

The January 10, 2019, 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. Councilmen Ronald R. Klee, Jr. and George B. Clark were absent. Council members in attendance were: Elizabeth M. Bentz; John W. Hoffert; Michael A. Hoffert; 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. 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:

Harold Stupp - 115 South Miller Street

Amy Muckey - representative, Shillington Business Association

As there were no objections, the minutes of the December 13, 2018, council meeting were approved as forwarded to each member, on a motion by Dr. Michalik, seconded by Mr. Michael Hoffert, and duly carried.

PUBLIC COMMENT:

Mrs. Muckey addressed Council on behalf of the Shillington Business Association. She was seeking Council's tentative approval for a proposed fund-raising project. The project would involve erecting "Flags for Heros" aside of the Veterans' Memorial at the Town Hall. The flags would be five (5) feet tall, sell for \$75.00, and include a plaque with the name of the hero. The flags would only be up for approximately two (2) weeks. Ideally, Mrs. Muckey would like the Borough to install the

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flags and to store the flags. She will also be discussing this project with the School District.

The members of Council present at the meeting concurred with this project.

PUBLIC COMMENT ON AGENDA ITEMS: None.

COMMITTEE REPORTS:

Mayor - Mayor Andrew R. Hivner gave the Police Department's report for the month of December. During this month, the Department handled 429 incidents, with 133 arrests being made. Also during this month, 2,915 patrol miles were traveled.

Mayor Hivner received a letter from James Thomas of 604 North Brobst Street expressing his concern about the condition of the property at North Wyomissing Avenue and West Walnut Street (formerly occupied by Goodwill Industries). President Hoffert noted that Borough representatives have been in contact with the current owner and advised him that the property must be brought into compliance with the Borough ordinances. Mayor Hivner will advise Mr. Thomas.

Police and Personnel - On a motion by Mr. Vanino, vice chairman, seconded by Dr. Michalik, and duly carried, Council approved the payment of \$5,421.96 in overtime paid to the members of the Police Department during the month of December. Roll Call - 5 ayes

Each member of Council received a listing of the existing Handicapped Parking Space Permits, the permits to be added and the permits to be removed. On a motion by Mr. Vanino, seconded by Dr. Michalik, and duly carried, Council took the following action:

Approved the new permits to be added:

518 March Street - Margaret Karbel
322 South Sterley Street - Joseph Flemming
105 North Brobst Street - Joshua and Zachary
Grill

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New permits (continued):

236 South Wyomissing Avenue - Peggy Peterson
27 Pennsylvania Avenue - Charles Weinhold
1 West Broad Street - Jeffrey R. Grimes

Renewed the existing permits:

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
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.
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
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
27 West Broad Street - Richard R. Allen

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Existing permits (continued):

105 Philadelphia Avenue - Solon P. Body
341 Madison Street - Debra and Joseph Iswalt
110 Philadelphia Avenue - Veronica Colon
230 North Sterley Street - Barbara Cipolla
525 March Street - Randal Vasta
108 Philadelphia Avenue - Michelle Caravetta
211 Philadelphia Avenue - Aida Garman

Rescinded the following permits:

316 North Waverly Street - Barbara Doyle
47 South Sterley Street - William DeWald
50 South Wyomissing Avenue - Wayne Lamp

And authorized the preparation and advertising of an ordinance to effectuate the above.

The Civil Service Commission has updated its Rules and Regulations based upon the updates incorporated in the State's Model Rules and Regulations. President Hoffert requested that the Committee review these updates for possible adoption at the next meeting.

Mr. Vanino presented the 2018 Annual Report of the Civil Service Commission. This report detailed the tests conducted after a conditional offer of employment was extended in June. Although these tests were completed successfully and an officer was hired, he resigned in November. Since the Commission vacated the Eligibility List in June, it began to review its Rules and Regulations for necessary updates in anticipation of another hiring process. Miscellaneous expenses on the report included advertising expenses and the cost to provide the State's Model Rules and Regulations to the Commission members.

Administration-Law-Finance - Dr. Michalik, member, noted that authorization was given in December to pay the bills until the end of the year, so no additional action needs to be taken. The December 31, 2018, Financial Statements will be forwarded to each member upon completion.

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On a motion by Dr. Michalik, seconded by Mrs. Bentz, and duly carried, Council reappointed **Michael J. Moyer** to the **Shillington Municipal Authority** for an additional 5-year term.

Mrs. Bentz made a motion, which was seconded by Mr. Vanino, and unanimously approved to reappoint **Dr. Edward B. Michalik** to the **Southern Berks Emergency Medical Services Board of Directors** for an additional one (1) year term.

Council then accepted the resignation of **Brian D. Hartranft** from the **Zoning Hearing Board** at the expiration of his term on December 31, 2018, on a motion by Dr. Michalik, seconded by Mrs. Bentz, and duly approved.

Fire - Mr. Michael Hoffert, chairman, gave the Fire Chief's report for the month of December. During this time, the Department responded to a total of thirty-six (36) dispatches consisting of six (6) calls in the Borough and thirty (30) assists to neighboring departments. The Department also conducted three (3) training sessions during the month.

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

Effective December 4, 2018, the following is the slate of officers for the Keystone Fire Company No. 1 of Shillington:

Fire Chief: Timothy Deamer
Deputy Chief: David M. Bentz
Assistant Chief: Robert Knouse
Captain: Todd W. Whiskeyman
Second Captain: David Yoch
Lieutenant: Konner Kegerise
Second Lieutenant: Eric Kohl
Fire Marshall: Bruce L. Squibb

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Tree-Pole and Light - Mrs. Elizabeth M. Bentz, chairman, advised her Committee reviewed the request from the Shillington Tree Advisory Committee (STAC) to purchase a Tree Tracker Computer Software Program to monitor the trees being planted by STAC. Upon review by the Tree-Pole and Light Committee, they recommended that this program be purchased. Therefore, Mrs. Bentz made a motion, which was seconded by Dr. Michalik, and duly carried, approving the purchase of the Tree Tracker Computer Software Program for a cost of \$1,800. Roll Call - 5 ayes

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

°Reamstown Excavating has substantially completed the work involved with the 2018 Streets Project. Several punch list items remain to be completed when warmer weather permits.

°The Beverly Avenue Subdivision water main extension is substantially complete. However, an escrow release request has not been received.

°Doli Construction has completed the 2018 Water Main Replacement Project. A final contract Change Order which decreases the contract amount by \$13,878.75 to balance all bid and installed quantities was approved on a motion by Mr. Vanino, seconded by Dr. Michalik, and unanimously carried. Roll Call - 5 ayes

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

Recreation - Dr. Edward B. Michalik, chairman, gave the minutes of the Recreation Board meeting held on January 8, 2019.

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The Recreation Board discussed the following:

- °Increasing the starting salary for lifeguards from \$7.50 per hour to \$8.00 per hour in order to stay competitive with the other pools in the area.
- °The course holes for Disc Golf have been completed. The starting markers and a marquee with a picture of the course will be added in the spring.
- °Changing the wording for definition of a "House Guest" for pool membership from "out-of-town family members" to "family members who live out Of the Governor Mifflin School District."

After a brief discussion, Council concurred with the recommendation to increase the starting salary for lifeguards to \$8.00 per hour, on a motion by Dr. Michalik, seconded by Mr. Vanino, and duly carried.

Roll Call - 5 ayes

Council also discussed the recommendation to change the definition of "House Guest." In order to make a decision on this matter, President Hoffert requested the full definition and the rates involved be provided to the Council members. The issue will then be discussed further at the February meeting.

Zoning and Codes - Mr. Conrad Vanino, chairman, gave the Borough's Building Code Official's report for the month of December. During this time, five (5) new permits were issued, zero (0) certificates of use/occupancy were issued and forty-three (43) permits remain open.

Solicitor - Mr. Klonis presented **Resolution No. 1-2019**, which recognizes the Shillington Business Association as a civic and service organization. Council adopted this resolution on a motion by Mr. Vanino, seconded by Michael Hoffert, and unanimously carried.

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Ordinance No. 1204, which readopts the Code of Ordinances of the Borough of Shillington, was adopted as presented by Mr. Klonis, by motion of Mr. Vanino, seconded by Dr. Michalik, and duly approved.

Mr. Vanino made a motion, which was seconded by Mr. Michael Hoffert, and unanimously carried, to adopt, as presented by Solicitor Klonis, **Ordinance No. 1205**, which amends the Solid Waste Chapter of the Borough's Code of Ordinances by defining "Community Activity."

Solicitor Klonis presented **Ordinance No. 1206**, which amends the Health and Safety Chapter of the Code Borough's Code of Ordinances by including the following wording "In no event shall the burning of designated recyclables and yard waste be permitted." Council adopted this ordinance, as presented, on a motion by Mr. Vanino, seconded by Dr. Michalik, and duly approved.

By motion of Dr. Michalik, seconded Mr. Michael Hoffert, and unanimously carried, permission was given to Solicitor Klonis to file a lien against the following property:

-Aaron C. And Melissa Potts
for: **133 Chestnut Street, Shillington**

Outstanding jobbing invoice for grass
and weed mowing \$330.00

Manager - Mr. Scott Brossman, Assistant Borough Manager gave the Manager's report for this meeting.

On January 4, 2019, the Borough received \$34,758.33 from the Berks Earned Income Tax Bureau representing the Borough's share of the earned income tax processed from December 1, 2018 through December 31, 2018.

Mr. Brossman presented the following membership renewals for the Borough:

-Berks County Conservation District - \$50.00
-Schuylkill River Greenway Association - \$50.00

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On a motion by Mr. Vanino, seconded by Mr. Michael Hoffert, and duly carried, Council gave permission to renew the Borough's memberships, as listed above.

UNFINISHED BUSINESS:

At the December meeting, Council received a request from Oscar Mendoza, a resident of Madison Street, to have additional stop signs placed at the intersection of Madison Street and Church Street and at Madison Street and South Miller Street. This request was turned over to the Police Department for their review and recommendation. In the Chief's report to the Streets Committee, he noted the following:

- °He conducted traffic checks at both locations at various times of the day and night.
- °He conducted a search of the Police Department's records pertaining to motor vehicle accidents and vehicle related issues at both locations.
- °During the eight (8) year period from January 2010 through December 2018, a total of three (3) accidents were reported, one (1) of which was considered to be a "reportable" accident.
- °Erecting a stop sign on Madison Street at South Miller Street could create more of a traffic hazard, especially during periods of severe weather and road conditions.

Therefore, the Chief's recommendation at this time is to leave the current traffic patterns in place and increase the Police Department's patrols and traffic checks in the area.

Council concurred with the Chief's recommendation. A letter will be sent to Mr. Mendoza advising him of Council's decision.

At this time, Council again discussed the fee options provided to the municipalities by the Animal Rescue League. The two (2) options are as follows:

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- °Pay a \$2.00 per capita fee, or
- °Pay a flat fee of \$1,500 plus \$350 per handled animal.

President Hoffert noted that he is not in favor of either option. The Borough still has until the end of the month under its current contract. Alternate solutions are still being considered.

Mr. Michael Hoffert made a motion, which was seconded by Ms. Bentz, and duly carried, to table this issue at this time.

COMMUNICATIONS:

A letter was received from the Mifflin Community Food Ministry thanking Council for their continued support by offering people the opportunity to make donations at the various Borough functions.

As there was no further business, the meeting was adjourned on a motion by Mr. Vanino, and duly carried at 8:46 p.m.

Respectfully submitted,

Jan M. Boyd
Borough Secretary