

The regular meeting of the Borough Council of the Borough of Sinking Spring was called to order on Monday, January 3, 2022 at 7:10 p.m. following the Reorganization meeting, by Council President Tracy Peterson. After the pledge to the flag, Elizabeth Eagelman called the roll reflecting the following Council Members present:

Tracy Peterson  
H. David Miller  
Denise Stine  
Lisa Gantner  
Brian Hoffa  
Robert Metzgar

Other officials present were: Charles Haws, Barley Snyder, Borough Solicitor; Jason Coyle, ARRO Consulting; Michael Hart, Borough Manager; Police Chief James Oxenreider; and Elizabeth Eagelman, Borough Secretary, who recorded the minutes of the proceeding.

**APPROVAL OF MINUTES:**

Mrs. Peterson asked for a motion to approve the minutes from the December 2, 2021 Council Meeting. Mr. Hoffa made the motion to approve the minutes; seconded by Mrs. Gantner. AYES – 6, NAYS – 0. Motion carried.

**VISITORS/PUBLIC COMMENT:**

There were no visitors.

**CORRESPONDENCE:**

There was no correspondence to discuss.

**APPROVAL OF THE BILLS:**

Mrs. Peterson asked for a motion to approve the bills for December 2021. Mrs. Stine made a motion to approve the bills, seconded by Mr. Hoffa. AYES – 6, NAYS – 0. Motion carried.

**TREASURER'S REPORT:**

Mrs. Peterson asked for a motion to approve the Treasures Report for December 2021. Mr. Hoffa made a motion to approve the Treasurer's Report; seconded by Mrs. Stine. AYES – 6, NAYS – 0. Motion carried.

**WESTERN BERKS FIRE DEPARTMENT:**

Mrs. Peterson stated that Mr. Renshaw was here but had to leave. Mrs. Stine mentioned that their December Activity Report is included in everyone's email packet. She stated that Mr. Renshaw wanted to report that they collected \$1,400.00 from all of the members of the fire department and they delivered presents to a Conrad Weiser and a Wilson family in need and a Girl Scout Troop in Wernersville donated the wrapping paper and cards. She stated that they delivered the presents on Christmas morning.

**WESTERN BERKS AMBULANCE:**

Mrs. Peterson stated that their December Activity Report is in the email packet.

**UNFINISHED BUSINESS/POSSIBLE ACTION ITEMS:**

Mrs. Peterson stated that the first item is the Wireless Update. Mr. Hart stated that they are still working on that. He asked if everyone had received a copy of the revised Ordinance. Mrs. Gantner mentioned that it came up at the BOSS Forward meeting and Mr. Campbell mentioned that they want to make sure that the new Zoning for Downtown doesn't contradict anything. Mr. Hoffa mentioned that he reached out to Mark with Derck & Edson about that so he can address that when he gives us his next revision. Discussion ensued concerning what would be allowed and what we can regulate.

**NEW BUSINESS/POSSIBLE ACTION ITEMS:**

Mrs. Peterson stated that the first item is the Police Pension Plan Amendment and Resolution. Mrs. Egelman mentioned that every year we have to do a Plan Amendment to change the member contribution rate for the Police Pension and pass a Resolution setting the rate. Mrs. Stine made a motion authorizing the execution of the Plan Amendment and passing the Resolution setting the member contribution rate for 2022 at .5%; seconded by Mrs. Gantner. AYES – 6, NAYS – 0. Motion carried.

The next item was the Employment Agreement for Chief Oxenreider. Chief Oxenreider stated that he had one request for the contract. He mentioned that at the end of the proposed agreement, item 26, states that the Chief of Police cannot work part time anywhere. He stated that he had that put in years and years ago and asked if that could be taken out if possible. Discussion ensued. Mrs. Stine made a motion to have item #26 removed from the agreement; seconded by Mrs. Gantner. Mr. Miller cautioned that we don't want the Chief working a part-time job that is going to adversely affect his work here at the Borough. Mr. Hoffa asked Chief Oxenreider his thoughts on it. Chief Oxenreider stated that he is on call 24/7 here at the Borough so if he would take a part-time job somewhere else it definitely would not affect his response here at the Borough. Mr. Hoffa stated that he did not see a reason for us to take it out. He asked Chief Oxenreider if he was looking for part-time employment to which the Chief stated that he was not. AYES – 5, NAYS – 1 (Mr. Hoffa). Motion carried.

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

The next item was the Influent Flow Meter Quote from WG Malden for \$23,366.00. Mr. Hart mentioned that this is a change to what was previously discussed awhile back. He stated that since we are no longer taking hauled in sludge we can put one Meter in the Head Works building and it won't require a lot of maintenance. Mr. Hoffa made a motion to approve the quote from WG Malden and purchase the meter; seconded by Mrs. Stine. Mr. Metzgar asked how we will be paying for this. Mr. Hart stated that he doesn't believe that he will need to touch the sewer capital fund and that we can cover it under the operations fund. AYES – 6, NAYS – 0. Motion carried. Mr. Coyle stated that ARRO will move forward with getting that permitted and approved through DEP.

The next item was to reaffirm the Reed Bed Change Order from Empire Services, Inc. in the amount of \$26,021.52. Mr. Hart stated that he had sent out an e-mail asking for approval because Empire was getting ready to move their machinery out and we would have had to pay for them to bring everything back. He stated that this is just reaffirming what Council already approved through the email. Mr. Miller made the motion to reaffirm the approval of the Reed Bed Change Order; seconded by Mrs. Stine. AYES – 6, NAYS – 0. Motion carried.

The next item was to approve vacation time carry over for Mr. Hart and Ms. Cherry. Mr. Hart stated that Ms. Cherry has 8 hours left and he has 19.5 hours left. Mr. Metzgar made a motion to approve the vacation time carryover to be used by March 31, 2022; seconded by Mr. Hoffa. AYES – 6, NAYS – 0. Motion carried.

The next item was to hire Ingrid Maldonado as a Library Staff Member. Mrs. Peterson stated that she will be working less than 20 hours per week, she is bilingual and will be doing passports as well. She made a motion to hire Ms. Maldonado at \$11.00 per hour; seconded by Mrs. Gantner. Mrs. Peterson mentioned that she will be starting tomorrow and that she has all of her clearances. AYES – 6, NAYS – 0. Motion carried.

**REVITALIZATION:**

Mr. Hoffa mentioned that they are revamping the BOSS Forward website and are in the process of finalizing a contract with Marshall Pickard Graphic Design to redo the whole website. He also mentioned that they are in the process of developing the 2022 Façade Improvement Grant. He stated that he was on the call for the last Berks County Commissioners Meeting and he was appointed the Borough representative for the RATS Committee.

**POLICE CHIEF JAMES OXENREIDER:**

Chief Oxenreider went over his report for December 2021. Mrs. Gantner asked if there were many fireworks complaints. Chief Oxenreider stated that they had a few calls about fireworks New Year's Eve. Mr. Metzgar asked how the arrangement is working out with Safety Net Sanctuary. Chief Oxenreider stated that it is going well and that they only sent two dogs there last year. He stated that they try to find the owner on their own first and that they have a scanner to scan for chips.

**JASON COYLE – ARRO CONSULTING – ENGINEER:**

Mr. Coyle mentioned that UGI received comments from PENNDOT on their HOP and that ARRO assisted with the response and that it has been resubmitted.

Mr. Coyle stated that they are working with the solicitor and the developer to finalize the plans and agreements for final approval for Village Greens.

Mr. Coyle mentioned that they reviewed the capacity of both the collection system and the treatment plant and they believe that there is adequate capacity for Alcon's current capacity request. He stated that ARRO recommends approving the capacity request. The exact information was not available so the capacity request was tabled until next meeting.

**CHARLES HAWS – SOLICITOR:**

Mr. Haws mentioned Village Greens and that he believes that they are very close. He stated that they exchanged drafts of the improvements agreement and that this week Mr. Smith approved the cost estimate that they had revised for the public improvements.

**ROBERT METZGAR – FINANCE:**

Mr. Metzgar mentioned that they did not have an admin meeting in December and he will wait to schedule one until they go over the committees.

**LISA GANTNER - RECREATION:**

Mrs. Gantner mentioned that they had a good turnout for the Holiday Open House. She stated that they did the Decorating Contest again this year and that it went well. She also mentioned that they had the holiday luncheon for the staff at the Railroad House. She stated that the next thing on their list is the Memorial Day Parade and that they may need a new route if we start road construction.


**VACANT COUNCIL SEAT:**

Mr. Metzgar stated that we should discuss the vacant council seat. He stated that election services did not perform as expected and we are left with a vacant seat. Discussion ensued. Decision was made to contact the people that had write in votes to see if they are interested in serving and to post the open set on the Borough Website and invite anyone interested in serving to send in a letter of interest and come to the Workshop meeting on January 26<sup>th</sup> so Council can ask them questions and interview anyone interested in serving.

**ADJOURNMENT:**

Mr. Hoffa made a motion to adjourn the meeting at 8:10 p.m.

Respectfully submitted,

  
Elizabeth A. Egelman  
Borough Secretary