pumper will remain in the Borough.

A motion to allow the request was made by Ms. Gifford to grant the Fire Chief's request, seconded by Ms. Jordan and passed unanimously.

2. Mr. Rapp advised Council that Lorenzo's would like to operate the pool concession stand again this year. Council unanimously agreed. Mr. Branco will get the necessary insurance documents.
3. Ms. Halleman asked Mr. Rapp why Council has not been invited to the opening day of Little League. Mr. Branco will contact Mr. Frankenfield and advise him Council would like to know the date of opening day.
4. Ms. Halleman excused herself from the remainder of the meeting at 8:05 PM
5. Ms. Gifford stated that she had reconsidered the possible lease of real property, and would like to hear the proposal from the developer. Ms. Jordan and Mr. Trotter agreed with Ms. Gifford, stating that it would not hurt to listen. After much heated discussion, Mr. Branco was directed by consensus of the majority of members present to contact Solicitor Lipson and see if the offer was still available, and schedule a meeting before Council to hear the proposal.

V. Council Action:

**BOROUGH OF FOUNTAIN HILL
LEHIGH COUNTY, PENNSYLVANIA
RESOLUTION 2016 – 16**

**APPROVING THE SUBMISSION OF APPLICATIONS TO LEHIGH COUNTY FOR
2016 CDBG FUNDING**

BE IT RESOLVED, that the Council of the Borough of Fountain Hill does hereby authorize Anthony Branco, Interim Executive Administrator, to act as the official to prepare and submit the 2016 Community Development Block Grant Application to the County of Lehigh for funding for the Jeter Avenue reconstruction project.

Duly Adopted by Borough Council at a meeting held on the 23rd day of March, 2016

	Motion	2nd	Yes	No	Abstain
Philip Trabel			X		
Carolee Gifford		X	X		
Norman Blatt	X		X		
Fred Capuano			X		
Larry Rapp			X		

Doug Trotter
Helen Halleman
Jose Rosado

		X		
				X

Lawrence Rapp
Council President

I hereby certify the above to be a true and correct copy of a resolution passed by the Borough Council of the Borough of Fountain Hill at a duly convened meeting on March 23, 2016.

Anthony Branco
Executive Administrator

RESOLUTION 2016-17

A RESOLUTION OF THE GOVERNING BOARD OF FOUNTAIN HILL BOROUGH, LEHIGH COUNTY, PENNSYLVANIA, AUTHORIZING, EMPOWERING AND DIRECTING THE PROPER OFFICERS OF THE GOVERNING BOARD TO APPOINT A LIAISON BETWEEN IT AND BERKHEIMER, THE DULY APPOINTED COLLECTOR OF LOCAL TAXES FOR THE DISTRICT, FOR THE EXPRESS PURPOSE OF SHARING CONFIDENTIAL TAX INFORMATION WITH THE DISTRICT FOR OFFICIAL PURPOSES.

WHEREAS, the Local Tax Enabling Act ("LTEA"), authorizes certain political subdivisions, including FOUNTAIN HILL BOROUGH, LEHIGH COUNTY, to provide for the creation of such bureaus or the appointment and compensation of such officers, clerks, collectors and other assistants and employees as may be deemed necessary for the assessment and collection of taxes imposed under the authority of that Act; and

WHEREAS, FOUNTAIN HILL BOROUGH, LEHIGH COUNTY, has entered into contractual agreement with **BERKHEIMER** of Bangor, Pennsylvania, whereby and whereunder CLIENT appointed Berkheimer to collect **certain local taxes**; and

WHEREAS, the LTEA specifically mandates that any information gained by the appointed tax officer, his agents or by any other official or agent of the taxing district, as a result of any declarations, returns, investigations, hearings or verifications required or authorized by the taxing municipality's ordinance or resolution, be kept confidential, except for official purposes; and

WHEREAS, any person who divulges any information which is confidential under the provisions of any ordinance or resolution, upon conviction may be subject to fines and/or imprisonment, upon conviction, and dismissal from office or discharge from employment; and

WHEREAS, Berkheimer requires passage of a resolution by the governing body of Fountain HILL BOROUGH, LEHIGH COUNTY specifying that said confidential information is needed for official purposes and absolving Berkheimer from any liability in connection with the release of said confidential information;

NOW, THEREFORE. BE IT RESOLVED that:

1. FOUNTAIN HILL BOROUGH, LEHIGH COUNTY hereby appoints

The Executive Administrator and Finance Officer as its authorized representative to make requests upon and receive any and all tax information and records from Berkheimer, relative to the collection of taxes for CLIENT, as desired and deemed necessary by CLIENT, to be used for official purposes only; and

2. Berkheimer is hereby directed to provide and/or transmit any and all tax information and records, or any portion thereof, relating to the collection of taxes for the CLIENT, upon request, to The Executive Administrator and Finance Officer as the authorized contact representative for it.

3. FOUNTAIN HILL BOROUGH, LEHIGH COUNTY hereby saves harmless, indemnifies and/or absolves Berkheimer from and against any and all liability in connection with the release of said confidential information.

RESOLVED, ENACTED AND ADOPTED at a meeting held on the 23rd day of March 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. 2016-18

A RESOLUTION OF THE BOROUGH OF FOUNTAIN HILL, LEHIGH COUNTY, PENNSYLVANIA APPROVING THE PURCHASE OF AN ASPHALT PAVER AND FINANCING SUCH PURCHASE WITH FUNDS BORROWED FROM LAFAYETTE AMBASSADOR BANK IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THEIR LETTER TO ANTHONY BRANCO, EXECUTIVE ADMINISTRATOR BOROUGH OF FOUNTAIN HILL, DATED MARCH 21, 2016

WHEREAS, the Borough of Fountain Hill (hereinafter "Borough") has the need for an asphalt paver; and

WHEREAS, the Borough has determined to purchase of 2004 LeeBoy Asphalt Paver Model 8500 S/N 8500T42155; and

WHEREAS, the Borough desires to fund the purchase of such paver from Lafayette Ambassador Bank under the terms and conditions of the aforesaid letter of March 21, 2016.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The purchase of the asphalt paver is approved and shall be funded in accordance with a Loan Agreement with Lafayette Ambassador Bank pursuant to the terms and conditions of their letter to Anthony Branco, Executive Administrator dated March 21, 2016.

2. President of Borough Council, Lawrence E. Rapp, and the Executive Administrator, Anthony Branco, are hereby authorized and directed, for and in the name and on behalf of the Borough, to execute and deliver the Loan Agreement as approved by the Borough

Solicitor and the aforesaid officers are hereby authorized and directed to do any and all things and to execute and deliver any and all documents which they deem necessary or advisable in order to effectuate the purpose of this Resolution.

3. This Resolution shall take effect immediately upon adoption.

Duly enacted and resolved this 23rd day of March, 2016, by Borough Council Of the Borough of Fountain Hill, Lehigh County, PA, in lawful session and duly assembled.

	Motion	2nd	Yes	No	Abstain
Philip Trabel			X		
Carolee Gifford		X	X		
Norman Blatt			X		
Fred Capuano			X		
Larry Rapp			X		
Doug Trotter	X		X		
Helen Halleman					X
Jose Rosado					

ATTEST:

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

By: _____
Anthony Branco, Borough Secretary

By: _____
Lawrence E. Rapp, President of Council

APPROVED:

Jose Rosado, Mayor

Ms. Gifford made the motion to adjourn at 8:15 P.M.

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

By: _____
Lawrence E. Rapp, President of Council

ATTEST:

By: _____
Anthony Branco, Secretary