

Borough of West Reading
Borough Council
June 18, 2013 – 7:00 p.m.

West Reading Borough Council held its regular monthly meeting at Borough Hall on Tuesday, June 18, 2013 with the following persons present: Council President Kevin M. Conrad; Vice President James J. Gallen Jr.; Council Members Elizabeth L. Heckler, Deborah Hutcheson, Amy B. Good, Philip C. Wert; Mayor Shane J. Keller; Borough Manager Richard J. Sichler; Sgt. Keith Phillips OIC; Fire Chief Mark D. Burkholder; Borough Solicitor Daniel P. Becker; Chief Code Enforcement Officer Tracey L. Levering; Elm Street Manager Dean L. Rohrbach; Administrative Assistant Cathy L. Hoffman; Borough Engineer Terry Naugle. Council member Nathalie R. Kulesa and Public Works Director Dean E. Murray were unable to attend.

VISITORS:	Ruth Cardell	Temple
	Audrey Schaeffer	Resident
	Carl Garman	Resident
	Amber Rambo	Resident
	Peter Gustis	Resident
	Karen Livingood	Resident
	Tina Shenk	Property Owner
	Doug Zeeger	Resident
	Christian Doyle	Resident
	Kathy Frymoyer	Resident
	Oswald Herbert	Resident
	Becca Gregg	Reading Eagle
	Frank Wiczowski	MAW Communications

1. **CALL TO ORDER:** Council President Kevin M. Conrad called the meeting to order at 7:00 p.m. which was followed by the Pledge of Allegiance and roll call.
2. **EXECUTIVE SESSION ANNOUNCEMENT:** Mr. Conrad announced that an Executive Session concerning personnel had been held on Thursday, May 23, 2013.
3. **PUBLIC COMMENT:** There was no public comment.
4. **APPROVAL OF COUNCIL MINUTES:**
Moved by Ms. Hutcheson and seconded by Mrs. Heckler to approve the minutes of May 22, 2013.
Motion carried.
5. **UNFINISHED BUSINESS:**
GEM Sale – Mr. Sichler reported that the auction for the GEM vehicle has concluded with the high bid being \$3600. **Moved** by Ms. Hutcheson and seconded by Mrs. Heckler to authorize the sale of the GEM in the amount of \$3600. **Motion carried.**
Waste Disposal Contract – Mr. Sichler stated that in researching other alternatives for trash disposal he has discovered that the Western Berks landfill has a bridge leading into it that has a 32 ton weight limit. Because the Borough regularly has trucks over 32 tons going to the landfill, he contacted Cumru Township and was informed that after some investigation PennDOT has increased the weight limit to 35 tons which would currently accommodate the Borough's waste disposal trucks. The bridge is also scheduled for upgrade/maintenance within the next 12 years however it is possible that the weight limit could be decreased at some point. The proposal from Pioneer

Crossing is still available however a decision must be made by August 4th if the Borough wishes to extend the current contract. It was noted that if the Borough were to go with Western Berks, the savings would be between \$35,000 and \$40,000 for one year over the amount that is being paid to Pioneer Crossings. Specific pricing will be obtained from Western Berks for the next meeting, and Mr. Sichler will speak further with Cumru Township concerning the bridge and PennDOT.

6. **ORDINANCES/RESOLUTIONS:**

- a. Resolution 2013-3 – The resolution sets the rate for industrial waste surcharges that are imposed by the Joint Municipal Authority of Wyomissing Valley which the Borough collects but passes directly to the Authority. Mr. Becker indicated that due to changes in the Borough Code, this type of action may need to be done by Ordinance rather than Resolution as it has been done in the past. He said that it could be passed as a resolution this evening, with further action if necessary once he has looked into it further.

Moved by Mr. Gallen and seconded by Mr. Wert to approve Resolution 2013 – 3. **Motion carried.**

- b. Resolution 2013-4 – Regarding the adoption of the Hazard Vulnerability Assessment and Mitigation Plan Update, it was **Moved** by Ms. Good and seconded by Mrs. Heckler to approve Resolution 2013 – 4. **Motion carried.**

7. **CONSULTANTS' REPORTS:**

- a. Solicitor's Report – Mr. Becker reported that he required a brief Executive Session to discuss personnel at the end of the meeting.

Moved by Mr. Gallen and seconded by Mr. Wert to approve the Solicitor's Report. **Motion carried.**

- b. Engineer's Report – Mr. Naugle referred to his written report.

Moved by Ms. Good and seconded by Mr. Wert to approve the Engineer's Report. **Motion carried.**

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

- a. Animal Rescue League Agreement – Mr. Sichler reported that the Animal Rescue League Agreement for 2013 needs to be approved and executed. **Moved** by Ms. Good and seconded by Mrs. Heckler to renew the Animal Rescue League contract for 2013. **Motion carried.**
- b. Reading Health System Agreement – Mr. Sichler reminded Council that 2013 is the last year of the three year cycle with the Reading Hospital for their agreement therefore after some discussion it was decided that the Hospital Committee should meet before entering into discussions with the Reading Hospital.

Moved by Ms. Hutcheson and seconded by Mr. Wert to approve the Borough Manager's Report. **Motion carried.**

9. **MAYOR'S REPORT & WEST READING COMMUNITY REVITALIZATION FOUNDATION REPORT:**

Mayor Keller reported that the Farmers' Market remains a well attended and successful event each Sunday, and that Art of the Avenue (held on June 15th) was an overwhelming success with more people on the Avenue than ever before. He thanked all of the Borough staff as well as the Fire Police who assisted with the event.

Moved by Mr. Wert and seconded by Mrs. Heckler to approve the Mayor's Report. **Motion carried.**

10. **DEPARTMENT REPORTS:**

- a. Code Enforcement – Mrs. Levering said she had been out of the office and therefore did not have a written report. She said she would present it at the July meeting.
- b. Police Department – Sgt. Phillips reported that the department has added a Vacation Request form to their website which will be more convenient for residents to provide information to the department about their vacation schedule, ie when they will be out of town, vehicles that will be left on the street, emergency contacts, etc.

He also reported that nine bids had been received for the proposed camera system and a West Reading company Encompass Media had submitted the lowest bid. He noted however that there had been one other interesting offer from MAW Communications that did not meet the bid specifications. Mr. Sichler explained the proposal from MAW (a coordinated effort with the City of Reading for monitoring) and added that if Council were interested in pursuing the their proposal, which dealt with fiber optic lines to the cameras instead of a radio transmission system, then all of the bids would have to be rejected and be rebid with new specifications. It was noted that with the fiber optic scenario, there would be a cost per month per connection which would increase as the system grows. **Moved** by Mrs. Heckler and seconded by Mr. Conrad to accept the Encompass Media bid of \$53,678.

It was also noted that Encompass will meet with Council when requested to discuss privacy issues. It was strongly recommended that a policy regarding the use of the cameras be put in place prior to the cameras being installed and Sgt. Phillips stated that he has been speaking with other municipalities that have cameras and will be reviewing their policies.

Given that only \$51,543 had been budgeted, it was determined that the excess funds would come from the Police Department budget, with Mayor Keller specifying line item 01-410-121. **Motion carried.** Mr. Conrad asked that the proposed policy be in place before the cameras are installed and that Mr. Becker reviews the policy.

Sgt. Phillips also referred to the draft Handicapped Parking Ordinance and asked Council to review it and contact him with any comments.

Council also discussed the bicycles on Penn Avenue sidewalks issue and Mayor Keller indicated that the addition of another sign on the Avenue would not be practical. He suggested that something be stenciled instead on the sidewalk at the top of the accessibility ramp. Council also had concerns about the redundancy of bicycle signs on Penn Avenue, and asked that the West Reading Community Revitalization Foundation review the signs on the Avenue and prepare a recommendation concerning them. With regard to the bicycles on the sidewalk, it was **Moved** by Ms. Good and seconded by Mr. Wert to test the painting of the “no biking on the sidewalks” on Penn Avenue, contingent upon Sgt. Phillips verifying that signage on a pole is not required. **Motion carried.**

Moved by Mr. Wert and seconded by Mrs. Heckler to approve the Police Department Report. **Motion carried.**

- c. Public Works – Mr. Sichler referred to Mr. Murray’s written report, and added that there was an incident with the Olive Street pumping station which has since been rectified. The incident has given pause for concern because the terracotta pipe that caused the damage to the pump came from the sewer system, therefore sewer lines in that area are being televised to determine where the breach occurred. Funds had already been allocated for the rehabilitation

of the Olive Street station as well as the televising, therefore there is no major financial impact from the incident.

Moved by Ms. Hutcheson and seconded by Mrs. Heckler to approve the Public Works Director's Report. **Motion carried.**

- d.. Fire Department – There were no questions for the Fire Chief.

Moved by Ms. Hutcheson and seconded by Mr. Wert to approve the Fire Chief's Report. **Motion carried.**

- e. Elm Street – Mr. Rohrbach referred to his written report and added that DCED has accepted the audit for Contract #45197.

Moved by Ms. Hutcheson and seconded by Mrs. Heckler to approve the Elm Street Manager's Report. **Motion carried.**

11. **COMMITTEE/COMMISSION REPORTS:**

- a. Recreation Commission – Recreation Coordinator Jodie Ghen introduced herself to Council and stated that a written report was distributed. She highlighted the following information:

- Everything is on track for the 4th of July, thanks to the assistance of Borough employees.
- The Playground program has 69 children enrolled with more than half being preschool age. Because of this she asked if the hay wagon and Borough vehicle could be used to allow the children to ride in the Wyomissing 4th of July parade instead of walking.
Moved by Mr. Wert and seconded by Ms. Hutcheson to approve allowing Recreation to use a vehicle and the wagon, as well as Borough crew time for the 4th of July parade.
In favor of the motion: Mrs. Heckler, Mr. Wert, Ms. Hutcheson
Against the motion: Mr. Gallen, Ms. Good, Mr. Conrad
Mayor Keller voted no therefore the motion was defeated.
- Mrs. Heckler requested that one of the moonlight swims be used as a fundraising event for a Borough child who has been diagnosed with leukemia. Council agreed that it was a worthwhile endeavor and asked that the organizers work with Mr. Becker to ensure that everything is carried out appropriately. **Moved** by Ms. Good and seconded by Ms. Hutcheson to approve a fundraiser for the moonlight swim at the West Reading Pool to benefit Delaney Brown. **Motion carried.**

Moved by Mr. Gallen and seconded by Ms. Good to approve the Recreation Commission Report. **Motion carried.**

- b. Traffic Committee – The following items were brought to Council:

- Chief Burkholder has requested that two parking spaces Playground Drive be removed to allow fire vehicles to more easily maneuver through the area. The Committee recommended approval to Council therefore it was **Moved** by Mr. Gallen and seconded by Ms. Good to approve the removal of two parking spaces on Playground Drive. **Motion carried.**
- Sgt. Phillips indicated that there are two handicapped parking spaces on Sycamore Road that are no longer needed. **Moved** by Ms. Good and seconded by Mr. Gallen to remove two handicapped parking signs; two on Sycamore Road and one at 138 S. 6th Avenue. **Motion carried.**

- Mr. Conrad noted that there has been a request for a 20 minute parking space on Franklin at the corner of 6th in front of the Laundromat. This would only be necessary during the hours that the Laundromat is open – from 6 a.m. to 10 p.m. daily. **Moved** by Mr. Gallen and seconded by Ms. Good to approve the 20 minute parking space at 6th and Franklin. **Motion carried.** An ordinance will have to be prepared, advertised and passed before this will come into effect.
- Mr. Conrad also noted that Sgt. Phillips has prepared a draft Handicapped Parking Ordinance that will be discussed at the next Traffic meeting in August.

Moved by Mr. Gallen and seconded by Mrs. Heckler to approve the Traffic Committee Report.
Motion carried.

12. **TREASURER'S REPORT:**

- a. **Moved** by Ms. Hutcheson and seconded by Mr. Wert to approve the Revenues with Comparison to Budget Report for the 5 months ending 5/31/2013. **Motion carried.**
- b. **Moved** by Ms. Hutcheson and seconded by Mr. Wert to approve Payment Approval Report for 5/21/2013 - 6/13/2013 and 6/14/2013 – 6/18/2013. **Motion carried.**

13. **PUBLIC COMMENT:**

Doug Zeeger spoke about the cameras that will be installed and stated that if fiber optics are used, the camera is tied to that location whereas with wireless cameras, they can be used wherever the need arises.

Frank Wiczowski (President of MAW Communications) spoke about the proposal they had provided concerning the installation of cameras and noted the benefits of using fiber optic connections .

Amber Rambo asked about the blue 55 gallon drum on Sunset Road that dog walkers use and Mr. Conrad said that it will be removed. She also commented about the negative public perception that continues to plague the Borough and felt that some damage control needs to be done.

14. **EXECUTIVE SESSION:**

Council recessed to Executive Session at 8:10 p.m. to discuss personnel. When the meeting reconvened at 8:47 p.m., two items required motions.

Moved by Ms. Good and seconded by Ms. Hutcheson to approve the settlement agreement and general release for Richard Vetter. **Motion carried.**

Moved by Ms. Good and seconded by Mr. Gallen to deny Ron Ladd's request for Heart and Lung Benefits. **Motion carried.**

15. **ADJOURNMENT:**

Moved by Ms. Good and seconded by Mr. Gallen to adjourn the meeting at 8:49 p.m. **Motion carried.**

Respectfully submitted,

Cathy Hoffman
Administrative Assistant