

**BOROUGH OF WEST READING  
BOROUGH COUNCIL MEETING**

**April 15, 2025 – 7:00 p.m.**

West Reading Borough Council held its regular monthly meeting at Borough Hall on Tuesday, April 15, 2025 with the following persons present: Council President Ryan Lineaweaver; Council Vice President Philip Wert; Council Pro-Tem Patrick Kaag; Council Members Denise Drobnick and Zanna Leiendecker; Junior Council Person Brian Pascal; Mayor Samantha Kaag; Solicitor Daniel Becker, Code Department Manager & Fire Chief Chad Moyer; Public Works Director Kerry Grassley; Chief of Police Richard Tornielli; Recreation Director Michael Esterly; Engineer Pamela Stevens and Troy Spade; Treasurer Jeanette Rentschler; Main Street Executive Director Nick Price; Borough Manager Randall Miller; and Borough Secretary Cynthia Madeira. Council Members Zachary Shaver and Bethany Bower were unable to attend.

**VISITORS:**

James Rogers, Resident

Suzanne Thompson, Resident

Christina Shenk, Resident & Business Owner

Christopher Herr, Maillie, LLP

Cruz Keeb, Visitor

Klint Neiman, Resident

Karen Livingood, Resident

Christopher Wary, Resident

Sean Flannery, Visitor

1. **CALL TO ORDER:** Council President Ryan Lineaweaver called the meeting to order at 7:02 p.m., which was followed by the Pledge of Allegiance and Roll Call.
2. **EXECUTIVE SESSION:** An executive session was held at 6:30 p.m. this evening to discuss the hiring of a Parking Enforcement Officer and acquisition of real property.
3. **AGENDA AMENDMENTS:** There were no amendments to the agenda.
4. **PRESENTATION:** Christopher Herr of Maillie Accountants & Advisors provided an executive summary of the 2024 Pennsylvania Department of Economic and Community Development (DCED) Audit. The auditor's report expressed a qualified and adverse opinion on the financial statements of the borough. Qualification is due to there not being an accounting of capital assets. Accounting for cost and depreciation of all borough buildings, vehicles, equipment, infrastructure, roads, etc. are not available. Mr. Herr stated that this is not unusual for a municipality of this size. The borough reports within the regulatory DCED template that does not require this type of reporting. There were no instances of noncompliance or any findings during the 2024 audit. Internal controls are reviewed as to the policies and procedures of cash disbursement, receipts, payroll, etc. There were no issues identified. Significant accounting estimates were related to pensions, the Police Pension Plan had a liability of \$2.5 million, this was reduced to \$2 million based on good investments. The Non-Uniform Plan is frozen with a net pension asset of \$1.1 million. The Minimum Municipal Obligation (MMO) for the Police Plan increased from \$391,000 to \$484,646 based on actuarial calculations. There were high instances of payroll and future costs causing the increase. The Non-Uniform Plan is frozen and does not require an MMO.

Borough tax revenue experienced a \$200,000 increase last year based on a tax millage increase. Grants increased from \$500,000 to \$1.2 million due in part to \$400,000 security camera upgrades. The water system increased revenue was based on an increase in water rates; the sewer charges experienced little change.

Borough expenditures for Public Safety increased \$500,000, \$300,000 of which pertained to the security camera grant. Public Works parking and water increased roughly \$300,000 based on a capital project and rate increase. Public Works solid waste and sewer experienced a decrease, however operationally this had little change due to the purchase of a front-end loader in 2023. Public Works highways and streets increased \$400,000 due to a street lighting grant and salary or benefit increases. Community Development increased \$700,000 due to the purchase of 433 Penn Avenue.

The Fund Balance chart depicts the fund balance trend over the last three years. The General Fund balance increased from \$2.6 million to \$3.4 million. The cash reserve metrics equal 40% of annual expenses, which equates to four to five months of operational funds. Enterprise Funds, water, sewer, and sanitation have increased steadily based on revenues exceeding expenses. Other Government Funds fluctuate based on capital projects.

Overall, Mr. Herr indicated that the financial office is doing well. There were no questions or comments. Mr. Herr departed the meeting at 7:11 p.m.

5. **PUBLIC COMMENT:**

Mr. Neiman spoke of a parking warning that he received from parking in the borough hall parking lot while trying to avoid street sweeping activity that he deemed to be borough business. He then visited the police department office to discuss the warning and indicated that the Parking Enforcement Officer avoided conversing with him and the Police Chief refused to speak with him while his body camera was activated. Mr. Neiman was under the impression that he had the right to record public officials in the course of their duties and felt there was a lack of accountability by staff. Mr. Becker indicated that Mr. Neiman could operate his body camera during the course of a public meeting that is being recorded in both video and audio formats. However, audio recording is not permitted by law in most situations. There are instances within a police facility where recording is not permissible and can be determined by the Chief of Police. Pending litigation has been filed by Mr. Neiman against the borough in other matters, therefore, it was recommended that a discussion not be engaged with Mr. Neiman. Mr. Becker advised Mr. Neiman to go through the process of the court system to appeal the warning. Mr. Neiman then asked what the plans were for 433 Penn Avenue. Mr. Lineaweaver shared short-term plans of creating parking and community use for events such as the Farmers' Market, long-term redevelopment plans are being envisioned.

Mr. Rogers spoke of a prior public comment during the February meeting that had been overlooked and requested that it be inserted in today's minutes. The comment was in reference to budgeted 2023 Business Privilege Tax revenue of \$245,000 and the actual revenue generated during that period of \$426,211.47, \$181,211.47 greater than anticipated. He went on to encourage borough officials to take the initiative to charge an additional \$50 Business Privilege License fee to each business or rental property. He understands the hesitation to change a legacy tax and noted an adjustment that was made a number of years ago.

Mr. Rogers shared opportunities to create additional parking spaces at Fourth & Penn Avenue, North Fifth and Penn Avenue, North Sixth and Penn Avenue, South Sixth and Penn Avenue, North Seventh and Penn Avenue, and South Seventh and Penn Avenue, totaling eight possible parking spaces within the Business District.

Mr. Wary spoke of parking concerns shared two years ago and thought possibly the additional parking at 433 Penn Avenue may alleviate some of this strain. His main concern today is the ongoing trash deposited on his property near Brewer's Bar & Grill and a request to place a public trash receptacle in his front yard. It was noted that ordinance regulations prohibit trash cans from being stored in the front yard though he has found that when a receptacle is available it is used on occasion by those that pass by. Mr. Wary agreed to purchase and empty the receptacle if permission was granted to locate it in his front yard. Mr. Wert encouraged staff to converse with the owner of Brewer's Bar & Grill, in hopes of achieving a solution as a good neighbor in a primarily residential neighborhood. Chief Tornielli noted aspects that his department can use to address a nuisance bar through the Bureau of Liquor Control Enforcement. Temporary options for relief for Mr. Wary were discussed. Mr. Becker requested Mr. Wary to document instances for potential use in enforcement efforts that could encourage Brewer's Bar & Grill to educate their patrons. Mr. Wary noted his Ring Camera and the uncertainty as to all trash being generated by customers of Brewers Bar & Grill. Mayor Kaag asked if a conversation could be had with the owner of the bar prior to pursuing enforcement efforts. Mr. Moyer shared the conflict about enforcing the cleanliness of this property with the knowledge that Mr. Wary is not generating such trash.

6. **APPROVAL OF COUNCIL MINUTES:**

Motion to approve March 18, 2025, regular meeting minutes. **Moved** by Mr. Kaag and seconded by Ms. Leiendecker. **Motion carried 5-0.**

7. **ORDINANCES / RESOLUTIONS:**

- a. **Ordinance - Vehicles and Traffic Amendments** – Consideration was requested to authorize the advertisement of various parking amendments.

Motion to authorize advertisement of amendments to the parking prohibited at all times, time limit parking, special purpose parking zones, residential permit parking, and parking of certain vehicles in municipal authority parking lot sections. **Moved** by Mr. Kaag and seconded by Mr. Wert. **Motion carried 5-0.**

- b. **Resolution 2025-13 Small Water and Sewer Grant** – This resolution would provide the designation of signatories for the Commonwealth Financing Authority grant request for South Seventh Avenue watermain replacement.

Motion to approve the grant amount of \$424,204 for the South Seventh Avenue Watermain Replacement Project and the designation of the Council President and Borough Secretary to execute all documents and agreements. **Moved** by Ms. Leiendecker and seconded by Ms. Drobnick. **Motion carried 5-0.**

8. **CONSULTANTS' REPORT:**

- a. **Solicitor's Report** – Mr. Becker did not have anything new to report at this time.

- b. **Engineer's Report** – Ms. Stevens introduced Mr. Spade who will be standing in for her next month while she is away and reviewed the following items:

- **Green Light-Go Year 8** – C.M. High, Inc. has submitted a payment application request in the amount of \$37,793.92 that has been recommended for approval by Traffic Planning and Design, Inc. with a retainage of 10% per the contract.

Motion to approve C.M. High, Inc. Payment Application No. 2 in the amount of \$37,793.92 for the Green Light-Go Year 8 project. **Moved** by Ms. Leiendecker and seconded by Mr. Kaag. **Motion carried 5-0.**

- **2025 Road Projects** – Bids were opened this morning at 10:00 a.m. for Contracts A, B, and C. Contract A includes Reading Avenue from the Seventh Avenue to Delaney Circle, 600 Block of Court Street, 100 and 200 Blocks of South Sixth Avenue, Cowboy Alley, 700 Block of Cherry Street and the 400 Block of Chestnut Street; Contract B is Ann Street; and Contract C is Spruce Street. A mathematical error was found in Contract A by the apparent low bidder for this project. It was noted that the Alternate Bid for Contract A pertained to striping of Delaney Circle with parking. The Traffic and Infrastructure Committee has decided to follow the original Delaney Circle striping plan which is included in the base bid of Contract A. H&K Group, Inc. is the apparent low bidder for Contract A. Ronnie C. Folk Paving, Inc. is the apparent low bidder for Contracts B and C.

Motion to award Contract A to H&K Group, Inc., the apparent low bidder, contingent upon a satisfactory review of the bid documents. **Moved** by Ms. Leiendecker and seconded by Ms. Drobnick. **Motion carried 5-0.**

Motion to award Contract B to Ronnie C. Folk Paving, Inc., the apparent low bidder, contingent upon a satisfactory review of bid documents. **Moved** by Mr. Kaag and seconded by Ms. Leiendecker. **Motion carried 5-0.**

Motion to award Contract C to Ronnie C. Folk Paving, Inc., the apparent low bidder, contingent upon a satisfactory review of bid documents. **Moved** by Ms. Leiendecker and seconded by Ms. Drobnick. **Motion carried 5-0.**

- **PA Small Water and Sewer Grant** – A funding commitment letter was requested in the amount of \$103,305 for the South Seventh Avenue Watermain Replacement Project.

Motion to approve the funding commitment match of \$103,305 from the General Fund for the PA Small Water and Sewer Grant for the South Seventh Avenue Watermain Replacement Project. **Moved** by Ms. Leiendecker and seconded by Mr. Kaag. **Motion carried 5-0.**

- **Pedestrian Bridge Replacement** – Authorization was requested to also apply for a Greenways, Trails and Recreation Program Grant to fund an additional bridge replacement and trail improvements.

Motion to authorize Systems Design Engineering, Inc. to assist the Park and Recreation Department in the preparation of a certified cost estimate for a Greenways Trail, and Recreation Grant for the replacement of a pedestrian bridge and trail improvements. **Moved** by Mr. Kaag and seconded by Ms. Leiendecker. **Motion carried 5-0.**

Motion to accept the Engineer's report. **Moved** by Ms. Drobnick and seconded by Ms. Leiendecker. **Motion carried 5-0.**

9. **COUNCIL PRESIDENT’S REPORT:**

Mr. Lineaweaver shared that he attended, in lieu of the Parking Enforcement Officer interviews, a meeting at the Center for Excellence in Local Government pertaining to animal control services. There were roughly a dozen municipalities in attendance with varying issues on the subject. An additional meeting is being planned to incorporate additional feedback from municipalities in the creation of a sought-after county wide solution that was thought to conservatively require the employment of six animal control officers. More information to come in a month or so.

Motion to accept the Council President’s report. **Moved** by Ms. Drobnick and seconded by Ms. Leiendecker. **Motion carried 5-0.**

10. **BOROUGH MANAGER’S REPORT:**

Mr. Miller reviewed the following action items:

- **2024 Audit** – Consideration was requested to accept the 2024 Maillie audit reports.

Motion to accept the 2024 Financial Statements Audit performed by Maillie, LLP. **Moved** by Mr. Kaag and seconded by Ms. Drobnick. **Motion carried 5-0.**

- **Service Line Inventory Agreement** – A revised Phase 2 Service Line Inventory agreement with Entech Engineering was presented, there were no questions or comments.

Motion to enter into a revised Phase 2 Service Line Inventory contract with Entech Engineering that removes the GIS Dashboard service while continuing to meet the annual requirements of EPA’s Lead and Copper Rule. **Moved** by Ms. Leiendecker and seconded by Mr. Wert. **Motion carried 5-0.**

- **Parking Kiosks** – Mr. Miller reported that a replacement battery is needed for one of the kiosks and inquired as to the necessity of maintaining the kiosks versus moving to App use only. It was noted that in a three-month period the amount of cash collected was less than \$300. Removal of the kiosk(s) would save money on the annual maintenance agreements and could be carried out by the Public Works Department. Mayor Kaag felt that one kiosk should remain as a convenience to the older generation. The Flowbird App activity could be absorbed by ParkMobile.

Motion to remove one paid parking kiosk. **Moved** by Mr. Kaag and seconded by Ms. Drobnick. **Motion carried 5-0.**

- **433 Penn Avenue Parking** – Mr. Miller provided two conceptual drawings of parking configurations with or without the building. Additional parking spaces could be created along Penn and Tulpehocken Avenues by limiting the access points to the property, as well as adding spaces to the green island along Court Street. Twenty-one spaces were perceived with the building remaining, and forty-one spaces if the building was removed. His recommendation was to allow the building to remain for further consideration in the coming year and to follow the 3-hour parking restrictions similar to Penn Avenue, Monday through Saturday 10:00 a.m. to 8:00 p.m. A final recommendation was to create paid parking through the ParkMobile App. Concern was expressed on vehicles exiting the parking lot onto Court Street and attempting to make a left onto North Fifth Avenue. The question arose as to overnight parking and was thought to be a topic for the Traffic and Infrastructure Committee to provide feedback. Further action was tabled at this time.

- **Sick Bank Committee** – Appointment of a Council Member to an Ad Hoc Committee was requested. The Teamsters contract stipulates the committee to be comprised of one Borough Council Member, the Borough Manager, the Public Works Director and an employee from the Borough Crew who would be selected by majority vote of all crew members from time to time as necessary. Mr. Lineaweaver offered to be nominated based on his recent review of sick banks.

Motion to appoint Council Member Ryan Lineaweaver to the Sick Bank Committee. **Moved** by Ms. Leiendecker and seconded by Ms. Drobnick. **Motion carried 5-0.**

- **Gateway Beautification** – A preliminary engineering cost estimate agreement of \$16,692 is required by Norfolk Southern to review plans and specifications regarding the painting project of the railroad trestle. Painting the bridge was the cheapest option to remain within the grant funding of \$100,000. To date \$1,500 has been expended to Norfolk Southern for a non-environmental permit application to discuss the proposed improvements.

Motion to enter into an engineering agreement with Norfolk Southern for the Gateway Railroad Bridge painting project. **Moved** by Ms. Leiendecker and seconded by Mr. Kaag. **Motion carried 5-0.**

- **Stormwater Management and Subdivision and Land Development Ordinance Updates** – As a follow up to proposed Zoning Ordinance amendments, updates will be required to the Stormwater Management and Subdivision and Land Development Ordinance (SALDO) sections. The three firms associated with drafting proposed amendments have provided proposals for Borough Council's consideration. Derck & Edson's proposal totals \$9,600; Johnson Environmental Engineering's proposal totals \$4,651.25; Systems Design Engineering's proposal totals \$1,950. The hearing for SALDO amendments will more than likely be held separate from the hearing of proposed Zoning amendments.

Motion to accept the three engineer and consultant proposals for Stormwater Management and Subdivision and Land Development Ordinance amendments. **Moved** by Ms. Leiendecker and seconded by Mr. Kaag. **Motion carried 5-0.**

- **Cinco de Mayo Event** – A road closure and special event applications have been received for consideration of an event to be held on May 3, 2025. A portion of North Seventh Avenue and Court Street would be closed for the event. There were no questions or comments.

Motion to approve the Cinco de Mayo May 3, 2025 street closure and special event permit applications. **Moved** by Ms. Leiendecker and seconded by Ms. Drobnick. **Motion carried 5-0.**

- **Riverfront Federal Credit Union Pig Derby** – An event was held last year and a request has been received to host another event on June 8, 2025. There were no questions or comments.

Motion to approve the Riverfront Federal Credit Union Pig Derby event on June 8, 2025. **Moved** by Ms. Leiendecker and seconded by Mr. Wert. **Motion carried 5-0.**

Motion to accept the Borough Manager's report. **Moved** by Ms. Leiendecker and seconded by Mr. Kaag. **Motion carried 5-0.**

Ms. Stevens and Mr. Spade departed the meeting at 8:12 p.m.

11. **MAYOR'S REPORT:** Mayor Kaag referred to her written report indicating a slow month while dealing with family matters and offered to answer any questions. There were no questions or comments.

Motion to accept the Mayor's report. **Moved** by Ms. Leiendecker and seconded by Ms. Drobnick. **Motion carried 5-0.**

12. **DEPARTMENT REPORTS:**

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

- Calls for service and officer-initiated activities remain at the same level of roughly 1,000 activities per month.
- Preparations are underway for upcoming events.
- The five-year strategic plan is being prepared for dissemination to elected officials in May 2025.

The following action items were considered:

- Consideration was requested to provide a conditional offer of employment to fill the vacant Parking Enforcement Officer position.

Motion to provide a conditional offer of employment to fill the vacant Parking Enforcement Officer position. **Moved** by Ms. Leiendecker and seconded by Mr. Kaag. **Motion carried 5-0.**

- Consideration was requested to purchase two vehicles through a three-year lease financing option. This purchase had not been budgeted for this year, although Mr. Grassley felt the sale of four vehicles would cover lease payments for the remainder of the year.

Motion to amend the agenda to include a discussion and potential action on the sale of four police department vehicles. **Moved** by Mr. Kaag and seconded by Ms. Drobnick. **Motion carried 5-0.**

**Public Comment:** There were no comments.

Motion to approve the purchase of two vehicles through Kinley Ford, a CoStars vendor, in the amount of \$58,975 with financing through First National Bank. **Moved** by Mr. Kaag and seconded by Ms. Leiendecker. **Motion carried 5-0.**

Motion to approve the sale of four police department vehicles through an online government auction. **Moved** by Ms. Leiendecker and seconded by Mr. Kaag. **Motion carried 5-0.**

Motion to accept the Police Department report. **Moved** by Ms. Leiendecker and seconded by Mr. Wert. **Motion carried 5-0.**

- b. **Public Works Department** - Mr. Grassley referred to his written report and offered to answer any questions. He noted a busy month and highlighted the following items:

- A sewer lateral collapse was repaired on Chestnut Street last week.

- Delaney Memorial items have been moved to the pool area.
- A pump replacement is needed at one of the pump stations.
- The steel I-beams will be replaced this week at the pool house.

The following action items were considered:

- Consideration was requested to enter into a tree inventory, assessment and care plan with Bartlett Tree Expert Company. The information would be established and shared on the borough's website to allow residents to view information about trees including maintenance. Mr. Kaag stated that the information gathered through a DCNR grant a number of years ago has been factored into the cost of services. Recommendations for future tree plantings would be provided based on specific site conditions. Mr. Kaag indicated that trees should be re-evaluated on a three-to-five-year cycle and the last inventory had been completed in 2019. Mr. Grassley reported that funds had been budgeted within tree trimming to cover the two annual payments of \$7,500. Mr. Wert inquired about GIS data as a useful tool should a decision be made in the future to go elsewhere. It was thought that the layer of GIS data would be retained.

Motion to enter into an agreement to perform a tree inventory, assessment and care plan.

**Moved** by Ms. Leiendecker and seconded by Mr. Kaag. **Motion carried 5-0.**

- Consideration was requested to extend an agreement to trim the cloverleaf area for one year at no additional cost. Mr. Grassley indicated that one year remains on the agreement between the borough and PennDOT.

Motion to extend an agreement with Jeff's Services Berks to trim the clover leaf area. **Moved**

Mr. Kaag and seconded by Ms. Drobnick. **Motion carried 5-0.**

- Consideration was requested to provide conditional offers of employment to fill two part-time seasonal positions. The two individuals would begin work after Memorial Day through August.

Motion to provide conditional offers of employment to fill two Public Works part-time

seasonal positions. **Moved** by Mr. Kaag and seconded by Ms. Drobnick. **Motion carried 5-0.**

Motion to accept the Public Works Department report. **Moved** by Mr. Kaag and seconded by Ms. Leiendecker. **Motion carried 5-0.**

- c. **Fire Department** – Chief Moyer referred to his written report and noted that Western Berks Ambulance backed into the rear bay garage door. Western Berks Ambulance will be paying for repairs and has modified their backup policy to include a spotter. Hydrant flushing activity began tonight that should not result in water main breaks. The Chicken BBQ event was successful and sold out.

Motion to accept the Fire Department report. **Moved** by Ms. Leiendecker and seconded by Mr.

Kaag. **Motion carried 5-0.**

- d. **Code Department** – Mr. Moyer referred to his written report noting that the Zoning Hearing Board granted all three requested variances to the Wyomissing Area School District for their

playground improvement project. The official decision has not yet been released. Also, the sprinkler system has been repaired at 416 Reading Avenue.

Motion to accept the Code Department report. **Moved** by Ms. Leiendecker and seconded by Ms. Drobnick. **Motion carried 5-0.**

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

- College night with Penn State University Berks Campus on April 3<sup>rd</sup> was a success with some restaurants serving as many as 267 students. A scavenger hunt is being planned in the fall to disperse the students throughout the borough.
- Preparations are underway for the April Craft Pretzel and Beer event. There are 100 vendors registered for this event.
- Art on the Avenue has opened for registration with roughly 60 vendors expressing an interest thus far.
- 2<sup>nd</sup> Friday music events have been lined up, approval is needed to close North and South Sixth Avenue as has been traditionally done in the past. A classic car show is planned in May on the side streets from Penn Avenue.

Motion to accept the West Reading Community Revitalization Foundation report. **Moved** by Ms. Leiendecker and seconded by Mr. Kaag. **Motion carried 5-0.**

Mr. Price departed the meeting at 8:41 p.m.

### 13. COMMITTEE / COMMISSION REPORTS:

a. **Diversity Equity and Inclusion Task Force** – Ms. Drobnick noted a meeting held on April 12<sup>th</sup> to discuss a request from Reading Pride about the annual Pride Flag Raising Event scheduled on Friday, May 30<sup>th</sup> at 6:00 p.m. Members of Reading Pride were in attendance of the meeting. The task force recommended approval of the event.

Motion to approve participation in the Pride Flag Raising Ceremony on May 30, 2025 at 6:00 p.m. **Moved** by Ms. Leiendecker and seconded by Mr. Kaag. **Motion carried 5-0.**

Motion to accept the Diversity Equity and Inclusion Task Force report. **Moved** by Ms. Leiendecker and seconded by Mr. Wert. **Motion carried 5-0.**

b. **Recreation Commission** – Mr. Esterly spoke of the Fishing Rodeo held last weekend with nearly fifty children in attendance on a gloomy day, the event keeps growing each year. The Easter Egg Hunt was held on Sunday. Zumba kicked off at the Pavilion, Ms. Drobnick noted a kid-friendly Zumba class that will be held on the first Saturday of the month at 9:00 a.m. children of all ages are welcome with an adult. Mr. Esterly spoke of a Tower Health Softball League that will be using the field from May through August, and a youth flag football league planned on Sunday's for six weeks.

Mr. Esterly reviewed the following action items:

- Approval of the list of seasonal staff hires and rehires for the pool and playground programs was requested. A high school teacher interviewed for the Playground Manager position at a rate of \$20 per hour. The hourly rates of pay ranged from \$15 for an Assistant Manager of the

pool to \$12.50 for a returning head lifeguard, \$10.75 for returning lifeguards and \$10.25 for new hire lifeguards, one lifeguard will earn \$11.75 per hour during swimming instruction hours.

Motion to approve the list of hires and rehires for pool and playground seasonal staff. **Moved** by Mr. Kaag and seconded by Ms. Leiendecker. **Motion carried 5-0.**

- Further explanation was provided regarding a discount flash sale for pool memberships to non-residents. It was noted that the resident discount period runs from January through April and a five-day discount period is planned for non-residents while ensuring that the rates will not dip below the resident rate. An example of the discounted resident family rate of \$310 was used versus a discounted non-resident rate dropping from \$615 to \$553 to attract more memberships. The discount period would be held April 21<sup>st</sup> through April 25<sup>th</sup> at 5:00 p.m.

Motion to offer a discount flash sale for non-resident pool memberships. **Moved** by Mr. Kaag and seconded by Ms. Leiendecker. **Motion carried 5-0.**

Motion to accept the Recreation Commission report. **Moved** by Mr. Kaag and seconded by Ms. Leiendecker. **Motion carried 5-0.**

- c. **Planning Commission** – The April Planning Commission Meeting was cancelled.
- d. **Economic Development Committee** – The April Economic Development Committee meeting was cancelled.
- e. **Environmental Advisory Council** – The March Environmental Advisory Council meeting was cancelled.
- f. **Traffic and Infrastructure Committee** – Mr. Kaag noted review of experimental parking regulations and the Lakeview Drive and Wayne Avenue intersection to potentially add stop signs on Lakeview Drive. It was determined that the criteria could not be met to create a four-way stop at this intersection, recommendations were to improve the line-of-sight distances by removing trees and parking stalls. The committee will review the intersection for further discussion next month. Multi-Modal grant opportunities for Rapid Rectangular Flashing Beacons were discussed as well as speed data from Sunset Road. It was found that the majority of vehicles travel within the speed limit. Potential towing contracts were discussed as well as motorcycle and compact car parking regulations. The Delaney Circle parking scenario was reviewed and found to be more dangerous than the existing conditions. The committee agreed to follow the original striping plan to slow traffic for the safety of pedestrians. Additional parking may be provided along Buttonwood Street.

Motion to accept the Traffic and Infrastructure Committee report. **Moved** by Ms. Leiendecker and seconded by Ms. Drobnick. **Motion carried 5-0.**

- g. **Shade Tree Commission** – Mr. Kaag noted review of the tree watchlist, which stated that there was no loss of large limbs during recent storms. Ironically, a tree was lost today that split during a windstorm. Mr. Grassley will be meeting with a tree vendor to discuss fall tree plantings.

Motion to accept the Shade Tree Commission report. **Moved** by Ms. Leiendecker and seconded by Ms. Drobnick. **Motion carried 5-0.**

- h. **Safety Committee** – Mr. Lineaweaver noted review of a training video on driver safety.

Motion to accept the Safety Committee report. **Moved** by Ms. Leiendecker and seconded by Ms. Drobnick. **Motion carried 5-0.**

- i. **Finance Committee** – Mr. Lineaweaver shared that he was unable to attend this meeting therefore the meeting was held as a workshop. Mr. Miller noted a review of the audit and the 2024 State of the Borough report.

Motion to accept the Finance Committee report. **Moved** by Ms. Leiendecker and seconded by Ms. Drobnick. **Motion carried 5-0.**

14. **TREASURER’S REPORT:**

- a. **Auditor General Pension Compliance Audits** – Mrs. Rentschler stated that there were no findings in the 2019 to 2023 Commonwealth of Pennsylvania audits.

Motion to accept the Compliance Audits for the Police Pension Plan, the Non-Uniformed Cash Balance Pension Plan, and the Non-Uniformed Pension Plan. **Moved** by Ms. Leiendecker and seconded by Ms. Drobnick. **Motion carried 5-0.**

- b. **Financial Statement Ending 3/31/2025** – There were no questions or comments.
- c. **Payment Approval Report 3/19/25 to 4/10/25 and 4/11/25 to 4/15/25** – There were no questions or comments.

Motion to approve the financial statement ending 3/31/2025, and Payment Approval Reports of 3/19/25 through 4/15/25. **Moved** by Ms. Drobnick and seconded by Ms. Leiendecker. **Motion carried 5-0.**

Motion to approve the Treasurer’s report. **Moved** by Ms. Leiendecker and seconded by Mr. Kaag. **Motion carried 5-0.**

15. **PUBLIC COMMENT:**

Mr. Rogers noted that plans for parking on 433 Penn Avenue that allow vehicles to exit onto Court Street would be one-way eastbound. He also requested that the Code Department establish a policy to monitor the status of Business Privilege Taxes at the time of rental or business inspections. Mr. Moyer stated the current Rental Ordinance does not require this documentation as a permit contingency. Mr. Becker indicated that the Code Department could request such documentation and offered to amend the current ordinance.

16. **ADJOURNMENT:** Motion to adjourn the meeting at 9:01 p.m. **Moved** by Ms. Leiendecker and seconded by Mr. Kaag. **Motion carried 5-0.**

Respectfully submitted,

Cynthia Madeira  
Borough Secretary