

The regular meeting of the Borough Council of the Borough of Sinking Spring was called to order on Monday, July 7, 2014 at 7:00 p.m. at the Sinking Spring Borough Hall by President James Pachuillo. After the Pledge to the Flag, Elizabeth White called the roll reflecting the following Council Members present:

James Pachuillo  
T.J. Huckleberry  
George Butkus (absent)  
Denise Stine  
Lisa Gantner (absent)  
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, Public Works Director; Police Chief Lee Schweyer, Regina Shade, Borough Manager and Elizabeth White who recorded the minutes of the proceeding.

Mr. Pachuillo requested a moment of silence to honor those who serve us on a daily basis at home and abroad in the Armed Forces and our first responders.

**APPROVAL OF MINUTES:**

Mr. Pachuillo asked for a motion to approve the minutes from the June 4, 2014 Council Meeting and the June 18, 2014 Workshop Meeting. Mr. Huckleberry made the motion to approve the minutes; seconded by Mrs. Peterson. AYES – 5, NAYS – 0, ABSENT – 2 (Mr. Butkus and Mrs. Gantner). Motion carried.

**VISITORS/PUBLIC COMMENT:**

There were no visitors.

**CORRESPONDENCE:**

There was no correspondence.

**APPROVAL OF THE BILLS:**

Mr. Pachuillo asked for a motion to approve the bills for June, 2014. Mrs. Stine made a motion to pay the bills; seconded by Mrs. Peterson. AYES – 5, NAYS – 0, ABSENT – 2; Motion carried.

**WESTERN BERKS FIRE DEPARTMENT:**

Mr. Jeffrey Weidner, Fire Commissioner read his report. He went on to thank Council for the Memorial Service for his brother, Ronald E. Wentzel. They were also awarded a grant for

**WESTERN BERKS FIRE DEPARTMENT (cont'd):**

\$2,000.00 which they will be using for additional software. He also encouraged Council and the community to vote for WBFD on the PA American Water page as they also applied for a grant from them as well. A discussion ensued about the PA American project and the closing of roads.

**REVITALIZATION:**

Mr. Ludgate stated he had several meetings over the last few weeks. He met with Mr. Tom McKeon who is the Berks County Director of Economic Development. They talked about some real estate items which would require an executive session in which to discuss. He also met with Mr. Ken Pick on another real estate matter which would also require an executive session. He did speak with Mr. Chip Haws, our Solicitor about this. A brief discussion ensued. The applications have been submitted for the grants. They are receiving some positive feedback. They have not received any feedback from PENNDOT at this point in time.

**UNFINISHED BUSINESS:**

Mr. Haws stated the fees for the solicitation permit was set by Ordinance and not Resolution. So we will need to amend the Ordinance which requires some advertising. The fees would be \$20 per month for a permit; \$50 a year; and he would like to add a sentence stating from that day forward we can amend the rates by Resolution so we don't need to advertise all the time. Mr. Huckleberry made a motion to allow Mr. Haws to draw up and advertise for the new solicitation fees; seconded by Mrs. Stine. AYES – 5, NAYS – 0, ABSENT – 2; motion carried.

The second item was the disbanding the permanent part time status. The resolution was established in 1997 granting some benefits to employees that work part time. Disbanding the Ordinance will make those perks no longer available to the permanent part time employee. Mr. Huckleberry made a motion to disband the Resolution; seconded by Mrs. Stine. AYES – 5, NAYS – 0, ABSENT – 2; motion carried.

The next item was Library personnel matters. Mrs. Peterson made a motion to pay our current employee Jillian Woodruff \$12.00 an hour while she is filling in as the Child Coordinator. Ms. Woodruff does not want the position permanently. She will continue to earn her current rate of pay when she is not working as the Child Coordinator. In addition, two (2) part time workers from Shillington Library were hired to help cover the front desk. Their rate of pay will be \$9.00 per hour; seconded by Mrs. Stine. AYES – 5, NAYS – 0, ABSENT – 2; motion carried. In addition we will be looking to hire an additional part time person to cover the circulation desk. We are also beginning the search to find a Children's Coordinator as well.

The Cacoosing Crossing Planning Module was next on the agenda. Mr. Smith stated that Mr. Schlott reviewed a planning module for Lower Heidelberg Township for the above mentioned subdivision. Everything is in order and we will be returning those documents however he needs a signature to turn them over to DEP. Mrs. Stine made a motion to allow for the signing of the module; seconded by Mr. Huckleberry. AYES – 5, NAYS – 0, ABSENT – 2; motion carried.

**UNFINISHED BUSINESS (cont'd):**

Friday, July 11<sup>th</sup> will be the next movie night. The Recreation Board will be showing Monster's University. It will start at about 9:00 p.m. at the playground. The first movie night was a success. About 200 people showed up and the games were a huge hit. There will be no games at this month's night as there are not enough people to man them. There was a write up in the Sunday Reading Eagle, including some pictures of our last movie night. The playground program is going very well.

Senator Argall will be hosting a Town Meeting at the Borough Hall on July 21<sup>st</sup> at 8:00 a.m. to meet the residents. Letters and invites should be going out from his office.

The annual Shred Event will be held at National Penn Bank in Robesonia on Saturday, September 28, 2014 from 12:00 p.m. to 4:00 p.m. This is for residential shredding only – no businesses.

The next item was the Teamster's contract. Several meetings were held and he believes a decision was reached. After Council agrees to the terms, they will take it to their union for their vote. When they sign the contract and we sign the contract, it will go into effect. Mr. Hoffa made a motion to approve the terms of the contract; seconded by Mrs. Peterson. AYES – 5, NAYS – 0, ABSENT – 2; motion carried.

**NEW BUSINESS:**

Mr. Huckleberry would like us to look into Maria Avenue and the speed of which cars are driving up that street; perhaps a watch child sign could be installed. Chief Schweyer stated if there is a post they could mount a speed sign and see exactly how fast the cars are traveling. Mr. Hart and Chief Schweyer will look into that. Mayor Cirulli stated they could put an officer down there as well, so people will notice we do have a police presence there.

Mr. Stewart Wenrich, a Borough employee as well as a Borough resident, stated he has a concern about the basketball nets that people leave on the sidewalks or curbs in front of their homes. It makes it very difficult to operate the street sweeper or a snowplow around them. He said a homeowner is responsible for trees so they should be responsible for the basketball nets as well. He has no problem with them using the nets, but he feels they should be removed when they are done. Mr. Haws will research this issue. A brief discussion ensued.

**CHIEF SCHWEYER:**

Chief Schweyer stated they received thirty (30) applications for the police clerk position. The deadline was July 3<sup>rd</sup>. A decision will be made if we need this position by October.

He wanted to commend the Mayor for his actions during the closing of Columbia Avenue. He was stern with Norfolk Southern and they got the street open. It will be closed again in a few weeks. Mayor Cirulli doesn't want that to happen again however it will be impossible for PA American Water to get their work done. Chief Schweyer will be billing Norfolk Southern for our

**CHIEF SCHWEYER (cont'd):**

costs incurred due to their closing. A discussion ensued about the closing of Columbia.

**BRIAN HOFFA – COUNCILMAN:**

Mr. Hoffa attended the BOSS 2020 meeting. He would like to put a meeting together with the Community Business Alliance. He feels we can't drive the project if we have Borough Council voting on every single item along the way. He is advocating after talking with Mr. Ludgate, Mr. Loth, and the BOSS 2020 committee that we look into hiring a person who would be similar to a Main Street Manager. This person would have the Borough's best interest at heart. It is their soul job. Mr. Huckleberry is well versed in that and would be happy to help with this. He would also like to think about having an intern come to work for us and help do things like mail items to business leaders; helping to promote the project in a positive light. Try to draw interest. He would like us to put up a Business of the Week on our website; Mrs. Shade cautioned on this one that the County hosts our site and she was not sure they would allow us to do that. Mr. Hoffa is looking to get a Shade Tree Program up and running and he continues to do research on that. The Library is interested in doing the Bingo cards like they did last year. Ms. Hollenbach, of Ludgate Engineering, talked about a discount card for our residents for use at any participating Borough businesses. He wants to look at a lighting program. It is part of what we want our town to look like. He visited with Pat Konopelski. Mr. Hoffa would like to develop more programs at his location so people can use the new sidewalks to get to his site. One of the things that were discussed was running a car show. He was also thinking about a possible cruise night. Mayor Cirulli stated that would have to go through the Chief. Mr. Hoffa stated he was going to talk with Mr. Paplosky to see if he would be interested in doing that. Mayor Cirulli said there were many issues with cruise nights, not only in our Borough but in surrounding municipalities. Chief Schweyer was not in favor of a cruise night. Mr. Hoffa is trying to get the community involved.

**REGINA SHADE – BOROUGH MANAGER/SECRETARY/TREASURER:**

Mrs. Shade stated that Mrs. Bohn is on vacation and Ms. White will need surgery on her wrist so she will be calling Manpower for a person to help fill in for a day or two while both are out.

Mrs. Shade mentioned that Mr. Thomas Bausher of the Westside Emergency Management Agency will be attending the July workshop meeting to explain what they do and what requirements Council will need to adhere to.

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

Mr. Smith went over his report for June, 2014. He mentioned that the NPDES Permit is still under review. He stated that Multi-Dimensional Integration has submitted a payment application for \$4,848.00. ARRO recommends payment of the application. Mrs. Stine made a motion to authorize the payment; seconded by Mrs. Peterson. AYES – 5, NAYS – 0, ABSENT – 2; Motion carried. They have done some work and have found some of the indicators are unsafe. He explained about them. He said that it was discussed at a meeting that they feel they should all be tested out in the field and these problems should be diagnosed and then corrected. There is a change

**SEWER ENGINEER – ARRO CONSULTING – BRAD SMITH: (cont'd.)**

Order for \$12,792.00 which will need to be approved by Council. This was not part of the original bid. Mrs. Stine made the motion to approve the change order for \$12,792.00; seconded by Mr. Huckleberry. AYES – 5, NAYS – 0, ABSENT – 2; motion carried.

The reed bed cleaning should begin July 14<sup>th</sup>. It will take about a week.

Mr. Smith said we received a release from Elite Builders for the Sunset project. They were requesting more monies be released however ARRO is recommending we keep some additional monies for contingencies. They recommend we release \$18,515.00. Mrs. Stine made a motion to release \$18,515.00; seconded by Mrs. Peterson. AYES – 5, NAYS – 0, ABSENT – 2; motion carried.

**PUBLIC WORKS DIRECTOR – MICHAEL HART:**

Mr. Hart said the series of reed beds that will be cleaned have the old wooden planked gates. They leak all the time. In the past we removed them as DEP doesn't like that and we end up pouring concrete to fill the void. They were there to allow people to drive in to clean them out in the past. They are now finding allowing that to happen, pipes are breaking and their is underdrainage in the system. He would like to get prices to close them permanently. He will have that for the workshop meeting.

We have another three (3) year contract for our electrical supplier. It is cheaper than the previous rate and we have added some additional accounts to it. This rate will rollover the end of November.

The little dump truck that we have retained is in good shape for a backup unit. The bed is shot. Mr. Hart wanted to take that bed off and get a flatbed put on. We can utilize it for a few more years. It would be a great backup truck. Currently we are down two (2) small trucks. A brief discussion ensued. We have a price to remove the rest of the bed, change some mounting brackets, the new flatbed, and the new DOT permits and those types of things is \$5,200.00. Mr. Hart stated he has money put aside in the equipment account. In addition, all the surplus equipment we are looking to sell will go towards this as well. He feels we could get seven (7) or eight (8) years out of it yet. There is a new clutch. Mrs. Peterson made a motion to change out the truck to a flatbed; seconded by Mrs. Stine. AYES – 5, NAYS – 0, ABSENT – 2; motion carried.

**TREASURER'S REPORT:**

General Account

Opening Balance – May 31, 2014	\$692,282.18
PLGIT	9,121.47
Invest	
Recreation	29,231.78
General	75,304.30
Capital Improvement Acct.	107,272.71
McDonald's Escrow	4,001.80
Fleetwood Bank Acct.	4,246.15

**TREASURER'S REPORT (cont'd):**

Susquehanna Bank Acct.	100.00
Deposits as of June 30, 2014	198,229.38
Checks Written	127,905.76
Payroll	91,984.09
Stop payment on check fee	35.00
Checks ordered	317.20
PENNVEST auto debit	2,785.50
To be Paid	<u>10,601.83</u>
Balance as of July 7, 2014	\$886,160.39
<b><u>Sewer Account</u></b>	
Opening Balance – May 31, 2014	\$914,301.82
PLGIT	61,450.23
Invest	322,889.86
Deposits as of June 30, 2014	84,897.55
Checks Written	105,179.84
PENNVEST auto debit	15,243.07
To be Paid	<u>4,237.58</u>
Balance as of July 7, 2014	\$1,258,878.97
<b><u>Liquid Fuels Account</u></b>	
Opening Balance – May 31, 2014	\$342,967.06
Invest	<u>30,772.56</u>
Balance as of July 7, 2014	\$373,739.62

Mrs. Stine made a motion to accept the Treasurer's Report as printed and read; seconded by Mr. Huckleberry. AYES – 5, NAYS – 0, ABSENT – 2; Motion carried.

**EXECUTIVE SESSION:**

Mr. Pachulo stated that they will be going into an executive session to discuss a few items. Personnel and possible real estate issues will be discussed. Council went into executive session at 8:07 p.m.


**RECONVENE:**

Council reconvened at 9:17 p.m. No action was taken.

**ADJOURNMENT:**

Mr. Huckleberry made a motion to adjourn the meeting at 9:17 p.m.

Respectfully submitted,

  
Elizabeth A. White, Asst. Borough Secretary