

The March 14, 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. 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 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

Keith Dmochowski - representative, *Reading Eagle*

As there were no objections, the minutes of the February 14, 2019, council meeting were approved as forwarded to each member, on a motion by Mr. Klee, seconded by Dr. Clark, and duly carried.

PUBLIC COMMENT:

Mr. Stupp told Council that he recently filed a complaint with the Pennsylvania Department of Transportation (PennDOT) regarding being hit by snow from a PennDOT plow whose driver was using excessive speed when going through the Borough.

President Hoffert requested Mr. Brossman to follow-up with PennDOT and advise them that the Borough received a complaint on this matter.

PUBLIC COMMENT ON AGENDA ITEMS: None.

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COMMITTEE REPORTS:

Mayor - Mayor Andrew R. Hivner gave the Police Department's report for the month of February. During this month, the Department handled 418 incidents, with 103 arrests being made. Also during this month, 2,942 patrol miles were traveled.

All officers have successfully completed the annual, mandatory update training.

Police and Personnel - On a motion by Mr. Ronald R. Klee, Jr., chairman, seconded by Dr. Michalik, and duly carried, Council approved the payment of \$3,932.55 in overtime paid to the members of the Police Department during the month of February. Roll Call - 6 ayes

Administration-Law-Finance - By motion of Dr. George B. Clark, chairman, seconded by Mr. Klee, and unanimously approved, Council confirmed the payment of the bills associated with the February 28, 2019 Financial Statements as follows:

General Fund - \$253,541.80
Water Fund - \$252,863.29
Sewer Fund - \$84,382.18
Recreation Board - \$14,363.02
Fire Fund - \$10,209.66
Streets Improvement Fund - \$2,629.50
Roll Call - 6 ayes

Dr. Clark noted that the 2018 Audit Report was distributed to all council members. Action will be taken on the audit at the April meeting.

Fire - Mr. Michael Hoffert, chairman, gave the Fire Chief's report for the month of February. During this time, the Department responded to a total of forty-three (43) dispatches consisting of fourteen (14) calls in the Borough and twenty-nine (29) assists to neighboring departments. The Department also conducted four (4) training sessions during the month.

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

Tree-Pole and Light - Mrs. Elizabeth M. Bentz, chairman, advised Council that the Tree Advisory Committee continues to meet monthly in preparation of the next planting.

The Tree Tracker program has been purchased, as authorized by Council. The Committee is considering having a boy or girl scout input the data as part of a community project.

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

°The Beverly Avenue Subdivision water main extension is substantially complete. Escrow Release No. 2 (final) in the amount of \$17,951.25. has been received from the developer. This request was reviewed and recommended for conditional approval by the Engineers. Action on this release was taken under the Manager's report.

President Hoffert then gave the report of the work done by the Public Works Department during the month of February.

Recreation - Dr. Edward B. Michalik, chairman, gave the minutes of the March 11, 2019, Recreation Board meeting.

The Recreation Board requested that Council consider the hiring of a pool safety monitor to be used at the Recreation Director's discretion particularly when the pool's attendance is at its maximum capacity. This person will also have CPR and Lifesaving certifications.

Following a brief discussion, Dr. Michalik made a motion, which was seconded by Dr. Clark, and duly carried, to hire a pool safety monitor for the pool at a salary of \$8.00/hour.

Zoning and Codes - Dr. Michalik, vice chairman, gave the Borough's Building Code Official's report for the month of

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February 2019. During this time, five (5) new permits were issued, eight (8) certificates of use/occupancy were issued and thirty-five (35) permits remain open.

Solicitor - Solicitor Klonis presented Resolution No. 3-2019, which establishes the cost of permits for pavilion rental for 2019. This resolution was adopted, as presented, on a motion by Dr. Clark, seconded by Mr. Klee, and duly carried.

Mr. Klonis apprised Council that on April 10, 2008, Council granted conditional approval to the final plan of the North Wyomissing Avenue Development owned by Pair of Aces for 105 North Wyomissing Avenue, as recommended by the Borough's Planning and Zoning Commission. The conditions have finally been met. Since the plans were not signed in 2008 when approved, Council now needs to acknowledge the action of the previous Council in order to sign the plans.

President Hoffert questioned whether legal counsel reviewed all the documents involved and whether the engineers reviewed the plans to insure that the conditions were met. Mr. Klonis noted that a Municipal Improvements Agreement will be required to be executed. Mr. Fulmer advised that the engineers conducted a cursory review of the plans. Therefore, Dr. Michalik made a motion, which was seconded by Mrs. Bentz, and unanimously carried, acknowledging the action of the previous Council conditional upon additional review by the Solicitor and the engineers.

On a motion by Mr. Michael Hoffert, seconded by Mr. Klee, and duly approved, permission was given to file a lien on each of the following properties for unpaid curbing invoices dated November 9, 2018:

- a. **James A., Jr./Michelle K. Ackley**
142 West Elm Street, Shillington - \$1,925.00
- b. **Mark W. Buterbaugh/Tammy L. Lamb**
35 New Holland Avenue, Shillington - \$4,479.20
- c. **Jose M./Carolyn M. Garcia**
140 West Elm Street, Shillington - \$1,542.20

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- d. **Joshua David Morrow**
36 New Holland Avenue, Shillington - \$1,542.20
- e. **Sarah E. Reigel**
314 West Elm Street, Shillington - \$ 829.40
- f. **Albert H./Barbara A. Vaux**
311 West Elm Street, Shillington - \$ 473.00

Manager - Mr. Mountz reported that on March 4, 2019, the Borough received \$130,722.87 from the Berks Earned Income Tax Bureau representing the Borough's share of the earned income tax processed from February 1, 2019 through February 28, 2019.

On a motion by Dr. Clark, seconded by Mr. Klee, and duly carried, Council granted conditional approval to the Escrow Release Request No. 2 for the Beverly Avenue Subdivision in the amount of \$17,951.25. This release is conditional upon the following:

- °Sealing the edge of the trench;
 - °Reimbursement to the Borough of all outstanding engineering fees; and
 - °Receipt by the Borough of as-built plans.
- Roll Call - 6 ayes

UNFINISHED BUSINESS:

As directed by Council, the Civil Service Commission conducted another review of the proposed Rules and Regulations and updated additional sections, as necessary. Solicitor Klonis noted that most of the changes reflect the updates that the State made to its "Model Rules and Regulations." These updates were submitted to Council once again. On a motion by Dr. Michalik, seconded by Mr. Klee, and unanimously carried, Council adopted the Civil Service Commission's updated Rules and Regulations, as presented.

Mr. Klee then made a motion, which was seconded by Mrs. Bentz, and duly approved, which authorized the Civil Service Commission to begin the hiring process and the creation of a new Eligibility List, including a Certified List of Three (3).

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President Hoffert advised that the Animal Rescue League issue remains tabled.

President Hoffert noted that the new route for the Memorial Day Parade is as follows:

- °East Broad Street to West Broad Street,
- °West Broad Street to South Sterley Street,
- °South Sterley Street to North Sterley Street,
- °North Sterley Street to Pennsylvania Avenue,
- °Pennsylvania Avenue to North Brobst Street,
- °North Brobst Street to South Brobst Street
- °The parade will end at the Middle School, with the ceremony at the Town Hall.

As there was no further business, the meeting was adjourned on a motion by Mr. Klee, and duly carried at 8:12 p.m.

Respectfully submitted,

Jan M. Boyd
Borough Secretary