

The regular September meeting of the Shillington Borough Council was rescheduled from September 14, 2023 to September 7, 2023 and was called to order at 7:30 p.m. by President John W. Hoffert, as advertised. Following the invocation by Mayor Hivner and the oath of allegiance, roll call was taken. Councilman Ronald R. Klee, Jr. was absent. Council members in attendance were: Elizabeth M. Bentz; John W. Hoffert; Michael A. Hoffert; 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, Police Chief Brett A. Hivner, Fire Chief Robert Knouse, Solicitor Thomas Klonis and Secretary Jan M. Boyd. Kenneth Fulmer of Great Valley Consultants was also in attendance along with the following visitor:

Keith Zielaskowski - Owner, Pair of Aces
105 North Wyomissing Avenue

As there were no objections, the minutes of the August 10, 2023, meeting were approved as forwarded to each member on a motion by Mr. Vanino, seconded by Mr. Michael Hoffert, and duly carried.

PUBLIC COMMENT: None.

PUBLIC COMMENT ON AGENDA ITEMS: None.

COMMITTEE REPORTS:

President Hoffert requested that Mr. Vanino give his report first as Mr. Zielaskowski was in attendance regarding recommended action under this Committee's report.

Zoning and Codes - Mr. Conrad Vanino, chairman, gave the report from the Borough's Building Code Official, Terrence Naugle, for the month of August. During this time,

September 7, 2023

Mr. Naugle issued seven (7) new permits and two (2) certificates of use/occupancy thereby leaving thirty-five (35) permits open.

A letter was received from the Borough's Planning and Zoning Commission recommending that Council give conditional approval to the Final Plan submitted by Pair of Aces for 105 North Wyomissing Avenue to convert the existing building into seventeen (17) apartments and to build ten (10) semi-detached houses. Conditional approval is based upon the resolution of any comments set forth in the latest review letter from Great Valley Consultants and the preparation and execution of the Financial Obligation Documents including the Municipal Improvements Agreement. Council granted conditional approval, as set forth above, on motion by Mr. Vanino, seconded by Dr. Michalik, and duly carried.

Mayor - Mayor Hivner gave the Police Department's report for the month of August. During this month, the Department handled 287 incidents, with 50 arrests being made. Also during this month, 3,122 patrol miles were traveled.

Police and Personnel - On a motion by Mrs. Elizabeth M. Bentz, vice-chairman, seconded by Dr. Michalik, and duly carried, Council approved the payment of \$4,198.95 in overtime paid to the members of the Police Department during the month of August.

Administration-Law-Finance - Dr. Edward B. Michalik, chairman, advised the Council members that due to rescheduling the meeting, the August 31, 2023 Financial Statements have not been completed. Upon completion, they will be forwarded to each member.

Fire - Mr. Michael A. Hoffert, chairman, gave the Fire Chief's report for the month of August. During this time, the Department responded to a total of fifty-nine (59) dispatches consisting of fourteen (14) calls in the Borough and forty-five (45) assists to neighboring departments. Eight (8) training sessions were conducted during the month.

September 7, 2023

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

Chief Knouse also reported that the Department received a grant for turn-out gear. This grant is shared by multi-municipalities with the Borough's share being approximately \$100,000. This grant will keep the Department's turn-out gear upgraded for the next ten (10) years, which is the life of turn-out gear.

Tree-Pole and Light - Mr. Alec M. Ernst, chairman, reported the Tree Committee has received requests for sixteen (16) trees for the fall planting. The planting date has not yet been determined.

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

°Payment Application No. 6 in the amount of \$5,510 was received from Eastern Environmental Contractors, Inc. for the Overbrook Pump Station Project. Action on this payment application was taken later in the meeting.

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

Mr. Hoffert then informed Council that a letter was received from the Governor Mifflin School District requesting that South Waverly Street between Lancaster Avenue and Brobst Street be closed to traffic during school hours. This is the second time that this request was received. Both the previous request and the current request were discussed at the Committee level.

The Committee recommended not to grant this request, based upon the following:

°South Waverly Street is a main street of the Borough which allows traffic to flow from the south side to the north side and vice versa, efficiently.

°The request was for during "school hours," but "school hours" was not specifically defined and

September 7, 2023

appeared to vary from day to day due to after school activities. In order to close a street by ordinance, time frames would need to be defined.

- °According to the Police Department, speeding is not much of an issue on South Waverly Street.
- °The School District did not alter the plans of capital project when this request was previously denied.

After further discussion, Mr. Michael Hoffert made a motion, which was seconded by Mrs. Bentz, and duly carried, to deny the request, at this time of the Governor Mifflin School District to close South Waverly Street to traffic during school hours. Roll Call - 6 ayes

Recreation - Mrs. Elizabeth M. Bentz, chairman, advised that there was no Recreation report, as the Recreation Board's meeting is not scheduled to be held until Monday, September 11, 2023.

Manager - Mr. Brossman reported that the Borough received \$23,916.20 on August 14, 2023 from Comcast Cable representing franchise fees owed for the period from April 2023 through June 2023.

On September 5, 2023, the Borough received \$139,211.22 representing the Borough's share of the earned income tax processed from August 1, 2023 through August 31, 2023.

On a motion by Dr. Michalik, seconded by Mr. Vanino, and unanimously approved, Council gave permission to purchase from Stephenson Equipment an ODB Tow-Behind Leaf Vac at a Co-Stars price of \$104,378.89. Funds from the Recycling Grant will be used to cover this purchase.

Mr. Brossman advised that the Borough's Minimum Municipal Obligation (MMO) amounts for the Police Pension Plan and the Non-Uniformed Pension Plan for the year 2024 are as follows:

Police - \$80,481.00
Non-Uniformed - \$130,958.00

September 7, 2023

On a motion by Dr. Michalik, seconded by Mr. Vanino, and duly approved, Council gave permission to pay Application for Payment No. 6 from Eastern Environmental Contractors, Inc. in the amount of \$5,510 for the Overbrook Pump Station Improvements Project.

Mr. Michael Hoffert made a motion, which was seconded by Mrs. Bentz, and unanimously carried, Council voted to extend the agreement between the Borough and the Highway Safety Network for the period October 1, 2023 to September 30, 2026 as part of the Police Traffic Service Project.

Mr. Brossman apprised the Council members that the Public Works Supervisor, David Shirk, will be retiring at the end of the year. When this happens, the plan is to promote the Assistant Supervisor, Douglas Weiss to supervisor and Jeffrey Balthaser to assistant supervisor.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

COMMUNICATIONS: A letter was received from the Mifflin Community Food Ministry expressing their appreciation to Council for providing a collection site for food items at the Borough's Concerts in the Park during 2023. As a result of these collection sites, the Ministry received nearly one hundred (100) food items.

As there was no further business, the meeting was adjourned on a motion by Mr. Vanino and duly carried at 8:09 p.m.

Respectfully submitted,

Jan M. Boyd
Borough Secretary