

The workshop meeting of the Borough Council of the Borough of Sinking Spring was called to order on Wednesday, January 22, 2014 at 7:02 p.m. at the Sinking Spring Borough Hall by President James Pachuillo. After the Pledge to the Flag, Elizabeth White called the roll reflecting the following Council Members present:

James Pachuillo  
TJ Huckleberry  
George Butkus  
Denise Stine  
Lisa Gantner  
Tracy Peterson  
Brian Hoffa

Other officials present were: Mayor Gary Cirulli, Charles Haws, Borough Solicitor; Tom Ludgate, Ludgate Engineering; Brad Smith, ARRO Consulting; Michael Hart, Public Works Director; Police Chief Lee Schweyer, Regina Shade, Interim Borough Manager and Elizabeth White who recorded the minutes of the proceeding.

Mr. Pachuillo requested a moment of silence to honor those who serve us on a daily basis at home and abroad in the Armed Forces, our first responders.

#### **VISITORS/PUBLIC COMMENT:**

There were no visitors.

#### **BUSINESS:**

Mr. Pachuillo stated that the first order of business is to vote on the Tax Ordinance that was advertised in the newspaper at 6.19 mills with .5 mills going to a Capital Improvement Fund. Mr. Huckleberry made the motion to approve the Tax Ordinance; seconded by Mrs. Stine. AYES – 6, NAYS – 1 (Mr. Butkus). Motion carried.

The second item under business was to ratify the borrowing of \$250,000.00 from the Sewer Fund to cover the General Fund until the taxes start coming in. Mrs. Stine made the motion to approve the transfer of \$250,000.00 from the Sewer Fund to the General Fund; seconded by Mr. Butkus. AYES – 7, NAYS – 0. Motion carried.

The third item was to ratify the hiring of Brandon Angelis at the Sewer Plant at a rate of \$17.02 per hour. Mr. Hart stated that he started today. Mrs. Stine made the motion to hire Brandon Angelis at a rate of \$17.02 per hour; seconded by Mrs. Peterson. AYES – 7, NAYS – 0. Motion carried.

The fourth item was the Sewer Sludge Pump. Mr. Hart stated that the old pump was a four inch pump and Mr. Juzyk purchased a six inch pump thinking it was better to upgrade and get a bigger unit. Mr. Hart agreed that it was better, but stated that all the piping now needs to be

**BUSINESS: (Cont.)**

changed to fit the bigger unit. He stated that he was looking to do it in house but we don't have a crane that he can get inside the building to hoist everything to get the new motor platform set into place. He mentioned that the motor itself weighs 1200 pounds and it has to be lifted perfectly and set down perfectly. He stated that he got quotes from several places and the lowest is \$8,900.00 from Heisey Mechanical which includes replacing the pump, all the fittings, check valves and the new wiring. He stated that the only other bid is over \$15,000.00 which is only for installing the pump. He stated that he would like to get Councils ok to move forward getting that Sludge Pump installed. Mr. Butkus made a motion to allow Mr. Hart go ahead with getting the sludge pump installed at a cost not to exceed \$9,000.00; seconded by Mr. Huckleberry. AYES – 7, NAYS – 0. Motion carried.

Mr. Pachuillo stated that he had a few more items that are not on the agenda. The first being the Ordinance for the No Parking signs on Spring Crest Blvd. to insure good fire access to Grecian Terrace. Mr. Haws stated that it was advertised for last meeting and needs to be approved. Mr. Butkus made to motion to adopt the Ordinance as advertised; seconded by Mrs. Peterson. AYES – 7, NAYS – 0. Motion carried.

The next item was a Resolution authorizing amending the agreement with the Wilson School District to add them as the Tax Collector for the Borough Per Capita Tax. Mrs. Shade mentioned that the School District is only charging the Borough .35 per bill. Mr. Butkus made the motion to adopt the Resolution; seconded by Mrs. Stine. AYES – 7, NAYS – 0. Motion carried.

**COMMITTEES:**

Mr. Pachuillo stated that he had spoken to each Council Member over the last week about the committees. He stated that he believes this will be a very productive Council.

Mr. Pachuillo read over the Committee list.

Finance (Administration and Public Works) – Chair Person is T. J. Huckleberry with Tracy Peterson and Brian Hoffa. He stated that he would like them to continue working on the five year plan and strategic outlook. He stated that Mrs. Shade, Mr. Hart and Chief Schweyer have done work over the last few years and have started the process. He stated that he would also like them to work on the language for the .5 mills going to the Capital Improvement Fund.

Economic & Community Development (BOSS 2020) – Chair Person is Brian Hoffa with TJ Huckleberry and Lisa Gantner. He stated that some things are going to really start coming to light with BOSS 2020 and the development of our Downtown. He wants the committee to really start working with BOSS 2020 and discuss the funding options that we have for some of the things that are going to be coming down the road in the very near future. He mentioned that Mr. Loth is coming to the next Council meeting in February to discuss some of the things that have come to light in recent days with meetings with DCED and the County. Mr. Hoffa stated that he had spoken with Mr. Loth and he is going to put something together and sit down with them and bring them up to date on everything that is going on and what their plans are.

**COMMITTEES: (Cont.)**

**Library** – Chair Person is Tracy Peterson with Denise Stine and George Butkus. Mr. Pachuillo stated that he just found out that the head Librarian, Sandra Westbrook, will be retiring so the Committee will need to work on her replacement. He also would like the Committee to keep track of the part time employee hours making sure it continues to be part time. Mrs. Peterson stated that they will be down three employees. She stated that Mrs. Westbrook is going to finish up pretty much everything that she is doing and that she is looking at a date of the end of March. She stated that she attended their meeting and had a few items. She informed Mr. Hart that the Library sign out front is not working because the lock is jammed. Mr. Hart stated that he is aware of it. Mrs. Peterson stated that they wanted to get a new sign. Mr. Hart stated that the signs are very expensive and that he will try to fix the lock before they do anything else. Mrs. Peterson also mentioned that the Library would like to be informed of all of the Recreation Board happenings so they can keep the patrons informed. Mr. Pachuillo mentioned that the committee could work on doing something for Mrs. Westbrook for her years of service since she is retiring. Mrs. Peterson also mentioned that they are down two Board members also and asked if Mrs. Shade could put something on the Borough's Facebook page concerning the need for Board members. Mayor Cirulli asked if there is anyone working at the Library now that would be qualified to take over Mrs. Westbrook's position. Mrs. Peterson stated that Mr. Dufy is qualified and that Mrs. Westbrook is going to talk to him to see if he is interested.

Discussion ensued concerning part time employees and benefits received including pension.

**Public Safety (Police, Fire, and Ambulance)** – Chair Person is Denise Stine with TJ Huckleberry and Lisa Gantner. Mr. Pachuillo stated that he would like them to start planning a Fallen Hero Memorial Dedication for Mr. Ronald Wentzel. He stated that they should contact the family, come up with dates and organize a small event like we had for Mr. Pagerly and Mr. Wertz. He stated that Mrs. Shade has already put the call in to have his name added to the memorial.

Mrs. Stine mentioned that they need to appoint someone to attend the Western Berks Fire meetings which take place the third Tuesday of the month at 7 p.m. Mrs. Stine stated that she is unable to attend the meetings because of her work. Mr. Pachuillo stated that the Committee should discuss it and get back to him.

**Sewer & Sanitation** – Chair Person is George Butkus with Denise Stine and Brian Hoffa. Mr. Pachuillo suggested that the Committee get together with Mr. Hart and maybe ARRO to discuss what all the maintenance items may be for the year so Council knows and can plan accordingly. Mr. Butkus suggested having an Open House day at the Sewer Plant so Council can actually see what is being talked about. Mr. Butkus also mentioned that last year they started the process of going out for bid on the design and implementation of the SCADA System which really needs to get done. Mr. Hart stated that the process is well under way.

Mr. Pachuillo asked where we were with the sanitation contract. Mrs. Shade stated that we just started the second year on the three year contract.

**COMMITTEES: (Cont.)**

Recreation – Chair Person is Lisa Gantner with Tracy Peterson and George Butkus. Mr. Pachuillo stated that the Egg Hunt is coming up which the Rec. Board has always done. He also mentioned that it is never too early to start talking about the Summer Playground Program. Mrs. Gantner mentioned that they need to start working on a Newsletter to get the information out to the residents. Mrs. Shade mentioned that we also have to do the Memorial Day Parade. Mrs. Gantner stated that she is already on top of it. She stated that they have it all organized from the 100 Anniversary Parade. It was mentioned that the Borough has to do the Parade two years in a row. Mrs. Gantner mentioned that they are going to have all the Playground leaders from last year, that want to come back, re-interview. Mr. Pachuillo stated that he really enjoyed the events that they had for the 100 Anniversary and he was thinking that the Rec. Dept. could plan some events for adults again this year, like Music in the Park and Movie Nights and maybe even a bus trip to see a show. Mrs. Gantner mentioned that they have also talked about doing another community breakfast to benefit the Red. Board.

**WORKSHOP MEETINGS:**

Mr. Pachuillo stated that he would like the Workshop Meetings to have a topic to try to entice the public to attend more meetings and get involved. He suggested maybe having someone from another municipality come talk about their Rec. Dept. and how they started out or having the Fire Co. come out during Fire Safety Week. Mrs. Peterson mentioned that when they went to the conference they talked about during budget time having an Open House Budget at a Workshop Meeting. She stated that you get them engaged by giving the residence paper money and let them tell you how they would fund the different departments.

**PENSION:**

Mrs. Shade explained that we have two pension plans. One for the Uniformed employees with PMRS and one for the Non-Uniformed employees with Principal. She stated that she is the Chief Financial Officer for both plans. She stated that we have not changed our plan but the IRS is now making us show that we have not changed our plan. She stated that she needs Council to authorize her to sign a form for the IRS stating that the plans have not changed. Mrs. Stine made a motion authorizing Mrs. Shade to sign the form for the IRS; seconded by Mrs. Peterson. AYES – 7, NAYS – 0. Motion carried.

**LUDGATE ENGINEERING – TOM LUDGATE:**

Mr. Ludgate mentioned the meeting with PennDOT and that they are willing to relocate the traffic light at the Cacoosing intersection as part of the Betterment Project and the County said there is a possibility that they would be interested in helping out with the right away acquisition for the realigned intersection. He stated that they are not written in stone but they were at official meetings with PennDOT so it is very encouraging.

**BRAD SMITH – ARRO CONSULTING:**

Mr. Smith stated that he will be covering for Mr. Schlott while he is out on medical leave.

**MAYOR GARY CIRULLI:**

Mayor Cirulli thanked Council for the plant arrangement they sent when his father passed away.

**POLICE CHIEF LEE SCHWEYER:**

Chief Schweyer mentioned that the VFW donated \$1,000.00 to the Police Department for purchasing any equipment that they need. He also mentioned that he was unable to get prices yet for the damaged traffic signs and will have them for the February Council Meeting.

**EXECUTIVE SESSION:**

Council went into an executive session at 7:55 pm for personnel issues.

**RECONVENE:**

Council reconvened at 9:21 pm. Mr. Pachuiolo stated that they needed to reappoint the Tax Collector until the next Municipal Election. Mr. Butkus made a motion to appoint Lawrence Schmidt as Tax Collector; seconded by Mrs. Gantner. AYES – 7, NAYS – 0. Motion carried.

**ADJOURNMENT:**

Mr. Butkus made a motion to adjourn the meeting at 9:23 p.m.

Respectfully submitted,



Elizabeth A. White  
Asst. Borough Secretary