

REGULAR MEETING OF PALMERTON BOROUGH COUNCIL

HELD IN BOROUGH HALL COUNCIL CHAMBERS

THURSDAY, MARCH 23, 2023, AT 7:00 P.M.

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

Terry L. Costenbader, Council President  
Kris W. Hoffner, Vice-President  
Richard L. Nothstein  
Holly F. Hausman Sell  
Andrew J. Hollywood  
William A. Gallagher

Jenny Y.C. Cheng, Solicitor  
Don J. Herrmann, Mayor  
Timothy Kromer, Police Chief  
Autumn Canfield, Borough Manager  
Kim Rodrigues, Recording Secretary

Absent: Cory Kepner

VISITORS

Raberta and Jeremy Hans, 435 Franklin Avenue; Jason Behler, 727 Franklin Avenue; Palmerton EMS; Marj and Joseph Federanich, 418 Princeton Avenue; Ryan Weiner, 154 Lafayette Avenue; Lisa Snell-Kern, 220 Edgemont Avenue; Merissa Markley, 233 Lafayette Avenue; Jared Cebrosky, 445 Princeton Avenue; TV-13 Cameraman; Terry Ahner, Times News.

PLEDGE OF ALLEGIANCE

HEARING OF VISITORS

1. Merissa Markley of 233 Lafayette Avenue questioned Council if there are regulations attached to a handicapped parking space regarding the amount of time it is used, as her neighbor only utilizes the handicapped space near her residence 50 percent of the time. Terry Costenbader asked Chief Kromer to look into it and Andrew Hollywood assured Council would get back to her.

RATIFICATION OF MINUTES

On motion by Kris Hoffner, second by Richard Nothstein and voice vote, Council approved the February 23, 2023 regular meeting and February 28, 2023 special 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

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|-----------------------------|---------------------------------|
| 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 LSA statewide grants were recently announced and unfortunately the Police car, the Fire Department parking lot and the Fire Department exhaust system grants were not approved. However, the County grants have yet to be announced for the traffic signal preemption and security camera system.
2. There will be a County Blight meeting held on April 3, 2023.
3. Carbon County has placed the CDBG invitations out for bid for Railroad Alley.
4. For emergency purposes, Autumn Canfield is working with the County to assign a physical address to the dog park. She will keep Council updated on the progress.
5. A question arose pertaining to the \$2,000,000 general aggregate amount of the required insurance for use of facilities. This was discussed with the Insurance company who provided guidance and indicated they are willing to review on a case by case basis.
6. Kids for the Community will be providing flower bed cleanup in the park on May 20, 2023.

REPORTS OF STANDING COMMITTEES

FINANCE

Richard Nothstein reported:

1. On motion by Richard Nothstein, second by Kris Hoffner and voice vote, Council approved Resolution 697-23 for the Financing for Fire Department equipment, which authorizes to purchase equipment for the Fire Department with funds loaned from the Sewer Capital Fund.
2. On motion by Richard Nothstein, second by Andrew Hollywood and voice vote, Council approved the engagement letter from Kirk, Summa and Company for the exit audit of Donna McGarry.

PUBLIC RELATIONS/BOROUGH CODE

Holly Sell reported:

1. On motion by Holly Sell, second by Richard Nothstein and voice vote, Council approved Resolution 695-23 authorizing records disposal.
2. On motion by Holly Sell, second by Andrew Hollywood and voice vote, Council approved the Wild Creek Holdings subdivision plan contingent upon meeting all SALDO requirements in its entirety.

BUILDINGS/RECREATION

Andrew Hollywood reported:

1. On motion by Andrew Hollywood, second by Holly Sell 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>
Kim Nenscel	Park - Southwest quadrant	PASD - Earth Day activities
Palmerton Chamber	Park	Egg Hunt
St. John Neumann	Park – East Side	Field Day Activities
St. John Neumann	Park	Egg Hunt
Raquel Lutton	Council Chambers	Tax Collections
Living Hope Church	Park – Northwest quadrant	Church activities day
S.S. Palmer – Ryan Heller	Park	Field Days

PUBLIC SAFETY

Kris Hoffner reported:

1. On motion by Kris Hoffner, second by Andrew Hollywood and voice vote, Council approved the Fire Department to attend the Carbon County Community Safe day on May 6<sup>th</sup>.
2. Chief Behler announced the Fire Department will be displaying a puzzle piece helmet shield for the month of April in observance of Autism awareness.

STREETS & SIDEWALKS

Andrew Hollywood had no report.

SEWER/SOLID WASTE/WATER

William Gallagher had no report.

PERSONNEL

Terry Costenbader reported:

1. On motion by Kris Hoffner, second by Richard Nothstein and voice vote, Council entered into an Executive Session at 7:15 p.m. to discuss Personnel. On motion by Andrew Hollywood, second by Kris Hoffner and voice vote, Council reconvened their regular meeting at 7:45 p.m.
2. On motion by Terry Costenbader, second by Richard Nothstein and voice vote, Council appointed Autumn Canfield to the Palmerton Municipal Fire Department Support Team.
3. On motion by Kris Hoffner, second by Richard Nothstein and voice vote, Council appointed Ben Cornmesser and Sean Jahelka to the Palmerton Municipal Fire Department as Junior Firefighters.
4. On motion by Kris Hoffner, second by Richard Nothstein and voice vote, Council accepted the Civil Service Commission list of eligibility as presented.

#### DISPOSITION OF BILLS

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

#### REPORT OF THE MAYOR

Don Herrmann Reported:

1. The 12-hour shifts seem to be working well and morale of our officers seems very high at the moment.
2. The new patrol car should be ready for use this Friday. We are still waiting to hear about the two other vehicles.
3. Construction on the holding cell is progressing.
4. A reminder to all residents to change the batteries in your smoke detectors.

#### REPORT OF THE POLICE CHIEF

Timothy Kromer reported:

1. The 2023 Police Interceptor is at Lehigh Valley Fleet for upfitting and anticipate it to be completed by next week at the latest. We have not yet received a timeline on delivery of our other two vehicles as they have not yet been assigned a production date.
2. The holding cell project is moving along; the walls are completed as well as the door and door controls. The bench, ceiling and surveillance camera all needs to be installed.
3. Next week, I will be attending a National Law Enforcement Roadway Safety Program Executive Workshop hosted by the Pennsylvania State Police in Hershey. The workshop is to discuss

maintaining and increasing officer safety during roadway operations, to include traffic stops and sobriety checkpoints.

4. The department will be participating in the 2<sup>nd</sup> Annual First Responders Awareness Event at the Mahoning Valley Drive Inn on June 22<sup>nd</sup> from 5-8 PM. We attended the event last year and look forward to participating again this year.
5. A reminder that National Night Out will be held in the Borough Park on August 1, 2023. Thank you to Lisa Snell Kern for her help in coordinating the annual movie in the park to immediately follow our National Night Out event. We are hoping this year will be even more successful than last year.

OLD BUSINESS

None.

NEW BUSINESS

None.

ADJOURNMENT

On motion by Richard Nothstein, second by Holly Sell and voice vote, Council adjourned at 7:50 p.m.

Respectfully submitted,

Kimberly A. Rodrigues  
Recording Secretary

Autumn Canfield  
Borough Manager