

The December 10, 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 Conrad Vanino was not present when roll call was taken. Council members in attendance were: Elizabeth M. Bentz; John W. Hoffert; Michael A. Hoffert; Ronald R. Klee, Jr. And Edward B. Michalik. 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, Assistant Fire Chief Robert Knouse, Solicitor Thomas L. Klonis and Secretary Jan M. Boyd. Kenneth Fulmer of Great Valley Consultants was also in attendance along with the following residents:

Michael D. Mountz - 15 Kings Boulevard  
Harold Stupp - 115 South Miller Street

As there were no objections, the minutes of the November 12, 2020, council meeting were approved as forwarded to each member, on a motion by Mr. Klee, seconded by Dr. Michalik, and duly carried. Also approved as forwarded to each member were the minutes of the November 17, 2020 budget workshop, on motion by Dr. Michalik, seconded by Mr. Klee, and unanimously 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 November. During this month, the Department handled 547 incidents, with 53 arrests being made. Also during this month, 2,779 patrol miles were traveled.

Mr. Vanino arrived at 7:34 p.m.

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Chief Hivner reported that Officer Duane Witman will be off work until further notice due to a non-work related injury.

Chief Hivner also reported that he received the resignation from Kelly Dunkelberger, police secretary. Her resignation is effective January 8, 2021.

**Police and Personnel** - On a motion by Mr. Ronald R. Klee, Jr., chairman, seconded by Dr. Michalik, and unanimously carried, Council approved the payment of \$9,777.73 in overtime paid to the members of the Police Department during the month of November. Roll Call - 7 ayes

Mr. Klee advised that the Police Contract Addendum that implemented the 12-hour work shifts for the Police Department will be expiring December 31, 2020. As the manpower shortage issue, which caused this change, has not been resolved yet, the Police Chief is requesting that this addendum be extended indefinitely until new officers are hired and covering shifts. Following a brief discussion, Council agreed to the extension of the Contract Addendum, as requested by the Police Chief, on a motion by Mr. Klee, seconded by Mr. Michael Hoffert, and duly approved.

**Administration-Law-Finance** - By motion of Dr. Edward B. Michalik, Jr., chairman, seconded by Mr. Vanino, and duly carried, Council adopted the 2021 budget with a tax base of 5.64 mills for General Borough purposes, 1.00 mill for Street Improvement purposes, and .5 mills for Fire purposes, for a total tax rate of 7.14 mills. Dr. Michalik noted that there is no increase over the 2020 tax rate. Roll Call - 7 ayes

On a motion by Dr. Michalik, seconded by Mr. Klee, and duly approved, Council confirmed the payment of the bills associated with the November 30, 2020 Financial Statements as follows:

General Fund - \$278,469.41  
Water Fund - \$286,361.11  
Sewer Fund - \$62,807.02

Recreation Board - \$20,866.05

Fire Fund - \$20,416.43

Streets Improvement Fund - \$0.00

Roll Call - 7 ayes

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Dr. Michalik made a motion, which was seconded by Mr. Vanino, and unanimously carried, making the following appointments to the Zoning Hearing Board:

- Michael J. Moyer to an additional 5-year term which will expire December 31, 2025; and
- Damien Drago to fill the vacant position on the Board. His term will expire December 31, 2022; and
- Eric M. Brower and Michelle R. Huber as alternates to the Board. Both terms will expire April 2023.

Scott Huber was appointed to fill the vacant position on the Planning and Zoning Commission, on a motion by Dr. Michalik, seconded by Mr. Klee, and duly approved. Mr. Huber's term will expire June 2025.

A motion was made by Dr. Michalik, seconded by Mr. Vanino, and duly carried, the following appointments were made to the Borough's Recreation Board:

- Elizabeth Forrer to an additional 5-year term which will expire June 2025; and
- Jared A. Hopgood to fill the vacant position on the Board. His term will expire June 2024.

Douglas J. Weiss was reappointed as the Borough's representative on the Western Berks Water Authority, for an additional 5-year term, on a motion by Dr. Michalik, seconded by Mr. Klee, and unanimously carried.

Dr. Michalik then made a motion, which was seconded by Mr. Klee, and duly carried, accepting the Borough's Audit for the year ended December 31, 2019, as received from RKL LLP, Certified Public Accountants.

Council gave authorization to pay the bills until the end of the year, by motion of Dr. Michalik, seconded by Mr. Klee, and unanimously approved.

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**Fire** - Mr. Michael A. Hoffert, chairman, gave the Fire Chief's report for the month of November. During this time, the Department responded to a total of forty-seven (47) dispatches consisting of twelve (12) calls in the Borough and thirty-five (35) assists to neighboring departments. The Department also conducted three (3) training sessions during the month.

The members covered all of the 168 hours of available daytime staffing for the month.

On November 15, 2020, long time firefighter, Fred Kirlin, passed away. Mr. Kirlin was a volunteer with the Department since 1971. The Engine House was draped with black bunting for thirty (30) days in honor of Mr. Kirlin's service.

Assistant Chief Knouse noted that no changes were made to the Department's officers at the annual election, except for the following:

- °Secretary - Heidi Moll
- °Treasurer - Nicholas Johnson

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

- °Verbal approval has been received from the Berks County Conservation District on the stream crossing permit submitted for the Reed Street Water Main Project. A written copy of the permit has not been received yet.

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

Recreation - Mr. Alex M. Ernst, chairman, gave the minutes of the Recreation Board meeting held on December 7, 2020.

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The Board received a request from the Governor Mifflin High School lacrosse teams to hold a fun run/walk fundraiser in the Park on Sunday, February 21, 2021. The course route has been given approval by Chief Hivner. The Board recommended approval of this request.

Following a brief discussion, Council also approved this request by motion of Mr. Ernst, seconded by Mr. Vanino, and duly carried, conditional upon receipt of a Hold Harmless Agreement and a Certificate of Insurance.

The Recreation Board Director and the Borough Manager will review the Borough's pavilion rental agreement and update it as necessary.

Going forward, the Recreation Board's monthly meeting will begin at 6:30 p.m. instead of 7:00 p.m. on the Monday prior to the Council meeting.

**Zoning and Codes** - Mr. Conrad Vanino, chairman, gave the Borough's Building Code Official's report for the month of November. During this time, eight (8) new permits were obtained, twelve (12) certificates of use/occupancy were issued and twenty-five (25) permits remain open.

**Solicitor - Resolution No. 8-2020**, which sets the Real Estate tax rate for 2021 at 7.14 mills was adopted as presented by Solicitor Klonis on a motion by Mr. Klee, seconded by Mr. Vanino, and duly carried.

The **2021 Payroll Resolution (No. 9-2020)**, was adopted as presented to each member, by motion of Mr. Klee, seconded by Dr. Michalik, and unanimously approved.

Mr. Klee made a motion, which was seconded by Mr. Vanino, and duly approved, to adopt **Resolution No. 10-2020**, which sets the annual refuse collection charge at \$254.00 per dwelling unit for 2021.

**Resolution No. 11-2020**, which sets the rate of members' contributions to the Police Pension Fund at five (5) percent for 2021, was adopted as presented, on

a motion by Dr. Michalik, seconded by Mr. Michael Hoffert, and duly carried.



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**Manager** - Mr. Brossman reported that the Borough received \$1,176.09 on December 1, 2020 from the Pennsylvania Department of Transportation representing the semi-annual payment of State Police Fines and Penalties.

On December 2, 2020, the Borough received \$120,034.24 from the Berks Earned Income Tax Bureau representing the Borough's share of the earned income tax processed from November 1, 2020 through November 30, 2020.

On December 2, 2020, the Borough received \$89,457.81 from the Pennsylvania Municipal Health Insurance Cooperative (PMHIC) representing the final distribution of the Borough's claim fund surplus for 2019.

As the Borough's agreement with the Western Berks Landfill expires at the end of the year, the Borough Manager sought proposals from various landfills. The New Morgan Landfill Company, Inc. dba Conestoga Landfill provided the lowest dumping fees and the length of time for an agreement. Therefore, on a motion by Mr. Klee, seconded by Mrs. Bentz, and duly carried, Council gave permission to enter into a 10-year agreement with New Morgan Landfill Company, Inc. for landfill services for the Borough's municipal waste. In 2021 the cost will be \$60.00/ton finishing at \$92.95/ton in 2030. Solicitor Klonis had previously reviewed this agreement.

Roll Call - 7 ayes

In conjunction with the above action, Eagle Disposal has agreed to haul the Borough's municipal waste to the New Morgan Landfill at a cost of \$44,000 per year. On a motion by Mr. Michael Hoffert, seconded by Mrs. Bentz, and duly carried, Council gave authorization to change the terms of the Refuse Collection Contract with Eagle Disposal to reflect the change in dump sites at an additional cost of \$44,000.

On a motion by Mr. Michael Hoffert, seconded

by Mr. Klee, and unanimously approved, permission was given to enter into a 15-year agreement with Verizon for small wireless communications facilities to increase the 5G coverage throughout the Borough. Under the agreement, the Borough would receive \$278 per pole/attachment that is placed.

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Dr. Michalik made a motion, which was seconded by Mr. Klee, and duly approved, authorizing the purchase of a 2018 Caterpillar Loader from the Borough of Wernersville at a cost of \$35,000. This item would replace the Borough's 1996 Case Loader with 2,600 hours on it, which Council authorized to seek bids for its sale. The new loader has 140 hours on it and was purchased by the Borough of Wernersville through a recycling grant. As such, the Borough will have to provide justification to the Department of Environmental Protection as to how it will be utilized for recycling.

**QUESTIONS FROM THE AUDIENCE:**

Mr. Stupp questioned what would happen here in the Borough if a shutdown would be mandated again.

President Hoffert advised that it will be up to staff to follow the guidelines and determine what works best for the Borough.

As there was no further business, the meeting was adjourned on a motion by Mr. Klee, and duly carried at 8:40 p.m.

Respectfully submitted,

Jan M. Boyd  
Borough Secretary