

The July 10, 2025, Shillington Borough Council meeting was called to order at 7:31 p.m. by President John W. Hoffert. Following the invocation by Mayor Hivner and the oath of allegiance, roll call was taken. Councilman Mr. Ronald R. Klee, Jr., was absent. Council members in attendance were: Elizabeth M. Bentz; Nicholas M. Bentz; Mark C. Grounard; John W. Hoffert; Michael A. Hoffert and Edward B. Michalik, Jr. Present in addition to the Council members were: Mayor Andrew R. Hivner, Borough Manager Scott D. Brossman, Jr., Fire Chief Robert Knouse, Police Chief Brett A. Hivner, Solicitor Thomas Klonis and Secretary Tina Kasting. Kenneth Fulmer of Great Valley Consultants was also in attendance along with the following members of the public:

Veronica Martin - 204 Wellington Road  
(representative, Mifflin  
Community Library)

As there were no objections, the minutes of the June 12, 2025, council meeting were approved as forwarded to each member on a motion by Dr. Michalik, seconded by Mr. Grounard, and duly carried.

**UPDATE FROM POLICE CHIEF:** Police Chief Brett A. Hivner took a moment to introduce the Borough's two new Police Officers, Kyle Wood and Lucas Moyer. Both officers graduated from the Police Academy on June 26, 2025. The two officers are currently in field training.

**PUBLIC COMMENT:** Veronica Martin, representative from the Mifflin Community Library, invited Council to the Mifflin Library Community Mixer. The mixer will be held Friday, August 22, 2025 from 5 pm to 7 pm.

**PUBLIC COMMENT ON AGENDA ITEMS:** None.

**COMMITTEE REPORTS:**

**Mayor** - Mayor Andrew R. Hivner gave the Police Department's report for the month of June. During this time, the Department handled 279 incidents, with 27 arrests being made. Also during this month, 2,881 patrol miles were traveled.

Mayor Hivner shared that he attended the Cadet graduation at the Police Academy on June 26, 2025 and congratulated Officer Moyer for graduating with the highest Grade Point Average.

**Police and Personnel** - Dr. Edward B. Michalik, Jr, Chairman, made a motion, which was seconded by Dr. Bentz, and unanimously carried to approve the payment of the overtime paid to the members of the Police Department during the month of June in the amount of \$10,091.06.

On a motion by Dr. Michalik, seconded by Mr. Michael Hoffert, and duly carried, Council took the following actions on the Handicapped Parking Space applications that were received and presented:

- a. Approved **NEW** space:
  - 1) Ronald Thorne - 3 West Elm Street
- b. **Rescinded** the following:
  - 1) 122 Reading Avenue - Betty Schlott - applicant moved
- c. Authorized the preparation and advertising of the ordinance for the above actions.

On a motion by Dr. Michalik, second by Mr. Grounard and unanimously approved, authorization was given to install and remove the handicap signs from the approved locations.

**Administration-Law-Finance** - On a motion by Dr. Elizabeth M. Bentz, vice chairman, seconded by Mr. Michael Hoffert, and duly approved, Council confirmed the payment of the bills associated with the June 30, 2025, Financial Statements, as follows:

General Fund - \$323,603.93  
Water Fund - \$397,262.86  
Sewer Fund - \$54,285.93  
Recreation Fund - \$64,025.08  
Fire Fund - \$74,115.57  
Streets Improvement Fund - \$12,868.00

Dr. Bentz read the resignation letter of Mr. James A. Gossert, from the Zoning Hearing Board. Mr. Gossert has moved out of the area and is no longer able to serve. On a motion by Dr. Bentz, seconded by Dr. Michalik and duly carried, the resignation of Mr. Gossert was accepted.

**Fire** - Mr. Michael A. Hoffert, chairman, gave the Fire Chief's report for the month of June. During this time, the Department responded to a total of forty-nine (49) dispatches consisting of six (6) calls in the Borough and forty-four (44) assists to neighboring municipalities. Additionally, five (5) training sessions were conducted during the month. There was no reported fire damage within the Borough for the month of June and the daytime staffers covered all of the 199 hours of available staffing hours for the month.

On a motion by Mr. Michael A. Hoffert, seconded by Dr. Michalik and duly approved, Council approved the purchase of four (4) new computers, a switch and a security suite to replace existing equipment for the fire company. The total cost of the upgrade is \$11,225.12.

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

- A pre-construction meeting was held on June 26, 2025 with New Enterprise Stone & Lime Co., Inc regarding the 2025 Street Replacement Project. New Enterprise is scheduled to begin reconstruction of Holland Street, Gregg Street, Park Access Drive and the Parking Area for Pavilion No. 3 in the beginning of September.

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

On a motion by Chairman Hoffert, seconded by Mr. Grounard and unanimously carried, approval was given to retain Ditchcreek Utility Services, Inc., to televise and inspect two sections of sanitary sewer lines; 'Area A', which is 1,100 feet in length, and 'Area B', which is 275 feet in length, on South Brobst Street at a cost of \$1,600.00.

**Recreation** - Dr. Elizabeth M. Bentz, chairman, gave the report of the Recreation Board meeting held on July 7, 2025.

On a motion by Dr. Bentz, seconded by Dr. Michalik and unanimously carried, council approved the purchase of a Little Tikes Generational Swing at a proposed cost of \$1,331.00. The swing will be located within the fenced in pool area and allows the parent or babysitter to swing with the child.

The Annual Financial Statement Audit report for MDJ23-2-04 (District Justice Yoch) for 2024 is available for public review, as received from the Berks County Office of the Controller.

The 2019 - 2024 Auditor General audit of the Borough of Shillington Uniformed and Non-Uniformed Pension Plans is completed. There were two findings:

1. Incorrect Data On Certification Form AG 385 resulting in an overpayment of State Aid, due to an employee not being age eligible for the pension plan.
2. When Police Officer Caltagirone resigned, his funds were removed from the Non-Uniformed pension plan instead of the Uniform pension plan. Funds need to be reimbursed to the Non-Uniformed pension from the Uniformed pension with interest.

Mr. Brossman notified Council that settlement had occurred on the property at 217 Catherine Street. Mr. Brossman will send an email out to Council members to decide on a convenient date and time to tour the property.

Updated concerns about 200 West Lancaster Avenue were raised. Dr. Bentz raised concerns about the porch on the front of 200 West Lancaster Avenue. The building continues to deteriorate despite the Borough raising concerns previously and issuing a Notice of Violation (NOV). Mr. Brossman stated he is awaiting pricing estimates for temporary construction fencing, to prevent the public from going under the porch area.

Solicitor Klonis reported that the property is in bankruptcy proceedings, which limits what the Borough can do about the property. He elaborated that bankruptcy precludes civil charges but does allow for summary criminal charges.

The Borough Engineer has been trying to get updated information on the bankruptcy proceedings but has not been successful as several hearings have been postponed.

After further discussion, Council asked Mr. Klonis to consult with Attorney Daniel P. Becker, of Kozloff Stoudt, who is handling bankruptcy claims for the Borough, to see if there is any additional actions the Borough can take to address the property. Great Valley Consultants, were asked to provide a summary of actions taken by the Borough involving 200 West Lancaster Avenue.

**UNFINISHED BUSINESS:** None.

**NEW BUSINESS:** None.

**QUESTIONS FROM THE AUDIENCE:** None.

**READING AND ACTING ON COMMUNICATIONS:**

**ADJOURNMENT**

As there was no further business, the meeting was adjourned on a motion by Dr. Michalik and duly carried at 8:35 pm.

Respectfully submitted,

Scott Brossman  
Assistant Borough Secretary