

The regular meeting of the Borough Council of the Borough of Sinking Spring was called to order on Thursday, October 3, 2013 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  
Edward Oswald (absent)  
George Butkus  
Christiana Stallone  
Gary Cirulli  
Denise Stine  
Steven Suruskie (absent)

Other officials present were: Mayor Francis Butkus, Charles Haws, Borough Solicitor; Justin Brewer, Ludgate Engineering; David Schlott Jr., 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, and he also asked for everyone to take a special moment to say a prayer for Mrs. Shade's mother, Dorothy Schmidt who is in the hospital recovering from a stroke.

#### **APPROVAL OF MINUTES:**

Mrs. Stallone made a motion to approve the meeting minutes from the August 28, 2013 Council Workshop Meeting; seconded by Mr. Cirulli. AYES – 5, NAYS – 0, ABSENT – 2; motion carried.

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

There were no visitors.

#### **COMMUNICATIONS:**

Ms. White stated that she received a letter from Mr. Karl Gable who owns the property at 806 Mt. Home Road. Mr. Gable is looking for forgiveness of his very high sewer bill from March of this year which he claims was due to a broken pipe at the toilet that froze over the winter. Council denied his request due to the fact that there is no proof that the water did not enter the sewer system. Mayor Butkus asked if the sewer line has been capped since the trailer has been removed from the property. Ms. White stated that she was not aware that the trailer had been removed and that she would check with Mr. Hart to see if the line was capped. Mr. Juzyk stated that they just televised that line and he would check to see if the line was capped.

**COMMUNICATIONS (Cont.):**

Mr. Pachuiilo stated that he had a letter from Mrs. Dorothy Schmidt, because of her condition right now; she would like to offer her letter of resignation from the office of tax collector. She also recommended in her letter that Council appoint Mr. Schmidt to the position. Mr. Pachuiilo stated that he had spoken with Mrs. Shade concerning this and if someone wants to make a motion to accept Mrs. Schmidt's letter of resignation and then if Council would like they can make a motion to have Mr. Schmidt serve in her absence. He stated that Mr. Schmidt knows what is going on with the taxes and that he sits and helps her all the time. Mr. Cirulli made a motion to accept Mrs. Schmidt's resignation as tax collector; seconded by Mr. George Butkus with the understanding that they wish her well. AYES – 5, NAYS – 0, ABSENT – 2; motion carried. Mr. Cirulli made a motion to appoint Mr. Schmidt to finish out Mrs. Schmidt's term as Tax Collector; seconded by Mr. George Butkus. AYES – 5, NAYS – 0, ABSENT – 2; motion carried.

Mr. Pachuiilo mentioned that Mr. David Kline, who created the Borough Logo back in 2004, has passed away.

Mr. Pachuiilo mentioned that we received a request from Kapp Advertising to place an ad in the Merchandiser for South Heidelberg Township who is celebrating their 100<sup>th</sup> Anniversary next year. He stated that the ads range from \$100 to \$600 and that a decision can be made at a later time because it isn't until January that an advertisement would have to be put in.

**APPROVAL OF THE BILLS:**

Mr. Pachuiilo asked for a motion to approve the bills from August and September 2013. Mrs. Stallone made a motion to pay the bills; seconded by Mr. Cirulli, AYES – 5, NAYS – 0, ABSENT – 2; motion carried.

**WESTERN BERKS FIRE DEPARTMENT:**

Mr. Pachuiilo mentioned that the report is in the binders and that Mr. Weidner had to leave for a fire call.

**MILLER ENVIRONMENTAL:**

Mr. Juzyk stated that the rainfall was down for the month of September. He mentioned that during a routine inspection they observed a water pit, which is inside the plant property, that the housing was leaking. He stated that they changed the filter and stopped the leak. He stated that on page two of the report, item 12 could be deleted because it is covered on Page 3 under item 5. He stated that he had analyzed the quotes to remove and dispose of the grit and the solids remaining in the oxidation ditch, made a recommendation for awarding the contract and received approval from three Council members. He stated that the contract was awarded to Franc Environmental who was onsite September 23<sup>rd</sup> and completed the job.

**SEWER ENGINEER – ARRO CONSULTING – DAVID SCHLOTT JR.:**

Mr. Schlott went over the Sanitary Sewer Engineer's Report dated October 3, 2013. He mentioned that ARRO observed the vacuum testing of manholes at the Terrace project and that plastic inserts were installed.

Mr. Schlott stated that item two (2) is concerning a Planning Module for the Harvey and Mary Brown property. He mentioned that the property is located in three different municipalities and they are proposing to annex/divide the lot and create a new lot in Lower Heidelberg Township which will need an EDU for sewer capacity. He mentioned that Lower Heidelberg has sufficient capacity but because the flow will ultimately come to the Borough's WWTP they require the Borough to sign off on the Planning Module Exemption. Mr. George Butkus asked Mr. Schlott if it is his opinion that the Borough has sufficient capacity if that plot were developed today. Mr. Schlott stated yes. Mr. George Butkus made to motion to authorize the execution of the Planning Module; seconded by Mrs. Stallone. Mrs. Brown informed Council that the farm is not being sold and just had to do with an estate. AYES – 5, NAYS – 0, ABSENT – 2; motion carried.

Mr. Schlott stated that he wanted to get some authorization from the Borough Council regarding the SCADA project at the treatment plant. He mentioned that it was part of the budget for this year and they would like to get the engineering aspects done so that it can be bid in early 2014 and he wanted to make sure it was okay for his office to proceed with that. Mr. George Butkus made the motion to authorize ARRO to proceed; seconded by Mrs. Stine. AYES – 5, NAYS – 0, ABSENT – 2; motion carried.

**BOROUGH ENGINEER – LUDGATE ENGINEERING:**

Mr. Justin Brewer mentioned that Mr. Ludgate met with Senator Argall and his assistant in Harrisburg on September 23<sup>rd</sup> to go over all of the ongoing things in Sinking Spring. He also mentioned that they met with PennDOT yesterday in Allentown to work on some coordination between PennDOT's Betterment project and the Borough's Pedestrian Safety project on Penn Avenue. He mentioned that they need authorization from Borough Council to seek qualifications for transportation construction inspectors to be hired for the inspection when the project is ongoing. Mrs. Stallone made to motion to authorize Ludgate Engineering to send out letters for qualifications; seconded by Mr. George Butkus. AYES – 5, NAYS – 0, ABSENT – 2; motion carried.

**100<sup>th</sup> ANNIVERSARY COMMITTEE:**

Mr. Hoffa reported that we had a very successful Parade for the 100<sup>th</sup> Anniversary. He thanked Mrs. Stine, Mr. Pachuillo and the Mayor for taking part in the festivities. He mentioned that we had a number of dignitaries for the 12:00 pm ceremony and the Borough was presented with two plaques for the festivities that we had. He mentioned that they had to move the talent show inside the Fire Co. due to the rain and that it was a success. He stated that the Fireworks had to be cancelled because of the rain and we are working on rescheduling them. He stated that he believes that we did a really good job considering the limited number of volunteers that we had.

**100<sup>th</sup> ANNIVERSARY COMMITTEE (Cont.):**

Discussion ensued concerning making the festival an annual thing.

Mrs. Brown stated that as a citizen of this Borough we owe Mr. Hoffa, and everyone else that helped such a big thank you. She believes that it was very successful.

Mrs. Shade stated that Mr. Hart has scheduled the Fireworks for Saturday, October 19<sup>th</sup> at 8:00 pm. She is not sure if he scheduled a rain date for the 20<sup>th</sup>. Mrs. Stallone made a motion to approve the dates for the Fireworks; seconded by Mr. George Butkus. AYES – 5, NAYS – 0, ABSENT – 2; motion carried.

**UNFINISHED BUSINESS:**

The first item was the Rental Inspector. Mrs. Shade stated that the person they have chosen has passed the background checks and we are ready to hire him. She stated that his name is Todd Miller and we are looking to hire him as the Rental Inspector at rate of \$15.00 per hour. Mrs. Stallone made to motion to hire Mr. Todd Miller as the Borough Rental Inspector at a rate of \$15.00 per hour; seconded by Mr. Cirulli. AYES – 4, NAYS – 1 (Mr. George Butkus), ABSENT – 2; motion carried. Mr. Butkus stated that he voted no because he is against the position not the person.

The second item was the Terrace Escrow Release. Mrs. Shade stated that she sent an e-mail out to everyone concerning this but only heard back from two Council members. She mentioned that she got the approval from Ludgate and ARRO for their portion so she did the escrow release for \$107,091.50. She asked Council to make a motion and ratify it. Mrs. Stallone made the motion to approve the escrow release in the amount of \$107,091.50; seconded by Mrs. Stine. AYES – 5, NAYS – 0, ABSENT – 2; motion carried.

**NEW BUSINESS:**

The first item was the Non Uniformed MMO. Mrs. Shade stated that the Non Uniformed MMO for 2014 is \$40,864.00. Mr. George Butkus made the motion approve the Non Uniformed MMO for 2014; seconded by Mrs. Stallone. AYES – 5, NAYS – 0, ABSENT – 2; motion carried.

The second item was the Hiring of a part time police officer. Chief Schweyer asked if they could discuss it in executive session first. Mr. Pachulo stated that they would wait for the executive session.

The next item was the Hiring of a part time Library assistant. Mrs. Stine stated that someone on the Library staff is out for medical reasons and they would like to hire Jillian Woodruff to fill in when needed. Mrs. Stallone made to motion to hire Jillian Woodruff as a part time Library assistant; seconded by Mr. George Butkus. AYES – 5, NAYS – 0, ABSENT – 2; motion carried.

**NEW BUSINESS (Cont.):**

Mr. Pachulo mentioned that he and Mrs. Stine attended a meeting of the combination of the Berks County Association of Mayors and Association of Borough's. He mentioned that they are trying to decide if they should disband them both, keep one or the other, or merge them together. He stated that there were about twenty-five (25) participants there from different municipalities in Berks County. He stated that they will probably combine them into one organization by January 2014 so there would only be one fee instead of two.

Mrs. Shade mentioned that Mr. Hart had purchased a new truck earlier in the year to replace the car he was using. She stated that he would like to get a plow for the truck. The cost is \$6,542.97 and can be paid for with Liquid Fuels money. Motion was made by Mr. Cirulli to approve the purchase of the plow; seconded by Mr. George Butkus. AYES – 5, NAYS – 0, ABSENT – 2; motion carried.

**TREASURER'S REPORT:****General Account**

Opening Balance – August 31, 2013	\$406,668.01
PLGIT	9,119.80
Invest	40,195.38
Recreation	
General	64,301.59
McDonald's Escrow	4,004.42
100 <sup>th</sup> Anniversary Acct.	5,000.00
Fleetwood Bank Acct.	4,246.15
Deposits as of September 30, 2013	263,231.67
Checks Written	117,218.90
Payroll	78,243.06
PENNVEST auto debit	2,785.50
To be Paid	<u>126,231.16</u>
Balance as of October 3, 2013	\$472,288.40

**Sewer Account**

Opening Balance – August 31, 2013	\$ 1,030,123.84
PLGIT	61,438.72
Invest	322,769.06
Deposits as of September 30, 2013	99,267.58
Checks Written	121,250.87
PENNVEST auto debit	15,243.07
To be Paid	<u>4,268.91</u>
Balance as of October 3, 2013	\$ 1,372,836.35

Mr. George Butkus made a motion to accept the Treasurer's Report; seconded by Mr. Cirulli. AYES – 5, NAYS – 0, ABSENT – 2; motion carried.

**EXECUTIVE SESSION:**

Council went into an executive session at 7:45 pm for personnel issues.

**RECONVENE:**

Council reconvened at 8:20 pm.

Mr. George Butkus made a motion to hire two (2) part time police officers, Nick Concordia and Jennifer Wrightmyer at the standard pay rate for new part timers; seconded by Mrs. Stallone. AYES – 5, NAYS – 0, ABSENT – 2; motion carried.

**ADJOURNMENT:**

Mrs. Stallone made a motion to adjourn the meeting at 8:25 p.m.

Respectfully submitted,



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Elizabeth A. White  
Borough Secretary