

REGULAR MEETING OF KENHORST BOROUGH COUNCIL

January 5, 2017

President David R. Roche called the January 5, 2017 meeting of the Kenhorst Borough Council to order at 7:00 p.m. Also present: Mayor Hatzas and Councilmen Correnti, Fritz, Holland and Mohn, Fire Chief Dwayne Hart, Reading Police Lt. David Liggett, Jill E. Nagy, Esquire and Borough Manager/Secretary Jeri Diesinger – Absent: DePasquale (*excused*), Ibach (*unexcused*)

Persons Wishing to be Heard –

- David and Laurie Hicks of the 1100 block of Broadway Blvd. addressed Council regarding parking issues in front of their property. For safe access the Borough painted yellow curbing five feet on either side of their driveway and vehicles are parking within the yellow curb which is a violation. Lt. Liggett will research earlier calls to and responses by the Reading Police Department and notify the Borough.
- Philip Ewald, property owner in the 1300 block of Lancaster Avenue questioned Council regarding the annual rental inspection letter received from Kraft Code Services. Council and Ms. Nagy explained that the property is considered eligible for an annual property inspection if the property owner does not live at the address which is the case with Mr. Ewald.

Executive Session – An executive session was conducted from 7:18 to 7:35 p.m. to discuss personnel issues and potential litigation.

President of Council – President Roche presented the meeting minutes from the December 1, 2016 Council meeting. Mr. Fritz made a motion to approve the November meeting minutes with Mr. Holland offering a second. Motion passed unanimously.

Reports –

Mayor – Mayor Hatzas reported that a total of \$618.27 was received by the Borough from the District Justice's office in the month of December.

Reading Police Department – Lt. David Liggett was welcomed to the Borough subsequent to the promotion and reassignment of Lt. (now Captain) Paul Reilly. Lt. Liggett provided a written and detailed verbal report to Council regarding activities in the Borough during the month of December 2016 and a summary of the year. Lt. Liggett indicated that earlier in his career he served in several Borough's so he is familiar with the particular issues and concerns which may come up from time to time in a small municipality. He believes his experience will serve Kenhorst well.

Kenhorst VFD Chief – Chief Dwayne Hart presented the December Fire Call activity report as follows: There were 2 fires in the Borough - 35 calls for the month, 157 number of firefighters responding, average number of firefighters per call 4, total time spent 11 hours and 40 minutes. He also provided the Council with a year-end summary.

Finance – Mr. Richard Fritz summarized the revenue and expense information for December and made a motion to approve the December bills. Mr. Correnti provided a second. The motion passed unanimously.

Codes & Emergency Services – Mr. David Roche presented the Kraft Code Services December 2016 report regarding permitting and inspections and reminded Council that a copy of open permits was posted on the bulletin board.

Parks & Playground – Kieran Holland had no activities to report; the committee will meet later in the month to consider projects to begin this year. Mrs. Diesinger indicated that grants awarded by

REGULAR MEETING OF KENHORST BOROUGH COUNCIL

January 5, 2017

the Gilmore-Henne Foundation were listed in the Reading Eagle and the Borough was not among grantees. There will be other opportunities to seek funding once individual projects are identified.

Personnel – Mr. Roche reported that Personnel items will be discussed under new business.

Property & Buildings – Mr. Al Correnti reported that items will be considered under New Business.

Sanitation – Mr. Ed Mohn had no report.

Sanitary Sewers – Mr. Roche indicated that the Borough will reach out to Cumru Township to discuss what joint maintenance is required on the joint trunk line this year. There are back flow issues at Manhole #7 on Woodcrest Drive that also should be part of the discussion as it has been a problem for years.

Streets & Stormwater – Mr. Roche reported in the absence of Mr. DePasquale that the punch list items outstanding for the 2016 road work will be completed in the spring and Mrs. Diesinger confirmed that 10% has been retained until the work is satisfactorily completed by Landis Deck. The Committees should be meeting sometime in the first quarter.

Solicitor – Jill Nagy, Esquire had no report

Borough Manager – Mrs. Jeri Diesinger provided Council with a written year-end summary. Overall the Borough had another successful year – purchased new equipment, completed the park master plan and recodification project, installed a new phone system, and continues to be financially solid.

Old/Unfinished Business

- Punch List items for 2016 Road Work – *discussed above*
- Pump station electrical work – Mrs. Diesinger indicated that the Borough requested quotes from four firms; however, received only two quotes thus satisfying the requirement of projects under \$19,500. A motion by Mr. Fritz to award the project to Shatz Electric for \$15,515 was seconded by Mr. Correnti. Motion passed.
- Recreation Grants – Mrs. Diesinger reported that the Borough was unsuccessful, will look for grants for specific projects this year.
- Northern municipal boundary and Pump Station Alley – Mrs. Diesinger reported that her research indicated that the Borough's northern boundary remains the same
- Traffic control electronic speed sign – The quote received last year still stands at a cost not to exceed \$4,700 for one unit. A motion by Mr. Fritz to purchase one electronic speed sign was seconded by Mr. Correnti. Motion passed
- Stormwater drainage issues at 1308 Woodcrest Drive – Council would like official input from the PADEP regarding the project and asked Ms. Nagy to contact DEP for a staff meeting to obtain some guidance as to how best to proceed.

New Business

- Ratify the hiring of a Part Time administrative assistant – Council directed Mrs. Diesinger to hire a part-time assistant to work 30 hours per week at \$10/hour with 90 day probationary period. No vote taken.

REGULAR MEETING OF KENHORST BOROUGH COUNCIL

January 5, 2017

- Adopt Resolution #:681 – 2017 Fee Schedule – Mrs. Diesinger indicated that the only change from the 2016 Fee schedule were the Appendices which provide Kraft Code Services and McCarthy Engineering Associates fees for 2017. A motion by Mr. Holland to adopt Resolution #681 was seconded by Mr. Fritz. Motion passed.
- Authorize purchase of forks and 12-inch wide bucket attachment for the backhoe - A motion by Mr. Correnti to purchase the above items at a cost not to exceed \$3,000 was seconded by Mr. Holland. Motion passed.
- Authorize purchase of three jersey barriers for the pump station – These will be plastic which will be filled with sand and strategically placed to provide safety and security at the wet well. A motion by Mr. Fritz to purchase the above items at a cost not to exceed \$2,000 was seconded by Mr. Holland. Motion passed.
- Emergency Management Coordinator responsibilities – Mrs. Diesinger was directed by Council to contact Thomas Bauscher, Western Berks EMC to see if the Borough can piggyback onto that program which encompasses, Spring, Sinking Spring, Wyomissing, West Reading, etc. His response and any costs to participate will be brought to Council in February.
- Fire Company Sign Hearing before the Zoning Hearing Board – A hearing has not yet been scheduled. Mrs. Diesinger will contact Attorney Eshelman’s office to arrange a hearing.

Final Remarks, Reminders

- Tuesday, January 17, 2017 – The Park Committee will meet at 7:00 p.m. at the Community Center to plan the 2017 projects.
- Thursday, February 2nd – Next Council meeting at 7:00 p.m. at Borough Hall

Adjournment – With no other business before Council, Mr. Correnti made a motion to adjourn at 8:22 p.m. which was seconded by Mr. Holland.

Respectfully submitted,

Jeri L. Diesinger
Kenhorst Borough Manager/Secretary