

The July 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 member Elizabeth M. Bentz was absent. Council members in attendance were: George B. Clark; John W. Hoffert; Michael A. Hoffert; Ronald R. Klee, Jr.; Edward B. Michalik 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, 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:

Tina Jamison - 36 Philadelphia Avenue
Alyssa Oxenreider - 132 Chestnut Street
Harold Stupp - 115 South Miller Street

Robert Reeser - 2300 Jefferson Avenue, Spring Township

Keith Smoker - representative, *Reading Eagle*

As there were no objections, the minutes of the June 14, 2018, council meeting were approved as forwarded to each member, on a motion by Mr. Klee, seconded by Dr. Michalik, and duly carried.

President Hoffert abstained from voting as he was not at the June meeting.

PUBLIC COMMENT: None.

PUBLIC COMMENT ON AGENDA ITEMS: None.

COMMITTEE REPORTS:

Mayor - Mayor Andrew R. Hivner gave the Police Department's report for the month of June. During this

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month, the Department handled 424 incidents, with 61 arrests being made. Also during this month, 2,696 patrol miles were traveled.

At the June meeting, Jose Quinones was given a conditional hire. Since then, he has successfully completed both the physical examination and the psychological examination. He will officially begin his employment with the Borough on July 15, 2018.

Police and Personnel - On a motion by Mr. Ronald R. Klee, Jr., chairman, seconded by Dr. Clark, and duly carried, Council approved the payment of \$6,547.42 in overtime paid to the members of the Police Department during the month of June. Roll Call - 6 ayes

On a motion by Mr. Klee, seconded by Dr. Michalik, and unanimously approved, Council took the following action on the Handicapped Parking Space applications that were received and presented:

a. Approved **NEW** permits:

- 1) 110 Philadelphia Avenue - Veronica Colon
- 2) 230 N. Sterley Street - Barbara L. Cipolla
- 3) 525 March Street - Randal Vasta
- 4) 50 S. Wyomissing Avenue - Wayne Lamp
- 5) 108 Philadelphia Avenue - Michelle L. Caravetta
- 6) 211 Philadelphia Avenue - Aida Garman

b. Rescinded the following permits:

- 1) 53 New Holland Avenue - Edna M. Wagner - applicant requested
- 2) 234 S. Sterley Street - Aida Garman - applicant moved to 211 Philadelphia Avenue

Council then authorized the preparation and advertising of an ordinance for the above, on a motion by Mr. Klee, seconded by Mr. Vanino, and duly carried.

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

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approved, Council confirmed the payment of the bills associated with the June 30, 2018 Financial Statements as follows:

General Fund - \$238,420.87
Water Fund - \$398,576.56
Sewer Fund - \$41,015.09
Recreation Board - \$37,333.01
Fire Fund - \$1,488.02
Streets Improvement Fund - \$5,574.91
Roll Call - 6 ayes

Dr. Clark then made a motion, which was seconded by Mr. Vanino, and duly carried, to reappoint Charles K. Chafin to the Recreation Board for an additional five (5) year term.

Fire - Mr. Michael A. Hoffert, chairman, gave the Fire Chief's report for the month of June. During this time, the Department responded to a total of thirty (30) dispatches consisting of five (5) calls in the Borough and twenty-five (25) assists to neighboring departments. The Department also conducted four (4) training sessions during the month.

The members covered 164 hours of the 168 hours of available daytime staffing for the month.

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

°The preconstruction conference with Reamstown Excavating for the 2018 Streets Project was held July 9, 2018. ADA (Americans with Disabilities Act) curb ramp work is tentatively scheduled to begin the week of July 23, 2018.

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

Recreation - Dr. Edward B. Michalik, chairman, gave the minutes of the July 9, 2018, Recreation Board meeting.

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The Recreation Board recommended that Council refund Kimberly Drake the fee paid for her son's playground registration. Although she paid his \$105.00 registration fee, he never attended the playground program.

Council concurred with this recommendation and approved the refund of \$105.00 to Kimberly Drake, on a motion by Dr. Michalik, seconded by Mr. Vanino, and duly carried.

The Recreation Board also recommended that Council approve the building of a Disk Golf course in the back of the Memorial Park, with the starting point at the Ice Lodge, at a cost of \$3,004.66. The course was redesigned so that it did not go over the creek. Construction of the project is to be done by Jeremy Kirlin for his Eagle Scout Project and is expected to be completed by early September. The cost of the project would be paid out of the Hiller Fund monies.

Some of the members of Council indicated that they would like to see a sketch of the course layout and a detail of the costs involved. After further discussion, Mr. Klee made a motion to table the matter, until the requested information is received, with a second by Mr. Michael Hoffert.

Roll Call - 3 ayes
3 nays

President Hoffert looked to Mayor Hivner to cast the tie-breaking vote. - 1 aye

With Mayor Hivner's vote, the motion carried to table the matter until the requested information is received.

Zoning and Codes - Mr. Conrad Vanino, chairman, gave the Borough's Building Code Official's report for the month of June. During this time, five (5) new permits were issued, seven (7) certificates of use/occupancy were issued and forty-five (45) permits remain open.

Mr. Vanino presented the letter that was received from the Zoning Hearing Board regarding their action taken at a meeting on June 5, 2018 for the property at 18 Catherine Street. The Board granted a variance to JRL Lofts, LLC, to reconfigure and construct eight (8) residential units as substantially set forth in the plans submitted at the hearing.

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Solicitor - On a motion by Mr. Michael Hoffert, seconded by Mr. Klee, and duly carried, permission was given to the Solicitor to file a lien on each of the following properties:

- a. **Adam J. and Natalie A. Purcell**
for: **208 Second Street, Shillington**
- | | | |
|------------------------------------------|---|--------------|
| Outstanding Water/Sewer/Refuse Billing | - | \$379.08 |
| Outstanding Jobbing Invoice from 4/05/18 | - | <u>30.00</u> |
| Total Outstanding | | \$409.08 |
- b. **Jason S. Bauer/Susie L. Froehlich**
for: **311 Mifflin Boulevard, Cumru Township**
- | | | |
|------------------------------------------|---|--------------|
| Outstanding Water Billing | - | \$131.12 |
| Outstanding Jobbing Invoice from 3/02/18 | - | <u>30.00</u> |
| Total Outstanding | - | \$161.12 |

Solicitor Klonis was also given permission to prepare and advertise an ordinance to adopt the current edition of the International Property Maintenance Code as the property maintenance code of the Borough, by motion of Mr. Michael Hoffert, seconded by Dr. Clark, and duly carried.

The ordinance will include a section authorizing any updates to the International Property Maintenance Code may be adopted by Borough Council by resolution.

Manager - Mr. Mountz reported that on July 10, 2018, the Borough received \$39,633.53 from the Berks Earned Income Tax Bureau representing the Borough's share of the local earned income tax processed from June 1, 2018 through June 30, 2018.

On a motion by Dr. Michalik, seconded by Dr. Clark, and unanimously approved, permission was given to upgrade the Town Hall computer system at a cost of \$32,752.60. The upgrade was a budgeted item in the 2018

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budget and includes two (2) servers, six (6) work stations and two (2) new utility billing software packages.

Roll Call - 6 ayes

Permission was also given to purchase a 2018 Ford F150 Pick-up Truck in the amount of \$25,227, by motion of Mr. Klee, seconded by Dr. Michalik, and duly carried. Mr. Mountz noted that this purchase was also a budgeted item and is CoStars pricing.

Roll Call - 6 ayes

On a motion by Mr. Klee, seconded by Mr. Vanino, and unanimously approved, Council gave permission to renew the Borough's memberships with the following organizations:

- a. Berks Nature (formerly Berks Conservancy) in the amount of \$50.00; and
- b. Berks History Center (Historical Society) in the amount of \$65.00.

Roll Call - 6 ayes

UNFINISHED BUSINESS:

At this time, the Committee has not made a decision on the recommendation to make Shilling Street one-way northbound. However, the property owner of the lot at South Brobst Street and Shilling Street has been contacted and advised to remove the arborvitae bushes that obstruct the view. The Committee will see what effect this has on the intersection. President Hoffert tabled this matter at this time.

NEW BUSINESS:

An incident recently occurred in the Borough where a dog got out of a fenced-in area and bit a resident and another dog. A citation has been issued to the dog's owner. President Hoffert questioned whether anything additional needs to be done.

Solicitor Klonis advised that if the resident so chooses, a civil remedy may be sought against the dog owner.

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QUESTIONS FROM THE AUDIENCE: As he had done in the beginning of the meeting, President Hoffert asked for public comment from the audience:

°Mrs. Oxenreider questioned whether the new truck will be allowed to be taken home by employees.

President Hoffert advised that supervisors are provided a vehicle as they are considered on-call twenty-four hours.

°Ms. Jamison informed Council that on June 11, both she and her neighbor experienced a sewer back-up during a heavy rainstorm, which she claims happens every year. The Borough's insurance company denied her claim, so she incurred all of the costs involved with the cleanup. She came to Council seeking assistance for the cleanup.

President Hoffert advised that at times during heavy rain events, stormwater run-off will infiltrate the sewer lines. In situations like this, Council must defer to the insurance company and cannot set a precedence.

As there was no further business, the meeting was adjourned on a motion by Dr. Michalik and duly carried at 8:36 p.m.

Respectfully submitted,

Jan M. Boyd
Borough Secretary