

REGULAR MEETING OF KENHORST BOROUGH COUNCIL
February 2, 2017

President David R. Roche called the February 2, 2017 meeting of the Kenhorst Borough Council to order at 7:00 p.m. Also present: Mayor Hatzas and Councilmen Correnti, DePasquale, Fritz, Holland, Ibach and Mohn, Fire Chief Dwayne Hart, Reading Police Lt. David Liggett, Jill E. Nagy, Esquire and Borough Manager/Secretary Jeri Diesinger – Absent: *none*

Persons Wishing to be Heard – *none*

Executive Session – *none*

President of Council – President Roche presented the meeting minutes from the January 5, 2017 Council meeting and the January 31, 2017 special meeting of Council. Mr. Fritz made a motion to approve the minutes from both January meetings with Mr. Holland offering a second. Motion passed unanimously.

Reports –

Mayor – Mayor Hatzas reported that the Borough received \$25.00 in Police fines, and \$147.54 from the District Justice for a total of \$172.54 in the month of January.

Reading Police Department – Lt. David Liggett provided a verbal report to Council regarding activities in the Borough during the month of January 2017. Crime statistics included minor retail thefts from Redner's and some sheds in the Borough. Lt. Liggett indicated that the Borough should issue a reminder, perhaps through our emergency notification system that residents need to lock their sheds and keep their properties well-lit to deter crime. In addition, Lt. Liggett reported that the Police have identified the driver of the vehicle who struck and killed a pedestrian on New Holland Road. He later forwarded the January written report for the Borough's records.

Kenhorst VFD Chief – Chief Dwayne Hart presented the January Fire Call activity report as follows: There were no fires in the Borough – however, 31 calls for the month, 147 number of firefighters responding, average number of firefighters per call 5, total time spent 11 hours and 25 minutes. He also reported to Council that the process has begun to purchase new trucks and two fire trucks are now on the market.

Finance – Mr. Richard Fritz reported that the Borough only received the financial report for January that afternoon and that a formal summary would be provided at the March meeting. Mr. Ibach made a motion to approve the bills paid in January and Mr. DePasquale provided a second. The motion passed unanimously.

Codes & Emergency Services – Mr. David Roche presented the Kraft Code Services January 2017 report regarding permitting and inspections and reminded Council that a copy of open permits was posted on the bulletin board.

Parks & Playground – Kieran Holland reported that the committee met in January to discuss projects to begin this year – particularly, improvements to the inside of the Community Center which can be handled in house by our Public Works crew and perhaps purchase of one new piece of playground equipment. The Borough will need to address the current playground area drainage issues prior to moving any further and will meet later in the month to consider types of fundraising efforts.

Personnel – Mr. Roche indicated that a personnel matter would be addressed later in the meeting.

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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 sewer matters will be discussed later in the agenda.

Streets & Stormwater – Mr. DePasquale reported that the Committee met with the Public Works Superintendent to review various road and stormwater issues -- including the storm drain on Daniels between Fern and Brooke, the alley between New Holland Road and Fern from Daniels to Fern and the intersection of Fayette and Milford.

Solicitor – Jill Nagy, Esquire reported that a letter was sent to Mrs. Hamilton regarding the property at 1452 Crowder. When the 30-day notice expires a filing with the Courts will occur.

Borough Manager – Mrs. Jeri Diesinger provided Council with a written summary of activities occurring in January.

Old/Unfinished Business

- Punch List items for 2016 Road Work – *tabled until spring*
- Pump station electrical work – Mr. Hart reported that Schatz Electric is waiting for the electric boxes to be delivered. He will be meeting with Schatz representatives and the Engineer next week to finalize project plans.
- Stormwater drainage issues at 1308 Woodcrest Drive – Ms. Nagy will contact DEP for a staff meeting to obtain some guidance as to how best to proceed.
- Emergency Management Coordinator – Mrs. Diesinger reached out to Thomas Bauscher regarding the Borough joining the Western Regional Emergency Management Services Association. Mr. Bauscher indicated to her that their next meeting will be March and he will place our request on the agenda for consideration. The Borough understands that there most likely will be an application process and fee to join.
- LED street lights – Mrs. Diesinger reported that Met-Ed contacted her last week to inform the Borough that they will begin installing the LED street lights sometime in March.
- Pump Station barriers – Mrs. Diesinger conveyed to Council that the property owner at 914 New Holland Road contacted the Borough very displeased with the esthetics of the new barricades. Council directed Mrs. Diesinger to send a letter to the owner indicating that the Borough will remove the barricades when they arrange with their trash hauler to use totes. This would need to be confirmed for the March meeting date. The barricades were put in place when the owner refused to switch collection from a dumpster to curb-side totes. The barricades are attempt by the Borough to secure minimal future damages to the area of the pump station wet well by the trash hauler backing into the alley to retrieve the trash and recycling.

New Business

- Ratify the hiring of a Part Time administrative assistant – Mr. Fritz made a motion to ratify the hiring of Patricia Mast as a part-time administrative assistant. Her start date was

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Monday, January 16, 2017. She will work 30 hours per week at \$10/hour with a 90-day probationary period. The motion was seconded by Mr. DePasquale. The motion carried unanimously.

- Execute MOU between Borough and Berks County Conservation District – Mrs. Diesinger explained that we had originally signed a Memorandum of Understanding with the Conservation District and that since there were some changes, the District requested executing a new MOU. Mr. DePasquale made a motion to sign the MOU which was seconded by Mr. Fritz. Motion carried unanimously.
- Consider purchase of two steel roadway plates and one lift system for cost not to exceed \$3,000 – Mr. DePasquale made a motion to purchase two steel roadway plates and Mr. Ibach offered a second. Motion passed. *Subsequent note - Council decided to purchase both lift systems (an increase of \$400) to reduce liability and increase safety in placing of the steel plates.*
- Authorization for 2017 roadwork and for Engineer to prepare and advertise bid specifications – Council authorized the 2017 roadwork and preparation of specifications as follows: Daniels Avenue from Fern Avenue to Brooke Blvd, the 20-foot alley between the 900 blocks of New Holland Road and Fern Avenue from Daniels to Fern and the intersection of Fayette at Milford upon motion from Mr. DePasquale and a second from Mr. Ibach. Motion passed unanimously.
- Authorize advertisement for bids for Cure in Place Pipe Lining Project – Mr. Ibach moved to advertise for the CIPP sewer pipe lining project and Mr. DePasquale offered a second. Motion passed unanimously.
- Consider the Sign Application and the Planning Commission recommendation for the Kenhorst Volunteer Fire Company Social Quarters electronic sign – Mrs. Diesinger indicated that the Planning Commission met to review the application and appeal for the Fire Company sign and recommended that Council approve the variances as requested. Upon motion by Mr. Ibach to approve the two variances as requested for size and electronics and receiving a second from Mr. DePasquale, the motion passed with 6 yes votes and 1 abstention (Mr. Fritz, who serves as a Social Quarters Trustee).
- Kenhorst Volunteer Fire Company Social Quarters electronic sign – Mr. Ibach made a motion to waive the requirement to attend the Zoning Hearing Board on behalf of the Borough for both Ms. Nagy and Mr. James McCarthy as they will be representing the Fire Company. Mr. DePasquale provided a second and the motion passed unanimously.
- Authorize the Engineer to develop an MS4 2018 Stormwater Pollution Reduction Plan and Notice of Intent as outlined by PADEP regulations. Mrs. Diesinger indicated that she has to this point been an effective administrator of the MS4 program; however, the program is moving into a realm of conditions that will require engineering skills and calculations to determine the Borough's future stormwater obligations. Mr. Ibach provided a motion to authorize to expend no more than what currently is budgeted for stormwater in 2017 for the Borough Engineer to develop an MS4 Stormwater Pollution Reduction Plan and Notice of Intent according to PADEP requirements. The roll call vote was taken and the motion unanimously was passed.
- Authorize Preparation of an Ordinance regarding regulations for Mini-Cell Towers – Mr. Ibach made a motion, seconded by Mr. Holland for Ms. Nagy and the Borough Manager to prepare regulations for Mini-Cell Towers. The motion passed unanimously.

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- Property Maintenance Issue at 1325 Fern Avenue – The Borough Manager will move forward with appropriate actions regarding the PM violations at the above address. No vote.
- Notice regarding S.R. 724 Bridge over Angelica Creek – Mr. Roche announced that PennDOT will close the east bound lane of S. R. 724 in March for a period of at least four months for extensive construction work on the bridge over the Angelica Creek. This is the bridge in the vicinity of the Sunoco Station. Mr. Hart indicated that he attended the pre-construction meeting at District 5 headquarters in Allentown. The Borough is concerned with the increased traffic throughout the Borough. PennDOT established a detour which will direct vehicles and truck traffic going east bound on S. R. 724 onto New Holland Road (S.R. 625), to northbound on Lancaster Avenue (S.R. 222) to southbound on Morgantown Road (S.R. 10) back to eastbound on S.R. 724.

Final Remarks, Reminders

- Tuesday, February 21, 2017 – The Park Committee will meet at 7:00 p.m. at the Community Center.
- Wednesday, February 22nd – Zoning Hearing Board meeting at 7:00 p.m. at Borough Hall to consider the Kenhorst Volunteer Fire Company Social Quarters electronic sign application.

Adjournment – With no other business before Council, Mr. DePasquale made a motion to adjourn at 7:47 p.m. which was seconded by Mr. Holland.

Respectfully submitted,


Jeri L. Diesinger
Kenhorst Borough Manager/Secretary