

**BOROUGH OF WEST READING  
BOROUGH COUNCIL MEETING**

**February 20, 2024 – 7:00 p.m.**

West Reading Borough Council held its regular monthly meeting at Borough Hall on Tuesday, February 20, 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 (arrived at 7:56 p.m.); Solicitor Daniel Becker; Fire Chief and Code Department Manager Chad Moyer (via Zoom); Chief of Police Richard Tornielli; Treasurer Jeanette Rentschler; Borough Manager Dean Murray; Public Works Director Kerry Grassley; Recreation Director Michael Esterly; Engineer Pamela Stevens; Junior Council Person Mark-Handy Phanor; Main Street Manager Nick Price; and Borough Secretary Cynthia Madeira.

**VISITORS:**

James Rogers, Resident	Karen Livingood, Resident
Ty Gardner, Resident	Charles Aden, Resident
Suzanne Thompson, Resident	Andrew Moletress, Resident
Lance Parmer, Fire Police (via Zoom)	Caitlyn Marrella, Resident (via Zoom)
Maureen Hasty, Resident	Tina Shenk, Resident & Business Owner
Colette Bressler, Resident	Allison Blair Snyder, Resident
Ty Gardner, Resident (arrived at 7:56 p.m.)	

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 6:00 p.m. this evening to discuss the potential acquisition of real property and personnel matters.
3. **AGENDA AMENDMENTS:** There were no amendments to the agenda.
4. **PUBLIC COMMENT:**

Mr. Rogers provided an update on his Business Privilege Tax research noting an update from 228 delinquent accounts to 241 that Berkheimer Tax Innovations is pursuing. There were 18 delinquent accounts that paid this past month totaling \$7,754.63. He offered his services to the 4<sup>th</sup> of July Committee as far as vendors and electrical connections. Mr. Lineaweaver noted a lack of interest to serve on this committee and a decision not to plan an event in 2024. Should enough interest be shown an event could be planned in 2025.

Mr. Aden shared plans of State Representative Johanny Cepeda-Freytiz's Women's Resource Fair that is scheduled on Saturday, March 2, 2024, from 11:00 a.m. to 2:00 p.m. at the Romanian Community Center located at 51 West Lawn Avenue, in West Lawn. Flyers will be delivered to Borough Hall tomorrow.

Ms. Bressler noted her long-term residency in the borough and state employment that has not received a raise in two years. She requested the allowance of additional time to pay her water bill since she gets paid every other Friday, usually a few days after the due date. As a veteran and a state worker that strives to pay her bills on time, she requested leniency in making ends meet. Mr. Lineaweaver recommended that she communicate with Mr. Aden who works for the State Representative's office.

5. **APPROVAL OF COUNCIL MINUTES:**

Motion to approve the January 16, 2024 and January 23, 2024 meeting minutes. **Moved** by Mr. Wert and seconded by Mr. Shaver. **Motion carried 7-0.**

6. **ORDINANCES / RESOLUTIONS:**

- a. **Ordinance – Commencement of Water Service Amendment** – Consideration was requested to authorize the advertisement of an amendment to Section 441-21 to refer to a resolution for a schedule of fees.

Motion to authorize the advertisement of an amendment to refer to a resolution for the schedule of fees to commence and discontinue water service. **Moved** by Ms. Leiendecker and seconded by Ms. Drobnick. **Motion carried 7-0.**

- b. **Ordinance 1182 Sewer Tapping Fee & Connections Regulations Amendment** – Consideration was requested to adopt an amendment to include language pertaining to changes in use, flow, and strength of sewage discharge. The engineer and solicitor's office have reviewed and approved the proposed amendment.

Motion to adopt an amendment to Chapter 363-3 and 363-6 Sewer Tapping Fees and Connections Regulations to include the noted language. **Moved** by Mr. Kaag and seconded by Ms. Leiendecker. **Motion carried 7-0.**

- c. **Resolution 2024-6 Extension of Local Disaster Emergency** – Consideration was requested to extend the local disaster emergency.

Motion to adopt Resolution 2024-6 extending the Proclamation of the Local Disaster Emergency until the March 19, 2024 Borough Council meeting. **Moved** by Mr. Shaver and seconded by Ms. Drobnick. **Motion carried 7-0.**

- d. **Resolution 2024-7 Destruction of Municipal Records** – Consideration was requested to destroy municipal records per the Municipal Records Manual.

Motion to adopt Resolution 2024-7 approving the disposal of municipal records per the Municipal Records Manual. **Moved** by Mr. Kaag and seconded by Ms. Leiendecker. **Motion carried 7-0.**

7. **CONSULTANT'S REPORT:**

- a. **Solicitor's Report** – Mr. Becker indicated that he had nothing new to report that is not otherwise covered on the agenda.

- b. **Engineer's Report** – Ms. Stevens reviewed the following items:

- It was noted that the adopted amendment to Sewer Tapping Fee and Connections Regulations was just the tip of the iceberg in amendments needed to Chapter 363 Sewers and Sewage Disposal and Chapter 441 Water during changes in use of properties. Another representative of Systems Design Engineering plans to attend the March Infrastructure Committee meeting to provide recommendations to complete revisions to these two Chapters.
- The 2024 Road Projects bids were opened on February 16, 2024. There was a marginal difference between the two competitive bids that were received. It was recommended to

award a contract to the low bidder contingent upon the solicitor's review of the bid packets. The below budget base bid and supplemental bids totaled \$383,267.81 to pave Fifth Avenue from Oak Terrace to Penn Avenue; 200 and 400 block of Spruce Street; 400 block of Grape Street; and Park Alley between Playground Drive and Parkview Road.

Mr. Lineaweaver requested to be recused from this vote as it would be a conflict of interest based on his employment.

Motion to award the 2024 Roads Project to the low bidder contingent upon the solicitor's favorable review of the bond. **Moved** by Mr. Kaag and seconded by Mr. Shaver. **Motion carried 6-0.**

- The Pennsylvania Department of Community & Economic Development (DCED) Year 8 Green Light-Go grant awarded project is moving forward through the design, and construction administration service phases.

The Year 9 Application is due by the end of February and Ms. Stevens plans to meet with Mr. Murray this week to submit the application electronically together. Approval of a funding commitment letter was requested for the 20% borough match portion totaling \$48,380.30. The scope of work included the traffic signals located at 7<sup>th</sup> Avenue and Parkside Drive North, 7<sup>th</sup> Avenue and Reading Avenue, and 8<sup>th</sup> Avenue, Hill Avenue and Reading Avenue.

Motion to approve a borough matched funding commitment letter of \$48,380.30 for the proposed Year 9 Green Light-Go grant funded traffic signal upgrades. **Moved** by Ms. Bower and seconded by Ms. Leiendecker. **Motion carried 7-0.**

- The Commonwealth of PA Financing Authority (CFA) grant funded security camera upgrade project progression has been stagnant. Ms. Stevens requested the assistance of Chief Tornielli to communicate with Berkshire Systems Group, Inc. to advance this project. The Borough Council agreed to enlist the assistance of Chief Tornielli to progress the security camera upgrades to Borough Hall and Penn Avenue.
- Ms. Stevens shared that the pavement marking contractor hired by the Pickleball Association has requested the assistance of the Public Works Department to control traffic while painting angled parking stall lines near the Pickleball Courts. Due to complications in providing services upon a City of Reading owned street it was thought to be appropriate to deny the request. Mr. Murray recommended that the contractor communicate with the City of Reading as to their guidelines established for painting roadways.
- The Ann Street Multi-Model Grant Application submitted in July of 2023 may possibly be awarded in March or April 2024.
- The first replacement four-fold garage door has been installed at the fire house and operates quickly to allow emergency vehicles to exit the garage in a matter of seconds. Ms. Stevens inquired as to possible grant funding to replace the second overhead garage door. Chief Moyer indicated that he applied for a Capital Project grant last year and was not awarded the grant. He intends to reapply this year.

- The Chapter 94 Annual Wasteload Management Report has been prepared to be submitted to the Department of Environmental Protection (DEP) through the Joint Municipal Authority. Ms. Stevens requested authorization for the Borough Manager to sign the certification. West Reading is a tributary entity that is required to report the status of the pump stations, flow, and any overflows to ensure proper care of the system.

Motion to authorize the Borough Manager to execute the Chapter 94 Annual Wasteload Management Report. **Moved** by Ms. Leiendecker and seconded by Mr. Kaag. **Motion carried 7-0.**

- As a recipient of COVID-19 ARPA funds under the H2O PA Program federal guidelines for professional services requires three engineer requests for proposals for the 500 block of Spruce Street water line replacement project. The scope of the work would be outlined and forwarded to engineering firms for response. The borough would not be required to award the low bidder.
- Ms. Stevens reported that Candlewood Suites has not responded to her letter dated January 11, 2024 urging progression of repairs to their deteriorating retaining wall. Mr. Moyer was unaware that a response had not been received by the engineer's office. A recommendation on how to proceed will be provided by the solicitor's office to urge the owner to continue work on a permanent structural design and permitting of a replacement retaining wall.

Motion to accept the Engineer's report. **Moved** by Mr. Shaver and seconded by Mr. Kaag. **Motion carried 7-0.**

#### 8. COUNCIL PRESIDENT'S REPORT:

Mr. Lineaweaver shared a presentation of plans to purchase 433 Penn Avenue at a cost of \$675,000. The current use of the triangular shaped property is a gas station/service center located in the Central Business District. Short term plans for this parcel are to create an additional 76-90 parking spaces with the opportunity for civic space to host 2<sup>nd</sup> Friday, Farmers' Market, concert, and tree lighting events. Long term plans included redevelopment opportunities as noted by Derck & Edson, LLC's 2020 Vision and Master Downtown Plan. The potential parking designs would bring along the extinction of the adjacent portion of Tulpehocken Avenue.

Bond financing would be secured in the amount of \$1.25 million at an interest rate of 3.50%. The annual expense would be approximately \$120,000 for a period of 13 years. Parking would generate revenue to offset financing costs. The unused portion of the bond in the first year could be invested with PLGIT yielding roughly \$32,000. Certain aspects of development costs such as demolition and concrete work could be handled in-house for cost savings. Remediation costs are unknown with the underground gas tanks. It was noted that bond rates are a full percentage point less than traditional mortgage rates and provide the ability to extend the repayment.

An optimistic rough timeline was provided securing a bond in March or April 2024, closing on the property in April 2024, demolition of the structure and removal of gas pumps/tanks in late 2024 with site development in 2025.

Mr. Lineaweaver thought it prudent to share this information to purchase and develop this important property within the 400 block of Penn Avenue to alleviate parking concerns and create a civic space.

Motion to authorize the solicitor to draft an agreement of sale to purchase 433 Penn Avenue.

**Moved** by Ms. Leiendecker and seconded by Mr. Wert. **Motion carried 7-0.**

Motion to approve the Council President's report. **Moved** by Mr. Shaver and seconded by Mr. Kaag. **Motion carried 7-0.**

Ms. Stevens departed the meeting at 7:34 p.m.

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

- a. **Committee Appointments** – Mr. Murray shared the receipt of three letters of interest to fill two alternate member seats on the Board of Appeals to hear appeals of property maintenance. It was noted that members of this board must be qualified with experience and training, alternate members would hear appeals during the absence or disqualification of a member. The three interested individuals are John Harvey who has a construction background, Mark Burkholder who has an electrical background, and Tina Shenk who noted that she does not have that type of background and would find another area to focus her energy.

Motion to appoint John Harvey and Mark Burkholder as Alternate Members to the Board of Appeals to hear appeals pertaining to property maintenance with terms to expire on December 31, 2026. **Moved** by Mr. Wert and seconded by Ms. Drobnick. **Motion carried 7-0.**

Mr. Murray shared the receipt of two letters of interest to fill two of the three vacancies on the Finance Committee. Mr. Lineaweaver noted that Robert Lockyer previously served on the Finance Committee and introduced Mrs. Blair Snyder who shared an interest in serving on the Finance Committee and Environmental Advisory Council. Mrs. Blair Snyder introduced herself as a resident of roughly five years where she started a family. She is in a doctoral program at Alvernia University and is interested in volunteering her time to the community.

Motion to appoint Robert Lockyer and Allison Blair Snyder to the Finance Committee with terms to expire on December 31, 2024. **Moved** by Ms. Bower and seconded by Ms. Drobnick. **Motion carried 7-0.**

Motion to appoint Allison Blair Snyder as an Associate Member of the Environmental Advisory Council. **Moved** by Mr. Kaag and seconded by Mr. Shaver. **Motion carried 7-0.**

- b. **Armed Forces Day Parade** – Mr. Murray requested consideration to approve the annual Armed Forces Day Parade event date of Saturday, May 18, 2024, and staff to submit a request to PennDOT to close Penn Avenue from Eighth Avenue to Third Avenue. Mr. Lineaweaver noted that this is one of the longest running Armed Forces Day Parade in the country.

Motion to approve the Armed Forces Day Parade event and staff to submit a request to PennDOT for permission to close Penn Avenue from Eighth Avenue to Third Avenue on Saturday, May 18, 2024. **Moved** by Mr. Shaver and seconded by Ms. Leiendecker. **Motion carried 7-0.**

- c. **Western Berks Ambulance Lease Agreement** - Mr. Lineaweaver noted a head start on extending the lease agreement with Western Berks Ambulance that is set to expire at the end of the year. The ten-year lease agreement would allow Western Berks Ambulance to operate from the West Reading Fire House while continuing to provide free membership to borough residents.

Motion to enter into an extended lease agreement with Western Berks Ambulance to occupy and conduct business from designated areas within the West Reading Fire House. **Moved** by Ms. Leiendecker and seconded by Ms. Drobnick. **Motion carried 7-0.**

- d. **Borough Manager Letter of Resignation** – Mr. Murray requested consideration to accept his letter of resignation noting that it has been an honor and a privilege to serve the borough. Mr. Lineaweaver recalled his new endeavor as Council President at roughly the same time that Mr. Murray became Borough Manager and referred to him as a father figure providing guidance every step of the way. He admired Mr. Murray's ability to navigate the difficult task of Borough Manager with grace and compassion and love for the community.

Motion to accept a letter of resignation from the Borough Manager. **Moved** by Mr. Kaag and seconded by Mr. Wert. **Motion carried 7-0.**

- e. **Borough Manager Search** – Mr. Lineaweaver noted that the Center for Excellence in Local Government (CELG) assisted in the hiring process that carefully chose Mr. Murray as Borough Manager. The CELG would advertise, collect resumes, pre-screen and rank candidates who are qualified, and schedule interviews.

Motion to enter into an agreement with the Center for Excellence in Local Government to assist in the hiring of a Borough Manager. **Moved** by Mr. Shaver and seconded by Ms. Leiendecker. **Motion carried 7-0.**

Motion to accept the Borough Manager's report. **Moved** by Mr. Kaag and seconded by Ms. Bower. **Motion carried 7-0.**

10. **MAYOR'S REPORT:** In the absence of the Mayor and a report, Mr. Lineaweaver indicated that the Mayor could provide her report during the second Council meeting next week.

11. **DEPARTMENT REPORTS:**

- a. **Police Department** – Chief Tornielli shared that an investigative officer was able to attend a weeklong crisis intervention certification program to assist in identifying mental health issues in order to properly respond. Additional virtual reality training opportunities are available to the officers. The investigative officer that attended the weeklong program is now serving on the advisory board to modify the program as appropriate for law enforcement.

On February 6<sup>th</sup> a briefing was held at Borough Hall and Penn Avenue where event space was reviewed to validate processes during large events such as Art on the Avenue and Fall Fest. Chief Tornielli noted the unique situation of a small community hosting large events. The International Association of Chiefs of Police (IACP) assisted in validating the process and threat assessments to tighten up security. For the most part the IACP is pleased with the procedures that are in place for these events, just a few modifications will be made in the future.

A request was made to approve the budgeted lease of a 2023 Ford Interceptor Utility vehicle with discounted upfitting expenses bringing the total cost down to \$55,286.10 from the budgeted expense of \$67,900.

Motion to approve the purchase of a 2023 Ford Police Interceptor Utility vehicle. **Moved** by Mr. Shaver and seconded by Ms. Drobnick. **Motion carried 7-0.**

Chief Tornielli reported that the in-car cameras are in the process of being installed and are scheduled to be deployed on March 14, 2024. These cameras will integrate with the body-worn cameras that are currently in use.

Motion to accept the Police Department report. **Moved** by Mr. Kaag and seconded by Mr. Shaver. **Motion carried 7-0.**

- b. **Public Works Department** - Mr. Grassley referred to his report and offered to answer any questions noting three action items this month. The first request was to continue to offer the ability to drop off yard waste at the borough garage on the first Saturday of the month during the months of April through November. Mr. Lineaweaver noted that each year there are more participants taking advantage of this program, thereby reducing disposal fee expenses.

Motion to approve the yard waste drop off dates at the borough garage on the 1<sup>st</sup> Saturday of April through November from 9:00 a.m. to Noon. **Moved** by Ms. Bower and seconded by Ms. Leiendecker. **Motion carried 7-0.**

Mr. Grassley requested consideration to purchase a budgeted Ford Bronco through Manderbach Ford, a Costars vendor.

Motion to approve the purchase of a budgeted 2024 Ford Bronco not to exceed \$32,000. **Moved** by Mr. Kaag and seconded by Ms. Drobnick. **Motion carried 7-0.**

Mr. Grassley requested consideration to purchase a budgeted 2024 Dodge Ram dump truck to be used as a salt truck. He received two quotes, the lowest quote with a hydraulic system and light package was \$109,957 from New Holland Dodge. An added convenience of purchasing through New Holland Dodge is the onsite recall and warranty work at the borough garage.

Motion to approve the purchase of a budgeted replacement 2.5-ton dump truck not to exceed \$120,000. **Moved** by Ms. Leiendecker and seconded by Mr. Shaver. **Motion carried 7-0.**

Mr. Grassley shared plans to save costs on tree trimming by trimming outside of the peak season. He indicated that Olive Street trees have been trimmed as necessary.

Motion to accept the Public Works Department report. **Moved** by Ms. Bower and seconded by Mr. Kaag. **Motion carried 7-0.**

Mayor Kaag and Mr. Gardner joined the meeting at 7:56 p.m.

- c. **Fire Department** – Chief Moyer shared details of the annual Chicken BBQ event scheduled on March 24, 2024, recommending placing an order through the phone system at the fire house or through the West Reading Fire Department’s Facebook page. Secondly, he thanked Ms. Stevens and Mr. Grassley for their assistance in replacing the firehouse bay door.

A buyer has been found for the old Engine 64. The sale price is \$50,000 of which the borough would be required to provide Brindlee Fire Apparatus 10% or \$5,000.

Motion to accept a conditional offer of sale for the 2000 Seagrave Pumper Engine from Springdale Volunteer Fire Department. **Moved** by Ms. Drobnick and seconded by Mr. Shaver. **Motion carried 7-0.**

Mr. Lineaweaver requested consideration of consenting to the appointment of Jamauri Key as Lieutenant 64-1.

Motion to consent to the appointment of Lieutenant 64-1. **Moved** by Mr. Wert and seconded by Mr. Shaver. **Motion carried 7-0.**

Motion to accept the Fire Department report. **Moved** by Mr. Kaag and seconded by Ms. Bower. **Motion carried 7-0.**

- d. **Code Department** – Mr. Moyer referred to his written report and provided further clarification of the deteriorating retaining wall located on the east side of the property, behind the structure of Candlewood Suites. Runoff issues are affecting the 200 Penn Avenue property. Therefore, a letter was sent requesting progression onto phase two of this project.

Motion to accept the Code Department report. **Moved** by Ms. Drobnick and seconded by Ms. Leiendecker. **Motion carried 7-0.**

- e. **West Reading Community Revitalization Foundation** – Mr. Price offered to answer any questions regarding his report. Mayor Kaag inquired as to the Fashion Show date, Mr. Price indicated that a tentative date is being planned in April. Marketing has begun for the Chili Fest scheduled for March 9<sup>th</sup> with the businesses. Mr. Murray inquired as to the Leprechaun Crawl event. Mr. Price indicated that this event has been scaled back. Details are being finalized for the Hope Rescue Mission Penn and Reading Avenue clean up events. It was recommended that a certificate of insurance be provided listing the borough as an additional insured party.

Motion to accept the West Reading Community Revitalization Foundation report. **Moved** by Ms. Leiendecker and seconded by Mr. Wert. **Motion carried 7-0.**

12. **COMMITTEE / COMMISSION REPORTS:**

- a. **Equity Diversity and Inclusion Taskforce** – Mr. Lineaweaver indicated that there is nothing new to report at this time.

Mr. Price departed the meeting at 8:05 p.m.

- b. **Recreation Commission** – Mr. Esterly referred to his written report and requested consideration of two action items. Approval of a Bochantin Upshot Disc Golf Tournament is requested on Sunday, April 14, 2024, with an alcohol vendor at the pavilion.

Motion to approve a disc golf tournament event with alcohol vendor on Sunday, April 14, 2024 from 8:00 a.m. to 4:00 p.m. **Moved** by Mr. Shaver and seconded by Ms. Leiendecker. **Motion carried 7-0.**

Mr. Esterly requested consideration of approving the Pickleball Tournament event dates as presented by Fromuth Tennis. Mr. Lineaweaver shared the dates of June 7-9, October 4-6, and September 19.

Motion to approve the Pickleball Tournament event dates as presented by Fromuth Tennis. **Moved** by Ms. Leiendecker and seconded by Ms. Drobnick. **Motion carried 7-0.**

Mr. Esterly shared upcoming event details such as the Easter Egg hunt on March 23<sup>rd</sup> at the firehouse, the Fishing Rodeo on April 13<sup>th</sup> and Vines & Vibes in May with the band Frog Holler. Mr. Esterly shared that last weekend's Karaoke event raised \$2,000. Ms. Drobnick noted the idea of branching off into a junior version. Mr. Esterly is working on securing staff for the upcoming



pool season and playground program, and thanked Mr. Lineaweaver for his assistance in creating an online registration for the pool and playground programs.

Motion to accept the Recreation Commission report. **Moved** by Mr. Kaag and seconded by Ms. Leiendecker. **Motion carried 7-0.**

Mrs. Blair Snyder departed the meeting at 8:07 p.m.

- c. **Planning Commission** – Ms. Leiendecker recapped meeting discussions since Mr. Wert was unable to attend noting a review of existing and proposed allowable uses by zoning district. Mr. Wert noted official business that is scheduled to be reviewed next month and plans to continue a review of the remaining list of uses with Derck & Edson, LLC.

Motion to accept the Planning Commission report. **Moved** by Ms. Drobnick and seconded by Ms. Bower. **Motion carried 7-0.**

- d. **Economic Development Committee** – Mr. Wert recapped meeting discussions and the exciting plans to purchase 433 Penn Avenue. The 400 block of Penn Avenue will benefit from this project. Plans are being created to link this parcel to the Delaney Circle and Buttonwood Street corridor to create a public space.

Motion to accept the Economic Development Committee report. **Moved** by Ms. Leiendecker and seconded by Ms. Drobnick. **Motion carried 7-0.**

- e. **Environmental Advisory Council** – Mr. Kaag shared plans of another Free-Market scheduled on April 21, 2024 from 10:00 a.m. to 2:00 p.m. at the Pavilion, paired with the Earth Day Cleanup Event. The Winter Free-Market was a success though there was not enough space at the Bicentennial House to accommodate the number of free items. A viable location for a Pollinator Garden is being reviewed.

Motion to accept the Environmental Advisory Council report. **Moved** by Mr. Shaver and seconded by Ms. Leiendecker. **Motion carried 7-0.**

- f. **Traffic and Infrastructure Committee** – Mr. Kaag recapped a review of a request for short-term parking near the Seventh Avenue pharmacy, and no parking zone improvements on Franklin Street near Fifth Avenue. Difficulties were noted on obtaining data from the radar sign located at Sixth and Reading Avenues. Pedestrian safety improvements to Delaney Circle will be implemented following the coordination of relocating Delaney Circle memorial items to a landscaped area in the park.

Motion to accept the Traffic and Infrastructure Committee report. **Moved** by Mr. Wert and seconded by Ms. Drobnick. **Motion carried 7-0.**

- g. **Shade Tree Commission** – Mr. Kaag noted the standard review of tree related aspects and the number of recent windstorms and thanked Mr. Grassley and the Public Works crew for their diligence in monitoring and caring for trees for the safety of residents. It was noted that he and another member of the Shade Tree Commission are attending a Penn State Extension Tree Tenders Training program to properly identify, plant and care for trees.

Motion to accept the Shade Tree Commission report. **Moved** by Ms. Leiendecker and seconded by Ms. Drobnick. **Motion carried 7-0.**

- h. **Safety Committee** – Mr. Murray noted good, in-depth conversations held during these meetings and this month's review of cold stress and hypothermia.

Motion to accept the Safety Committee report. **Moved** by Ms. Leiendecker and seconded by Mr. Kaag. **Motion carried 7-0.**

13. **TREASURER'S REPORT:**

- a. **Transfer of Funds** – Mrs. Rentschler requested consideration to transfer funds from M&T Bank to PLGIT.

Motion to approve the transfer of \$150,000 from the M&T Bank account to the PLGIT Prime account. **Moved** by Mr. Kaag and seconded by Ms. Leiendecker. **Motion carried 7-0.**

- b. **Financial Statement Ending 1/31/2024** – There were no questions or comments.

- c. **Payment Approval Report 1/17/24 to 2/16/24 and 2/17/24 to 2/20/24** – There were no questions or comments.

Motion to approve the financial statement ending 1/31/2024, and Payment Approval Reports of 1/17/24 to 2/16/24 and 2/17/24 to 2/20/24. **Moved** by Mr. Shaver and seconded by Ms. Drobnick. **Motion carried 7-0.**

14. **PUBLIC COMMENT:**

Mr. Rogers inquired as to a previous interested buyer of 433 Penn Avenue that wanted to establish a convenience store and the feedback provided by the borough that it was not permitted. Mr. Becker indicated that zoning prohibited that use at that location. Mr. Moyer confirmed that convenience stores are only permitted in the General Business District, 433 Penn Avenue is located in the Central Business District. Mr. Rogers inquired as to a retaining wall that is deteriorating. Mr. Murray clarified the area behind the hotel.

Ms. Shenk requested clarification as to how the types of businesses are determined by zoning district. Mr. Wert noted a complex matrix provided by the consultant and the requirement to allow any type of legal business within our jurisdiction, regardless of realistic expectations. Examples of a nuclear power plant or strip mine were noted. The Planning Commission is providing feedback on best uses in the Central Business District area. The Derck & Edson, LLC recommended zoning amendments should make it easier to understand where a given use can be located within the 0.6-mile radius of the borough. Zoning amendments are the next step in the revitalization of the downtown area. Ms. Shenk shared her concern about gambling/games of skill uses.

- 15. **ADJOURNMENT:** Motion to adjourn the meeting at 8:32 p.m. **Moved** by Mr. Shaver and seconded by Ms. Leiendecker. **Motion carried 7-0.**

Respectfully submitted,

Cynthia Madeira  
Borough Secretary