

The April 12, 2018, Shillington Borough Council meeting was called to order at 7:30 p.m. by President John W. Hoffert. 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 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 and Secretary Jan M. Boyd. Solicitors John A. Hoffert and Thomas Klonis were also in attendance along with Kenneth Fulmer of Great Valley Consultants and the following residents and visitors:

Ralph Bailey - 316 Wheatland Avenue  
Alyssa Oxenreider - 132 Chestnut Street  
Harold Stupp - 115 South Miller Street

Kathryn Hofmann - 16D Doral Drive, Cumru Township  
Valdis I. Lacis - representative, *Reading Eagle*

As there were no objections, the minutes of the March 8, 2018, council meeting were approved as forwarded to each member, on a motion by Dr. Clark, seconded by Mr. Klee, and duly carried.

**PUBLIC COMMENT:** None.

**PUBLIC COMMENT ON AGENDA ITEMS:** None.

**COMMITTEE REPORTS:**

**Mayor** - Mayor Hivner gave the Police Department's report for the month of March. During this month, the Department handled 481 incidents, with 146 arrests being made. Also during this month, 3,382 patrol miles were traveled.

April 12, 2018

All officers have successfully completed MPOETC (Municipal Police Officers' Education and Training Commission) mandatory update training. Recertification in First Aid/CPR and Firearms qualifications for each officer are in the process of being conducted.

Mayor Hivner read the following:

°A letter from Bruce Adams of 39 Second Street thanking Officer Duane Witman for returning his lost dog and for ensuring that his property was secure prior to his family getting home.

°A note from Corporal Steven Caltagirone commending Officer Jarrett Dominicis for his quick action in extinguishing a fire in the 300 block of Reading Avenue when he saw flames while on patrol.

**Police and Personnel** - On a motion by Mr. Ronald R. Klee, chairman, seconded by Mr. Naylor, and duly carried, Council approved the overtime payment of \$6,231.40 to the members of the Police Department during the month of March. Roll Call - 7 ayes

**Administration-Law-Finance** - On a motion by Dr. George B. Clark, chairman, seconded by Mr. Klee, and unanimously approved, Council confirmed the payment of the bills associated with the March 31, 2018 Financial Statements as follows:

General Fund - \$242,340.12  
Water Fund - \$239,937.33  
Sewer Fund - \$49,709.51  
Recreation Board - \$16,872.37  
Fire Fund - \$8,817.28  
Streets Improvement Fund - \$3,893.57  
Roll Call - 7 ayes

Dr. Clark advised that each member received a copy of the Borough's 2017 Audit, as received from Reinsel

April 12, 2018

Kuntz Leshner Certified Public Accountants and Consultants. Action on the audit will be taken at the May meeting.

**Fire** - Mr. Michael A. Hoffert, chairman, gave the Fire Chief's report for the month of March. During this time, the Department responded to a total of forty-four (44) dispatches consisting of ten (10) calls in the Borough and thirty-four (34) assists to neighboring departments. The Department also conducted four (4) training sessions during the month.

The members covered all 176 hours of available daytime staffing for the month.

**Tree-Pole and Light** - Mrs. Elizabeth M. Bentz, chairman, reported to Council that the Tree Advisory Committee has established Saturday, May 12 as their tentative date to plant the eight (8) trees that have been requested by residents.

Local Government Day has been scheduled for Tuesday, May 22, from 9:15 to 11:15 a.m. for second graders of the Governor Mifflin School District.

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

- °Survey stake out for curb and ADA (Americans With Disabilities Act) ramp construction is being done for the 2018 Streets Improvement Project.
- °The preconstruction conference with Doli Construction for the 2018 Water Main Replacement Project was held on March 26, 2018. Work is expected to begin at the Front Street and Baker Street (Mohnton) Project in April.

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

April 12, 2018

Council was requested to consider a new route for the Memorial Day Parade, as proposed by the parade committee. The proposed route starts in the Park and proceeds along Broad Street to South Sterley Street. Then, down Sterley Street, crossing over Lancaster Avenue, to Brobst Street. On Brobst Street, it will again cross over Lancaster Avenue, and disband at the Governor Mifflin Middle School. The ceremony will then be held at the Town Hall in front of the Veteran's of War Memorial.

Council had concerns about the proposed route, including the following:

- °Since Sterley Street is a narrower street, it will need to be posted as "no parking," which will potentially create a negative impact on the residents.
- °Drivers trying to utilize the side streets in an attempt to avoid the parade's delay of traffic will be more difficult to stop, creating a potential dangerous situation.
- °The ceremony will not be held in the cemetery.

Additionally, it was confirmed that a permit from the Pennsylvania Department of Transportation (PennDOT) would still be required even though the parade would just be crossing over the State highway.

It was the general consensus of Council that more time was needed to consider this change. Therefore, Mr. Klee made a motion, which was seconded by Mr. Michael Hoffert, and duly carried, that due to the timing, the parade route will be kept the same this year as in the past, but, going forward, Council would be willing to discuss any potential changes.

**Recreation** - Mr. Mark R. Naylon, chairman, gave the minutes of the April 9, 2018, Recreation Board meeting.

The Recreation Board submitted the following list of summer personnel and their respective salaries to Council for their approval:

April 12, 2018

**SWIMMING POOL**

**Manager:**

Paige K. Adams \$ 11.00/hour

**Assistant Manager:**

Keith D. Miller 9.00/hour

**Lifeguards:**

Matthew G. Brown \$ 7.75/hour

Kelly A. Kozo 7.50/hour

Morgan G. MacMahon 7.50/hour

Kristina R. Renninger 7.50/hour

**Front Desk:**

Kimberly A. Dunker \$ 10.00/hour

Mary M. Pahl 10.00/hour

Lisa K. Phillips 10.00/hour

Koryn A. Jones-Garman 7.50/hour

**COACHING STAFF**

**Diving Coaches:**

Angela D. Dennis \$ 13.50/hour

Morgan A. McMahon 7.50/hour

**SNACK BAR**

**Window Attendants:**

Sophia L. Campbell \$ 8.25/hour

Kayla Clark 7.50/hour

English B. Dawson 10.25/hour

Kayla DelVecchio 7.50/hour

Koryn A. Jones-Garman 7.50/hour

Danielle J. King 8.00/hour

Jocelyn M. King 7.50/hour

Victoria C. Leffler 7.50/hour

Lauren A. Leibowitz 7.75/hour

April 12, 2018

**Summer Personnel** (Continued):

**PLAYGROUND/TOT LOT**

**Head Leader:**

English B. Dawson \$ 10.25/hour

**Playground Leaders:**

Kayla Clark	7.50/hour
Kayla Del Vecchio	7.50/hour
Koryn Jones-Garman	7.50/hour
Keith D. Miller	9.00/hour
Ryan J. Naugle	7.50/hour
Trevor R. Shoenen	7.50/hour

On a motion by Mr. Naylon, seconded by Mrs. Bentz, and duly carried, Council gave conditional approval to the hiring of the above summer personnel and their respective salaries, contingent upon receipt of all three (3) clearances, as required by State law.

Roll Call - 7 ayes

At the last meeting, Council took action on the recommendation of the Recreation Board to establish a procedure for purchasing a *Babysitter Pass* for the pool season. Since then, additional requirements have been recommended. Therefore, on a motion by Mr. Naylon, seconded by Mr. Vanino, and unanimously carried, Council made a motion to amend their prior motion adopted at the last meeting, by including the following additional requirements:

- °Both resident and non-resident families are eligible to purchase a pass.
- °The babysitter does NOT have to be ineligible to purchase their own membership.
- °The babysitter must be 15 years of age or older; the children must be under the age of 10.
- °The pass may only be used when the individual is babysitting the children.
- °The individual may be required to provide identification at the pool.

Roll Call - 7 ayes

April 12, 2018

**Zoning and Codes** - Mr. Conrad Vanino, chairman, gave the Borough's Building Code Official's reports for the month of March. During this time, eight (8) new permits were issued, fifteen (15) certificates of use/occupancy were issued and thirty-two (32) permits remained open.

**Solicitor** - Mr. Vanino made a motion, which was seconded by Mr. Naylon, and duly approved, giving permission to the Solicitor's office to file a lien on the following properties:

- a. **Federal National Mortgage Association**  
**706 Frederick Street, Cumru Township**  
Outstanding water bills - \$939.19
  
- b. **Barbara Madara**  
**110 Park Avenue, Cumru Township**  
Outstanding water bills - \$113.73
  
- c. **Peter S. Rozmus**  
**17 Montrose Boulevard, Cumru Township**  
Outstanding water bills - \$120.46
  
- d. **Michael E. Melendez**  
**52 Hendel Street, Shillington**  
Outstanding jobbing bill for water turn  
off/on fees - \$ 60.00

**Manager** - Mr. Mountz reported that the Borough received \$250.00 on March 19, 2018 from the Pennsylvania Liquor Control Board representing the Liquor and Malt Beverage License Fees issued between August 1, 2017 and January 31, 2018.

On March 29, 2018, the Borough received \$160,234.10 from the Pennsylvania Department of Transportation representing the Liquid Fuels Tax allocation for 2018.

On April 10, 2018, the Borough received \$34,005.17 from the Berks Earned Income Tax Bureau

April 12, 2018

representing the Borough's share of the local earned income tax processed from March 1, 2018 through March 31, 2018.

The Annual Audit of the Western Berks Water Authority for the period December 31, 2017 and 2016 is available for public inspection, as received from Reinsel Kuntz Leshner Certified Public Accountants and Consultants.

**QUESTIONS FROM THE AUDIENCE:** None.

**COMMUNICATIONS:**

A request was received from the Township of Cumru for the Borough's support in naming the currently unnamed tributary to the Angelica Creek that runs along the Governor Mifflin School District property as "Rabbit Run," in commemoration of novelist John Updike. Following a brief discussion, Council agreed to support this action, on a motion by Mr. Naylon, seconded by Mr. Klee, and unanimously carried.

President Hoffert noted that a letter was received from the Berks Visiting Nurse Association thanking the Borough for its annual donation to their organization.

At this time, President Hoffert announced that an Executive Session would be held immediately after adjournment to discuss a personnel matter. No action would be taken.

As there was no further business, the meeting was adjourned on a motion by Dr. Clark, seconded by Mr. Vanino, and duly carried at 8:16 p.m.

Respectfully submitted,

Jan M. Boyd  
Borough Secretary