

The regular meeting of the Borough Council of the Borough of Sinking Spring was called to order on Thursday, February 4, 2021 at 7:00 p.m., live and via Zoom meeting 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 (via Zoom)  
H. David Miller (via Zoom)  
Denise Stine  
Lisa Gantner  
Brian Hoffa (Absent)  
Robert Metzgar

Other officials present were: Charles Haws, Borough Solicitor; Brad Smith, Engineer, ARRO Consulting; Michael Hart, Borough Manager; Police Chief James Oxenreider, and Elizabeth Eagelman, Borough Secretary, who recorded the minutes of the proceeding.

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

Mr. Pachuillo asked for a motion to approve the minutes from the January 7, 2021 Council Meeting and the January 13, 2021 Workshop Meeting. Mrs. Gantner made the motion to approve the minutes; seconded by Mrs. Stine. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

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

Mr. Harvey Glantz, Borough Tax Collector, addressed Council concerning updating the current Resolution for certain payments made to the Tax Collector. He stated that the updated fees would not cost the Borough anything. He stated that he would like to raise the current Tax Certification fee from \$20.00 to \$30.00, add a fee of \$5.00 for Duplicate Bills, and add a fee of \$10.00 for payment verifications from various financial institutions. Mr. Metzgar thanked Mr. Glantz for coming in and bringing this to Council's attention. Lengthy discussion ensued. Mr. Pachuillo stated that the Admin Committee will look at it and make a recommendation to Council.

#### **REVITALIZATION:**

Mr. Merlin Weaver, BOSS Forward Chairman, gave an update on the revitalization. He mentioned that Council and BOSS had a meeting on January 19th with Senator Argall to ask if he would help with extending the time on some of the grant funds we were awarded and shifting the funds from phase 3-1 and 3-2 to phase 2. He stated that Mr. Hart and Mr. Loth worked together with the Senator to draft a letter that will be going to the Commonwealth Financing Authorities March meeting and hopefully that will get approved. He mentioned that if it goes through the Borough will be able to construct the Phase 2 swing project and begin preparing the phase 2 full project construction. He also mentioned that Derck & Edson is underway for the Form Based Code. He mentioned that they are planning an informational/educational meeting for all the

**REVITALIZATION (Cont.):**

businesses along Mt. Home Road, Columbia Ave., and possibly Krick Lane to keep them up to speed with what is happening with the Phase 2 construction and how the intersection will interact with their day to day business and activities. He also mentioned that BOSS Forward is reorganizing and taking a look at the by-laws, structuring, size of the Board, length of terms, reelections, etc.

**CORRESPONDENCE:**

There was no correspondence to discuss.

**APPROVAL OF THE BILLS:**

Mr. Pachuillo asked for a motion to approve the bills for January 2021. Mrs. Stine made a motion to approve the bills, seconded by Mr. Metzgar. AYES – 6, NAYS – 0, ABSENT - 1. Motion carried.

**TREASURER'S REPORT:**

Mr. Pachuillo asked for a motion to accept the Treasures Report for January 2021 as written. Mrs. Stine made a motion to accept the Treasurer's Report as written; seconded by Mrs. Gantner. AYES – 6, NAYS – 0, ABSENT - 1. Motion carried.

**WESTERN BERKS FIRE DEPARTMENT:**

Mr. Pachuillo stated that their January 2021 report was included in everyone's packet. Mr. Renshaw mentioned that they spent a significant amount of time the other night shoveling out Fire Hydrants. He asked that anyone that has a fire hydrant near their house to help with making sure that they get cleared of snow and ice to assist the fire company. Mr. Miller suggested using the Code Red system to get the work out about clearing the fire hydrants. Mrs. Peterson mentioned that the Borough needs to get a system like Lower Heidelberg Township has where they contact residents by phone with the updates and instructions using a reverse 911 system. Mr. Miller mentioned using swift reach through the county.

**WESTERN BERKS AMBULANCE:**

Mr. Pachuillo stated that their Year End 2020 report and their January 2021 report are included in everyone's packet.

**UNFINISHED BUSINESS:**

There was no unfinished business to discuss.

**NEW BUSINESS:**

Mr. Pachuillo stated that the first item is the Payment Applications from Barrasso for the Broad Street Sanitary Sewer Improvements project. Mr. Smith stated that the first Payment Application is for the section between Penn Avenue and Miller Drive that the Borough received the grant for and it is for \$149,876.59. Mrs. Stine made a motion to approve the payment; seconded by Mrs. Gantner. AYES – 6, NAYS – 0, ABSENT - 1. Motion carried. The second was Payment Application No. 4, for the section being paid out of Pennvest, in the amount of \$230,676.83. Mrs. Stine made a motion to approve the payment; seconded by Mrs. Gantner. AYES – 6, NAYS – 0, ABSENT - 1. Motion carried. The third was Payment Application No. 5, also for the section being paid out of Pennvest, in the amount of \$22,323.06. Mrs. Stine made a motion to approve the payment; seconded by Mr. Metzgar. AYES – 6, NAYS – 0, ABSENT - 1. Motion carried.

Mr. Pachuillo stated that the next item is Concord Public Finance for Refinancing of some of our Notes. He mentioned that Mr. Daryl Peck is in attendance to go over the information. Mr. Hart mentioned that the Admin Committee met a few times talking about some of our current debt and the possibility of refinancing what we do have before the interest rates increase. He stated that they also discussed the Phase 2 project and whether we have enough to capital to finish the phase 2 project. He stated that we need about \$650,000.00 to purchase three remaining properties to finish the full Phase 2 and that he included another \$1,000,000.00 to cover the one grant that we may lose. Mr. Daryl Peck stated that the Borough has the opportunity to refinance the 2012 Note and the 2015 Note for a combined total of \$2,675,700 and that he has included an additional \$1,650,000.00 to complete Phase 2 Sweep Project. Mr. Hart discussed the Phase 2 project and the remaining grants. Mr. Metzgar made a motion to move forward with the refinancing of the 2012 and 2015 GO Notes and include an additional \$1,650,000 to complete the Phase 2 sweep project; seconded by Mrs. Gantner. Mr. Pachuillo requested a Roll Call Vote. AYES – 6, NAYS – 0, ABSENT - 1. Motion carried. Mr. Peck stated that they will put the Request for Proposal out to multiple banks and will probably be back for the April meeting.

**POLICE CHIEF JAMES OXENREIDER:**

Chief Oxenreider mentioned that effective January 19, 2021, Officer Jennifer Rightmyer has completed her six month of employment. He stated that per the contract she moves to Class 3 at a rate of \$32.08 per hour. Mrs. Stine made a motion to approve moving Officer Rightmyer to Class 3 at a rate of \$32.08 per hour; seconded by Mrs. Gantner. AYES – 6, NAYS – 0, ABSENT - 1. Motion carried. Chief Oxenreider went over his report for January 2021.

**BRAD SMITH – ARRO CONSULTING – ENGINEER:**

Mr. Smith went over his Engineer's report and gave an update on Phase 2. He stated that they met with Verizon and PPL today about relocating some of their utilities and that it was a productive meeting. He mentioned that they got a positive response back from UGI but are having difficulties with Pennsylvania American Water. He stated that the Planning Module for Village Green was approved today. He mentioned the MS4 program and that they need to inventory possible sources of pollution and that ARRO will be assisting Mr. Zohner on that.

**CHARLES HAWS – BOROUGH SOLICITOR:**

Mr. Haws mentioned that they need to get Village Greens to finalize their reservation agreement since we now know how many EDU's they require. He mentioned that he is working on the new Tapping Fee Ordinance and wanted to clarify what Council wanted the new fee to be and stated that with the new calculation it could be up to \$3,892.32. Mr. Miller stated that the motion made back in September was to increase the fee to \$3,800.00.

**MICHAEL HART – BOROUGH MANAGER:**

Mr. Hart stated that the Public Works Department did a nice job with the snow storm. He mentioned that they started removing a lot of snow off the streets yesterday afternoon to get ready in case we have more snow this weekend. He mentioned that at the last Council meeting he had asked permission to increase Mr. Paplosky's salary by \$2.40 per hour which Council did grant but when the motion was made it was for an increase of \$.42 per hour. Mr. Metzgar made a motion to correct that and approve the increase of \$2.40 per hour for Mr. Paplosky; seconded by Mrs. Stine. AYES – 6, NAYS – 0, ABSENT - 1. Motion carried.

**TRACY PETERSON – LIBRARY:**

Mrs. Peterson mentioned that they are having second interviews for the Library Director Position tomorrow and Tuesday. She stated that they asked the candidates to create a presentation for Borough Council asking for funding.

**JAMES PACHUILO – COUNCIL PRESIDENT:**

Mr. Pachuiilo mentioned that we received information from the County Board of Elections and that four Council Persons and the Mayor are up for reelection this year along with the Tax Collector. He reminded everyone to get in to Election Services to pick up their packets. He mentioned that he will not be running for Council again so if anyone know someone who is interested in running let them know.

**ROBERT METZGAR – FINANCE/ADMINISTRATION:**

Mr. Metzgar stated that he doesn't have anything new and mentioned that they need to schedule their next meeting.

**LISA GANTNER – RECREATION:**

Mrs. Gantner mentioned that she has gotten a lot of comments on how well the road crew did with the snow storm. She also mentioned the survey that Mr. Metzgar put together from Derck & Edson and that there have been 597 total survey responses so far which is great. Mrs. Gantner asked if we are close to going out for bid for Phase 2. Mr. Smith stated that they are waiting to have the utilities locked in.

**DENISE STINE – PUBLIC SAFETY:**

Mrs. Stine stated that Council should address the e-mail from Mr. Zohner concerning the leave for his employee. Discussion ensued concerning writing a policy. Mrs. Gantner suggested just dealing with it on a case by case basis. Mrs. Stine made a motion allow Mr. Albert Liwanag to take four weeks of unpaid leave for the birth of his child; seconded by Mr. Metzgar. AYES – 6, NAYS – 0, ABSENT - 1. Motion carried.

**ADJOURNMENT:**

Mrs. Stine made a motion to adjourn the meeting at 8:33 P. M.

Respectfully submitted,



Elizabeth A. Egelman

Borough Secretary