

The regular meeting of the Borough Council of the Borough of Sinking Spring was called to order on Thursday, May 2, 2013 at 7:00 p.m. at the Sinking Spring Borough Hall by President James Pachuillo. After the Pledge to the Flag, Regina Shade called the roll reflecting the following Council Members present:

James Pachuillo
Edward Oswald
George Butkus (absent)
Christiana Stallone
Gary Cirulli
Denise Stine
Steven Suruskie (absent)

Other officials present were: Mayor Francis Butkus, Charles Haws, Borough Solicitor, Robert Ludgate, Sr., Ludgate Engineering, David Schlott, Jr., ARRO Consulting, Michael Hart, Public Works Director, Police Chief Lee Schweyer, and Regina Shade, who recorded the minutes of the proceeding.

Mr. Pachuillo requested a moment of silence to remember all of those in the Armed Forces, and our first responders.

EXECUTIVE SESSION - HEARING – PERSONNEL MATTER:

Council went into an executive session for a hearing in regards to a personnel matter at 7:02 p.m.

RECONVENE:

Council reconvened at 7:30 p.m. Mr. Pachuillo made the announcement that effective May 2, 2013 Council was Honorably Discharging Police Officer, Dennis M. Moyer. Mr. Oswald made a motion to Honorably Discharge Officer Moyer effective 5/2/13; seconded by Mr. Cirulli. Mr. Pachuillo asked for a roll call vote. AYES – 5, NAYS – 0, ABSENT -2 (Mr. Butkus and Mr. Suruskie); motion carried.

APPROVAL OF MINUTES:

Mrs. Stallone made a motion to approve the meeting minutes from the 4/4/13 meeting seconded by Mr. Cirulli. AYES – 5, NAYS – 0, ABSENT – 2; motion carried.

VISITORS/PUBLIC COMMENT:

Mrs. Brown addressed Council about the Borough Manager Ordinance. She was wondering about the job description and what they will be doing and how the hiring process will be for this job along with the salary. Mr. Pachuillo stated it was advertised and it was here at the Borough Hall for people to inspect and review. It gave all that information in there. If and when we pass the Ordinance we will then decide about the hiring and the salary. Mr. Oswald stated if you want to see the Ordinance, it is exactly like the Borough of Kutztown with the exception that our Ordinance is a

VISITORS/PUBLIC COMMENT (cont'd):

bit more stricter. We also used a bit of Pottstown as well as well as Wyomissing. Mr. Pachulo stated we have to create an Ordinance to establish the position of Borough Manager. Mr. Haws stated the Borough Code sets out specific functions of the Borough Manager as well as the Borough Secretary. Many of the functions of the Borough Secretary here in the Borough, overlap into the position of what a Borough Manager does according to their job description in other municipalities. Copies of this Ordinance were in the newspaper, here at the Borough Hall, and as well as at the Berks County Law Library. This is what the Borough Code requires.

Mrs. Lisa Gantner of the Recreation Board addressed Council. They have interviewed and they are ready to present the names. At the main playground, it will be Alex Lupco, head leader, at \$9.50, Tanya Lorah, \$7.55, and Mel Gernert, \$7.55. At Brookfield Manor, Mary Bowers, head leader at \$9.50, Kelsey Werner, \$8.50, John Figura, \$7.55. They received a lot of great applications this year. Last year we had three (3) part time people but we ran into trouble and they ended up coming back and asking for another person. This year they are requesting the hiring of four (4) part timers right up front. There will be two (2) at each with no promise of hours. Their names are Taylor Bechtel, \$7.55, Laurie Robinson, \$8.50 and they would be at the main playground; at Brookfield, Ethan Bloomer, \$7.55 and Stephanie Billman, \$7.55. Mrs. Gantner asked if we had some bad weather days if we could use these people to help at the 100th Anniversary events to which Council was in agreement with. Mrs. Stallone made a motion to hire the above mentioned playground leaders for the summer of 2013; seconded by Mr. Oswald. AYES – 5, NAYS – 0, ABSENT – 2; motion carried. Mrs. Stine questioned if we were going to allow Alex Lupco to leave if there was a fire. It was decided as long as there is coverage he will be allowed to leave on a fire call. Council thanked them for the job they do.

COMMUNICATIONS:

There were no communications.

APPROVAL OF THE BILLS:

Mrs. Stallone made a motion to pay the bills; seconded by Mr. Cirulli, AYES – 5, NAYS – 0, ABSENT – 2; motion carried.

WESTERN BERKS FIRE DEPARTMENT:

Mr. Weidner was unable to be at the meeting however his report was in the binder.

MILLER ENVIRONMENTAL:

Mr. Juzyk gave the report for April, 2013. Mr. Juzyk stated several times they responded to Aquavx alarms due to the RAS pumps. They lost prime due to gas build-up. They bled the gas and returned the pump to operation. They placed oxidation ditch one in service in preparation for the annual rotation of units. Currently we have no past due invoices. Ten (10) permit renewal notices have been issued; we have received about half of them back. He scheduled with A.C. Schultes to rebuild utility water pump number two which was approved at the March meeting. Mr. Erick

MILLER ENVIRONMENTAL (cont'd):

Ammon of DEP performed a compliance inspection of the plant on April 24, 2013. No violations were noted and the inspection report is to follow.

SEWER ENGINEER – ARRO CONSULTING – DAVID M. SCHLOTT, JR.:

Mr. Schlott stated his report was in the binders; but he had nothing formal to discuss at this time.

REVITALIZATION:

Mr. Ludgate stated two (2) important meeting took place this past month. The first was in Scranton. We were invited to meet with the Governor's Office in Scranton with a representative of DCED. Two (2) grants were discussed under DCED. The first grant is a façade improvement grant. This would be a \$50,000 grant to the Borough. It would provide money that could be used as a match for improving properties along Penn Avenue. It would be for their façade. The maximum amount for the individual grants would be \$5,000.00. This would be for a \$10,000.00 improvement. There is an application that will be submitted after July 1st. A group has spun off from the BOSS 2020 committee; it is a community and business group. Some representatives of that committee are working with Mr. Sam Loth to put that grant together. The second grant is even more money. It is a downtown improvement grant. It is up to \$500,000.00 maximum. We were encouraged by the DCED to submit for it. They like that we have the safety improvement grant pending for the western half of the Borough. This is another application to be submitted after July 1st. Mr. Ludgate met with the Planning Commission and they have a prioritized list of improvements. He asked Council to weigh in on this list as well. Mr. Ludgate reviewed the list with Council. Mrs. Stallone asked the question, what we could do to get someone in the vacant Foodlion Store. She continued that we want the residents to be on board yet, we let them down since the store left. Mr. Oswald said before he was on Council and was going to the revitalization meetings he was a bit upset that another grocery store was interested in it. He was hoping for a "destination" type business, like a Trader Joes or Whole Foods. Mr. Oswald remembers, Mr. Pachuillo, who was chairman of the Planning Commission, stating we have no control over what goes in there, it is JDH's property. Mrs. Stallone said she hears what he is saying but that is not "cutting the mustard" with the residents out in the community. Mr. Pachuillo said the developer is in charge of the property. When Foodlion pulled out they had signed an (x) number of year lease. He believes it is a three (3) to five (5) year lease. Foodlion is paying their lease even though they are not selling from there. JDH is getting their money so they are not going to actively look for somebody. Mrs. Stallone said she feels as Council they need to do something. Mr. Oswald said these "concerned citizens" need to send e-mails, make a phone call, send letters to the business they want to see in there. Mrs. Shade stated that even though it is vacant, it is still bringing in more tax dollars and looks so much better than the almost daily complaints that the old site use to bring in. The assessed value of the property went up; that means more tax dollars. Mrs. Stallone agreed. Mr. Cirulli stated the same thing happened in South Heidelberg Township when Jamesway signed a twenty (20) year lease. They couldn't back out of that lease. A discussion ensued. Mr. Robert Metzgar questioned if some of the grant money we are looking to obtain couldn't be used to entice a business to relocate into that property. Mr. Ludgate explained that all grants come with rules and can only be used for certain items. Mr. Ludgate said the second meeting was with the PENNDOT

REVITALIZATION (cont'd):

plant managers which was for a project that would run from 724 to Wernersville. They have a three (3) year project that is due to begin in the fall of 2015. They will be spending the next year and a half surveying and engineering the project. Two (2) project managers met with Mr. Hart and Mr. Ludgate and they are very interested in the plan. They have asked for our ideas. Currently the asphalt surface in front of the Borough Hall is too high. The sidewalk plan can't currently happen or we would flood homes on the south side. We have requested in their plan, if they would please consider lowering the pavement so we can get positive drainage. There is a lot of benefit to the PENNDOT project. PENNDOT would like to see our plan happen. Mr. Ludgate requested they take a look at the Cacoosing and Columbia intersection in this program. They said they will. Right now this is all concept. Mr. Ludgate feels if we are interested in seeing the Cacoosing/Columbia intersection in their project, we must let them know. A discussion ensued about this project. Mr. Ludgate stated because the PENNDOT project is up in the air that was part of the reason for the meeting; we need to correlate our project at the western end of the Borough with the PENNDOT project. We don't want to put in our items and then have them repaved over a year later.

100th ANNIVERSARY COMMITTEE:

Mrs. Gantner said the Library is doing a "passport" type event beginning around Memorial Day. Also, movie nights will be beginning in June. Mrs. Stallone said she gave Mrs. Gantner a card to contact a woman who she feels would be a huge asset.

UNFINISHED BUSINESS:

The first item on the agenda is the Borough Manager's Ordinance. Mr. Haws stated the Ordinance was advertised for consideration. It would be appropriate if you want to take action on this tonight. Mr. Pachuillo said it was passed out and reviewed. It was then advertised. Mr. Oswald made a motion to adopt the Borough Manager Ordinance; seconded by Mr. Cirulli. Mr. Haws stated under the Borough Code the Borough Manager could be placed under a contract; however that is not written in the Ordinance. That would then become part of the job description. AYES – 5, NAYS – 0, ABSENT – 2; motion carried.

The next item was the Mass Gathering Ordinance. Mr. Haws stated the Ordinance was advertised for consideration. It would be appropriate if you want to take action on this tonight. Mr. Cirulli made a motion to adopt the new Mass Gathering Ordinance; seconded by Mrs. Stallone. AYES – 5, NAYS – 0, ABSENT – 2; motion carried.

The Planning Commission has recommended preliminary approval of the Sunset Plan. The plan is for nine (9) units on Sunset Road. They have also recommended a conditional final approval. They have also recommended the approval of several waivers that are required for the plan to be approved. The waivers are primarily with the clearing of the land and the construction of Sunset. Sunset is a 24 foot wide private right of way. It presently has no paved cart ways; currently it is dirt. The developer is proposing to put in 24 feet of pavement with shoulders on each side. He asks waivers for curb and sidewalk because there is no room for curb and sidewalk in that configuration. He is asking for waivers of street trees because basically it is an alley. Mr. Pachuillo

UNFINISHED BUSINESS (cont'd):

questioned if this would be dedicated to which the answer was no. Mrs. Stine questioned if it would be paved down to Wynnwood Avenue to which the answer was no. It will be paved for one (1) block between Keller and Elwyn. Mrs. Stallone made the motion to accept the preliminary Plans and the conditional final plans for Sunset; seconded by Mr. Cirulli. Mr. Al Stitt requested to address Council. Mr. Stitt feels the Revitalization Project is needed. But then he is looking at giving waivers to a builder for what was given as stipulations for the improvement of a property. He was concerned there is the possibility of having 36 residents there. If they are looking to get to Penn Avenue they will be walking across his property since there isn't going to be any sidewalks. He also stated you are going to end us with about 36 cars there with the 9 units which will make car traffic about 100 cars per day. The parking spaces will be paved. They are required to have 2 1/4 parking spaces per unit. That gives them about 20 parking spaces, Mr. Ludgate stated. Mr. Stitt stated about a third of the alley is his property. He went on to say they are going to cut into his property. He has a fifty year old pine tree; PPL just called and asked if they could cut it. They need to move the utilities back. He has no problem with resident owners but these are going to be tenants. He stated that tenants usually don't take care of the property like owners do. He said it appears to him this will have a big impact on the area. Mrs. Stallone stated she was probably one of the biggest proponents to Grecian Terrace going in; however now she says she is glad it's there. She stated that there was no impact and they took an area that was all worn down and made it nice. Mr. Stitt stated he feels if we are trying to beautify the Borough with the Revitalization we shouldn't be cutting corners by giving this project waivers. A discussion ensued. Mrs. Stallone made a motion to rescind her motion; seconded by Mrs. Stine. AYES – 5, NAYS – 0, ABSENT - 2; motion carried. Mr. Pachulo said the project will not go away. He told Mr. Stitt he needs to go back to Planning Commission and states his concerns with them. Talk with them as what can be done so it is amicable to everyone. If they were not aware of your concerns, and made their recommendations based on not hearing them, then it is on Mr. Stitt to tell them his concerns. The Council votes on items that the Planning Commission recommends. So if they are unaware of your concerns you need to go back to them. Mr. Haws questioned if this was the same project where we were talking about paper streets and whether they were vacated. Mr. Hart stated it was never vacated from what they can figure out. Mr. Ludgate stated it was never dedicated at all. Mr. Ludgate stated there are plans of record, recorded in the courthouse that shows Sunset alley. They also show it connecting across the tops of the streets Mr. Hart mentioned as well as Wynnwood. It is a connector and it is shown as private. There are other private alleys shown on the same plan. Every deed researched refers to the private alley. It is clearly referenced. Mr. Stitt's property was shown as well. The Planning Commission has dealt with this at least at two meetings. Mr. Stitt arrived right after they voted on the plan. He was a little late getting there to which Mr. Stitt agreed. Mr. Ludgate told him he would have at least one (1) other opportunity which was that evening. He could come and express his concerns. The Planning Commission put the burden on the developer's lawyer to deal with the private street and to make sure the developer has adequate right to improve the private street. The developer through his attorney stated he does have that right. The Planning Commission acted in accordance with that. A brief discussion ensued. He said they looked for a waiver for curb and sidewalk because there is no room for curb and sidewalk. There is curb and sidewalk that lead up to his property. They have asked the resident on the corner of Keller to extend sidewalk as far as this alley. We didn't require them to extend around the corner onto the alley. There is more than enough room for fire apparatus to get back there. A discussion ensued. The plans were tabled in order for Mr. Stitt to go back to the Planning Commission with his

UNFINISHED BUSINESS (cont'd):

concerns. Mr. Haws questioned if we were okay with the "clock" for review. Mr. Ludgate stated he doesn't know off the top of his head; however he knows the plan was recently reviewed and that was earlier in April so he feels they are okay. Mr. Schlott stated they intended to connect into the sewer via a manhole on Elwyn. They are going to extend about 35 feet of pipe into the alley. A new manhole will be installed. Mr. Ludgate stated they had a full geological study done and where this lot is there appears to be a substantial depth of overburden not rock. They are putting in a varied (inaudible) detention facility. It will be at least four to five feet below acting grade. Mr. Al Henn the developer stated they have done a lot of drilling and they plan on putting basements in these units. He understands Mr. Stitts concerns and he has spoken to him many times. He encouraged him to come to the Planning Commission meetings however he did not. He feels he is improving this alley to other residents that are in favor of this. They are doing no shortcuts. They have spent tens of thousands of dollars on this project. They will take care of plowing. They will give him some paving. He went on to say that property is not his; he rents it for his business. They are trying to help him. A discussion ensued. Mr. Pachuillo stated this is going back to Planning Commission and Mr. Stitt needs to attend that meeting. It will then come back to Council and it will be Council's decision based on the Planning Commission's recommendation. It has been tabled and it will go back to Planning Commission. Mr. Schlott stated there is a planning module that will need to be submitted.

The next item is the revision of the West Side Emergency Management Agency. He is looking for authorization for advertising for adoption at our next meeting. Mrs. Stallone made a motion to accept thy new agreement; seconded by Mrs. Stine. AYES – 5, NAYS – 0, ABSENT – 2; motion carried.

Western Berks Ambulance Agreement was approved. We needed to sign the copies. Mrs. Stallone made the motion to authorize Mr. Pachuillo to sign the agreements; seconded by Mr. Cirulli. AYES – 5, NAYS – 0, ABSENT – 2; motion carried.

Mr. Haws stated we talked about the stop signs at Huron and Maria. He was looking for a motion to advertise this Ordinance. Mrs. Stallone made the motion to authorize the advertisement; seconded by Mrs. Stine. AYES – 5, NAYS – 0, ABSENT – 2; motion carried.

NEW BUSINESS:

The next item on the agenda is the sewer truck pickup. This is currently a utility truck they have. It is a 1999. He budgeted \$50,000.00 for a new truck. Bids came back with a snowplow, lift gate, the truck and other items at \$42,500.00. It is through COSTARS. Mr. Oswald made a motion to purchase the truck not to exceed \$43,000.00; seconded by Mr. Cirulli. AYES – 5, NAYS – 0, ABSENT – 2; motion carried. The next item was to replace the 1991 dump truck. It is with COSTARS with everything including the snowplow and chassis. He budgeted \$85,000.00 in the General Fund but was hoping to take some out of Liquid Fuels. A discussion ensued and Mr. Hart felt we could do a lease to own. Council would need to decide if they want to do a 3, 4 or 5 year lease. With a three (3) year lease the payment would be just shy of \$57,000.00; four (4) year would be just shy of \$44,000.00; five (5) year would be just shy of \$36,000.00 and then it's ours. This payment would be per year. The total price on this vehicle is \$157,000.00. Mr. Hart recommended

NEW BUSINESS (cont'd):

the three (3) year. Mr. Oswald made the motion to get the truck with the lease option for three (3) years at a cost of \$56,473.57 a year; seconded by Mrs. Stallone. AYES – 5, NAYS – 0, ABSENT – 2; motion carried. The last item is the two way radios to install in all of the trucks to upgrade to the new radio system. The cost including the sewer vehicles will be \$6,500.00. Mrs. Stallone made the motion to buy the radios; seconded by Mr. Cirulli. AYES – 5, NAYS – 0, ABSENT – 2; motion carried.

The next item was the sewer plant discussion. We are talking about whether we should continue to run with contract ops or bringing it back in house. After much discussion it was decided to keep it in house. Mr. Oswald stated that he and Mr. Hart feel it should be brought back in. Mr. Pachuillo stated they instructed Mr. Hart to monitor this for two (2) years as he has done. He feels it would be in the Borough's interest to bring it back in house. The sludge cost was in Mr. Hart's proposal but not in the Miller proposal. Mr. Hart stated we need to issue a letter ending the contract at the end of this term. It needs to be done 180 days prior to the end of the contract. Mr. Oswald made a motion to issue the letter to Miller Environmental stating that we do not wish to continue with them at the end of this contract; seconded by Mrs. Stallone. Mr. Haws stated if we don't send a letter then the contract automatically renews. Mrs. Tracy Peterson questioned how much would we be saving to which Mr. Hart stated around \$250,000.00 per year. Mr. Pachuillo stated bringing it in house as a number of perks one(1) of them being shared services. A discussion ensued about the Sewer Authority and the running of the plant. Mr. Pachuillo asked for the vote. AYES – 5, NAYS – 0, ABSENT -2; motion carried. Mr. Oswald made a motion to authorize Mr. Hart to move forward with his plan and to direct him to come up with better numbers and when he is confident with his new numbers to move forward with advertising for a new plant superintendent; seconded by Mrs. Stallone. Mrs. Stine feels it should come back to Council before we begin advertising. Council was in agreement. Mr. Hart wants to get numbers and job descriptions together. Mr. Oswald rescinded the motion he placed on the table and Mrs. Stallone rescinded her second. Mr. Oswald made a motion to authorize Mr. Hart to gather the numbers and bring them back to Council for their review; when Council agrees to the information Mr. Hart has presented, he will be able to go and start advertising for that position; seconded by Mrs. Stallone. AYES – 5, NAYS – 0, ABSENT – 2; motion carried.

The next item on the agenda was the appointment of Ben Robitzer to the Planning Commission. Jeff Weidner stated he would be interested in the Fire Marshal position if no one else is. Mrs. Stine made a motion to appoint Mr. Ben Robitzer to the Planning Commission; seconded by Mr. Oswald. AYES – 5, NAYS – 0, ABSENT – 2; motion carried. Mr. Cirulli made the motion to appoint Jeff Weidner as the Fire Marshal; seconded by Mrs. Stallone. AYES – 5, NAYS – 0, ABSENT – 2; motion carried.

BOROUGH ENGINEER – ROBERT LUDGATE, SR.:

Mr. Ludgate stated an interim repair was completed at the sinkhole at Columbia Court. The sinkhole is under the dam breast. He explained what that meant. They will need to watch the repairs for the next year or two but if they stay he feels we should be in good shape. The Borough paid for the engineering costs and then turned around and billed the Homeowner's Association. The Homeowner's Association is billed directly for the contractor's costs.

SEWER ENGINEER – DAVID M. SCHLOTT, JR. – ARRO CONSULTING:

Mr. Schlott stated a planning module must be completed for each project. He stated he has the card for the Sunset Apartments. This needs to be signed by the Borough to state that there is capacity. He questioned if Council once to entertain signing this. This does not mean that the project will continue. This does not reserved capacity. When you pay the tapping fee that is when you reserve capacity. Mrs. Stine made the motion to sign the planning module; seconded by Mr. Oswald. AYES – 5, NAYS – 0, ABSENT – 2; motion carried.

COUNCILWOMAN STINE:

Mrs. Stine questioned if anyone knows what is going on with Councilman Suruskie. No one has heard from him. Mr. Cirulli stated a letter should be sent to him asking him his intentions. If he isn't going to be able to make the meetings or do what a Councilperson is to do, then we should ask for his resignation. There are people out there who are interested and perhaps one (1) of them could fill that seat. Mrs. Stine stated he isn't coming to the 100th Anniversary meetings as she can't but no one hears from him. Mr. Pachuillo stated he did get a text. Mr. Oswald made a motion to have a letter drafted to Mr. Suruskie asking him his intentions and remind him of his duties; seconded by Mrs. Stine. AYES – 5, NAYS – 0, ABSENT – 2; motion carried. Mr. Oswald stated if people know they aren't going to be at the meeting or there is a chance they can't make it, please let Mrs. Shade know. She needs to know if we will have a quorum. Mr. Pachuillo stated he received a call from the Library asking if they knew where Mrs. Stine was because she wasn't at the last meeting. Mrs. Stine stated she had a new granddaughter. Mrs. Stine stated she did inform Mrs. Westbrook but she will be at the next meeting.

SECRETARY/TREASURER – REGINA SHADE:

Mrs. Shade requested Council to please let her know if they will be at a meeting. She said it is frustrating to have to wait till the last minute to inform everyone if there is going to be a quorum. She continued we pay money to have the engineers and the solicitor attend these meetings. So, to have them show up and we have no quorum is costing us money. She stated that Chief Schweyer, Mr. Hart, and herself do not get paid to attend these meetings but others do. Mrs. Shade also stated since we now have a signed contract with the Teamsters', her and Mr. Hart were wondering do they follow the contract also or do they still follow the handbook. Mr. Pachuillo stated this was something that needed to be discussed but wasn't. A brief discussion ensued. Mr. Cirulli made a motion to have Mr. Hart and Mrs. Shade follow the union contract for days off; seconded by Mrs. Stine. AYES – 5, NAYS – 0, ABSENT – 0; motion carried.

COUNCIL PRESIDENT – JAMES PACHUILO:

Mr. Pachuillo stated since they only meet once a month and the Borough runs 365 days a year, it is their duty as Council to give it their time. He said everyone should try to make the Council workshop meetings. That would keep the general meetings from running so long. They are on the schedule for every fourth Wednesday. He said there are a lot of things that go on between meetings that they get e-mails on that need to be acted on. We need to make decisions and we do it through electronic mail but we must ratify them at the next meeting. He implored Council

COUNCIL PRESIDENT – JAMES PACHUILO (cont'd):

when they get their e-mails to please respond. They must be more dutiful in getting their answers in. Mr. Cirulli stated that is why the Ordinance for Borough Manager was started in the first place. So they could make some of the day to day activity decisions. Mr. Pachuiilo agreed. The Borough Manager will be able to run the day to day activities.

COUNCIL VICE PRESIDENT – EDWARD OSWALD, JR:

Mr. Oswald stated since we do have a tentative Ordinance, and we do have someone sitting here tonight who is more than qualified if she accepts the position. Mr. Oswald made a motion to appoint Mrs. Regina Shade as Interim Borough Manager; seconded by Mr. Cirulli. Mr. Pachuiilo asked at what salary. Mr. Oswald stated at the salary she is currently getting. Mr. Oswald stated he feels we can do whatever Council wants but we should give her the right to first refusal. Mrs. Stallone stated there is a 90 day probationary period. She has gotten the Borough to where it is today and is doing the work now. He feels it is owed. Mrs. Stine feels it is owed to her. AYES – 5, NAYS – 0, ABSENT – 0; motion carried. Mr. Metzgar questioned the job description. Mr. Oswald stated when you look at what Mrs. Shade does and her salary she does way more than what the description of a Borough Secretary/Treasurer does. When you look at the job description that the Association of Boroughs put out, that is exactly what Mrs. Shade does. Giving her the job title allows her the chance and the ability to prove herself. Mrs. Stallone stated sitting out there as I was two (2) years ago, she had no clue as to what she does. Then she was elected to Council and is Admin chair, she has learned she along with the entire office staff including Mr. Hart put up with way more than she ever imagined. She stated again, it is way different sitting behind this table then sitting out there. Mr. Metzgar was not questioning their decision. Mr. Oswald stated he was the one that pushed for this Ordinance. He continued we are one of only a handful of municipalities and most of them are smaller than we are that don't have a Borough Manager. We are operating like we are in 1963. Those days are gone. There are so many municipalities even smaller than us that have managers. This Ordinance was not custom written for her. It came from other municipalities and from the Borough Code. He continued when he started putting this together, he realized that Mrs. Shade does all of these things. Mr. Pachuiilo said it gives the person that is pretty much running the show the ability to accomplish more things. This had to be done. He continued what she does in her administrative department that is up to her. A discussion ensued about job descriptions and how they came about. Mr. Haws stated if you look at the Ordinance, we have followed what the statue says. Mr. Metzgar stated it is an operational realignment which he understands. Mr. Haws stated it does give some additional duties allowing for the running of the Borough which should help cut down on the six (6) e-mails sent out on a daily basis. Mrs. Shade explained what she does and what each members of the office does. The community doesn't understand what goes on in the Borough Hall on a daily basis. She explained her job is so much more than just sit and typing minutes. We have grown over the last number of years. There is more today than ever. She continued the other day, while researching something she discovered a lot which we thought was vacant actually now houses someone. We need to establish the rental ordinance and that is what we need to focus on. Mrs. Shade states she can put that Ordinance together move it forward for Council to look at and review. We can begin cleaning up the Borough and move forward. This is not about taking any of Council's duties away from them. It is about doing the legwork so it can be presented to them for them to discuss. Mr. Cirulli said she is constantly asking Council can she do this, can she do that for little everyday things. Now, she

COUNCIL VICE PRESIDENT – EDWARD OSWALD, JR (cont'd):

can do it in house. Mrs. Brown stated that she has nothing against Mrs. Shade but the public feels that this job should be put out there for others. Mr. Oswald stated that he personally feels he would not put this out there for the public to discuss if he didn't believe Mrs. Shade could do this job. He went on to say many, many municipalities don't go out and hire, they hire from within. He went on to say one (1) actually took their police chief and made them their Borough Manager. Mr. Haws stated he has no "horse in this race", we took the statue; we looked at other municipalities' Borough Manager Ordinances; we advertised it and if you took the time and read them, Mrs. Shade is already doing a vast majority of these items. She is doing way beyond what the statue states a Borough Secretary does. Mr. Stitt stated everyone is speaking very highly of Mrs. Shade. He said you want her to do take on all this responsibility yet you don't want to pay her anymore, he had a problem with that. Mrs. Shade thanked him.

COUNCILMAN - GARY CIRULLI:

Mr. Cirulli stated he will be meeting with "Lucky" from Grecian Terrace regarding their fire alarm issue the upcoming week.

POLICE CHIEF – LEE SCHWEYER:

Chief Schweyer stated, the departments that tie into the County server, they are probably going to be discontinuing that. Each department will need to get their own server for Cody records. If that is the case, we are probably going to be looking at a cost of \$15,000.00 to \$20,000.00. It probably won't go into effect until next year so he can place it into next year's budget. The police radios are due to arrive in July. There is no idea when it will be operational. Mr. Haws stated he received a letter from Mr. Gavin about the contract. Mr. Cirulli stated he was waiting to hear from Mr. Gavin on dates. Mr. Pachulo feels that Mr. Haws plus the committee should sit down. Mr. Haws wants Council to give Mr. Gavin some dates. A discussion ensued. Mr. Haws will send Mr. Gavin an e-mail asking when he is available.

TREASURER'S REPORT:

General Account

Opening Balance – March 31, 2013	\$103,108.13
PLGIT	9,119.02
Invest	
Recreation	40,190.04
General	64,284.73
McDonald's Escrow	4,003.09
100 th Anniversary Acct.	5,000.00
Fleetwood Bank Acct.	4,246.15
Deposits as of April 30, 2013	274,009.53
Checks Written	154,282.62
Payroll	72,083.22
PENNVEST auto debit	2,785.50
Reordered checks	312.58
To be Paid	<u>52,856.89</u>

TREASURER'S REPORT (cont'd):

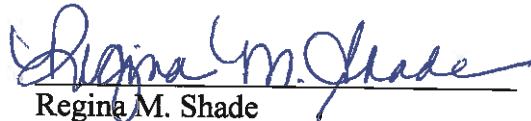
Balance as of May 2, 2013	\$221,639.88
<u>Sewer Account</u>	
Opening Balance – March 31, 2013	\$563,989.36
PLGIT	61,433.46
Invest	322,700.51
Deposits as of April 30, 2013	105,724.49
Checks Written	109,462.70
PENNVEST auto debit	15,243.07
Reordered Deposit Slips	76.91
To be Paid	<u>4,853.31</u>
Balance as of May 2, 2013	\$ 924,211.83

Mr. Cirulli made a motion to accept the Treasurer's Report; seconded by Mr. Oswald.
 AYES – 5, NAYS – 0, ABSENT – 2; motion carried.

ADJOURNMENT:

Mrs. Stallone made a motion to adjourn the meeting at 10:00 p.m.

Respectfully submitted,



Regina M. Shade
 Interim Borough Manager