

# Business Meeting Agenda

## Borough of West Reading Council Tuesday, March 19, 2024 – 7:00 p.m.

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| 1.  | <b>Call to Order, Pledge of Allegiance, Roll Call</b><br><div> <div> ___ Ryan Lineaweaver, President<br/> ___ Patrick Kaag, Pro-Tem<br/> ___ Zanna Leiendecker, Member<br/> ___ Zachary Shaver, Member<br/> ___ Daniel Becker, Solicitor </div> <div> ___ Philip Wert, Vice President<br/> ___ Bethany Bower, Member<br/> ___ Denise Drobnick, Member<br/> ___ Samantha Kaag, Mayor<br/> ___ Dean Murray, Borough Manager </div> </div>   |
| 2.  | <b>Executive Session:</b> <i>Borough Council held an executive session on Tuesday, March 19, 2024, at 6:30 p.m. to discuss personnel matters.</i>   |
| 3.  | <b>Agenda Amendments</b>  |
| 4.  | <b>Public Comment:</b> <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 <a href="mailto:info@westreadingborough.org">info@westreadingborough.org</a> 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.  | <b>Approval of Minutes</b> <ol style="list-style-type: none"> <li>February 20, 2024 – Regular Meeting</li> <li>February 27, 2024 – Second Meeting</li> </ol> 1) <b>Action Item:</b> <i>Consideration to approve the minutes.</i>  |
| 6.  | <b>Ordinances / Resolutions</b> <ol style="list-style-type: none"> <li> <b>Ordinance 1183 – Commencement of Water Service Amendment</b><br/> 1) <b>Action Item:</b> <i>Consideration of adopting an amendment to Section 441-21 to refer to a resolution for schedule of fees to commence and discontinue water service.</i> </li> <li> <b>Resolution 2024-8 Extension of Local Disaster Emergency</b><br/> 1) <b>Action Item:</b> <i>Consideration of adopting an extension to the Proclamation of Local Disaster Emergency through the April 16, 2024 Council meeting.</i> </li> <li> <b>Resolution 2024-9 General Obligation Bond</b><br/> 1) <b>Action Item:</b> <i>Consideration of approving an intent to obtain a General Obligation Bond for various Capital projects.</i> </li> <li> <b>Resolution 2024-10 Fee Schedule Amendment</b><br/> 1) <b>Action Item:</b> <i>Consideration of approving a reduction to the Playground Program fees and a revision to the Sidewalk Café late fee filing date.</i> </li> </ol> |
| 7.  | <b>Consultants' Reports</b> <ol style="list-style-type: none"> <li>Solicitor's Report</li> <li>Engineer's Report</li> </ol>   |
| 8.  | <b>Council President's Report</b>   |
| 9.  | <b>Borough Manager's Report</b> <ol style="list-style-type: none"> <li><b>Action Item:</b> <i>Consideration of appointing the Interim Borough Manager as a Right-to-Know Officer.</i></li> <li><b>Action Item:</b> <i>Consideration of approving the sale of the 2013 Ford Explorer.</i></li> <li><b>Action Item:</b> <i>Consideration of dividing the remaining Borough Manager sick time between the Public Works, Police, and Administration staff for use as needed.</i></li> <li><b>Action Item:</b> <i>Consideration of ratifying the direction of the solicitor to intervene in a liquor license transfer.</i></li> <li><b>Action Item:</b> <i>Consideration of approving the Taqueria Comalli event on May 4, 2024.</i></li> <li><b>Action Item:</b> <i>Consideration of approving the Fashionista 5K event on May 5, 2024.</i></li> </ol>  |
| 10. | <b>Mayor's Report</b>   |
| 11. | <b>Department Reports</b> <ol style="list-style-type: none"> <li>Police Department <ol style="list-style-type: none"> <li><b>Action Item:</b> <i>Consideration of authorizing the advertisement of test date and process for hiring a police officer.</i></li> </ol> </li> </ol>  |

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|     |                                       | <ul style="list-style-type: none"> <li>b. Public Works <ul style="list-style-type: none"> <li>1) <b>Action Item:</b> Consideration of extending the under-bidding threshold contract with Jeff's Services Berks one-year to perform biweekly mowing/trimming and removal of trash as necessary to the cloverleaf area.</li> <li>2) <b>Action Item:</b> Consideration of approving the purchase of a stump grinder as budgeted.</li> </ul> </li> <li>c. Fire Department <ul style="list-style-type: none"> <li>1) <b>Action Item:</b> Consideration of approving the purchase and installation of a second bi-fold garage door from Costars vendor Ben Druck Door Company.</li> </ul> </li> <li>d. Code Department</li> <li>e. West Reading Community Revitalization Foundation Report</li> </ul>   |
| 12. | <b>Committee / Commission Reports</b> | <ul style="list-style-type: none"> <li>a. Recreation Commission – March 5, 2024 <ul style="list-style-type: none"> <li>1) <b>Action Item:</b> Consideration of approving the list of hire and re-hire pool and playground seasonal staff.</li> <li>2) <b>Action Item:</b> Consideration of granting permission to the Berks Humane Society to use the Pavilion for a vaccination clinic free of charge as supported by the Recreation Commission.</li> </ul> </li> <li>b. Planning Commission – March 6, 2024</li> <li>d. Economic Development Committee – March 11, 2024</li> <li>e. Environmental Advisory Council – February 26, 2024</li> <li>f. Traffic &amp; Infrastructure Committee – March 13, 2024 <ul style="list-style-type: none"> <li>1) <b>Action Item:</b> Consideration of approving a one-year trial program for sidewalk repairs, up to the amount budgeted, contingent upon solicitor approval.</li> </ul> </li> <li>g. Shade Tree Commission – March 4, 2024 – Cancelled</li> <li>h. Safety Committee – February 12, 2024</li> <li>i. Finance Committee – March 14, 2024 – Cancelled</li> </ul> |
| 13. | <b>Treasurer's Report</b>             | <ul style="list-style-type: none"> <li>a. Transfer of Funds <ul style="list-style-type: none"> <li>1) <b>Action Item:</b> Consideration of approving the transfer of \$500,000 from the PLGIT Prime account to the M&amp;T Bank account.</li> </ul> </li> <li>b. Financial Statement – 2 months ending 2/29/2024</li> <li>c. Payment Approval Report – 2/21/24 to 3/15/24, 3/12/24 to 3/15/24 &amp; 3/16/24 to 3/19/24 <ul style="list-style-type: none"> <li>1) <b>Action Item:</b> Consideration to approve the financial statement ending 2/29/24 and payment approval reports of 2/21/24 through 3/19/24.</li> </ul> </li> </ul>   |
| 14. | <b>Public Comment</b>                 |  |
| 15. | <b>Adjournment</b>                    |  |