

AGENDA
WYOMISSING BOROUGH COUNCIL
Tuesday, November 9, 2021 – 7:00 P.M.

1. Call to order
2. Pledge of Allegiance
3. Roll Call
4. Public Comment –All public comments shall be related to the subject matter jurisdiction of the Borough Council, and shall be limited to matters of official action, or deliberations that are, or may come before the Borough Council (agenda items).
5. Councilmember Woodward made a motion, seconded by Councilmember Brunner to amend the agenda to discuss the Borough Manager position, all in favor, 6-0. No public comment was provided.
6. Council Minutes –October 12, 2021
 - i. Motion is needed to approve, deny, or amend the Council Minutes
7. Consulting Engineer’s Report
 - i. Review Borough Engineer activity during the month of October
 - ii. Motion is needed to approve, deny, or amend the Engineer’s Report
8. Police Chief & Mayor’s Report
 - i. Review the Police activity during the month of October
 - ii. Motion is needed to approve, deny, or amend the Police Chief & Mayor’s Report
9. Fire Commissioner’s Report
 - i. Review the Fire activity during the month of October
 - ii. Motion is needed to approve, deny, or amend the Fire Commissioner’s Report
10. Committee Reports:
 - a. Library Board – October 18, 2021
 - i. Review the Library Board report
 - ii. Motion is needed to approve, deny, or amend the Library Board report
 - b. Recreation Board Meeting – October 19, 2021
 - i. Review the Recreation Board report

- ii. A motion is needed to table, approve, or deny authorizing the proposed 2022 Recreation Fee increases as follows; raising adult exercise classes by \$25, tennis lessons by \$5 in each tier, playground fees by \$50 for the first two children, and \$40 for each child after, increase pool membership rates by \$50 for each tier, as well as an increase of \$50 for the group swimming lessons for both pool members and non-pool members. Upon further discussion, the Board also suggested increasing the guest pass booklet to \$80, swimnastics by \$25 for both pool members and non-pool members, increase twilight swim rates to \$6, and the daily rates for residents to \$10, and \$12 for guests
 - iii. A motion is needed to table, approve, or deny authorizing the proposed 2022 summer staff wage increase to \$8.75 per hour for playground staff, front desk staff, snack bar staff and lifeguards. Returning staff for two or more years will start at \$12.00 per hour. Assistant pool managers and playground supervisors will start at \$14.50 per hour, with pool managers and playground coordinators starting at \$17.00 per hour
 - iv. A motion is needed to table, approve, or deny authorizing the resumption of discounted amusement ticket sales for 2022
 - ii. A motion is needed to table, approve, or deny authorizing the resumption of the adult exercise program in early 2022. The operation of the program on a monthly basis will be contingent upon the monthly enrollment number being four or more participants to ensure the program meets or exceeds the breakeven dollar amount
 - iii. A motion is needed to table, approve, or deny authorizing the addition of a Holiday Lights Run in old Wyomissing, the Hills, and Berkshire Heights sections of the Borough, to the schedule of Recreation activities for 2021
 - iv. A motion is needed to approve, deny, or amend the Recreation Board report
- c. Refuse & Recycling Committee –October 20, 2021
 - i. Review the Refuse & Recycling committee report
 - ii. A motion is needed to approve, deny, or amend the Refuse & Recycling Committee report
- d. Finance & Administration Committee: Budget Meeting – October 21, 2021
 - i. Review the Finance & Administration committee report
 - ii. A motion is needed to approve, deny, or amend the Finance & Administration Committee report
- e. Fire and Police Committee –October 25, 2021
 - i. Review the Fire and Police committee report

- ii. A motion is needed to table, approve, or deny authorizing the installation of a “No Outlet” sign on Timberline Drive
 - iii. A motion is needed to table, approve, or deny authorizing the handicapped parking space request at 944 Penn Avenue
 - iv. A motion is needed to table, approve, or deny authorizing the Turkey Trot 5K
 - v. A motion is needed to table, approve, or deny authorizing the 2023 Animal Rescue League contract in the amount of \$11,144, and authorize the Borough Manager to execute the contract
 - vi. Motion is needed to approve, deny, or amend the Fire and Police committee report
- f. Infrastructure Committee – October 25, 2021
- i. Review the Infrastructure committee report
 - ii. A motion is needed to table, approve, or deny authorizing payment of Payment Application No. 2 in the amount of \$77,618.95 for 2021 Sanitary Sewer Rehabilitation & Televising, to Sewer Specialty Services Company, Inc.
 - iii. A motion is needed to table, approve, or deny authorizing payment of Payment Application No. 2 in the amount of \$23,957.10 for 50/50 Sidewalk Repair work, Affordable Paving and Excavating, LLC
 - iv. A motion is needed to table, approve, or deny authorizing the rejection of all bids received for the Public Works Facility project
 - v. A motion is needed to table, approve, or deny authorizing the removal of the degrading pin oak trees, and replace them with trees suitable for the area, as decided by Borough administration and shared with Council
 - vi. A motion is needed to table, approve, or deny accepting McClosky Mechanical, Inc. as the lowest qualified bidder at \$48,017.68 for the Library HVAC work, contingent upon satisfactory reference checks
 - vii. A motion is needed to table, approve, or deny authorizing immediate enforcement actions as outlined in the Borough Ordinance, upon approval of this motion, of all signage including political signs placed on Borough owned properties and right-of-ways, as well as prepare letters to political parties in regards to the strict enforcement of the Borough Ordinance

- viii. A motion is needed to approve, deny, or amend the Infrastructure committee report

- g. Personnel Committee – October 26, 2021
 - i. Review the Personnel committee report

 - ii. A motion is needed to table, approve, or deny authorizing the salary market adjustment for the Assistant Borough Manager, and authorize the Borough Manager to complete the personnel action

 - iii. A motion is needed to table, approve, or deny authorizing the hire of the temporary Business Office assistant as a part-time Borough employee, and authorize the Borough Manager to pay the final recruitment fee for Office Team temporary employment services and discontinue their services

 - iv. A motion is needed to approve, deny, or amend the Personnel committee report

- h. Park & Shade Tree Commission –October 27, 2021
 - i. Review the Park & Shade Tree Commission report

 - ii. A motion is needed to table, approve, or deny authorizing the proposal by New Castle Landscaping for \$14,500 for the Wyomissing Hills Veteran’s Memorial and ADA pathway access repairs, with the understanding that a portion, or all of the project may potentially be donated to the Borough

 - iii. A motion is needed to table, approve, or deny authorizing the removal of the pin oak trees due to the health of the trees and poor soil, and plant new tree species to be decided by Borough administration and Tree department staff and shared with Council

 - iv. A motion is needed to approve, deny, or amend the Park & Shade Tree Commission report

- i. Economic Development Committee –October 28, 2021
 - i. Review the Economic Development committee report

 - ii. A motion is needed to approve, deny, or amend the Economic Development report

- j. Finance & Administration Committee: Budget Meeting – October 29, 2021
 - i. Review the Finance & Administration committee report

- ii. A motion is needed to approve, deny, or amend the Finance & Administration Committee report
-
- k. Planning Commission – November 1, 2021
 - i. Review the Planning Commission report
 - ii. A motion is needed to table, approve, or deny granting conditional final plan approval subject to all review comments in McCarthy Engineering’s review letter dated October 14, 2021
 - ii. A motion is needed to approve, deny, or amend the Planning Commission report
-
- l. Finance & Administration Committee – November 4, 2021
 - i. Review the Finance & Administration committee report
 - ii. A motion is needed to approve or deny advertisement of the 2022 proposed budget, with the inclusion of the \$50,000 towards 2022 sewer work
 - iii. A motion is needed to approve or deny advertisement of the amended 2022 meetings dates
 - iv. A motion is needed to approve or deny approving Resolution No. 2021-22 as to revising and updating the Borough’s fee schedule
 - v. A motion is needed to approve or deny accepting the FEMA grant expenditure of \$14,054 towards applicable items as outlined in the FEMA grant guidelines, of which \$12,776 is reimbursable, with the balance of \$1,278 being the Borough’s 10% match obligation
 - vi. A motion is needed to approve or deny accepting tranche 1 of the American Recovery Plan received in 2021 in the amount of \$556,579, to be applied towards 2020 lost revenue
 - vii. A motion is needed to approve or deny the change order received and signed by Kautter & Kelley Architects and Dolan Construction, to move the Borough Hall renovation project to 2023
 - viii. A motion is needed to table, approve, or deny the billboard lease with Oaktree Outdoor Advertising
 - ii. Motion is needed to approve, deny, or amend the Finance & Administration committee report

11. Borough Manager's Report

- i. Review the Borough Manager's Report
- ii. Joint Municipal Authority meeting minutes of September 13, 2021 are in your packets for review.
- iii. Western Berks Water Authority meeting minutes of October 18, 2021 are in your packets for review.
- iv. Please find in your packet, correspondence sent to Penn Dot regarding Painting of the Park Road Bridge as well as support from Senator Judy Schwank by email on November 1, 2021.
- v. Find in your packet, correspondence from the Berks County Commissioners in regards to a vacancy on the Reading Area Transportation Study Coordinating Committee. The deadline for submissions is December 10, 2021.
- vi. Respectfully request approval of the Police Collective Bargaining, January 1, 2022 through December 31, 2024.
- vii. Respectfully request approval for Fire Line Equipment to broker the sale of the Fire Department 2013 Seagrave Aerialscope once the Diesel Exhaust Sensor is replaced. The Solicitor has reviewed the listing agreement.
- viii. Trees at 1501 and 1437 Cleveland Ave have been removed.
- ix. The Borough has been registered to participate in the National Opioid Settlement through the Attorney General's Office. Awaiting instructions on next steps.
- x. The Borough Website is continuously updated with the latest Borough information as well as a link to COVID 19 Vaccination Information.
- xi. A motion is needed to approve, deny, or amend the Borough Manager's Report

12. Treasurer's Statement of Operation- General Fund, Bureau of Water, Sewer Fund, Highway Aid, Refuse/Recycling Fund, Road Tax Fund

- i. Review the Financial activity during the month of October
- ii. A motion to approve, deny, or amend the Treasurer's Statement of Operation Report

13. Accounts Payable- General Fund, Bureau of Water, Sewer Fund, Refuse/Recycling Fund

- i. Review the Accounts Payable activity during the month of October
- ii. A motion to approve, deny, or amend the Accounts Payable Report

14. Tax Collector's Report

- i. Review the Tax Collector's activity during the month of October
 - ii. A motion to approve, deny, or amend the Tax Collector's Report
- 15. Old Business- Any agenda items being proposed for discussion that are not listed under the "Old Business" section, must have a motion made to add the item to the agenda to be further discussed and action taken if needed.
- 16. New Business- Any agenda items being proposed for discussion that are not listed under the "New Business" section, must have a motion made to add the item to the agenda to be further discussed and action taken if needed.
- 17. Public Comment – All public comments shall be related to the subject matter jurisdiction of the Borough Council and shall be limited to matters of public concern (non-agenda items) that are, or may come, before the Borough Council