

**CHAMBER OF BOROUGH COUNCIL  
Shoemakersville Borough**

**June 6, 2023**

President Kline called the monthly meeting of the Shoemakersville Borough Council to order in the Shoemakersville Borough Office, 846 Main St. Shoemakersville, PA at 7:01 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 7:25 p.m., Keith Mooney – Solicitor – leaves at 7:25 p.m., Paul Gruber – Manager, and Melissa Wagner – Secretary/Treasurer.

Absent from the meeting: Chad Zimmerman – Zoning/Public Works

**Code Enforcement – Mr. Zimmerman** – no questions on the submitted report

**Solicitor’s Report – Solicitor Mooney**

- **Quick Start Agreement:** The Quick Start Agreement with Home Elite, Ltd. and Shoemakersville Plaza, L.P. is discussed. Mr. Wertz states that while a zoning permit was issued and building plans were submitted, no building application or land development plans have been presented. Mr. Kee reports that ARRO has only received plans related to the berm construction.
- **Amendment to General Obligation Note with Customer’s Bank:** Solicitor Mooney notes that LIBOR is being phased out. Customer’s Bank has agreed to pay Solicitor Rauch’s fees, while the borough will be responsible for Solicitor Mooney’s billings.

\*A motion is made by Mr. Wertz to authorize Solicitor Mooney to advertise the ordinance to adopt the amendment to the borough’s general obligation note, series 2015. Seconded by Ms. Kennedy-Kline. Motion carried unanimously.

- **Garbage/Recycling Contracts:** Specs for the contract will be submitted by June 9.

**Engineer’s Report – Mr. Kee**

**Headworks & Solids Handling Construction:** As 20% or above at 10-15 gal/min has been achieved, Mr. Kee reports that substantial completion of the project has been reached. Once a certificate of substantial completion is issued, the contractor can complete the punch list items and paperwork. Mr. Gruber discusses how the 20% has been achieved, with Mr. Wertz reporting that the mechanical change made was able to provide less gap and more back pressure.

\*A motion is made by Mr. Wertz to approve EECI payment application #11 for \$18,224.10, to authorize the engineer to issue substantial completion, and to extend the project for an additional 30 days to final completion. Seconded by Mr. Grim. Mr. Wertz amends the amount to \$16,224.10. Seconded by Ms. Kennedy-Kline. Motion carried unanimously.

- **Tractor Supply:** ARRO reviewed the berm construction plan submitted by the developer, to address ponding issues. Additional information was received on the drainage system that carries stormwater across the park. There are sections of deteriorated pipe where there is no bottom in the corrugated metal pipe. There is a spot where a guy wire anchor appears to be driven through the line.

Ownership of this line needs to be determined, with Solicitor Mooney noting that information related to easement, ownership, and any subdivision of the property can be found on the county's website.

\*A motion is made by Mr. Wertz to authorize the engineer first, then the solicitor, to research ownership of the storm sewer line from the Tractor Supply property to the borough property. Seconded by Ms. Kennedy-Kline. Motion carried unanimously.

- **2023 Road Maintenance Project:** Martin Paving Inc. submitted the lowest bid of \$52,934.56. If Council is agreeable, a Notice of Award should be issued.

\*A motion is made by Mr. Wertz to authorize the engineer to issue a Notice of Award to Martin Paving, Inc. for \$52,934.56 for the 2023 road project. Seconded by Ms. Kennedy-Kline. Motion carried unanimously.

- **PADEP Drinking Water Permit:** PADEP should have an update in the next week or two.

President Kline and Mr. Wertz discuss backflow prevention for commercial users. Mr. Kee reports that DEP requires such devices. This has now become part of the building codes; any new construction requires backflow prevention. As the borough does not have any ordinances for enforcement, **Mr. Kee is able to provide sample ordinances to Mr. Gruber.**

Even though backflow prevention is in the building code, Mr. Grim asks how the situation can be monitored once the equipment is installed, if the borough does not currently have an ordinance in place. Mr. Kee notes that an inspection would be part of the building permit process, with President Kline stating that an occupancy permit would not be issued for the Tractor Supply building if the proper equipment is not in place. The backflow prevention device is to be inspected on a regular basis. Solicitor Mooney states that the borough can issue a notice of violation if the device is found to not be working.

Mr. Wertz reports that the closest shut-off for the building is located at 9<sup>th</sup> & Reber Sts. If the tenant needed to turn off water to the building, then the water to CVS would be turned off. If the borough had to turn water off to the building, then CVS and some surrounding homes would also lose water. Mr. Wertz feels the building may need to have a meter shut-off pit installed. Mr. Kee states that this can be included in the agreement.

Solicitor Mooney and President Kline briefly discuss the Exeter Supply quotes for new meters, with President Kline stating that Exeter Supply is a Costars member.

### **Secretary's Report/Correspondence – Ms. Wagner**

The deadline to submit content for the summer newsletter to be delivered on June 17, is noon on June 12.

Employee medical insurance is scheduled to renew on August 1. The information will be reviewed at the June workshop.

The borough's electricity contract expires on December 31, 2023. Pricing from vendors/agents will be obtained over the next month or two.

### **Mayor's Report – Mayor Remp**

Mayor Remp is reviewing the 8 applications for the current cycle of Hometown Heroes banners.

Seven members, along with PA State Trooper Castillo, were present at the most recent Neighborhood Watch meeting. Tpr. Castillo has given positive feedback on the current Neighborhood Watch program.

He recommends either high visible paint or a stop sign at the 9<sup>th</sup> & Main St. cross walk. Mr. Grim reports that the trooper is also obtaining information on traffic camera speeding equipment. Mr. Grim states that if anyone obtains license plate information for speeding vehicles, it can be passed along to Tpr. Castillo, who could issue an unsafe driving condition citation. Tractor trailer traffic through the borough was discussed at the meeting. Mr. Grim has contacted Google, to see if in their navigation system, truck traffic can be routed such that it does not go through the borough.

Mayor Remp notes of the 85 incidents on the PA State Police report for May. He discusses an occurrence of breaking and entering by members of the motorcycle group, that took place at Keystone Military Families in April. Even though Kyle Lord called police at the time of the incident, and it was noted on the April police report, Mayor Remp asks why he was not personally contacted regarding the incident. He and Council discuss reporting procedures for police incidents.

### **Operator/Manager's Report - Mr. Gruber**

Mr. Gruber would like to purchase a new water heater for the wastewater treatment plant, as the current heater has leaks.

\*A motion is made by Mr. Wertz to authorize the purchase of a new water heater, per the Sid Harvey quote, for a cost of \$515.05. Seconded by Mr. Grim. Motion carried unanimously.

A final walk-thru for the headworks project is scheduled for Friday.

Mr. Gruber and President Kline discuss blower #1, which was shut down due to vibration and excessive noise. As new valves were installed in the blower room, they can be adjusted so that blowers #3 and #4 can be used until blower #1 is rebuilt.

Mr. Gruber and President Kline discuss the PADEP water permit that is under review, with Mr. Gruber noting that Renegade is scheduled for July 12 if need be.

### **Property/Streets/Sanitation – Mr. Smith**

Council discusses options for replacing the stop sign at 9<sup>th</sup> & Main Sts. While painting STOP on the roadway may be effective, it is not enforceable. **Mr. Gruber will contact PennDOT regarding regulations for stop sign placement.**

### **Sewer – Mr. Wertz**

Mr. Gruber is waiting on figures from Axiom for the blower repair.

Mr. Wertz reports that substantial completion of the headworks project has been achieved, but as the project was to be completed June 7, a 30-day extension was issued so the punch list can be finished.

### **Water – President Kline**

Mr. Wertz reports that an ordinance has been located permitting the borough to have access to properties to change and perform maintenance on water meters.

Mr. Wertz notes that the 8 water meters that were previously believed to be reading double were not actually doing so. Staff placed incompatible readers on those meters. Mr. Wertz plans to include information on water meters in the next newsletter. Meters can be verified along with the information required for the Lead & Copper Rule. Mr. Gruber and President Kline discuss the labeling system and documentation for the meter heads that were received. Mr. Wertz states that Exeter Supply reached out to Master Meters to obtain the needed replacement readers.

Mr. Wertz and President Kline discuss the Exeter Supply quote for water meters.

\*A motion is made by Mr. Wertz to purchase 100 5/8"x3/4"x7 1/2" MMJ3GG water meters at a cost of \$279/ea., for a total of \$27,900, from Exeter Supply quote 706115. Seconded by Vice President Botwright. President Kline asks if meters are in the budget, with Vice President Botwright noting that Mr. Gruber previously reviewed the budget, and while this number of meters was not included, funds from expenses that will not be purchased can be utilized. Motion carried unanimously.

### **Parks & Recreation – Ms. Kennedy-Kline**

\*A motion is made by Ms. Kennedy-Kline to hire summer pool staff for 2023; Heaven Lee at \$9/hr for the gate, Axton Kelly, Nolan Faust, Jacob Schrack and Ashton Leshner at \$11/hr for lifeguards, and salaried staff Sherry Ortiz, pool manager for \$4,500 Amy Botwright, aquatics supervisor for \$2,000 and Lauren Gardner, manager, for \$ 3,000. Mr. Wertz would like the aquatics supervisor rate increased to \$2,750. The motion is amended by Ms. Kennedy-Kline to increase the aquatic supervisor's rate to \$2,750. Seconded by Ms. Randazzo. Motion carried by a vote of 6 yes to 1 abstain, with Vice President Botwright abstaining.

Ms. Kennedy-Kline reports that Children's Fair went well.

The Lion's Club carnival will take place at the park on June 23 & 24.

Vice President Botwright reports that the pool passed the PA Dept. of Health pool inspection. The Dept. of Agriculture will inspect the snack bar later this summer.

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

### **Employee Relations – President Kline**

President Kline reports that Mr. Zimmerman has tendered his resignation. Council should review any project concerns with Mr. Gruber. Mr. Gruber has been meeting with Mr. Zimmerman to review information.

### **Approvals/Finance/Pension – Vice President Botwright**

\*A motion is made by Vice President Botwright to approve the minutes for May 16, 2023. Seconded by Mr. Wertz. Motion carried unanimously.

\*A motion is made by Vice President Botwright to approve the bills payable for June 6, 2023. Seconded by Mr. Wertz. Motion carried unanimously.

Vice President Botwright would like to discuss and finalize any grant/project wish lists at the June workshop. Mr. Wertz would like to research grants for ADA sidewalks and additional park recreation grants. Council discusses potential grant assistance.

Council discusses the coverage and premium increase for the borough's property/liability insurance. Mr. Wertz does not see major concerns with the increase, noting that the agent was onsite and took an inventory of assets.

\*A motion is made by Mr. Wertz to approve the insurance renewal from Tompkins Insurance. Seconded by Vice President Botwright. Motion carried by a vote of 6 yes to 1 no, with Ms. Kennedy-Kline voting no.

### **Community Outreach – Ms. Randazzo**

There were 43 homes that participated in the community yard sale. The fall sale will be in September. As there was a concern with signage for the sale, Ms. Randazzo will ask future participants to include the sale date on their signs and to remove the signage following the sale. Ms. Kennedy-Kline received feedback about residents not on main thoroughfares being permitted to set up tables at the borough park.

Others suggested having food vendors as well. Mr. Grim discusses future events and suggests having a flea market at the park.

## **New Business**

### **Public Comment**

**Jim Heckman (806 Main St.):** Would like Council to consider permitting any employees that are first responders to leave their job to aid at a call, without the loss of pay. President Kline notes that the borough currently follows the state guidelines and will consider Mr. Heckman's request.

**Mark Paine (25 Main St.):** Raises concerns regarding two tires that are on the sidewalk at 231 Main St. and the potential for mosquitos. **Mr. Gruber will speak with the property owner.** Mr. Paine also notes of high weeds and grass in front of 333-331 Main St. **Mr. Gruber will contact the property owner.**

**Richard Geschwindt (603 Reber St.):** Asks for the results of the water test, with Ms. Wagner stating that Suburban tested the water on May 2 at the water plant and New Era Logistics and that all results met the necessary requirements.

Mr. Geschwindt asks who will oversee zoning/code enforcement upon Mr. Zimmerman's departure, with Council reporting that the matter is to be determined.

**Jennifer Zettlemoyer (924 Apple Ln.):** Discusses the no parking in the alley notice that she received. She has lived in her residence since 2017 and neither she nor her landlord, who owned the property for 40 years, have ever had any issues. Vice President Botwright responds that the corresponding ordinance was discovered while code enforcement was researching another complaint. Ms. Zettlemoyer could park in her yard, but she does not wish to inconvenience her neighbor, Mayor Remp. She proposing removing her flower bed and parking in that area, although she does not know if this can be completed by her June 20 deadline. Mayor Remp feels that this would be a viable solution. Council discusses the extension and possible solutions. Ms. Zettlemoyer is to keep Council informed as to the progress of the parking area as the June 20 deadline approaches.

**Dean Adams (305 5<sup>th</sup> St.):** Notes that while the TNR of cats has been discussed, the matter of their feces in yards has not. His home is located between two areas where cats are being fed and he notices a lot of cats by his home. Ms. Randazzo discusses options to deter cats from yards and notes of her continued effort with Jillian Hyde and the ARL to work with everyone in resolving the matter. Mr. Adams and Mr. Grim discuss the possibility of issuing permits to the people feeding cats, in an effort to hold individuals responsible for the actions of the cats they are feeding. Mr. Wertz feels that public education and outreach would work best in this situation.

**Gary Billman (730 Main St.):** Noticed kids taking unattended bicycles from the park and school and would like Council to consider licensing bikes. Ms. Randazzo notes that a bike safety event is being held on June 24 from 10:00 a.m. to 2:00 p.m. at the Hamburg Middle School.

A motion is made by Ms. Kennedy-Kline to adjourn the meeting. Seconded by Mr. Wertz. Motion carried unanimously. Meeting adjourned at 9:06 p.m.

Respectfully Submitted,

Melissa Wagner - Secretary/Treasurer