

BOROUGH OF WYOMISSING – COUNCIL MINUTES

AUGUST 9, 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, Ronald C. Stanko, and David L. Reeser; Mayor Frederick C. Levering, Borough Solicitor representative George M. Lutz, 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 persons were absent: Councilmember Stephen D. Brunner and Treasurer Gregory L. Portner.

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 matters.

VISITORS:

Jen Reimer – 19 Merrymount Road
Barbara Reeser – 1110 Fairview Avenue
Adrian Jadic – 48 Cardinal Road

NOMINATION AND ELECTION OF COUNCIL PRESIDENT:

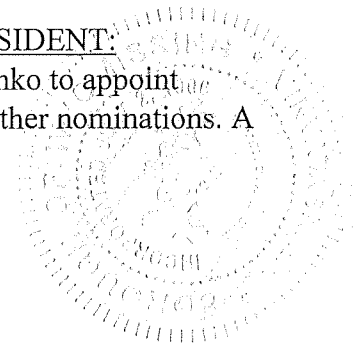
Councilmember Mogel made a motion, seconded by Councilmember Derr to appoint Councilmember Jenckes as Council President. There were no other nominations. A vote was taken and Councilmember Jenckes was unanimously elected, 6-0.

NOMINATION AND ELECTION OF COUNCIL FIRST VICE PRESIDENT:

Council President Jenckes made a motion, seconded by Councilmember Barnett to appoint Councilmember Brunner as Council First Vice President. There were no other nominations. A vote was taken and Councilmember Brunner was unanimously elected, 6-0.

NOMINATION AND ELECTION OF COUNCIL SECOND VICE PRESIDENT:

Councilmember Mogel made a motion, seconded by Councilmember Stanko to appoint Councilmember Derr as Council Second Vice President. There were no other nominations. A vote was taken and Councilmember Derr was unanimously elected, 6-0.



PUBLIC COMMENTS (agenda items):

Jen Reimer, 19 Merrymount Road congratulated David Reeser on his new appointment to Council. She expressed her concern and disappointment that emailed public comments were not permitted to be read during the August 5, 2022 special Council meeting, unless the person submitting comments was present at the meeting. She also requested more transparency, and provided the example of having committee reports/meeting minutes available on the website after they are approved. She suggested that since space is limited on the website, to remove the Zoom meeting links that direct viewers to the committee and Council meetings that were held during COVID-19.

Adrian Jadic, 48 Cardinal Road disagreed with Jen Reimer as to removing the Zoom links. He feels this would detract from the purpose of transparency, and noted that the links are only links, the videos are not housed on the Borough's website, they are housed on Google Drive. He was also in favor of more transparency on the website.

Mr. Jadic also expressed his objection that a second public comment session was on the agenda during the August 5, 2022 special Council meeting, however, the public comment period never occurred. When questioned, he was told there were no other items on the agenda to discuss. Borough Solicitor representative George Lutz recommended that since the meeting was held just two business days ago, Mr. Jadic would be permitted to make his comments now. In response, Mr. Jadic noted his disappointment that the same group of people are making decisions in the Borough, and the Borough should consider accepting opinions and different ideas that are not that of Council.

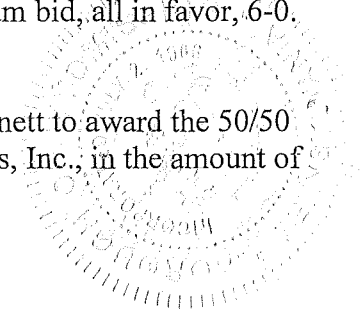
COUNCIL MINUTES: On motion duly made, seconded and passed, Council approved the minutes of the meeting of July 12, 2022 and the special Council meeting of August 5, 2022.

CONSULTING ENGINEER'S REPORT: On motion duly made, seconded and passed, Council approved the Consulting Engineer's report dated August 9, 2022.

Borough Engineer Jim McCarthy shared with Council that he had no further items to discuss on his report other than the request to award the 50/50 sidewalk work to the lowest qualified bidder, LB Construction Enterprises, Inc., in the amount of \$116,417. He noted that add-alternates in the amount of \$46,400 for ADA ramps and crosswalks will be discussed at the August Infrastructure committee meeting, but are not part of the base bid that he is suggesting for approval during this Council meeting.

Council President Jenckes made a motion, seconded by Councilmember Mogel to amend the agenda to discuss and take action on approving the 50/50 sidewalk program bid, all in favor, 6-0.
– No public comment was provided.

Councilmember Mogel made a motion, seconded by Councilmember Barnett to award the 50/50 sidewalk work to the lowest qualified bidder, LB Construction Enterprises, Inc., in the amount of \$116,417, all in favor, roll call vote, 6-0.



POLICE DEPARTMENT & MAYOR'S REPORT: On motion duly made, seconded and passed, Council approved the Police Department & Mayor's report dated August 9, 2022.

Mayor Frederick Levering shared with Council, a follow up to an article regarding two road work projects slated for the Borough, including the widening and safety enhancements for State Hill Road, as well as the addition of a ramp from Route 222 to Route 422 to aide in the merging of traffic.

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 July 2022.

Fire Chief Colin Hackman reviewed the report.

INFRASTRUCTURE COMMITTEE: On motion duly made, seconded and passed, Council approved the Infrastructure Committee report dated July 18, 2022.

Councilmember Derr reviewed the report.

Councilmember Derr made a motion, seconded by Councilmember Mogel to authorize payment of Payment Application No. 1, in the amount of \$209,414.19 to the H&K Group, Inc., for the 2022 Street Work Project, all in favor, roll call vote, 6-0.

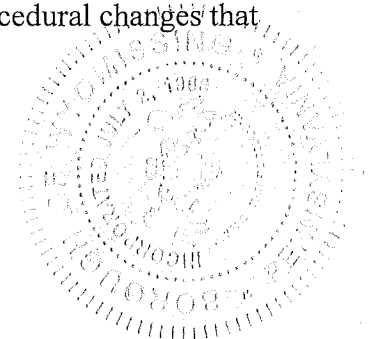
Councilmember Derr made a motion, seconded by Councilmember Stanko to deny moving forward with the crosswalk installation across South Park Road at Park Side Drive North due to the current ramps not aligning to accommodate a crosswalk, and the concern of public safety at the intersection, all in favor, 6-0.

PERSONNEL COMMITTEE: On motion duly made, seconded and passed, Council approved the Personnel Committee report dated July 19, 2022.

Councilmember Mogel reviewed the report.

RECREATION BOARD: On motion duly made, seconded and passed, Council approved the Recreation Board report dated July 19, 2022.

Recreation Director Peter Beck reviewed the report. Both Councilmember Barnett and Peter Beck briefly spoke about facility rentals in regards to rental rates and procedural changes that will be presented to the Recreation Board.



REFUSE AND RECYCLING COMMITTEE: On motion duly made, seconded and passed, Council approved the Refuse and Recycling committee report dated July 20, 2022.

Councilmember Barnett reviewed the report.

Councilmember Barnett shared with Council that the committee reviewed the refuse and recycling bid documents, and the documents are now out to bid. Bids will close on August 26, 2022, and will be opened the same day. A special meeting of the Refuse and Recycling committee will be held on September 7, 2022 to consider the received bids. She mentioned that the haulers asked the Borough to consider using the large tote bins, however the committee noted that the bins are too large, will cost the Borough and residents more money, and will provide more benefit to the trash haulers as only one person is needed to operate the automated collection truck.

ECONOMIC DEVELOPMENT COMMITTEE: On motion duly made, seconded and passed, Council approved the Economic Development committee report dated July 21, 2022.

Mayor Frederick Levering reviewed the report.

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.

Council President Jenckes made a motion, seconded by Councilmember Mogel to approve the Lauren's Foundation Fitzzy's 5K event for October 30, 2022, all in favor, 6-0.

Councilmember Mogel made a motion, seconded by Councilmember Barnett to authorize the removal of posted handicapped parking spaces at 1522 Delaware Avenue and 1036 Terrace Avenue due to status changes of the original requestors, all in favor, 6-0.

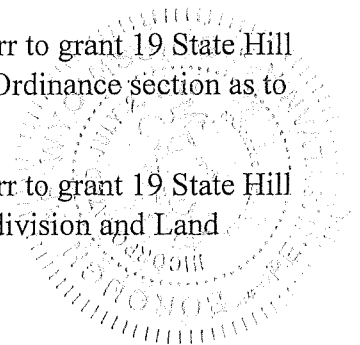
Councilmember Mogel made a motion, seconded by Councilmember Reeser to approve the Friends of Reading Hospital annual ½ marathon/5K fundraising event scheduled for October 16, 2022, all in favor, 6-0.

Council President Jenckes made a motion, seconded by Councilmember Barnett to authorize the extension of the contractual light duty provision for SLB32, of the 6 months plus up to an additional 90 days from July 7, 2022, all in favor, 6-0.

PLANNING COMMISSION: On motion duly made, seconded and passed, Council approved the Planning Commission report dated August 1, 2022.

Councilmember Stanko made a motion, seconded by Councilmember Derr to grant 19 State Hill Road the waiver from section 310.c.6.ii of the Stormwater Management Ordinance section as to storm sewers having a minimum 15-inch diameter, all in favor, 6-0.

Councilmember Stanko made a motion, seconded by Councilmember Derr to grant 19 State Hill Road the waivers from section 403.1.p(7) and section 404.1.x of the Subdivision and Land



Development Ordinance as to providing the size and materials of all proposed water supply and sanitary sewer connections, including all necessary details as well as the location, size, material pipe length and invert elevation for all sanitary and storm sewers, contingent upon the applicant working with the Borough's Public Works Director to retrieve existing "as built" information pertaining to sewer, water, and storm sewer facilities in the State Hill Road area, and denote those on the applicant's plans as part of the plan approval process, all in favor, 6-0.

Councilmember Stanko made a motion, seconded by Councilmember Mogel to approve the 90-day extension letter effective until November 7, 2022, received for 19 State Hill Road, for the Borough of Wyomissing Planning Commission to take action on the submitted plans, all in favor, 6-0.

Councilmember Stanko made a motion, seconded by Councilmember Mogel to approve rescheduling the Planning Commission meeting to September 6, 2022 at 10:30 a.m., all in favor, 6-0.

PARK AND SHADE TREE COMMISSION: On motion duly made, seconded and passed, Council approved the Park and Shade Tree Commission report dated August 3, 2022.

Councilmember Mogel reviewed the report.

Councilmember Mogel shared with Council the request of the Park and Shade Tree Commission, to begin the request for proposal and bid process as the first step of implementing a Forest Stewardship Program for the Borough parklands. The bid process enables the Borough to seek consultants to perform a study in the parklands and develop a plan of action for parkland improvements and maintenance. The approximate cost to complete the study is \$20,000, of which Council noted the request to spend \$20,000 should be included on the impending 2023 budget request sheets. Council was not opposed to having Borough Manager Michele Bare begin working on the request for proposal at this time.

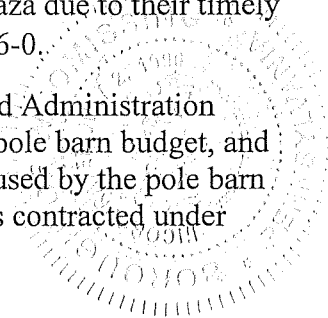
Councilmember Mogel made a motion, seconded by Council President Jenckes to table budgeting \$20,000 for a parkland study in 2023 at this time, and discuss the request further when 2023 budget preparation discussions begin, all in favor, 6-0.

FINANCE & ADMINISTRATION COMMITTEE: On motion duly made, seconded and passed, Council approved the Finance and Administration Committee report dated August 4, 2022.

Councilmember Derr reviewed the report.

Councilmember Derr made a motion, seconded by Councilmember Mogel to approve waiving the \$2,300 penalty fee on the water and sewer utility account for 4 Park Plaza due to their timely request to dispute a recent water and sewer bill, all in favor, roll call vote, 6-0.

Councilmember Derr reminded Council that during the August Finance and Administration committee, there was discussion pertaining to adding more funding to the pole barn budget, and discussion pertaining to using a different electrical contractor than who is used by the pole barn company. The question arose that since the pole barn was not bid, as it was contracted under



COSTARS, if the Borough's selected contractor could be used. Since the meeting, it was determined the Borough's selected contractor may be used.

Councilmember Derr made a motion, seconded by Councilmember Stanko to approve an increase to the Parks department pole barn project budget up to \$25,000 for plumbing, HVAC, stormwater management, and to account for inflation costs, all in favor, 6-0.

BOROUGH MANAGER'S REPORT: On motion duly made, seconded and passed, Council approved the Borough Manager's report dated August 9, 2022.

Borough Manager Michele Bare reviewed the report.

Borough Manager Bare indicated the Western Berks Water Authority meeting minutes were not received this month, but will be in the next Council packet if received.

Borough Manager Michele Bare shared that a candidate has been selected for the administrative assistant position, of which a motion is needed to send a conditional offer of employment letter, including a background check, drug screening and a ninety day probation period.

Councilmember Mogel made a motion, seconded by Councilmember Derr to authorize Borough Manager Michele Bare to send a conditional offer of employment letter, including a background check, drug screening and a ninety day probation period, to a candidate for an administrative assistant position, all in favor, 6-0.

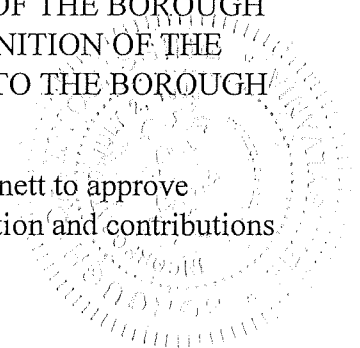
RESOLUTION NO. 2022-21- A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA APPROVING THE DESTRUCTION OF CERTAIN ADMINISTRATIVE AND LEGAL RECORDS INCLUDING: Right to Know Requests-2019 and prior for which all appeals have been resolved or exhausted including all written requests, information submitted with the requests, related communications, and responses and Real Estate Settlement Utility Certification Requests and Fulfillment- 2019 and prior

Councilmember Mogel made a motion, seconded by Councilmember Derr to amend Resolution No. 2022-21 to replace the word "disposition" in the originally prepared Resolution, with the word "destruction", all in favor, 6-0.

Councilmember Mogel made a motion, seconded by Councilmember Barnett to accept Resolution No. 2022-21 as to records destruction of certain administrative and legal records, all in favor, 6-0.

RESOLUTION NO. 2022-22- A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA IN RECOGNITION OF THE DEDICATION AND CONTRIBUTIONS OF JOHN C. WOODWARD TO THE BOROUGH OF WYOMISSING

Councilmember Mogel made a motion, seconded by Councilmember Barnett to approve Resolution No. 2022-22 as to recognizing John Woodward for his dedication and contributions to the Borough of Wyomissing, all in favor, 6-0.



Borough Manager Michele Bare reminded Council that Borough Hall will be closed on Monday, September 5, 2022, in observance of Labor Day

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 | \$ 482,922.42 |
| Water Fund | 91,772.02 |
| Sewer Fund | 174,615.02 |
| Refuse Fund | 68,575.75 |
| Liquid Fuels Fund | <u>22,496.22</u> |
| | \$ 840,381.43 |

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

No new business to discuss.

PUBLIC COMMENT (non-agenda items):

No public comments were provided.

The Wyomissing Borough Council meeting adjourned at 8:31 p.m.

Respectfully Submitted,



Melissa Miller
Borough Secretary

Approved by:



Keith L. Derr
2nd Vice President, Wyomissing Borough Council

