

BOROUGH OF WEST READING – PUBLIC HEARING

Wednesday, November 20, 2018 – 6:45 p.m.

Zoning Ordinance Amendments

A Public Hearing was held at Borough Hall on Tuesday, November 20, 2018 to consider adoption of the proposed Zoning Ordinance amendments. Present were Council President Nicholas Imbesi; Council Vice President Philip Wert; Council Members Christopher Lincoln, Suzanne Thompson, David Amato; Mayor Andrew Kearney; Solicitor Charles Haws; Engineer Tom Unger; Borough Manager Cathy Hoffman, and Assistant to the Manager Cynthia Madeira.

VISITORS:	Karen Livingood	Resident
	Susan Shott	Resident
	Oswald Herbert	Resident

Borough Solicitor Charles Haws called the meeting to order at 6:45 p.m.

Mr. Haws noted advertisement of the public hearing in the Reading Eagle newspaper on October 30, 2018 and November 7, 2018 to consider numerous proposed amendments to the Zoning Ordinance as outlined in Ordinance 1099.

There was no comment.

Motion to adopt Ordinance 1099 Zoning Ordinance Amendments. **Moved** by Mr. Wert and seconded by Mr. Lincoln. **Motion carried 5-0.**

The hearing adjourned at 6:47 p.m.

BOROUGH OF WEST READING – BOROUGH COUNCIL

November 20, 2018 – 7:00 p.m.

West Reading Borough Council held its regular monthly meeting at Borough Hall on Tuesday, November 20, 2018 with the following persons present: Council President Nicholas Imbesi; Council Vice President Philip Wert; Council Members Christopher Lincoln, Suzanne Thompson, Nicholas Gardecki, David Amato; Mayor Andrew Kearney; Solicitor Charles Haws; Police Sergeant Joseph Brown; Public Works Director Dean Murray; Recreation Director Helen Moyer; Engineer Tom Unger; Fire Chief Mark Burkholder; Treasurer Jeanette Rentschler; Borough Manager Cathy Hoffman, and Assistant to the Manager Cynthia Madeira.

VISITORS:	Oswald Herbert	Resident
	Karen Livingood	Resident
	Susan Shott	Resident
	Andrew Moletress	Resident
	Patrick Kaag	Resident
	Frank Cocuzza	Property Owner
	Anthony Tucci	Western Berks Ambulance

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. **CONDITIONAL USE:**

Mr. Imbesi noted the Conditional Use Hearing held at 6:30 p.m. to request a warehouse use within the Light Industrial District located at 135 Juniata Street. There were no further comments.

Motion to grant conditional use of MAF Distributing to operate a wine wholesale business located at 135 Juniata Street. **Moved** by Ms. Thompson and seconded by Mr. Lincoln. **Motion carried 6-0.**

3. **LAND DEVELOPMENT:**

Tom Unger noted review of proposed improvements to the property known as 717 Penn Avenue, adjacent to The Barley Mow. Improvements include wall removal to adjoin the first floor of 717 Penn Avenue to 719 Penn Avenue, installation of a dining and kitchen areas including enclosure of stairway for access to the basement. A small structure addition is planned in the rear to enclose the stairway, which would require land development.

Mr. Haws inquired as to annexation of the properties. Due to common ownership of the two properties and the business by a Limited Liability Company, annexation would not be required.

Motion to waive land development requirements for a small structure addition to 717 Penn Avenue. **Moved** by Mr. Lincoln and seconded by Mr. Amato. **Motion carried 6-0.**

4. **PUBLIC COMMENT:**

Anthony Tucci of Western Berks Ambulance provided a verbal report of year-to-date activities within the Borough. They have responded to 2511 calls. Also, it was noted that donation letters have been mailed to residents.

Mr. Moletress requested a graph of activities be provided on reports such as police, fire and ambulance for ease in referencing activity.

5. **APPROVAL OF COUNCIL MINUTES:**

Motion to approve the October 17, 2018, October 23, 2018, October 30, 2018 and November 10, 2018 Council minutes. **Moved** by Ms. Thompson and seconded by Mr. Lincoln. **Motion carried 6-0.**

6. **ORDINANCES / RESOLUTIONS:**

- a. Ordinance 1099 Zoning Ordinance Amendment was previously adopted during the Public Hearing.
- b. Ordinance 1100 Temporary Loading.

Motion to adopt Ordinance 1100 establishing a temporary loading zone parking space near 631 Penn Avenue. **Moved** by Ms. Thompson and seconded by Mr. Lincoln. **Motion carried 6-0.**

7. **CONSULTANTS' REPORTS:**

- a. **Solicitor's Report** – Mr. Haws referred to the written report provided this evening, which noted execution of the parking lot lease agreement, review of the Barley Mow expansion and an item reserved for executive session.

Motion to approve the Solicitor's report. **Moved** by Ms. Thompson and seconded by Mr. Lincoln. **Motion carried 6-0.**

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

- **Parkview Road Bridge** – The scope of the project has been completed, however additional work is needed to replace topsoil that washed away during a storm and geotextile material

installed to stabilize the area as well as installation of No Outlet signs at both entrances to Parkview Road with reflectors added to the wood bollards. Both items are eligible for reimbursement via liquid fuels funding from the County. Payment Application No. 3 has been received from DESCCO Design and Construction and it was recommended to provide payment in the amount of \$68,409.01.

Motion to approve Payment Application No. 3 to DESCCO Design and Construction in the amount of \$68,409.01. **Moved** by Mr. Amato and seconded by Mr. Wert. **Motion carried 6-0.**

- **Planning Commission Meeting** – Reviewed the conditional use request, land development waiver, restriping of the Vanity Fair parking lot and discussed consideration of allowing less than 25,000 square feet warehouse uses within the Light Industrial District.

Motion to approve the Engineer/Code Enforcement report. **Moved** by Mr. Lincoln and seconded by Mr. Wert. **Motion carried 6-0.**

Mr. Haws and Mr. Unger departed the meeting at 7:18 p.m.

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

Mrs. Hoffman noted Resolution 2018-16 Fee Schedule amendment would add the ability to collect Engineer and Solicitor incurred expenses from the parties that requested these services.

Motion to approve Resolution 2018-16 Fee Schedule Amendment. **Moved** by Mr. Lincoln and seconded by Ms. Thompson. **Motion carried 6-0.**

Resolution 2018-17 would grant authority to the Borough Manager to sign documents pertaining to traffic signal improvements along Penn Avenue.

Motion to approve Resolution 2018-17 granting authority to the Borough Manager to execute documents pertaining to PennDOT traffic signal improvements. **Moved** by Mr. Gardecki and seconded by Mr. Wert. **Motion carried 6-0.**

Motion to approve the Borough Manager's report. **Moved** by Mr. Lincoln and seconded by Mr. Amato. **Motion carried 6-0.**

9. **MAYOR'S REPORT:**

Mayor Kearney reported his progress in collecting funds to purchase a new police vehicle. An additional \$4,000 has been received bringing the total collected to \$10,000.

Motion to approve the Mayor's report. **Moved** by Ms. Thompson and seconded by Mr. Gardecki. **Motion carried 6-0.**

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

Mr. Imbesi noted the Wyomissing School District's request to enter into an agreement regarding funding of School Crossing Guards. However, an agreement is not currently in place and Mr. Imbesi expressed his desire for funding of School Crossing Guards through school taxes.

Motion to table discussions regarding School Crossing Guards. **Moved** by Ms. Thompson and seconded by Mr. Lincoln. **Motion carried 6-0.**

The Animal Rescue League has provided a revised contract with a deadline for execution of December 20, 2018. The revised contract would establish a per-capita annual fee of \$2 per capita based on the

2010 U.S. Census data that would be billed on a quarterly basis to provide animal control services in the Borough. Council members discussed the cost for services actually performed in the Borough and Sergeant Brown reported minimal transports by the Police Department to the Animal Rescue League since they typically find the owner and return the animal. Council members agreed to research options such as alternate vendors to discuss further during next week's budget meeting.

Motion to table discussions regarding the Animal Rescue League contract. **Moved** by Mr. Lincoln and seconded by Mr. Amato. **Motion carried 6-0.**

Council members reviewed the Volunteer Service Credit Program Ordinance that would establish tax credits for volunteer members of the volunteer fire company and had no suggested revisions.

Motion to advertise the Volunteer Service Credit Program Ordinance. **Moved** by Mr. Lincoln and seconded by Mr. Amato. **Motion carried 6-0.**

Motion to approve the Council President's report. **Moved** by Mr. Lincoln and seconded by Mr. Amato. **Motion carried 6-0.**

11. **DEPARTMENT REPORTS:**

- a. **Police Department** – Sergeant Brown stated that Chief Powell would provide written reports following his return from medical leave.

Mr. Imbesi expressed his appreciation of the Police presence at the Second and Penn Avenue intersection to slow traffic for pedestrian crossings. Sergeant Brown reported speeds approaching 60 miles per hour through the 25 mile per hour zone.

- b. **Public Works** – Mr. Murray referred to his written report and stated the 2009 Dodge Charger that was listed on auction ended with a bid of \$5,500 by Steven M. Johnson from Germantown Maryland.

Motion to approve the sale of the 2009 Dodge Charger to Steven M. Johnson from Germantown Maryland in the amount of \$5,500. **Moved** by Mr. Lincoln and seconded by Mr. Amato. **Motion carried 6-0.**

Mr. Murray noted the first Saturday of November yard debris drop off at the Borough Garage was successful with a number of residents utilizing this time frame.

Ms. Thompson suggested the mechanic wages be added as consideration to the cost savings report.

Owner of 416 Penn Avenue, Mr. Frank Cocuzza noted the extended time frame work was performed within Penn Avenue on a project to reconnect a sprinkler line and his appreciation of the prompt attentiveness from the Public Works Director.

Motion to approve the Public Works Department report. **Moved** by Mr. Lincoln and seconded by Ms. Thompson. **Motion carried 6-0.**

Mr. Amato departed the meeting at 8:00 p.m.

- c. **Fire Department** – Chief Burkholder referred to the written report. Mr. Lincoln inquired as to progress of hydrant testing. Mr. Murray noted approximately half of the hydrants have been tested.

Motion to approve the Fire Department report. **Moved** by Ms. Thompson and seconded by Mr. Lincoln. **Motion carried 5-0.**

- d. **West Reading Community Revitalization Foundation** – Treasurer of the WRCRF, Mr. Moletress noted the recent purchase of 20-22 N. Sixth Avenue and the intent to move their offices to this location following the current occupants planned departure in January. Mr. Imbesi noted the recent announcement of BB&T's donation of \$50,000 to the WRCRF.

Mr. Wert reported the unanimous approval by the WRCRF board of the proposed Bylaws. Membership would increase from nine to fifteen with a seat specifically allotted to the Borough Manager to act as a liaison between the WRCRF and Council.

Ms. Thompson noted the lack of structure in requiring a Council member to serve on the board. Mr. Wert noted the flexibility and option to appoint a Council member as well as commercial and residential representation.

Ms. Thompson also questioned the Borough's funding of an Elm Street Manager. Mrs. Hoffman noted that funds are contributed to the program as a whole and can be defined annually by Borough Council.

Motion to approve the proposed West Reading Community Revitalization Foundation Bylaws.

Moved by Mr. Gardecki and seconded by Mr. Lincoln. **In favor of the motion:** Mr. Wert, Mr. Gardecki, Mr. Imbesi and Mr. Lincoln. **Against the motion:** Ms. Thompson. **Motion carried 4-1.**

Motion to approve the West Reading Community Revitalization Foundation report. **Moved** by Mr. Lincoln and seconded by Mr. Gardecki. **Motion carried 5-0.**

12. COMMITTEE/COMMISSION REPORTS:

- a. **Recreation Commission** – Helen Moyer referred to the written report and noted the following:
- Disc Golf Park sign images were provided with her report and noted plans for a spring 2019 tournament.
 - The 90th annual tree lighting ceremony will be held on December 7th at 6:00 p.m.
 - The anticipated pedestrian bridge grant award information should be announced during the month of December.

Motion to approve the Recreation Director report. **Moved** by Mr. Lincoln and seconded by Mr. Gardecki. **Motion carried 5-0.**

- b. **Planning Commission** – Mr. Wert noted items previously discussed this evening and discussions pertaining to designation of a Historic Architectural Review Board.

Motion to approve the Planning Commission report. **Moved** by Mr. Lincoln and seconded by Mr. Gardecki. **Motion carried 5-0.**

- c. **Economic Development Committee** – Mr. Wert reported the meeting was cancelled due to weather.
- d. **Environmental Advisory Council** – Mr. Wert referred to the written report and noted the recommendation for Council to consider implementing six of the Met-Ed Energy Audit findings that would require minimal funding and a quick five-year savings of approximately \$89,000.

Motion to approve the Environmental Advisory Council report. **Moved** by Mr. Lincoln and seconded by Ms. Thompson. **Motion carried 5-0.**

- e. **Traffic and Infrastructure Committees** – Mr. Lincoln referred to the written report and noted the following:

- **Penn Avenue Parking** - A meeting has been scheduled with a representative from the kiosk company on November 29th. Delivery of the kiosk may take longer than the original quote of 30 days due to a change in ownership of the company. Discussions continue regarding options, fees and enforcement.
- **Second and Penn Avenue Crosswalk** – Discussions have begun regarding safety improvements to the Penn Avenue crosswalk. Short-term plans are to install signage with PennDOT's approval. Longer-term infrastructure improvements such as flashing beacon(s), repairs to lighting within the bus shed and streetlights would also require costly ADA ramp improvements.

Sergeant Brown recommended reviewing improvements implemented in a similar situation located in Lititz.

Mr. Wert recommended safety improvements also be considered for the 7th & Walnut Street intersection due to increased foot traffic in this dimly lit area.

Motion to approve the Traffic and Infrastructure Committee report. **Moved** by Ms. Thompson and seconded by Mr. Wert. **Motion carried 5-0.**

- f. **Safety Committee** – Mr. Imbesi noted a quorum was unavailable for this meeting.
- g. **Finance Committee** – Mr. Imbesi reported the meeting was cancelled due to weather.

13. **TREASURER'S REPORT:**

- a. **Financial Statement** – There were no comments on the financial statement ending October 31, 2018.

Motion to approve the Financial Statement report ending 10/31/18. **Moved** by Mr. Lincoln and seconded by Ms. Thompson. **Motion carried 5-0.**

- b. **Payment Approval Report 10/18/18 to 11/16/18 & 11/16/18 to 11/20/18** – There were no comments.

Motion to approve Payment Approval reports of 10/18/18 to 11/16/18 & 11/16/18 to 11/20/18. **Moved** by Mr. Gardecki and seconded by Mr. Wert. **Motion carried 5-0.**

14. **PUBLIC COMMENT:**

There was no public comment.

15. **ADJOURNMENT:**

Motion to adjourn the meeting at 9:03 p.m. **Moved** by Ms. Thompson and seconded by Mr. Lincoln. **Motion carried 5-0.**

Respectfully submitted,

Cynthia Madeira

Assistant to the Manager

Cathy Hoffman
Borough Manager