

Mayor Hivner presided over the January 2, 2018, meeting of the Shillington Borough Council which was called to order at 7:00 p.m. for the purpose of reorganizing. Prior to the meeting, Mayor Hivner administered the Oath of Office to the following Council-elect:

Elizabeth M. Bentz
Michael A. Hoffert
Ronald R. Klee, Jr.
Mark R. Naylor

Council members in attendance were: Elizabeth M. Bentz; George B. Clark; John W. Hoffert; Michael A. Hoffert; Ronald R. Klee, Jr.; Mark R. Naylor and Conrad Vanino. Present in addition to the Council members were Mayor Andrew R. Hivner, Borough Manager Michael D. Mountz, Assistant Borough Manager Scott D. Brossman, Fire Chief Timothy Deamer, Police Chief Brett A. Hivner, Solicitor John A. Hoffert and Secretary Jan M. Boyd. Thomas Klonis, Esquire, Solicitor Hoffert's partner, and Nicholas Johnson of Great Valley Consultants were also in attendance along with the following resident:

Beth Deamer - 112 State Street

Mayor Hivner called for nominations for the office of President. John W. Hoffert was nominated for President by Mr. Klee. As there were no further nominations, the nominations were closed by motion of Mr. Naylor, seconded by Mr. Klee. The Secretary was directed to cast the ballot. John W. Hoffert was officially declared President.

President Hoffert now presided over the meeting.

President Hoffert called for nominations for the office of Vice President. Ronald R. Klee, Jr. was nominated for Vice President by Mrs. Bentz. As there were no other nominations, the nominations were closed on a motion by Mr. Naylor, seconded by Mr. Klee. The Secretary was directed to cast the ballot. Ronald R. Klee, Jr. was officially declared Vice President.

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On a motion by Dr. Clark, seconded by Mr. Klee, and duly carried, the following Borough Officials were given a vote of confidence to continue in their present positions for an additional two (2) year period:

SECRETARY/TREASURER: *Jan M. Boyd*
ASSISTANT SECRETARY/TREASURER: *Michael D. Mountz*
BOROUGH MANAGER: *Michael D. Mountz*
ASSISTANT BOROUGH MANAGER: *Scott D. Brossman, Jr.*
BUILDING OFFICIAL, HOUSING OFFICIAL AND ZONING ADMINISTRATOR: *Michael D. Mountz and Scott D. Brossman, Jr.*
SOLICITOR: *Hoffert and Klonis PC*

On a motion by Mr. Michael Hoffert, seconded by Mr. Klee, and unanimously carried, Council affirmed the following Fire Department officers:

CHIEF: *Timothy Deamer*
DEPUTY FIRE CHIEF: *David M. Bentz*
ASSISTANT FIRE CHIEF: *Robert Knouse, Jr.*
CAPTAIN: *Todd C. Whiskeyman*
SECOND CAPTAIN: *David Yoch*
FIRST LIEUTENANT: *Christopher Yoch*
SECOND LIEUTENANT: *Konnor Kegerise*
FIRE MARSHALL: *Bruce L. Squibb*

Mr. Naylon made a motion, which was seconded by Mr. Klee, and duly carried, to approve the following appointments for the standard two-year term:

GENERAL SUPERVISOR: *David W. Shirk*
ASSISTANT GENERAL SUPERVISOR: *Douglas J. Weiss*
BUILDING CODE OFFICIAL: *James Franey (Contractors Inspection Services)*
EMERGENCY MANAGEMENT COORDINATOR: *Bruce L. Squibb*
COLLECTOR OF DELINQUENT TAX (PER CAPITA):
G. H. Harris Associates
COLLECTOR OF BUSINESS PRIVILEGE, OCCUPATIONAL, AND LOCAL SERVICES TAXES:
Berks Earned Income Tax Bureau
ENGINEER: *Great Valley Consultants*
VACANCY BOARD CHAIRMAN: *Ronald C. Dunkelberger, Sr.*

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On a motion made by Mr. Klee, which was seconded by Dr. Clark, and duly approved, Council moved to continue to follow the Order of Business and Parliamentary Procedure for council meetings as established by a Resolution of the Shillington Borough Council adopted January 6, 1958.

A motion was next made by Mr. Naylon, seconded by Mr. Michael Hoffert, and duly passed, to continue the use of **VIST Bank** as Depository for the Borough, and the **Pennsylvania Local Government Investment Trust (PLGIT)** for investment purposes.

Mr. Naylon then moved and Mr. Klee seconded the motion, which was unanimously carried, to continue to require the signatures of two (2) Borough officers, namely President and Secretary/Treasurer or President and Assistant Secretary/Treasurer or Vice President and Secretary/Treasurer or Vice President and Assistant Secretary/Treasurer on all checks issued by the Borough of Shillington.

By motion of Mr. Klee, seconded by Mr. Naylon, and unanimously approved, Council will continue to hold its regular meetings for the years 2018-2019, the same as in the past years, namely, the second Thursday of each month at 7:30 p.m.

President Hoffert advised that he will review the current committee assignments and will make final assignments prior to the February meeting.

At this point, the Reorganization Meeting was adjourned on a motion by Mr. Naylon and duly carried at 7:09 p.m.

President Hoffert called the regular January session to order at 7:09 p.m. to conduct general Borough business. Following the invocation by Mayor Hivner and the oath of allegiance, roll call was taken. Council members in attendance were: Elizabeth M. Bentz; George B. Clark; John W. Hoffert; Michael A. Hoffert; Ronald R. Klee, Jr.; Mark R. Naylon and Conrad Vanino. Present in

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addition to the Council members were Mayor Andrew R. Hivner, Borough Manager Michael D. Mountz, Assistant Borough Manager Scott D. Brossman, Fire Chief Timothy Deamer, Police Chief Brett A. Hivner, Solicitor John A. Hoffert and Secretary Jan M. Boyd. Thomas Klonis, Esquire, Solicitor Hoffert's partner and Nicholas Johnson of Great Valley Consultants was also in attendance along with the following residents and visitors:

Beth Deamer - 112 State Street

As there were no objections, the minutes of the December 14, 2017, council meeting were approved as forwarded to each member, on a motion by Mr. Klee, seconded by Dr. Clark, and duly carried.

Public Comment on Agenda Items: None

COMMITTEE REPORTS:

Mayor - Mayor Hivner gave the Police Department's report for the month of December. During this month, the Department handled 647 incidents, with 72 arrests being made. Also during this month, 2,973 patrol miles were traveled.

Police and Personnel - On a motion by Mr. Ronald R. Klee, Jr., seconded by Dr. Clark, and duly carried, Council approved the overtime payment of \$10,410.59 to the members of the Police Department during the month of December.

Roll Call - 7 ayes

On a motion by Mr. Klee, seconded by Mr. Naylor, and unanimously carried, Council approved the following new Handicapped Parking Space Permits:

- a. 27 W. Broad Street - Richard R. Allen
- b. 53 New Holland Avenue - Shirley Strouse for
Edna M. Wagner
- c. 105 Philadelphia Avenue - Solon P. Body
- d. 341 Madison Street - Debra and Joseph Iswalt

Each member of Council received a copy of the existing Handicapped Parking Space Permits. On a motion

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by Mr. Naylon, seconded by Dr. Clark, and duly carried, Council approved the renewal of these existing permits, as follows:

44 North Wyomissing Avenue - Mallory Fratila
111 Philadelphia Avenue - Dorothy R. Huber
114 Reading Avenue - Fred A. Howard, II
32 Hendel Street - Paula J. Houck
316 Waverly Street - Barbara A. Doyle
31 Second Street - Suzanne McCallum
121 West Lancaster Avenue - Manny Esh Respiratory
Care
12 East Walnut Street - Daniel P. Maihl
27A West Broad Street - Billie R. Dawkins, Jr.
47 South Sterley Street - William M. DeWald
437 Holland Street - Glenn Camardese
311 North Wyomissing Avenue - Stephanie McFadden
610 Gregg Street - Virginia F. Reinert
412 Brobst Street - Angela Von Arx
536 Gregg Street - Gloria Scull
45 South Wyomissing Avenue - Pamela Peppers
55 New Holland Avenue - Carol K. Welker
111 State Street - Jeffrey Long
111 North Miller Street - Nancy Kershner
234 South Sterley Street - Aida Garman
139 Madison Street - Wendy Boyd
407 State Street - Betty J. Rickenbach
54 South Sterley Street - Arthur C. Naugle
136 Washington Street - Sharon R. Ruoss
215 Brobst Street - Darlene Steinmetz
449 Gregg Street - Clifford J. Galvin
428 Gregg Street - Robert L. Scott
102 South Waverly Street - Adriana N. Labrador
Guadalupe
131 East Elm Street - Ronale Coyle
119 New Holland Avenue - Edward M. Brosz
110 Brobst Street - Kimberly Kalbach
35 North Sterley Street - Vera Werner
212 State Street - Anibal Arroyo
52 South Wyomissing Avenue - Shirley A. Rentz

A motion was then made by Mr. Klee, seconded by Mrs. Bentz, and unanimously carried, to rescind the

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following existing Handicapped Parking Space Permits:

- a. 411 N. Brobst - Mark G. Kendig - applicant moved
- b. 105 Philadelphia Avenue - Sandra Body - applicant deceased
- c. 341 Madison Street - Debra Iswalt - permit now in husband's name also (Joseph) - both applicants have their own issued placards

Mr. Klee then made a motion to authorize the preparation and advertising of the ordinance to effectuate the above actions. This motion was seconded by Mrs. Bentz, and duly carried.

Administration-Law-Finance - Dr. George B. Clark noted that authorization was given in December to pay the bills until the end of the year. The December 31, 2017, Financial Statements will be forwarded to each member upon completion.

Dr. Clark made a motion, which was seconded by Mr. Klee, and unanimously carried, to reappoint **Michael D. Mountz** to the **Shillington Municipal Authority** for an additional 5-year term. His new term will expire December 31, 2022.

On a motion by Dr. Clark, seconded by Mrs. Bentz, and duly approved, permission was given to renew the Borough's membership with the following:

- Schuylkill River Greenway Association in the amount of \$50.00.
- Berks County Conservation District in the amount of \$50.00.

Roll Call - 7 ayes

Fire - Mr. Michael A. Hoffert gave the Fire Chief's report for the month of December. During this time, the Department responded to a total of forty-nine (49) dispatches consisting of twelve (12) calls in the Borough and thirty-seven (37) assists to neighboring departments. The Department also conducted four (4) training sessions during the month.

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The members covered all 160 hours of available daytime staffing for the month.

Also included with the report was the annual call volume report for 2017, which shows an increase in the number of calls over 2016 by 2.88%.

Tree-Pole and Light - Mrs. Elizabeth M. Bentz advised that there was no formal report for this Committee. However, she advised that the Tree Advisory Committee is continuing to meet in preparation of the next planting.

Streets-Sanitation-Water - Mr. John W. Hoffert reviewed with Council the January Engineer's Report. He noted the following:

°A Bid Opening date has been scheduled for January 24, 2018 for both the 2018 Streets Project and the 2018 Water Main Replacement Project.

Contracts for both projects to be awarded at the February meeting.

President Hoffert then gave the report of the Public Works Department for work done during the month of December.

Recreation - Mr. Naylon advised that the Recreation Board had not met since their December meeting, so there was nothing new to report. He noted that the Committee will continue to consider the suggestions reported at the December meeting.

Communications: President Hoffert read the letter from the Mifflin Community Food Ministry thanking Council for continuing to collect items for the Ministry at the various Borough functions.

Questions from the Audience: None.

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As there was no further business, the meeting was adjourned on a motion by Mr. Klee and duly carried at 7:32 p.m.

Respectfully submitted,

Jan M. Boyd
Borough Secretary