

The regular meeting of the Borough Council of the Borough of Sinking Spring was called to order on Thursday, December 14, 2023, at 7:00 p.m. by Council Vice-President H. David Miller. After the pledge to the flag, Debra Bohn 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

Other officials present were: Mayor Gary Cirulli; Charles Haws, Barley Snyder, Borough Solicitor; Lowell Leaman, Engineer, ARRO Consulting; Police Chief James Oxenreider; and Debra Bohn, Borough Treasurer, who recorded the minutes of the proceeding.

**AMENDMENT TO AGENDA:**

Mr. Miller stated that there is an amendment to the agenda that would be item 12 D. To approve the Hiring of Kelly McFeaters for the Library. Mr. Miller asked for a motion to approve amending the agenda. Mrs. Stine made a motion to approve amending the agenda; seconded by Mr. Hoffa. AYES – 6, NAYS – 0, ABSENT - 1. Motion carried.

**APPROVAL OF MINUTES:**

Mr. Miller asked for a motion to approve the minutes from the November 9, 2023 Council Meeting. Mr. Hoffa made the motion to approve the minutes; seconded by Mr. Metzgar. AYES – 6, NAYS – 0, ABSENT - 1. Motion carried.

**VISITORS/PUBLIC COMMENT:**

There were no visitors in attendance.

**CORRESPONDENCE:**

There was no correspondence.

**APPROVAL OF THE BILLS:**

Mr. Miller asked for a motion to approve the bills for November 2023. Mr. Hoffa made a motion to approve the bills, seconded by Mrs. Gantner. AYES – 6, NAYS – 0 ABSENT - 1. Motion carried.

**TREASURER'S REPORT:**

Mr. Miller asked for a motion to approve the Treasures Report for November 2023. Mr. Hoffa made a motion to approve the Treasurer's Report; seconded by Mrs. Gantner. AYES – 6, NAYS – 0 ABSENT – 1. Motion carried.

**WESTERN BERKS FIRE DEPARTMENT:**

Mr. Renshaw stated that their November 2023 Activity Report is included in the email packet. He reported that Wernersville Borough submitted an LSA Grant for \$687,000.00 on behalf of the Western Berks Fire Department for the replacement of 54 air packs. He also mentioned that they (Wbfd) are participating in Weiser Cares for the Conrad Weiser School District again this year. He stated that, so far, they have collected almost \$1,500.00 and they will be buying presents for a family of six (6) and delivering them on Christmas day. He mentioned that they worked with one of their Community Partners, Prime Wellness, in South Heidelberg Township and purchased three (3) Emergency Plugs at a cost of \$3,600.00 which was paid for by Prime Wellness. He stated that they are used on electric vehicles and when you put them in the charging port it renders them useless. He stated that the car will still be energized but it will stop it from moving. He also mentioned that Western Berks Fire Department is the first in the county to have these.

Mrs. Gantner thanked the Fire Department for assisting with getting Santa to the Open House.

**WESTERN BERKS AMBULANCE:**

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

**REVITALIZATION:**

Mr. Loth addressed Council and announced his retirement from the position of Consulting Coordinator for the BOSS Forward Committee as of December 31, 2023. He encouraged Council to keep moving forward with the revitalization efforts. He mentioned that he will be available to assist and mentor if needed. Mr. Hoffa along with all of Council thanked Mr. Loth for all the work he has done over the past fifteen (15) years. Mr. Miller asked for a motion to accept the retirement of Sam Loth with Council's thanks. Mr. Hoffa regrettably made the motion; seconded by Mr. Metzgar. AYES – 6, NAYS – 0 ABSENT – 1. Motion carried. Council gave Mr. Loth a standing ovation.

**UNFINISHED BUSINESS/POSSIBLE ACTION ITEMS:**

The first item was to approve the D-1 Downtown District Zoning Ordinance. Mr. Haws stated that prior to adopting the Ordinance there must first be a Public Hearing for anyone to ask questions. Mr. Miller recessed the Council meeting at 7:19 p.m. to start the hearing. Mr. Haws asked for any public comment. There was no public comment. Mr. Haws closed the hearing. Mr. Miller reconvened the Council meeting at 7:20 p.m. Mr. Hoffa made a motion to adopt the D-1 Downtown District Zoning Ordinance; seconded by Mr. Metzgar. AYES – 6, NAYS – 0 ABSENT – 1. Motion carried.

The next item was the approval of the Code Adoption Ordinance. Mr. Haws stated that the Code Adoption Ordinance was advertised in the Reading Eagle and that it completely recodifies the Borough Ordinances except for the one that we just adopted tonight which will be a supplement. Mr. Giambalvo asked where this was advertised. Mr. Haws stated that we are required to advertise in a newspaper of general circulation in the Borough and the only one we have is the Reading Eagle. Mr. Giambalvo asked if we could post advertisements on the Borough Facebook page and the Borough website so more of the public sees them. Mr. Miller stated that we could and that it was a good idea. Mr. Haws stated that we are looking for a motion to approve the Ordinance to approve, adopt and enact the Ordinance Codification for the Borough of Sinking Spring. Mr. Hoffa made that motion; seconded by Mrs. Gantner. AYES – 6, NAYS – 0 ABSENT – 1. Motion carried.

The next item was to approve the Resolutions for the 2024 Budgets. Mr. Miller stated that they are Resolution No. 2023-11 adopting the General Fund Budget for 2024, Resolution No. 2023-12 adopting the Sewer Fund Budget for 2024 and Resolution No. 2023-13 adopting the Fire/Ambulance Fund Budget for 2024. Mrs. Stine made a motion to approve the 2024 Budgets; seconded by Mr. Metzgar. AYES – 6, NAYS – 0 ABSENT – 1. Motion carried.

The next item was to approve the Ordinances setting the 2024 Tax Rates. Mr. Haws stated that the General Fund Tax Rate is unchanged at 7.16 mills, the Fire Tax Rate is unchanged at 1.155 mills, and the Ambulance Tax Rate is unchanged at .481 mills. Mr. Miller added that .5 mills of the General Fund Tax will be placed in the Capital Improvement Fund. Mr. Hoffa made the motion to approve the 2024 Tax Rates; seconded by Mr. Metzgar. AYES – 6, NAYS – 0 ABSENT – 1. Motion carried.

**NEW BUSINESS/POSSIBLE ACTION ITEMS:**

The first item was to accept the resignation of Mr. Barry Schlouch from the Public Works Department. Mrs. Stine made the motion to accept Mr. Schlouch's resignation; seconded by Mr. Giambalvo. AYES – 6, NAYS – 0 ABSENT – 1. Motion carried.

The next item was to approve the hiring of Mr. Brandon Murray for the Public Works Department. Mrs. Stine made the motion to hire Mr. Murray; seconded by Mrs. Gantner. AYES – 6, NAYS – 0 ABSENT – 1. Motion carried.

**NEW BUSINESS/POSSIBLE ACTION ITEMS (Cont.):**

The next item was the Traffic Planning and Design PSA Supplement No. 2. Discussion ensued concerning the increased costs. Mr. Miller suggested approving Supplement No. 2 in the amount of \$112,197.25 contingent upon Mr. Hart's approval. Mrs. Stine made that motion; seconded by Mr. Giambalvo. Mrs. Gantner. AYES – 6, NAYS – 0 ABSENT – 1. Motion carried.

The next item was to approve hiring Ms. Kelly McFeaters for the Library. Mrs. Gantner made a motion to approve the hiring of Ms. Kelly McFeaters, pending her background checks, at \$12.00 per hour for ten (10) hours per week; seconded by Mrs. Stine. AYES – 6, NAYS – 0 ABSENT – 1. Motion carried.

**BRAD SMITH – ARRO CONSULTING – ENGINEER:**

Mr. Lowell Leaman of ARRO was sitting in for Mr. Smith. Mr. Leaman briefly went over the Engineer's Report dated December 14, 2023.

**CHIEF OXENREIDER:**

Chief Oxenreider stated that his November 2023 Activity Report is in the email packet. He mentioned that he tried to order the 2023 Ford F150, and they are out of stock because of the auto worker's strike. He stated that they gave a quote for the 2024 F150 and it is slightly higher than the 2023 and will be \$1,758.99 more per year for the lease agreement.

**ROBERT METZGAR – FINANCE:**

Mr. Metzgar mentioned that he will be scheduling an Admin meeting.

**LISA GANTNER – RECREATION:**

Mrs. Gantner stated that they had a good turnout for the Holiday Open House last week even with the road construction and limited parking. She mentioned that the Holiday Staff luncheon is tomorrow at PJ's.

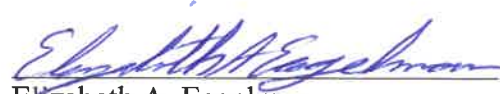
**H. DAVID MILLER – COUNCIL VICE-PRESIDENT:**

Mr. Miller thanked everyone for their time and commitment this year and wished everyone a Merry Christmas and Happy Holiday Season.

**ADJOURNMENT:**

Mr. Hoffa made a motion to adjourn the meeting at 7:51 p.m.

Respectfully submitted,



Elizabeth A. Egelman  
Borough Secretary