

The November 10, 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. Councilmen Alec M. Ernst and Conrad Vanino were absent. Council members in attendance were: Elizabeth M. Bentz; John W. Hoffert; Michael A. Hoffert; Ronald R. Klee, Jr. and Edward B. Michalik, Jr. 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
Harold Stupp - 115 South Miller Street

Robert Knouse - Assistant Fire Chief

As there were no objections, the minutes of the October 13, 2022, council meeting were approved as forwarded to each member, on a motion by Mr. Klee, seconded by Mr. Michael Hoffert, and duly carried.

PUBLIC COMMENT: None.

PUBLIC COMMENT 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 231 incidents, with 61 arrests being made. Also during this month, 2,188 patrol miles were traveled.

November 10, 2022

Police and Personnel - Mr. Ronald R. Klee, Jr., chairman, made a motion, which was seconded by Dr. Michalik, and unanimously carried to approve the payment of the overtime paid to the members of the Police Department during the month of October in the amount of \$7,023.50.

Administration-Law-Finance - Dr. Edward B. Michalik, chairman, made a motion, which was seconded by Mr. Klee, and duly approved, confirming the payment of the bills associated with the October 31, 2022 Financial Statements as follows:

General Fund - \$497,249.94
Water Fund - \$287,650.07
Sewer Fund - \$244,347.79
Recreation Fund - \$30,211.60
Fire Fund - \$12,443.72
Streets Improvement Fund - \$4,889.38
Roll Call - 5 ayes

Fire - Mr. Michael A. Hoffert, chairman, gave the Fire Chief's report for the month of October. During this time, the Department responded to a total of thirty-six (36) dispatches consisting of seven (7) calls in the Borough and twenty-nine (29) 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.

Tree-Pole and Light - Although no formal report was available from the Committee, Mr. Brossman noted that it is his understanding that the Committee is possibly considering a small planting event this year.

President Hoffert felt that if this is not held in the very near future, it should be postponed until next year.

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

November 10, 2022

°Installation of pumps and piping is continuing at the Overbrook Pump Station. Electrical work is scheduled to be completed and normal operation of the pump station is anticipated by Thanksgiving.

°New Enterprise Stone & Lime Co., Inc. (NESL) has substantially completed the 2022 Streets Improvement Project. A "punch list" of minor issues still needs to be addressed.

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

Recreation - Mrs. Elizabeth M. Bentz, chairman, gave the minutes of the Recreation Board meeting held on November 7, 2022.

The Recreation Board discussed various topics for next year's summer programs.

Zoning and Codes - Mr. Michael A. Hoffert, vice chairman, gave the report from the Borough's Building Code Official, James Franey, for the month of October. During this time, Mr. Franey issued four (4) new permits and one (1) certificate of use/occupancy thereby leaving thirty-six (36) permits open.

A letter was received from McCarthy Engineering Associates, Inc., who represent the owners of 330 North Wyomissing Avenue, granting the Borough a time extension until March 9, 2023 for action on the proposed project. On a motion by Mr. Michael Hoffert, seconded by Dr. Michalik, and unanimously carried, Council accepted the time extension to March 9, 2023.

Solicitor - On a motion by Dr. Michalik, seconded by Mr. Klee, and duly approved, Council gave permission to Solicitor Klonis to file a lien against the following:

Jose E. Aparicio-Sanchez
150 West 47th Street
Reading, Pennsylvania 19606

November 10, 2022

Lien Filing Continued:

For: 100 Parkside Avenue, Cumru Township	
Outstanding water invoices from 4/30/22 and 7/31/22	\$104.40
Outstanding water jobbing invoice from 10/5/22	<u>30.00</u>
Total outstanding	\$134.40

Manager - Mr. Brossman presented the Tentative Budget for 2023 with General Fund expenditures of \$4,795,700, total expenditures of all funds of \$11,460,300. There is no proposed tax increase and the millage rate will remain at 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. Roll Call - 5 ayes

The Borough received \$22,488.09 on November 2, 2022, from the Berks Earned Income Tax Bureau representing the Borough's share of the earned income tax processed from October 1, 2022 through October 31, 2022.

Approval was given to sign Change Order No. 3 of the 2022 Streets Improvement Project involving a 2A Stone Credit in the amount of \$10,888.20 and an additional curb replacement on South Sterley Street in the amount of \$4,446.00 for a net decrease to the contract of \$6,442.20, on a motion by Mr. Klee, seconded by Dr. Michalik, and duly carried.

Dr. Michalik then made a motion, which was seconded by Mr. Michael Hoffert, and unanimously carried, permission was given to pay Application for Payment No. 3 from Eastern Environmental Contractors, Inc. in the amount of \$20,025.00 for the Overbrook Pump Station Project.

Council gave permission for the Police Department to transition to CODY Pathfinder, which is a

November 10, 2022

new system within the CODY System at a cost of \$5,675.00, on a motion by Mr. Klee, seconded by Dr. Michalik, and duly approved.

Council approved the recommendation to increase the payout cap of the longevity bonus for the non-uniformed employees from three years to ten years effective for 2022, on a motion by Mr. Michael Hoffert, seconded by Dr. Michalik, and unanimously carried.

Permission was given to enter into an Agreement with the Pennsylvania Homeowners Assistance Fund, which assists homeowners in paying their delinquent utility bills, by motion of Mr. Klee, seconded by Mr. Michael Hoffert, and duly approved.

Mr. Klee made a motion, which was seconded by Mrs. Bentz, and unanimously approved, giving permission to renew the Borough's membership with the Pennsylvania State Association of Boroughs in the amount of \$1,137.00.

The Pennsylvania Department of Environmental Protection (DEP) has recommended that the Borough amend its recycling ordinance to bring it into compliance with the requirements of their recycling grant. Therefore, Mr. Klee made a motion, which was seconded by Mrs. Bentz, and duly carried, to prepare and advertise an amendment to the Borough's recycling ordinance that meets DEP's requirements.

The Annual Financial Statement Audit of Magisterial District Court 23-2-04 (Judge David Yoch) for the year ended December 31, 2021 is available for public inspection, as received from the Berks County Controller's Office.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

QUESTIONS FROM THE AUDIENCE: None

November 10, 2022

CORRESPONDENCE:

President Hoffert read the letter from Fire Chief Timothy Deamer who will be stepping down from his position in December after a 5-year term. He thanked the members of Council and Mr. Brossman for their support and assistance while he was chief.

A letter was also received from the Mifflin Community Food Ministry thanking Council for remembering their organization during Borough events by collecting various donations that are then turned over to the Ministry.

On a motion by Dr. Michalik, seconded by Mrs. Bentz, and duly carried, Council authorized the advertising of the Budget Workshop meeting scheduled for November 22, 2022 at 6:00 p.m.

As there was no further business, the meeting was adjourned on a motion by Dr. Michalik, and duly carried at 8:10 p.m.

Respectfully submitted,

Jan M. Boyd
Borough Secretary