

The regular meeting of the Borough Council of the Borough of Sinking Spring was called to order on Thursday, August 7, 2014 at 7:00 p.m. at the Sinking Spring Borough Hall by President James Pachuiilo. After the Pledge to the Flag, Debra Bohn called the roll reflecting the following Council Members present:

James Pachuiilo
T.J. Huckleberry
George Butkus
Denise Stine
Lisa Gantner
Tracy Peterson
Brian Hoffa

Other officials present were: Mayor Gary Cirulli, Charles Haws, Borough Solicitor; Robert Ludgate Sr., Ludgate Engineering; Brad Smith, ARRO Consulting; Michael Hart, Public Works Director; Police Chief Lee Schweyer, Regina Shade, Borough Manager and Debra Bohn who recorded the minutes of the proceeding.

Mr. Pachuiilo requested a moment of silence to honor those who serve us on a daily basis at home and abroad in the Armed Forces and our first responders.

APPROVAL OF MINUTES:

Mr. Pachuiilo asked for a motion to approve the minutes from the July 7 2014 Council Meeting and the July 23, 2014 Workshop Meeting. Mr. Huckleberry made the motion to approve the minutes; seconded by Mrs. Stine. AYES – 7, NAYS – 0; Motion carried.

VISITORS/PUBLIC COMMENT:

There were no visitors.

CORRESPONDENCE:

There was no correspondence.

APPROVAL OF THE BILLS:

Mr. Pachuiilo asked for a motion to approve the bills for July, 2014. Mr. Huckleberry made a motion to pay the bills; seconded by Mrs. Peterson. AYES – 7, NAYS – 0; Motion carried.

EXECUTIVE SESSION:

Mr. Pachuiilo stated that they were going into an executive session for a real estate matter. Council went into executive session at 7:04 p.m. Mr. Ken Pick and Ms. Pamela Cala were there from the Berks County Redevelopment Authority.

RECONVENE:

Council reconvened at 8:17 p.m. No action was taken

WESTERN BERKS FIRE DEPARTMENT:

Their report was in the binder for Council's review. There were no representatives present. Mr. Pachuillo, Mrs. Gantner and Mayor Cirulli attended a meeting the night prior. It was put together by some of the Board members of the Western Berks Fire Department. No one from the Borough was aware of the meeting with the exception of Mayor Cirulli. Mayor Cirulli thought the meeting was going to be very informal and just a few members would be present. On Monday of that week a notice was placed in the newspaper advertising the meeting. The structure has changed from what the bylaws stated. Mr. Pachuillo said the meeting appeared to be at first a "head rolling" meeting. Mayor Cirulli spoke right up and said that the Board is not following policy either. The Executive Board will now meet as an executive board, but the department should be run by the commissioner and his people. Mr. Pachuillo said there appeared to be some personality differences but they need to keep those feelings out of it and run it like a business. The finances and the overseeing of hiring/firing is going to be taken care by the municipal end of the Board and the fire end is going to be taken care of by the commission, chief, and their officers. Mr. Huckleberry is very busy with his own job and his committees. He said that we were not aware of some of this as we were not present at the meeting which was our problem. Mr. Hoffa made a motion to appoint Mr. Pachuillo as the Borough's voting member on the Board; seconded by Mr. Butkus. AYES – 7, NAYS – 0; motion carried. Mr. Pachuillo stated he told them they must take minutes and see that all the municipalities receive those minutes. Mrs. Stine stated she thought it was very poor how this meeting came about. Mayor Cirulli stated they discussed this and they said it was not our Borough Manager's concern; they contacted the person representing the Borough. Mr. Pachuillo informed them that he did not think the way this meeting came about was appropriate. Mr. Pachuillo stated he felt the reason they advertised the meeting was they thought they were going to be able to vote; vote to let someone go. Mrs. Stine stated that not all the committee members were invited. Mrs. Stine wants to see a letter or something go out informing them that when a meeting is setup and advertised it comes to us via the proper channels.

REVITALIZATION:

Mr. Ludgate stated for the record there was a meeting at PENNDOT in Allentown. Mrs. Shade and Mr. Hart attended from the Borough as well as Councilman Hoffa. He stated that he, Ms. Jackie Hollenbach from Ludgate attended along with STV our traffic engineers. There were a number of cooperation issues that were discussed. Mrs. Shade stated for the record that the Traffic Enhancement Grant needs to have some type of "activity" as they put it, by October of this year. Mr. Ludgate stated the bid letting is set for fall of this year. He thinks that will take care of it however he was not quite sure exactly what the project manager was talking about. It is not unusual for projects to get extension. As of yet, no one has officially said anything to us. There is a contract between the Borough and PENNDOT that deals with this. Mrs. Shade stated she has not seen anything formal, but they did say at the meeting they needed to see some type of activity. Mr. Ludgate stated they just want to make sure if we don't use the money they want to capture it and be able to use it in another project. He thinks it is possibly more of an administrative issue. He doesn't know how they could terminate that without some type of written receipt. Mr. Butkus

REVITALIZATION (con't):

questioned if we could forward them our timetable of when we are letting it. He is assuming that we are in the bid process. Mr. Ludgate stated the person who said it was the project manager appointed by PENNDOT to oversee the project. Her name is Laura Montgomery and she has those plans. Mr. Haws question whether we could send her a letter stating that we are ready to let it by October once we get all of PENNDOT's approvals. This puts the ball back in their court. Mr. Ludgate stated the relationship with her is rather informal. She helped arrange the meeting the day before. He said we can contact her and see if there is anything on the record. Mr. Haws said perhaps we should just keep the paper trail. He said then if something goes awry and we have the documentation stating we were asking them for it, this might just keep us 'out of the doghouse'. Mr. Ludgate stated she was doing an anticipatory comment from something that was discussed in a budget meeting because Mrs. Shade hasn't seen anything.

UNFINISHED BUSINESS:

The Borough's last movie night of the season is Friday, August 8th. We have a new company which will be suppling two (2) bouncy items for the kids to use. It will be free for registered kids and \$5 for unregistered to bounce all night. We have had 200 people at the movies nights. We will have games and snow cones. Everything starts at 6:30. Mrs. Shade stated we are getting so many great messages via Facebook. Mr. Pachuilio said perhaps we can have an indoor movie night. Playground ends the next day. The staff was great this year.

The annual Shred Event will be held at National Penn Bank in Robesonia on Saturday, September 28, 2014 from 12:00 p.m. to 4:00 p.m. This is for residential shredding only – no businesses.

NEW BUSINESS:

Mrs. Shade stated both the administrative and police department are in need of buying more time for their computers. We in the past have bought 50 hours of time from Lynx and split it between the two (2) departments. Chief Schweyer is currently out of time and Lynx was questioning if they should take the extra time that was available from the admin and use that. Mrs. Shade stated she had no real issues with that however she is requesting that Council authorize the purchasing of another 50 hours to time at a cost of \$5,250.00 to be split between admin and police. Prior to the police being on board we would only need to purchase these hours every couple of years. A brief discussion ensued. Mrs. Stine made a motion to purchase the time as mentioned above; seconded by Mrs. Peterson. AYES – 7, NAYS – 0; motion carried.

The Spring Market Outparcel was next on the agenda. Mr. Ludgate stated there are some outstanding issues so he would like to table this for now. Some of the issues were discussed. We must act on the plan at our October meeting as that is when the clock runs out.

The next item was the Gilmore/Henne Labor Day 4K Race which will step off from the Railroad House on Woodrow Avenue. They will run around the playground area. The run begins at 10:00 a.m. A fun walk/run for children will begin around 10:40 a.m.

CHIEF SCHWEYER:

Chief Schweyer stated the roads for the run will be posted. He also explained that we had a DUI checkpoint stop for drunk drivers, and it was fairly successful.

DENISE STINE – PUBLIC SAFETY:

Mrs. Stine stated she received a phone call that day from Chief Kulp of the fire company. He wanted to thank Council for their support the prior evening.

BRIAN HOFFA – ECONOMIC & COMMUNITY DEVELOPMENT:

Mr. Hoffa stated there was a meeting between BOSS 20/20 and the Sinking Spring Business and Community committee. It went over well. He established we need to have some type of green scape program within the Borough. It would include lighting; trees, those types of things. He is also trying to get a mailing out to all local businesses explaining what we are looking to do. Mr. Hoffa is also working with Ms. Hollenbach, of Ludgate Engineering, to get a loyalty program set up. Any business that wanted to sign up, they would give residents a card that would entitle them to discounts or free items, things like that. This is just in the talking phase.

TRACY PETERSON – LIBRARY:

Mrs. Peterson made a motion to hire Leslie Gaines at \$9.00 an hour to work the circulation desk for roughly 25 to 30 hours a week; seconded by Mrs. Stine. AYES – 7, NAYS – 0; motion carried. The Library Board made the recommendation to hire Mr. John Nelka the current librarian as full time director giving him benefits. Mrs. Peterson made the motion to hire Mr. Nelka as a full time employee at his current rate of pay giving him benefits; seconded by Mr. Butkus. AYES – 7, NAYS – 0; motion carried. The wages and benefits come out of the Library Fund not the General Fund.

MAYOR CIRULLI:

Mayor Cirulli questioned Mr. Hart if everything was a go with Bulldog Construction in regards to the railroad work. Mr. Hart said he had no idea and does not know when it will be happening although the signs are up. It said on or about August 18th. The detour routes have been done. A brief discussion ensued about the project. There was a discussion, as to who was going to be working the lights. It will either be the fire police or a part time police officer. This will have to be worked out. Mayor Cirulli questioned Mr. Hart if we have any ordinances in the Borough prohibiting residents from throwing their grass in the street. He went on to say it is cause problems with the storm sewers. Mr. Hart said if you look at the gutter line around the Borough people are not taking care of them. Mr. Butkus stated if you look in the Ordinances there is something in there about that. Mr. Hart will need to research it.

JAMES PACHUILO – COUNCIL PRESIDENT:

Mr. Pachuiilo asked when our trash contract is up to which Mrs. Shade stated next year. Mr. Pachuiilo stated if you are out and about and see something that doesn't look right let's try and help

JAMES PACHUILO – COUNCIL PRESIDENT (cont'd):

the codes department out by reporting it to them. Mrs. Peterson said she was talking with some library visitors and they were wondering about the pine tree in the back. It is overcome with vines. Mr. Hart stated the tree will be coming down in the fall.

SEWER ENGINEER – ARRO CONSULTING – BRAD SMITH:

Mr. Smith went over his report for July, 2014. He mentioned that the NPDES Permit is still under review. The SCADA project is moving along. He is happy with their progress. A payment application was received for the project and ARRO is in agreement to pay. The amount was \$26,532.00. Mr. Butkus made a motion to release payment number 4; seconded by Mrs. Stine. AYES – 7, NAYS – 0; motion carried. The reed bed cleaning is done. The project came in less than what was anticipated. The amount will be \$47,355.76. They put in for payment however Mr. Smith rejected it. They need to put in paperwork and they still have equipment there. The sewer committee requested Mr. Smith to come up with a total to clean the remaining beds. The total bill which he estimates to clean the remaining beds would be paid in 2017. The amount would be \$133,100.00. It is about \$45,000.00 a year. Mr. Pachuiilo stated we did beds 7 through 12. Mr. Smith said every year you should be on a cycle to clean beds. Mr. Butkus is recommending that Council consider doing the other three (3) beds next year instead of spreading them out for two (2) years so we can get back into the cycle. A brief discussion ensued. Mr. Butkus said the improvement he has seen at the plant since the plant is back in the Borough's hand is dramatic. He thought it would have taken 1 1/2 to 2 years to get it back to where it is now. Mayor Cirulli thanked Mike for his help in bringing the plant back.

PUBLIC WORKS DIRECTOR – MICHAEL HART:

Mr. Hart stated at the workshop meeting, Council gave permission to have the catch basin repaired for a not to exceed amount of \$8,000.00. After getting that quote he contacted the reed bed contractor and he gave him a quote of \$2,800.00 so he used them. However a tractor trailer coming up Columbia drove over another one. He is looking for Council's permission to spend the \$5,200.00 that was given to fix the catch basin. Mr. Butkus made the motion to authorize the spending of the extra \$5,200 if needed to make the repair; seconded by Mr. Hoffa. He will be getting a quote next week. AYES – 7, NAYS – 0; motion carried.

TREASURER'S REPORT:**General Account**

Opening Balance – June 30, 2014		\$667,521.89
PLGIT		9,121.98
Invest	Recreation	29,233.88
	General	75,310.94
Capital Improvement Acct.		107,287.05
McDonald's Escrow		4,003.33
Fleetwood Bank Acct.		4,246.15
Susquehanna Bank Acct.		100.00

TREASURER'S REPORT (cont'd):

Deposits as of July 31, 2014	155,544.28
Checks Written	91,686.62
Payroll	152,672.76
PENNVEST auto debit	2,785.50
To be Paid	<u>40,669.00</u>
Balance as of August 7, 2014	\$764,555.62

Sewer Account

Opening Balance – June 30, 2014	\$878,565.86
PLGIT	61,453.69
Invest	322,916.84
Interest	76.60
Deposits as of July 31, 2014	130,492.29
Checks Written	98,159.58
Returned ACH	59.08
Bank Card fees	189.57
E-Cash Manager fees	62.55
PENNVEST auto debit	15,243.07
To be Paid	<u>10,546.64</u>
Balance as of August 7, 2014	\$1,269,244.79

Liquid Fuels Account


Opening Balance – June 30, 2014	\$342,995.25
Invest	30,775.13
Interest	<u>29.13</u>
Balance as of August 7, 2014	\$373,799.51

Mrs. Stine made a motion to accept the Treasurer's Report; seconded by Mrs. Gantner.
AYES – 7, NAYS – 0; motion carried.

ADJOURNMENT:

Mr. Hoffa made a motion to adjourn the meeting at 9:18 p.m.

Respectfully submitted,



Elizabeth A. White,
Asst. Borough Secretary