

The December 14, 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. Councilman 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. 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 residents:

Cole Golden - 106 Rose Court
Daniel Jensen - 116 South Brobst Street
Harold Stupp - 115 South Miller Street

Council Members Elect:

Mark C. Grounard - 136 Fourth Street
Michael D. Mountz - 15 Kings Boulevard

As there were no objections, the minutes of the November 9, 2023, meeting were approved as forwarded to each member on a motion by Mr. Vanino, seconded by Mr. Ernst, and duly carried. Council also approved the minutes of the November 16, 2023, budget workshop on a motion by Dr. Bentz, seconded by Mr. Michael Hoffert and unanimously approved.

PUBLIC COMMENT: None.

PUBLIC COMMENT ON AGENDA ITEMS: None.

COMMITTEE REPORTS:

Mayor - Mayor Hivner gave the Police Department's report for the month of November. During this month, the Department handled 311 incidents, with 73 arrests being made. Also during this month, 2,782 patrol miles were traveled.

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The Governor Mifflin School District has requested the Police Department provide security during their home basketball games which will be held this season in the new Athletic Community Center.

Police and Personnel - Mr. Ronald R. Klee, Jr., chairman, made a motion, which was seconded by Dr. Bentz, and unanimously carried to approve the payment of the overtime paid to the members of the Police Department during the month of November in the amount of \$7,856.98.

Administration-Law-Finance - On a motion by Dr. Elizabeth M. Bentz, vice chairman, seconded by Mr. Klee, and duly approved, Council adopted the 2024 budget with a tax base of 5.64 mills for General Borough purposes, 1.00 mill for Streets Improvement purposes, and .5 mills for Fire purposes, for a total tax rate of 7.14 mills. Dr. Bentz noted that there is no increase over the 2023 tax rate.

Dr. Bentz then made a motion, which was seconded by Mr. Klee, and unanimously carried to confirm payment of the bills associated with the November 30, 2023 Financial Statements as follows:

General Fund - \$284,952.65
Water Fund - \$270,587.05
Sewer Fund - \$44,764.93
Recreation Board - \$20,161.41
Fire Fund - \$33,369.42
Streets Improvement Fund - \$0.00

Council gave authorization to pay the bills until the end of the year, on a motion by Dr. Bentz, seconded by Mr. Klee, and duly carried.

Dr. Bentz made a motion to reappoint **Nadine Weiss** to the **Zoning Hearing Board** for an additional 5-year term. This motion was seconded by Mr. Ernst, and unanimously approved. Her term will expire December 31, 2028.

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Nicholas M. Bentz was appointed to the expiring 6-year term on the **Civil Service Commission**, by motion of Dr. Bentz, seconded by Mr. Ernst, and duly carried. His term will expire December 31, 2029.

President Hoffert questioned whose term expired and were they contacted regarding reappointment. Mr. Brossman advised that it was Steven P. Fioravante's term and to the best of his knowledge, Mr. Fioravante was not contacted regarding reappointment.

The resignation of **Michael D. Mountz** as an alternate on the **Civil Service Commission** due to his election to Borough Council was accepted on a motion by Dr. Bentz, seconded by Mr. Klee, and unanimously approved.

Council then appointed **Nicholas R. Johnson** to the 3-year alternate term of the **Civil Service Commission** to replace Michael D. Mountz, who resigned, on a motion by Dr. Bentz, seconded by Mr. Klee, and duly carried.

Fire - Mr. Michael A. Hoffert, chairman, gave the Fire Chief's report for the month of November. During this time, the Department responded to a total of fifty-one (51) dispatches consisting of thirteen (13) calls in the Borough and thirty-eight (38) assists to neighboring departments. Additionally, four (4) training sessions were conducted during the month.

The daytime staffers covered 160 hours of the possible 168 hours of available staffing hours for the month.

Tree-Pole and Light - Mr. Alec M. Ernst, chairman, reported that all of the trees for the fall planting have been successfully planted. He noted that in the spring, there was an issue with some residents not getting the required permit to plant the tree. Therefore, for the fall planting, the residents had to obtain their permit prior to their tree being planted.

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

°The Reed Street Water Main Project is complete except for the acceptance of the Dedication Agreement and release of the final retention of \$4,157.81, which has not be requested to date.

°A bid opening for the Green-Light-Go Traffic Signal Project has been schedule for January 8, 2024.

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

Recreation - Dr. Elizabeth M. Bentz, chairman, advised that the Recreation Board did not meet during December. The Board will hold its next meeting on January 8, 2024 at 6:30 p.m.

Zoning and Codes - Mr. Conrad Vanino, chairman, gave the report from the Borough's Building Code Official, Terrence Naugle, for the month of November. During this time, Mr. Naugle issued nine (9) new permits and one (1) certificate of use/occupancy thereby leaving fifty-six (56) permits open.

Solicitor - **Resolution No. 8-2023**, which sets the Real Estate tax rate for 2024 at 7.14 mills was adopted as presented by Solicitor Klonis on a motion by Mr. Klee, seconded by Mr. Ernst, and duly carried.

The **2024 Payroll Resolution (No. 9-2023)**, was adopted as presented to each member, by motion of Mr. Klee, seconded by Mr. Ernst and unanimously approved.

Mr. Klee made a motion, which was seconded by Mr. Michael Hoffert, and duly approved, to adopt **Resolution No. 10-2023**, which sets the annual refuse collection charge at \$354.00 per dwelling unit for 2024.

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Resolution No. 11-2023, which sets the rate of members' contributions to the Police Pension Fund at five (5) percent for 2024, was adopted as presented, on a motion by Mr. Klee, seconded by Mr. Ernst, and unanimously carried.

On a motion by Mr. Mr. Klee, seconded by Mr. Michael Hoffert, and duly carried, Council adopted **Resolution No. 12-2023**, which establishes the healthcare insurance premium biweekly cost-sharing rate to be paid by employees, as presented.

Mr. Klee made a motion, which was seconded by Mr. Michael Hoffert, and unanimously approved, to adopt **Resolution No. 13-2023**, which establishes new sewer rates effective January 1, 2024.

Solicitor Klonis then presented **Resolution No. 14-2023**, which authorizes the Liquor License Transfer from 2233 Lancaster Pike, Cumru Township to 400 West Broad Street, Shillington (Gino's Grille). A Public Hearing was held prior to the start of this meeting on this request. No members of the public were in attendance. Therefore, Council adopted **Resolution No. 14-2023**, as presented by Solicitor Klonis, on a motion by Mr. Michael Hoffert, seconded by Mr. Klee, and duly approved.

A motion was then made by Mr. Vanino, seconded by Dr. Bentz, and unanimously carried, to retain the Act 511 taxes at their existing rates (Per Capita, Earned Income, Local Services, Business Privilege, and Occupational Assessment).

Manager - Mr. Brossman reported that on November 24, 2023, the Borough received \$13,483.97 from the Pennsylvania Department of Transportation representing payment under the Winter Traffic Services Agreement for 2023-2024.

The Borough received \$1,125.78 on December 1, 2023 from the Pennsylvania Department of Transportation representing the semi-annual payment of State Police Fines and Penalties.

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On December 4, 2023, the Borough received \$131,379.31 from the Berks Earned Income Tax Bureau representing the Borough's share of the earned income tax processed from November 1, 2023 through November 30, 2023. This is the final payment for year. The total received for the year is \$872,812.65, exceeding the budgeted amount of \$675,000.

On a motion by Mr. Vanino, seconded by Mr. Klee, and duly approved, permission was given to pay the annual membership dues of the Pennsylvania State Association of Boroughs in the amount of \$1,137.00.

UNFINISHED BUSINESS:

Mr. Klee advised that the Police and Personnel Committee met to discuss whether or not to continue to require Act 120 certification for new Civil Service hires. The Committee recommended that Act 120 certification not be required. After additional discussion, Mr. Klee made a motion, which was seconded by Mr. Michael Hoffert, and unanimously approved, to advise the Civil Service Commission to remove the Act 120 requirement from their Rules and Regulations.

Solicitor Hoffert advised that the Rules and Regulations could be amended again, should Council determine that they, once again, require the Act 120 Certification.

NEW BUSINESS:

President Hoffert advised the members of the upcoming meetings:

Reorganization Meeting - Tuesday, January 2, 2024 at 7:00 p.m. immediately followed by the regular January meeting.

Special Meeting - Thursday, January 11, 2024 at 7:30 p.m. to award the contract for the Green-Light-Go Project.

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At this time, President Hoffert presented to Mr. Vanino, who will be retiring from Council at the end of the year, a plaque in honor of his decades of service to the Borough in various capacities.

President Hoffert also thanked Mr. Ernst for his service to the Borough over the last four (4) years.

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

Respectfully submitted,

Jan M. Boyd
Borough Secretary