

The September 12, 2024, Shillington Borough Council meeting was called to order at 7:30 p.m. by Vice President Ronald R. Klee, Jr. Following the invocation by Mayor Hivner and the oath of allegiance, roll call was taken. Dr. Elizabeth M. Bentz, Mr. John W. Hoffert and Mr. Michael A. Hoffert were absent. Council members in attendance were: Mark C. Grounard; Ronald R. Klee, Jr.; 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 along with the following visitors:

Richard P. Almquist, Jr., Esquire - Representative,
Hollenbaugh Trash Company
Hugh R. Guard - Representative, Hollenbaugh Trash
Jose Martins - Representative, J.P. Mascaro & Sons

As there was a number of representatives from the local trash/recycling haulers in attendance, Solicitor Klonis announced that at this time Council will be tabling action on the bids received for trash/recycling collection. A special meeting will be scheduled at a later date to award these contracts.

As there were no objections, the minutes of the August 8, 2024, council meeting were approved as forwarded to each member on a motion by Mr. Mountz, seconded by Mr. Grounard, and duly carried.

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 August. During this

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month, the Department handled 248 incidents, with 51 arrests being made. Also during this month, 2,702 patrol miles were traveled.

Police and Personnel - Dr. Edward B. Michalik, Jr., chairman, made a motion, which was seconded by Mr. Grounard, and unanimously carried to approve the payment of the overtime paid to the members of the Police Department during the month of August in the amount of \$5,928.88.

At this time, 7:36 p.m., Vice President Klee called for an Executive Session to discuss a personnel matter.

Regular session was called back to order at 7:56 p.m.

Dr. Michalik advised that the Police and Personnel Committee, including the Mayor, Police Chief and Borough Manager conducted interviews on the three (3) candidates on the Civil Service Commission's Eligibility List. As a result, Dr. Michalik made a conditional motion, which was seconded by Mr. Grounard, and duly carried, to hire Kyle R. Wood as a police officer for the Borough effective January 10, 2025, contingent upon the following:

- °successfully passing a physical examination and psychological evaluation; and
- °successfully completing all entry testing of the Police Academy; and
- °the successful completion of the Police Academy training, thereby obtaining his Act 120 certification.

On a motion by Dr. Michalik, seconded by Mr. Grounard, and duly approved, the following administrators were appointed to complete the testing of the conditionally hired candidate:

- °Dr. Paul Delfin - Psychological Evaluation
- °Erik Olstad, P.A. - Physical Examination
(Concentra Urgent Care)

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Administration-Law-Finance - Chairman, Ronald R. Klee, Jr., made a motion, which was seconded by Dr. Michalik, and unanimously carried, Council confirmed the payment of the bills associated with the August 31, 2024, Financial Statements, as follows:

General Fund - \$365,919.96
Water Fund - \$282,545.35
Sewer Fund - \$84,592.73
Recreation Board - \$78,009.73
Fire Fund - \$32,300.57
Streets Improvement Fund - \$775.44

Fire - Dr. Michalik, vice chairman, gave the Fire Chief's report for the month of August. During this time, the Department responded to a total of fifty-six (56) dispatches consisting of fifteen (15) calls in the Borough and forty-one (41) assists to neighboring departments. Additionally, four (4) training sessions were conducted during the month. There was no reported fire damage within the Borough for the month of August.

The daytime staffers covered all of the 185 hours of available staffing hours for the month.

The Department has been awarded a FEMA grant in the amount of \$31,636 to replace their five inch (5") large diameter hose. The Department must provide a ten percent match to the grant or \$3,163.

Dr. Michalik made a motion, which was seconded by Mr. Mountz to accept and approve this report, as given.

Streets-Sanitation-Water - Mr. Michael D. Mountz, vice chairman, reviewed with Council the September Engineer's Report. He noted the following:

°Escrow Release No. 4 from Joseph Templin for 330 North Wyomissing Avenue was received and acted upon under the Manager's report.

Mr. Mountz continued with this report by giving the report of the Public Works Department for work done during the month of August.

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Recreation - Mr. Mark C. Grounard, vice chairman, advised that the Recreation Board meeting scheduled for September 9, 2024 was cancelled. Therefore, there is no formal report.

Zoning and Codes - Mr. Mountz, chairman, gave the report from the Borough's Building Code Official, Terrence Naugle, for the month of August. During this time, Mr. Naugle issued seven (7) new permits and ten (10) certificates of use/occupancy thereby leaving seventy-four (74) permits open.

Mr. Mountz advised that a letter was received from the Zoning Hearing Board regarding a hearing held on July 15, 2024, for the property at 220 West Lancaster Avenue. The variance request to install signage in excess of the allowed amount was granted.

Solicitor - Solicitor Thomas Klonis presented **Ordinance No. 1239**, which authorizes the closing of Waverly Street between East Lancaster Avenue and Brobst Street on Saturday, September 21, 2024 between Noon and 10:00 p.m. for the "Strike Up the Bands" competition. This ordinance was adopted on a motion by Dr. Michalik, seconded by Mr. Mountz, and duly carried.

Manager - On September 4, 2024, the Borough received \$136,356.99 representing the Borough's share of the earned income tax processed from August 1, 2024 through August 31, 2024.

Bids were received and opened on August 20, 2024 for the collection of refuse and recyclables in the Borough. No action will be taken at this time, as the bids are still being reviewed. Results of the bid opening may be found in the Appendix of these minutes.

Dr. Michalik made a motion, seconded by Mr. Grounard, and unanimously carried, giving approval to the request from Joseph J. Templin, for the project located at 330 North Wyomissing Avenue, to release funds in the amount of \$11,110.00 from the Letters of Credit for site work.

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Permission is needed to renew the Borough's membership with the Berks County Conservation District in the amount of \$50.00, on a motion by Mr. Mountz, seconded by Dr. Michalik, and unanimously carried.

By motion of Dr. Michalik, seconded by Mr. Mountz, and duly carried, authorization was given to enter into the contract between the Borough and the two parties, Lost and Found Animal Control Services, LLC and Safety Net Sanctuary. The cost of this service is \$1.50 per resident which is 5,475 (based on the 2020 Census). This results in an annual cost of \$8,212.50. This contract is for 2025.

On a motion by Mr. Mountz, seconded by Mr. Grounard, and unanimously approved, permission was given to proceed with the cleaning and painting of the diesel and gasoline fuel tanks located at the Borough's Municipal Building at 999 East Broad Street. The estimated cost from Gordon Bennett Painting is \$10,810.00.

Mr. Brossman advised Council that the Borough's Minimum Municipal Obligation (MMO) amounts for the Police Pension Plan and the Non-Uniformed Pension Plan for the year 2025 are as follows:

Police - \$104,805

Non-Uniformed - \$96,692

Following a discussion on the matter, Council tabled action on the bids received for the refuse and recycling collection. A special meeting will be held to award the contracts.

Thank you notes were received from the Boys Soccer Team for use of the Borough's facilities and from the Memorial Day Parade Committee for the Borough's support of the annual parade.

As there was no further business, the meeting was adjourned on a motion by Dr. Michalik, and duly carried at 8:18 p.m.

Respectfully submitted,

Jan M. Boyd
Borough Secretary