

The October 13, 2022 meeting of the Shillington Borough Council 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. Dr. Edward B. Michalik, Jr. was absent. Council members in attendance were: Elizabeth M. Bentz; Alec M. Ernst; John W. Hoffert; Michael A. Hoffert; Ronald R. Klee, Jr. and Conrad Vanino. Councilman Alec M. Ernst participated via telephone. Present in addition to the Council members were: Mayor Andrew R. Hivner, Borough Manager Scott D. Brossman, Police Chief Brett A. Hivner, 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 and visitors:

Daniel Jensen - 116 North Brobst Street
Veronica Martin - Mifflin Community Library

Andrew Casey - Eagle Disposal
Natasha Donaldson - Mifflin Community Library
Chris Falencki - McCarthy Engineering

As there were no objections, the minutes of the September 15, 2022, council meeting were approved as forwarded to each member, on a motion by Mr. Klee, seconded by Mr. Vanino, and duly carried.

PUBLIC COMMENT:

Ms. Martin and Ms. Donaldson addressed Council on behalf of the Mifflin Community Library. They provided an update on the Library's activities and the services that it provides to the members of the community. They concluded their presentation by thanking Council for their continued support and requested that the Borough maintain its current level of funding support.

Mr. Falencki attended the meeting to learn the decision on the waiver requests for 330 North Wyomissing

Avenue. Although action on this request was listed later on the agenda, President Hoffert called for Council's decision at this time. Therefore, Council was advised that the Borough's Planning and Zoning Commission met on Monday, September 19, 2022 and has recommended that Council approve the following waivers for DJM, LLC, owner of 330 North Wyomissing Avenue:

- °To allow plans to be processed as preliminary/final in lieu of the two-step process; and
- °To allow some of the plan sheets to be drawn at one (1) inch equal to thirty (30) feet in lieu of the required one (1) inch equal to twenty (20) feet.

Council had no objections to the above and, therefore, approved the requested waivers, on a motion by Mr. Vanino, seconded by Mr. Michael Hoffert, and duly carried.

At this time, Council also took action on the bids received for the collection of the Borough's refuse and recycling. A bid opening was held on September 29, 2022, with the following being received:

Refuse Collection:

Bidder	2-Year Period		1-Year Period	
	Twice a week	Once a week	Twice a week	Once a week
Eagle Disposal of Pa, Inc 1245 Eagle's Way East Earl, PA 17519	\$918,005.88	\$886,908.12	\$460,729.92	\$445,633.92

On a motion by Mr. Klee, seconded by Mrs. Bentz, and unanimously approved, Council awarded the contract for the twice a week collection of refuse in the Borough for a

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two-year period beginning January 1, 2023 to Eagle Disposal of Pa, Inc. on the basis of their bid submitted in the amount of \$918,005.88.

Recycling Collection:

Bidder	2-Year Period	1-Year Period
Solid Waste Services, Inc d/b/a J.P. Mascaro & Sons 2650 Audubon Road Audubon, PA 19403	\$434,232.00	\$217,116.00

Council then awarded the contract for the collection of recycling in the Borough for a two-year period beginning January 1, 2023 to Solid Waste Services, Inc., d/b/a J. P. Mascaro & Sons on the basis of their bid submitted in the amount of \$434,232.00.

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 197 incidents, with 76 arrests being made. Also during this month, 2,297 patrol miles were traveled.

Mayor Hivner then established "Trick or Treat" night in the Borough as Monday, October 31, 2022 from 6:00 p.m. to 9:00 p.m.

Police and Personnel - Mr. Ronald R. Klee, Jr., chairman, made a motion, which was seconded by Mr. Vanino, and unanimously carried to approve the payment of the overtime paid to the members of the Police Department during the month of September in the amount of \$7,372.30.

Roll Call - 6 ayes

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Chief Brett Hivner submitted a letter of recommendation to Council to release Officer MacKenzie Adame from her probationary training period and change her status to full time patrolman with the Borough's Police Department. On a motion by Mr. Klee, seconded by Mr. Vanino, and duly approved, Council accepted this recommendation and gave full time status to MacKenzie B. Adame.

Administration-Law-Finance - Mr. Klee, member, made a motion, which was seconded by Mrs. Bentz, and duly approved, confirming the payment of the bills associated with the September 30, 2022 Financial Statements as follows:

General Fund - \$256,996.26
Water Fund - \$253,469.54
Sewer Fund - \$42,540.52
Recreation Board - \$33,752.36
Fire Fund - \$10,488.73
Streets Improvement Fund - \$1,682.50
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 fifty-eight (58) dispatches consisting of twelve (12) calls in the Borough and forty-six (46) assists to neighboring departments. The Department also conducted four (4) training sessions during the month.

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

Tree-Pole and Light - Mr. Alec M. Ernst, chairman, reported that the Borough's Tree Advisory Committee has requests for nine (9) trees for their fall planting. At this time, the Committee is uncertain as to whether this event will be held.

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

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°The Overbrook Pump Station will be shutdown on October 26 for approximately four (4) hours to complete that phase of the update. The Project is expected to be completed by Thanksgiving.

°Full depth reconstruction of March Street has been completed. Application for Payment No. 1 for this work has been received from the Contractor and will be addressed under the Manager's report. New Enterprise Stone & Lime Co., Inc. (NESL) has started the full depth construction of South Sterley Street.

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

Recreation - The Recreation Board meeting was rescheduled to Wednesday, October 12, 2022. However, there was no quorum for the meeting and, therefore, no action was taken.

Zoning and Codes - Mr. Conrad Vanino, chairman, gave the report from the Borough's Building Code Official, James Franey, for the month of September. During this time, Mr. Franey issued seven (7) new permits and nineteen (19) certificates of use/occupancy thereby leaving thirty-three (33) permits open.

Action on the waiver request for 330 North Wyomissing Avenue was taken earlier in the meeting.

Mr. Vanino then advised that the next meeting of the Planning and Zoning Commission will be held on Monday, October 24 at 7:00 p.m. regarding the preliminary/final subdivision of 330 North Wyomissing Avenue.

Solicitor - Ordinance No. 1228, which establishes a 9:00 p.m. to 5:00 a.m. curfew for anyone under the age of sixteen (16) during the Halloween season from October 15

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allocation supporting the Volunteer Fire Relief Association. On a motion by Mr. Klee, seconded by Mr. Michael Hoffert, and duly carried, Council authorized that these funds be turned over to the Relief Association of the Fire Department.

On September 28, 2022, the Borough received \$188,231.48 from the Pennsylvania Department of the Auditor General representing the 2022 allocation of General Municipal Pension State Aid. These funds will be deposited into the Borough's pension plans according to the 2022 Minimum Municipal Obligation.

The Borough received \$2,538.18 on October 4, 2022 from the Pennsylvania Department of Revenue representing the funds due to the Borough under the provisions of the Pennsylvania Public Utility Realty Tax Act.

On October 5, 2022, \$47,753.92 was received from the Berks Earned Income Tax Bureau representing the Borough's share of the earned income tax processed from September 1, 2022 through September 30, 2022.

The following action was taken with regard to the 2022 Streets Improvement Project:

°Approved the payment of Application for Payment No. 1 in the amount of \$419,726.01 to New Enterprise Stone & Lime Co., Inc., on a motion by Mr. Klee, seconded by Mrs. Bentz, and duly carried; and

°Approved Change Order No. 1 (March Street) in the amount of \$7,200, on a motion by Mr. Klee, seconded by Mrs. Bentz, and unanimously carried; and

°Approved Change Order No. 2 (Second Street) in the amount of \$9,678.30, on a motion by Mr. Klee, seconded by Mrs. Bentz, and duly approved.

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By motion of Mrs. Bentz, seconded by Mr. Klee, and unanimously approved, Council authorized accepting the Website Development Proposal from Quarter Note Systems, LLC to rebuild the Borough's current website at a cost of \$6,750.

Mr. Brossman noted that the County had given the Borough notice that they will no longer be hosting any municipal website as of the end of the year. Under the new proposal, the Borough's website will now be ADA compliant.

UNFINISHED BUSINESS: None.

PUBLIC COMMENT ON AGENDA ITEMS: None.

President Hoffert commended Councilman Vanino for his service to the Borough in various positions since 1978.

As there was no further business, the meeting was adjourned on a motion by Mr. Klee and duly carried at 8:29 p.m.

Respectfully submitted,

Jan M. Boyd
Borough Secretary