

**CHAMBER OF BOROUGH COUNCIL
Shoemakersville Borough**

August 19, 2025

President Kline called the workshop of the Shoemakersville Borough Council to order in the Shoemakersville Borough Office, 846 Main St., Shoemakersville, PA at 7:01 p.m.

In attendance: Chris Kline – President, Amy Botwright – Vice President, Michael Grim, Tara Kennedy-Kline, Dana Randazzo, Dana Smith, Joseph Wertz Jr. and Paul Gruber – Manager & Codes.

Absent from the meeting: Dustin Remp – Mayor

Park Master Site Plan – Bryan Smith

President Kline reports that the borough received a grant to create a Park Master Plan. Mr. Smith will be presenting options for the park property, with no decisions being made at the current meeting.

Mr. Smith notes that the project is DCNR funded, with the plan having multiple steps. The first step was developing a base plan, followed by site analysis. The site and concept plans were then presented at a public meeting last year. The draft plan was then created, went through public review and was posted on the borough website. The final steps include Council adopting a plan and then closing out the DCNR grant.

The next phase includes the acquisition of funds to carry out the adopted plan. Once funding is secured, design and development are the next steps, with each phase being developed in more detail. Some of the concepts are in the preliminary stage, requiring public involvement and review by the Council and the funding agencies.

Key goals for the plan:

1. Stormwater management
2. Park facilities
3. Safety
4. Inclusivity
5. State compatibility
6. Education
7. Sustainability
8. Connectivity

Mr. Smith reviews the final draft concept, noting that the playground equipment would be broken up by age group and located at the front of the park along 9th St. A new pavilion would be constructed, along with pathways connecting the various elements of the park. The basketball court would be relocated to the center of the park. Other areas of interest include the amphitheater with seating, a singular structure for baseball support facilities, a park perimeter walking path, the relocation of the Veteran’s Memorial to along 8th St., expanding the 8th St. concession stand to include restrooms, formalizing the existing parking areas and connecting the lot by the skate park to the pool parking area, a renovated skate park, the installation of a bike pump track and a turn-around drop-off area in front of the pool. The driveway around the pool would continue back to pickleball/tennis courts, a dog park and parking lot. Stormwater would be maintained by a drainage rain garden, as well as a number of stormwater improvements, which would collect and convey the stormwater utilizing a vegetative channel along the edge of the parking lot, to allow for infiltration and the removal of particulates.

Mr. Smith and Mr. Grim further review the stormwater improvements. Mr. Smith discusses how the stormwater will be managed, including infiltration, with the excess being conveyed through piping along the vegetative channel and then continue through piping before connecting to the system on Main St.

Mr. Smith reports that the plan is divided into 18 phases, so that each phase is fiscally manageable. The combined cost of all phases is \$11M, based on an anticipated escalation every 10 years. The cost of a phase could range from \$50,000-\$500,000. Mr. Smith and Mr. Grim discuss several of the funding sources included in the Master Plan.

A visitor asks if Mr. Smith has worked on other projects and what percentage of those projects were able to complete all phases. Mr. Smith describes the work he completed with another borough that completed all phases in 12 years.

Another visitor asks if the bandshell will be reconstructed, with Mr. Smith noting the structure would be renovated but not replaced. President Kline confirms with Mr. Smith that the bandshell and the enclosed & open pavilions would all remain but be renovated, with electrical upgrades and lighting. A representative from the Lion's Club is present and notes that the club has set aside funds for electrical repairs, but that they do not wish to pay for those repairs if the wiring would later be replaced. Mr. Smith notes of the multiphase project and feels the repairs, even short term, would be a wise investment. Vice President Botwright is in support of the Lion's Club upgrade, as the grant process can be time consuming. She also notes the plan contains provisions for the outfielders of the baseball fields to be set up for soccer as well.

A visitor asks if the public can view the plan, with Vice President Botwright stating that the plan will be made available on the borough's website once approved by Council. Vice President Botwright and Mr. Smith discuss the proposed walking path.

A visitor asks if the borough's road drains can handle the stormwater, with Mr. Smith reporting that the flow will be manageable as it will be slow and not a quick rush of water. The visitor then asks how contractors for the work are selected, with Mr. Smith reporting that once funding is obtained, the project will be placed out for bid with the borough utilizing its standard procurement process.

Manager's Report – Mr. Gruber

Mr. Gruber reviews the letter submitted to Dave Kee from Tractor Supply, which provided confirmation that the design criteria meets or exceeds NFPA 13, 2026 standards and matched the pre-approved plans provided.

Mr. Gruber reports that the ductwork detector that was previous not working in the Tractor Supply building is now functioning. There are no outstanding issues on their final panel. He requests that Council issue the Certificate of Occupancy to Tractor Supply, pending any remaining items per Mr. Wertz. Mr. Wertz does not see any outstanding items. President Kline notes that the matter is a code enforcement item and does not require specific Council action.

Mr. Gruber requests that Council review the Cable Franchise Agreement and authorize the advertisement of the associated ordinance. President Kline reviewed the agreement and reports that while Comcast is no longer required to provide free services to the borough, that as of the writing of the agreement, they will continue to do so.

*A motion is made by Vice President Botwright to advertise the Comcast Franchise Agreement Ordinance. Seconded by Mr. Grim. Motion carried unanimously.

Mr. Gruber submits and reviews the May and June cost sheets for water and wastewater.

Mr. Gruber received information from Doug Kopp that will aid in determining how much it costs the borough to produce 1 gallon of water. Ms. Kennedy-Kline asks why there is a significant difference in the water distribution costs between May and June, with Mr. Gruber citing water main repairs.

Mr. Gruber reports that Billy Blankenbiller received notice that his property is in violation, as there is approximately 61% of impervious coverage. Mr. Gruber asks Council to review the letter from David Kee that he just emailed to Council, asking if the letter can be sent to Mr. Blankenbiller.

Mr. Gruber reports that the current annual invoice from Telco is \$366. As they have been less than responsive to Mr. Gruber when he requested information regarding their performed services, he has received a quote from C.M. High, who will perform PM twice a year for an annual cost of \$250. Their current quote for 2025 is \$125, which would cover this year's fall visit.

*A motion is made by Mr. Wertz to approve the C.M. High contract for the remainder of 2025 for \$125. Seconded by Ms. Kennedy-Kline. Mr. Smith asks if they have a generator connection at the traffic light, with Mr. Gruber stating the borough has the connection and generator, as well as the keys for access. Ms. Kennedy-Kline confirms that if the contract is extended into 2026, the cost will double, with Mr. Gruber reporting that the total cost will be \$250. Motion carried unanimously.

Mr. Gruber confirms with Vice President Botwright that all Council members are required to have NIMS training. The training is available online for anyone on Council that has not yet completed the courses. Council briefly discusses the updated Emergency Operations Plan for the borough.

*A motion is made by Vice President Botwright to adopt Resolution 176-2025 approving the updated Emergency Operations Plan for the borough. Seconded by Mr. Wertz. Motion carried unanimously.

Mr. Gruber has secured 250 25-gallon recycling cans with lids from Amity Township, who emailed municipalities last week with their availability. The Amity Township logo will need to be covered with either stickers or paint. Alan Hartman volunteers to paint over the logo.

Mr. Gruber thanks Vice President Botwright for attending the meeting at the pool with Mainline. Only one adjustment was made to the BECSys since the August 12 meeting.

Property/Streets/Sanitation – Mr. Smith

The roads are scheduled to be tarred and chipped this week.

Sewer – Mr. Wertz

Mr. Gruber will be contacting Spring Twp. for their feedback, before a final decision to move forward with obtaining specs for process water utilization is made.

Water – President Kline – nothing to report

Parks & Recreation – Ms. Kennedy-Kline

*A motion is made by Ms. Kennedy-Kline to adopt Resolution 175-2025 closing out the DCNR grant for the Park Master Site Plan. Seconded by Mr. Wertz. Motion carried unanimously.

Vice President Botwright reports that closing day for the pool is Monday, September 1, Doggie Dip Day is September 6 from 10:00 a.m. – 3:00 p.m. and the Berks & Lehigh Canine Unit will be at the pool on Wednesday, September 10. Current pool hours are 12:00 p.m.- 6:00 p.m., with the final weekend of operation only being open to current members.

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

Employee Relations – President Kline

*A motion is made by Vice President Botwright to hire crossing guard Michael Adams as a back-up crossing guard at \$15/hr. Seconded by Mr. Wertz. Motion carried unanimously.

Approvals/Finance/Pension – Vice President Botwright

*A motion is made by Vice President Botwright to approve the minutes for August 5, 2025. Seconded by Mr. Wertz. Motion carried unanimously.

*A motion is made by Vice President Botwright to approve the bills payable for August 19, 2025. Seconded by Mr. Wertz. Motion carried unanimously.

*A motion is made by Vice President Botwright to adopt Resolution 174-2025 authorizing the Council President to sign the Winter Municipal Agreement with PennDOT. Seconded by Mr. Grim. President Kline and Mr. Gruber discuss the rate per mile in the agreement, with Mr. Gruber noting that the amount is paid once on an annual basis. Motion carried unanimously.

Vice President Botwright asks Council to gather quotes for the 2026 budget.

Community Outreach – Ms. Randazzo

The September 20 Community Yard Sale details have been posted. She will update the map as needed.

There being no further business, a motion is made by Mr. Wertz to adjourn the meeting. Seconded by Ms. Kennedy-Kline. Motion carried unanimously. Meeting adjourned at 7:54 p.m.

Respectfully Submitted,

Melissa Wagner - Secretary/Treasurer