

BOROUGH OF WYOMISSING – COUNCIL MINUTES

OCTOBER 11, 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, Public Works Director James V. Babb, Recreation Director Pete Beck, and Borough Secretary Melissa Miller. The following persons were absent: Treasurer Gregory L. Portner and Fire Chief Colin Hackman.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

EXECUTIVE SESSION:

Council President Jenckes announced an executive session was held before the meeting to discuss contractual issues.

VISITORS:

Jen Reimer – 19 Merrymount Road

PUBLIC COMMENTS (agenda items):

No public comments were provide.

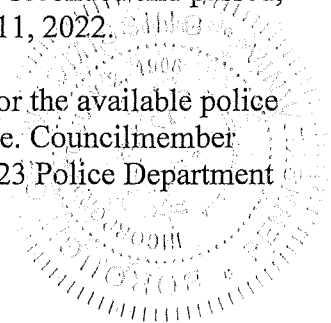
COUNCIL MINUTES: On motion duly made, seconded and passed, Council approved the minutes of September 13, 2022 meeting.

CONSULTING ENGINEER’S REPORT: On motion duly made, seconded and passed, Council approved the Consulting Engineer’s report dated October 11, 2022.

Borough Engineer Jim McCarthy had no further review of the report.

POLICE DEPARTMENT & MAYOR’S REPORT: On motion duly made, seconded and passed, Council approved the Police Department & Mayor’s report dated October 11, 2022.

Police Chief John Phillips reviewed the report. He also shared that hiring for the available police officer position is underway, and 13 applications have been received to date. Councilmember Derr commended Chief Phillips on the report he prepared regarding his 2023 Police Department budget requests.



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

Due to Fire Chief Colin Hackman’s absence, Council President Jenckes reviewed the report.

INFRASTRUCTURE COMMITTEE: On motion duly made, seconded and passed, Council approved the Infrastructure Committee report dated September 19, 2022.

Councilmember Brunner reviewed the report.

Councilmember Brunner made a motion, seconded by Councilmember Derr to approve payment of Payment Application No. 2 in the amount of \$62,201.43 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 Mogel to approve payment of Payment Application No. 3, in the amount of \$583,054.38 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 ratify the prior motion from the September 19, 2022 Infrastructure committee meeting to approve the Huyett House lease renewal to Emily Hannon, in the amount of \$1,600 per month, and to work on a real estate rental appraisal, all in favor, 7-0.

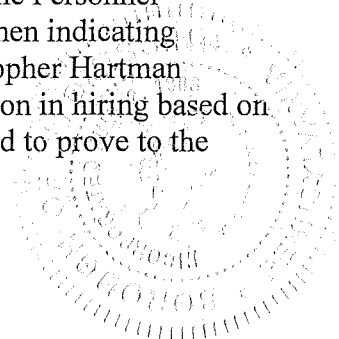
LIBRARY BOARD: On motion duly made, seconded and passed, Council approved the Library Board report dated September 19, 2022.

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 has considered having a computer print center of which patrons would pay for printing services. She also shared that the library continues to hold fundraising events and activities to support the library. Lastly, there was concern of several routine maintenance items that need to be addressed at the library, and the library is working with the Borough on those items.

PERSONNEL COMMITTEE: On motion duly made, seconded and passed, Council approved the Personnel Committee report dated September 20, 2022.

Councilmember Mogel reviewed the report.

There was a concern that each job description presented to Council under the Personnel committee report, included language that allows for too much flexibility when indicating “equivalent experience” in the education section. Borough Solicitor Christopher Hartman indicated the language in the description allows the Borough to use discretion in hiring based on equivalent education and work experience, of which a candidate would need to prove to the Borough.



Councilmember Mogel made a motion, seconded by Councilmember Stanko to approve the revised Recreation Director job description. All committee suggested changes have been made by Borough Manager Michele Bare, all in favor, 7-0.

Councilmember Mogel made a motion, seconded by Councilmember Derr to approve the new Assistant Public Works Director job description. All committee suggested changes have been made by Borough Manager Michele Bare, all in favor, 7-0.

Councilmember Mogel made a motion, seconded by Councilmember Stanko to approve the revised Public Works Director job description. All committee suggested changes have been made by Borough Manager Michele Bare, all in favor, 7-0.

RECREATION BOARD: On motion duly made, seconded and passed, Council approved the Recreation Board report dated September 20, 2022.

Recreation Director Pete Beck shared with Council that Spooky Hollow will be held on October 15, 2022 from 5:00 pm- 7:00 pm. He also shared that rental fees have been reviewed, and will be increased in 2023 to align with fees from other municipalities. There was also discussion at the Recreation Board meeting to eliminate the Memorial Day parade due to the lack of parade participation and route attendance, and potentially replace the event with a community picnic or block party. There will be further discussion during the October Recreation Board meeting. Council suggested the Board consider changing the parade route to be more accommodating for the parade participants so they do not have the large hill to climb, of which a route change would also be more accommodating for parade attendees in regards to more areas to park. Lastly, Pete shared that the Board will be discussing options for the basketball courts due to the increase in complaints regarding foul language, excessive noise, and littering.

FIRE AND POLICE COMMITTEE: On motion duly made, seconded and passed, Council approved the Fire and Police Committee report dated September 26, 2022.

Council President Jenckes reviewed the report.

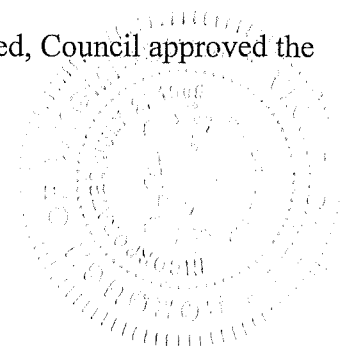
Councilmember Jenckes made a motion, seconded by Councilmember Mogel to approve the handicapped parking space request for 1540 Penn Avenue, all in favor, 7-0.

Councilmember Jenckes made a motion, seconded by Councilmember Derr to approve the handicapped parking space request for 1110 Fairview Avenue, all in favor, 7-0.

Councilmember Jenckes made a motion, seconded by Councilmember Derr to approve waiving the Police Department application fee for hiring, to assist with increasing the candidate pool, all in favor, 7-0.

PLANNING COMMISSION: On motion duly made, seconded and passed, Council approved the Planning Commission report dated October 3, 2022.

Councilmember Barnett reviewed the report.



Councilmember Mogel made a motion, seconded by Councilmember Derr to grant 19 State Hill Road conditional final plan approval, contingent upon completion of all review comments in the McCarthy Engineering review letter dated August 25, 2022, all in favor, 7-0.

FINANCE & ADMINISTRATION COMMITTEE: On motion duly made, seconded and passed, Council approved the Finance and Administration Committee report dated October 6, 2022.

Councilmember Derr reviewed the report.

Councilmember Derr made a motion, seconded by Councilmember Mogel to authorize the Business Manager to reinvest the maturity value for another 90-day term into the PLGIT account, all in favor, 7-0.

Councilmember Derr made a motion, seconded by Councilmember Mogel to authorize the Business Manager to move forward with applying the Pension State Aid of \$440,338 to the Borough's pension plan, based on the number of certified units in each plan as outlined in the prepared worksheet, all in favor, roll call vote, 7-0.

RESOLUTION NO. 2022 -23 -A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA IMPLEMENTING ACT 57 OF 2022 PROPERTY TAX PENALTY WAIVER PROVISIONS

Councilmember Derr made a motion, seconded by Councilmember Barnett to accept Resolution No. 2022-23 as to the implementation of Act 57 for property tax penalty and waiver provisions, all in favor, 7-0.

Councilmember Derr made a motion, seconded by Councilmember Mogel to authorize an increase for the Refuse, Recycling, and Yard Waste fee to \$112.50 quarterly, or \$450 annually, effective January 1, 2023, all in favor, 7-0.

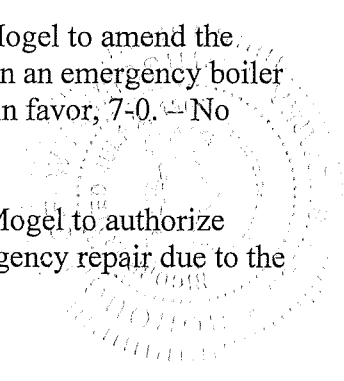
BOROUGH MANAGER'S REPORT: On motion duly made, seconded and passed, Council approved the Borough Manager's report dated October 11, 2022.

Borough Manager Michele Bare reviewed the report.

The Western Berks Water Authority meeting minutes from the September 12, 2022 meeting, are in the Council packets for review, as well as the Joint Municipal Authority meeting minutes from the August 8, 2022 meeting.

Councilmember Jenckes made a motion, seconded by Councilmember Mogel to amend the agenda to discuss a data security breach, and to discuss and take action on an emergency boiler repair for the fire station, and payment on the library HVAC project, all in favor, 7-0. --No public comments were provided.

Councilmember Brunner made a motion, seconded by Councilmember Mogel to authorize spending up to \$75,000 for the boiler repair at the fire station as an emergency repair due to the



safety concern with the carbon monoxide emission, all in favor, roll call vote, 7-0.

Councilmember Brunner made a motion, seconded by Councilmember Mogel to approve payment to McClosky Mechanical in the amount of \$17,400 for the budgeted library HVAC repair, all in favor, roll call vote, 7-0.

Borough Manager Bare also shared with Council that on May 22, 2022 there was a data breach incident that was immediately reported to the Borough's information technology company and insurance carrier. A specialty forensic team was assigned to conduct an investigation, which was thoroughly reviewed by special legal counsel. The Borough is following all state and federal laws for notification requirements to impacted individuals. Direct mail letters are being sent to all individuals with known addresses and substitute notices will be provided in the Philadelphia Inquirer and on the website tomorrow, October 12, 2022.

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	\$ 938,849.09
Water Fund	135,382.97
Sewer Fund	172,011.72
Refuse Fund	69,214.02
Liquid Fuels Fund	<u>38,898.84</u>
	\$ 1,354,356.64

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

Due to the Tax Collector's absence, Councilmember Derr reported that to date, the outstanding tax collections are 3.18% or \$144,000, and noted this number appears to be on track from prior years.

OLD BUSINESS:

No old business to discuss.

NEW BUSINESS:

No new business to discuss.

PUBLIC COMMENT (non-agenda items):

No public comments were provided.



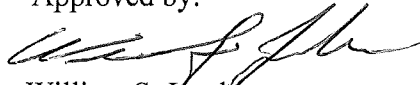
The Wyomissing Borough Council meeting adjourned at 8:13 p.m.

Respectfully Submitted,



Melissa Miller
Borough Secretary

Approved by:



William S. Jenckes
President, Wyomissing Borough Council

