

The regular meeting of the Borough Council of the Borough of Sinking Spring was called to order on Thursday, August 10, 2023, at 7:00 p.m. by Council Vice-President H. David Miller. After the pledge to the flag, Elizabeth Eagelman called the roll reflecting the following Council Members present:

Tracy Peterson (Absent)
H. David Miller
Denise Stine
Lisa Gantner
Brian Hoffa
Robert Metzgar
Patrick Giambalvo (arrived at 7:02)

Other officials present were Mayor Gary Cirulli; Charles Haws, Barley Snyder, Borough Solicitor; Brad Smith, Engineer, ARRO Consulting; Michael Hart, Borough Manager; and Elizabeth Eagelman, Borough Secretary, who recorded the minutes of the proceeding.

APPROVAL OF MINUTES:

Mr. Miller asked for a motion to approve the minutes from the July 13, 2023 Council Meeting. Mr. Hoffa made the motion to approve the minutes; seconded by Mrs. Stine. AYES – 5, NAYS – 0, ABSENT - 2. Motion carried.

VISITORS/PUBLIC COMMENT:

There were no visitors

CORRESPONDENCE:

Mr. Miller stated that we received an invitation to the Municipal Picnic at the Park to be held at Jim Dietrich Park on Thursday, September 7, 2023.

APPROVAL OF THE BILLS AND TREASURER'S REPORT:

Mr. Miller asked for a motion to approve the bills and the Treasurer's Report for July 2023. Mrs. Stine made a motion to approve the bills and the Treasurer's Report, seconded by Mr. Hoffa. AYES – 5, NAYS – 0 ABSENT - 2. Motion carried.

WESTERN BERKS FIRE DEPARTMENT:

Mr. Miller stated that their July Activity Report is included in the email packet.

WESTERN BERKS AMBULANCE:

Mr. Miller stated that their July Activity Report is included in the email packet.

Mr. Giambalvo arrived at 7:02.

REVITALIZATION:

Mr. Hoffa went over the BOSS August 2023 Report to Borough Council. He mentioned that they are working on four (4) Façade Improvement projects. He also mentioned that Mr. Loth is working on applications for two (2) grants. He stated that the Draft Resolutions are included in the packet, but no action needs to be taken tonight. He stated that they are still trying to get a meeting together with SCTA. He also stated that they have scheduled a presentation meeting for November 21, 2023 at 12:00 Noon in the Borough Hall with the County and State Representatives to inform them about our revitalization project and advocate for support.

UNFINISHED BUSINESS/POSSIBLE ACTION ITEMS:

There was no unfinished business to be discussed.

NEW BUSINESS/POSSIBLE ACTION ITEMS:

Mr. Miller stated that the first item is to approve moving Mr. Ray Zwally from Class 2 Operator to Class 1 Operator for the Public Works Department with a rate of \$22.45 per hour. Mrs. Stine made that motion; seconded by Mrs. Gantner. AYES – 6, NAYS – 0 ABSENT – 1. Motion carried.

The next item was to approve hiring Mr. Jeremy Gerhart part-time for the Public Works Department at \$16.00 per hour. Mr. Hoffa made that motion; seconded by Mrs. Gantner. AYES – 6, NAYS – 0 ABSENT – 1. Motion carried.

The next item was to approve and execute the Audit Engagement Letter from Barbara Akins of Akins Accounting. Mr. Metzgar made that motion; seconded by Mr. Hoffa. AYES – 6, NAYS – 0 ABSENT – 1. Motion carried.

The next item was to approve a pay increase for Mitchell Ostergaard for the last week of the Summer Playground Program. Mrs. Gantner explained that Mitchell filled in as the head leader for three (3) weeks and she believes it is reasonable to move him up to \$15.00 for the last week. Mrs. Gantner made that motion; seconded by Mr. Metzgar. AYES – 6, NAYS – 0 ABSENT – 1. Motion carried.

NEW BUSINESS/POSSIBLE ACTION ITEMS (Cont.):

The next item was to hire Library personnel. Mrs. Gantner made a motion to hire Adrian Santiago at \$12.00 per hour as a Library Assistant/Passport Agent, Webgie Cadet at \$12.00 per hour as a Library Assistant/Passport Agent, and Nalini Vardharajan at \$12.00 per hour as a Library Assistant; seconded by Mrs. Stine. AYES – 5, NAYS – 0 ABSENT – 1 ABSTAINED – 1 (Patrick Giambalvo). Motion carried.

BRAD SMITH – ARRO CONSULTING – ENGINEER:

Mr. Smith went over his Environmental and Municipal Engineer's Report. There were no action items. He gave an update on the Phase 2 HOP. He stated that they obtained the supplement from PennDOT to correct the drainage issue on Columbia Avenue and the contractor is gearing up to restart there. He mentioned that they were asked, by PennDOT, to modify the existing traffic signal plan and the maintenance and protection of traffic plans (MPT) for the intersections at Penn Avenue. He stated that they have started work on the MPT and that they have already completed and submitted the traffic signal plan.

Mr. Smith mentioned that Village Greens has submitted a revised lighting plan that was reviewed by the Planning Commission. He stated that the Planning Commission requested if they could visit some sites that would have similar lighting to what is being proposed. He stated that the developer's engineer did provide that information and he did forward that over to the Planning Commission. He also mentioned that the assisted living facility lot has been sold as a separate lot and is being developed by someone else. He stated that he will be meeting with them to set up a separate improvements agreement for that lot and then it will be deducted from the Village Greens Improvements Agreement.

Mr. Smith mentioned the Pollution Reduction Plan (PRP) for the MS4. He stated that ARRO has finished their analysis of the existing BMP in the Borough and they were able to save the Borough about 50,000 lbs. a year in sediment removal that was required under the previous PRP.

Mr. Metzgar asked if there is an updated timeline for the Phase 2 project. Mr. Hart stated that the original timeline is still good, and the completion date is in November.

Mr. Smith mentioned that they are still waiting to hear on the grant from DCED for the Reed Bed Refurbishment. He also mentioned that the Borough's NPDES permit is coming up for renewal and the application is due April 3, 2024, to PADEP.

Mr. Smith also mentioned that there is a grant available from DCED Local Share Account to help fund projects in the public interest and improve quality of life for the community and there is no match. He stated that ARRO can assist with the grant application if requested.

LISA GANTNER - RECREATION:

Mrs. Gantner stated that the National Night Out went really well and they had a good turnout. Mayor Cirulli stated that he would like to get a letter out to all that donated items. Mrs. Eagelman stated that the Chief may have sent letters out already and that she would check with him.

MIKE HART – BOROUGH MANAGER:

Mr. Hart mentioned that one of the recent payouts for Phase 2 was \$334,000.00 and that he has another one for \$148,000.00. He mentioned that the original grant for \$780,000.00 that was extended seven times is almost gone and that there is \$12,000.00 remaining and then he will start pulling from the next grant that we have for reimbursements.

H. DAVID MILLER – SEWER AND SANITATION:

Mr. Miller asked if Council needs to take action for every single hire. Mr. Haws stated yes. He asked if they could set staffing levels so that if someone leaves, they don't have to wait for a meeting to hire someone. Mr. Haws stated that they could just ratify it at the next meeting. Mr. Miller asked Mr. Hart, if possible, if they could have a list of staffing levels and salary ranges for each of the departments for the next meeting.

ADJOURNMENT:

Mr. Hoffa made a motion to adjourn the meeting at 7:30 p.m.

Respectfully submitted,



Elizabeth A. Eagelman
Borough Secretary