

BOROUGH OF WYOMISSING – COUNCIL MINUTES

JULY 12, 2022 – 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 First Vice 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, and Ronald C. Stanko; Mayor Frederick C. Levering, Treasurer Gregory L. Portner, Borough Solicitor Christopher J. Hartman, Borough Engineer Representative Nick Perilli, Borough Manager & Economic Development Coordinator Michele Bare, 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: Council President John C. Woodward and Stephen D. Brunner.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

EXECUTIVE SESSION:

Council First Vice President Jenckes announced an executive session was held before the meeting to discuss personnel and contractual matters.

VISITORS:

Jen Reimer – 19 Merrymount Road
David and Barbara Reeser – 1110 Fairview Avenue

PUBLIC COMMENTS (agenda items):

No public comments provided.

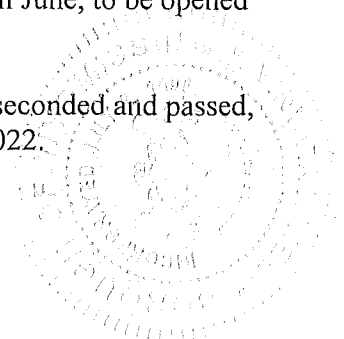
COUNCIL MINUTES: On motion duly made, seconded and passed, Council approved the minutes of the meeting of June 14, 2022.

CONSULTING ENGINEER'S REPORT: On motion duly made, seconded and passed, Council approved the Consulting Engineer's report dated July 12, 2022.

Borough Engineer Representative Nick Perilli shared with Council that the sanitary sewer project began two weeks ago, and the 50/50 sidewalk program has gone out to bid in June, to be opened July 27, 2022.

POLICE DEPARTMENT & MAYOR'S REPORT: On motion duly made, seconded and passed, Council approved the Police Department & Mayor's report dated July 12, 2022.

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 2022.

Fire Chief Colin Hackman reviewed the report.

LIBRARY BOARD: On motion duly made, seconded and passed, Council approved the Library Committee report dated June 13, 2022.

Councilmember Barnett noted that the minutes were reviewed at the June Council meeting due to the timing of the Library Board's meeting.

INFRASTRUCTURE COMMITTEE: On motion duly made, seconded and passed, Council approved the Infrastructure Committee report dated June 20, 2022.

Councilmember Brunner reviewed the report.

Councilmember Derr made a motion, seconded by Councilmember Mogel to approve the request from 1001 Reading Boulevard for the installation of an on-site well, strictly for the purpose of connecting to the underground irrigation system, all in favor, 5-0.

Councilmember Derr made a motion, seconded by Councilmember Mogel to approve contracting with the Cohen Law Group for negotiations of the Service Electric Cable Franchise Agreement, upon receipt of a franchise agreement from Service Electric, all in favor, 5-0.

Councilmember Derr made a motion, seconded by Councilmember Barnett to approve payment of Payment Application No. 1, in the amount of \$40,600 to McClosky Mechanical, for the library HVAC work, all in favor, roll call vote, 5-0.

Councilmember Derr made a motion, seconded by Councilmember Barnett to authorize Public Works Director Jim Babb to place an order for a dump truck, to be budgeted for in 2024 due to the estimated 2024 delivery date, contingent upon the final price quote as well as the terms of the cancellation policy for orders, all in favor, 5-0.

Councilmember Derr made a motion, seconded by Councilmember Mogel to waive penalty fees related to late payment on the 1177 Old Mill Road utility account, but deny authorizing a reduction in the first quarter 2022 water bill usage. If it can be determined that the water did not pass through the sewer system, the sewer portion of the bill could be adjusted to reflect average usage, all in favor, 5-0.

PERSONNEL COMMITTEE: On motion duly made, seconded and passed, Council approved the Personnel Committee report dated June 21, 2022.

Councilmember Mogel reviewed the report.



RECREATION BOARD: On motion duly made, seconded and passed, Council approved the Recreation Board report dated June 21, 2022.

Councilmember Barnett thanked Recreation Director Pete Beck for his assistance in the interim Recreation position, and the success of the July 4th parade. Both Pete and Councilmember Barnett acknowledged that approximately 12,000 people attended the parade, with approximately 5,000 attending the Stone House celebration afterwards. Pete also shared that the last two Concerts in the Park drew in approximately 250 people for one event, and 500 people for the other. Pete lastly noted that several special playground events are coming up, along with the pool party.

FIRE AND POLICE COMMITTEE: On motion duly made, seconded and passed, Council approved the Fire and Police Committee report dated June 27, 2022.

Councilmember Jenckes reviewed the report.

Councilmember Jenckes made a motion, seconded by Councilmember Mogel to approve the mid-block crossing in the 900 Block of Hill Avenue to accommodate the retail development Wyomissing Square Retail, and patrons parking in the parking lot across the street from the retail space, all in favor, 5-0.

Councilmember Jenckes made a motion, seconded by Councilmember Barnett to deny establishing a fee for the Act 22 Right to Know Law Requests related to police camera footage, subject to the annual review of the Borough fee schedule, all in favor, 5-0.

Councilmember Jenckes made a motion, seconded by Councilmember Mogel to ratify prior motion made by the Fire and Police committee to authorize Borough Manager Michele Bare to reach out to the Loomis Company to seek worker's compensation coverage for the West Reading and Western Berks Fire department fire police during the July 4th parade, as well as authorize Michele to compose and submit a letter to West Reading and Western Berks Fire departments to request fire police services for July 4th, all in favor, 5-0.

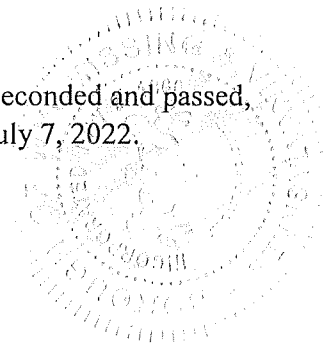
Council questioned Chief Hackman about the apparatus status. Chief Hackman noted that Ladder 79 and Engine 79 are both back in service. He also pointed out that fire apparatus now has an 18-24 month lead time. Fire personnel will form a committee to spec out a new piece of apparatus, and provide a cost estimate to Council for review. Council recommended the apparatus purchase take place in 36 months or more to allow the Borough to save funds for the purchase.

ECONOMIC DEVELOPMENT COMMITTEE: On motion duly made, seconded and passed, Council approved the Economic Development Committee report dated June 30, 2022.

Mayor Frederick Levering reviewed the report.

FINANCE & ADMINISTRATION COMMITTEE: On motion duly made, seconded and passed, Council approved the Finance and Administration Committee report dated July 7, 2022.

Councilmember Derr reviewed the report.



Councilmember Derr made a motion, seconded by Councilmember Stanko to approve the investment strategy to invest 1 million dollars for 90 days, 1 million dollars for 180 days, and 2 million dollars for 270 days, as prepared by Business Manager Phyllis Smith for the investment opportunities with the Pennsylvania Local Government Investment Trust (PLGIT), all in favor, 5-0.

Councilmember Derr made a motion, seconded by Councilmember Mogel to authorize the purchase of a combination of 12, 2-inch, 6-inch, and 8-inch Neptune commercial water meters from Rio Supply, Inc., for a cost of \$52,533.20, plus the additional expenses for the piping and couplings, for a total project amount not to exceed \$60,000. The project will utilize funds from the 2022 Water Main Replacement project, of which the 2022 Water Main Replacement project will be rebudgeted in 2023, all in favor, roll call vote, 5-0.

Councilmember Derr made a motion, seconded by Councilmember Mogel to approve the \$375 fuel surcharge from Smitty's Lawn and Landscaping, LLC, to be charged each time mowing services occur, until fuel prices decrease, all in favor, roll call vote, 5-0.

Councilmember Derr shared with Council that the wrong Green Light Go amount was shared with the Finance and Administration committee, of which a motion will be needed to amend the Finance and Administration committee meeting minutes.

Councilmember Derr made a motion, seconded by Councilmember Barnett to amend the July 7, 2022 Finance and Administration committee meeting minutes to reflect the recommendation to Council to award the GLG Program 2019 work to Telco Inc., in the amount of \$248,490.75, to be reimbursed to the Borough through grant funding, of which the Borough is responsible for grant match funding of \$105,096, all in favor, 5-0.

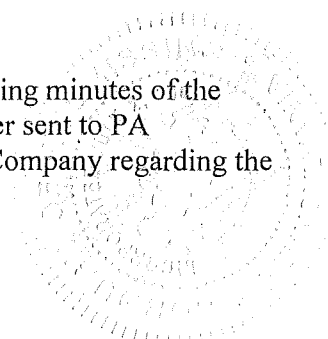
Councilmember Derr made a motion, seconded by Councilmember Barnett to award the GLG Program 2019 work to Telco Inc., in the amount of \$248,490.75, to be reimbursed to the Borough through grant funding, of which the Borough is responsible for grant match funding of \$105,096, all in favor, roll call vote, 5-0.

Councilmember Derr made a motion, seconded by Councilmember Mogel to approve utility payment processing to resume at Borough hall, and continue to use a third party vendor for printing and mailing services, with a start time contingent upon adequate staffing levels, all in favor, 5-0.

BOROUGH MANAGER'S REPORT: On motion duly made, seconded and passed, Council approved the Borough Manager's report dated July 12, 2022.

Borough Manager Michele Bare reviewed the report.

Borough Manager Bare indicated the Western Berks Water Authority meeting minutes of the June 13, 2022 meeting are in Council packets for review as well as the letter sent to PA American Water Company, and letter received from PA American Water Company regarding the PAWC requested rate hike through the PUC.



Borough Manager Bare shared with Council that there was an oversight by the Infrastructure committee to approve alternate items to the 2022 Street Project with the H&K Group, totaling \$23,990.80, bringing the total contract price to \$1,170,055.26

Councilmember Derr made a motion, seconded by Councilmember Barnett to approve adding alternate items to the 2022 Street Project with the H&K Group, totaling \$23,990.80, bringing the total contract price to \$1,170,055.26, all in favor, roll call vote, 5-0.

Borough Manager Bare shared with Council that Councilmember John Woodward submitted his resignation letter effective July 12, 2022.

Councilmember Mogel made a motion, seconded by Councilmember Stanko to accept the resignation letter submitted by Council President John C. Woodward, effective July 12, 2022, all in favor, 5-0.

Borough Manager Bare indicated that due to the resignation, the vacant Council position would need to be advertised per the Sunshine Act in a newspaper of general circulation.

Councilmember Stanko made a motion, seconded by Councilmember Mogel to authorize advertisement on July 17, 2022, of the open Council seat and for candidates interested in filling the position to submit letters of interest by July 29, 2022, to be reviewed by the First and Second Vice Presidents of Council, with a recommendation being made during the August 9, 2022 Council meeting, all in favor.

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

Treasurer Gregory Portner reviewed the report, noting that Borough finances are in good order at this point in the year.

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

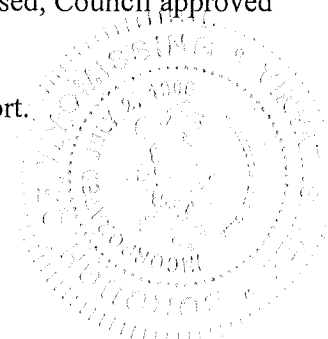
General Fund	\$ 501,292.32
Water Fund	109,058.66
Sewer Fund	68,494.99
Refuse Fund	69,335.73
Liquid Fuels Fund	<u>22,649.44</u>
	\$ 770,831.14

TAX COLLECTOR'S REPORT: On motion duly made, seconded and passed, Council approved the Tax Collector's report for the Month of June 2022.

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

OLD BUSINESS:

No old business to discuss.



NEW BUSINESS:

Councilmember Jenckes made a motion, seconded by Councilmember Mogel to amend the agenda to allow Councilmember Jenckes to read prepared comments regarding Council President Woodward's departure, all in favor, 5-0. – No public comment was provided.

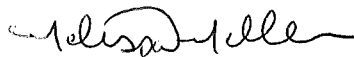
Councilmember Jenckes read his prepared comments, thanking Councilmember John Woodward for his service to the Borough, and extended his empathy to John and his family during this challenging time.

PUBLIC COMMENT (non-agenda items):

Gregory Portner, 35 Buckingham Drive questioned Council if the current Comcast contract is exclusive since he noticed Service Electric has inquired about providing services to the Borough. Borough Solicitor Christopher Hartman replied that the current cable franchise agreement is not exclusive, and Service Electric would also be responsible for paying a cable franchise agreement fee. He noted that a fee may not be implemented for internet services.

The Wyomissing Borough Council meeting adjourned at 8:05 p.m.

Respectfully Submitted,

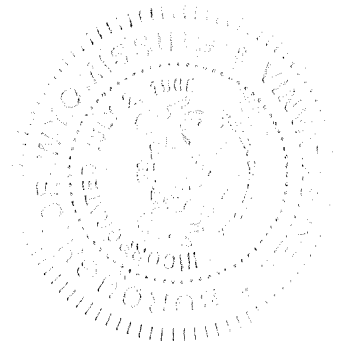


Melissa Miller
Borough Secretary

Approved by:



William S. Jenckes
First Vice President
Wyomissing Borough Council



For many years and in many capacities, John Woodward has admirably served the Borough of Wyomissing and we will never be able to thank him enough. Tonight, we reluctantly accept his resignation as President of Borough Council due to medical reasons. Our thoughts and prayers go out to John, Peggy, and their girls as they continue their fight for his health. We will keep all of them in all our thoughts and prayers.

-William Jenckes

