

The November 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. Council Member Michael A. Hoffert was absent. Council members in attendance were: Elizabeth M. Bentz; John W. Hoffert; Ronald R. Klee, Jr.; Edward B. Michalik and Conrad Vanino. Council member Alec M. Ernst participated by telephone. Present in addition to the Council members were Mayor Andrew R. Hivner, Borough Manager Scott D. Brossman, Fire Chief Timothy Deamer, Solicitor Thomas L. Klonis and Secretary Jan M. Boyd. Kenneth Fulmer of Great Valley Consultants was also in attendance.

As there were no objections, the minutes of the October 8, 2020, council meeting were approved as forwarded to each member, on a motion by Mr. Klee, seconded by Dr. Michalik, and duly carried.

PUBLIC COMMENT: None.

PUBLIC COMMENTS ON AGENDA ITEMS. None.

COMMITTEE REPORTS:

Mayor - Mayor Hivner gave the Police Department's report for the month of October. During this month, the Department handled 632 incidents, with 56 arrests being made. Also during this month, 2,956 patrol miles were traveled.

The new patrol vehicle has been placed into service.

Police and Personnel - On a motion by Mr. Ronald R. Klee, Jr., chairman, seconded by Mr. Vanino, and unanimously carried, Council approved the payment of \$8,865.90 in overtime paid to the members of the Police Department during the month of October. Roll Call - 6 ayes

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Mr. Klee made a motion, which was seconded by Dr. Michalik, and duly carried, giving permission to renew the agreement with the Highway Safety Network for continued participation in DUI roving patrols.

Administration-Law-Finance - On a motion by Dr. Edward B. Michalik, Jr., chairman, seconded by Mr. Vanino, and duly approved, Council confirmed the payment of the bills associated with the October 31, 2020 Financial Statements as follows:

General Fund - \$330,171.91
Water Fund - \$231,052.31
Sewer Fund - \$235,239.46
Recreation Fund - \$15,520.27
Fire Fund - \$7,121.10
Streets Improvement Fund - \$0.00
Roll Call - 6 ayes

Dr. Michalik noted that the Borough's annual audit was distributed to each member for their review. Action on the audit will be taken at the next meeting.

Fire - Dr. Michalik, vice chairman, gave the Fire Chief's report for the month of October. During this time, the Department responded to a total of thirty-five (35) dispatches consisting of ten (10) calls in the Borough and twenty-five (25) assists to neighboring departments. The Department also conducted four (4) training sessions during the month.

The members covered all of the 184 hours of available daytime staffing for the month.

Various Fire Prevention details were held throughout the month.

Tree-Pole and Light - Mrs. Elizabeth M. Bentz, chairman, reported that fifteen (15) trees were planted in the Borough during the fall planting conducted by the Tree Advisory Committee.

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

°The stream crossing permit for the Reed Street Water Main Project was submitted to the Berks County Conservation District. Comments were received and addressed. The permit was then resubmitted. The design of the main is substantially complete.

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

Recreation - Mr. Alec M. Ernst, chairman, reported that the Recreation Board meeting scheduled for November 9, was cancelled. He noted that the Board will continue their discussions regarding the fishing rodeo and updating the pavilion rental rules at future meetings.

Zoning and Codes - Mr. Conrad Vanino, chairman, gave the Borough's Building Code Official's report for the month of October. During this time, ten (10) new permits were issued, seven (7) certificates of use/occupancy were issued and twenty-seven (27) permits remain open.

Mr. Vanino reported that at a hearing held on October 6, 2020, the Borough's Zoning Hearing Board took the following action:

°Granted a variance to Caleb J. Henry and Adrienne D. Miller-Henry of 74 Museum Road to install a six (6) foot fence along the Museum Road front yard and the Elsie Street front yard in accordance with the plans submitted at the hearing.

Manager - Mr. Brossman presented the Tentative Budget for 2021 with a General Fund expenditure of \$3,642,150, a total expenditure of all funds of \$9,751,600 and no proposed tax increase. The millage rate will remain at

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7.14 mills. On a motion by Dr. Michalik, seconded by Mr. Klee, and unanimously carried, Council adopted the Tentative Budget, as presented, and authorized its advertisement.

The Borough received \$302.49 on October 8, 2020, from the Berks Earned Income Tax Bureau representing the distribution of unclaimed property (checks).

On October 28, 2020, the Borough received \$1,724.23 from PFM Asset Management LLC, as a rebate earned on purchases on the Borough's Procurement Cards between September 1, 2019 and August 31, 2020.

The Borough received \$10,073.81 on November 3, 2020, from the Berks Earned Income Tax Bureau representing the Borough's share of the earned income tax processed from October 1, 2020 through October 31, 2020.

On November 6, 2020, the Borough received \$24,686.59 from Comcast Cable representing the franchise fees owed to the Borough for the period from July 2020 through September 2020.

Mr. Brossman advised that the bids received for the refuse and recycling contracts were reviewed. Based upon this review, he recommended that the contracts be awarded to the following low bidders:

Refuse Collection:

Eagle Disposal	\$596,610.00 - 2 Year
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Period

Council awarded this contract, as recommended, on a motion by Mr. Vanino, seconded by Mr. Klee, and duly carried.

Recycling Collection:

Eagle Disposal	\$212,732.00 - 2 Year
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Period

Council awarded this contract, as recommended, on a motion by Mr. Klee, seconded by Dr.

Michalik, and unanimously approved.

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By motion of Dr. Michalik, seconded by Mr. Klee, and duly approved, permission was given to enter into an agreement with TowerDIRECT, LLC to provide ambulance services to the residents. This agreement will be effective December 1, 2020 and will continue for a period of one (1) year at a cost of \$53,000 annually.

Permission was given to renew the Borough's membership with the Pennsylvania State Association of Boroughs in the amount of \$1,107.00, on a motion by Mr. Vanino, seconded by Mr. Klee, and unanimously carried.

Mr. Brossman advised Council that the Borough received a "2020 Safety Award" from its workers' compensation insurance carrier, Susquehanna Municipal Trust, for zero lost time days during 2019.

As there was no further business, the meeting was adjourned on a motion by Mr. Vanino, and duly carried 7:57 p.m.

Respectfully submitted,

Jan M. Boyd
Borough Secretary