

The workshop meeting of the Borough Council of the Borough of Sinking Spring was called to order on Wednesday, January 23, 2013 at 7:00 p.m., at the Sinking Spring Borough Hall by President James A Pachuillo, Jr. After the Pledge to the Flag, Regina Shade called the roll reflecting the following Council Members present:

James Pachuillo
Edward Oswald
George Butkus
Christiana Stallone (absent)
Gary Cirulli
Denise Stine
Steven Suruskie

Other officials present were: Charles Haws, Borough Solicitor, Thom Ludgate, Ludgate Engineering, David Schlott, Jr., ARRO Consulting, Michael Hart, Public Works Director, Police Chief Lee Schweyer, and Regina Shade who recorded the minutes of the proceeding.

VISITORS:

There were no visitors

COMMUNICATIONS:

Mr. Pachuillo had Mrs. Shade read a letter from the Spring Township Police Department. The letter thanked the Borough's Police Department for their quick and professional response to the stabbing incident at Southern Middle School on January 15, 2013.

EXECUTIVE SESSION:

Council went into an executive session at 7:05 p.m. for personnel issues.

RECONVENE:

Council reconvened at 8:50 p.m. Mr. Pachuillo stated no action will be taken at this time.

BUSINESS:

The Western Berks Ambulance agreement was the only item on the agenda. Mr. Butkus questioned if there were any significant changes to it from last year. Mr. Haws stated there were some highlighted areas for review. Mr. Haws would like to put this item on hold until the regular meeting so he can compare all the versions of the contract. This item was tabled.

BOROUGH ENGINEER - LUDGATE ENGINEERING – THOM LUDGATE:

Mr. Ludgate stated they had a good meeting with the DCED in regards to the finance for the BOSS 2020. They offered some options for continued funding. It was a very productive meeting.

PUBLIC WORK'S DIRECTOR – MICHAEL HART:

Mr. Hart stated that the Planning Commission reviewed and signed the Buckeye plans the evening prior. Council needs to sign them. The plans reflect exactly what was constructed. The second issue he had was regarding the erection of a stop sign at Huron and Maria. A gentleman feels a stop sign is needed. Mr. Hart would need a motion from Council to authorize Ludgate to do a study and review the findings. We will need an Ordinance to create it, if needed, but this is just the first step. Mr. Oswald made a motion to authorize Ludgate Engineering to do a feasibility study for the possible erection of a stop sign at Huron and Maria; seconded by Mrs. Stine. AYES – 6, NAYS – 0, ABSENT – 1 (Mrs. Stallone); motion carried. Mr. Hart stated the boiler at the Borough garage is shot. He will be meeting with a heating contractor. UGI is willing to run the 230 feet of pipe for free. While they are running it, Mr. Hart is going to have them put a “T” in for the pole building. We can do that next year. Mr. Pachuillo stated he would volunteer his time as he is familiar with this.

SEWER ENGINEER – ARRO CONSULTING - DAVID SCHLOTT, JR :

Mr. Schlott stated Sewer Specialties is finishing up the work. There were a number of additional things found. If we were to do everything they are recommending it would be an additional \$20,000.00. Mr. Schlott does not feel that is necessary however, the budget limit for the year was \$100,000.00. This is only \$3,000.00 more than what was authorized. He is suggesting that we make a motion to spend up to the \$100,000.00 as there are some laterals that are severely clogged. Mr. Oswald made the motion to authorize the spending of up to \$100,000.00 for Sewer Specialties to clean the lines; seconded by Mr. Butkus. AYES – 6, NAYS – 0, ABSENT – 1; motion carried.

LIBRARY – DENISE STINE:

Mrs. Stine stated they had Library meeting on Monday night and Mr. Brian Hoffa was there. The Millers were also there. They will be working on the history book for the 100th Anniversary and they had a few questions. They are going to ask the Vo-Tech to print the books to help cut the cost. They wanted to know Council's interest if they wanted them to mail them to each residence; or do they just want them to sell them at events, or a combination. Mr. Cirulli stated both to which Mrs. Stine questioned if Council would be willing to pay for it. Mr. Pachuillo suggested they get a quote on what it will cost to print them plus what it would cost to send it to each residence. Mr. Pachuillo would like to offer it to all the residents and then at the events sell them to people who live outside the Borough. Everyone was in agreement with this. The other issue Mrs. Stine had to ask Council about was whether the Library could have a credit card to order from Amazon. Mrs. Shade stated she went over this many times with Mrs. Westbrook. The answer would be no, unless one of them is willing to tie their social security number along with other personal information to the card. She explained this would go on her personal information; so if she wants to purchase a car, that card will show up on her personal credit report. Mr. Pachuillo asked about the Friends to which Mrs. Stine stated they are buying her gift cards to Amazon. She continued there will be a new person taking over for the Friends and they are not sure they will continue doing that. Mrs. Shade stated she has told Mrs. Westbrook that the Borough has a credit card that she can use. When the bill comes in, Mrs. Bohn will pay the bill out of the Library Fund account just like we do for other departments. Mrs. Stine stated that 41,000 people came through the library in 2012.

BOROUGH SECRETARY/TREASURER – REGINA M. SHADE:

Mrs. Shade explained to Council that our server is failing. It is in this year's budget to purchase one, however it appears we need it sooner rather than later. We are running out of space and that is the problem. Mrs. Shade went on to explain when she took over the job in early 2003 there was nothing on the system. However we now have all the Council Meeting Minutes scanned in from April, 1913 to the present. In addition we have all the Ordinances and Resolutions on the system. We have created files for each address in the Borough and have been putting in permits or any type of information pertinent to that address. We have built all types of list from residents to business lists to share with all different groups. This takes up a whole lot of space. Mr. Butkus made a motion to allow Mrs. Shade to work with Lynx in the coordination and go with it with the condition the case allows for additional hard drive space if needed for future expansion; seconded by Mr. Oswald. Mrs. Shade stated we are going from 100 gigabytes to 300 gigabytes which is going to allow Mr. Hart to scan maps in along with a lot more of his type workings. Mrs. Shade asked if Council would allow sewer to pay for this up front and then when the tax money starts coming in the General Fund will reimburse the Sewer Fund for their portion. Mr. Butkus would like to see the quote before we move forward just in case they want to tweak it if necessary. A brief discussion ensued as to what we might need. Mr. Butkus amended the motion to also pay it out of the Sewer Fund with the General Fund to reimburse their portion once the tax money starts coming in; seconded by Mr. Oswald. AYES – 6, NAYS- 0, ABSENT – 1; motion carried. Mrs. Stine questioned if the police information goes through the server to which Chief Schweyer said no. They go through the County. Mr. Butkus said we might want them to install a secure wireless router to which Mr. Oswald agreed. Mr. Butkus said rather than having wires run everywhere from printers, fax machines, and copiers it would make it a lot more simple if we had that capability.

PRESIDENT – JAMES PACHUILO:

Mr. Pachuiilo stated there was an article in the newspaper regarding massage parlors. This has to do with the downtown area. Mr. Pachuiilo stated legitimate massage parlors have to be licensed as well as the people giving the massages. He suggested looking into placing that type of language into our rules. Mr. Hart stated he checked into that the last time a massage parlor wanted to get in. They did have a license and all the correct documentation, however it was stolen. It eventually was closed down.

VICE PRESIDENT – EDWARD OSWALD, JR.:

Mr. Oswald stated the issue of the copier and printer down at the sewer plant came up again. Mr. Oswald wanted noted for the minutes that he was the only person that responded and he said no. Mr. Juzyk stated in his e-mail he said "per Ed" and he just wanted it noted since he was the only one that responded, he basically said it has been only three (3) years for the copier. Mr. Butkus stated the printer was bought when we upgraded the computers. A year after that it surged and it was replaced again, at that time. The copier was not replaced at the same time the printer was. Mr. Butkus feels it may be worth looking at a little stand-alone unit. Mr. Oswald stated he is uncomfortable putting any more money in these types of things till we know which way we are heading in regards to the plant itself. Mr. Butkus made a motion to table the purchase of this type equipment till we know what we are doing; seconded by Mr. Oswald. AYES – 6, NAYS – 0,

VICE PRESIDENT – EDWARD OSWALD, JR.:

ABSENT – 1; motion carried. Mr. Oswald had a wonderful conversation the evening before with the Mayor of Pottstown, Ms. Bonnie Heath. Their municipality although larger than the Borough, has the same types of issues we face. She has invited members of the office, Council, whomever to come and sit down and discuss exactly how they handled certain situations. She would like to open up a line of communications between us instead of always looking to pay consultants. Mr. Pachulo stated we also have PSAB as a resource. Mr. Oswald said we have nothing to lose and he will be keeping the lines of communications open as well. Mr. Butkus stated that Mr. Oswald did bring up a good point. We are coming up on the end of the Miller contract. We had talked in the past about whether we wanted to bring it in house. We must give Miller a six (6) month heads up if we don't want to renew. Mr. Butkus feels this is a good opportunity for the Borough to decide what we want to do. Mr. Butkus feels we should put numbers together; but he feels we should bring it in house. He said the employees gives us extra staff in case of a long term disaster; like a blizzard. Mr. Butkus made a motion to have Mr. Hart draw up a full operation plan; seconded by Mr. Oswald. AYES – 6, NAYS – 0, ABSENT – 1; motion carried.

COUNCILMAN – STEVEN SURUSKIE:

Mr. Suruskie stated he agrees with Mr. Oswald. He said the classes he has been taken has put him in connection with a lot of other people from other Boroughs and Townships. It is great source of networking. Mr. Hart stated that he and his department attend the meetings with all of the other public work's departments in the area as often as they have them. Mr. Oswald stated that Ms. Heath, said we have a real bargain with Mr. Hart. In many municipalities they have a number of different people holding the titles he holds for us. We are getting a great deal. He continued that she can't believe how few employees we have working for us not only in Public Works but in the front office as well. She found it unbelievable the amount of work that Mrs. Shade and Mr. Hart both do. Again, in most municipalities their jobs are divided up among several people.

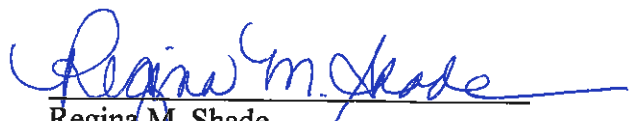
POLICE CHIEF – LEE SCHWEYER:

Chief Schweyer stated they got a \$200 donation from Williams Metal Finishing. He stated he wanted Council's approval to send a thank you note. Council granted him permission.

ADJOURNMENT:

Mr. Butkus made a motion to adjourn the meeting at 9:25 p.m.

Respectfully submitted,


Regina M. Shade
Borough Secretary/Treasurer