

**MINUTES  
BOROUGH COUNCIL  
October 6, 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. Councilmembers present were Ms. Jordan, Ms. Johnson, Mr. Rufe, Mr. Trotter, Mr. Blatt, Mr. Trabel, and Council President McCandless. Also present were Mayor Johnson, Solicitor Berger and Borough Manager Burkhart.

The Minutes of September 17, 2025, were not available for review. A motion was made to table the minutes from September 17, 2025. 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** – There were no requests for Privilege of the Floor.

**MAYOR’S REPORT** - Mayor Johnson reported that Trick or Treat would be on October 31st from 6:00 to 8:00 PM and the Trunk or Treat would be on the same day from 4:00 to 6:00 PM.

**BOROUGH MANAGER’S REPORT** - A. Burkhart had no report

**SOLICITOR’S REPORT** – D. Berger reported that there would be a Zoning Hearing Board October 20, 2025, to review the special exception requested for a Unit of Care for a Relative.

D. Berger additionally reported that there would be a Zoning Hearing Board November 17, 2025, to review the appeal of 580 Brighton St. The applicant is appealing a notice of violation regarding the use of their property. Because it is an appeal the Borough is automatically listed as a party to the proceedings and therefore D. Berger will be attending the meeting on behalf of the Borough.

There was also a request submitted to vacate a portion of Reservoir Ave. from 854 S Hoffert St. D. Berger reviewed the requirements for street vacation which includes holding a public hearing on the subject. Additional requirements include public advertisement of the Borough’s review, notification to neighbors, and the enactment of ordinances if approved. Due to the timing of the November Council Meeting, it was agreed that D. Berger would contact the applicant to determine their flexibility on scheduling the hearing. Potential dates include November 3 and

December 1, or possibly after budgeting is complete. Notification of the final dates will be distributed once determined.

## **NEW BUSINESS**

Ordinance 887 – A. Burkhart reported on the potential Ordinance 887 which would update parking regulations in the Borough. The revision would exclude recreational vehicles and boats from parking on Borough streets and alleys, fully prohibit the use of recreational vehicles as dwelling units in the Borough, prohibit vehicles lacking inspection and registration from parking on private property, and prohibit the covering of vehicles.

There was significant discussion on the subject, and it was determined to revise the ordinance to include the following:

- Further define recreational vehicles
- Review definitions of vehicles listed in Chapter 15, Part 3, Section 304.2.A.
- Permit the temporary use of RV's as sleeping quarters but reduce the time from 72-48 hours.
- Continue allowing non-registered and uninspected vehicles to park on private property
- Restrict the parking of non-registered and uninspected vehicles requiring that they park on a parking pad and not on grass.
- Allow residents to cover vehicles on private property but not on Borough streets and alleys.
- Do not consider covered vehicles “abandoned”

Finance and Billing Clerk – A. Burkhart reported that the Borough will be recommending Alysia Velez for the position of Finance and Billing Clerk. Alysia has already passed all the necessary background checks.

Fire Relief Fund – A. Burkhart reported that the Borough has received Volunteer Fire Relief funds from the state, and there is a motion on the agenda to distribute those funds as required.

State Pension Aid and MMO Payments - A. Burkhart reported that the Borough has received Pension Aid funds from the state, and there is a motion on the agenda to distribute those funds and pay the 2025 MMO as required.

A. Burkhart reported that is a motion on the agenda to pay Bracalente Construction for recent street work.

OLD BUSINESS – The dates of the upcoming budget meetings were reviewed.

Budget Meeting Notice - The Council of the Borough of Fountain Hill will meet on the following dates to review and discuss the Proposed 2026 Budget:

- October 16, 2025-6 PM-General Fund, Liquid Fuels, Capital Projects
- October 23, 2025-6 PM- Sewer, Health and Sanitation, Fire, Library, All Other Funds
- November 3, 2025 -6 PM- Unfinished budget business prior to Council Meeting (if needed)

RESOLUTIONS FOR REVIEW/FINAL PASSAGE – None

ORDINANCES FOR REVIEW/FINAL PASSAGE – ORDINANCE 887 – There was discussion to table Ordinance 887 pending revisions.

MOTIONS

There was a motion to table Ordinance No. 887 pending revisions.

	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						

There was a motion to hire Alysia Velez as the Finance and Billing Clerk at a rate of \$21.75 per hour. This is a full-time position.

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

There was a motion to distribute \$27,289.26 received as State Aid to the Fountain Hill Volunteer Fireman’s Relief Association.

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

There was a motion to pay the 2025 Minimum Municipal Obligation in the amounts of \$437,323.00 for the Police Pension and \$54,499.00 for the Non-Uniformed Defined Benefit Pension.

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

There was a motion pay to Bracalente Construction in the amount of \$122,867.60.

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

COMMITTEE REPORTS

Finance – D. Trotter reported on the Borough’s financial reports. There was a motion accept the reports and to pay the bills as presented.

	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						

Public Works - A. Jordan had no report.

Police – N. Blatt reported on the upcoming Drug Take Back.

House & Ordinance – S. McCandless reported on the actions of the House and Ordinance Committee.

Fire – P. Trable reported on the number of fire calls in the previous month. Additionally, Chief Reisling requested use of the pool house for the Fire Company’s tree sale. There was a motion to permit the use of the pool house for the tree sale.

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

Recreation – J. Johnson reported on the most recent meeting of the Recreation Committee. Additionally, she noted the upcoming dates for Trick or Treat and Truck or Treat, both on October 31, 2025.

Health & Sanitation – W. Rufe had no report.

Personnel – D. Trotter had no report

IT Committee - J. Johnston had no report.

SPECIAL OR SELECT COMMITTEES - There were no reports from Special or Select Committees.

**COUNCIL PRESIDENT’S REPORT –**

S. McCandless reported that it is Fire Prevention Week and reminded residents to check their smoke and CO detectors. Also, there will be a Halloween Decorating Contest in the Borough for which the categories are Haunted Mansion/House, Spooky SciFi and Zombi Apocalypse. There will be Veterans Day Breakfast this year, dates and times will be announced when available.

PRIVILEGE OF THE FLOOR – Joanne Reed of 833 N. Clewell Street was in attendance to ask about any upcoming Electronic Recycling Events. It was noted that the Borough is currently organizing the event and will announce the dates when available.

**ADJOURNMENT** - There was a motion to adjourn the meeting. 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		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