

**CHAMBER OF BOROUGH COUNCIL  
Shoemakersville Borough**

**March 19, 2024**

Vice President Botwright 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:** Amy Botwright – Vice President, Michael Grim, Dana Randazzo, Dana Smith, Joseph Wertz Jr., Paul Gruber – Manager & Codes and Brandon Nabar – Junior Council Person.

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

**Fire Chief's Report – Chief Wagner** – nothing to report

**Manager's Report – Mr. Gruber**

Mr. Gruber reports that a prospective part-time seasonal employee was shown around the borough.

Mr. Gruber received the financial report from Schuylkill Valley EMS via email, that he forwarded to Council. He and Council discuss a prior email from Northern Berks EMS regarding funding.

\*A motion is made by Mr. Wertz to hire Michael Keller as a part-time seasonal employee at a rate of \$14/hr., contingent upon pre-employment testing. Seconded by Mr. Smith. Motion carried unanimously.

Mr. Gruber and Vice President Botwright briefly discuss the snow emergency ordinance, which will be fully reviewed at a later date.

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

Mr. Smith references the letter from the Berks County Board of Elections regarding the polling site location change to the borough hall, pending the required updates to the building. Mr. Wertz reports that as of 2 weeks ago, ARRO Consulting had not received an update on the LSA Grant status.

Mr. Wertz reports that Charlie Paris received the list of streets that require Penndot involvements, in order to prepare the bid paperwork. Mr. Gruber reports that Funk & Sons declined to bid on the project and that Mr. Methax is waiting to hear back from Sloan Paving. Mr. Wertz suggests reaching out to Martin Paving for quotes.

**Sewer – Mr. Wertz** – nothing to report

**Water – President Kline**

Mr. Gruber is waiting for an email from Moyer Well Drilling that will state the details concerning the pump end that needs to be purchased prior to having well #6 pulled.

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

Vice President Botwright met with Mr. Gruber and Mr. Methax to review pool preparation items.

Vice President Botwright notes of the Scibble tournament to be held at Ollie's Tavern on March 22 at 7:00 p.m. and the Egg Hunt to be held at the borough park on March 23 at 3:00 p.m.

Children's Fair will be held on June 1, with the theme of The Olympics. Earth Day is April 20. Vice President Botwright is scheduling a meeting with the Park Master Plan Study Committee.

### **Law/Planning/Zoning – Mr. Wertz**

The committee will review the Bell Warehouse application. Council briefly discusses the land development plan and review timeline. **Mr. Gruber will forward the application to ARRO for review.**

Mr. Wertz reports that Home Elite has requested the borough send the plans to ARRO for review, so that the land development plan can be closed out. The property owner will provide additional funds if the escrow has been depleted.

Vice President Botwright reports that Mr. Nabar has converted all ordinances since 2000 and is finalizing the format in order to move forward with codification.

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

\*A motion is made by Mr. Wertz to approve the minutes for March 5, 2024. Seconded by Mr. Grim. Motion carried unanimously.

\*A motion is made by Mr. Grim to approve the bills payable for March 19, 2024. Seconded by Mr. Wertz. Motion carried unanimously.

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

Ms. Randazzo and Vice President Botwright are working on the social media link for the next community yard sale.

### **New Business**

#### **Public Comment**

**Chief Wagner (Shoemakersville Fire Co.):** Chief Wagner and Mr. Gruber discuss Mr. Gruber's email regarding Storz parts for fire hydrants. Mr. Wertz asks Mr. Gruber to add the painting of the fire hydrants on Pennsylvania Ave. to the public works job list.

Mr. Wertz discusses his conversation with Mark Koch regarding the requested letter of support for the Perry Commercial Center. Attorney Koch had noted that this letter relates to a new grant that is different from the previously applied for grant.

\*A motion is made by Mr. Wertz to authorize either the **council president, vice president or borough manager to sign a letter of support** relating to Home Elite's application for the Economic Development Business in Our Sites program. Seconded by Mr. Grim. Motion carried unanimously.

Mr. Grim discusses a PSAB email regarding the USDA Community Facilities Loans & Grants that could potentially aid the borough in funding the borough hall ADA updates or the fire company in purchasing equipment. Vice President Botwright notes that USDA grants tend to favor rural areas, with the borough often being classified as urban.

### **Old Business**

Vice President Botwright discusses accessing files and file syncing in Sharepoint. A file in Sharepoint can be viewed on a computer, such that any changes made to the computer file will also be made to the file in Sharepoint.

**Employee Relations – President Kline**

Council and Mr. Gruber review job duties for the public works employees & supervisor, the borough manager and secretary/treasurer.

There being no further business, a motion is made by Mr. Wertz to adjourn the meeting. Seconded by Mr. Kline. Meeting adjourned at 8:39 p.m.

Respectfully Submitted,

Melissa Wagner - Secretary/Treasurer