

The June 11, 2026, meeting of the Shillington Borough Council was called to order at 7:30 p.m. by President John W. Hoffert. Following a moment of silence and the Oath of Allegiance, roll call was taken. Mayor Andrew R. Hivner was absent. 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 Council members were Borough Manager Scott D. Brossman Jr., Fire Chief David M. Bentz, Police Chief Brett A. Hivner, Solicitor Thomas L. Klonis, and Secretary Kristen M. Schlottman. Kenneth Fulmer of Great Valley Consultants was also in attendance.

As there were no objections, the minutes of the May 14, 2026, Council meeting were approved as forwarded to each member on a motion by Mr. Klee, seconded by Mr. Bentz, and unanimously carried.

PUBLIC COMMENT: None

COMMITTEE REPORTS:

Mayor: In the absence of Mayor Hivner, Police Chief Hivner presented the Police Department's report for the month of May. During the month, the Department handled 422 incidents, including 54 arrests and officers traveled 2,796 patrol miles.

Chief Hivner also reported on the most recent Civil Service Commission meeting, which was held on June 3, 2026. During that meeting, several revisions were made to the Civil Service Rules and Regulations and the Police Officer Application following approval of Borough Council. Chief Hivner expressed his appreciation to the Commission members and Borough staff for their efforts in updating these documents. He noted that the revisions have streamlined the application process and improved overall efficiency.

Police and Personnel: Mr. Nicholas M. Bentz, Chairman, made a motion, which was seconded by Mr. Grounard, and unanimously approved, to authorize payment of \$6,934.19 in Police Department overtime for May.

Administration-Law-Finance: Mr. Ronald R. Klee, Jr., made a motion, seconded by Dr. Bentz, and duly carried, Council confirmed the payment of bills associated with the May 31, 2026, financial statements as follows:

General Fund - \$354,038.34
Water Fund - \$396,026.09
Sewer Fund - \$88,931.68
Recreation Fund - \$47,642.74
Fire Fund - \$49,007.45
Streets Improvement Fund - \$0.00

Mr. Klee made a motion, seconded by Dr. Bentz, and duly carried, to approve the amended Financial Statements for January, February, and March 2026, as forwarded to each member. The amendments were made based on findings and recommendations contained in the Borough's 2024 Municipal Audit. Mr. Klee then made a motion, which was seconded by Mr. Bentz and duly carried, to approve the April 2026 Financial Statements as presented to Council prior to the meeting.

Mr. Klee advised Council that copies of the 2024 Municipal Audit Report had been distributed to all members for review in preparation for action at the July 9, 2026, Council meeting. He also reported that the 2024 Liquid Fuels Tax Fund Audit Report had been provided to Council members and was available for public inspection at Town Hall.

In closing, Mr. Klee made a motion, seconded by Mr. Hopgood, and unanimously approved, to reappoint Mr. Scott Huber to the Zoning & Planning Commission for a term expiring June 2030. Mr. Klee then made an additional motion, seconded by Mr. Bentz and duly approved, appointing Mr. Derek Guest as an alternate member of the Zoning & Planning Commission for a three (3) year term expiring June 2029.

Fire: Mr. Michael A. Hoffert, Chairman, presented the Fire Chief's report for the month of May. During the month, the Department responded to thirty-eight (38) dispatches, including eleven (11) calls within the Borough and twenty-seven (27) mutual aid responses to neighboring municipalities. Daytime staff successfully covered all 160 available staffing hours, and Department members participated in four training sessions throughout the month.

Mr. Hoffert also reported that the new interior and exterior camera system has been installed at the Fire Station. The system consists of nine (9) cameras and is operating effectively. In addition, Mr. Hoffert advised Council that a Saturday work detail has been scheduled to remove the interior paneling from the Fire Station, as previously authorized by Council.

Tree-Pole-Light: Mr. Jared A. Hopgood, Chairman, provided Council an update regarding Borough's Spring Tree Planting Program. Mr. Hopgood reported that, according to information received from Mr. Pinto, Mr. McLaughlin conducted site visits in mid-April to review requested planting locations. However, at that time, Harmony Hill Nursery was unable to provide suitable trees for the approved planting sites.

As a result, residents who had requested trees were notified of the availability issue and advised that their requests would remain on the list for the fall planting season. Mr. Hopgood further noted that it has been suggested that future spring planting schedule be moved earlier in the year to improve the likelihood of securing appropriate trees and ensuring the availability for planned planting locations.

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

° J. Phillips Excavating & Hauling LLC. has made application for payment No. 3 in the amount of \$58,551.12 which has been recommended by Great Valley Consultants.

° Council awarded the contract in the amount of \$292,491.00 to J. Phillips Excavating & Hauling LLC. for the Brobst Street Sanitary Sewer Replacement Project. As of this date, the construction schedule has not been completed.

Mr. Hoffert then reviewed the Public Works Department's activities for the month of May. Department personnel completed a variety of projects and maintenance tasks throughout the Borough, including repairs to several significant water leaks within the water distribution system. In addition, crews assisted with preparations of the Town Hall campus for the annual Flags for Heroes display and upcoming Independence Day holiday activities. Staff also devoted time to swimming pool preparation and ongoing recreation area maintenance to ensure Borough facilities were ready for seasonal use by residents and visitors.

Recreation: Dr. Elizabeth M. Bentz, Chairman, reviewed the minutes of the Recreation Board Meeting on June 8, 2026. Following a motion made by Dr. Bentz, seconded by Mr. Klee, and duly carried, Council authorized the hiring of the following staff members at their respective rates of pay, contingent upon the submission and approval of all required employment paperwork and clearances:

Lifeguard(s):

Charles Shucker (SUB)	\$11.25/hour
Olivia Vecchio (SUB)	\$11.25/hour
Evin Rigney (SUB)	\$11.00/hour

Concessions:

Janessa Clemente	\$9.00/hour
Maddy Barto	\$9.00/hour

Front Desk:

Maddy Barto	\$9.00/hour
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Playground:

Camryn Holmes	\$9.00/hour
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Dr. Bentz continued with her report by making a motion, that was seconded by Mr. Hopgood, and duly carried, to authorize the following wage increases for the following selective summer personnel as follows:

Lifeguard(s):

Isabella Harmen	\$11.50/hour to \$12.00/hour
Zachariah Franks	\$11.25/hour to \$12.00/hour

In conclusion, Dr. Bentz reviewed a letter received from Mr. Jeffrey Heckman regarding accommodation for his son at the Borough swimming pool. Mr. Heckman requested that Council authorize the inclusion of an ADA Professional Personal Care Assistant (PCA) as part of his family's pool membership to assist his son with pool-related activities. Following discussion, Dr. Bentz made a motion, seconded by Mr. Grounard and unanimously approved, authorizing the request. Approval is contingent upon the submission to the Borough of documentation, such as a letter or identification card, verifying the PCA's employment with the applicable agency.

Zoning and Codes: Mr. Mark C. Grounard, Chairman, presented the report of the Borough's Building Code Official, Terrence Naugle, for the month of May. Mr. Naugle reported that five (5) new permits were issued and eight (8) certificates of use and occupancy were approved during the month. Following this activity, a total of 113 permits remained open.

Mr. Grounard also informed Council of a Zoning Hearing Board meeting scheduled for July 8, 2026, at 7:00 p.m. Following a brief discussion regarding the application under consideration, Council expressed concerns about the lack of specificity provided in support of the requested variances and relief. As a result, Council directed that a letter be prepared and submitted to the Zoning Hearing Board outlining its concerns regarding the application and the relief being requested.

Solicitor: Solicitor Klonis requested authorization from Council to file liens for unpaid jobbing invoices.

Following a motion by Mr. Klee, seconded by Mr. Michael Hoffert, and duly approved, Council authorized the filing of a lien against the following property:

- Raymond S. and Ronale Coyle
131 East Elm Street
Outstanding jobbing invoice for replacement of a frozen water meter - \$225.00

Additionally, following a motion by Mr. Klee, seconded by Mr. Grounard, and unanimously approved, Council authorized the filing of liens against the following properties for unpaid jobbing invoices:

- Elizabeth Kelleher
592 Wolfe Street, Mohnton
Outstanding jobbing invoice for replacement of a curb box lid - \$25.00
- Cube Legal LLC.
71 East Wyomissing Avenue, Mohnton
Outstanding jobbing invoice for replacement of a curb box lid - \$25.00

Council thereby granted authorization for the Borough Solicitor to proceed with the filing of the above liens in accordance with Borough policy and applicable law.

Manager: Mr. Brossman reported that the Borough received \$140,384.77 from the Berks Earned Income Tax Bureau on June 2, 2026, representing the Borough's share of local earned income tax collections processed between May 1 and May 31, 2026. He also advised Council that the Borough received \$986.92 from the Pennsylvania Department of Transportation for State Police fines and penalties.

Mr. Brossman then requested Council's authorization to amend payment No. 1 to J. Phillips Excavating & Hauling, LLC for the Valve Installation Project. Following a motion by Mr. Klee, seconded by Mr. Bentz and duly approved, Council authorized amending the payment amount from \$196,732.67 to the correct amount of \$286,912.07. Additionally, Mr. Brossman requested authorization to issue payment No. 3 to J. Phillips Excavating & Hauling, LLC for the Valve Installation Project in the amount of \$58,551.12. Following a motion by Mr. Klee, seconded by Mr. Hopgood and unanimously approved, Council authorized the payment.

Council was also advised that the Greater Governor Mifflin League requested permission to hold a 50th Anniversary Parade on June 28, 2026, along a route that would include a portion of the Borough. Following a motion by Mr. Bentz, seconded by Dr. Bentz and duly approved, Council granted permission for the event contingent upon receipt of the necessary permit from the Pennsylvania Department of Transportation.

Mr. Brossman further reported that the Governor Mifflin School District requested use of Shillington Park for its home cross-country meets on September 15, 2026, and October 6, 2026. The meets are scheduled to begin at 4:30 p.m., with team buses arriving at approximately 2:45 p.m. Following a motion by Mr. Hopgood, which was seconded by Mr. Klee and unanimously approved, Council granted the request.

Mr. Brossman then recognized Mr. David Hill of 215 Elmwood Avenue for his generous donation of two American flags to the Borough. Council expressed its appreciation and gratitude for his generosity and community support.

In closing, Mr. Brossman informed Council that he had received a request from the Mifflin Community Library seeking permission to paint the traffic controller box adjacent to the library garden with a decorative design. Following discussion, Council directed Mr. Brossman to obtain additional information regarding the long-term maintenance of the artwork and to verify that the traffic controller box is Borough property. The matter was tabled for further consideration and is expected to be revisited at the July 9, 2026, Council meeting.

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Unfinished Business: President Hoffert advised Council that there was no new information available regarding the property located at 200 West Lancaster Avenue. Settlement on the property remains pending and is currently scheduled for July 22, 2026. Council members were also reminded that, since authorization had been granted for the Greater Governor Mifflin League's 50th Anniversary Community Days Parade, any Council members interested in participating should notify Borough staff so that an appropriate vehicle can be secured for the event. During discussion of the parade, Mr. Bentz requested that the Public Works Department place the necessary No Parking and Road Closure signs along the parade route in advance of the event. Mr. Bentz also suggested that Chief Hivner lead the parade procession. Council expressed support for these arrangements and requested that staff coordinate the necessary preparations.

Prior to adjournment, President Hoffert announced to Council and Borough staff in attendance that Police Contract Negotiations would be held on June 30, 2026, at 10:00 a.m. in the Council Chambers. There being no further business to come before Council, a motion to adjourn was made by Mr. Klee and duly carried. The meeting was adjourned at 8:42 p.m.

Respectfully submitted,



Kristen M. Schlottman
Borough Secretary