

The workshop meeting of the Borough Council of the Borough of Sinking Spring was called to order on Wednesday, November 28, 2018 at 7:00 p.m. at the Sinking Spring Borough Hall by Council President James Pachuillo. After the Pledge to the Flag, Elizabeth Eagelman called the roll reflecting the following Council Members present:

James Pachuillo
Tracy Peterson
H. David Miller
Denise Stine
Lisa Gantner
Brian Hoffa
Robert Metzgar
Jack Malandra

Other officials present were: Charles Haws, Barley Snyder; Brad Smith, ARRO Consulting; Michael Hart, Borough Manager; Bryce Zohner, Public Works Director; OIC James Oxenreider, Debra Bohn, Treasurer and Elizabeth Eagelman, Borough Secretary, who recorded the minutes of the proceeding.

VISITOR/PUBLIC COMMENT:

There were no visitors.

CORRESPONDENCE:

There was no correspondence to report.

REVITALIZATION:

Mr. Loth mentioned that at their last meeting they discussed the Phase Two construction and the budget for Phase Two and the fact that there may be a short fall or funding gap that the Borough may need to make up for the construction and other expenses that occur around the construction project. He stated that Mr. Hart had suggested that we take a look at the \$1.1 million award that we received for the Phase Three-one and see if we could use that for Phase Two. Mr. Loth stated that the first step would be to determine what is needed and then go to the State Representatives to get their thoughts and assistance. He did caution that if we use some of the funds from the \$1.1 million award the Borough would be obligated to do Phase Three.

Mr. Loth mentioned that he is trying to resolve the Façade Program issue. He stated that we have not been able to get more money for the Façade Program because the Pedestrian Safety Grant that it was part of has not been closed out yet because it is being transferred over to the Phase Two for Sidewalk construction.

REVITALIZATION (Cont.):

Mr. Loth mentioned the Multi Model Transportation Fund Grant Application is for \$2.5 million and is still active. He stated that we made a lot of changes back in September and October to get DCED to agree to take it to the next level. He mentioned that Senator Argall contacted him stating that the meeting for November was postponed until December 19th.

Mr. Loth mentioned the TND and that it would cost about \$50,000.00. He stated that we could apply for a grant that would pay half. He also mentioned that we could contact the Pennsylvania Downtown Center and have them send someone and have a Visioning meeting in January or February and include the community. He also mentioned that they are working on trying to find someone for the Food Lion Store and working on Gateway projects.

UNFINISHED BUSINESS:

Mr. Pachuillo stated that the first item is the ARL Contract. He stated that the letter and bill from ARL is included in the e-mail packet. He also mentioned that he just received an e-mail from Mr. Paul Jansen stating that the CELG is working with the ARL to hash this out. Mr. Pachuillo suggested that they table it until next week to see if they come up with a resolution.

EXECUTIVE SESSION:

Mr. Pachuillo stated that they will need to go into executive session for a personnel issue in regards to the Police Department that could directly affect the Budget. Council went into executive session at 7:22 p.m.

RECONVENE:

Council reconvened at 7:50 p.m. and moved forward with discussing the Budget.

BUDGETS:

Mr. Hart stated that they will start with the 2019 Emergency Services Budget. Mr. Pachuillo stated that the WBFD wants to raise our fee from \$125,000.00 to \$180,000.00 which is a \$55,000.00 increase. Mr. Hart stated that they had a meeting with Mr. Renshaw and that he explained in great detail why the increase is needed. He stated that we will need to increase the Fire Tax milage .16 mil so it will go from .73 mil to .89 mil. Discussion ensued concerning the reason for the high increase. Mrs. Peterson explained that the equipment loan that we were paying was paid off this year so that is part of our increase. We have to pay that to WBFD now instead of the loan. Mr. Pachuillo also mentioned that the increase is also do to them hiring two additional career firefighters, building maintenance, insurance increases and equipment. Mr. Metzgar also mentioned that the fee is based on property assessment. Mr. Hoffa made a motion to approve advertising the 2019 Emergency Services Budget with the .16 mil increase; seconded by Mr. Metzgar. AYES – 7, NAYS – 0, ABSENT - 0. Motion carried.

BUDGETS (Cont.):

Mr. Hart stated that the next one is the 2019 General Fund Budget. He stated that in order to meet the requirements to balance the budget we will need a tax increase of .17 mil. He explained that this is keeping everything as it is today as far as all of the expenses and there would be no additional people. He also mentioned the capital items totaling \$53,200.00 will be paid from the Capital Fund and the Backhoe Lease, Traffic Signals and Street lighting totaling \$104,500.00 will be paid from the Liquid Fuels Account. With those items out and removing the additional full time police officer we will balance the budget and have a surplus of \$4,129.09. He stated that our current millage is 6.96 mils and we will have to go to 7.13 mils. Mr. Metzgar thanked OIC Oxenreider for his presentation and getting them the numbers that they requested. Mr. Metzgar made a motion to approve advertising the 2019 General Fund Budget with the .17 mil increase; seconded by Mr. Hoffa. Mrs. Gantner asked if all of the items coming out of the Capital Fund have met the requirements that were set up. Mr. Hoffa stated that they did discuss that and moving forward there is a procedure for requesting money to come out of the Capital Fund. He did mention that all of the items being paid for 2019 meet the requirements. AYES – 7, NAYS – 0, ABSENT - 0. Motion carried. Mr. Haws stated that we need to advertise ten (10) days prior to adoption. It was decided to have a Special Meeting on Wednesday, December 19th at 7 pm to adopt the Budgets. Motion was made by Mr. Miller to advertise for a Special Meeting on Wednesday, December 19th; seconded by Mrs. Peterson. AYES – 7, NAYS – 0, ABSENT - 0. Motion carried.

NEW BUSINESS:

Mr. Pachuillo stated that we need to advertise the 2019 Meeting dates. He stated that we have a conflict with the July Council meeting which would be the 4th. Decision was made to have the July Council meeting on July 11th. There was also a conflict with the December Workshop meeting that was not rescheduled at this time since they are as needed. Mr. Hoffa made a motion to advertise the meeting dates for 2019 with moving the July Council meeting to July 11th and keeping the Workshop meetings as the 4th Wednesday as needed; seconded by Mrs. Stine. AYES – 7, NAYS – 0, ABSENT - 0. Motion carried.

Mr. Pachuillo stated that we have the Resolution setting the Police Pension Contribution for 2019. He stated that in the resolution it referenced Article 18 in the contract which we have not passed yet. It was decided to wait to pass the Resolution until we have the new Police Contract.

OIC OXENREIDER:

OIC Oxenreider went over the October 2018 Police Activity Report.

BRYCE ZOHNER – PUBLIC WORKS DIRECTOR:

Mr. Zohner asked Councils approval to increase Mr. Michael Trainer's rate from a Class 3 operator at \$17.24 per hour to a Class 2 operator at \$18.08 per hour. He stated that Mr. Trainer has acquired all of the skills required for Class 2 and that it would be retro back to when he passed his last test. Mrs. Peterson made the motion to approve Mr. Trainer's increase; seconded by Mrs. Stine. AYES – 7, NAYS – 0, ABSENT - 0. Motion carried.

Mr. Zohner mentioned that Mr. Wenrich has been out on Workers Comp for a while and he has 25 ½ vacation hours left. He is requesting permission to carry them over to next year. Mrs. Stine made a motion to approve Mr. Wenrich's carryover of 25 ½ hours with the stipulation that they be used by March 31, 2019; seconded by Mrs. Gantner. AYES – 7, NAYS – 0, ABSENT - 0. Motion carried.

Mr. Zohner mentioned that they placed four items up for sale on Municibid. He stated that the old Ford Explorer sold for \$3,100.00, an old roller sold for \$700.00, an old printer sold for \$400.00 and another old printer sold for \$10.00. Mr. Hoffa made a motion to approve those sales; seconded by Mrs. Stine. AYES – 7, NAYS – 0, ABSENT - 0. Motion carried.

SEWER ENGINEER – ARRO CONSULTING – BRAD SMITH:

Mr. Smith mentioned that the Agreement for the Reed Bed Clearing was signed tonight.

TRACY PETERSON – LIBRARY:

Mrs. Peterson stated that there has been some turn over at the Library. She mentioned that they interviewed Mrs. Carol Hinrichs for the position. She stated that Mrs. Hinrichs is retired from another Library and she does passports. Mrs. Peterson made a motion to hire Mrs. Carol Hinrichs the first of the year at \$9.00 per hour plus she will do passports and earn an extra \$2.00 per passport; seconded by Mrs. Gantner. AYES – 7, NAYS – 0, ABSENT - 0. Motion carried.

Mrs. Peterson mentioned that the Library Budget was passed at their last meeting. She mentioned that the funding has gone down from the state.

ROBERT METZGAR – FINANCE:

Mr. Metzgar mentioned that they will have their Admin. meeting on December 10th at 10 a.m.

LISA GANTNER – RECREATION:

Mrs. Gantner mentioned that the Holiday Luncheon will be this Friday at 1 p.m. and that the Holiday Open House is December 5th at 6:30 p.m.


H. DAVID MILLER – SEWER & SANITATION:

Mr. Miller asked about the Broad Street project. Mr. Smith stated that they will have a proposal ready for the regular meeting next week.

ADJOURNMENT:

Mr. Hoffa made a motion to adjourn the meeting at 8:30 p.m.

Respectfully submitted,


Elizabeth A. Egelman
Borough Secretary