

**BOROUGH OF FOUNTAIN HILL  
COUNCIL MEETING MINUTES**

**January 3, 2017**

**7:00 P.M.**

Council members present were: Mr. Rapp, Ms. Jordan, Ms. Gifford, Mr. Trotter, Mr. Trabel, Mr. Blatt and Mayor Rosado. Ms. Halleman was absent. Also in attendance were Anthony Branco, Executive Administrator, Bethany Sebesta Finance Director/Assistant to the Executive Administrator, Mr. Peter Lehr, Esq., Fire Chief Dave Boehner, Zoning Officer Albert Rohrbach, Jason Quarry, Public Works Supervisor, and Police Chief Ed Bachert.

Council President Rapp called for the pledge to the flag.

Council President Rapp indicated the next item on the agenda was the approval of minutes:

1. Minutes of November 21, 2016 the Special Meeting

	Motion	2nd	Yes	No	Abstain	Absent
Philip Trabel			X			
Carolee Gifford		X				
Hellen Halleman						X
Annamarie Jordon	X					
Norman Blatt			X			
Doug Trotter			X			
Larry Rapp			X			
Mayor Jose Rosado						

2. Minutes of the November 23, 2016 Work Session Meeting

	Motion	2nd	Yes	No	Abstain	Absent
Philip Trabel		X				
Carolee Gifford			X			
Hellen Halleman						X
Annamarie Jordon			X			
Norman Blatt			X			
Doug Trotter	X					
Larry Rapp			X			
Mayor Jose Rosado						

3. Minutes of the December 5, 2016 Regular Meeting

	Motion	2nd	Yes	No	Abstain	Absent
Philip Trabel		X				
Carolee Gifford			X			
Hellen Halleman						X
Annamarie Jordon	X					
Norman Blatt			X			
Doug Trotter			X			
Larry Rapp			X			
Mayor Jose Rosado						

Council President Rapp opened the meeting to the public for any comments on Agenda items or by those persons registered to speak. Seeing as no one offered a comment, President Rapp turned the floor over to Mayor Rosado.

Mayor's Report: Mayor Rosado thanked Fire Chief Dave Boehner and the Fire Department for their participation in this year's Santa toy delivery. Everyone agreed that it was a success and enjoyed by all. Mayor Rosado read highlights from Police Chief Bachert's quarterly report and thanked the Police Department for their vigilant and continuing efforts to keep drugs off of the Borough streets. Police Chief Bachert updated Council on the department's participation in Wreaths Across America and that wreaths were dropped off at local businesses in the Borough.

Executive Administrator's Report: Mr. Branco updated Council on the new website progress and that Ms. Sebesta has been working towards uploading content. Ms. Gifford inquired on why the new website seemed to be taking so long to launch and Ms. Sebesta informed her that the new website content must be developed from scratch and takes time.

Council President Rapp moved onto New Business, seeing none President Rapp moved on to Resolutions: Council Rapp suggested passing the Resolutions as a group rather than individually. Mr. Blatt agreed, but advised that Resolution 2017-13 needs to be revisited and that the numbering is incorrect on the agenda. Mr. Branco made a note to correct and President Rapp suggested a motion to pass Resolutions 1-12:

Resolutions 2017- 1 Establishing a Holiday Schedule for 2017:

	Motion	2nd	Yes	No	Abstain	Absent
Philip Trabel			X			
Carolee Gifford	X					
Hellen Halleman						X
Annamarie Jordon		X				
Norman Blatt			X			
Doug Trotter			X			
Larry Rapp			X			
Mayor Jose Rosado						

Resolution 2017- 2 Restating Police Pension Plan Member Contribution Rate to 7% effective 1/1/2017, and 8% effective 1/1/2018:

	Motion	2nd	Yes	No	Abstain	Absent
Philip Trabel			X			
Carolee Gifford	X					
Hellen Halleman						X
Annamarie Jordon		X				
Norman Blatt			X			
Doug Trotter			X			
Larry Rapp			X			
Mayor Jose Rosado			X			

Resolution 2017- 3 Appointment of Northampton Tax Collection Committee Delegates for 2017:

Primary Voting Delegate: Councilman Norman E. Blatt, Jr.  
 First Alternate Voting Delegate: Anthony Branco, Executive Administrator

	Motion	2nd	Yes	No	Abstain	Absent
Philip Trabel			X			
Carolee Gifford	X					
Hellen Halleman						X
Annamarie Jordon		X				
Norman Blatt			X			
Doug Trotter			X			
Larry Rapp			X			
Mayor Jose Rosado			X			

Resolution 2017- 4 Appointment of MECAB Representative, Mr. Philip Trabel:

	Motion	2nd	Yes	No	Abstain	Absent
Philip Trabel			X			
Carolee Gifford	X					
Hellen Halleman						X
Annamarie Jordon		X				
Norman Blatt			X			
Doug Trotter			X			
Larry Rapp			X			
Mayor Jose Rosado			X			

Resolution 2017- 5 Appointment for 2017 Professional Services, Borough Solicitor:

<u>Individual and/or Firm Name</u>	<u>Position / Service Provided</u>
Peter Lehr, Norris, McLaughlin & Marcus, P.A.	Solicitor
Jeff Stewart, Norris, McLaughlin & Marcus, P.A.	Labor Attorney
Scott Lipson, Norris, McLaughlin & Marcus, P.A.	Solicitor

	Motion	2nd	Yes	No	Abstain	Absent
Philip Trabel			X			
Carolee Gifford	X					
Hellen Halleman						X
Annamarie Jordon		X				
Norman Blatt			X			
Doug Trotter			X			
Larry Rapp			X			
Mayor Jose Rosado			X			

Resolution 2017- 6 Appointment for 2017 Professional Services, Engineer:

<u>Individual and/or Firm Name</u>	<u>Position / Service Provided</u>
Brad Youst & Jill Smith, Hanover Engineering Associates, Inc.	Engineers

	Motion	2nd	Yes	No	Abstain	Absent
Philip Trabel			X			
Carolee Gifford	X					
Hellen Halleman						X
Annamarie Jordon		X				
Norman Blatt			X			
Doug Trotter			X			
Larry Rapp			X			
Mayor Jose Rosado			X			

Resolution 2017-7 Appointment for 2017 Professional Services, Solicitor for Planning Commission and Zoning Hearing Board:

<u>Individual and/or Firm Name</u>	<u>Position / Service Provided</u>
John Ashley, Davison & McCarthy, P.C.	Solicitor to Planning Commission & Zoning Hearing Board

	Motion	2nd	Yes	No	Abstain	Absent
Philip Trabel			X			
Carolee Gifford	X					
Hellen Halleman						X
Annamarie Jordon		X				
Norman Blatt			X			
Doug Trotter			X			
Larry Rapp			X			
Mayor Jose Rosado			X			

Resolution 2017- 8 Appointment for 2017 Professional Services, Code Review & Inspection:

<u>Individual and/or Firm Name</u>	<u>Position / Service Provided</u>
David Shields, Keycodes Inspection Agency	3 <sup>rd</sup> Party Construction Code Inspection & Plan Review

	Motion	2nd	Yes	No	Abstain	Absent
Philip Trabel			X			
Carolee Gifford	X					
Hellen Halleman						X
Annamarie Jordon		X				
Norman Blatt			X			
Doug Trotter			X			
Larry Rapp			X			
Mayor Jose Rosado			X			

Resolution 2017- 9 Appointment for 2017 Professional Services, Insurance Broker:

<u>Individual and/or Firm Name</u>	<u>Position / Service Provided</u>
WSA Insurance, Weiss-Schantz Agency	Insurance Broker

	Motion	2nd	Yes	No	Abstain	Absent
Philip Trabel			X			
Carolee Gifford	X					
Hellen Halleman						X
Annamarie Jordon		X				
Norman Blatt			X			
Doug Trotter			X			
Larry Rapp			X			
Mayor Jose Rosado			X			

Resolution 2017- 10 Appointment of Sewage Enforcement Officers:

Gregory A. Gray - 03945  
Jacob A. Schray - 03134  
Scott J. Brown – 01716  
Christopher A. Taylor - 03138

	Motion	2nd	Yes	No	Abstain	Absent
Philip Trabel			X			
Carolee Gifford	X					
Hellen Halleman						X
Annamarie Jordon		X				
Norman Blatt			X			
Doug Trotter			X			
Larry Rapp			X			

Mayor Jose Rosado			X			
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Resolution 2017-11 Approving Municipal Retirement Trust CAO for 2017 as Mr. Anthony Branco.

	Motion	2nd	Yes	No	Abstain	Absent
Philip Trabel			X			
Carolee Gifford	X					
Hellen Halleman						X
Annamarie Jordon		X				
Norman Blatt			X			
Doug Trotter			X			
Larry Rapp			X			
Mayor Jose Rosado			X			

Resolution 2017-12 Designating Banks and Savings & Loans as Depositories:

1. Pennsylvania Local Government Investment Trust  
P.O. Box 1472, Valley Forge, PA 19482
2. Lafayette Ambassador Bank  
2005 City Line Road, Suite 200  
Bethlehem, PA 18017
3. First Niagara Bank  
502 State Avenue  
Emmaus, PA 18049

	Motion	2nd	Yes	No	Abstain	Absent
Philip Trabel			X			
Carolee Gifford	X					
Hellen Halleman						X
Annamarie Jordon		X				
Norman Blatt			X			
Doug Trotter			X			
Larry Rapp			X			
Mayor Jose Rosado			X			

Ms. Gifford brought up concerns regarding the high fees for permits and President Rapp and Mr. Branco explained that these fees are passed from Keycodes to the residents with a 10% administrative fee and are not meant to be punitive to our residents. President Rapp asked for a motion to pass Resolutions 13-16:

Resolution 2017-13 Establishing Fee Schedule for 2017:

	Motion	2nd	Yes	No	Abstain	Absent
Philip Trabel			X			
Carolee Gifford				X		
Hellen Halleman						X
Annamarie Jordon			X			
Norman Blatt	X					
Doug Trotter		X				
Larry Rapp			X			
Mayor Jose Rosado						

Resolution 2017-14 Appointment of Volunteer Board & Commission members for 2017:

Planning Commission

Permita Perna-Rios	4-year term	1/1/14 – 12/31/17
Christopher Bennick	4-year term	1/1/17 – 12/31/21
Brian Muh	4-year term	1/1/17 – 12/31/20

Douglas Trotter Jr                      4-year term    1/1/17 – 12/31/21  
 Mike Symanovich                      4-year term    1/1/17 – 12/31/20

Shade Tree Commission

Suzanne Poroziai                      5-year term    1/1/17 – 12/31/22

Zoning Hearing Board

Connie Skelly Potts                      5-year term    1/1/17 – 12/31/22  
 Vacant                                      5-year term    1/1/17 – 12/31/21  
 Vacant                                      5-year term    1/1/17 – 12/31/21  
 Liz Fox                                      4- year term    1/1/14 - 12/31/18  
 Mike Spenser                              5-year term    1/1/17 – 12/31/21

Civil Service Commission

Charles Zurick                              6-year term    1/1/17 – 12/31/23

	Motion	2nd	Yes	No	Abstain	Absent
Philip Trabel			X			
Carolee Gifford				X		
Hellen Halleman						X
Annamarie Jordon			X			
Norman Blatt	X					
Doug Trotter		X				
Larry Rapp			X			
Mayor Jose Rosado						

Resolution 2017-15    Appointing the Executive Administrator and Finance Officer as Liaison between Borough Officials and Berkheimer:

	Motion	2nd	Yes	No	Abstain	Absent
Philip Trabel			X			
Carolee Gifford				X		
Hellen Halleman						X
Annamarie Jordon			X			
Norman Blatt	X					
Doug Trotter		X				
Larry Rapp			X			
Mayor Jose Rosado						

Resolution 2017-16    Appointment for 2017 Professional Services, Auditors:

Individual and/or Firm Name                      Position / Service Provided

France, Anderson, Basile and Co. P.C.                      Auditors

	Motion	2nd	Yes	No	Abstain	Absent
Philip Trabel			X			
Carolee Gifford				X		
Hellen Halleman						X
Annamarie Jordon			X			
Norman Blatt	X					
Doug Trotter		X				
Larry Rapp			X			
Mayor Jose Rosado						

Resolution 2017-18    Lease of Ford F-550 Dump Truck:

Motion                      2nd                      Yes                      No                      Abstain                      Absent

Philip Trabel		X			
Carolee Gifford	X				
Hellen Halleman					X
Annamarie Jordan		X			
Norman Blatt			X		
Doug Trotter			X		
Larry Rapp			X		
Mayor Jose Rosado					

Council President Rapp turned the floor over to Mr. Trabel who presented an increase in pool rates for the 2017 season. Ms. Gifford stated that she does not agree with the increase because she feels that it discourages attendance. Mr. Trotter explained that the increase in rates was to substantiate the increased cost of maintenance. Mr. Trabel made a motion to table Resolution 2017-17. The motion was seconded by Mr. Trotter, and unanimously passed. The Resolution is placed on the 1-18-2017 Agenda.

Council President Rapp moved onto Ordinances: none

Council President Rapp moved onto Motions: none

Council President Rapp moved onto Old Business: none

Council President’s Report: President Rapp welcomed Ms. Sebesta to her new position.

Council President Rapp proceeded to Committee Reports:

- Finance Committee:  
Mr. Trotter reviewed the bills paid in each Fund, and made a motion for the approval of the bills. The motion was seconded by Mr. Trabel and was approved unanimously.
- Public Works Committee:  
Ms. Jordan presented the December Public Works report.
- Police Committee: N/R
- House & Ordinance Committee:  
Mr. Blatt informed Council that he is waiting for a Committee Meeting for review proposed ordinances. Mr. Branco and Ms. Sebesta will set up a meeting.
- Fire Committee: Ms. Gifford read the December fire report, thanked the department for their work and asked for a Committee Meeting to be set up and for Fire Chief Boehner to attend.
- Recreation Committee: N/R
- Personnel Committee: N/R
- Health & Sanitation Committee:  
  
President read the December Sewer and Sanitation report, as well as the Northeast Revenue Collections report.

Council President Rapp asked if there were any reports from any Special or Select Committees. None reported.

Council President Rapp opened the meeting up to any public comments. None made.

Ms. Gifford made the motion to adjourn to Executive Session to discuss a Real Estate Purchase at 7:27 P.M. The motion was seconded by Ms. Jordan, and unanimously approved.

Council reconvened the meeting at 7:39 PM with a motion from Ms. Gifford. The motion was second by Mr. Trabel, and unanimously approved.

Mr. Lehr proposed that Council and Mr. Branco accept a letter of intent from ALT Realty for the purchase of 950 Cherokee Street.

	Motion	2nd	Yes	No	Abstain	Absent
Philip Trabel		X				
Carolee Gifford	X					
Hellen Halleman						X
Annamarie Jordon			X			
Norman Blatt			X			
Doug Trotter			X			
Larry Rapp			X			
Mayor Jose Rosado						

Ms. Gifford made a motion to adjourn at 7.41 PM. The motion was seconded by President Rapp, and unanimously approved.

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

By: \_\_\_\_\_  
Lawrence E. Rapp, President of Council

**ATTEST:**

By: \_\_\_\_\_  
Bethany Sebesta, Assistant to the Executive Administrator