

The regular meeting of the Borough Council of the Borough of Sinking Spring was called to order on Thursday, February 6, 2014 at 7:00 p.m. at the Sinking Spring Borough Hall by President James Pachulo. After the Pledge to the Flag, Elizabeth White called the roll reflecting the following Council Members present:

James Pachulo
TJ Huckleberry
George Butkus
Denise Stine
Lisa Gantner
Tracy Peterson (absent)
Brian Hoffa

Other officials present were: Mayor Gary Cirulli, Charles Haws, Borough Solicitor; Tom Ludgate, Ludgate Engineering; Brad Smith, 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. Pachulo requested a moment of silence to honor those who serve us on a daily basis at home and abroad in the Armed Forces and our first responders, and for our athletes that are over in Russia, that they may be safe during the Olympics.

EXECUTIVE SESSION:

Council went into an executive session at 7:02 pm for personnel issues.

RECONVENE:

Council reconvened at 7:27 pm. No action was taken.

INTRODUCTION OF NEW EMPLOYEES:

Mr. Pachulo mentioned that the new employees from the Sewer Plant are here this evening. Mr. Hart introduced the new Sewer Plant employees (Bryce, Marsha, Brandon and Ivan) along with the new Code Enforcement Officer (Todd Miller) to Council.

APPROVAL OF MINUTES:

Mr. Pachulo asked for a motion to approve the minutes from the January 6, 2014 Reorganization meeting, the January 6, 2014 regular meeting and the January 22, 2014 Workshop meeting. Mrs. Stine made the motion to approve the minutes; seconded by Mr. Huckleberry. AYES – 6, NAYS – 0, ABSENT - 1; motion carried.

VISITORS/PUBLIC COMMENT:

Mr. Peter Mullenberg of Lynx Computer Technologies addressed Council concerning the Police Cody system. He stated that the County will no longer be hosting the Cody system so the Police Department has to invest in their own infrastructure to support this application. He stated that Lynx has worked with the Cody system for many years and just finished setting systems up in multiple local municipalities. He stated that they submitted a quote/proposal which includes the network infrastructure to support the application, the physical connection of all the computers to the network, the backup of the network which is not only on site but will also be sent off site for security and disaster recovery, all the software necessary and labor. He stated that they are looking at a five year life span for this technology infrastructure. He mentioned that the backup technology from SIRIS Datto Cloud Service takes snap shots of the server, operating system and data every hour and dumps it to the onsite appliance and sends it to Bi-Coastal Data Centers. He mentioned that there is a fee of \$98.00 per month for the fully managed Cloud Based Storage and Disaster Recovery service. He stated that Lynx will monitor the storage of the snap shots to the onsite appliance and monitor the synchronization to the Cloud and if there is every a problem they will intervene. He also mentioned that this solution includes e-mail archiving which they have also proposed for the Borough. He stated that there is another component to this that is CODY and Chief Schweyer has a proposal from CODY systems to buy the software and the Oracle Database to implement it. He stated that they coordinate everything with CODY to do the installation. He stated that the proposal from Lynx is just under \$12,000.00. Chief Schweyer stated that the proposal from CODY for the software is \$7,500.00. Mrs. Stine made a motion to go with Lynx Computer Technologies and to purchase the CODY software; seconded by Mr. Butkus. AYES – 6, NAYS – 0, ABSENT - 1; motion carried.

COMMUNICATIONS:

There were no communications.

APPROVAL OF THE BILLS:

Mr. Pachuillo asked for a motion to approve the bills for January 2014. Mr. Huckleberry made a motion to pay the bills; seconded by Mrs. Stine. AYES – 6, NAYS – 0, ABSENT - 1; motion carried.

WESTERN BERKS FIRE DEPARTMENT:

Mr. Weidner gave the Fire Report for January 2014. He stated that we had 72 calls with an average of 8 firefighters per call. He mentioned that they received a grant in the amount of \$53,000.00 from the Fire Commissioners Office. He stated that the money is going to be earmarked and used to replace some outdated equipment at the Wernersville station. He also thanked the Mayor, Mr. Hart and Chief Schweyer for their assistance with Mr. Ronnie Wentzel's funeral. Mr. Pachuillo mentioned that Ronnie's name is going to added to the Fallen Hero's Memorial and we are planning an event for the spring.

REVITALIZATION PROJECT:

Mr. Sam Loth stated that he was asked to come this evening to talk about grants because it looks like BOSS2020 is at a point now with the Borough where we might see some dirt fly in the near future. Mr. Loth handed out the PA DCED Grant Application from July 2013 and went through the application.

EXECUTIVE SESSION:

Council went into an executive session at 8:04 pm for potential acquisition of real estate.

RECONVENE:

Council reconvened at 8:28 pm. No action was taken.

UNFINISHED BUSINESS:

Mr. Pachulo stated that the first item is concerning the Ordinance for the General Obligation Loan. Mr. Haws stated that Mr. Doug Rausch put together the paperwork to issue a Bond to replace the expiring Note that we had for the Traffic Improvement Project. He stated that it will extend the loan out through the five year contract. Mr. Huckleberry made a motion to approve the ordinance and authorize the signing of the Ordinance and necessary paperwork; seconded by Mrs. Stine. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

Mrs. Shade mentioned that they needed to add check signors to the checking accounts and for the payroll account. Mr. Huckleberry made a motion to appoint Mrs. Gantner as a signor on all Borough Checking Accounts; seconded by Mrs. Stine. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

POLICE CHIEF – LEE SCHWEYER:

Chief Schweyer mentioned that he got three different prices to replace the two pedestrian traffic signs that were hit last month. He stated that the cheapest price is \$240.31 each from PIBH. Mrs. Stine made a motion to approve purchasing the signs from PIBH at a price not to exceed \$500.00, seconded by Mr. Huckleberry. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

Chief Schweyer also mentioned that he wanted to order ammunition for the department in one order and it is over the \$2,500.00 limit. He added that during a shooting last year that involved two of our officers the State Police did a ballistics check of our AR15 ammo and it turns out that our ammo that we are currently using is too much of a light ammunition. He stated that the State Police recommended the ammunition that they are using which has a different tip and is more of a safety round and won't deflect off of anything. He stated that with that and everything else that he

POLICE CHIEF – LEE SCHWEYER (Cont.):

needs to order the total amount would be \$3,931.00 plus shipping from Ultra Max. Mr. Butkus made a motion to approve the purchase of the ammo at a cost not to exceed \$4,500.00; seconded by Mr. Huckleberry. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

Chief Schweyer stated that they need to purchase five Bullet Proof Vests that have to be replaced every five years per contract. He stated that the officers would like to get the carriers that are worn outside the uniform. He stated that the Mayor suggested using Municipal Emergency Services Inc. and he got a quote \$5,307.00 for the five vests with the outer carriers and the shirts. He also mentioned that it is the lightest vest that is made. Mr. Huckleberry made a motion to approve purchasing the vests from Municipal Emergency Services, Inc. at a cost not to exceed \$6,000.00; seconded by Mr. Butkus. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried. Mr. Hoffa suggested contacting the local businesses to see if they would donate money towards the vests. Mayor Cirulli mentioned that they receive \$1,000.00 from the VFW every year.

Chief Schweyer mentioned that they need a radio for the fourth Police Car. He stated that he spoke to the Chief at Cumru Township and they have a brand new radio that they can't use and would like to sell to us and will get the figures together for that. He stated he will look into it and should have more information for the next meeting.

DENISE STINE – PUBLIC SAFETY COMMITTEE:

Mrs. Stine mentioned that she wanted to talk to Mrs. Wentzel before they go ahead and do too much on the memorial. She stated that she will be seeing her next week.

LISA GANTNER – RECREATION COMMITTEE:

Mrs. Gantner stated that all of last year's Playground Leaders have been sent an e-mail and an application and they have until March 1st to respond if they want to be interviewed. She stated that they will advertise after that if they don't have enough Leaders.

Mrs. Gantner stated that they don't have an end date for Playground yet but they are going to kick off with the first Movie Night on June 13th and start Playground on June 16th. She also mentioned that they would like to raise the rate this year to \$40 per child for residents and \$75 per child for non-residents with a cap of three children. She mentioned that they are also trying to come up with a way for someone to apply for reduced rates because of hardship. She would like something systematic but not be too intrusive. Mr. Butkus made a motion to adopt the proposed fee schedule of \$40.00 per child for residents with a cap of \$120.00 and \$75.00 per child for non-residents and the committee come back with the details of the assistance for the lower income families; seconded by Mr. Huckleberry. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried. Mr. Pachulo asked Mr. Haws if there is a form that would be confidential that if someone is having a hardship they could come in and fill out an application. Mr. Haws stated that we could do that. Discussion ensued. It was decided that the Rec. Board will come back with more details.

TJ HUCKLEBERRY – FINANCE COMMITTEE:

Mr. Huckleberry stated that they had a very productive first finance meeting with nothing concrete to report. He stated that after sitting down and going over the books with Mrs. Shade they have a clearer idea of where we are going to stand and he looks forward to reporting some of their goals and needs for the Borough in the future.

MAYOR - GARY CIRULLI:

Mayor Cirulli mentioned that he received a letter from Chief Kulp of the Western Berks Fire Department. Mr. Cirulli read the letter which thanked the municipality for their help with the funeral procession for Mr. Wentzel.

INTERIM BOROUGH MANAGER – REGINA SHADE:

Mrs. Shade mentioned that she received a letter from Keystone Municipal Insurance Trust (KMIT). She stated that KMIT does not want the Borough to allow Borough employees to go fight fires on Borough time because it could end up coming back to the Borough because we are paying them and cause us to have to pay them Workman's Comp. Mr. Butkus asked if there was a way that we can have it that if they need to leave that they would have to clock out and not be paid. Mr. Pachulo suggested that Mr. Haws look into it further. Mr. Butkus stated that Mr. Haws and the Safety Committee hammer out some way that legally we are covered but yet we are not precluding the ability of any employee to respond to an emergency if the situation demands. Mr. Haws stated that he will put a draft together and circulate it then decide what provisions you want in it.

GEORGE BUTKUS – SEWER AND SANITATION COMMITTEE:

Mr. Butkus stated that they have not met yet and that he gave Mr. Hoffa a copy of the sewer system map from the Chapter 94 Report. He mentioned that they will get together after the meeting to see when they can meet.

SEWER ENGINEER – ARRO CONSULTING – BRAD SMITH:

Mr. Smith went over the Sewer Engineers Report dated February 6, 2014. He mentioned that there is no update on the NPDES Permit and that Alcon is back in compliance. He also mentioned that they have begun work on the Chapter 94 Report. Mr. Smith stated that the SCADA Project design has been completed and is ready for bid upon approval from Council. He stated that their estimated cost for construction is \$160,000.00. He questioned if Council wanted a formal agreement for ARRO to conduct construction inspections in the form of a PSA. Mr. Butkus made a motion to authorize the advertising of the bid and that they include where the bid opening is going to be and that we instruct ARRO to draft the Inspection Supervision Letter; seconded by Mr. Huckleberry. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

PUBLIC WORKS DIRECTOR – MICHAEL HART:

Mr. Hart stated that everything is going very well at the plant. He mentioned that Mr. Zohner submitted a report that is in everyone's binders and that he highlighted a couple items. Mr. Hart stated there are a few items that have been missed or let go that are starting to surface now. He stated that the first item is the water sampler in the new screenings building. He mentioned that there are no outlets in the building so they would like to get an outlet near the sampler. He stated that he would also like to have outlets put at each digester which will have to wait until next year's budget. He stated that they do need to do an emergency repair of a valve that leads to the three secondary digesters. He stated that the valve broke and they cannot transfer sludge from the primary digester to the secondary digesters. He mentioned that they do have a portable pump that can use until the valve is fixed. He also mentioned that they are still moving liquid sludge out.

Mr. Hart stated that Mr. Zohner noticed that people are driving in through the plants main gate, which is left open most of the time, and wandering around the grounds. He would like to get the gates automated so this won't happen because under DEP rules we have got to secure our facility.

Mr. Butkus mentioned that Miller Environmental did not include any sludge hauling in their last two years of operating the plant but they also left the plant very loaded as far as the organic loading. He suggested that when they do the reconciliation with Miller Environmental this should be discussed.

Mr. Hart stated that we are taking a major beating, with the snow storms, with the equipment, the salt, the people, and the general public is getting very testy with us. Mr. Pachuillo stated that he believes that the guys are doing a fantastic job. Mr. Hart stated that he spoke to the Chief about it and informed him that it is getting very intense and he instructed the guys to report anything to the Police and not to react. Chief Schweyer stated that they have people shoveling snow in to the street and it is a constant problem. Mr. Butkus stated that we also need to remind the public of the rules and regulations. Mrs. Shade mentioned that we are getting close to the \$24,000.00 that was budgeted for salt and material. She stated that we are doing ok with cash for now but she is afraid that she may have to ask, as some point, to borrow from the Sewer account because we are paying some hefty overtime, salt and fuel. Mr. Pachuillo mentioned that every municipality is having the same problems this winter. Mrs. Shade also mentioned that the Governor has declared a declaration of emergency for the last storm but we probably won't get anything because it didn't have major impact on us.

TREASURER'S REPORT:**General Account**

Opening Balance – December 31, 2013		\$147,678.99
PLGIT		9,120.95
Invest	Recreation	40,199.58
	General	64,314.85
McDonald's Escrow		4,005.48
Fleetwood Bank Acct.		4,246.15
Deposits as of January 31, 2014		390,181.34
Checks Written		153,427.81
Payroll		133,352.73
PENNVEST auto debit		2,785.50
To be Paid		<u>19,665.02</u>
Balance as of February 6, 2014		\$350,516.28

Sewer Account

Opening Balance – December 31, 2013		\$ 1,083,427.68
PLGIT		61,446.88
Invest		322,823.02
Deposits as of January 31, 2014		87,721.50
Checks Written		328,866.34
Returned ACH		59.26
PENNVEST auto debit		15,243.07
To be Paid		<u>95,791.65</u>
Balance as of February 6, 2014		\$ 1,115,458.76

Liquid Fuels Account

Opening Balance – December 31, 2013		\$264,651.95
Invest		<u>30,766.19</u>
Balance as of February 6, 2014		\$295,418.14

Mr. Butkus made a motion to accept the Treasurer's Report; seconded by Mr. Huckleberry. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

EXECUTIVE SESSION:

Council went into an executive session at 9:25 pm for a discussion on union negotiations.


RECONVENE:

Council reconvened at 9:41 pm. No action was taken.

ADJOURNMENT:

Mr. Butkus made a motion to adjourn the meeting at 9:41 p.m.

Respectfully submitted,



Elizabeth A. White
Assistant Secretary