

BOROUGH OF WYOMISSING – COUNCIL MINUTES

JULY 11, 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: Stephen D. Brunner, 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 person was absent: 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.

VISITORS:

Adrian Jadic – 48 Cardinal Road  
Jaime Baez – Representative, Johanny Cepeda-Freytiz  
Rick Weinhoffer – 801 N. 9<sup>th</sup> Street  
Dave Becker – 1821 Lincoln Avenue  
Jen Reimer – 19 Merrymount Road  
Lesley Turner – 1400 Dauphin Avenue  
Sue Dopsovic – 1420 Dauphin Avenue

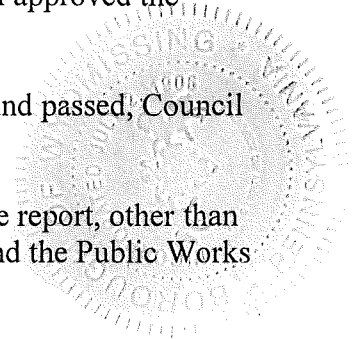
PUBLIC COMMENTS (agenda items):

No public comments provided.

COUNCIL MINUTES: On motion duly made, seconded and passed, Council approved the minutes of the June 13, 2023 Council meeting.

CONSULTING ENGINEER'S REPORT: On motion duly made, seconded and passed, Council approved the Consulting Engineer's report dated July 5, 2023.

Borough Engineer Jim McCarthy indicated there was no further review of the report, other than noting that the pedestrian bridge and culvert projects have gone out to bid, and the Public Works



garage renovation and expansion project will go to bid the week of July 17, 2023.

POLICE DEPARTMENT & MAYOR'S REPORT: On motion duly made, seconded and passed, Council approved the Police Department & Mayor's report dated July 11, 2023.

Police Chief John Phillips reviewed the report.

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

Fire Chief Colin Hackman reviewed the report.

LIBRARY BOARD: On motion duly made, seconded and passed, Council approved the Library Board report dated June 12, 2023.

Councilmember Barnett noted that the minutes of this meeting had not yet been approved by the Library Board, and that the minutes were previously discussed during the June 2023 Council meeting.

INFRASTRUCTURE COMMITTEE: On motion duly made, seconded and passed, Council approved the Infrastructure Committee report dated June 19, 2023.

Councilmember Brunner reviewed the report.

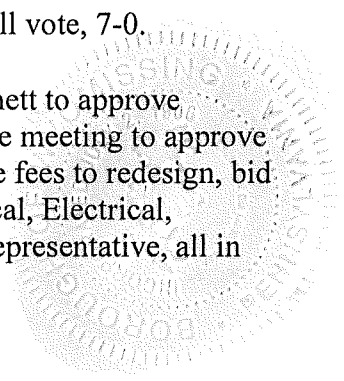
Councilmember Brunner made a motion, seconded by Councilmember Derr to authorize payment of Payment Application No. 2 in the amount of \$75,414.75 to Wexcon Inc., for the 2022 Water Main Replacement work, all in favor, roll call vote, 7-0.

Councilmember Brunner made a motion, seconded by Councilmember Stanko to authorize payment of Payment Application No. 1 in the amount of \$172,382.00 to Sewer Specialty Services for manhole to manhole lining work, all in favor, roll call vote, 7-0.

Councilmember Brunner made a motion, seconded by Councilmember Mogel to approve the lowest qualified bid of \$102,994.88 received from Austill Construction for the 50/50 sidewalk work, all in favor, 7-0.

Councilmember Brunner made a motion, seconded by Councilmember Stanko to authorize payment of Payment Application No. 2 in the amount of \$128,266.43 to Construction Masters Services LLC., for the 2023 Street Improvement project, all in favor, roll call vote, 7-0.

Councilmember Brunner made a motion, seconded by Councilmember Barnett to approve 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, all in favor, 7-0.



Councilmember Brunner made a motion, seconded by Councilmember Stanko to authorize 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, all in favor, 7-0.

Councilmember Brunner made a motion, seconded by Councilmember Reeser to accept the residential donation of up to \$10,000 to purchase and install a water fountain in the parklands, all in favor, 7-0.

**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”**

Councilmember Mogel made a motion, seconded by Councilmember Brunner to adopt Ordinance No. 1436-2023 as related to repealing sections of the Borough Code related to the Park and Shade Tree Commission disbanding, all in favor, 7-0.

Public Works Director Jim Babb shared with Council that the street work project is near completion, with Park Side Drive south undergoing a micro-surfacing project in the next few weeks. He also shared that work has begun on the Berkshire Boulevard pump station. Lastly, the recent flooding caused damage to the 4<sup>th</sup> and Oley pump station, however there was no other significant damage reported within the Borough.

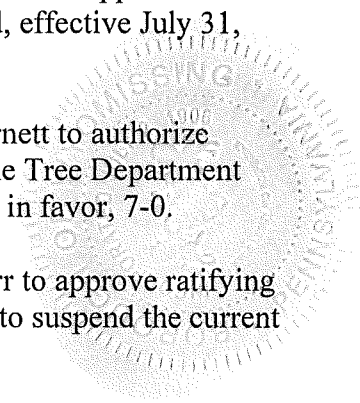
PERSONNEL COMMITTEE: On motion duly made, seconded and passed, Council approved the Personnel Committee report dated June 20, 2023.

Councilmember Mogel reviewed the report.

Councilmember Mogel made a motion, seconded by Councilmember Stanko to approve the retirement notice submitted by Mark McLaughlin, Tree Department Lead, effective July 31, 2023, all in favor, 7-0.

Councilmember Mogel made a motion, seconded by Councilmember Barnett to authorize promoting the current Tree Department employee, Gregory Shearer, to the Tree Department Lead position on a 90-day probationary period, effective July 1, 2023, all in favor, 7-0.

Councilmember Mogel made a motion, seconded by Councilmember Derr to approve 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, all in favor, 7-0.

Councilmember Mogel made a motion, seconded by Councilmember Reeser to authorize 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, all in favor, 7-0.

Councilmember Stanko 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, 7-0.

RECREATION BOARD: On motion duly made, seconded and passed, Council approved the Recreation Board report dated June 20, 2023.

Councilmember Barnett and Recreation Director Pete Beck reviewed the report.

Pete shared with Council that the July 4<sup>th</sup> parade went very well, and it was estimated that 25,000 to 30,000 people were in attendance. There was also positive feedback regarding the fireworks, and some items to consider for future years.

Councilmember Barnett made a motion, seconded by Councilmember Mogel to authorize 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, to combat behaviors that have become a hindrance to surrounding neighbors and park goers, all in favor, 7-0.

Councilmember Brunner made a motion, seconded by Councilmember Stanko to authorize requiring the rental of the Stone House when a 5K event is scheduled in the parklands, to be adjusted in the 2023 Fee Schedule, all in favor, 7-0.

FIRE AND POLICE COMMITTEE: On motion duly made, seconded and passed, Council approved the Fire and Police Committee report dated June 26, 2023.

Councilmember Jenckes reviewed the report.

Councilmember Jenckes made a motion, seconded by Councilmember Mogel to authorize 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, all in favor, 7-0.

Councilmember Jenckes made a motion, seconded by Councilmember Mogel to authorize the Fitzy's 5K Run scheduled for Sunday, October 29, 2023 in the parklands, all in favor, 7-0.

Councilmember Jenckes made a motion, seconded by Councilmember Mogel to authorize 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, all in favor, 7-0.

**RESOLUTION NO. 2023-20** - A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA EXTENDING FOR 91 DAYS THE MAYORAL ORDER FOR TEMPORARY TRAFFIC REGULATION UNDER THE AUTHORITY OF CHAPTER 15 OF THE WYOMISSING CODE

Councilmember Jenckes made a motion, seconded by Councilmember Mogel to adopt Resolution No 2023-20 regarding the 91-day time extension for the “no parking” area on Van Reed Road for the RM Palmar facility, all in favor, 7-0.

Councilmember Jenckes made a motion, seconded by Councilmember Barnett to deny taking further actions pertaining to traffic flow improvements on Wyomissing Boulevard approaching Penn Avenue, as to not limit on-street parking for residents, vote taken, motion carries, 6-1.

Councilmember Jenckes made a motion, seconded by Councilmember Brunner to authorize the Bradly Mayer 5K event to be held on August 12, 2023 in the parklands, all in favor, 7-0.

Councilmember Jenckes made a motion, seconded by Councilmember Brunner to authorize the Miles for Maria 5K event to be held on August 13, 2023 in the parklands, all in favor, 7-0.

Council President Jenckes congratulated Fire Department Captain Ethan Holmes for his current participation in the Executive Fire Officer Program through the National Fire Academy, of which only 4,659 people nationwide have been accepted into the program.

Council lastly questioned the long-term plan for the Palmer facility. Several administrative staff as well as the Borough Solicitor and Engineer met with Palmer representatives, and it appears the company will be preparing information to come before the Borough about potential operations permanently moving into the Wyomissing location.

ECONOMIC DEVELOPMENT: On motion duly made, seconded and passed, Council approved the Economic Development committee report dated June 29, 2023.

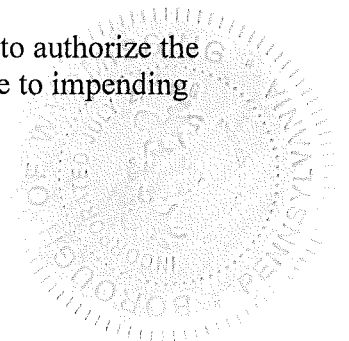
Mayor Frederick Levering reviewed the report.

Mayor Levering shared that during the July Economic Development committee meeting, the Metropolitan Management Group will be sharing an apartment complex proposal.

FINANCE & ADMINISTRATION COMMITTEE: On motion duly made, seconded and passed, Council approved the Finance and Administration Committee report dated July 6, 2023.

Councilmember Derr reviewed the report.

Councilmember Derr made a motion, seconded by Councilmember Brunner to authorize the Business Manager to request \$2,000,000 be held in the PLGIT class fund due to impending capital expenditures, all in favor, 7-0.



Councilmember Derr made a motion, seconded by Councilmember Brunner to authorize the Business Manager to reinvest \$1,000,000 into the PLGIT fund to mature November 2023, all in favor, 7-0.

Councilmember Derr made a motion, seconded by Councilmember Mogel to authorize payment of the Borough Hall and Police Department feasibility study in the amount of \$7,525 to Meister Cox Architects, all in favor, roll call vote, 7-0.

**RESOLUTION NO. 2023-17- A RESOLUTION OF THE BOROUGH OF WYOMISSING REVISING AND UPDATING THE BOROUGH'S FEE SCHEDULE**

Councilmember Derr made a motion, seconded by Councilmember Mogel to adopt Resolution No. 2023-17 as to revising the 2023 Fee Schedule, all in favor, 7-0.

BOROUGH MANAGER'S REPORT: On motion duly made, seconded and passed, Council approved the Borough Manager's report dated July 11, 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 June 2023 were distributed. She also informed Council that a 2008 single axle dump truck was sold on Muncibid for \$25,400, to a John Halliday of Hazelton, PA.

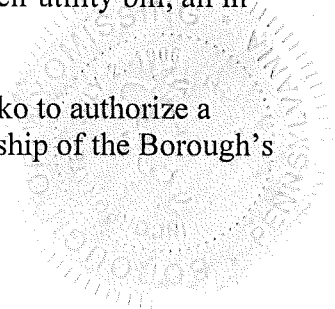
Borough Manager Bare indicated that a 90-day extension letter was received for Boiler Building Site- House Island, LLC, which requires action.

Councilmember Mogel made a motion, seconded by Councilmember Barnett to authorize 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, all in favor, 7-0.

Borough Manager Bare shared that Valley Green Village is a PA American Water customer, so they are only billed for sewage through the Borough. There was a billing error of which was questioned after the bill was paid. In the instance of a discrepancy, the account holder is typically given account credit. Since Valley Green Village only pays approximately \$300 quarterly, they questioned if they could receive a refund as it will take years to use the available credit.

Councilmember Derr made a motion, seconded by Councilmember Mogel to authorize issuing a refund check for \$3,592.11 to Valley Greene Village for overpayment of their utility bill, all in favor, roll call vote, 7-0.

Councilmember Jenckes made a motion, seconded by Councilmember Stanko to authorize a letter of appreciation be sent to Reading Orthodontic Group for the sponsorship of the Borough's firework display held on July 3, 2023, all in favor, 7-0.



**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

Councilmember Mogel made a motion, seconded by Councilmember Barnett to adopt Resolution No. 2023-18 as to recognizing retired Tree Department Lead, Mark McLaughlin, all in favor, 7-0.

**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

Councilmember Mogel made a motion, seconded by Councilmember Brunner to adopt Resolution No. 2023-19 as to defining Wyomissing Borough business hours as 9:00 AM to 3:00 PM related to the submission of Right to Know Requests, all in favor, 7-0

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.

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.

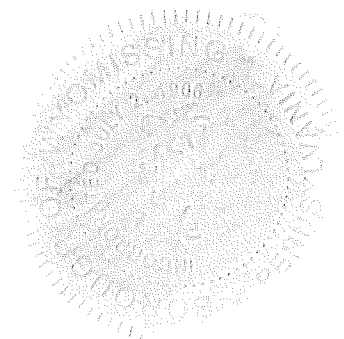
Councilmember Mogel made a motion, seconded by Councilmember Brunner to approve advertisement and hiring of a part-time Recreation Director, contingent upon successful completion of the background and drug screening, all in favor, 7-0.

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 Brunner made a motion, seconded by Councilmember Barnett to ratify and approve the Accounts Payables report for June 2023, all in favor, roll call vote, 7-0.

|                   |                  |
|-------------------|------------------|
| General Fund      | \$ 599,177.67    |
| Water Fund        | 117,321.64       |
| Sewer Fund        | 149,072.97       |
| Refuse Fund       | 142,356.49       |
| Liquid Fuels Fund | <u>23,453.54</u> |
|                   | \$ 1,031,382.31  |



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

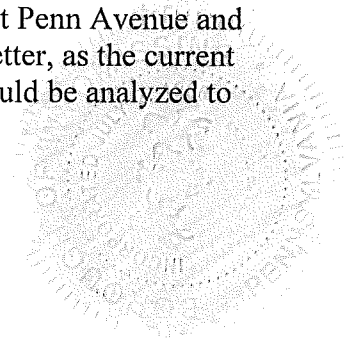
PUBLIC COMMENT (non-agenda items):

Leslie Turner, 1400 Dauphin Avenue and Sue Dopsovic, 1420 Dauphin Avenue spoke to Council regarding an ongoing issue with stray cats in the area. The cats are defecating and spraying on neighboring properties and neighbors are concerned of the health hazard. They have been working with the Animal Rescue League (ARL) to trap, fix, and release cats, but the ARL is not able to take cats until September. They spoke with Kraft Municipal Group about the property of which they believe the problem is emanating from, however were concerned that the resident is only getting a warning. Borough Manager Bare shared with Council that each time an issue arises, it has to start at the first step in the codes enforcement process, similar to all other property maintenance concerns. From prior experience with the residence in question, it is very challenging to prove that feral cats belong to the resident; solid evidence is required to support the case. It was recommended that neighbors attempt to obtain photos and videos of the cats entering and exiting the property in question. Lastly, Leslie and Sue asked for Council, at the advice of the ARL, to update the animal Ordinance to also regulate cats.

Jaime Baez of Representative Johanny Cepeda-Freytiz's office indicated that the office is available to provide assistance to the Council and public, and has informational brochures about available services.

Adrian Jadic, 48 Cardinal Road shared with Council that the new website looks nice, and questioned the amount of space available to now include other meeting packets and documents. He also expressed his concern that having the public comment section on agenda items at the beginning of a meeting is not useful for residents, as they are not always aware as to what will be discussed during the meeting. Related to that, he indicated that often the public does not know what will be discussed when a Council or committee member chooses to amend the agenda. He feels the Borough should change the order to allow the topic to be discussed and then amend the agenda to take action, so the public knows what to comment on. He lastly was opposed to the letter that was to be prepared by the Borough Engineer for the traffic circle at Penn Avenue and State Hill Road. He indicated a traffic circle will help keep traffic flowing better, as the current design causes congestion approaching the traffic light. He feels that data should be analyzed to determine what is in the best interest of the Borough.

The Wyomissing Borough Council meeting adjourned at 8:03 p.m.





Respectfully Submitted,



Melissa Miller  
Borough Secretary

Approved by:



William S. Jenckes  
President, Wyomissing Borough Council

