

The March 12, 2026, 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. Council members in attendance were: Elizabeth M. Bentz, Nicholas M. Bentz, Mark C. Grounard, John W. Hoffert, Michael A. Hoffert, Jared A. Hopgood and Ronald R. Klee, Jr. Present in addition to the Council members were: Mayor Andrew R. Hivner, Borough Manager Scott D. Brossman, Fire Chief David M. Bentz, Solicitor Thomas Klonis and Secretary Kristen M. Schlottman. Kenneth Fulmer of Great Valley Consultants was also in attendance along with the following residents:

Veronica and Greg Martin – 204 Wellington Road
Stephen Wagner and Paige McKnabb – 20 New Holland Avenue

As there were no objections, the minutes of the February 12, 2026, Council meeting were approved as forwarded to each member on a motion by Dr. Bentz, seconded by Mr. Grounard, and duly carried. Additionally, Mr. Bentz made a motion which was seconded by Mr. Klee, and duly carried, approving the minutes of the January 8, 2026, Special Meeting of Council.

PUBLIC COMMENT: Ms. Paige McKnabb addressed Council regarding ongoing issues at the Community Center, 22 New Holland Avenue. She cited repeated concerns including illegal parking, excessive noise, litter, overcrowding, and late hours of operation. Ms. McKnabb noted these issues have persisted since the Center opened and have recently increased.

Ms. Veronica Martin supported these concerns. Ms. Martin, Director of the Governor Mifflin Community Library, informed Council that the library will begin enforcing restrictions on illegally parked vehicles on its private lot.

Both parties reported unsuccessful attempts to contact the Community Center owner. Despite multiple contacts with the Shillington Borough Police Department, no specific action has been taken regarding parking or noise complaints.

Following the discussion, Mayor Hivner was asked to communicate with Chief Hivner that vehicles should be ticketed and towed when appropriate. President Hoffert requested Mr. Brossman prepare a letter to the Community Center formally making them aware of the complaints being made by residents. In conclusion, Mr. Hoffert suggested that the Police Department should continue to be contacted as needed to document incidents, and further Council action will be considered if necessary.

PUBLIC COMMENT ON AGENDA ITEMS: None.

COMMITTEE REPORTS:

Mayor – Mayor Hivner gave the Police Department’s report for the month of February. The Department handled 348 incidents, with 59 arrests being made. Also, during the month, there were 2,688 patrol miles traveled.

The Department has made the transition to their new handguns. The .40 cal handguns have been replaced with 9mm duty pistols. All officers have completed training with the new guns followed by annual firearms recertification. Chief Hivner also updated Council regarding the enforcement of towing during Snow Emergency Declarations. The Chief met with Will Arndt, owner of Arndt’s Towing, and secured his company’s services for this purpose. Mr. Arndt indicated that he does not need a contract for these services and vehicles will be towed and securely stored at the request of the Borough’s officers. Following this conversation a Snow Emergency was declared on February 22, 2026, which resulted in 16 vehicles being towed and stored for lack of compliance.

Mr. Klee commended the Department’s efforts during this event but did address a concern about several vehicles not being towed. It was clarified that the vehicles that remained were unable to be removed by Arndt’s towing due to reasons unknown. Council again thanked the police for the efforts during the storm and is hopeful that moving forward towing will occur less frequently because residents have been made aware of the possibility of towing for failure to remove their vehicles when a Snow Emergency has been declared.

Police and Personnel – Mr. Nicholas M. Bentz, chairman, made a motion, seconded by Dr. Bentz, and duly carried, to approve the payment of the overtime paid to the members of the Police Department during the month of February in the amount of \$6,531.69.

Mr. Bentz then made a motion, which was seconded by Mr. Michael Hoffert, and duly approved, authorizing a new handicapped parking space for 214 North Waverly Street. Council then authorized the advertising of an ordinance and posting handicapped parking signs at the above location and 223 Reading Avenue, which was previously approved, on a motion by Mr. Bentz, seconded by Mr. Michael Hoffert, and duly carried.

Administration-Law-Finance – Mr. Ronald R. Klee, Jr., made a motion, which was seconded by Mr. Bentz, and unanimously approved, authorizing the payment of bills associated with the February 28, 2026, Financial Statements as follows:

General Fund - \$332,564.61
Water Fund - \$333,756.96
Sewer Fund - \$81,037.15
Recreation Fund - \$13,175.59
Fire Fund - \$13,019.20
Streets Improvement Fund - \$0.00

Fire – Mr. Michael A. Hoffert, chairman, gave the Fire Chief's report for the month of February. During the month, the Department responded to a total of forty-four (44) dispatches, including fourteen (14) calls in the Borough, and thirty (30) assists to neighboring municipalities. Also, all 160 of available hours were covered by the daytime staffers and members participated in four (4) training sessions.

Mr. Hoffert reported that on February 20, 2026, the Department received the funds for the Pennsylvania State Fire Commissioner 2025 grant cycle in the amount of \$16,136.55. These funds will be used to purchase new equipment. Additionally, the Department and several Council members attended the annual Appreciation and Awards Banquet. Chief Knouse and his wife Kelli were recognized for their leadership and commitment to the company during Mr. Knouse's term as Fire Chief.

Tree-Pole-Light – There was no activity for this committee during the month of February.

Streets-Sanitation-Water – Mr. John W. Hoffert, chairman, reviewed with Council the March Engineer's report noting the following:

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

°The Authority bid a valve replacement project for several locations throughout the water system. The Authority awarded the project to J. Phillips Excavating and Hauling with work to begin soon.

°The Borough received a request for a final release of \$2,500.00 from the Letter of Credit from Diamond Credit Union. This item was further discussed and approved during the Borough Manager's report.

President Hoffert then gave the report of the Public Works Department for work performed during the month of February.

Recreation – Dr. Elizabeth M. Bentz, chairman, advised Council that the March 9, 2026, meeting of the Recreation Board was canceled. Dr. Bentz announced that the annual Easter Egg Hunt will be held on March 28, 2026, with a rain date of March 29, 2026. In conclusion, Dr. Bentz made a motion, which was seconded by Mr. Grounard, and duly approved to purchase fish for the annual Fishing Rodeo for an amount not to exceed \$3,000.00.

Zoning and Codes – Mr. Mark C. Grounard, chairman, presented the report from the Borough's Building Code Official, Terrence Naugle, for the month of February. Mr. Naugle issued five (5) new permits and two (2) certificates of use/occupancy thereby leaving ninety-eight (98) open permits.

Solicitor – Solicitor Klonis requested permission to file one (1) lien on the following property, by motion of Mr. Michael Hoffert, seconded by Mr. Bentz, and duly approved:

° Steve Marseille
445 Holland Street
- Outstanding permit fee

Mr. Klonis also updated Council regarding the previously authorized lien requested against John Carlos Peralta. Due to Mr. John Peralta no longer being the recorded owner of 36 Lash Street, the lien was unable to be filed. The Borough mailed notice to the new owner, Juan Peralta, of the outstanding jobbing invoices as well as the needed water application due to the transfer of the property deed. As of this date, Mr. Juan Peralta has not contacted Borough Hall to address either issue.

Manager – Mr. Brossman reported that on March 2, 2026, the Borough received \$127,728.63 from the Berks E.I.T. Bureau representing the Borough's share of the earned income tax processed from February 1, 2026, through February 28, 2026.

The Borough received \$10,000.00 from the Russell L. Hiller Charitable Trust Scholarship of Berks County Community Foundation on February 17, 2026.

On February 24, 2026, the Borough also received \$800.00 from the Pennsylvania Liquor Control Board representing the Liquor and Malt Beverage Licenses issued between August 1, 2025, through January 31, 2026.

On March 5 and March 6, 2026, respectively, the Borough received a total of \$2,564.00 from the Pennsylvania State Police for the Partial reimbursement of the Act 120 fee and associated costs for Officer's Kyle R. Wood and Lucas C. Moyer.

The Borough received the 2026 CBC Loyalty Credits check from PHMIC in the amount of \$978.24 on March 9, 2026.

Additionally, Clover Park Athletic Association made a \$2,000.00 donation to the Borough for the annual Fishing Rodeo.

Mr. Brossman requested permission to sign the Notice of Consent from Cogle's Recycling, Inc. Following a motion by Mr. Michael Hoffert, seconded by Mr. Klee, and duly approved, Council authorized the signing of that document.

On a motion of Mr. Hopgood, seconded by Mr. Bentz, and duly carried, Council approved the American Legion Annual Memorial Day parade to be held on May 25, 2026, as well as authorized the budgeted donation of \$1,000.00 to be made on behalf of the Borough of Shillington.

In conclusion, Mr. Brossman provided Council an update on the activities of the Wyomissing Creek Watershed Coalition. The Coalition received a grant through the USDA for a restoration and stabilization project behind the Highbrooke Townhouses, unfortunately, the project has been delayed by a DEP required joint permit. The permit could take approximately 18 months to obtain; however, the Coalition is seeking assistance from our local representatives to have the requirement waived.

Additionally, a second project involving the dam behind Lowe's in Spring Township is being proposed. This project is more complex due to the requirements for the dam but would satisfy a large portion of the sediment reduction required by the DEP. There are ongoing evaluations for additional projects being completed by the Coalition for the future.

Unfinished Business – Mr. Naugle of Great Valley Consultants provided Council an update regarding the property at 200 West Lancaster Avenue in the Borough via email dated March 12, 2026. He reported that, following discussion with Mr. Savory, the property owner, a sale has not yet been finalized. Mr. Savory is working to secure funding to complete the necessary repairs and renovations, with initial work to include the removal of exterior porches. Property showings and sale negotiations are ongoing.

Following this discussion, Mr. Brossman requested Council to review a request made by UGI to excavate South Sterley Street and shut off the gas service to 200 West Lancaster Avenue due to safety concerns related to the building's condition. Council was advised that South Sterley Street is currently under a five-year moratorium on excavation due to recent paving. Following a motion by Mr. Michael Hoffert, seconded by Dr. Bentz, and duly carried, Council approved the waiver as requested.

March 12, 2026

New Business – None.

Questions from the Audience – None.

As there was no further business, the meeting was adjourned on a motion by Mr. Klee, and duly carried at 8:43 p.m.

Respectfully Submitted,



Kristen M. Schlottman
Borough Secretary