

The February 12, 2026 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. 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 Jared A. Hopgood. Present in addition to the Council members were: Mayor Andrew R. Hivner, Borough Manager Scott D. Brossman, Police Chief Brett A. Hivner, Fire Chief David M. Bentz, Solicitor Thomas Klonis and Secretary Kristen M. Schlottman. Kenneth Fulmer of Great Valley Consultants was also in attendance along with the following residents:

David Yoch - 223 John Glenn Avenue

As there were no objections, the minutes of the January 5, 2026, Council meeting were approved as forwarded to each member on a motion by Dr. Bentz, seconded by Mr. Grounard, and duly carried.

**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 379 incidents, with 91 arrests being made. Also during this month, 2,837 patrol miles were traveled.

Council discussed enforcement of towing during snow emergencies. President Hoffert cited concerns for residents' safety, staff safety, and the hazardous conditions created when vehicles are not moved as instructed by the Snow Emergency Declaration. Council asked Chief Hivner to research possible solutions, including the use of a contracted towing service.

**Police and Personnel** - Mr. Nicholas M. Bentz, chairman, made a motion, seconded by Dr. Bentz, and duly approved, to approve the payment of the overtime paid to the members of the Police Department during the month of January in the amount of \$20,893.55.

February 12, 2026

Mr. Bentz reviewed with Council the 2024 and 2025 Civil Service Commission annual reports. He reported several expenditures throughout the two years for the hiring of two officers in 2024 and administrative fees in 2025.

Following a motion by Mr. Bentz, which was seconded by Dr. Bentz, and duly carried, the handicapped parking space for Mr. Arnold Bruns, 221 Reading Avenue, was renewed for 2026.

**Administration-Law-Finance** - On a motion by Dr. Elizabeth M. Bentz, vice chairman, which was seconded by Mr. Grounard, and unanimously carried, Council confirmed the payment of bills associated with the January 31, 2026 Financial Statements as follows:

General Fund - \$335,442.56  
Water Fund - \$314,885.93  
Sewer Fund - \$142,173.78  
Recreation Fund - \$13,419.65  
Fire Fund - \$6,288.69  
Streets Improvement Fund - \$0.00

Dr. Bentz then made a motion, seconded by Mr. Bentz, and duly approved, for the following Board Appointments:

- Reappointment of Mr. John W. Hoffert to the Shillington Municipal Authority for a term of 5 years expiring January 2031.
- Reappointing Mr. Justin Horst and Mr. Todd Kaley as alternates to the Civil Service Commission, each for a term of 3 years expiring December 31, 2028.

**Fire** - Mr. Michael A. Hoffert, chairman, gave the Fire Chief's report for the month of January. During this time, the Department responded to a total of sixty (60) dispatches comprised of eighteen (18) calls in the Borough, and forty-two (42) assists to neighboring departments. Additionally, four (4) training sessions were conducted during the month.

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

Mr. Hoffert then made a motion, which was seconded by Mr. Bentz, and duly approved, authorizing the payment of tax refunds to the qualified fire fighters as defined in Resolution No. 4-2024 for the period of January 1, 2025 to December 31, 2025.

February 12, 2026

Following Mr. Hoffert's report, Fire Chief Bentz addressed Council regarding establishing a requirement for residents to be responsible for clearing fire hydrants following accumulating snow. President Hoffert instead suggested placing a request on the Borough's website asking residents to voluntarily clear snow from the fire hydrants.

**Tree-Pole-Light** - No report for the month of January.

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

°The Reed Street Water Main project is complete except for acceptance of Dedication Agreement and payment for release of final retention of \$4,157.81 which has not been requested as of this date.

°After accepting bids, the Authority awarded the Valve Replacement Project to J. Phillips Excavating and Hauling who was the low bidder in the amount of \$443,263.74.

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

**Recreation** - Dr. Elizabeth M. Bentz, chairman, reviewed the minutes of the February 9, 2026, Recreation Board Meeting.

Dr. Bentz reported that the Recreation Board recommended maintaining the current rates for all summer programs. Following a brief discussion, Dr. Bentz made a motion, which was seconded by Mr. Hopgood, and duly approved, confirming that the rates for summer programs will remain at their current rates.

Upon a motion made by Dr. Bentz, seconded by Mr. Grounard, and duly carried, Council approved the Middle School's Best Day for May 21, 2026, to be conducted in accordance with previously established procedures to ensure a successful and well-organized event.

Dr. Bentz asked if there was any update on the proposed pickleball courts. Mr. Brossman indicated he would provide Council with updated cost estimate at the March Council meeting.

February 12, 2026

In conclusion, Dr. Bentz made a motion, which was seconded by Mr. Hopgood, and duly approved, Council authorized payment of \$150.00 to Mr. John Naugle for DJ services at the Borough's Annual Easter Egg Hunt on March 28, 2026.

**Zoning and Codes** - Mr. Mark C. Grounard, chairman, presented the report from the Borough's Building Code Official, Terrence Naugle, for the month of January. During this month, Mr. Naugle issued eight (8) new permits and eight (8) certificates of use/occupancy thereby leaving ninety-seven (97) open permits.

Mr. Grounard also advised Council of the action taken by the Zoning Hearing Board at their meeting held on January 14, 2026. The Board heard the request of Uliana, LLC (Stephen Uliana) to convert 221 East Lancaster Avenue, Shillington, from a partial single family dwelling and partly commercial use into a multiple family dwelling.

The Zoning Hearing Board granted the request for a special exception from the Shillington Borough Zoning Ordinance with conditions for this conversion.

Mr. Grounard also presented the 2025 annual report of the Planning and Zoning Commission. There was no activity for the year 2025.

**Solicitor** - Solicitor Klonis presented **Resolution No. 1-2026**, which authorizes the disposition of the listed public records after January 31, 2026. This resolution was adopted, as presented, on a motion by Mr. Michael Hoffert, which was seconded by Mr. Bentz, and duly carried.

Mr. Klonis then presented **Resolution No. 2-2026**, which amends the Original Articles of Incorporation for the Western Berks Water Authority to expand the purposes set forth in Paragraph 8, extending the term of existence of the Authority until October 1, 2075. Upon motion of Dr. Bentz, seconded by Mr. Bentz, and unanimously approved, Council adopted this resolution as presented.

**Ordinance No. 1247**, which establishes the Handicapped Parking Spaces, as approved at the January meeting, was adopted as presented by Solicitor Klonis, on a motion by Dr. Bentz, seconded by Mr. Bentz, and unanimously carried.

February 12, 2026

Dr. Bentz made a motion, which was seconded by Mr. Hopgood, and unanimously carried, to adopt **Ordinance No. 1248**, as presented by Solicitor Klonis, closing Waverly Street on March 12, 2026 from 5:30 p.m. to 8:30 p.m at the request of the Governor Mifflin School District for a scheduled event.

Solicitor Klonis was given authorization to file two (2) liens on the following properties, by motion of Mr. Michael Hoffert, seconded by Dr. Bentz, and duly approved:

- Raymond S/Ronale Coyle  
131 East Elm Street  
- Outstanding Utility Bill                      \$3,165.34
- John Carlos Peralta  
36 Lash Street  
- Outstanding jobbing invoices                \$264.00

**Manager** - Mr. Brossman reported that on February 4, 2026, the Borough received \$63,516.57 from the Berks Earned Income Tax Bureau representing the Borough's share of the earned income tax processed from January 1, 2026 through January 31, 2026.

The Borough received \$19,278.59 from Comcast Cable representing the cable franchise fees for the period October 2025 through December 2025.

The Borough also received a partial payment from Selective Insurance in the amount of \$11,620.10 for damage to the battery backup for the traffic signal at the intersection of Elkins Avenue and East Lancaster Avenue following a motor vehicle accident.

Council authorized the purchase of a Fisher XLS Stainless Steel Snow Plow System at a cost of \$8,970.00 following a motion by Mr. Michael Hoffert, which was seconded by Mr. Bentz, and unanimously carried.

On motion of Mr. Hopgood, seconded by Mr. Grounard, and duly carried, Council approved the final contract balance and change order submitted by Great Valley Consultants on December 8, 2025 for the 2025 Streets Improvement Project.

Mr. Brossman requested permission to sign the UCC Appeals Board Agreement with the County of Berks. Following a motion by Mr. Bentz, seconded by Mr. Grounard, and duly approved, Council authorized the signing of that agreement.

Finally, on a motion by Dr. Bentz, which was seconded by Mr. Bentz, and duly approved, Council authorized payment of \$125.00 for the Borough's 2026 membership with the Berks County Public Works Association.

February 12, 2026

**Unfinished Business** - Mr. Fulmer of Great Valley Consultants provided Council with a brief update regarding 200 West Lancaster Avenue and the buyer's progress on the necessary repairs.

**New Business** - None.

**Questions from the Audience** - None.

As there was no further business, the meeting was adjourned on a motion by Mr. Bentz, and duly carried at 8:41 p.m.

Respectfully Submitted,



Kristen M. Schlottman  
Borough Secretary