

**CHAMBER OF BOROUGH COUNCIL
Shoemakersville Borough**

April 2, 2024

President Kline called the monthly meeting of the Shoemakersville Borough Council to order in the Shoemakersville Borough Office, 846 Main St. Shoemakersville, PA at 7:02 p.m.

In attendance: Chris Kline - President, Amy Botwright – Vice President, Michael Grim, Tara Kennedy-Kline, Dana Randazzo, Dana Smith, Joseph Wertz, Jr., Dustin Remp – Mayor, David Kee – Engineer – leaves at 8:00 p.m., Charles Haws – Solicitor – leaves at 8:00 p.m., Paul Gruber – Borough Manager & Codes, Brandon Nabar – Junior Council Person, and Melissa Wagner – Secretary/Treasurer.

Code Enforcement – Mr. Gruber

- **Permits & Notices:** An occupancy permit for an ATV repair shop was issued for 333 Main St. A shed permit was issued to 254 Canal St. The resubmittal of a shed permit for 321 Park St. was denied, as the property is currently at 35.04% impervious surface. With the shed, the impervious surface would increase to over 50%. Mr. Gruber spoke with Mr. Golden regarding the application's denial.

President Kline requests an update on the leaking sewage issue at 830 Main St., with Mr. Gruber reporting that he has not noticed any other leaking since the complaint was received.

Solicitor's Report – Solicitor Haws

- **Bell Warehouse:** To be discussed later in the meeting.
- **Snow Emergency Ordinance:** To be discussed later in the meeting.

Engineer's Report – Mr. Kee

- **Growing Greener Grant:** Mr. Kee and Mr. Gruber looked at the bioswale with the contractor and feel that additional riprap would help prevent erosion and reduce future maintenance. The contractor provided a change order estimate for the additional stone.

*A motion is made by Mr. Wertz to approve the Construction Masters Services Change Order Quote CMS23333 of \$3,980 for additional riprap for the bioswale. Seconded by Ms. Kennedy-Kline. President Kline asks if this was something that was missed in the design. Mr. Kee reports that there are 2 pipes that discharge and that it is breaking out of the current riprap. The earth in place isn't sufficient, with part of the reason being due to the absence of any current vegetation. Motion carried unanimously.

- **Chapter 94 Report:** The report was submitted with no issues.
- **Bell Warehouse:** Mr. Kee discusses his review letter for the land development plan. The information was provided to the developer and will be forwarded to the Perry Township office. Vice President Botwright asks if there is anything the borough can do, since the township did not adopt a wellhead protection ordinance. While there are state guidelines, Mr. Kee did forward Council a section of the BMP manual regarding infiltration near supply wells in zone 1. The property is located in zone 2. He had suggested to Mr. Gruber that he contact the Conservation District and the Planning Commission, requesting that no infiltration be in the area.

Mr. Gruber is waiting to hear back from the Kent Himelright, the Berks County Watershed Coordinator, regarding the borough's concern that the development is in close proximity to 2 wellheads. Solicitor Haws suggests reviewing the water service intermunicipal agreement, for water supply and access. He further suggests commenting on their NPDES permit. Solicitor Haws discusses how DEP defines a wellhead protection area. Mr. Kee and President Kline discuss the retaining wall height which is noted as 22'. A design plan is needed.

Fire Chief's Report – Chief Wagner

There are no questions to the Incident Type Report for March that was submitted by Deputy Chief Tobias.

President Kline and Chief Wagner discuss how power line down calls are handled, with Chief Wagner reporting that Berks DES treats the matter as an emergency call and dispatches the fire company, who determines whether or not it would be a public safety matter. The department visibly inspects the lines and carries hot sticks. They discuss the recent issue with down power lines near the water plant. Mr. Wertz and Chief Wagner discuss how the calls are handled when Perry Township staff respond to incidents in the township.

Secretary's Report/Correspondence – Ms. Wagner

Council will need to sign the promulgation once the Emergency Operations Plan resolution is adopted. The EOP comes from the Emergency Management Coordinator. President Kline would like to supply comments on the document to the Mr. Emes.

Ms. Wagner requests to close the office at noon on April 11.

Mayor's Report – Mayor Remp

Mayor Remp reviews the March PA State Police Report which notes of 90 incidents. An indecent assault call with coordinates showing the incident took place at 2nd & Main Sts. is briefly discussed.

One Hometown Heroes banner application has been received. An application end date will be set once 5 or 6 applications are received. President Kline suggests reaching out to prior applicants whose banners are fading, to see if they wish to submit an application for a new banner.

Mayor Remp will forward the minutes of the March 9 Neighborhood Watch meeting once he receives them from Dennis Seaman. The May meeting will be held on Wednesday, May 15 at 7:00 p.m. and the September meeting will be held on Wednesday, September 11 at 7:00 p.m. Five individuals have inquired about joining the group. Upon completion, a formal membership application could be loaded onto the borough website.

Operator/Manager's Report - Mr. Gruber

While Mr. Nabar realized that the iPad scans maps, only 1 map was able to be scanned. As Mr. Kee had offered ARRO's equipment to scan the maps at no charge, Mr. Gruber and Mr. Nabar will be spending 2 hours each Tuesday at their office, scanning maps.

Mr. Gruber submits a revised Snow Emergency Ordinance for review and consideration.

Mr. Gruber submits the 2022 PTMA Reconciliation for Council's review and approval.

Mr. Gruber has been working with Brian Weller, GIS Analysis for Berks County Emergency Services, to assign an address to well house #6, so that State Police have an address to respond to if an alarm call occurs. Currently all alarms have been responded to by staff, with no police response being required. Council and Mr. Gruber discuss the location and address.

*A motion is made by Mr. Wertz to identify well house #6 as 60 River Dr. Seconded by Mr. Grim. Motion carried unanimously.

Mr. Gruber reports that Marisela Fuster from Met-Ed sent an email thanking President Kline for his recommendation and drawing to move the cutout on Apple Ln. closer to the wells, so that 48 customers and the borough water plant will not lose power if trees in that area fall and cause the power line to fail. The work is to be completed no later than the second week of April. Mr. Gruber thanks Christian Leinbach for his assistance with Met-Ed, as he had reached out to the commissioner to aid in communications with the utility.

Mr. Gruber and Council discuss the bid sheets and the bituminous price adjustment resolution for the 2024 road project, with Mr. Wertz reviewing bituminous adjustments, which would give the contractor the ability to escalate price based upon the anticipated cost. Otherwise, the contractor would take the risk on any price escalation. President Kline reviews the resolution. **Mr. Gruber and Mr. Kee will work together to advertise the project on PennBid.** Vice President Botwright, President Kline, and Mr. Kee discuss the project and bid options, with Mr. Kee reviewing the special provisions, which state that the municipality reserves the right to limit work completed.

As the work is for tar & chip only, Mr. Gruber has reached out to Folk Paving, Martin Paving and Sloan Paving for quotes on roadwork repairs not related to the road project areas. Folk Paving has supplied a quote.

As no notes were added to the final 2022 PTMA Reconciliation revision, Vice President Botwright asks that the information be reviewed by the committee, to include notes on the changes. Mr. Wertz will review the changes.

*A motion is made by Mr. Wertz to table discussion on the PTMA reconciliation. Seconded by Mr. Grim. Motion carried unanimously.

Mr. Gruber reports that the next team meeting will be held in the front conference room on April 5 at 11:00 a.m.

Mr. Gruber discusses his email regarding a headworks anomaly. Eastern Environmental was onsite to unblock the screen with the 2 screws that are compacting. They were unable to replicate the issue. Eastern will not charge for the visit. Moving forward, the screen will be cleaned by borough staff on a weekly basis.

Mr. Gruber has received 2 quotes to televise the conveyance lines and inspect the manholes.

Mr. Gruber reports that clarifier #2 has been repaired inhouse.

PTMA had a tour of the new headworks equipment and sludge filter press.

Mr. Gruber reports that the Duane Moyer Quote does not need to be signed, as any unpacked items or equipment will not be billed to the borough. The well #6 pump and motor will be inspected on May 14.

*A motion is made by Mr. Wertz to approve the Duane Moyer Well Drilling Estimate #10-6221 at a cost not to exceed \$19,047 to pull and inspect the well #6 equipment, subject to line item approval by the borough manager. Seconded by Ms. Kennedy-Kline. Motion carried unanimously.

All SOPs for the water and sewer plants have been revised and updated. Hydrant flushing is scheduled for April 17-19. The fire chief has been notified. Mr. Gruber is working with the manufacturer regarding the 9 additional Storz adapters that are needed.

Mr. Gruber reports that while Levan's was asked to submit an estimate for repairs to a salt spreader, they went ahead and performed the work before providing the cost. They have submitted a bill for the work. Council and Mr. Gruber discuss the invoice.

*A motion is made by Mr. Wertz to approve Levan's invoice #89634 of \$809.05 for repairing the salt spreader auger. Seconded by Ms. Kennedy-Kline. Vice President Botwright asks if the invoice can be paid at the April workshop, with Mr. Gruber replying yes. Motion carried unanimously.

Mr. Gruber reports that the park has been de-winterized. Staff will be responding to Mr. Gruber's request for Earth Day park projects.

Junior Council Person's Report – Mr. Nabar – nothing to report

Property/Streets/Sanitation – Mr. Smith

Mr. Smith reports that the storm grate at the end of the 900 block of Park St. is blocked and asks if it can be cleared. **Mr. Gruber will have the storm grates in that area cleared.**

There have been very few trash pick up issues with Republic Services.

Council, Mr. Kee, and Solicitor Haws discuss the status of the license easement/agreement and the past use of the strip of land at the rear of the Tractor Supply property that is currently accommodating the Baseball Association's bleachers and field dirt storage shed. Solicitor Haws recommends having an agreement for liability purposes. **Mr. Gruber will contact Dustin Folk to let him know that there is to be no further parking by the Baseball Association on the Tractor Supply rear lot.** Mr. Gruber notes that borough staff has been mowing the grass in the area. Council decides to move forward with drafting an easement utilizing the sample that was previously provided.

Sewer – Mr. Wertz – nothing to report

Water – President Kline

President Kline reports that Suburban tested the water at Bell Trucking and the water plant on March 5 and that all requirements were met.

President Kline and Mr. Gruber briefly discuss a low voltage signal at the plant.

Parks & Recreation – Ms. Kennedy-Kline

Vice President Botwright reports that the Earth Day event at the park on April 20 will begin at 10:00 a.m.

*A motion is made by Ms. Kennedy-Kline to approve the rental of 2 Port-A-Potties for Children's Fair, at a cost not to exceed \$300. Seconded by Mr. Wertz. Motion carried unanimously.

*A motion is made by Ms. Kennedy-Kline to approve the donation of bikes for Children's Fair, at a cost not to exceed \$600. Seconded by Mr. Wertz. Motion carried unanimously.

Vice President Botwright will present the 2024 pool rates at the April workshop. The rates are unlikely to change from last season.

Ms. Kennedy-Kline reports that volunteers are needed for Children's Fair on June 1, with the event beginning at 11:00 a.m. The Recreation Board is currently accepting new members.

Vice President Botwright notes that the meeting with the consultant to discuss the Park Master Plan will be at the borough office on April 8 at 6:00 p.m.

Law/Planning/Zoning – Mr. Wertz – nothing to report

Employee Relations – President Kline

Mike Keller, the recently hired part time team member has begun working.

Vice President Botwright notes of a PSAB Webinar entitled Trucks on Local Roads, which will be held on April 24 from noon – 1:00 p.m. Mr. Gruber will look into the information. Ms. Wagner can register individuals for the webinar.

Approvals/Finance/Pension – Vice President Botwright

*A motion is made by Vice President Botwright to approve the minutes for March 19, 2024. Seconded by Mr. Wertz. Motion carried unanimously.

*A motion is made by Vice President Botwright to approve the bills payable for April 2, 2024. Seconded by Mr. Wertz. Motion carried unanimously.

*A motion is made by Vice President Botwright to adopt Resolution 165-2024, allowing for an escalator clause for bituminous material to be included as part of the proposal for the 2024 road project. Seconded by Mr. Wertz. Motion carried unanimously.

Community Outreach – Ms. Randazzo

Ms. Randazzo reports that the deadline for the May newsletter is April 12.

The Community Yard Sale will be on June 8 from 7:00 a.m. to 1:00 p.m.

New Business

Public Comment

Richard Geschwindt (603 Reber St.): Asks when yard waste pick will be, with Ms. Wagner reporting that pick up will begin the first Tuesday of April.

Mr. Geschwindt asks if the potholes behind Tractor Supply have been fixed, with President Kline reporting that the holes have been filled.

Heather Hanna (Candidate for PA State House District 5): Has local roots and is attending municipal meetings in District 5 to learn about the communities. She had emailed Ms. Wagner information regarding an EMS grant and asked that it be forwarded to EMS services, as funding for emergency services can be difficult. President Kline discusses the borough's interest in available grants.

Dean Adams (305 5th St.): Asks that the phone number for the PA State Police be added in the borough newsletter. Vice President Botwright will see that the information is included in future editions.

Rusty Wagner (233 Salem Church Rd. Hamburg): Reports that a committee within the fire zone working group was created to develop a list of requirements for active firefighters to receive a potential tax credit, on the county level. The list will be forwarded to the county commissioners. A local tax credit was also discussed.

Mr. Wagner relays a message from Scott Homel that the arborvitaes along the neighboring pool property will be planted by Countryside in the next few weeks.

Mr. Grim asked if Mr. Wagner received the first responder grant information that was to have been forwarded to him. Mr. Wagner passed the information along to the fire company's grant writer.

Old Business

President Kline notes of the upcoming borough events: Earth Day on April 20, Children's Fair on June 1 and the Community Yard Sale on June 8.

President Kline and Mr. Gruber discuss the modified snow emergency ordinance.

*A motion is made by Mr. Wertz to table the ordinance revision discussion to the April workshop. Seconded by Mr. Smith. President Kline asks that Council review the draft. Motion carried unanimously.

Mr. Smith commends the fire company on their shrimp night fundraiser. Mr. Wagner notes that 522 dinners were served at the last event.

A motion is made by Mr. Wertz to adjourn the meeting. Seconded by Mr. Grim. Motion carried unanimously. Meeting adjourned at 8:17 p.m.

Respectfully Submitted

Melissa Wagner - Secretary/Treasurer