

BOROUGH OF WEST READING
BOROUGH COUNCIL BUDGET WORKSHOP
SEPTEMBER 30, 2017

West Reading Borough Council held a Budget Workshop at Borough Hall on Saturday, September 30, 2017 with the following persons present: Council President Carl G. Garman; Council Members Philip Wert, Christopher Lincoln, Suzanne Thompson; Public Works Director Dean Murray; Borough Manager Cathy Hoffman; Treasurer Jeanette Rentschler; and Assistant to the Manager Cynthia Madeira. Council Vice President Nathalie Kulesa, Council Members Nicholas Imbesi and Grace Craze, and Mayor Valentin Rodriguez, Jr. were unable to attend.

Visitors Present: None.

CALL TO ORDER:

Council President Carl G. Garman called the meeting to order at 9:15 a.m.

2018 BUDGET

PUBLIC WORKS DEPARTMENT:

Mr. Murray presented the Public Works Department budget.

- Mr. Murray reported materials and supplies such as paper products are typically purchased from Sam's Club for the Borough Hall building, Bicentennial House and Borough Garage. Mr. Wert requested obtaining a quote from the local business, C & S Supply Company.
- The maintenance and repair proposed budget includes maintenance as required by MS4 to the diesel and gas storage tank repairs, stuccoing Borough Hall as well as the usual building maintenance.
- Mr. Murray requested consideration of an addition of a full-time certified mechanic employee to maintain vehicles for the public works, police and fire department vehicles including small engine equipment. Council requested Mr. Murray gather the total expenditures for vehicle maintenance for all departments as well as an estimate on costs to fit out an area with tools/equipment to discuss further at a later date.
- Discussed reducing the number of part-time summer employees from three to two and raising the hourly rate to attract more qualified candidates to maintain the recreation area and line painting.
- A front end loader was requested to purchase for snow removal and during water main breaks to transport stone as well as a zero turn mower. Request for front end loader was denied however the zero turn mower may remain under the major equipment purchase line item as opposed to the vehicle replacement category.
- Mr. Garman requested reduction to the proposed gasoline amount by \$4,000.
- Mr. Garman requested Mr. Murray inquire with Sacred Heart School as to the necessity of the yellow curb area adjacent to their stairway. Should this reserved area no longer be necessary this would create an additional parking space for residents.
- Traffic signal maintenance/repair should include the Green-Light-Go grant match of \$33,634 along with the usual maintenance totaling \$38, 634. Mr. Lincoln noted any maintenance to traffic signals would require updating to the upgraded back plate.
- The Penn Avenue maintenance and repairs was revised to include normal maintenance of light fixtures, painting of two blocks of light poles and purchase of Christmas swag totaling \$15,000.
- Mr. Murray noted the necessity to replace vehicle #52 which is a dump truck used to salt and plow roads and this cost would be divided into thirds under water, sewer and refuse line items.
- There is no proposed budget number for GPS/GIS since Western Berks Water Authority will provide this service to their customers.
- Council requested the addition of purchasing two trash cans for Penn Avenue to allow the cycling of refurbishing the existing containers.
- Mrs. Hoffman requested adding approximately \$3,000 to the buildings capital expenditure for one additional security door lock to the basement door located adjacent to the elevator.

Mr. Lincoln left the meeting at 10:47 a.m.

ADJOURNMENT:

Meeting adjourned 12:25 p.m.

Respectfully submitted,
Cynthia Madeira
Assistant to the Manager