

REORGANIZATION MEETING and
REGULAR MEETING OF KENHORST BOROUGH COUNCIL
January 6, 2014

President Roche called the Regular Meeting of the Kenhorst Borough Council to order at 7:01 PM. Present: Mayor Hatzas, Councilmen Correnti, DePasquale, Fritz, Ibach, Holland and Mohn, Fire Chief Roger Weidenheimer, Police Chief William Heim, Solicitor Jill Nagy, Borough Manager Jeri Diesinger, Absent: Tax Collector Joanna Roche. Eileen Becker, Borough Secretary/Treasurer, recorded minutes of the meeting.

PLEDGE ALLEGIANCE TO THE FLAG

2014 REORGANIZATION MEETING -

- **Swearing in of Mayor** - *The Honorable Nickolas J. Hatzas, Mayor provided Affidavit of Residency/took the oath of office as given by Eileen Becker, Notary.*
- **Swearing in of Re-Elected Council** - *Newly elected Borough Officials (Messrs. A. Correnti, K. DePasquale, R. Fritz, J. Ibach, and D. Roche) who provided Affidavits of Residency/took the oath of office as given by Mayor Hatzas.*
- **Swearing in of Tax Collector** – *Newly elected Tax Collector, Denice L. Carroll provided Affidavit of Residency/took the oath of office as given by Mayor Hatzas*
- **Swearing in of Kenhorst Volunteer Fire Company Officers** – The following KVFC Officers took the oath of office as given by Mayor Hatzas
 - **Fire Chief** – *Dwayne G. Hart*
 - **Deputy Fire Chief** – *Raymond H. Okonski*
 - **Assistant Fire Chief** – *Dieter W. Stucke*

Call to Order and Roll Call - *The Honorable Nickolas J. Hatzas, Mayor*

- **Nomination/Election of Council President** – Councilman Correnti made a motion to nominate David R. Roche as Council President. Motion was seconded by Councilman Fritz. Motion carried.
- **Nomination/Election of Council Vice-President** – Councilman Fritz made a motion to nominate Alfred Correnti as Council Vice President. Motion was seconded by Councilman DePasquale. Motion carried.
- **Nomination/Election of President Pro Tem** – Councilman Fritz made a motion to nominate Edward Mohn as President Pro Tem. Mr. Mohn at first declined and then rescinded and accepted the nomination. Councilman Holland seconded the motion and motion carried.
- **Appointment of Vacancy Board Chair** – Councilman DePasquale nominated Edwin R. Fritz to be appointed to serve as Vacancy Board Chair and Councilman Ibach seconded the motion. Vote was 6 ayes with Councilman Richard Fritz abstained from voting as Edwin Fritz is a relative.

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- **Resolution # 630 - 2014 Municipal Appointments** – Councilman Holland made motion to adopt Resolution #630 after adding Mr. Edwin Fritz’s name to Item #18 – Vacancy Board Chair. Motion was seconded by Councilman Ibach. A roll call vote was unanimous. Motion carried.
- **Resolution # 631 - 2014 Council Committees** – Councilman DePasquale made motion to adopt Resolution #631, seconded by Councilman Fritz. A roll call vote was unanimous. Motion carried.
- **Resolution # 632 - 2014 Boards/Commissions/Authorities** – Councilman Ibach made motion to adopt Resolution #632, seconded by Councilman Holland. A roll call vote was unanimous. Motion carried.

Final Comments – There were no final comments

Adjournment of 2014 Reorganization Meeting – Meeting was adjourned at 7:15 p.m.

CALL TO ORDER - The January 2014 Business Meeting was called to order by Mr. Roche.

RESIDENTS/PUBLIC – no residents asked to be heard.

ANIMAL RESCUE LEAGUE PRESENTATION – Executive Director Judd Meinhart provided information and answered Council questions regarding the Animal Rescue League.

EXECUTIVE SESSION – Council met in a brief Executive Session. Ms. Nagy reported that the executive session concerned sale of real estate.

COUNCIL MEETING MINUTES, PRESIDENT ROCHE - Mr. Fritz made a motion to approve the December Meeting Minutes. The motion was seconded by Mr. DePasquale and the roll call vote was unanimous.

REPORTS

MAYOR HATZAS - Mayor Hatzas reported a total of \$2,799.01 collected in fines in December.

POLICE CHIEF HEIM - Chief Heim reviewed the December Crime Report statistics. The Chief shared a few details regarding the possible rape case currently under investigation. Regarding the continuing soliciting violations of Install America, the Chief recommended citing the corporate officers and file an appeal to Court of Common Pleas.

FIRE CHIEF HART - Chief Dwayne Hart reviewed the year end fire call activity report - there were a total of 304 calls totaling 155 hours and there was \$1,000 in loss to the Borough.

TAX COLLECTOR JOANNA ROCHE – Mrs. Roche provided the preliminary year end tax report.

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FINANCE, COUNCILMAN FRITZ - Mr. Fritz presented the revenue and expenditure report and made a motion to approve the December expenses. The motion was seconded by Mr. IBach and the roll call vote was unanimous.

CODES AND EMERGENCY SERVICES, PRESIDENT ROCHE - President Roche summarized the December codes and permitting report from Kraft Code Services. The open permit report has been posted on the bulletin board for Council's review.

PARKS & RECREATION, COUNCILMAN HOLLAND – no report

PERSONNEL, PRESIDENT ROCHE – Mr. Roche indicated that the Committee will arrange to meet during the month of January.

PROPERTY, VICE PRESIDENT CORRENTI – Mr. Correnti provided no formal report; however a brief discussion was conducted between Mr. Correnti and Chief Hart (who is also the Public Works Superintendent) regarding replacement of the garage's rain gutters.

REFUSE AND RECYCLING, COUNCILMAN MOHN – Mr. Mohn provided no report; however he made a formal complaint on recent snow removal activities in the vicinities of Bellefonte, Milford and Haig.

SANITARY SEWERS, PRESIDENT ROCHE – no report

STORM WATER/STREETS, COUNCILMAN IBACH – Mr. Ibach made a motion to post signs making the north side of Harding from New Holland Road to Liberty Avenue a loading zone for Dale Walker's business during business hours only and the south side of Harding will remain a no parking zone. The motion was seconded by Mr. Holland, the roll call vote was unanimous and the motion carried.

SOLICITOR NAGY – no report

BOROUGH MANAGER DIESINGER – Mrs. Diesinger's prepared a Year End report which was previously submitted to Council – the following provide an update on the accomplishments of 2013:

Infrastructure –

• **Streets/Stormwater** –

- ◇ Patching repairs were made in-house this year along the stormwater/sewer ROW between Wesleyan and the Boundary line from Second Street to Woodcrest, also patched John Glenn at Liberty Avenue. Repaired alley drainage between Liberty and Columbia. By focusing on areas that could be repaired in- house at minimal cost, the Borough has saved the LF monies to be applied to a larger project at a later date.
- ◇ Inventoried alleys where our sanitary and storm sewer systems are located. An inspection will be conducted in the spring of 2014 of areas to repair to maintain the integrity of our storm and sanitary system alley rights-of-way.
- ◇ Replaced island trees on Broadway and Brooke
- ◇ Updated electronic stormwater mapping

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◇ Removed 165.5 tons of leaves (50 loads collected and recycled) up from 116 tons collected in 2012

● **Sanitary Sewers** –

◇ Inflow/Infiltration – Continued sewer inspection and maintenance program – inspecting over 11,000 feet of sanitary sewer piping and 2,000 feet of stormwater piping

◇ Pump Station – No major issues; however, electric box fire in November caused brief pump #1 shut down – relocation of electric box pending in early 2014

◇ Updated electronic sewer mapping

◇ Appraisal of entire system completed

● **Buildings/Properties** –

◇ Replumbed and replaced shop sink (completed by public works department)

◇ Sealed old salt shed next to shop, cleaned out attic over shop

Projects and Programs -

● Updated Employee Manual - Completed the update in February 2013

● Expanded Recycling Program - expanded through a \$49K grant for leaf vac, recycle bins and recycling education purposes

● New Backhoe – trade-in value of old unit served as this first year’s payment, w/five more yrs at \$15K/yr

● Joint Stormwater Pipe Removal Project – saved an estimated \$15,000 in contracted labor and equipment costs by proposing as the 2013 GMACC Joint Municipal/GMSD Project.

● Newsletter - Solicited 10 advertisers which generated \$1,000+ to offset \$2,500 production costs

● Neighborhood Watch Committee – redefined core group of participants and added new members

● Summer Playground Program – this season was very successful with the addition of Alex Krick as the supervisory leader – additional costs were offset by charging nominal playground fee

● Rental Inspection Program w/Kraft continuing administration and inspections – successfully challenged property owner of four units in District Court and appeal in Court of Common Pleas

● Delinquent Accounts - Condensed time to pay arrears prior to water shut off at 30 days past due date – reminder sent right after due date with 20 days to pay, then notify RAWA who provides an additional 10 days notice by posting the property.

● Placed liens on 14 properties in order to recover approximately \$18K in arrears.

● Property Maintenance Compliance Program – 108 NOVs or citations issued in 2013

● Door-To-Door Solicitation - Educated residents regarding revised policy. Successfully challenged the following by issuing citations which were either paid or upheld in court – Install America, Arrowhead Roofing, Papa John’s Pizza, Rice King, Power Home Remodeling, R. Stanley’s Paving

● Blighted Properties Committee – Initiated this year, adopted three associated ordinances - first project is 1105 Fern with sheriff sale pending in early 2014

● Fireman’s Worker’s Compensation - Achieved a one-year extension of policy from the PA Insurance Department due to current insurance broker not providing sufficient notice of policy cancellation

● Joined Berks Water and Sewer Association, renewed membership in Berks Boroughs Association and was appointed Secretary of the Berks Joint Purchasing Council Executive Committee.

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- Preliminary year-end financial review - indicated that we have tapped into only \$64,800 of our existing reserves or \$81,500 LESS THAN was initially budgeted. We have met 99% of the 2013 revenue fund budget and expended only 93% of the general fund budget.

Unfinished Business

- Animal Rescue League agreement and donation request – Mr. Ibach made a motion to sign the agreement and donate \$1,000 in 2014. The motion was seconded by Mr. Holland with a unanimous roll call vote. Motion carried.

New Business –

- Announcement of winner's - December's Holiday Lights Contest
 - First Place – *1732 Hancock*
 - Second Place – *1407 Bleeker*
 - Third Place – *1308 Woodcrest*
- Adoption of Resolution # 633 - 2014 Fee Schedule – Mr. Ibach made a motion to adopt Resolution 633. Mr. Correnti seconded the motion. Roll call vote was unanimous. Motion carried.
- Berks County Cooperative Purchasing Council - Adoption of the Council's Resolution which repeals the Original Bylaws of the Purchasing Council and adopts a Charter of the Council instead – Mr. Ibach made a motion to adopt the BCCPC's resolution. The motion was seconded by Mr. Holland. Roll call vote was unanimous. Motion carried.
- Authorize advertisement of draft Ordinance # _____ - Population Registration Regulations

REMARKS – Mr. Fritz made a motion to pay \$1,215 for costumes out of the Susquehanna bank account set up for the parade and Christmas party at the Fire Company. Mr. Correnti seconded the motion. Roll call vote was unanimous. Motion carried. There being no further remarks or business, Mr. DePasquale made a motion to adjourn the meeting. Meeting adjourned at 8:22 p.m.

ATTEST: _____

Eileen D. Becker – Secretary/Treasurer