

Business Meeting Agenda

Borough of West Reading Council Tuesday, November 18, 2025 – 7:00 p.m.

1.	Call to Order, Pledge of Allegiance, Roll Call ___ Ryan Lineaweaver, President ___ Patrick Kaag, Pro-Tem ___ Zanna Leiendecker, Member ___ Zachary Shaver, Member ___ Daniel Becker, Solicitor ___ Philip Wert, Vice President ___ Bethany Bower, Member ___ Denise Drobnick, Member ___ Samantha Kaag, Mayor ___ Randall Miller, Borough Manager
2.	Lauren's Foundation
3.	Agenda Amendments
4.	Public Comment: <i>*Per Resolution 2016-1: Time limited to 5 minutes per person. Only residents and taxpayers of the Borough of West Reading will be permitted to address Borough Council. Please state your name and physical address for the record. Written comments can be submitted to info@westreadingborough.org prior to noon on the date of the meeting. Please include: the meeting date "(i.e., 8/17/21) Public Comment" in the subject line of your email and include your name and address.</i>
5.	Approval of Minutes a. October 21, 2025 – Regular Meeting b. October 28, 2025 – Budget Meeting c. November 8, 2025 – Budget Meeting 1) Action Item: Consideration to approve the minutes.
6.	Ordinances / Resolutions a. Ordinance – Off-Street Metered Parking Amendment 1) Action Item: Consideration of authorizing the advertisement for an amendment to include the 433 Penn Avenue municipal parking lot. b. Ordinance 1197 Residential Permit Parking Amendment 1) Action Item: Consideration of adopting an amendment that would expand the Residential Permit Parking program to adjacent blocks. c. Resolution 2025-29 Residential Permit Parking Program Participant Expansion 1) Action Item: Consideration of approving the specified locations that expand the Residential Permit Parking program. d. Resolution 2025-30 Fee Schedule Amendment 1) Action Item: Consideration of approving fee amendments to recreation and metered parking. e. Resolution 2025-31 Suspension of Parking Fines and Meter Rates 1) Action Item: Consideration of approving the suspension of parking fines and meter rates on the Penn Avenue Municipal Lot from November 28, 2025, through November 29, 2025.
7.	Consultants' Reports a. Solicitor's Report 1) Action Item: Consideration of appointing a structural engineer. b. Engineer's Report 1) Action Item: Consideration of entering into a professional services agreement with Traffic Planning and Design (TPD) in the amount of \$2,580 and authorizing TPD and Systems Design Engineering, Inc. to apply for the Green Light-Go Year 11 grant funding for final traffic signal improvements to the intersection of Reading, Eighth, and Hill Avenues. 2) Action Item: Consideration of approving the H&K Group, Inc. Compensating Change Order No. 1 for Contract A 2025 Road Project in the amount of \$62,492.30. 3) Action Item: Consideration of approving the Final Payment Application No. 1 in the amount of \$266,799.72 to H&K Group, Inc., conditioned upon receiving the required closeout documentation.
8.	Council President's Report
9.	Borough Manager's Report
10.	Mayor's Report

11.	Department Reports a. Police Department b. Public Works 1) Action Item: Consideration of extending the part-time laborer position through December. c. Fire Department 1) Action Item: Consideration to approve the sale of the 2009 Chevy utility truck. d. Code Department e. West Reading Community Revitalization Foundation Report 1) Action Item: Consideration of approving the closure of North Sixth Avenue from Penn Avenue to Court Street on Thursday, November 20, 2025, from 5:00-8:00 p.m.
12.	Committee / Commission Reports a. Recreation Commission – November 3, 2025 1) Action Item: Consideration to approve partial road closures of Delaney Circle, Reading Avenue, and Fifth Avenue for the Holiday Tree Lighting event on Friday, December 5, 2025, with a rain date of Monday, December 8, 2025. b. Planning Commission – November 5, 2025 1) Action Item: Consideration of entering an appearance as a party to the Zoning Appeal Hearing for 634 Penn Avenue in opposition to the variance request. d. Economic Development Committee – November 10, 2025 – Cancelled e. Environmental Advisory Council – October 27, 2025 – Cancelled f. Traffic & Infrastructure Committee – November 12, 2025 1) Action Item: Consideration of eliminating an internal policy of mailing a copy of the water bill to a third party. g. Shade Tree Commission – November 3, 2025 – Cancelled h. Safety Committee – November 12, 2025 i. Finance Committee – November 13, 2025 – Cancelled
13.	Treasurer’s Report a. Transfer of Funds 1) Action Item: Consideration of approving the transfer of \$775,000 from PLGIT Prime to M&T Bank. 2) Action Item: Consideration of approving the reinvestment of two PLGIT terms that are maturing this month. b. Financial Statement – 10 months ending 10/31/2025 c. Payment Approval Report – 10/22/25 to 11/14/25 & 11/15/25 to 11/18/25 1) Action Item: Consideration to approve the financial statement ending 10/31/25 and payment approval reports of 10/22/24 through 11/18/25.
14.	Public Comment
15.	Adjournment