

The workshop meeting of the Borough Council of the Borough of Sinking Spring was called to order on Wednesday, May 24, 2017 at 7:00 p.m. at the Sinking Spring Borough Hall by Council President James Pachuiolo. After the Pledge to the Flag, Elizabeth Eagelman called the roll reflecting the following Council Members present:

James Pachuiolo  
TJ Huckleberry  
Vacant seat  
Denise Stine (Absent)  
Lisa Gantner  
Tracy Peterson  
Brian Hoffa (Absent)

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.

**FILLING OF VACANT COUNCIL SEAT:**

Mr. Pachuiolo stated that the first order of business this evening is to fill the vacant Council seat. He stated that Mr. H. David Miller is here and approached Council about filling the vacant seat for the rest of this year. Mr. Pachuiolo stated that he will entertain a motion to appoint Mr. Miller to Borough Council. Mrs. Gantner made a motion to appoint Mr. H. David Miller to Borough Council to fill the vacant seat for the rest of this year; seconded by Mrs. Peterson. AYES –4, NAYS – 0, ABSENT – 2. Motion carried.

Oath of Office was given to Mr. Miller by Mayor Cirulli.

**VISITORS/PUBLIC COMMENT:**

There were no visitors.

**CORRESPONDENCE:**

There was no correspondence.

**REVITALIZATION:**

Mr. Ludgate mentioned that the BOSS2020 Committee had a meeting last Thursday and the discussion included the Budgeting Processes they are entering into with the Pennsylvania Economy League. He also mentioned that they met with a lady who works for the Commonwealth of Pennsylvania and promotes healthy trees. He mentioned that Mr. Hoffa completed a Tree Tender Course with her. Mr. Pachuillo asked if the Borough needed to adopt a Shade Tree Commission to do this. Mr. Ludgate stated that they are going to submit several draft Ordinances to choose from and that they discussed getting volunteer tree tenders. Mr. Ludgate mentioned that trees will help with MS4 issues because they shade the water and keep it cooler because of the tree canopy. Mr. Ludgate also mentioned that he and Mr. Hart attended a meeting in Allentown with PennDOT. Mr. Hart stated that they asked them to try to streamline their practices so that we are not spending all kinds of money having to redo and go over the same issues. Mr. Ludgate stated that they did get some positive feedback. He stated that he did get a response from the Traffic Engineer because they raised an issue in the meeting that maybe our plans were not traffic ready and they came back and said no that the plans we have where the intersection is three (3) lanes wide is the correct plan. He stated that he was glad to see that. He stated that they also talked in concept that we would maintain the next element of phase three as a local street. In that we would control the design and the cost and do the bid letting and save significant costs if we do it that way.

**UNFINISHED BUSINESS:**

Mr. Pachuillo asked if everything was ready to go for 3922 Penn Avenue and the wall issue. Mr. Hart stated that he received the signed agreement back from the owners and they are looking forward to moving ahead with the frame wall. He stated that he needs Mr. Pachuillo to sign the agreement tonight and approve it. Mrs. Peterson voiced her concerns about this going smoothly. Discussion ensued. Mr. Pachuillo stated that he will entertain a motion to authorize him signing the Agreement. Mr. Huckleberry made a motion to authorize Mr. Pachuillo to sign the Agreement; seconded by Mrs. Gantner. AYES –5, NAYS – 0, ABSENT – 2. Motion carried.

Mr. Hart stated that he did receive the formal quote from Telco in the amount of \$38,823.00 for the traffic light work at Penn and Columbia Avenue for the realignment. Mr. Huckleberry asked if we looked to see if there was any grant money available. Mr. Ludgate stated that he did not check but believes it is not available yet but will check into it. Discussion ensued as to where to pull the money from since Liquid Fuels cannot be used. Mr. Huckleberry made a motion to accept Telco's Quote and move ahead at a cost not to exceed \$39,000.00 and to use the Capital Investment Fund to cover the costs; seconded by Mrs. Peterson. AYES –5, NAYS – 0, ABSENT – 2. Motion carried.

**NEW BUSINESS:**

Mr. Pachuillo stated that we have a Second Amendment to Contract No. C000057361 from DCED to be signed. He explained that it is for the \$275,000.00 Grant we were awarded for the Pedestrian Safety Project that expires on June 30<sup>th</sup>. He stated that DCED has granted an extension until June 30, 2018. Mr. Pachuillo asked for a motion to accept the Contract extension from DCED. Mrs. Gantner made the motion; seconded by Mrs. Peterson. AYES –5, NAYS – 0, ABSENT – 2. Motion carried.

Mr. Hart stated that he met with the new bank and has everything all lined up and that he needs signatures on paperwork tonight.

**CHIEF SCHWEYER:**

Chief Schweyer mentioned that our Police Department was one of the select few in the state that has been asked to participate in the FBI NIBRS Program. He stated that NIBRS is the National Incident Base Reporting System. He stated that there is a three (3) day training session on June 27<sup>th</sup>, 28<sup>th</sup>, and 29<sup>th</sup> in Baltimore Maryland. He stated that the FBI is paying for all the costs and that he would like to send Officer Oxenreider to this training. Mrs. Peterson made a motion to authorize Officer Oxenreider to attend the training session in June; seconded by Mr. Huckleberry. AYES –5, NAYS – 0, ABSENT – 2. Motion carried.

Chief Schweyer mentioned that UGI is doing a Gas Main project on Broad Street at Octagon Avenue. He stated that it will run until the middle of next week and that Broad Street will be closed from Octagon Avenue to Penn Avenue from 7 am until 4 pm each day.

**BRYCE ZONER – PUBLIC WORKS DIRECTOR:**

Mr. Zohner stated that he would like to move forward with ordering the new Public Works Truck. He mentioned that it is a Co-Stars truck through Geoff Penske. He stated that they budgeted \$50,000.00 and planned on using Capital Investment Fund monies. Mrs. Peterson made a motion to authorize Mr. Zohner to move forward with the truck and to use the Capital Improvement Fund to pay for it at a cost not to exceed \$50,000.00; seconded by Mr. Huckleberry. AYES –5, NAYS – 0, ABSENT – 2. Motion carried.

**SEWER ENGINEER – ARRO CONSULTING – BRAD SMITH:**

Mr. Smith mentioned that they will need to have a Sewer Committee meeting next Thursday at 6:30 pm before the regular Council Meeting.

**MICHAEL HART – BOROUGH MANAGER:**

Mr. Hart mentioned the Surface Pros and asked if he could get everyone's passwords so he doesn't have an issue like he did with Mr. Butkus's. He stated that it cost us more money to have Lynx do it.

Mr. Hart mentioned that he met with Mr. Paul Jansen and Mr. John Kramer about the finances and how they can help us out. He stated that they asked if we could sit down with Senator Argall's office and talk to Ms. Christine Verdier about how to file for this and what is available. He stated that he did speak with Ms. Verdier and they would like to schedule a meeting between herself, Mr. Jansen and the Admin Committee to see if this will work for us. He stated that the meeting is set up for May 31<sup>st</sup> at 1:00 pm here at the Borough Hall.

**JAMES PACHUILO – COUNCIL PRESIDENT:**

Mr. Pachuiilo mentioned that he would be available on Monday for the Memorial Day Parade. Mayor Cirulli asked about the route because the Fire Police have asked him about the traffic plan. Mr. Hart stated that it is the same as before. Mayor Cirulli asked about the flags because the VFW was going to buy us new ones. Mr. Zohner stated that he has all brand-new flags to put up prior to the Parade.

**MAYOR CIRULLI:**

Mayor Cirulli mentioned that this is the third week in a row, and that he followed the trash guys today and they are still putting the trash cans in the street. He stated that the route supervisor has promised him that it would be corrected and it has not. Mr. Haws stated that we will have to look at the contract.

**TRACY PETERSON - LIBRARY:**

Mrs. Peterson mentioned that one of their current Library employees, Kelsey Haver, is interested in the position they talked about the other week to do passports. She made a motion to hire Kelsey Haver to do Passports for twenty (20) hours a week at a rate of \$12.00 per hour when she is doing Passports; seconded by Mrs. Gantner. AYES –5, NAYS – 0, ABSENT – 2. Motion carried. Mrs. Peterson also made a motion to place an ad to fill Ms. Haver's current position of Part-Time Library Assistant; seconded by Mrs. Gantner. AYES –5, NAYS – 0, ABSENT – 2. Motion carried.


**LISA GANTNER- PARKS AND RECREATION:**

Mrs. Gantner mentioned that the Memorial Day Parade is Monday and she will iron out all the details with Mr. Zohner. She stated that they will have to make a decision about rain by 8 am. She also mentioned that we currently have 58 kids signed up for Playground and many of them are new. She stated that they have all of the full-time positions filled and will hopefully have some part-time positions for next week.

**ADJOURNMENT:**

Mr. Huckleberry made a motion to adjourn the meeting at 7:53 p.m.

Respectfully submitted,

  
Elizabeth A. Eagelman  
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Borough Secretary