

BOROUGH OF WEST READING – BOROUGH COUNCIL
2nd Regular Meeting
January 26, 2016 – 7:00 p.m.

West Reading Borough Council held its 2nd Regular Meeting at Borough Hall on Tuesday, January 26, 2016 with the following persons present: Council President Carl Garman, Vice President Nathalie R. Kulesa; Mayor Valentin Rodriguez, Jr; Council Members Grace Craze, Kristin L. Kramer, Christopher Lincoln, Suzanne Thompson, Philip C. Wert; Borough Manager Richard J. Sichler; Police Chief Stephen Powell; Borough Secretary Cathy L. Hoffman.

VISITORS:	James T. Rogers	Resident
	Oswald Herbert	Resident
	Karen & Jim Livingood	Residents
	Helen Moyer	Recreation Director
	Jason Ulrich	Resident

1. **CALL TO ORDER:** Mr. Garman called the meeting to order at 7:00 p.m. which was followed by the Pledge of Allegiance and Roll Call.
2. **ANNOUNCEMENT OF PREVIOUSLY HELD EXECUTIVE SESSION:**
Mr. Garman stated that Council had met in Executive Session from 6:00 p.m. to 6:45 p.m. to discuss personnel.
3. **PUBLIC COMMENT:** There was no public comment at this time.
4. **EXECUTIVE SESSION:**
Council recessed to Executive Session at 7:02 p.m. to discuss personnel. When the regular meeting reconvened at 8:24 p.m., Mr. Garman stated that the Borough Manager would be finalizing the contract with one of the law firms who participated in the interview process. The final determination will be announced at the next Council meeting.
5. **BUSINESS FROM JANUARY 19TH MEETING:**
 - **Habitat for Humanity Half Marathon** – A letter of support would be required in order for the race organizers to receive the necessary permit from PennDOT regarding the closing of Penn Avenue. **Moved** by Mr. Lincoln and seconded by Ms. Craze to authorize Mr. Sichler to send the letter of support for the May 29th race. **Motion carried 7-0.**
 - **Ordinance 1052** – The ordinance, which adds more streets for sweeping and also prohibits parking in an alley on trash days, has been advertised and is ready for adoption. **Moved** by Mrs. Kulesa and seconded by Ms. Craze to adopt Ordinance 1052. **Motion carried 7-0.**
 - **Insurance Renewal** – There was a question concerning the ‘agreed value’ at the meeting of the 19th and Mr. Sichler said that it was just a typo and that ‘agreed value’ has always been part of the policy. He added that replacement value is also part of the policy and there is no depreciation. It was also noted that the policy hasn’t changed over the last eight years. **Moved** by Mr. Lincoln and seconded by Ms. Kramer to authorize the signing of the insurance renewal. **Motion carried 7-0.**

- **Planning Commission Minutes / Traffic and Infrastructure Minutes – Moved** by Mr. Wert and seconded by Mrs. Kulesa to approve the Planning Commission minutes of January 14th, the Traffic Committee minutes of January 13th and the Infrastructure minutes of January 13th. **Motion carried 7-0.**
- **Revenues with Comparison to Budget Question** – A question had arisen at the January 19th meeting concerning expenditures for equipment maintenance and repairs in the Codes Department totaling \$4,480.31. Mrs. Hoffman explained that expenditures are for yearly software updates as well as copier expenses.

6. **NEW BUSINESS:**

- **Recreation – Pole Building** – Mrs. Moyer asked for Council's approval to enter into an agreement with Lancaster Pole Building for the construction and placement of the new concession stand. She noted that in order to hold the price of \$14,947.00 a contract must be signed. It was noted that SDE had written specifications for the building and three quotes had been received with Lancaster Pole Building being the lowest. As well, the amount of \$15,000 had been budgeted for the building. It is anticipated that the building will be delivered in March or April at which point the Borough Crew can begin the inside work. The old concession stand will remain in place for use during the summer of 2016 in the event that the project isn't complete before the pool opens. Once the new building is put into service, the old building will be used for storage and by other organizations who wish to provide concessions during their events. Specifications still need to be reviewed for ADA compliance, code issues, electrical/plumbing, etc. although Mr. Unger has already made a preliminary review of the plans. **Moved** by Ms. Craze and seconded by Mrs. Kulesa to award the contract to Lancaster Pole Building in an amount not to exceed the \$15,000 budgeted amount. **Motion carried 7-0.**
- **Borough List (Draft) and Committees of Council** – The list was provided to Council as a draft for their review. The Committees of Council were discussed and changes made as follows:
 - Ms. Thompson has not been part of the Hospital Committee as previously listed.
 - Ms. Kramer is appointed to the Hospital Committee and Infrastructure Committee.
 - Mrs. Heckler and Mr. Wert are no longer part of the Mayor's Advisory Committee.
 - Ms. Thompson is appointed to the Mayor's Advisory Committee.
 - Protection of Persons and Property was changed to Public Safety Committee.
 - Mrs. Kulesa is appointed to the Personnel Committee.
 - Ms. Craze is not a member of the Personnel Committee as was listed previously.
 - There is no standing committee to negotiate the police contract however Ms. Craze stated that when the time comes, she would like to be a part of it.

There are other Committees/Boards/Commissions that may require changes and Mrs. Hoffman asked Council to review the document for possible changes to be discussed at the February meeting.

- **Meeting Procedures Amendments** – Mr. Garman said there are a couple of things he would like to propose concerning meeting procedures. He will have more information at the February meeting.
- **January 19th Draft Minutes** – The minutes of the January 19th meeting were distributed for Council's review.
- **Incident Report** – Chief Powell reported that on January 22nd, Borough emergency services responded to a fire under the Rt. 422 underpass in an area that is located in Cumru

Township but imbedded in West Reading. He indicated that the fire was started by homeless persons living there and because the area is not in the Borough's jurisdiction, little can be done to permanently correct the situation. This has been an ongoing problem for the Borough. He also said that as far as he is aware, Cumru Township does not regularly patrol that area. Chief Powell said that his concern is that at some point a fire could be so large that it impacts the traffic on 422 in that location. He recommended that the Borough send notification to Cumru Township requesting that they take steps to resolve the issue. Mr. Sichler noted that he had contacted the Cumru Township Manager concerning the incident and asked their Codes Department to investigate.

It was also noted that in 2008 the Borough requested that Cumru Township annex this land to the Borough, however the Township indicated that they had no interest in doing so. Council authorized Mr. Sichler to send a letter outlining the situation and requesting action.

PUBLIC COMMENT:

James T. Rogers asked if the contractor for the bridge project is paying Business Privilege Tax because of the office they have in the Borough. Mr. Sichler said that the School District has reviewed the situation and deemed that they should pay the tax therefore Berks EIT will be billing them for this tax. He also asked about the status of 417 Franklin Street and whether the tarp on the roof is intact. Council stated that the Borough Engineer has been checking the property routinely from the exterior and that the resident at 419 has not had any water infiltration issues. It was noted that the Borough cannot enter the property to check it unless an administrative warrant is obtained, however the Borough must have probable cause to do so. It was suggested that it could be more thoroughly inspected from the neighbor's room. Mayor Rodriguez said he would find out when it was inspected and the condition that was found.

8. **ADJOURNMENT:**

Moved by Ms. Craze and seconded by Ms. Thompson to adjourn the meeting at 9:12 p.m. **Motion carried.**

Respectfully submitted,

Cathy Hoffman
Borough Secretary