

The regular meeting of the Borough Council of the Borough of Sinking Spring was called to order on Thursday, August 5, 2021 at 7:00 p.m., by Council President James Pachuillo. After the pledge to the flag, Debra Bohn called the roll reflecting the following Council Members present:

James Pachuillo
Tracy Peterson
H. David Miller (arrived at 7:30)
Denise Stine
Lisa Gantner
Brian Hoffa
Robert Metzgar

Other officials present were: Mayor Gary Cirulli; Charles Haws, Barley Snyder, Borough Solicitor; Ed Overberger, Engineer, ARRO Consulting; Michael Hart, Borough Manager; Officer Michael Gring; Kim Cherry, Sewer Plant Superintendent; and Debra Bohn, Borough Treasurer, who recorded the minutes of the proceeding.

APPROVAL OF MINUTES:

Mr. Pachuillo asked for a motion to approve the minutes from the July 1, 2021 Council Meeting. Mrs. Peterson made the motion to approve the minutes; seconded by Mr. Hoffa. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

CORRESPONDENCE:

Mr. Pachuillo stated that the only item is the Sunshine Act Amendments. Mr. Hart stated that the Amendment is a new law that was passed and will take effect the end of August 2021. He mentioned that it changes how we handle and conduct the public meetings and that we are now required to list any action items on the agenda which must be advertised to the public at least 24 hours prior to the meeting on the Borough website and on the building. He stated that if anything comes up other than a dire emergency need from the floor it cannot be acted on and has to be tabled until the next meeting. Mr. Haws stated that Council can vote to amend the Agenda and add an item if they have a majority vote. Mr. Overberger also mentioned that if they amend the Agenda it must be posted within 24 hours of when the action was taken and explain why they did it and why it couldn't wait.

APPROVAL OF THE BILLS:

Mr. Pachuillo asked for a motion to approve the bills for July 2021. Mrs. Stine made a motion to approve the bills, seconded by Mrs. Peterson. AYES – 6, NAYS – 0, ABSENT - 1. Motion carried.

TREASURER'S REPORT:

Mr. Pachuillo asked for a motion to accept the Treasures Report for July 2021 as written. Mrs. Stine made a motion to accept the Treasurer's Report as written; seconded by Mrs. Peterson. AYES – 6, NAYS – 0, ABSENT - 1. Motion carried.

WESTERN BERKS FIRE DEPARTMENT:

Mr. Pachuillo stated that their July report is in everyone's email packet.

WESTERN BERKS AMBULANCE:

Mr. Pachuillo stated that their June and July reports are in the email packet.

UNFINISHED BUSINESS/ACTIONABLE ITEMS:

Mr. Pachuillo stated that the first item is the Wireless Update. Mr. Hart mentioned that we do not have anything on this yet. Mr. Haws asked if the info had been sent to the Committee. He stated that it was and Mrs. Stine apologized for not getting to meet about it yet.

Mr. Pachuillo stated that the next item is the Semi-Quincentennial – America 250 PA – Resolution. Mr. Hart stated that we discussed this at the last meeting and he was tasked with finding out if there are any fees associated with it. He stated that at this time there are no fees and that the Resolution is just stating our support for it. Mrs. Peterson made a motion to approve signing the Resolution; seconded by Mrs. Gantner. AYES – 6, NAYS – 0, ABSENT - 1. Motion carried.

NEW BUSINESS/ACTIONABLE ITEMS:

Mr. Pachuillo stated that the first item is the Phase 2 – Select PENNDOT Inspection Services. Mr. Hart stated that we put out a Request for Proposals and that we received three (3) proposals back from McTish Kunkel, JMT and Traffic Plan and Design. He stated that he and ARRO went through them and the one they think will be the best is Traffic Plan and Design. He also stated that he also took it to the Admin Committee and they concurred with that decision. He stated that if Council is in favor of that he would like to get approval to move forward with Traffic Plan and Design. He added that this group also did our Pedestrian Safety Program at the west end of Penn Avenue and they are very familiar with what we have and it will be the same inspectors. Mr. Metzgar made the motion to move forward with Traffic Plan and Design; seconded by Mrs. Gantner. AYES – 6, NAYS – 0, ABSENT - 1. Motion carried.

NEW BUSINESS/ACTIONABLE ITEMS (Cont.):

The next item was to approve the Professional Service Agreements (PSA) from ARRO & E. R. Felty Inc. for the Phase 2 Final. Mr. Hart stated that this is for the design of the Final Phase 2 which is just the little squaring off of the end. He stated that ARRO's PSA for the scope of that project which is all the engineering and design and bid is on a time and expenses basis not-to-exceed \$115,860.00 and E. R. Felty's PSA for surveying service for that project is \$9,875.00. Mr. Metzgar made a motion to approve the PSA from ARRO and the PSA from Earl Felty; seconded by Mr. Hoffa. Mr. Hart asked if everyone was clear on what the scope of the project was and showed everyone the print of the project. AYES – 6, NAYS – 0, ABSENT - 1. Motion carried.

The next item was the New County Dispatch Agreement. Mr. Hart stated that the County has asked us to sign a new Agreement to Provide Dispatch Services and pass a Resolution authorizing entering into and signing the Agreement. Mr. Haws mentioned that the Agreement sets the annual rate and increases based upon an inflation index. He stated that the rate has not increased. Mrs. Stine made the motion to pass the resolution and authorize signing the Agreement; seconded by Mrs. Gantner. AYES – 6, NAYS – 0, ABSENT - 1. Motion carried.

The next item was the Replacement Awning for the Library/Police Entrance. Mr. Hart stated that it covers the Library and Police entrances and the steps and that the cover is ripping. He mentioned that they requested three (3) bids but only received two (2). One was from Egan sign for around \$15,000.00 to remove the structure cover it and put it back up and the other is from Kreider's Canvas Service, Inc. in Lancaster for \$7,475.00 and they will cover it on site. Mr. Hoffa made a motion to accept Kreider's bid of \$7,475.00; seconded by Mr. Metzgar. AYES – 6, NAYS – 0, ABSENT - 1. Motion carried.

REVITALIZATION:

Mr. Weaver stated that he has two (2) Resolutions to present for approval tonight. He stated that the first is a DCED Grant for \$50,000.00 which would go towards helping the Façade program. He mentioned that there were eight (8) properties that didn't make it last round so they would get preference this time. He stated that the second one is a PennDOT Transportation Alternatives Program and the preliminary grant application needs to be submitted by August 16, 2021 and would be to request \$1,000,000.00 and there is no local match required.

H. David Arrived at 7:30 p.m.

Mrs. Peterson made a motion to approve the Resolution requesting a DCED Grant for \$50,000.00 for Façade improvements; seconded by Mr. Hoffa. AYES – 7, NAYS – 0, ABSENT - 0. Motion carried.

Mr. Hoffa made a motion to approve the Resolution requesting a PennDOT Transportation Alternatives Program grant up to \$1,000,000.00; seconded by Mr. Metzgar. AYES – 7, NAYS – 0, ABSENT - 0. Motion carried.

ED OVERBERGER – ARRO CONSULTING – ENGINEER:

Mr. Overberger went over ARRO's Environmental & Municipal Engineer's Report. He mentioned Phase 2 and that the utilities are still in the process of obtaining their HOPs for their facilities and once all the utility conflicts are worked out they are looking at 1 – 2 months before they can go out for bid. He mentioned the Village Green Subdivision and that the Stormwater NPDES permit is currently in review. He stated that the Planning Commission has reviewed the Sinking Spring Retail Investors Subdivision Plan and has recommended conditional plan approval with waivers for mapping existing features and to proceed to final plan. He stated that Planning Commission also recommends waivers to defer parking and landscaping until the new lots are developed. He stated that on the environmental side, the grant with the Commonwealth Finance Authority for the Broad Street Project had been closed and ARRO is waiting on PADEP to close out the water quality management part 2 permit. He mentioned that ARRO is preparing the exhibits, reports and applications for PADEP for the Influent Metering at the plant. He stated that the Reed Bed Refurbishment project was advertised on July 26th in the Reading Eagle and that bids are to be submitted via PENNBID on August 25th. He mentioned that there will be a pre-bid meeting at the plant on August 10th but if a bidder can't make it they can contact Kim Cherry at the plant to schedule a time to visit that suits them prior to August 25th.

CHARLES HAWS – BARLEY SNYDER –SOLICITOR:

Mr. Haws mentioned that he heard that Village Greens received their DEP permit. He stated that they want him to start working on the getting the agreements together for the open space and sidewalk. Discussion ensued.

MICHAEL HART – BOROUGH MANAGER:

Mr. Hart mentioned that the newest member of the Streets Department, Damien Ogden, has decided to leave so we will be looking for his replacement. He also mentioned that he received an email from Chrissy Houlahan's office with a draft release of a Community Project Funding Announcement. He stated that back in March they quickly put together an application for grant money and that we are listed on the announcement for \$1,865,624.00 which is what we requested in the application. He stated that it is not a done deal yet and that it still has a few hurdles to go.

TRACY PETERSON –LIBRARY:

Mrs. Peterson asked about the new service agreement for the Library and stated that we have to get it to Kim at the Library to have it signed and returned because it has to be back by September. She also asked about the Assistant Library Director and how the contract is coming for vacation time and such. Mr. Haws stated that we just need a letter agreement with the employee and we can do what Council likes and that we don't modify the handbook on a job by job basis. He stated that he will send the email out again tomorrow. Discussion ensued concerning scheduling time off.

TRACY PETERSON –LIBRARY (Cont.):

Mrs. Peterson asked if we could apply for a Pedestrian Safety Grant because we need to do something at some of these intersections like Penn and South Hull. She stated that people have a really hard time crossing the street there. She stated that she would like to see flashing lights and signs. Mr. Hart mentioned what they did on 5th Street Highway in Muhlenberg Township where when a pedestrian hits the button to cross the street there are flashing yellow lights on both sides of the street warning oncoming traffic to yield to pedestrians in the crosswalk. Mr. Overberger stated that one of the issues that PennDOT will look at is site lines. Discussion ensued.

MAOYR GARY CIRULLI:

Mayor Cirulli stated that on the 19th of July, Jennifer Rightmyer, completed her one year of service here with the Borough of Sinking Spring Police Department and will now move to patrolman 2nd class at a rate of \$33.94 per hour as of that date. He asked for Councils approval. Mrs. Stine made a motion to approve moving Officer Rightmyer to Patrolman 2nd Class at a rate of \$33.94 per hour as of July 19, 2021; seconded by Mr. Miller. AYES – 7, NAYS – 0, ABSENT - 0. Motion carried.

ROBERT METZGAR – ADMINISTRATION AND FINANCE:

Mr. Metzgar mentioned that the Admin Committee met on July 12th and that they need to schedule their next meeting.

Mr. Metzgar mentioned the Spring Market Subdivision and that it got passed on to Council from the Planning Commission with a recommendation for conditional plan approval but has not been voted on. Mr. Hart stated that Council could vote on that this evening. Discussion ensued. Mr. Metzgar made a motion to grant conditional plan approval contingent upon the completion of all items in ARRO's review letter dated June 10, 2021 with waivers for mapping existing features and to defer parking and landscaping until the new lots are developed; seconded by Mr. Hoffa. AYES – 7, NAYS – 0, ABSENT - 0. Motion carried.

LISA GANTNER – RECREATION:

Mrs. Gantner mentioned that they are going to have movie night next Thursday evening and will be showing Cars and that they close next Friday. Mr. Pachulo mentioned that he had some relatives that attended this year and they were elated and could not believe how well it was run and how comfortable they felt dropping their kids off. Mrs. Gantner mentioned that they did have some growing pains this year and mentioned that they did have about 370 children registered so all in all it went very well.


DENISE STINE – PUBLIC SAFETY:

Mrs. Stine mentioned that she spoke with Fire Commissioner Jared Renshaw today and they have the millage rates for all the Borough's and Township's and they were all different rates. She stated that now, for 2022, everybody is going to be at 1.1 mils and she believes that this also includes the Ambulance. She stated that Mr. Renshaw is going to be getting in contact with Mr. Hart to discuss this with him further but she wanted to give everyone a heads up. She mentioned that she has the police contract information and they are working on setting up a date to meet. She also stated that that WBFD received a grant and that they purchased a drone that it is available to anybody in their areas that would need it like the police departments and they would come out and fly it for you.

ADJOURNMENT:

Mrs. Peterson made a motion to adjourn the meeting at 8:17 p.m.

Respectfully submitted,


Elizabeth A. Egelman
Borough Secretary