

The regular meeting of the Borough Council of the Borough of Sinking Spring was called to order on Monday, January 5, 2015 at 7:00 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
T.J. Huckleberry
George Butkus (Absent)
Denise Stine
Lisa Gantner
Tracy Peterson
Brian Hoffa

Other officials present were: Mayor Gary Cirulli, Charles Haws, Borough Solicitor; Robert Ludgate Sr., Ludgate Engineering; Brad Smith, ARRO Consulting; Michael Hart, Public Works Director; Police Chief Lee Schweyer, Regina Shade, 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 and our first responders.

APPROVAL OF MINUTES:

Mr. Pachuillo asked for a motion to approve the minutes from the December 4, 2014 Council Meeting. Mr. Huckleberry made the motion to approve the minutes; seconded by Mrs. Peterson. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

VISITORS/PUBLIC COMMENT:

There were no visitors.

CORRESPONDENCE:

There was no correspondence.

APPROVAL OF THE BILLS:

Mr. Pachuillo asked for a motion to approve the bills for December 2014. Mrs. Stine made a motion to pay the bills, seconded by Mr. Huckleberry. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

WESTERN BERKS FIRE DEPARTMENT:

No report.

REVITALIZATION:

Mr. Ludgate gave the Revitalization report for December. He mentioned that Mr. Loth had prepared two (2) reports that are in everyone's binders. The first report is the 2014 Annual Report which shows the BOSS 2020 Accomplishments from 2008 through 2014. The second report is the 2015 Proposed Strategic Revitalization Work Plan which suggests joint meetings between Council, BOSS 2020 Revitalization Committee and the Business and Community Alliance. Mr. Ludgate suggested that they meet jointly at Councils next Workshop Meeting.

Mr. Ludgate mentioned that earlier in December a program called the Pennsylvania Infrastructure Bank was brought to his attention. He stated that after doing some research he found that the process takes quite a while but any Municipality or non-profit in Pennsylvania can borrow money under this program. He mentioned that the maximum interest rate is 50% of the current Prime Rate which is currently 3.25% so the Borough could borrow money under this program for 1.652% which is very low. He also mentioned that the Borough can borrow the money against the future Liquid Fuels payments and it would not be on the General Fund Budget. He stated that to get started Council would have to submit an application to the PennDOT main office. He stated that based upon the Borough's annual Liquid Fuels payment, for a ten (10) year loan, the Borough would be able to borrow about \$700,000.00. Discussion ensued. Mr. Pachuillo stated that he would entertain a motion to move ahead with the application. Discussion ensued concerning amount. Mr. Huckleberry suggested doing \$500,000.00. Mrs. Gantner stated that if we only go for \$500,000.00 then we are limiting it if we can get \$700,000.00 and use it for Cacoosing Avenue. Mr. Ludgate stated that the important thing is to get an application in with a reasonable amount. Mr. Hoffa made a motion to move forward with the application for \$700,000.00; seconded by Mr. Huckleberry. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

Mr. Ludgate mentioned again about having a joint meeting with Council, BOSS 2020 and the Business Alliance Group at Councils January Workshop Meeting. Mrs. Shade mentioned that it would be January 28th. Mr. Pachuillo agreed. Mayor Cirulli mentioned that Mr. Hart had some good ideas about the project. Mr. Pachuillo stated that we can discuss his ideas at the Workshop Meeting also.

UNFINISHED BUSINESS:

Mr. Pachuillo mentioned that Council tabled an issue last month concerning the Reed Bed Project. He stated that ARRO has recommended that Council go with the 2nd low bidder, SYNAGRO, who has more experience since the 1st low bidder, Amerigreen, Inc., has not documented the required experience. A gentleman from Amerigreen Inc. asked to address Council and gave a brief description of their business and experience to try to change Council's minds. He mentioned that his company wants the job and that he owns a farm behind Robesonia that he would use the materials from the Reed Beds to fertilize his farm.

UNFINISHED BUSINESS (Cont.):

Mr. Pachuillo asked if we could table the issue again. Mr. Smith stated that Council would have to make a decision at the January Workshop Meeting. He mentioned that it can lay open for sixty (60) days so if Council wants additional clarification on anything they can request it from either company. Mr. Haws suggested that Amerigreen submit additional information as to specific experience with this type of work. Council agreed to allow Amerigreen one more chance to submit the correct information.

NEW BUSINESS:

Mr. Pachuillo mentioned that the Borough's Zoning Hearing Solicitor, Mr. Andy George, changed firms to Kozloff Stoudt and if it is Council's choosing we can appoint him the Zoning Hearing Solicitor through Kozloff Stoudt. Mr. Hoffa made a motion to appoint Mr. Andy George as the Zoning Hearing Solicitor through Kozloff Stoudt, seconded by Mrs. Peterson. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

CHIEF SCHWEYER:

Chief Schweyer mentioned that he ordered the body cameras and we should get them either the end of January or beginning of February. He also mentioned that this was one of the quietest New Year's Eves that they have had.

ROBERT LUDGATE SR. – BOROUGH ENGINEER:

Mr. Ludgate stated that he spoke to Mrs. Shade about the Federal Highway Administrative Form 536. He mentioned that it is looking for information on how much money was spent on transportation and it has a deadline of January 15, 2015.

MICHAEL HART – PUBLIC WORKS DIRECTOR:

Mr. Hart mentioned that they put six (6) items out for bid on Municibid to sell surplus items. He stated that all bids have come back and he needs Council to ok releasing the items. He mentioned that the bids came in a lot higher than he thought and we are getting almost \$6,800.00 for the items. Mrs. Peterson made the motion to release the items, seconded by Mr. Huckleberry. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

Mr. Hart stated that Mr. Zohner was contacted by an energy group a while ago and that they met with and talked to them. He explained that they pay local utilities to go off grid every once in a while. He stated that we had to do one time in six (6) months for one (1) hour and in return we are getting \$2,700.00. He mentioned that we just received our first check for \$1,368.27.

MICHAEL HART – PUBLIC WORKS DIRECTOR (Cont.):

Mr. Hart mentioned that with everything that happened last year with people changing and trying to get work done, he was not able to use all of his vacation time. He stated that he has two or three days and wanted to know if Council would allow him to carry them over. Mrs. Gantner made a motion to allow Mr. Hart to carry over those days; seconded by Mr. Hoffa. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

SEWER ENGINEER – ARRO CONSULTING – BRAD SMITH:

Mr. Smith mentioned that the NPDES Permit is still pending.

Mr. Smith mentioned that the SCADA Project is completed and up and running. He mentioned that they have not received the Close Out Documents as of yet. Mrs. Shade mentioned that she still has the Time Extension Change Order. Mr. Smith stated that they just needed her signature.

CHARLES HAWS – BOROUGH SOLICITOR:

Mr. Haws mentioned that they are slowly wrapping up the Spring Market Project for Walgreens. He stated that he has, for execution tonight, the Storm Water Maintenance Agreement and the Municipal Improvements Agreement for the Sewer and the payments that are to be made under those agreements. He stated that what it leaves open is the main Improvements Agreement which requires the posting of about \$414,000.00 of security for those improvements. He stated that there is an issue that has come up where the bank doesn't want to close on the property without recorded plans and we don't want to release the plans to have them recorded without the security in place. He stated that what they have proposed is to put together the form of an escrow agreement that basically states that we will release the signed plans to their title company who will act as an escrow agent. He stated that the title company can't release those plans to be recorded until the security has been provided by the bank. He stated that he needs Council's permission to do that. Mr. Hoffa made the motion to enter into an escrow agreement as explained above; seconded by Mr. Huckleberry. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

REGINA SHADE – BOROUGH MANAGER:

Mrs. Shade mentioned that the new Tax Collector, Charmaine Beck, sent out a record number of delinquent tax notices.

TRACY PETERSON – LIBRARY:

Mrs. Peterson stated that there are two new Board members that Council needs to vote on tonight. The first is Andrea Haldeman and the second is Sean Wyandt. She mentioned that there is still one vacancy because Anne Case left in December and that Greg Wentzel will be leaving in February. Mrs. Peterson made a motion to appoint Ms. Haldeman and Mr. Wyandt to the Library Board; seconded by Mrs. Stine. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

Mrs. Peterson stated that the next item she has is the Library Board Budget for 2015. She stated that it was just handed out and is just for Council's review. Mrs. Peterson made a motion to accept the Library Budget as written; seconded by Mr. Huckleberry. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

Mrs. Peterson stated that the last thing she has is the proposed raises for the Library staff for 2015. She stated that her only issue with it is that there are three (3) individuals that have not been with the Library for a year yet. Mr. Pachuillo stated that it would be discussed in executive session.

LISA GANTNER – RECREATION:

Mrs. Gantner stated that they had a good crowd for the Open House in December and mentioned that it was really nice that the Library expanded our space and added more events to the evening. She also thanked Mr. Hart for all that he did. Mr. Pachuillo mentioned that the Fire Truck came in really fast and the kids were right there on the curb. He recommended that a rope be put up next year to keep the kids back further from the street. She also mentioned that Mrs. Bohn and Ms. White helped out and cleaned up afterwards.

Mrs. Gantner stated that the News Letter went out and apologized that it got out so late but there were issues on lots of levels. She stated that she would like to have the next one out before Playground starts so we can list all the movie dates.

Mr. Hoffa asked Mr. Hart if he knew when they were going to move the tree. Mr. Hart stated that he is hoping to get to it later this week. Mrs. Gantner mentioned that Mr. Hughes is expecting the tree to be planted on his property. Mr. Hart stated that he will not do anything until he hears from someone on that issue.

DENISE STINE – PUBLIC SAFETY:

Mrs. Stine mentioned that it is her understanding that Spring Township Fire is looking to take over EMS in Spring Township. She stated that she just wanted to make Council aware because it could severely impact Western Berks Ambulance and their survival. She also mentioned that Spring Township and Wyomissing might merge their Fire services so that would impact Western Berks even more.

EXECUTIVE SESSION:

Council went into an executive session at 8:24 p.m.

RECONVENE:

Council reconvened at 8:49 p.m.

Mr. Pachuillo stated that they had two (2) items to act on pertaining to increases in salary.

Mr. Huckleberry made a motion to Mr. Hart and Mr. Zohner's salaries by 3% and Mrs. Shade by 2.5%; seconded by Mrs. Gantner. AYES – 4, NAYS – 2 (Mr. Hoffa and Mrs. Stine), ABSENT – 1. Motion carried.

Mrs. Peterson made a motion to accept the proposed raises for the Library Staff other than Leslie Gaines, Christine Weida and John Nelka who will be reviewed at their one year anniversary; seconded by Mr. Huckleberry. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

TREASURER'S REPORT:**General Account**

Opening Balance – November 30, 2014	\$372,423.16
PLGIT	9,122.50
Invest	29,238.12
Recreation	
General	75,324.34
Capital Improvement Acct.	107,315.93
McDonald's Escrow	4,008.40
Susquehanna Bank Acct.	100.00
Deposits as of December 31, 2014	222,006.09
Checks Written	138,921.01
Payroll	142,465.47
PENNVEST auto debit	2,785.50
To be Paid	<u>19,528.15</u>
Balance as of January 5, 2015	\$515,838.41

Sewer Account

Opening Balance – November 30, 2014	\$889,473.24
PLGIT	61,457.25
Invest	322,971.31
Deposits as of December 31, 2014	106,200.41
Checks Written	92,792.04
PENNVEST auto debit	15,243.07
To be Paid	<u>7,899.84</u>
Balance as of January 5, 2015	\$1,264,167.26

TREASURER'S REPORT (Cont.):Liquid Fuels Account

Opening Balance – November 30, 2014	\$311,950.78
Invest	<u>30,780.32</u>
Balance as of January 5, 2015	\$342,731.10

Mrs. Stine made a motion to accept the Treasurer's Report as printed; seconded by Mr. Hoffa. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

ADJOURNMENT:

Mr. Hoffa made a motion to adjourn the meeting at 8:51 p.m.

Respectfully submitted,



Elizabeth A. White,
Asst. Borough Secretary