

Business Meeting Agenda

Borough of West Reading Council Wednesday, May 17, 2023 – 7:00 p.m.

1.	Call to Order, Pledge of Allegiance, Roll Call <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.	Executive Session: <i>Borough Council held an executive session on Wednesday, May 17, 2023, at 6:30 p.m. to discuss personnel matters relating to rollover vacation deadline, employee performance, and hourly rate of pay.</i>
3.	Agenda Amendments
4.	Maillie Audit Presentation
5.	Public Comment: <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 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.</i>
6.	Approval of Minutes a. April 18, 2023 – Regular Meeting b. April 25, 2023 – Second Meeting 1) Action Item: <i>Consideration to approve the minutes.</i>
7.	Ordinances / Resolutions a. Ordinance 1165 – Borough Manager Authority to Lend Out Fire Police 1) Action Item: <i>Consideration to adopt an amendment to supplement Section 65-7 Specific Powers and Duties of the Borough Manager to include the authority to lend out Borough Fire Police and execute documentation.</i> b. Ordinance 1166 – Stop Intersections Amendment 1) Action Item: <i>Consideration to adopt an amendment to modify yield intersections to stop intersections on Reading and Tulpehocken Avenue approaches to Delaney Circle.</i> c. Resolution 2023-6 Extension of Local Disaster Emergency 1) Action Item: <i>Consideration to adopt an extension to the Proclamation of Local Disaster Emergency through the June 20, 2023 Council meeting.</i> d. Resolution 2023-7 Diversity and Inclusion 1) Action Item: <i>Consideration to adopt a resolution to support community values recognizing the dignity of all persons.</i> e. Resolution 2023-8 Revised Utility Billing Policy 1) Action Item: <i>Consideration to adopt a revised water, sewer, and refuse billing policy to provide budget payment plans, repayment plans, and the ability to authorize a copy of the bill to be sent to a third party.</i> f. Resolution 2023-9 Fee Schedule 1) Action Item: <i>Consideration to adopt a revised fee schedule to provide an additional rental occupancy permitting number of units tier with associated reinspection fees.</i>
8.	Consultants' Reports a. Solicitor's Report b. Engineer's Report 1) Action Item: <i>Consideration to authorize the preparation of Deed of Dedication for Elm Street and the northern portion of Cashmere Way.</i> 2) Action Item: <i>Consideration to authorize the return of a Letter of Credit for the Narrow Fabrics Subdivision upon receipt of a payment of \$3,100 to the Borough, payment of all outstanding invoices, and completion of outstanding punch list items.</i>
9.	Council President's Report
10.	Borough Manager's Report 1) Action Item: <i>Consideration to accept the Maillie 2022 audit reports as presented.</i>

		<p>2) Action Item: Consideration to draft a resolution for Ann Street curb, sidewalk, and ADA ramp grant funding.</p> <p>3) Action Item: Consideration to appoint Associate Members to the Environmental Advisory Council.</p> <p>4) Action Item: Consideration to accept a letter of resignation from the Economic Development Committee.</p> <p>5) Action Item: Consideration to accept funds from an MS4 Class Action Settlement.</p>
11.	Mayor's Report	
12.	Department Reports	<p>a. Police Department</p> <p>1) Action Items: Consideration of approving an increase to the hourly rate of pay for the current Parking Enforcement Officer.</p> <p>2) Action Item: Consideration to approve an extension to an officer's rollover vacation hours.</p> <p>b. Public Works Department</p> <p>1) Action Item: Consideration to hire an outside contractor to mow the cloverleaf areas.</p> <p>2) Action Item: Consideration to purchase a replacement firehouse bay door with special reserve funds.</p> <p>3) Action Item: Consideration to rehire two part-time seasonal summer employees.</p> <p>c. Fire Department</p> <p>1) Action Item: Consideration to authorize advertisement of the sale of Engine 64 with Brindlee Mountain Fire Apparatus.</p> <p>d. Code Department</p> <p>e. West Reading Community Revitalization Foundation Report</p>
13.	Committee / Commission Reports	<p>a. Equity Diversity & Inclusion Taskforce</p> <p>b. Recreation Commission – May 2, 2023</p> <p>1) Action Item: Consideration to approve the list of new hire and re-hire applicants for the pool and playground programs.</p> <p>c. Planning Commission – May 3, 2023</p> <p>d. Economic Development Committee – May 8, 2023</p> <p>e. Environmental Advisory Council – April 24, 2023</p> <p>f. Traffic & Infrastructure Committee – May 10, 2023</p> <p>g. Shade Tree Commission – May 1, 2023 – Cancelled</p> <p>h. Safety Committee – May 8, 2023</p>
14.	Treasurer's Report	<p>a. Credit Card Processing Fee Review</p> <p>1) Action Item: Consideration to assess service fees for utility Xpress Bill Pay payments.</p> <p>b. PLGIT Term Investment</p> <p>1) Action Item: Consideration of investing additional funds in a PLGIT Term account.</p> <p>c. Financial Statement – 4 months ending 4/30/2023</p> <p>d. Payment Approval Report – 4/19/23 to 5/12/23 & 5/13/23 to 5/17/23</p> <p>1) Action Item: Consideration to approve the financial statement ending 4/30/23 and payment approval reports of 4/19/23 through 5/17/23.</p>
15.	Public Comment	
16.	Adjournment	