

# Business Meeting Agenda

## Borough of West Reading Council Tuesday, December 19, 2023 – 7:00 p.m.

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| 1.  | <b>Call to Order, Pledge of Allegiance, Roll Call</b><br><div> <div> ___ Ryan Lineaweaver, President<br/> ___ Christopher Lincoln, Pro-Tem<br/> ___ Patrick Kaag, Member<br/> ___ Zachary Shaver, Member<br/> ___ Daniel Becker, Solicitor </div> <div> ___ Philip Wert, Vice President<br/> ___ Jennifer Bressler, Member<br/> ___ Denise Drobnick, Member<br/> ___ Samantha Kaag, Mayor<br/> ___ Dean Murray, Borough Manager </div> </div>   |
| 2.  | <b>Executive Session:</b> <i>Borough Council held an executive session on Tuesday, December 19, 2023, at 6:30 p.m. to discuss the potential acquisition of real property and potential litigation matters.</i>  |
| 3.  | <b>Agenda Amendments</b>  |
| 4.  | <b>Commendations</b>  |
| 5.  | <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>  |
| 6.  | <b>Approval of Minutes</b> <ol style="list-style-type: none"> <li>November 21, 2023 – Regular Meeting</li> <li>November 28, 2023 – Second Meeting <ol style="list-style-type: none"> <li><b>Action Item:</b> Consideration to approve the minutes.</li> </ol> </li> </ol>   |
| 7.  | <b>Ordinances / Resolutions</b> <ol style="list-style-type: none"> <li><b>Ordinance – Accessible Parking Space Designation</b> <ol style="list-style-type: none"> <li><b>Action Item:</b> Consideration of authorizing the advertisement of an amendment to include the relocation of a space within the 400 block of Chestnut Street and the addition of a space within the 300 block of Linden Lane.</li> </ol> </li> <li><b>Ordinance – One-Way Streets &amp; Stop Intersections</b> <ol style="list-style-type: none"> <li><b>Action Item:</b> Consideration of authorizing the advertisement of amendments to the list of one-way streets and stop intersections on Holland Square and Juniata Street.</li> </ol> </li> <li><b>Ordinance 1176 Membership of the Planning Commission</b> <ol style="list-style-type: none"> <li><b>Action Item:</b> Consideration of adopting an amendment to the membership of the Planning Commission.</li> </ol> </li> <li><b>Ordinance 1177 Tax Rate Amendment</b> <ol style="list-style-type: none"> <li><b>Action Item:</b> Consideration of adopting an amendment to the General-Purpose Tax rate.</li> </ol> </li> <li><b>Ordinance 1178 Water Rate Amendment</b> <ol style="list-style-type: none"> <li><b>Action Item:</b> Consideration of adopting an amendment to the water rates.</li> </ol> </li> <li><b>Ordinance 1179 Parking Prohibited at All Times</b> <ol style="list-style-type: none"> <li><b>Action Item:</b> Consideration of adopting an amendment to prohibit parking on Court Street and Plane Alley.</li> </ol> </li> <li><b>Resolution 2023-30 Extension of Local Disaster Emergency</b> <ol style="list-style-type: none"> <li><b>Action Item:</b> Consideration of adopting an extension to the Proclamation of Local Disaster Emergency through the January 16, 2024 Council meeting.</li> </ol> </li> <li><b>Resolution 2023-31 Fee Schedule Amendment</b> <ol style="list-style-type: none"> <li><b>Action Item:</b> Consideration of adopting an amendment to the Business Privilege License annual fee.</li> </ol> </li> </ol> |
| 8.  | <b>Consultants' Reports</b> <ol style="list-style-type: none"> <li>Solicitor's Report</li> <li>Engineer's Report</li> </ol>   |
| 9.  | <b>Council President's Report</b>   |
| 10. | <b>Borough Manager's Report</b> <ol style="list-style-type: none"> <li><b>Action Item:</b> Consideration to ratify the Borough Solicitor's involvement with real estate tax assessment appeals.</li> <li><b>Action Item:</b> Consideration of appointing an auditor.</li> </ol>   |

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|  |     | <p>3) <b>Action Item:</b> Consideration of authorizing the advertisement of the 2024 meeting schedule.</p> <p>4) <b>Action Item:</b> Consideration to authorize the Borough Solicitor and Engineer to review Chapter 363 Sewers and Sewage Disposal.</p> <p>5) <b>Action Item:</b> Consideration of accepting a letter of resignation from the Environmental Advisory Council.</p> <p>6) <b>Action Item:</b> Consideration of appointing an Associate Member of the Environmental Advisory Council to a full voting member.</p>   |
|  | 10. | <b>Mayor's Report</b>   |
|  | 11. | <p><b>Department Reports</b></p> <p>a. Police Department</p> <p>1) <b>Action Item:</b> Consideration of authorizing preapproval of an officer to attend classes and receive college tuition reimbursement in 2024 per the current Collective Bargaining Agreement.</p> <p>b. Public Works Department</p> <p>1) <b>Action Item:</b> Consideration of authorizing an advertisement to hire a part-time crew member.</p> <p>c. Fire Department</p> <p>d. Code Department</p> <p>e. West Reading Community Revitalization Foundation Report</p>   |
|  | 12. | <p><b>Committee / Commission Reports</b></p> <p>a. Equity Diversity &amp; Inclusion Taskforce</p> <p>b. Recreation Commission – December 5, 2023</p> <p>c. Planning Commission – December 6, 2023</p> <p>d. Economic Development Committee – December 11, 2023</p> <p>e. Environmental Advisory Council – November 27, 2023</p> <p>f. Traffic &amp; Infrastructure Committee – December 13, 2023</p> <p>g. Shade Tree Commission – December 4, 2023 – Cancelled</p> <p>h. Safety Committee – December 11, 2023</p>  |
|  | 13. | <p><b>Treasurer's Report</b></p> <p>a. Transfer of Funds</p> <p>1) <b>Action Item:</b> Consideration of approving the transfer of \$300,000 from the PLGIT Prime account to the M&amp;T Bank account.</p> <p>b. 2024 Budget Adoption</p> <p>1) <b>Action Item:</b> Consideration of adopting a 2024 budget.</p> <p>2) <b>Action Item:</b> Consideration of approving the 2024 Municipal Tax Sheet respective millage rates.</p> <p>c. Financial Statement – 11 months ending 11/30/2023</p> <p>d. Payment Approval Report – 11/22/23 to 12/14/23 &amp; 12/15/23 to 12/19/23</p> <p>1) <b>Action Item:</b> Consideration to approve the financial statement ending 11/30/23 and payment approval reports of 11/22/23 through 12/19/23.</p> |
|  | 14. | <b>Public Comment</b>   |
|  | 15. | <b>Adjournment</b>  |