

**BOROUGH OF BOYERTOWN COUNCIL MEETING**  
**February 5, 2024**

The regular meeting of the Boyertown Borough Council was called to order at 7:00 p.m. by Council President Frank Deery. Council members present in addition to Mr. Deery, were Charles Heller, Thomas McHugh, Jeffrey Cascino, Keith Endy, Charles Neubauer and Jarid Miller.

Also in attendance were Lorraine Carnes, Mayor; Patricia Loder, Borough Manager; Christopher Hartman, solicitor; Ellen Martignetti, Main Street Manager; and interested citizens.

All rose for the Pledge of Allegiance.

Mr. Deery called for public comment on the agenda; no comments were forthcoming.

Mr. Deery called for a motion to approve the minutes of the January 2<sup>nd</sup>, 2024 meeting of Council. Motion made by Mr. Neubauer, second by Mr. McHugh, and approved.

**Finance, Charles Heller**

Mr. Heller made a motion, second by Mr. Neubauer, to approve the lists of Revenues, Expenditures and Bills for January 2024. The roll call vote reflected the following members voting “yes”: Mr. Heller, Mr. McHugh, Mr. Cascino, Mr. Endy, Mr. Neubauer, Mr. Miller, and Mr. Deery. The motion was approved.

The following is a summary of the Financial Report; the complete report is on file in the Borough office:

General Fund – 01	
Balance in Bank 12/31/2023	\$240,172.12
Receipts	89,225.72
Expenditures	64,253.33
Balance in Bank 01/31/2024	\$265,144.51
Tank Maintenance Fund – 04	
Balance in Bank 12/31/2023	\$522,780.06
Receipts	2,448.97
Expenditures	0.00
Balance in Bank 01/31/2024	\$525,229.03
Water Fund – 06	
Balance in Bank 12/31/2023	\$396,278.48
Receipts	384,550.47
Expenditures	491,059.50
Balance in Bank 01/31/2024	\$289,769.45
Sewer Fund – 08	
Balance in Bank 12/31/2023	\$441,894.93
Receipts	319,166.92
Expenditures	303,157.77
Balance in Bank 01/31/2024	\$457,904.08

Recreation Fund – 09	
Balance in Bank 12/31/2023	\$129,390.50
Receipts	606.13
Expenditures	0.00
Balance in Bank 01/31/2024	\$129,996.63
Colonial Corners Fund – 13	
Balance in Bank 12/31/2023	\$ 36,598.35
Receipts	2,087.66
Expenditures	489.20
Balance in Bank 01/31/2024	\$ 38,196.81
Trail Feasibility Study Fund – 15	
Balance in Bank 12/31/2023	\$ 3,726.78
Receipts	16.29
Expenditures	0.00
Balance in Bank 01/31/2024	\$ 3,743.07
Capital Improvement – General Fund – 17	
Balance in Bank 12/31/2023	\$2,190,684.02
Receipts	10,218.59
Expenditures	48,469.91
Balance in Bank 01/31/2024	\$2,152,432.70
Forest Management – 19	
Balance in Bank 12/31/2023	\$140,689.00
Receipts	659.06
Expenditures	0.00
Balance in Bank 01/31/2024	\$141,348.06
Capital Improvement – Water Fund – 20	
Balance in Bank 12/31/2023	\$ 774,222.72
Receipts	3,618.01
Expenditures	9,783.03
Balance in Bank 01/31/2024	\$ 768,057.70
Capital Improvement – Sewer Fund – 30	
Balance in Bank 12/31/2023	\$338,781.22
Receipts	1,587.03
Expenditures	0.00
Balance in Bank 01/31/2024	\$340,368.25
Liquid Fuels Fund - 35	
Balance in Bank 12/31/2023	\$173,127.83
Receipts	811.02
Expenditures	0.00
Balance in Bank 01/31/2024	\$173,938.85

Mr. Heller made a motion, second by Mr. Cascino, to increase the 2024 annual contribution to Boyertown Area Fire and Rescue from \$63,180 to \$95,997 to be paid in quarterly payments in the amount of \$23,999.25. The roll call vote reflected the following members voting “yes”: Mr. Heller, Mr. McHugh, Mr. Cascino, Mr. Endy, Mr. Neubauer, Mr. Miller, and Mr. Deery. The motion was approved.

Mr. Heller made a motion, second by Mr. Endy, to approve Resolution Number 02-05-24 amending the Schedule of Fees charged by the Borough for permits, licenses, and water and sewer rates. The roll call vote reflected the following members voting “yes”: Mr. Heller, Mr. McHugh, Mr. Cascino, Mr. Endy, Mr. Neubauer, Mr. Miller, and Mr. Deery. The motion was approved.

**Public Utilities – Water, Keith Endy**

The following Water Supply and Use Report was submitted for the month of December 2023:

During the month of December 2023, a total of 25,822,000 gallons of water was processed through the water filter plant for an average of 833,000 gallons per day.

The totals came from these sources:

Trout Run	20,465,000
Ironstone	-0-
Boyertown Reservoir	11,392,000
Pumping from Trout Run	31 days
Pumping from Ironstone	0 days

Trout Run is at a level of 587.170 feet with approximately 201,000,000 gallons of water. Popodickon Reservoir is at a level of 38 feet with approximately 34,500,000 gallons of water. Precipitation in December was 9.1 inches.

**Public Utilities – Sewer, Keith Endy**

The following Wastewater Treatment Report was submitted for the month of December 2023:

	<b>Average Effluent</b>	<b>NPDES Maximum Allowed</b>
B.O.D	3.00 mg/l	20.0 mg/l
Ammonia Nitrogen	.27 mg/l	1.6 mg/l
Phosphorus	.71 mg/l	1.5 mg/l
Suspended Solids	7.0 mg/l	20.0 mg/l
	<b>Average Effluent</b>	<b>NPDES Maximum Allowed</b>
Fecal Coliform	2/100 mg/l	200/100 mg/l

The average daily flow at the Wastewater Treatment Plant during the month of December was 656,000 gallons.

Mr. Endy made a motion, second by Mr. Heller, to authorize the transfer of \$430,000 from the Capital Improvement General Fund to the Capital Improvement Sewer Fund for funding assistance for the Madison Street Sewer Replacement Project. The roll call vote reflected the following members voting “yes”: Mr. Heller, Mr. McHugh, Mr. Cascino, Mr. Endy, Mr. Neubauer, Mr. Miller, and Mr. Deery. The motion was approved.

### **Public Works, Thomas McHugh**

The following report on the activities of the Street Department personnel during the month of January 2024 was submitted:

During the month of January 2024 department personnel collected and chipped Christmas trees, plowed and salted streets, cleared snow and ice from all Borough owned sidewalks, continued oversight of construction of the new salt shed and began hauling leaves out of the community park. Department personnel also emptied trash cans in the public right of way, and performed routine maintenance on borough buildings, equipment and vehicles.

Mr. McHugh made a motion, second by Mr. Endy, to authorize the solicitor to advertise for adoption on March 4<sup>th</sup>, 2024, Ordinance Number 01-2024 to amend the Code of the Borough of Boyertown, Chapter 165 Stormwater Management, to adopt and amend the Stormwater Management Ordinance. The roll call vote reflected the following members voting “yes”: Mr. Heller, Mr. McHugh, Mr. Cascino, Mr. Endy, Mr. Neubauer, Mr. Miller, and Mr. Deery. The motion was approved.

### **House, Jarid Miller**

Mr. Miller made a motion, second by Mr. McHugh, to authorize the Council President to execute a Park Use Agreement with Professional Disc Golf Association and Phat Cats Disc Golf Club for the “Boyertown Throwdown” disc golf tournament to be held on March 17<sup>th</sup>, 2024. The roll call vote reflected the following members voting “yes”: Mr. Heller, Mr. McHugh, Mr. Cascino, Mr. Endy, Mr. Neubauer, Mr. Miller and Mr. Deery. The motion was approved.

Mr. Miller made a motion, second by Mr. McHugh, to authorize the Council President to execute a Park Use Agreement with the Boyertown Historical Society for a Disc Golf Tournament Fundraiser to be held on May 11<sup>th</sup>, 2024. The roll call vote reflected the following members voting “yes”: Mr. Heller, Mr. McHugh, Mr. Cascino, Mr. Endy, Mr. Neubauer, Mr. Miller, and Mr. Deery. The motion was approved.

Mr. Miller made a motion, second by Mr. Neubauer, to authorize the Council President to execute a Park Use Agreement with the Boyertown Historical Society for the “Tractors in the Park” fundraiser to be held on September 7<sup>th</sup>, with a rain date of September 8<sup>th</sup>, 2024. The roll call vote reflected the following members voting “yes”: Mr. Heller, Mr. McHugh, Mr. Cascino, Mr. Endy, Mr. Neubauer, Mr. Miller and Mr. Deery. The motion was approved.

Mr. Miller made a motion, second by Mr. Endy, to approve Resolution Number 02-05-2024A authorizing the Borough to enter into an Intergovernmental Agreement to establish and continue participation with the Berks County Uniform Construction Code Board of Appeals in cooperation with the County of Berks and other participating municipalities within the County. The roll call vote reflected the following members voting “yes”: Mr. Heller, Mr. McHugh, Mr. Cascino, Mr. Endy, Mr. Neubauer, Mr. Miller, and Mr. Deery. The motion was approved.

### **Public Communications,**

No report

### **Park and Recreation Board, Lorraine Carnes, Mayor**

Mayor Carnes reported that the Park and Recreation Board is preparing sponsorship letters for their upcoming events scheduled to begin with Earthfest on April 13<sup>th</sup>.

### **Planning, Charles Neubauer**

The following Code Enforcement Report for the month of January 2024, as provided by Systems Design Engineering, Inc. and the Miscellaneous Permit Report were submitted:

SDE issued no UCC Permits and no Zoning Permits during the month of January. The Property Maintenance Code Enforcement Officer handled numerous property maintenance code concerns.

### **Police and Public Safety, Charles Neubauer**

Mr. Neubauer submitted the Eastern Berks Regional Police Activities Report for the month of January 2024. Total Incidents 214; criminal arrests 6; vehicle arrests 82; accidents 19; parking tickets 5; written warnings 14.

### **Mayors Activities, Mayor Lorraine Carnes**

Mayor Carnes submitted the following activity report for the month of January. Attendance at Borough committee and council meetings, as well as attendance at meetings of the Historical Society, BMBA, Rotary Club, United Way, BaBB, Boyertown Education Foundation, and Eastern Berks Regional Police Commission. Mayor Carnes also participated in the Opera House Remembrance, Babb volunteer celebration, and a tour of the Boyertown Water Treatment Plant.

### **Building a Better Boyertown, Ellen Martignetti, Main Street Manager**

Mrs. Martignetti reviewed a report on the activities of Building a Better Boyertown during the month of January. Esports video Game Tournament is scheduled to be held on February 18<sup>th</sup> at the YMCA; and Coming Out of Hibernation is scheduled to be held on Saturday, April 20<sup>th</sup> from 11:00 a.m. to 4:00 p.m.

Planning meetings for the Secret Valley Trail continue as the group continue to work on the inner loop trail. BaBB continues work to develop a canvas shopping tote bag and a Bear Fever ornament, which they hope to have ready in time for Christmas. New donor tiers can be found on the BaBB website for those individuals wishing to make a monetary donation to the organization. The complete report is on file in the Borough Administrative Office.

**Solicitor**

No report.

Mr. Deery called for public comment and recognized Borough resident Paul Eckert who addressed Council on the idea of a garage beautification contest. Mr. Eckert suggested residents entering the contest could submit before and after photographs of their garage. Mr. Eckert offered to donate \$500 toward the prize for winning the contest. Members of Council thanked him for the idea and suggested that the contest would be a better fit for a civic group or the historical society. Mayor Carnes will connect Mr. Eckert with local civic groups.

Mr. Deery then recognized Mr. Eric Guest, Phat Cats Disc Golf Club, who advised Council that he is retiring from the group and advised that Jessie Maynor will be a point of contact for the organization.

Mr. Deery then recognized Mr. Clayton Leister who addressed Council on the need for a crosswalk at Fourth and Washington Streets, lack of a handicap ramp to the administrative office of Borough Hall, lack of a handicap ramp and broken curbing on the north east corner of Poplar Alley and East Fourth Street, and alley encroachment of the hedge along Poplar Alley at East Fourth Street.

There being no further business to conduct, a motion to adjourn the meeting at 7:50 p.m. was made by Mr. Neubauer and seconded by Mr. Heller. The next meeting of Boyertown Borough Council will be held on Monday, March 4<sup>th</sup>, 2024 beginning at 7:00 p.m.

Respectfully submitted,

Patricia A. Loder  
Borough Secretary