

**BOROUGH OF WEST READING
BOROUGH COUNCIL MEETING**

March 17, 2026 – 7:00 p.m.

West Reading Borough Council held its regular monthly meeting at Borough Hall on Tuesday, March 17, 2026 with the following persons present: Council President Ryan Lineaweaver; Council Vice President Patrick Kaag; Council Pro-Tem Denise Drobnick; Council Members Bethany Bower, Zanna Leiendecker, and Justin Choate; Mayor Samantha Kaag; Solicitor Daniel Becker; Engineer Pamela Stevens; Chief of Police Richard Tornielli; Code Department Manager & Fire Chief Chad Moyer; Public Works Director Kerry Grassley; Recreation Director Michael Esterly; Main Street Executive Director Nick Price; Borough Manager Randall Miller; Borough Secretary Cynthia Madeira. Council Member Vicki Haller Graff was unable to attend.

VISITORS:

James Rogers, Resident	Suzanne Thompson, Resident
Karen Livingood, Resident	Kara Seawell, Resident
Sean Flannery, Visitor	James Keller, Resident
Richard Todd Wagner, Visitor	Keeb Cruz, Visitor
Kent Himelright, Schuylkill River Greenways	Tanya Reppert, Visitor (arrived via Zoom at 8:19 p.m.)
Elaine Schaefer, Schuylkill River Greenways (via Zoom)	

1. **CALL TO ORDER:** Council President Ryan Lineaweaver called the meeting to order at 7:19 p.m., which was followed by the Pledge of Allegiance and Roll Call.
2. **EXECUTIVE SESSION:** There was an executive session held this evening to discuss personnel, contract, labor negotiation, and litigation matters.
3. **AGENDA AMENDMENTS:** There were no amendments to the agenda.
4. **PUBLIC COMMENT:**

Mr. Rogers provided an update on Business Privilege Taxes. In January, there were 141 delinquent accounts for 2024; as of last week, that number was 94. An additional \$2,326 was received. He noted that the 2024 budgeted revenues were \$260,000; as of last week, the borough has received \$380,488.32. He plans to inquire through a right-to-know request in a few months for another status update.

Mr. Rogers shared his review of parking spaces on the north side of Penn Avenue between Fifth and Tulpehocken Avenue with Mr. Grassley. Mr. Rogers recommended shortening the stall length to 16 feet to create 8 parking spaces. However, Mr. Grassley believes the stall length should be 20 feet, providing a total of seven parking spaces. The additional parking spaces would benefit the West Reading Community Revitalization Foundation (WRCRF), which would have two additional parking stalls to rent to vendors for the Art on the Avenue and Fall Festival events. Mr. Rogers indicated that he would be reviewing additional areas in the borough where he believes parking spaces can be created by shortening stall lengths. He recommended creating handicapped parking spaces adjacent to Penn Avenue, noting that they wouldn't be used all the time but would be helpful to someone in need.
5. **APPROVAL OF COUNCIL MINUTES:**

Motion to approve February 17, 2026, regular meeting minutes. **Moved** by Mr. Kaag and seconded by Ms. Bower. **Motion carried 6-0.**

6. **ORDINANCES/RESOLUTIONS:**

- a. **Ordinance – Local Economic Revitalization Tax Assistance (LERTA)** – This step-type tax abatement program would allow new development projects, borough-wide, to annually increase their real estate tax payment by ten percent each year. By year ten, 100% of property taxes will be paid. Mr. Lineaweaver noted that the prior LERTA Ordinance expired in October of last year. Because of the sunset provision, we need to reintroduce the ordinance.

Motion to authorize the advertisement of a LERTA program ordinance. **Moved** by Ms. Leiendecker and seconded by Ms. Drobnick. **Motion carried 6-0.**

- b. **Ordinance – Time Limit and Handicapped Parking Amendments** – Mr. Lineaweaver noted the removal of a number of residential handicapped parking spaces and the proposed addition of two spaces, one on the 600 Block of Franklin Street, and one on the 200 Block of South Fourth Avenue. An update to time-limit parking would remove duplicate regulations on North Fifth Avenue.

Motion to authorize the advertisement of additional handicapped parking space designations and an update to time-limited parking. **Moved** by Mr. Kaag and seconded by Ms. Leiendecker. **Motion carried 6-0.**

- c. **Resolution 2026-6 Residential Permit Parking Program Participant Expansion** – A recommendation was made from the Traffic and Infrastructure Committee to include the 100 Block of South Fifth Avenue in the expanded participant permit parking program.

Motion to approve the addition of South Fifth Avenue, between Franklin Street and Grape Street, in the expanded residential permit parking program. **Moved** by Ms. Leiendecker and seconded by Mr. Choate. **Motion carried 6-0.**

- d. **Resolution 2026-7 Symmetrical Rounding Rule for Cash Transactions** – The Finance Committee recommended adopting a rounding rule to deal with future cash transactions when the Penny is no longer available.

Motion to adopt a symmetrical rounding rule policy for cash transactions. **Moved** by Ms. Leiendecker and seconded by Ms. Bower. **Motion carried 6-0.**

7. **CONSULTANTS' REPORT:**

- a. **Solicitor's Report** – Mr. Becker did not have anything new to report at this time.
- b. **Engineer's Report** – Ms. Stevens provided a summary of grant-funded projects, noting that the Ann Street and Spruce Street projects are in the reimbursement phase for the paving portion, which should yield \$40,000. Green Light-Go Year 8, a \$207,000 reimbursement has been requested. Green Light-Go Year 9, Telco is moving forward with construction. Green Light-Go Year 10, Traffic Planning and Design has been authorized to move forward with design, and construction is planned to begin next year. Green Light-Go Year 11 will be applied for this month. The Gateway Bridge painting project should be completed this year. The Seventh Avenue water main replacement project will be designed in 2027. The Fifth Avenue and Pine Street Pedestrian Crossing project is planned to be designed this year. The Playground Drive sidewalk replacement project will use funds for tree removals this year and will be designed in 2027. The MORE energy audit grant is being used to prepare designs for installing solar panels on the roofs of the

Bicentennial House and Firehouse. Those designs can then be submitted for grant funding at a later date.

The following action items were reviewed.

1. **Green Light-Go Year 11 Grant Application** – A grant application has been prepared for the traffic signal intersection upgrades to Reading Avenue, Eighth Avenue, and Hill Avenue. It was noted that the funding commitment letter and worker protection form are needed to apply before March 31.

Motion to authorize the Borough Manager to sign the funding commitment letter in the amount of \$54,918, and Worker Protection Form for inclusion in the Green Light-Go Year 11 grant application. **Moved** by Ms. Bower and seconded by Mr. Kaag. **Motion carried 6-0.**

2. **2026 Road Projects** – The road bids received this morning came in roughly \$50,000 under budget. H&K Group, Inc. was the lowest bidder. A change order may be needed for thermoplastic markings. Mr. Becker's office is reviewing the bids.

Motion to award the 2026 Road Projects to the apparent low bidder in the amount of \$298,950.93, conditioned upon review and approval of the lowest bidder's bid documents. **Moved** by Ms. Leiendecker and seconded by Ms. Drobnick. **Motion carried 6-0.**

Motion to accept the Engineer's report. **Moved** by Mr. Kaag and seconded by Mr. Choate. **Motion carried 6-0.**

8. **COUNCIL PRESIDENT'S REPORT:** Mr. Lineaweaver requested nominations for Voting Delegates for electing the Officers of the Association at this year's Pennsylvania State Association of Boroughs conference on June 2 and 3. He offered to serve as a Voting Delegate, as he will be attending the conference, and asked for an Alternate Delegate. Mr. Kaag indicated that he would also attend the conference and offered to serve as the Alternate Delegate.

Motion to appoint Mr. Lineaweaver as Voting Delegate and Mr. Kaag as Alternate Delegate. **Moved** by Ms. Leiendecker and seconded by Ms. Drobnick. **Motion carried 6-0.**

Mr. Lineaweaver chose to move the Diversity, Equity & Inclusion Taskforce (DEI) agenda item to allow visitors the opportunity to depart the meeting at a respectable hour.

Mr. Flannery of the Reading Pride Commission expressed an interest in growing our relationship. He shared a story about a young man who witnessed the Pride Flag being raised last year for Pride Month, which gave him the courage to come out and feel a little more comfortable in his own skin. Mr. Flannery stated that West Reading has been very progressive on this and that many of its businesses have agreed to provide safe spaces. Community support provides a sense of belonging, making us all stronger. The second Friday, June 12, 2026, was requested as the date for the Pride Flag Raising Ceremony to incorporate support of local businesses and continue the celebration. Mr. Price noted there will be live music on the Avenue for their 2nd Friday event.

Ms. Drobnick reported that the DEI Taskforce met and discussed the Pride Flag raising and has recommended that Borough Council approve the event, as they would like to continue that relationship. The Taskforce noted that, during the past several meetings, residents have expressed concerns about Immigration and Customs Enforcement activity. The Taskforce offered to serve as a

resource for connecting people with other organizations that address those topics. Ms. Bower reported that she is a member of GRIP, the Greater Reading Immigration Project, and a new member of the BURN network, which provides mutual aid for folks who are not citizens. The DEI Taskforce could serve as a hub to connect people with services that support immigrant individuals and families, as well as allies in our community. Residents were encouraged to learn how to be a part of the support system. Ms. Leiendecker noted a Town Hall meeting scheduled for tomorrow evening with state representatives at the firehouse, which would be an opportunity to pose questions as a resident at the state level.

Motion to participate in the Pride Flag Raising Ceremony on June 12, 2026, at 6:00 p.m. **Moved** by Mr. Kaag and seconded by Ms. Leiendecker. **Motion carried 6-0.**

Motion to accept the Diversity, Equity, Inclusion Taskforce report. **Moved** by Ms. Leiendecker and seconded by Mr. Choate. **Motion carried 6-0.**

Motion to accept the Council President's report. **Moved** by Ms. Leiendecker and seconded by Ms. Bower. **Motion carried 6-0.**

Mr. Flannery, Mr. Wagner, and Mr. Cruz departed the meeting at 7:50 p.m.

9. **BOROUGH MANAGER'S REPORT:** Mr. Miller referred Borough Council to the draft 2025 State of the Borough report on the table this evening and requested review and feedback in time for acceptance during next week's Borough Council meeting. He reviewed the following items:

a. **Schuylkill River Greenways (SRG) Reading Gateway Bridge Project** – A letter of support to the Senator and Congressman was requested to be ratified for a project to rehabilitate the trail bridge across the Schuylkill River that had been used as a railroad line. SRG is preparing a grant application.

Motion to ratify the Schuylkill River Greenways Reading Gateway Bridge Project letters of support. **Moved** by Ms. Leiendecker and seconded by Ms. Drobnick. **Motion carried 6-0.**

b. **Olive Street Watermain Replacement Project** – Mr. Miller requested ratification of a letter to the Berks County Commissioners requesting a letter of support for submitting a joint application for grant funding in the amount of \$3,000,000 countywide. We have recently found that we are not allowed to submit a common grant application for this project. The borough still plans to apply on a federal level through the Army Corps of Engineers. The downside to a federal grant is the roughly five-year approval process. Ms. Stevens recommended increasing the project cost to \$1,000,000 by including the interconnection between Olive Street and Buttonwood Street with the City of Reading.

Motion to ratify the Olive Street Watermain Replacement Project letter of support request to the Berks County Commissioners. **Moved** by Ms. Leiendecker and seconded by Mr. Kaag. **Motion carried 6-0.**

c. **Reading Hospital Fourth Amendment to Agreement** – The borough entered into negotiations with the Reading Hospital on the Payment-In-Lieu-Of-Taxes (PILOT) and has come to an agreement in the amount of \$500,000 for the year 2026. This is a downturn in the borough's PILOT. It was noted that the hospital is experiencing financial issues. Also noted was that their not-for-profit status had been challenged in the Supreme Court by a school district, resulting in the school

district providing a refund to the hospital. Negotiations for the 2027 PILOT are scheduled to take place prior to August 31. Additional conversations may be held regarding monetary items that fall outside the PILOT. For instance, there are discussions about requesting funding to offset grant match expenses for improvements to the Fifth Avenue and Pine Street pedestrian crosswalk. A thank-you was offered to Charles Barbera of Reading Hospital, who spearheaded the conversations and is a strong proponent of our community.

Motion to enter into a fourth amendment to the Reading Hospital agreement, for calendar year 2026, in the amount of \$500,000 to support the borough in providing essential services to the hospital. **Moved** by Mr. Kaag and seconded by Ms. Leiendecker. **Motion carried 6-0.**

- d. **Fitzzy's Halloween 5K Event** – This event has been held in West Reading Borough for the last two years. The event runs through the park system, which limits the resources required from a public safety standpoint. The family owns Fleet Feet in West Reading, and Lauren's Foundation honors her memory by supporting local families through a variety of charitable funds.

Motion to approve the Fitzzy's Run event on October 25, 2026. **Moved** by Ms. Leiendecker and seconded by Mr. Kaag. **Motion carried 6-0.**

- e. **Fashionista 5K Event** – The date requested conflicts with previously approved events such as the Armed Forces Day Parade and Vines & Vibes. It was noted that last year the event was pushed back by one week due to scheduling conflicts. Chief Tornielli will communicate with the event coordinator to determine if a new date is feasible. Approval of the event could be voted upon during the second Borough Council meeting of the month. This action item was tabled.
- f. **Schuylkill River Greenways (SRG) Reading Gateway Bridge Project** – Mr. Himelright thanked Mr. Miller for the letter of support provided on short notice. West Reading Borough was requested to partner with SRG in a grant application. Mr. Miller noted that this project is not contiguous to West Reading. Mr. Himelright indicated that SRG is not eligible to apply for grant funding and that a connection to the Bertolet Fishing Dock is planned for this destination-type attraction. The bridge is owned by Berks County, with a trail easement over it. A Memorandum of Understanding (MOU) would be executed to remove the burden from the municipality as a partner. Mayor Kaag indicated that this request should come to the Environmental Advisory Council, which meets next Monday. Further details are needed to make a qualified decision. It was noted that the grant application, already written, must be submitted by March 23. The borough would be a monetary passport for grant funding. Mr. Becker was interested in the indemnification and liability aspects, as well as SRG's financial viability. Ms. Schaeffer offered to provide documentation tomorrow for consideration. SRG was invited to the Environmental Advisory Council meeting on Monday evening to review documentation, but there was no guarantee that a decision could be made by Tuesday's Borough Council meeting.

Mrs. Reppert joined the meeting at 8:19 p.m.

Motion to accept the Borough Manager's report. **Moved** by Ms. Drobnick and seconded by Ms. Bower. **Motion carried 6-0.**

Mr. Himelright and Ms. Schaffer departed the meeting at 8:23 p.m.

10. **MAYOR'S REPORT:**

Mayor Kaag provided a verbal report noting the Town Hall event tomorrow at the firehouse. The Palmer Memorial is next Tuesday, beginning at 4:30 p.m. They will meet at the memorial and walk to the Palmer building. Further details will be available on social media. The Berks Armed Forces Day Parade will be held on May 16. Please add a reminder to your calendar to attend.

Motion to accept the Mayor's report. **Moved** by Ms. Drobnick and seconded by Mr. Choate. **Motion carried 6-0.**

11. **DEPARTMENT REPORTS:**

a. **Police Department** – Chief Tornielli reported that he is reviewing our threat assessments and planning deployments accordingly for upcoming events. An update to the five-year plan will be provided soon. The county has provided Internet connectivity to the seven Mobile Computer Terminals (MCTs) in the patrol cars; this agreement is ending. The good news is that the county was charging \$31.99 per connection per month, and both Verizon and FirstNet have provided quotes of \$20 per connection per month. Information may be brought to next week's Borough Council meeting for approval. The following action items were reviewed:

1. **Letter of Resignation** – Consideration was requested to accept Sergeant Holben's letter of resignation. Mr. Lineaweaver noted that Sergeant Holben has taken the role of Police Chief with the Northern Berks Regional Police Department. We commend him on his promotion from Sergeant to Chief.

Motion to accept Sergeant Wayne Holben's letter of resignation effective March 9, 2026. **Moved** by Ms. Leiendecker and seconded by Ms. Drobnick. **Motion carried 6-0.**

2. **Severance of Employment** – Motion to approve Sergeant Holben's request to process his severance of employment pension and retirement benefits in accordance with both Section 72-6 B. (1) of Chapter 72 Pensions and Retirement, and the Collective Bargaining Agreement. **Moved** by Ms. Leiendecker and seconded by Ms. Bower. **Motion carried 6-0.**

3. **Promotional Testing** – Consideration was requested to fill the vacancy of Sergeant Holben's retirement by promoting from within. The \$7,200 cost includes two days of interviews; Chief Tornielli anticipates needing only one day, which would lower the cost to roughly \$4,000.

Motion to initiate supervisor promotional testing and contracting with the Pennsylvania Chiefs of Police Association to conduct promotional testing contingent upon approval of the Civil Service Commission. Cost not to exceed \$7,200. **Moved** by Mr. Kaag and seconded by Ms. Leiendecker. **Motion carried 6-0.**

4. **Entry-Level Hiring** – The Civil Service Commission has an eligibility list for a certified entry-level hire that needs to be requested to fill the vacancy of Sergeant Holben.

Motion to request a certified eligibility list from the Police Civil Service Commission for entry-level hiring. **Moved** by Ms. Leiendecker and seconded by Ms. Drobnick. **Motion carried 6-0.**

Motion to accept the Police Department report. **Moved** by Ms. Leiendecker and seconded by Mr. Kaag. **Motion carried 6-0.**

- b. **Public Works Department** - Mr. Grassley offered to answer any questions about his report. The following action items were reviewed:

1. **PennDOT Maintenance Services Agreement** – A three-year maintenance agreement has been received from PennDOT totaling \$25,102.39 to maintain the cloverleaf area.

Motion to enter into a three-year maintenance agreement through December 31, 2028, with PennDOT to maintain the cloverleaf area. **Moved** by Mr. Kaag and seconded by Ms. Leiendecker. **Motion carried 6-0.**

2. **Mack Tri-Axle Truck Replacement** – Mr. Grassley noted a previous recycling grant awarded to offset replacement costs during COVID-19, at a time when vehicles were not available. Grant funds had been used to purchase a skid loader. A new 902-Recycling Grant application has been prepared, and he is awaiting figures from the trucking company.

Motion to apply for a 902-Recycling Grant to purchase a tri-axle truck. **Moved** by Mr. Kaag and seconded by Ms. Leiendecker. **Motion carried 6-0.**

3. **Dump Truck #31 Replacement** – Last year, \$200,000 had been budgeted to replace truck #31, which had not been purchased. This year, \$210,000 has been budgeted. Three COSTARS quotes were received; the lowest quote was \$181,000, \$29,000 below the budget. A trade-in value will be obtained from Tom Masano Ford for use as a starting bid on the auction.

Motion to purchase a replacement dump truck as budgeted, not to exceed \$180,000. **Moved** by Ms. Leiendecker and seconded by Ms. Drobnick. **Motion carried 6-0.**

4. **Part-Time Hire** – The hiring of a part-time seasonal worker was requested to begin in April to prepare the pool for opening, curbing, and ADA ramp replacements.

Motion to hire a part-time seasonal employee to assist with pool opening, curb, and handicapped ramp replacements. **Moved** by Ms. Leiendecker and seconded by Mr. Choate. **Motion carried 6-0.**

Motion to accept the Public Works Department report. **Moved** by Ms. Drobnick and seconded by Mr. Kaag. **Motion carried 6-0.**

- c. **Fire Department** – Chief Moyer referred to his written report and noted that the annual Chicken BBQ fundraiser will be held on March 29; tickets and 125th anniversary t-shirts can be ordered online and picked up at the Chicken BBQ. It was noted that former Councilman Shaver put a lot of time into designing the t-shirts.

Motion to accept the Fire Department report. **Moved** by Ms. Leiendecker and seconded by Mr. Choate. **Motion carried 6-0.**

- d. **Code Department** – Mr. Moyer provided an update on his report, noting there is an office use that has been approved in Berkshire Plaza, which will be a tax preparation and insurance business. The former La Abuela restaurant will now be Archie's Taqueria, LLC. Also, 500A Penn Avenue, located next to Chef David's, will be a retail business for the sale, installation, and maintenance of permanent jewelry called Linked Permanent Jewelry. The owner of 542 Franklin Street has not responded to a demolition order; therefore, we will issue additional citations and continue to monitor that property as we move through this process.

Mr. Moyer noted that he is currently the Building Code Official for the borough. He stated that it is customary to name an alternate. The Uniform Construction Code (UCC) requires permits to be approved within a designated period; if they are not, they are deemed approved. Mr. Moyer requested that alternate code officials be designated to oversee permits in the event he is away on vacation or incapacitated.

Motion to appoint Ryan Wessner and Krystin Noll from Systems Design Engineering, Inc. as Alternate Building Code Officials. **Moved** by Ms. Leiendecker and seconded by Mr. Choate. **Motion carried 6-0.**

Motion to accept the Code Department report. **Moved** by Ms. Leiendecker and seconded by Mr. Choate. **Motion carried 6-0.**

- e. **West Reading Community Revitalization Foundation (WRCRF)** – Mr. Price spoke of the third annual Chili Fest that was held on Sunday, which has grown to 107 tickets sold. A total of 131 scorecards were distributed, covering visits to 21 different businesses.

Mr. Price requested permission to use the 000 Block of Tulpehocken Avenue and 433 Penn Avenue for vendors and acoustic music for Art on the Avenue and Fall Fest events. Typically, there is a waitlist of 30 to 40 vendors every year. This would add additional space for additional vendors.

Motion to allow the use of the 000 Block of Tulpehocken Avenue and 433 Penn Avenue for vendors and live acoustic music for Art on the Avenue and Fall Fest events. **Moved** by Mr. Choate and seconded by Ms. Leiendecker. **Motion carried 6-0.**

Motion to accept the WRCRF report. **Moved** by Mr. Kaag and seconded by Ms. Bower. **Motion carried 6-0.**

Mr. Price departed the meeting at 8:48 p.m.

12. COMMITTEE / COMMISSION REPORTS:

- a. **Recreation Commission** – Mr. Esterly referred to his report and reviewed the following action items:

- 1. **Seasonal Hires** – The first round of hire requests for the pool and playground programs was provided to Borough Council for consideration. Rates of pay varied from \$10 to \$18 per hour.

Motion to approve the list of hires for pool and playground seasonal staffing. **Moved** by Ms. Leiendecker and seconded by Mr. Choate. **Motion carried 6-0.**

- 2. **Non-Resident Pool Membership** – Mr. Esterly requested to offer again this year a discount flash sale for non-resident pool memberships for one week at the Recreation Director's date of choice to attract new members.

Motion to allow the Recreation Director to offer a discount flash sale for non-resident pool memberships for one week of his choice. **Moved** by Ms. Bower and seconded by Ms. Leiendecker. **Motion carried 6-0.**

Mr. Esterly reviewed the upcoming events, which included the Easter Egg Hunt on March 29. Palmer Candy donated chocolate, including large bunnies, and Tom Sturgis Pretzels has also provided a donation. The Fishing Rodeo has several new sponsors, including Winnie Mochi and Chef David. The new Porch-Fest event is quite popular. There are roughly 50 participants and musical acts registered for this event. Each porch will have three musical acts. Vines and Vibes have

several new vendors. The Young Magician's night had a good turnout; participants received a free wand and magic trick. The Dungeons and Dragons event will be reduced to a single event in the fall. Mr. Esterly reported that Discovery Federal Credit Union has provided a \$2,000 sponsorship for the Haunted House event. Ms. Drobnick stated that they have created Music May. Mr. Lineaweaver thanked the Recreation Commission for coming up with new ideas.

Motion to accept the Recreation Commission report. **Moved** by Ms. Leiendecker and seconded by Mr. Kaag. **Motion carried 6-0.**

- b. **Planning Commission** – The March Planning Commission meeting was cancelled.
- c. **Economic Development Committee** – The March Economic Development Committee meeting was cancelled.
- d. **Environmental Advisory Council** – The February Environmental Advisory Council meeting was cancelled.
- e. **Traffic and Infrastructure Committee** – Mr. Kaag noted an action item that requests consideration of applying for a multimodal grant for the installation of two rapid flashing beacons to improve pedestrian safety crossing Penn Avenue at the intersection of Third and Penn Avenues. Ms. Stevens indicated that a match would not be required and that the minimum project amount is \$100,000, with a maximum of \$3,000,000.

Motion to apply for a multimodal grant for the installation of rectangular rapid flashing beacons at the intersection of Third and Penn Avenues. **Moved** by Ms. Leiendecker and seconded by Ms. Drobnick. **Motion carried 6-0.**

Motion to accept the Traffic and Infrastructure Committee report. **Moved** by Ms. Dronick and seconded by Ms. Leiendecker. **Motion carried 6-0.**

- f. **Shade Tree Commission** – The Commission held a workshop meeting due to the lack of a quorum. They discussed the tree watch, inventory, planting, and trimming needs. A member of the Commission drafted a letter to Oak Terrace residents to gauge their interest in planting trees on their property at no cost. Modifications are being made to the letter with plans to review next month.

Motion to accept the Shade Tree Commission report. **Moved** by Mr. Kaag and seconded by Ms. Leiendecker. **Motion carried 6-0.**

- g. **Safety Committee** – Mr. Lineaweaver noted review of overexertion and repetitive motion this month.

Motion to accept the Safety Committee report. **Moved** by Ms. Leiendecker and seconded by Mr. Kaag. **Motion carried 6-0.**

- h. **Finance Committee** – Mr. Lineaweaver reviewed the following action items:
 - 1. **Automated Investment Sweep Account** – The committee felt it was prudent to utilize the automated investment sweep service, provided there are enough funds in the bank account. If the account exceeds \$300,000, the interest rate would double from 1.5% to 3%. Removal from the service can be achieved by phone. The sweep account is tied to market conditions by investing in U.S. Government Bonds.

Motion to enter into an Automated Investment Sweep service, if conditions allow. **Moved** by Ms. Leiendecker and seconded by Ms. Drobnick. **Motion carried 6-0.**

2. **Waste Hauler Contract** – The Hollenbaugh’s Trash and Recycling, LLC agreement will expire on December 31, 2026. However, the contract allows for two one-year extensions. The extension is favorable in terms of cost.

Motion to extend the Hollenbaugh’s Trash and Recycling, LLC waste hauler agreement by one year in the amount of \$398,700. **Moved** by Ms. Drobnick and seconded by Mr. Choate. **Motion carried 6-0.**

3. **Landfill Contract** – The Conestoga Landfill agreement will expire on December 31, 2026. However, the contract allows for two one-year extensions. The 2027 rate per ton would be \$63.67. It was noted that the previous landfill contract had been above \$100 per ton.

Motion to extend the Conestoga Landfill agreement by one year at a unit cost of \$63.67 per ton. **Moved** by Mr. Kaag and seconded by Ms. Leiendecker. **Motion carried 6-0.**

Motion to accept the Finance Committee report. **Moved** by Ms. Drobnick and seconded by Ms. Leiendecker. **Motion carried 6-0.**

13. **TREASURER’S REPORT:**

- a. **Financial Statement Ending 2/28/2026** – There were no questions or comments.
- b. **Payment Approval Report 2/18/26 to 3/13/26 and 3/14/26 to 3/17/26** – There were no questions or comments.

Motion to approve the financial statement ending 2/28/2026, and Payment Approval Reports of 2/18/26 through 3/17/26. **Moved** by Ms. Leiendecker and seconded by Ms. Drobnick. **Motion carried 6-0.**

14. **PUBLIC COMMENT:**

Mr. Rogers questioned the ordinance amendment restricting time-limited parking on North Fifth Avenue. Mr. Grassley reported that the first two spaces would be 3-hour parking and the remaining three spaces would be 20-minute parking. He also asked about the amount of the previous PILOT agreement with the hospital. Mr. Miller reported it was approximately \$715,000.

15. **ADJOURNMENT:** Motion to adjourn the meeting at 9:08 p.m. **Moved** by Ms. Leiendecker and seconded by Ms. Drobnick. **Motion carried 6-0.**

Respectfully submitted,

Cynthia Madeira
Borough Secretary