

**BOROUGH OF FOUNTAIN HILL
COUNCIL MEETING MINUTES**

October 5, 2020

7:PM

Due to Governor Tom Wolf's Coronavirus (COVID-19) Emergency Disaster Declaration on March 6, 2020, a virtual/remote public Council Meeting was held via phone/zoom. The remote registration option for residents was provided on the Borough's website www.fountainhill.org. The meeting was also streamed live on Facebook at: Leo Atkinson on Fountain Hill Council. Remotely participating Council members were: Ms. Jordan, Ms. Johnson, Mr. Trotter, Mr. Rufe, Mr. Atkinson, Mr. Trabel, Ms. Halleman and Mayor Gifford. Also, remotely participating were Mr. Pete Lehr (Solicitor), Mr. Brad Youst (Hanover Engineering), Anthony Branco (Borough Manager), Cordula Voges (Finance Director), Jason Quarry (Public Works Supervisor) and Ed Bachert (Police Chief) and guests.

An **EXECUTIVE SESSION** was held prior to today's Council meeting to discuss litigation, contract issues related to Refuse and Recycling collection, and health information. No decisions or actions were taken.

PLEDGE OF ALLEGIANCE

Council President Atkinson called the meeting to order and asked everyone to pledge allegiance to the Flag.

The below documents were provided to Council upfront:

- Agenda
- Minutes of September 8, 2020 Council Meeting
- Cost spreadsheet of bids received for Refuse/Recycling
- Jamie Correa handicap space request
- Bills payable list
- Financial reports
- H&S and Sewer Fund draft Budgets 2021

MINUTES

- Minutes of September 8, 2020

| | Motion | 2nd | Yes | No | Abstain | Absent |
|------------------|--------|-----|-----|----|---------|--------|
| Annamarie Jordan | x | | X | | | |
| Jamie Johnson | | x | X | | | |
| Wilbert Rufe | | | X | | | |
| Doug Trotter | | | X | | | |
| Philip Trabel | | | X | | | |
| Helen Halleman | | | X | | | |
| Leo Atkinson | | | x | | | |
| Mayor Gifford | | | | | | |

PRESENTATION(S)/ PRIVILEGE OF THE FLOOR - Agenda items

Mr. Mike Spencer of 1035 Jeter Ave welcomed the proposed televising of the sanitary sewer system to identify infrastructure in need of repair.

MAYOR’S REPORT

Mayor Gifford reported that the Police Station is still preparing for the “Trick or Treat” drive through and welcomes any candy donations from residents to hand out for Halloween. Mayor Gifford would still like to add a “Scare Crow Contest” as an additional Halloween community activity. She discourages Borough Council to sanction an official Borough Trick or Treat night.

BOROUGH’S MANAGERS REPORT

- Mr. Branco reported that he is still in the process of preparing the Phase II Broadway Grant application.
- Mr. Branco asked for a motion to advertise the sale of the Public Works lawnmower on the municipal auction site.

| | Motion | 2nd | Yes | No | Abstain | Absent |
|------------------|--------|-----|-----|----|---------|--------|
| Annamarie Jordan | x | | x | | | |
| Jamie Johnson | | | x | | | |
| Wilbert Rufe | | | x | | | |
| Doug Trotter | | x | x | | | |
| Philip Trabel | | | x | | | |
| Helen Halleman | | | x | | | |
| Leo Atkinson | | | x | | | |
| Mayor Gifford | | | | | | |

MOTIONS

- Halloween 2020

Council discussed the Borough sanctioning an official Trick or Treat night. Mr. Trabel made the motion to set an official Trick or Treat night. His motion was not seconded.

Council consented to follow CDC COVID-19 guidelines and rather promote the Police Station drive through coupled with a Scare Crow and Costume Contest. Mayor Gifford offered to write up a schedule of Halloween events to be published on the Borough website.

- Refuse and Recycling bids

Mr. Lehr summarized the refuse and recycling bids received.

After having discussed any related contract issues during the Executive Session, Council awarded the contract to Republic Services providing a weekly regular refuse pick up and a bi-weekly recycling pick up.

| | Motion | 2nd | Yes | No | Abstain | Absent |
|------------------|--------|-----|-----|----|---------|--------|
| Annamarie Jordan | x | | X | | | |
| Jamie Johnson | | | X | | | |
| Wilbert Rufe | | | | x | | |
| Doug Trotter | | x | x | | | |
| Philip Trabel | | | x | | | |
| Helen Halleman | | | | x | | |
| Leo Atkinson | | | x | | | |
| Mayor Gifford | | | | | | |

- Seek bids for televising the Sanitary Sewer System including sanitary mains, 336 manholes and street laterals.

Mr. Brad Youst from Hanover Engineering explained that the televising of the Sanitary Sewer System will determine the ultimate scope of the Rehabilitation of the Sanitary Sewer System and Penn Vest in conjunction with the DEP to fund the project through a grant and/or loan. Mr. Youst also referred to partially done televising work in the past that could potentially be used to decrease the scope of the proposed televising of the Sanitary Sewer System. Based on estimates and preliminary contractor quotes for this type of investigative and engineering work (i.e. to aid the design of the Sanitary Sewer Rehabilitation Project) costs will range from \$335,000 to \$400,000. These expenses are to be pre-funded by the Borough and would be reimbursed after the Penn Vest final Sanitary Sewer Rehabilitation Project approval.

| | Motion | 2nd | Yes | No | Abstain | Absent |
|------------------|--------|-----|-----|----|---------|--------|
| Annamarie Jordan | x | | X | | | |
| Jamie Johnson | | x | x | | | |
| Wilbert Rufe | | | x | | | |
| Doug Trotter | | | x | | | |
| Philip Trabel | | | x | | | |
| Helen Halleman | | | x | | | |
| Leo Atkinson | | | x | | | |
| Mayor Gifford | | | | | | |

- Request of Jamie Correa, 1302 Stanley Ave. – Handicap space – placed on Lynn St.

The request requires further review and was tabled.

- Motion to release \$124,987.54 for the Reconstruction of Wiley St. to Grace Industries

| | Motion | 2nd | Yes | No | Abstain | Absent |
|------------------|--------|-----|-----|----|---------|--------|
| Annamarie Jordan | | | X | | | |
| Jamie Johnson | | x | X | | | |
| Wilbert Rufe | | | X | | | |
| Doug Trotter | x | | X | | | |
| Philip Trabel | | | X | | | |
| Helen Halleman | | | | | x | |
| Leo Atkinson | | | X | | | |
| Mayor Gifford | | | | | | |

RESOLUTIONS – None.

ORDINANCES – None.

OLD BUSINESS

- Parking Ordinance – H&O – n/a.

DISCUSSION ITEMS (NEW BUSINESS) – None.

COUNCIL PRESIDENT’S REPORT

Council President Atkinson appreciated the community’s response to and participation in keeping the Borough safe during the pandemic.

SOLICITOR'S REPORT – None.

COMMITTEE REPORTS

A. Finance (Trotter, Atkinson, Jordan)

- Motion to approve to pay bills

| | Motion | 2nd | Yes | No | Abstain | Absent |
|------------------|--------|-----|-----|----|---------|--------|
| Annamarie Jordan | | x | X | | | |
| Jamie Johnson | | | X | | | |
| Wilbert Rufe | | | X | | | |
| Doug Trotter | x | | X | | | |
| Philip Trabel | | | X | | | |
| Helen Halleman | | | | | | x |
| Leo Atkinson | | | x | | | |
| Mayor Gifford | | | | | | |

Ms. Halleman left the Council Meeting at 8:45 PM.

B. Public Works (Jordan, Trotter, Rufe)

- Motion to hire Mr. Allen Schleppy as probationary PW employee

| | Motion | 2nd | Yes | No | Abstain | Absent |
|------------------|--------|-----|-----|----|---------|--------|
| Annamarie Jordan | x | | X | | | |
| Jamie Johnson | | | X | | | |
| Wilbert Rufe | | | X | | | |
| Doug Trotter | | | X | | | |
| Philip Trabel | | x | x | | | |
| Helen Halleman | | | | | | x |
| Leo Atkinson | | | x | | | |
| Mayor Gifford | | | | | | |

- C. Police (Atkinson, Trotter, Johnson) – None.
- D. House & Ordinances (Rufe, Halleman, Jordan) - None.
- E. Fire (Trabel, Halleman, Rufe) – None.
- F. Recreation (Johnson, Rufe, Trabel) – None.
- G. Health & Sanitation (Halleman, Johnson, Trabel) – None.
- H. Personnel (Trotter, Atkinson, Jordan) – None.

SPECIAL OR SELECT COMMITTEES – None.

PRIVILEGE OF THE FLOOR – Discussion on Non - Agenda Items

Mr. Wargo, the Zoning Officer, reported that the construction for the Office Security project will start this upcoming week.

Mr. Mike Spencer of 1035 Jeter Ave reminded Council to spell out the criteria for opening public spaces to the public. Ms. Johnson, the chairperson for the Recreation Committee, suggested to schedule a Committee meeting to further discuss. She stressed though that people visiting the parks are not turned away, even though the parks are posted to closed due to the pandemic.

2021 BUDGET DISCUSSIONS

Ms. Voges, the Finance Director, presented the draft budgets for the Health & Sanitation and Sewer Funds.

The final vote/approval was postponed after additional reviewing the expected Garbage and Sewer utility fees for 2021.

ADJOURNMENT

At 9:28 PM Mr. Will Rufe made the motion to adjourn. Council unanimously approved.

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

By:

Leo Atkinson - President of Council

SUBMITTED BY

By: _____
Cordula Voges, Finance Director

ATTEST:

By: _____
Anthony Branco, Borough Manager

Next Ordinance – 585
Next Resolution – 2020-32