

BOROUGH OF WEST READING
Borough Council Reorganization Meeting
January 6, 2020 – 7:00 p.m.

West Reading Borough Council held its Reorganization Meeting at Borough Hall on Monday, January 6, 2020 with the following persons present: Mayor Andrew W. Kearney; Council Members Philip C. Wert, Jack Gombach, Patrick Kaag, Jennifer Bressler, Nicholas Gardecki, Samantha Kaag; Police Chief Stephen Powell; Recreation Director Helen Moyer; Fire Marshal Troy Hatt; Deputy Fire Chief Chad Moyer; Code Department Manager Cathy Hoffman; Borough Manager Nicholas Imbesi; Borough Secretary Cynthia Madeira.

VISITORS:	James & Karen Livingood	Residents
	James Rogers	Resident
	Jason Ulrich	Resident
	Zachary Shaver	Resident
	Barbara Griesemer	Property Owner
	Jeffrey Reiff	Resident
	Mariella Napoli	Resident
	Mary Elizabeth Short	Visitor

1. **CALL TO ORDER:** Mayor Andrew Kearney called the meeting to order at 7:00 p.m., which was followed by the Pledge of Allegiance and Roll Call.

2. **PUBLIC COMMENT:**

Barbara Griesemer referred to a tract of land located behind the homes of 21 and 23 S. Seventh Avenue and 661 Franklin Street that are adjacent to the Municipal Parking Lot where her son, Jeffrey Reiff would like to use the land as a parking area for his auto repair business located at 633 Cherry Street. Ms. Griesemer has obtained copies of the three deeds and plots from the County Courthouse for the properties in question and asked if she was in the right meeting to discuss. It was recommended that Ms. Griesemer arrange a meeting with the Borough Manager to review these documents and determine a course of action.

James Rogers noted a previous Council discussion pertaining to an operation of the parking kiosk Resolution and requested an outcome to this Resolution. Mr. Imbesi stated that a Resolution was discussed, however not yet created and presented to this Board. An agenda will be discussed for the regular January Council meeting with the new Council President and this item could potentially be placed on that agenda.

3. **ELECTION OF OFFICERS:**

- a. **Nominations for Council President** – Mr. Wert nominated Jack Gombach as Council President and Mr. Gardecki seconded the nomination. **Motion carried 6-0.**

Mr. Gombach then chaired the remainder of the meeting.

- b. **Nominations for Council Vice President** – Mr. Kaag nominated Philip Wert as Council Vice President and Mrs. Kaag seconded the motion. **Motion carried 6-0.**
- c. **Nominations for Council President Pro-Tem** – Mr. Imbesi stated that a Pro-Tem Member would carry out the duties of the Council President or Vice President in their absence.

Mr. Wert nominated Christopher Lincoln as Council President Pro-Tem and Mr. Kaag seconded the motion. **Motion carried 6-0.**

4. **APPOINTMENTS:**

- a. **Police Civil Service Commission** – Mr. Wert nominated James Livingood as a member of the Police Civil Service Commission and Mrs. Kaag seconded the nomination. **Motion carried 6-0.**

Mr. Livingood took an Oath of Office and then departed the meeting.

Mr. Gombach requested Council Members to review the list of Council Vacancies on the various Committees/Commissions and to provide their individually requested appointments to him by the end of the week. For transparency purposes, the appointments would be announced during the regular January Council meeting.

Mrs. Kaag requested to be appointed to the Recreation Commission, the Police Negotiating Committee and the Public Safety Committee.

- b. **Administration** – Mrs. Bressler made a motion to appoint the following:

Business Privilege Tax Collector and Local Services Tax Collector	Berks Earned Income Tax	1/1/20 – 12/31/21
Borough Manager	Nicholas Imbesi	1/1/20 – 12/31/21
Borough Secretary	Cynthia Madeira	1/1/20 – 12/31/21
Assistant Borough Secretary	Nicholas Imbesi	1/1/20 – 12/31/21
Treasurer	Jeanette Rentschler	1/1/20 – 12/31/21
Open Records Officer	Nicholas Imbesi	1/1/20 – 12/31/21
Assistant Open Records Officer	Cathy Hoffman	1/1/20 – 12/31/21
Assistant Open Records Officer	Cynthia Madeira	1/1/20 – 12/31/21

Mr. Wert seconded the motion. **Motion carried 6-0.**

- c. **Code Enforcement** – Mr. Wert made a motion to appoint the following:

Code Enforcement Officer	Tyler Berg, SDE Inc.	1/1/20 – 12/31/21
Assistant Code Enforcement Officer	Keith Yeager, SDE Inc.	1/1/20 – 12/31/21
Commercial Building Inspector	Matt Davenport, SDE Inc.	1/1/20 – 12/31/21
Residential Building Inspector	Tyler Berg, SDE Inc.	1/1/20 – 12/31/21
Plumbing Inspector	SDE, Inc	1/1/20 – 12/31/21
Sewage Enforcement Officer	Scott McCaffrey, SDE Inc.	1/1/20 – 12/31/21
Zoning Officer	Cathy Hoffman	1/1/20 – 12/31/21
Assistant Zoning Officer	Steve Moyer, SDE Inc.	1/1/20 – 12/31/21

Mrs. Bressler seconded the motion. **Motion carried 6-0.**

- d. **Professional Services** – A motion was made by Mr. Wert to appoint Systems Design Engineering, Inc. as the Borough Engineer. Mr. Kaag seconded the motion. **Motion carried 6-0.**

Motion to appoint Maillie, LLP as the Auditor/Accounting Specialist. **Moved** by Mrs. Bressler and seconded by Mr. Gardecki. **Motion carried 6-0.**

- e. **Fire Department** – Mr. Wert made a motion to appoint the following:

Fire Department	Chief Chad Moyer	1/1/20 – 12/31/21
	Deputy Chief Jeffrey Reinert	1/1/20 – 12/31/21
	Assistant Chief Jason Witman	1/1/20 – 12/31/21
	Captain Nick Stoner	1/1/20 – 12/31/21
	Lieutenant Jamie Keith	1/1/20 – 12/31/21
	Lieutenant Andrew Gudinas	1/1/20 – 12/31/21

Safety Officer	Daniel Strause	1/1/20 – 12/31/21
Fire Police	Captain Tom Kupiszewski Jr.	1/1/20 – 12/31/21
Fire Police	Lieutenant Timothy Goodhart	1/1/20 – 12/31/21
Fire Marshal	Troy Hatt	1/1/20 – 12/31/21
Deputy Fire Marshal	Mark Burkholder	1/1/20 – 12/31/21
Fire Code Official	Troy Hatt	1/1/20 – 12/31/21

Mrs. Bressler seconded the motion. **Motion carried 6-0.**

- f. **Planning Commission** – It was noted that three seats on the Commission require appointments and four letters of interest have been received. Mr. Kaag made a motion to appoint the following:

Council Member	Philip Wert	1/1/20 – 12/31/23
Council Member	Christopher Lincoln	1/1/20 – 12/31/23
Member	Maria Napoli	1/1/20 – 12/31/23

Mrs. Bressler seconded the motion. **Motion carried 6-0.**

- g. **Shade Tree Commission** – Mrs. Kaag made a motion to appoint the following:

Member	Ronald Schweitzer, Sr.	1/1/20 – 12/31/23
Member	Chad Moyer	1/1/20 – 12/31/23

Mr. Wert seconded the motion. **Motion carried 6-0.**

- h. **Economic Development Committee** – Mr. Kaag made a motion to appoint the following:

Mayor	Mayor Andrew Kearney	1/1/20 – 12/31/21
Council Member	Philip Wert	1/1/20 – 12/31/21
Member	John Woodward	1/1/20 – 12/31/21
Member	Aaron Gantz	1/1/20 – 12/31/21
Member	Robin Horman	1/1/20 – 12/31/21
Member	Mark Ratcliffe	1/1/20 – 12/31/21
Member	Benjamin LaManna	1/1/20 – 12/31/21

Mrs. Bressler seconded the motion. **Motion carried 6-0.**

- i. **Emergency Services** – Mr. Kaag made a motion to appoint the following:

Emergency Management Coordinator	Tom Bausher	1/1/20 – 12/31/21
Deputy Emergency Management	Mike Fesh	1/1/20 – 12/31/21
Emergency Management Board Members	Nicholas Imbesi Cathy Hoffman	1/1/20 – 12/31/21 1/1/20 – 12/31/21
Fire Police Captain	Tom Kupiszewski	1/1/20 – 12/31/21
Fire Police Lieutenant	Timothy Goodhart	1/1/20 – 12/31/21

Mrs. Kaag seconded the motion. **Motion carried 6-0.**

- j. **Vacancy Board Chair** – Mrs. Bressler made a motion to appoint Andrew Moletress as the Vacancy Board Chair, Mrs. Kaag seconded the motion. **Motion carried 6-0.**

- k. **Recreation Commission** – Mr. Gardecki made a motion to appoint the following:

Council Member	Samantha Kaag	1/1/20 – 12/31/21
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Member	Nathalie Kulesa	1/1/20 – 12/31/21
Member	Jennifer Witman	1/1/20 – 12/31/21
Member	Alexander Humphrey	1/1/20 – 12/31/21
Member	Kristin Hawley	1/1/20 – 12/31/21
Member	Kristina Singleton	1/1/20 – 12/31/20
Member	Colleen English	1/1/20 – 12/31/21

Mr. Kaag seconded the motion. **Motion carried 6-0.**

- l. **Traffic & Infrastructure Committee** – Mrs. Bressler made a motion to appoint the following:

Council Member	Christopher Lincoln	1/1/20 – 12/31/21
Council Member	Nicholas Gardecki	1/1/20 – 12/31/21

Mr. Kaag seconded the motion. **Motion carried 6-0.**

- m. **Bank Signatories** – Mrs. Kaag made a motion to appoint the following:

Treasurer	Jeanette Rentschler	1/1/20 – 12/31/21
Manager	Nicholas Imbesi	1/1/20 – 12/31/21
Secretary	Cynthia Madeira	1/1/20 – 12/31/21
Council President	Jack Gombach	1/1/20 – 12/31/21

Mr. Wert seconded the motion. **Motion carried 6-0.**

5. RESOLUTIONS:

- a. **Resolution 2020-1 Reaffirm Zoning Hearing Board** – Mr. Wert stated that Zoning Hearing Board Members are required by the Municipalities Planning Code to be appointed by Resolution.

Motion to approve Resolution 2020-1 to reaffirm the Zoning Hearing Board Members. **Moved** by Mr. Wert and seconded by Mrs. Kaag. **Motion carried 6-0.**

- b. **Resolution 2020-2 Spring Township Fire Inspection Intergovernmental Agreement Amendment** – Mr. Imbesi reported that the State recently amended legislation to allow intergovernmental agreements to be amended by resolution and noted the amendment would extend the term one year, retain the current rates for the calendar year 2020 with a 4% increase to the rates for the 2021 calendar year.

Motion to approve Resolution 2020-2 Spring Township Fire Inspection Intergovernmental Agreement Amendment. **Moved** by Mr. Wert and seconded by Mr. Kaag. **Motion carried 6-0.**

6. ANIMAL CONTROL SERVICES:

Mr. Imbesi referred to Safety Net Sanctuary's Animal Control Services Agreement that requests a \$1,000 contribution for services during the calendar year of 2020. It was noted that Safety Net Sanctuary would not transport animals, handle feral cats or aggressive animals, nor investigate animal cruelty cases. Council members agreed that this contract is not ideal, however it would provide the minimum state requirements. It was recommended to continue searching for a more suitable contract.

Motion to enter into an animal control services agreement with Safety Net Sanctuary. **Moved** by Mr. Wert and seconded by Mr. Kaag. **Motion carried 6-0.**

7. **EXECUTIVE SESSION:** Council recessed to Executive Session to discuss two personnel issues, attorney client privilege and possible litigation items at 7:45 p.m. When Council reconvened at 8:26 p.m. the following action was taken:

Motion to advertise for a second full-time Parking Enforcement Officer. **Moved** by Mr. Wert and seconded by Mrs. Kaag. **Motion carried 6-0.**

Motion to make a conditional offer of employment for an entry-level Police Officer position to Gil Fernando Tinoco-Silva, contingent on passing a psychological and physical examination. **Moved** by Mrs. Bressler and seconded by Mrs. Kaag. **Motion carried 6-0.**

8. **PUBLIC COMMENT:**

Mr. Rogers requested clarification on the hiring of an additional parking enforcement officer. Chief Powell stated that the part-time parking enforcement officer would step down to allow the hiring of a second full-time parking officer to work a night shift.

Mr. Rogers requested a progress report on the Lofts at Narrow. Mr. Imbesi stated this is an ongoing legal matter that cannot be discussed in public.

9. **ADJOURNMENT:** **Moved** by Mrs. Kaag and seconded by Mr. Wert to adjourn the meeting at 8:29 p.m. **Motion carried 6-0.**

Respectfully submitted,

Cynthia Madeira
Borough Secretary