

The February 8, 2024 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; Mark C. Grounard; John W. Hoffert; Michael A. Hoffert; Ronald R. Klee, Jr. and Edward B. Michalik, Jr. Councilman Michael D. Mountz participated by telephone. Present in addition to the Council members were: Mayor Andrew R. Hivner, Borough Manager Scott D. Brossman, Fire Chief Robert Knouse, Solicitor Thomas Klonis and Secretary Jan M. Boyd. Kenneth Fulmer of Great Valley Consultants was also in attendance along with the following residents:

Daniel Jensen - 116 South Brobst Street
Harold Stupp - 115 South Miller Street

As there were no objections, the minutes of the January 2, 2024, council meeting were approved as forwarded to each member on a motion by Mr. Klee, seconded by Mr. Michael Hoffert, and duly carried. Council also approved the minutes of the January 11, 2024, special meeting on a motion by Dr. Michalik, seconded by Mr. Klee and unanimously approved.

PUBLIC COMMENT: None.

PUBLIC COMMENT ON AGENDA ITEMS: None.

COMMITTEE REPORTS:

Mayor - Mayor Hivner gave the Police Department's report for the month of January. During this month, the Department handled 266 incidents, with 41 arrests being made. Also during this month, 2,571 patrol miles were traveled.

Police and Personnel - Dr. Edward B. Michalik, Jr., chairman, made a motion, which was seconded by Mr. Klee, and unanimously carried to approve the payment of the overtime paid to the members of the Police Department during the month of January in the amount of \$10,579.26.

February 8, 2024

Dr. Michalik advised that Chief Hivner submitted a letter of recommendation to Council on behalf of patrolman Michael D. Schoone. Chief Hivner advised that Officer Schoone successfully completed both promotional tests and therefore, recommended that he be promoted to the Corporal position.

Therefore, after a brief discussion, Dr. Michalik made a motion, which was seconded by Dr. Bentz, and duly approved, promoting Michael D. Schoone to the position of Corporal, effective February 18, 2024, based upon the recommendations of the Civil Service Commission and Chief Brett Hivner.

Dr. Michalik presented the 2023 Annual Report of the Civil Service Commission. This report detailed the costs of the promotional process that took place in 2023. As noted above, this process resulted in the promotion of one of the Department's officers to the Corporal position, effective February 18, 2024.

Administration-Law-Finance - On a motion by Mr. Ronald R. Klee, Jr., chairman, seconded by Dr. Bentz, and unanimously carried, Council confirmed payment of the bills associated with the January 31, 2024 Financial Statements as follows:

General Fund - \$300,875.69
Water Fund - \$248,098.27
Sewer Fund - \$134,178.90
Recreation Fund - \$11,234.24
Fire Fund - \$13,275.18
Streets Improvement Fund - \$3,894.62

Mr. Klee then made a motion, which was seconded by Dr. Michalik, and duly approved, appointing Todd A. Kaley to the Civil Service Commission as an alternate for a 3-year term.

Fire - Mr. Michael A. Hoffert, chairman, gave the Fire Chief's report for the month of January. During this

February 8, 2024

time, the Department responded to a total of forty-nine (49) dispatches consisting of twelve (12) calls in the Borough and thirty-seven (37) assists to neighboring departments. Additionally, five (5) training sessions were conducted during the month.

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

Tree-Pole and Light - No report.

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

°Two (2) bids were received on the rebid of the Green-Light-Go Traffic Signal Project. The results were presented under the Manager's report.

President Hoffert then gave the report of the Public Works Department for work done during the month of January.

Recreation - Dr. Elizabeth M. Bentz, chairman, gave the minutes of the January 8, 2024, Recreation Board meeting.

Dr. Bentz advised that the Recreation Board has recommended that the rates for all summer programs remain at their current rates. Following a brief discussion, Dr. Bentz made a motion, which was seconded by Mr. Klee, and unanimously carried confirming that the rates for the summer programs remain at their current rates.

Dr. Bentz noted that the February 5, 2024, Recreation Board meeting was cancelled.

Zoning and Codes - Mr. Michael D. Mountz, chairman, gave the report from the Borough's Building Code Official, Terrence Naugle, for the month of January. During this time, Mr. Naugle issued seven (7) new permits and two (2) certificates of use/occupancy thereby leaving sixty-four (64) permits open.

February 8, 2024

On February 5, 2024, bids were received and opened for the Green-Light-Go Traffic Signal Project. The following bids were received:

C.M. High, Inc. - \$265,000 / \$289,000 / \$313,000
Myerstown

Telco, Inc. - \$308,650 / \$333,650 / \$358,650
Reading

These bids was reviewed by the Borough's engineers and recommended to be awarded as received. Therefore, by motion of Mr. Klee, seconded by Dr. Michalik, and duly carried, this project was awarded to C.M. High, Inc. on the basis of their bid submitted in the amount of \$313,000.00.

Dr. Michalik made a motion, which was seconded by Mr. Klee, and unanimously approved, approving the Request for Escrow Release No. 1 from Systems Design Engineering, Inc. in the amount of \$35,759.00 for the Diamond Credit Union Project.

Permission was given to Advanced Environmation, Inc. to upgrade the heating/cooling system at the Municipal Building from a JCI (Johnson Control) system to a Honeywell System at a cost of \$60,450, on a motion by Dr. Michalik, seconded Mr. Michael Hoffert, and duly approved.

Dr. Michalik made a motion, which was seconded by Dr. Bentz, and unanimously approved, authorizing the purchase of a new 14' diving board from Recreonics at a cost not to exceed \$6,500 (including shipping).

Permission was given to pay the Borough's 2024 membership with the Berks County Public Works Association in the amount of \$125.00 on a motion by Mr. Klee, seconded by Mr. Michael Hoffert, and duly carried.

UNFINISHED BUSINESS: None.

February 8, 2024

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 8:15 p.m.

Respectfully submitted,

Jan M. Boyd
Borough Secretary