

**CHAMBER OF BOROUGH COUNCIL  
Shoemakersville Borough**

**May 16, 2023**

Vice President Botwright called the workshop of the Shoemakersville Borough Council to order in the Shoemakersville Borough Office, 846 Main St., Shoemakersville, PA at 7:02 p.m.

**In attendance:** Chris Kline – President, Amy Botwright – Vice President, Michael Grim, Tara Kennedy-Kline, Dana Randazzo, Dana Smith, Joseph Wertz, Jr., Paul Gruber – Manager, Kim Holman and David Kee – ARRO Consulting.

Absent from the meeting: Dustin Remp – Mayor

**Manager’s Report – Mr. Gruber**

Mr. Gruber would like to purchase a moisture analyzer for the press, as it would allow staff to make a faster decision on process control, based upon how much polymer, water, or sludge is going into the mix. A demo unit from Data Support Company would cost approximately \$2,151 plus shipping. A new unit would be almost \$4,000. Disposable aluminum dishes, 80 pieces for \$44, would also be needed.

\*A motion is made by Ms. Kennedy-Kline to approve the purchase of the demo unit moisture analyzer and dishes for a cost not to exceed \$2,200. Seconded by Mr. Wertz. Mr. Gruber notes that shipping costs are also needed. Ms. Kennedy-Kline amends the motion to include shipping at cost. Seconded by Mr. Wertz. Motion carried unanimously.

Mr. Gruber spoke with Beth Burkovich regarding the borough’s ARC GIS system. He has also been in contact with Chad Ganley at Kutztown University regarding internship opportunities. Mr. Gruber thanks Vice President Botwright for the contact information. Mr. Gruber is waiting to hear from Brian Wellar at Berks 911, to determine if they could provide gps locations for the borough’s fire hydrants. He also plans to speak with Jen Bensinger from Spring Township for feedback on the GIS system.

Mr. Gruber reports that the pool has been painted and is being filled with water.

Mr. Gruber presents the updated report on unread water meters. Council discusses the reasons why some meters were not read; faded numbers, battery died. Mr. Gruber also reports that some of the new meters are reading double. They appear to be in the same batch and are being addressed as they are reported. Council discusses test methods for the meters. Mr. Zimmerman is waiting for a response back from Exeter Supply regarding the meter’s mechanical issues. **President Kline will meet with Mr. Gruber to further discuss the meters.**

Mr. Gruber has begun the lead/copper inventory that is due in October 2024. Ms. Randazzo can assist with the process by performing property searches.

Mr. Gruber thanks Mr. Smith for his assistance in purchasing the toilets and installation supplies for the pool.

Mr. Gruber provides a status update on budgeted equipment and projects for 2023. He and Council note that budgeted items, not including consumables, are not automatically approved for purchase and should go before Council if it is over a certain monetary amount.

Fire hydrants will be flushed the week of May 22.

Mr. Gruber, Council, and Ms. Holman discuss AV equipment for the meeting room.

Council and Mr. Gruber discuss the borough's volatile suspended solids percentage level. Mr. Gruber reports that the plant is still not making 20% sludge. Mr. Wertz discusses the results of Mr. Gruber's testing of what comes out of the clarifiers, the digesters, and the back end of the new press, with numbers for input ranging from 1% to 1.8%. **Mr. Wertz will research the remedy portion of the contract.**

Kim Holman, office manager/client manager for the Birdsboro ARRO Consulting office discusses her role in the firm, and the Client Manager position shared by Mr. Overberger and Engineer Smith. Mr. Overberger has moved to ARRO's sales department and David Kee will be taking over as the borough's engineer. Engineer Kee discusses his background in engineering. While Engineer Smith will oversee his remaining projects, Ms. Holman, Engineer Kee, and Engineer Kopp will manage the headworks project.

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

Bids from Asphalt Maintenance Solutions and Martin Paving are opened for the 2023 road project. Both bids for the fog seal were around \$10,000. However, there is a \$10,000 difference for chip seal, with Martin Paving being lower. Council discusses the bids and firms. **ARRO will further review the bids.**

Mr. Wertz discusses chip seal, which is classified as maintenance, and mill & overlay, which is considered an alteration and would require ADA upgrades. **Engineer Kee will research ADA grants in Berks County.** ADA standards are discussed.

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

**Water – President Kline** – nothing to report

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

\*A motion is made by Vice President Botwright to hire Kaeli Cox and Brandon Nabar at \$9/hr for gate coverage, to be increased to \$11/hr should they complete and pass the lifeguard certification. Seconded by Mr. Wertz. Motion carried unanimously.

\*A motion is made by Ms. Kennedy-Kline to add payment of porta johns for the Children's Fair to the agenda. Seconded by Mr. Grim. Motion carried unanimously.

\*A motion is made by Ms. Kennedy-Kline to fund 2 porta johns for Children's Fair. Seconded by Mr. Smith. Motion carried unanimously.

Volunteers and donations are need for Children's Fair. Set-up for the fair will be Friday, June 2 at 4:00 p.m. and Saturday, June 3 at 7:00 a.m.

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

Mr. Gruber and Mr. Zimmerman are monitoring the progress of the Tractor Supply property.

Mr. Wertz discusses his concerns regarding the stormwater ramifications for the property area, as well as the lack of any accompanying plans for land development. Plans have been submitted for interior renovations.

Tractor Supply received a borough zoning permit, however the plans for that permit differ from the developer's plans.

**Employee Relations – President Kline** – nothing to report

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

\*A motion is made by Vice President Botwright to approve the minutes for May 2, 2023. Seconded by Mr. Wertz. Motion carried unanimously.

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

Council discusses the Customer's Bank 2015 note, with Mr. Wertz reporting that the proposal is for both parties to pay for their own legal fees related to the change from LIBOR to SOFR. He is awaiting feedback from Solicitor Mooney.

**Community Outreach – Ms. Randazzo**

Ms. Randazzo met with Jillian Hyde to discuss TNR for the borough. Ms. Randazzo reports that the borough's options include contracting with the ARL for the yearly fee of \$1,500. The contract would allow for up to 4 TNR/day and include animal control services. Ms. Hyde discusses the TNR process with the ARL. She has also reached out to the Berks Animal Hospital, who is willing offer a TNR voucher program similar to the one the borough has with No Nonsense Neutering, for a \$50/TNR cost. Any of the 10 vouchers that would not be used in a year's time would roll over to the next year. **Ms. Randazzo will work on the ARL contract and the Berks Animal Hospital voucher program.**

**New Business**

President Kline reports that a large tree branch at the park fell on a resident's vehicle parked by the ballfield behind his home at 813 Main St. The resident filed a claim with his insurance company and is requesting reimbursement of his deductible of \$500. Council chooses not to reimburse for the deductible, as there was no negligence on behalf of the borough.

Mr. Grim provides an informational packet and briefly reviews the DCED workshop that he attended. Fadia Halma with the DCED can review borough projects to determine what grants may be available.

\*A motion is made by Vice President Botwright to approve the Kline's proposal of \$6,985 for the digester sludge pumping. Seconded by Mr. Grim. Mr. Wertz voices concern over the price increase. Motion carried by a vote of 6 yes to 1 no, with Mr. Wertz voting opposed.

There being no further business, a motion is made by Mr. Wertz to adjourn the meeting. Seconded by Ms. Kennedy-Kline. Meeting adjourned at 9:07 p.m.

Respectfully Submitted

Melissa Wagner - Secretary/Treasurer