

The December 13, 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. Councilman Conrad Vanino was absent. Council members in attendance were: Elizabeth M. Bentz; George B. Clark; John W. Hoffert; Michael A. Hoffert; Ronald R. Klee, Jr.; and Edward B. Michalik. Present in addition to the Council members were: Mayor Andrew R. Hivner, Borough Manager Michael D. Mountz, Assistant Borough Manager Scott D. Brossman, Police Sergeant David E. Witkowski, Fire Chief Timothy Deamer and Secretary Jan M. Boyd. Thomas Klonis and John A. Hoffert from the Solicitor's office were also in attendance along with Kenneth Fulmer of Great Valley Consultants and the following residents and visitors:

Oscar Mendoza - 124 Madison Street
Harold Stupp - 115 South Miller Street
Cathleen Sellers - 339 South Sterley Street

Randall Boyd - 3 Foxfield Lane, Cumru Township

As there were no objections, the minutes of the November 15, 2018, council meeting were approved as forwarded to each member, on a motion by Dr. Clark, seconded by Dr. Michalik, and duly carried.

Additionally, the minutes of the budget workshop held on December 6, 2018, were also approved as forwarded to each member, on a motion by Mr. Klee, seconded by Dr. Michalik, and unanimously carried.

Mrs. Bentz abstained as she was not at the workshop meeting.

PUBLIC COMMENT:

Mr. Mendoza expressed his concerns to Council about the lack of stop signs on Madison Street,

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particularly at Church Street and South Miller Street. He stated that he has seen numerous near misses when cars do not stop at the stop signs on South Miller Street. He would like to see stop signs place on Madison Street at Church Street and at South Miller Street.

President Hoffert turned this matter over to the Police Department for their review and recommendation, hopefully by the next meeting.

Mrs. Sellers apprised Council that her driveway is on Rose Court and her neighbors have been parking in the middle of the Court instead of along the curb. Particularly in bad weather, this makes it difficult for her to exit her driveway. She was told by one of the Borough police officers that parking in this manner is illegal. She asked whether something could be done to rectify this situation.

President Hoffert requested Chief Hivner and Sergeant Witkowski address this matter.

Mrs. Sellers also noted that for the past two (2) winters when Rose Court is plowed, the snow is piled at her driveway. This is not the way it had been done in prior years and she questioned whether there was anything that could be done to prevent this from continuing.

President Hoffert advised that her concerns would be passed on to the Public Works Department.

PUBLIC COMMENT ON AGENDA ITEMS: None.

COMMITTEE REPORTS:

Mayor - Mayor Andrew R. Hivner gave the Police Department's report for the month of November. During this month, the Department handled 438 incidents, with 65 arrests being made. Also during this month, 2,893 patrol miles were traveled.

Police and Personnel - On a motion by Mr. Ronald R. Klee, chairman, seconded by Dr. Michalik, and duly carried, Council approved the payment of \$4,565.81 in overtime paid to the members of the Police Department during the month of November. Roll Call - 6 ayes

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Administration-Law-Finance - By motion of Dr. George B. Clark, chairman, seconded by Mr. Klee, and unanimously approved, Council adopted the 2019 budget with a tax base of 5.64 mills for General Borough purposes, 1.00 mill for Street Improvement purposes, and .5 mills for Fire purposes, for a total tax rate of 7.14 mills.

On a motion by Dr. Clark, seconded by Mr. Klee, and unanimously carried, Council confirmed the payment of the bills associated with the November 30, 2018 Financial Statements as follows:

General Fund - \$238,278.86
Water Fund - \$216,373.97
Sewer Fund - \$68,250.84
Recreation Board - \$20,355.08
Fire Fund - \$10,413.62
Streets Improvement Fund - \$142,600.56
Roll Call - 6 ayes

Dr. Clark then made a motion, which was seconded by Mr. Klee, and duly carried, giving authorization to pay the bills until the end of the year.

Roll Call - 6 ayes

Fire - Mr. Michael Hoffert, chairman, gave the Fire Chief's report for the month of November. During this time, the Department responded to a total of forty-eight (48) dispatches consisting of twenty (20) calls in the Borough and twenty-eight (28) assists to neighboring departments. The Department also conducted five (5) training sessions during the month.

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

Tree-Pole and Light - Mrs. Elizabeth M. Bentz, chairman, reported that six (6) trees were planted at selected properties by the Tree Advisory Committee for their fall planting held on Saturday, November 24.

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

°Reamstown Excavating has substantially completed the work involved with the 2018 Streets Project. A payment application will be presented in the Manager's report. Retainage is still being withheld until the completion of the project.

°Doli Construction has completed the 2018 Water Main Replacement Project. A final application for payment will be presented in the Manager's report.

°The Developer has completed the extension of the water main for the Beverly Avenue Subdivision. An escrow release request will be presented in the Manager's report.

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

Recreation - Dr. Edward B. Michalik, chairman, reported that the Recreation Board did not meet in December. Meetings will resume in January.

Zoning and Codes - Dr. Michalik, vice chairman, gave the Borough's Building Code Official's report for the month of November. During this time, four (4) new permits were issued, eighteen (18) certificates of use/occupancy were issued and forty (40) permits remain open.

Solicitor - Ordinance No. 1203, which sets the Real Estate tax rate for 2019 at 7.14 mills was adopted as presented by Solicitor Klonis on a motion by Mr. Klee, seconded by Dr. Michalik, and duly carried.

The **2019 Payroll Resolution (No. 7-2018)**, was adopted as presented to each member, by motion of Dr. Michalik, seconded by Mr. Klee, and unanimously approved.

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Mr. Klee made a motion, which was seconded by Dr. Michalik, and duly approved, to adopt **Resolution No. 8-2018**, which sets the annual refuse collection charge at \$205.00 per dwelling unit for 2019.

Resolution No. 9-2018, which sets the rate of members' contributions to the Police Pension Fund at five (5) percent for 2019, was adopted as presented, on a motion by Mr. Klee, seconded by Dr. Clark, and duly carried.

On a motion by Dr. Clark, seconded by Mr. Klee, and duly approved, Council adopted **Resolution No. 10-2018**, which establishes the healthcare insurance premium biweekly cost-sharing rate to be paid by employees, as presented.

Dr. Michalik made a motion, which was seconded by Mr. Michael Hoffert, and unanimously approved, to retain the Act 511 taxes at their existing rates (Per Capita, Earned Income, Local Services, Business Privilege, and Occupational Assessment).

At this time, Council discussed the Easement Agreement between Margaret Johnson Impink and the Borough providing for an easement and right-of-way to the Borough over a private street (Hillside Drive, Cumru Township) for the water line extension to service 144 Hillside Drive, Cumru Township. On a motion by Dr. Clark, seconded by Mr. Klee, and duly carried, Council authorized the execution of this Agreement.

Manager - Mr. Mountz reported that the Borough received \$1,288.15 on December 3, 2018 from the Pennsylvania Department of Transportation representing the semi-annual payment of State Police Fines and Penalties.

On December 5, 2018, the Borough received \$121,203.25 from the Berks Earned Income Tax Bureau representing the Borough's share of the earned income tax processed from November 1, 2018 through November 30, 2018.

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On December 10, 2018, the Borough received \$6,403.41 from the Pennsylvania Department of Transportation representing payment under the Winter Traffic Services Agreement for the 2018-2019 winter season.

By motion of Dr. Michalik, seconded by Dr. Clark, and duly approved, Council authorized the payment of Application for Payment No. 3 (Final) from Doli Construction in the amount of \$3,279.02 for the 2018 Water System Project. Roll Call - 6 ayes

Dr. Clark made a motion, which was seconded by Mr. Klee, and unanimously carried, authorizing the payment of Application for Payment No. 4 from Reamstown Excavating, Inc. totaling \$175,635.47 for work done on the 2018 Streets Improvement Project. Roll Call - 6 ayes

Both of these applications were reviewed and approved by the Borough Engineer.

Also reviewed and approved by the Borough Engineer was the Escrow Release request from Danut Coman for the Beverly Avenue Water Main Extension Project in the amount of \$9,850. Council authorized this release on a motion by Mr. Klee, seconded by Dr. Clark, and duly approved.

Assistant Borough Manager - Mr. Brossman reported that the Borough intends to apply to the Department of Environmental Protection (DEP) for a recycling grant. As part of the application process, the Borough is required to have certain language included in some of its ordinances. Additionally, the Borough's Code of Ordinances has been updated and needs to be readopted. Therefore, on a motion by Mr. Klee, seconded by Dr. Clark, and duly carried, permission was given to prepare and advertise the ordinances, as mentioned above.

UNFINISHED BUSINESS:

The latest proposal from the Animal Rescue League is for the municipalities' cost to be based on a

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rate of \$2.00 per capita. Based on the Borough's census, the Borough's cost would be approximately \$11,000. Mr. Brossman reported that the Center for Excellence in Local Government is working toward providing another option for the municipalities. However, it is still in the infancy stages, so no details are available yet.

President Hoffert tabled the matter until next month.

As there was no further business, the meeting was adjourned on a motion by Mr. Klee and duly carried at 8:25 p.m.

Respectfully submitted,

Jan M. Boyd
Borough Secretary