

The regular meeting of the Borough Council of the Borough of Sinking Spring was called to order on Thursday, July 11, 2024 at 7:00 p.m., by Council President Pro Tem Denise Stine. After the pledge to the flag, Elizabeth Eagelman called the roll reflecting the following Council Members present:

Tracy Peterson (Absent)
H. David Miller (Absent)
Denise Stine
Lisa Gantner
Brian Hoffa
Robert Metzgar
Michael Caron (Absent)

Other officials present: Mayor Gary Cirulli; Charles Haws, Barley Snyder, Borough Solicitor; Brad Smith, 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. Stine asked for a motion to approve the minutes from the June 13, 2024 Council Meeting and the June 26, 2024 Workshop Meeting. Mr. Hoffa made the motion to approve the minutes; seconded by Mrs. Gantner. AYES – 4, NAYS – 0, ABSENT – 3. Motion carried.

VISITORS/PUBLIC COMMENT:

There were no visitors in attendance.

APPROVAL OF THE BILLS:

Mrs. Stine asked for a motion to approve the bills for June 2024. Mr. Hoffa made a motion to approve the bills, seconded by Mrs. Gantner. AYES – 4, NAYS – 0, ABSENT – 3. Motion carried.

TREASURER'S REPORT:

Mrs. Stine asked for a motion to approve the Treasures Report for June 2024. Mrs. Gantner made a motion to approve the Treasurer's Report; seconded by Mr. Metzgar. AYES – 4, NAYS – 0, ABSENT – 3. Motion carried.

WESTERN BERKS FIRE DEPARTMENT:

Mr. Renshaw mentioned that they recently closed out their 2023-2024 Office of the State Fire Commissioner Grant and that they were awarded \$55,951.00 that went to equipment purchases. He also mentioned that they had a significant fire at the Wernersville State Hospital on June 27th and that it came through as a fire alarm. He stated that there were 120 people including staff and consumers in the building at the time and not one of them actually called 911 to report that their building was on fire. He also advised Council that their department along with the Township of Spring are beta testing Crew Force, a bi-directional app for unit statusing.

WESTERN BERKS AMBULANCE:

Mrs. Stine stated that their June Activity Report is included in the email packet.

REVITALIZATION:

Mr. Hoffa stated that their next meeting will be in September.

UNFINISHED BUSINESS/POSSIBLE ACTION ITEMS:

Mrs. Stine stated that the first item is the Bus Patrol and that we are going to table it until next meeting.

NEW BUSINESS/POSSIBLE ACTION ITEMS:

Mrs. Stine stated that the first item is to accept Tiffany Bohn's resignation from the WWTP. Mr. Metzgar made a motion to accept Ms. Bohn's resignation and to authorize Mr. Hart to advertise for the open position; seconded by Mr. Hoffa. AYES – 4, NAYS – 0, ABSENT – 3. Motion carried.

The next item was to approve advertising for the Community Coordinator Position. Mr. Hart explained that this position will manage and oversee the BOSS Committee, look for grants, administer grants, will be in charge of the current Façade Grant, and take care of the Borough public notification system and newsletters. He stated that they are working on refining this and that he met with a public relations person on Monday, and she is reviewing the job description and will report back to him with her ideas. He stated that he is looking for approval to advertise once it is ready. Mr. Hoffa made the motion to approve advertising for the position once ready; seconded by Mr. Metzgar. AYES – 4, NAYS – 0, ABSENT – 3. Motion carried.

BRAD SMITH – ARRO CONSULTING – ENGINEER/ POSSIBLE ACTION ITEMS:

Mr. Smith stated that he has one action item for tonight, a PSA for the Pedestrian Crosswalk at Penn Avenue and Hull Street. He stated that the price for the engineering, permitting, and construction administration including surveying is \$44,007.00. Mrs. Stine asked if we had a grant for this. Mr. Hart stated that we received a grant for the purchase of the equipment and the construction but not the engineering. Mr. Hoffa made a motion to approve ARRO's PSA for the Pedestrian Crosswalk at Penn Avenue and Hull Street; seconded by Mrs. Gantner. AYES – 4, NAYS – 0, ABSENT – 3. Motion carried.

Mr. Smith briefly went over the rest of his report. He mentioned that Hofmann Industries has submitted a Subdivision plan to subdivide the office building from the manufacturing building. He stated that the plan is currently under review by the Planning Commission. He also mentioned that he was notified by DEP that we now need a Water Quality Management Part II Permit for the Reed Bed Refurbishment.

CHIEF OXENREIDER:

Chief Oxenreider went over his Activity Report for June 2024. He reminded Council that National Night Out is August 6th and that they are going to have a DJ there to announce the different events going on, the Sheriff's Canine Unit will be doing demonstrations and there will be food and bounce houses. He stated that Penn West is donating 30 pizzas. He also mentioned that South Heidelberg will be joining us this year and will also have their Canine Unit there for demonstrations.

MIKE HART – BOROUGH MANAGER:

Mr. Hart advised Council that he is working on getting quotes for updating all the computers in the Office, Garage, Sewer Plant and Council. He stated that he should have all the information for next meeting. He also mentioned that he will not be at the next meeting due to vacation and that Mrs. Eagelman will have all the information along with the Admin Committee.

ELIZABETH EAGELMAN – BOROUGH SECRETARY:

Mrs. Eagelman mentioned that we were contacted by Hometown Press about doing our newsletters some time ago. She stated that she contacted Mr. Greg Cook from Hometown Press, and he will be coming in on August 1st at 1:30 with samples and to discuss the Fall Newsletter.

DENISE STINE – PUBLIC SAFETY:

Mrs. Stine mentioned that they have started work on the new Police Contract and will be meeting again next week.

ROBERT METZGAR – FINANCE/ADMINISTRATION:

Mr. Metzgar mentioned that they did have an Admin meeting and that he did not get to send out the minutes and that they need to schedule the next meeting.

LISA GANTNER – RECREATION:

Mrs. Gantner mentioned that Summer Playground is going well, and the new software is working out great.

ADJOURNMENT:

Mr. Hoffa made a motion to adjourn the meeting at 7:28 p.m.

Respectfully submitted,



Elizabeth A. Egelman
Borough Secretary