

The November 9, 2023 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 Ronald R. Klee, Jr. and Conrad Vanino were absent. Council members in attendance were: Elizabeth M. Bentz; John W. Hoffert; Michael A. Hoffert; and Edward B. Michalik, Jr. 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 Robert Knouse, Solicitor Thomas Klonis and Secretary Jan M. Boyd. Kenneth Fulmer of Great Valley Consultants was also in attendance along with the following resident:

Daniel Jensen - 116 South Brobst Street

As there were no objections, the minutes of the September 7, 2023, meeting were approved as forwarded to each member on a motion by Dr. Michalik, seconded by Mr. Vanino, 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 346 incidents, with 101 arrests being made. Also during this month, 2,823 patrol miles were traveled.

Police and Personnel - Mrs. Elizabeth M. Bentz, vice 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 September in the amount of \$16,922.45.

November 9, 2023

Mrs. Bentz presented the letter of resignation from the Borough's Police Department from Officer Andrew Dittmann. Officer Dittmann has accepted a position with the Borough of Wyomissing. Therefore, Mrs. Bentz made a motion, which was seconded by Dr. Michalik, and duly carried, accepting, with regret, Officer Dittmann's resignation, effective November 6, 2023.

Administration-Law-Finance - Dr. Edward B. Michalik, Jr., chairman, made a motion, which was seconded by Mrs. Bentz, and duly approved, confirming the payment of the bills associated with the October 31, 2023 Financial Statements as follows:

General Fund - \$544,534.13
Water Fund - \$314,481.62
Sewer Fund - \$253,698.13
Recreation Fund - \$28,232.13
Fire Fund - \$5,319.87
Streets Improvement Fund - \$0.00

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 fifty-seven (57) dispatches consisting of seventeen (17) calls in the Borough and forty (40) assists to neighboring departments. Additionally, seven (7) training sessions were conducted during the month.

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

Chief Knouse advised that the Tower Direct EMS unit that was housed at the Engine House during renovations to the Tower Direct station has returned to its home station.

Tree-Pole and Light - Mr. Alec M. Ernst, chairman, reported that the fall tree planting has been scheduled for November 10, 2023. Due to an issue with property owners not obtaining permits for these plantings, no trees will be planted until a permit is obtained.

November 9, 2023

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

°The Overbrook Pump Station Project has been completed. The final payment application has been submitted and was addressed later in the meeting.

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 November 6, 2023, Recreation Board meeting. She noted the dates/times of the upcoming events:

Tree Lighting Ceremony - November 29 - 7:00 p.m.
Easter Egg Hunt - March 24 - 11:00 a.m.
Fishing Rodeo - April 13 - 8:00 a.m.

Zoning and Codes - President Hoffert gave the report from the Borough's Building Code Official, Terrence Naugle, for the month of October. During this time, Mr. Naugle issued sixteen (16) new permits and two (2) certificate of use/occupancy thereby leaving forty-five (45) permits open.

Solicitor - Resolution No. 5-2023, which adopts Berks County's Hazard Mitigation Plan was adopted as presented by Solicitor Klonis, on a motion by Dr. Michalik, seconded by Mrs. Bentz, and duly carried.

Solicitor Klonis also presented **Resolution 6-2023**, which gives approval to participate in the Statewide Local Share Assessment grant for the sanitary sewer work needed on Brobst Street. There is no funding match required by the Borough for this grant. Council adopted the presented resolution on a motion by Mr. Michael Hoffert, seconded by Mrs. Bentz, and unanimously approved.

November 9, 2023

Resolution No.7-2023, which gives approval to participate in the Statewide Local Share Assessment grant for the purchase of water valve turning equipment. This grant also does not require a funding match by the Borough. Council adopted this resolution, as presented, on a motion by Mr. Michael Hoffert, seconded by Mr. Ernst, and duly carried.

Manager - Mr. Brossman distributed the 2024 Tentative Budget to the Council members. On a motion by Dr. Michalik, seconded by Mr. Ernst, and unanimously approved, Council adopted the 2024 Tentative Budget, as presented, and authorized it's advertising. The total budget is \$12,626,800 and the General Fund is \$5,192,400. There is no proposed tax increase and the millage rate will remain at 7.14.

The Borough received \$36,090.19 on November 2, 2023, from the Berks Earned Income Tax Bureau representing the Borough's share of the earned income tax processed from October 1, 2023 through October 31, 2023.

Mr. Michael Hoffert made a motion, which was seconded by Mrs. Bentz, and duly approved, giving permission to the Engineers to prepare the specifications and advertise for bids for the Green-Light-Go traffic signal update. Bids will be opened in 2024.

Permission was given to pay Payment Application No. 2 of the Reed Street Water Main Extension Project in the amount of \$16,901.45, payable to Cumru Township, by motion of Dr. Michalik, seconded by Mrs. Bentz, and unanimously carried.

Council gave permission to pay Payment Application No. 7 (final) from Eastern Environmental Contractors, Inc. for the Overbrook Pump Station Improvements Project in the amount of \$17,085.50, on a motion by Mrs. Bentz, seconded by Dr. Michalik, and duly approved.

The Borough received a request to transfer the liquor license of Gino's Grille, LLC from 2233 Lancaster

November 9, 2023

Pike, Cumru Township to 400 West Broad Street, Shillington. On a motion by Dr. Michalik, seconded by Mr. Ernst, and unanimously carried, Council authorized the advertising of a Public Hearing to be held in conjunction with this request. The Public Hearing will be held on Thursday, December 14, 2023 at 7:00 p.m.

Included in the 2024 Budget is the financing for the request from the Fire Department to provide a tax credit to the active volunteer firefighters of the Borough. Should Council approve this request, an ordinance would need to be advertised for a period of thirty (30) days at the end of which a Public Hearing would need to be held. Therefore, Dr. Michalik made a motion, which as seconded by Mrs. Bentz, and duly approved, giving permission to advertise the ordinance for a period of thirty (30) days and to advertise a Public Hearing for February 8, 2024 at 7:00 p.m.

UNFINISHED BUSINESS:

Following further discussion on the proposed agreement with TowerDIRECT for emergency medical services that was presented at the October meeting, Dr. Michalik made a motion, which was seconded by Mrs. Bentz, and unanimously approved, which authorized the signing of this agreement.

As there was no further business, the meeting was adjourned on a motion by Mrs. Bentz and duly carried at 8:21 p.m.

Respectfully submitted,

Jan M. Boyd
Borough Secretary