

**BOROUGH OF WEST READING
TRAFFIC COMMITTEE**

WEDNESDAY, JUNE 13, 2018

The Borough of West Reading Traffic Committee met on Wednesday, June 13, 2018 at 6:00 p.m. at Borough Hall, with the following persons present: Chairman Christopher Lincoln; Council Member Nicholas Gardecki; Police Chief Stephen Powell; Main Street Manager Mark Ratcliffe; Mayor Andrew Kearney; Public Works Director Dean Murray; Borough Manager Cathy Hoffman and Assistant to the Manager Cynthia Madeira.

Visitors: Karen Livingood, Resident

The meeting was called to order at 6:02 p.m.

Public Comment

There was no public comment.

Approval of Minutes

Motion made to approve the Traffic Committee minutes of Wednesday, May 9, 2018 by Mr. Gardecki and seconded by Mr. Murray. **Motion carried.**

Old Business

Green Light Go Grant – Engineer Tom Unger plans to meet with the Borough of Wyomissing to coordinate efforts when he returns from vacation.

7th & Walnut Intersection – Mr. Murray is awaiting a written proposal for the concrete curbing and sidewalk portion of this project and believes the amount would remain below the bidding threshold.

Missing Stop Sign Inventory – Mr. Murray stated he is continuing to compile a list of missing stop signs. Mr. Lincoln inquired as to LTAP training for the Public Works Department. Mr. Murray stated that he plans to attend training once a class becomes available at a closer venue.

Parking Study – Mark Ratcliffe reported that he has been unable to locate a sample parking agreement where revenue had been generated. The leases found were primarily to lease parking space in order to provide free parking for a particular establishment. Andrew Kearney noted a conversation with a representative from the Lititz area where a Norfolk Southern parking area, located adjacent to a restaurant, was leased by the municipality, which then in turn was leased to the restaurant in order to provide free parking for restaurant patrons.

Discussions surrounding use of the West Reading Shopping Center parking lot ensued. Mr. Ratcliffe noted the owner's desire to provide free parking for shopping center patrons and prohibit overnight parking. Chief Powell posed the following questions regarding enforcement within this private parking lot:

- How would the enforcement officer determine whether a particular vehicle is visiting a shopping center business? Mr. Ratcliffe noted abilities within the Mobile Now App where the establishment could provide a code to waive parking fees.

- Would the Borough be responsible to tow vehicles from the lot during enforcement hours and the owner responsible outside of enforcement hours?
- The new hire of a part-time parking enforcement officer is being recommended to Council next week. With the additional officer, parking would only be enforced until 8 p.m. Consideration of hiring an additional parking enforcement officer may be needed to enforce parking until a later time.
- The handheld device has two batteries, which should be sufficient to cover enforcement hours of 8 a.m. to 8 p.m. However, consideration should be given to purchase another device in the near future.

Mr. Ratcliffe will request a representative from the Mobile Now App to attend a meeting to answer questions and discuss overnight parking preferences with the owner of the Shopping Center. Chief Powell will discuss enforcement upon private parking lots with the Solicitor.

Adjournment

Motion to adjourn the meeting at 6:42 p.m. by Mr. Gardecki and seconded by Mr. Murray. **Motion carried.**

Respectfully submitted,

Cynthia Madeira
Assistant to the Manager

Cathy Hoffman
Borough Manager