

The regular meeting of the Borough Council of the Borough of Sinking Spring was called to order on Thursday, November 10, 2022, 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  
Lisa Gantner  
Brian Hoffa (Absent)  
Robert Metzgar  
Patrick Giambalvo

Other officials present were Mayor Gary Cirulli; Charles Haws, Barley Snyder, Borough Solicitor; Brad Smith, Engineer, 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 October 13, 2022 Council Meeting and the October 26, 2022 Workshop Meeting. Mrs. Gantner made the motion to approve the minutes; seconded by Mr. Miller. AYES – 6, NAYS – 0, ABSENT - 1. Motion carried.

**VISITORS/PUBLIC COMMENT:**

There were no visitors.

**CORRESPONDENCE:**

None.

**APPROVAL OF THE BILLS:**

Mrs. Peterson asked for a motion to approve the bills for October 2022. Mrs. Stine made a motion to approve the bills, seconded by Mr. Metzgar. AYES – 6, NAYS – 0 ABSENT - 1. Motion carried.

**TREASURER'S REPORT:**

Mrs. Peterson asked for a motion to approve the Treasures Report for October 2022. Mrs. Stine made a motion to approve the Treasurer's Report; seconded by Mr. Metzgar. AYES – 6, NAYS – 0 ABSENT – 1. Motion carried.

**WESTERN BERKS FIRE DEPARTMENT:**

Mr. Jared Renshaw went over their October Activity Report. He mentioned that October is a very busy month because it is Fire Prevention month. He stated that they had their Annual Open House on October 15<sup>th</sup> and they estimate that about 400 people attended. He also mentioned that they interacted with over 800 students during their school visits during the month.

**WESTERN BERKS AMBULANCE:**

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

**REVITALIZATION:**

Mrs. Peterson stated that Mr. Loth's Report to Council is included in Councils email packet. Mr. Hart mentioned that they had a meeting, with a limited number of attendees, mostly some Borough staff and PennDOT representatives, to talk about the Phase 4 Intersection. He stated that PennDOT agrees that trying to make that driveway the access would be horrible and would not work so they kind of liked the idea of running a new access from the rear of McDonalds, Jiffy Lube and the car lot down behind the homes on Shillington Road and come out at the laundromat which would tie into a new connection directly across from the shopping center. He stated that they liked that idea, and he believes that is the way they are going to be pushing. He also mentioned that they agreed to take the laundromat property but nothing else and that this would only create the out not the in. He stated that we are going to keep meeting and talking and see what we can get out of them. He stated that right now it looks like they (PennDOT) will build the new street, the Borough would have to take the properties except for the laundromat, and then the Borough would have to maintain that driveway access and take ownership of it. Discussion ensued.

Mr. Metzgar asked what the status is of the Form Based Code from Derck & Edson. Mr. Hart stated that we are waiting for Derck & Edson to get back to us with the new draft.

**UNFINISHED BUSINESS/POSSIBLE ACTION ITEMS:**

Mrs. Peterson stated that the only items are the 2023 Budgets. Mr. Hart stated that there are no changes to the General Fund Budget and that it is pretty straightforward. He asked if there were any questions and there were none. He stated that the only change to the Sewer Fund Budget was to add the additional income with the 15% increase on the per 1,000 gallon usage rates which would increase the residential rate .70 cents per 1,000 gallons. He asked if there were any questions and

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

there were none. He stated that the next one is the Emergency Services Fund Budget. He mentioned that he received a letter from Mr. Anthony Tucci from Western Berks Ambulance asking for an increase in what we pay per household. He stated that we are currently paying \$35.00 per household, and they would like to increase it to \$50.00 per household to cover the rising costs of fuel, insurance, and patient reimbursement. He mentioned that the current rate is .35 and we will need to raise it to .481 to cover the increase. There was a brief discussion but no questions. Mr. Hart stated that if everyone is ok with the proposed budgets then the next step would be a motion to advertise them. Mr. Metzgar made a motion to approve advertising all three budgets; seconded by Mrs. Gantner. AYES – 6, NAYS – 0 ABSENT – 1. Motion carried.

**NEW BUSINESS/POSSIBLE ACTION ITEMS:**

Mrs. Peterson stated that the first item is Resolution #2022-10 setting the 2023 meeting dates. Mrs. Stine made a motion to approve Resolution #2022-10; seconded by Mr. Miller. AYES – 6, NAYS – 0 ABSENT – 1. Motion carried.

The next item was the Police Pension Plan Amendment and Resolution #2022-11 setting the member contribution rate at .50% for 2023. Mr. Miller made a motion to approve the Police Pension Plan Amendment and Resolution #2022-11; seconded by Mrs. Gantner. AYES – 6, NAYS – 0 ABSENT – 1. Motion carried.

The next item was the WG Malden Influent Meter Quote. Mr. Hart mentioned that this is the Meter that DEP is mandating that we install at the plant to measure the flow coming into the plant. He stated that we finally got the quote from Malden for the meter. He mentioned that we will have to install it and that the final cost is \$29,227.00. He also mentioned that there will be additional costs because we will have to do all the electrical work. Mr. Miller made the motion approve the quote from WG Malden and move forward with this project; seconded by Mrs. Stine. AYES – 6, NAYS – 0 ABSENT – 1. Motion carried.

The next item was to accept the resignation of Mr. Robert Grugan from the WWTP. Mr. Miller made a motion to accept Mr. Grugan's resignation; seconded by Mrs. Stine. AYES – 6, NAYS – 0 ABSENT – 1. Motion carried.

The next item was the Alcon Stormwater Management Best Practices Agreement. Mr. Haws mentioned that they are doing some parking lot work and used our form of Agreement. He stated that the Agreement looks fine, and Alcon has already signed it. Mrs. Stine made the motion to approve the Stormwater Management Agreement from Alcon; seconded by Mrs. Gantner. AYES – 6, NAYS – 0 ABSENT – 1. Motion carried.

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

Mr. Smith stated that the Borough's DRBC Permit is up for renewal, and they would like Councils authorization to start work on that. Mr. Miller asked if there was an estimate for that work. Mr. Smith stated that he was not sure but guessed that it would be between \$3,000.00 and \$4,000.00 and that he could be a better estimate if Council would like. Mrs. Peterson asked that he send it over to Mr. Hart to distribute to Council. This item was tabled until the December meeting.

Mr. Smith stated that his next item is Resolution #2022-12 for the PA Small Water and Sewer Grant for the Reed Beds. He stated that we are asking for \$362,405.58 and that there is a 15% match. Mrs. Gantner made a motion to approve Resolution #2022-12; seconded by Mr. Miller. AYES – 6, NAYS – 0 ABSENT – 1. Motion carried.

**POLICE CHIEF JAMES OXENREIDER:**

Chief Oxenreider went over his activity report for October 2022.

Mr. Metzgar asked what the procedure is if we find someone soliciting in the borough and don't know if they have a permit or not. He asked if they can just call into the office and ask. Mayor Cirulli stated that they must show you their permit. Chief Oxenreider stated that residents can call in and the police will check it out.

**MIKE HART – BOROUGH MANAGER:**

Mr. Hart mentioned that the nursing facility at Village Greens will be having a Groundbreaking Ceremony on Wednesday, November 16<sup>th</sup> at 11 am. He also mentioned that the West Side Emergency Management will be having an Open House for their EOC on Wednesday, November 16<sup>th</sup> from 7 p.m. to 8 p.m. at the Spring Township Fire Station.

Mr. Hart stated that the grant for the Phase 2 Project for \$783,000.00 has been granted another one-year time extension. He mentioned that we are moving forward with the settlement for 8 Krick Avenue, and that he had a meeting with Mr. & Mrs. Norris from 14 Krick Avenue today. He stated that they are not in a hurry to move.

Mr. Hart mentioned that he reached out to Daryl Peck from Concord Finance concerning the new loan we did refinancing our debt. He stated that we put in an additional \$1.65 million that we can use for the project construction and the purchase of property if we need it. There was some confusion on when we would start paying for this additional amount. Mr. Haws and Mr. Hart will look into the specifics.

**ROBERT METZGAR – ADMIN COMMITTEE:**

Mr. Metzgar asked where we are with the web site. Mrs. Eagelman stated that they need us to start sending them pictures. Mr. Miller asked about the domain name. Mr. Metzgar stated that we will be using sinkingspringboro.org.

**LISA GANTNER – RECREATION:**

Mrs. Gantner mentioned that the Holiday Open House will be Wednesday, December 7<sup>th</sup> at 6:30 p.m. She also mentioned that the Staff Holiday Luncheon will be Friday, December 16<sup>th</sup> at 12:00 p.m. at the Railroad House.

Mrs. Gantner mentioned the Playground Master Plan and that she received proposals from Derck & Edson and HRG and the prices are basically the same. She stated that the rec committee and Mr. Hart all agree that they would like to use HRG and that we could use the funds that are in the Recreation Invest account. Mrs. Gantner made a motion to go with HRG for the Playground Master Plan and to use \$24,655.00 from the Recreation Invest Account; seconded by Mr. Miller. AYES – 6, NAYS – 0 ABSENT – 1. Motion carried.

**PATRICK GIAMBALVO:**

Mr. Giambalvo suggested keeping the digital recordings of the meeting minutes. Discussion ensued. Mrs. Peterson stated that we will keep the digital recordings on file until further notice.

**ADJOURNMENT:**

Mr. Miller made a motion to adjourn the meeting at 8:08 p.m.

Respectfully submitted,



Elizabeth A. Eagelman  
Borough Secretary