

**BOROUGH OF FOUNTAIN HILL COUNCIL
COUNCIL MEETING MINUTES**

January 7, 2019
7 P.M.

Council members present were: Ms. Jordan, Mr. Atkinson, Mr. Blatt, Mr. Trotter, Mr. Trabel, and Ms. Halleman. Also, in attendance were Anthony Branco (Executive Administrator), Cordula Voges (Finance Officer), Pete Lehr (Borough Solicitor), and guests.

Council Vice-President Blatt called the meeting to order and asked for everyone to rise for the Pledge to the Flag. Mr. Blatt also called for a moment of silence for the passing of Council President, Lawrence “Larry” Rapp.

APPROVAL OF MINUTES

1. Minutes of November 8, 2018 Council Meeting

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan	x		x			
Leo Atkinson			x			
Norman Blatt			x			
Doug Trotter		x	x			
Philip Trabel			x			
Helen Halleman			x			
Mayor Gifford						

2. Minutes of November 21, 2018 Council Meeting

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan			x			
Leo Atkinson		x	x			
Norman Blatt			x			
Doug Trotter	x		x			
Philip Trabel			x			
Helen Halleman			x			
Mayor Gifford						

3. Minutes of the December 3, 2018 Council Meeting

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan	x		x			
Leo Atkinson		x	x			
Norman Blatt			x			
Doug Trotter			x			
Philip Trabel			x			
Helen Halleman			x			
Mayor Gifford						

Ms. Jordan nominated Council Vice President Norman Blatt to be Council President and asked to elect him.

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan	x		x			
Leo Atkinson		x		x		
Norman Blatt			x			
Doug Trotter			x			
Philip Trabel				x		
Helen Halleman				x		
Mayor Gifford						

Subsequently, Ms. Halleman nominated Council Member Leo Atkinson to be Council President and asked to elect him.

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan				x		
Leo Atkinson		x	x			
Norman Blatt				x		
Doug Trotter				x		
Philip Trabel			x			
Helen Halleman	x		x			
Mayor Gifford						

Since the votes for the election for Council President were tied between the two candidates, Mayor Gifford cast the decisive vote for Mr. Atkinson to be the newly elected Council President. Mr. Atkinson took the meeting over from Mr. Blatt.

PRIVILEGE OF THE FLOOR – Discussion on Agenda Items

Ms. Megan Martin, a Fountain Hill Borough resident on 1258 Broadway, presented the “Project Lifesaver” to Council and suggested to Council to become a member agency. Project Lifesaver is a 501 (C)(3) community based, public safety, non-profit organization that provides law enforcement, fire/rescue, and caregivers with a program designed to protect, and when necessary, quickly locate individuals with cognitive disorders who are prone to the life-threatening behavior of wandering. The program is run at a municipality level by public safety agencies, such as the local Police Department.

Mayor Gifford is simultaneously going to address the Police Department to get additional quotes on “Search and Rescue” technology equipment.

MAYOR'S REPORT

The Mayor expressed her deep sorrow for the passing of the late Council President, Larry Rapp. Ms. Gifford reported that she had read the Mayoral Proclamation to Larry Rapp honoring him for the many years of service to the Borough and its various organizations a few days before his passing. She thanked Council for their support to have Dodson Field renamed to the late Council President’s name.

Mayor Gifford updated Council on the latest Police report.

Mayor Gifford announced a new initiative, “Fountain Hill Prowl”, to get more residents involved in the efforts of the Small Business Alliance to help and promote local businesses.

EXECUTIVE ADMINISTRATOR’S REPORT

- Cleaning Services (proposals);
 - Service Master – weekly cleaning, \$6,840.00/yr.
 - JMI – weekly cleaning, \$6,708.00/yr.

Mr. Branco recommended to engage Service Master, a local cleaning company.

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan		x	x			
Leo Atkinson			x			
Norman Blatt			x			
Doug Trotter			x			
Philip Trabel	x		x			
Helen Halleman			x			
Mayor Gifford						

- Title 8 of the Pennsylvania Assembly requires to fill a vacancy in an elective borough office (i.e. Council seat) within thirty (30) days after the vacancy happens, or if it fails to do so, fill the vacancy within fifteen (15) additional days by the vacancy board. The vacancy board shall consist of the council, exclusive of the mayor, and one registered elector of the borough who shall be appointed by the council at the council's first meeting each calendar year or as soon as practical and who shall act as chair of the vacancy board.

Mr. Branco presented a letter of interest from Jose Rosado to serve as Vacancy Chairman. The term will expire on 12/31/2019. (this is a yearly appointment).

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan	x		x			
Leo Atkinson			x			
Norman Blatt			x			

Doug Trotter
 Philip Trabel
 Helen Halleman
 Mayor Gifford

	x	x			
		x			
		x			

However, Mr. Branco reported to have already received two (2) letters of interest to fill the vacant council seat. He introduced the two applicants, Ms. Vanessa Figueroa and Mr. Francis Ferencin, who were attending the Council Meeting to Council.

Council President Atkinson then invited the candidates to present themselves to Council and explain their interest in becoming a council member. Both candidates followed the invitation and highlighted their accomplishments and experiences as expressed in their written resumes and their special interest to become an active council member.

The Solicitor stated that a Resolution was needed to appoint a new council member. Any new council member is required to:

- Being a registered elector
- Not serving on a school board or charter school
- Being a Borough resident.

A Special Council Meeting was scheduled for January 18th, 2019 at 5:30 pm at Borough Hall to interview all candidates and elect the new council member, with the Mayor serving as a tiebreaker (if needed).

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan			x			
Leo Atkinson			x			
Norman Blatt			x			
Doug Trotter	x		x			
Philip Trabel		x	x			
Helen Halleman			x			
Mayor Gifford						

NEW BUSINESS – none.

RESOLUTIONS

- Resolution 2019- 1 Establishing Holiday Schedule for 2019
- Resolution 2019- 3 Appointment of Northampton Tax Collection Committee Delegates for 2019
- Resolution 2019- 4 Appointment of MECAB Representative
- Resolution 2019- 5 Appointment for 2019 Professional Services, Borough Solicitor
- Resolution 2019- 6 Appointment for 2019 Professional Services, Labor Attorney
- Resolution 2019- 7 Appointment for 2019 Professional Services, Engineer

- Resolution 2019-8 Appointment for 2019 Professional Services, Solicitor for Planning Commission and Zoning Hearing Board
- Resolution 2019- 9 Appointment for 2019 Professional Services, Code Review & Inspection
- Resolution 2019- 10 Appointment for 2019 Professional Services, Insurance Broker
- Resolution 2019- 11 Appointment of Sewage Enforcement Officers
- Resolution 2019-12 Approving Municipal Retirement Trust CAO for 2019
- Resolution 2019-13 Designating Banks and Savings & Loans as Depositories
- Resolution 2019-14 Establishing Fee Schedule for 2019
- Resolution 2019-15 Appointments to Committees
- Resolution 2019-16 Appointing Berkheimer as Liaison between Borough Officials and Berkheimer
- Resolution 2019-17 Appointment for 2019 Professional Services, Auditors
- Resolution 2019-18 Pool Rates for the 2019 Swim Season
- Resolution 2019-19 Appointing CAO for the Non-Uniformed Pension Plan
- Resolution 2019-20 Appointing HIPPA Officers for 2019
- Resolution 2019-21 Disposal of Records

All resolutions are the same as last year’s, except for Resolution 201-14 Establishing Fee Schedule (i.e. Building Permits etc.) for 2019, and serve as a reminder for Council.

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan			x			
Leo Atkinson			x			
Norman Blatt	x		x			
Doug Trotter			x			
Philip Trabel		x	x			
Helen Halleman			x			
Mayor Gifford						

**BOROUGH OF FOUNTAIN HILL
RESOLUTION NO. 2019 - 22**

A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF FOUNTAIN HILL, LEHIGH COUNTY, PENNSYLVANIA, RE-NAMING THE DODSON STREET BALLFIELD AS THE LAWRENCE “LARRY” RAPP MEMORIAL BALLFIELD

WHEREAS, Lawrence E. “Larry” Rapp has served the Borough of Fountain Hill for eighteen years as a member of Borough Council; and

WHEREAS, Larry has volunteered twenty-five years to the Fountain Hill Little League as a coach, manager officer, and Board of Directors; and

WHEREAS, Larry is a founding member of the Fountain Hill Connie Mack Baseball, serving as a manager; and

WHEREAS, Larry has also served as on the Board of Directors for the Lehigh Valley Connie Mack, and President of the State Connie Mack Organization,

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

The Borough Council of the Borough of Fountain Hill, Lehigh County, Pennsylvania, expresses its sincere gratitude for the many years of dedication to the Borough of Fountain Hill by Lawrence “Larry” Rapp and hereby dedicate the Dodson Street Ballfield as the Lawrence “Larry” Rapp Memorial Ballfield.

The Resolution 2019-22 was tabled until Council agrees on the ultimate naming of the Dodson Street Ballfield.

ORDINANCES – none.

MOTIONS – none.

OLD BUSINESS

- UCC Appeals Board (9/18/17)

Mayor Gifford notified Council she might have a potential member to serve on the UCC Appeals Board.

- Oak St./Church St. no parking (12/3/2018)

Mr. Branco reported that there are still problems with cars parked on Oak Street blocking Public Works and Republic Services vehicles and residents on Clewell and Tomblor Streets to get to their garages and/or back yards. He asked for a motion to extend the “No Parking” area.

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan	x		x			
Leo Atkinson			x			
Norman Blatt			x			
Doug Trotter			x			
Philip Trabel		x	x			
Helen Halleman			x			
Mayor Gifford						

The Solicitor is going to draft an ordinance prohibiting parking on Oak Street from the intersection with Church Alley to the intersection with Hill Street for Council to act on at the Wednesday, January 23, 2019 Council Meeting.

COUNCIL VICE – PRESIDENT/NEWLY ELECTED PRESIDENT REPORT – NONE.

SOLICITOR'S REPORT

The closing on the purchase of the property on 1336 Russell Ave (“Hosey”) was successful.

COMMITTEE REPORTS

A. Finance (Trotter, Blatt, Jordan)

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan		x	x			
Leo Atkinson			x			
Norman Blatt			x			
Doug Trotter	x		x			
Philip Trabel			x			
Helen Halleman			x			
Mayor Gifford						

B. Public Works (Jordan, Rapp, Trotter)

- Motion to extend the probation of Mr. Bradley DeFiore for an additional 6 months (6/11/2019) to complete the CDL license.

	Motion	2nd	Yes	No	Abstain	Absent
Annamarie Jordan	x		x			
Leo Atkinson			x			
Norman Blatt			x			
Doug Trotter			x			
Philip Trabel		x	x			
Helen Halleman			x			
Mayor Gifford						

- C. Police (Trotter, Gifford) – was read by the Mayor
- D. House & Ordinances (Blatt, Halleman) n/a
- E. Fire (Atkinson, Trabel, Halleman) n/a
- F. Recreation (Trabel, Atkinson, Blatt) n/a
- G. Health & Sanitation (Halleman, Jordan, Trabel)

Ms. Halleman read the collection report for the month of December 2018.

H. Personnel (Trotter, Blatt) n/a

SPECIAL OR SELECT COMMITTEES

- Leo Atkinson – discussion of job descriptions for Summer Recreation program

The job descriptions for the Park Director and the two Assistants (i.e. the paid positions) and/or hiring the YMCA for the summer program are discussed and reviewed.

PRIVILEGE OF THE FLOOR – Discussion on Non - Agenda Items **n/a**

Executive Session (if needed) **n/a**

ADJOURNMENT

At 8:05 PM, Mr. Trabel made the motion to adjourn, seconded by Ms. Jordan and unanimously approved.

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

By: _____
Leo Atkinson - President of Council

ATTEST:

By: _____
Cordula Voges, Finance Officer

Next Resolution 2019-21
Next ordinance # 848