

The February 10, 2022, 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 Michael A. Hoffert was absent. Council members in attendance were: Elizabeth M. Bentz; John W. Hoffert; Ronald R. Klee, Jr.; Edward B. Michalik, Jr. and Conrad Vanino. Councilman 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 along with the following residents:

Mark Paul - 60 East Broad Street
Harold Stupp - 115 South Miller Street

As there were no objections, the minutes of the December 9, 2021, council meeting were approved as forwarded to each member, on a motion by Mr. Klee, seconded by Mr. Vanino, and duly carried. Council also approved the minutes of the Reorganization/January meeting held on January 3, 2022, on a motion by Dr. Michalik, seconded by Mr. Klee, and unanimously approved.

PUBLIC COMMENT:

Mr. Paul attended the meeting to express his concern about the condition of the road in the Park, particularly the section that runs through the middle of the pavilion area. This section has been heavily patched, but it still contains many potholes.

President Hoffert advised that the potholes will be patched. Additionally, when the Public Works Department has excess hot mix available, they will overlay sections of the road.

PUBLIC COMMENT ON AGENDA ITEMS: None.

February 10, 2022

COMMITTEE REPORTS:

Mayor - Mayor Hivner gave the Police Department's report for the month of January. During this month, the Department handled 337 incidents, with 125 arrests being made. Also during this month, 2,201 patrol miles were traveled.

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 \$13,543.13 in overtime paid to the members of the Police Department during the month of January. Roll Call - 6 ayes

Mr. Klee presented the 2021 Annual Report of the Civil Service Commission. This report detailed the final costs of the hiring process that began in 2020. This process resulted in an Eligibility List containing three (3) names. Two (2) of these candidates were subsequently hired. The report also detailed the cost of the tests involved once an offer of employment is extended.

The Civil Service Commission has recommended a change to their Rules and Regulations. Currently, an applicant's official transcripts are to be received on or before seven (7) days prior to the administration of the written examination. The Commission recommended that this be changed to read "the official transcripts must be received by the completion of the oral examination." Mr. Klee made a motion to accept this recommendation, with Dr. Michalik seconding it. Following a discussion on the motion, Mr. Vanino suggested that the wording be further clarified to read "the official transcripts must be received on or before taking the oral examination." With this suggestion, Mr. Klee withdrew his motion and Dr. Michalik withdrew his second. President Hoffert turned the matter over to the Police and Personnel Committee for their consideration and recommendation at the March meeting.

Administration-Law-Finance - Dr. Edward B. Michalik, chairman, made a motion, which was seconded by Mr. Klee,

February 10, 2022

and duly approved, confirming the payment of the bills associated with the January 31, 2022 Financial Statements as follows:

General Fund - \$222,558.30
Water Fund - \$214,983.15
Sewer Fund - \$113,059.07
Recreation Fund - \$12,623.30
Fire Fund - \$889.22
Streets Improvement Fund - \$0.00
Roll Call - 6 ayes

Fire - Dr. Michalik, vice chairman, gave the Fire Chief's report for the month of January. During this time, the Department responded to a total of forty-six (46) dispatches consisting of nine (9) calls in the Borough and thirty-seven (37) assists to neighboring departments. The Department also conducted four (4) training sessions during the month.

The members covered all of the 176 hours of available daytime staffing for the month.

Tree-Pole and Light - Mr. Alec M. Ernst, chairman, advised Council that Silas McLaughlin has finished his portion of the Tree Tracker Program that he was working on for his Eagle Scout Award.

Mr. Ernst noted that the Shillington Tree Advisory Committee (STAC) is concerned about the number of trees being removed without a permit. They will be discussing this issue at their future meetings.

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

°Installation of the replacement water main for the Reed Street Water Main Project is scheduled to begin. Inclement weather has slowed the progress.

February 10, 2022

°Specifications are being completed for the 2022 Streets Project. A bid opening is anticipated for March.

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

Recreation - Mrs. Elizabeth M. Bentz, chairman, reported on the minutes of the January 10, 2022, Recreation Board meeting.

The following dates have been established for the various summer events:

April 9 - Easter Egg Hunt (rain date April 10)
April 23 - Fishing Rodeo
June 11 - Concert in the Park (Uptown Band)
August 5 - Concert in the Park (The Greaseband)

The Recreation Board recommended that the rates for the summer programs be retained at their existing rates. Council concurred with this recommendation on a motion by Mrs. Bentz, seconded by Mr. Ernst, and duly approved.

The Recreation Board also recommended that the Hiller Funds be used to install new pickleball courts.

Zoning and Codes - Mr. Conrad Vanino, chairman, reported that a letter was received from the Borough's Planning and Zoning Commission who met on January 17, 2022, at which time they considered the Preliminary/Final Plan submitted by K & W Engineers for the Community Athletic Building and Campus Improvements at the Governor Mifflin School District's High School and Middle School. The Commission has recommended that Council give conditional approval to the Plan, provided that all outstanding items in Great Valley Consultants' review letter of January 14, 2022 have been met.

Mr. Vanino then made a motion to give conditional approval to the Plan, as recommended by the

February 10, 2022

Planning and Zoning Commission. Dr. Michalik seconded this motion. Upon further discussion, President Hoffert stated that he was not prepared to give conditional approval to the plan until the items on the review letter were completed or a revised plan is submitted.

Council concurred with President Hoffert, therefore, Mr. Vanino rescinded his motion and Dr. Michalik rescinded his second. Additionally, action on this matter was tabled until completion of the review letter items or a revised plan is submitted.

Mr. Vanino then gave the Building Code Official's reports for December 2021 and January 2022, as follows:

°During December 2021, Mr. Franey issued four (4) new permits and thirteen (13) certificates of use/occupancy thereby leaving twenty-five (25) permits open.

°During January 2022, Mr. Franey issued four (4) new permits and four (4) certificates of use/occupancy thereby leaving twenty-two (22) permits open.

Each member of Council received a copy of the 2021 Annual Report of the Planning and Zoning Commission. All activity of the Commission related to the Governor Mifflin School District Project including approving the sketch plan for record and beginning the preliminary/final plan review. Council had no questions regarding this report.

Manager - Mr. Brossman reported that the Borough received Earned Income Tax fund payments from the Berks Earned Income Tax Bureau, as follows:

- a. \$42,320.39 on January 7, 2022 for taxes processed from December 1, 2021 through December 31, 2021.
- b. \$33,844.98 on February 3, 2022 for taxes processed from January 1, 2022 through January 31, 2022.

February 10, 2022

On a motion by Dr. Michalik, seconded by Mr. Klee, and duly carried, Council authorized the payment of \$3,600 to the Fire Department for turn-out gear. This is the Borough's share of the matching portion of a \$63,000 grant that was awarded to and shared by three (3) departments.

Mr. Brossman presented Application for Payment No. 1 from Eastern Environmental Contractors, Inc. in the amount of \$4,050.00 for work performed on the Overbrook Pump Station Project. This Payment Application was reviewed and approved by Great Valley Consultants. Council authorized that this Application for Payment be paid, on a motion by Dr. Michalik, seconded by Mr. Klee, and unanimously approved.

The State has instituted a Low Income Household Water Assistance Program (LIHWAP). This provides a qualifying consumer a one-time payment for their water and/or sewer bill. In order for any of the Borough's water customers to participate in this program, the Borough must also be a participant. Mr. Brossman advised that this was discussed at the committee level, with the Committee recommending the Borough's involvement. Therefore, on a motion by Mr. Vanino, seconded by Dr. Michalik, and duly carried, Council approved the Borough's participation in the State's Low Income Household Water Assistance Program (LIHWAP).

On a motion by Mr. Klee, seconded by Dr. Michalik, and unanimously carried, the installation of the signs for the approved Handicapped Parking spaces and the "No Parking Here to Corner" zone will be erected under Council's jurisdiction under Ordinance No. 545 with an ordinance being adopted at the March meeting.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

February 10, 2022

QUESTIONS FROM THE AUDIENCE:

In Mr. Paul's opinion, the issue of snow removal from residents' sidewalks in a timely manner is going to be a concern for the Borough. People who are unable to do it themselves do not have the options that they previously had.

As there was no further business, the meeting was adjourned on a motion by Mr. Vanino, and duly carried at 8:37 p.m.

Respectfully submitted,

Jan M. Boyd
Borough Secretary