

## BOROUGH OF WEST READING – BOROUGH COUNCIL

**August 21, 2018 – 7:00 p.m.**

West Reading Borough Council held its regular monthly meeting at Borough Hall on Tuesday, August 21, 2018 with the following persons present: Council President Nicholas Imbesi; Council Vice President Philip Wert; Council Members Christopher Lincoln, Suzanne Thompson; Mayor Andrew Kearney; Solicitor Charles Haws; Police Chief Stephen Powell; Public Works Director Dean Murray; Recreation Director Helen Moyer; Engineer Tom Unger; Fire Chief Mark Burkholder; Treasurer Jeanette Rentschler; Main Street Manager Mark Ratcliffe; Elm Street Manager Dean Rohrbach; Borough Manager Cathy Hoffman, and Assistant to the Manager Cynthia Madeira. Council Members Kirk Mullen, Nicholas Gardecki and David Amato were unable to attend the meeting.

<b>VISITORS:</b>	Karen Livingood	Resident
	Oswald Herbert	Resident
	Grace Craze	Resident
	Christina Shenk	Property/Business Owner
	Andrew Moletress	Resident
	Nick Hegyi	Resident
	Eric Weaver	Visitor
	Mark McNash	Reading Hospital
	Dave Major	Reading Hospital
	Matt McGough	Berks County Planning Commission
	Reading Eagle Reporter	

1. **CALL TO ORDER:** Council President Nicholas Imbesi called the meeting to order at 7:00 p.m., which was followed by the Pledge of Allegiance and Roll Call.
2. **JOINT COMPREHENSIVE PLAN:**  
Matt McGough provided an overview of the Suburban Berks West Joint Comprehensive Plan Update, which is a statement of community vision, goals and objectives. Benefits for having a joint comprehensive plan include a higher priority for grant money and reduction in duplication of efforts between neighboring municipalities. Reasons for updating a comprehensive plan include:
  - Previous plan was updated in 2003, exceeding the ten-year recommended update
  - New demographic and housing data
  - Changes in zoning that impact land use
  - New transportation projects and available data
  - Changes in economic development activity in the region
  - Change in community priorities and/or vision for the areaMr. McGough noted that all plan components have been updated per the Municipal Planning Code (MPC) and the region's population grew 16% between 2000 and 2010. The plan is required to be updated through a public hearing process with Borough Council. A hearing date will be scheduled prior to the September Council meeting.
3. **READING HOSPITAL:**  
Mark McNash and Dave Major noted the Reading Hospital's lease of the two upper floors of the Vanity Fair building known as building 202 for executive offices and provided a plan view of a 700 square foot addition, including the addition of green space to the front of the building to create a vestibule/entry point for the offices. The proposed façade included the Tower Health logo with lighting from the ground up and Mr. McNash noted there would be no effect to the existing parking. The hospital requests relief from land development and zoning requirements.

Mr. Imbesi requested feedback from the engineer regarding the request for relief from land development and zoning. Mr. Unger noted the interior renovations/fit-out would be regulated through building permit and inspection. Zoning would address the signage, lighting and parking.

Motion to waive land development requirements only. **Moved** by Ms. Thompson and seconded by Mr. Lincoln. **Motion carried 4-0.**

4. **PUBLIC COMMENT:**

Nick Hegyi resides on Penn Avenue and noted the implementation of new parking restrictions along Penn Avenue without notification to residents. Mr. Hegyi expressed appreciation for notification provided to residents for the recent Criterium event and requested similar notification in the future for changes to parking.

Mr. Imbesi noted avenues of notification via public meetings and advertisement in the Reading Eagle, however an attempt will be made in the future to notify affected residents through flyers.

Christina Shenk requested permission to close the 400 block of Cherry Street on Sunday, September 9<sup>th</sup> between the hours of 9 AM to Noon to remove debris and trim weeds. Ms. Shenk plans to provide information to residents and to request their assistance with the cleanup project.

The street closure application will be provided to Ms. Shenk waiving the fees and required 75% resident signatures. Barricades will be provided to close Cherry Street from 4<sup>th</sup> to 5<sup>th</sup> Avenue, maintaining access to the Subway restaurant and the Laundromat.

Ms. Shenk also requested permission for the Love Team to hold a coat drive event on Penn Avenue on either the first or second weekend of November. Coats, gloves and hats would be displayed on the sidewalk area from Friday evening through Saturday and removed on Sunday. Council agreed to allow the event to take place on the sidewalk area.

Oswald Herbert inquired as to the four missing crosswalk signs within the traffic circle. Mr. Murray noted the signs were being used elsewhere and will be replaced.

5. **APPROVAL OF COUNCIL MINUTES:**

Motion to approve the July 17, 2018 Council minutes. **Moved** by Mr. Wert and seconded by Mr. Lincoln. **Motion carried 4-0.**

6. **ELM STREET REPORT:**

Dean Rohrbach noted two DCED grant applications for Planning and Façade. The Planning Grant would consolidate the existing Elm Street and Main Street programs as well as implement a Business Improvement District. The consolidation would remove duplication of efforts creating goals and an action plan for implementation over a five-year period. The Façade Grant would include façade and sign improvements to the downtown area. Both \$25,000 grants require matching funds, with merchants being required to provide the façade/sign improvement match and the West Reading Community Revitalization Foundation (WRCRF) matching funds for the Planning Grant. The resolutions provided to Council indicate the Borough would be responsible for the matching funds should anyone default with the matching funds, therefore, cooperation agreements for both grant applications have been created between the WRCRF and the Borough noting the duties and obligations allowing the WRCRF to monitor the program. Should matching funds not be raised/available, at that time the Borough could deny executing the grant documents.

Motion to execute the DCED Planning Grant Application Cooperation Agreement between the West Reading Community Revitalization Foundation and the Borough of West Reading. **Moved** by Mr. Lincoln and seconded by Mr. Wert. **Motion carried 4-0.**

Motion to execute the DCED Façade Grant Application Cooperation Agreement between the West Reading Community Revitalization Foundation and the Borough of West Reading. **Moved** by Mr. Wert and seconded by Mr. Lincoln. **Motion carried 4-0.**

Motion to execute Resolution 2018-10 DCED Façade Funds Application. **Moved** by Mr. Lincoln and seconded by Mr. Wert. **Motion carried 4-0.**

Motion to execute Resolution 2018-11 DCED Planning Grant Funds. **Moved** by Mr. Lincoln and seconded by Mr. Wert. **Motion carried 4-0.**

Mr. Rohrbach also noted donations received from Palmer Candy in the amount of \$1,000, and \$3,000 from the Wyomissing Rotary Club. Andy Moletress stated \$1,200 was received from the District Attorney's office to repair the vandalized Frog sculpture.

7. **ORDINANCES / RESOLUTIONS:**

- a. Ordinance 1091 Parking Regulations Amendment
- b. Ordinance 1092 Animals Amendment
- c. Ordinance 1093 Solid Waste & Recycling Amendment – Mrs. Hoffman noted minor revisions to the advertised ordinance per DEP's request to match language within Act 101. The revisions do not change the meaning or intent.

Motion to approve Ordinances 1091, 1092 and 1093 with noted revisions. **Moved** by Mr. Lincoln and seconded by Mr. Wert. **Motion carried 4-0.**

8. **UNFINISHED BUSINESS:**

- a. UGI – Dean Murray noted test bore sites were completed on August 17<sup>th</sup>; results of the test have not yet been received.
- b. School Resource Officer – Mr. Imbesi noted that due to required contract discussions this item will be addressed during executive session.

9. **CONSULTANTS' REPORTS:**

- a. **Solicitor's Report** – Mr. Haws referred to the written report provided this evening and noted the following:
  - The draft parking lot lease agreement can be amended as Council chooses.
  - Information was provided to the Borough Manager regarding the composition of the Planning Commission.
  - A legal opinion was provided regarding the Barrer & White proposed subdivision. Mr. Haws noted if the residential lot currently has sufficient parking per zoning regulations there are no concerns to proceed with the proposed subdivision. It was recommended however to update deed descriptions for all three lots. Mr. Unger will contact Hoffert Surveying to direct them on how to proceed with this project.

Motion to approve the Solicitor's report. **Moved** by Mr. Lincoln and seconded by Mr. Wert. **Motion carried 4-0.**

- b. **Engineer/Code Enforcement Report** – Mr. Unger referred to the written report and noted the following:

- **Parkview Road Bridge** – A preconstruction meeting was held with Descoco Design and Construction. Demolition of the bridge is scheduled to begin on August 27<sup>th</sup>.
- **Chestnut Street Sidewalk Enhancement** – Payment Application #2 has been received from Bertolet Construction in the amount of \$44,959.50. The payment application includes an additional cost of \$1,938.99 to cover the 17 additional square yards of concrete sidewalk construction as approved by Andrew Moletress. The project is nearing completion with the bricks and sod in place. A credit of approximately \$3,000 is anticipated for this project due to the lack of UGI gas lines.

Motion to approve Payment Application #2 to Bertolet Construction in the amount of \$44,959.50. **Moved** by Mr. Lincoln and seconded by Mr. Wert. **Motion carried 4-0.**

- **5<sup>th</sup> Avenue/Museum Road Paving** – One bid was received from Schlouch, Inc. in the amount of \$315,820.57, which is double the amount budgeted for this project. A number of issues could have contributed to the elevated cost such as delaying the project to allow UGI time to install a gas main in this area, weather delays and increased cost of asphalt. Mr. Unger recommended rejecting the bid and rebidding the project in 2019.

Motion to reject the 5<sup>th</sup> Avenue/Museum Road bid received from Schlouch, Inc. on August 16, 2018. **Moved** by Ms. Thompson and seconded by Mr. Lincoln. **Motion carried 4-0.**

Mr. Murray will inform UGI to install a permanent patch to the gas line trenches along this roadway.

- **Green Light-Go Grant** – Work continues for traffic signal improvements that will take place within the 4<sup>th</sup>, 5<sup>th</sup>, 6<sup>th</sup> and 7<sup>th</sup> Avenue and Penn Avenue intersections.

Motion to approve the Engineer/Code Enforcement report. **Moved** by Ms. Thompson and seconded by Mr. Wert. **Motion carried 4-0.**

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

- a. **Resolution 2018-9 Municipal Hazard Plan Update** – The resolution created by Berks County adopts the hazard vulnerability assessment and mitigation plan update for the Borough.

Motion to execute Resolution 2018-9 Municipal Hazard Mitigation Plan Update. **Moved** by Mr. Lincoln and seconded by Mr. Wert. **Motion carried 4-0.**

- b. **Housing Review Board** – Mrs. Hoffman noted two vacancies within this board, which hears issues pertaining to the rental-housing program. Chad Moyer has provided a written letter of interest and Andrew Moletress provided verbal interest to be appointed to the board. Also, a fee has not been established for this appeal, therefore, in keeping with other local municipality's fee schedule it is requested to amend the fee schedule to include a rate of \$250 for a Housing Review Board Appeal.

Mr. Wert inquired as to a form for the appeal and justification of the \$250 cost since the appeal would not be open to the public, negating advertising costs. Also, Council suggested creating guidelines for the board.

Motion to appoint Chad Moyer and Andrew Moletress to the Housing Review Board. **Moved** by Mr. Lincoln and seconded by Ms. Thompson. **Motion carried 4-0.**

- c. **Fee Schedule Amendment** – A fee associated with plan review of residential building permits has not been established. The current fee for commercial plan review is \$125 per hour; therefore Mrs. Hoffman recommended a fee of \$70 per hour for residential plan review to cover expenses incurred by the Borough.

Mr. Haws recommended requiring a 2-hour base fee to be submitted with the application and plans.

Motion to approve Resolution 2018-12 Fee Schedule Amendment to include \$70 per hour for residential plan review and requiring \$140 fee submission with the application and plans. **Moved** by Mr. Wert and seconded by Mr. Lincoln. **Motion carried 4-0.**

- d. **Minimum Municipal Obligation** – Mrs. Hoffman noted an error in calculating the required Police pension contribution for 2018. An additional \$15,584 must be contributed before the end of the year. Also, the required 2019 contribution for Police pension is \$417,422 and non-uniformed is \$0.

Motion to accept the amended Minimum Municipal Obligation allocation for the 2018 Police Pension Plan. **Moved** by Ms. Thompson and seconded by Mr. Lincoln. **Motion carried 4-0.**

Motion to accept the Minimum Municipal Obligation allocation for the 2019 Police and Non-Uniformed Pension Plan. **Moved** by Mr. Lincoln and seconded by Ms. Thompson. **Motion carried 4-0.**

- e. **Planning Commission Ordinance Amendment** – It has been brought to Mrs. Hoffman's attention that an amendment to the Planning Commission Ordinance is required due to three Council Members serving on the Commission, which violates the Municipal Planning Code. Mr. Imbesi has been a member since March 2016 and later elected to Council. An amendment to the ordinance increasing the members from seven to nine is required to allow Mr. Imbesi to remain on the Commission. The ordinance amendment was advertised on August 20, 2018 to allow adoption of the amendment during the August 28, 2018 Budget/Council meeting.

Motion to ratify the August 20, 2018 ordinance amendment advertisement of to increase membership for the Planning Commission from seven to nine members. **Moved** by Mr. Lincoln and seconded by Ms. Thompson. **Motion carried 4-0.**

- f. **Hometown Press Agreement** – Newsletter content has been provided to Hometown Press and we are awaiting a draft of the newsletter for review. The newsletter should be mailed to residents by the end of September.
- g. **Trash/Recycling Removal Contract** – Eagle Disposal has offered an extension to the existing trash/recycling removal contract for 2019. Council members were in favor of remaining with the existing contract to avoid an increase in cost. Issues regarding material collection can be addressed with Eagle Disposal as needed.

Motion to extend the Eagle Disposal Trash/Recycling Removal Contract for 2019. **Moved** by Ms. Thompson and seconded by Mr. Lincoln. **Motion carried 4-0.**

Motion to approve the Borough Manager's report. **Moved** by Mr. Lincoln and seconded by Ms. Thompson. **Motion carried 4-0.**

11. **MAYOR'S REPORT:**

Mayor Kearney stated he had nothing to report.

Motion to approve the Mayor's report. **Moved** by Ms. Thompson and seconded by Mr. Lincoln. **Motion carried 4-0.**

12. **COUNCIL PRESIDENT'S REPORT:**

Mr. Imbesi noted political signage around the Borough, which is exceeding the 60-day window for placement prior to an election and requested the signs be removed.

- a. **Firework Use Ordinance** – Mr. Imbesi provided a draft firework use ordinance, which permits the use of fireworks while clarifying prohibited use upon public streets, sidewalks and public property.

Motion to advertise the regulation of Fireworks Use Ordinance. **Moved** by Mr. Lincoln and seconded by Mr. Wert. **Motion carried 4-0.**

- b. **Meeting Dates** – Due to Mr. Imbesi's upcoming class schedule for September and October, which would limit his attendance at Council meetings he requested to move the meetings to the third Wednesday after the third Tuesday for these two months. Mr. Haws noted a conflict with his and Mr. Mooney's schedule, however he ensured legal coverage would be provided for these dates.

Motion to advertise rescheduling of the September Council meeting to Wednesday, September 19, 2018 at 7:00 PM and the October Council meeting to Wednesday, October 17, 2018 at 7:00 PM. **Moved** by Mr. Lincoln and seconded by Ms. Thompson. **Motion carried 4-0.**

Also, Mr. Imbesi requested changing the time for the August 28, 2018 Budget/Council meeting from 7:00 PM to 6:00 PM.

Motion to advertise the change of time for the August 28, 2018 Budget/Council meeting from 7:00 PM to 6:00 PM. **Moved** by Ms. Thompson and seconded by Mr. Wert. **Motion carried 4-0.**

A Zoning Hearing for proposed ordinance amendments and a hearing for the Joint Comprehensive Plan Update were discussed and suggested to take place on Wednesday, September 19, 2018 beginning at 6:30 PM, prior to the regular September Council meeting.

Motion to schedule the Zoning Hearing beginning at 6:30 PM and Joint Comprehensive Plan Update Hearing at 6:45 PM on Wednesday, September 19, 2018. **Moved** by Mr. Lincoln and seconded by Mr. Wert. **Motion carried 4-0.**

- c. **PA Act 172** – Mr. Imbesi noted Act 172 would allow a 20% tax credit for volunteer fire fighters and requested Council members to review the documentation. In an effort to review the impact this may cause the Borough Mr. Imbesi noted the Finance Committee would be begin fact finding and provide further information to Council for review.

Motion to approve the Council President's report. **Moved** by Mr. Lincoln and seconded by Ms. Thompson. **Motion carried 4-0.**

13. **DEPARTMENT REPORTS:**

a. **Police Department** – Chief Powell referred to his written report and noted the following:

- During the shortened National Night Out Event due to rain, Stephanie DeLozier from Salon Avanti was awarded a Community Service Award.
- In anticipation of the closure of the Parkview Road Bridge, a device has been placed to capture the number of vehicles and speeds traveled in the vicinity of Sunset Road and Ann Street. Speed timing details are planned along with radar assistance from the State Police following bridge closure to potentially minimize the impact of additional traffic flows.
- In lieu of purchasing a vehicle this year Chief Powell requested permission to replace the network server due to ongoing issues. Following review of record management software, computers and County reports the issue has been narrowed down to the server. A quote has been received to install and migrate existing software in the amount of \$15,000. A claim will be submitted to the insurance company due to suspicion of storm related surge causing the early demise of the server.

Motion to authorize the expenditure of \$15,000 to replace the server. **Moved** by Mr. Lincoln and seconded by Mr. Wert. **Motion carried 4-0.**

- Chief Powell requested permission to begin the process of hiring a replacement Sergeant due to Sergeant Brown completing his DROP effective September 1, 2019.

Motion to authorize the testing of a replacement Sergeant. **Moved** by Mr. Wert and seconded by Ms. Thompson. **Motion carried 4-0.**

Chief Powell requested to include in the authorization permission to begin testing an entry level Police Officer.

Motion to authorize the testing of an entry level Police Officer. **Moved** by Ms. Thompson and seconded by Mr. Wert. **Motion carried 4-0.**

Motion to approve the Police Department report. **Moved** by Ms. Thompson and seconded by Mr. Wert. **Motion carried 4-0.**

b. **Public Works** – Mr. Murray referred to his written report and noted an action item. The Personnel Committee interviewed five of the six applicants for the mechanic position. A unanimous decision was made by the Committee to hire Joshua Reppert.

Motion to authorize the hiring of Joshua Reppert for the Mechanic/Maintenance Worker I position at 70% of the base rate subject to successful completion of background check and physical, and to begin work on September 17, 2019. **Moved** by Mr. Wert and seconded by Mr. Lincoln. **Motion carried 4-0.**

Motion to approve the Public Works Department report. **Moved** by Mr. Lincoln and seconded by Mr. Wert. **Motion carried 4-0.**

c. **Fire Department** – Chief Burkholder referred to the written report and there were no questions.

Motion to approve the Fire Department report. **Moved** by Ms. Thompson and seconded by Mr. Lincoln. **Motion carried 4-0.**

d. **West Reading Community Revitalization Foundation**

**Main Street** - Mark Ratcliffe noted a survey has been requested from merchants to forward their feedback to the Borough Manager regarding the recent Criterium event. The Cruisin' the Avenue event is planned for September 1<sup>st</sup> and there is anticipation of the largest Fall Festival event to be held on September 15<sup>th</sup>. Mr. Ratcliffe also noted merchant requests to create off street parking behind their establishments and difficulty due to zoning regulations to maintain a percentage of pervious surfaces. Mr. Lincoln noted the use of pervious paver material would require extensive maintenance to maintain the ability to drain.

Motion to approve West Reading Community Revitalization Foundation report. **Moved** by Ms. Thompson and seconded by Mr. Lincoln. **Motion carried 4-0.**

14. **COMMITTEE/COMMISSION REPORTS:**

- a. **Recreation Commission** – Helen Moyer referred to her written report and requested feedback regarding the pool closing procedures provided to Council last month. Council had no suggested revisions and agreed to proceed with the current closing procedures. Mrs. Moyer noted a recent visit with the City of Reading regarding the Disc Golf Course, which had a positive outcome. Mrs. Moyer invited everyone to attend Doggie Day at the pool on Labor Day and noted coordination with the Main Street Manager to hold a Trunk-of-Treat event.

Motion to approve the Recreation Director report. **Moved** by Mr. Lincoln and seconded by Ms. Thompson. **Motion carried 4-0.**

- b. **Planning Commission** – Mr. Wert referred to the written report and noted items previously addressed in the meeting.

Motion to approve the Planning Commission report. **Moved** by Ms. Thompson and seconded by Mr. Lincoln. **Motion carried 4-0.**

- c. **Economic Development Committee** – Mr. Wert referred to the written report and noted that additional members have been added to the board as a means to provide more fruitful discussions. Also it was noted that an increase to property values has been observed.

Motion to approve the Economic Development Committee report. **Moved** by Mr. Lincoln and seconded by Ms. Thompson. **Motion carried 4-0.**

- d. **Environmental Advisory Council** – Mr. Wert referred to the written report and noted energy audit findings should be available in the near future. The board recommended that Council approve a trial period for the months of September, October and November to allow yard waste to be dropped off at the Borough Garage on the first Saturday of the month from 9 AM to Noon. Mr. Imbesi inquired as to budgeted over-time funds remaining to cover this expense, and Mr. Murray reported there are sufficient funds remaining in the budget. Information regarding the weekend yard waste drop off times will be posted on the website and social media.



Motion to approve the over-time cost to provide yard waste disposal on the first Saturday of the month for September, October and November. **Moved** by Mr. Lincoln and seconded by Mr. Wert. **Motion carried 4-0.**

Motion to approve the Environmental Advisory Council report. **Moved** by Mr. Wert and seconded by Mr. Lincoln. **Motion carried 4-0.**

- e. **Traffic and Infrastructure Committees** – Mr. Lincoln referred to the written report, noted items previously addressed in the meeting and the intent to provide a draft shared parking agreement to Council next month.

Mr. Wert inquired as to progress for the 7<sup>th</sup> & Walnut Street intersection improvements. Mr. Murray noted construction is scheduled to begin on August 27<sup>th</sup>.

Motion to approve the Traffic and Infrastructure Committee report. **Moved** by Mr. Wert and seconded by Ms. Thompson. **Motion carried 4-0.**

- f. **Shade Tree Commission** – Mr. Murray referred to the report. Mr. Wert inquired as to expansion of the board; Mr. Murray reported no interest has been received. Mr. Imbesi plans to post information on social media to fill these vacancies.

Motion to approve the Shade Tree Commission report. **Moved** by Mr. Wert and seconded by Mr. Lincoln. **Motion carried 4-0.**

- g. **Safety Committee** – Mr. Murray referred to the written report and there were no questions.

Motion to approve the Safety Committee report. **Moved** by Ms. Thompson and seconded by Mr. Lincoln. **Motion carried 4-0.**

- h. **Public Safety Committee** – Mr. Imbesi noted discussions regarding the School Resource Officer and the Committee's recommendation to Council to approve the program. However, funding of the program will be discussed during Council's executive session.

Motion to approve the Public Safety Committee report. **Moved** by Mr. Lincoln and seconded by Ms. Thompson. **Motion carried 4-0.**

- i. **Pension Committee** – Mr. Imbesi noted an officer's request to hold a meeting to review the performance of the pension plan. Representatives from PSAB, Thomas Anderson Associates and Morgan Stanley were in attendance. The Morgan Stanley representative noted the type of investments being made to achieve a balance and the goals that are being met by investing in safe investments. PSAB will continue to monitor the investments to ensure there are no significant losses.

Motion to approve the Pension Committee report. **Moved** by Ms. Thompson and seconded by Mr. Lincoln. **Motion carried 4-0.**

- j. **Finance Committee** – Mr. Imbesi noted discussions with the Finance Consultant, Donal Renninger regarding a mid-year review of the 2018 budget. Ms. Renninger's report will be provided to Council later this week. The agenda for the first budget meeting of August 28<sup>th</sup> will be to discuss the 2019 preliminary budget and strategize. Also, the Committee recommended Council to approve investing \$450,000 of Special Reserve funds in a PLGIT CD for three months earning 2.23% interest.

Motion to approve the investment of \$450,000 of Special Reserve funds in a 3-month CD with PLGIT. **Moved** by Mr. Lincoln and seconded by Ms. Thompson. **Motion carried 4-0.**

Motion to approve the Finance Committee verbal report. **Moved** by Mr. Lincoln and seconded by Mr. Wert. **Motion carried 4-0.**

15. **TREASURER'S REPORT:**

- a. **Financial Statement** – Mr. Imbesi noted his appreciation of the dedication and hard work of Mrs. Rentschler and Ms. Renninger in preparation of the upcoming budget season.

Motion to approve the Financial Statement report ending 7/31/18. **Moved** by Mr. Wert and seconded by Mr. Lincoln. **Motion carried 4-0.**

- b. **Payment Approval Report 7/18/18 to 8/16/18 & 8/17/18 to 8/21/18** – There were no comments.

Motion to approve Payment Approval reports of 7/18/18 to 8/16/18 & 8/17/18 to 8/21/18. **Moved** by Mr. Lincoln and seconded by Mr. Wert. **Motion carried 4-0.**

Motion to approve the Treasurer's report. **Moved** by Mr. Lincoln and seconded by Ms. Thompson. **Motion carried 4-0.**

16. **EXECUTIVE SESSION:**

Council recessed to executive session at 10:00 p.m. to discuss a contract item. Council reconvened at 10:19 p.m. Mr. Imbesi announced no action was needed at this time.

17. **PUBLIC COMMENT:**

Karen Livingood stated August 27<sup>th</sup> couldn't come soon enough to demolish the Parkview Road Bridge. Mrs. Livingood recently witnessed a truck carrying six vehicles crossing the deteriorating bridge.

19. **ADJOURNMENT:**

Motion to adjourn the meeting at 10:21 p.m. **Moved** by Mr. Lincoln and seconded by Ms. Thompson. **Motion carried 4-0.**

Respectfully submitted,

Cynthia Madeira  
Assistant to the Manager

Cathy Hoffman  
Borough Manager