

The regular meeting of the Borough Council of the Borough of Sinking Spring was called to order on Thursday, March 1, 2018 at 7:00 p.m., at the Sinking Spring Borough Hall by President James Pachulo. Elizabeth Eagelman called the roll reflecting the following Council Members present:

James Pachulo  
Tracy Peterson  
H. David Miller (arrived at 8:00)  
Denise Stine  
Lisa Gantner (Absent)  
Brian Hoffa  
Robert Metzgar  
Jack Malandra

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

Mr. Pachulo requested a moment of silence to honor our Fallen Heroes and to recognize our Police, Fire and EMS personnel that protect us here and our Armed Forces who protect us every day here and abroad.

#### **EXECUTIVE SESSION:**

Council went into Executive Session at 7:02 p.m. to discuss a personnel issue.

#### **RECONVENE:**

Council reconvened at 7:26 p.m. The following action was taken.

Mrs. Stine made a motion to present Officer Travis Fritz with the Specification of Charges; seconded by Mrs. Peterson. AYES –5, NAYS – 0, ABSENT – 2. Motion carried.

Mrs. Stine made a motion to advertise a Special Meeting for March 15<sup>th</sup> at 7 P.M. to hold a Loudermill Hearing for Officer Travis Fritz; seconded by Mrs. Peterson AYES –5, NAYS – 0, ABSENT – 2. Motion carried.

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

Mr. Pachulo asked for a motion to approve the minutes from the February 1, 2018 Council Meeting. Mrs. Peterson made the motion to approve the minutes; seconded by Mrs. Stine. AYES – 5, NAYS – 0, ABSENT – 2. Motion carried.

**VISITORS/PUBLIC COMMENT:**

There were no visitors.

**CORRESPONDENCE:**

Mr. Hart mentioned that the Audit was completed and that there are copies of all the reports on file in the office if anyone what would like a copy.

**APPROVAL OF THE BILLS:**

Mr. Pachuillo asked for a motion to approve the bills for February 2018. Mrs. Stine made a motion to approve the bills, seconded by Mrs. Peterson. AYES – 5, NAYS – 0, ABSENT – 2. Motion carried.

**WESTERN BERKS FIRE DEPARTMENT:**

Mr. Pachuillo mentioned that their report was included in the e-mail.

**REVITALIZATION:**

Mr. Sam Loth stated that he has some Grant information and Resolutions for Council to consider. The first Grant is the Schuylkill Highland Mini-Grant and it focuses on Natural Resource-Based Conservation Projects. He stated that it could be used to restore the N. Broad Street watercourse and that we are asking for \$15,000.00. Mr. Ludgate stated that we would use the Grant to cover 50% of the engineering costs. He also mentioned that we already applied for a grant to cover the construction costs. He stated that he needs Councils approval to start pursuing the grant and that the deadline for submission is March 16<sup>th</sup>. Mr. Hoffa made a motion to approve the Resolution to apply for the Schuylkill Highland Mini-Grant in the amount of \$15,000.00; seconded by Mrs. Stine. AYES – 5, NAYS – 0, ABSENT – 2. Motion carried.

Mr. Loth stated that the second Grant is for the Façade Improvements Program and that we are asking for \$50,000.00 and that there is no cost to the Borough. He mentioned that he already has parties that are interested in doing improvements. Mr. Hoffa made a motion to approve the Resolution and authorize Mr. Loth to apply for the Façade Improvements Program Grant; seconded by Mrs. Stine. AYES – 5, NAYS – 0, ABSENT – 2. Motion carried.

Mr. Loth stated that the third Grant is for the PA DCED CFA Multimodal Transportation Fund Grant in the amount of \$2,750,000.00 and that the deadline is July 31, 2018. He stated that the funds could be used for property acquisition and construction of the second half of the Columbia Avenue extension. He stated that there is no cash match for this round of funding so we are going to apply for the most money we can. He did mention that there are several costs involved to the Borough. He stated that in order to go after money for acquisition we have to present, in the

**REVITALIZATION (Cont.):**

application, all of the appraisals of all of the properties that we want to acquire and that cost is about \$7,000.00. He stated that another cost will be getting the easements that we will need to build 3-2. Mr. Hoffa made the motion to approve the Resolution and apply for the Multimodal Transportation Grant in the amount of \$2,750,000.00; seconded by Mr. Metzgar. AYES – 5, NAYS – 0, ABSENT – 2. Motion carried. AYES – 5, NAYS – 0, ABSENT – 2. Motion carried.

Mr. Hoffa made a motion to send out a Request for Proposals to do the appraisals for Krick Avenue; seconded by Mrs. Peterson. AYES – 5, NAYS – 0, ABSENT – 2. Motion carried.

Mr. Ludgate stated that he recommends that we begin the process of getting bids for the Columbia Avenue work. He mentioned that we will be at risk because we do not have the permit for the construction and we don't have all of the needed property for the construction. He stated though that there is a minimal risk in inviting bids. Mr. Hoffa made a motion to have Ludgate Engineering proceed with requests for bid; seconded by Mrs. Peterson. AYES – 5, NAYS – 0, ABSENT – 2. Motion carried.

Mr. Miller arrived at 8:00 p.m.

**UNFINISHED BUSINESS:**

There was no unfinished business

**NEW BUSINESS:**

Mr. Pachuillo stated that the first item is the Resolution for authorizing a Declaration of Taking for 4 Krick Avenue. Mrs. Peterson made the motion to approve the Resolution; seconded by Mr. Hoffa. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

Mr. Haws stated that he has an Ordinance to be considered by Council. He mentioned that the Ordinance authorizes the Borough to enter into an Intergovernmental Cooperation Agreement with other municipalities to participate in the Berks CountyMS4 Steering Committee for the purpose of collaboratively meeting the requirement of the 2018-2023 MS4 Educational NPDES Permit. He stated that the fee is \$700.00 per year to provide the educational component. Mrs. Peterson made a motion to advertise the Ordinance; seconded by Mr. Hoffa. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

**TREASURER'S REPORT:**

Mr. Pachuillo 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 – 6, NAYS – 0, ABSENT – 1. Motion carried.

**COMMITTEE REPORTS:****ROBERT METZGAR – FINANCE COMMITTEE:**

Mr. Metzgar reported that they met on February 12<sup>th</sup> and that the next meeting will be on March 12<sup>th</sup> at 10 a.m.

Mr. Hart mentioned that they are moving forward with the EIP and doing baseline work for the BOSS2020 financing. He mentioned that the \$1,000,000.00 bridge loan we took out three years ago is maturing in April. He stated that we will have to take another \$1,000,000.00 Bridge Loan out for the construction of Phase 2 because it is part of our agreement with the grants that we have received.

**TRACY PETERSON – LIBRARY:**

Mrs. Peterson mentioned that after their last Board meeting they made some changes. She stated that they found someone that they are going to hire and that their first priority will be Passports. She stated that her name is Lois Kosida and she will be working 20 – 25 hours per week at a rate of \$12.00 per hour pending her clearances. Mrs. Peterson made a motion to hire Lois Kosida pending her clearances; seconded by Mrs. Stine. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

**DENISE STINE – PUBLIC SAFETY:**

Mrs. Stine mentioned that Wbfd is going to be hiring another full time Fireman. She stated that the one Fireman from Wernersville was deployed and will be gone for six months to a year. She stated that they decided that they are going to hire someone to cover the position while he is gone and then they will keep him on to cover for vacations. She also mentioned that Mr. Renshaw will probably not be coming to meeting every month but will probably be here quarterly.

**H. DAVID MILLER – SEWER AND SANITATION:**

Mr. Miller mentioned that the Berks County Water and Sewer had a meeting/tour at our plant and that everything went well. He said that he heard good things.

**TRACY PETERSON – RECREATION:**

Mrs. Peterson mentioned that the Breakfast and Easter Egg Hunt will be on March 24<sup>th</sup>. She stated that the breakfast will be from 7 a.m. to 12 p.m. and the Egg Hunt will be held at 10 a.m. She also mentioned that they have a meeting on March 8th with the Wilson School District about the Summer Playground Program.

**ROBERT LUDGATE SR. – BOROUGH ENGINEER**

Mr. Ludgate mentioned that he and Mr. Hart attended a PennDOT Connects Municipal Education Program. He stated that he wanted to alert everyone that there is a long-range plan for the Commonwealth. He stated that we should keep our eye on railroad crossings improvements because of our crossing on Columbia Avenue.

Mr. Ludgate also mentioned that they also have \$3,000,000.00 available on a program that can fund additional planning.

**BRYCE ZOHNER – PUBLIC WORKS DIRECTOR:**

Mr. Zohner mentioned that the meeting was really well received and thanked the Reading Eagle for a good writeup on it.

Mr. Zohner mentioned that they budgeted for the purchase of GIS Equipment and he is looking for approval to move forward with the purchase of all the Trimble equipment at a cost of approximately \$5,800.00. Mr. Miller made a motion to authorize the purchase of the Trimble Unit at a cost not to exceed \$6,800.00; seconded by Mrs. Stine. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

Mr. Zohner mentioned that he has been working with the Conservation District to plant the trees at the sewer plant. He stated that they will be advertising for volunteers to help with the planting on May 12th.

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

Mr. Smith mentioned that the Grant application for the Pennsylvania Small Water Sewer Projects was submitted.

Mr. Smith stated that the Reed Bed Cleaning Project has been completed. He stated that he has the final application for payment in the amount of \$47,789.35 that needs approval from Council. He also mentioned that the close out forms need to be signed. Mrs. Peterson made a motion to authorize final payment in the amount of \$47,789.35; seconded by Mrs. Stine. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

**MICHAEL HART – BOROUGH MANAGER:**

Mr. Hart mentioned that received an e-mail from a group that is looking to have a Road Run that will go through the Borough. He stated that the Run starts in Lancaster and is going to the Pocono's. He stated that he and the Chief met with them and made a suggestion to have them cross Penn Avenue safely at Woodrow Avenue. He stated that they will pay to have a Police Officer control the traffic light at Penn. He stated that they should be through here between 11 a.m. and 8 p.m. on June 15<sup>th</sup>. He stated that he needs Council's approval to write a letter stating that it is ok for them to run through the Borough. Mrs. Peterson made the motion to authorize Mr. Hart to write the letter; seconded by Mrs. Stine. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

**EXECUTIVE SESSION:**

Council went into Executive Session at 8:40 p.m. to discuss a possible property acquisition and a personnel issue.

**RECONVENE:**

Council reconvened at 9:07 p.m. The following action was taken.

Mrs. Peterson made a motion to enter into an Agreement for Deed In lieu of Condemnation for 4 Krick Avenue for a purchase price of \$124,000.00; seconded by Mr. Hoffa. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

Mr. Miller made a motion to terminate employment for Mr. Raymond Chelius's from the Waste Water Department; seconded by Mrs. Stine. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

Mr. Miller made a motion to promote Mr. Richard Papalosky to the position of Public Works Foreman for a probationary period; seconded by Mrs. Peterson. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

**MICHAEL HART – BOROUGH MANAGER:**

Mr. Hart mentioned that the Trash Contract expires the end of this year. He stated that the current contract does have two separate year extensions if we choose to do so. He stated that we should probably start looking at things now and decide how we want to go. Mr. Pachuillo suggested that the Sewer and Sanitation Committee should get together and start discussing options with Mr. Hart.

**ADJOURNMENT:**

Mr. Hoffa made a motion to adjourn the meeting at 9:15 p.m.

Respectfully submitted,



Elizabeth A. Eageman  
Borough Secretary