

**CHAMBER OF BOROUGH COUNCIL
Shoemakersville Borough**

February 16, 2016

President Kline called the workshop meeting of the Shoemakersville Borough Council to order in the Shoemakersville Borough Office, 115 E. 9th St., Shoemakersville, PA at 7:00 p.m.

In attendance: Chris Kline – President, Amy Botwright – Vice President, Joseph Wertz, Tara Kennedy-Kline, Paul Gruber, Steve Savarese and Brad Smith – Engineer – leaves during employee relations report.

Absent from the meeting were John Leshner, Clark Zimmerman and Mayor Richard Kepner.

Ashley Showers (Berks County Planning Commission): Is present to discuss the MS4 program. The area around the borough has been developed enough for Shoemakersville to be considered urbanized by the US Census and will be required to implement a stormwater management plan. MS4 includes any drainage system which conveys only storm water, but does not include pipes that carry sanitary sewer. When the borough becomes an MS4 permittee, there are several requirements that will need to be met, which include employing a stormwater management plan (Act 167) and implementing 6 minimum control measures. The borough is currently under phase 2.

Mr. Smith states that DEP would send a notification that the borough is to apply for an NPDES permit for stormwater. The borough would become members when it applies during the next 5 yr span, which would be 2018-2022. Currently for the first year it would cost \$1,000 and the second-fifth years would be \$500 per year. The MS4 steering committee would manage the education and public outreach for the borough.

Engineer's Report

Mr. Smith asks if Council would like any type of inspections from ARRO for the Miller St. water line. Council feels that part-time inspection would be best for the pressure test. One of the borough employees could spend 1 hour per day at the construction site. Council and Mr. Smith discuss the project.

Mr. Smith states that PennDOT will be performing mill and overlay on the Route 61 corridor from Leesport to Hamburg. Mr. Smith will be forwarding copies of utility drawings to PennDOT. Mr. Smith and Mr. Wertz discuss borough lines that may be in the right of way.

ARRO is proceeding with the operator change and the filing of paperwork, as Mr. Sassaman has left ARRO.

Council and Mr. Smith discuss the borough's water tapping fee and having ARRO review the calculations.

*A motion is made by Mr. Wertz to authorize **ARRO to perform water tapping fee calculations**, at a cost not to exceed \$2,000. Seconded by Vice President Botwright. Motion carried unanimously.

Public Works Report

Mr. Savarese, Mr. Smith and Council discuss questions from Mr. Dietrich regarding the Chapter 94 report, which includes the number of edu's, with Mr. Smith stating it would be the same as the prior year, if none has been sold. No word has been heard regarding the NPDES permit. Wolfe Dye & Bleach's capacity may have changed, as they potentially sold 50,000 gallons to Perry Township. The intermunicipal agreement is discussed.

Property/Streets/Sanitation Committee

Council discusses the Folk Paving invoice for snow removal and notes that Mr. Wertz will speak to Mr. Emes regarding the invoice and to ask that Ms. Wagner verify that the information is broken down so that it can be submitted for possible PEMA reimbursement.

*A motion is made by Vice President Botwright to pay the Folk Paving invoice for snow removal, for the amount of \$11,340. Seconded by Mr. Wertz. Motion carried unanimously.

Sewer Committee – Mr. Gruber

Mr. Wertz asks if Council has any concerns with the borough making a connection at the southeast corner of the borough, connecting into PTMA's new line, instead of dealing with the maintenance of the aging existing line. If so, plans will need to be drafted and an agreement worked with PTMA, to meter the borough's own wastewater. ARRO will prepare a detailed estimate and a professional services agreement for the project, for the March monthly meeting.

Mr. Gruber references the e-mail from Mr. Dietrich, noting that the pump for the belt filter press had to be taken out of service and rebuilt. The cost is approximately \$1,500. Mr. Dietrich also noted that the filter press needs parts. Mr. Gruber has asked that he compile a list noting what is needed versus what is wanted.

Mr. Gruber will contact Mr. Dietrich regarding software for a maintenance plan that may have been installed at the sewer plant several years ago.

Water Committee – President Kline

Council and Mr. Smith discuss the estimates from Duane Moyer for work at wells #1 & 4 and the water treatment softener for manganese and iron. Mr. Wertz asks Mr. Smith to prepare a rough estimate to install a manhole in front of well #1. The manhole located near the MJ Electric driveway is discussed. Mr. Wertz asks Mr. Savarese to have someone obtain the depth of the manhole.

President Kline will review the water plant control equipment information with Mr. Dietrich and Mr. Wall.

Parks/Recreation- Ms. Kennedy-Kline

She will be meeting with Mr. Wall the first week of March to discuss the lights and cameras in the park.

As the previous camera quotes included both of the plants, Mr. Wall has requested to perform a walk through to determine camera placement. Mr. Gruber would like to attend as well.

Law/Planning/Zoning – Mr. Wertz

The property maintenance code is being advertised and will be ready for adoption at the March meeting. Council discusses who would be responsible to enforce the code.

Mr. Wertz has not received any feedback from the Fire Chief regarding his recommendations for the fire code. Mr. Wertz feels it may not fully apply to the borough.

President Kline will contact Solicitor Mooney for an update on samples of what other municipalities have done with regards to the fire code.

Council and Mr. Smith discuss updates to the zoning ordinance. Council will review the scope of work that was previously sent by Mr. Smith and make any requested changes to the list. Mr. Smith suggests expanding the lighting requirements.

Employee Relations – President Kline

Mr. Savarese is asked to let Council know when the employee workload increases and when it may be beneficial to consider part-time seasonal personnel. President Kline states it may be more cost effective to hire part-time employees to cut grass. Mr. Savarese states that the workload will be increasing shortly, as activity rises during spring, with items such as weed spraying, park and pool maintenance, etc.

The committee will discuss what is needed and will authorize advertisement of such.

Approvals/Finance/Pension – Vice President Botwright

*A motion is made by Vice President Botwright to approve the bills payable for January 19, 2016. Seconded by Mr. Wertz. Motion carried unanimously.

Vice President Botwright will forward quotes for accepting credit card payments to Council by the next meeting.

Vice President Botwright is still working on the borough website.

New Business

Mr. Gruber mentions that for the abandoned vehicle parked on 6th St., the registration is 3/16 and the inspection/emissions is 5/16 and feels that it is legally parked. Mr. Savarese feels the vehicle belongs to the resident living at the corner house.

Executive Session

The Board recessed into executive session at 9:30 p.m. to discuss personnel. Regular session reconvened at 9:37 p.m.

Ms. Kennedy-Kline would like to update the keeping of animals portion of the zoning ordinance. The ordinance states what is not allowed, not what is allowed. She notes there is no mention of how a dog classified as vicious, etc, would need to be constrained. Mr. Wertz further states the ordinance does not limit the number of dogs that are permitted to live on a property. President Kline states this should be included on ARRO's scope of work list for the zoning ordinance revisions. Ms. Kennedy-Kline would like to see a stand alone care and keeping pet ordinance. Council discusses removing the accessory use portion of the zoning ordinance, as it relates to animals. Ms. Kennedy-Kline will continue to look into the updating of the ordinance.

There being no further business, a motion is made by Vice President Botwright to adjourn the meeting. Seconded by Mr. Wertz. Motion carried unanimously. Meeting adjourned.

Respectfully Submitted,

Melissa Wagner
Secretary/Treasurer