

REGULAR MEETING OF KENHORST BOROUGH COUNCIL
March 3, 2016

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

Persons Wishing to be Heard –

Mrs. Grisel Williams, 900 Block Fern Avenue – Mrs. Williams related concerns that she and some of her neighbors have regarding employees of area businesses taking up parking spaces on their block. She specifically mentioned Threshold and the Reading Women’s Birthing Center. Both establishments have parking lots but many of their employees park on borough streets. She also said customers of Egan Transmission park their vehicles on Fern Avenue when they are dropped off for service. Mrs. Williams asked if there was anything Council can do to remedy the situation. After discussion, Mr. Roche said that Council would review the zoning rules applicable to the Kenhorst businesses (such as Egan and the Birthing Center) to see if anything can be done to improve the parking problems. Threshold employee parking has been an issue for many years and unfortunately their business is actually located in the City of Reading so Kenhorst Zoning does not apply to them. Mr. Roche asked for some time for Council to review the situation.

PRESIDENT OF COUNCIL – President Roche presented the meeting minutes from the February 4th Council meeting. Mr. Fritz made a motion to approve the February minutes with Mr. Holland offering a second. Motion passed unanimously.

Mayor –

- A total of \$377.76 in fines was received by the Borough during the month of February.
- Mayor Hatzas asked if it would be a good time to bring up the issue of background checks being required for Neighborhood Watch committee members. Ms. Nagy advised Council that she is not comfortable with NWC members going door-to-door speaking to residents. She sees their role as one of educating residents in public forums i.e. sponsoring personal safety or home security speakers. A Borough representative will attend the upcoming NWC meeting on Wednesday, March 30th and members will be advised that Council will require background checks and prohibit door-to-door solicitation. Mrs. Diesinger will prepare a letter to the NWC membership.

Reading Police – Lt. Paul Reilly presented the February Crime Statistics report. He noted that February’s reported crime stats were down from January’s and also lower compared to the same month in previous years. Most of February’s crimes were related to retail thefts/shoplifting at the Kenhorst Plaza.

Kenhorst VFD Chief –

- Chief Dwayne Hart provided the February 2016 reports. In February, there were 37 calls with a total of 148 firefighters responding; there were an average number of 4 firefighters per call with a total time spent of 15 hours and 55 minutes. There was no loss to the Borough.

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- This year's Easter Flower Sale will be held on Thursday, March 24th and Friday, March 25th from 8 AM to 8 PM and Saturday, March 26th from 8 AM until flowers are sold out. The annual Children's Easter Egg Hunt will be held Saturday, March 26th at 10 AM at the Kenhorst Playground/Park. In the event of rain, the egg hunt will be held at the Fire Company Social Quarter's Ballroom.

Finance –

- Mr. Fritz presented the revenue and expense report for February and made a motion to approve the February bills with Mr. Holland offering a second. Motion passed unanimously.

Codes & Emergency Services –

- Mr. Roche summarized Kraft Code Services permitting report for February and reminded Council that February's report was posted on the bulletin board.
- Mrs. Diesinger reported that the Safety Committee met this week. Mr. De Pasquale recommended that Council consider some changes to the Borough Office building to increase safety for Borough staff. His suggestions include installing security cameras in the Borough Office area and Council chambers. Mr. Roche has recent experience with security systems installed at similar facilities - he will research and bring information for Council's review in the near future.
- Mr. Roche also brought up the tabled item relating to unhitched trailers. It was decided that the recodified ordinances would be amended prior to final publication to include the requirement that no unhitched commercial or contractor trailers will be allowed to remain parked on the street unless a building permit is visible from the street.

Parks & Playground –

- Mr. Holland reported the Park Master Plan Committee held its monthly meeting February 16th. There were productive discussions and several were in attendance including three residents. Everyone was asked to prioritize the park improvement wish list and get their choices to Mrs. Diesinger prior to the next meeting on March 15th.
- Mr. Holland would like to see the Park plan split into specific project areas that can be addressed by sub-groups of the Committee.

Personnel –

- Mr. Roche reported the Personnel Committee met recently and Borough staff evaluations were completed. Mrs. Diesinger will be meeting with staff members in the near future to review the updated evaluations.
- The Personnel Committee has recommended that Council proceed with staffing a Part-Time/Seasonal administrative position if needed, as well as a Part-Time/Seasonal Property Maintenance Inspector. The Administrative position would be 15-20 hours/week at \$10/hour; the Property Maintenance position would be 4-6 hours/week at \$10/hour.

Property & Buildings – items to be covered later in the agenda.

Sanitation – nothing to report.

Sanitary Sewers –

- Mrs. Diesinger reported that the flow meter installation was complete and the meters are in operation.
- The Public Works crew has started the work of pulling all Borough manhole covers to check the condition of the inserts, replacing any inserts as needed.

Streets & Storm Water – items to be covered later in agenda.

Solicitor – nothing to report.

Borough Manager – Mrs. Diesinger previously provided a report to Council highlighting activities completed in February. Of special note –

- Several external meetings were attended (i.e. MetED LED Street Light Seminar) as well as monthly Council committee meetings.
- Annual reports for 2015 were completed per state requirements for storm water, recycling and sewer treatment.
- Mrs. Diesinger reported that the L2i Apartment project at 1608/1620 New Holland Road was underway. L2i has been very responsive and cooperative in their dealings with the Borough.

OLD/UNFINISHED BUSINESS

- Alley behind Pump Station - consider opening of alley – *Tabled at October 2015 meeting. Mr. Roche would like an update and a recommendation regarding this item so this can be addressed at the April meeting.*
- 2015 Street Work Issues from Solicitor – Ms. Nagy confirmed that she has not received any further inquiries from EJB Paving regarding the outstanding invoice balance since she sent a notice of dispute letter in January. There was discussion regarding the chronology of events regarding the streets project closeout by Penn DOT. Mr. Roche stated that he is not satisfied with the quality of the paving and would like it to be redone. He does not understand how the Penn DOT representative agreed that the paving work was not satisfactory yet approved the invoice payment. It was agreed that the Borough would ask for a written response from Penn DOT

NEW BUSINESS

- Appointed Robert Mierzejewski to Zoning Hearing Board (ZHB) – Mr. Ibach made a motion to appoint Mr. Mierzejewski to the ZHB. Mr. Fritz offered a second and the motion passed unanimously.
- Authorized advertising/hiring up to 5 leaders and 1 supervisor for 2016 summer playground program – Mr. Holland made a motion to authorize this year's playground program staffing as previously described. Mr. Ibach offered a second and the motion passed unanimously.
- Approved 2016 Road Work Locations - Mr. Correnti made a motion to approve the 2016 Road Work locations as recommended by the Streets Committee. Mr. Holland offered a second and the motion passed unanimously.
- Authorized Engineer to prepare bid docs and advertise notice to bidders for 2016 Road Work - Mr. Ibach made a motion to authorize the Borough Engineer to prepare bid documents and advertise the 2016 Road Work projects with each street as an option. Priorities are: 1 – Broadway (1100,1200 and 1300 blocks), 2 – John Glenn, 3 – Lacrosse at Milford and 1300 Block and cul-de-sac, Kenhorst Blvd (High Blvd to school), 5 – Hancock (1500 and 1700 blocks – even side) and 6 – Grill and Wingate intersection. Mr. Mohn offered a second and the motion passed unanimously.

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- Authorized Manager and PW Superintendent to pursue sale of F550/plow to another municipality - Mr. Ibach made a motion to authorize the sale of the F550 plow to another municipality. Mr. Mohn offered a second and the motion passed unanimously.
- Authorized purchase of laptop computer for PW department for sewer and road info – Mr. Correnti made a motion to authorize the PW laptop purchase at a cost not to exceed \$1,500. Mr. Mohn offered a second and the motion passed unanimously.
- Authorized purchase of self-leveling color camera (COSTARS) – Mrs. Diesinger explained that the self-leveling camera can provide video of sewer and storm water lines – camera can travel up to 400 feet. After discussion, Mr. Fritz made a motion to authorize the camera purchase at a cost not to exceed \$9,895. Mr. Holland offered a second and the motion passed unanimously.
- Authorized purchase of Typhoon Jetter on trailer (COSTARS) – Mr. Fritz made a motion to authorize the Typhoon Jetter purchase at a cost not to exceed \$17,500. Mr. Holland offered a second and the motion passed unanimously.
- Authorized 2016 Sanitary Sewer Inspection Program – Mr. Holland made a motion to authorize the 2016 Sanitary Sewer Inspection Program expenditures at a cost not to exceed \$75,000. Mr. Mohn offered a second and the motion passed unanimously.
- Authorized New Dump Truck with EM Kutz Fit Out Purchase (COSTARS) – Mr. Correnti made a motion to authorize the purchase of a New Freightliner Dump Truck with the EM Kutz Winter Fit-Out at a cost not to exceed \$125,000. Mr. Holland offered a second and the motion passed unanimously.
- Authorize Reading Electric for Pump Station electric work – *CNTE \$9,855 –; table until April*
- Authorize switching phone lines from Verizon to Comcast – *CNTE \$1,000 – tabled until April*
- Authorize Borough Manager to pursue Met-ED LED Street Lighting Program - *tabled until April*
- Charges for Sewer Clog Call-Outs - Mr. Ibach asked for clarification regarding how the Borough charges when the PW Crew goes to a property for a sewer clog. Mrs. Diesinger confirmed that the Borough's standard practice is to clear sewer clogs on the Borough's side of the sewer line at no cost to the property owners and inform property owners to contact a plumber when clogs are on the resident's side. After a warning of grease, items in sanitary line the Borough charges for any future call-outs.

FINAL REMARKS AND REMINDERS

- Park Improvement Master Planning Committee meets **Tuesday, March 15 at 7 p.m.**
- Berks Municipal Officials Dinner – **March 31, 2016 Reading Country Club**

ADJOURNMENT

With no other business before Council, a motion was made to adjourn by Mr. Ibach seconded by Mr. Holland at 8:10 p.m.

Respectfully submitted,

Eileen D. Becker
Kenhorst Borough Secretary