

**AGENDA**  
**WYOMISSING BOROUGH COUNCIL**  
**Tuesday, November 14, 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. Hearing for 1725 Dauphin Avenue on Appeal of a Notice of Violation of the Stormwater Management Ordinance of the Borough of Wyomissing- **Continued until the February 13, 2024 Council meeting**
6. Council Minutes –October 10, 2023 Council meeting minutes
  - i. A motion is needed to approve, deny, or amend the Council meeting minutes
7. Consulting Engineer’s Report
  - i. Review Borough Engineer activity during the month of October
  - ii. A motion is needed to table, approve, or deny accepting RM Palmer's withdrawal of their land development plan
  - iii. A motion is needed to approve, deny, or amend the Engineer’s Report
8. Police Chief & Mayor’s Report
  - i. Review the Police activity during the month of October
  - ii. A motion is needed to approve or deny promoting Sergeant Paul Baur to the Police Lieutenant position
  - iii. A motion is needed to approve or deny promoting Officers Kevin Quinter and Sean Engleman to the Police Sergeant positions
  - iv. A motion is needed to approve, deny, or amend the Police Chief & Mayor’s Report
9. Fire Chief’s Report
  - i. Review the Fire activity during the month of October
  - ii. A motion is needed to approve, deny, or amend the Fire Chief’s Report

## 10. Committee Reports:

### a. Infrastructure Committee – October 16, 2023

- i. Review the Infrastructure committee report
- ii. A motion is needed to table, approve, or deny authorize the Borough Solicitor to draft an ordinance to repeal Section 606.B.3.c of the Zoning Ordinance regarding various temporary sign categories, to remove placement restrictions on private property for temporary signage while continuing to follow signage size regulations as well as regulations regarding placement in any public right of ways
- iii. A motion is needed to table, approve, or deny authorizing Change Order No. 2, revising the Construction Masters Services LLC., contract price to \$1,262,086.40 for the 2023 Street Improvement project
- iv. A motion is needed to table, approve, or deny authorizing payment of Payment Application No. 7 in the amount of \$63,104.32 to Construction Masters Services LLC., for the 2023 Street Improvement project
- v. A motion is needed to table, approve, or deny authorizing the formation of an ad hoc committee of Council, consisting of three Councilmembers, and an undefined number of non-Councilmembers to discuss and provide suggestions for refurbishing the entire parcel that both the Police and Administrative buildings are on
- vi. A motion is needed to table, approve, or deny authorizing the Public Works Director and Borough Manager to approve up to \$50,000 per occurrence in Change Orders for the Public Works Garage project within budget, and share with the Infrastructure and Finance and Administration committees any Change Orders that occurred. Change Orders exceeding \$50,000 per occurrence must be approved by the Infrastructure and Finance and Administration committees, and ultimately Council
- vii. A motion is needed to approve, deny, or amend the Infrastructure committee report

### b. Library Board – October 16, 2023

- i. Review the Library Board report
- ii. A motion is needed to table, approve, deny, or amend the Library Board report

- c. Personnel Committee – October 17, 2023
  - i. Review the Personnel Committee report
  - ii. A motion is needed to table, approve, or deny the Mechanic Lead, Tree Lead, Buildings and Grounds Lead, Parks Lead, and Maintenance Lead job descriptions as modified by Borough administration to include the recommendation of the Borough Solicitor that each Lead position description denote that the Lead employee reports to the Assistant Public Works Director, and in his/her absence, the Public Works Director
  - iii. A motion is needed to approve, deny, or amend the Personnel Committee report
- d. Recreation Board – October 17, 2023
  - i. Review the Recreation Board report
  - ii. A motion is needed to approve, deny, or amend the Recreation Board report
- e. Finance and Administration Committee –Budget Meeting– October 18, 2023
  - i. Review the Finance and Administration committee report
  - ii. A motion is needed to table, approve, or deny ratifying the motion made during the October 18, 2023 Finance and Administration committee special budget meeting to replace the Public Works garage diesel fuel pump at a cost not to exceed \$60,000
  - iii. A motion is needed to approve, deny, or amend the Finance and Administration Committee report
- f. Park and Shade Tree Commission – October 25, 2023
  - i. Review the Park and Shade Tree Commission report
  - ii. A motion is needed to approve, deny, or amend the Park and Shade Tree Commission report
- g. Finance and Administration Committee –Budget Meeting– October 26, 2023
  - i. Review the Finance and Administration committee report
  - ii. A motion is needed to approve, deny, or amend the Finance and Administration Committee report
- h. Economic Development Committee – October 26, 2023
  - i. Review the Economic Development committee report
  - ii. A motion is needed to table, approve, or deny authorizing the Borough Solicitor to prepare a draft Ordinance to create a new overlay zoning district

applicable to the west side of State Hill Road

iii. A motion is needed to approve, deny, or amend the Economic Development committee report

i. Fire and Police Committee – October 30, 2023

i. Review the Fire and Police committee report

ii. A motion is needed to table, approve, or deny authorizing placement of Engine 85 as well as any mutual aid apparatus, at the Wyomissing Fire Department for eight hours on December 8, 2023 due to Captain Holmes' graduation ceremony in Maryland

iii. A motion is needed to table, approve, or deny rejecting the Mind Your Health 5K event scheduled for April 27, 2024 due to impending construction in the vicinity of the Stone House, and to also notify past requestors of the upcoming construction work

iv. **RESOLUTION NO. 2023-25**- A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA AUTHORIZING THE ADOPTION OF THE HAZARD VULNERABILITY ASSESSMENT AND MITIGATION PLAN UPDATE FOR THE BOROUGH OF WYOMISSING

v. A motion is needed to table, approve, or deny adopting Resolution No. 2023-25, authorizing the adoption of the Berks County Hazard Vulnerability Assessment and Mitigation Plan Update

vi. A motion is needed to table, approve, or deny rescheduling the regularly scheduled November Fire and Police committee meeting to Wednesday, November 29, 2023 at 12pm and readvertise

vii. **ORDINANCE NO. 1437-2023** - AN ORDINANCE OF THE BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA AMENDING THE WYOMISSING BOROUGH CODE OF ORDINANCES TO PROHIBIT PARKING ALONG HILL AVENUE EXCEPT FOR TWO LOADING ZONES AND EXCEPT FOR THE STREET ADJACENT TO CERTAIN RESIDENTIAL ADDRESSES

viii. A motion is needed to table, approve, or deny adopting Ordinance No. 1437-2023 to establish loading and unloading zones and to restrict parking in certain areas on Hill Avenue

ix. A motion is needed to approve, deny, or amend the Fire and Police committee report

- j. Planning Commission – November 6, 2023
  - i. Review the Planning Commission report
  - ii. A motion is needed to table, approve, or deny granting conditional final plan approval for 521 Van Reed Road, subject to all items in McCarthy Engineering’s review letter dated October 26, 2023, being addressed, and an acceptable solution to the pump station upgrade be agreed upon based on a proportionate financial contribution from the developer. The Commission also recommends authorizing the Borough Manager to sign the 521 Van Reed Road Sewer Planning Module for DEP submission
  - iii. A motion is needed to approve, deny, or amend the Planning Commission report
  
- k. Finance and Administration Committee – November 9, 2023
  - i. Review the Finance and Administration committee report
  - ii. A motion is needed to table, approve, or deny authorizing the Business Manager to hold the \$3,000,000 November 2023 maturing PLGIT funds, in the PLGIT prime account until funds are needed in first quarter 2024
  - iii. A motion is needed to table, approve, or deny reinitiating the Road Tax fund, and implement a .50 mil Road Tax
  - iv. A motion is needed to table, approve, or deny increasing the 2024 general Real Estate taxes by .40 mils as to set the 2024 Real Estate tax rate to 4.90 mils
  - v. A motion is needed to table, approve, or deny advertisement of the 2024 proposed budget
  - vi. **ORDINANCE NO. 1438-2023 – AN ORDINANCE OF THE BOROUGH OF WYOMISSING, COUNTY OF BERKS, COMMONWEALTH OF PENNSYLVANIA, FIXING THE TAX RATE FOR THE YEAR 2024**
  - vii. A motion is needed to table, approve, or deny advertising Ordinance No. 1438-2023 to establish the 2024 tax rate **\*\*Will be made available to Council before the meeting\*\***
  - viii. A motion is needed to table, approve, or deny authorizing payment of the fourth quarter 2023 MMO in the amount of \$69,242.75
  - ix. A motion is needed to table, approve, or deny authorizing the Business Manager to begin the pension payment recall process for the \$1,100 pension payment made to a deceased retiree

- x. A motion is needed to table, approve, or deny adopting the Website Posting Policy for Borough public meeting related documents, effective January 1, 2024
- xi. A motion is needed to table, approve, or deny continue paying the life insurance coverage while an employee is on Worker's Compensation leave for nine months or more, and has not been cleared to return to work either light or full-duty
- xii. A motion is needed to table, approve, or deny payment of \$900 to the employee for acting as the Lead Mechanic between July and September 2023, subject to a Memorandum of Understanding agreement prepared by the Borough solicitor, to be executed by the Borough and the employee
- xiii. A motion is needed to approve, deny, or amend the Finance and Administration committee report

#### 11. Borough Manager's Report

- i. Review the Borough Manager's Report
- ii. Western Berks Water Authority Board September 11, 2023 meeting minutes
- iii. A motion needed to ratify the approval of the execution of an engagement letter for Michael Miller, Esq., of Eckert Seamans to serve as the Borough's special labor counsel
- iv. A motion is needed to table, approve, or deny accepting the amendments to the Wyomissing Firefighter Civil Service Rules and Regulations as reviewed and approved by the Civil Service Commission **\*\*Will be made available to Council before the meeting\*\***
- v. A motion is needed to table, approve, or deny accepting the amendments to Sections 3.8, 3.9 and 3.10, to amend Section 5.5 to only remove the requirement for a physical examination for a candidate for promotion, and to make no amendment to Section 5.6 of the Wyomissing Police Department Civil Service Rules and Regulations, as reviewed and approved by the Civil Service Commission **\*\*Will be made available to Council before the meeting\*\***
- vi. Correspondence from PA American Water Company is included in the Council packet regarding proposed rate increases for 2024
- vii. The October meeting of the Refuse and Recycling Committee that was cancelled has been rescheduled for Thursday, November 30, 2023 at 9AM.
- viii. The Groundbreaking ceremony for the Public Works Garage will be held on Monday, November 20<sup>th</sup> at 11am at 601 N. Fourth Street

- ix. Borough Hall will be closed on November 23 and November 24, 2023, in observance of the Thanksgiving holiday
  - x. A motion is needed to approve, deny, or amend the Borough Manager's Report
12. 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 October
  - ii. A motion to approve, deny, or amend the Treasurer's Statement of Operation Report
13. Accounts Payable- General Fund, Bureau of Water, Sewer Fund, Refuse/Recycling Fund
- i. Review the Accounts Payable activity during the month of October
  - ii. A motion to approve, deny, or amend the Accounts Payable Report
14. Tax Collector's Report
- i. Review the Tax Collector's activity during the month of October
  - ii. A motion to approve, deny, or amend the Tax Collector's Report
15. 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.
16. 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.
17. 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