

BOROUGH OF WYOMISSING – COUNCIL MINUTES

MAY 9, 2023 – 7:00 P.M.

The Borough of Wyomissing Council held their regular meeting in the Borough of Wyomissing Council Chambers on the above date and time. Council President William S. Jenckes called the meeting to order at 7:00 p.m. with the following persons present: Keith L. Derr, Frederick R. Mogel, Jana R. Barnett, Ronald C. Stanko, and David L. Reeser; Mayor Frederick C. Levering, Borough Solicitor Christopher Hartman, Borough Manager & Economic Development Coordinator Michele Bare, Borough Engineer Jim McCarthy, Police Chief John Phillips, Fire Chief Colin Hackman, Public Works Director James V. Babb, Recreation Director Pete Beck, and Borough Secretary Melissa Miller. The following persons were absent: Councilmember Stephen D. Brunner, and Treasurer Thomas Moll.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

EXECUTIVE SESSION:

Council President Jenckes stated that an Executive Session was held before the meeting for personnel matters and real estate matters.

VISITORS:

Adrian Jadic – 48 Cardinal Road
David Becker – 1821 Lincoln Avenue

PUBLIC COMMENTS (agenda items):

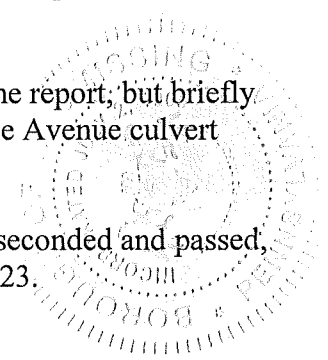
No public comments provided.

COUNCIL MINUTES: On motion duly made, seconded and passed, Council approved the minutes of the April 11, 2023 Council meeting and April 18, 2023 Special Council meeting.

CONSULTING ENGINEER’S REPORT: On motion duly made, seconded and passed, Council approved the Consulting Engineer’s report dated May 9, 2023.

Borough Engineer Jim McCarthy indicated there was no further review of the report, but briefly mentioned the PennDOT clearances for the pedestrian bridge and Cambridge Avenue culvert project, have all been obtained.

POLICE DEPARTMENT & MAYOR’S REPORT: On motion duly made, seconded and passed, Council approved the Police Department & Mayor’s report dated May 9, 2023.



Police Chief John Phillips reviewed the report.

Chief Phillips shared with Council that the previously discussed VASCAR line painting in the Lawndale Road area has occurred, and he lastly indicated that Civil Service Commission will meet on May 25th at noon in Council Chambers to discuss updates to the rules and regulations regarding the Lieutenant promotion, initiating the Sergeant promotion, as well as initiating the process to develop a Patrol Officer hiring list.

FIRE CHIEF'S REPORT: On motion duly made, seconded and passed, Council approved the Fire Chief's report for April 2023.

Fire Chief Colin Hackman reviewed the report.

Chief Hackman shared that the Engine fire apparatus underwent pump testing and annual servicing, where it was determined there was a leak in the fuel tank, seat belts needed to be replaced, and valves needed to be repaired. The Engine remains out of service until the fuel tank is repaired.

INFRASTRUCTURE COMMITTEE: On motion duly made, seconded and passed, Council approved the Infrastructure Committee report dated April 17, 2023.

Due to Councilmember Brunner's absence, Councilmember Derr reviewed the report.

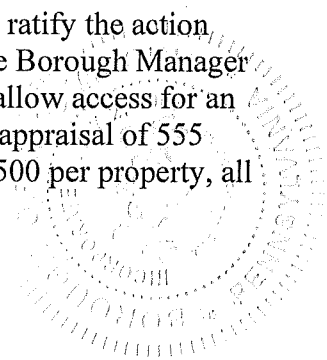
Councilmember Derr made a motion, seconded by Councilmember Barnett to authorize payment of Payment Application No. 1 from Wexcon Inc., in the amount of \$288,952.91 for the 2022 Water Main Replacement work, all in favor, roll call vote, 6-0.

Councilmember Derr made a motion, seconded by Councilmember Barnett to authorize payment of Payment Application No. 4 from LB Enterprises, Inc., in the amount of \$7,156.45 for the 2022 50/50 Sidewalk Repair project, all in favor, roll call vote, 6-0.

Councilmember Derr made a motion, seconded by Councilmember Barnett to authorize Payment Application No. 3 in the amount of \$316,455.30 to Telco for the Green Light Go work, all in favor, roll call vote, 6-0.

The motion for installation of a crosswalk from Lauers Lane, crossing Cambridge Avenue, with the appropriate signage installed denoting the crosswalk was discussed further under the Fire and Police committee report.

Councilmember Derr made a motion, seconded by Councilmember Stanko to ratify the action taken during the April 2023 Infrastructure committee meeting to authorize the Borough Manager to seek approval from the property owner of 555 and 575 Van Reed Road to allow access for an appraisal to be performed, as well as having Bellairs Real Estate perform the appraisal of 555 and 575 Van Reed Road, as well as 1011 North Park Road, not to exceed \$2,500 per property, all in favor, 6-0.



LIBRARY BOARD: On motion duly made, seconded and passed, Council approved the Library Board report dated April 17, 2023.

Councilmember Barnett reviewed the report.

Councilmember Barnett discussed that library staff continues to work on updating various policies, and that fundraising efforts are taking place. The Derby party was very successful and thanked all who participated. She also noted that \$7,500 was donated by Kimberton Whole Foods with their round up campaign, and lastly shared that a Children's Librarian has been hired.

PERSONNEL COMMITTEE: On motion duly made, seconded and passed, Council approved the Personnel Committee report dated April 18, 2023.

Councilmember Mogel reviewed the report.

Councilmember Mogel made a motion, seconded by Councilmember Barnett to table action regarding the promotion of the current Public Works employee Jake Kaylor, to the Public Works Lead position, all in favor, 6-0.

Councilmember Mogel made a motion, seconded by Councilmember Derr to authorize the advertisement and hiring of a Public Works Maintenance employee contingent upon the background screening and physical, all in favor, 6-0.

RECREATION BOARD: On motion duly made, seconded and passed, Council approved the Recreation Board report dated April 18, 2023.

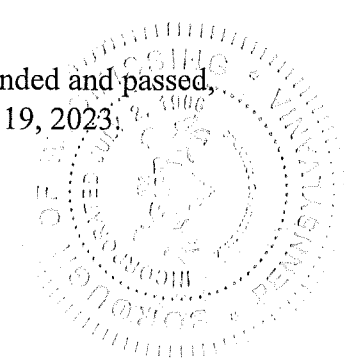
Councilmember Barnett and Recreation Director Pete Beck reviewed the report.

Council was reminded of various upcoming events such as the Fishing Rodeo, Memorial Day parade, Coffee Outside and the Berks Area Mountain Biking Association bike ride, the Wyomissing Band concert on the lawn in front of Borough Hall, and Summer programming officially beginning in June. The garden club will also be assisting with various plantings on the pool grounds. Pete briefly shared with Council that programming registrations appear to have decreased this year compared to last but feels the adjustment in staffing levels will offset any lost revenues.

Councilmember Barnett made a motion, seconded by Councilmember Derr to authorize revising the 2023 Fee Schedule to indicate that Daily Twilight admission rates begin at 5:00 pm when seasonal operating hours are until 8:00 pm, and Daily Twilight admission rates begin at 4:00 pm when seasonal operating hours are until 7:00 pm, all in favor, 6-0.

REFUSE AND RECYCLING COMMITTEE: On motion duly made, seconded and passed, Council approved the Refuse and Recycling Committee report dated April 19, 2023.

Councilmember Reeser reviewed the report.



FIRE AND POLICE COMMITTEE: On motion duly made, seconded and passed, Council approved the Fire and Police Committee report dated April 24, 2023.

Councilmember Jenckes reviewed the report.

Councilmember Jenckes made a motion, seconded by Councilmember Mogel to table the Miles for Maria 5K scheduled for August 13, 2023, due to the event organizers needing to postpone the event, all in favor, 6-0.

Councilmember Jenckes made a motion, seconded by Councilmember Mogel to authorize the I Am Able Duathlon to be held on September 10, 2023, all in favor, 6-0.

Councilmember Jenckes made a motion, seconded by Councilmember Stanko to authorize the hiring of the remaining candidate on the current Police Patrol Officer Civil Service list, contingent upon the psychological evaluation, physical, drug screening, background investigation, and reading comprehension test (for the purpose of attending academy), all in favor, 6-0.

Councilmember Jenckes made a motion, seconded by Councilmember Mogel to activate the Civil Service Commission to begin the process to develop a Patrol Officer hiring list to fill the impending second Patrol Officer position, all in favor, 6-0.

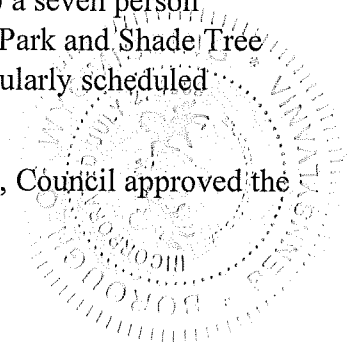
Councilmember Stanko made a motion, seconded by Councilmember Mogel to authorize amending the Civil Service rules and regulations for the Lieutenant promotional process, to only require the oral examination, all in favor, 6-0. The previously discussed contingency was reviewed by Borough Solicitor Hartman's office and was determined that the rules may be changed to only require an oral examination.

Councilmember Jenckes made a motion, seconded by Councilmember Stanko to table the installation of a crosswalk from Lauers Lane, crossing Cambridge Avenue, with the appropriate signage installed denoting the crosswalk, contingent upon the Wyomissing Area School District contributing to half of the installation cost, all in favor, 6-0. Tabling this motion was due to the fact that the school district's Facility committee will not meet again until the new fiscal year, once school begins.

PARK AND SHADE TREE COMMISSION: On motion duly made, seconded and passed, Council approved the Park and Shade Tree Commission report dated April 26, 2023.

Councilmember Mogel made a motion, seconded by Councilmember Stanko to table increasing membership to the Park and Shade Tree Commission from a five person to a seven person Commission by appointing two additional members, all in favor, 6-0. The Park and Shade Tree Commission will discuss the future of the Commission during the next regularly scheduled Commission meeting in July.

PLANNING COMMISSION: On motion duly made, seconded and passed, Council approved the Planning Commission report dated May 1, 2023.



Councilmember Stanko reviewed the report.

Councilmember Barnett made a motion, seconded by Councilmember Mogel to grant conditional final land development approval for 850 North Wyomissing Boulevard, subject to the remaining comments from the McCarthy Engineering review letter dated April 27, 2023 being completed, as well as the annexation and deed recording to combine the two parcels on the property, into one, all in favor, 6-0.

Councilmember Barnett made a motion, seconded by Councilmember Derr to grant the waiver requested by 521 Van Reed Road from the Subdivision and Land Development Ordinance Section 303.1 to allow for preliminary/final plan submission, all in favor, 6-0.

Councilmember Barnett made a motion, seconded by Councilmember Mogel to grant the waiver requested by 521 Van Reed Road from the Subdivision and Land Development Ordinance Sections 401.1 and 403.1 to allow a plan scale of 1"=30' in lieu of the required 1"= 50', all in favor, 6-0.

Councilmember Barnett made a motion, seconded by Councilmember Reeser to authorize advertisement of Ordinance No. 1435-2023 as to amending the requirements for a short term residential rental unit; adding definitions for "bed and breakfast establishment, "boarding, rooming and lodging house", and institutional residence; amending the recreation impact fee for projects developed under the Redevelopment Area Mixed Use Incentive Overlay District; establishing general regulations for the operation of a bed and breakfast establishment; and establishing regulations for a boarding, rooming and lodging house, as well as establishing Recreation Fee in-lieu of fees by Resolution, all in favor, 6-0.

FINANCE & ADMINISTRATION COMMITTEE: On motion duly made, seconded and passed, Council approved the Finance and Administration Committee report dated May 4, 2023.

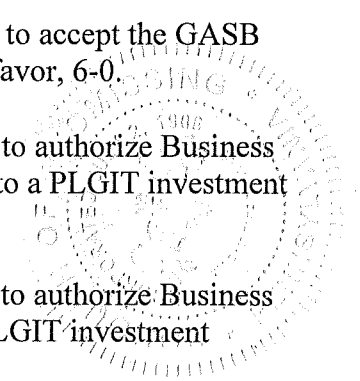
Councilmember Derr reviewed the report.

Councilmember Derr made a motion, seconded by Councilmember Barnett to approve the Police Lieutenant compensation package as outlined by Chief John Phillips, including a salary of \$135,000, eligibility for longevity pay, tuition reimbursement, and raises, time buy back, on call payments, and collective bargaining agreement benefits such as healthcare, pension, clothing and shoe allowance, dry cleaning, and participation in the DROP program impending retirement, as the package aligns with other municipalities, all in favor, 6-0.

Councilmember Derr made a motion, seconded by Councilmember Reeser to accept the GASB 67 pension plan statements as prepared by Girard Pension Services, all in favor, 6-0.

Councilmember Derr made a motion, seconded by Councilmember Mogel to authorize Business Manager Phyllis Smith to invest \$2,000,000 as well as any tax revenues into a PLGIT investment maturing in 60 days, all in favor, roll call vote, 6-0.

Councilmember Derr made a motion, seconded by Councilmember Mogel to authorize Business Manager Phyllis Smith to invest the \$1,000,000 maturing in May, into a PLGIT investment



maturing in 180 days, all in favor, roll call vote, 6-0.

Councilmember Derr made a motion, seconded by Councilmember Mogel to grant 1001 Hill Avenue, The Met, \$1,958.57 in relief for their March 2023 sewer bill due to a water leak, of which was confirmed the water did not enter the Borough's sewer system, aligning with past relief practices, all in favor, roll call vote, 6-0.

BOROUGH MANAGER'S REPORT: On motion duly made, seconded and passed, Council approved the Borough Manager's report dated May 9, 2023.

Borough Manager & Economic Development Coordinator Michele Bare indicated that the Joint Municipal Authority meeting minutes were not received, and the Western Berks Water Authority meeting minutes for March and April 2023 were distributed.

Councilmember Mogel made a motion, seconded by Councilmember Reeser to authorize listing a 2008 International 7400 single axle dump truck for sale through an online auction, all in favor, 6-0.

Councilmember Barnett made a motion, seconded by Councilmember Mogel to execute a lease with Chef David's for operation of the snack bar at the Wyomissing Swimming pool for the 2023 season, contingent upon all insurance documents being received as per the lease agreement, all in favor, 6-0.

Borough Manager Bare lastly indicated that the scheduled May 15, 2023 Conditional Use Hearing has been postponed until June 7, 2023 at 9:30 am, and reminded Council that Borough Hall will be closed May 29, 2023 due to the Memorial Day holiday.

TREASURER'S STATEMENT OF OPERATIONS: On motion duly made, seconded and passed, Council approved the Treasurer's Statement of Operation and all financial statements.

Due to the Treasurer's absence, there was no further review of the report.

ACCOUNTS PAYABLE: Councilmember Barnett made a motion, seconded by Councilmember Reeser to ratify and approve the Accounts Payables report for April 2023, all in favor, roll call vote, 6-0.

General Fund	\$ 489,445.54
Water Fund	114,937.92
Sewer Fund	288,205.28
Refuse Fund	134,398.39
Liquid Fuels Fund	<u>24,455.63</u>
	\$ 1,051,442.76



TAX COLLECTOR'S REPORT: On motion duly made, seconded and passed, Council approved the Tax Collector's report for the Month of April 2023.

Due to the Tax Collector's absence, there was no further review of the report.

OLD BUSINESS:

No old business to discuss.

NEW BUSINESS:

No new business to discuss.

PUBLIC COMMENT (non-agenda items):

Adrian Jadic, 48 Cardinal Road expressed his concern that the notice of violation system favors political parties disproportionately. He indicated that he received a violation notice due to a political sign that was above regulation dimensions, however, another Borough resident also has a large sign for an opposing party, and their sign is still hanging. He stated that the codes inspector delayed inspection of the other residence and delayed sending the notice of violation. This now puts the removal date of the opposing party, after the election period. He questioned why he was not allowed to keep his political sign up until after elections. In regards to the notices of violation, he expressed discontent that notices of violation were not available to be released under the Right to Know Law. He lastly reminded Council that last year, signs were removed from the public right of way areas for one political party, but not the other. Council suggested Kraft Municipal Group be prepared to provide a status update during the May Infrastructure committee meeting regarding notices of violation.

The Wyomissing Borough Council meeting adjourned at 8:06 p.m.

Respectfully Submitted,



Melissa Miller
Borough Secretary

Approved by:



William S. Jenckes
President, Wyomissing Borough Council

