

Meeting of the Mount Penn Borough Council

Mt. Penn Borough

Oct 25, 2022 at 7:30 PM EDT to Oct 25, 2022 at 9:30 PM EDT

200 N 25th St, Reading, PA 19606

Agenda

I. CALL TO ORDER

Presenter: Troy Goodman

II. PLEDGE TO THE FLAG

Presenter: Troy Goodman

III. ROLL CALL

Presenter: Troy Goodman

IV. AUDIENCE PARTICIPATION

Presenter: Troy Goodman

A. The Winks - 2601 Philmay Terrace

- Discuss connection from their stream to the Krafczek property

B. Val Rodriguez - 2235 Ochre St

- Cameron Street No-Parking Ordinance

V. ENGINEERING

Presenter: Chris Falencki

A. PERMITS ISSUED

- Zoning Permits-Issued various applications.
- Building Permits-Issued various applications.

B. PLANNING ITEMS

- Hartline Subdivision - Plan reviewed by the PC. Awaiting Zoning decision.

C. CONSTRUCTION PROJECTS (SUBDIVISIONS AND LAND DEVELOPMENT)

- Mt. Penn Townhomes - Inspecting construction.
- 270 Friedensburg Road- Inspecting retaining wall and site.

D. MISCELLANEOUS

1. **ADA Handicap Ramp Projects** - Resolution adopted. Draft bidding documents prepared.
2. **Handicap Ramp Center/Cumberland** - Work in progress.

3. **Endlich Av. Pipe Restoration** - Contract documents sign, awarded project and reviewed shops.
4. **DCED Multimodal Grant**-Work proceeding and inspected. See attached payment request and Change Order for waterline. DCED Application# 1 submitted.
5. **Borough Hall Roof** - Work completed. Currently in maintenance period. Bond received. See attached retainage release request.
6. **2022 Road Projects** - Prepared paving bidding. PennDOT approved project.
7. **DCED "LSA" Grant** - Awaiting grant award.
8. **Sidewalk Ordinance Chapter 21** - Awaiting Ordinance adoption.
9. **MS4** - DEP approval received. See attached.
10. **Stormwater Ordinance** - Preparing small project application.

VI. STREETS

Presenter: Rick Lombardo

A. Mark CPR Certified - Completed

- Payment will be invoiced for \$30

VII. ACTION ITEMS FOR APPROVAL

Presenter: Troy Goodman

A. Minutes from previous meeting

Presenter: Troy Goodman

B. Finance Report from previous month

Presenter: Troy Goodman

Bank Account Balances @ October 25, 2022

- Checking \$119,667.03
- Savings \$733,414.19
- Liquid Fuels \$133,001.13
- Loan Account \$78,605.32
- Fire Tax \$14,622.86
- Ambulance \$26,458.61
- Street Lights \$19,143.93
- Total \$1,124,913.07

C. Mayors request for YTD Tax Revenues compared to the Budget

- Budget: \$830,189.60
- Actual Collection: \$783,896.06
- Difference: \$46,293.54

See attached

D. Payment of Bills

Presenter: Troy Goodman

VIII. LIASION REPORTS

Presenter: Troy Goodman

A. Fire Company

Presenter: Rick Lombardo

B. MPBMA

C. AVMA

D. Planning Commission

E. Aulenbach Cemetery

Presenter: Joseph Cunliffe

F. Police Commission

IX. COUNCIL PRESIDENT REPORTS

Presenter: Troy Goodman

- Procedure when not able to attend Workshop or Business Meetings

X. COMMITTEE REPORTS

Presenter: Troy Goodman

A. Park and Public Property

Presenters: Joseph Cunliffe, Roger Reto

B. Solid Waste/Public Utilities

Presenters: Joseph Cunliffe, Roger Stief

- Discuss Trash and Recycling Contracts
- Motion to invoke contract extension

C. Insurance/Pension

Presenter: Roger Reto

D. Personnel

Presenter: Troy Goodman

Vote to edit hours of Tanya from start date

1. Shannon Billman - Resignation Acceptance

Presenter: Troy Goodman

2. Employee Handbook - Motion to Accept

Presenter: Troy Goodman

3. Office Hours (from July 26th to Sept. 18th)

Presenter: Troy Goodman

- Vote to Approve Avg. of 27.5 hrs / week (vs. forecasted 25 hrs / week)
- See attached email thread

4. Open Borough Secretary Position - Status

- 3 interviews scheduled this week

E. Codes

Presenters: Rick Lombardo, Roger Stief

1. Codes Report

See single copy print out as reference

F. Finance

Presenter: Troy Goodman

1. Mayor Ryan Mauer's request for QuickBook access (update)

Presenter: Troy Goodman

Outcome:

- View only is not an option with QuickBooks
- We have 5 seats, all of which are taken or will be once we hire our Borough Secretary

2. 2023 Budget Update / Next Steps

Presenter: Troy Goodman

- 1st meeting complete
- 2nd mtg. scheduled this week
- Next Step --- Preliminary Budget to review at November Workshop Mtg.

XI. OTHER REPORTS

A. Mayor - Ryan Maurer

Presenter: Ryan Maurer

B. Police Report - Chief Serafin

Presenter: Chief Serafin

C. Solicitor

Presenter: Tom Klonis

D. Secretary

1. Vote is needed to make Tanya temporary treasurer and secretary back dated to 10/17/2022

- Ask Solicitor if we can appoint Tanya via motion OR if a resolution is required to make her temporary treasurer and secretary.

XII. ORDINANCES

Presenter: Troy Goodman

A. Heizmann handicap - Vote to Advertise

- Dave's drawing obtained (attached)

B. No Parking on Cameron Street

Outcome of Tues. 9/20/22 Council Meeting:

- **Motion** made by Mr. Lombardo to advertise
- **Seconded by** Miss Billman. Vote passed unanimously.

Status as of today 10/24

- Ordinance has been drafted by Mr. Klonis (in Sept. 2022, attached)
- Tanya confirmed on Mon. 10/24 that it has not been advertised

Next Step:

- We will advertise prior to next business meeting

C. Handicapped spaces - 208 Penn Terrace - Status of Advertisement

Outcome of Tues. 9/20/22 Council Meeting:

- **Motion** made by Mr. Lombardo to advertise
- **Seconded by** Miss Billman. Vote passed unanimously.

Next Step:

- We will advertise prior to next business meeting

XIII. RESOLUTIONS

Presenter: Troy Goodman

XIV. OLD BUSINESS

Presenter: Troy Goodman

XV. NEW BUSINESS

Presenter: Troy Goodman

A. Merger Discussion and Letter

We need to discuss a letter submitted to Lower Alsace with at least 4 signatures from Council agreeing to investigate the merger process.

B. Motion for Trick or Treat Night (6-9pm Mon. 10/31)

XVI. EXECUTIVE SESSION

Presenter: Troy Goodman

XVII. ADJOURNMENT

Presenter: Troy Goodman