

## **BOROUGH OF WEST READING – BOROUGH COUNCIL**

**May 22, 2013 – 7:00 p.m.**

West Reading Borough Council held its regular monthly meeting at Borough Hall on Wednesday, May 22, 2013 with the following persons present: Vice President James J. Gallen Jr.; Council Members Elizabeth L. Heckler, Nathalie R. Kulesa, Deborah Hutcheson, Amy B. Good, Philip C. Wert; Mayor Shane J. Keller; Borough Manager Richard J. Sichler; Sgt. Keith Phillips OIC; Fire Chief Mark D. Burkholder; Chad Lubas, Kozloff Stoudt; Code Enforcement Officer Tracey L. Levering; Public Works Director Dean E. Murray; Administrative Assistant Cathy L. Hoffman; Borough Engineer Terry Naugle. Council President Kevin M. Conrad and Elm Street Manager Dean L. Rohrbach were unable to attend.

<b><u>VISITORS:</u></b>	James T. Rogers	Resident
	Ruth V. Cardell	Temple
	Pete Gustis	Resident
	Bonnie Disch	Resident
	Mike Hoyer	Resident
	Heather Phillips	Shillington
	Elizabeth Sichinga	Wyomissing
	Sylvia L. Robertson	Wyomissing
	Carl Garman	Resident
	Val & Kristin Rodriguez	Residents
	Michael Leagans	Resident
	Becca Gregg	Reading Eagle

1. **CALL TO ORDER:** Council Vice President James J. Gallen Jr. called the meeting to order at 7:00 p.m. which was followed by the Pledge of Allegiance and roll call.

2. **PUBLIC COMMENT:**  
Carl Garman asked Council to postpone the decision concerning the hiring of the police chief until the new council and mayor are elected. He also spoke about a parking issue at Cherry and 7<sup>th</sup> where the painted curb and the no parking signs (by St. James Church) are not concurrent and are causing a traffic issue.

James T. Rogers said he wanted to remind Council that in the past it had been stated that the two months that Officer Fabrizioani was not employed by the Borough (Nov. 14, 2012 – Jan. 15, 2013) would not count toward his pension therefore he will be short two months toward retirement.

Bonnie Disch spoke about the handicapped parking spaces that were established on her street however are not being used by those who applied for them, partially because the spaces are not close enough to the home of the person who needs it. She also commented about the parking restriction in the alley on Tuesday mornings because of trash collection and noted that the trucks being currently used are not posing a problem and asked that the parking restriction be lifted. Mrs. Heckler recommended that she attend the next Traffic meeting on June 6<sup>th</sup>.

Mike Hoyer also spoke about the handicapped spaces on Sycamore Road and noted that the Borough's policy of placing spaces at the ends of the block is not effective for those who need the help. Sgt. Phillips explained that he is in the process of reviewing the handicapped parking ordinance and the placement of these spaces. He said he will be discussing this with Mayor Keller to determine if the current practice is still a feasible way to address these parking requests. Regarding the two spaces in the middle of the block, Mr. Sichler said he has spoken with the

resident who requested one of the spaces and was told that he can't use the space now. Sgt. Phillips will contact the other resident concerning the second space in question.

Elizabeth Sichinga and Sylvia Robertson of the African Global Super Center spoke about their upcoming conference, scheduled for September 30<sup>th</sup> through October 3<sup>rd</sup>, and their intention to use the 'First Thursday' events in West Reading as part of their multicultural festival. After some discussion Mayor Keller approved limited parking for the 500 and 600 blocks of Penn Avenue and the closure of the 000 blocks of both north and south 6<sup>th</sup> Avenue for the event on October 3<sup>rd</sup>.

Michael Leagans asked Council to table the hiring of a new Police Chief until the new Council is in place.

3. **APPROVAL OF COUNCIL MINUTES:**

**Moved** by Ms. Hutcheson and seconded by Ms. Good to approve the minutes of April 16, 2013, as amended. **Motion carried.** (The adjournment motion was made by Ms. Hutcheson, not Mrs. Heckler.)

4. **UNFINISHED BUSINESS:**

Parkview Road Bridge – Mr. Sichler spoke about McCormick Taylor, the engineering firm that the County uses, who was the only company to respond to the Request for Qualifications that had been distributed. **Moved** by Mr. Wert and seconded by Ms. Good to hire McCormick Taylor as the engineering firm that will provide Council with the options for the Parkview Road Bridge. **Motion carried.**

5. **CONSULTANTS' REPORTS:**

- a. Solicitor's Report – Mr. Lubas had no report beyond what was on the agenda.
- b. Engineer's Report – Mr. Naugle reported that bids were received for the 2013 Streets Project and that Burkholder Paving from Ephrata had been the low bidder for the paving of the 'T' and 'H' alleys on the east side of S. Fifth Avenue. It was noted that the budgeted amount was \$147,000. **Moved** by Ms. Good and seconded by Ms. Hutcheson to award the contract to Burkholder Paving in the amount of \$144,747. **Motion carried.**

Mr. Naugle also reported that the Borough Hall painting project is going well and that the pool painting project is complete. He noted that the company did a very good job removing the paint and doing the patching work. Mr. Murray added that the paint was rolled instead of being sprayed which resulted in a thicker coating that is superior.

**Moved** by Mrs. Heckler and seconded by Mr. Wert to approve the Engineer's Report. **Motion carried.**

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

- a. Kraft Code Services Proposal – Mr. Sichler reviewed the terms of the proposal which state that they will perform the inspections per the Borough ordinance and the application. The fee that is collected will be for the inspection and the Certificate of Occupancy, and will be passed directly to Kraft Services. Extra fees will only be charged if they attend meetings, do Notice of Violation enforcement actions or legal actions. **Moved** by Mrs. Heckler and seconded by Ms. Good to authorize the Borough Manager to enter into the contract with Kraft Code Services, to have them begin performing inspections (as early as June 1<sup>st</sup>). **Motion carried.**

- b. WebCAD Memorandum of Understanding – The MOU is for all of the Mobile Computer Terminals that are in police vehicles and is the same document that the Fire Company was required to sign. **Moved** by Ms. Hutcheson and seconded by Mrs. Heckler to enter into the Memorandum of Understanding with the County for the use of their Computer Aided Dispatch Software. **Motion carried.**
- c. Waste Disposal Contract – Mr. Sichler explained that the Borough is at the end of a 10 year lease with Pioneer Crossing Landfill who have offered an option to extend the contract for 5 years (per the contract) or enter into a new contract of similar terms. This must be decided by August 4<sup>th</sup> and it was noted that Wyomissing has already entered into the agreement and Spring Township is currently considering it. The original contract was negotiated with these two municipalities and all of the agreements are expiring now. After some discussion, Council asked Mr. Sichler to explore other options to ensure that the Borough will be getting the best pricing and terms.
- d. Berks County Water & Sewer Association – The Borough has been asked to join the newly formed Berks County Water and Sewer Association which is being spearheaded by Chip Bilger, Executive Director of the Western Berks Water Authority. The Association will be beneficial with purchasing, joint sharing of personnel or equipment as well as technical expertise between the various water providers and sewage disposal facilities in the County. This comes as a result of the Berks County Planning Commission's county-wide sewer and water regionalization study. The fee is \$400 for an affiliate membership.

Mr. Wert noted that both the Center for Excellence in Local Government and the Berks County Planning Commission has been part of the process since the inception of the Association and that the various water and sewer authorities throughout the County were very interested in being part this Association. It was decided that the Borough would become a member of the Association on a trial basis. **Moved** by Mr. Wert and seconded by Ms. Hutcheson to become a member of the Berks County Water and Sewer Association. Voting in favor of the motion: Mrs. Kulesa, Ms. Hutcheson, Mr. Gallen, Mr. Wert, Ms. Good. Against the motion: Mrs. Heckler. **Motion carried.**

- e. Wyomissing Area Little League Contract – Mr. Sichler that the baseball field has been rehabbed by the Wyomissing Area Little League to accommodate their 50/70 league which includes the installation of protective fencing. The field is being regularly used and a tournament is scheduled for the Memorial Day weekend. He added that an agreement has been drafted between the League and the Borough which includes:  
Exhibit 'A' – Renovations to be performed by the League  
Exhibit 'B' – Field Maintenance to be performed by the League  
Exhibit 'C' – Field Maintenance to be performed by the Borough

Discussions have been held with other groups regarding the modification of the outfield area into a multipurpose area for lacrosse, soccer and football. This is the next renovation project that will be undertaken which will be brought to Council once more details have been determined.

The agreement was drafted by Mr. Becker and has a 10 year term. Ms. Good had concerns about the resolution of scheduling conflicts as noted in the lease and Mr. Sichler indicated that either he or the Recreation Coordinator have always been responsible for this. **Moved** by Ms.

Good and seconded by Ms. Hutcheson to execute the agreement. **Motion carried.**

- f. Vehicle Sales – Mr. Sichler stated that the 2004 Chevrolet Impala with a blown engine that was up for auction has received a high bid of \$812 from John McCrantz of Taylor, PA. **Moved** by Ms. Good and seconded by Mrs. Heckler to approve the sale of the 2004 Impala to the high bidder. **Motion carried.**

Mr. Sichler said that he put out for auction the tractor that is in this year's budget to be replaced. He started the auction at the price being offered by the Co-stars vendor as a trade-in towards the purchase of the new tractor, and no bids were received. The new tractor is priced at \$18,000 but after the \$8000 trade-in, the actual cost is \$10,000 which is far below the budgeted amount.

**Moved** by Ms. Good and seconded by Mrs. Heckler to approve the Borough Manager's Report. **Motion carried.**

7. **MAYOR'S REPORT & WEST READING COMMUNITY REVITALIZATION FOUNDATION REPORT:**

Mayor Keller referred to the March 21<sup>st</sup> minutes. He also noted the following:

- After four days on the market, the PARR house on S. 7<sup>th</sup> Avenue is under contract at the list price and is anticipated to settle on July 1<sup>st</sup>.
- The Farmers' Market 2013 season began on May 19<sup>th</sup> with a great turnout.
- Art on the Avenue will be held on June 15<sup>th</sup>.
- Thanks to the Police Department, Public Works and Fire Police for their efforts in making the Armed Forces Day Parade a huge success. He hoped that the future elected officials will understand the importance of continuing this wonderful and worthwhile event.

**Moved** by Ms. Good and seconded by Mr. Wert to approve the Mayor's Report. **Motion carried.**

8. **DEPARTMENT REPORTS:**

- a. Code Enforcement – Mrs. Levering referred to her written report. There were no questions. **Moved** by Ms. Good and seconded by Mrs. Heckler to approve the Chief Code Enforcement Officer's Report. **Motion carried.**
- b. Police Department – Sgt. Keith Phillips provided the following information:
- The Department now has a field officer training program and two officers are certified trainers. Officer Marks has been sent for further training for development of different training plans to ensure that the Department is completely up-to-date.
  - An active shooter exercise was completed at the Reading Hospital with the Berks County Emergency Response Team. The exercise went very well and the Department is very prepared to respond to such an event should it ever occur.
  - \$18,000 in grant funds as well as funds from the PennDOT Corridor Project funds are expected shortly.
  - Bids for the camera system will be opened on May 31<sup>st</sup>.
  - Bicyclists on the sidewalks of Penn Avenue have become an issue therefore Sgt. Phillips will be bringing the issue to the Traffic Committee and requesting signs to be added to the bike route signs to ensure that everyone knows that bikes are not allowed on the sidewalks.
  - The Department made a drug arrest recently and Sgt. Phillips thanked the residents and West Reading Watchers who provided information that lead to the arrest.

**Moved** by Ms. Hutcheson and seconded by Mrs. Heckler to approve the Police Chief's Report.  
**Motion carried.**

- c. Public Works – Mr. Murray stated that as mentioned earlier, he is requesting permission to purchase the replacement tractor. **Moved** by Ms. Good and seconded by Ms. Hutcheson to authorize the purchase of the John Deere tractor from Adamstown Equipment for \$12,526.79.  
**Motion carried.**

**Moved** by Ms. Hutcheson and seconded by Ms. Good to approve the Public Works Director's Report. **Motion carried.**

- d.. Fire Department – Chief Burkholder explained that the increase in calls is predominantly because the Wyomissing FD is currently without a ladder truck while they are waiting for a new one to be delivered, therefore West Reading is assisting when necessary. He noted that Wyomissing had been a tremendous help when West Reading was without a ladder truck therefore they are happy to return the favor. Wyomissing expects to have the new truck by the end of May.

**Moved** by Ms. Good and seconded by Ms. Hutcheson to approve the Fire Chief's Report.  
**Motion carried.**

- e. Elm Street – Mayor Keller reported on Mr. Rohrbach's behalf and noted the Elm Street minutes, the PARR report and the NAC minutes that had been included in Council's packet. It was also noted that the Wyomissing Foundation has provided another \$100,000 grant and are looking forward to the purchase of another PARR property.

**Moved** by Ms. Hutcheson and seconded by Ms. Good to approve the Elm Street Manager's Report. **Motion carried.**

9. **COMMITTEE/COMMISSION REPORTS:**

- a. Recreation Commission – Mr. Sichler reported that Recreation Coordinator Abbie Burkhart has resigned because she is moving out of state therefore it was the recommendation of the Personnel Committee to approach the second candidate, who has since agreed to take the position. **Moved** by Ms. Hutcheson and seconded by Mr. Wert to hire Joanne Ghen as Recreation Coordinator at \$14.50 per hour. **Motion carried.**

He also reported that both Beverly Gilbert and Elizabeth Heckler resigned at the last meeting of the Recreation Commission. It was also noted that an amendment to the April Recreation Commission minutes was required - that Pam Daniels was in attendance for the April meeting.

**Moved** by Ms. Hutcheson and seconded by Mr. Wert to approve the Recreation Commission minutes, as amended above. **Motion carried.**

It was also noted that the rates of pay for four summer employees needed to be amended, to reflect the \$.25/hr. increase that is given to returning employees. The new rates are as follows:

Derek Moser	\$ 8.00
Patrick Maher	\$ 7.75
Selene Schwarz	\$10.00
Dan Weaver	\$ 7.75

**Moved** by Mrs. Heckler and seconded by Mr. Wert to amend the pay rates as noted above.  
**Motion carried.**

- b. Environmental Advisory Council – There were no questions concerning the minutes in the Council packet.  
**Moved** by Mr. Wert and seconded by Ms. Hutcheson to approve the Environmental Advisory Council Report. **Motion carried.**
- c. Safety Committee – CPR training was discussed and it was noted that the playground leaders will be included in this training. Pricing has been received for the training therefore it now just needs to be scheduled. Chief Burkholder noted that the pool doesn't have an AED and it was suggested that Mr. Sichler approach the hospital for a donation of the device.  
**Moved** by Mrs. Heckler and seconded by Mrs. Kulesa to approve the Safety Committee Report. **Motion carried.**
- 10. **TREASURER'S REPORT:**
  - a. **Moved** by Ms. Hutcheson and seconded by Mr. Wert to approve the Revenues with Comparison to Budget Report for the 4 months ending 4/30/2013. **Motion carried.**

Mr. Wert asked Mr. Sichler if a mid-year report could be provided at the July Council meeting.

- b. **Moved** by Ms. Hutcheson and seconded by Mr. Wert to approve Payment Approval Report for 4/16/2013 - 5/17/2013 and 5/18/2013 – 5/22/2013. **Motion carried.**
- 11. **PUBLIC COMMENT:**

Val Rodriguez asked about the status of the Buttonwood Bridge project and Mr. Sichler responded that PennDOT has postponed it for a year.

James T. Rogers asked about the drug arrest occurring in a school zone and Sgt. Phillips noted that the entire Borough is in a school zone because of its size and therefore carries a mandatory two year minimum sentence.
- 12. **EXECUTIVE SESSION:**

There was no Executive Session.
- 13. **ADJOURNMENT:**

**Moved** by Mr. Wert and seconded by Ms. Hutcheson to adjourn the meeting at 8:17 p.m. **Motion carried.**

Respectfully submitted,

Cathy Hoffman  
Administrative Assistant