

BOROUGH OF WYOMISSING – COUNCIL MINUTES

OCTOBER 10, 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, Public Works Director James V. Babb, Recreation Director Randy McKinley, and Borough Secretary Melissa Miller. The following persons were absent: Treasurer Thomas Moll and Fire Chief Colin Hackman.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

EXECUTIVE SESSION:

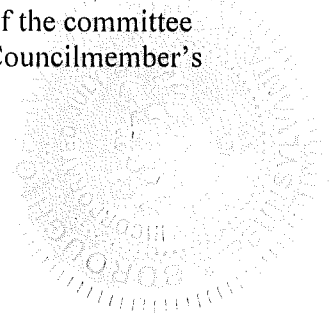
Council President Jenckes stated that an Executive Session was held before the meeting for personnel and contractual matters.

VISITORS:

Adrian Jadic – 48 Cardinal Road  
Jen Reimer – 19 Merrymount Road  
Victoria Jenckes – 1914 Sturbridge Drive

PUBLIC COMMENTS (agenda items):

Adrian Jadic, 48 Cardinal Road expressed his concern under the Sunshine Act that the Zoning Hearing Board hearing held recently for R.M. Palmer was not included on the Council agenda. He is concerned that the R.M. Palmer proposed building project should be stopped. The project should not occur in a residential area, especially due to the recent tragic events, the suspected years of neglect and improper inspections, and OSHA's recent report finding that appropriate actions were not taken. He noted this does not show a culture of safety, and the Zoning district they are proposing the addition in does not allow for manufacturing. He feels this is a safety concern for residents. He lastly expressed his concern that the wrong person was given credit for suggesting Council packets be placed online, but is in favor of Council materials on the website. Council indicated the person who made the original suggestion was not part of the committee meeting at that time, so a member of the committee made the motion on the Councilmember's behalf.



HEARING:

Borough Manager & Economic Development Coordinator Michele Bare shared with Council that the hearing for 1725 Dauphin Avenue on the appeal of a Notice of Violation of the Stormwater Management Ordinance of the Borough of Wyomissing has been postponed until the November 14, 2023 Council meeting. Similarly, the Property Maintenance Code Enforcement appeal hearing for 1725 Dauphin Avenue has been postponed until the November 20, 2023 Infrastructure committee meeting, and the Zoning Hearing Board hearing for the appeal of the Zoning Notice of Violation has been postponed to November 8, 2023.

COUNCIL MINUTES: On motion duly made, seconded and passed, Council approved the minutes of the September 12, 2023 Council meeting and September 25, 2023 special Council meeting.

CONSULTING ENGINEER'S REPORT: On motion duly made, seconded and passed, Council approved the Consulting Engineer's report dated October 4, 2023.

Borough Engineer Jim McCarthy shared with Council that the pre-construction meeting for the Public Works Garage project will be occurring, which includes meeting with contractors and discussing project schedules.

POLICE DEPARTMENT & MAYOR'S REPORT: On motion duly made, seconded and passed, Council approved the Police Department & Mayor's report dated October 10, 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 September 2023.

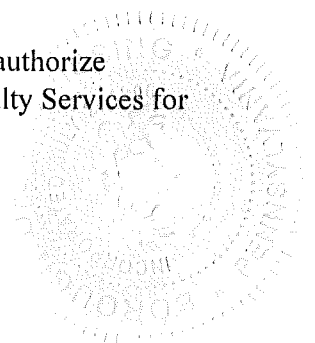
Due to Fire Chief Colin Hackman's absence, Councilmember Jenckes reviewed the report. He reminded Council and the public that the Fire Department open house is scheduled for October 11, 2023 from 6:00 p.m. to 8:00 p.m. at the Wyomissing Fire Department.

INFRASTRUCTURE COMMITTEE: On motion duly made, seconded and passed, Council approved the Infrastructure Committee report dated September 18, 2023.

Councilmember Brunner reviewed the report.

Councilmember Brunner made a motion, seconded by Councilmember Mogel to authorize ratification of the motion made during the September 18, 2023 Infrastructure committee meeting to purchase up to \$500 worth of Trap, Vaccinate, Neuter, Release vouchers for Borough residents to manage cat colonies, all in favor, roll call vote, 7-0.

Councilmember Brunner made a motion, seconded by Councilmember Mogel to authorize payment of Payment Application No. 4 in the amount of \$26,787 to Sewer Specialty Services for sanitary sewer rehabilitation and televising work, all in favor, roll call vote, 7-0.



Councilmember Brunner made a motion, seconded by Councilmember Barnett to authorize payment of Payment Application No. 1 in the amount of \$166,067.55 to PSI Pumping Solutions for pump station work, which has been reviewed and approved by the Borough and Borough Engineer all in favor, roll call vote, 7-0.

Councilmember Brunner made a motion, seconded by Councilmember Stanko to authorize payment of Payment Application No. 2 in the amount of \$32,467.64 to Austill Construction for the 2023 50/50 Sidewalk project, all in favor, roll call vote, 7-0.

Councilmember Brunner made a motion, seconded by Councilmember Barnett to authorize payment of Payment Application No. 6 in the amount of \$14,492.82 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 Mogel to approve mandating the owners of 1901 Cambridge Avenue to connect to public sewer within 180 days of notice, unless a prior agreement is in existence and conveyed with the property. The refund shall be held until the confirmation of Joint Municipal Authority connection, all in favor, 7-0.

LIBRARY BOARD: On motion duly made, seconded and passed, Council approved the Library Board report dated September 18, 2023.

Councilmember Jenckes reviewed the report.

RECREATION BOARD: On motion duly made, seconded and passed, Council approved the Recreation Board report dated September 19, 2023.

Councilmember Barnett and Recreation Director Randy McKinley reviewed the report.

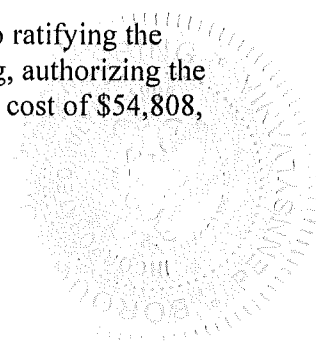
Randy shared that the Spooky Hollow event will most likely need to be postponed until October 21, 2023 due to the upcoming weekend forecast. He further shared the idea to potentially hold a National Night Out event, but will further discuss with the Recreation Board.

FIRE AND POLICE COMMITTEE: On motion duly made, seconded and passed, Council approved the Fire and Police Committee report dated September 25, 2023.

Councilmember Jenckes reviewed the report.

Councilmember Jenckes made a motion, seconded by Councilmember Mogel to authorize the removal of the handicapped parking space at 802 North Wyomissing Boulevard due to the resident no longer needing the handicapped parking designation, all in favor, 7-0.

Councilmember Jenckes made a motion, seconded by Councilmember Mogel to ratifying the motion made during the September 25, 2023 Fire and Police committee meeting, authorizing the Police Chief to order the 2024 Ford F-150 Police Responder pick-up truck for a cost of \$54,808, all in favor, 7-0.



Councilmember Jenckes made a motion, seconded by Councilmember Mogel to authorize advertisement of Ordinance No. 1437-2023 to establish loading and unloading zones and to restrict parking in certain areas on Hill Avenue, all in favor, 7-0.

Councilmember Jenckes made a motion, seconded by Councilmember Mogel to authorize the Turkey Trot 5K scheduled for November 23, 2023 to begin at the Quarry Soccer Field, all in favor, 7-0.

Council questioned Police Chief John Phillips on the status of the Police vehicle damaged in a June 2023 accident, and he shared the vehicle will be repaired. Furthermore, he explained that Police vehicles ordered for 2023, have not arrived. He will be purchasing vehicles from the car dealer's lot and converting the vehicles to meet the department's needs.

ECONOMIC DEVELOPMENT COMMITTEE: On motion duly made, seconded and passed, Council approved the Economic Development report dated September 28, 2023.

Mayor Frederick Levering reviewed the report.

PLANNING COMMISSION: On motion duly made, seconded and passed, Council approved the Planning Commission report dated October 2, 2023.

Councilmember Stanko reviewed the report.

Borough Manager & Economic Development Coordinator Michele Bare explained that R.M. Palmer had a Zoning Hearing on October 4, 2023 for several Zoning relief requests. Not all of the necessary relief requests were provided as part of the initial request, so the Zoning Hearing will be continued on October 26, 2023 at 2:00 p.m. It was briefly mentioned that R.M. Palmer has been a long-time resident and works well with the Borough. It was reiterated that the Borough works with companies as best as possible to continue developing positive relationships.

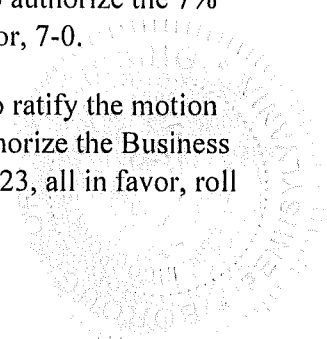
FINANCE AND ADMINISTRATION COMMITTEE: On motion duly made, seconded and passed, Council approved the Finance and Administration committee report dated October 5, 2023.

Councilmember Derr reviewed the report.

Councilmember Derr made a motion, seconded by Councilmember Stanko to authorize allocating the received state aid to fund the pension plans in which the aid was received for, all in favor, 7-0.

Councilmember Derr made a motion, seconded by Councilmember Stanko to authorize the 7% interest rate for pension plans, to finalize the 01/01/2023 valuation, all in favor, 7-0.

Councilmember Derr made a motion, seconded by Council member Mogel to ratify the motion made during the October 5, 2023 Finance and Administration meeting to authorize the Business Manager to reinvest \$1,000,000 into the PLGIT fund to mature December 2023, all in favor, roll call vote, 7-0.



Councilmember Derr made a motion, seconded by Councilmember Stanko to authorize the Business Manager to reinvest \$1,000,000 maturing on October 16, 2023, into the PLGIT fund to mature December 2023, all in favor, roll call vote, 7-0.

Councilmember Derr made a motion, seconded by Councilmember Mogel to authorize Burkey Construction as the contract administrator and managerial oversight for the Public Works Garage project at a cost of \$10,000 per month for the duration of the project, all in favor, roll call vote, 7-0.

Councilmember Derr made a motion, seconded by Councilmember Mogel to authorize placing Board meeting items on the website along with the agenda, to be implemented when a policy is in place and shared with the Finance and Administration committee as well as Council, all in favor, 7-0.

BOROUGH MANAGER'S REPORT: On motion duly made, seconded and passed, Council approved the Borough Manager's report dated October 6, 2023.

Borough Manager Bare noted that Western Berks Water Authority meeting minutes were not available for Council packet distribution. She further shared that previously approved and budgeted in-house supervisor training provided by the GRCA will begin on Wednesday, October 11<sup>th</sup> for lead positions in Maintenance and Parks, Fire, Police and Administration. The training will be provided in three-hour time periods each, over the course of six weeks.

Borough Manager Bare mentioned that a 2003 Ferris mower was sold to James Wenger for \$3,400; a 2015 Kubota mower was sold to Brian Moores for \$8,700; and a 1994 Bean sprayer was sold to James Distano for \$4,770, all on Muncibid.

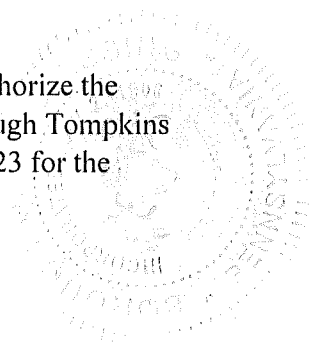
Borough Manager Bare shared that a Conditional Use Hearing will be held on November 15, 2023 at 8:00 a.m. for the Boiler Building Site-House Island LLC.

Borough Manager Bare explained that a time extension was granted from the developers of the Boiler Building Site – House Island, LLC project.

Councilmember Brunner made a motion, seconded by Councilmember Mogel to accept a time extension for land development plan approval for the Boiler Building Site – House Island, LLC project, through April 19, 2024, all in favor, 7-0.

Councilmember Derr shared that the short-term funding available to the Borough, will be used for the Public Works Garage project. The amount requested to be drawn on the loan will be invested into the PLGIT account at an interest rate that is greater than the interest rate paid on the short-term funding.

Councilmember Mogel made a motion, seconded by Councilmember Reeser to authorize the Business Manager to draw \$262,372.99 from the \$7.5 million short-term loan through Tompkins Bank, for reimbursement of architectural and design costs incurred in 2021 and 2023 for the



Public Works Garage project, roll call vote, 6-0, Councilmember Brunner abstained from the vote due to a conflict of interest, motion carries.

Lastly, Council thanked Borough administration for their contributions to the recently published Borough newsletter.

TREASURER'S STATEMENT OF OPERATIONS: On motion duly made, seconded and passed, Council approved the September 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 Mogel made a motion, seconded by Councilmember Stanko to ratify and approve the Accounts Payables report for September 2023, all in favor, roll call vote, 7-0.

General Fund	\$ 886,606.01
Water Fund	139,005.51
Sewer Fund	162,715.79
Refuse Fund	141,862.43
Liquid Fuels Fund	<u>23,208.79</u>
	\$ 1,353,398.53

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

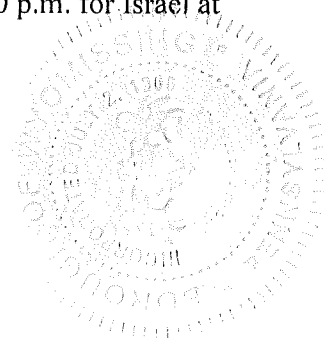
No new business to discuss.

PUBLIC COMMENT (non-agenda items):

Adrian Jadic, 48 Cardinal Road questioned Robert's Rules of Order not being followed appropriately. He indicated that the Council President was making motions during the Council meeting, however, if the President needs to bring the motion to the table, the Vice President should lead the motion process. Borough Solicitor Christopher Hartman indicated that if the Council President Chairs a committee, that person should be the one to take action on actionable items. Lastly, it was shared that a vigil will be held on October 11, 2023 at 7:00 p.m. for Israel at the Synagogue in Wyomissing Hills.

The Wyomissing Borough Council meeting adjourned at 8:07 p.m.

Respectfully Submitted,





Melissa Miller  
Borough Secretary

Approved by:



William S. Jenckes  
President, Wyomissing Borough Council

