

The August 13, 2026, meeting of the Shillington Borough Council was called to order at 7:30 p.m. by President John W. Hoffert. Following the invocation given by Mayor Hivner, and 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, and Jared A. Hopgood. Mr. Ronald R. Klee, Jr., was absent. Present in addition to Council members, were Borough Manager Scott D. Brossman, Fire Chief David M. Bentz, Mayor Andrew R. Hivner, Solicitor Thomas L. Klonis, and Secretary Kristen M. Schlottman. Kenneth Fulmer of Great Valley Consultants was also in attendance along with the following residents:

- Veronica Martin – Mifflin Community Library
- Rachel Sebastian – Governor Mifflin School District
- Devon Tarowitz – Governor Mifflin School District
- Carol A. Leiphart – 325 Wheatland Avenue

As there were no objections, the minutes of the July 9, 2026, Council meeting were approved as forwarded to each member on a motion by Dr. Bentz, which was seconded by Mr. Bentz, and unanimously carried.

Prior to conducting regular Borough business, President Hoffert presented Carol A. Leiphart with a plaque in recognition of her years of service to the Borough of Shillington as Tax Collector and congratulated her on her retirement from that position. Ms. Leiphart expressed her appreciation to the Borough Council and staff for the assistance and support they provided throughout her years of service.

PUBLIC COMMENT: Ms. Veronica Martin addressed Council regarding two matters involving the Mifflin Community Library. First, she inquired about the Library's request for permission to paint the signal control box located adjacent to the Library's garden. Ms. Martin stated that the Library has agreed to assume responsibility for the routine maintenance and upkeep of the artwork. Based on that representation, President Hoffert directed Ms. Martin to contact Mr. Brossman to discuss the proposal further and develop a plan for accomplishing the Library's request.

Ms. Martin also advised Council that the Library Director wished to explore the possibility of establishing a partnership with the Shillington Borough Pool through a day-pass lending program. Under the proposal, pool passes would be available for library patrons to "check out" using their library membership, allowing admission to the pool for one day at no charge.

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President Hoffert stated that the proposal would first need to be presented to the Recreation Board for consideration and planning. If supported by the Recreation Board, the matter would then be forwarded to Borough Council for review and possible action. Ms. Martin thanked Council and indicated that she would advise the Library Director to contact the Recreation Board.

Following Ms. Martin's comments, Ms. Terowitz addressed Council regarding the Governor Mifflin School District's request to use Shillington Park and several park pavilions for a StoryWalk event. The matter was scheduled for consideration under the Borough Manager's report. Ms. Terowitz explained that the original request included September 26, 2026, September 27, 2026 (rain date), and March 18, 2027. However, after further discussion, the School District elected to proceed only with the September dates at this time.

Following a motion by Mr. Michael Hoffert, seconded by Mr. Hopgood, and unanimously approved, Council granted permission to Governor Mifflin School District to use Shillington Park and several pavilions for their event.

Committee Reports

Mayor: Mayor Hivner presented the Police Department's report for the month of July. During the month, the Department handled 351 incidents, including 45 arrests and officers traveled 2,768 patrol miles.

Mayor Hivner also reported that the Department participated in the Community Days 50th Anniversary Parade held on June 28, 2026. In addition, he provided an update on the Civil Service Commission's efforts to establish an eligibility list for the hiring of a new Borough Police Officer. He advised that two applicants successfully participated in the written and physical agility testing phase of the selection process. The next phase will consist of oral examinations. Upon completion of the testing process and receipt of the examination scores, the Civil Service Commission will determine the appropriate next steps.

Police and Personnel: Mr. Nicholas M. Bentz, Chairman, made a motion, which was seconded by Mr. Grounard, and duly carried, to authorize payment of \$9,804.36 in Police Department overtime for July.

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Administration-Law-Finance: Dr. Elizabeth M. Bentz, Vice Chairman, made a motion, which was seconded by Mr. Bentz, and duly approved, to confirm the payment of bills associated with the July 31, 2026, financial statements as follows:

- General Fund - \$358,096.94
- Water Fund - \$364,748.76
- Sewer Fund - \$77,434.85
- Recreation Fund - \$127,490.09
- Fire Fund - \$5,313.57
- Streets Improvement - \$0.00

Dr. Bentz then made a motion, seconded by Mr. Grounard, and unanimously approved, to reappoint Mr. G. John Hyneman to the Recreation Board for a five-year term.

Fire: Mr. Michael A. Hoffert, Chairman, presented the Fire Chief's report for the month of July. During the month, the Department responded to forty-seven (47) dispatched, including fifteen (15) with the Borough and ten (10) mutual aid responses to neighboring municipalities. Daytime staff successfully covered all 181 available staffing hours, and Department members participated in four training sessions.

Tree-Pole-Light: Mr. Jared A. Hopgood, Chairman, reported that there was no activity during the month of July. Mr. Hopgood advised Council that the committee has scheduled a meeting on Monday, August 24, 2026, at 6:30 p.m. to discuss the fall planting. He also noted that there will be a new member joining the committee.

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

- ° The Borough has received application for payment No. 5 (Final) in the amount of \$47,129.17 for the Valve Installation Project from J. Phillips Excavating & Hauling LLC. and Great Valley Consultants is recommending that payment be made.

- ° The Borough has received application for payment No. 2 in the amount of \$162,239.81 for the Brobst Street Sanitary Sewer Replacement Project from J. Phillips Excavating & Hauling LLC. and Great Valley Consultants is recommending that payment.

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Mr. Hoffert then reviewed the Public Works Department's activities for the month of July. The Department completed a variety of projects and maintenance tasks within the Borough during the month.

In closing, Mr. Hoffert made a motion, seconded by Dr. Bentz, and duly carried, to approve Change Order No. 1 for the Brobst Street Sanitary Sewer Replacement Project, as recommended by Great Valley Consultants, at a cost of \$8,812.00 for the removal and disposal of the concrete gutter due to deterioration located within the work site.

Recreation: Dr. Elizabeth M. Bentz, Chairman, advised Council that the Recreation Board Meeting scheduled for August 3, 2026, had been cancelled. She also explained that the board had unofficially met on August 10, 2026, to coordinate logistics for the Concert in the Park previously scheduled and approved for August 28, 2026.

Dr. Bentz also requested that the Recreation Board Meeting scheduled and advertised for September 7, 2026, be rescheduled to September 14, 2026, at 6:30 p.m. due to the Labor Day Holiday.

Zoning and Codes: Mr. Mark C. Grounard, Chairman, presented the report of the Borough's Building Code Official, Terrence Naugle, for the month of July. Mr. Naugle has issued seventeen (17) new permits and seven (7) certificates of use/occupancy during the month.

Solicitor: Solicitor Klonis presented **Resolution No. 7-2026**, updating the Borough's Emergency Operations Plan. This resolution was adopted as presented following a motion by Mr. Bentz, seconded by Mr. Grounard, and duly approved.

Mr. Klonis then presented **Ordinance No. 1249** which establishes the Handicapped Parking Spaces, as approved, at the July meeting. Following a motion by Mr. Michael Hoffert, which was seconded by Mr. Hopgood, and duly carried, Council adopted the ordinance as presented.

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In closing, Mr. Klonis was given authorization to file two (2) liens against the following properties, by motion of Mr. Michael Hoffert, seconded by Mr. Grounard, and duly approved:

° John E. Halko (deceased)

534 March Street

- Outstanding jobbing invoice for snow removal	\$132.00
- Outstanding jobbing invoice for mowing	<u>\$132.00</u>
	\$264.00

° Alexander Nunez-Cabrera/Cassandra A. Mizquiri

601 Meade Terrace

- Outstanding invoice for curb replacement	\$5,745.00
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Manager: Mr. Brossman reported that the Borough received \$53,892.03 from the Berks Earned Income Tax Bureau on August 4, 2026, representing the Borough's share of local earned income tax collections processed between July 1 and July 31, 2026.

Mr. Brossman further reported the Borough received the following additional disbursements:

- \$179,755.00 representing the first PMHIC Surplus Distribution payment for the 2025 plan year
- \$4,648.30 from the Pennsylvania Department of Transportation representing the 2025-2026 Severe Winter Services Agreement Adjustment
- \$19,135.31 from Comcast Cable representing franchise fees for the period of April 2026 through June 2026

Mr. Brossman also advised Council that the Borough received a grant reimbursement from the Pennsylvania Department of Community and Economic Development (DCED) in the amount of \$339,999.00 for the completed Valve Installation Project.

In addition, Mr. Brossman informed Council that the Borough will be participating in the Berks County Cooperative Purchasing Council's Highway Rock Salt contract for the 2026-2027 winter season.

Mr. Brossman then presented to Council the Borough's Minimum Municipal Obligation (MMO) amount for the Police Pension Plan and the Non-Uniformed Pension Plan for the year 2027 as follows:

Police - \$87,702

Non-Uniformed - \$117,843

Council was also advised of an update regarding the pending Supreme Court appeal, Docket No. 22 MAL 2026, concerning rental inspections and the use of administrative warrants for that purpose. Mr. Brossman reported that he had requested the Borough's Building Code Official, Terrence Naugle, attend the September 10, 2026, Council meeting to provide information and address any questions Council may have regarding the matter.

Mr. Brossman then requested authorization for Payment Application No. 5 (Final) to J. Phillips Excavating & Hauling, LLC, in the amount of \$47,129.17 for the Valve Installation Project. Following a motion by Mr. John Hoffert, seconded by Dr. Bentz, and unanimously approved, Council authorized the payment.

Authorization was also requested for payment No. 2 to J. Phillips Excavating & Hauling LLC., for the Brobst Street Sanitary Sewer Replacement Project in the amount of \$162,239.81. Following a motion by Dr. Bentz, which was seconded by Mr. Hopgood, and unanimously approved, Council authorized the payment.

Unfinished Business: President Hoffert provided an update regarding the property located at 200 West Lancaster Avenue. He reported that, according to information received from Building Code Official Terrence Naugle, the anticipated settlement on the property did not occur. While the property is expected to remain listed for sale, the current owner is reportedly seeking funding to permit the demolition of the deteriorated porch due to safety concerns. President Hoffert stated that additional information would be provided as it become available.

President Hoffert also addressed the request submitted by counsel for Jr. Lofts, LLC, the owner of 18 Catherine Street, regarding the repaving and resurfacing of Maple Alley. He advised that the matter had been discussed by both the Streets Committee and Borough Council; however, no decision has been reached at this time. The matter remains tabled pending further discussion, and counsel for JR Lofts, LLC, will be notified once a determination has been made.

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New Business: President Hoffert announced to Council and the public that the next scheduled date for Police Contract negotiations is August 18, 2026, at 10:30 a.m. in Council Chambers.

Questions from the Audience: None

Reading and Acting on Communications: None

As there was no further business to conduct, a motion to adjourn was made Mr. Michael Hoffert and duly carried. The meeting was adjourned at 8:52 p.m.

Respectfully Submitted,



Kristen M. Schlottman
Borough Secretary