

The workshop meeting of the Borough Council of the Borough of Sinking Spring was called to order on Wednesday, May 25, 2016 at 7:00 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, Borough Manager; Bryce Zohner, Director of Public Works; Police Chief Lee Schweyer, and Elizabeth Eagelman, Borough Secretary, who recorded the minutes of the proceeding.

#### **VISITORS/PUBLIC COMMENT:**

Mr. Pachuillo stated that Mr. Ken Pick is here to talk about financing for the Downtown Center Project. Mr. Pick stated that they went through this back in 2009 but since there are a number of new Council Members he thought it would be good to go over it again. He stated that one of the methods to finance the development is to use Tax Increment Financing (TIF). He went over what TIF is and the process. He stated that TIF uses the new taxes (from the three taxing bodies) that are generated by the increase in assessment to pay off the debt that is incurred. He stated that the Redevelopment Authority will outline the proposed district and make presentations to each taxing body (Borough, County and School District). He stated that each taxing body will need to appoint a representative to the TIF Committee and agree to participate in the TIF. Discussion ensued. Mr. Huckleberry made a motion to appoint Mr. Hart to the TIF Committee; seconded by Mrs. Peterson. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

#### **CORRESPONDENCE:**

Mr. Pachuillo mentioned that he received a letter from the Wilson School District. He stated that the School District would like to put a Crossing Guard at Hillpoint Circle and South Hull Street and to stripe the area for crosswalks. He mentioned that the School District would like the Borough to pay half the cost for the Crossing Guard and to stripe the area. The cost to the Borough for the Guard would be \$4,891.00 per year. Discussion ensued concerning where to pay it from since it was not budgeted for 2016. Mr. Pachuillo asked for a motion to table the issue for now until Mr. Hart can look at the Budget and see where we can pull the funds from. Mr. Hoffa made the motion; seconded by Mrs. Peterson. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

**REVITALIZATION:**

Mr. Hoffa mentioned that the Borough received the \$261,975.12 from the DCED Grant for the remainder of the Pedestrian Safety and Façade project. He also mentioned that Mr. Loth is looking into seeing if we could use part of that money for the demolition. He stated that BOSS 2020 is looking at exploring a partnership with Penn State Extension Service to plan and build Penn Avenue East and West Gateways. He also mentioned that they are trying to activate a re-tree program with the Borough and operate a front yard improvement program. He stated that he and Mr. Loth are now official tree tenders after attending classes in Philadelphia.

Mr. Hoffa mentioned that he, Mr. Hart and Mr. Ludgate went to Harrisburg and talked to Mr. Dale Witmer and several other people that are fairly influential people. He stated that the purpose of the meeting was to let them know about our project. He stated that our project might not fit into the guidelines for a P3 but they all agreed that it is a great project. He mentioned that they were told by an aide to Senator Argall that Senator Argall wants this project to be completed. Mr. Ludgate mentioned that they also discussed the possibility of funding under the FAST Act which is a Federal Act which sets aside funding for freight bottle necks which we certainly have. He stated that they are looking at what they can do to accelerated the project. Mr. Ludgate added that they have a meeting coming up with the PennDOT district personnel on design issues on June 1<sup>st</sup>.

**BUSINESS:**

Mr. Pachuillo stated that we received an Amendment to the DCED Contract #C000057361 that we already received the funds for. The amendment extends the deadline from June 30, 2016 to June 30, 2017. Mr. Pachuillo asked for a motion to accept and execute the amendment. Mr. Hoffa made the motion; seconded by Mr. Huckleberry. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

Mr. Pachuillo mentioned that they needed to ratify the motion that was made at the last meeting for the raise for the Borough Manager because there was some confusion when it was made. Mr. Huckleberry made a motion to ratify the motion that was made at the last meeting for the salary of the Borough Manager, Mr. Hart, and raise the salary by \$5,000.00 from his current salary; seconded by Mrs. Peterson. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

**CHIEF SCHWEYER:**

Chief Schweyer mentioned that Habitat for Humanity has cancelled their run for this Sunday because Spring Township did not approve their plans to block 100 intersections.

Chief Schweyer also mentioned that Officer Church has turned in all of his Borough issued items.

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

Mr. Smith stated that they are addressing questions from DEP on the Chapter 94 Report. He also mentioned that they have come to some resolution with DEP on the Penn Avenue interceptor crossing. He stated that DEP has determined that it does need a permit even though it is not carrying any flow. He stated that they also required planning and a 3B component which is about a two-month effort to get approved by DEP and another month to get the permit so we would not be able to go out for bid until September. Mr. Smith suggested that they proceed with just putting the casing pipe under the road which does not require a permit from DEP. He stated that we would just need a permit from PennDOT. He stated that he could have numbers for Council for the casing pipe at their next meeting and he can also proceed with the Sewer Interceptor planning right away too. Mrs. Peterson made a motion to move forward with the casing pipe and proceed with the planning; seconded by Mrs. Stine. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

**CHARLES HAWS – BOROUGH SOLICITOR:**

Mr. Haws mentioned the issues with Lower Heidelberg Township with regards to the surcharge dispute. He stated that their attorney sent a letter stating that they wanted to meet but has not returned any of his phone calls. Mrs. Egelman asked if she should send them a second request on the 2<sup>nd</sup> quarter bill that is still outstanding. Mr. Hart stated yes.

**MICHAEL HART – BOROUGH MANAGER:**

Mr. Hart mentioned that he was asked to send JDH Capital a letter concerning the vacant Food Lion Store. He stated that he did not send a letter but that he and Mr. Ludgate had a conference call with them and spoke to Ms. Cartner. He stated that Ms. Cartner has the same concerns that we have and is upset that it is vacant. She informed them the Food Lion is holding a lock on that property and JDH is not willing to give up what Food Lion is giving them. Mr. Ludgate stated that they would like to find a way to cooperate with the Borough as far as the project growing and expanding the facility. Mr. Hart mentioned that there is a fitness center going into two of the vacant units.

Mr. Hart mentioned that he received a call from a Councilman in West Reading Borough inquiring if the Sinking Spring would be interested in redoing the Comprehensive Plan. He stated that around 2004, West Reading, Wyomissing, West Lawn, Spring Township and Sinking Spring, went in together to do a Comprehensive Study of all five areas. He stated that it is normally done every ten years and believes it would be a good idea with all the changes that we are making. He mentioned that there are grants available that we could apply for.

Mr. Hart mentioned that he met with Lower Heidelberg, South Heidelberg and Wernersville regarding the Fire Marshal position yesterday. He stated that it sounds like it could be very good for everybody. He stated that they want to take one of their career staff that they have now, move them out of the firefighter rank and move them up into the Fire Marshal rank. He mentioned that this person would do both duties for a short period of time but we would have somebody on hand at all times to do safety and fire inspections, preplanning and everything associated with the fire

**MICHAEL HART – BOROUGH MANAGER (Cont.):**

marshal position at a shared cost. He mentioned that next year they will probably be asking to add another firefighter to replace them. He stated that Mr. Renshaw is going to get more information together for us.

Mr. Hart mentioned that he is still working on the RV parking issue and that he has a rough draft of what his thoughts are and input from Mr. Haws. He stated that he is hoping to get it cleaned up a little bit and send it out to Council to get their input on it.

Mr. Hart mentioned that the one building that the Borough took had office furniture in it that the Borough was supposed to get. He stated that when we finally gained access to the property all the office furniture was gone. He stated that he was going to use that furniture for his new office. He mentioned that he started looking and getting prices for new or used furniture. Discussion ensued as to the missing furniture.

**MAYOR GARY CIRULLI:**

Mayor Cirulli asked Council to make a motion to accept Officer Church's resignation. Mrs. Stine made the motion to accept Officer Church's resignation; seconded by Mr. Huckleberry. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

**LISA GANTNER – RECREATION:**

Mrs. Gantner mentioned that in the past they had talked about renting out some of the equipment that we have purchased. She stated that West Lawn United Methodist Church would like to rent our blow up screen for \$200.00. Council asked Mr. Haws to write up an agreement.

Mrs. Gantner mentioned that Erin Freney turned down the Playground Leader position so they will be doing more interviews.

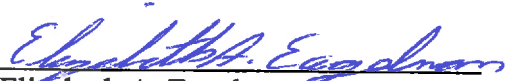
**MICHAEL HART – BOROUGH MANAGER:**

Mr. Hart mentioned that he looked into Solar for the Sewer Plant. He stated that he talked to a local dealer and to install a system to operate the plant would be about \$500,000.00. He also mentioned that there are no programs out there right now for reimbursement. Mr. Zohner mentioned that he heard back from the other company today and he is meeting with them next Tuesday. He stated that it is a zero capital investment program and he will have more details for the next meeting.

**ADJOURNMENT:**

Mr. Hoffa made a motion to adjourn the meeting at 8:11 p.m.

Respectfully submitted,

  
Elizabeth A. Egelman  
Elizabeth A. Egelman  
Borough Secretary