

The regular meeting of the Borough Council of the Borough of Sinking Spring was called to order on Thursday, March 3, 2016 at 7:00 p.m. at the Sinking Spring Borough Hall by President James Pachuillo. After the Pledge to the Flag, Elizabeth Egelman called the roll reflecting the following Council Members present:

James Pachuillo
T.J. Huckleberry (arrived at 7:27)
George Butkus
Denise Stine
Lisa Gantner
Tracy Peterson
Brian Hoffa

Other officials present were: Charles Haws, Borough Solicitor; Brad Smith, ARRO Consulting; Michael Hart, Public Works Director; Police Chief Lee Schweyer, and Elizabeth Egelman who recorded the minutes of the proceeding.

Mr. Pachuillo requested a moment of silence to honor our fallen heroes and those who serve us on a daily basis at home and abroad in the Armed Forces and our first responders.

APPROVAL OF MINUTES:

Mr. Pachuillo asked for a motion to approve the minutes from the February 4, 2016 Council Meeting, February 10, 2016 Special Council Meeting and the February 24, 2016 Workshop Meeting. Mrs. Peterson made the motion to approve the minutes; seconded by Mrs. Gantner. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

CORRESPONDENCE:

Mr. Pachuillo mentioned that he received a phone call from a gentleman at Pennsylvania American Water and he would like to come to a Workshop Meeting to discuss the project on Penn Avenue. Mr. Pachuillo stated that we will tentatively put it on the Agenda for the March 23rd Workshop Meeting.

APPROVAL OF THE BILLS:

Mr. Pachuillo asked for a motion to approve the bills for February 2016. Mrs. Stine made a motion to approve the bills, seconded by Mrs. Peterson. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

WESTERN BERKS FIRE DEPARTMENT:

Mr. Renshaw reviewed the monthly activity report and pointed out the staff activities. He also mentioned that the new Ladder Truck was delivered and will be going to Lancaster on Monday to get all the equipment mounted. He also mentioned that they started their driver training and that a representative from Pierce will be flying in at the end of the month to give a three-day class. He stated that the truck should be in service by the first week in April. He stated that he hopes to have it at all four municipalities meetings in April so everyone can see it. He mentioned that WBFD received two grants; one from Pennsylvania American Water in the amount of \$500.00 that will be used to purchase Combustible Gas Leak Detectors, and the other one is from the Pennsylvania Office of the State Fire Commissioner in the amount of \$13,561.96 that will be used to purchase six (6) Automated External Defibrillators.

Mr. Renshaw stated that he has decided to redo the Departments Strategic Plan because he has different visions and goals for the Department. He stated that he would like internal and external input. He mentioned that he would like to come to the next Workshop Meeting to do a small presentation on what a Strategic Plan is for a Fire Department, what we are going to cover and what we hope to accomplish and give information on a time frame. Mr. Pachuillo stated that we would put it on the Agenda for the Workshop Meeting on March 23rd.

UNFINISHED BUSINESS:

Mr. Pachuillo mentioned that the Berks Municipal Officials Dinner will be on Thursday, March 31st at the Reading Country Club. He stated that anyone from Council and the staff would be paid for by the Borough and if anyone wanted to bring their spouse that they would have to pay for theirs. He also mentioned that there is a PA Water Dinner that same night that they want him and Mr. Hart to go to. He stated that we need to RSVP for the Municipal Officials Dinner by March 18th.

Mr. Pachuillo stated that we have a Resolution for National Penn Bank for the new signers on the accounts. Mrs. Peterson made the motion to pass the Resolution; seconded by Mrs. Stine. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

NEW BUSINESS:

There was no new business.

TREASURER'S REPORT:

Mr. Pachuillo asked for a motion to approve the Treasures Report. Mrs. Stine made a motion to accept the Treasurer's Report; seconded by Mrs. Peterson. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

CHIEF SCHWEYER:

Chief Schweyer mentioned that in 2011 they leased a copy machine from KDI and that the lease is coming to an end this year. He stated that he has been in negotiations with KDI regarding another printer and he would be able to get a newer printer with more options with a savings of \$311.88. He stated that he already has it budgeted and asked for Council's approval to get the new printer/copy machine. He mentioned that it is a four (4) year lease. Mr. Butkus made the motion to authorize Chief Schweyer to execute the lease with KDI; seconded by Mr. Hoffa. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

Chief Schweyer mentioned that they had an incident out front on Tuesday afternoon. He stated that a woman, going West bound on Penn Avenue, called 911 stating that she was being held hostage at gun point by two men. He stated that the car pulled in the parking lot of Campanella and the two men fled West bound on Penn Avenue. They were caught behind the Verizon building and the gun was found behind the Leshner's Service Center building. He also mentioned that it was not a random incident and that the woman knew the two men.

Chief Schweyer stated that they are going to be doing training with Alcon and they are going to give them a tour of the facility and would be letting them know what kind of chemicals they have there. Mr. Pachuillo mentioned that maybe the Fire Department should be made aware of that. Chief Schweyer stated that he would contact Mr. Renshaw. Mr. Hart stated that he would like to be included in that as well as Mr. Zohner.

MICHAEL HART – PUBLIC WORKS DIRECTOR:

Mr. Hart stated that he hopes the Tablets are working well for everyone. Mr. Butkus asked about the anti-virus software and mentioned that not all the modules are activated. Mr. Hart stated that he will check with Lynx. He also mentioned that everyone should have a copy of the Electronics Policy in the packet of information. He stated that it is the same policy that Council passed a while ago. Mr. Butkus stated that it should be updated with new information about deleting e-mails. Mr. Pachuillo suggested that Council take a look at it and if there are any questions or changes we can bring it up at the Workshop Meeting. Mr. Hart also mentioned that in the General and Sewer Budgets, he had budgeted \$10,000.00 for the purchase of the units for the Smart Search and the total cost for this whole thing came in at approximately \$19,000.00 so we are about \$9,838.00 dollars over budget. He suggested about using the Capital Reserve Fund and asked Council for their approval to utilize that funding to cover the rest of the costs for the Surface Pros. Mr. Hoffa made a motion to approve using the Capital Reserve Fund to cover the shortage for the Surface Pros; seconded by Mrs. Peterson. Mr. Butkus suggested that, for the meantime, we just carry the cost along as a general administrative cost and if we need to pull money from the Capital Reserve Fund later we can. Everyone agreed and the motion was rescinded.

Mr. Hart stated that they put \$25,000.00 in the budget to do some repair work to the one of the Clarifiers. He mentioned that they got bids from three different contractors to do the work and they range anywhere from \$23,000.00 up to \$48,000.00. He stated that he is looking for Councils approval to move forward with the lowest bid to start that work and that they are currently working in the Reading area and that is why the bid was lower. Mr. Butkus made a motion to

MICHAEL HART – PUBLIC WORKS DIRECTOR (Cont.):

authorize Mr. Hart to proceed with the lowest bidder and to have Mr. Zohner keep an eye on the work to make sure it is done properly; seconded by Mr. Hoffa. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

SEWER ENGINEER – ARRO CONSULTING – BRAD SMITH:

Mr. Smith stated that he handed out the Penn Avenue Interceptor Crossing Plans for the Sewer Committee and Staff's review. He stated that he did get some comments from Mr. Zohner but nothing of significance so they will proceed with getting that permitted with the Department of Transportation and DEP as soon as he gets approval from the Sewer Committee. He mentioned that they issued permits to Edible Arrangements and the Sinking Spring Laundromat and are processing others that are up for renewal. He also mentioned that they will be preparing the Chapter 94 report.

T J HUCKLEBERRY – FINANCE

Mr. Huckleberry mentioned that he saw in the paper about Lower Heidelberg Township and Bern Township having the Naloxone and wanted to know if the Borough is carrying it. Chief Schweyer stated that we are not at this time. Mr. Huckleberry asked if we can get it. Chief Schweyer stated that he would look into it. Discussion ensued concerning liability.

TRACY PETERSON – LIBRARY:

Mrs. Peterson mentioned that it has come to their knowledge that Spring Township is looking at opening a Library on Penn Avenue in West Lawn which is .8 miles from where we are. She mentioned that they are not happy about it and if it goes through it will hurt our Library. She also mentioned that once we start the road work it will also hurt the Library.

BRIAN HOFFA – ECONOMIC AND COMMUNITY DEVELOPMENT:

Mr. Hoffa mentioned that he did receive an e-mail from Mr. Ludgate stating that the Federal Highway is releasing money and that it is a multi-year program. He stated that it is a special transportation project fund and we are going to investigate the cost and see if it is worth it for us to apply.

LISA GANTNER – RECREATION:

Mrs. Gantner mentioned that we have four (4) Playground Leaders that are returning from last year and that they are accepting applications.

GEORGE BUTKUS – SEWER AND SANITATION:

Mr. Butkus mentioned that there is a list of sewer repairs, which was included in everyone's packet, that need to be done to the collection system to help keep up with the I & I. Mr. Hart stated that they are going to discuss it at the next Sewer Committee Meeting and will be getting a schedule together. He mentioned that it looks like there are going to be two different contractors coming in to do the work. Mr. Butkus mentioned that the Committee will be meeting Monday night.

EXECUTIVE SESSION:

Mr. Pachulo stated that they needed to go into Executive Session to discuss a property acquisition issue and a personnel issue. Council went into Executive Session at 7:46 p.m.

RECONVENE:


Council reconvened at 8:24 p.m. The following action was taken.

Mr. Butkus made a motion to appoint Mr. Hart the Interim Borough Manager while we finish restructuring; seconded by Mrs. Peterson. AYES – 7, NAYS – 0, ABSENT – 0. Motion carried.

ADJOURNMENT:

Mr. Hoffa made a motion to adjourn the meeting at 8:25 p.m.

Respectfully submitted,


Elizabeth A. Egelman
Borough Secretary