

# Business Meeting Agenda

## Borough of West Reading Council Tuesday, March 15, 2022 – 7:00 p.m.

1. **Call to Order, Pledge of Allegiance, Roll Call**  
 \_\_\_ Ryan Lineaweaver, President                      \_\_\_ Philip Wert, Vice President  
 \_\_\_ Christopher Lincoln, Pro-Tem                      \_\_\_ Jennifer Bressler, Member  
 \_\_\_ Patrick Kaag, Member                      \_\_\_ Denise Drobnick, Member  
 \_\_\_ Zachary Shaver, Member                      \_\_\_ Samantha Kaag, Mayor  
 \_\_\_ Daniel Becker, Solicitor                      \_\_\_ Dean Murray, Borough Manager
2. **Executive Session:** *Borough Council held an executive session on Tuesday, March 15, 2022 at 6:00 p.m. to discuss personnel matters.*
3. **Agenda Amendments**
  - a. Conditional offer of employment to two individuals for full-time Parking Enforcement Positions.
  - b. Make Kerry Grassley's position permanent in the role of Public Works Director.
  - c. Discuss the addition of a temporary, part-time Road Crew Member.
  - d. Advertise the position of full-time Chief of Police and to utilize the Pennsylvania Chiefs of Police Association to collect resumes.
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. February 15, 2022 – Regular Meeting  
 1) **Action Item:** *Consideration to approve the minutes.*
6. **Ordinances / Resolutions**
  - a. **Ordinance 1149 – Tax Collector Certification Fee Amendment**  
 1) **Action Item:** *Consideration to adopt an ordinance amendment to increase the Tax Collector certification fee from \$15 to \$25.*
  - b. **Ordinance – Vehicles and Traffic Amendments**  
 1) **Action Item:** *Consideration to authorize advertisement of amendments to stop intersections, parking prohibited certain hours, special purpose parking zones, and parking, stopping and standing prohibited at all times.*
  - c. **Ordinance – Cable Franchise Agreement**  
 1) **Action Item:** *Consideration to authorize advertisement of an ordinance authorizing execution of a cable franchise agreement with Comcast.*
  - d. **Resolution 2022-4 Fire Police Approvals**  
 1) **Action Item:** *Consideration to approve a resolution to authorize the Borough Manager to hire Fire Police for approved Borough sponsored events, and to complete all necessary workers' compensation insurance documentation.*
  - e. **Resolution 2022-5 Fee Schedule Amendment**  
 1) **Action Item:** *Consideration to approve an amended fee schedule to include sidewalk café, grease trap, real estate tax certification fees, and revisions to the playground and pool fees.*
7. **Consultants' Reports**
  - a. Solicitor's Report
  - b. Engineer's Report
8. **Council President's Report**
9. **Borough Manager's Report**  
 1) **Action Item:** *Consideration to waive fees associated with the approved May 21, 2022 Armed Forces Day Parade.*

		<p>2) <b>Action Item:</b> Consideration to waive fees associated with the Ed Kuhn Basketball League 50<sup>th</sup> Anniversary Celebration.</p> <p>3) <b>Action Item:</b> Consideration to authorize the Borough Manager to enter into a three-year contract with Go to Technologies for a new telephone system.</p> <p>4) <b>Action Item:</b> Consideration to lift the condemnation of Franklin Manor Apartment Building.</p> <p>5) <b>Action Item:</b> Consideration to authorize the Borough Manager to execute two letters of support for Muhlenberg Township to apply for a grant to build a section of the Schuylkill River Trail between Route 12 and Laurel Run Park.</p>
10.	<b>Mayor's Report</b>	
11.	<b>Department Reports</b>	<p>a. Police Department</p> <p>1) <b>Action Item:</b> Consideration to approve college course reimbursement of continuing education for one Officer.</p> <p>2) <b>Action Item:</b> Consideration to authorize the advertisement of the designation of handicapped parking spaces near 446 Chestnut Street and 301 Summit Street.</p> <p>b. Public Works</p> <p>1) <b>Action Item:</b> Consideration to purchase a budgeted replacement dump truck.</p> <p>2) <b>Action Item:</b> Consideration to advertise for a full-time Road Crew Member.</p> <p>c. Fire Department</p> <p>d. Code Department</p> <p>e. West Reading Community Revitalization Foundation Report</p> <p>f. Recreation Department</p> <p>1) <b>Action Item:</b> Consideration to increase the 2022 summer recreation employment rates of pay.</p> <p>2) <b>Action Item:</b> Consideration to approve the 2022 Spring and Fall Pickleball League dates of May 2<sup>nd</sup> – 27<sup>th</sup> and September 5<sup>th</sup> – 30<sup>th</sup>.</p>
12.	<b>Committee / Commission Reports</b>	<p>a. Recreation Commission – March 1, 2022</p> <p>1) <b>Action Item:</b> Consideration to accept the letter of resignation from Nikki Frymoyer.</p> <p>2) <b>Action Item:</b> Consideration to appoint Rafael Torres to the Recreation Commission.</p> <p>b. Planning Commission – March 2, 2022</p> <p>1) <b>Action Item:</b> Consideration to appoint two representatives to a Tax Increment Financing (TIF) Committee.</p> <p>c. Economic Development Committee – March 14, 2022</p> <p>d. Environmental Advisory Council – February 28, 2022</p> <p>1) <b>Action Item:</b> Consideration to approve yard waste drop off at the Borough Garage on the first Saturday of the month from 9am – 12pm April through November.</p> <p>e. Traffic &amp; Infrastructure Committee – March 9, 2022</p> <p>1) <b>Action Item:</b> Consideration to approve the installation of a Bike Share Station near Sycamore and Museum Roads.</p> <p>f. Shade Tree Commission – March 7, 2022 – Cancelled</p> <p>g. Safety Committee – February 15, 2022</p>
13.	<b>Treasurer's Report</b>	<p>a. Police &amp; Non-Uniformed Pension Plan Financial Statements ending 12/31/2021</p> <p>b. Financial Statement – 2 months ending 2/28/2022</p> <p>c. Payment Approval Report – 2/16/22 to 3/10/22 &amp; 3/11/22 to 3/15/22</p>

		<i>1) <b>Action Item:</b> Consideration to approve the financial statement ending 2/28/22 and payment approval reports of 2/16/22 through 3/15/22.</i>
	14.	<b>Public Comment</b>
	15.	<b>Adjournment</b>