

**BOROUGH OF WEST READING
TRAFFIC & INFRASTRUCTURE COMMITTEE
WEDNESDAY, OCTOBER 10, 2018**

The Borough of West Reading Traffic & Infrastructure Committee met on Wednesday, October 10, 2018 at 6:00 p.m. at Borough Hall, with the following persons present: Chairman Christopher Lincoln; Council Member Nicholas Imbesi; Police Chief Stephen Powell; Mayor Andrew Kearney; Main Street Manager Mark Ratcliffe; Public Works Director Dean Murray; Borough Manager Cathy Hoffman and Assistant to the Manager Cynthia Madeira.

Visitors: Karen Livingood, Resident
Michael Witmyer, Resident
Ben Franco, Business Owner
Ady Abreu-Miriello, Business Owner
Erin Bowers, Resident
Suzanne Thompson, Council Member

The meeting was called to order at 6:05 p.m.

Public Comment

Owner of Winedown Café, Ben Franco expressed concern regarding recent customer complaints on the available parking due to an increased issuance of parking tickets and requested a moratorium to be placed on the newly enacted regulations until a better solution is in place. Mr. Franco suggested the installation of additional signs along Penn Avenue and the municipal parking lot to ensure visitors are aware of the regulations and is in favor of paid street parking at a fair price. This would allow customers to know what to expect while visiting the Borough.

Mr. Imbesi noted plans to implement a trial kiosk-parking area within the West Reading Shopping Center in the near future. Information gathered from this trial period will be used to potentially implement additional parking lot use around the Borough as well as paid parking on Penn Avenue.

Approval of Minutes

Motion made to approve the Traffic and Infrastructure Committee minutes of Wednesday, September 12, 2018 by Mr. Imbesi and seconded by Mr. Murray. **Motion carried.**

Ady Cakes - Parking

Owner of Ady Cakes, Ady Abreu Miriello noted the difficulty she and her customers experience loading delicate cakes from her location. Since this commercial space does not permit easy access to the rear alleyway Ms. Miriello requested a space to be reserved as a loading zone along Penn Avenue on Saturday's from 10am to 3pm.

Motion made to recommend Council to approve a Saturday only loading zone from 10am to 3pm at a location to be determined near 631 Penn Avenue by Mr. Imbesi and seconded by Chief Powell. **Motion carried.**

Old Business

Penn Avenue Parking – Committee members reviewed the redlined Parking Lot Management Agreement and discussed the following:

- Revision to 1. Owner's Covenants (b) – Limiting the Borough's scope of authority to manage the parking lot, which would not extend to any other portion of the premises, was found to be acceptable.
- Revision to 2. Borough Undertakings (c) – Implementation and cost of parking lot and wayfinding signage was discussed as well as operating hours. Chief Powell recommended altering the operating hours to 8am to 10pm, which would allow modification of the existing parking enforcement officer hours during a two-month trial period.
- Revision to 7. Enforcement – Due to insurance regulations, towing was included as a cost incurred by the Borough for enforcement activities.
- Revision to 8. Term – It was recommended to revise the term of the lease agreement to two-months allowing necessary adjustments following the outcome of the trial period.
- Revision to 10. Accounting – The owner of the parking lot would be paid quarterly based on 50% of the gross reported receipts while the Borough would incur costs related to the kiosk, parking apparatus, identification of spaces and enforcement. Clarification and/or removal of the maintenance to parking spaces are needed.
- Revision to 13. Events – Adding the requirement of notification by the Borough to the Owner requesting permission to hold a special event including insurance provisions was found to be acceptable.

Chief Powell noted a fine would need to be established for over-time parking within a paid parking area. Mr. Imbesi suggested the agreement be provided to Council for review and discussion next week with the potential to approve during a budget meeting later in the month. Following approval of the agreement a kiosk and signage could be ordered.

Motion to move the agreement to Council with noted corrections by Mr. Imbesi and seconded by Mayor Kearney. **Motion carried.**

Mr. Ratcliffe, Mr. Franco and Ms. Miriello departed the meeting at 7:12 p.m.

Bike Lane Discussion – Committee members discussed the addition of Sharrow's to the roadway and the sense of security provided to cyclists as well as the connectivity of routes as provided by the Borough of Wyomissing. The suggested route from Vanity Fair to the park area was 7th Avenue to Parkside Drive North. Connection to the Buttonwood Street area was discussed and recommended to avoid Reading Avenue and the traffic circle. Mr. Lincoln will share this information with the Borough of Wyomissing.

Green Light Go Grant – Installation designs were received for traffic signal updates and are currently under review.

7th & Walnut Intersection – Mr. Murray reported difficulty in obtaining quotes to mill and overlay Walnut Street due to weather related delays causing a backlog of work for all contractors. Mr. Lincoln noted PennDOT has extended the date prohibiting macadam work beyond the normal November 30th deadline, however temperatures must remain above 40 degrees.

Parkview Road Bridge – Mr. Murray reported the area abutting the City's jurisdiction has been completed and crews are in the process of completing fence and curbing installation on the Borough side. Mrs. Hoffman noted the Borough would be reimbursed by Liquid Fuel funds from the County within 30-days for costs associated with bridge demolition.

Mr. Murray noted UGI's preference to reroute the gas main installation along Pine Street to Parkview Road and inquired as to installation of a structure to elevate the gas line across the waterway or utilization of the proposed pedestrian bridge. Committee members agreed installation of a structure would not be a desirable option.

Sunset Road Traffic Control – Chief Powell noted that UGI has continued to work in this area, which has limited the flow of traffic.

Sycamore Road Traffic Control – Chief Powell reported the traffic count sign was placed on October 5th and was unable to obtain data to share with the Committee prior to this meeting.

Mr. Murray provided measurements of this roadway:

- Curb-to-Curb: 33 ½' wide
- Driving Lane: 19' wide

Mr. Lincoln noted the Federal guidelines require a minimum 16' wide driving lane to allow installation of a double yellow line. Therefore, the recommendation made by Sergeant Brown to install a double yellow line in an effort to slow traffic would be feasible.

Motion to recommend Council to approve installation of a double yellow line on Sycamore Road from Museum Road to Linden Lane by Mr. Imbesi and seconded by Mayor Kearney. **Motion carried.**

The Committee discussed adding flashing lights to stop signs in trouble spots such as Parkview and Sycamore Roads. Mr. Murray believes there are two in stock and if not pricing would be obtained.

Penn Avenue Infrastructure – Mr. Murray noted that due to weather conditions the completion of painting light poles within the 300 block of Penn Avenue has been delayed.

New Business

Cloverleaf Crosswalks – Mr. Imbesi noted his communication with PennDOT to report needed improvements to the cloverleaf crosswalks. PennDOT informed him this would be the municipality's responsibility. Mr. Imbesi also stated that improvements are needed to the 2nd and Penn Avenue crosswalk area. Mr. Lincoln will gather crosswalk enhancement options to share with the Committee next month.

Adjournment

Motion to adjourn the meeting at 7:50 p.m. by Mr. Imbesi and seconded by Mr. Murray. **Motion carried.**

Respectfully submitted,

Cynthia Madeira
Assistant to the Manager

Cathy Hoffman
Borough Manager