

The regular meeting of the Borough Council of the Borough of Sinking Spring was called to order on June 4, 2020 at 7:00 p.m., via Zoom meeting 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 (Absent)  
Lisa Gantner – joined the meeting at 7:05  
Brian Hoffa  
Robert Metzgar

Other officials present were: Mayor Cirulli, Charles Haws, Borough Solicitor; Brad Smith, Engineer, ARRO Consulting; Michael Hart, Borough Manager; Bryce Zohner, Public Works Director; Police Chief James Oxenreider, and Elizabeth Eagelman, Borough Secretary, who recorded the minutes of the proceeding.

All motions were done by roll call vote.

**APPROVAL OF MINUTES:**

Mr. Pachuillo asked for a motion to approve the minutes from the May 7, 2020 Council Meeting and the May 27, 2020 Workshop Meeting. Mr. Miller made the motion to approve the minutes; seconded by Mrs. Peterson. Roll Call Vote. AYES –5, NAYS – 0, ABSENT – 2. Motion carried.

**VISITORS/PUBLIC COMMENT:**

There were no visitors in attendance.

**CORRESPONDENCE:**

No Correspondence

**BROAD STREET SANITARY SEWER IMPROVEMENT PROJECT BIDS:**

Mr. Smith mentioned that they received six bids for the project. He stated that the low bidder was Barrasso Excavating with a bid of \$959,322.00 and the second lowest bidder was D. H. Funk & Sons with a bid of \$1,042,093.01. He stated that ARRO recommends awarding the contract to Barrasso Excavating pending Mr. Haws review and approval of the bid documents and simultaneously work with Pennvest to secure the funding for the project. Mr. Miller made the motion to award the contract to Barrasso pending Mr. Haws approval; seconded by Mr. Metzgar. AYES –6, NAYS – 0, ABSENT – 1. Motion carried. Mr. Haws mentioned that he is working with

**BROAD STREET SANITARY SEWER IMPROVEMENT PROJECT BIDS (Cont.):**

their Lancaster office on the debt proceedings for the loan and asked if there was any issue with it closing sometime after July 22<sup>nd</sup> in terms of getting that loan funded. Mr. Smith stated that they can't begin construction until we've settled with Pennvest. Discussion ensued as to the timeline. Mr. Haws stated that he will review the bid docs tomorrow morning.

**APPROVAL OF THE BILLS:**

Mr. Pachuillo asked for a motion to approve the bills for May 2020. Mrs. Peterson made a motion to approve the bills, seconded by Mrs. Gantner. Roll Call Vote AYES – 6, NAYS – 0, ABSENT - 1. Motion carried.

**TREASURER'S REPORT:**

Mr. Pachuillo asked for a motion to accept the Treasures Report as written. Mrs. Gantner made a motion to accept the Treasurer's Report as written; seconded by Mrs. Peterson. Roll Call Vote AYES – 6, NAYS – 0, ABSENT - 1. Motion carried.

**WESTERN BERKS FIRE DEPARTMENT:**

Mr. Jared Renshaw was in attendance. He stated that everyone should have a copy of their May Activity Report. He mentioned that they are continuing to operate under their COVID dynamic staffing program enacted to limit exposures. He stated that they have been doing a lot of birthday and graduation parades and trying to be out in public as much as possible but still keeping up with calls and training. He reported that on the morning of May 11<sup>th</sup> they responded to a house fire in the 4000 block of Penn Avenue in the Borough. He stated that there was a large amount of fire out the back side of the home. He stated that there were six occupants at home at the time of the fire. He stated that the crews on scene including the mutual aid companies worked really well to contain the fire to the second floor so the family was able to recover a lot of their belongings and not injuries were reported. He mentioned that they got them help through the Red Cross and they were put up at a hotel. He pointed out that the house had three smoke detectors but none of them worked.

**WESTERN BERKS AMBULANCE:**

No report received.

**UNFINISHED BUSINESS:**

Mr. Pachuillo stated that the first item is the Trash Bids. Mr. Hart stated that they reviewed the bids and that they would like to award the Trash portion of the contract to GFL and award the recycling portion to Waste Management. He stated that the Borough would save about \$16,000.00 the first year alone and if we do the whole five year term we would save about \$89,688.00. He mentioned that they did some background checks and that he called three different areas that use GFL and that he heard back from two of them. He stated that all comments were positive and there were only minor issues. He stated that he had Mrs. Egelman call three municipalities that use Waste Management and she only received positive comments. Mr. Haws stated that both bid documents were in order. Mr. Hart stated that if Council wishes they could award the contracts this evening. Discussion ensued concerning two haulers on same day. Mr. Miller made a motion to award the trash contract to the low bidder GFL and the recycling contract to the low bidder Waste Management; seconded by Mrs. Gantner. Roll Call Vote AYES – 6, NAYS – 0, ABSENT - 1. Motion carried.

Mr. Pachuillo stated that the next item is the hiring of the playground leaders. Mrs. Gantner went over the Playground Guidelines. She stated that it is really important that we do everything that we can to make sure it is safe and that we are not putting ourselves out there for possible liability. She mentioned that there will be two sessions at each playground, 9 a.m. – 1 p.m. and 5 p.m. – 9 p.m. and that they can only register for one session. She stated that the registration fees that they would like to set are \$60.00 per child for residents with a max of \$150.00 per family and \$95.00 per child for non-residents with a max of \$245.00 per family. She mentioned that with the CDC Guidelines we should be able to have two play areas at Brookfield and at least three play areas at Main. Mr. Pachuillo suggested getting prices for tents so we would have more shelter for the different groups. Discussion ensued concerning getting prices for tents and opening up the actual playground play area. Mr. Miller made a motion to open the playground summer camp as of June 22<sup>nd</sup> pending the hiring of the leaders and following the CDC guidelines; seconded by Mr. Metzgar. Roll Call Vote AYES – 6, NAYS – 0, ABSENT - 1. Motion carried. Mrs. Gantner made a motion to hire the following leaders: Caroline Ramsey and Mathilde Govers as head leaders at \$10.50 per hour; Nick Sekulski, Emma Maurer and Brylee Faus at \$9.00 per hour; Caitlin Haws, Ryan Lawes, Laura Horn, Morgan Gadebusch and Rachel Rodriguez at \$8.50 per hour; McCord Peterson, Jack Foster and Zoe Peterson at \$8.00 per hour; seconded by Mrs. Peterson. Roll Call Vote AYES – 6, NAYS – 0, ABSENT - 1. Motion carried.

**NEW BUSINESS:**

There was no new business to discuss.

**ROBERT METZGAR – FINANCE:**

Mr. Metzgar mentioned that they had an Admin meeting this week and they discussed funding for the Derck & Edson proposal for the Downtown District Ordinance preparation. He stated that they discussed using money from the BOSS Forward budget but they won't know how much is left to use until the end of the year. He also mentioned that Mr. Loth is looking to get funding for some of the costs. He stated that they looked into using the Capital Fund. Mr. Metzgar made a motion to use up to \$39,000.00 from the Capital Fund with the expectation that we will cover it with money left over from the BOSS Forward budget and money that Mr. Loth gets us in grants or from the community; seconded by Mr. Hoffa. Roll Call Vote AYES – 6, NAYS – 0, ABSENT - 1. Motion carried.

Mr. Metzgar left the meeting at 7:50.

**CHIEF OXENREIDER:**

Chief Oxenreider mentioned that Mrs. Diane Toontas, Police Secretary, has completed her 90 day probation period sometime in April and is entitled to a 3.5% increase to \$18.63 per hour retro back to April.

Chief Oxenreider mentioned that they are running the Buckle up PA grant so they will be out there enforcing traffic which has picked up.

Mrs. Gantner mentioned that she will have a few people to do CPR and first aid training.

**BRYCE ZOHNER – PUBLIC WORKS DIRECTOR:**

Mr. Zohner mentioned that at the beginning of the year when they did everyone's performance review raises Mr. Wenrich had just come back from being out on Workers Comp. for an extended period of time. He stated that they withheld his raise until they had work to actually conduct a review off of. He stated that they have done his performance review and that he is doing really well and would like to give him his raise that he is due retro back to the New Year. Mrs. Gantner made the motion to authorize Mr. Wenrich's raise retro to the beginning of the year; seconded by Mr. Miller. AYES – 5, NAYS – 0, ABSENT - 2. Motion carried.

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

Mr. Smith mentioned that the surveyor is working on the Right-Of-Way Plan and ARRO has been in contact with them to resolve some issues.

**ELIZABETH EAGELMAN – BOROUGH SECRETARY:**

Mrs. Eagelman asked about Pavilion rentals and if they are allowed yet. Mr. Pachuillo stated that they are not allowed as of yet and won't be until we at least turn green.

**MICHAEL HART – BOROUGH MANAGER:**

Mr. Hart mentioned that he received a letter from PennDOT regarding the Green Light Go Grant that we applied for and that due to COVID-19 they are not awarding any grants this year for that. He stated that they are going to hold onto our application for the next go around probably in 2021.

Mr. Hart mentioned that he sent another violation notice to Mrs. Farrell concerning her chickens and explaining everything and also sent another letter explaining in greater detail the procedures that she can follow to schedule a hearing for a variance. He stated that we have not received anything formal as of yet. He mentioned that they do not want to pay the fee of \$750.00 and are looking for the Borough to donate that. Mr. Haws mentioned that he did speak with their civil rights attorney last month and advised them of the steps to take. He mentioned that Council could send a letter or have him participate in the hearing to give the Zoning Hearing Board some guidance about what the ordinance means and why we don't think that this is a hardship.

**TRACY PETERSON – RECREATION:**

Mrs. Peterson mentioned that the library is bringing some of the staff back and will be offering limited services maybe by June 15<sup>th</sup>. If not defiantly by June 22<sup>nd</sup>. She stated that you will not be able to go in to the Library but you would be able to request things online and over the phone and they will do curb side pickup. She mentioned that the children's librarian has come up with doing art bags that can be distributed to parents and kids and she is also doing something with tokens/trackers for the Summer Reading Challenge for the gifts that they do and she may work in conjunction with the playground.

**BRIAN HOFFFA – ECONOMIC & COMMUNITY DEVELOPMENT:**

Mr. Hoffa questioned when we would be able to meet in person. Mr. Pachuillo stated that once we go yellow we would be able to meet in person but with a limit of 25 people. He stated that he would send an e-mail to everyone to get their opinion on it.

**LISA GANTNER – RECREATION:**

Mrs. Gantner stated that she believes we are doing a really good thing for the community by having our playground program.

**ADJOURNMENT:**

Mr. Hoffa made a motion to adjourn the meeting at 8:09 p.m.

Respectfully submitted,

  
Elizabeth A. Egelman  
Borough Secretary