

**CHAMBER OF BOROUGH COUNCIL
Shoemakersville Borough**

June 18, 2024

President Kline called the workshop of the Shoemakersville Borough Council to order in the Shoemakersville Borough Office, 846 Main St., Shoemakersville, PA at 7:00 p.m.

In attendance: Chris Kline – President, Amy Botwright – Vice President, Michael Grim, Tara Kennedy-Kline, Dana Randazzo, Dana Smith, Joseph Wertz Jr. and Brandon Nabar – Junior Council Person – leaves at 8:39 p.m.

Absent from the meeting: Dustin Remp – Mayor, Paul Gruber – Manager & Codes

Visitor: Mark Koch – Shoemakersville Shopping Center/TSC

Attorney Koch thanks Council for renewing the temporary occupancy permit for Tractor Supply. He reviews his recent memo to Solicitor Mooney regarding ARRO's May 10, 2024 fire inspection memo for Tractor Supply. Attorney Koch and Mr. Homel were under the impression that the majority of items in the letter were either addressed or considered a non-issue, pursuant to the plan reviews and stamps. Attorney Koch notes his concern that the letter does not contain any citations referencing borough ordinances or the fire code. He notes that Tractor Supply's comments to the letter are noted in yellow.

Attorney Koch requests that ARRO respond with citations so that Tractor Supply understands what should specifically be addressed, as they feel all items have been responded to sufficiently. President Kline asks that each item be addressed in order.

1. The sprinkler shut off to the rear of the building is not locked or protected by bollards. Tractor Supply will resolve.
2. The egress from the building through the garden center is behind a locked gate. Tractor Supply suggests adding a 48" man-gate adjacent to the double gates.
3. An observation that the front access road is narrower than the 26' required.
4. The building requires two fire hydrants. Attorney Koch notes that while Chief Wagner is not part of the Tractor Supply discussion, it was the chief's opinion that a second hydrant was not needed. Attorney Koch reviews Tractor Supply's analysis based upon the NFPA standards, with the understanding that only one hydrant is required to meet the fire flow demand. Mr. Wertz discusses the flow rate and the required spacing for hydrants. Ms. Kennedy-Kline states that the concerns with the second hydrant relate to the obstacle created by the garden center and the decreased ease of access to that hydrant.
5. The garden center has fenced in the driveway which formerly provided access around the building. Attorney Koch notes that the FDC was moved outside of the fence. Mr. Wertz discusses the distance from the FDC around to the front of the building. Tractor Supply proposes to either revise the fence layout or to install a pole and chain for access. Chief Wagner discusses an FDC, which must be within 500' of a fire hydrant. One hydrant is within 350'.

He states that the current rating and sprinkler system meets the needs of the building. The FDC boosts the sprinkler system, applies pressure and puts water in; water is not pulled out from the connection. He and Council discuss hydrants and connections in the area.

6. The combustible trash and pallets being stored directly beside the fire department connection will be moved.
7. Dumpsters are directly beside the building and are required to be at least 20' from the building. Tractor Supply is requesting citation of the requirement.
8. The exit and egress area inside the store leading out to the garden center is blocked by a door noting "employees only beyond this point" which impacts safe and adequate egress from the store. Attorney Koch notes of a second sales floor egress door and references item #2, which notes of Tractor Supply's suggestion of adding a 48" man-gate adjacent to the double gates. President Kline suggests replacing the "employees only sign" to "fire exit only."

Council discusses any outstanding items that should be included in ARRO's response letter. Mr. Wertz and President Kline discuss items #4 and #5 and note that for #5, there is no hydrant to the rear of the building shown on the plan of record. Council and Attorney Koch discuss any liability the borough may have if there were a fire, noting that Council is responsible to enforce the rules, regulations and codes. President Kline reports that ARRO should have a response in time for the July 2 monthly meeting.

Attorney Koch and Council discuss the Home Elite license agreement. **Ms. Kennedy-Kline will reach out to Solicitor Mooney for a copy of the most recent draft.**

Fire Chief's Report – Chief Wagner

The department will be reapplying for the Federal Grant.

Vice President Botwright asks about ambulance coverage for the borough, with Chief Wagner noting that the borough is covered by Northern Berks EMS. Hamburg Ambulance is the next due department if Northern Berks is unavailable.

President Kline located information noting that combustible materials must be 20' or more away from a building. Mr. Wertz found material noting that dumpsters must be 5' away from buildings.

Manager's Report – Mr. Gruber

The Storz adapters were installed.

Property/Streets/Sanitation – Mr. Smith

Staff made repairs to the borough garage roof to stop water intrusion into the building. An additional quote for roof repairs is waiting to be received.

Sewer – Mr. Wertz – nothing to report

Water – President Kline

A seal for the valve at filter #1 is leaking and will be repaired in house. President Kline recommends filing a warranty claim if the seal is damaged.

President Kline cleaned the contacts and reset the drive for booster pump #2, as it was faulting on a communication issue.

President Kline and Mr. Gruber have been in communication with Renegade Solutions regarding the next phase needed to upgrade the water plant with remote access.

Parks & Recreation – Ms. Kennedy-Kline

Vice President Botwright discusses upcoming events at the Shoey Pool, noting of a moonlight swim, Bingo Day, Hotdog Day, Ice Cream Day, Olympics Day, Smores Night and a Member Appreciations Weekend.

Vice President Botwright discusses an incident that occurred at the pool that evening, whereby a pool patron became extremely belligerent with staff and was not willing to listen to why one of her adolescent guests was benched for misbehaving. The patron did later leave, noting that she would be visiting the borough office in the morning to demand a refund. She then returned to the pool and threatened the manger on duty with physical violence. After her departure, other pool patrons notified staff that she had been drinking alcohol at the pool throughout the day. Council discusses whether or not a refund should be issued. President Kline recommends prorating the refund from what she has already used versus the date the membership was purchased. The refund will be issued only if she signs an agreement agreeing to not return to the pool for the 2024 season. Council discusses possible updates to be made to the membership form for the future.

Law/Planning/Zoning – Mr. Wertz

A time extension request letter was received for the Bell Warehouse project. Council discusses the extension date of June 6, 2025. Mr. Wertz notes of the limit in the regulation that requires the municipality to act on land development plan submissions within 90 days. The 90 days were set to expire in July.

President Kline asks how a time extension could affect the protection of well #3 if Perry Township chose to adopt the borough's wellhead protection ordinance before the time expires. Council discusses the time extension length.

*A motion is made by Mr. Wertz to grant a 90-day time extension for the Bell Warehouse Subdivision & Land Development, set to expire on September 17, 2024. Seconded by Ms. Kennedy-Kline. Motion carried unanimously.

Employee Relations – President Kline

Vice President Botwright sent the updated job descriptions to the manager and secretary. The delinquent account list for water/sewer/trash bills is now on SharePoint.

Council discusses additional tasks that Mr. Nabar could complete once all GIS information has been compiled. Mr. Nabar reports that telephone pole data still needs to be recorded. He has been speaking with Mr. Gruber regarding the poles on private property, where he will need to either request access from the property owner or ask the owner to provide the pole number.

Ordinances have been scanned for the last 20 years. Vice President Botwright will be reviewing approximately 10 of those ordinances that had formatting issues. Mr. Nabar and Council discuss how to handle ordinances that are still in effect but are more than 20 years old. Mr. Wertz suggests continuing backwards through the ordinances, keeping track of whether or not the ordinance was superseded or amended. Mr. Nabar is currently working on manhole data.

Approvals/Finance/Pension – Vice President Botwright

*A motion is made by Vice President Botwright to approve the minutes for June 4, 2024. Seconded by Ms. Kennedy-Kline. Motion carried unanimously.

*A motion is made by Vice President Botwright to approve the bills payable for June 18, 2024. Seconded by Mr. Wertz. Motion carried unanimously.

Mr. Wertz has not received an update on the property/liability insurance values from Tompkins Insurance and notes that several borough locations, both structures and just land, were not currently covered on the plan.

Mr. Nabar notes that the ArcGIS maps are based off of the Berks County Parcel Tax Maps. Mr. Wertz can provide instruction on building inventory for the GIS.

Community Outreach – Ms. Randazzo

While the community yard sale went well, there appeared to be fewer shoppers than usual.

New Business

President Kline asks Council to review the employee medical insurance proposals. The cost to maintain the current coverage will be an additional \$3,200/yr.

Council discusses the borough owned storm water maintenance property located at the end of Lincoln St. While the area may be used by the public, it may not be officially rented, as the borough would not provide services for the area. Mr. Grim suggests posting the area with the rules.

Old Business

Council reviews the request for additional TNR vouchers for Berks Animal Hospital.

*A motion is made by Mr. Wertz to approve an additional 20 vouchers at \$30/each for a total of \$600 to be used at either Berks Animal Hospital or No Nonsense Neutering. Seconded by Ms. Kennedy-Kline. Council discusses increasing the number of vouchers. Mr. Wertz amends the motion to an additional 30 vouchers at \$30/each to be used at either Berks Animal Hospital or No Nonsense Neutering. Seconded by Mr. Grim. Motion carried unanimously.

Executive Session

Council recesses into executive session at 8:48 p.m. for personnel. Regular session reconvened at 9:45 p.m.

There being no further business, a motion is made by Ms. Kennedy-Kline to adjourn the meeting. Seconded by Mr. Smith. Meeting adjourned at 9:46 p.m.

Respectfully Submitted,

Melissa Wagner - Secretary/Treasurer