

BOROUGH OF WEST READING

BOROUGH COUNCIL MEETING

June 18, 2019 – 7:00 p.m.

West Reading Borough Council held its regular monthly meeting at Borough Hall on Tuesday, June 18, 2019 with the following persons present: Council President Nicholas Imbesi; Council Vice President Philip Wert; Council Members Christopher Lincoln, Suzanne Thompson, Nicholas Gardecki, Patrick Kaag; 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; Main Street Manager Mark Ratcliff; Treasurer Jeanette Rentschler; Borough Manager Cathy Hoffman and Assistant Borough Secretary Cynthia Madeira.

VISITORS:	Oswald Herbert	Resident
	James Rogers	Resident
	Ammon & Elizabeth Heckler	Residents
	Amber Rambo	Resident
	Karen Livingood	Resident
	Jack Gombach	Resident
	Tina Shenk	Business Owner
	Timothy & Stacy Gallagher	Business Owners
	Patricia Kotch	Business Owner
	Melissa Jamula	Business Owner
	Carol Wells	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.
2. **LOVE TEAM CHECK PRESENTATION:** The Chair of the Love Team, Tina Shenk along with members of the Love Team presented a check in the amount of \$7,000 for funds raised during a recent Designer Bag Bingo event to assist in the purchase of a police vehicle. The Mayor of West Reading, the West Reading Community Revitalization Foundation and the West Reading Police Department coordinated this fun, first-time event; Ms. Shenk indicated that a similar event would be planned next year.
3. **COUNCIL CANDIDATE INTERVIEWS:** Mr. Imbesi noted receipt of five letters of interest to fill the Council vacancy, and stated that Logan Steffy was unable to attend this interview due to work related duties, Jennifer Bressler was unable to attend due to a family vacation, and Lily Kober and Edwin Gonzalez were not present this evening. Also, Mr. Imbesi noted that tonight's appointment to Council would begin this evening and expire on December 31st, and that anyone who is interested in filling the remaining two-year term would need to petition their political party to be placed on the ballot in November. Jack Gombach was the only candidate present to answer questions and Mr. Imbesi opened the floor for questions or nominations.

Suzanne Thompson noted Mr. Gombach's previous impressive presentation and asked if he would be interested to run in the November ballot. Mr. Gombach stated that he is eager and passionate to serve the community.

Patrick Kaag nominated Jennifer Bressler to be appointed to the Council vacancy and Philip Wert seconded the nomination. **Motion carried 6-0.**

Mr. Imbesi wished Mr. Gombach the best of luck in the November ballot and noted that Mrs. Bressler would need to be sworn in prior to the next Council meeting. Also, review of the Planning Commission members is needed now that four members are members of Council, Mr. Wert stated that this would be addressed during the July Planning Commission meeting.

4. **WESTERN BERKS AMBULANCE:** Anthony Tucci reported 269 calls for service were received during the month of May, which includes transport from the Reading Hospital. The average response time was one minute thirteen seconds with an extended on scene average of seventeen minutes, fourteen seconds due to a number of incidents involving accidents and the busiest hour remains to be 6pm. Mr. Wert inquired as to the high number of "Other Hospital Destinations" as indicated on the report, Mr. Tucci noted transports to nursing homes, Hershey Medical Center and pediatric transports to Philadelphia.
5. **PUBLIC COMMENT:** Amber Rambo spoke of a number of locations within the Borough where hedges have been allowed to grow to heights that block line of sight causing safety issues, feral cat issues and a general absence of property maintenance within the Borough and a perceived lack of code enforcement. Ms. Rambo recommended increasing allotted funds for code enforcement if there is a lack of manpower. Council members discussed the length of time needed to allow the responsible party to comply and the added delays to navigate through the citation process, which may not ultimately resolve the violation. Mr. Wert noted a past habitual violator where the warning of a felony charge remedied the habitual violation. Mr. Imbesi indicated that the 2019 budget included funds for a portion of the year to hire a code department manager to ensure prioritization of efforts within the department. Ms. Rambo also recommended either a welcome wagon type program to educate new residents of regulations or information to be provided in the new newsletter.

James Rogers requested an update as to the status of the business privilege tax rate reduction. Mr. Imbesi reported that alternate legal counsel was obtained for a second opinion, which provided an option to accept the ordinance amendment consequences, due not being properly informed prior to adoption, or move to repeal the ordinance. Charles Haws provided a summarization from Keith Mooney where Mr. Mooney stated that the Borough previously collected 2.25 mils, which exceeded the 1.5 mil maximum allowed under the enabling act and the current ordinance is in compliance with the law. Mr. Haws requested the second opinion information to be shared with Mr. Mooney for review, comment and the opportunity to remediate the issue. Council members seemed to believe that the 2.25 mil rate was grandfathered.

Mr. Rogers noted his recent inquiries via the Right-to-Know law for information pertaining to the Lofts at Narrow payment of rental occupancy fees and a discrepancy in the invoice provided, which indicated only half of the fees that were due by July 1, 2018. Mrs. Hoffman stated the information requested in the right-to-know request was provided, however this does not provide a full picture of the situation, as she previously discussed with Mr. Rogers and that no further answers could be provided at the Council table. Mr. Rogers stated he wanted it known that the Borough is losing money that could be used to help the maintenance, police or recreation departments.

Ammon Heckler inquired as to who was responsible to ticket the eight vehicles that were parked along Chestnut Street today during street cleaning hours. It was noted that the Parking Enforcement Officer was not on duty today and no additional staff were available to handle this task.

6. **APPROVAL OF COUNCIL MINUTES:** Mr. Imbesi asked Ms. Thompson if her review of the April 16, 2019 Council meeting recording met her approval to move ahead with approval of the minutes. Ms. Thompson indicated that it was acceptable to approve the minutes.

Motion to approve the April 16, 2019 Council minutes. **Moved** by Mr. Kaag and seconded by Ms. Thompson. **Motion carried 6-0.**

Motion to approve the May 22, 2019 Council minutes. **Moved** by Mr. Lincoln and seconded by Mr. Wert. **Motion carried 6-0.**

7. ORDINANCES / RESOLUTIONS:

- a. **Resolution 2019-7 Appointment of Council Member** – A resolution appointing Jennifer Bressler to fill the vacancy on Borough Council.

Motion to approve Resolution 2019-7 appointing Jennifer Bressler as a Member of Council.

Moved by Mr. Lincoln and seconded by Mr. Gardecki. **Motion carried 6-0.**

- b. **Ordinance 1111-Handicapped Parking Space Amendment** – An ordinance amendment adding spaces along Sunset Road and Chestnut Street.

Motion to adopt Ordinance 1111 Handicapped Parking Space Amendment. **Moved** by Mr. Kaag and seconded by Mr. Lincoln. **Motion carried 6-0.**

- c. **Ordinance-Repeal of Western Berks Refuse Authority** – A resolution was approved to certify the termination of the Western Berks Refuse Authority in February of 2018; this ordinance amendment would repeal the entire chapter, entitled Western Berks Refuse Authority from the Code of Ordinances.

Motion to advertise an ordinance amendment to repeal the Western Berks Refuse Authority.

Moved by Mr. Lincoln and seconded by Mr. Gardecki. **Motion carried 6-0.**

- d. **Ordinance- Zoning Amendment** – Mr. Wert noted minor zoning map revisions to the north side of the Borough, which include the Villas at Narrow redistricting from Residential Professional to Medium Density Residential to prevent businesses or offices to be located in this housing development; redistricting of the second half of the 100 block of Tulpehocken Avenue from Residential Professional to Medium Density Residential; and the two parcels located on Reading Avenue adjacent to Delaney Circle that are currently zoned residential that are suited for an Institutional use are being rezoned. Mr. Rogers inquired as to allowable uses in the Institutional District since he is a neighbor to these properties. It was recommended that he attend the Zoning Hearing next month to discuss his concerns.

Motion to advertise a zoning ordinance amendment. **Moved** by Mr. Lincoln and seconded by Mr. Kaag. **Motion carried 6-0.**

8. CONSULTANT'S REPORTS:

- a. **Solicitor's Report** - Mr. Haws referred to the written report and there were no comments.

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

- b. **Engineer/Code Enforcement Report** – Tom Unger referred to the written report and noted the Fifth Avenue/Museum Road Paving Project has been completed, and that the final Payment Application No.1 has been received in the amount of \$184,104.46, payable to New Enterprise Stone & Lime Company, Inc., which is quite a bit below the bid contract amount of \$255,256.46 due to minimal base repairs that were required.

Motion to approve Payment Application No. 1 (Final), not to exceed \$184,104.46 to New Enterprise Stone & Lime Company, Inc. **Moved** by Mr. Gardecki and seconded by Mr. Lincoln. **Motion carried 6-0.**

Green Light-Go - The Green Light-Go project is complete, a change order has been received, which relates to additional cabling that was needed in the amount of \$5,689. Grant monies will cover this amount.

Mr. Wert inquired as to the increased size of the control boxes, it is believed that the increased size is needed to contain the battery backup. Ms. Shenk recommended painting murals on the control boxes.

Motion to approve Change Order No. 1 in the amount of \$5689 for the additional cabling. **Moved** by Mr. Lincoln and seconded by Mr. Wert. **Motion carried 6-0.**

Mr. Unger recommended approval of Payment Application No. 1-5 submitted by Telco, Inc. in the amount of \$112,690.80 with a 10% retainage in the amount of \$12,521.20 being held.

Motion to approve Payment Application No. 1-5 as submitted by Telco, Inc. in an amount not to exceed \$112,690.80. **Moved** by Mr. Wert and seconded by Ms. Thompson. **Motion carried 6-0.**

2019 Paving Projects - Mr. Unger noted receipt today of paving bids for Lakeview Drive, Walnut Street, Grape Street and Parkside Drive North. Bid tabulation information was provided to Council this evening, and Mr. Unger requested to accept the bids by a motion.

Motion to accept the 2019 Road Paving Project bids as received. **Moved** by Mr. Gardecki and seconded by Mr. Lincoln. **Motion carried 6-0.**

Mr. Unger noted receipt of four bids ranging from \$238,223.50 as the lowest bid from New Enterprise Lime & Stone Company, Inc. to the highest bid of \$327,066 from H&K Group, Inc.

Mr. Unger provided an illustration of 2019 project expenses versus the amounts budgeted. A savings of \$115,895.54 was realized from the Museum Road paving project; the Pine Street water project bid amount exceeded what was budgeted by \$29,025; the Lakeview Drive paving project lowest bid exceeds the amount budgeted by \$8,869.98; the Walnut Street paving project lowest bid has come in under budget by \$3,215; this leaves a positive sub-balance of \$81,215.56. The unbudgeted Parkside Drive North paving project was included with this bid at a cost of \$73,030, which would leave a positive balance of \$8,185.56. Also, the Borough of Wyomissing has offered to assist in the cost to repave Lakeview Drive, which would increase this positive balance.

Mr. Wert thanked Mr. Unger for the breakdown of project expenses and noted the impressiveness of accomplishing four paving projects and one substantial water project in one calendar year.

Motion to award New Enterprise Lime & Stone Company, Inc. the paving contract for Lakeview Drive in an amount not to exceed \$83,963.50; Walnut Street in an amount not to exceed \$23,785; and Parkside Drive North in an amount not to exceed \$73,030. **Moved** by Mr. Lincoln and seconded by Mr. Gardecki. **Motion carried 6-0.**

Pine Street Water Project - The Pine Street water project contract has been signed, a notice to proceed has been given and a pre-construction meeting is scheduled later this week. Mr. Lincoln inquired as to street closures during this project. Pine Street will be closed during the day and traffic control will be utilized on Fifth Avenue.

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

Mr. Unger and Mr. Haws departed the meeting at 8:23 p.m.

9. **BOROUGH MANAGER'S REPORT:** Mrs. Hoffman noted that during the May Council meeting a conditional approval of \$6,400 was granted to purchase an updated conceptual plan of streetscape improvements for the Buttonwood Gateway project. This amount however, did not include the Reading Avenue portion of the project from Delaney Circle to Eighth Avenue. Kautter & Kelley Architects provided an additional cost of \$2,400 to include Reading Avenue. Due to the July 31st deadline to apply for a multimodal grant, Council was polled for approval of the additional expenditure. The authorization was forwarded to Mr. Kautter who noted that the amount to include Delaney Circle was a minimal \$800 and it would be short sighted on our part to not include the circle in this plan. Mrs. Hoffman granted authorization to include the Delaney Circle portion of this project and requested ratification of the approved total amount of \$9,700.

Motion to approve the total amended amount of \$9,700 to Kautter & Kelley Architects for the Buttonwood Gateway updated conceptual plan of streetscape improvements. **Moved** by Mr. Lincoln and seconded by Mr. Kaag. **Motion carried 6-0.**

Animal Rescue League Update – Mrs. Hoffman reported that six dogs and three cats have been transported to the Animal Rescue League to date at a cost of \$1,460. Mrs. Hoffman recommended invoicing owners whom have reclaimed their pets in order to offset the cost to the Borough. Mrs. Hoffman has requested Mr. Hubric to consider charging the pet owners who reclaim their pets as opposed to billing the Borough. Also, a request needs to be made to our residents either through Borough staff or the Animal Rescue League staff to request the resident to transport the animals to the Animal Rescue League to avoid that additional cost.

Borough Secretary – Mrs. Hoffman recommended appointment of Cynthia Madeira as Borough Secretary, a position that Mrs. Hoffman currently holds even though Mrs. Madeira has been taking on this roll and fulfilling all of the requirements of that position. Mrs. Hoffman requested to be appointed as Assistant Borough Secretary as a backup to the Borough Secretary, since this is a key position in the Borough.

Motion to appoint Cynthia Madeira as Borough Secretary and Cathy Hoffman as Assistant Borough Secretary. **Moved** by Ms. Thompson and seconded by Mr. Lincoln. **Motion carried 6-0.**

Borough's Association Meeting – Mrs. Hoffman noted a meeting being held on June 26th where representatives from the Southeast Regional Office plan to discuss Governor Wolf's Restore Pennsylvania Initiative, which is the single largest grant program proposed for Pennsylvania municipalities. Proposed programs are: flood mitigation and MS4 funding; blight removal funding; green infrastructure; transportation funding; business development; and broadband expansion.

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

10. **MAYOR'S REPORT:** Mayor Kearney thanked Ms. Shenk and the Love Team for their support in raising funds for a police vehicle. Mayor Kearney noted being questioned as to why he is raising funds for a police vehicle and he stated that since he has been elected he has attended two budget sessions where the police department had to remove this item from the budget due to budget constraints. Mayor Kearney wishes to bring his skills of fund raising and selling to this position and is determined to raise \$40,000 for a police vehicle by the end of the year.

Legislative and Congressional Redistricting – A sample resolution was provided to Council members this evening as requested by Arthur Naylor who intends to join Council next month to answer any questions regarding revisions of the committee that draws districts.

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

Motion carried 6-0.

11. COUNCIL PRESIDENT'S REPORT:

- a. **Non-Discrimination Ordinance** – Mr. Imbesi noted recent resident requests to pursue a non-discrimination ordinance for the LGBTQ community. This was discussed last year and tabled due to issues in creating another commission and costs associated with this creation. Mr. Imbesi believes this is a state function, which is not being addressed and wants to provide an open and welcoming community. Mr. Wert suggested utilizing an existing human relations commission, such as the City of Reading. Mr. Imbesi approached City of Reading Council Member Donna Reed who expressed an interest in discussing an intergovernmental agreement to utilize the City of Reading's commission. Mr. Imbesi inquired with Council members to determine if this is an option they would be willing to explore prior to attending a meeting with the City. Ms. Thompson welcomes the discussion and expressed concern regarding costs. Mr. Lincoln stated it was worth exploring, but has some hesitancy on the powers involved in making decisions. Mr. Wert noted questions with regards to an enabling ordinance and enforcement of a separate ordinance. Council members agreed to Mr. Imbesi's attendance to next Monday's meeting in the City of Reading to gather additional information.
- b. **Town Hall** – Representative Mark Rozzi and Senator Judy Schwank are in summer mode at this is the time of year where they do a number of Town Hall type activities and offer free services, such as gun safety training. Mr. Imbesi inquired with Council members to determine their acceptance to invite either Representative Mark Rozzi or Senator Judy Schwank to the August Council meeting to provide an update on what is happening in the state. Council was amenable to inviting them to a Council meeting; Mr. Imbesi will extend the invitation.
- c. **Drexel University College of Medicine at Tower Health** – Mr. Imbesi noted the recent groundbreaking event held near the Knitting Mills complex for a medical school.
- d. **Facebook Policy** – Mr. Imbesi recommended adopting a policy for staff and Council on how we engage the public on Facebook due to recent posts on the Voices of West Reading page for requests of Borough services. Since this is not a Borough page they should not expect a response. The Mayor suggested requesting the person in charge of the Voices of West Reading Facebook page to list the Borough and Police Department phone numbers to appropriately contact Borough staff. Chief Burkholder recommended refraining from responding to comments on this page to prevent posts requesting service. Oswald Herbert suggested review of the draft Facebook policy created by the Joint Municipal Authority.

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

12. DEPARTMENT REPORTS:

- a. **Police Department** – Chief Powell referred to his written report and noted an item for executive session and an action item. Following the Art on the Avenue event it was determined that additional jersey barriers are needed for these events. A review of the Police Capital fund indicated that there are funds available to purchase six jersey barriers, twelve drain plugs and five

caps to have replacements on hand from Remcon Plastics who provided a quote of approximately \$1,900. Mr. Imbesi noted that permission is not needed to make this purchase since funds are available within the budget.

Chief Powell stated that following further review of the Stop Intersections ordinance, additional amendments are needed and requested tabling advertisement of this ordinance amendment to allow the Traffic & Infrastructure Committee to review.

Mayor Kearney inquired as to the consistent decrease in the number of incidents each month in comparison to the previous year. Chief Powell indicated that minor incidents, such as EMS assistance have been removed from the reporting system, which could be the cause as well as a reduction in the number of traffic accidents.

Motion to approve the Police Department report. **Moved** by Mr. Lincoln and seconded by Mr. Wert. **Motion carried 6-0.**

- b. **Public Works** – Mr. Murray apologized for the late submission of his report and noted one action item that was missed last month during his absence. Mr. Murray noted last year's trial of a first Saturday of the month yard waste drop-off at the Borough garage that was gaining in popularity.

Motion to approve the first Saturday of the month yard waste drop-off at the Borough garage during the months of August through December. **Moved** by Mr. Lincoln and seconded by Ms. Thompson. **Motion carried 6-0.**

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

- c. **Fire Department** – Chief Burkholder referred to the written report and noted recent work performed by the mechanic on two of the fire department vehicles.

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

- b. **West Reading Community Revitalization Foundation** – Mr. Ratcliffe thanked the fire, public works and police departments for their assistance during the recent Art on the Avenue event, which estimated approximately 15,000 visitors. The 400 and 700 blocks of Penn Avenue, which normally have minimal visitation, were full and there were no complaints received about parking. Due to great sponsorship of this event, the gross receipts were \$41,500, which will net approximately \$30,000.

Motion to approve the West Reading Community Revitalization Foundation report. **Moved** by Ms. Thompson and seconded by Mr. Kaag. **Motion carried 6-0.**

13. COMMITTEE/COMMISSION REPORTS:

- a. **Recreation Commission** – Mrs. Moyer referred to the written report and noted the following upcoming events:

- June 22nd a movie in the park and classic car show will be hosted, the movie selection is Grease.
- June 30th is a Painting with a Twist event, registration can be completed online, the password is PAINTBRUSH.
- June 24th Zumba classes begin.
- June 27th Aqua Tobata classes begin.

- June 28th is an Aqua Glow party.
- June 30th is the start of Kids Splash classes.
- Concerts in the Park begin on June 30th from 2-7pm with expanded attractions.
- July 4th festivities will include new vendors and a beer garden.
- July 8th Friendly's on Park Road will donate 10% of all sales to the Recreation Commission, eat in or carry out. All proceeds will benefit the Playground program.
- A Wyomissing Hills Elementary School Teacher has orchestrated the donation of approximately 500 books to spark children's interest to read during summer months, the books are available at the pool.
- Requests have been received to provide lessons on how to play Disc Golf.

Mr. Imbesi inquired as to progress of obtaining grant funding to build a pedestrian bridge; a follow-up is also needed with UGI to determine their plans to cross the Wyomissing Creek.

Motion to approve the Recreation Commission report. **Moved** by Mr. Lincoln and seconded by Mr. Kaag. **Motion carried 6-0.**

Mark Ratcliffe departed the meeting at 9:21 p.m.

- b. **Planning Commission** – Mr. Wert noted review of zoning, transient retail and rental ordinance amendments. The solicitation and rental ordinance amendments should be moving to Council within the next couple months.

Motion to approve the Planning Commission report. **Moved** by Mr. Gardecki and seconded by Mr. Lincoln. **Motion carried 6-0.**

- c. **Economic Development Committee** – Mr. Wert noted continued monitoring of Penn Avenue properties and the following:

- Mr. Wert spoke of his tour of the new Nitro Bar located at 416 Penn Avenue and the murals paying homage to the buildings history.
- The popular restaurant, Mi Casa Su Casa plans to open within the 700 block of Penn Avenue.
- A kitchen design company has expressed interest in occupying the space located at 301 Penn Avenue.

Mr. Wert also noted his attendance to the Drexel University College of Medicine at Tower Health groundbreaking ceremony and a request from Drexel University and Equus Partners to install a pedestrian bridge across the railroad tracks into West Reading. It was also noted that Drexel University representatives desire to bring back the passenger train.

Motion to approve the Economic Development Committee report. **Moved** by Mr. Lincoln and seconded by Mr. Gardecki. **Motion carried 6-0.**

- d. **Environmental Advisory Council** – Mr. Kaag noted the following:

- A Nurturer of Conservation membership has been provided to the Berks County Conservation District.
- The Midsummer Social at the Community Garden has been rescheduled to mid-July due to the weather.
- The Playground Group plans to visit the Community Garden later this month to create a rock garden.
- The Community Garden plot fees have been collected for the year.

- A Borough tree inventory grant was received from DCNR, which should be able to store information collected into a GIS layer mapping system.

Motion to approve the Environmental Advisory Council report. **Moved** by Mr. Lincoln and seconded by Mr. Wert. **Motion carried 6-0.**

- e. **Traffic & Infrastructure Committee** – Mr. Lincoln noted continued work through the handicapped parking space policy as well as working with the owner of the shopping center parking lot to keep the parking program on track. Also, a business owner interested in occupying the commercial space located at 301 Penn Avenue attended the meeting to request feedback on creating a center turning lane to allow exiting the parking lot left onto Penn Avenue, which is not prohibited. A recommendation was made to exit the parking lot onto 3rd Avenue or make a right onto Penn Avenue to circle around. The gentleman was advised that permitting would have to go through PennDOT, which would require an engineering study.

Motion to approve the Traffic & Infrastructure report. **Moved** by Mr. Gardecki and seconded by Mr. Kaag. **Motion carried 6-0.**

- f. **Shade Tree Commission** – Mr. Kaag noted that 41 trees have been ordered from Eaton Farms with planting scheduled to begin next week. The total cost of trees came in under budget. Tree trimming is scheduled along south 7th Avenue from Spruce Street to Penn Avenue as well as the dead ends on Sycamore trees. Trees throughout the Borough have been wrapped with tape to stay ahead of the spotted lanternfly nymphs. Trees planted last year that are not growing well will be removed.

Mr. Wert asked if any birds have been trapped in the tree bands since he experienced a Song Sparrow that became trapped in his back yard. Mr. Wert removed the band from the tree and transported the bird to Red Creek Wildlife Center in Schuylkill County to allow the bird to be safely removed from the tape. Mr. Murray has not found any birds trapped in the tape bands this year.

Motion to approve the Shade Tree Commission report. **Moved** by Mr. Lincoln and seconded by Mr. Gardecki. **Motion carried 6-0.**

- g. **Safety Committee** – Mr. Murray referred to the minutes and there were no comments.

Motion to approve the Safety Committee report. **Moved** by Mr. Lincoln and seconded by Mr. Gardecki. **Motion carried 6-0.**

- h. **Finance Committee** – Mr. Imbesi referred to the minutes and noted an action item. The IT consultant, Imageze provided a quote to purchase 13 Dell computers and a Dell server since Microsoft will no longer provide security updates or support for Windows 7 devices as of the end of 2019. Imageze as well as Caselle, the company that provides utility billing, code enforcement and financial software, are requiring an upgrade. Purchase and lease options were reviewed to upgrade the computers and server and Microsoft licensing of office suite for each user at a cost of \$260. Mr. Lincoln noted the Traffic & Infrastructure Committee recommendation to move forward with the upgrade to Windows 10. There is also an additional charge of \$4 per user, per month, which would include Borough Council emails for email access that is cloud based. Mr. Imbesi stated the total cost to cover the upgrade is \$39,760, plus email access costs. A large dividend has recently been received from the health insurance company since claim losses have remained low, which would cover the cost of this upgrade.

Motion to enter into an agreement with Imageze to purchase 13 computers and one server at a cost of \$36,140 and 13 Microsoft Office Suite licenses at a cost of \$260 per user as well as the \$4

per user, per month for email access. **Moved** by Mr. Lincoln and seconded by Mr. Wert. **Motion carried 6-0.**

Motion to approve the Finance Committee report. **Moved** by Mr. Gardecki and seconded by Mr. Lincoln. **Motion carried 6-0.**

14. TREASURER'S REPORT:

- a. **2017 Liquid Fuels Audit** – Mrs. Rentschler noted the Auditor General's approval of the 2017 Liquid Fuels Audit. Mr. Wert called everyone's attention to page 3 of the audit, which illustrates the annual cost of approximately \$105,000 to service and light the Borough's streetlights and reiterated the best-case scenario would be to purchase the streetlights to avoid these exorbitant costs.

- b. **Payment Approval Report 5/23/19 to 6/13/19 & 6/14/19 to 6/18/19** – There were no comments.

Motion to approve Payment Approval report 5/23/19 to 6/13/19 & 6/14/19 to 6/18/19. **Moved** by Mr. Gardecki and seconded by Mr. Lincoln. **Motion carried 6-0.**

- b. **Financial Statement Ending 5/31/19** – There were no comments.

Motion to approve the financial statement ending 5/31/19. **Moved** by Ms. Thompson and seconded by Mr. Gardecki. **Motion carried 6-0.**

Motion to approve the Treasurer's report. **Moved** by Mr. Gardecki and seconded by Mr. Lincoln. **Motion carried 6-0.**

- 15. **EXECUTIVE SESSION:** Council recessed to executive session at 9:59 p.m. to discuss personnel and possible litigation items. Council reconvened at 10:38 p.m. and Mr. Imbesi stated that no action is needed at this time.

16. PUBLIC COMMENT:

There were no public comments.

17. ADJOURNMENT:

Motion to adjourn the meeting at 10:39 p.m. **Moved** by Ms. Thompson and seconded by Mr. Lincoln. **Motion carried 6-0.**

Respectfully submitted,

Cynthia Madeira
Borough Secretary