

The regular meeting of the Borough Council of the Borough of Sinking Spring was called to order on Thursday, February 2, 2017 at 7:00 p.m. at the Sinking Spring Borough Hall by President James Pachuillo. After the Pledge to the Flag, Elizabeth Eagelman called the roll reflecting the following Council Members present:

James Pachuillo
T.J. Huckleberry (Absent)
George Butkus (Absent)
Denise Stine
Lisa Gantner
Tracy Peterson
Brian Hoffa (Absent)

Other officials present were: Mayor Gary Cirulli; Charles Haws, Borough Solicitor; Robert Ludgate Sr., Ludgate Engineering; Brad Smith, ARRO Consulting; Bryce Zohner, Public Works Director; Police Chief Lee Schweyer, and Elizabeth Eagelman, Borough Secretary, who recorded the minutes of the proceeding.

Mr. Pachuillo requested a moment of silence to honor our Police, Fire and Ambulance personnel that protect us here and our Armed Forces that are continually fighting for us here and abroad.

APPROVAL OF MINUTES:

Mr. Pachuillo asked for a motion to approve the minutes from the January 5, 2017 Council Meeting and the January 25, 2017 Workshop Meeting. Mrs. Peterson made the motion to approve the minutes; seconded by Mrs. Stine. AYES –4, NAYS – 0, ABSENT – 3. Motion carried.

VISITORS/PUBLIC COMMENT:

There were no visitors.

CORRESPONDENCE:

Mr. Pachuillo mentioned classes that are being held at the Albright Center for Excellence in Local Government. He stated that if anyone was interested in attending any of the classes they should let Mr. Hart know so they can get registered.

APPROVAL OF THE BILLS:

Mr. Pachuillo asked for a motion to approve the bills for January 2017. Mrs. Stine made a motion to approve the bills, seconded by Mrs. Peterson. AYES – 4, NAYS – 0, ABSENT – 3. Motion carried.

WESTERN BERKS FIRE DEPARTMENT:

Mr. Jared Renshaw went over the monthly report for January 2017 and explained some changes in the report.

UNFINISHED BUSINESS:

Mr. Pachuillo stated that the first item is the Bank Proposals for the \$550,000.00 Loan. Mr. Daryl Peck of Concord Public Finance addressed Council. He explained that the current note that was taken in 2014 matures on March 1, 2017 and is carrying a balance of approximately \$40,000.00. He stated that they went out to seek proposals for another three-year loan for \$550,000.00. He stated that they believe the best proposal is from Fleetwood Bank with a 2% fixed rate. He stated that the Ordinance for consideration has been prepared and approves the debt and accepts the Fleetwood Bank Proposal and authorizes them to move forward to closing. Mr. Haws stated that it is his recommendation that Council consider a motion to approve the Ordinance that authorizes the borrowing and grant authority to execute all the ancillary documents. Mrs. Peterson made the motion; seconded by Mrs. Gantner. Mr. Pachuillo called for a roll call vote. AYES – 4, NAYS – 0, ABSENT – 3. Motion carried.

Mr. Pachuillo stated that the next item is the STV Engineering Proposal. Mr. Ludgate showed a map and explained that it showed the relocated intersection for Columbia Avenue. He stated that it shows items that PennDOT will build, essentially at their expense, to prepare for the future relocated intersection. He stated that they will do this when they come through with their Betterment Project. Mr. Ludgate explained that we were originally going to do Phase 2, which was a standalone project to build Columbia Avenue but have decided to add Phase 3 to tie in so we don't have to dig up Columbia Avenue to do Phase 3 in the future. He stated that we do not have the engineering done for Phase 3 so that is what the STV Proposal is for. He added that the STV Proposal goes further than that and will include 1; Updated Project 2 HOP, 2; Updated traffic counts, 3; Construction cost estimates for Project 4, 4; Prepare Penn Ave. Betterment Project update plan for Columbia Ave., 5; Prepare HOP for Project 3/Segment 1, 6; Prepare preliminary Design for Project 4. He stated that the Proposal is for \$133,790.00. Mr. Ludgate mentioned that the grant from the Commonwealth Financing Agency for \$1.1 million includes \$150,000.00 for engineering which will cover this cost of the STV Engineering. Discussion ensued. Mrs. Gantner made a motion to accept the STV Engineering Proposal at a cost not to exceed \$133,790.00; seconded by Mrs. Peterson. AYES – 4, NAYS – 0, ABSENT – 3. Motion carried.

NEW BUSINESS:

Mr. Pachuillo stated that the first item is the New Employee Handbook that was tabled at the last meeting. He stated that he looked over it and didn't see any problems with it. Mrs. Gantner stated that there is some organizational stuff that could be done to make it better. Mrs. Peterson mentioned that the Admin Committee is not functioning and that it is very important that it does. Mr. Pachuillo suggested tabling it again and he will push to have the Admin Committee meet with Mr. Hart to go over it and iron out any issues. He stated that they will try to have it ready for Workshop.

NEW BUSINESS (Cont.):

Mr. Pachuillo stated that the next item is the Resolution for the Tax Collector to charge Duplicate Bill fees. He stated that the Tax Collector would like to charge a \$5 fee for a duplicate bill. Mrs. Peterson made a motion to authorize a Resolution allowing the Tax Collector to charge a \$5 duplicate bill fee; seconded by Mrs. Stine. Mr. Glantz stated that there is a second part to the Resolution regarding financial institutions. He stated that the financial institutions are dumping their workload on the Tax Collectors to tell them how much tax to pay. He stated that they will send six checks (on the last day of the discount period) that cover various accounts (approx. 500) and it takes him three days to figure out which accounts they are for to credit them. He stated that all of the Tax Collectors in Berks County are requesting a processing fee (\$5 per account) to ward off them abusing the roll of the Tax Collector. Discussion ensued. Mr. Pachuillo stated that we will have Mr. Haws send a letter to the company that is doing this. Mr. Haws asked Mr. Glantz to send him all the information that he has and he will come back to Council with a recommendation for the Resolution for that issue. Mr. Pachuillo stated that we have a motion and a second on the table for authorizing the Resolution for the Duplicate Bill Fee. AYES – 4, NAYS – 0, ABSENT – 3. Motion carried.

CHIEF SCHWEYER:

Chief Schweyer mentioned that they are looking into offering Hep B Shots for the officers that don't have them.

ROBERT LUDGATE SR. – BOROUGH ENGINEER

Mr. Ludgate stated that PennDOT has asked us to do them a favor. He stated that they neglected to include a piece of sidewalk in the Betterment Contract on the North side of Penn Avenue. He stated that since our bids came in lower than the estimate they would like us to ask DCED to take some of the DCED money that is earmark for the Borough and use it to fill in the gap in the sidewalk on the North side of Penn Avenue. Discussion ensued. Mr. Ludgate stated that he would like to use this issue to request a meeting with PennDOT to address this issue and others. Mrs. Peterson made a motion to authorize Mr. Ludgate to seek a meeting with PennDOT executives to discuss this issue and related questions; seconded by Mrs. Gantner. AYES – 4, NAYS – 0, ABSENT – 3. Motion carried.

BRYCE ZOHNER – PUBLIC WORKS DIRECTOR:

Mr. Zohner mentioned that we received a check from Lower Heidelberg Township on Monday covering all of their past due invoices and their current surcharge for December. He stated that the check was for \$162,155.80.

BRYCE ZOHNER – PUBLIC WORKS DIRECTOR (Cont.):

Mr. Zohner mentioned that he budgeted \$7,000.00 for a paint machine for line painting and that he can get it in March at the paint show for \$5,400.00. He asked Council's permission to purchase the paint machine to be picked up in March. Mrs. Stine made a motion to authorize Mr. Zohner to purchase the paint machine; seconded by Mrs. Gantner. AYES – 4, NAYS – 0, ABSENT – 3. Motion carried.

SEWER ENGINEER – ARRO CONSULTING – BRAD SMITH:

Mr. Smith stated that he received the Contract Documents back from Wexcon for the work across Penn Avenue and has them for Council's approval and signature tonight. Mrs. Stine made a motion to authorize executing the Contract with Wexcon; seconded by Mrs. Peterson. AYES – 4, NAYS – 0, ABSENT – 3. Motion carried.

ELIZABETH EAGELMAN – BOROUGH SECRETARY:

Mrs. Eagelman mentioned that the Auditors were there on Monday and Tuesday to finalize the 2016 Audit and that everything seemed to go well.

CHARLES HAWS – BOROUGH SOLICITOR:

Mr. Haws mentioned that he sent Mr. Hart a draft of an Ordinance addressing Micro Cell Towers that seem to be popping up. He stated that it should be looked at so when someone comes in and wants to do this the Borough will have something in place.

LISA GANTNER – RECREATION:

Mrs. Gantner mentioned that the Borough Breakfast and Easter Egg Hunt are all set for Saturday, April 8th. She mentioned that, at their Rec Board Meeting, they met with an educational group about possibly doing a piolet program with the main program. She stated that they are trying to work all of it out and that there would be a separate fee. She also mentioned that the Newsletter has been updated and will be going to print next week.

TREASURER'S REPORT:

Mr. Pachulo asked for a motion to accept the Treasures Report as written. Mrs. Stine made a motion to accept the Treasurer's Report as written; seconded by Mrs. Peterson. AYES – 4, NAYS – 0, ABSENT – 3. Motion carried.

EXECUTIVE SESSION:

Council went into Executive Session at 8:03 p.m. for a personnel matter.

RECONVENE:

Council reconvened at 8:16 p.m. No action was taken.

ADJOURNMENT:

Mrs. Peterson made a motion to adjourn the meeting at 8:16 p.m.

Respectfully submitted,



Elizabeth A. Eagelman
Borough Secretary