

REGULAR MEETING OF KENHORST BOROUGH COUNCIL
November 5, 2015

President Roche called the Regular Meeting of the Kenhorst Borough Council to order at 7:00 PM. Present: Mayor Hatzas, Councilmen Correnti, De Pasquale, Fritz, Holland, Ibach and Mohn, Fire Chief Dwayne Hart, Reading Police Chief William Heim, Solicitor Jill Nagy and Borough Manager Jeri Diesinger. Absent: Tax Collector Denice Carroll. Eileen Becker, Borough Secretary/Treasurer recorded minutes of the meeting.

PLEDGE OF ALLEGIANCE

CALL TO ORDER

PRESENTATION – Liz McCauley, Executive Director, Animal Rescue League

Ms. McCauley is the new Executive Director of the Animal Rescue League (ARL). She shared information regarding the ARL's services and statistics showing the volume of animals they handle each year. Ms. McCauley thanked Council for its continued support and asked them to consider a slight increase over previous year's donations. Mr. Ibach complimented the ARL staff in how they treated him and his family recently. Mr. Roche thanked Ms. McCauley for her time and confirmed that Council intends to renew its ARL service agreement/contract. .

EXECUTIVE SESSION –

An executive session was held from 7:13 to 7:30 PM. Ms. Nagy reported that it concerned two matters having to do with personnel and an outstanding litigation matter with Mr. Lis.

PRESIDENT OF COUNCIL – Mr. Roche presented the meeting minutes from October 1, 2015. Mr. Fritz made a motion to approve the minutes from September with Mr. De Pasquale offering a second. Motion passed unanimously.

REPORTS –

Mayor - Mayor Hatzas reported a total of \$1,549.16 in fines were received by the Borough during the month of October.

Mayor Hatzas provided a status update regarding the Kenhorst Neighborhood Watch Committee (NWC). The Mayor and President Roche attended the NWC meeting on October 29. It appears that the NWC members are on board with Council's wish for the group to focus on educating residents about home security and personal safety. The next NWC meeting will be Thursday, November 19th at 7 PM. He asked that Mrs. Diesinger attend in his absence. Mr. Roche also requested that Chief Heim make arrangements for a police department representative to attend.

Reading Police Chief - Chief William Heim presented the October police report. Of special note was the decrease in number of crimes/arrests as compared to September.

Kenhorst VFD Chief – Chief Dwayne Hart provided the October report. Of note:

- There were 31 calls, a total of 106 firefighters responding with an average number of 3 firefighters per call. Total time spent was 11 hours and 12 minutes. There was no loss to the Borough.
- The KVFC station house Halloween was again well attended. They hosted approximately 150 trick-or-treat visitors.

Tax Collector – no report

Finance – Mr. Fritz presented the revenue and expense report for October and made a motion which was seconded by Mr. Ibach to approve the bills. Roll call vote was unanimous to pay the bills.

REGULAR MEETING OF KENHORST BOROUGH COUNCIL
November 5, 2015

Codes & Emergency Services – Mr. Roche presented a summary of the October Kraft Code Services report with Council and indicated that the latest open permits report was posted. Anyone who has a question as to whether or not a permit is required and/or was obtained for work going on in the Borough should contact the Office.

Parks & Playground –Mr. Holland reported that he would be setting up a meeting with representatives from MAYBA and the Mifflin Broncos to discuss park improvements.

Personnel – Mr. Roche reported that the Borough received a letter of resignation from Anna Smith – she is resigning her Part-Time Administrative position due to personal reasons. Mr. Holland made a motion to accept Mrs. Smith’s resignation. Motion was seconded by Mr. Ibach and the roll call vote was unanimous. There will be more on this topic later in the agenda.

Property & Buildings – Mr. Correnti reported that the Public Works crew has been busy this week since leaf collection started. Mr. Hart shared that they have already dumped twelve loads of leaves since beginning collection in mid-October. Mr. Hart confirmed that the manufacturer fabricating the new wet well door/expects to get them installed sometime this month.

Sanitation – Mr. Mohn had nothing new to report – he said it seems like all is going well and he hasn’t received any calls to the contrary. Mrs. Diesinger confirmed that the new 3-Year Refuse contract with Eagle Disposal was executed.

Sanitary Sewers – Ms. Nagy stated that the Borough was getting ready to send out a proposal to Cumru Township and the City regarding substantive points for a future sewer agreement with both parties to be based on a recent memo received by McCarthy Engineering.

Streets & Storm Water –Mr. Ibach reported that this year’s road paving projects have been completed and everything looks good. Mrs. Diesinger added that the Mr. Hart compiled a punch list of needed repairs/fixes after surveying the newly paved areas with the Borough’s Engineer. The punch list has been provided to EJB Paving.

Solicitor – Ms. Nagy recommended Council table any action regarding the expiring landfill agreement until further information is gathered. After discussion, Mr. Ibach made a motion to authorize Ms. Nagy to do further research on landfill options. Mr. De Pasquale seconded the motion and the roll call vote was unanimous.

Borough Manager – Mrs. Diesinger provided a report to Council highlighting the following activities completed in October:

- Finalized bid refuse/recycling bid award and subsequent Eagle Disposal contract agreement.
- Resubmitted 902 Recycling Grant close out report – hoping to receive additional \$13,000 by year end per communications with PADEP.
- Advertised two new ordinances for parking changes on Greenway Terrace and Alley Maintenance to be adopted at November meeting.
- Leaf collection begun – 12 loads of leaves have been collected thus far.
- Temporary customer parking space sign and painted curb installed on 1500 block of New Holland Road.
- Yellow curbing refreshed at sight distance locations and parking space lines refreshed on Fern Avenue.
- Met with City and Cumru Township regarding sanitary sewer program.

REGULAR MEETING OF KENHORST BOROUGH COUNCIL
November 5, 2015

Borough Manager Continued

- Met with Borough Engineer regarding the installation of a Mag meter on Pump Station.
- Discussed option of closing off lower end of Pump Station alley and repairing road at storm water inlet to accommodate alley traffic onto Upland Avenue. Waiting for proposal for this possible project.
- Requested Solicitor draft sanitary sewer program letter to City and Cumru Township.
- Received claim from woman who tripped on sidewalk at vacant property (1406 Lacrosse Avenue). Turned over to Borough's insurance company and compiled information for claims adjuster.
- Received notice of GMACC getting Hiller Grant of \$23,000 to make changes to the GMA Comprehensive Plan. As such, the Borough should only have to pay approximately \$1,000 -\$1,500 as Kenhorst's share instead of the initial \$5,000 expense that was previously authorized.
- Finalized 2016 Draft Budget and met with Finance Committee to review.
- Received Anna Smith's letter of resignation; met with Personnel Committee to discuss possible replacement options.

OLD/UNFINISHED BUSINESS

- Kenhorst Park Improvements - parking lot expansion project – *Tabled to Spring 2016*
- Sewer System Program – *Technical meetings continue*
- Installation of Rear Borough Shop fence – *Tabled from 10/1. It was agreed that Mr. Ibach will organize a group of councilmen to come up with a recommendation for Council's consideration at the December meeting.*
- Alley behind pump station, closing NHR entrance – *tabled from 10/1, MEA proposal pending*
- Pump Station wet well vault door replacement – *update*
- 2015 Road Work – *Completed, subsequent to resolution of punch list items*

NEW BUSINESS

- Adopted Ordinance #570 – Restricted Parking Area on Greenway Terrace – Fire Chief Hart confirmed that emergency vehicles have enough room to access Alvernia and Greenway Terrace properties if parking restrictions are made. Mr. Fritz made a motion to adopt Ordinance #570 which will create a no parking zone area on the north side of Greenway Terrace. Curbs will be painted and signs will be posted to designate two parking spaces on one side and one parking space on either side and across from Alvernia University's driveway entrance. This is intended to improve traffic conditions during the university's main operating hours (Monday through Friday, 8 AM to 5 PM). The motion was seconded by Mr. Holland and the roll call was unanimous.
- Adopted Ordinance #571 - Alley Maintenance Policy and Exhibit A - Mr. Correnti made a motion to adopt Ordinance #571 which specifies who is responsible for the maintenance of borough alleys. Mr. De Pasquale seconded the motion and the roll call vote was unanimous.
- Authorized Engineering Survey of Borough Property – Mr. Correnti made a motion to authorize the Borough Engineer, McCarthy Engineering, to survey the Borough Hall property at 339 S. Kenhorst Blvd and the Community Center/Park property at 1 Muncy Avenue. Cost not to exceed \$4,515 for both parcels. Mr. Holland seconded the motion and the roll call vote was unanimous.
- Authorized Execution of ARL Annual Agreement – Mr. Ibach made a motion to authorize the execution of the Borough's agreement with the ARL. The motion includes increasing the Borough's 2016 donation to \$1,200.00. Mr. De Pasquale seconded the motion and the roll call vote was unanimous.
- Approved Hiring Part-Time Bookkeeper – Following the acceptance of Mrs. Smith's resignation, Mr. De Pasquale made a motion to approve the borough filling the vacancy with a part-time bookkeeper. Mr. Ibach seconded the motion and the roll call vote was unanimous.

REGULAR MEETING OF KENHORST BOROUGH COUNCIL
November 5, 2015

NEW BUSINESS CONTINUED

- Authorized Advertisement of the 2016 Draft Budget - Mr. Correnti made a motion to authorize the advertisement of the 2016 Draft Budget. Mr. Ibach seconded the motion and the roll call vote was unanimous. Mrs. Diesinger commented that this Draft Budget is balanced and does not require a tax increase. Mr. Roche noted that Borough staff did a great job this year in holding down expenditures. With the additional transfer tax revenue generated by the sale of the Kenhorst Shopping Plaza, the Borough expects to have funds remaining at the end of the year. No decisions regarding “wish list” spending will be made until February after the winter road expenses are known.
- Authorized Sewer Rate Increase for 2016 – Due to increases in sewage treatment rates from the City of Reading, the Borough will need to slightly increase sewer charges in 2016. Mr. De Pasquale made a motion to increase the sewer charge minimum to \$105/quarter (a \$5/quarter increase) and the premium rate for usage exceeding 12,500/quarter from \$.0072 to \$.0084. Mr. Correnti seconded the motion and the roll call vote was unanimous.

FINAL REMARKS AND REMINDERS

- Tuesday, November 24th – ZHB hearing for 1045 Commonwealth Blvd at 3:00 p.m.
- Thursday and Friday, November 26th & 27th – Borough Office closed for Thanksgiving Holiday
- Tuesday, December 3rd – Senior Social Hour - Kenhorst Park Community Center – 10 a.m. *Jane Meeks will present a program about recycling*
- Monday, December 7th - Last day for Fall Leaf Collection - weather permitting
- Tuesday, December 15th – Last day for collection of Yard Waste
- Saturday, December 19th - Kenhorst VFC Christmas Parade - 1:00 p.m., Children’s Party at 2:00 p.m.

ADJOURNMENT

With no other business before Council, a motion was made to adjourn by Mr. De Pasquale, seconded by Mr. Ibach at 8:00 p.m.

Respectfully submitted,
Eileen D. Becker, Kenhorst Borough Secretary/Treasurer