

**CHAMBER OF BOROUGH COUNCIL
Shoemakersville Borough**

May 5, 2020

President Kline called the teleconference of the Shoemakersville Borough Council to order at 7:02 p.m.

In attendance: Chris Kline – President, Amy Botwright –Vice President, Tara Kennedy-Kline, Dana Randazzo, Dana Smith, Joseph Wertz, Jr., Dustin Remp – Mayor, Keith Mooney – Solicitor, Bradley Smith – Engineer, Chad Zimmerman – Foreman, and Melissa Wagner- Secretary/Treasurer.

Absent from the meeting: John Leshar, Michael Dietrich – Sewer & Water Plant Operator

Public Comment: Lance Adam, Rusty Wagner – No public comments given.

Code Enforcement – Mr. Zimmerman

- **Reports:** Ms. Kennedy-Kline asks for an update on the enforcement notices that were sent out, with Mr. Zimmerman noting that all but 611 Lincoln St. have been resolved. The property at 401 Pine St. is set for sheriff’s sale, although the sale has been postponed. He and President Kline have discussed the property, noting that the borough will maintain the grass and weeds, to be in compliance with the borough ordinances.

Solicitor’s Report – Solicitor Mooney

- **Shoemakersville Municipal Authority:** President Kline and Mr. Wertz have reviewed the ordinance, but will make one final evaluation before submitting their revisions to Solicitor Mooney.

Engineer’s Report – Engineer Smith

- **VLR #2:** DESCCO and Schatz Electric arrived onsite on March 31, 2020 to begin the equipment removal for the VLR #2 rehabilitation. By April 14, 2020, 90% of the project was complete.

DESCCO is waiting on a shaft bearing assembly for aerator #4 to complete the project. Change Order #1 was amended to a reduced amount of \$14,603.50 for additional repairs and parts.

- **Road Projects 2020”** Bids were received through Pennbid. Asphalt Maintenance Solutions, LLC had the lowest base bid of \$70,206.30, while Martin Paving had a bid of \$75,000.00. When combining the base bid and all three alternate bids, the lowest price was Asphalt Maintenance Solutions, LLC, for \$130,483.25.

Ms. Kennedy-Kline notes that Folk Paving did not submit a bid as they do not perform oil & chip.

- **Parks and Recreation Planning Grant:**

*A motion is made by Ms. Kennedy-Kline to ratify Resolution 131-2020 authorizing ARRO to submit the application and Master Plan for the DCNR park grant. Seconded by Mr. Smith. Motion carried unanimously.

Secretary's Report/Correspondence

There will be no delivery of the spring newsletter. The scouts may not be able to deliver the summer newsletter either.

Mayor's Report – Mayor Remp

Mayor Remp states that he is having issues with his borough e-mail and has been utilizing his personal e-mail address. The Hometown Heroes program is currently on hold, until the banner company is back in operation. National Night Out is cancelled for August 4. Mayor Remp proposes to change the date of NNO to October 6, and to move the monthly meeting to October 7. He and Council discuss the matter, deciding to wait until the August 4 meeting to make a decision.

JCP Delani Remp will reach out to the Crime Watch participants, to keep the lines of communication open. She also went around town monitoring local business activity.

Mayor Remp briefly discusses his report that was previously sent to Council. He feels strongly that the borough park should have been closed earlier, the basketball nets removed, and the area be roped off to the public. People are still congregating in the park.

Mayor Remp thanks Mr. Zimmerman for his assistance in providing barricades to Ollie's Tavern.

Public Works Report – Mr. Zimmerman

Three applications have been received for the part-time seasonal employee position. One of the applicants is a current alternate crossing guard for the borough. June would be a good time for an employee to begin working.

President Kline will deliver spray bottles of sanitizer to the garage this week.

Operator's Report – Mr. Dietrich

Mr. Wertz notes that the gear box for the VLR project was ordered and has a 4-7 week lead time.

President Kline reads from the operator's report, citing Mr. Dietrich's displeasure in ARRO's change of back up operators. He apologizes to Engineer Smith that this information was conveyed in the report. President Kline notes that the new back up operator has 20 years experience working with plants that are similar to what is in the borough. Mr. Wertz will again speak to Mr. Dietrich on the matter.

Committee Reports

Property/Streets/Sanitation – Mr. Smith

Council and Engineer Smith discuss the bids received for the street project.

*A motion is made by Mr. Wertz to award the base bid and all 3 alternate bids to Asphalt Maintenance Solutions for the amount of \$130,483.25, contingent upon review of the bids by Engineer Smith and Solicitor Mooney. Seconded by Ms. Kennedy-Kline. President Kline suggests tabling the motion until later in the meeting, when financing and tax revenue will be discussed. The motion is tabled.

Mr. Smith asks if the white areas on the north and south sides of the borough garage can be painted beige, with Mr. Zimmerman stating that the painting will be completed as time permits.

Sewer – Mr. Wertz

He and President Kline have been reviewing the agreement with the Shoemakersville Municipal Authority. Mr. Wertz has spoken with Jim Hepner, and is attempting to schedule an authority meeting. He has spoken with Doug Rauch, who noted that the transfer of the plant deed will be a simple process once the agreement is finalized.

Mr. Wertz discusses Pennvest and other loans and grants. **Mr. Overberger is to speak with the USDA to determine if grants will be available this year, as the headworks and sludge treatment projects combined, could cost \$1.2M to \$1.3M. He has asked Mr. Overberger to provide an estimate on engineering costs for the projects.**

Solicitor Mooney discusses the borough's financing, noting that now would be a good time to refinance, as the interest rates are low. Council and Solicitor Mooney discuss rates, with Solicitor Mooney stating that the rate for the financing note is 2.53% , which will begin to fluctuate in 2025, at which time it will become a variable rate loan, and can go as high as 4.5%.

*A motion is made by Mr. Wertz to ratify the approval of Jason Coyle as the new backup operator for the sewer plant. Seconded by Ms. Kennedy-Kline. President Kline notes an effective date of April 15, 2020. Motion carried unanimously.

*A motion is made by Mr. Wertz to authorize Change Order #1 with DESCCO for the VLR repairs, at a cost of \$14,603.50. Seconded by Ms. Kennedy-Kline. Motion carried unanimously.

Water – President Kline

Electrical repairs are needed for wells #5 and #4. Well #5 received damage when a hole was punctured in the meter base, and bent the mass. Met-Ed is scheduled to replace the pole, as one of the wires ripped the bolt though the telephone pole and sheared off a mount for the transformer.

Well #4 has corroded wires and rusted circuit breakers to be repaired. Met-Ed is scheduled to make the necessary repairs.

Parks/Recreation – Ms. Kennedy-Kline

Children's Fair has been cancelled.

The water remediation plan for the park is on hold, as the park is having minimal use. The quote to remove the mulch under the spring toys and replace it with a layer of stone and new mulch is \$5,000.

The park rentals scheduled for May 16 and 17 have been cancelled.

*A motion is made by Ms. Kennedy-Kline to keep all lockable buildings at the park locked, and to cancel all park rentals until further notice. Seconded by Vice President Botwright. Motion carried unanimously.

Vice President Botwright discusses the upcoming pool season, noting that the pool will not be open for Memorial Day. She recommends Council decide at the June 2 meeting whether or not to open the pool for the season. This will give ample time to review government restrictions on reopening for patrons and staff. **An examination of additional costs incurred for protective equipment for the staff will be conducted.** The pool could potentially open on June 26 and be open for the July 4 weekend. It would not be feasible to open the pool if it could not be in operation by the beginning of July. No chemicals have been purchased, with staff performing only minor repairs at the pool.

Mr. Zimmerman notes that CHM has taken measurements for the pavilion capping. They will begin work by early next week. Weather permitting, the existing wood will soon be prepped for paint.

Ms. Kennedy-Kline states that a decision has not yet been made regarding the park program for the season.

Law/Planning/Zoning – Mr. Wertz

The proposed zoning ordinance remains under review.

Employee Relations – President Kline

President Kline suggests re-advertising for the part-time seasonal employee position on Facebook and the borough's website.

Approvals/Finance/Pension – Vice President Botwright

*A motion is made by Vice President Botwright to approve the minutes for March 17, 2020. Seconded by Mr. Wertz. Motion carried unanimously.

*A motion is made by Vice President Botwright to approve the bills payable for May 5, 2020. Seconded by Mr. Wertz. Motion carried unanimously.

*A motion is made by Vice President Botwright to approve the bills for ratification for April 7 and April 21, 2020. Seconded by Mr. Wertz. Motion carried unanimously.

Vice President Botwright will be reviewing the 2019 borough audit results. She will also examine the pension plan overview that was submitted by Beirne Wealth. President Kline states that the audit cited nearly the same recommendations as the prior year's audit.

President Kline responded to a Customer's Bank inquiry on how the borough plans to handle the impact of COVID-19 on the budget. He discusses the county's decision to extend the flat period to September 30, for collection of the real estate taxes. They have recommended that municipalities pass a resolution doing the same, as there is difficulty for tax collectors when splitting out a tax bill payment to the county and the municipality.

President Kline presents a line graph of the borough's EIT receipt history, stating that the year to date revenue for 2020 is similar to that of 2019. He notes that there is a decrease of 68% for the income in comparing what was received in May 2020 to May 2019. This could be an indicator that the borough will see a loss in revenue. June could give a more clear representation of what is to come. Loss of EIT funds cannot be recuperated.

Real estate tax income differs, in that the funds will eventually be received, just deferred. President Kline submits a line graph for real estate taxes, noting that 63% of the borough's projected revenue was received by the April 30 discount period deadline. Vice President Botwright states that to date, \$182,000 of real estate tax revenue was received.

Referring back to zoning, President Kline discusses the SALDO exemption request for a pole building at Kantner's Tire, where the request was to be 8' from the sewer line, instead of 10'. Mr. Zimmerman has spoken with the contractor on the matter, and the issue has been resolved. The proposed building will be moved over 2' to meet the 10' requirement to construct from a borough utility line.

Solicitor Mooney asks if the project will meet zoning issues and cites potential stormwater concerns as well. Typically, he and Engineer Smith would review the plans, with the project then moving forward with

stormwater and land development. Mr. Zimmerman will follow up with the contractor to discuss the provisions and the need for a stormwater exemption.

Mr. Wagner, the contractor for Kantner's, joins the teleconference and notes of the potential sewer line abandonment in the future, stating that Barry Bennecoff and Kantner's Tire would be the only two remaining on the line. He notes that the drawing submitted was just to determine if the 10' requirement could be met. If so, then the project would move forward with zoning, land development, and stormwater. The borough does not have the plans that show the exact location of the sewer line. Mr. Wertz suggests reviewing the line televising reports for information. Engineer Smith states the best way to pinpoint the line is to locate the two manholes upstream and downstream from the property survey. **Engineer Smith will research the records in an attempt to locate the manholes.** Solicitor Mooney also suggests reviewing the plan of record for Kantner's, which is on file at the county office. The land development plan would show the line if it already existed when the Kantner property was developed.

Safety – Mayor Remp

As COVID-19 is a new experience for everyone, Mayor Remp suggests the borough have a plan and a clear chain of command. He disagrees with not closing the borough park, as the majority of parks are closed to the public. Vice President Botwright notes that several parks are currently open. Mr. Wertz agrees with the decision to keep the park open to the public. Mayor Remp would like to know when the park is going to be closed. President Kline notes that the borough is in a zero to minimal range, and that the CDC guidelines are being followed.

Mayor Remp states that he was not consulted in whether or not the park should close or remain open, and feels that as chair of the safety committee, he should have been contacted. Vice President Botwright regularly monitors the park, and notes that very little activity has been spotted. Ms. Kennedy-Kline states that it is difficult to continually police park activity. President Kline reminds everyone that families are permitted to be together in public. He reiterates that the CDC guidelines were considered when deciding to keep the park open. Mayor Remp notes that the decision to keep the park open was not recorded in the minutes for the meeting at which the decision was made.

New Business

Solicitor Mooney agrees with President Kline's earlier description of the county's reasoning to extend the flat rate period for remitting real estate taxes, noting that it is not possible to separate the late payment for the municipality from the on time payment for the county.

*A motion is made by Mr. Wertz to adopt Resolution 132-2020, to extend the flat rate tax period to September 30, 2020. Seconded by Ms. Kennedy-Kline. Motion carried unanimously.

Council discusses the recent increase in the use of residential fire pits. Education on the safe use of fire pits can be conveyed to the public through the borough Facebook page and website. President Kline notes that information can be placed in a borough newsletter, noting that even though it cannot be delivered by the scouts, the newsletter can be mailed to residents. Vice President Botwright states that the scouts receive \$100 to deliver the newsletter. This fee could go towards postage if a newsletter is mailed.

Old Business

*A motion is made by Mr. Wertz to ratify the Shoemakersville COVID-19 disaster proclamation to be in effect until further notice. Seconded by Ms. Kennedy-Kline. Motion carried unanimously.

*A motion is made by Ms. Kennedy-Kline to un-table the motion to approve the AMS 2020 road project bid for \$130,483.25, which includes the base bid and all 3 alternates, contingent upon review of the contract by the borough engineer and solicitor. Seconded by Mr. Wertz. Motion carried unanimously.

*A motion is made by Ms. Kennedy-Kline to accept the bid from AMS for the 2020 road project, to include the base bid and all 3 alternates, at a cost of \$130,483.25, upon review of the contract by the borough engineer and solicitor. Seconded by Mr. Wertz. Motion carried unanimously.

There being no further business, a motion is made by Vice President Botwright to adjourn the meeting. Seconded by Ms. Kennedy-Kline. Motion carried unanimously. Meeting adjourned at 8:23 p.m.

Respectfully Submitted,

Melissa Wagner
Secretary/Treasurer