

The October 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. Council member Ronald R. Klee, Jr. was absent. Council members in attendance were: Elizabeth M. Bentz, George B. Clark, 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 L. Klonis from the Solicitor's office and Kenneth Fulmer of Great Valley Consultants were also in attendance along with the following residents and visitor:

Michael Hart - 618 March Street
Timothy Pulaski - 620 March Street
Harold Stupp - 115 South Miller Street

Colleen Stamm - representative, Mifflin Community Library

As there were no objections, the minutes of the August 8, 2019 council meeting were approved as forwarded to each member, on a motion by Dr. Michalik, seconded by Mr. Vanino, and duly carried. Additionally, Council also approved the minutes of the September 12, 2019 council meeting, as forwarded to each member, by motion of Mr. Vanino, seconded by Mr. Michael Hoffert, and unanimously carried.

PUBLIC COMMENT:

Ms. Stamm addressed Council as the Vice President of the Mifflin Community Library Board of Trustees. She provided an update on the Library's activities and the services that it provides to the

October 10, 2019

members of the community. She noted that it has been awarded the "PA Forward Gold Star" Award for 2018 and 2019, which is the highest award in this category. Additionally, the library has 1,752 active cardholders that are Borough residents, which is approximately thirty (30) percent of the Borough's population. She concluded her presentation by thanking Council for their past support and requested that the Borough maintain its current level of funding support.

PUBLIC COMMENT ON AGENDA ITEMS: None.

COMMITTEE REPORTS:

Mayor - Mayor Hivner gave the Police Department's report for the month of September. During this month, the Department handled 568 incidents, with 135 arrests being made. Also during this month, 3,346 patrol miles were traveled.

Police and Personnel - On a motion by Mr. Conrad Vanino, vice chairman, seconded by Mrs. Bentz, and unanimously carried, Council approved the payment of \$6,733.81 in overtime paid to the members of the Police Department during the month of September. Roll Call - 6 ayes

Mr. Vanino reported that the Committee met to discuss the retirement of the Borough Manager, as presented at the last meeting. He then made a motion, which was seconded by Dr. Clark, and duly approved, to accept, with regret, Mr. Mountz's retirement, effective November 15, 2019.

Mr. Vanino then made another motion, which was seconded by Mrs. Bentz, and unanimously carried, to prepare and advertise an ordinance to appoint Scott D. Brossman, Jr. to the Borough Manager's position, effective November 16, 2019.

Administration-Law-Finance - By motion of Dr. Michalik, member, seconded by Dr. Clark, and unanimously carried, Council confirmed the payment of the bills associated with the September 30, 2019 Financial Statements, as follows:

October 10, 2019

General Fund - \$201,541.88
Water Fund - \$197,152.29
Sewer Fund - \$55,664.94
Recreation Board - \$21,324.31
Fire Fund - \$7,473.31
Streets Improvement Fund - \$0.00
Roll Call - 6 ayes

Fire - Mr. Michael A. Hoffert, chairman, gave the Fire Chief's report for the month of September. During this time, the Department responded to a total of thirty-seven (37) dispatches consisting of seven (7) calls in the Borough and thirty (30) assists to neighboring departments. The Department also conducted four (4) training sessions during the month.

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

Chief Deamer apprised Council that the Department was awarded a Federal Emergency Management Agency (FEMA) Grant in the amount of \$25,828.55 which will be used for personal protective gear and a washer and dryer to clean the gear.

Tree-Pole and Light - Mrs. Elizabeth M. Bentz, chairman, reported that ten (10) trees have been requested to date for the fall planting of the Tree Advisory Committee scheduled for November 2.

Streets-Sanitation-Water - Mr. John W. Hoffert, chairman, reviewed with Council the October Engineer's Report. He noted the following work was performed to address the water drainage problem that the neighbors of the 600 block of March Street are experiencing:

°The Engineers completed the survey of Reber Moore Lane behind the 600 block of March Street to determine the type, size and location of existing drainage facilities and utilities. Next, a contractor will be hired to visually inspect the lines to determine their structural integrity.

October 10, 2019

President Hoffert continued by giving the report of the work done by the Public Works Department during the month of September.

Recreation - Dr. Edward B. Michalik, chairman, reported on the Recreation Board meeting held on October 7, 2019. The Board reviewed the budgeted numbers versus the actual numbers for the 2019 summer season. The Board is also recommending increases to the seasonal personnel hourly rates and to the program fees. This information will be provided to Council for their consideration.

A request was received from Yamil Echavarria of 233 West Lancaster Avenue, 2nd Floor for a refund of his pool membership fee in the amount of \$175.00. Mr. Echavarria was unable to obtain pool tickets for his family, as they were not registered at the School District. Dr. Michalik made a motion, which was seconded by Mrs. Bentz, to approve this request and refund Mr. Echavarria his membership fee of \$175.00.

Building and Codes - Mr. Conrad Vanino, chairman, gave the Borough's Building Code Official's report for the month of September. During this time, nine (9) new permits were issued, thirteen (13) certificates of use/occupancy were issued and twenty-nine (29) permits remain open.

Solicitor - Solicitor Klonis presented **Ordinance No. 1211**, which establishes a 9:00 p.m. to 5:00 a.m. curfew for anyone under sixteen (16) years of age for the period of October 18 thru October 31, 2019. Council adopted this ordinance, as presented, on a motion by Mr. Michael Hoffert, seconded by Dr. Michalik, and duly approved.

Ordinance No. 1212, which authorizes the closing of Waverly Street on Saturday, November 2, 2019 from 2:30 p.m. to 9:30 p.m. for the *Strike Up the Bands* Band Competition was adopted, as presented by Mr. Klonis, by motion of Dr. Michalik, seconded by Mrs. Bentz, and unanimously carried.

Mayor Hivner announced that Trick or Treat Night in the Borough will be on Thursday, October 31, until 9:00 p.m.

October 10, 2019

On a motion by Dr. Michalik, seconded by Mr. Michael Hoffert, and duly approved, Council gave permission to file liens on the following:

a. **Jeremy D. Figura**
1711 Lancaster Avenue, (Cumru Township)

Outstanding Water Jobbing Invoice
from 6/06/19 - \$ 84.00

b. **Kimberly A. Seng**
36 N. Wyomissing Avenue, Shillington

Outstanding water/sewer/refuse bills - \$ 483.86
Water Jobbing Invoice - 30.00

Total Outstanding - \$ 513.86

Manager - Mr. Mountz reported that the Borough received \$26,449.03 on September 16, 2019 from the Pennsylvania Department of the Auditor General representing the 2019 allocation supporting the Volunteer Fire Relief Association. Council gave permission to turn these funds over to the Relief Association of the Fire Department, on a motion by Dr. Michalik, seconded by Mrs. Bentz, and unanimously carried.

On September 18, 2019, the Borough received \$179,217.46 from the Pennsylvania Department of the Auditor General representing the 2019 allocation of General Municipal Pension State Aid. These funds will be deposited into the Borough's pension plans according to the 2019 Minimum Municipal Obligation.

On October 2, 2019, \$36,439.83 was received from the Berks Earned Income Tax Bureau representing the Borough's share of the earned income tax processed from September 1, 2019 through September 30, 2019.

The Borough received \$2,310.83 on October 3, 2019 from the Pennsylvania Department of Revenue representing the funds due to the Borough under the provisions of the Pennsylvania Public Utility Realty Tax Act (PURTA).

October 10, 2019

Assistant Manager - Mr. Brossman presented the proposal from Lynx Computer Technologies for the budgeted upgrade of the Police Department's Computer System. The cost of the upgrade is \$34,723.00 and was authorized by Council on a motion by Mr. Michael Hoffert, seconded by Mr. Vanino, and duly carried. Roll Call - 6 ayes

Mr. Brossman also presented the proposal to upgrade the Borough's water meter reading equipment at a cost of \$24,400. This upgrade was also budgeted and was quoted using CoStars pricing. Dr. Michalik then made a motion, which was seconded by Dr. Clark, and unanimously approved authorizing the upgrade of the water meter reading equipment at a cost of \$24,400. Roll Call - 6 ayes

At last month's meeting, Council gave permission to purchase a police vehicle for a total cost of \$45,588.31. However, the actual price came in at an additional \$703.25 due to a lighting package being missed on the original quote. Therefore, the total cost for the vehicle is \$46,291.56. Dr. Clark made a motion, which was seconded by Mrs. Bentz, and duly carried confirming the updated cost of the new police vehicle to be \$46,291.56.

Questions on Agenda Items: None.

As there was no further business, the meeting was adjourned on a motion by Mr. Vanino and duly carried at 8:10 p.m.

Respectfully submitted,

Jan M. Boyd
Borough Secretary