

REGULAR MEETING OF PALMERTON BOROUGH COUNCIL

HELD IN BOROUGH HALL COUNCIL CHAMBERS

THURSDAY, FEBRUARY 22, 2024, AT 7:00 P.M.

\*\*\*\*\*

Terry L. Costenbader, President of Council, called the duly advertised meeting to order at 7:00 p.m., with the following members present:

Terry Costenbader, President  
Kris W. Hoffner, Vice-President  
Holly F. Hausman Sell  
Andrew J. Hollywood  
William A. Gallagher  
Randolph M. Gursky

Don J. Herrmann, Mayor  
Timothy Kromer, Police Chief  
Autumn Canfield, Borough Manager  
Kimberly A. Rodrigues, Recording Secretary

Absent: Richard L. Nothstein  
Jenny Y.C. Cheng

VISITORS

Raberta and Jeremy Hans, 435 Franklin Avenue; Joe Federanich, 418 Princeton Avenue; Jared Cebrosky; 445 Princeton Avenue; Ruth and Richard Hebron, 1614 Sugar Lane (99 Edgemont Ave); Terry Ahner, Times News Reporter; Drew Snowberger, TV-13 Cameraman.

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

A moment of silence was held to pay respects to Peter Kern, a lifelong volunteer and advocate of Palmerton Borough.

HEARING OF VISITORS

Raberta Hans of 435 Franklin Avenue questioned Council about the overtime use at the Police Department and asked why there is such concern. Autumn Canfield relayed details of the matter cannot be discussed as it is a personnel issue. Andrew Hollywood explained much of the overtime is based on holidays, time off and filling shifts, while Chief Kromer added the hours are first filled by part-time officers, but the department currently has no part-time help. Kris Hoffner informed Ms. Hans that the current police contract included a raise in the part-time hourly rate to 80 percent of that of a full-time officer in an effort to attract part-time help.

Richard Heron questioned the progress of the Edgemont Avenue Road extension for his proposed new home at 99 Edgemont Avenue. Autumn Canfield explained the plans would not be included on an agenda until it is entirely reviewed by the Engineer.

RATIFICATION OF MINUTES

On motion by Kris Hoffner, second by Holly Sell and voice vote, Council approved the January 25, 2024 regular meeting minutes.

#### PETITIONS AND COMMUNICATIONS

President Costenbader announced that a summary of the petitions and communications is available for public inspection in the Borough Office in the form of a weekly mail log.

#### REPORTS OF VARIOUS COMMITTEES AND OFFICES

- |                             |                                 |
|-----------------------------|---------------------------------|
| 1. Treasurer's Report       | 5. Moving Permit Report         |
| 2. Zoning Officer Report    | 6. Code Compliance Agent Report |
| 3. Police Department Report | 7. Street Supervisor Report     |
| 4. Fire Chief Report        |                                 |

President Costenbader announced that these are on file in the Borough Office for public inspection during regular business hours.

#### MANAGER'S REPORT

Autumn Canfield reported:

1. The first local government forum was held at the Palmerton Library on February 20, 2024. The forums will be held monthly on the third Tuesday of each month at 5:30 PM.
2. Jim Thorpe Borough is requesting a timeline extension on the grant for remediation of blighted properties. On motion by Kris Hoffner, second by Andrew Hollywood and voice vote, Council approved a timeline extension of the Blight Grant for Jim Thorpe Borough as requested.

#### REPORTS OF STANDING COMMITTEES

##### FINANCE

Holly Sell reported:

1. On motion by Holly Sell, second by Andrew Hollywood and voice vote, Council approved the Edmunds GovTech financial software quote for the Borough office. Autumn Canfield informed Council year one will be funded with ARP interest, while year two and three will be budgeted.

##### PUBLIC RELATIONS/BOROUGH CODE

Holly Sell had no report.

##### BUILDINGS/RECREATION

Andrew Hollywood reported:

1. On motion by Andrew Hollywood, second by Kris Hoffner and voice vote, Council approved the following use requests. The approvals are subject to scheduling and availability:

<u>Applicant</u>	<u>Facility</u>	<u>Purpose</u>
Palmerton PickleBombers	Gym	Pickleball and Fellowship
Palmerton Football Booster Club	Council Chambers	Monthly Meeting

2. On motion by Andrew Hollywood second by Holly Sell and voice vote, Council agreed to construct a pickleball court at the Elmer Valo field using funds from the Pocono Mountain Visitors Bureau Grant.

#### PUBLIC SAFETY

Kris Hoffner reported:

1. On motion by Kris Hoffner, second by Andrew Hollywood and voice vote, Council adopted Ordinance 778, amending vehicles and traffic for a handicapped parking request. A copy of this ordinance is attached to these minutes.
2. On motion by Kris Hoffner, second by Andrew Hollywood and voice vote, Council approved a letter of support and commitment for the JAG grant to update the Police Department body cameras. Holly Sell questioned the age of the current body cameras and their lifespan. Chief Kromer answered they are three years old and have a five year lifespan.
3. On motion by Kris Hoffner, second by Andrew Hollywood and voice vote, Council appointed Coltin Charbonnier to the Palmerton Municipal Fire Police.

#### STREETS & SIDEWALKS

Randolph Gursky reported:

1. On motion by Randolph Gursky, second by Andrew Hollywood and voice vote, Council renewed the snow plow cooperation agreement with Lower Towamensing Township with name changes to certain roadways in the agreement.
2. On motion by Randolph Gursky, second by Andrew Hollywood and voice vote, Council held the first reading and approved advertisement of Ordinance 779 amending streets and sidewalks.

#### SEWER/SOLID WASTE/WATER

William Gallagher had no report.

#### PERSONNEL

Terry Costenbader had no report.

#### DISPOSITION OF BILLS

On motion by Holly Sell, second by Kris Hoffner and voice vote, Council approved payment of the invoices and the check register as presented.

#### REPORT OF THE MAYOR

Don Herrmann reported:

1. Thank you to the Public Works Department for their efforts with the last major snowstorm. Despite issues beyond their control, they did a great job.
2. A reminder to Palmerton Residents to contact the Borough office at 610-826-2505, and not the Police Department or Mayor, with issues concerning snow removal. This number is also useful to report any issues with potholes that may have developed over the winter.
3. The non-emergency number for the police is 570-325-9111 and 911 for emergencies.
4. With the approaching warmer weather, there will be a mandatory use policy for our bike patrol. With three bikes and three officers certified in bike patrol, I want to see more of our officers out in public and would like their input for the policy as well. I realize the frequency of use is dependent on weather conditions, manpower, and workload with calls.
5. Congratulations to the Palmerton High School Girls Basketball Team on their Colonial League Championship win! Best of luck to them in Districts and beyond. Also, best of luck to the Boys Basketball Team as they start District play this Saturday.

#### REPORT OF THE POLICE CHIEF

Timothy Kromer reported:

1. Unit 55 has been upfitted and is now in service. Once the printer is installed it will be fully operational. Thank you to Lehigh Valley Fleet Solutions for working us into the schedule and completing an identical build to Unit 52. Unit 54 will be going in for upfit upon receipt of the push bumper and all vehicles have their graphics applied. Thank you to Jet Signs for the design and graphics applications.
2. There will be an Elected Officials Event at the Emergency Operations Training Center on Saturday, June 1st. The event is designed to allow local government officials to tour the training center and experience a small view of what police, fire, and EMS use the facility for. I will be participating in the police demonstration portion, please consider attending the event.
3. As the weather begins to get warmer, there will be more individuals out soliciting. We responded to another unauthorized solicitation this week. All solicitors must obtain a permit from the Police Department. If you observe unauthorized solicitation, call 911 or (570) 325-9111 to have an officer respond and identify the solicitors.

4. The next National Night Out will be held on August 6, 2024 and will be sponsored by Blue Ridge Communications. Please contact the Palmerton Police Department if interested in participating in or sponsoring the event.

OLD BUSINESS

None.

NEW BUSINESS

1. On motion by Terry Costenbader, second by Kris Hoffner and voice vote, Council entered into an Executive Session at 7:28 p.m. to discuss personnel. On motion by Andrew Hollywood, second by Holly Sell and voice vote, Council reconvened their regular meeting at 8:14 p.m.

ADJOURNMENT

On motion by Holly Sell, second by Kris Hoffner and voice vote, Council adjourned at 8:15 p.m.

Respectfully submitted,

Kimberly A. Rodrigues  
Recording Secretary

Autumn Canfield  
Borough Manager