

# *CITY COUNCIL*

## *Nominations and Appointments*

### *Committee*

**Monday, November 7, 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. No public comment is permitted during Committee meetings.

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

#### **I. Interviews**

**4:00 - Frank Denbowski - appointment - Planning Commission**

**4:15 - Daniel DeCarlo - appointment - Planning Commission**

#### **II. Appointment Recommendations**

**III. Review Pending Applications Memo (see page 4), BAC Openings (see page 6) & Board, Authority, Commission Membership**

**IV. Review list of non-residents serving on BACs and positions that are difficult to fill (see page 10) - no update**

**V. Diversity Training for Board, Authority and Commission members  
- provide feedback on video**

**VI. Adjourn**

## **Planning Commission Facts**

Originally established by the PA Municipalities Planning Code, the Planning Commission is charged with administering the Subdivision and Land Development Ordinance (SALDO) and making recommendations for approval or denial of projects, reviewing and commenting on all Zoning Ordinance amendments and Conditional Uses, and preparing the Comprehensive Plan.

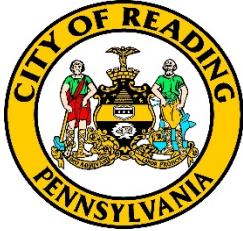
## **Planning Commission Questions for New Applicants**

1. What is the purpose of the Planning Commission?
2. Why are you interested in serving on the Planning Commission?
3. The Commission currently meets on the 4<sup>th</sup> Tuesday of each month at 6:00 pm.  
Will you be able to regularly attend those meetings?
4. What plan review experience do you have?
5. What would you like to see the Planning Commission accomplish?

## **Planning Commission Questions for Reappointments**

1. Are you able to regularly attend monthly meetings?
2. What has the Planning Commission done well and what could be improved?
3. Are there any issues that the City could assist with?
4. How is the Commission's relationship with the City Planner and Zoning Offices?
5. Are there issues that the City needs to address?

MEMORANDUM



**TO:** Nominations and Appointments Committee  
**FROM:** Shelly Smith, Deputy City Clerk  
**DATE:** November 7, 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 – District 4 - has Mayoral approval

**Planning Commission – 4 open seats (7 members)**

- **Frank Denbowski** – appointment – has Mayoral approval
- **Daniel DeCarlo** – appointment – has Mayoral approval
- **James Harris** - appointment

**Environmental Advisory Council – 1 term expiration, 1 open seat (7 members)**

- **James Cole** – appointment – has Mayoral approval
- **William Vitale** – reappointment – has Mayoral approval

**Conversion Therapy Mental Health Services Board – 3 open seats (5 members, 3 residents)**

- **Jordan Henning** – appointment – has Mayoral approval

**Shade Tree Commission – 1 open seat, 2 term expirations (5 members)**

- **Thomas Ryan** – reappointment – has Mayoral approval

**Electrical Examining Board – 1 open seat (7 members)**

- **Jeffrey Hartman** – appointment – has Mayoral approval
- **Ed Bernitsky** – appointment – has Mayoral approval
- **Bryan Anderson** – appointment – has Mayoral approval

**Charter Board – 2 open seats (5 members)**

- **Stephen Yarnell** – appointment – sent to Mayor August 2022

**Pagoda Foundation – 2 Council appointments (13 members)**

- **Jon Jordan** – appointment

**Library Board – 2 City term expirations (16 members)**

- **Salvador Sepulveda** – reappointment – has Mayoral approval

**Parking Authority – 2 term expirations, 1 open seat (5 members)**

- **Keith Eschleman** – reappointment – has Mayoral approval
- **Alan Shuman** - appointment

**Audit Committee – 1 term expiration (1 resident member)**

- **Sandy Graffius** – reappointment

**HVAC Board – 2 term expirations, 4 open seats (9 members)**

- **Craig Weisman** – reappointment – has Mayoral approval

**Zoning Hearing Board – 1 alternate open seat (5 members + 2 alternates)**

- **James Harris** – appointment

**BOARDS, AUTHORITIES & COMMISSIONS**

**OPEN SEATS**

NOVEMBER 7, 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			
	1 opening		
	3 applications pending		
Plumbing Board of Examiners Must be master Plumber			
	2 openings		
Reading HVAC Board Must have master license			
	4 openings		
	1 application pending		
Zoning Hearing Board			
			1 alternate opening
			1 application pending
Police Civil Service Board			
			Board full
Fire Civil Service Board			
			1 opening
Board of Historical Architectural Review			4 openings
			Historic District Openings
			& Trades Professional
Board of Trustees of the Reading Public Library			2 City openings
			1 application pending

Board of Health	1 alternate opening		
Board of Ethics	2 openings		
Building/Fire Code Board of Appeals	1 alternate opening		
Animal Control Board			
	2 openings		
Charter Board			
	2 openings		
	1 application pending		
Code & License Appeals Board		1 opening	
		1 alternate opening	2 alternate openings
Equal Business Opportunity Advisory Board	3 openings – minority bus – owner; procurement professional, resident		
Diversity Board			Board full
Pagoda Foundation		Mayoral Appointments filled	2 openings
			1 application pending

Conversion Therapy Mental Health Services Appeals Board	3 openings		
	1 application pending		

<b>AUTHORITIES</b>			
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Reading Area Water Authority			
			Board full
Reading Redevelopment Authority			
			1 opening
Reading Housing Authority	Board full		
Reading Parking Authority		3 openings	
		2 applications pending	
Convention Center Authority			City positions filled

<b>COMMISSIONS</b>			
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Planning Commission			
	3 openings		
	3 applications pending		
Shade Tree Commission			
	3 openings		
	1 application pending		
Stadium Commission			
	Board full		
Reading Human Relations Commission			
		1 opening	



Blighted Property Review Committee	2 openings		
Environmental Advisory Council			2 openings
			2 applications pending
Recreation Commission	City positions filled		
Audit Committee			1 opening
			1 application pending
Citizens Initiative Commission		3 openings	6 openings – 1 per City Council District
			1 application pending
Youth Commission		2 openings	2 District 1; 2 District 3; 2 District 6
Downtown Revitalization P3		Positions full	1 alternate opening

# Non-Residents Serving on BACs

Charter Section 1002 C Qualifications provides that as a general rule, members of boards and commissions shall be residents of the City. At the discretion of Council, persons not residents of the City, but who have a significant property or business interest in the City, may be selected to serve. No person may concurrently serve on more than one authority, board, or commission.

BAC	Name	Number of Board Members	Reason
Electrical Examining Board	Todd Rathman Tim Pelter Geoffrey Litwin Mark Pinkasavage Tim Waldman Terry Withers	7	Master Electrical License required
Plumbing Board	Barry Unger Donald Snyder Robert Fegley Brian Miller Frank Forster	7	Master Plumbing License required
HVAC Board	Dale Eisenhofer Craig Weisman Steven Symons Tim Strunk Chad Milligan	9	Master Mechanical License required
Zoning Hearing Board	Jared Barcz, construction professional	5 + 2 alternates	
Fire Civil Service Board	Craig Breneiser	3	

	Michael Leifer, business owner		
HARB	vacant	9	trade professional
Library Board	Dennis Skayhan, ADA Sal Sepulveda, RSD elementary principal Michel Micozzi Patty Bell	5 City appointments; 15 members	
Board of Health	Lynanne Bohn, former City Health Insp Mary Kelleher, Berks Community Health Center	5 + 2 alternates	code related environmental health infectious disease physician
Building / Fire Code Board of Appeals	Michael Kautter Tom Lynam Dennis Bayer Scott Graham Tim Waldman	5 + 2 alternates	trades and fire system professionals
Animal Control Board	vacant Harry Brown, extensive animal enforcement experience	7	veteranarian
Equal Business Opportunity Advisory Bd	vacant William Dorward vacant vacant	5	minority business owner building trades council member chamber member procurement professional
Conversion Therapy Mental Health Advisory Board	vacant	5	licensed mental health professional

RAWA	Richard Carpenter  Jamal Abodalo Philip Dougherty	7	Authorities Act allows non-resident participation where community is serviced by RAWA
Parking Authority	Tim Profit	5	Majority must be residents of the municipality; all must be residents of the County