The workshop meeting of the Borough Council of the Borough of Sinking Spring was called to order on Wednesday, March 27, 2024 at 7:00 p.m., 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 (Absent)
Lisa Gantner
Brian Hoffa
Robert Metzgar
Michael Caron

Other officials present were: Michael Hart, Borough Manager; and Elizabeth Eagelman, Borough Secretary, who recorded the minutes of the proceeding.

VISITORS/PUBLIC COMMENT:

There were no visitors in attendance.

UNFINISHED BUSINESS/POSSIBLE ACTION ITEMS:

Mr. Hart advised Council that we had an issue with fraudulent checks trying to come through the General Fund, but the bank caught them, and everything is fine. He mentioned that we have added extra security measures to try to catch the fraud prior to it posting and we are going to start using the banks Positive Pay where we will let the bank know what checks we have written so they can match it up as the checks come in. Mrs. Peterson recommended that we send a thank you note to the bank letting them know that we appreciate them.

EXECUTIVE SESSION:

Council went into executive session at 7:08 p.m. to discuss a personnel issue and a property acquisition.

RECONVENE:

Council reconvened at 7:43 p.m. The following action was taken.

Mr. Hart asked Council to terminate employment for Brandon Murray from the Public Works Department. Mr. Hoffa made that motion; seconded by Mr. Caron. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

Mr. Hart asked Council to approve hiring Shawn Ernst and Kayla Ernst for the Public Works Department as Class 2 Operators at a rate of $22.19 per hour. Mr. Miller made that motion; seconded by Mr. Hoffa. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried. Mr. Hart mentioned that they both already have their Class A CDL, and that they are not related.

Mr. Hart asked Council to approve the purchase of 14 Krick Avenue for the Phase 2 Final Intersection Project at a cost of $194,500.00. Mr. Hoffa made that motion; seconded by Mr. Metzgar. AYES – 6, NAYS – 0, ABSENT – 1. Motion carried.

TRACY PETERSON – COUNCIL PRESIDENT:

Mrs. Peterson mentioned that she received notification today that we received a grant for little over $88,000.00 for the Penn Avenue and Hull Street Crossing Safety Improvements. Mr. Hart confirmed that we were awarded the LSA Grant that he and Mr. Loth had worked on for the intersection safety improvements.

LISA GANTNER – RECREATION:

Mrs. Gantner mentioned that they had a great Easter Egg Hunt on Sunday. She also mentioned that they would like to move forward with the Rec Software at a cost of less than $3,000.00 per year, which includes unlimited training for staff and leaders. She believes that it will be a great tool for the Borough.

TRACY PETERSON – COUNCIL PRESIDENT:

Mrs. Peterson mentioned that the main reason she wanted to have this Workshop meeting was to go over committees and discuss what each committee is over and what they believe their responsibilities are. She thanked Mr. Miller and Mr. Caron for the Information that they provided for their committees. She stated that she would like to have these on file at the Borough Office for each committee so there is never a question about the role of each committee. Mr. Metzgar stated that he believes the most important thing that the Admin Committee does is support the Borough Manager and the office. Discussion ensued concerning how committee's overlap and work together.

Discussion ensued regarding the Railroad Crossing closures for track maintenance and when work would start back up for the Phase 2 Intersection Project. Mr. Hart stated that they are going to start back up on April 1st.

Mrs. Peterson stated that one of the things that she would add is doing exit interviews in the committees especially for admin, streets, and sewer. They also discussed sub committees, emailing information and what they can and can't do via email. Mrs. Peterson asked for the committees that have not submitted their committee goals/responsibilities, if they could do so by next Council meeting on April 11th.

ADJOURNMENT:

Mr. Hoffa made a motion to adjourn the meeting at 8:26 p.m.

Respectfully submitted,

Elizabeth A. Eagelman
Borough Secretary