

MINUTES OF THE BIRDSBORO BOROUGH COUNCIL MEETING
NOVEMBER 4, 2019 7:00 P.M. – BOROUGH HALL

Council Members Present: Richard Happel, President David Blank, Member
Neil McCauley, Vice President Anthony Scioli, Member
Joseph Peterson, Mayor Mary Ann Cotter, Member (via phone)
Robert Myers, Member Austin Peterson, Member

Jr. Council Member Not Present: Ashley Gieringer

Staff & Professionals: Seth Riegel, Police Sergeant Bonnie L. Frisco, Administrative Assistant
Terry Weiler, Solicitor Brian Boyer, Engineer

Call to Order: President Happel called the meeting to order at 7:00 p.m. and led the Pledge of Allegiance to the Flag.

Opening prayer was led by Councilwoman Cotter.

APPROVAL OF MINUTES

- **MOTION** was made by Vice President McCauley and seconded by Councilman Blank to approve the minutes of the October 7, 2019 Budget meeting. Motion carried 5-0 with Vice President McCauley and Councilman Scioli abstaining due to their absence at the October 7, 2019 budget meeting.
- **MOTION** was made by Councilman Peterson and seconded by Vice President McCauley to approve the minutes of the October 21, 2019 Council meeting (as amended) and Budget meeting minutes. Motion carried 7-0.

BILLS LIST

- **MOTION** was made by Councilman Peterson and seconded by Councilman Blank to approve the Bills List dated November 4, 2019, and the Checks for Ratification dated October 22, 2019 through November 3, 2019. Motion carried 7-0.

MANAGER'S REPORT

Code Enforcement and Building Code Official

- Bradley Pflum and Michael Schwenk of LTL Consultants and Joe Chrisman of MAC Resources, applicants for the position of Code Enforcement and Building Code Official, were present. There was review of the applicants' certifications and availability. LTL Consultants requires a 24-hour inspection notice whereas MAC Resources requires a 48-hour inspection notice. Vice President McCauley noted the commercial rates for LTL Consultants are higher but Michael Schwenk has worked in the Borough prior.
- **MOTION** was made by Vice President McCauley and seconded by Councilman Scioli to appoint LTL Consultants for Code Enforcement and Building Code Official services. Motion carried 7-0.

2020 Mission Birdsboro 5K and 1 Mile Fun Run

- Discussion of the 2020 Mission Birdsboro 5K and 1 Mile Fun Run was tabled to next meeting when a representative of the event will be present to answer questions.

Crime Alert Berks County Donation Request

- Action on the Crime Alert Berks County Donation request has been tabled to next meeting pending further information, in particular the suggested level of support chart.

Halter Landscaping

- Halter Landscaping is requested to attend the next Birdsboro Hometown Christmas meeting to discuss the Christmas lighting proposal. Approval of proposal is tabled.

ENGINEER'S REPORT

- Engineer Boyer reviewed his report with Council. Councilman Blank inquired about the gravel road near the Water Treatment Plant on the other side of the Haycreek pit. Engineer Boyer noted there was a PA One Call but it is not known what is in the pit. Councilman Blank asked why part of Hampton Drive is gravel and Engineer Boyer noted the gravel was given to the Borough.

MAYOR/POLICE DEPARTMENT REPORT

- Sergeant Riegel commended Council on their decision to hire Chief Trupp and noted the Police Department is running smoothly.
- Mayor Peterson complimented the Rotary Club Halloween Parade. Mayor Peterson noted he was asked to speak at the Birdsboro Power 'flip the switch' event and many Council members and other elected officials were present.
- Sergeant Riegel exited the meeting at 7:55 p.m.

MUNICIPAL SERVICES/DEPARTMENT REPORTS:

1. Water Department: Report to be provided in next Council packet.
2. Sewer Department: Report to be provided in next Council packet.
3. Streets Department: Report to be provided in next Council packet.

EMERGENCY MANAGEMENT: Report to be provided in next Council packet.

FIRE DEPARTMENT: Report to be provided in next Council packet.

SOLICITOR'S REPORT

Administrative Board of Appeals

- The Administrative Board of Appeals needs to be filled and applicants must be residents and have construction trades experience. Councilman Blank volunteered and Solicitor Weiler will check to see if Councilman Blank can serve on the Administrative Board of Appeals while he is still on Council.

Board of Health

- Council thanked Dr. Buczewski for volunteering for the Board of Health but there has been difficulty filling the positions for the Board of Health. Council will need to discuss whether to retain or eliminate (by Ordinance adoption) the Board of Health.

Recreation Board Ordinance

- Review of the Recreation Board Ordinance is tabled to the November 18, 2019 meeting.

Hold Harmless Agreement with Robeson Township for Watershed Patrol

- Review of the Hold Harmless Agreement with Robeson Township for the Watershed Patrol is tabled to the November 18, 2019 meeting.

COUNCIL/COMMITTEE REPORTS

- Councilman Myers distributed pictures of the Schuylkill River Trail donated items of a Fix It Station and an Air Pump-Tool Station and noted that what Bob Folwell is suggesting is that the signs (decals) be wrapped on the air kit and tool station. The signs depict all the trailheads and will provide a 'you are here' sign to aid trail users.
- **MOTION** was made by Councilman Myers and seconded by Councilman Peterson to approve the Fix It Station and Air Pump Tool Station and the signs (decals) as presented. Motion carried 7-0.
- Councilman Scioli noted the American Legion Post 626 and Daniel Boone Athletics Association did a great job on the field drains and seeding.
- Councilwoman Cotter wished President Happel and Vice President McCauley good luck on the election.

PUBLIC COMMENT:

- Chris Swenda, representative of American Legion Post 626 noted the Legion has created a 5-year plan for the American Legion Post 626 ball field but noted the list may need to be updated and noted the concession stand was not formerly on the radar. Noted was that in 2019 the American Legion Post 626 has put \$98,000 into the community. Mayor Peterson asked Solicitor Weiler if in kind work could count as a contribution and Solicitor Weiler noted if the amount is over \$20,600 there would be a need to bid. Councilman Blank noted there may not be sewer close by. Mr. Swenda noted that the Legion can contribute another \$25,000 in January.
- Tom Brumgard, 908 Union Street, noted the donation from the Schuylkill River Greenway Association for the trailhead. Mr. Brumgard asked about the progress of the search for a Borough Manager and Vice President McCauley noted that interviews were completed and there will be an Executive Session this evening to discuss the issue. Mr. Brumgard thanked Councilmen Blank and Peterson for their service on Council.
- Don Wary, 511 Jefferson Street, noted he heard that Berks Encore was moving from the Community Center, Mayor Peterson noted he did not hear that news. President Happel will investigate the matter.

EXECUTIVE SESSION

- Council recessed into Executive Session at 8:38 p.m. and reconvened at 8:57 p.m. The Executive Session was to discuss personnel.
- **MOTION** was made by Councilwoman Cotter and seconded by Councilman Blank to extend an offer for the Borough Manager position to Kelly J. Yanos for a salary of \$53,500 with a minimum of 32 hours per week to include the typical Borough benefits and to extend offer to Bonnie L. Frisco, Administrative Assistant, for the Treasurer position to receive the same hourly rate as the current Treasurer. Motion carried 7-0.
- **MOTION** was made by Councilman Myers and seconded by Councilman Blank to advertise the Administrative Assistant position. Motion carried 7-0.

- **MOTION** was made by Councilman Myers and seconded by Councilman Blank to increase Kelly J. Yanos' and Bonnie L. Frisco's pay by \$1 per hour until the Receptionist/Administrative Assistant position is filled. Motion carried 7-0.

ADJOURNMENT

- The meeting was adjourned at 9:13 p.m.

Respectfully submitted,

Bonnie L. Frisco
Administrative Assistant