

CHAMBER OF BOROUGH COUNCIL
Shoemakersville Borough

February 6, 2024

Vice President Botwright called the monthly meeting of the Shoemakersville Borough Council to order in the Shoemakersville Borough Office, 846 Main St. Shoemakersville, PA at 7:00 p.m.

In attendance: Amy Botwright – Vice President, Michael Grim, Dana Randazzo, Dana Smith, Joseph Wertz, Jr., Dustin Remp – Mayor, Lowell Leaman – Engineer – leaves at 7:13 p.m., Keith Mooney – Solicitor – leaves at 7:13 p.m., Paul Gruber – Borough Manager & Codes, Brandon Nabar – Junior Council Person, and Melissa Wagner – Secretary/Treasurer.

Absent from the meeting: Chris Kline – President, Tara Kennedy-Kline

Code Enforcement – Mr. Gruber

- **Permits & Notices:** Two notices were sent last month, with both matters being resolved. One cease & desist notice was sent for a shed being installed without an approved permit. The property owner will need to complete another zoning application and should include both the property and shed measurements on the paperwork.

Solicitor’s Report – Solicitor Mooney

- **Cable Franchise Agreement:** Solicitor Mooney and the borough manager spoke with a Comcast representative regarding the agreement. **He will redline the agreement and forward for review.**

Engineer’s Report – Mr. Leaman

- **Shoemakersville NPDES Permit Wastewater Treatment Plant:** Mr. Gruber asks how long the permit review period typically lasts, as the renewal application was submitted to PADEP on May 31, 2022, with the permit expiring on December 31, 2022. Mr. Leaman notes that while it is not uncommon for the review to take an extended period of time, he will speak with others in the ARRO office for their experience with similar situations.
- **Structural Inspection Report for 242 Main St.:** Mr. Grim asks for the status of the report, with Mr. Leaman noting that the report is in progress.

Fire Chief’s Report – Deputy Chief Tobias

Deputy Chief Tobias submits the 2023 incident type/location report to Council. In the future, he will email copies to the borough office.

Secretary’s Report/Correspondence – Ms. Wagner

The borough office will be closed on February 19 for Presidents’ Day.

Office hours have been updated to 8:00 a.m. – 4:00 p.m., being closed from 1:00 p.m. – 2:00 p.m.

Mayor’s Report – Mayor Remp

The January PA State Police report notes of 70 calls. Mayor Remp and Mr. Grim review the incidents.

Round 5 of the Hometown Heroes banner application period is open. One application has been received.

The first Neighborhood Watch Program meeting of 2024 will be February 10 at 10:00 a.m. at the borough office.

Operator/Manager's Report - Mr. Gruber

Mr. Gruber and Solicitor Mooney continue to review the proposed Comcast agreement.

Mr. Gruber and Mr. Wertz are working on the PTMA reconciliations.

Mr. Gruber reviews his email regarding the 2023 Annual Water Usage/Loss Report, which notes of approximately 240,000 gallons of water production unaccounted for loss, which has been attributed to bi-annual hydrant flushing, the 4-alarm fire at 2nd & Main Sts. and water distribution line breaks.

Mr. Gruber and Vice President Botwright discuss the new equipment/product supply agreement for Roberts Oxygen Company. There is a 400# and a 50# tank onsite at the pool. Staff will keep track of the product delivered, with the borough now to be paying at the end of the season, versus monthly, as was past practice. **Mr. Gruber will research the monthly rental fee from last year and compare it to the new agreement amount.**

Mr. Gruber would like to purchase the budgeted for inner core cable for the drain cleaning machine.

*A motion is made by Mr. Wertz to purchase an inner core cable from Fastenal at a cost not to exceed \$800. Seconded by Mr. Smith. Motion carried unanimously.

Mr. Gruber is requesting permission to purchase the following budgeted for items from Kuzan's: a new chainsaw with two extra chains and a backpack blower, for a total cost of \$1,439.96.

*A motion is made by Mr. Wertz to purchase a chainsaw & blades and a backpack blower from Kuzan's for \$1,439.96. Seconded by Mr. Smith. Motion carried unanimously.

Junior Council Person's Report – Mr. Nabar

Mr. Nabar continues working on his Know Your Local project, having 3 more Council members to interview. Once completed, the interviews will be posted on the website and social media, possibly by the end of February.

Property/Streets/Sanitation – Mr. Smith

The committee is reviewing dates to inspect roadways for the 2024 road project.

The engineer continues to work on the structural report for the borough garage.

Sewer – Mr. Wertz – nothing to report

Water – President Kline

Mr. Wertz reports that Suburban tested the water at Bell Trucking and the water plant on January 2 and that all requirements were met.

Parks & Recreation – Ms. Kennedy-Kline

Vice President Botwright has drafted a list of potential names for the committee for the Parks Master Plan. She has compiled data to send to the consultant.

*A motion is made by Mr. Wertz to advertise for the 2024 pool staff. Seconded by Mr. Smith. Motion carried unanimously.

Mr. Wertz reports that the AutoCAD PDF survey files of the park and office have been received from Mr. Felty.

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

Employee Relations – President Kline

Vice President Botwright asks that submitted recommendations for job descriptions and tasks be forwarded by February 16 for Council review.

Approvals/Finance/Pension – Vice President Botwright

*A motion is made by Mr. Wertz to approve the minutes for January 16, 2024. Seconded by Mr. Grim. Motion carried unanimously.

*A motion is made by Mr. Wertz to approve the bills payable for February 6, 2024. Seconded by Ms. Randazzo. Motion carried unanimously.

Mr. Wertz reports that the finance committee, borough manager and borough treasurer are completing an ongoing project to identify GL accounts that can be combined, removed, etc.

Community Outreach – Ms. Randazzo – nothing to report

New Business

Public Comment

Mark Paine (25 Main St.): Reports that a neighbor is parking his tractor trailer cab on Main St. As Mr. Paine's phone message to the office was not received until after the fact, Mr. Gruber requests that Mr. Paine call his cell phone as the situation occurs, so that it can be immediately addressed.

Mr. Paine notes that a vehicle is being partially parked on the sidewalk near 149 Main St. Vice President Botwright reports that per ADA regulations, 36" of sidewalk clearance is required.

Richard Geschwindt (603 Reber St.): Asks if the PA State Police report includes any citations for trucks driving on Reber St. The report is reviewed with a criminal mischief/non-reportable MVC incident being documented on January 5 at Reber St. & E. Noble Ave. Mr. Geschwindt notes that the truck traffic on Reber St. has currently reduced.

Mr. Geschwindt reports that the pooling of water continues at the Reber & 7th St. intersection, the entrance to his driveway and by the alley at the rear of his property. **Vice President Botwright responds that the matter will be looked into.**

Old Business

Mr. Grim asks if there has been any update on the police pension matter, with Vice President Botwright reporting that the issue will take quite some time to be finalized.

A motion is made by Mr. Wertz to adjourn the meeting. Seconded by Mr. Grim. Motion carried unanimously. Meeting adjourned at 7:24 p.m.

Respectfully Submitted

Melissa Wagner - Secretary/Treasurer