

# Business Meeting Agenda

## Borough of West Reading Council Tuesday, February 21, 2023 – 7:00 p.m.

1. **Call to Order, Pledge of Allegiance, Roll Call**
  - \_\_\_ Ryan Lineaweaver, President
  - \_\_\_ Christopher Lincoln, Pro-Tem
  - \_\_\_ Patrick Kaag, Member
  - \_\_\_ Zachary Shaver, Member
  - \_\_\_ Dan Becker, Solicitor
  - \_\_\_ Philip Wert, Vice President
  - \_\_\_ Jennifer Bressler, Member
  - \_\_\_ Denise Drobnick, Member
  - \_\_\_ Samantha Kaag, Mayor
  - \_\_\_ Dean Murray, Borough Manager
2. **Executive Session:** *Borough Council held an executive session on Tuesday, February 21, 2023, at 6:30 p.m. to discuss personnel matters for employee performance and potential hiring of police administrative aide and/or parking enforcement officer, and the potential acquisition of real property.*
3. **Agenda Amendments**
4. **Public Comment:** *\*Per Resolution 2016-1: Time limited to 5 minutes per person. Only residents and taxpayers of the Borough of West Reading will be permitted to address Borough Council. Please state your name and physical address for the record. Written comments can be submitted to [info@westreadingborough.org](mailto:info@westreadingborough.org) prior to noon on the date of the meeting. Please include: the meeting date "(i.e., 8/17/21) Public Comment" in the subject line of your email and include your name and address.*
5. **Approval of Minutes**
  - a. January 17, 2023 – Regular Meeting
  - b. January 24, 2023 – Special Meeting
    - 1) **Action Item:** Consideration to approve the minutes.
6. **Consultants' Reports**
  - a. Solicitor's Report
  - b. Engineer's Report
    - 1) **Action Item:** Consideration to authorize the engineer to advertise to receive bids for the 2023 Road Paving projects.
    - 2) **Action Item:** Consideration to authorize the Borough Manager to sign the Chapter 94 Report for Contributory Flow to the Joint Municipal Authority of Wyomissing Valley.
7. **Council President's Report**
8. **Borough Manager's Report**
  - 1) **Action Item:** Consideration to authorize the Borough Manager to execute a contract with the Berks County Cooperative Purchasing Council to extend the Eastern Salt Company Road Salt contract for the 2023-2024 season.
  - 2) **Action Item:** Consideration to allow the West Reading Fire Police to assist the Virginville Fire Company during a benefit for fallen firefighters on Saturday, February 25, 2023.
  - 3) **Action Item:** Consideration to authorize the engineer to assist in the property appraisal and creation of new tot-lot as required by the Department of Conservation and Natural Resources to replenish the required parkland that was used to build the firehouse.
  - 4) **Action Item:** Consideration to accept the letter of resignation from Robert Lockyer from the Finance Committee.
  - 5) **Action Item:** Consideration to authorize the advertisement of a parking enforcement officer position and police secretary position.
9. **Mayor's Report**
10. **Department Reports**
  - a. Police Department
    - 1) **Action Item:** Consideration to authorize the ordering of one budgeted 38-34 vehicle replacement totaling \$58,516.
    - 2) **Action Item:** Consideration to authorize the Council President to execute the Pennsylvania Commission on Crime and Delinquency (PCCD) subgrant award notification.

		<p>3) <b>Action Item:</b> Consideration to authorize the purchase of PCCD grant awarded items.</p> <p>4) <b>Action Item:</b> Consideration to approve an Officer's request to use sick time from their own bank to assist in taking care of a family member.</p> <p>b. Public Works Department</p> <p>1) <b>Action Item:</b> Consideration to provide yard waste disposal at the Borough Garage on the first Saturday of the month from 9:00 a.m. to Noon during the months of April through November.</p> <p>2) <b>Action Item:</b> Consideration of authorizing the advertisement of a seasonal Public Works employee.</p> <p>c. Fire Department</p> <p>d. Code Department</p> <p>e. West Reading Community Revitalization Foundation Report (WRCRF)</p> <p>1) <b>Action Item:</b> Consideration to approve the WRCRF list of 2023 events and road closures.</p>
11.	<b>Committee / Commission Reports</b>	<p>a. Equity Diversity &amp; Inclusion Taskforce – January</p> <p>b. Recreation Commission – February 7, 2023</p> <p>1) <b>Action Item:</b> Consideration to approve the list of 2023 Recreation events to include the sale of alcoholic beverages.</p> <p>2) <b>Action Item:</b> Consideration to authorize the advertisement of Recreation seasonal employment opportunities.</p> <p>3) <b>Action Item:</b> Consideration to approve the list of 2023 Pickleball Tournament dates.</p> <p>c. Planning Commission – February 1, 2023</p> <p>d. Economic Development Committee – February 13, 2023</p> <p>e. Environmental Advisory Council – January 23, 2023</p> <p>f. Traffic &amp; Infrastructure Committee – February 8, 2023</p> <p>1) <b>Action Item:</b> Consideration to reaffirm the sidewalk repair guidelines and determine financial responsibility as it relates to sidewalk panel replacements impacted by Borough tree roots.</p> <p>2) <b>Action Item:</b> Consideration to approve taking on the responsibility of mowing three quadrants of the cloverleaf area for the 2023 through 2025 mowing season as outlined in the map and compensation schedule provided by PennDOT.</p> <p>g. Shade Tree Commission – February 6, 2023</p> <p>h. Safety Committee – February 16, 2023</p>
12.	<b>Treasurer's Report</b>	<p>a. Financial Statement – 1 month ending 1/31/2023</p> <p>b. Payment Approval Report – 1/18/23 to 2/16/23 &amp; 2/17/23 to 2/21/23</p> <p>1) <b>Action Item:</b> Consideration to approve the financial statement ending 1/31/23 and payment approval reports of 1/18/23 through 2/21/23.</p>
13.	<b>Public Comment</b>	
14.	<b>Adjournment</b>	