

The May 8, 2025 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; John W. Hoffert; Ronald R. Klee, Jr.; and Edward B. Michalik, Jr. Council members Mark C. Grounard and Michael A. Hoffert were absent. Present in addition to the Council members were: Mayor Andrew R. Hivner, Borough Manager Scott D. Brossman, Fire Captain Konnor Kegerise, Police Chief Brett A. Hivner, Solicitor Thomas Klonis, and Administrative Assistant Tina Kasting. Kenneth Fulmer of Great Valley Consultants was also in attendance. Borough Secretary Jan M. Boyd was absent.

As there were no objections, the minutes of the April 10, 2025, council meeting were approved as forwarded to each member on a motion by Mr. Klee, seconded by Dr. Bentz, and duly carried. Dr. Michalik abstained as he did not attend the April meeting.

PUBLIC COMMENT: None.

PUBLIC COMMENT ON AGENDA ITEMS: None.

COMMITTEE REPORTS:

Mayor - Mayor Andrew R. Hivner gave the Police Department's report for the month of April. During this month, the Department handled 228 incidents, with 35 arrests being made. Also during this month, 2,811 patrol miles were traveled.

The Police Administrative Assistant position has been filled. The new employee, Allison L. Squibb, starts on May 12, 2025.

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 April in the amount of \$5,399.35.

Council questioned Chief Hivner about the F.B.I. Cato Training attended. Chief Hivner stated the F.B.I.

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rolled out the program as an informational program that aims to increase awareness and share information nationwide to potentially mitigate different threats in the community. Corporal Michael D. Schoone is the representative for the Borough's Police Department.

Administration-Law-Finance - On a motion by Mr. Ronald R. Klee, Jr., chairman, seconded by Dr. Michalik, and duly approved, Council confirmed the payment of the bills associated with the April 30, 2025, Financial Statements, as follows:

General Fund - \$300,921.00
Water Fund - \$283,197.66
Sewer Fund - \$73,445.56
Recreation Fund - \$33,746.35
Fire Fund - \$9,649.34
Streets Improvement Fund - \$0.00

Fire - Dr. Edward B. Michalik, Jr., vice-chairman, gave the Fire Chief's report for the month of April. During this time, the Department responded to a total of sixty-seven (67) dispatches consisting of fifteen (15) calls in the Borough and fifty-two (52) assists to neighboring departments. Additionally, six (6) training sessions were conducted during the month.

The daytime staffers covered all of the one hundred seventy-six (176) hours of available staffing hours for the month.

Tree-Pole and Light - Mr. Nicholas M. Bentz, vice-chairman, reported that his committee had no activity to report.

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

°The Fire Company Floor Resurfacing project was completed. However, there is one section that may need some remedial work.

°Construction of the Americans with Disabilities Act(ADA) ramps, in conjunction with the 2025 Street Improvement Projects, is scheduled to begin this week.

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President Hoffert continued with his report by giving the report of the Public Works Department for work done during the month of April.

Recreation - Dr. Elizabeth M. Bentz, chairman, gave the minutes of Recreation Board meeting held on May 5, 2025.

The Recreation Board has recommended that Council give conditional approval to the hiring of the following additional list of summer employees and their respective salaries:

SWIMMING POOL

Assistant Pool Managers:

Mikayla Seymour (Sub) \$ 13.75/hour

Lifeguards:

Kendall Carrol \$ 10.00/hour

Mary Hartung 10.00/hour

Charlie King 10.00/hour

Concessions:

Carmella Ryan \$ 9.00/hour

PLAYGROUND

Leaders:

Braden Holmes \$ 9.50/hour

Kayleigh O'Brien 9.50/hour

Julian Torres Volunteer

COACHING STAFF

Assistant Swim and Diving Coaches:

MacKenzie Caron \$ 187.50/week

Kaylee Cipola 187.50/week

Dr. Bentz made a motion, which was seconded by Mr. Klee, and unanimously carried, to approve the hiring of the above list of additional summer personnel and their respective salaries, conditional upon receiving all of their required clearances.

Dr. Bentz advised that the Recreation Board has recommended to allow the Governor Mifflin Middle School (GMMS) to hold their "Best Day" at the pool on Thursday,

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May 22nd between 11:00 a.m. and 2:00 p.m. Council concurred with the Recreation Board to allow the GMMS to hold "Best Day", as noted, contingent on receiving all required paperwork from GMMS, on a motion by Dr. Bentz, seconded by Dr. Michalik, and unanimously approved.

Zoning and Codes - Mr. Nicholas M. Bentz, chairman, gave the report from the Borough's Building Code Official, Terrence Naugle, for the month of April. During this time, Mr. Naugle issued seven (7) new permits and four (4) certificates of use/occupancy thereby leaving ninety-four (94) permits open.

Solicitor - Mr. Klonis presented **Resolution No. 6-2025**, which authorizes the Borough's participation in the Berks County MS4 Cost Sharing and Intergovernmental Cooperation Agreement. This resolution was adopted, as presented, by a motion of Dr. Michalik, seconded by Mr. Klee, and unanimously approved.

Manager - Mr. Brossman reported that on May 2, 2025, \$42,973.76 was received from the Berks Earned Income Tax Bureau representing the Borough's share of the local earned income tax processed between April 1, 2025 through April 30, 2025.

On a motion by Dr. Michalik, seconded by Mr. Klee, and unanimously carried, authorization was given to advertise the Public Hearing for the Cable Franchise renewal review at the next Borough Council meeting, scheduled for June 12, 2025 at 7:30 p.m.

On a motion by Mr. Klee, seconded by Dr. Michalik, and duly carried, permission was given to purchase a Kubota Mini-Excavator with a two-year extended warranty for \$114,746.81. The mini-excavator is being purchased under a Sourcewell contract using a Local Share Account (LSA)- Category 4 Facilities grant through the state's Department of Community & Economic Development (DCED). The mini-excavator will be mostly used for water system repairs.

Approval was given on a motion by Mr. Klee, seconded by Dr. Michalik and unanimously approved, to purchase a 22' Cam Superline Equipment Trailer for the Mini-Excavator at a cost of \$18,180.00 from Reading Tractor & Equipment.

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Mr. Brossman advised Council that the purchase of 217 Catherine Street has been delayed, due to the owner being in Florida. The purchase agreement specified that the purchase had to take place within 90-days of Council's approval of the Agreement of Sale. Solicitor Klonis will draft a new agreement to adjust the 90 day time-frame specified in the original agreement to accommodate the owner, Mr. Bell, and his travel schedule.

UNFINISHED BUSINESS: None.

QUESTIONS FROM THE AUDIENCE: None.

CORRESPONDENCE: - Council received a thank you note from Berks Nature for the Borough's annual membership renewal.

Dr. Michalik expressed thanks on behalf of the Memorial Day Parade Committee, for the \$1,000.00 donation towards the 97th Annual Shillington Memorial Day Parade and Ceremony. The 1.71 mile parade will take place on Monday, May 26, 2025 and start at 10:30 a.m.

As there was no further business, the meeting was adjourned on a motion by Mr. Klee, and duly carried at 7:52 p.m.

Respectfully submitted,

Scott D. Brossman, Jr.
Assistant Borough Secretary