

The March 12, 2020, 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 Conrad Vanino were absent at the time that roll call was taken. Council members in attendance were: Elizabeth M. Bentz; Alec M. Ernst; John W. Hoffert; Michael A. Hoffert; and Edward B. Michalik. Present in addition to the Council members were Mayor Andrew R. Hivner, Borough Manager Scott D. Brossman, Fire Chief Timothy Deamer, John A. Hoffert and Thomas L. Klonis, from the Solicitor's office and Secretary Jan M. Boyd. Nicholas Johnson of Great Valley Consultants was also in attendance along with 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 13, 2020, council meeting were approved as forwarded to each member, on a motion by Dr. Michalik, seconded by Mr. Michael Hoffert, and duly carried.

Mr. Ernst abstained from voting as he did not attend the February meeting.

PUBLIC COMMENT: None.

PUBLIC COMMENTS ON AGENDA ITEMS. None.

COMMITTEE REPORTS:

Mayor - Mayor Hivner gave the Police Department's report for the month of February. During this month, the Department handled 622 incidents, with 61 arrests being made. Also during this month, 2,697 patrol miles were traveled.

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Police and Personnel - Mrs. Elizabeth M. Bentz, vice chairman, made a motion, which was seconded by Dr. Michalik, and duly carried, approving the payment of \$2,960.68 in overtime paid to the members of the Police Department during the month of February.

Roll Call - 5 ayes

Mr. Vanino arrived at the meeting at 7:39 p.m.

Mrs. Bentz presented the 2019 Annual Report of the Civil Service Commission. This report detailed the tests conducted during the recent hiring process and the costs involved with these tests. This process was not completed in 2019, but extended into 2020.

A letter was received from the Civil Service Commission advising that their testing process has now concluded, with only one (1) candidate successfully completing the testing process. Therefore, the Commission certified the following candidate as eligible for hire:

Maria Y. Ruiz-Cabrera

Following a brief discussion, Mrs. Bentz made a motion, which was seconded by Mr. Michael Hoffert, and unanimously approved, to make a conditional offer of employment to Ms. Ruiz-Cabrera. The offer is conditional upon Ms. Ruiz-Cabrera passing a medical and a psychological examination.

Council then authorized the Civil Service Commission to start the hiring process again, as there is an additional opening in the Police Department, on a motion by Mrs. Bentz, seconded by Dr. Michalik, and duly approved.

Administration-Law-Finance - On a motion by Dr. Edward B. Michalik, Jr., chairman, which was seconded by Mr. Vanino, and duly carried, Council confirmed the payment of the

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bills associated with the February 29, 2020 Financial Statements as follows:

General Fund - \$265,342.61
Water Fund - \$261,497.36
Sewer Fund - \$73,633.81
Recreation Fund - \$15,319.73
Fire Fund - \$14,446.07
Streets Improvement Fund - \$6,669.18
Roll Call - 6 ayes

Fire - Mr. Michael A. 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 seventeen (17) calls in the Borough and twenty-six (26) 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.

Tree-Pole and Light - Mrs. Elizabeth M. Bentz, chairman, informed Council that three (3) trees have been requested to date for the Tree Advisory Committee's Spring Planting.

Mrs. Bentz further advised that the Committee is looking into replacing the trees located in the Park behind the Mifflin Healthcare.

Streets-Sanitation-Water - Mr. John W. Hoffert, chairman reviewed with Council the March Engineer's Report. He noted that the design that shows the addition of catch basins at the intersection of Woodland Avenue and Reber Moore Lane is being finalized to accommodate conflicts with existing utilities. Field work will be laid out in the near future.

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

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At this time, Nicholas Johnson of Great Valley Consultants gave Council an update on the Borough's and the Wyomissing Creek Watershed Coalition's progress in satisfying the MS4 permitting requirements. He reminded Council that the Borough along with seven (7) other municipalities make up the Wyomissing Creek Watershed Coalition. All of the eight (8) municipalities must be in compliance before a new permit is issued. Mr. Johnson also apprised Council of the current projects being considered by the Wyomissing Creek Watershed Coalition.

Recreation - Dr. Michalik, member, gave the minutes of the March 9, 2020, Recreation Board meeting. He noted that this was the first meeting with the Borough's new Recreation Director, Kyle Kuser.

The Board discussed the upcoming spring events: Easter Egg Hunt and the Fishing Rodeo. The Board also discussed the summer staff for the pool and playground and the rental procedures for the pavilion within the pool fence.

Zoning and Codes - Mr. Conrad Vanino, chairman gave the Borough's Building Code Official's report for the month of February. During this time, five (5) new permits were issued, four (4) certificates of use/occupancy were issued and nineteen (19) permits remain open.

Solicitor - Solicitor Klonis presented **Resolution No. 3-2020** which authorizes the President and Secretary to enter into the Agreement that permits electronic access to the Pennsylvania Department of Transportation's (PennDOT's) systems for completing grant applications. Council adopted this resolution, as presented, on a motion by Mr. Vanino, seconded by Dr. Michalik, and duly carried.

Mr. Michael Hoffert made a motion, which was seconded by Mr. Vanino, giving the Solicitor permission to file a lien on each of the following properties:

- a. **Heather Lane Realty LLC**
453 S. Wyomissing Ave, Shillington
Grass/Weeds Cutting Invoice - \$550.00

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- b. **Timothy M. Hoffert**
1108 Manatamany Drive, Pocono Lake
for: 108 New Holland Avenue, Shillington
Outstanding Water/Sewer/Refuse and
Water Jobbing Invoice - \$815.29

Manager - Mr. Brossman reported that on March 3, 2020, the Borough received \$138,236.86 from the Berks Earned Income Tax Bureau representing the Borough's share of the earned income tax processed from February 1, 2020 through February 29, 2020.

On March 4, 2020, the Borough received \$159,645.23 from the Pennsylvania Department of Transportation representing the Liquid Fuels Tax allocation for 2020.

QUESTIONS FROM THE AUDIENCE: None.

NEW BUSINESS:

As the current contract with the Police Department is expiring this year, President Hoffert named the following committee for upcoming contract negotiations:

Contract Negotiations Committee

Ronald R. Klee, Jr.
Elizabeth M. Bentz
Edward B. Michalik, Jr.
John W. Hoffert

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

Respectfully submitted,

Jan M. Boyd
Borough Secretary