

The workshop meeting of the Borough Council of the Borough of Sinking Spring was called to order on Wednesday, April 25, 2018 at 7:00 p.m. at the Sinking Spring Borough Hall 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  
H. David Miller  
Denise Stine  
Lisa Gantner  
Brian Hoffa  
Robert Metzgar  
Jack Malandra

Other officials present were: Mayor Gary Cirulli; Charles Haws, Barley Snyder; 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.

#### **CORRESPONDENCE:**

Mr. Pachuillo mentioned that everyone should have received the e-mail about the Golf Tournament on Thursday, May 17<sup>th</sup> being presented by Center for Excellence in Local Government and Berks County Water and Sewer Association. He stated that if any one is interested that they should let Mrs. Eagelman know.

#### **REVITALIZATION:**

Mr. Hoffa mentioned that Mr. Loth sent out an e-mail with two attachments concerning the Traditional Neighborhood Development Plan. One is a memo to Council from the BOSS 2020 Committee and the other is information about TND from Mullen & Lonergan Associates. He stated that they have three (3) concerns and one is what type of TND do we want to go into. He stated that the Committee discussed it and they felt that they wanted the Form-Based so that we have more control over what the buildings look like rather than what goes in them. He stated that another concern is do we have enough staff to be able to complete the process which will depend on how many volunteers we get to run that committee. He stated that they also recommend that we have a visioning session. He stated that they thought of having two (2) different sessions. The first would be to invite the community here to the Borough Hall to give the community an idea of what we are doing and what we are looking at with the TND. He stated that the second would be a much larger Community Open House at a larger facility and set it up stages to discuss the different stages. He stated that they would like to invite realtors from the area, the County, developers, the Pennsylvania Downtown Center representatives and the community and the press. He stated that they are looking for Council's approval to move forward with starting to develop those meetings. He mentioned that if we do move forward with the TND the cost would be about \$50,000.00 of which Mr. Loth believes we could get half from the Municipal Assistance Program (MAP) Grant.

**REVITALIZATION (Cont.):**

Discussion ensued concerning RFP's and the process. Mr. Pachuillo suggested sending out mailers to hit all residents and businesses in the Borough so that everyone is aware of what is going on and encouraging them to attend meetings and give input. It was also mentioned that we should have School District Representation and have some school students involved.

Mr. Hoffa asked Mr. Ludgate if he had an update on Phase 2. Mr. Ludgate stated that he is working on the right-of-way plan and they want to finalize some of the drainage issues. He stated that he is trying to get an update on where the funding is for the plan to convert the Broad Street Ditch to a bio-remediation facility. Mr. Hoffa asked if we are close to getting the issue resolved with the contractor for the Betterment Project. Mr. Ludgate stated that we have a meeting scheduled but not until the first week of May and he hopes that it is not too little too late. He mentioned that there will be four or five representatives from PennDOT at the meeting so he is hopeful that when the meeting comes up it resolves everything that we are asking for. Mr. Hart stated that it is a meeting that he requested to try to loop everything together because we have so many loose ends. He mentioned that we have the possibility of loosing work and it really concerns him because it will be very expensive for the Borough to pick up that bill and we could also loose grant money. Mr. Pachuillo explained that the contractor is moving through and they are going to get done with their Betterment Project and we still don't have PennDOT approve plans. Discussion ensued. Mr. Ludgate stated that the only thing that we are asking them to do at this time is that they build a certain amount of curbing and conduit that is within the 422 rights-of-way and they already have a change order outlined for their contractor but for some reason will not pull the trigger. Mr. Hart stated that they can't because we don't have plans to move the traffic signals and that is what is holding everything up. Mr. Hart stated that the meeting is May 8<sup>th</sup>. Mr. Ludgate mentioned that Council could send a letter to PennDOT addressed to the District Executive Mike Rebert explaining the issue from Councils stand point. Mr. Pachuillo asked if we could get a letter written. Mrs. Stine asked how much money we are going to have to spend if PennDOT doesn't do what they said they would. Mr. Hart stated that based on the number from the last project it would be about \$150,000.00 to \$200,000.00 to remove the existing curbing and sidewalk and install the new curbing and sidewalk that they agreed on and the radius for the new alignment plus we may lose \$150,000.00 in DCED money if we don't start work by June. Mr. Ludgate mentioned that they are responding to the last round of comments from PennDOT. Mr. Hoffa asked if we would get anywhere by going to Secretary Richards. Mr. Ludgate stated that you want to be careful about going over their heads. Mrs. Peterson made a motion to have Mr. Hart send a letter to Penn DOT voicing Council's concerns; seconded by Mrs. Stine. AYES – 7, NAYS – 0, ABSENT - 0. Motion carried.

**UNFINISHED BUSINESS:**

Mr. Pachuillo stated that we have the Terrace Final Release and Dedication of Streets that was tabled last meeting. Mr. Hart stated that he has the majority of stuff but he is still waiting for two sets of mylar prints and a CAD File. He asked if Council could approve it contingent upon receiving these items. Mrs. Stine made a motion for Mr. Hart to release the \$57,581.98 when he gets the mylar prints and CAD file; seconded by Mr. Miller. AYES – 7, NAYS – 0, ABSENT - 0. Motion carried.

**NEW BUSINESS:**

Mr. Pachuillo stated that there was no New Business to discuss.

**CHIEF LEE SCHWEYER:**

Chief Schweyer mentioned the Road Run that was discussed at an earlier meeting. He stated that he received correspondence from them and that they are requesting a Police Officer to control traffic from 2 pm to 8 pm at Penn and Woodrow. He stated that the officer would be on over time and that they will cover the cost. Mrs. Stine made the motion to allow Chief Schweyer to schedule an officer on June 15<sup>th</sup> from 2 pm to 8 pm for overtime; seconded by Mrs. Gantner. AYES – 7, NAYS – 0, ABSENT - 0. Motion carried.

**BRYCE ZOHNER – PUBLIC WORKS DIRECTOR:**

Mr. Zohner wanted to publicly thank Alcon for their community outreach program and for helping with mulching the Brookfield Playground today. He also mentioned that they found an applicant for the wastewater position. He stated that he is a senior in high school and has been interning at another wastewater and water facility his whole senior year. He stated that he and Mr. Hart interviewed him yesterday and would like to hire him once he graduates. He stated that his name is Joe Dalton and he would start on June 11<sup>th</sup> and would start at \$17.01 per hour and that they are withholding \$.50 until he gets his CDL and then he would be making \$17.51 per hour. Mr. Miller made the motion to authorize hiring Mr. Dalton as of June 11<sup>th</sup>; seconded by Mrs. Stine. AYES – 7, NAYS – 0, ABSENT - 0. Motion carried.

**ELIZABETH EAGELMAN – BOROUGH SECRETARY:**

Mrs. Eagelman thanked Council for the flowers that they sent to her, Mrs. Bohn and Ms. Zerbe for Administrative Assistants Day.

**JAMES PACHUILO – COUNCIL PRESIDENT:**

Mr. Pachuillo mentioned that he received a letter from the Sinking Spring Police Officers Association advising him that they are open to commencing negotiations for the Collective Bargaining Agreement for January 1, 2019. He stated that he will give the letter to the Public Safety Committee. He stated that they also included preliminary data.

Mr. Pachuillo mentioned that he was at a Trout Unlimited/Tulpehocken Creek meeting and the purpose of the meeting was to start a discussion about them getting people interested in a Tulpehocken Creek Watershed Association. He stated that it would be funded through Berks Nature. He stated that the kick off meeting will be in September and he will let everyone know when he knows more. Mr. Zohner stated that he believes it is vital that someone from the Borough sit on that because we have two springs on the sewer plant property that feed that creek.

**MAYOR GARY CIRULLI:**

Mayor Cirulli mentioned that he got the test results back yesterday. He stated that Mr. Binkley would be bring them in. Mrs. Eageman stated that Mr. Binkley was already in and that she has already notified all of the applicants of their interview date and time.

Mayor Cirulli stated that Chief Schweyer just notified him that he received a phone call today from an individual that wants to have a car show in the Spring Market lot as a tribute to someone with a medical condition. Chief Schweyer stated that he informed them that they would need permission from the property owner. Mr. Hart stated that he received an e-mail tonight from the owners of the property and the e-mail states that they do not want car shows going on in their lot and that they would be reaching out to the store and letting them know that they don't want that to happen on their property. Mr. Haws stated that maybe we should suggest that if they don't want loitering that they post their property. Mayor Cirulli stated that we have discussed that with them and they were trying to figure out how to word it. Mayor Cirulli mentioned that we had issues again this past Saturday. Discussion ensued. Mrs. Peterson mentioned that there is some benefit to it because it is bringing business to all of the businesses there. Mr. Miller agreed. Discussion ensued. Mr. Ludgate mentioned that it may be a potential zoning violation. Mr. Pachuillo stated that if there is illegal activity going on then we will deal with it as need be.

**ROBERT METZGAR – FINANCE COMMITTEE:**

Mr. Metzgar mentioned that the Finance Committee met last month on the 16<sup>th</sup> and he thanked the Chief and Mayor Cirulli for showing up and talking about the impact for Revitalization. He stated that their next meeting will be on May 14<sup>th</sup>.


**LISA GANTNER – RECREATION:**

Mrs. Gantner stated that they are ready to hire the bulk of the playground leaders for the summer. She made a motion to hire Lexie Haines and Hannah Larkin at \$10.50 per hour, Julie Schneiderhan at \$9.00 per hour, Mathilda Govers at \$8.50 per hour, and Caroline Ramsey, Nick Sekulski, Max Gadebusch, Kylie Ludwig, Breanna Rodriguez, Brylee Faus, Stephanie Bowers all at \$7.55 per hour; motion was seconded by Mrs. Peterson. AYES – 7, NAYS – 0, ABSENT - 0. Motion carried. She stated that they will begin training in the middle of May. She mentioned that they started getting registrations in through the online system.

**ADJOURNMENT:**

Mr. Hoffa made a motion to adjourn the meeting at 8:15 p.m.

Respectfully submitted,

  
Elizabeth A. Eageman  
Borough Secretary