

BOROUGH OF WYOMISSING – COUNCIL MINUTES

MARCH 12, 2019 – 7:00 P.M.

Wyomissing Borough Council held its regular monthly meeting at the Borough Hall on the above date. Council President Thomas M. Moll called the meeting to order at 7:00 p.m. with the following persons present: Council Members Thomas M. Bausher, John C. Woodward, Gregory L. Portner, Stephen D. Brunner, William S. Jenckes, and Jody W. Menon; Mayor Frederick C. Levering, Treasurer Paul W. Brass, Solicitor Christopher J. Hartman, Police Chief Jeffrey R. Biehl, Public Works Director James V. Babb, Borough Manager Pat Brandenburg, Consulting Engineer Jeremy Brumbach, and Zoning/Code Enforcement Officer and Assistant Borough Secretary Michele E. Bare.

CALL TO ORDER:

Council President Moll announced that Council had met in executive session prior to this meeting to discuss personnel issues.

PLEDGE OF ALLEGIANCE:

ROLL CALL:

VISITORS:

Barbara Reeser – 300 Wyomissing Boulevard  
David Kostival – Reading Eagle Reporter

PUBLIC COMMENTS:

There was no public comment.

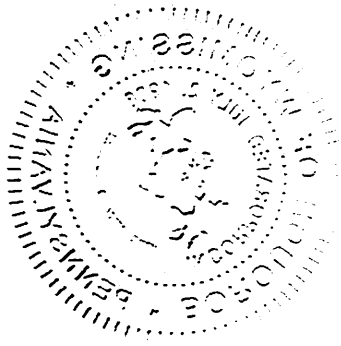
RECEIPT OF REPORTS: On motion duly made, seconded and passed, Council received all reports submitted for consideration.

COUNCIL MINUTES: On motion duly made, seconded and passed, Council approved the minutes of the meeting of February 12, 2019.

CONSULTING ENGINEER'S REPORT: On motion duly made, seconded and passed, Council accepted the Consulting Engineers report dated March 1, 2019.

Consulting Engineer Brumbach said the bid opening was held March 7, 2019, for the 2019 Street Work Project. There were five bids received, with a low bid in the amount of \$1,055,409.93, by Ronnie C. Folk Paving, Inc.

Councilmember Bausher made a motion, seconded by Councilmember Jenckes, to award the 2019 Street Work Project to Ronnie C. Folk Paving, Inc., at a low bid of \$1,055,409.93, all in favor, roll call vote, 7-0.



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POLICE CHIEF & MAYOR'S REPORT: On motion duly made, seconded and passed, Council approved the Police Chief & Mayor's report of March 1, 2019.

FIRE DEPARTMENT REPORT: On motion duly made, seconded and passed, Council approved the Fire Dept. report for February 2019.

Councilmember Jenckes reviewed the report.

LIBRARY BOARD REPORT: On motion duly made, seconded and passed, Council approved the Library Board report of February 18, 2019.

Councilmember Menon reported on the meeting.

There is an increase in the library usage statistics from January 2018 to January 2019.

PERSONNEL COMMITTEE REPORT: On motion duly made, seconded and passed, Council approved the Personnel Committee report of February 19, 2019.

Councilmember Bausher reported on the meeting.

Councilmember Bausher made a motion, seconded by Councilmember Brunner, to authorize the Borough secretary to communicate to pension consultant Ron Bittner to correct pensions for certain individuals to which errors in pension calculations have been identified, all in favor, roll call vote, 7-0.

Councilmember Bausher made a motion, seconded by Councilmember Brunner, to authorize the formation of a negotiating committee for the Firefighters Collective Bargaining Agreement, to include the same members of the negotiating committee for the Non-Uniformed Collective Bargaining Agreement, all in favor.

Councilmember Bausher made a motion, seconded by Councilmember Brunner, to approve the job description for the Finance Director/Controller position, all in favor.

INFRASTRUCTURE COMMITTEE REPORT: On motion duly made, seconded and passed, Council approved the Infrastructure Committee report of February 19, 2019.

Councilmember Bausher reported on the meeting.

Councilmember Bausher made a motion, seconded by Councilmember Woodward, to award the 2019 Meter Replacement Installation Project to Lenegen Plumbing, at a low bid of \$28,460.00, all in favor, roll call vote, 7-0.

Councilmember Bausher made a motion, seconded by Councilmember Woodward, to authorize the release of 5% retainage, in the amount of \$42,373.99, to the H&K Group, for the 2018 Street Work Project, and continue to retain 5%, all in favor, roll call vote, 7-0.

Councilmember Bausher made a motion, seconded by Councilmember Woodward, to approve curb invoices be sent for the 2018 Street Work Project, all in favor, 7-0.

Councilmember Bausher made a motion, seconded by Councilmember Jenckes, to approve putting a claim through the Borough's insurance carrier for flood damage that occurred on private property on Wyomissing Hills Boulevard, all in favor, 7-0.

Councilmember Bausher made a motion, seconded by Councilmember Portner, to approve having an assessment performed of the Fire Department building and the Fourth Street Maintenance Garage, for future renovations, all in favor, 7-0.

RECREATION BOARD REPORT: On motion duly made, seconded and passed, Council approved the Recreation Board report of February 19, 2019.

Councilmember Brunner reported on the meeting.

The Recreation Board discussed the Borough Mowing Contract that was awarded to Connelly Mowing. The annual Easter egg hunt will be held on Saturday, April 13, 2019.

FIRE AND POLICE COMMITTEE REPORT: On motion duly made, seconded and passed, Council approved the Fire and Police Committee report of February 25, 2019.

Councilmember Jenckes reported on the meeting. He requested an update from Borough Manager Brandenburg on the ARL contract. Manager Brandenburg said that the co-op committee that was formed by CELG will be performing a survey of Berks County municipalities to determine the need for animal control services.

Manager Brandenburg will provide an updated report at the new Fire and Police committee meeting as to the status of the Quint fire truck the Borough has ordered from E1.

Councilmember Jenckes made a motion, seconded by Councilmember Portner, to approve the Bradley Mayer run in the Borough on August 10, 2019, all in favor.

REFUSE AND RECYCLING COMMITTEE REPORT: On motion duly made, seconded and passed, Council approved the Refuse and Recycling Committee report of February 27, 2019.

Councilmember Jenckes reported on the meeting. There have been on-going issues with Advanced Disposal collecting trash in the alleys during snow events. An agreement has been reached with the hauler that the Borough will notify them when they should not collect trash in the alleys due to weather conditions.

Councilmember Jenckes also mentioned the 2019 Yard Waste Program will start on March 20, 2019.

ECONOMIC DEVELOPMENT COMMITTEE REPORT: On motion duly made, seconded and passed, Council approved the Economic Development Committee report of February 28, 2019.

Councilmember Woodward reported on the meeting.

Councilmember Woodward made a motion, seconded by Councilmember Portner, to approve moving forward with the Greater Reading Convention and Visitors Bureau on the formation of a Tourism Improvement District within the Borough, all in favor, 7-0

Councilmember Woodward said he has received verbal confirmation from the Wyomissing Foundation and the Henry Janssen Foundation, to provide funding to the Borough to complete the Master Plan Study. The board for both foundations will formally vote on the requests in April.

PLANNING COMMISSION REPORT: On motion duly made, seconded and passed, Council approved the Planning Commission report of March 4, 2019.

Councilmember Woodward reported on the meeting.

Councilmember Woodard made a motion, seconded by Councilmember Jenckes, to grant conditional final plan approval for the Berkshire Court Hotel, Lots 2 and 3 Final Plan, subject to all items in McCarthy Engineering's review letter dated February 27, 2019, being addressed, all in favor, 7-0.

Councilmember Woodward made a motion, seconded by Councilmember Jenckes, to accept a \$20,000 fee in lieu of performing a Traffic Impact Study, for the Berkshire Court Hotel, Lots 2 and 3, to be paid prior to the issuance of any occupancy permits, all in favor, 7-0.

Councilmember Woodward made a motion, seconded by Councilmember Brunner, to acknowledge the Borough engineer has the discretion to accept the NPDES permit from DEP as a more stringent standard than Section 305, 306 and 307 of the Borough's Stormwater Management Ordinance, all in favor, 7-0.

Councilmember Woodward made a motion, seconded by Councilmember Portner, to obtain an appraisal for the lot owned by Spotts, Stevens and McCoy, located at 400 North Wyomissing Boulevard, and for a portion of the lot owned by Dr. Abouseif, located at 344 North Wyomissing Boulevard, once McCarthy Engineering has prepared right-of-way drawings, all in favor, 7-0.

FINANCE & ADMINISTRATION COMMITTEE REPORT: On motion duly made, seconded and passed, Council approved the Finance & Administration Committee report of March 5, 2019.

Councilmember Portner reported on the meeting. Councilmember Portner reviewed the 2018 financial audit results as prepared by Herbein & Company, Inc.

Councilmember Portner made a motion, seconded by Councilmember Woodward, to accept the 2018 financial audit results from Herbein & Company, Inc., as written, all in favor 7-0.

Councilmember Portner made a motion, seconded by Councilmember Brunner, to approve quarterly payments to the pension funds in 2019, each in the amount of \$272,491.25, all in favor, roll call vote, 7-0.

Councilmember Portner made a motion, seconded by Councilmember Menon, to adjust the percentage of unanticipated interest earnings by one quarter percent (0.25%) over each two year valuation cycle until attaining a 6.50% interest rate assumption, and to lock in a 4.00% salary scale assumption, all in favor, 7-0.

**RESOLUTION NO. 2019-01**

**A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA ESTABLISHING A POLICY AS TO THE ACTUARIAL ANALYSIS OF PENSION FUNDING**

Councilmember Portner made a motion, seconded by Councilmember Woodward, to adopt Resolution #2019-01, all in favor, 7-0.

BOROUGH MANAGER'S REPORT: On motion duly made, seconded and passed, Council approved the Borough Manager's report of March 12, 2019.

Manager Brandenburg reported settlement and closing on the Wyomissing Public Library was held on February 28, 2019.

Manager Brandenburg requested Council approve an amendment to the Borough's health insurance plan to include language pertaining to separation agreements.

Councilmember Bausher made a motion, seconded by Councilmember Brunner, to approve amending the Borough's health insurance plan to include language pertaining to separation agreements, all in favor, 7-0.

Manager Brandenburg received a request from Rob Scoboria, the superintendent of the Wyomissing Area School District, for the Borough to prepare and adopt an ordinance regarding the hiring, certification and training of crossing guards. Manager Brandenburg is recommending this request be reviewed by the Fire and Police Committee at their meeting on March 25, 2019.

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

ACCOUNTS PAYABLE REPORT: On motion duly made, seconded and passed, Council approved the Accounts Payable Report outlining the following invoices paid:

General Fund	\$	401,949.70
Water Fund		190,871.52
Sewer Fund		215,780.31
Refuse Fund		56,684.09
Liquid Fuels Fund		<u>60,164.16</u>
Total of all Funds	\$	925,449.78

TAX COLLECTOR'S REPORT: On motion duly made, seconded and passed, Council approved the Tax Collector's report for the month of February 2019.

OTHER BUSINESS:

There was no other business brought before Council.

Borough Council adjourned at 7:48 p.m.

Respectfully submitted,



Michele Bare  
Asst. Borough Secretary

Approved by:



Thomas M. Moll, President  
Wyomissing Borough Council