

**CHAMBER OF BOROUGH COUNCIL
Shoemakersville Borough**

June 15, 2021

President Kline called the teleconference of the Shoemakersville Borough Council to order at 7:04 p.m.

In attendance: Chris Kline – President, Amy Botwright – Vice President, Tara Kennedy-Kline, Dana Randazzo – arrived late, Dana Smith, Joseph Wertz, Jr., Paul Gruber – Manager, and Ed Overberger – Engineer.

Absent from the meeting: John Leshner, Chad Zimmerman – Foreman, Dustin Remp – Mayor

Engineer’s Report

Mr. Overberger reports that the Chapter 105 permit for the headworks and solids handling project was submitted and is under technical review by DEP.

Mr. Overberger notes that the bids specs posted on Pennbid for the road project were distributed to seven contractors. Bids will be opened on July 6.

Mr. Overberger reports that the Small Project Grant for the water system expires June 30, 2023.

Engineer Smith forwarded a copy of the Park Grant paperwork to Vice President Botwright for review.

Mr. Overberger discusses the PCB Pollutant Management Plan, noting that the 2 highest PCB points were the two manholes that flow in from PTMA. Ms. Brenner recommends coordinating a meeting with PTMA to discuss the situation. Mr. Overberger and Council discuss the matter, with **Mr. Wertz noting he will be contacting the SMA Chairman to set up a joint meeting.**

Ms. Brenner and Mr. Dietrich have been discussing the sewer system root treatment. Mr. Gruber will be meeting with them to further review the matter. Mr. Overberger and Council discuss the root treatment project and Mr. Gruber’s involvement with that and future borough projects.

Mr. Overberger briefly discusses the borough’s Capital Improvements Plan.

Manager’s Report – Mr. Gruber

Mr. Gruber has been reviewing software companies for an asset management and recording keeping system that he wishes to implement within the borough. He is also looking into a time clock system for the employees.

Mr. Gruber is working with Mr. Zimmerman on a fire hydrant program as well, which will include a record keeping system for testing. Mr. Gruber has been working with Mr. Dietrich in documenting the filter press room, with the first step being to create a list of all the assets. **As Mr. Fager has extensive experience with computer systems, Mr. Gruber will ask him if he would be interested in building a simplified platform for maintenance and asset tracking.**

Mr. Gruber met with Security Services in the new building. He has forwarded prior quotes to Council for the alarm system. Mr. Gruber has sent his ideas for the new office building floor plan to President Kline.

Mr. Overberger discusses ArcGIS, a non-proprietary software that ARRO uses to aid in setting up asset management plans. Mr. Gruber will be creating a spreadsheet to use for asset listing. Mr. Wertz and Mr. Overberger discuss ArcGIS, with **Mr. Overberger stating that he will see if the borough may already own the software and whether or not ARRO is set to maintain it for the borough.**

President Kline discusses the format for the manager's report during meeting, with Council agreeing to keep the report separate from the committee reports.

Property/Streets/Sanitation – Mr. Smith

President Kline gives an overview of the quote of \$2,800 for the new office security system. Council discusses the quote, with Mr. Smith recommending the addition of smoke detectors for the system.

Mr. Gruber will contact Security Services to further discuss what is included in the fire detection and notification portion of the quote, as well as fire detection for the borough garage and pool.

President Kline shows the new office layout, with Council discussing possible options, including a buzzer entry to the office and ADA renovations to the bathroom. Mr. Overberger notes of what was done at his municipality for a lobby and restroom.

Council discusses the fire hydrants and adapters noted in the budget, with Mr. Smith asking to have this information included in Mr. Gruber's hydrant maintenance program. Mr. Smith and Mr. Gruber discuss the adapters. Mr. Overberger notes of the differences in the multiple threads and the increased prices of steel.

Sewer – Mr. Wertz – nothing to report

Water – President Kline

President Kline will meet with Mr. Gruber to discuss the Small Water Grant award and project.

Mr. Overberger states that now may not be the best time to obtain quotes, due to the increase in construction costs. He also recommends having a price de-escalator if the borough would agree to a price escalator.

President Kline reports on proposed Senate Bill 597, which would impose additional requirements and restrictions on municipalities running their own water system. The water supplier would need to pay the cost to replace any lead lined pipes, even if they would be customer owned. He provides further details on the proposed bill, noting that if the municipality would not meet the new requirements, the system would then become PUC regulated. **He will reach out to Senator Argall, and Mr. Wertz will contact Representative Knowles.** Mr. Overberger briefly discusses PUC regulation and recommends discussing the proposed bill at the next monthly public meeting, to inform residents.

*A motion is made by Mr. Wertz to authorize the Council President to draft and sign a letter extending the borough's non support of Senate Bill 597. Seconded by Mr. Smith. Motion carried unanimously.

President Kline, Mr. Gruber, Mr. Zimmerman, and Mr. Dietrich will meet to discuss new meter reading equipment. He asks **Mr. Gruber to contact Exeter Supply to set up a presentation on the equipment.**

Vice President Botwright notes that any new software should be able to tie into the borough's current billing system. Currently, a program through AaaTeX is being utilized to export the data from the meter reader and link it into QuickBooks.

Mr. Overberger asks if the borough performed any recent water loss calculations to determine how much water is potentially being lost through the current meters. President Kline and Mr. Overberger discuss water loss and water rate studies, both of which were previously performed by Engineer Smith.

Parks & Recreation – Ms. Kennedy-Kline

Children's Fair went well. Ms. Kennedy-Kline notes that attendance at the pool has been high. The park program has started. Vice President Botwright created an online registration form for the program.

An incident occurred at the pool, whereby two kids were caught dismantling shower heads and placing them in the toilet. The manager on duty completed an incident report. Food concessions are going well.

Vice President Botwright thanks for the assistance in dealing with the trash situation at the pool. However, she notes that recycling was not picked up that day. She may be looking into lifeguard classes, as several individuals have expressed interest.

Ms. Kennedy-Kline would like to update the park rules and signage at the location. Vice President Botwright reports that the black barricades near the park equipment are working well to hold the mulch.

Law/Planning/Zoning – Mr. Wertz

Mr. Wertz discusses the proposed sign ordinance. Council discusses the ordinance, with Mr. Wertz stating he will be reaching out to Solicitor Mooney for definitions regarding hate speech, threat, obscenity, temporary, flag, and sign. Council discusses if content could/should be regulated, square footage of signs to be permitted on private residential property, and regulations for signs attached to buildings.

Vice President Botwright has referred Mr. Zimmerman to Mr. Wertz for input on the noise created by working on a 4-wheeler and how that would tie into the nuisance and noise ordinances.

President Kline discusses elected official liability, noting that the borough would be covered through the insurance, until it would be proven that Council did not act on official business. Mr. Wertz clarifies that the moment action occurs outside of borough business is when someone would be held individually responsible.

Vice President Botwright attended the recent Schuylkill River Planning Commission meeting. The committee will be submitting draft plans to bring the trail through the borough. The commission is currently in the RFP stage.

Employee Relations – President Kline – nothing to report

Approvals/Finance/Pension – Vice President Botwright

*A motion is made by Mr. Wertz to approve the minutes for June 1, 2021. Seconded by Ms. Randazzo. Motion carried unanimously.

*A motion is made by Ms. Kennedy-Kline to approve the bills payable for June 15, 2021. Seconded by Mr. Wertz. Motion carried unanimously.

Vice President Botwright discusses the potential to move from the desktop version of QuickBooks for accounting, to QuickBooks online, as then Council and Mr. Gruber would have access to financial information at any time. Council discusses the matter, but takes no immediate action.

Safety – Mayor Remp

Ms. Randazzo would like to see a monthly report from the State Police. Mr. Gruber spoke with Mayor Remp, who noted that a trooper does attempt to submit a report and attend a meeting, although this has not

recently been followed through on. Mr. Gruber is asked to reach out to the PA State Police for a monthly report.

Mr. Smith feels the Code Red announcement for the Children's Fair Parade went well. President Kline reports that the Code Red system is geographically limited, but that individuals outside of the borough can call the office to be added to a call list, whereby they can still receive any notifications. He further notes that Perry Township is also looking into utilizing Code Red.

President Kline notes that the borough previously had a Crime Watch Program which was run through the PA State Police. The Neighborhood Watch Program is a program run through the National Sheriff's Association. As such, the borough should pass a resolution acknowledging formation of the group. He reviews the resolution he has drafted.

*A motion is made by Mr. Wertz to authorize the Council President and Secretary to sign Resolution 141-2021, acknowledging formation of the Neighborhood Watch Program in Shoemakersville. Seconded by Ms. Randazzo. Motion carried unanimously.

Old Business

Vice President Botwright has forwarded the photos to Rileigh's for the Hometown Heroes banners.

Rileigh's has noted that two photos were missing. One photo was located, with the remaining photo and application being missing. Mayor Remp has been contacted for the missing information.

There being no further business, a motion is made by Mr. Wertz to adjourn the meeting. Seconded by Vice President Botwright. Meeting adjourned.

Respectfully Submitted,

Melissa Wagner
Secretary/Treasurer