

BOROUGH OF WEST READING TRAFFIC & INFRASTRUCTURE COMMITTEE

JULY 14, 2021

The Borough of West Reading Traffic & Infrastructure Committee met on Wednesday, July 14, 2021 at 6:00 p.m. at Borough Hall with the following persons present: Chairman Christopher Lincoln; Council Member Patrick Kaag; Police Chief Glenn Granitz; Public Works Team Leader Kerry Grassley; Police Officer Nicholas Karetas; Interim Borough Manager and Public Works Director Dean Murray; and Borough Secretary Cynthia Madeira. Mayor Andrew Kearney was unable to attend.

Visitors: Karen Livingood, Resident Dale Miller, Resident

The meeting was called to order at 6:00 p.m.

Public Comment

Mrs. Livingood thanked Chief Granitz and Mr. Murray for their acknowledgement of her concerns expressed through an email regarding parking issues at the pool. Additional efforts such as line/curb painting of the area on Sycamore Road near the Museum Road intersection will be added in an effort to discourage parking. Also, it was requested to monitor the two handicapped parking spaces for legitimate use.

Mr. Miller shared his ongoing concern of vehicles traveling in the wrong direction on Sunset Road and requested additional markings on the street. He noted that the width of the roadway makes it appear to be a two-way street. Additional signage at Third Avenue, such as no right turn and painted arrows on the roadway will be applied to better educate drivers.

Approval of Minutes

Motion made to approve the Traffic and Infrastructure Committee minutes of June 9, 2021 by Mr. Murray and seconded by Mr. Kaag. **Motion carried.**

Old Business

Parkview Road Pedestrian Bridge – Mr. Murray reported that the pedestrian bridge is scheduled to be delivered tomorrow. The two pieces will be set on park land away from power lines. It is anticipated to be a three to four week build time due to a shortage of concrete material.

Mr. Murray also indicated that the Linden Lane sewer project has been delayed due to a lack of piping materials. Should the project be delayed until next year the residents will be notified and areas of blacktop in need of repair will be patched.

Parking Restrictions – Permission has been granted by the solicitor to combine § 430-24 Time limit parking and § 430-25 Time limit parking certain days due to the similarity of these two sections. The following parking regulations were reviewed:

- A 20-minute parking space designation on Reading Avenue west of the Sixth Avenue intersection will be signed as everyday between the hours of 10:00 a.m. to 8:00 p.m. with revisions made to the ordinance to delineate the first parking space.
- Signs need to be erected within the 500 block of Reading Avenue per the designation of time limit parking Monday through Saturday from 10:00 a.m. to 8:00 p.m.
- The current regulations for South Second Avenue in front of RM Palmer of a two-hour parking limit Monday through Friday from 8:00 AM to 6:00 PM will remain unchanged.
- The overlapping regulations of permit parking and time limit parking along North Sixth Avenue were discussed. For uniformity purposes it was decided to amend the time limit parking designation on the west side of North Sixth Avenue from Penn Avenue to Court Street as a three-hour parking limit from 10:00 a.m. to 8:00 p.m. Monday through Saturday. The permit parking designation should be amended

to both sides of North Sixth Avenue from Court Street to Reading Avenue Monday through Friday from 6:00 a.m. to 6:00 p.m.

- South Seventh Avenue near Penn Avenue currently has time limit parking designations that are not signed. Signs were requested to be erected on both sides of this roadway.
- It was noted that only two parking spaces located on the northwest side of South Sixth Avenue between Wayne Avenue and Spruce Street are not designated as patient loading zones. This area is residential in nature and was decided to be added to the list of permit parking designated areas. One of the two spaces is currently designated as handicapped parking. It was recommended to seek legal advice on the dual designation of a handicapped space within our ordinances.
- South Sixth Avenue near Penn Avenue time limit designation will be revised to three-hours, 10:00 a.m. to 8:00 p.m. Monday through Saturday on both sides from Penn Avenue to Cherry Street.
- A twenty-minute designated space on Chestnut Street near Yarnell Street is no longer needed and will be removed from the ordinance.
- Time limit parking on Eighth Avenue from Reading Avenue to Franklin Street will remain and be revised to three-hours, Monday through Saturday from 10:00 a.m. to 8:00 p.m. Signs will need to be erected on the south side of Eighth Avenue near Sacred Heart Church.
- Time limit parking regulations on South Fifth Avenue near Franklin Street will be removed from the ordinance, this area is currently designated as no parking.
- Time limit parking regulations on Franklin Street near First Avenue will be removed. This area is currently driveway access to Rieck's Printing property.
- The twenty-minute parking designation on Franklin Street west of Sixth Avenue will remain as noted.
- The twenty-minute parking designation on Franklin Street east of Second Avenue will be signed as everyday between the hours of 10:00 a.m. to 8:00 p.m. with revisions made to the ordinance to delineate the first parking space.
- The twenty-minute parking designation on Franklin Street east of Fifth Avenue will remain with a modification to the time restriction of 10:00 a.m. to 8:00 p.m. every day with revisions made to the ordinance to delineate the first space.
- North Seventh and Third Avenues time limit designations will be updated to three-hours, Monday through Saturday from 10:00 a.m. to 8:00 p.m.
- A twenty-minute designated space on North Third Avenue near Penn Avenue is no longer needed and will be removed from the ordinance.
- Penn Avenue time limit designations will be updated to three-hours between 10:00 a.m. to 8:00 p.m., Monday through Saturday from Third Avenue to Eighth Avenue.
- South Fourth Avenue time limit designations on the west side between Chestnut Street and Deer Alley will be updated to three-hour, Monday through Saturday from 10:00 a.m. to 8:00 p.m.
- A twenty-minute designated space on the east and west sides of South Second Avenue near Penn Avenue are no longer needed and will be removed from the ordinance.
- A twenty-minute designated space on the east side of South Second Avenue near Franklin Street is no longer needed and will be removed from the ordinance.
- The time limit designation on South Second Avenue from Cherry Street to Penn Avenue was discussed. Since this area is residential in nature it was decided to remove the time limit restrictions that are not currently signed in this vicinity.
- The twenty-minute parking designations on the east and west sides of South Seventh Avenue near the hospital would be enforced at all times, every day.

Penn Avenue Infrastructure – Mr. Murray noted that trash can refurbishing is being cycled through as time permits. It was recommended to add a trash can to the south side of the 500 block of Penn Avenue based on demand.

The new building construction within the 400 block of Penn Avenue is slated to begin next week. Construction will begin on the front portion of the lot to tap into water and sewer lines and then move to the area behind the public sidewalk.

Technology Infrastructure – Mr. Lincoln asked members to review a draft Request for Proposal (RFP) of Information Technology (IT) services for next month's discussion. He expressed concern of the eleven-year-old version of Microsoft Outlook the Borough is currently administering for email services and potential security risks. The current IT contract expires at the end of the year, which allows some time for review of the RFP. Any suggestions were asked to be shared with Mrs. Madeira and updates provided to the committee prior to the August meeting.

A list of concerns that were recommended to be reviewed with the current IT provider were:

- The email system in general to ensure that it is still supported by Microsoft, and that updates are being installed as needed. Determine if email information should be stored on a physical server in-house or within a cloud-based system. Costs associated with any recommended improvements would be needed for budget season.
- Recommendations to hardware configurations.
- Ensure that security reviews/updates are being performed to avoid data breaches within both the Police and Administration Departments.

Chief Granitz urged that the new IT contract include the installation of hardware, updating of specific devices, and after-hours support capability.

Stop Sign Ordinance Updates – Mr. Lincoln inquired as to a list of intersections that were studied by the two Public Works Crew Members and two Parking Enforcement Officers that were trained to perform traffic studies. Yarnell Street and Ann Street were studied by the trained Borough representatives along with a representative of PennDOT. A report was not provided because the number of cars traveling these intersections falls below reporting requirements. Mr. Lincoln recommended completing the standard PennDOT forms to keep on file in support of any future ordinance amendments.

Mr. Lincoln requested a study to be performed at the intersection of Chiffon Way and Walnut Street. This should be a pretty easy justification to install a stop control device at this intersection.

New Business

Municipal Parking Lot – Mr. Murray noted a request from the Parking Enforcement Officer to update signage within the municipal parking lot along Franklin Street to include the hours of enforcement. The ordinance will be reviewed and the signs updated accordingly.

Adjournment

Motion was made to adjourn the meeting at 7:36 p.m. by Mr. Kaag and seconded by Mr. Murray. **Motion carried.**

Respectfully submitted,

Cynthia Madeira
Borough Secretary