

# Business Meeting Agenda

## Borough of West Reading Council Tuesday, August 15, 2023 – 7:00 p.m.

1.	<b>Call to Order, Pledge of Allegiance, Roll Call</b> <div> <div> Ryan Lineaweaver, President  Christopher Lincoln, Pro-Tem  Patrick Kaag, Member  Zachary Shaver, Member  Daniel Becker, Solicitor </div> <div> Philip Wert, Vice President  Jennifer Bressler, Member  Denise Drobnick, Member  Samantha Kaag, Mayor  Dean Murray, Borough Manager </div> </div>
2.	<b>Executive Session:</b> <i>Borough Council held an executive session on Tuesday, August 15, 2023, at 6:30 p.m. to discuss employee performance, PHRC filings that were dismissed with prejudice and closed, potential acquisition of real property, and discuss emergency preparedness request from Wyomissing Borough.</i>
3.	<b>Agenda Amendments</b>
4.	<b>Public Comment:</b> <i>*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 <a href="mailto:info@westreadingborough.org">info@westreadingborough.org</a> 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.</i>
5.	<b>Approval of Minutes</b> a. July 18, 2023 – Regular Meeting 1) <b>Action Item:</b> <i>Consideration to approve the minutes.</i>
6.	<b>Ordinances / Resolutions</b> a. <b>Ordinance – Animals Code Red / Code Blue</b> 1) <b>Action Item:</b> <i>Consideration to authorize advertisement of an amendment to Chapter 152 Animals to include provisions that would prohibit an animal from being kept outdoors during extreme hot or cold weather conditions.</i> b. <b>Ordinance – Pension Advisory Committee</b> 1) <b>Action Item:</b> <i>Consideration to authorize advertisement of an amendment to establish an enabling ordinance of a Pension Advisory Committee.</i> c. <b>Ordinance 1171 Wireless Communications Facilities in Right-of-Way</b> 1) <b>Action Item:</b> <i>Consideration of adopting an amendment to establish standards relating to wireless communication facilities within street and sidewalk rights-of-way.</i> d. <b>Ordinance 1172 Street Dedication</b> 1) <b>Action Item:</b> <i>Consideration to accept into the Borough Road System a portion of Elm Street and Cashmere Way – North Portion, located in the Narrow Fabric Minor Subdivision.</i> e. <b>Resolution 2023-16 Extension of Local Disaster Emergency</b> 1) <b>Action Item:</b> <i>Consideration to adopt an extension to the Proclamation of Local Disaster Emergency through the September 19, 2023 Council meeting.</i> f. <b>Resolution 2023-17 Disposition of Records Procedure</b> 1) <b>Action Item:</b> <i>Consideration to adopt a resolution declaring the intent to follow the schedules and procedures for disposition of records as set forth in the March 28, 2019 amended Municipal Records Manual.</i> g. <b>Resolution 2023-18 Junior Council Person Program</b> 1) <b>Action Item:</b> <i>Consideration to adopt the Pennsylvania State Association of Boroughs Junior Council Person Program.</i>
7.	<b>Consultants' Reports</b> a. Solicitor's Report b. Engineer's Report
8.	<b>Council President's Report</b> 1) <b>Action Item:</b> <i>Consideration of providing a conditional offer of full-time employment to an individual to fill the Chief of Police position.</i> 2) <b>Action Item:</b> <i>Consideration to appoint members to the July 4<sup>th</sup> Ad Hoc Committee.</i>
9.	<b>Borough Manager's Report</b> 1) <b>Action Item:</b> <i>Consideration to accept a letter of resignation from Mariella Napoli from the Planning Commission.</i> 2) <b>Action Item:</b> <i>Consideration to allow the Wyomissing Area School District to use bleachers for the upcoming football season.</i>

		3) <b>Action Item:</b> Consideration to accept the resignation of Fred Geiger from the Joint Municipal Authority of Wyomissing Valley.
10.		<b>Mayor's Report</b>
11.		<b>Department Reports</b> <ul style="list-style-type: none"> <li>a. Police Department</li> <li>b. Public Works Department <ul style="list-style-type: none"> <li>1) <b>Action Item:</b> Consideration of purchasing a drag box paver for \$12,000 with liquid fuel funds.</li> </ul> </li> <li>c. Fire Department</li> <li>d. Code Department <ul style="list-style-type: none"> <li>1) <b>Action Item:</b> Consideration to approve entering into a three-year agreement with BRYCER to utilize a life-safety compliance engine at no cost to the Borough.</li> </ul> </li> <li>e. West Reading Community Revitalization Foundation Report <ul style="list-style-type: none"> <li>1) <b>Action Item:</b> Consideration to approve a revised sidewalk sale event on Saturday, August 26, 2023.</li> <li>2) <b>Action Item:</b> Consideration to approve the closure of Tulpehocken Avenue, from Penn Avenue to Delaney Circle on Saturday, October 7, 2023, from 2:00 p.m. to 10:00 p.m. for a Fete eu Blanc (White Party) from 5:00 p.m. to 9:00 p.m.</li> </ul> </li> </ul>
12.		<b>Committee / Commission Reports</b> <ul style="list-style-type: none"> <li>a. Equity Diversity &amp; Inclusion Taskforce</li> <li>b. Recreation Commission – August 7, 2023 <ul style="list-style-type: none"> <li>1) <b>Action Item:</b> Consideration to accept the resignation of Chlain Moceri from the Recreation Commission.</li> <li>2) <b>Action Item:</b> Consideration to appoint Taryn Duncan to the Recreation Commission with a term to expire on December 31, 2024.</li> </ul> </li> <li>c. Planning Commission – August 2, 2023 <ul style="list-style-type: none"> <li>1) <b>Action Item:</b> Consideration to fund sign ordinance amendment review fees to Derck &amp; Edson, LLC not to exceed \$11,200.</li> </ul> </li> <li>d. Economic Development Committee – August 14, 2023</li> <li>e. Environmental Advisory Council – July 24, 2023 <ul style="list-style-type: none"> <li>1) <b>Action Item:</b> Consideration to create an R.M. Palmer Memorial Garden on Playground Drive near the pedestrian bridge.</li> <li>2) <b>Action Item:</b> Consideration to appoint Associate Member Jay Santo Domingo as a full Member of the Environmental Advisory Council with a term to expire on December 31, 2025.</li> </ul> </li> <li>f. Traffic &amp; Infrastructure Committee – August 9, 2023 <ul style="list-style-type: none"> <li>1) <b>Action Item:</b> Consideration of approving the Waste Collection Request for Proposal.</li> </ul> </li> <li>g. Shade Tree Commission – August 7, 2023</li> <li>h. Safety Committee – August 14, 2023</li> </ul>
13.		<b>Treasurer's Report</b> <ul style="list-style-type: none"> <li>a. 2024 Minimum Municipal Obligation (MMO) Pension Plan <ul style="list-style-type: none"> <li>1) <b>Action Item:</b> Consideration to approve the MMO budget for 2024 for Uniform and Non-Uniformed Pension Plans.</li> </ul> </li> <li>b. Financial Statement – 7 months ending 7/31/2023</li> <li>c. Payment Approval Report – 7/19/23 to 8/10/23 &amp; 8/11/23 to 8/15/23 <ul style="list-style-type: none"> <li>1) <b>Action Item:</b> Consideration to approve the financial statement ending 7/31/23 and payment approval reports of 7/19/23 through 8/15/23.</li> </ul> </li> </ul>
14.		<b>Public Comment</b>
15.		<b>Adjournment</b>