

REGULAR MEETING OF KENHORST BOROUGH COUNCIL  
February 4, 2016

Vice President Correnti called the February 2016 meeting of the Kenhorst Borough Council to order at 7:00 PM. Present: Mayor Hatzas, Councilmen De Pasquale, Fritz, Holland and Mohn, Fire Chief Dwayne Hart, Reading Police Chief William Heim, Borough Manager Jeri Diesinger and Solicitor Jill Nagy. Absent: Councilmen Jay Ibach and David Roche and Tax Collector Denice Carroll. Eileen Becker, Borough Secretary recorded minutes of the meeting.

**Persons Wishing to be Heard –**

**Mr. Paul Yohn, 1100 Block of Commonwealth Boulevard** – Mr. Yohn addressed Council on behalf of his mother who resides on the even side of the 1100 Block of Commonwealth Boulevard. After the recent snow storm, a neighbor plowed part of the alley behind their homes. Apparently the snow was placed in a large pile between their garages preventing anyone from being able to travel further down the alley and blocking the access to Mrs. Yohn's garage. Last year, Mr. Yohn ordered a dumpster placed in the rear of his mother's home. He was informed by Fire Chief Hart that the dumpster could not be placed in the alley area because it could be an obstacle for emergency vehicles. Mr. Yohn commented that if a dumpster blocking the alley was a concern for emergency vehicles then property owners should not be permitted to block alleys with snow piles. He asked that Council consider prohibiting property owners from plowing snow in this manner. He thanked Council for allowing him to voice his concerns. .

After some discussion, Ms. Nagy advised Council that if they consider a remedy, it should be from the standpoint of keeping alleys open for emergency access reasons only as the Borough does not maintain alleys. Council will take the matter into consideration.

**PRESIDENT OF COUNCIL** – In Mr. Roche's absence, Mr. Correnti presented the meeting minutes from the January 5<sup>th</sup> Council meeting. Mr. Fritz made a motion to approve the January minutes with Mr. Holland offering a second. Motion passed unanimously.

**Mayor –**

- A total of \$376.04 in fines was received by the Borough during the month of January.
- Mayor Hatzas mentioned that a resident contacted him regarding the response she received when she called the Reading Police non-emergency number to request an officer. He said this is an issue that has come up previously. The resident was told by the dispatch staff member that an officer was not available to respond to her call regarding a minor theft report. Chief Heim agreed that this response was incorrect – he and Lt. Reilly will follow up and will make sure that all dispatch personnel be kept informed that Kenhorst residents requesting an officer be provided one as soon as one is available.

**Reading Police Chief –**

- Both the December 2015 and January 2016 reports were presented by Chief Heim. He also shared a graph illustrating reported crimes in Kenhorst since 2010 when the Reading Police Department began servicing the Borough. The Chief stressed that the majority of reported thefts and burglaries in Kenhorst were a result of residents leaving vehicles, sheds and garages unlocked.

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- Chief Heim introduced Lt, Paul Reilly who is the new ranking officer in charge of the Kenhorst patrol staff. Chief Heim shared that he had resigned from the Reading Police–
- effective February 8, 2016 and has accepted a new position as Security Director for East Penn Manufacturing. Vice President Correnti thanked Chief Heim for his service and wished him much success.

**Kenhorst VFD Chief** –

- Chief Dwayne Hart provided the January 2016 reports. In January, there were 35 calls with a total of 147 firefighters responding; there were an average number of 4 firefighters per call with a total time spent of 18 hours and 19 minutes. There was no loss to the Borough.
- Chief Hart thanked the Kenhorst residents for doing a great job keeping fire hydrants clear after the recent snow storm. He said most had already been cleared by residents when the Fire Company members checked the accessibility of the Borough hydrants.

**Finance** –

- Mr. Fritz presented the revenue and expense report for January and made a motion to approve the January bills with Mr. De Pasquale offering a second. Motion passed unanimously.
- Mr. Fritz reported to Council his research regarding current interest rate yields for BB&T CD deposits. He recommended Council invest \$125,000 of General Savings into a 25 month CD earning a 1.25% return. He also recommended a \$400,000 investment of Sewer Savings funds into an 18-month CD earning a 1.0% return. After discussion, Ms. Nagy recommended that Mr. Fritz confirm that FDIC insurance would cover these new CD instruments before initiating the transfers. Mr. Fritz made a motion authorizing both the general and sewer CD investments as previously described subject to confirmation of the FDIC coverage. Mr. De Pasquale offered a second and the motion passed unanimously.

**Codes & Emergency Services** – In Mr. Roche’s absence, Mrs. Diesinger provided a summary of the January Kraft Code Services report 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 the Parks and Recreation Committee met on January 19<sup>th</sup> along with MAYBA and Mifflin Broncos representatives to begin discussions on prioritizing details of the Park improvement plan. The next meeting is scheduled for February 16<sup>th</sup> – Mr. Holland expressed that the Committee hopes to obtain a definite commitment from the MAYBA and Bronco organizations to provide both their input on the park improvement plans and financial support. After discussion, Ms. Nagy recommended that Council request a customary letter of intent or Memorandum of Understanding (MOU) from MAYBA and the Broncos regarding their financial support of the Park projects. Mr. Holland made a motion to authorize Ms. Nagy to prepare a MOU to be presented for Council’s review in March meeting. Mr. De Pasquale offered a second and the motion passed unanimously.
- After the February 16<sup>th</sup> meeting, the Playground Committee will meet and begin working with Mrs. Diesinger on this year’s Playground Program.

**Personnel** – will be covered later in agenda.

**Property & Buildings** – Mr. Hart reported the F-550 truck has a hydraulic fluid leak – they are keeping the fluid filled and will work on fixing this problem once the pumps station flow meter installation is complete.

**Sanitation** – Mr. Mohn is not aware of any recent issues. Mrs. Diesinger shared that there was some confusion last week with both the trash and recycling collections after the snow storm. It was decided that trash and recycling would be collected, but the pickups were pushed back one day. Some residents were confused and either put items out for pick up on the wrong day or they did not put any trash or recycling out. The Borough also received some calls about trash and recycling that had been missed.

**Sanitary Sewers** – Mr. Hart reported that one of two magnetic flow meters had been successfully installed at the pump station this week. He expects the second meter to be installed by the end of the week.

**Streets & Storm Water** – Mrs. Diesinger reported that the Streets Committee met prior to tonight's meeting. Committee members will inspect Borough streets to identify this year's road repair projects. That list will be presented to Council in March.

**Solicitor** – Ms. Nagy has items planned for later in tonight's meeting agenda.

**Borough Manager** – Mrs. Diesinger provided a report to Council highlighting the activities completed in January. Of special note:

- Several internal and external meetings were attended during January.
- Working on several annual reports for 2015 due in the first quarter reports for government agencies including: Liquid Fuels, Recycling and Sanitary Sewer.
- Mrs. Diesinger thanked the Borough's Road Crew, Mr. Dwayne Hart and Mr. Jesse Schweitzer, for their hard work and long hours spent on snow removal efforts. In addition to having to deal with the large snowfall, the Borough experienced several major equipment breakdowns during the storm. Extra snow removal help was brought in during the storm and two large dump trucks and three backhoes were used to clear the Borough's five emergency routes over a one week period.
- Mrs. Diesinger sent a note of special thanks to Cumru Township officials and staff for temporarily housing a large road salt delivery for the Borough and assisting us with the transfer back to our facility.
- The Borough office has been very busy – during the month of January there were 374 phone calls and 401 walk-in customers.

#### **OLD/UNFINISHED BUSINESS**

- Installation of Rear Borough Shop fence – item remains tabled from 10/1
- Alley behind Pump Station – possible opening of alley - item remains tabled from 10/1
- Sanitary Sewer Program meetings – the January meeting was postponed to February due to recent snow storm – rescheduled date is still pending.

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- Sanitary Sewer Equipment needs – Tabled for Sewer Committee review/recommendation.
- Review unhitched trailers regulations – Tabled for Street Committee review/recommendation.
- Parking space saving issues for future storms – Tabled for Street Committee review/recommendation.
- Discuss options for PT admin – Tabled for Personnel Committee review/recommendation.
- 2015 Street Work Issues – Authorized Letter to EJB Paving – Ms. Nagy spoke with Mr. Charlie Paris, Municipal Services Representative from PADOT, regarding his review of the Borough's completed street projects. He is satisfied that the work was completed but is concerned that some of the paving will buckle this spring/summer. After discussion, Ms. Nagy recommended that Council either keep the retainage or release it only upon receipt of a one year guarantee on the paving work from EJB. Mr. De Pasquale made a motion to authorize Ms. Nagy to draft correspondence to EJB Paving with a copy to Mr. Paris at PADOT. Mr. Fritz offered a second and the motion passed unanimously.

### **NEW BUSINESS**

- Resolution #670 Approved - PADOT intersection signal work at 625 and 724 – Mr. Fritz made a motion to authorize Mrs. Diesinger to sign the required PADOT documentation concerning the planned signal project. Mr. Holland offered a second and the motion passed unanimously.
- Authorized Survey of Park Property by Borough Engineer – Mr. Holland made a motion to authorize the Borough Engineer to perform a survey of the park property at a cost not to exceed \$6,000. The survey will include the park, existing site conditions using 2 foot contours. Mr. Fritz made a second and the motion passed unanimously.
- Accepted Mr. James Geiger's resignation from Zoning Hearing Board – Mr. Fritz made a motion to accept Mr. Geiger's resignation from the ZHB. Mr. Holland offered a second and the motion passed unanimously.
- Borough Building Security – Mr. De Pasquale asked that Council consider several security improvements to the Borough Office entrance area. He suggested installing two to four security cameras as well as enclosing the foyer area. A wall and door can be added so that customers are restricted to the counter area unless buzzed in by office staff. The Safety Committee will review Mr. De Pasquale's recommendation.

### **FINAL REMARKS AND REMINDERS**

- Park Improvement Master Planning Committee meets on Tuesday, February 16<sup>th</sup> at 7 p.m.
- 2015 audit will be conducted the week of February 22<sup>nd</sup>.

### **ADJOURNMENT**

With no other business before Council, a motion was made to adjourn by Mr. De Pasquale seconded by Mr. Correnti at 7:45 p.m.

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