

**BOROUGH OF WEST READING
TRAFFIC & INFRASTRUCTURE COMMITTEE**

OCTOBER 9, 2019

The Borough of West Reading Traffic & Infrastructure Committee met on Wednesday, October 9, 2019 at 6:00 p.m. at Borough Hall, with the following persons present: Chairman Christopher Lincoln; Public Works Director Dean Murray; Police Chief Stephen Powell; Mayor Andrew Kearney; Main Street Manager Mark Ratcliffe; Borough Manager Nicholas Imbesi; Assistant Treasurer Montana Ganster and Borough Secretary Cynthia Madeira.

Visitors: Karen Livingood, Resident
Michele Esterbrook, West Reading Pharmacy

The meeting was called to order at 6:00 p.m.

Public Comment

Michele Esterbrook requested consideration to be given to allocating a 15-minute parking space in front of the West Reading Pharmacy since their customers have been expressing dissatisfaction with the new paid parking within the shopping center parking lot during brief visits to obtain their prescriptions. Christopher Lincoln indicated that the committee is currently reviewing a 20-minute parking policy and would keep Mrs. Esterbrook's request in mind.

Approval of Minutes

Motion made to approve the Traffic and Infrastructure Committee minutes of Wednesday, September 10, 2019 by Nicholas Imbesi and seconded by Mayor Andrew Kearney. **Motion carried.**

Old Business

Penn Avenue Parking – Mark Ratcliffe provided parking recap reports for the month of September, which indicated the highest activity on Fridays and the Fall Festival event. Mr. Imbesi conveyed the recent difficulty experienced gaining access to the kiosk to remove cash and his visit to M&T Bank where it was decided to open a separate account for these cash and credit card transactions for tracking purposes and M&T's offer to provide money bags to deliver the cash to the bank where Brinks will count the funds at no charge to the Borough. Also, Mr. Imbesi noted the difficulty in reconciling reports from the Chase website since each credit card transaction is recorded separately and the ability to only see transactions for a 4-week period. It was recommended to contact Chase to request an alternate reporting format. The Assistant Treasurer will be responsible for emptying the machines with the assistance of a police officer.

Mr. Imbesi also indicated that the kiosk has been programmed to state that parking on Sundays is free. Mr. Ratcliffe recommended reviewing the early documentation shared with the kiosk company to remove this message since parking is not free on Sundays.

Chief Powell indicated that warnings are still being issued for overtime parking during this learning curve period and details such as a validation program that is needed for shopping center business use, employee window hanger identification and officers monitoring and educating visitors that park in the free spaces and leave the shopping center area. Chief Powell requested direction from Council as to when to begin issuing fines for over time parking. This will be discussed during the upcoming budget meeting.

Mr. Ratcliffe departed the meeting at 6:37 p.m.

Missing Stop Sign Inventory – Chief Powell indicated that this review would begin in November, once the implementation of paid parking is running smoothly.

Penn Avenue Infrastructure – Dean Murray stated that he and Mr. Imbesi plan to attend a meeting in Allentown regarding PennDOT's plans to repave Penn Avenue. Mr. Murray stated that the handicap ramps PennDOT plans to replace are at the intersections of 3rd and Penn Avenue and 8th and Penn Avenue. It was suggested to request PennDOT to install proper pedestrian crossing signs at the cloverleaf ramps.

Mr. Murray stated that the light poles within the 200 block of Penn Avenue have been painted, this concludes the corridor painting of light and banner poles. Removal of adhesive residue was discussed and Mr. Murray indicated that his department would handle the removal and touchup paint to the needed areas.

Mr. Murray reviewed the cost to replace granite handicap ramps along Penn Avenue and it was decided to share the \$900 cost per ramp with the individual property owners. Mr. Imbesi will draft a letter to the property owners indicating the Borough's plans to replace these ramps in the spring of 2020.

Handicap Parking Space Policy – Committee members reviewed the existing handicapped parking spaces with regards to the ordinance and determined that revisions to the ordinance are needed. Feedback is needed from the solicitor pertaining to ADA requirements for placement of spaces and can the locations be identified in the ordinance and placed upon request.

Parking in Alleys – Mr. Lincoln indicated that a review of the overall Borough parking situation is needed and the committee agreed to request Council's permission to perform a parking study. Mr. Imbesi will reach out to Walker Parking Consultants to request general details and pricing to better understand how to improve parking within the Borough.

In-Street Pedestrian Crossing Signs – Chief Powell stated that he placed a request to PennDOT for these signs and is awaiting a response.

Stop Sign Ordinance Update – Information will be provided from the missing stop sign inventory.

20-Minute Parking Spaces – Committee members reviewed the existing 20-minute parking spaces with regards to the ordinance and determined that revisions to the ordinance are needed. A policy is needed to limit the number of business requests and it was decided to offer a 15-minute paid parking increment up to one hour through the kiosk if feasible, Mr. Imbesi will review these options.

Sycamore Road Alley – Committee members reviewed this intersection and decided to obtain a cost to install a 36" convex traffic mirror that would be mounted on the far side of this intersection as opposed to removing on street parking space(s).

Franklin Street & Fifth Avenue Parking Space Designation – Chief Powell met with the owner of the church to review parking options during their services on Tuesday and Thursday evenings and Sunday mornings and noted the three off street spaces in the rear of the church where the van is parked on a daily basis. The committee agreed that this type of reserved parking is not supported within the ordinance and denied the request. Mr. Imbesi will follow up with the owner of the church.

Adjournment

Motion was made to adjourn the meeting at 7:30 p.m. by Mr. Murray and seconded by Mayor Kearney.
Motion carried.

Respectfully submitted,

Cynthia Madeira
Borough Secretary