

The regular monthly meeting of the Borough Council of the Borough of Sinking Spring was called to order on Thursday, December 6, 2007 at 7:30 p.m., at the Sinking Spring Borough Hall, by President Lawrence Schmidt. After the Pledge to the Flag, Regina Shade called the roll reflecting the following Council Members present:

Lawrence Schmidt
James Zerr
George Butkus
Bruce Light
Barbara Kutz (absent)
Stewart Wenrich
Dennis Leiby (absent)

Other officials present were: Mayor Clarence Noecker; Charles Fitzpatrick, Borough Solicitor, Michael Hart, Public Works Director, James Oxenreider, Chief of Police, Robert Ludgate, Sr., Ludgate Engineering, David Schlott, ARRO Consulting, and Regina Shade, Secretary/Treasurer who recorded the minutes of the proceedings.

APPROVAL OF MEETING MINUTES:

Mr. Light made a motion to accept the meeting minutes from 11/1/07 and 11/19/07; seconded by Mr. Wenrich. AYES – 5, NAYS – 0, ABSENT - 2; motion carried.

VISITORS:

Mr. Leon Franken of Broad Street was first to address Council. Mr. Franken stated on October 26, 2007 there was a sewer backup that cost about \$50,000.00 in damage to his basement. He filed a claim with the Borough's insurance and it was denied. He did some research and on December 4, 2007 he wrote a letter to our insurance carrier. He read the letter. Mr. Franken stated he received information under the "Right to Know Act" that said the Borough had some sewer issues on Broad St. A brief discussion ensued as to how and when repairs are going to be made. Mr. Schlott stated he believed those bids were opened the prior month and awarded; however he was not sure when the repairs would begin on Broad Street. Mr. Fitzpatrick explained to Mr. Franken that there was nothing Council could do. It was turned over to their insurance carrier. The insurance carrier makes that decision. The Borough cannot interfere with their process or we could be in jeopardy of losing our coverage. Mr. Fitzpatrick feels everyone feels for him; however Council can't really do anything. Mr. Franken stated that the insurance company told him that they will reevaluate the claim. It was greatly constricted according to Pete Juzyk at the sewer plant. A brief discussion ensued. Mr. Fitzpatrick again said that since this was turned over to the insurance company Council should not really say anything more on this. Mr. Franken question if there was a device that would prevent this from happening. The answer was yes. Mr. Schlott said if anyone wants to install this device it must be done out of the right-a-way on their own property.

Mr. John Printz addressed Council next on the Paulo Brutto property. Mr. Printz wants to know exactly what is going on with the basements. He was told once there would be cement slab. Now he hears there are basements going on. Mr. Hart thought they were to be slabs. If they want to change he will need to reapply for a change through the building permit. Mr. Hart is

VISITORS (cont'd):

not aware that he has put in for the change as of yet. He is blasting. We can't stop him from blasting as he has a State permit to allow for that. If he starts putting in the basements, we can stop him from doing that. It can be shut down. Mr. Ludgate stated that the building permits are currently under review at Ludgate. Mr. Schmidt said that they do have insurance in case their properties are damaged. Mr. Hart is checking up on them. They are dropping equipment off at 2:00 a.m. Mr. Printz feels that is too early. Mr. Hart and Mr. Ludgate will be looking into this matter further. Mr. Hart will also tell them to drop off the equipment after 7:00 a.m.

COMMUNICATIONS:

Mrs. Shade read a letter from Ms. Janet Milshaw requesting a waiver on her sewer bill for water that she felt did not go into the sewer. The letter stated that her tenant had a leaky backyard faucet running and that water did not go into the sewer system. She feels she should not have to pay for that water. A discussion ensued. Mr. Fitzpatrick questioned how much relief she is looking for. Mrs. Shade said she does not know. Mr. Fitzpatrick said we can't give such relief; we are not in a position of calculating that. Mr. Butkus recommend that either Mrs. Shade or Mr. Fitzpatrick send a letter asking for a timeline and "gallonage" on this property. Mrs. Shade said they have gone to Florida. Mrs. Shade stated that both Mr. Fitzpatrick along with Ms. White have asked for some type of proof that this is not getting into our system and we have not received such evidence. Mr. Ludgate stated we need to make sure that we are looking at actual readings as compared to estimated bills. Mr. Butkus wanted to defer this till we get more information. Mr. Butkus and his committee will look into this.

APPROVAL OF BILLS:

Mr. Wenrich made a motion to pay all the bills; seconded by Mr. Light.
AYES – 5 NAYS – 0, ABSENT - 2; motion carried.

BUDGET:

Mrs. Shade stated that we are not looking at any tax increase for the upcoming year. The general income shall be \$2,225,550.00. The expenses are \$2,379,289.31. This would leave us a deficit of \$156,739.31. Mrs. Shade feels we will be carrying over around \$300,000.00 into next year. This is the tentative budget and should be adopted on December 27, 2007. Mr. Wenrich made a motion to accept the proposed General Fund budget; seconded by Mr. Light. Mr. Zerr originally thought he was unable to vote on the budget due to the fact his son works in the street department. Mr. Fitzpatrick explained that he could vote and the reason. The following was the roll call vote. AYES – 4, NAYS – 1 (Mr. Butkus), ABSENT – 2; motion carried. Mr. Fitzpatrick said he can't vote on salaries. Mrs. Shade stated everyone received a copy of the proposed salaries. Mr. Wenrich made a motion to set the salaries as presented; seconded by Mr. Light. Mr. Schmidt called for a roll call vote. AYES – 2, NAYS – 1 (Mr. Butkus), ABSTAIN -2 (Mr. Schmidt and Mr. Zerr); motion carried.

The sewer budget was next. The projected income for 2008 is \$855,896.00. The projected expenses are \$966,325.00. We are expecting a net deficit of \$110,429.00. Mrs. Shade feels that

BUDGET(con't):

at some time (probably the April bill) there will be a sewer increase. We are currently doing a rate study. Once that is completed we will know exactly how much it will be. Mr. Butkus questioned why we moved some of the capital improvements from the list. Mr. Schlott stated one (1) that was eliminated was the repainting of the digester roof. Mr. Butkus said that was to be done this year but it got to be late in the year to have it done. The other item eliminated was the catwalk over the chlorine contact. Mr. Schlott said the other items were associated with the clarifier drive and the oxidation ditch aerator drive. The old gear box was to be taken out and a new one put in but Mr. Schlott thought that was held off. In the event if one (1) goes down we do have a spare. A discussion ensued. Mr. Schlott asked if this was down with his knowledge. He answered yes; however he might have inadvertently forgotten to mention the digester work. Mr. Schmidt stated this was reviewed by our engineer and these were his recommendations. Mr. Schlott agreed. He explained that this was the budget that was presented. Mr. Butkus wanted to see painting the catwalk in the budget. Mr. Schmidt questioned the cost. Mr. Schlott feels it would be about \$20,000.00. This work will be figured into the rate base. Mr. Schmidt questioned if we could pass this budget and just do the work or amend the budget. Mr. Fitzpatrick stated we could and any budget could be amended up till January 15th. Mr. Butkus said we could just do it even if it isn't in the budget. His next question was in regards to starting up the maintenance reserve account. Mr. Schmidt stated this was a big discussion between Mrs. Shade and Mr. Schlott. Mr. Schlott stated it was and that has been a big concern when doing the rate study (exactly how it is going to be handled). Mr. Fitzpatrick stated this very issue had been discussed in a conference call with solicitors and engineers from the surrounding municipalities that very morning. There is some concern about this. There is a need for this. A discussion ensued as to who should pay for maintenance in the Borough lines. Mr. Fitzpatrick said that should be our residents; we can't ask outside municipalities to contribute to fixing our lines. Mr. Fitzpatrick stated he has spoken to Mr. Francis Butkus on this numerous times. The fund that is required to be there is there based upon the lease agreement we have. It would be merely the establishment of a separate fund. Mrs. Shade stated this would be a balance sheet item. Mr. Butkus said if we plan on funding it, it would come out of this fund. Mrs. Shade agreed but to see it on the budget wouldn't happen. It would be like the cash account. Mr. Fitzpatrick and Mrs. Shade thought a new fund probably will need to be set up with a budget. Mr. Fitzpatrick feels we shall need to do this for the surrounding municipalities. Mr. Butkus had another question in regards to salary. He said we are paying $\frac{1}{2}$ the salary of two (2) of our office clerks out of there and $\frac{1}{4}$ of Mrs. Shade's salary. He questioned whether Mrs. Shade will be devoting $\frac{1}{4}$ of her time to sewer billing or is this just an account that helps subsidize paying our staff. Mr. Fitzpatrick said that Mrs. Shade in her capacity as Borough Secretary/Treasurer if she isn't dealing with billing she does deal with questions and issues ongoing concerning the sewer. He cited that he just sent sewer flow agreements for South Heidelberg and Spring Township to her for her review. She files them. Certainly a portion of her time is devoted to sewer and she oversees what is going on. Mr. Fitzpatrick continued, as all Council knows it was due to her devotion to this topic, she determined we had been underpaid. Mr. Butkus agrees; however with the shifting of job duties is this still correct. Mr. Fitzpatrick said she is still reviewing, and doing more than billing work, she is an administrator. Mrs. Shade explained what each of the clerks is doing. Mr. Schmidt said if Council wants to change it they can; if they want to wait and do it next year that is an option too. He continued that the admin committee had a say in this as well. Mr. Wenrich said it is hard to say exactly what percentage of each person salary is being done in sewer. Maybe one day of Ms. White's salary is 40% and Mrs. Shade's is 60%. The reverse might be true the following day.

BUDGET(con't):

He feels it was broken down properly. Mr. Schmidt feels the new rate will go into effect in April. Mr. Wenrich made a motion to accept the sewer budget; seconded by Mr. Light. Mr. Schmidt called for a roll call vote. AYES – 4, NAYS – 1 (Mr. Butkus), ABSENT – 2; motion carried.

The last budget up for approval was the fire department budget. The projected income is \$332,900.00. Mrs. Shade explained the income is high because it reflects monies we will need to borrow to purchase the new fire squad. The expenses are projected to be \$310,747.36. This shows an income of \$12,152.64. Mrs. Shade said this is not a true number as there is no expense shown for the squad. This number will be changing as we go out for RFPs for the purchase of the squad. Mayor Noecker questioned nothing is being shown in regards to the Relief Association. Mr. Zerr explained that is a separate account that is managed by the fire suppression side. The Borough receives the money and turns it directly over the Fire Relief Association. Mr. Zerr said it is a separate entity. Mayor Noecker said they used to be able to use that money for this type of thing. Mr. Zerr said they still can use it to purchase equipment for the truck. The fire department budget is separate from the Relief Account. A discussion ensued as to what can come out of the Relief Account. Mr. Zerr said it is close to \$40,000.00 worth of equipment coming out of the Relief Budget. Mr. Wenrich made a motion to accept the fire company budget; seconded by Mr. Butkus. Mr. Schmidt called for a roll call vote. AYES – 5, NAYS – 0, ABSENT – 2; motion carried.

MILLER ENVIRONMENTAL REPORT:

Mr. Peter Juzyk gave the monthly report for the month of November, 2007. The October, 2007 report omitted the installation of two (2) desktop, one laptop computer, a flatbed scanner, and a color printer with all equipment networked. Installation was performed by LYNX. The October, 2007 DMR was completed and submitted to the DEP. There were no violations. A laboratory information management system (LIMS) was developed using Excel to enter laboratory and process data into an electronic format. Data entered in the lab can be imported electronically into spreadsheets for operational control and reporting purposes. YSI DO meter was shipped out for repair. The majority of the third quarter local limits testing bills were paid during the month. A second notice was sent out to five (5) commercial permittees; one (1) of which paid prior to the end of the month. Three (3) fire extinguishers with out of date inspection tags were re-inspected. Reviewed 2008 budget with Dave Schlott. Submitted information to Selective Insurance regarding the electronic board damaged by the lightning strike earlier in the year. Initial payment for replacement of the board was made by Miller. Reimbursement from Selective Insurance is to be sent to the Borough. Performed review of Alcon hazardous waste manifest; first review in approximately one (1) year. Reissued permits to Phipps Label to be signed and notarized. Permits for South Heidelberg Associates was executed and delivered to permittee. Attached for your review influent loading data for Sinking Spring, January to October, 2007. The wastewater data was as follows: Total monthly flow – 15,662,000 gallons, the average daily flow – 538,000 gallons, maximum daily flow – 65,900 gallons, minimum daily flow – 45,400 gallons. There were no NPDES violations and none were anticipated. The total precipitation for the month was 4.25 inches. The following percentage are each municipalities contribution to the total flow through the plant for the month (please note that Sinking Spring includes an unmetered portion of Spring Township) – 67.9%, Lower Heidelberg – 23.1%, and South Heidelberg – 8.9%. The staff responded to nine (9) PA One Calls during the month. There were two (2) service calls. One (1)

MILLER ENVIRONMENTAL REPORT (cont'd):

was a lateral clog at 118 Oberlin Avenue. The clog was between the house and the main due to a large amount of roots. Miller staff opened the lateral to the main. The second call was a lateral clog at 13 Michigan Drive. Clog was on the property side of the trap; cleared by plunging as a courtesy to the owner. The staff read the collection system flow meters a total of five (5) times during the month. The staff responded to an inquiry by Bodden Contracting, Inc. regarding lateral connection requirements at the Dunkin Donuts site. The staff flushed approximately 3, 250 ft. of sanitary sewer. The staff televised about 1, 050 feet of sanitary sewer main during the month. Maria Avenue televised in response to a large amount of grit observed during the flushing activities. There was excessive grease in the line. This prevented the camera from televising the entire line. Oberlin Avenue was televised in response to observations made during a service call. They observed roots in numerous laterals and some joints, some cracks in the main, and a drop in the main with a large build-up of debris near manhole number 155. They serviced and inspected the collection system bio-augmentation meters during the month. The wooden gate on sludge bed twelve (12) observed to be buckling. A temporary repair was made until the bed is cleaned in 2008. A brief discussion ensued regarding a few of these issues. Mr. Butkus is requesting internet connection at the plant. He contacted Comcast and found they will supply one (1) free connection to a municipality. If they will not do it, Mr. Juzyk found a company that will cost us about \$40 a month. He was looking for permission to look into this further. They have files that could take long on DSL to upload. Mr. Schmidt asked if anyone from Council had any objections to Mr. Butkus looking into getting internet connections. There were no objections.

REPORTS OF COMMITTEES AND OFFICES:**POLICE CHIEF – JAMES OXENREIDER:**

Chief Oxenreider read the amount of citations handed out. He continued that Officer Lee Schweyer will be back on active duty on December 12, 2007.

BUILDING, STREETS, AND UTILITIES – BRUCE LIGHT:

Mr. Light was looking for approval to purchase the new dump truck. We needed to pass a resolution joining the PACC which enable us to get the truck. No charge to join this group. Mr. Butkus made the motion to join the PACC; seconded by Mr. Wenrich. AYES – 5, NAYS – 0, ABSENT – 2; motion carried. Mr. Hart stated the truck will replace our large dump truck. It has a 2008 chassis, eight (8) ton dump, snow plow and spreader equipped. The price is \$125,000.00 for the whole package. We are going to enter into a five (5) year lease purchase. The annual payment will be about \$30,000.00. We are looking at leasing it the first year and then paying it outright the second year. Mr. Wenrich stated this is in the next year's budget. Mr. Light stated we are ordering it now due to the upgrades that will be needed if we purchase it in 2008. Mr. Fitzpatrick was unaware that we were going to be financing it in that manner. Technically a lease could be considered debt. He know we have been talking about financing the fire company vehicle. We were hoping to keep that debt below where we would need to get DCED approval. Buying these two (2) items will put us over and we will need to get DCED approval for those loans. The truck will be ordered as soon as Council approves. Bill time will be three (3) months. The fire vehicle

BUILDING, STREETS, AND UTILITIES – BRUCE LIGHT (cont'd):

will be delivered on April 15, 2008. Mr. Fitzpatrick feels that might be more involved than what was first thought. We might exceed the small borrowing limitations of the Local Government Unit Debt Act. It is because of the combination. The Borough is incurring the debt. Mrs. Shade stated we still have one (1) year left on the tractor debt. Mr. Fitzpatrick questioned what the interest amount would be. Mr. Hart did not know that. Mr. Wenrich stated just buy it outright. Mr. Fitzpatrick wanted to look at this and make a decision later. A discussion ensued as to the type of engine. Mr. Schmidt stated we can review this and authorize the ordering of it at the December 27th meeting.

PUBLIC SAFETY – JAMES ZERR:

Mr. Zerr said he received two (2) requests for handicap parking spaces. Chief Oxenreider, Mayor Noecker, and Mr. Zerr have reviewed the requests and they feel these spaces are warranted. The first is at 96 Wynnewood Avenue and the second is at 29 Evans Avenue. Mr. Zerr made a motion to authorize these spaces to become handicap; seconded by Mr. Wenrich. AYES – 5, NAYS – 0; ABSENT -2; motion carried.

MAYOR NOECKER:

Mayor Noecker stated Chief Oxenreider has done a review of the two (2) new police officers and they are doing well.

BOROUGH ENGINEER – ROBERT LUDGATE, SR.:

Mr. Ludgate stated the only item they had that wasn't on the agenda was the Paulo Brutto release. A brief discussion ensued. Based on review by Mr. Hart and if he finds no problems, they recommend the release of \$111,348.75 from their escrow account leaving a balance of \$86,863.00. Mr. Schlott has done his review and they are in agreement. Mr. Butkus questioned if the old sewer line was capped. Mr. Schlott thought it was however he will check into further. Mr. Butkus made a motion to release \$111,348.75 pending review by Mr. Hart; seconded by Mr. Light. AYES – 5, NAYS – 0, ABSENT – 2; motion carried.

PUBLIC WORKS DIRECTOR – MICHAEL HART:

Mr. Hart had nothing to discuss.

SEWER ENGINEER – DAVID SCHLOTT, JR.:

Mr. Schlott's issues have been addressed. He had nothing else to report.

SEWER AND SANITATION – GEORGE BUTKUS:

Mr. Butkus is trying to get a meeting of his committee together. He is hoping to get some amendments to our trash ordinance. He would like to see the sidewalks left open. He feels trash should not block the sidewalk or the street. They would like to see a fine attached right away. Mr. Butkus and his committee along with the engineers are looking at better ways to use the industrial permits.

ADMINISTRATION – STEWART WENRICH:

Mr. Wenrich stated we are currently working on a handbook for employees.

UNFINISHED BUSINESS:

The first item was the time change for all meetings. All Borough related meetings with the exception of the Authority will be at 7:00 p.m. The Authority will discuss at their next meeting if they want to change their time as well.

The next item was Traditions. Mr. Anthony Maras, Solicitor for Traditions along with Mr. Scott Miller, the engineer spoke to Council. There are two (2) matters. The first issue is the Conditional Use decision. The second is the recommendation from the Planning Commission to grant preliminary approval subject to the conditions of Mr. Ludgate's e-mail dated November 22, 2007 in regards to the land development plan for the independent living facility as well as the 85 townhouse units. There are a number of issues that still need to be addressed. Mr. Fitzpatrick circulated the proposed decision to Council. There is one (1) change on the decision. He was changing the "Robitzer house" to 25 Cacoosing Avenue. He has done that on the decision. This would allow age restricted housing. Mr. Fitzpatrick read the conditions. Mr. Fitzpatrick questioned if there is a review letter. Mr. Ludgate stated the Planning Commission received this letter. Mr. Fitzpatrick was unaware of the letter as was the rest of Council. Mr. Ludgate did not realize Council did not see the letter. One of the provisions was that the applicant must pay into an escrow account an amount equal to the appraised value of that residence (25 Cacoosing Avenue). The Borough would need to acquire that property to extend Octagon Avenue. Another condition is that the land development plan conform to the Borough SALDO. In order for that to happen the applicant must revise the existing traffic study. The measurement of the buildings will be from building front to building front and not yard to yard. Mr. Wenrich questioned about the maintenance of the alley. It is the recommendation of Mr. Ludgate. It is in his letter. That is a will comply item. Mr. Ludgate explained that is true. A discussion ensued. Mr. Fitzpatrick added that the applicant will maintain all alleys which remained owed by the applicant. Mr. Light made a motion to accept the Conditional Use as presented with conditions by Mr. Fitzpatrick; seconded by Mr. Zerr. Mr. Butkus is for the project he did not agree with some of the conditions. Mr. Schmidt asked for a roll call vote. AYES – 4, NAYS – 1 (Mr. Butkus), ABSENT – 2; motion carried. Mrs. Shade made copies of the review letter that Mr. Ludgate distributed at the Planning Commission meeting. The Planning Commission did meet with Traditions. The applicant has agreed to comply with all the issues in the review letter. Mr. Ludgate explained about the different sections items were broken down into. He continued that these issues have nothing to do with the plan that sits before you. It might have to do with elevation of a property or a grade of a catch basin. They will

UNFINISHED BUSINESS (cont'd):

not affect the plan. The issues that do affect the plan are very limited. They are some details around the Octagon extension. The applicant has agreed to install probably a split rail fence around the Broad Street right-a-way where there will be a walking path. Other issues were very minor. A discussion ensued as to where the barrier would go along with the ponds. Mr. Pachuillo (Chairman of the Planning Commission) stated they feel they are in compliance. The Planning Commission's biggest recommendation was that no construction will be permitted until the final plan approval and until the appropriate escrows are posted. Traditions have agreed to that. The only thing that might happen is for testing. Mr. Fitzpatrick feels that since no construction will be happening he was recommending that Council have a chance to review the recommendations and perhaps look at the presented plan. A discussion ensued as to some of the issues. Mr. Ludgate went over several of the items on the review letter. A hydro geologist report is pending. Mr. Fitzpatrick questioned if that could have any potential change to the pond area. Mr. Ludgate said that the pond area is an already known wet area. At certain times of the year he is concerned about the ground water elevation and how will that affect the storage volume. This is one (1) area that might affect the elevation. It will not affect the plan. A discussion ensued about some of the items. It was decided that the preliminary plan will be placed on hold and will be decided on at the December 27, 2007 meeting. The plan was submitted by November 13, 2007. Mr. Coldren was concerned we are missing half of Broad Street. The Borough should address widening Broad Street to get the fire equipment up there. Mr. Zerr said we don't have a problem with Broad Street at all. Mr. Coldren said even though this is going to be a retirement community, Broad Street is still basically one (1) lane with parking on one (1) side. Mr. Coldren feels now is the time to address this issue. Mr. Maras said that is a Borough decision if they want to widen it. Mr. Maras explained if the Main Street project happens how the traffic will flow. He continued it is the Borough's decision if they want to sink money into a project when another project might clean up this situation. Mr. Schmidt requested Mr. Ludgate look into this issue as well as Mr. Hart. Mr. Maras questioned if the paper streets have been vacated. Mr. Fitzpatrick feels that all streets going through this development have been vacated a few years ago. It will be looked into.

The next item was the changing of our Municipal Services Tax to Local Service Tax. This tax will now be paid on a quarterly basis. Employers will take this out now on a per week basis. For example if someone is paid weekly \$1.00 per week will come out. If they are paid every other week \$2.00 will come off and so forth. This coming year we will only receive three (3) quarters of revenue. It has been advertised and can be adopted this evening. Mr. Butkus made a motion to accept the new Local Service Tax Ordinance; seconded by Mr. Wenrich. AYES – 5, NAYS – 0, ABSENT – 2; motion carried.

The next item was the Main Street. Mr. Jim Pachuillo of Broad Street was here to address Council. He distributed a copy of the November 6, 2007 meeting to Council. Mr. Pachuillo stated they are going to be called the "Sinking Spring Downtown Revitalization Program". This is the project. He explained the project will be broken down into three (3) sections. The first is at the west end of the Borough. This will be under a Main Street Project. This will be from Cacoosing west to the Borough line. Through this State grant it is a five (5) year \$195,000.00 grant. It is for operations, getting the planning going, and there is also matching funds through the Borough. This has been discussed. Mr. Sam Loth has sent in a Downtown Reinvestment Grant. The amount is for \$107,000.00. \$30,000.00 of that grant is for the property owners for their facades. The western

UNFINISHED BUSINESS (cont'd):

district is mostly retail. Residential can benefit from this as well. \$77,000.00 will be for planning, engineering, and permits, for the sidewalks, and infrastructure. There will be no ground breaking in 2008. We will be starting the western phase. There will also be a capital funding campaign starting. There will be both business and residential campaigns. This money will help defray grant money. In addition, it shows the State that we do have the backing of the community as well. Phase II is the eastern district which is basically residential. That will be from Mull Avenue to the Borough line. This will be an Elm Street Project. Grants will come from this project. Although it is mostly residential businesses can also use this money as well. The Elm Street Grants are \$50,000 a year for five (5) years totaling \$250,000.00. This is for operations. This includes facades, lighting, infrastructure these types of things. We are hoping to write grants for these types of things in 2008. The third phase is the central district which is about 28 acres. This will be everything between the other two districts. We are looking to change the road structure to help elevate some of the traffic conditions on Penn Avenue. In addition, we are looking at creating retail space. Either dividing the property or taking the road all the way back to the railroad tracks. He again stated we are just in the planning phase right now. In this area, they will be looking at the PA Preservation Committee for help. The "sinking spring" is located in this area. There are thoughts of building a park system. Also we will need to contact the DCED and the CAT (Community Action Team). They will become involved and hopefully steer us in the right direction. Mr. Pachuillo explained we are just in the beginning phases and hopefully after years of work we will come out with a better community. We need to get our tax base up in the Borough. We must beautify but also keep the tax base up. Mr. Pachuillo stated we made a resolution to have Mr. Loth go after the original grant. We are now hoping Council will do the same so Mr. Loth can write a Building PA Grant. This money would too be for the western phase. Mr. Pachuillo introduced Mr. John McPhee along with Mr. Sam Loth. Mr. Loth explained the break down for the infrastructure and facilities grant. It can get us up to \$750,000.00 each time we apply and we can apply more than once. There is matching funds necessary. It is 10%. That can be stretched out over several years. It is tied to the PENNDOT Gateway Program. He explained what that is. He will provide Council with the information. Mr. John McPhee was contacted by Ludgate. His expertise is different than Mr. Loft. He handed out his "resume" along with a contract if Council wants to bring him on as a consultant. He is with the RE Group. They are independent contractors to both municipalities and businesses as well. Our long term goal is to promote the quality of life to the residents and those that work in the Borough. This means strengthening our tax base. We want to bring businesses into the Borough whether it is commercial or office. We want to expand our tax base to attract both developers and businesses. Mr. McPhee explained that the real money is in the upper tier of the DCED and finally move into the Governor's Action Team. They focus at bringing businesses into the Borough. The only way to do this is we need to tell a story. That is what the Steering Committee will be producing this coming year. He would assist in helping to prepare this story. This will not be another version of the comprehensive plan that would sit on a shelf. This would be a living document to attract developers and businesses into the Borough. Mr. McPhee gave this example. We have 30,000 cars a day traveling through the Borough. Yes, that is bad news; it creates more problems on Penn Avenue. However the good news is that 30,000 cars could stop in the Borough and put more money into our tax base. He again explained he can help us create this type of "story." He handed out documentation on his credentials. Mr. Butkus questioned why we wouldn't want to consider a manufacturer type business in the area as we have the railroad down by

UNFINISHED BUSINESS (cont'd):

Boscov's. Mr. McPhee stated we are not shying away from industrial as well as manufacturing. Mr. Zerr reminded Mr. Butkus that if we do that we are going to have to change zoning. Mr. Butkus was aware of that. Mr. McPhee said these issues will be explored by the steering committee. The feasibility of setting up a manufacturing area; should it happen in that specific area. Those are the types of things they will look into. Mr. McPhee said that is what he will give us. It will be a roadmap for long range plans. Results are not overnight. It could take a decade. 80% of your decisions will be made within the first 20% of the effort. 2008 is an incredibly important year for the Borough. The Steering Committee will be meeting December 20, 2007. Mr. Schmidt said the Steering Committee will be running the show. Council will step in on matters of money. These citizens are really interested in this. It is heartening to realize we are doing something like this. We must do this important document. Mr. Pachuillo said there about 15 members. Mr. Zerr will be the liaison. Mr. Pachuillo is asking the residents, and business owners to come out to the December 20th meeting. They are trying to organize positions in the coming months. Mr. Pachuillo explained where the committee stands now. Mr. Schmidt stated we also want business owners that are not on Penn Avenue as well. They would like to show Council at each meeting where the project stands. Mr. Wenrich requested we run two ads inviting the public to these meetings. Mr. Wenrich made a motion to run two ads advertising the Thursday, December 20, 2007 meeting; seconded by Mr. Zerr. AYES – 5, NAYS – 0, ABSENT – 2; motion carried.

NEW BUSINESS:

Mr. Schmidt announced that the last meeting of the year will be on December 27, 2007 at 7:00 p.m. This will be to pay the bills and some of the above mentioned items.

The reorganizational meeting along with the regular meeting will be Monday, January 7, 2008 beginning at 7:00 p.m.

Mr. Harting is resigning from the Planning Commission as he is moving out of the Borough. Mr. Schmidt thanked him for his service and wished him well in his future endeavors. Mr. Light made the motion to accept Mr. Harting's resignation; seconded by Mr. Wenrich. Motion carried. Mr. Harting was concerned about where they will put their snow at Traditions. In addition, his other concern is that without dedicating the streets the police will not be able to patrol up there. Mr. Schmidt reassured Mr. Harting just because the roads are not dedicated our police will serve that area. He continued he leaves in an undedicated area and the police drive though there a few times a day. Mr. Light agreed.

PUBLIC COMMENT:

Mr. Coldren doesn't want to see property stolen from people who had their curbs repaired several years ago. He also wanted to know if the Borough office could be open some off hours for those that work till 5:00 p.m. Mr. Schmidt stated two (2) years prior we had done this and no one showed up. The office was open till 7:00 every Wednesday evening. Mr. Coldren said well maybe when the bills are paid. Mr. Coldren said that people might want to pull a permit. Mr. Schmidt said we certainly can look into it; however we did it prior and not one (1) person took advantage of this.

PUBLIC COMMENT (cont'd):

Mrs. Shade stated that we do have a lock box at the side door where residents can place their payments.

Mr. Schmidt thanked Mrs. Karli for a job well done the night before. The evening before was our Borough open house and lighting of the tree. The weather was not good but the effort and thought was there.

EXECUTIVE SESSION:

Council went into an executive session at 10:10 p.m. for personnel matters.

RECONVENE:

Council reconvened at 10:30 p.m. No formal action was needed.

PUBLIC COMMENT:

Mrs. Yarger questioned what was happening on Broad Street. Mr. Butkus stated nothing it was just a question that Mr. Coldren had asked. Another discussion ensued. Mr. Yarger asked if there were plans. The answer was no. Mr. Ludgate stated that Mr. Hart and he will look at this and report back to Council.

TREASURER'S REPORT:

General Account

Opening Balance – November 30, 2007		\$ 30,897.05
PLGIT		8,701.98
Invest	Recreation	47,739.29
	General Invest	273,728.97
	To Be Paid	\$ 37,589.52
		\$ 292,580.72

TREASURER'S REPORT (cont'd):

Sewer Account

Opening Balance – October 31, 2007	\$	212,040.55
PLGIT		58,577.94
Invest	Sewer Revenue	470,962.52
	To Be Paid	\$ 68,135.67
		\$ 461,404.79

Mr. Butkus questioned if the money that was borrowed from the sewer account had been repaid. Mrs. Shade stated it had been. Mr. Wenrich made a motion to accept the treasurer's report; seconded by Mr. Butkus. AYES – 5 NAYS – 0 ABSENT - 2; motion carried.

ADJOURNMENT:

Mr. Zerr made a motion to adjourn at 10:30 p.m.

Respectfully submitted,

Regina M. Shade
Borough Secretary/Treasurer