

# *CITY COUNCIL*

## *Nominations and Appointments*

### *Committee*

**Monday, May 16, 2022**  
**4:00 pm**  
**Virtual Meeting**

The Nominations and Appointments Committee meets to address nominations and appointments to the City's boards, authorities and commissions.

Due to COVID-19, meetings are being held virtually. Public comment will be accepted in writing through an email to [michelle.smith@readingpa.gov](mailto:michelle.smith@readingpa.gov). Public comment must be submitted by 3:00 pm on the day of the meeting to allow time to distribute the comment submitted. The comment received will be read into the record. Those wishing to make comment at the meeting must register by 3:00 pm the day of the meeting.

Join Zoom Meeting

<https://readingpa.zoom.us/j/4192926522?pwd=M0dBTXh6SnNvOHppU1paMm9zUW0xZz09>

Meeting ID: 419 292 6522

Passcode: 972205

### Dial by your location

877 853 5257 US Toll-free

888 475 4499 US Toll-free

Meeting ID: 419 292 6522

Passcode: 972205

## **I. Interviews**

**4:00 – Jessica Schwartz – appointment – alternate Board of Health**

**4:15 – Jeffrey Darlington – reappointment – Board of Ethics**

**4:30 – Dennis Baver – appointment – Fire / Building Code Board of Appeals**

## **II. Appointment Recommendations**

**III. Review Pending Applications Memo (see page 6), BAC Openings (see page 8) & Board, Authority, Commission Membership**

**IV. Adjourn**

## **Board of Health Facts**

Under the Commission form of government, City Council sat as the Board of Health. After the change to the Home Rule Charter form of government, City Council created a citizen appointed Board of Health. The Board of Health is charged to enforce and uphold the laws of the Commonwealth of Pennsylvania and the City of Reading enacted for the protection of the public health, such as identify community problems; diagnose and investigate health problems and health hazards; inform, educate and empower the citizens and residents of Reading about health issues; mobilize community partnerships and take action to solve problems; and analyze and develop policies and plans that support individual and community health efforts.

## **Board of Health Questions for New Applicants**

1. What is the purpose of the Board of Health?
2. Why are you interested in serving on the Board of Health?
3. The Board currently meets on the 1st Tuesday of every other month at 4 pm. Will you be able to regularly attend those meetings?
4. What would you like to see the Board of Health accomplish?
5. What community health related problems are you aware of?

## **Board of Health Questions for Reappointments**

1. Are you able to regularly attend meetings?
2. What has the Board of Health done well and what could be improved?
3. Are there any issues that the City could assist with?
4. What types of health issues has the Board handled? And how were they resolved?
5. What types of projects or issues would you like the Board to address?

## **Ethics Board Facts**

The Ethics Board was approved by referendum in the General Election as part of the Home Rule Charter. The purpose of the Ethics Board is to hear and decide all cases alleging violations of the Code of Ethics. Insofar as permitted by state law the Board shall issue advisory opinions, binding opinions, impose penalties and administrative fines, refer cases for prosecution, and conduct investigations on its own initiative and on referral or complaint. City Council shall appropriate sufficient funds to enable the Board to perform the duties assigned to it, including expenses for independent counsel and other necessary staff. The Ethics Board must also educate elected and appointed officials, employees and the public about the Code of Ethics.

## **Ethics Board Questions for New Applicants**

1. What is the purpose of the Ethics Board?
2. Why are you interested in serving on the Ethics Board?
3. Why do you think the Ethics Board is needed?
4. Are you aware of any of the issues the Ethics Board has handled in the past?
5. Have you read the City's Code of Ethics? If you could modify one section which would it be and why?

## **Ethics Board Questions for Reappointments**

1. The Ethics Board currently meets as needed. Are you able to regularly attend those meetings?
2. What has the Ethics Board done well and what could be improved?
3. Are there any issues that the City could assist with?
4. What types of Ethics issues has the Board handled? And how were they resolved?
5. Explain how the Ethics Board works to educate City officials and the public.
6. Do you believe the Ethics Board is a valuable tool? Why or Why not?

## **Fire and Building Code Board of Appeals Facts**

The Fire and Building Code Board of Appeals has the authority to periodically review building, electrical, mechanical, plumbing, and fire codes, act as a board of appeals to pursuant to the aforementioned codes. They may determine the suitability of alternate materials and types of construction and waive building code requirements under certain circumstances. An affected party may appeal the decision of the local Code Official to the Building and Fire Code Board of Appeals, and the Building and Fire Code Board of Appeals shall have the power to uphold, reverse, or modify the decision of the official.

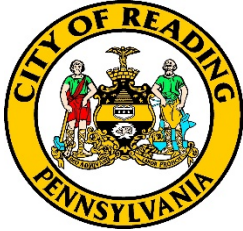
There is no set meeting schedule for this Appeals Board.

1. Why are you interested in serving on the Fire and Building Code Board of Appeals?
2. Have you had experience with the City's Fire or Building Codes?
3. What is your opinion on the need for this appeals board?
4. Have you had any experience considering testimony and making decisions based on the testimony presented?

## **Code and License Appeals Board Questions for Reappointments**

1. Do you regularly attend appeal hearings?
2. How many appeal hearings has the Board held over your term?
3. Do you believe that the process used to conduct the hearing is productive and efficient?
4. What changes would you recommend?

M E M O R A N D U M



**TO:** Nominations and Appointments Committee  
**FROM:** Shelly Smith, Deputy City Clerk  
**DATE:** May 16, 2022  
**SUBJECT:** Pending Applications

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The following persons have applications for Boards, Authorities, and Commissions pending:

Citizens Initiative Commission – *11 open seats (1 per Council District; 3 at large)*

- Tonya Butler – appointment – has Mayoral approval

Planning Commission – *2 term expirations, 1 open seat (7 members)*

- Ann Woodward – appointment – sent to Mayor Jan 2022
- Ermete Raffaelli – appointment – sent to Mayor Jan 2022
- Wayne Bealer – reappointment (term expires April 1, 2022) – sent to Mayor March 2022
- Lee Olsen – reappointment (term expires April 1, 2022) sent to Mayor March 2022

HVAC Board – *6 open seats (9 members)*

- Carlos Belilla – appointment
- Jeremy Gregory – appointment
- Steven Symons – appointment – sent to Mayor April 2022
- Chad Milligan – appointment – sent to Mayor April 2022

Board of Health - 2 open alternate seats (5 members plus 2 alternates)

- Jessica Schwartz - alternate appointment - has Mayoral approval

Board of Ethics - 1 term expiration, 1 open seat (5 members)

- Jeff Darlington - reappointment - has Mayoral approval

Fire / Building Code Board of Appeals - 1 open seat, 2 open alternate seats (5 members plus 2 alternates)

- Dennis Baver - appointment - has Mayoral approval

Environmental Advisory Council - 1 open seat (7 members)

- Stephan Thompson - appointment - sent to Mayor May 2022

Charter Board - 2 open seats (5 members)

- Stephen Yarnell - appointment

Blighted Property Review Committee - 3 term expirations (7 members)

- Heminton Candelario Urena - reappointment

**BOARDS, AUTHORITIES & COMMISSIONS**

**OPEN SEATS**

**MAY 16, 2022**

<b>Board, Authority &amp; Commission</b>	<b>Mayor appointment w/ Council approval</b>	<b>Mayor appointment</b>	<b>Council appointment</b>
<b>BOARDS</b>			
Electrician's Examining Board Must be master Electrician	Board full		
Plumbing Board of Examiners Must be master Plumber	2 openings		
Reading HVAC Board Must have master license	6 openings		
	4 applications pending		
Zoning Hearing Board			1 alternate opening
Police Civil Service Board			Board full
Fire Civil Service Board			1 opening
Board of Historical Architectural Review			5 openings Historic District Openings & Trades Professional
Board of Trustees of the Reading Public Library			City positions filled



Board of Health	2 alternate openings		
	1 application pending		
Board of Ethics	2 openings		
	1 application pending		
Building/Fire Code Board of Appeals	1 opening		
	2 alternate openings		
	Bldg/Trade experience		
	2 applications pending		
Animal Control Board	2 openings		
Charter Board	2 openings		
Code & License Appeals Board		1 opening	
		1 alternate opening	2 alternate openings
Equal Business Opportunity Advisory Board	3 openings		
Diversity Board			Board full
Pagoda Foundation		Mayoral Appointments filled	2 openings
Conversion Therapy Mental Health Services Appeals Board	3 openings		

AUTHORITIES			
Reading Area Water Authority			Board full
Reading Redevelopment Authority		1 opening	
Reading Housing Authority	Board full		
Reading Parking Authority		1 opening	
Convention Center Authority			City positions full
COMMISSIONS			
Planning Commission	3 openings		
	4 applications pending		
Shade Tree Commission	1 opening		
Stadium Commission	Board full		
Reading Human Relations Commission		1 opening	
Blighted Property Review Committee	3 openings		

Environmental Advisory Council			1 opening
Recreation Commission	City positions filled		
Audit Committee			Board full
Citizens Initiative Commission		3 openings	6 openings – 1 per City Council District
			1 application pending
Youth Commission		2 openings	7 openings – 2 District 3; 1 District 4; 1 District 5; 1 District 6
Downtown Revitalization P3		Positions full	1 alternate opening