

The August 8, 2024, Shillington Borough Council meeting 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. Mr. Ronald R. Klee, Jr., was absent. Council members in attendance were: Dr. Elizabeth M. Bentz; Mark C. Grounard; John W. Hoffert; Michael A. Hoffert; Dr. Edward B. Michalik; and Michael D. Mountz. Present in addition to the Council members were: Mayor Andrew R. Hivner, Borough Manager Scott D. Brossman, Fire Chief Robert Knouse, Police Chief Brett A. Hivner, Solicitor Thomas Klonis and Secretary Jan M. Boyd. Tina Kasting, the Borough's new Administrative Assistant and Kenneth Fulmer of Great Valley Consultants were also in attendance.

As there were no objections, the minutes of the July 11, 2024, council meeting were approved as forwarded to each member on a motion by Mr. Mountz, seconded by Mr. Michael Hoffert, and duly carried.

Dr. Michalik abstained from voting as he was not at the last meeting.

PUBLIC COMMENT: None.

PUBLIC COMMENT ON AGENDA ITEMS: None.

COMMITTEE REPORTS:

Mayor - Mayor Andrew R. Hivner gave the Police Department's report for the month of July. During this month, the Department handled 251 incidents, with 47 arrests being made. Also during this month, 2,689 patrol miles were traveled.

Police and Personnel - Dr. Edward B. Michalik, 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 July in the amount of \$5,492.84.

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Administration-Law-Finance - On a motion by Dr. Elizabeth M. Bentz, vice chairman, seconded by Dr. Michalik, and unanimously approved, Council confirmed the payment of the bills associated with the July 31, 2024, Financial Statements, as follows:

General Fund - \$262,914.41
Water Fund - \$262,636.27
Sewer Fund - \$131,186.86
Recreation Board - \$92,319.10
Fire Fund - \$5,755.28
Streets Improvement Fund - \$0.00

Fire - Mr. Michael A. Hoffert, chairman, gave the Fire Chief's report for the month of July. During this time, the Department responded to a total of forty-seven (47) dispatches consisting of twelve (12) calls in the Borough and thirty-five (35) assists to neighboring departments. Additionally, six (6) training sessions were conducted during the month. There was no reported fire damage within the Borough for the month of July.

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

On a motion by Mr. Michael Hoffert, seconded by Dr. Michalik, and unanimously carried, Council gave permission to the Fire Department to purchase lights and a siren for the newly purchased 2012 GMC pickup truck. This purchase would be from TRM Emergency Vehicle Specialists, a COSTARS vendor, for a cost of \$12,499.93.

Permission was also given to purchase a Deeked brand drawer system for the back of the 2012 GMC pickup truck. This purchase would be from Truck Ammo, in Exeter, for a price of \$1,599.99, on a motion by Mr. Mountz, seconded by Dr. Bentz, and duly approved.

Both of the above purchases will be made using Capital Reserve funds.

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

- °The Borough has received the reimbursement from the Pennsylvania Department of Transportation in the amount of \$289,537.13 for the funds expended under the Green-Light-Go Grant Project.
- °Escrow Release requests received from Joseph Templin for 330 North Wyomissing Avenue were acted upon under the Manager's report.

President Hoffert continued with his report by giving the report of the Public Works Department for work done during the month of July.

On a motion by Dr. Michalik, seconded by Dr. Bentz, and duly carried, permission was given to prepare and advertise an ordinance to close South Waverly Street for the "Strike Up the Bands" competition on Saturday, September 21, 2024.

Recreation - Dr. Elizabeth M. Bentz, chairman, advised that the Recreation Board's meeting scheduled for August 5, 2024 was cancelled. Therefore, there was no formal committee report. However, Dr. Bentz did note that the Concert in the Park held on Friday, August 2nd was very successful and enjoyed by all in attendance.

Zoning and Codes - Mr. Michael D. Mountz, chairman, gave the report from the Borough's Building Code Official, Terrence Naugle, for the month of July. During this time, Mr. Naugle issued thirteen (13) new permits and five (5) certificates of use/occupancy thereby leaving seventy-seven (77) permits open.

Solicitor - Solicitor Klonis presented **Resolution No. 6-2024**, which requests a Category 4 Facilities Local Share Assessment grant of Ninety-Five Thousand Seven Hundred Seventy-Three and 00/100 Dollars (\$95,773.00) from the Commonwealth Financing Authority, to be used for the purchase of a new Tri-Axle Dump Truck with plow and

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accessories and designates the Council President and Council Secretary as the officials to execute all documents and agreements between the Borough of Shillington and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant. Council adopted this resolution, as presented, on a motion by Mr. Michael Hoffert, seconded by Dr. Michalik, and unanimously approved.

Solicitor Klonis also presented **Resolution No. 7-2024**, which requests a Category 4 Facilities Local Share Assessment grant of One Hundred Fifty-One Thousand and 00/100 Dollars (\$151,000.00) from the Commonwealth Financing Authority, to be used for the purchase of a new Backhoe and designates the Council President and Council Secretary as the officials to execute all documents and agreements between the Borough of Shillington and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant. Council adopted this resolution, as presented, on a motion by Mr. Michael Hoffert, seconded by Dr. Bentz, and unanimously carried.

Ordinance No. 1238, which establishes the Handicapped Parking Spaces, as approved at the July meeting, was adopted as read by Solicitor Klonis on a motion by Dr. Michalik, seconded by Dr. Bentz, and duly approved.

On a motion by Mr. Michael Hoffert, seconded by Dr. Bentz, and unanimously approved, Solicitor Klonis was given permission to file liens against the following properties for unpaid invoices:

- a. Sean Frank and Michelle O'Grady, 100 Summit Avenue - for an outstanding curb invoice in the amount of \$3,858.50.
- b. Samantha L. Ingersoll, 105 Ridge Street, Cumru Township - for outstanding quarterly water billings from January 31, 2024 through April 30, 2024, in the amount of \$246.41. The water service at this property was discontinued on April 16, 2024.

Manager - Mr. Brossman reported that on August 2, 2024, the Borough received \$41,416.59 from the Berks Earned Income Tax

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Bureau representing the Borough's share of the earned income tax processed from July 1, 2024 through July 31, 2024.

On July 27, 2024, the Borough received \$289,537.13, in grant funds from the Pennsylvania Department of Transportation from the Green-Light-Go Signal Improvements Program.

Dr. Michalik made a motion, which was seconded by Dr. Bentz, and unanimously carried, giving approval to the requests from Joseph J. Templin, for the project located at 330 North Wyomissing Avenue, to release funds from the Letters of Credit for site work and for water system work. The requests are for the follow:

- a. Release \$39,050.00 from the site work Letter of Credit.
- b. Release \$4,159.50 from the water system Letter of Credit.

Permission was given to pay the invoice from Construction Masters Services (CMS) in the amount of \$29,867.00 for the Museum Road reconstruction due to a water main break, on a motion by Mr. Mountz, seconded by Dr. Bentz, and duly approved.

President Hoffert extended a welcome to Tina Kasting who started her employment on July 29, 2024 as an Administrative Assistant.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

QUESTIONS FROM THE AUDIENCE: None.

As there was no further business, the meeting was adjourned on a motion by Dr. Michalik, and duly carried at 7:57 p.m.

Respectfully submitted,

Jan M. Boyd
Borough Secretary