

**MINUTES
BOROUGH COUNCIL
September 18, 2024
7 P.M.**

The Council Meeting was held in person at Borough Hall. Council members present were Ms. Jordan, Mr. Rufe, Mr. Trotter, Mr. McCandless, Mr. Blatt, Mr. Trabel, Mayor Johnson, Amy Burkhart (Borough Manager), Jill Fessler (Finance Director), and guests.

Council President McCandless called the meeting to order.

PLEDGE OF ALLEGIANCE

Council President McCandless asked everyone to rise for the Pledge to the Flag.

MINUTES

Council President McCandless asked the Council to approve the minutes from September 3, 2024. Mr. Blatt made the motion, seconded by Ms. Jordan abstained by Mr. Rufe since he wasn't present at the last meeting. The remaining members unanimously approved.

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

PRIVILEGE OF THE FLOOR/ PRE-SCHEDULED – Discussion on Agenda Items

NEW BUSINESS

- **Schedule for Budget Meetings** – Borough Manager Burkhart announced that an email for budget verification will be sent out tomorrow. Budget meetings for the 2025 budget are being scheduled for October 30, November 13, and November 20, with meetings set for Wednesdays at 6 PM. Since Mr. Blatt can't attend on October 30, Ms. Burkhart suggested moving it to the day before or after. Confirmations will be sent out tomorrow, and committees are encouraged to meet in October to review budget items. Borough Manager Burkhart is also coordinating with Dave Berger to ensure all council members can participate in discussions at the committee meetings. Mr. Rufe inquired about quorum requirements, and Ms. Burkhart clarified that it won't be an issue since the meetings are advertised.
- **HVAC Unit Review**- Borough Manager Burkhart reported that the HVAC unit at Borough Hall, installed in 1994, is broken, and cannot be repaired, necessitating its replacement. Public Works sought three quotes for the replacement; two were received, with the third party declining to quote. Ms. Burkhart recommended proceeding with Dieter Brothers' quote of \$12,610, which exceeds this year's budget for that line item, but she emphasized the urgency of the heating and cooling repair. Mr. Blatt suggested assessing all building items for age and condition, and Borough Manager Burkhart agreed that creating a capital project list would be beneficial. She also mentioned that a motion regarding this matter would be included later on the agenda.

OLD BUSINESS

- Street Projects Update – Lechauweki – Brighton Ave. – Borough Manager Burkhart announced that the street projects are completed, and while they haven't received a payment request yet, they expect it in the next couple of weeks, before the next meeting. This will likely finalize the street projects for 2024. She invited any questions from the group.
- Garbage and Recycling Hauler Contractor Update- Borough Manager Burkhart reported that Garbage and Recycling services are currently out for bid, with bids due next Wednesday at 1 P.M. following a pre-bid meeting in late August. She noted that the garbage industry is experiencing volatile pricing, and there are concerns about potential increases. Mr. Blatt mentioned a 46% increase in Allentown, while Mr. Trotter stated costs could double. Mr. Rufe added that a 46% increase was seen this year and anticipated further increases next year. Mr. Trotter explained that this could cost residents an extra \$170. Ms. Burkhart expressed hope that their situation would differ from Allentown's, as they have two pickups a week compared to the Borough's one. Mr. Blatt questioned the rationale for two pickups, suggesting it doesn't affect the total amount of trash. Ms. Jordan thought it could be a new industry standard. Mr. Rufe noted that picking up more trash in one day, you free up another shift to be somewhere else. Borough Manager Burkhart invited further questions or comments.
- Lining of Manholes Update - Borough Manager Burkhart announced that a project approved for October is set to begin, with the contractor moving into the area. Updates will be provided to keep everyone informed.
- Code Enforcement Position Update – The Borough Manager announced that there are no current updates on Code Enforcement, but efforts to interview and find the right candidate are ongoing.
- Pool Pump Update - Borough Manager Burkhart announced that a larger pump for the main pool, approved in the last meeting, will be purchased this year but installed in spring 2025 at the recommendation of Public Works. This plan allows the equipment to remain unused and avoid winterization, thus splitting the payment over two fiscal years. Council President McCandless emphasized that delaying installation reduces potential issues with the new equipment when opening the pool, as it eliminates variables that could complicate troubleshooting. Ms. Jordan added that using the old equipment first helps clarify any problems with the new pump if they arise. Overall, this approach is seen as the most sensible way to proceed.

MOTIONS

- Request Council approve the purchase and installation of a new HVAC unit for Borough Hall

Council President McCandless asked the Council to approve the purchase and installation of a new HVAC unit for Borough Hall. Ms. Jordan made the motion, seconded by Mr. Trabel, and unanimously approved. Mr. McCandless explained that Dieter Brothers will complete the work. They had submitted the best bid.

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

COUNCIL PRESIDENT REPORT- Council President McCandless announced that Fire Prevention Week is scheduled for October 6–12. He reminded everyone to change the batteries in smoke alarms and carbon monoxide detectors during this time.

Council President McCandless announced that Trick or Treat will take place on October 25 from 6 P.M. to 8 P.M. On the same evening, a Trunk or Treat event will be held on Cherokee Street, encouraging participants to decorate their vehicles and hand out candy in a safe environment, with the road closed between Bishopthorpe and Clewell. The Fire Department, Police, and EMS will be involved. Mr. Rufe noted that Frederick Street has been a challenging area for Trick or Treating and encouraged to do better.

McCandless invited those who prefer not to hand out candy at home to join the event and help distribute candy to children, highlighting the enjoyment kids get from seeing firetrucks and emergency services. He also mentioned that candy donations will be accepted at the Borough for those who want to contribute but may not participate directly. Ms. Jordan inquired if the event is rain or shine, Council President McCandless explained that it is always rain or shine.

Council President McCandless announced that the DEA National Drug Take Back event will be held on October 26 from 10 A.M. to 2 P.M. at the Police Station, allowing residents to safely dispose of unwanted prescription drugs.

He also shared that there will be a Veterans Day breakfast at St. Paul’s Church, highlighting its importance. Multiple groups, including the Coalition and the Borough, will be involved. More details about the event will be provided at the next meeting, with specific dates and times available by the second meeting in October.

PRIVILEGE OF THE FLOOR – Discussion on Non - Agenda Items

Briana Werner, a resident of 1029 Cherokee St, expressed her desire to get more involved and thanked the Council for their efforts. She mentioned her teenagers and emphasized the importance of encouraging them to participate in community activities. Council President McCandless thanked her for attending the meeting and sharing her thoughts.

ADJOURNMENT

At 7:19 P.M. Council President McCandless asked to adjourn the Council meeting. Mr. Trabel made the motion, seconded by Mr. Rufe, and unanimously approved.

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

ATTESTED

BOROUGH OF FOUNTAIN HILL
LEHIGH COUNTY, PENNSYLVANIA

BY: _____
Amy Burkhart, Borough Manager

By: _____
Stewart McCandless - President of Council

SUBMITTED

BY: _____
Jill Fessler, Finance Director