

The workshop meeting of the Borough Council of the Borough of Sinking Spring was called to order on Wednesday, April 27, 2016 at 7:02 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 (Absent)
Denise Stine
Lisa Gantner
Tracy Peterson
Brian Hoffa

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

VISITORS/PUBLIC COMMENT:

Mr. Stewart Wenrich stated that he would like to address Council when they get to Unfinished Business.

CORRESPONDENCE:

Mr. Pachuillo stated that he received a letter from Pennsylvania American Water thanking him and Mr. Hart for attending their get together.

REVITALIZATION:

Mr. Ludgate stated that there is activity going on and mentioned that they have had some exchanges with PennDOT people about other potential funding sources. He stated that he believes the project is now finally recognized by RATS by putting the project on the preliminary list for funding. He mentioned that they are also looking into Federal Funding through the Freight Bottleneck Program and also looking into a program for Public/Private Partnerships.

Mr. Hoffa mentioned that they are looking to start to attract developers and get people interested in the Redevelopment of Downtown. He stated that at the meeting they discussed the demo of the buildings that we have acquired. He stated that he would like Council to authorize Ludgate Engineering to go out for bids to start looking at demoing the buildings. Mr. Hoffa made a motion to authorize Ludgate Engineering to go out for bid to find out what the cost is of demolishing those buildings; seconded by Mrs. Gantner. Mr. Ludgate stated that if they prepare bid specifications and accept bids they don't have to make an award right away and they can set it up so that each building is a separate item. He stated that we do need to get moving because we need to

REVITALIZATION (Cont.):

be ready when PennDOT comes through. Discussion ensued. Mr. Hart asked if the motion is to go out for bids or just to get ballpark pricing to start because he already got ballpark figures for the demo of all five (5) properties. Mr. Ludgate mentioned that if the motion is adopted and we start work we probably won't be able to take bids until the end of June and would not get a contractor working until sometime after July so we don't have that much time to play around with. Mr. Pachuillo asked if there were any other questions or concerns. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried. Mr. Pachuillo stated that Ludgate should prepare the Bid Documents and send them out for RFP.

Mr. Wenrich asked if Council was doing anything to get someone in the old Food Lion building. Mr. Pachuillo stated that it is out of our hands because there is ongoing litigation between the parties. Mr. Wenrich stated that he understands that JDH had a falling out but believes that the Borough should send them a letter. Mr. Haws stated that Food Lion signed a long term lease so until JDH finds someone who will pay more than what they are ready getting there is no incentive. Mrs. Peterson made a motion to have Mr. Haws write a letter to JDH; seconded by Mr. Huckleberry. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried. Mr. Hoffa stated that he believes they had a seven (7) year lease signed in 2010 so maybe in another year it will clear up.

UNFINISHED BUSINESS:

Mr. Pachuillo stated that the only item is the RV Parking Issue that we took comment from some residents on at the last meeting. Mr. Hart stated that they sat down yesterday and started looking at multiple Ordinances from other municipalities for RV's, trailers, boats, etc. He mentioned that he drove around the Borough and at a quick glance counted about twenty-five (25) properties that had boats or trailers of some sort in their front and side yards. He stated that it is going to be tough to come up with something that will make everyone happy. He mentioned that all twenty-five are in violation of the current Ordinance which the Borough has not been enforcing. Mr. Wenrich stated that he is one of the twenty-five. He stated that he has a trailer that is licensed and inspected and in his drive way. Discussion ensued. Mr. Hart stated that they would work on it more and then have the Admin Committee take a look at it.

BUSINESS:

Mr. Pachuillo stated that the first item is Accepting the Municipal Assistance Grant Contract. He stated that the Mayor received a letter stating that the Borough was awarded a \$24,000.00 Municipal Assistance Grant from DCED to help pay for the Market Study. Mr. Hoffa made a motion to authorize Mr. Pachuillo to sign the Contract; seconded by Mrs. Peterson. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

BUSINESS (Cont.):

The next item was the Sunset Apartments Surety Release. Mr. Ludgate stated that he recommends the release of surety for the Sunset Apartments Project in the amount of \$8,187.08 (1,790.00 for sewer and \$6,397.08 for site improvements). He did mention that there would be a bill for his inspection of \$120.00 that should be held. Mrs. Stine made a motion to release the funds; seconded by Mrs. Gantner. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

The next item was the Berks EIT Third Party Collector. Mr. Pachuillo explained that Mr. Neal Nevitt was one of the delegates and he has resigned from the Board at Lower Heidelberg Township. Mr. Haws stated that they want a Resolution identifying a Primary Delegate and an Alternate Delegate. Mrs. Eagelman stated that she spoke with Deborah Scull from Lower Heidelberg Township and that she is willing to be the Primary Delegate. Mr. Huckleberry made a motion to table the Resolution until the May Council meeting; seconded by Mrs. Peterson.

CHIEF SCHWEYER:

Chief Schweyer stated that everyone should have received the External Defibrillator Donation Agreement. Mr. Haws stated that it looked fine. Chief Schweyer stated that Council would need to make a motion to approve the Agreement. Mrs. Stine made the motion; seconded by Mrs. Peterson. Discussion ensued concerning whether we could get them for the Playground and Borough Hall. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

EXECUTIVE SESSION:

Mr. Pachuillo stated that they needed to go into a brief Executive Session to discuss a police issue. Council went into Executive Session at 7:39 p.m.

RECONVENE:

Council reconvened at 7:50 p.m. and took the following action.

Mayor Cirulli made a recommendation that we hire a Part-Time Police Officer, Marc Oxenford. Mrs. Stine made a motion to hire Marc Oxenford as a Part-Time Police Officer; seconded by Mrs. Peterson. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

Mayor Cirulli made a recommendation to start the Civil Service process to replace Officer Church who is leaving. Mrs. Stine made a motion to start the Civil Service process; seconded by Mr. Hoffa. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

Chief Schweyer stated that we are eligible for the Cops Grant for 2016. He stated that it is a hiring program that would cover 75% of the salary and benefits for another Police Officer for three (3) years. Mrs. Stine made a motion to authorize Chief Schweyer to look into applying for the Grant; seconded by Mr. Huckleberry. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

CHIEF SCHWEYER (Cont.):

Mayor Cirulli stated that if this gets approved he would like do them both at the same time. Discussion ensued as to when to advertise for testing and positions. Mayor Cirulli stated that he would contact Mr. Binkley.

ROBERT LUDGATE SR. – BOROUGH ENGINEER:

Mr. Ludgate stated that he investigated a complaint about storm water on Mt. Home Road. He stated that his determination was that it is a long standing problem that looks the same as it always was.

SEWER ENGINEER – ARRO CONSULTING – BRAD SMITH:

Mr. Smith stated that he did not have anything at this time but would next week after the Sewer Committee meeting. Mr. Pachuillo stated that Mr. Butkus would like the Sewer Committee to meet this coming Monday regardless if he can make it or not.

CHARLES HAWS – BOROUGH SOLICITOR:

Mr. Haws stated that we need a Resolution authorizing collection agency fees for the collection of delinquent Earned Income Tax fees. Mrs. Stine made a motion to approve the Resolution; seconded by Mrs. Peterson. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

Mr. Haws stated that we received a form of a Reimbursement Agreement for the \$783,000.00 Multi Model Fund Grant. Mrs. Peterson made a motion to authorize execution of the agreement; seconded by Mr. Hoffa. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

MICHAEL HART – PUBLIC WORKS DIRECTOR:

Mr. Hart stated that we received a letter from Lower Heidelberg Township's solicitor contesting our surcharges and how we figure them out for strong waste. He stated that he, Mr. Zohner, and Mr. Smith will be meeting on Friday to go over the Ordinance and then schedule a meeting with Lower Heidelberg, their solicitor and our solicitor and come up with a solution to their issue.

Mr. Hart mentioned that the BCERT team is having a demonstration on Saturday May 14th at the Wyomissing High School. He stated that he will need to know by May 11th if anyone is interested in attending.

Mr. Hart mentioned that a Boy Scout will be beautifying the Spring and around the monument to earn a badge.

JAMES PACHUILO - COUNCIL PRESIDENT:

Mr. Pachuillo thanked Mrs. Gantner and Mrs. Peterson and everyone that was involved in putting together and helping with the Breakfast on Saturday.

TJ HUCKLEBERRY – FINANCE, ADMINISTRATION AND PUBLIC WORKS COMMITTEE:

Mr. Huckleberry stated that they have been working on the new Job Description and hopefully should be finalized for the next meeting.

TRACY PETERSON – LIBRARY:

Mrs. Peterson mentioned that a Girl Scout Troop contacted the Library and asked if they could beautify the flower bed out back at the entrance to the Library.

LISA GANTNER – RECREATION:

Mrs. Gantner mentioned that she attended the Commissioners Breakfast last Friday morning and they are having another one in September. She stated that it was good networking.

Mrs. Gantner mentioned that they donated the leftovers from the Community Breakfast to Opportunity House. She thanked Mr. Pachuillo and the Fire Company for their help.

Mrs. Gantner stated that they are working on Leaders for the Playground Program. She stated that they are thinking about extending the Program by one week if they have enough leaders, taking it down to one playground and charging extra for that additional week.

DENISE STINE – PUBLIC SAFETY:

Mrs. Stine mentioned that she had two complaints over the weekend about the Tax Collector. The complaints had to do with his hours and his demeanor. Mr. Pachuillo stated that he has the hours that are need by law. She also mentioned that there is a parking issue on Saturday's at Wynnewood and Ruth due to the baseball games and you can't see to pull out. Chief Schweyer stated that the Police will check on it.


MRS. EAGELMAN – BOROUGH SECRETARY:

Mrs. Eagelman thanked Council for the flowers they sent to her, Mrs. Bohn and Mrs. Zerbe for Administrative Professionals Day. Chief Schweyer also thanked Council for Mrs. Zerbe.

ADJOURNMENT:

Mr. Hoffa made a motion to adjourn the meeting at 8:16 p.m.

Respectfully submitted,


Elizabeth A. Egelman
Borough Secretary