

**BOROUGH OF WEST READING
TRAFFIC & INFRASTRUCTURE COMMITTEE**

NOVEMBER 12, 2025

The Borough of West Reading Traffic & Infrastructure Committee met on Wednesday, November 12, 2025, at 6:00 p.m. at Borough Hall with the following persons present: Chairman Christopher Lincoln; Council Member Patrick Kaag; Chief of Police Richard Tornielli; Public Works Director Kerry Grassley; Fire Chief & Code Enforcement Department Manager Chad Moyer; Borough Manager Randall Miller; and Borough Secretary Cynthia Madeira. Mayor Samantha Kaag was unable to attend.

Visitors:

James Rogers, Resident

Karen Livingood, Resident

The meeting was called to order by Chairman Lincoln at 6:02 p.m.

Public Comment

Mr. Rogers recommended installing handicapped parking spaces on Fourth Avenue and Seventh Avenue near Penn Avenue, on the west and east sides, respectively, and between the driveway aprons in front of Wendy's Restaurant.

Approval of Minutes

Motion to approve the Traffic and Infrastructure Committee minutes of October 8, 2025. **Moved** by Mr. Kaag and seconded by Chief Tornielli. **Motion carried 5-0.**

New Business

Council Chamber Audio Upgrade – Mr. Miller reported that parts have been ordered to upgrade microphones in the Council Chamber to improve the virtual experience. Two drop-down microphones will be installed in the near future.

Traffic Circle Striping – Mr. Grassley provided the chain of events that led up to the delay in striping the traffic circle. The bid specifications did not include the updated striping plan, and the cost of applying waterborne paint was prohibitive. Mr. Grassley plans to include thermoplastic markings in next year's paving project bid specifications.

Potential Parking Spaces – A review of 54 potential parking space locations netted the following additions planned next year:

- 302 Cherry Street – one space
- 428 Penn Avenue – one space
- 435 Pine Street, southside – one compact space
- 100 block of North Seventh Avenue, westside – five spaces

Images of the installation of a compact space on Pine Street will be provided next month for further consideration. It was noted that on-street parking demand on Pine Street is minimal, except on adjacent street-sweeping days.

Parking within Boot Alley was discussed and recommended for prohibition. It was noted that the trash hauler collects trash from either end of this alley, and that difficulties are experienced plowing around the vehicle parked mid-alley at the bend in the road.

Green Light-Go Year 11 Grant Application – Replacement of the traffic signal poles and mast arms at the Eighth and Reading Avenue intersection was suggested. Mr. Lincoln recommended replacing the pedestrian crossing push buttons along Penn Avenue. Telco was asked today to provide maintenance reports to identify future improvement projects.

Motion to recommend Borough Council authorize the application for a Green Light-Go Year 11 grant to replace the traffic signal poles and mast arms at the Eighth, Reading, and Hill Avenues intersection.

Moved by Mr. Grassley and seconded by Chief Tornielli. **Motion carried 5-0.**

Water Service Responsibility for Payment – Chapter 441, Section 441-35. Responsibility for payment states that the property owner is responsible for payment, regardless of any agreement with a third party, and that there shall be no third-party billing. It was noted that roughly 13 years ago, a member of the Administration office initiated additional copies of bills to be mailed to tenants following complaints that their landlords weren't forwarding water bills in a timely manner. This has caused issues for staff who are essentially acting as the landlord's collection agency. It was noted that online access to the account via Xpress Bill Pay is now available and can be arranged between the owner and tenant. Mr. Moyer expressed concern about increased service terminations due to the landlord's non-payment. An educational component would be required for the landlord and tenant if any changes were made to the internal policy. It was noted that a 10-day notice to the owner and occupant is required before termination of services. There are currently 175 tenant recipients that generate an additional 700 bills per year; this figure does not include late notices. The option of filing a lien against the property instead of terminating services was discussed, as the City of Reading does.

Motion to recommend Borough Council eliminate the internal policy of mailing a copy of the water bill to a third party. **Moved** by Mr. Grassley and seconded by Chief Tornielli. **Motion carried 5-0.**

Sprinkler System Line Separation – During the development of townhomes on Elm Street and the 200 block of Tulpehocken Avenue, permission was granted to use a single water line for both domestic and sprinkler services as a cost-saving measure for the developer. The legalities of terminating services for non-payment, should an event requiring use of the sprinkler system occur, were discussed, as were the termination of services for winterized vacant properties. As-built plans would be reviewed to determine where the line could be split. Mr. Grassley spoke of plans to implement a cellular-controlled meter-reading system that would allow termination of water service at the meter to be performed remotely. This system would avoid the need to install a separate line. Grant funding is being pursued to purchase the cellular-controlled water meter system. No action was taken at this time.

Old Business

433 Penn Avenue Paid Parking Update – Mr. Miller indicated that a new ParkMobile zone will be established next week for this parking lot. It was noted that ParkMobile is expanding its services to include license plate reading and overnight or permit parking services. Public Works will complete stall striping of 20 parking spaces in the near future. The metered rate of \$1.50 per hour will be presented to Borough Council next week for their consideration.

Penn Avenue Paid and Handicap Parking Survey Results – Chief Tornielli reported that a total of thirteen survey responses were received to date. It was unclear how many recipients the West Reading Community Revitalization Foundation emailed the survey to. The survey statistics were reviewed, and it was found that the majority of respondents favored free parking on Penn Avenue, believed there was adequate accessible parking, and were not interested in renting off-street parking spaces for employees. A review of the comments was mixed on paid versus free parking along Penn Avenue. It was thought that parking tickets chased customers away and that business owners and employees parked in prime customer parking spaces for extended periods. Chief Tornielli spoke of investing in a plate reader system for Parking Enforcement Officers' use. Zoned residential permit parking would require a plate reader system.

Micromobility Vehicles Ordinance Amendment – The Bicycle Ordinance, dating back to 1960, was redlined to adapt to present-day Micromobility Vehicles. It was noted that state law prohibits the use of any vehicle, except Segways, on the sidewalks of business districts. E-Bikes and Pedal Cycles can be used on sidewalks except in business districts. A definition for Pedal Cycle was added to include tricycles and quadricycles. The registration section was removed in its entirety. Chief Tornielli indicated that accommodations would be made if someone wanted to register their Micromobility Vehicle. State regulations about equipment were reviewed and implemented in this section. Operation of Pedal Cycles on sidewalks in residential areas of the Borough under the guidance of a parent was allowed for children up to 12 years old. The section about the applicability to non-residents of the Borough was removed. Noted changes will be reviewed next month before a recommendation is made to Borough Council. Chief Tornielli would like to ensure that regulations are adopted by March of next year to allow for resident education before warmer weather.

Privately Owned Parking Lot Paid Use Agreement Update – At this time, we are awaiting a quote from the engineer to establish a walkway from Reading Avenue to the Gage Personnel parking lot.

Sidewalk Café Safety Best Practices – Mr. Lincoln spoke with colleagues who suggested that Borough Representatives contact the Municipal Services Representative of PennDOT for recommendations. Mr. Grassley placed a call to PennDOT earlier today.

Juniata Street Direction of Travel – Mr. Miller reported that the vegetation that extends over the sidewalk and into the alley has been trimmed. There have been no reports of line-of-sight issues.

Aggressive Driving Details – Chief Tornielli provided statistics on two aggressive driving details focused on the Move Over Law, School Bus, Speeding, and Following Too Closely aspects. Pedestrian Enforcement details monitored a crosswalk near the elementary school; no issues were observed there. The 500 block of Penn Avenue identified ten individuals who failed to use the crosswalks. School bus violations total 56 so far this school year. The new BusPatrol cameras have identified a bus stop on Penn Avenue that appears to be problematic. Chief Tornielli was surprised that no complaints had been made and noted plans to monitor the area.

Public Comment

Mr. Rogers spoke about the Barta Bus Stop on Reading Avenue near Seventh Avenue and asked whether it is still in use. Chief Tornielli reported the use of this stop during events when Penn Avenue is shut down. It was noted that Barta plans to reroute their buses in the new year, possibly avoiding Penn Avenue. This may open more parking spaces within the Business District. Mr. Rogers also spoke about a vehicle on Reading Avenue with an expired inspection sticker since 2022.

Adjournment

A motion was made to adjourn the meeting at 8:25 p.m. by Mr. Kaag and seconded by Mr. Grassley.

Motion carried 5-0.

Respectfully submitted,

Cynthia Madeira
Borough Secretary