

The June 14, 2018, Shillington Borough Council meeting was called to order at 7:34 p.m. by Vice President Ronald R. Klee, Jr. Following the invocation by Councilman George B. Clark and the oath of allegiance, roll call was taken. Council members in attendance were: George B. Clark; Ronald R. Klee, Jr.; Edward B. Michalik and Conrad Vanino. Present in addition to the Council members were Borough Manager Michael D. Mountz, Assistant Borough Manager Scott D. Brossman, Police Chief Brett A. Hivner, 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:

Alyssa Oxenreider - 132 Chestnut Street
Harold Stupp - 115 South Miller Street

Larry M. Graeff - Patriotic Order of the Sons of
America
Keith Dmochowski - representative, *Reading Eagle*

As there were no objections, the minutes of the May 10, 2018, council meeting were approved as forwarded to each member, on a motion by Dr. Clark, seconded by Dr. Michalik, and duly carried.

PUBLIC COMMENT: None.

At this time, Mr. Graeff, a representative of the Patriotic Order of the Sons of America presented a six (6) foot by ten (10) foot flag to the Borough. Solicitor Hoffert, a veteran, accepted the flag on behalf of Borough Council.

PUBLIC COMMENT ON AGENDA ITEMS: None.

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COMMITTEE REPORTS:

Mayor - In the absence of Mayor Andrew Hivner, Chief Brett Hivner gave the Police Department's report for the month of May. During this month, the Department handled 487 incidents, with 72 arrests being made. Also during this month, 3,138 patrol miles were traveled.

All officers have qualified and are re-certified in the use of Firearms, Patrol Rifle and Taser.

Chief Hivner announced that Officer Gregory Shober submitted his resignation with the Department, effective May 29, 2018. He will be continuing his career in law enforcement with the Spring Township Police Department.

Police and Personnel - Mr. Ronald R. Klee, chairman, reported that the Police Department incurred \$2,179.96 in overtime during the month of May. On a motion by Dr. Michalik, seconded by Dr. Clark, and duly carried, Council approved the payment of this overtime, as presented.

Roll Call - 4 ayes

Following the interviews conducted on the top three (3) individuals on the current Eligibility List of the Civil Service Commission, the Committee recommend that an offer of employment be made to Jose M. Quinones conditional upon him successfully completing a physical examination and a psychological examination. Council accepted this recommendation on a motion by Mr. Vanino, seconded by Dr. Clark, and unanimously approved.

Roll Call - 4 ayes

Mr. Vanino made a motion, which was seconded by Dr. Clark, and duly approved, requesting the Civil Service Commission to vacate the current Eligibility List, as only two (2) individuals remain on the list.

Administration-Law-Finance - On a motion by Dr. George B. Clark, chairman, seconded by Dr. Michalik, and unanimously

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carried, Council confirmed the payment of the bills associated with the May 31, 2018 Financial Statements as follows:

General Fund - \$224,516.42
Water Fund - \$240,070.37
Sewer Fund - \$92,799.65
Recreation Board - \$33,871.49
Fire Fund - \$54,607.33
Streets Improvement Fund - \$6,815.13
Roll Call - 4 ayes

Fire - Mr. Vanino, vice chairman, gave the Fire Chief's report for the month of May. During this time, the Department responded to a total of forty-six (46) dispatches consisting of fourteen (14) calls in the Borough and thirty-two (32) assists to neighboring departments. The Department also conducted four (4) training sessions during the month.

The members covered all 168 hours of available daytime staffing for the month.

Streets-Sanitation-Water - Mr. Klee, member, reviewed with Council the June Engineer's Report. He noted the following:

- ° Survey stake out for curb and ADA (Americans With Disabilities Act) ramp construction continues to be done for the 2018 Streets Improvement Project. Residential curb works is proceeding with residents' contractors installing curbing. Notice to Proceed for Reamstown Excavating for the ramp construction is July 1, 2018.
- ° Doli Construction has substantially completed the construction of the water mains and services as part of the 2018 Water Main Replacement Project on Baker and Front Streets in Mohnton. Trench restoration remains to be completed. Payment Application No. 1 for the work completed

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through May 26, 2018 was submitted for payment. This application was presented for action under the Manager's report.

°Escrow Release No. 3 from the John Paul II Center was received for release of the remaining funds held in escrow for the water main extension project. The request was presented for action under the Manager's report.

°The first and final Escrow Release was received from Good Life Financial for their renovations project to the property at 2395 Lancaster Pike. The amount being requested is the full amount held in escrow. The request was presented for action under the Manager's report.

Mr. Klee then gave the report of the Public Works Department for work done during the month of May.

A letter was received from the Greater Governor Mifflin League containing their annual requests in conjunction with the Community Days event:

- °Permission to hold Community Days in the Borough from July 2 through July 7; and
- °Permission to close Waverly Street during the same time period; and
- °Permission to hold the annual fireworks display on July 7.

Confirmation of these requests was taken under the Solicitor's report, with the adoption of the fireworks' resolution and the ordinance to close Waverly Street.

The Township of Cumru is seeking a grant from the Department of Environmental Protection for a proposed water main extension project. The project would involve extending the water main from the Borough's current water system in Mohnton to the Cumru Township Municipal Campus.

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As part of the grant application, the Township needs to include a letter of support from the Borough. A draft copy of this letter was provided to Council for their review. On a motion by Mr. Vanino, seconded by Dr. Michalik, and duly carried, Council authorized providing a letter of support to the Township for their water main extension project.

Unfinished Business:

Mr. Klee advised that the Committee is still reviewing the recommendation to make Shilling Street one-way northbound.

Recreation - Dr. Edward B. Michalik, chairman, gave the minutes of the June 11, 2018, Recreation Board meeting.

The Recreation Board submitted an additional list of summer personnel and their respective salaries and a salary change for a previously hired employee to Council for their approval, as follows:

Lifeguard:

Noah R. Clipman \$ 7.50/hour

Assistant Swim Team Coach:

Mary G. Johnson \$ 8.50/hour

(Her salary will be reimbursed to the Borough by the Swim Team Association.)

Snack Bar Window Attendant:

English B. Dawson change her hourly rate from \$10.25 to \$8.50.

On a motion by Dr. Michalik, seconded by Dr. Clark, and unanimously carried, Council gave conditional approval to the hiring of the two (2) summer employees and their respective salaries and also approved the rate change of an existing employee, as presented.

Roll Call - 4 ayes

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Zoning and Codes - Mr. Conrad Vanino, chairman, gave the Borough's Building Code Official's report for the month of May. During this time, eleven (11) new permits were issued, six (6) certificates of use/occupancy were issued and forty-one (41) permits remained open.

Solicitor - Solicitor Klonis presented **Resolution No. 5-2018**, which authorizes the fireworks display to be held as part of the Community Days celebration on July 7, 2018. This resolution was adopted, as presented, on a motion by Dr. Clark, seconded by Dr. Michalik, and duly carried.

Ordinance No. 1197, which authorizes the closing of Waverly Street for the Community Days celebration July 1 through July 8, 2018 was presented by Solicitor Klonis. This ordinance also prohibits dogs, reptiles and similar pets in the area during the same time period. Council adopted this ordinance, as presented, on a motion by Dr. Michalik, seconded by Dr. Clark, and duly carried.

Manager - Mr. Brossman reported on the following revenue received by the Borough:

Payments from the Berks Earned Income Tax Bureau, were received as follows:

- a. On May 10, 2018, \$16,979.42 was received representing the Borough's share of the local earned income tax processed from April 1, 2018 through April 30, 2018.
- b. On June 8, 2018, \$132,803.84 was received representing the Borough's share of the local earned income tax processed from May 1, 2018 through May 31, 2018

On May 11, 2018, the Borough received \$25,462.32 from Comcast Cable representing franchise fees for the period January 2018 through March 2018.

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The Borough received \$10,000 on May 21, 2018 representing the annual distribution from the Russell L. Hiller Charitable Trust Fund.

The Borough received \$11,576.64 from the Pennsylvania Municipal Health Insurance Cooperative representing the first distribution of the claim fund surplus for the year 2017.

On June 1, 2018, the Borough received \$1,468.52 from the Pennsylvania Department of Transportation in State Police Fines and Penalties.

Mr. Mountz completed the Manager's report by requesting action on the following items:

Payment Application No. 1 was received from Doli Construction Corporation for the 2018 Water System Project in the amount of \$160,531.43. On a motion by Dr. Michalik, seconded by Mr. Vanino, and duly carried, Council approved Payment Application No. 1 for payment, as presented and approved by Great Valley Consultants.

Roll Call - 4 ayes

The following Escrow Release requests were received:

°Request No. 1 (final) from Good Life Financial of 2395 Lancaster Pike, Cumru Township in the amount of \$61,755.00; and

°Request No. 3 (final) from John Paul II Center of Welsh Road, Cumru Township in the amount of \$29,239.50.

Council approved both of the release requests, as presented and approved by Great Valley Consultants, on a motion by Dr. Clark, seconded by Mr. Vanino, and unanimously carried.

Roll Call - 4 ayes

Council gave permission to the Manager to advertise for bids for refuse collection, on a motion by Dr. Clark, seconded by Mr. Vanino, and duly approved.

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The audit of the Borough's Volunteer Firemen's Relief Association for the period January 1, 2015 to December 31, 2017 is available for public inspection, as received from the Pennsylvania Department of the Auditor General.

QUESTIONS FROM THE AUDIENCE: None.

At this time, Dr. Michalik expressed his appreciation to the members of the Fire Department, the Police Department and the Borough employees for their support of the annual Memorial Day Parade.

As there was no further business, the meeting was adjourned on a motion by Mr. Vanino, and duly carried at 8:09 p.m.

Respectfully submitted,

Jan M. Boyd
Borough Secretary