

January 6, 2020

The Telford Borough Council meeting held this date was called to order at 7:31 p.m. by Mayor David Snook with the following members in attendance: Miles Arnott, William Ashley, Robert Baker, Carolyn Crouthamel, Mark Gehman, James Schaeffer and John Taylor. Also present were Manager Mark Fournier, Recording Secretary Megan McShane, Solicitor James Jacquette, Public Works Director Gary Yoder, Police Chief Randall Floyd, Tax Collector John Fenstermacher, Telford Fire Company President Jerry Guretse, Emergency Management Coordinator Robert Sparks, and residents Mary Hunsberger, Lori Rappold and Emiline Weiss, and a reporter.

The invocation was given by Mark Gehman, followed by the pledge of allegiance.

SWEARING IN OF COUNCIL MEMBERS: Mayor David Snook administered the Oath of Office to the re-elected Council Members William Ashley, Carolyn Crouthamel, Mark Gehman and James Schaeffer.

Nominations were then opened for Council President.

Robert Baker nominated John Taylor for Council President, seconded by Miles Arnott. This motion carried unanimously (7-0).

Nominations were then opened for Vice-President.

Robert Baker nominated Miles Arnott for Vice-President, seconded by James Schaeffer. This motion carried unanimously (7-0).

Nominations were then opened for President Protempore.

Robert Baker nominated Mark Gehman for President Protempore, seconded by John Taylor. The motion carried unanimously (7-0).

The newly elected President John Taylor assumed the chair.

COMMITTEE-OF-THE-WHOLE:

Z-1 A Crouthamel/Arnott motion carried unanimously (7-0) designating Univest National Bank & Trust Company and Quakertown National Bank as depositories for Borough funds and authorizing the Borough Manager to invest as he sees fit in the best interest of the Borough.

Z-2 An Arnott/Gehman motion carried unanimously (7-0) authorizing the Borough Manager to advertise for bids for goods and services, as needed during 2020.

Z-3 A Schaeffer/Arnott motion carried unanimously (7-0) appointing Emiline Weiss to the Vacancy Board, term to expire 1/1/21; David Musselman to the Planning Commission, term to expire 1/1/25 and to the Telford Borough Authority, term to expire 1/1/25; Stephen Leshinskie to the Zoning Hearing Board, term to expire 1/1/23; Denise Wenhold to Telford Industrial Development Authority, term to expire 1/1/25; Jay Stover to the Recreation Board, term to expire 1/1/24; Wendy Leshinskie to the Civil Service Commission, term to expire 1/1/23, and Douglas Bickel to the Civil Service Commission, term to expire 1/1/23.

Z-4 A Crouthamel/Baker motion carried unanimously (7-0) re-appointing Timoney Knox, LLP as Solicitor.

Z-5 An Arnott/Crouthamel motion carried unanimously (7-0) re-appointing CKS Engineers, Inc. as Borough Engineer.

MINUTES OF PREVIOUS MEETING:

An Arnott/Gehman motion carried unanimously (7-0) approving the minutes of the December 9, 2019 Borough Council meeting.

MAYOR'S REPORT: We received a written monthly report for the file.

Mayor Snook reported that the Christmas Tree Lighting was damp, but about 60-80 people came out and everyone enjoyed the event. Council President John Taylor thanked the Public Works Department for their assistance that evening.

POLICE REPORT: We received a written monthly report for the file.

FIRE REPORT: We received a written monthly report for the file.

Fire Company President Jerry Guretse reported that there were 312 fire calls in 2019. He added that there were recently some officer changes and that they are working on their year end report. Mr. Guretse thanked Council for all of their support.

LIBRARY REPORT: We received a written monthly report for the file.

Wendy Leshinskie reported that there now is live music/entertainment on the second Friday of every month at the Library, starting at 7:30 pm, back in the reading room.

PUBLIC WORKS REPORT: We received a written monthly report for the file.

MANAGER'S REPORT: We received a written monthly report for the file.

BUILDING OFFICIAL'S REPORT: We received a written monthly report for the file.

SOLICITOR'S REPORT: We did not receive a written monthly report for the file.

ENGINEER'S REPORT: We received a written monthly report for the file.

COMMENTS FROM AUDIENCE:

Mary Hunsberger from 20 Church Road stood and re-introduced herself to Council; she has appeared before Council at previous meetings to express her concerns about the condition of 18 Church Road. Ms. Hunsberger reported that a couple of people showed up to the property with pick-up trucks, but did not take any of the trash away from it, and now lights are being left on in the house, even when no one is there.

Ms. Hunsberger also noted that she has seen businesses closing, like the Towne Restaurant and J's Steaks & Subs, and hopes that the great minds here have plans to breathe a little life into those places. Manager Mark Fournier told Ms. Hunsberger that the Borough was told that there were several people looking at the Towne Restaurant property, but we have not heard anything about J's.

Lastly, Ms. Hunsberger remarked on how awesome the Night Market events were, and that she is looking forward to summer, when the Market will start up again.

FINANCE AND ADMINISTRATIVE COMMITTEE: Ms. Crouthamel

A-1 A Crouthamel/Arnott motion carried unanimously (7-0) re-appointing Mark D. Fournier as Secretary for the Telford Borough Council for the year 2020.

A-2 A Crouthamel/Schaeffer motion carried unanimously (7-0) re-appointing Craig E. Davies as Treasurer for the Telford Borough Council for the year 2020.

PLANNING AND ZONING COMMITTEE: Mr. Schaeffer

PZ-1 Mr. Fournier informed Council that W.B. Homes has completed all work at Arlington Square, and stated that it would be appropriate to sign the Deed of Dedication for this development. The document will dedicate the portions of West Hamlin Avenue and South Third Street within Arlington Square to Telford Borough. Arlington Lane, however, will remain privately owned by the Arlington Square Homeowners Association.

A Schaeffer/Crouthamel motion carried unanimously (7-0) authorizing the signature of the Deed of Dedication.

PZ-2 A Schaeffer/Crouthamel motion carried unanimously (7-0) authorizing the staff to advertise Ordinance #420.

ENVIRONMENTAL COMMITTEE: Mr. Gehman

Councilman Mark Gehman reported that the next quarterly NMCRC meeting is scheduled for January 9th.

PUBLIC WORKS/BUILDINGS & PLANT COMMITTEE: Mr. Ashley

Mr. Fournier reported that the asbestos remediation is complete at the new Borough Hall, and we received a test report with good results. The report was included in the Council packets.

PUBLIC SAFETY COMMITTEE: Mr. Arnott

PS-1 An Arnott/Gehman motion carried unanimously (7-0) approving the list of Fire Company activities for 2020.

DEVELOPMENT & CULTURE COMMITTEE: Mr. Taylor

Council President John Taylor informed Council that Main Streets would like to make a few changes to the Night Market; they would like the Market to run every Wednesday night from 5:30 pm to 8:30 pm, between Memorial Day and Labor Day. Mr. Fournier asked if anyone from Main Streets has talked to the 2 tenants, and Mr. Taylor stated that he would make sure that they do. Mr. Fournier further stated that the Borough should be moving into the new Borough Hall at the end of the summer and since we are open until 5:00 pm, that could be an issue, since they close Penn Avenue during the Market. Councilman Robert Baker stated that someone from Main Streets should be sure to talk to Chief Floyd about this matter.

Mr. Taylor also reported that Dan Wurst gave him a great tour of the WWTF, and he encouraged the other members of Council to go there and do the same.

OTHER BUSINESS:

Tax Collector John Fenstermacher stood and asked Council if he would be able to collect taxes in the new Borough Hall when it opens, on Tuesdays and Thursdays between 11:00 am and 5:00 pm. It has been tougher for elderly customers to get into his current office, and he has been hearing comments from the public, asking if he is going to be in the new building, since it will be easier to get into.

Council Vice-President Miles Arnott asked what would be involved with this transition, and Mr. Fournier stated that the Borough could work something out with Mr. Fenstermacher where he would use the Council chambers, and not leave any paperwork, etc. at Borough Hall when he is not there. Mr. Fenstermacher stated that he believes this move would make it better for the public. Mr. Arnott asked Mr. Fournier if this will work, and Mr. Fournier stated that the only issue could be that people will need to be made aware that the Borough staff will not be taking tax payments. Emiline Weiss stood and stated that she thinks it would be prudent to allow Mr. Fenstermacher to collect taxes in the new Borough Hall.

It was the consensus of Council to allow Mr. Fenstermacher to collect taxes in the new Borough Hall.

EXECUTIVE SESSION:

Telford Borough Council entered into Executive Session at 8:13 pm to discuss matters of personnel.

Borough Council closed Executive Session at 9:25 pm.

An Arnott/Crouthamel motion carried unanimously (7-0) authorizing the hiring of Steven Bettys as a part-time patrol officer, contingent upon him passing the required medical and psychological examinations. Further, the starting rate of pay for Mr. Bettys will be \$19.00 per hour, with an increase to \$20.00 per hour after a six-month probationary period.

An Arnott/Crouthamel motion carried unanimously (7-0) approving the following requests from Gladys Gradel in her December 6, 2019 letter to Council (upon her resignation on March 25, 2020):

- Any unused 2020 vacation time will be paid based on an 8-hour work day.
- The maximum amount of 30 days of unused sick time will be paid based on an 8-hour work day.

Ms. Gradel will not receive four months of a pro-rated longevity benefit, which was the third item requested in her December 6, 2019 letter, nor will she receive any severance pay.

An Arnott/Gehman motion carried unanimously (7-0) authorizing the hiring of Alana Stanziano as an Administrative Assistant for the Police Department, at a rate of \$23.00 per hour, with an increase to \$23.50 per hour after a six-month probationary period. Ms. Stanziano will work 40 hours per week and will receive all benefits afforded to Telford Borough employees. Ms. Stanziano's longevity will be calculated from her current date of hire in 2020.

A Crouthamel/Arnott motion carried unanimously (7-0) authorizing a \$1.50 per hour salary increase for Megan McShane to the rate of \$24.91 per hour, effective January 9, 2020.

The meeting was adjourned at 9:28 pm by a Crouthamel/Schaeffer motion.

Respectfully submitted,

Mark D. Fournier

Secretary