

AGENDA
WYOMISSING BOROUGH COUNCIL
Tuesday, July 11, 2023 – 7:00 P.M.

1. Call to order
2. Pledge of Allegiance
3. Roll Call
4. Public Comment –All public comments shall be related to the subject matter jurisdiction of the Borough Council, and shall be limited to matters of official action, or deliberations that are, or may come before the Borough Council (agenda items).
5. Council Minutes –June 13, 2023 Council meeting
 - i. A motion is needed to approve, deny, or amend the Council minutes
6. Consulting Engineer’s Report
 - i. Review Borough Engineer activity during the month of June
 - ii. A motion is needed to approve, deny, or amend the Engineer’s Report
7. Police Chief & Mayor’s Report
 - i. Review the Police activity during the month of June
 - ii. A motion is needed to approve, deny, or amend the Police Chief & Mayor’s Report
8. Fire Chief’s Report
 - i. Review the Fire activity during the month of June
 - ii. A motion is needed to approve, deny, or amend the Fire Chief’s Report
9. Committee Reports:
 - a. Library Board – June 12, 2023
 - i. Review the Library Board report
 - ii. A motion is needed to approve, deny, or amend the Library Board report
 - b. Infrastructure Committee – June 19, 2023
 - i. Review the Infrastructure committee report
 - ii. A motion is needed to table, approve, or deny authorizing payment of Payment Application No. 2 in the amount of \$75,414.75 to Wexcon Inc., for

the 2022 Water Main Replacement work

- iii. A motion is needed to table, approve, or deny authorizing payment of Payment Application No. 1 in the amount of \$172,382.00 to Sewer Specialty Services for manhole to manhole lining work
- iv. A motion is needed to table, approve, or deny authorizing the lowest qualified bid of \$102,994.88 received from Austill Construction for the 50/50 sidewalk work
- v. A motion is needed to table, approve, or deny authorizing payment of Payment Application No. 2 in the amount of \$128,266.43 to Construction Masters Services LLC., for the 2023 Street Improvement project
- vi. A motion is needed to table, approve, or deny ratifying the motion made during the June 19, 2023 Infrastructure committee meeting to approve the latest schematic floor plans for the reduced public works project, and the fees to redesign, bid and award at approximately \$80,000 for Architectural, Structural, Mechanical, Electrical, Plumbing, HVAC, Site work, and to have Burkey Construction as owners representative
- vii. A motion is needed to table, approve, or deny authorizing submission of a survey form to the Reading Area Transportation Authority Study for the two bridges on Old Mill Road, to be considered for future improvement projects
- viii. A motion is needed to table, approve, or deny accepting the residential donation of up to \$10,000 to purchase and install a water fountain in the parklands, all in favor.
- ix. **ORDINANCE NO. 1436-2023**- AN ORDINANCE OF THE BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA, AMENDING THE CODE OF ORDINANCES OF THE BOROUGH OF WYOMISSING BY REPEALING CHAPTER 1 ENTITLED “ADMINISTRATION AND GOVERNMENT”, PART 2 ENTITLED “BOARDS AND COMMISSIONS”, LETTER B. ENTITLED “PARK AND SHADE TREE COMMISSION” IN ITS ENTIRETY; AMENDING CHAPTER 1 ENTITLED “ADMINISTRATION AND GOVERNMENT”, PART 2 ENTITLED “BOARDS AND COMMISSIONS”, LETTER E. ENTITLED “INFRASTRUCTURE COMMITTEE”, SECTION 355 ENTITLED “RESPONSIBILITY” IN ITS ENTIRETY; AND AMENDING CHAPTER 16 ENTITLED “PARKS AND RECREATION”, PART 1 ENTITLED “PARK LAND AND RECREATION LAND” TO REPLACE ALL REFERENCES TO THE “PARK AND SHADE TREE COMMISSION” WITH THE “INFRASTRUCTURE COMMITTEE”
- x. A motion is needed to table, approve, or deny enactment of Ordinance No. 1436-2023 as related to repealing sections of the Borough Code related to the Park and Shade Tree Commission disbanding

- xi. A motion is needed to approve, deny, or amend the Infrastructure committee report
- c. Personnel Committee – June 20, 2023
- i. Review the Personnel committee report
 - ii. A motion is needed to table, approve, or deny accepting the retirement notice submitted by Mark McLaughlin, Tree Department Lead, effective July 31, 2023
 - iii. A motion is needed to table, approve, or deny promoting the current Tree Department employee, Gregory Shearer, to the Tree Department Lead position on a 90-day probationary period, effective July 1, 2023
 - iv. A motion is needed to table, approve, or deny ratifying the motion made during the June 20, 2023 Personnel committee meeting to suspend the current 90-day probationary period for Craig Heck in his current Building and Grounds Lead position, and promote him to the Public Works Lead position effective June 20, 2023, under a new 90-day probationary period. If he returns to his former role as the Building and Grounds Lead, his 90-day probationary period would resume where it was suspended. This motion shall be ratified during the July 2023 Council meeting
 - v. A motion is needed to table, approve, or deny authorizing the promotion of Buildings and Grounds employee Steve Smith to the Buildings and Grounds Lead position effective upon the successful completion of his new employee probationary period
 - vi. A motion is needed to table, approve, or deny authorizing the advertisement and hiring of a Public Works Maintenance employee contingent upon the background screening and physical
 - vii. A motion is needed to approve, deny, or amend the Personnel committee report
- d. Recreation Board – June 20, 2023
- i. Review the Recreation Board report
 - ii. A motion is needed to table, approve, or deny the removal of one basketball rim from the Happy Hollow playground, as well as one from the Wyomissing Hills playground, as needed by the Recreation Director, as a way to combat behaviors that have become a hinderance to surrounding neighbors and park goers

- iii. A motion is needed to table, approve, or deny the required rental of the Stone House when a 5K event is scheduled in the parklands, to be adjusted in the 2023 Fee Schedule
- iv. A motion is needed to approve, deny, or amend the Recreation Board report
- e. Fire and Police Committee – June 26, 2023
 - i. Review the Fire and Police committee report
 - ii. A motion is needed to table, approve, or deny ratifying the motion made during the June 26, 2023 Fire and Police committee meeting to submit the Municipal Fire Department Capital Grant Application and execution of the Letter of Support for the Wyomissing Fire Department’s fitness facility modernization
 - iii. A motion is needed to table, approve, or deny authorizing the Fitzzy’s 5K Run scheduled for Sunday, October 29, 2023 in the parklands
 - iv. A motion is needed to table, approve, or deny authorizing the Memorandum of Understanding between Wyomissing Area School District, Wyomissing Police, and West Reading Borough Police regarding procedures for handling matters within the school district, as reviewed and approved by the Borough Solicitor
 - v. **RESOLUTION NO. 2023-20 -A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA EXTENDING UNTIL DECEMBER 31, 2023 THE MAYORAL ORDER FOR TEMPORARY TRAFFIC REGULATION UNDER THE AUTHORITY OF CHAPTER 15 OF THE WYOMISSING CODE**
 - vi. A motion is needed to table, approve, or deny adopting Resolution No 2023-20 regarding the 90-day time extension for the “no parking” area on Van Reed Road for the RM Palmar facility
 - vii. A motion is needed to table, approve, or deny taking further actions pertaining to traffic flow improvements on Wyomissing Boulevard approaching Penn Avenue, as to not limit on-street parking for residents
 - viii. A motion is needed to table, approve, or deny authorizing the Bradely Mayer 5K event to be held on August 12, 2023 in the parklands
 - ix. A motion is needed to table, approve, or deny authorizing the Miles for Maria 5K event to be held on August 13, 2023 in the parklands
 - x. A motion is needed to approve, deny, or amend the Fire and Police committee report

- f. Economic Development Committee – June 29, 2023
 - i. Review the Economic Development committee report
 - ii. A motion is needed to approve, deny, or amend the Economic Development committee report
- g. Finance & Administration Committee – July 6, 2023
 - i. Review the Finance & Administration committee report
 - ii. A motion is needed to table, approve, or deny authorizing the Business Manager to request \$2,000,000 be held in the PLGIT class fund due to impending capital expenditures
 - iii. A motion is needed to table, approve, or deny authorizing the Business Manager to reinvest \$1,000,000 into the PLGIT fund to mature November 2023
 - iv. A motion is needed to table, approve, or deny authorizing payment of the Borough Hall and Police Department feasibility study in the amount of \$7,525 to Meister Cox Architects
 - v. **RESOLUTION NO. 2023-17- A RESOLUTION OF THE BOROUGH OF WYOMISSING REVISING AND UPDATING THE BOROUGH'S FEE SCHEDULE**
 - vi. A motion is needed to table, approve, or deny adopting Resolution No. 2023-17 as to revising the 2023 Fee Schedule
 - vii. A motion is needed to approve, deny, or amend the Finance & Administration committee report

10. Borough Manager's Report

- i. Review the Borough Manager's Report
- ii. Joint Municipal Authority meeting minutes and Western Berks Water Authority Board meeting minutes ****will be made available to Council if received****
- iii. A 2008 single axle dump truck was sold on Municibid for \$25,400, to a John Halliday of Hazelton, PA.
- iv. A motion is needed to table, approve, or deny accepting the 90-day extension letter received for Boiler Building Site- House Island LLC., through October 21, 2023, for

the Borough of Wyomissing Planning Commission to take action on the submitted plans

- v. A motion is needed to table, approve, or deny issuing a refund check for \$3,592.11 to Valley Greene Village for overpayment of their utility bill
 - vi. A motion is needed to table, approve, or deny sending a letter of appreciation to Reading Orthodontic Group for the sponsorship of the Borough's firework display held on July 3rd
 - vii. **RESOLUTION NO. 2023-18- A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA IN RECOGNITION OF THE DEDICATION AND CONTRIBUTIONS OF MARK MCLAUGHLIN TO THE BOROUGH OF WYOMISSING**
 - viii. A motion is needed to table, approve, or deny adopting Resolution No. 2023-18 as to recognizing retired Tree Department Lead, Mark McLaughlin
 - ix. **RESOLUTION NO. 2023-19- A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA, ADOPTING AN UPDATED OPEN RECORDS POLICY FOR THE BOROUGH OF WYOMISSING**
 - x. A motion is needed to table, approve, or deny adopting the Resolution to define Wyomissing Borough business hours as 9:00 AM to 3:00 PM related to the submission of Right to Know Requests.
 - xi. Councilmember Mogel made a motion, seconded by Councilmember Jenckes to amend the agenda to take action on advertising and hiring for a full-time Mechanic for the Public Works Department, as well as a part-time Recreation Director, all in favor, 7-0. – No public comment was provided.
 - xii. Councilmember Brunner made a motion, seconded by Councilmember Barnett to approve advertisement and hiring of a full-time Mechanic for the Public Works Department, contingent upon the successful completion of a background screening, drug screening, and physical, all in favor, 7-0.
 - xiii. Councilmember Mogel made a motion, seconded by Councilmember Brunner to approve advertisement and hiring of a part-time Recreation Director, contingent upon successful completion of the background and drug screening, all in favor, 7-0.
 - xiv. A motion is needed to approve, deny, or amend the Borough Manager's Report
11. Treasurer's Statement of Operation- General Fund, Bureau of Water, Sewer Fund, Highway Aid, Refuse/Recycling Fund, Road Tax Fund
- i. Review the Financial activity during the month of June

- ii. A motion to approve, deny, or amend the Treasurer's Statement of Operation Report
- 12. Accounts Payable- General Fund, Bureau of Water, Sewer Fund, Refuse/Recycling Fund
 - i. Review the Accounts Payable activity during the month of June
 - ii. A motion to approve, deny, or amend the Accounts Payable Report
- 13. Tax Collector's Report
 - i. Review the Tax Collector's activity during the month of June
 - ii. A motion to approve, deny, or amend the Tax Collector's Report
- 14. Old Business- Any agenda items being proposed for discussion that are not listed under the "Old Business" section, must have a motion made to add the item to the agenda to be further discussed and action taken if needed.
- 15. New Business- Any agenda items being proposed for discussion that are not listed under the "New Business" section, must have a motion made to add the item to the agenda to be further discussed and action taken if needed.
- 16. Public Comment – All public comments shall be related to the subject matter jurisdiction of the Borough Council and shall be limited to matters of public concern (non-agenda items) that are, or may come, before the Borough Council