

BOROUGH OF WYOMISSING – COUNCIL MINUTES

NOVEMBER 8, 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 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 Engineer James McCarthy, 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 person was absent: Treasurer Gregory L. Portner.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

EXECUTIVE SESSION:

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

VISITORS:

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

PUBLIC COMMENTS (agenda items):

No public comments were provided.

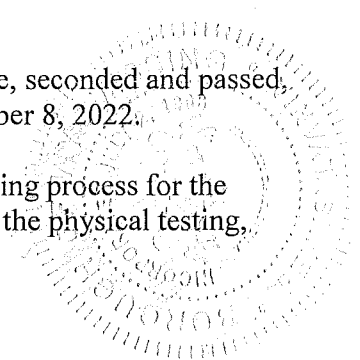
COUNCIL MINUTES: On motion duly made, seconded and passed, Council approved the minutes of the October 11, 2022 meeting.

CONSULTING ENGINEER'S REPORT: On motion duly made, seconded and passed, Council approved the Consulting Engineer's report dated November 8, 2022.

Borough Engineer Jim McCarthy had no further review of the report. Mayor Frederick Levering thanked those involved, for getting the Park Road bridge repainted.

POLICE DEPARTMENT & MAYOR'S REPORT: On motion duly made, seconded and passed, Council approved the Police Department & Mayor's report dated November 8, 2022.

Police Chief John Phillips reviewed the report. He also shared that the hiring process for the Police Officer Patrolperson position is underway. 23 people will undergo the physical testing.



and upon passing, will move to the interview process, and the background review process. The Civil Service Commission will meet on December 20, 2022 to certify the available Civil Service Police Officer Patrolperson candidate list.

FIRE CHIEF'S REPORT: On motion duly made, seconded and passed, Council approved the Fire Chief's report for October 2022.

Fire Chief Colin Hackman reviewed the report.

INFRASTRUCTURE COMMITTEE: On motion duly made, seconded and passed, Council approved the Infrastructure Committee report dated October 17, 2022.

Councilmember Brunner reviewed the report.

Councilmember Brunner made a motion, seconded by Councilmember Mogel to approve payment of Payment Application No. 3 in the amount of \$16,441.47 to Sewer Specialty Services for the sewer and rehabilitation and televising project, all in favor, roll call vote, 7-0.

Councilmember Brunner made a motion, seconded by Councilmember Barnett to approve payment of Payment Application No. 1 in the amount of \$60,840, to LB Construction Enterprises, Inc., for 50/50 Sidewalk Work, all in favor, roll call vote, 7-0.

Councilmember Brunner made a motion, seconded by Councilmember Barnett to approve Change Order No. 2, as a reduction in the amount of \$192,950.69 from the H&K Group, Inc., for the 2022 Street Work Project, bringing the final contract amount to \$1,121,155.19, all in favor, roll call vote, 7-0.

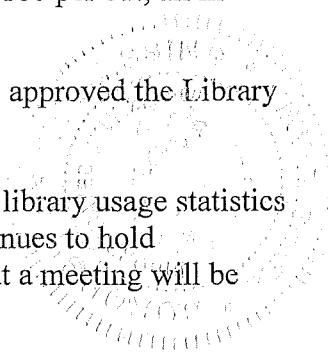
Councilmember Brunner made a motion, seconded by Councilmember Barnett to approve payment of Payment Application No. 4, in the amount of \$56,057.74 to the H&K Group, Inc., for the 2022 Street Work Project, all in favor, roll call vote, 7-0.

Councilmember Brunner made a motion, seconded by Councilmember Mogel to authorize the installation of a replacement 3'x5' sign, acknowledging Wyomissing School District athletic accomplishments, paid for at the expense of the school district, be permitted to be installed on Borough parkland property at a minimum encroachment outside of the public right-of-way, as part of a working relationship between the Borough and school district, all in favor, 7-0.

Councilmember Brunner made a motion, seconded by Councilmember Barnett to approve awarding the 2023 mowing contract to Smitty's Lawn Care at a cost of \$3,180 per cut, all in favor, roll call vote, 7-0.

LIBRARY BOARD: On motion duly made, seconded and passed, Council approved the Library Board report dated October 17, 2022.

Councilmember Barnett reviewed the report. She shared with Council that library usage statistics are slowly returning to pre-COVID levels, and shared that the library continues to hold fundraising events and activities to support the library. She lastly noted that a meeting will be



held among several library personnel and Borough Manager Michele Bare in regards to the library yearly budget request process.

Council President Jenckes also shared that longtime library and Police Department donor, Phil Wolfe passed away at the end of October 2022.

PERSONNEL COMMITTEE: On motion duly made, seconded and passed, Council approved the Personnel Committee report dated October 18, 2022.

Councilmember Mogel reviewed the report.

Councilmember Mogel made a motion, seconded by Councilmember Barnett to authorize advertisement for the Assistant Public Works Director position, with a hiring date of January 3, 2023 or later, all in favor, 7-0.

RECREATION BOARD: On motion duly made, seconded and passed, Council approved the Recreation Board report dated October 18, 2022.

Councilmember Barnett briefly explained that the Recreation Board continues to discuss the Memorial Day parade and after parade events, including a minor change to the parade route.

Recreation Director Pete Beck shared with Council that Spooky Hollow was well attended with approximately 800-900 people, and also noted that a Star Watch event was held, as well as two creek clean-up events. Upcoming events include Lighting of the Greens on December 3, 2022 from 3:00 pm-5:00 pm, and Fun Runs the first three Wednesdays in December beginning December 7, 2022.

REFUSE AND RECYCLING COMMITTEE: On motion duly made, seconded and passed, Council approved the Refuse and Recycling Committee report dated October 19, 2022.

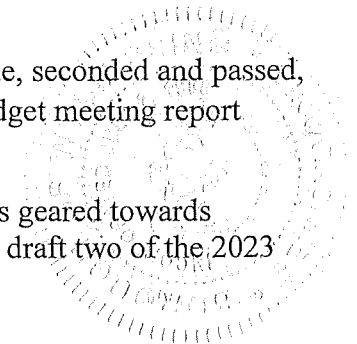
Councilmember Reeser reviewed the report.

Councilmember Reeser made a motion, seconded by Councilmember Mogel to authorize a notification in the form of an insert in the December utility bill in brightly colored paper, being sent out to notify residents of the change, all in favor, 7-0.

Councilmember Reeser made a motion, seconded by Councilmember Brunner to approve moving yard waste collections to Mondays and keeping recycling on Wednesdays, all in favor, 7-0.

FINANCE & ADMINISTRATION COMMITTEE: On motion duly made, seconded and passed, Council approved the Finance and Administration Committee special budget meeting report dated October 20, 2022.

Councilmember Derr reviewed the report. He shared that the meeting was geared towards reviewing department budget requests, and making recommendations for draft two of the 2023 budget.



ECONOMIC DEVELOPMENT COMMITTEE: On motion duly made, seconded and passed, Council approved the Economic Development Committee report dated October 27, 2022.

Mayor Frederick Levering reviewed the report. He shared that a majority of the meeting focused on a presentation by Kimberton Whole Foods, and Council President Jenckes indicated that in March 2023, Kimberton will donate proceeds from the bill round up program, to the Wyomissing Public Library.

FINANCE & ADMINISTRATION COMMITTEE: On motion duly made, seconded and passed, Council approved the Finance and Administration Committee special budget meeting report dated October 27, 2022.

Councilmember Derr reviewed the report. He shared that the meeting was geared towards making recommendations for draft three of the 2023 budget.

FIRE AND POLICE COMMITTEE: On motion duly made, seconded and passed, Council approved the Fire and Police Committee report dated October 31, 2022.

Council President Jenckes reviewed the report. He shared that discussion was had in regards to Ordinance No. 1428-2022, pertaining to large vehicle parking.

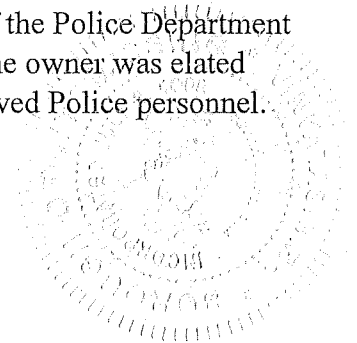
ORDINANCE NO. 1428-2022 -AN ORDINANCE OF THE BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA AMENDING THE WYOMISSING BOROUGH CODE OF ORDINANCES TO ESTABLISH ADDITIONAL RESTRICTION ON THE 48 HOUR PARKING ALLOWANCE FOR CERTAIN VEHICLES

Councilmember Jenckes made a motion, seconded by Councilmember Barnett to approve advertisement of Ordinance 1428-2022 as to establishing additional restriction on the 48 hour parking allowance for certain vehicles, all in favor, 7-0.

Councilmember Barnett made a motion, seconded by Councilmember Reeser to deny the request for relief from, or waiving the Police Department False Alarm fees for Berkshire Investment Group, all in favor, 5-0, Councilmember Jenckes and Councilmember Mogel abstained from the vote due to a conflict of interest.

Council President Jenckes made a motion, seconded by Councilmember Mogel to approve changing the November Fire and Police committee meeting date from Monday, November 28, 2022 to Tuesday, November 29, 2022 due to holiday traveling schedules, all in favor, 7-0.

Council President Jenckes also provided accolades to several members of the Police Department who assisted the owner of Van Scoy Jewelers during a recent incident. The owner was elated with the level of professional service and compassion shown by the involved Police personnel.



PARK AND SHADE TREE COMMISSION: On motion duly made, seconded and passed, Council approved the Park and Shade Tree Commission report dated November 2, 2022.

Councilmember Mogel reviewed the report.

Councilmember Mogel made a motion, seconded by Councilmember Derr to authorize archery hunters hunting on private property, to retrieve deer on Borough-owned property, once the deer is deceased, all in favor, 7-0.

FINANCE & ADMINISTRATION COMMITTEE: On motion duly made, seconded and passed, Council approved the Finance and Administration Committee report dated November 3, 2022.

Councilmember Derr reviewed the report.

Councilmember Derr made a motion, seconded by Councilmember Mogel to authorize early withdraw of the Tompkins CDs with the implied penalty, and reinvest funds in the PLGIT account, according to the worksheet provided by the Business Manager, all in favor, roll call vote, 6-0, Councilmember Brunner abstained from the vote due to a conflict of interest.

Councilmember Derr made a motion, seconded by Councilmember Stanko to authorize advertisement of the proposed 2023 budget, with no tax increase, but a proposed increase of water, sewer, and refuse rates, all in favor, 7-0.

Councilmember Derr made a motion, seconded by Councilmember Mogel to accept the bid of \$8,500 for the yield and mass study, as proposed by the Olsen Design Group, all in favor, roll call vote, 7-0.

Councilmember Derr made a motion, seconded by Councilmember Mogel to approve payment in the amount of \$80,000 to Wolfe Roofing for the fire station roof, all in favor, roll call vote, 7-0.

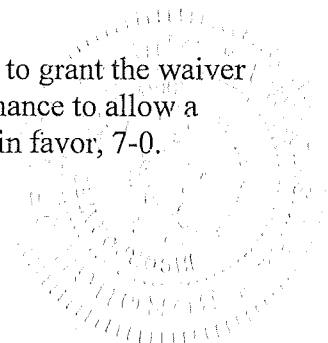
Councilmember Derr made a motion, seconded by Councilmember Mogel to contract with CivicPlus for website services beginning in 2023 for an initial cost of \$19,400, for design and hosting, with costs for subsequent years at \$4,500 per year for hosting, all in favor, roll call vote, 7-0.

Councilmember Derr made a motion, seconded by Councilmember Brunner to approve payment of \$4,000 to secure the fireworks contract for 2023, all in favor, roll call vote, 7-0.

PLANNING COMMISSION: On motion duly made, seconded and passed, Council approved the Planning Commission report dated November 7, 2022.

Councilmember Stanko reviewed the report.

Councilmember Stanko made a motion, seconded by Councilmember Derr to grant the waiver from Section 303 and 304 of the Subdivision and Land Development Ordinance to allow a preliminary/final plan combined submission for 1101 Woodland Road, all in favor, 7-0.



Councilmember Stanko made a motion, seconded by Councilmember Derr to grant the waiver from Section 403.1 and 404.1 from the Subdivision and Land Development Ordinance to allow a plan scale of 1" = 30' for 1101 Woodland Road, all in favor, 7-0.

Councilmember Stanko made a motion, seconded by Councilmember Brunner to grant the waiver from Section 403.1 and 404.1 from the Subdivision and Land Development Ordinance to allow the plans to be provided on a sheet size for consistency with standard size, consistent with architectural drawings for 1101 Woodland Road, all in favor, 7-0.

BOROUGH MANAGER'S REPORT: On motion duly made, seconded and passed, Council approved the Borough Manager's report dated November 8, 2022.

Councilmember Brunner made a motion, seconded by Councilmember Mogel to authorize Public Works Director Jim Babb to execute bill of sale paperwork to take ownership of a 2007 Giant Leaf Vac Loader being given to the Borough by West Reading Borough at no cost, all in favor, 7-0.

Councilmember Derr made a motion, seconded by Councilmember Brunner to authorize the sale of an unusable door being stored in the Goodman Barn, to a Borough employee, with payment being made to the Borough in the amount of \$200.00, all in favor, 7-0.

Councilmember Mogel made a motion, seconded by Councilmember Barnett to authorize the use of the provided utility billing insert verbiage, to be provided with fourth quarter utility bills, all in favor, 7-0.

Borough Manager Bare indicated the minutes from the October 17, 2022 Western Berks Water Authority board meeting were sent to Council for review, and reminded Council that Borough Hall will be closed on November 24th and 25th in observance of the Thanksgiving 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.

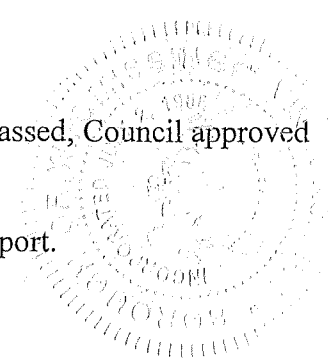
Due to Treasurer Gregory Portner's absence, there was no further review of the report.

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

General Fund	\$ 1,046,279.34
Water Fund	107,969.45
Sewer Fund	338,635.14
Refuse Fund	61,657.72
Liquid Fuels Fund	<u>22,558.45</u>
	\$ 1,577,100.10

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

Council President Jenckes made a motion, seconded by Councilmember Barnett to discuss street light and sign light outages along 222, all in favor, 7-0. No public comments were provided.

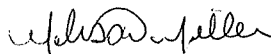
Council President Jenckes indicated there are multiple street light and sign light outages along 222, and was concerned that PennDOT was not providing proper maintenance. Upon discussion, Public Works Director Jim Babb indicated that a portion of the lights are Borough responsibility, and if there are defined locations, he can look into the matter. He further noted that light outages would not be spotted during the day by the Public Works crews.

PUBLIC COMMENT (non-agenda items):

Council acknowledged a local scout in attendance who was working towards a citizenship badge in the community.

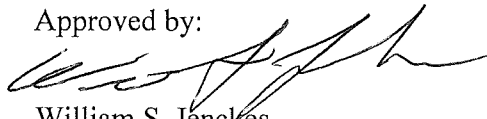
The Wyomissing Borough Council meeting adjourned at 8:23 p.m.

Respectfully Submitted,



Melissa Miller
Borough Secretary

Approved by:



William S. Jenckes
President, Wyomissing Borough Council

