

Borough of West Reading
Borough Council
July 16, 2013 – 7:00 p.m.

West Reading Borough Council held its regular monthly meeting at Borough Hall on Tuesday, July 16, 2013 with the following persons present: Council President Kevin M. Conrad; Vice President James J. Gallen Jr.; Council Members Elizabeth L. Heckler, Deborah Hutcheson, Amy B. Good, Nathalie R. Kulesa, Philip C. Wert; Mayor Shane J. Keller; Borough Manager Richard J. Sichler; Borough Solicitor Daniel P. Becker; Sgt. Keith Phillips OIC; Fire Chief Mark D. Burkholder; Public Works Director Dean E. Murray; Chief Code Enforcement Officer Tracey L. Levering; Elm Street Manager Dean L. Rohrbach; Recreation Coordinator Jodie Ghen; Administrative Assistant Cathy L. Hoffman; Borough Engineer Terry Naugle.

VISITORS:	Ruth Cardell	Temple
	Carl Garman	Resident
	Amber Rambo	Resident
	Peter Gustis	Resident
	Karen Livingood	Resident
	Terry Siggins	Resident
	Ed Fabriziani	Fleetwood
	Kathy Frymoyer	Resident
	Oswald Herbert	Resident
	James T. Rogers	Resident
	Frank Wiczowski	MAW Communications
	Valentin Rodriguez, Jr.	Resident
	Kristin Rodriguez	Resident
	Bryce Matthews	Resident

1. **CALL TO ORDER:** Council President Kevin M. Conrad called the meeting to order at 7:00 p.m. which was followed by the Pledge of Allegiance and roll call.
2. **EXECUTIVE SESSION ANNOUNCEMENT:** Mr. Conrad announced that an Executive Session concerning personnel had been held on Tuesday, July 9, 2013.
3. **PUBLIC COMMENT:**
Carl Garman said he was concerned because the wall of bamboo that was removed adjacent to his property has created a 42" drop and there is now a liability issue. He said he is also concerned that the new inspection company did not notice the deficiency which was done as part of the sale of the property. Mr. Conrad asked Mrs. Levering to look into it.
James T. Rogers asked about the status of the hiring of a police chief and Mr. Conrad said it was ongoing. He also asked about the proposed handicapped parking ordinance and Mr. Conrad stated that the Traffic Committee is still reviewing it and will bring a recommendation to Council.
4. **APPROVAL OF COUNCIL MINUTES:**
Moved by Mr. Gallen and seconded by Ms. Good to approve the minutes of June 18, 2013. **Motion carried.**
5. **UNFINISHED BUSINESS:**
Waste Disposal Contract – Mr. Sichler said that because there were real estate issues involved, the contract will be discussed in Executive Session.

Reading Hospital System Agreement – Mr. Conrad said that this is ongoing.

6. **CONSULTANTS' REPORTS:**

- a. Solicitor's Report – Mr. Becker said he had a number of items for Executive Session. He also spoke about the Reading Hospital's ongoing construction project and noted that the improvement agreements will be complete within 30 days. **Moved** by Ms. Good and seconded by Mr. Gallen to authorize the Council Vice-President and Borough Secretary to execute the Municipal Improvement Agreement. **Motion carried.** Mr. Conrad abstained because SSM is doing part of the work for the project.

Moved by Ms. Hutcheson and seconded by Mrs. Kulesa to approve the Solicitor's Report.
Motion carried.

- b. Engineer's Report – Mr. Naugle reported that a preconstruction meeting was held for the alleys reconstruction and the project is scheduled to begin on July 22nd. The construction is expected to take two weeks per alley, and temporary parking permits may have to be given for those who do not have permit parking.

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

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

- a. Financial Update – Mr. Sichler provided a six month revenue report as requested by Council. One item of note was a projected \$20,000 - \$30,000 shortfall in taxes due to reassessments by Spruce Manor and VF Corporation.
- b. JMA Board Vacancy – Mr. Sichler said that the anticipated vacancy may not occur.

Moved by Ms. Hutcheson and seconded by Mr. Wert to approve the Borough Manager's Report. **Motion carried.**

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

Mayor Keller said that there were no Community Revitalization Foundation minutes due to an administration glitch and would present them at the August meeting.

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

9. **DEPARTMENT REPORTS:**

- a. Code Enforcement – Mrs. Levering referred to her written report but had nothing further to add. **Moved** by Ms. Hutcheson and seconded by Mr. Wert to approve the Code Enforcement report. **Motion carried.**
- b. Police Department – Sgt. Phillips reported that interviews for the part time secretary position were conducted and they are ready to hire the top candidate. **Moved** by Mrs. Kulesa and seconded by Ms. Hutcheson to hire Nancy Bubbenmoyer at a rate of \$12.62 per hour. **Motion carried.** It was noted that the background check has already been completed.

Sgt. Phillips also noted that National Night Out will be held on August 6th and invited everyone to attend.

Moved by Mr. Gallen and seconded by Ms. Hutcheson to approve the Police Department Report. **Motion carried.**

- c. Public Works – Mr. Murray had nothing to add to his written report.

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

- d.. Fire Department – There were no questions for the Fire Chief. Mr. Gallen complimented the Fire Department as well as everyone involved in the 4th of July celebration.

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

- e. Elm Street – Mr. Rohrbach referred to the Neighborhood Advisory Committee minutes. He noted that they have been very busy with the Community Revitalization Foundation design committee who has recommended 23 façade grants and 11 security grants to the Board for approval. With matching grants, the total investment is over \$90,000. The August 10th Block Party was also announced.

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

10. **COMMITTEE/COMMISSION REPORTS:**

- a. Recreation Commission – Recreation Coordinator Jodie Ghen spoke about the following events:

- A pig roast will be held at the Pool on August 10th.
- The Kim Manning Memorial swim meet was a success and all donated funds have been deposited in the Manning trust account.
- The Delaney Brown fundraiser will be held as part of the Moonlight Swim on July 19th.

There was also discussion concerning replacement of the playground items that had been stolen. **Moved** by Mr. Wert and seconded by Mrs. Kulesa to allocate \$600 for the Recreation Commission to purchase playground equipment that was stolen/ruined. **Motion carried.**

Attendance at the Recreation meeting of July 2nd was discussed and though it was omitted in the minutes, Commission member Pam Daniels was in attendance therefore a quorum was present. Other amendments to the minutes included Mrs. Heckler being added as a visitor, and other minor errors.

Moved by Mrs. Heckler and seconded by Mr. Wert to approve the Recreation Commission minutes as amended. **Motion carried.**

- b. Environmental Advisory Council – There were no action items. **Moved** by Mr. Wert and seconded by Ms. Hutcheson to approve the Environmental Advisory Council minutes of May 28th. **Motion carried.** It was noted that the June 24th minutes will be presented at the next Council meeting.

- c. Safety Committee – There were no questions concerning the June 25th minutes.

Moved by Ms. Hutcheson and seconded by Mrs. Heckler to approve the Traffic Committee Report. **Motion carried.**

11. **TREASURER'S REPORT:**

- a. **Moved** by Mr. Wert and seconded by Mrs. Heckler to approve the Revenues with Comparison to Budget Report for the 6 months ending 6/30/2013. **Motion carried.**

- b. **Moved** by Mr. Gallen and seconded by Mr. Wert to approve Payment Approval Report for 6/14/2013 - 7/12/2013 and 7/13/2013 – 7/16/2013.

There were questions concerning some expenditures:

- The outdoor exercise equipment at the park frequently requires repair. Because the equipment was procured and installed through a grant, it was suggested that some investigation be done to see if there is a grant that would cover the repairs.
- Speakers at the pool (on the poles) had to be replaced.
- Trash can lids are being purchased for the park and pool.

Motion carried.

12. **PUBLIC COMMENT:**

Bryce Matthews spoke about a situation where a tenant on S. 6th Avenue who is not registered with the Borough had an incident with police. It was noted that Police are looking into the issue and that the Codes department will investigate as to why the person is living there without being registered.

James T. Rogers asked that income and expense graphs be available as a handout for the public.

Mr. Sichler said he would provide the documents available, however they might not be completely up to date.

13. **EXECUTIVE SESSION:**

Council recessed to Executive Session at 7:42 p.m. to discuss personnel, litigation, and real estate. When the meeting reconvened at 9:08 p.m., the following action was taken:

Moved by Mr. Gallen and seconded by Mr. Wert to reject all bids for the camera system

In favor of the motion: Mr. Gallen, Ms. Good, Mr. Wert, Ms. Hutcheson, Mr. Conrad

Against the motion: Mrs. Heckler, Mrs. Kulesa

Motion carried with a 5-2 vote.

Moved by Ms. Good and seconded by Mr. Gallen to direct the Borough Manager and Sgt. Phillips to prepare a proposal encompassing all options for the camera system.

In favor of the motion: Mr. Gallen, Ms. Good, Mr. Wert, Ms. Hutcheson, Mr. Conrad

Against the motion: Mrs. Heckler, Mrs. Kulesa

Motion carried with a 5-2 vote.

Moved by Ms. Good and seconded by Ms. Hutcheson to ratify the termination of the Assistant Code Enforcement Officer effective July 2, 2013.

In favor of the motion: Mr. Gallen, Ms. Good, Mr. Wert, Ms. Hutcheson, Mrs. Heckler, Mr. Conrad

Against the motion: Mrs. Kulesa

Motion carried with a 6-1 vote.

14. **ADJOURNMENT:**

Moved by Mr. Gallen and seconded by Mr. Wert to adjourn the meeting at 9:10 p.m. **Motion carried.**

Respectfully submitted,

Cathy Hoffman
Administrative Assistant