

**BOROUGH OF WEST READING
BOROUGH COUNCIL MEETING**

February 18, 2025 – 7:00 p.m.

West Reading Borough Council held its regular monthly meeting at Borough Hall on Tuesday, February 18, 2025 with the following persons present: Council President Ryan Lineaweaver; Council Vice President Philip Wert; Council Pro-Tem Patrick Kaag; Council Members Denise Drobnick, Zachary Shaver, Zanna Leiendecker, and Bethany Bower; Junior Council Person Brian Pascal; Mayor Samantha Kaag; Solicitor Colin Macfarlane, Code Department Manager & Fire Chief Chad Moyer; Public Works Director Kerry Grassley; Chief of Police Richard Tornielli; Engineer Pamela Stevens; Treasurer Jeanette Rentschler; Main Street Executive Director Nick Price; Recreation Director Michael Esterly; Borough Manager Randall Miller; and Borough Secretary Cynthia Madeira.

VISITORS:

James Rogers, Resident

Jean Witmer, Resident

Tina Shenk, Resident & Business Owner

Caitlyn Marrella, Resident (via Zoom)

Charles Aden, Resident & State Representative Constituent Services

Massimo Grande, Business Owner

Karen Livingood, Resident (via Zoom)

Lance Parmer, Fire Police

1. **CALL TO ORDER:** Council President Ryan Lineaweaver called the meeting to order at 7:00 p.m., which was followed by the Pledge of Allegiance and Roll Call.
2. **EXECUTIVE SESSION:** An executive session was not held this evening.
3. **AGENDA AMENDMENTS:** There were no amendments to the agenda.
4. **PUBLIC COMMENT:**

Mr. Rogers spoke of a recent Right-to-Know request for 2023 delinquent Business Privilege Taxes received through January 31, 2025, and the limited information provided such as account number and a mailing address of West Reading. A similar request for delinquent property taxes provided names, addresses and the delinquent amount. Mr. Rogers noted that delinquent Business Privilege Tax revenues generated more than what had been budgeted for the year and 191 accounts remain delinquent. He questioned the imbalance of information provided. Mr. Macfarlane stated that there is a distinction between real estate tax and non-real estate tax and the borough is under no obligation to release names and addresses of non-real estate tax information.

Mr. Aden reminded everyone of property tax and rent season and assistance that can be provided to seniors by his office. He also requested to be notified of grant applications to allow their office to provide letters of support.

Ms. Shenk recapped a conversation with the Code Department Manager who noted the Planning Commission's restructuring of the business district ordinances and asked how business owners could become involved. Mr. Wert noted that the Planning Commission reviewed the business district zoning and sign regulations during the last eighteen months with a consultant from Derck & Edson. Redline revisions were shared with the solicitor's office that provided minor comments and are currently under review by the Berks County Planning Commission. Ms. Shenk said that business owners would like to be involved in regulation discussions and asked how they could become aware of such meetings since there are no business owners elected to Borough Council. Mr. Wert stated that by law the agenda must be posted on the borough website a minimum of 24 hours prior to the meeting and approved minutes are added to the website. He also shares an overview of meeting discussions during

the Borough Council meetings each month. Mr. Macfarlane noted that zoning amendments require a public hearing prior to adoption. Ms. Shenk requested how to receive a copy of the draft ordinance; it was recommended that a Right-to-Know request be filed with the Administration office.

Ms. Shenk inquired about recent enforcement efforts on the municipal parking lot on Franklin Street, that was referred to as an overflow/employee parking lot and requested that the hours align better with evening business staffing schedules. Borough Council was asked where they would like employees to safely park. Chief Tornielli shared an issue relating to vehicle storage on the municipal lot and the need to be consistent in ticketing practices. Mr. Lineaweaver asked that this subject be included on the Traffic and Infrastructure Committee agenda next month.

Mrs. Marrella joined the meeting at 7:25 p.m.

Mr. Grande understands there is no perfect balance in parking but asked if a community-based policy could be revisited. He feels targeted recently while parking along a driveway entrance to his business that he does not view as a safety issue. It was noted that a complaint had been received where a citation must be issued when the law is broken. He recommended that one day a week Borough Council waive the time limit parking for a few hours to bring customers to Penn Avenue. Mr. Grande requested a common ground by issuing warnings and reviewing areas of possible improvement by adding parking spaces if feasible. Mr. Macfarlane recommended that the parking ticket be appealed, following a heated exchange Mr. Grande departed the meeting at 7:28 p.m.

5. **APPROVAL OF COUNCIL MINUTES:**

Motion to approve the January 21, 2025 regular meeting minutes. **Moved** by Mr. Kaag and seconded by Ms. Leiendecker. **Motion carried 7-0.**

6. **ORDINANCES / RESOLUTIONS:**

- a. **Ordinance - Vehicles and Traffic Amendments** – Consideration was requested to advertise amendments to Special Purpose and Time Limit Parking, and Yield and Stop Intersections.

Motion to authorize advertising amendments that would add a stop sign on Kline Street at Second Avenue, remove certain yield approaches to the traffic circle, add a 20-minute space on Penn Avenue near Eighth Avenue, and add or remove handicapped parking space designations to meet present day demands. **Moved** by Ms. Leiendecker and seconded by Mr. Shaver. **Motion carried 7-0.**

- b. **Resolution 2025-5 Purchasing Policy** – Mr. Miller noted that every year the Commonwealth issues new bidding thresholds, this policy outlines the required procedures.

Motion to adopt a 2025 Purchasing Policy. **Moved** by Ms. Bower and seconded by Ms. Leiendecker. **Motion carried 7-0.**

- c. **Resolution 2025-6 WalkWorks Grant Application** – Consideration was requested to submit a grant application to the WalkWorks Program. Mr. Lineaweaver thanked Mr. Miller for all his diligence in this endeavor including sending out many requests for letters of support.

Motion to authorize the submission of a grant application to the Pennsylvania Department of Health WalkWorks Program. **Moved** by Mr. Kaag and seconded by Ms. Drobnick. **Motion carried 7-0.**

- d. **Resolution 2025-7 Destruction of Municipal Records** – Consideration was requested to dispose of insurance claims and policies, accounts payable files and ledgers, accounts receivable files and ledgers, voucher files, 1099 forms, W-4 forms, park program files, and recycling program records.

Motion to approve the disposal of municipal records per the Municipal Records Manual. **Moved** by Mr. Kaag and seconded by Mr. Shaver. **Motion carried 7-0.**

- e. **Resolution 2025-8 Experimental Parking Regulations** – Additional parking on the 500 block of Chestnut Street and modifications to 20-minute and 3-hour parking on North Fifth Avenue may seem familiar. Mr. Lineaweaver noted that implementation of these aspects was not able to be completed in the previous adoption of experimental regulations due to weather conditions.

Motion to adopt experimental parking regulations to include additional parking along the 500 block of Chestnut Street and the conversion of a 20-minute parking space into a 3-hour parking space on the east side of North Fifth Avenue. **Moved** by Ms. Leiendecker and seconded by Ms. Bower. **Motion carried 7-0.**

7. CONSULTANTS' REPORT:

- a. **Solicitor's Report** – Mr. Macfarlane noted receipt of an intergovernmental agreement request from the Wyomissing Area School District to enforce violations of BusPatrol America, LLC. Additional review time is needed to ensure that the agreement is consistent with amendments to the law that recently took effect. Borough Council can authorize entrance into the agreement conditioned upon the solicitor's review. It was noted that Wyomissing School District plans to install a stop-arm enforcement program on their buses to capture violations on camera including license plate numbers. Chief Torielli shared that the video would be viewed by his department to confirm a violation occurred and then returned to BusPatrol for enforcement based on state law. A fine would be issued to the vehicle owner without points.

Motion to enter into an intergovernmental agreement with Wyomissing Area School District to enforce BusPatrol America, LLC violations pending the solicitor's review. **Moved** by Mr. Shaver and seconded by Mr. Kaag. **Motion carried 7-0.**

Motion to approve the solicitor's report. **Moved** by Mr. Shaver and seconded by Mr. Kaag. **Motion carried 7-0.**

- b. **Engineer's Report** – Ms. Stevens reviewed the following items:

- **Green Light-Go Year 8** – The project has begun and located a broken conduit and non-functional electric box at the Museum Road and Hospital entrance signal. A change order in the amount of \$5,300 was submitted to make these repairs. The added expense is below the grant amount and was recommended for approval.

Motion to approve Change Order No. 1 to C.M. High, Inc. for the Green Light-Go Year 8 project, increasing the contract price \$5,300 to repair conduit and replace an electrical service disconnect box. **Moved** by Mr. Kaag and seconded by Ms. Leiendecker. **Motion carried 7-0.**

- **Green Light-Go Year 10** – A funding commitment letter was requested for a new grant application to perform all ADA improvements required for the approved Green Light-Go Year 9 project. A 20% match of the requested \$228,404 grant funding totals \$57,101. Improvements would be made to the Seventh Avenue and Parkside Drive North, Seventh

Avenue and Reading Avenue, and Eighth Avenue, Hill Avenue and Reading Avenue traffic signal intersections.

Motion to authorize a letter of funding commitment for the Green Light-Go Year 10 grant application. **Moved** by Ms. Leiendecker and seconded by Mr. Kaag. **Motion carried 7-0.**

- **Ann Street Multi-Modal Grant Application** – Forino, Co., LP submitted Payment Application No. 3 – Final for the Ann Street curb, sidewalk and ADA ramp project in the amount of \$20,902.02 for release of the retainage. The payment request is to close out this project. The project cost was below grant funding leaving a balance of \$44,829.80 to fully repave Ann Street as part of the list of 2025 Road Projects.

Motion to approve Payment Application No. 3 – Final to Forino, Co., LP in the amount of \$20,902.02 to close out the Ann Street curb, sidewalk and ADA ramp project. **Moved** by Ms. Leiendecker and seconded by Mr. Shaver. **Motion carried 7-0.**

- **Phase II Environmental Assessment of 433 Penn Avenue** – An update was provided indicating that tank removal has been completed, and soil tests resulted in no contamination found.
- **2025 Road Projects** – Road project plans for 2025 were revised by removing the 100 blocks of South Fourth and South Seventh Avenues and Playground Drive. Cowboy Alley and the 100 and 200 blocks of South Sixth Avenue have been added. Ann Street and the 500 block of Spruce Street will be bid alternates with plans to use leftover grant funds for these paving projects. The other roads rounding out the eight projects were the 400 block of Chestnut Street, Reading Avenue from Seventh Avenue through Delaney Circle, 600 block of Court Street and 400 block of Cherry Street. Consideration was requested to approve the list of road projects to prepare and advertise bid packages.

Motion to approve the revised list of 2025 Road Projects and authorization to advertise the same. **Moved** by Ms. Drobnick and seconded by Ms. Bower. **Motion carried 7-0.**

- **Multi-Modal Grant** – There are two applications for Borough Council to consider. Playground Drive curbing, sidewalk and ADA ramp restorations, similar to the Ann Street project, and/or a Rectangular Rapid Flashing Beacon (RRFB) pedestrian crossing device at Pine Street and Fifth Avenue.

Consideration was requested to amend the agenda to include a second action item to apply for Multi-Modal grant funded projects. **Moved** by Mr. Kaag and seconded by Ms. Leiendecker. **Motion carried 7-0.**

PUBLIC COMMENT:

Mr. Aden indicated that his office would be providing letters of support for these two grant applications.

Motion to apply for a Multi-Modal grant to install an RRFB at Pine Street and Fifth Avenue. **Moved** by Ms. Leiendecker and seconded by Mr. Shaver. **Motion carried 7-0.**

Motion to apply for a Multi-Modal grant to improve curbing, sidewalk and ADA ramps along Playground Drive. **Moved** by Ms. Leiendecker and seconded by Ms. Bower. **Motion carried 7-0.**

- **Chapter 94 Report** – The annual report has been prepared to forward to the Municipal Authority.

Motion to authorize the Borough Manager to execute the 2024 Chapter 94 Municipal Wasteload Management Annual Report. **Moved** by Mr. Wert and seconded by Ms. Drobnick. **Motion carried 7-0.**

- **Pennsylvania Small Water and Sewer Grant** – A request was made to apply for a watermain replacement grant for the 100 and 200 blocks of South Seventh Avenue.

Motion to apply for a Pennsylvania Small Water and Sewer Local Share Account Grant to replace the water main on South Seventh Avenue. **Moved** by Ms. Leiendecker and seconded by Mr. Shaver. **Motion carried 7-0.**

Motion to accept the Engineer's report. **Moved** by Ms. Leiendecker and seconded by Ms. Bower. **Motion carried 7-0.**

8. **COUNCIL PRESIDENT'S REPORT:**

Mr. Lineaweaver did not have anything new to report.

9. **BOROUGH MANAGER'S REPORT:**

Mr. Miller requested consideration to ratify an authorization for the 433 Penn Avenue project to Earth Engineering, Inc. (EEI) regarding underground storage tank removal soil sampling, analysis and closure report to the Pennsylvania Department of Environmental Protection. There had been confusion as to which contractor would be tasked with the closure report. The original proposal from EEI was \$11,425, the new proposal that includes the closure report totals \$13,325.

Motion to approve the authorization of Earth Engineering, Inc. to perform the underground storage tank closure report for the 433 Penn Avenue project. **Moved** by Mr. Kaag and seconded by Mr. Shaver. **Motion carried 7-0.**

Mr. Miller referred to his written report and offered to answer any questions. He described the 2024 State of the Borough report that documents projects and use of budgeted funds. He requested Borough Council to review the report and provide feedback for adoption of the report during next month's meeting. It was noted that the report is currently in draft format until Borough Council accepts the report, at which time the report can be released to the public. Mr. Wert found the report to be very interesting, something he has not seen in his tenure on Borough Council and a great tool for Borough Council and the public. Mr. Miller thanked the team contributions from the engineer and staff members.

Motion to accept the Borough Manager's report. **Moved** by Ms. Leiendecker and seconded by Ms. Bower. **Motion carried 7-0.**

10. **MAYOR'S REPORT:** Mayor Kaag reviewed her report noting the following:

- Met with Mayor Slaughter in Williamsport to discuss resource sharing opportunities between communities.
- Attended the event committee meeting.
- Participated in a planning meeting for a mural project at the walking bridge.
- Attended the Juice Pod ribbon cutting ceremony.

- Congratulations was extended to the Recreation Department for a successful Battle of the West Reading Karaoke Stars event that showcased local talent and community spirit.
- The Mayor's ongoing priorities are focused on the enhancement of the park system, development of the memorials and a five-year strategic plan.

Motion to accept the Mayor's report. **Moved** by Mr. Shaver and seconded by Ms. Leiendecker. **Motion carried 7-0.**

Ms. Stevens departed the meeting at 7:56 p.m.

11. DEPARTMENT REPORTS:

a. **Police Department** – Chief Tornielli referred to his written report and noted the following:

- There were no issues during the recent Ice & Spice event. However, following the event some of the sculptures were vandalized. An investigation was completed that identified the actors involved. The victims did not wish to file charges. Mr. Wert questioned the severity of actions that caused chunks of ice to be thrust onto the driving lanes of Penn Avenue. Chief Tornielli stated this instance was a summary offense.
- An update was provided to the five-year strategic plan noting the submission of all surveys. Nine working groups have been created to develop projects and plans pertaining to policies, equipment, technology, vehicles, facilities, training, personnel, wellness program, and community engagement. Progress is being made with the intention of submitting reports by March 31st.
- Seargent Phillips entered the Deferred Retirement Option Plan (DROP) for a period of four years starting on February 7, 2025. This provides a timeline for his eventual retirement to help the department prepare for his departure.

The following action item was considered:

- The purchase of two unbudgeted Ford Broncos totaling \$59,500 for use by Parking Enforcement and Criminal Investigations were discussed. The request was necessitated by the cost to service existing fleet vehicles. A shuffling of vehicles was proposed following the purchase of one budgeted vehicle replacement with plans to sell four vehicles that were thought to be able to generate \$20,000 to offset the proposed unbudgeted purchase. Mr. Grassley shared the time and expense associated in servicing certain older vehicles and the shuffling of vehicles from Public Works to Parking Enforcement to keep operations running smoothly. Chief Tornielli reported that one of the Criminal Investigation vehicles is completely out of service and the additional cost associated with moving emergency lighting that was quoted at \$4,241.04, bringing the grand total for two vehicles to \$63,741.04. The Treasurer indicated that last year a deficit of \$415,000 had been budgeted with a year-end surplus of \$348,000. Cost options to lease or purchase were discussed, it was decided to table this action until lending pricing could be determined.

Motion to accept the Police Department report. **Moved** by Ms. Bower and seconded by Mr. Kaag. **Motion carried 7-0.**

b. **Public Works Department** - Mr. Grassley referred to his written report and offered to answer any questions. He noted a busy month in dealing with snowstorms and renovating the Bicentennial House kitchen. He is planning to backfill the area where underground storage tanks were removed and eliminate the dilapidated canopy from 433 Penn Avenue. Repairs are being formulated to

address the bathhouse metal I-beam deterioration. Mr. Grassley noted an addition to the State of the Borough list of savings, an additional annual savings of \$800 has been found by eliminating the Comcast voice line associated with the Bicentennial House alarm that is now using a cellular tower.

Ms. Leiendecker thanked Mr. Grassley for efforts associated with snow removal noting her vantage point to a discernable difference between municipalities.

Mr. Lineaweaver spoke of the condition of the canopy at 433 Penn Avenue. Mr. Grassley noted efforts to temporarily secure the structure that was compromised during the tank removal process. He is planning to remove the canopy in sections next week when weather conditions improve. Mr. Grassley requested Borough Council's preference in stabilizing the disturbed surface. Design plans have not yet been determined for this property; therefore, it was recommended to just tamp the soil surface at this time. Mr. Grassley will obtain quotes to consider next month to apply a thin concrete or macadam coating over the disturbed area.

Motion to accept the Public Works Department report. **Moved** by Ms. Bower and seconded by Mr. Shaver. **Motion carried 7-0.**

- c. **Fire Department** – Chief Moyer referred to his written report and provided an update on receipt of regional Federal Emergency Management Agency (FEMA) grant funded air packs. The air packs were estimated to cost roughly \$230,000 and have been inventoried and placed into service on the truck. Chief Moyer requested consideration to approve the budgeted purchase of a new Utility-64 vehicle. The current ten-year old vehicle would be repurposed to the traffic unit, and the existing traffic unit vehicle repurposed or auctioned off. A quote of \$78,317 was presented to purchase a 2025 Ford F250 with upfitting, the amount that had been budgeted was \$90,000. Chief Moyer stated that funds have been in reserve from bond refinancing for this purchase.

Motion to approve the purchase and upfit of a 2025 F250 via a COSTARS vendor to be used as the new Utility-64. **Moved** by Mr. Kaag and seconded by Ms. Leiendecker. **Motion carried 7-0.**

Motion to accept the Fire Department report. **Moved** by Mr. Kaag and seconded by Ms. Leiendecker. **Motion carried 7-0.**

- d. **Code Department** – Mr. Moyer referred to his written report noting the area of concern within the bathhouse basement. There were no questions or comments.

Motion to accept the Code Department report. **Moved** by Mr. Shaver and seconded by Ms. Leiendecker. **Motion carried 7-0.**

- e. **West Reading Community Revitalization Foundation** – Mr. Price provided the following highlights from his report:

- The second annual March Madness Chili Fest scheduled for March 16th is quickly approaching. They are waiting for two final sponsors prior to going live with marketing.
- Preparations are underway for the April Craft Pretzel and Beer event. Last year there were 82 vendors, to date 30 vendors have expressed interest. A request for road closure has been forwarded to PennDOT for approval, it was noted that the insurance policy is less expensive than last year's policy.
- Art on the Avenue preparations have begun, all musicians have been scheduled for the year. Unofficially, the headliner band for Art on the Avenue is Sponge.

- Ribbon cutting and open house is planned for the Reading Motor Club next week with the ability to tour the building.

Ms. Bower inquired as to when vendors can begin to register for Art on the Avenue. Mr. Price shared difficulty in tracking revenues by event and the practice of only opening one event at a time. Art on the Avenue should open in mid-April.

Motion to accept the West Reading Community Revitalization Foundation report. **Moved** by Ms. Leiendecker and seconded by Mr. Kaag. **Motion carried 7-0.**

Mr. Price departed the meeting at 8:23 p.m.

12. COMMITTEE / COMMISSION REPORTS:

- a. **Recreation Commission** – Mr. Esterly referred to his written report and offered to answer any questions. He reviewed the following action items:

- Approval of a Bochantin Upshot Disc Golf Tournament event on Sunday, June 1, 2025, beginning at 8:00 a.m. **Moved** by Mr. Shaver and seconded by Ms. Leiendecker. **Motion carried 7-0.**
- Approval of waiving Pavilion rental fees for the Wyomissing Foundation's Fire & Ice event on May 10 or May 17, 2025. **Moved** by Mr. Shaver and seconded by Ms. Leiendecker. **Motion carried 7-0.**
- Approval of two 2025 Pickleball Tournaments from May 31 to June 1, and September 27 to September 28. **Moved** by Ms. Bower and seconded by Mr. Kaag. **Motion carried 7-0.**

Mr. Esterly spoke of the successful karaoke event held last weekend that generated \$1,500 in revenue. The upcoming events of Dungeons and Dragons at the Bicentennial House on February 25th, a family fun Back to the 80's Dance on March 22nd at the firehouse, Fishing Rodeo on April 12th, and Easter Egg Hunt on April 13th were noted. Interviewing and hiring of lifeguards has begun.

Ms. Drobnick noted the addition of family-style yoga sessions on the first Saturday of the month in the park. All ages are welcome.

Motion to accept the Recreation Commission report. **Moved** by Ms. Leiendecker and seconded by Ms. Bower. **Motion carried 7-0.**

- b. **Planning Commission** – The February Planning Commission meeting was cancelled.
- c. **Economic Development Committee** – The February Economic Development Committee meeting was cancelled.
- d. **Environmental Advisory Council** – Mr. Kaag provided an overview of discussions surrounding updates on the memorial garden, promotion of the Barnhardt Bucket Brigade (BBB) program which is held on the third weekend of every month, the successful relocation of the community garden shed near the firehouse, scheduling of the Free-Market and Clean-Up events for the year, and welcoming Jean Witmer as a new member.

Motion to accept the Environmental Advisory Council report. **Moved** by Mr. Shaver and seconded by Ms. Drobnick. **Motion carried 7-0.**

- e. **Traffic and Infrastructure Committee** – Mr. Kaag provided an overview of discussions such as Multi-Modal Transportation Fund grant opportunities, updates to the towing contract and amendments to the Vehicles and Traffic section as mentioned under ordinances earlier tonight.

Motion to accept the Traffic and Infrastructure Committee report. **Moved** by Ms. Leiendecker and seconded by Mr. Wert. **Motion carried 7-0.**

- f. **Shade Tree Commission** – Mr. Kaag shared highlights of a presentation by Bartlett Tree Experts to create a comprehensive tree inventory and maintenance schedule with a Geographical Information System (GIS) overlay. Mr. Grassley spoke of a rating system for each tree that would be performed by a certified arborist to gather the history of planting and maintenance of roughly 1,300 trees. A cost of \$15,000 to perform this inventory could be divided into two annual payments.

Mr. Wert inquired as to how the tree inventory performed a number of years ago through the Department of Conservation and Natural Resources (DCNR) grant funding would factor into the proposed project. Mr. Grassley indicated that this would provide a base to be elaborated upon.

Motion to accept the Shade Tree Commission report. **Moved** by Ms. Leiendecker and seconded by Ms. Bower. **Motion carried 7-0.**

- g. **Safety Committee** – Mr. Lineaweaver noted review of a video on ladder safety.

Motion to accept the Safety Committee report. **Moved** by Ms. Leiendecker and seconded by Mr. Shaver. **Motion carried 7-0.**

- h. **Finance Committee** – The February Finance Committee meeting was cancelled.

13. **TREASURER'S REPORT:**

- a. **Transfer of Funds** – A transfer of \$350,000 was requested to supplement the cash flow until tax revenues begin to arrive.

Motion to transfer \$350,000 from the PLGIT Prime account to the M&T Bank account. **Moved** by Mr. Kaag and seconded by Ms. Drobnick. **Motion carried 7-0.**

- b. **Financial Statement Ending 1/31/2025** – There were no questions or comments.

- c. **Payment Approval Report 1/22/25 to 2/13/25 and 2/14/25 to 2/18/25** – There were no questions or comments.

Motion to approve the financial statement ending 1/31/2025, and Payment Approval Reports of 1/22/25 through 2/18/25. **Moved** by Mr. Shaver and seconded by Mr. Wert. **Motion carried 7-0.**

14. **PUBLIC COMMENT:**

Mr. Rogers shared a comment on the Sunday, January 19th snow event, where a number of complaints were posted on the Voices of West Reading Facebook page about the public sidewalks along the 200 block of Penn Avenue that were not shoveled. A complaint had been filed to the Code Department and the sidewalks were cleared the next day, a week after the storm. He is hopeful that the hotel has learned a lesson and will clear the sidewalks in a timelier manner in the future. Mr. Moyer noted some confusion on the violation notice as to the deadline to clear the sidewalk of snow or ice and the deadline to pay the fine. The notice has been modified to avoid confusion in the future.

Ms. Shenk provided a closing comment as a resident, property owner and business owner for over thirty years, stating that residents and business owners do not come to these meetings to be talked down to. They come for solutions and assistance because you are the elected officials. Mr. Grande and his family own a few businesses in West Reading, and she does not feel that he deserved to be talked to like that. Businesses experience struggles with parking, gas main improvements and road paving projects. Ms.

Shenk requested a mutual respect for residents and business owners in the new year to address issues that are brought to this board.

15. **ADJOURNMENT:** Motion to adjourn the meeting at 8:49 p.m. **Moved** by Mr. Shaver and seconded by Ms. Leiendecker. **Motion carried 7-0.**

Respectfully submitted,

Cynthia Madeira
Borough Secretary