



# ***CITY COUNCIL***

## ***Nominations and Appointments***

### ***Committee***

**Monday, December 2, 2013**  
**4:15 pm**  
**City Council Office**

The Nominations and Appointments Committee will meet as needed to address nominations and appointments to the City's boards, authorities and commissions.

**Committee Members:** Stratton Marmarou (Chair), Donna Reed (Vice-Chair) and Marcia Goodman-Hinnershitz

*Although Council committee meetings are open to the public, public comment is not permitted at Council Committee meetings. However, citizens are encouraged to attend and observe the meetings. Comment from citizens or professionals during the meeting may be solicited on agenda topics via invitation by the Committee Chair.*

*All electronic recording devices must be at the entry door in all meeting rooms and offices, as per Bill No. 27-2012*

#### **I. Interviews**

**4:15 - Wynton Butler - appointment - Diversity Board**

**4:30 - Carl Herbein - reappointment - Convention Center Authority - by phone**

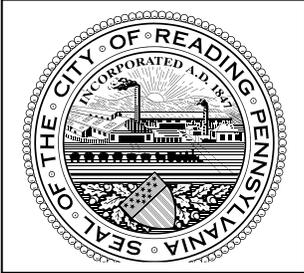
**4:45 - Brian Miller - appointment - Plumbing Board**

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

#### **III. Review Pending Applications Memo/BAC Openings/Board, Authority, Commission membership**

#### **IV. Other Matters**

- **Stadium Commission**



# CITY COUNCIL

## **Nominations & Appointments Committee**

**Monday, November 4, 2013  
Meeting Report**

**Attendance:** S. Marmarou, M. Goodman-Hinnershitz

**Others Attending:** S. Katzenmoyer

The meeting was called to order at 4:17 pm by Mr. Marmarou.

### **I. Interviews**

#### **Anthony Waldman (reappointment – Electrician’s Examining Board)**

Mr. Marmarou questioned why Mr. Waldman was interested in continuing to serve on this Board. Mr. Waldman stated that he has enjoyed serving the City in this capacity.

Ms. Goodman-Hinnershitz questioned the types of people coming forward. Mr. Waldman stated that it is a great variety of people. He stated that there are many people working toward their licenses – both journeyman and master. He stated that he enjoys the review process.

Mr. Marmarou stated that it is important to have the young people tested who go through the vocational schools.

Ms. Goodman-Hinnershitz questioned if there were any changes needed at this time. Mr. Waldman stated that he does not see the need for any changes at this time. He stated that all decisions are based on electrical regulations.

Mr. Marmarou questioned work done by unlicensed contractors. Mr. Waldman stated that the City electrical inspector is out on the streets and when these people are found, they are fined. He stated that the inspector is doing a very good job.

Mr. Marmarou stated that unlicensed electrical work can cause fires. Ms. Goodman-Hinnershitz agreed and noted the recent fire on the boardwalk at Seaside Heights that was caused by electrical problems.

Ms. Goodman-Hinnershitz questioned if Mr. Waldman had any questions for Council. Mr. Waldman stated that he did not.

Ms. Goodman-Hinnershitz thanked Mr. Waldman for meeting with the Committee and for his service to the City.

**The Nominations and Appointments Committee recommends the reappointment of Anthony Waldman to the Electrician's Examining Board.**

Ms. Goodman-Hinnershitz stated that she will have more questions for the next nominee as this is an important position in the CRIZ and CDC initiatives.

**Chris Heinly (appointment – Redevelopment Authority)**

Mr. Marmarou stated that this is a very important authority. He questioned how he learned about this vacancy. Mr. Heinly stated that he has professional contacts with Tod Auman. He stated that he chose to move his business into the City and that he grew up in and has a passion for the City. He stated that he has high hopes that the City can improve but that it needs an orchestrated effort to grow and develop. He stated that there are currently too many factions.

Mr. Heinly stated that when he was relocating his business, Mr. Mukerji was very helpful. He stated that businesses must return to the City and a better effort is needed to attract and retain them. He stated that Mr. Spencer visited his business and that this was encouraging.

Mr. Marmarou suggested hearing a presentation by leadership from a City who has been successful in development efforts. Mr. Heinly stated that Reading is beginning to lay the foundation but that it needs to continue and go further.

Ms. Goodman-Hinnershitz questioned if Mr. Heinly was familiar with the CRIZ and CDC initiatives of the Mayor. Mr. Heinly stated that these programs were not available when he was relocating into the City. He encouraged the City to use a step taxing system for new businesses. He stated that the City must attract business to redistribute the tax load.

Ms. Goodman-Hinnershitz suggested that Mr. Heinly speak with Mr. Auman about these programs.

Ms. Reed arrived at this time.

Mr. Marmarou questioned who Mr. Heinly contacted in the City during his relocation. Mr. Heinly stated that he initially dealt with Mr. Mukerji. He stated that he did not have a good experience at his One Stop Shop and that the corrections he needed to make were very costly. He stated that to his knowledge there is no effective plan for the City to bring in more businesses.

Mr. Marmarou noted the failed attempt to develop the riverfront. Ms. Reed stated that this was because of a bad plan and the misuse of funds among other problems.

Mr. Heinly stated that the City must have a person who businesses deal with. Ms. Goodman-Hinnershitz stated that this is a good point. She stated that the Redevelopment Authority will be making important decisions.

Mr. Heinly noted his need to learn about the CRIZ and CDC initiatives.

Ms. Reed noted the need to ensure that the City's professionals are being utilized and the need for better communication.

**The Nominations and Appointments Committee recommends the appointment of Chris Heinly to the Redevelopment Authority.**

## **II. Other Matters**

Ms. Goodman-Hinnershitz stated that she will serve on this Committee until the Committees are reorganized in January. She stated that Mr. Sterner is interested in serving on this Committee.

The Nominations and Appointments Committee adjourned at 4:48 pm.

Respectfully Submitted by,  
*Shelly Katzenmoyer,*  
Deputy City Clerk



## CITY OF READING BOARDS AUTHORITIES & COMMISSIONS APPLICATION FORM

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Article X of the City of Reading Home Rule Charter encourages the participation of citizens in their government through the establishment of Boards, Authorities and Commissions to carry out City business. Broad citizen participation is encouraged in the recruitment of appointees and in making appointments.

No appointee of any board, authority, or commission shall hold any other elected public office or any compensated position for the City. No person may serve concurrently on more than one board, authority or commission. The Charter requires all appointees to be residents of the City of Reading. At the discretion of Council, persons not residing in the City may be appointed if they have a significant property holding or business interest in the City.

Name: Wynton Butler  
Address: 1419 Linden Street  
Years living at this address: 11

Date of Birth: 07/03/66

Occupation: Reading School District Administrator

Place of Employment & Address: Reading School District  
800 Washington Street  
Reading, PA 19601

Telephone: (610) 763-3597 Day (610) 478-7531 Evening  
E-mail: butlerwy@readingsd.org

If you need more space for any of the questions below, please use the back of this form.  
If you have a current resume, please attach it to this completed application.

1. What Board, Authority or Commission are you interested in serving on? Why?

City of Reading- City Wide Diversity Board

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2. In your opinion, what is the primary purpose of this board?

The Diversity Board's purpose is to ensure that all City Departments demonstrate equity in regard to hiring, operations and providing services to City residents.

3. What skills, abilities or other characteristics do you have that will help the Board successfully achieve its purpose?

As a lifetime resident of the city, I will bring institutional history as well experience in education administration , military and several years as a congressional staff aide.

4. Have you had any previous experience with this particular board? If yes, please describe.

Berks Community Action Program, Convention Center Authority and Reading Water Authority.

5. Have you served in any other volunteer roles in the community? (e.g. youth organizations, church, etc.) Please list.

Olivet's Boys and Girls Club, Police Athletic League, Rising Sun A.A., Reading Youth Sports, Blacktop Basketball.

6. Have you ever been employed by the City of Reading? If so, please list. No.

7. In a business relationship, have you ever provided goods or services for the City? No. If so, please describe? \_\_\_\_\_

8. Have you served previously on any other City of Reading Board, Authority, or Commission or in any other advisory capacity? If yes, please list the position and date(s) of service.

Berks Community Action Program (7), Convention Center Authority (2) and Reading Water Authority (1).

9. Are you currently a registered voter? Yes X No \_\_\_\_\_

10. Have you ever been convicted of a felony? Yes \_\_\_\_\_ No X

11. Do you own any properties or businesses in the City? If so, please list?

1419 Linden Street, 1028 Walnut Street

12. Do you have any water/sewer bills, property taxes, codes violations, or fines which are delinquent for 6 months or longer? If so, please list and provide explanation. No.

I verify that the statements made in this application are true and correct. I understand that any false statements herein are made subject to penalties of 18 PA.C.S. 4904, relating to unsworn falsification of authorities. I consent to and authorize, without reservation, the City of Reading to obtain information relating to my law enforcement record, convictions for other than Summary Offenses, my tax payment record (including all applicable taxes payable to the City of Reading), and my utility payment record. Convictions will not automatically disqualify the applicant. I authorize each applicable agency to which this form is presented to release any results, upon request of the City of Reading, as described above. Copies of this consent that show my signature are as valid as the original signed by me. This consent is valid until the termination of my application process or my affiliation with the City of Reading, whichever is later.

<u>Wynton Butler</u>		<u>10-25-13</u>
Printed Name	Signature	Date

Please return the completed form to the City Clerk's Office

City Clerk's Office  
Office 2-24  
815 Washington Street  
Reading, PA 19601



CITY OF READING  
BOARDS AUTHORITIES & COMMISSIONS  
APPLICATION FORM

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No appointee of any board, authority, or commission shall hold any other elected public office or any compensated position for the City. No person may serve concurrently on more than one board, authority or commission. The Charter requires all appointees to be residents of the City of Reading. At the discretion of Council, persons not residing in the City may be appointed if they have a significant property holding or business interest in the City.

Name: Carl D. Herbein  
Address: 1711 Lorraine Road, Reading PA 19604  
Years living at this address: 25

Date of Birth: 11/22/1496

Occupation: CPA - President and CEO

Place of Employment & Address: 2763 Century Blvd.  
Reading PA 19610

Telephone: Day 610-378-1175 Ext. 4621 Evening 610-372-6336  
E-mail: cdherbein@herbein.com

If you need more space for any of the questions below, please use the back of this form.  
If you have a current resume, please attach it to this completed application.

1. What Board, Authority or Commission are you interested in serving on? Why?  
Berks County Convention Center Authority - I request to continue to serve on this board as I have in the past.  
I presently serve as Treasurer of the Berks County Convention Center Authority.

2. In your opinion, what is the primary purpose of this board?

The primary purpose of the board is the management of the Berks County Convention Center and (Sovereign Center) and the Sovereign Performing Arts Center and the related finances of these operations.

3. What skills, abilities or other characteristics do you have that will help the Board successfully achieve its purpose?

I am a Certified Public Accountant and I am familiar with the accounting and financial requirements of this authority.

4. Have you had any previous experience with this particular board? If yes, please describe.

I have served two (2) prior terms.

5. Have you served in any other volunteer roles in the community? (e.g. youth organizations, church, etc.) Please list.

My other community volunteer roles include: Board of Directors - Alvernia University, Board of Directors - Greater Berks Development Fund, Board of Directors - Greater Reading Economic Partnership

6. Have you ever been employed by the City of Reading? If so, please list.

No.

7. In a business relationship, have you ever provided goods or services for the City? If so, please describe?

Individually, Carl D. Herbein has not provided goods or services for the City. Herbein + Company, Inc., my employer, currently serves as the independent auditing firm for the City of Reading.

8. Have you served previously on any other City of Reading Board, Authority, or Commission or in any other advisory capacity? If yes, please list the position and date(s) of service.

Yes - I served on the Board of the Reading Redevelopment Authority from 1984 - 1997.

9. Are you currently a registered voter? Yes  No

10. Have you ever been convicted of a felony? Yes  No

11. Do you own any properties or businesses in the City? If so, please list?

I, along with my wife Kathleen D. Herbein own our personal residence which is located at 1711 Lorraine Road, Reading, PA 19604.

\_\_\_\_\_  
\_\_\_\_\_

12. Do you have any water/sewer bills, property taxes, codes violations, or fines which are delinquent for 6 months or longer? If so, please list and provide explanation.

No.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I verify that the statements made in this application are true and correct. I understand that any false statements herein are made subject to penalties of 18 PA.C.S. 4904, relating to unsworn falsification of authorities. I consent to and authorize, without reservation, the City of Reading to obtain information relating to my law enforcement record, convictions for other than Summary Offenses, my tax payment record (including all applicable taxes payable to the City of Reading), and my utility payment record. Convictions will not automatically disqualify the applicant. I authorize each applicable agency to which this form is presented to release any results, upon request of the City of Reading, as described above. Copies of this consent that show my signature are as valid as the original signed by me. This consent is valid until the termination of my application process or my affiliation with the City of Reading, whichever is later.

Carl D. Herbein  
Printed Name

Carl D. Herbein  
Signature

October 25, 2013  
Date

Please return the completed form to the

**City Clerk's Office  
Office 2-24  
815 Washington Street  
Reading, PA 19601**



CITY OF READING, PENNSYLVANIA

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MEMORANDUM

**TO:** Mayor  
**FROM:** Shelly Katzenmoyer, Deputy City Clerk  
**DATE:** August 21, 2013  
**SUBJECT:** Appointment Application



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The Council office has received the following application from Brian Miller. Mr. Miller is applying for membership to the Plumbing Board. He has the support of the City Plumbing Inspector.

Please let the Council office know if you will endorse the appointment of this applicant.

*approved by Mayor 11-15-13*

*received 11-15-13 mark*





CITY OF READING  
BOARDS AUTHORITIES & COMMISSIONS  
APPLICATION FORM

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Name: Brian Michael Miller II  
Address: 3801 Stouffs Ferry Bridge Rd Muhlenberg Township  
Years living at this address: 1  
Date of Birth: 08/31/84  
Occupation: Plumber/Heating/AC contractor  
Place of Employment & Address: B. Miller Mechanical & Contracting  
430 Franklin St  
West Reading PA 1968  
Telephone: Day 484-256-3969 Evening 484-256-3969  
E-mail: Brian @ Bmillermechanical.com

If you need more space for any of the questions below, please use the back of this form.  
If you have a current resume, please attach it to this completed application.

1. What Board, Authority or Commission are you interested in serving on? Why?

City of Reading Plumbing Board  
\_\_\_\_\_  
\_\_\_\_\_

2. In your opinion, what is the primary purpose of this board?

To establish reasonable rules and regulations for  
plumbing code.

3. What skills, abilities or other characteristics do you have that will help the Board successfully achieve its purpose?

Have been in the trade for 15 years. I have taught  
plumbing code at BCTC for 3 years. I now own my  
own business in the plumbing trade. I always keep up to  
date with code and any changes in the trade

4. Have you had any previous experience with this particular board? If yes, please describe.

NO

5. Have you served in any other volunteer roles in the community? (e.g. youth organizations, church, etc.) Please list.

NO

6. Have you ever been employed by the City of Reading? If so, please list.

NO

7. In a business relationship, have you ever provided goods or services for the City? If so, please describe?

NO

8. Have you served previously on any other City of Reading Board, Authority, or Commission or in any other advisory capacity? If yes, please list the position and date(s) of service.

NO

9. Are you currently a registered voter? Yes  No

10. Have you ever been convicted of a felony? Yes  No

11. Do you own any properties or businesses in the City? If so, please list?

No

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12. Do you have any water/sewer bills, property taxes, codes violations, or fines which are delinquent for 6 months or longer? If so, please list and provide explanation.

No

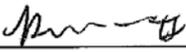
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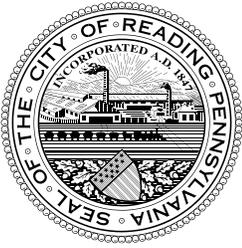
Brian Michael Miller II  
Printed Name

  
Signature

7/22/13  
Date

Please return the completed form to the

**City Clerk's Office  
Office 2-24  
815 Washington Street  
Reading, PA 19601**



CITY OF READING,  
PENNSYLVANIA

MEMORANDUM

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**TO:** Nominations and Appointments Committee  
**FROM:** Shelly Katzenmoyer, Deputy City Clerk  
**DATE:** December 2, 2013  
**SUBJECT:** Pending Applications

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

**Charter Board** – *2 openings*

- **Elizabeth Stanley** – reappointment – awaiting Mayoral approval
- **Tom Anewalt** – appointment – has Mayoral approval – interview complete – appointment pending conclusion of Charter Review Commission

**Housing Authority** – *2 openings*

- **Deborah Lachina** – appointment – awaiting Mayoral approval

**Plumbing Board** – *1 opening*

- **Brian Miller II** – appointment - has Mayoral approval

**Diversity Board** – *2 citizen openings*

- **Wynton Butler** – appointment

**Convention Center Authority** – *1 City opening*

- **Carl Herbein** – reappointment

**HVAC Board** - 4 openings

- Anthony Spadafora - reappointment

**Redevelopment Authority** - 1 opening

- Tara Reed - appointment - needs Mayoral approval

**Main Street Board** - 6 openings

- Ellen Horan - reappointment - needs Mayoral approval

**Zoning Hearing Board** - 2 openings and 1 alternate opening

- Thomas Fox - reappointment

**BOARDS, AUTHORITIES & COMMISSIONS**  
**OPEN SEATS**

DECEMBER 2, 2013

Board, Authority & Commission	Mayor appointment w/ Council approval	Mayor appointment	Council appointment
<b>BOARDS</b>			
Electrician's Examining Board			
			Board full
Plumbing Board of Examiners	1 opening		
	1 application pending		
Reading HVAC Board			4 openings
			1 application pending
Zoning Hearing Board			2 openings
			1 alternate opening
			1 application pending
Police Civil Service Board			1 opening
Fire Civil Service Board			Board Full
Board of Historical Architectural Review			4 openings
			1 trades/building opening
Board of Trustees of the Reading Public Library			City positions filled

			2 County openings
Board of Health			1 opening
			1 alternate opening
Board of Ethics			
			3 openings
Building/Fire Code Board of Appeals			
			1 opening
			1 alternate opening
Animal Control Board			
			5 openings
Charter Board			
			2 openings
			2 applications pending
Housing Board Of Appeals			
			2 openings
			3 alternate openings
Property Maintenance Appeals			
			6 openings
			Bldg/Trades Experience Required
Minority Bus. Board			
			7 openings
Police Diversity Board			
			1 alternate opening
City-wide Diversity Board			
			2 openings
			1 application pending

Solid Waste & Recycling Appeals Board			3 citizen openings
Main St Board	7 openings		
	1 application pending		
Business License Appeals Board			
	3 citizen openings		

**AUTHORITIES**

Reading Area Water Authority			
			1 opening
Reading Redevelopment Authority			
	1 opening		
	1 application pending		
Reading Housing Authority			
	2 openings		
	1 application pending		
Reading Parking Authority			
		Board full	
Convention Center Authority			
			1 opening
			1 application pending
Downtown Improvement District Authority			
	2 openings		

**COMMISSIONS**

Planning Commission			
	2 openings		

Reading Shade Tree Commission	2 openings		
Stadium Commission	Board full		
Reading Human Relations Commission	3 openings 1 application pending		
Legislative Aide Committee		5 City openings 2 County openings	
Blighted Property Review Committee	1 opening		
Environmental Advisory Council		1 opening	
Recreation Commission	Board full		
Audit Committee		Board Full	

# STADIUM COMMISSION

**STATED MISSION:** ..... To promote the City of Reading and Baseball, to be a liaison between The Reading Phillies and the City of Reading and to meet with other organizations who are interested in renting the stadium for charitable or profitable events.

**ESTABLISHED:** ..... August 19, 1953. Bill No. 23-53.

**NUMBER OF SEATS:** ..... 7.

**APPOINTMENT BY:**..... Mayor, confirmation by Council

**LENGTH OF TERM:**..... 5 years.

**MEETING DATES:** ..... Last Wednesday of the month at 7:00 p.m. at the GPU Stadium RBI Room.

**ACCOUNT. TO CITY:**..... Commission meeting minutes available to City.

**BUDGET:**..... Capital Maintenance.

**REVENUE SOURCE:** ..... None.

**CITY RESP. FOR DEBT:**..... No debt incurred.

**NUMBER OF STAFF:** ..... None.

**STAFF COMPENSATION:** ..... None.

## Ordinance 36-2010

### **I. GPU Stadium Commission.**

#### **§1-591. Creation and Members.**

A GPU Stadium Commission (“Commission”) is hereby created which shall consist of nine qualified electors of the City of Reading (“City”) to serve as liaison between the “City” and the Reading Phillies organization.

(*Ord. 2-2000, 2/28/2000, §1; as amended by Ord. 32-2006, 4/24/2006, §1*)

#### **§1-592. Appointments and Vacancies.**

The members of the Commission shall be appointed by the Mayor and confirmed (four affirmative votes) by Council. Two of the members first appointed under this Section shall serve for terms of 1 year, two for terms of 3 years, and three for terms of 5 years, respectively, from the date of the approval of this Section and until their respective successors have been duly appointed. Appointments of successors, in each case, will be for a period of 5 years. Any vacancy occurring otherwise than by expiration of term shall be filled for the unexpired term in the same manner as original appointments.  
(Ord. 2-2000, 2/28/2000, §2)

**§1-593. Removal of Members** - Any member may be removed for misconduct or neglect of duty or for other just cause by a majority vote of Council taken after the member has received fifteen days advance notice of the intent to take such vote. Failure of a member to attend three (3) consecutive regular meetings of the Board will constitute grounds for immediate removal from the Board by City Council. Failure of a member to attend at least 50% of the regular meetings of the Board in a calendar year will constitute grounds for immediate removal from the Board by City Council. The Chairperson of the Board shall inform the City Clerk in writing when a member has failed to comply with this attendance policy. Following such notification, City Council may vote to remove the member and seek applicants to fill the vacant position.

**§1-594. Compensation.**

Members of the Commission shall serve without compensation.  
(Ord. 2-2000, 2/28/2000, §3)

**§1-595. Officers and Procedural Rules.**

The members of the Commission shall elect their own chairman and secretary and select all other necessary officers to serve for a period of 1 year. The Commission shall adopt rules and regulations for its internal organization and procedure and for the conduct of all business within its jurisdiction.  
(Ord. 2-2000, 2/28/2000, §4)

**§1-596. Powers and Duties.**

1. The Commission, in cooperation with the City and the Reading Phillies Organization, shall supervise the operation of the GPU Stadium. The Commission will assist the City and the Reading Phillies Organization in identifying the capital needs and repairs for the stadium, as listed in the revised and restated lease agreement dated October 25, 1999, "lease agreement." The Commission shall submit to the Public Works Director and City Council, no later than July 1 of each year, its recommendation for capital repairs and improvements to the stadium for inclusion in the City's operating budget and 5 year capital plan.

2. The lease agreement transfers the responsibility of the beer sales from the City and the prior Stadium Commission to the Reading Phillies Organization. The \$4,200 retained by the

prior Stadium Commission to purchase beer products for the 2000 season shall be placed in an account titled "Stadium Capital." These monies will be expended for the capital repairs to the stadium as identified by the Commission and approved by the Public Works Operations Division Manager, as outlined in the lease agreement. This account will remain independent from all other City accounts and funds and will not be combined with the City's general fund at the end of any fiscal year. The City administration will appropriate a minimum of \$5,000 per year in this account for each fiscal year.

3. The Commission will supply a copy of all meeting minutes to the City Clerk and shall make an annual report to Council on the operations of the Commission.  
(*Ord. 2-2000, 2/28/2000, §5*)

Enacted July 26, 2010