

The workshop meeting of the Borough Council of the Borough of Sinking Spring was called to order on Wednesday, March 23, 2016 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
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; Bryce Zohner, Sewer Plant Superintendent; Police Chief Lee Schweyer, and Elizabeth Eagelman who recorded the minutes of the proceeding.

VISITORS/PUBLIC COMMENT:

Mr. Pachuillo mentioned that Pennsylvania American Water was here to give a presentation on the project that they will be doing this summer. Mr. Brian Hassinger, who oversees the operations in the Borough, introduced himself as well as Mr. John Rothwell, who is the Supervisor for the area and Mr. Craig Darosh who is PA Water's Engineer. He stated that they just went out for bid today to put 4,000 feet of new water main on Penn Avenue. Mr. Hassinger turned the meeting over to Mr. Darosh. Mr. Darosh stated that they will be replacing the old main with a new 8" main from Wynnewood Avenue to Cacoosing Avenue and then pick up at Columbia where they left off two years ago and finish the project off with 12" down to McDonalds and they will also be tying in Mull Avenue. He mentioned that it is being bid as nighttime work and they are planning on being done by October. Mr. Pachuillo asked if there are any new or if they are replacing any Fire Hydrants. Mr. Darosh stated that as of now they are in as replacements but it is up to Sinking Spring and what they want to do. Discussion ensued as to work and timing with the Borough Sewer Interceptor Project.

REVITALIZATION:

Mr. Ludgate mentioned that that the DCED Grant funds time out on June 30, 2016 and that it covers the Façade and sidewalk work at Park Avenue. He stated that there is a letter to be signed by Mr. Pachuillo to request an extension of the Grant funds. He mentioned that we are still on track but may need the extension. Mr. Butkus asked if the loan would need to be extended also. Mr. Ludgate stated the loan doesn't mature until March 2017 and the work should be done by then. Mr. Hoffa made the motion authorizing Mr. Pachuillo to sign the letter requesting the extension; seconded by Mr. Huckleberry. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

REVITALIZATION (Cont.):

Mr. Hoffa mentioned that he missed the meeting on Thursday but that Mrs. Gantner was there. Mrs. Gantner stated that they discussed an Action Plan. She stated that one thing that they all agreed upon is that they have to update the Website. She mentioned that Mr. Loth found someone that would work on the Website for \$10.00 per hour and help with other stuff that we do. She stated that she is going to meet with her tomorrow and wanted to know if Mrs. Eageman would be available to meet with them.

UNFINISHED BUSINESS:

Mr. Pachuillo stated the first item is the Electronics Policy and that it was emailed to everyone. He asked if anyone had any questions or concerns. There were no questions so he asked for a motion to adopt the Electronics Policy. Mr. Huckleberry made a motion to adopt the Electronics Policy; seconded by Mr. Hoffa. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

The next item was the Naloxone. Chief Schweyer stated that if the Borough wants to enact this then the District Attorney's Office would give each officer a kit for free. He mentioned that each officer would have to go through training online and pass a test before they would be able to use it. He also mentioned that there would be a Memorandum of Understanding between the District Attorney and the Borough that would have to be signed. He stated that we would be covered without any liability according to the statute. He also mentioned that as of now, if an officer uses a dose then the Reading Hospital will replace it for free. Discussion ensued. Mr. Huckleberry made a motion to authorize Chief Schweyer to sign the Memorandum of Understanding and create a policy; seconded by Mr. Hoffa. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

BUSINESS:

Mr. Pachuillo stated that we have the Disaster Resolution to pass in order to receive funds from the state for Winter Storm Jonas. Mr. Haws stated that it is a Resolution that authorizes Mr. Hart as Borough Manager to submit the paperwork necessary for disaster recovery. Mr. Butkus made a motion to pass the Resolution authorizing Mr. Hart to execute the agreement to attempt to recover funds from Winter Storm Jonas; seconded by Mr. Hoffa. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

Mr. Butkus mentioned that the Sewer Committee did authorize Mr. Smith to let the contract out for the boring project under Penn Avenue.

CHIEF SCHWEYER:

Chief Schweyer mentioned that the Council on Chemical Abuse would like us to participate in the Tobacco Compliance Program again. He stated that he has given Mr. Haws the Agreement that he received. Mayor Cirulli stated that it is a good program if it sticks, but the problem is that

CHIEF SCHWEYER (Cont.):

when the cases get to the DJ's Office they kick the cases out so he believes it is a waste of time if they are going to toss the cases out. Mrs. Stine made a motion to authorize Chief Schweyer to sign the Agreement; seconded by Mr. Huckleberry. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

Chief Schweyer mentioned that they are having issues with Car 44-1 which is the 2013 Police Interceptor. He stated that there is a problem with the fan and the heating and cooling system. He stated that it is covered under warranty but they have to remove all the radio equipment to get at it and it will cost a couple hundred dollars to have it removed and reinstalled.

Chief Schweyer mentioned that there is another big road project coming up next month that will affect Shillington Road. He stated that Mr. Hart will give more information.

MICHAEL HART – PUBLIC WORKS DIRECTOR:

Mr. Hart stated that Shillington Road/724 is going to be repaved from Penn Avenue to Route 10. He stated that the work is going to be done at night and will begin April 4th in the Borough.

Mr. Hart mentioned that last week he, Mrs. Egelman and Mrs. Bohn had a meeting with Darryl Peck from Concord Financial. He stated that we are trying to get a handle on the current loans and which projects they are for and their dates. He stated that the meeting was very informative and Mr. Peck offered his assistance at any time. He also mentioned that we have a meeting with Mrs. Hollenbach from Ludgate next week to go over all the projects and make a work list so we know exactly what we are talking about.

Mr. Hart mentioned that everyone received in their e-mail, an invitation to attend a field training exercise for the Berks County Emergency Response Team (BCERT). He stated that it will be held at the Wyomissing High School on Saturday, May 14th from 9 am to 1 pm. He stated that everyone could just let him know if they want to go and he will RSVP.

Mr. Hart stated that the next item he has is concerning the Sewer Line Repairs and Root Treatment. He turned it over the Mr. Zohner and stated that they would be looking for a motion to go ahead with the repairs. Mr. Zohner stated that he has the whole project separated and that Mr. Smith is going to get a bid packet together to go out for some of the actual repairs. He stated that he would like to get approval from Council tonight to move forward with getting the Root Treatments done which will cost about \$5,000.00. Mr. Butkus made a motion to authorize Mr. Zohner to move forward with the Root Treatments; seconded by Mrs. Stine. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

Mr. Hart stated that Mr. Jason Rapp has completed all of his training to reach his next level of pay. He stated that Mr. Rapp is currently at \$16.25 per hour and should be bumped up to Class 2 at \$17.04 per hour. Mrs. Stine made a motion to authorize Mr. Rapp to be bumped up Class 2 with a pay rate of \$17.04 per hour; seconded by Mrs. Gantner. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

MICHAEL HART – PUBLIC WORKS DIRECTOR Cont.):

Mr. Hart mentioned that he put in the Budget, one in Sewer Budget and one in Highway Budget, to replace two vehicles. He stated that the Sewer vehicle is an old red 1999 pick-up that the body is rusted through and it is not really worth anything. He stated that the other vehicle is the Dodge Charger which was an old Police vehicle that we are using for the Codes Officer. He mentioned that we had to have it towed four time now and we are spending a lot of money on it. He stated that both new vehicles are pick-up trucks with plows and the price is \$37,000.00 per vehicle. He stated that the one for Highway he budgeted \$28,000.00 from General Fund and \$10,000.00 from Liquid Fuels and the Sewer one he has \$35,000.00 budgeted but when he sells the old one he will make up the difference. Mr. Butkus made a motion to authorize Mr. Hart to move ahead with the two new pick-up trucks with plows not to exceed \$37,000.00 per vehicle; seconded by Mrs. Stine. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried. Mr. Hart also asked Council for approval to put the two old vehicles on Municibid. Mr. Butkus made the motion to authorize Mr. Hart to put the two old vehicles on Municibid; seconded by Mrs. Stine. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

Mr. Hart stated that the last item he has is the easement for Comcast at St. Johns Church that he and Mr. Haws have been working on. He explained that Comcast ran the church's cable line through Memorial Park. Mr. Haws stated that they are looking for a motion authorizing Mr. Pachulo to sign a grant of easement for Comcast for a line that is already in place. Mrs. Stine made the motion to authorize Mr. Pachulo to sign the easement for Comcast; seconded by Mr. Huckleberry. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

SEWER ENGINEER – ARRO CONSULTING – BRAD SMITH:

Mr. Smith mentioned that they are finishing up the Chapter 94 Report for the Borough. He also mentioned that the sewer design and bid spec are in progress.

MRS. EAGELMAN – BOROUGH SECRETARY:

Mrs. Eagelman mentioned that we received an e-mail from Mr. Loth today. The e-mail stated that he put in a requisition for funds for the Façade Project in the amount of \$4,480.00. She stated that apparently the funds were received by the Borough back in August but Mr. Loth was never notified. She stated that the funds are due back to the residents that took advantage of the Façade Grant and should have been reimbursed to them when the funds were received. She stated that Mr. Loth is sending the information to Mrs. Bohn so she can issue the checks to them.

Mrs. Eagelman mentioned that she has been working with Principal Financial on the Non-Uniformed Pension and that she has received authorization to make changes. She stated that she added the new employees and while she was doing the updates she noticed that none of the participants had beneficiaries listed. She stated that she contacted Principal Financial and they sent her the proper paperwork for the participants to fill out.

CHARLES HAWS – BOROUGH SOLICITOR:

Mr. Haws mentioned that the Verizon Cell Tower Lease Agreement keeps lingering. He stated that he was contacted by their attorney and Mr. Hart was contacted by their local point person. He stated that we were looking for them to send us the final Agreement and they are saying that they want the Borough to sign the Agreement first and send it to them. Mr. Haws stated that his recommendation is that if the Borough wants the Cell Tower then we need a motion to authorize Mr. Hart to sign the Lease Agreement and send it back to them. He stated that we will make sure the Agreement doesn't get changed after Mr. Hart signs it because we will have a copy and compare it to what they sign and send back. Mr. Hart mentioned that they have to come to him for the Building Permit. Mr. Huckleberry made a motion to authorize Mr. Hart to sign the Verizon Cell Tower Lease Agreement; seconded by Mrs. Gantner. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

Mr. Haws mentioned that he circulated the Job Descriptions. Mr. Pachuillo stated that Mr. Huckleberry and his committee can go over them first and Council can discuss it at a later date.

MAYOR GARY CIRULLI:

Mayor Cirulli mentioned that he received a letter about the Memorial Day Parade that will be held in Wernersville this year on May 30th. Mrs. Gantner mentioned that the Library may attend also and asked Mr. Hart if someone will be available to drive the truck and trailer for them. Mr. Hart stated that someone will be available. Chief Schweyer stated that he has dedicated a Police Car and an Officer to be in the Parade.

LISA GANTNER – RECREATION:

Mrs. Gantner mentioned that they had a really good turnout for the Easter Egg Hunt. She also mentioned that the Breakfast will be on Saturday, April 23rd from 7 am to 12 pm.

Mrs. Gantner mentioned that Columbia Court has a playground and there have been rumors floating around of whether or not they want to keep it as part of their Homeowners Association. She stated that she spoke to Mr. Hart about it and would like to go to one of their meetings. She stated that even if that can't happen the Rec Board was wondering if we could set up a playground program over there because it is a huge part of the Borough that isn't really incorporated over in our other playgrounds because it's too far. She stated that she doesn't know how complicated it would get. She mentioned that there is a pavilion there but no rest rooms and it is not Borough property. Mr. Haws stated that if they wanted to offer it for dedication it wouldn't be that difficult. He also mentioned that if we just run a Playground Program there we would have to check on their liability insurance. Mrs. Gantner stated that she would like to go to the CCHOA meeting on April 6th. Mr. Pachuillo stated that he would go with her that way they can talk to them and see what is what.

DENISE STINE – PUBLIC SAFETY:

Mrs. Stine mentioned the Leiby property on Penn Avenue and how much junk he has in the yard there. Mr. Butkus stated that he thought the understanding was that he had to keep it all in the garage. Mr. Hart stated that they will go talk to him.

GEORGE BUTKUS – SEWER AND SANITATION:

Mr. Butkus stated that he mentioned earlier that they are letting out the bid and hoping to open them in three weeks. He stated that Mr. Smith is going to set the date based on a calendar for the boring under Penn Avenue. He also mentioned that they are doing the planned maintenance on the Clarifier. He also mentioned that the meeting will be the first Monday in April.

EXECUTIVE SESSION:

Mr. Pachulo stated that they needed to go into Executive Session to discuss a personnel issue. Council went into Executive Session at 8:10 p.m.


RECONVENE:

Council reconvened at 8:13 p.m. No action was taken.

ADJOURNMENT:

Mr. Hoffa made a motion to adjourn the meeting at 8:13 p.m.

Respectfully submitted,


Elizabeth A. Eageman
Borough Secretary