

The December 12, 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: John W. Hoffert; Ronald R. Klee, Jr.; Dr. Edward B. Michalik, Jr.; Dr. Elizabeth M. Bentz; Michael A. Hoffert; Mark C. Grounard and Nicholas M. Bentz. Present in addition to the Council members were: Mayor Andrew R. Hivner, Borough Manager Scott D. Brossman, Police Chief Brett A. Hivner, Fire Chief Robert Knouse, Solicitor Thomas Klonis, Secretary Jan M. Boyd and Administrative Assistant Tina Kasting. Kenneth Fulmer of Great Valley Consultants was also in attendance along with the following residents and visitors:

Charlene Oberly - 136 Franklin Street (arrived during
the course of the meeting)
Harold Stupp - 115 South Miller Street

Richard P. Almquist, Jr., Esquire - Hollenbaugh's
Trash & Recycling LLC
Andrew Casey - representative, A. J. Blosenski Inc.
Hugh R. Guard - representative, Hollenbaugh
Trash & Recycling LLC
Gregory A. Miller - Commissioner, Township of Cumru

Nicholas M. Bentz took his Oath of Office and was sworn in by Mayor Hivner prior to the meeting and is now able to vote on any action.

As there were no objections, the minutes of the November 14, 2024, meeting were approved as forwarded to each member on a motion by Dr. Michalik, seconded by Dr. Bentz, and duly carried. Council also approved the minutes of the November 18, 2024, budget workshop on a motion by Dr. Michalik, seconded by Dr. Bentz and unanimously approved.

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PUBLIC COMMENT: None.

President Hoffert turned the meeting over to Solicitor Klonis who read **Resolution 17-2024** which renames the Borough Council Chambers to "The John A. Hoffert Jr. Borough Council Chambers" in recognition of his fifty-eight (58) years of service to the Borough as solicitor. In connection with this recognition, a plaque was presented to President John W. Hoffert, which will be hung in the Council Chambers denoting this honor.

President Hoffert then called on Mr. Brossman to advise of the results of the bid opening held on December 5, 2024 for the contracts for the refuse and recycling collections. The results are attached and made a part of these minutes.

Mr. Brossman advised the following:

Recycling:

Option 1B - Collection and Hauling of recyclable materials
Low Bidder - Hollenbaugh's Trash & Recycling, LLC
900 Susquehanna Avenue
Huntingdon, Pennsylvania 16652
Bid Amount - \$477,225.00 3-year period

Mr. Klee made a motion to accept this bid, which was seconded by Dr. Michalik, and unanimously carried.

Option 1D - Processing and marketing of the recycling
Low Bidder - Cogle's Recycling, Inc.
1000 South 4th Street
Hamburg, Pennsylvania 19526
Bid Amount - \$59,220.00 3-year period

On a motion by Mr. Michael Hoffert, seconded by Dr. Michalik, and unanimously approved, Council accepted the bid from Cogle's Recycling, Inc.

Refuse:

- Option 2B/2C - Weekly collection of refuse and one bulk item per week
- Low Bidder - A. J. Blosenski, Inc.
P.O. Box 392
Elverson, Pennsylvania 19520
- Bid Amount - \$1,236,997.50 3-year period

A motion to accept this bid was made by Mr. Klee, seconded by Dr. Michalik, and duly carried.

Although Ms. Oberly arrived at the meeting after the "Public Comment" period was over, President Hoffert allowed her to address Council at this time. Ms. Oberly expressed her concern with the Borough's response to her complaints regarding the neighbor's retaining wall, which she believes is leaning into her yard and causing damage to her property. In her opinion, the Borough's response was not in a timely matter. Mr. Brossman advised the he looked at the situation and so did the Borough Engineer. Both concurred that this is a civil matter between neighbors. As such, Solicitor Klonis advised that the Borough has no legal jurisdiction.

PUBLIC COMMENT ON AGENDA ITEMS: None.

COMMITTEE REPORTS:

Mayor - Mayor Hivner gave the Police Department's report for the month of November. During this month, the Department handled 271 incidents, with 62 arrests being made. Also during this month, 2,836 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 to the members of the Police Department during the month of November in the amount of \$7,830.05.

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Administration-Law-Finance - On a motion by Mr. Ronald R. Klee, Jr., chairman, seconded by Dr. Michalik, and duly approved, Council adopted the 2025 budget with a tax base of 5.64 mills for General Borough purposes, 1.00 mill for Streets Improvement purposes, and .5 mills for Fire purposes, for a total tax rate of 7.14 mills. Mr. Brossman noted that there is no increase over the 2024 tax rate.

Mr. Klee then made a motion, which was seconded by Dr. Bentz, and unanimously carried to confirm payment of the bills associated with the November 30, 2024 Financial Statements as follows:

General Fund - \$304,072.06
Water Fund - \$235,586.44
Sewer Fund - \$70,463.47
Recreation Board - 18,945.61
Fire Fund - \$16,753.91
Streets Improvement Fund - \$2,556.24

Council gave authorization to pay the bills until the end of the year, on a motion by Mr. Klee, seconded by Dr. Michalik, and duly carried.

On a motion by Mr. Klee, seconded by Mr. Nicholas Bentz, and unanimously approved, Council took the following action:

- a. Appointed **Nicholas R. Johnson** to replace Nicholas M. Bentz, as a regular member on the **Civil Service Commission**. Mr. Bentz resigned due to his appointment to Council; and
- b. Reappointed **James R. Gossert** to the Zoning Hearing Board for an additional 5-year term.

Fire - Mr. Michael A. Hoffert, chairman, gave the Fire Chief's report for the month of November. During this time, the Department responded to a total of fifty-one (51) dispatches consisting of eight(8) calls in the Borough and forty-three (43) assists to neighboring departments. Additionally, five (5) training sessions were conducted during the month.

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The daytime staffers covered 160 hours of the possible 168 hours of available staffing hours for the month.

Tree-Pole and Light - Mr. Mark C. Grounard, chairman, reported that the fall planting project is in process. Several residents have not obtained permits yet for the planting, so these trees have not yet been planted. Mr. Grounard reported that Garrett Hynemann's project, of planting ten (10) trees in the School District's right-of-way and thirteen (13) on the campus has been completed.

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

- °The Reed Street Water Main Project is complete except for the acceptance of the Dedication Agreement and release of the final retention of \$4,157.81, which has not been requested to date.
- °Remedial work on the Fire Company Floor has been started. There currently is not a timetable for completion of the work.

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

Recreation - Dr. Elizabeth M. Bentz, chairman, advised that the Recreation Board met December 9, 2024. Several topics were discussed:

- °The tennis court lines will be repainted during 2025.
- °The Board would like to obtain a quote to turn one (1) of the tennis courts into four (4) Pickle Ball Courts.
- °The Recreation Board would like to have a hayride in the Park in the fall. Mr. Brossman was requested to check on the insurance requirements for this event.

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The Governor Mifflin School District requested that they be allowed to reserve park pavilions prior to the April 15th start date due to paperwork deadlines they may be required to submit for their projects. Following a brief discussion, Dr. Bentz made a motion to allow early reservation access by the School District for the park pavilions, beginning January 1st of each year. After additional discussion on the request, Dr. Bentz amended her motion to January 15th in order to accommodate the work load at the Town Hall. Mr. Klee seconded the amended motion and it was duly carried.

Zoning and Codes - Mr. Nicholas M. Bentz, chairman, gave the report from the Borough's Building Code Official, Terrence Naugle, for the month of November. During this time, Mr. Naugle issued four (4) new permits and three (3) certificate of use/occupancy thereby leaving ninety-five (95) permits open.

Solicitor - Resolution No. 11-2024, which sets the Real Estate tax rate for 2025 at 7.14 mills was adopted as presented by Solicitor Klonis on a motion by Mr. Klee, seconded by Dr. Michalik, and duly carried.

The **2025 Payroll Resolution (No. 12-2024)**, was adopted as presented to each member, by motion of Mr. Klee, seconded by Mr. Michael A. Hoffert and unanimously approved.

Dr. Michalik made a motion, which was seconded by Mr. Klee, and duly approved, to adopt **Resolution No. 13-2024**, which sets the annual refuse collection charge at \$313.00 per dwelling unit for 2025.

Resolution No. 14-2024, which sets the rate of members' contributions to the Police Pension Fund at five (5) percent for 2025, was adopted as presented, on a motion by Mr. Klee, seconded by Mr. Michael A. Hoffert, and unanimously carried.

On a motion by Mr. Mr. Klee, seconded by Dr. Michalik and duly carried, Council adopted **Resolution No. 15-2024**, which establishes the healthcare insurance premium biweekly cost-sharing rate to be paid by employees, as presented.

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Mr. Klee made a motion, which was seconded by Dr. Michalik, and unanimously approved, to adopt **Resolution No. 16-2024**, which establishes new sewer rates effective January 1, 2025.

A motion was then made by Mr. Klee, seconded by Mr. Bentz, and unanimously carried, to retain the **Act 511** taxes (Per Capita, Earned Income, Local Services, Business Privilege, and Occupational Assessment) at their existing rates.

Manager - Mr. Brossman reported that on November 29, 2024, the Borough received \$13,753.61 from the Pennsylvania Department of Transportation representing payment under the Winter Traffic Services Agreement for 2024-2025.

The Borough received \$914.53 on December 2, 2024 from the Pennsylvania Department of Transportation representing the semi-annual payment of State Police Fines and Penalties.

On December 4, 2024, the Borough received \$130,722.61 from the Berks Earned Income Tax Bureau representing the Borough's share of the earned income tax processed from November 1, 2024 through November 30, 2024. This is the final payment for the year. The total received for the year is \$848,587.90, exceeding the budgeted amount of \$675,000.

On a motion by Mr. Klee and seconded by Dr. Michalik, and unanimously carried, permission was given to award the sale of municipal vehicles that were listed on MuniBid, as follows:

- a. 2010 Ford Expedition XLT to Kevin Tobin for a bid price of \$3,900; and
- b. 2008 Ford F-150 to Keith Wann for a bid price of \$5,500; and
- c. 1992 Ford F-350 with plow to Robert Erb for a bid price of \$8,700.

On a motion by Mr. Klee and seconded by Dr. Bentz, and duly approved, permission was given to appoint Herbein & Company Inc. to conduct the Borough's Annual Audit.

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Permission was given to pay the annual membership dues of the Berks County Public Works Association in the amount of \$125.00, by a motion from Mr. Grounard and seconded by Mr. Michael A. Hoffert and unanimously carried.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

As there was no further business, the meeting was adjourned on a motion by Mr. Klee, and duly carried at 8:28 p.m.

Respectfully submitted,

Jan M. Boyd
Borough Secretary