

The workshop meeting of the Borough Council of the Borough of Sinking Spring was called to order on Wednesday, July 22, 2015 at 7:04 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: Charles Haws, Borough Solicitor; Robert Ludgate Sr., Ludgate Engineering; Brad Smith, ARRO Consulting; Michael Hart, Public Works Director; Police Chief Lee Schweyer, Regina Shade, Borough Manager and Elizabeth Eagelman who recorded the minutes of the proceeding.

**VISITORS/PUBLIC COMMENT:**

There were no visitors.

**BUSINESS:**

Mr. Pachuillo stated that the first item is a correction to the Snow Removal Ordinance. Mrs. Shade explained that Mull Avenue was missed as a Snow Emergency Route in the new Ordinance. She stated that it has already been advertised and is ready for adoption. Mrs. Peterson made a motion to approve the Snow Removal Ordinance adding Mull Avenue as a Snow Emergency Route; seconded by Mr. Hoffa. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

Mr. Pachuillo stated that the next item is the Ordinance limiting parking on Johnston Street. Mrs. Shade explained that this was discussed at a prior meeting concerning only allowing parking on one side of the street. She stated that it was already advertised and ready for adoption. Mrs. Stine made a motion to approve the Ordinance prohibiting parking on the south side of Johnston Street; seconded by Mr. Hoffa. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

Mr. Pachuillo stated that the next item is an update to the Fee Schedule Resolution adding Electrical Permits. Mrs. Shade stated that the addition has already been made and the Resolution is ready for adoption. Mr. Hoffa made a motion to update the Fee Schedule Resolution adding Electrical Permits; seconded by Mr. Huckleberry. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

**BUSINESS (Cont.):**

Mr. Pachuillo stated that the next item is authorizing bulk computer time. Mrs. Shade explained that every year we purchase fifty (50) hours of bulk computer time, divided between Admin and Police, from Lynx. She stated that the cost is \$5,500.00. Mr. Huckleberry made a motion to authorize the purchase of bulk computer time from Lynx at a cost of \$5,500.00; seconded by Mrs. Peterson. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

Mrs. Shade stated that the last item is the Auditor for 2015. She stated that Reinhart and Company have always been our auditors and that Barbara and Cindy have always done our audit. She mentioned that Barbara was a partner at Reinhart and decided to go out on her own and opened up her own firm and that Cindy was to go with her. She stated that Barbara would like the Borough to consider using them this year instead of Reinhart and Company and that her rates will be competitive and could definitely lower her rate from Reinhart's by 5%. She stated that Barbara is currently on vacation so she could not get an exact price. Discussion ensued. Mr. Pachuillo suggested that they table the issue and ask for a more firm price quote.

Mrs. Shade mentioned that she was warned earlier this year to expect a 13% to 20% increase in the health care costs. She stated that last year we had a decrease of 20% which was unheard of in the market. She mentioned that she filled out various paperwork to go to different insurance companies to get different quotes. She stated that she received a phone call last week stating that the health care went up 2.5% and the eye care went up 2.5% for a total of a 5% increase. She stated that they are still looking at other providers since she filled out all that paperwork but she doesn't believe we will do any better.

**MICHAEL HART – PUBLIC WORKS DIRECTOR:**

Mr. Hart mentioned that back in April the gear drives on one of the Clarifiers died and luckily we had a spare that we could transfer over and get back up and running. He stated that they have since gotten a quote to rebuild what would be the spare unit now so we have that gear drive available if one of the other ones goes down. He stated that to totally rebuild it would be about \$16,000.00 including freight. He mentioned that it was not in the budget and that they do have capital money that we can pull from to do that. He also mentioned that a brand new one would cost about \$24,000.00 but for just be a spare he wouldn't want to spend the money for it. Mr. Hoffa asked if it has been rebuilt before. Mr. Hart stated that as far as he knows it has not. Mr. Hoffa made a motion to have the spare gear box rebuilt; seconded by Mrs. Peterson. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

Mr. Hart mentioned that he did a survey of the electrical usage at the WWTP. He stated that they have a lot of site lighting throughout the whole exterior that they don't use because the lamps are so old that they heat up and start popping breakers. He stated that after their Sewer Committee meeting they did a walk around and surveyed everything and came up with a plan on how to address it. He stated that he contacted the firm that did all the upgrading here to see if there are any more grants available from PPL. He stated that there are but it's not close to what we got here which was a 50/50 match. He stated that to relamp everything out at the plant the total project cost would be \$14,129.00 and the rebate is a little over \$2,500.00 so our out money would be

**MICHAEL HART – PUBLIC WORKS DIRECTOR (Cont.):**

\$11,602.00. He mentioned that with the cost savings we would recoup our investment in 2.9 years and at the end of the ten year program we would save \$31,000.00 in electrical costs. He also mentioned that this was not budgeted either but wanted to know if Council wanted to move forward with it. Mr. Huckleberry asked if this could also be paid from the Capital money. Mr. Hart stated yes. He also mentioned that out at the plant they have a huge portable generator that was purchased in 2007 and is still brand new. He stated that it was purchased as part of the Mt. Home Road Pump Station Project so we would have portable back up power. He stated that the Pump Station only serves about eight businesses and with the holding tank there we would have about 2 ½ days of capacity before we would have to do anything. He stated that he believes they paid about \$28,000.00 for it new and that we have been spending about \$1,000.00 every year to have it serviced and tested. He stated that they would like to sell it and believes we could get over \$20,000.00 for it. Mr. Hoffa made a motion to move forward with the lighting upgrade at the Sewer Plant; seconded by Mr. Huckleberry. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried. Mr. Hoffa made a motion to approve Mr. Hart to sell off the generator; seconded by Mr. Huckleberry. Mr. Hart stated that he will put it on Municibid and put a reserve on it. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

Mr. Hoffa asked if they had a chance to work on the Ordinance for the trash. Mrs. Shade stated that Mr. Haws will have it for us for the next meeting. Mr. Haws stated that he should have the revised copy out tomorrow and Mrs. Shade can forward it to Council so they can review it before the next meeting.

**REVITALIZATION:**

Mrs. Shade mentioned that she got the phone call about not having the meeting for the businesses with Senator Argall on the 30<sup>th</sup>. She stated that she was surprised when she got the list of who was invited because there weren't many businesses on it compared to her original list. Mr. Hoffa stated that they discussed it at the BOSS2020 meeting about rewording the letter and listing an agenda. Mr. Loth stated that they were very disappointed that we didn't get a heavy response to the invitation. He stated that he contacted Mrs. Shade to see if Senator Argall could reschedule for some time in September. Mrs. Shade stated that they couldn't give her anything definite because they are very concerned about the budget and where they stand right now. Mr. Loth stated that maybe they should hold off until the budget is resolved and that they should be more specific in what they want to discuss at the meeting in their invitation to the businesses. Mrs. Shade also mentioned that she received a call from Senator Argall's office inquiring as to who would be coming to the meeting on the 29<sup>th</sup> in Schuylkill County.

Mr. Loth stated that he is here to review the RFP with Council. He stated that BOSS received the RFP last week and at their meeting last Thursday they had their discussion about what they thought of it and how they could improve it or expand upon it. He pointed out that the red text in the RFP is additions, adjustments, edits and suggestions that BOSS made to improve the existing RFP. He asked if Council had any suggestions or additions. Mr. Huckleberry asked if they are looking at the design as well or looking into the phases and having any feedback. Mr. Loth stated that the intent would be that we would expect this research group that we hire to take a look at the

**REVITALIZATION (Cont.):**

plans and maps and go out and do significant research on whether these ideas/concepts actually can work in today's market place and economic conditions. He also stated that the Market Study should give us an understanding of whether or not these essential concepts are workable and what other concepts would be workable. He stated that he would like Council's input on the RFP draft and approval to send this RFP out if there are no additions. Mr. Pachuillo stated that it looks great. Mr. Hoffa made a motion to accept the proposed RFP and approve sending it out; seconded by Mrs. Gantner. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

Mr. Loth mentioned that next week is the deadline for the MTF Grant Application that they are working on and he will have a cover letter for Mrs. Shade to sign early next week. He also mentioned that the Façade Project is doing well and that they have received seventeen (17) applications and three projects have already been completed.

**CHIEF SCHWEYER:**

Chief Schweyer mentioned that they finally received the DNA kits today.

**ROBERT LUDGATE SR. – LUDGATE ENGINEERING:**

Mr. Ludgate mentioned that they had a pre-construction meeting for South Hull Street and that they pushed back the bid opening until the August Workshop meeting because the contractors said they needed more time. He also mentioned that UGI would like to do some pre-construction work. He stated that they got a report back from the geo tech about subservice investigation of South Hull Street and he and Mr. Hart discussed today some on sight investigation.

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

Mr. Smith mentioned that the Chapter 94 Report was finally reviewed by DEP and they want some clarifications by August 14<sup>th</sup> and that ARRO is working on those clarifications.

**LISA GANTNER – RECREATION:**

Mrs. Gantner mentioned that the last movie night is August 7<sup>th</sup>.

Mrs. Gantner mentioned that she will not be able to attend the regular Council meeting in December because of another commitment. She asked if the meeting date could be pushed back since we usually don't have a Workshop meeting in December. Mr. Huckleberry mentioned that he also has conflicts now with the regular Council meetings since his new employer has their executive meetings the same night. He was wondering if we could move the Council meetings to Wednesday. Mr. Pachuillo stated that the meetings have always been the 1<sup>st</sup> Thursday but we could investigate it.

**DENISE STINE – PUBLIC SAFETY:**

Mrs. Stine mentioned that they started Police Contract negotiations this evening. She stated that they basically just gave us their proposal and they are going to have another meeting with Mr. Keller to discuss things.

**EXECUTIVE SESSION:**

Mr. Pachulo stated that they needed to go into Executive Session for a personnel matter. Council went into Executive Session at 7:47 p.m.


**RECONVENE:**

Council reconvened at 7:51 p.m. No action was taken.

**ADJOURNMENT:**

Mr. Hoffa made a motion to adjourn the meeting at 7:51 p.m.

Respectfully submitted,



Elizabeth A. Egelman  
Asst. Borough Secretary