

The regular meeting of the Borough Council of the Borough of Sinking Spring was called to order on Thursday, November 14, 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  
Lisa Gantner  
Brian Hoffa  
Robert Metzgar

Other officials present: Mayor Gary Cirulli; Charles Haws, Barley Snyder, Borough Solicitor; David Schlott Jr., 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 10, 2024 Council Meeting. Mr. Hoffa made the motion to approve the minutes; seconded by Mrs. Stine. AYES – 6, NAYS – 0. Motion carried.

#### **VISITORS/PUBLIC COMMENT:**

There were no visitors signed in.

#### **CORRESPONDENCE:**

Mrs. Peterson stated that we need to accept the resignation of Mr. Michael Caron from Borough Council. Mr. Metzgar made a motion to accept Mr. Caron's resignation from Borough Council; seconded by Mrs. Stine. AYES – 6, NAYS – 0. Motion carried.

Mrs. Peterson stated that we received four letters of interest for the vacant Council seat from John Eagelman, Josh Forry, Harry Speidel and Benjamin Colegrove. Mr. Eagelman, Mr. Forry and Mr. Speidel were in attendance. Mr. Colegrove's letter was received late in the afternoon on November 12, 2024 and there was no contact information on the letter besides his address and we did not have a phone number in the system, so we were unable to contact him in time for the meeting. Mrs. Peterson had each candidate that was in attendance introduce themselves and tell Council a little bit about themselves and why they would like to be considered for this position. Mrs. Peterson explained that the candidate would finish Mr. Caron's 2-year term which goes through 2025. She stated that they will go into Executive Session to make their decision.

**EXECUTIVE SESSION:**

Council went into Executive Session at 7:10 P.M. to discuss the vacant Council seat.

**RECONVENE:**

Council Reconvened at 7:20 P.M. The following action was taken.

Mrs. Stine made a motion to appoint Mr. John Egelman to the vacant Council seat; seconded by Mr. Miller. AYES – 6, NAYS – 0. Motion carried. Mayor Cirulli administered the Oath of Office and Mr. Egelman took his seat at the table.

Mrs. Peterson mentioned that we also have an open seat on the Zoning Hearing Board and three open seats on the Civil Service Commission if anyone is interested in serving on those volunteer boards. Council thanked the other candidates for their interest in serving on Borough Council.

**APPROVAL OF THE BILLS:**

Mrs. Peterson asked for a motion to approve the bills for October 2024. Mr. Hoffa made a motion to approve the bills, seconded by Mrs. Stine. AYES – 7, NAYS – 0. Motion carried.

**TREASURER'S REPORT:**

Mrs. Peterson asked for a motion to approve the Treasures Report for October 2024. Mr. Hoffa made a motion to approve the Treasurer's Report; seconded by Mrs. Stine. AYES – 7, NAYS – 0. Motion carried.

**WESTERN BERKS FIRE DEPARTMENT:**

Mr. Renshaw mentioned that they were awarded a \$500,000.00 LSA grant for the purchase of new air packs for the department.

**WESTERN BERKS AMBULANCE:**

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

**REVITALIZATION:**

Mr. Hoffa stated that they are hoping to have a meeting this month and that we received four applications for the Community Coordinator position and that Mr. Hart is going through them.

**UNFINISHED BUSINESS/POSSIBLE ACTION ITEMS:**

Mrs. Peterson stated that we have the Intergovernmental Agreement with Wilson School District for the BusPatrol. Mr. Haws mentioned that it is the same as the one Spring Township had and they just changed the names. Mr. Miller made a motion to approve the Intergovernmental Agreement; seconded by Mr. Metzgar. AYES – 7, NAYS – 0. Motion carried.

**NEW BUSINESS/POSSIBLE ACTION ITEMS:**

Mrs. Peterson stated that the first item was to approve Resolution No. 2024-08 setting the Council Meeting Dates for 2025. She mentioned that they are staying the same as they are this year, the second Thursday of every month will be our Council Meetings and if we need a Workshop Meeting it will be the fourth Wednesday of the month. Mr. Hoffa made the motion to approve Resolution No. 2024-08; seconded by Mrs. Gantner. AYES – 7, NAYS – 0. Motion carried.

The next item was to approve the quote from Kompan for a new Swing Set. Mr. Hart stated that the cost is \$9,082.80 and we will do the installation ourselves. Mr. Miller made a motion to approve the quote from Kompan; seconded by Mrs. Gantner. AYES – 7, NAYS – 0. Motion carried.

The next item was to approve moving Randy Leibig in Public Works to Class 1. Mr. Hart stated that Mr. Leibig passed his CDL test, so he is fully trained and has everything he needs to be moved from Class 3 to Class 1. Mr. Miller made the motion to approve moving Mr. Leibig to Class 1; seconded by Mrs. Stine. AYES – 7, NAYS – 0. Motion carried.

The next item was to approve advertising for the 2025 paving projects. Mr. Hart stated that he just needs the ok to advertise for bids for the paving. Mrs. Peterson asked if there was a list of the streets. Mr. Hart stated that it is Elizabeth Avenue from Mull Avenue to Miller Drive, South Hull Street from Spring Street to the Borough line, and Evans Avenue. He mentioned that he budgeted \$180,000.00 for the project to be paid from the Liquid Fuels fund. Mrs. Stine made the motion to approve advertising for bids for the paving project; seconded by Mrs. Gantner. AYES – 7, NAYS – 0. Motion carried.

The next item was to approve advertising for bids for the demolition of 8, 10, 12 and 14 Krick Avenue. Mr. Hart stated that it will clear the intersection for the final phase of phase two. Mr. Miller made the motion to approve going out for bids for the demolition; seconded by Mr. Hoffa. AYES – 7, NAYS – 0. Motion carried.

**2025 PROPOSED BUDGETS:**

Mr. Hart started with the Emergency Services Fund Proposed Budget for 2025. He stated that it is pretty straightforward and that we have a little surplus in there which is good because we have not heard from the County yet about the dispatch fees. He asked if there were any questions. Council had no questions.

The next one was the Sewer Fund Proposed Budget for 2025. Mr. Hart stated that it is basically the same as last year and that they aren't looking to do any capital items next year. He mentioned that the budget does include adding another operator at the plant. Council had no questions.

The last one was the General Fund Proposed Budget for 2025. Mr. Hart stated that the income side is looking good with the increased permit fees from the buildings at Village Greens and with the interest we are getting right now on our money. He went over some of the changes on the expense side, one being the addition of the Community Coordinator position under General Government. He mentioned the car replacement was added under Police and under Highways he added \$180,000.00 for paving which will be paid from the Liquid Fuels Fund. He also mentioned that the new street sweeper lease payment of \$86,000.00 was also added and that he would like to use the Capital Funds to cover that and that it is a five (5) year lease. He stated that another item under Highways is the purchase of a new pickup truck which will be a three (3) year lease. He mentioned that all of the traffic signal electric and maintenance and the street lighting will be paid from Liquid Fuels again for 2025.

Mrs. Peterson asked for a motion to approve advertising the Budgets for adoption at the next Council Meeting. Mr. Hoffa made the motion; seconded by Mrs. Stine. AYES – 7, NAYS – 0. Motion carried. Mr. Haws stated that he will have the budgets and unchanged tax rates advertised.

**LOWELL LEAMAN – ARRO CONSULTING – ENGINEER:**

Mr. Leaman stated that there are no action items for this evening and briefly went over his report. He mentioned that Pedestrian Crossing permit is with PennDOT for review. Mrs. Peterson asked what we are looking to do there. Mr. Leaman stated that there will be signs and push buttons to activate flashing lights on each corner so they will be on both sides of the street. He mentioned that they are working on progressing the next intersection piece. He stated that on the Environmental side, they have submitted the Reed Bed Permit to DEP and the NPDES Renewal is also waiting for DEP review.

**CHIEF OXENREIDER:**

Chief Oxenreider went over his Activity Report for October 2024.

**TRACY PETERSON – LIBRARY:**

Mrs. Peterson stated that the library has been very busy, and they are doing a lot of programs. She also mentioned that they are getting involved with the senior living center and they are getting ready for the Holiday Open House.

**MAYOR GARY CIRULLI:**

Mayor Cirulli asked if there was any way they could get another police officer to work 35 hours per week so they would be considered part-time since we don't have a civil service commission to hire full time. Discussion ensued. Mr. Metzgar stated that they will discuss it at their next Admin meeting.

**LISA GANTNER – RECREATION:**

Mrs. Gantner mentioned the Holiday Open House with the library will be Wednesday, December 4<sup>th</sup> starting at 6:30 P.M. She also mentioned the Holiday Decorating Contest and asked Council for assistance with the voting. She stated that the staff luncheon will be December 20<sup>th</sup> at noon.

**PUBLIC COMMENT:**

Mr. Speidel asked if signs could be put up on Shillington Road at Spring Market about not blocking the intersection. Mr. Hart stated that we would have to apply for a permit from PennDOT since it is a state road.

**ADJOURNMENT:**

Mrs. Peterson stated that they will be going into executive session for a personnel issue and that no action will be taken so they will adjourn the meeting now.

Mr. Hoffa made a motion to adjourn the meeting at 7:56 P.M.

Respectfully submitted,

  
Elizabeth A. Eageman  
Borough Secretary