

**BOROUGH OF WEST READING
BOROUGH COUNCIL MEETING**

January 23, 2024 – 7:00 p.m.

West Reading Borough Council held its second monthly meeting at Borough Hall on Tuesday, January 23, 2024 with the following persons present: Council President Ryan Lineaweaver; Council Vice President Philip Wert; Council Pro-Tem Patrick Kaag; Council Members Zachary Shaver, Denise Drobnick, Bethany Bower, and Zanna Leiendecker; Mayor Samantha Kaag; Treasurer Jeanette Rentschler; Borough Manager Dean Murray; Public Works Director Kerry Grassley; Junior Council Person Mark-Handy Phanor; Main Street Manager Nick Price; and Borough Secretary Cynthia Madeira.

VISITORS: James Rogers, Resident

1. **CALL TO ORDER:** Council President Ryan Lineaweaver called the meeting to order at 7:00 p.m., which was followed by the Pledge of Allegiance and Roll Call.
2. **EXECUTIVE SESSION:** Mr. Lineaweaver noted that an executive session was held at 6:30 p.m. this evening to discuss the potential acquisition of real property.
3. **AGENDA AMENDMENTS:** There were no amendments to the agenda.

4. **PUBLIC COMMENT:**

Mr. Rogers provided another update to his Business Privilege Tax research noting 252 delinquent accounts that Berkheimer Tax Innovations is pursuing and the extended amount of time it will take to work through the delinquent collection process. He requested the amount of revenue that was budgeted and collected in 2023 from Mrs. Rentschler. It was noted that she would have to gather this information and that he should communicate with office staff tomorrow.

5. **ORDINANCES / RESOLUTIONS:**

- a. **Ordinance 1181 One-Way Streets & Stop Intersections** – It was noted that this ordinance amendment had been mistakenly authorized to advertise a second time last week and requested approval to adopt the amendment.

Motion to adopt amendments to the one-way streets and stop intersections to include Holland Square and Juniata Street. **Moved** by Mr. Shaver and seconded by Mr. Kaag.
Motion carried 7-0.

6. **BOROUGH MANAGER'S REPORT:**

- a. **Engineer Assistance to Inventory Lead Service Lines** – Mr. Murray shared the United States Environmental Protection Agency (EPA) Lead and Copper Rule Revisions (LCRR) requirement to inventory Lead Service Lines (LSL) by October 16, 2024. The Pennsylvania Department of Environmental Protection (DEP) developed specific requirements to verify the location of lead services to both the water system side and customer side in meeting the EPA inventory requirement. Three engineer service proposals were requested, two quotes were received to date from 120Water and Entech Engineering. Staff recommended Entech Engineering based on the lower cost and ability to retain records following the inventory.

Motion to hire Entech Engineering to assist the borough with Phase 1 of the EPA Lead Service Line inventory requirements in an amount not to exceed \$16,000. **Moved** by Ms. Drobnick and seconded by Ms. Bower. **Motion carried 7-0.**

- b. **2024-2025 Road Salt Contracts** – Mr. Murray requested authorization to execute cooperative purchasing agreements with the county and state for road salt. He noted that it is generally necessary to contract with both entities to meet demand.

Motion to authorize the Borough Manager to execute cooperative purchasing agreements with the county and state for 2024-2025 Road Salt Bids. **Moved** by Mr. Kaag and seconded by Mr. Shaver. **Motion carried 7-0.**

7. TREASURER’S REPORT:

- a. **2023 Budget Transfer Amendments** – Mrs. Rentschler noted while closing out the month of December that the Sanitation Fund had a negative balance of roughly \$40,000 due to a delay in receipt of the DEP 902 Recycling Grant funding. Funds totaling \$227,280 should arrive in a few weeks.

Also, Mrs. Rentschler reported that an additional transfer of \$44,000 was needed from the General Fund to balance the 2023 Recreation Fund.

Motion to approve the proposed 2023 budget transfers as presented. **Moved** by Mr. Wert and seconded by Ms. Drobnick. **Motion carried 7-0.**

8. PUBLIC COMMENT:

Mr. Rogers expressed concern as to the amount of lead lines that may be located within residences and the expense to homeowners to replace these lines.

9. **ADJOURNMENT:** Motion to adjourn the meeting at 7:11 p.m. **Moved** by Mr. Shaver and seconded by Ms. Leiendecker. **Motion carried 7-0.**

Respectfully submitted,

Cynthia Madeira
Borough Secretary