

**BOROUGH OF WEST READING
BOROUGH COUNCIL MEETING**

March 18, 2025 – 7:00 p.m.

West Reading Borough Council held its regular monthly meeting at Borough Hall on Tuesday, March 18, 2025 with the following persons present: Council President Ryan Lineaweaver; Council Vice President Philip Wert; Council Pro-Tem Patrick Kaag; Council Members Denise Drobnick, Zachary Shaver; Junior Council Person Brian Pascal; Solicitor Daniel Becker, Code Department Manager & Fire Chief Chad Moyer; Public Works Director Kerry Grassley; Chief of Police Richard Tornielli; Engineer Pamela Stevens; Treasurer Jeanette Rentschler; Main Street Executive Director Nick Price; Borough Manager Randall Miller; and Borough Secretary Cynthia Madeira. Council Members Zanna Leiendecker and Bethany Bower and Mayor Samantha Kaag were unable to attend.

VISITORS:

James Rogers, Resident	Kimberly Thomas, Resident
Suzanne Thompson, Resident	Karen Livingood, Resident
Tina Shenk, Resident & Business Owner	Lance Parmer, Fire Police (via Zoom)
John Kowalski, Resident & Architect for Wyomissing Area School District Playground Project	

1. **CALL TO ORDER:** Council President Ryan Lineaweaver called the meeting to order at 7:01 p.m., which was followed by the Pledge of Allegiance and Roll Call.
2. **EXECUTIVE SESSION:** An executive session was not held this evening.
3. **AGENDA AMENDMENTS:** There were no amendments to the agenda.
4. **PUBLIC COMMENT:**

Mr. Rogers noted that Mr. Wert is wearing a shirt commemorating the borough's birthday and that today the borough is 118 years old. He indicated that his favorite subject is Business Privilege Tax that was enacted in the 1960's and recommended that the borough consider enacting a rental property license, similar to other municipalities, that could generate an additional \$5,000 to \$10,000 in revenue. He requested to meet with the Council President, Borough Manager, and Code Department Manager after tonight's meeting to address issues and consider revisions to the regulations to help offset expenses.
5. **APPROVAL OF COUNCIL MINUTES:**

Motion to approve February 18, 2025, regular meeting minutes. **Moved** by Mr. Kaag and seconded by Ms. Drobnick. **Motion carried 5-0.**
6. **ORDINANCES / RESOLUTIONS:**
 - a. **Ordinance 1191 - Vehicles and Traffic Amendments** – Consideration was requested to adopt amendments to Special Purpose and Time Limit Parking, and Yield and Stop Intersections.

Motion to adopt amendments that would add a stop sign on Kline Street at Second Avenue, remove certain yield approaches to the traffic circle, add a 20-minute parking space on Penn Avenue near Eighth Avenue, and add or remove handicapped parking space designations to meet present day demands. **Moved** by Mr. Wert and seconded by Mr. Shaver. **Motion carried 5-0.**
 - b. **Resolution 2025-10 Experimental Parking Regulations** – Mr. Lineaweaver shared additional parking spaces that are being created on North Sixth, and Seventh Avenues. The Seventh

Avenue space would be limited to twenty minutes. The loading zone on North Sixth Avenue would be revised from every day to weekdays between the hours of 8:00 a.m. to 5:00 p.m. Permit parking regulations would be removed from the 500 block of South Fifth Avenue.

Motion to adopt Resolution 2025-10 Experimental Parking Regulations. **Moved** by Mr. Kaag and seconded by Ms. Drobnick. **Motion carried 5-0.**

- c. **Resolution 2025-11 Residential Accessible Parking Space Policy** – Consideration was requested to revise the adoption timeframes to March, June, September and December to align with the annual renewal process.

Motion to adopt Resolution 2025-11 Residential Accessible Parking Space Policy. **Moved** by Mr. Shaver and seconded by Ms. Drobnick. **Motion carried 5-0.**

- d. **Resolution 2025-12 Business Accessible Parking Space Policy** – Consideration was requested to create a business request policy for accessible parking space designations.

Motion to adopt Resolution 2025-12 Business Accessible Parking Space Policy. **Moved** by Mr. Kaag and seconded by Mr. Shaver. **Motion carried 5-0.**

7. **CONSULTANTS' REPORT:**

- a. **Solicitor's Report** – Mr. Becker did not have anything new to report at this time.

- b. **Engineer's Report** – Ms. Stevens reviewed the following items:

- **Green Light-Go Year 8** – The project improvements continue along Fifth Avenue and Museum Road. C.M. High, Inc. has submitted a payment application request in the amount of \$125,976.14 that has been recommended for approval by Traffic Planning and Design, Inc.

Motion to approve C.M. High, Inc. Payment Application No. 1 in the amount of \$125,976.14 for the Green Light-Go Year 8 project. **Moved** by Mr. Kaag and seconded by Mr. Shaver. **Motion carried 5-0.**

- **Green Light-Go Year 10** – A grant application was submitted before the February 28th deadline to perform all ADA improvements required for the approved Green Light-Go Year 9 project.
- **Ann Street Multi-Modal Grant Application** – The grant liaison has processed the reimbursement request of \$116,000.
- **MORE Grant Level 2 Commercial Energy Audit** – Due to a backlog they will begin this project in April.
- **Phase II Environmental Assessment for 433 Penn Avenue Site** – An update indicated that Earth Engineering submitted the Tank Closure Report to the Pennsylvania Department of Environmental Protection (DEP). Therefore, DEP's sixty-day review clock has begun.
- **2025 Road Projects** – Consideration was requested to include an alternate pavement marking for Delaney Circle that includes parking stalls. The sketch provided to Council tonight will be shared with the Traffic and Infrastructure Committee next month for feedback. The sketch illustrates the main flow of traffic towards the center of the circle,

the next lane would be used for maneuvers for turning or parking that would allow the through lane to keep moving, and eight parking spaces were depicted along the outer portion of the circle. It was noted that a recommendation to award a contract for road projects is proposed to take place during the April meeting.

Motion to authorize Systems Design Engineering, Inc. (SDE) to add an alternative to the 2025 Roads Project for new pavement markings to be installed in the Traffic Circle to add parking spaces, additional maneuvering room, and delete the crosswalk through the center island. **Moved** by Ms. Drobnick and seconded by Mr. Shaver. **Motion carried 5-0.**

- **Multi-Modal Grant** – Based on discussions during the March Traffic and Infrastructure Committee meeting there appears to be a second intersection that would benefit from a Rectangular Rapid Flashing Beacon (RRFB) at Third and Penn Avenues that could be applied for next year. The current authorized grant application for a RRFB at Pine Street and Fifth Avenue will include lighting and updated ADA ramps that will exceed the \$100,000 threshold.
- **Pump Station Flow Monitoring** – Mr. Grassley was instrumental in guiding SDE to a sewer blockage at the Olive Street Pump Station that has a force-main that loops back. A note has been made to include this information in the 2025 Chapter 94 Report.
- **Tapping Fees** – Assistance is being provided to the Code Department in a complicated analysis of a property on Penn Avenue with new or modified uses.
- **Planning Commission** – Attended the Planning Commission meeting to discuss proposed Stormwater Management and Subdivision and Land Development Ordinance (SALDO) amendments. Systems Design Engineering will provide support to Johnson Environmental Engineering on technical issues.
- **Pedestrian Bridge Replacement** – Authorization is needed to provide assistance to the Park and Recreation Department to apply for grant funding that includes a signed and sealed cost estimate to replace the pedestrian bridge that was destroyed in a storm a number of years ago. The proposed arch shaped bridge with ADA ramp accesses on both sides is planned to avoid washout during heavy rain events.

Motion to authorize Systems Design Engineering, Inc. to assist the Park and Recreation Department to submit a Pennsylvania Department of Community and Economic Development Multi-Modal Grant for the proposed replacement of the pedestrian bridge and associated improvements. **Moved** by Mr. Kaag and seconded by Ms. Drobnick. **Motion carried 5-0.**

Motion to accept the Engineer's report. **Moved** by Ms. Drobnick and seconded by Mr. Kaag. **Motion carried 5-0.**

8. **COUNCIL PRESIDENT'S REPORT:**

Mr. Lineaweaver reported that the annual conference of the Pennsylvania State Association of Boroughs (PSAB) is approaching, and a voting delegate and an alternate is needed. The delegate would vote on topics they wish PSAB to pursue in the coming year. Mr. Lineaweaver plans to

attend the annual conference as 2nd Vice President. Mr. Miller indicated that he also plans to attend the conference.

Motion to nominate Mr. Lineaweaver as a voting delegate and Mr. Miller as an alternate voting delegate. **Moved** by Mr. Shaver and seconded by Ms. Drobnick. **Motion carried 5-0.**

Mr. Lineaweaver noted that he has been invited to the Pennsylvania State Association of Townships (PSATS) annual conference this year to share his presentation on communication during times of crisis as was provided last year during the PSAB annual conference.

Motion to accept the Council President's report. **Moved** by Mr. Shaver and seconded by Ms. Drobnick. **Motion carried 5-0.**

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

Mr. Miller reviewed the following action items:

- **Public Hearing** – Following a discussion with the Solicitor earlier today it has been decided to table scheduling of a public hearing for adoption of zoning amendments to allow the Berks County Planning Commission a chance to review the West Reading Borough Planning Commission's decision to implement county comments into a proposed zoning ordinance amendment.
- **Stormwater and Subdivision and Land Development Ordinance** – Mr. Miller also recommended tabling this item until the Berks County Planning Commission completes their review of proposed zoning amendments.
- **433 Penn Avenue Land Planning** – Derck and Edson, Inc. has provided a proposal for land planning services to establish three short- and long-term concept plans for this site that could include parking, civic space, stormwater interment, or full redevelopment of the site at a cost of \$11,900. The traffic circle site context alternatives were quoted separately at a cost of \$2,500.

Mr. Lineaweaver felt it was prudent to keep pushing forward on this project. The timeline for DEP to comment and Derck and Edson to provide alternatives should align nicely. Mr. Wert referred to the 2020 Derck & Edson plan that had interesting conceptual plans that may not be realistic from a flow of traffic standpoint. He referred to the planned revisions to the traffic circle and the grassy area that will not be pedestrian friendly or serve a purpose. It was noted that the decision to purchase this property had been linked to variables in connecting to the circle in long-term plans of redevelopment. Aspects to be considered would need to include traffic and pedestrian flows. Redevelopment of the circle would require movement of underground utility services. Following a discussion, it was decided to pursue conceptualization of site development of 433 Penn Avenue at this time, which may realize additional options that can be built upon at a later date.

Motion to authorize Derck and Edson, Inc. to prepare options for developing 433 Penn Avenue in an amount not to exceed \$11,900 including reasonable travel expenses to one meeting and printing the report. **Moved** by Ms. Drobnick and seconded by Mr. Wert. **Motion carried 5-0.**

- **2024 State of the Borough Report** – Mr. Miller noted one minor change within the Public Works chart. There were no questions or comments.

Motion to accept the 2024 State of the Borough Report. **Moved** by Mr. Shaver and seconded by Ms. Drobnick. **Motion carried 5-0.**

- **Fashionista 5K Event** – Chief Tornielli shared plans to follow the same route as last year which begins at the Scottish Rite Cathedral on Seventh Avenue to Spruce Street, Park Road, Parkside Drive North, Museum Road then into the park system. Officers will be stationed at the Parkside Drive North and Museum Road intersections. This route is easier to secure than previous routes.

Motion to approve the Fashionista 5K event on May 11, 2025. **Moved** by Mr. Kaag and seconded by Mr. Shaver. **Motion carried 5-0.**

- **Berks County Armed Forces Day Parade** – The 77th annual parade with rolling street closures and openings along the same route would begin at 10:00 a.m. on May 17th.

Motion to approve the Berks County Armed Forces Day Parade on May 17, 2025. **Moved** by Mr. Shaver and seconded by Ms. Drobnick. **Motion carried 5-0.**

- **Fitzy's Halloween Run** – Chief Tornielli reported that this event is centered within the park area to the Thun Trail. During last year's event an officer was stationed at the event that was well run.

Motion to approve Fitzy's Halloween Run event on October 26, 2025. **Moved** by Ms. Drobnick and seconded by Mr. Kaag. **Motion carried 5-0.**

Motion to accept the Borough Manager's report. **Moved** by Mr. Kaag and seconded by Mr. Shaver. **Motion carried 5-0.**

10. **MAYOR'S REPORT:** Chief Tornielli provided an overview of Mayor Kaag's report in her absence noting the following:

- Assisted with the strategic plan by gathering input from residents on future policing strategies.
- Attended ribbon cutting ceremony for the Motor Club.
- Conducted a walkthrough at Fraser Advanced Information Systems that showcased the latest advancements in technology and business solutions.
- Hosted a roundtable discussion with the Lieutenant Governor to address local issues and collaborative opportunities.
- Continued efforts to fund the Delaney Memorial relocation.
- Ongoing development of enhancements to the local park system and community garden.

Consideration was requested to provide a letter of support for the City of Reading's Front Street Section Schuylkill River Trail Greenways grant application. Mr. Lineaweaver shared the grant application is to DCNR for a C2P2 Grant Program for the city.

Motion to provide a letter of support for the City of Reading's Front Street section of the Schuylkill River Trail Greenways grant application. **Moved** by Mr. Kaag and seconded by Ms. Drobnick. **Motion carried 5-0.**

Motion to accept the Mayor's report. **Moved** by Mr. Shaver and seconded by Ms. Drobnick. **Motion carried 5-0.**

Ms. Stevens departed the meeting at 7:56 p.m.

11. **DEPARTMENT REPORTS:**

a. **Police Department** – Chief Tornielli referred to his written report and highlighted the following:

- Event planning is underway for the Craft Pretzel and Beer Fest, Cinco de Mayo, Fashionista 5K, and Armed Forces Day Parade events.
- Progress continues on the 5-year strategic plan. All reports are being compiled into a single document to be delivered to elected officials in May 2025.
- The new patrol vehicle has been delivered and graphics applied. They are now waiting for a damaged item from the upfitters to be replaced.
- Beginning on February 25th, more enforcement efforts have been initiated that are geared towards pedestrian safety throughout the borough. Officers have conducted directed patrols, traffic checks and enforcement activities in relation to this initiative.
- Upgrades to the record management system, as funded through a Pennsylvania Commission on Crime and Delinquency technology grant, have begun. System configuration training is underway that will benefit the department by providing more details and tools relating to analytics.
- Parking data has been added to the monthly report to Borough Council that shares the number of tickets issued by location and violation. It was noted that a quarter of the citations were issued on South Seventh Avenue near the hospital primarily based on complaints received from hospital security. The second and third highest number of citations issued are on Franklin Street and Penn Avenue primarily due to the volume of traffic.

The following action items were considered:

- The action item to purchase two vehicles was tabled until financing options became available.
- Consideration was requested to accept a letter of resignation from the Parking Enforcement Officer position. This officer's last day was Friday of last week.

Motion to accept a letter of resignation from Tyler Ashman. **Moved** by Mr. Kaag and seconded by Ms. Drobnick. **Motion carried 5-0.**

- Consideration was requested to advertise and initiate the process of hiring a new Parking Enforcement Officer. It was noted that the responsibilities and pay are the same as the most recent hire.

Mr. Wert inquired about exit interviews to understand why this position is difficult to keep filled, wondering if there is a pattern and a possible change to the scope of work that might make it more palatable. Chief Tornielli noted the biggest complaint is pay, however there are other factors such as the lack of personal accountability for illegal parking and the daily aggression shown towards these employees. Aggression can rise to harassment or disorderly conduct; it was noted that citations have been issued. Mr. Wert asked if body cameras are worn by Parking Enforcement Officers and if not, he would advocate for this. Chief Tornielli

indicated that body cameras are not worn by Parking Enforcement Officers and agreed that this would be a good tool while noting the added cost.

Motion to advertise and initiate the hiring process of a Parking Enforcement Officer. **Moved** by Mr. Shaver and seconded by Ms. Drobnick. **Motion carried 5-0.**

Motion to accept the Police Department report. **Moved** by Mr. Kaag and seconded by Mr. Shaver. **Motion carried 5-0.**

- b. **Public Works Department** - Mr. Grassley referred to his written report and offered to answer any questions. He highlighted the following items:

- The canopy has been taken down at 433 Penn Avenue.
- Corrosion on the metal beams at the pool house have been stripped down. The project should be completed in mid-April.
- The ballfield is open and being used by the Wyomissing School District.
- The streetlight that has been out for two years on Holland Square is scheduled to be repaired tonight in addition to streetlights near the hospital.
- Consideration was requested to advertise the hiring of two part-time summer employment positions. It was noted that Spring Township hired the previous part-time person who handled most of the concrete work.

Motion to advertise the hiring of two part-time summer employment positions. **Moved** by Ms. Drobnick and seconded by Mr. Kaag. **Motion carried 5-0.**

Motion to accept the Public Works Department report. **Moved** by Mr. Kaag and seconded by Mr. Shaver. **Motion carried 5-0.**

- c. **Fire Department** – Chief Moyer referred to his written report and offered to answer any questions. He noted that a Chicken BBQ fundraiser is planned for April 13th. Tickets are available on Facebook and the borough's website, or calls can be placed to the station or ordered through Volunteer Firefighters.

Consideration was requested to ratify the use of \$10,000 of the remaining funds that were allocated towards the replacement of Utility-64 as a portion of the required 10% matching funds for the FEMA Assistance to Firefighters Grant purchase of new Self-Contained Breathing Apparatus (SCBA). Chief Moyer indicated that as a precaution a decision was made to allocate these funds that FEMA generally requires in short order. Funds were moved from the Fire Capital Fund to the General Fund.

Motion to ratify the approval to use \$10,000 of remaining funds budgeted for the Utility-64 replacement as a portion of the required 10% matching funds for the FEMA Assistance to Firefighters Grant to purchase Self-Contained Breathing Apparatus. **Moved** by Ms. Drobnick and seconded by Mr. Wert. **The motion passed with 4 votes in favor and 1 abstention.** Mr. Shaver abstained from this vote due to a conflict of interest in his position as an Officer of the Fire Company.

Motion to accept the Fire Department report. **Moved** by Mr. Kaag and seconded by Mr. Shaver. **Motion carried 5-0.**

- d. **Code Department** – Mr. Moyer referred to his written report noting an action item to determine Borough Council’s stance on variance requests associated with the Wyomissing Area School District playground improvement project. A Zoning Hearing Board meeting is scheduled for April 8, 2025. The appeal application for variance requests and Systems Design Engineering comments were provided as well as Chief Tornielli’s comments relating to security concerns. Mr. Lineaweaver shared that due to time constraints for the school to complete this project while school is closed the Planning Commission’s review has been waived. Mr. Lineaweaver outlined the three variance requests:

- An accessory structure, in this case a shed, would not be permitted in the front yard. This structure would be contained within the fence.
- Artificial fences may not exceed six feet in height. It was noted that the current fence measures eight feet in height. The request is for twelve feet in height. The additional height would help prevent balls from entering the sidewalk and roadway areas.
- Zoning regulations prohibit fences in front yards that exceed four feet in height and require a uniform open area of more than 25%. Privacy slats on the fence were a security concern that was reviewed by Chief Tornielli, it was noted that the police department has access to the school’s security cameras.
- Mr. Moyer stated that the existing shed and fence structures are non-conforming, and the proposed improvements do not further encroach the right-of-way.
- Ms. Stevens inquired with Mr. Kowalski as to the slats on the fence causing an added wind load and asked if the plans conform to the Uniform Construction Code. Mr. Kowalski acknowledged that conformity.
- Mr. Kaag asked if the proposed improvements include ADA compliance. Mr. Kowalski indicated that there are new accessible features within the proposed plans.

Motion for Borough Council to express their support of the variance requests for the Wyomissing Elementary Center Playground Improvements at a hearing scheduled for April 8, 2025. **Moved** by Mr. Kaag and seconded by Ms. Drobnick. **Motion carried 5-0.**

Mr. Wert inquired as to the status of Morris Pace’s sprinkler system malfunction. Mr. Moyer shared the process of contractor selection and the decision to use Alarm Tech, who is in the process of scheduling repairs. Representatives of Morris Pace have been submitting daily fire watch logs. The owner is aware of repercussions in causing delays to these repairs.

Motion to accept the Code Department report. **Moved** by Mr. Shaver and seconded by Mr. Kaag. **Motion carried 5-0.**

Ms. Stevens departed the meeting at 8:10 p.m.

- e. **West Reading Community Revitalization Foundation** – Mr. Price provided the following highlights from his report:

- The St. Patty’s Day Crawl and Chili Fest took place last weekend. There were ninety-four participants in the Chili Fest. The winner of the retail category was Tinsel & Twig, the

winner of the restaurant category was Takki Ramen, and an honorable mention went to Symbiote Collectibles.

- Preparations are underway for the April Craft Pretzel and Beer event. PennDOT approval for road closure has been received. They are awaiting approval from the PLCB. He inquired with Mr. Grassley about the size of the dumpster that was used last year to shop for competitive pricing.
- Live music is being planned for 2nd Friday events and he was open to any suggestions for live performances to draw people up and down the Avenue.
- Art on the Avenue requests have been quite active; it was noted that the event would open to vendors after Easter this year.

Motion to accept the West Reading Community Revitalization Foundation report. **Moved** by Mr. Shaver and seconded by Ms. Drobnick. **Motion carried 5-0.**

Mr. Price & Mr. Kowalski departed the meeting at 8:15 p.m.

12. COMMITTEE / COMMISSION REPORTS:

a. **Recreation Commission** – Mr. Lineaweaver stated that Mr. Esterly is attending the Pennsylvania Recreation and Park Society Conference (PRPS) and reviewed the following action items:

- Approval of the list of seasonal staff hires and rehires for the pool and playground programs. The hourly rates of pay were \$10.25 for new hires and \$10.50 for rehires for the front desk, lifeguard and playground leader positions, the pool manager rate was \$16.25. **Moved** by Mr. Shaver and seconded by Mr. Wert. **Motion carried 5-0.**
- Further clarification was needed on the request to offer a discount flash sale for pool memberships to non-residents. Questions arose as to the rate of discount and the offering of a discount to residents. The action was tabled.

Mr. Lineaweaver shared highlights of Mr. Esterly's report noting the following:

- Upcoming events were the Fishing Rodeo on April 12th, and Easter Egg Hunt on April 13th. Due to a scheduling conflict with the Fire Department's Chicken BBQ fundraiser, the egg hunt will be held at the Pavilion. Zumba at the Pavilion will be held every Saturday morning from April 12th to June 14th 10:00 a.m. to 11:00 a.m. A disc golf tournament will be held on Sunday, June 1st, and planning is underway for Vines & Vibes.
- Updated event information was provided on the first Dungeons & Dragons night with plans to partner with Symbiote Collectibles in November event to generate more interest.

Ms. Drobnick shared a decision to cancel the family dance that was scheduled for March 22nd due to a lack of interest. Plans are underway for an adult prom dance event next year.

Motion to accept the Recreation Commission report. **Moved** by Mr. Kaag and seconded by Mr. Shaver. **Motion carried 5-0.**

b. **Planning Commission** – Mr. Wert highlighted the two areas of discussion this month, the first being review of the Berks County Planning Commission comments on the final draft of zoning and sign ordinance amendments. All comments were recommended to be incorporated into draft regulations. The second area of discussion pertained to stormwater management, civic spaces and

impervious coverage in relation to the existing Subdivision and Land Development Ordinance (SALDO), especially in the Downtown area. Work continues with Derck & Edson, Systems Design Engineering, and Johnson Environmental Engineering to draft solutions to meet more stringent MS4 permitting requirements that are being developed. Options are being reviewed to entice developers to assist in stormwater management practices.

Motion to accept the Planning Commission report. **Moved** by Mr. Shaver and seconded by Ms. Drobnick. **Motion carried 5-0.**

- c. **Economic Development Committee** – The March Economic Development Committee meeting was cancelled.
- d. **Environmental Advisory Council** – The February Environmental Advisory Council meeting was cancelled.
- e. **Traffic and Infrastructure Committee** – Mr. Kaag noted a lengthy public comment period that included pedestrian crossing improvement discussions, including plans to apply for grant funding to install a Rectangular Rapid Flashing Beacon (RRFB) to the intersection of Fifth Avenue and Pine Street. Experimental parking regulations are being implemented at the municipal parking lot on Franklin Street. A policy has been created to address business requested handicapped parking space designations. Draft language was requested to include options for compact car parking or the allowance of two motorcycles to park within a single parking space. Mr. Kaag noted plans to restripe parking stall lines to create additional spaces that could allow for shorter spaces to be used for motorcycles or compact car use. Mr. Lineaweaver shared plans to create additional parking along Tulpehocken Avenue between Penn Avenue and Court Street by installing temporary curbing.

Motion to accept the Traffic and Infrastructure Committee report. **Moved** by Mr. Shaver and seconded by Ms. Drobnick. **Motion carried 5-0.**

- f. **Shade Tree Commission** – The March Shade Tree Commission meeting was cancelled.
- g. **Safety Committee** – Mr. Lineaweaver noted review of a training video on back safety.

Motion to accept the Safety Committee report. **Moved** by Ms. Drobnick and seconded by Mr. Kaag. **Motion carried 5-0.**

- h. **Finance Committee** – The March Finance Committee meeting was cancelled.

13. **TREASURER'S REPORT:**

- a. **Budget Modification** – Mrs. Rentschler identified a placeholder within the General Obligation Bond 2025 Budget that had not been updated, the difference of \$25,000 could be absorbed within the budget.

Motion to modify the 2025 budget to correct the 2024 General Obligation Bond principal and interest payments. **Moved** by Ms. Drobnick and seconded by Mr. Shaver. **Motion carried 5-0.**

- b. **Financial Statement Ending 2/28/2025** – There were no questions or comments.
- c. **Payment Approval Report 2/19/25 to 3/14/25 and 3/15/25 to 3/18/25** – There were no questions or comments.

Motion to approve the financial statement ending 2/28/2025, and Payment Approval Reports of 2/19/25 through 3/18/25. **Moved** by Mr. Shaver and seconded by Mr. Kaag. **Motion carried 5-0.**

14. **PUBLIC COMMENT:**

Mr. Rogers spoke of the eight townhomes located on South Second Avenue in relation to the collection of Business Privilege Tax Licenses. Mr. Wert noted an issue that was reviewed a few years ago regarding the parcel that should have been subdivided in the 1980's when the plan was recorded. Mr. Rogers believes there should be eight rental license fees assessed in association with the eight units. He also noted another parcel in the borough at 400 and 402 Cherry Street that has multiple apartment complexes and encouraged staff or officials to facilitate the action needed to correct these deficiencies by making amendments to the Business Privilege Tax Ordinance. Mr. Rogers also requested Borough Council to refrain from making changes to the traffic circle to avoid creating issues with the flow of traffic.

As a business owner and taxpayer, Ms. Shenk spoke of the difficulties in retaining staff and recommended avoiding the expenditure of additional funds to purchase body cameras for Parking Enforcement Officers. She apologized for her outburst earlier in the evening.

15. **ADJOURNMENT:** Motion to adjourn the meeting at 8:35 p.m. **Moved** by Mr. Shaver and seconded by Ms. Drobnick. **Motion carried 5-0.**

Respectfully submitted,

Cynthia Madeira
Borough Secretary