

# Business Meeting Agenda

**Borough of West Reading Council**  
 Tuesday, April 21, 2026 – 7:00 p.m.

1.	<b>Call to Order, Pledge of Allegiance, Roll Call</b> ___ Ryan Lineaweaver, President ___ Denise Drobnick, Pro-Tem ___ Zanna Leiendecker, Member ___ Justin Choate, Member ___ Daniel Becker, Solicitor ___ Patrick Kaag, Vice President ___ Bethany Bower, Member ___ Vicki Haller Graff, Member ___ Samantha Kaag, Mayor ___ Randall Miller, Borough Manager
2.	<b>Presentation:</b> Maillie, LLC Audit Summary
3.	<b>Executive Session:</b> <i>Borough Council did not meet for an executive session.</i>
4.	<b>Agenda Amendments</b>
5.	<b>Public Comment:</b> <i>*Per Resolution 2016-1: Time limited to 5 minutes per person. Only residents and taxpayers of the Borough of West Reading will be permitted to address Borough Council. Please state your name and physical address for the record. Written comments can be submitted to <a href="mailto:info@westreadingborough.org">info@westreadingborough.org</a> prior to noon on the date of the meeting. Please include: the meeting date "(i.e., 8/17/21) Public Comment" in the subject line of your email, and include your name and address.</i>
6.	<b>Approval of Minutes</b> a. March 17, 2026 – Regular Meeting b. March 24, 2026 – Second Meeting c. April 7, 2026 – Special Meeting 1) <b>Action Item:</b> <i>Consideration to approve the minutes.</i>
7.	<b>Ordinances / Resolutions</b> a. <b>Ordinance – Special Event/Public Gathering</b> 1) <b>Action Item:</b> <i>Consideration of authorizing the advertisement of amendments to include regulations pertaining to bar crawl or similar alcohol related events.</i> b. <b>Ordinance 1205 Local Economic Revitalization Tax Assistance (LERTA)</b> 1) <b>Action Item:</b> <i>Consideration of adopting a LERTA program ordinance.</i> c. <b>Ordinance 1206 Time Limit and Special Purpose Parking Amendments</b> 1) <b>Action Item:</b> <i>Consideration of adopting amendments to include additional handicapped parking space designations and an update to the time limit parking on North Fifth Avenue.</i> d. <b>Resolution 2026-9 Experimental Parking Regulations</b> 1) <b>Action Item:</b> <i>Consideration of adopting experimental parking regulations on the west side of North Seventh Avenue, between Reading Avenue and Walnut Street.</i>
8.	<b>Consultants' Reports</b> a. Solicitor's Report b. Engineer's Report 1) <b>Action Item:</b> <i>Consideration of authorizing Systems Design Engineering, Inc. and Traffic Planning and Design, Inc. to design the Fifth Avenue and Pine Street rapid flashing pedestrian crossing project.</i> 2) <b>Action Item:</b> <i>Consideration of authorizing Systems Design Engineering, Inc. and Traffic Planning and Design, Inc. to apply for a no-match Multimodal Transportation Fund Grant for pedestrian safety improvements at the Third and Penn Avenue intersection.</i> 3) <b>Action Item:</b> <i>Consideration of authorizing Systems Design Engineering, Inc. to submit a letter of intent to apply to the Pennsylvania Emergency Management Agency (PEMA) for a Building Resilient Infrastructure and Communities Grant.</i> 4) <b>Action Item:</b> <i>Consideration of authorizing Systems Design Engineering, Inc. to design the Phase I Olive Street Water Main Replacement project between Buttonwood Street and Walnut Street.</i>
9.	<b>Council President Report</b>
10.	<b>Borough Manager Report</b> 1) <b>Action Item:</b> <i>Consideration of accepting the Maillie 2025 audit reports.</i> 2) <b>Action Item:</b> <i>Consideration of appointing an Associate Member to be a Voting Member of the Environmental Advisory Council with a term ending December 31, 2028.</i> 3) <b>Action Item:</b> <i>Consideration of approving the Riverfront Federal Credit Union Pig Derby on June 6, 2026.</i>

	<p>4) <b>Action Item:</b> Consideration of ratifying approval of the Armed Forces Day Parade, and associated road closures, on Saturday, May 16, 2026.</p>
11.	<b>Mayor's Report</b>
12.	<p><b>Department Reports</b></p> <ul style="list-style-type: none"> <li>a. Police Department <ul style="list-style-type: none"> <li>1) <b>Action Item:</b> Consideration of approving the budgeted conversion to Microsoft 365 G3 licenses.</li> <li>2) <b>Action Item:</b> Consideration of authorizing the Chief of Police to enter a contract with 10<sup>th</sup> Planet Ju Jitsu for the budgeted control tactics training.</li> </ul> </li> <li>b. Public Works <ul style="list-style-type: none"> <li>1) <b>Action Item:</b> Consideration of authorizing Martin Tree Service to remove and stump grind all borough trees on the residential side of Playground Drive.</li> <li>2) <b>Action Item:</b> Consideration of accepting a proposal to maintain the cloverleaf area.</li> </ul> </li> <li>c. Fire Department <ul style="list-style-type: none"> <li>1) <b>Action Item:</b> Consideration of approving the budgeted purchase of a garage bay door through a Costars vendor at a cost of \$60,861.32.</li> </ul> </li> <li>d. Code Department</li> <li>e. West Reading Community Revitalization Foundation Report</li> </ul>
13.	<p><b>Committee / Commission Reports</b></p> <ul style="list-style-type: none"> <li>a. Recreation Commission – April 7, 2026 <ul style="list-style-type: none"> <li>1) <b>Action Item:</b> Consideration of approving the list of hire and rehire pool and playground, seasonal staff.</li> </ul> </li> <li>b. Planning Commission – April 1, 2026 – Canceled</li> <li>c. Economic Development Committee – April 13, 2026</li> <li>d. Environmental Advisory Council – March 23, 2026</li> <li>e. Traffic &amp; Infrastructure Committee – April 8, 2026</li> <li>f. Shade Tree Commission – April 6, 2026</li> <li>g. Safety Committee – April 13, 2026</li> <li>h. Finance Committee – April 16, 2026 – Canceled</li> </ul>
14.	<p><b>Treasurer's Report</b></p> <ul style="list-style-type: none"> <li>a. Transfer of Funds <ul style="list-style-type: none"> <li>1) <b>Action Item:</b> Consideration of transferring \$475,000 from the M&amp;T General Fund to PLGIT Prime.</li> </ul> </li> <li>b. Financial Statement – 3 months ending 3/31/2026</li> <li>c. Payment Approval Report – 3/18/26 to 4/14/26 &amp; 4/15/26 to 4/21/26 <ul style="list-style-type: none"> <li>1) <b>Action Item:</b> Consideration to approve the financial statement ending 3/31/26 and payment approval reports of 3/18/26 through 4/21/26.</li> </ul> </li> </ul>
15.	<b>Public Comment</b>
16.	<b>Adjournment</b>