The Regular Meetings of City Council are filmed and can be viewed LIVE while the meeting is taking place or at your convenience at any time after the meeting on the City's website at www.ReadingPa.gov, under “Live and Archived Meeting Videos”. All electronic recording devices must be located behind the podium area in Council Chambers and located at the entry door in all other meeting rooms and offices, as per Bill No. 27-2012.

RULES FOR PUBLIC PARTICIPATION AT COUNCIL MEETINGS
The Administrative Code, Section § 5-209 defines public participation at Council meetings.

1. Citizens attending Council meetings are expected to conduct themselves in a responsible and respectful manner that does not disrupt the meeting.

2. Those wishing to have conversations should do so in the hall outside Council Chambers in a low speaking voice.

3. Public comment will occur only during the Public Comment period listed on the agenda at the podium and must be directed to Council as a body and not to any individual Council member or public or elected official in attendance. Clapping, calling out, and/or cheering when a speaker finishes his comments is not permitted.

4. Citizens may not approach the Council tables at any time during the meeting.

5. Any person making threats of any type, personally offensive or impertinent remarks or any person becoming unruly while addressing Council may be called to order by the Presiding Officer and may be barred from speaking, removed from Council Chambers and/or cited.

6. Failure to abide by these regulations could result in your removal from Council Chambers and/or a citation. These regulations are meant to avoid disruptions at the meeting and they are not meant to interfere with public participation.
1. OPENING MATTERS
A. CALL TO ORDER
B. INVOCATION: Pastor Chris Crowe, Harvest Bible Chapel
C. PLEDGE TO THE FLAG
D. ROLL CALL
E. EXECUTIVE SESSIONS: April 1st and April 8th COWs related to contracts and personnel

2. PROCLAMATIONS AND PRESENTATIONS

3. PUBLIC COMMENT – AGENDA MATTERS:
Citizens have the opportunity to address the Council, by registering with the City Clerk by 5 pm on the day of the scheduled Council meeting or by legibly printing their name, address and the subject matter to be discussed on a sign-up sheet found on the podium in Council Chambers between 5 pm and 7 pm on the day of the scheduled meeting. All remarks must be directed to Council as a body and not to any individual Council member or public or elected official in attendance. Any person making personally offensive or impertinent remarks or any person becoming unruly while addressing Council may be called to order by the Presiding Officer and may be barred from speaking before Council, unless permission to continue speaking is granted by the majority vote of Council.

All comments by the public shall be made from the speaker’s podium. Citizens attending the meeting may not cross into the area beyond the podium. Any materials to be distributed to Council must be given to the City Clerk before the meeting is called to order.

Those commenting on agenda business shall speak at the beginning of the meeting and shall limit their remarks to 5 minutes. Those commenting on general matters shall speak after the legislative business is concluded and shall limit their remarks to 3 minutes. No comments shall be made from any other location except the podium, and anyone making “out of order” comments may be subject to removal. There will be no demonstration, including applause or cheering, at the conclusion of anyone’s remarks. Citizens may not ask questions of Council members or other elected or public officials in attendance.

4. APPROVAL OF AGENDA & MINUTES
A. AGENDA: Meeting of April 8, 2019
B. MINUTES: March 25, 2019 Regular Meeting, Approving the summation of discussion from the March 25, 2019 COW and April 1 Strategic Planning COW

5. Consent Agenda Legislation

A. Resolution – authorizing the correction of a typo in Resolution 106-2018 allocating $75,000 in HUD HOME Program funds for new construction at 1406 Gregg Ave - the correct address is 1408 Meade St

B. Resolution – authoring the Public Works Director to submit and sign the Application for Traffic Signal Approval together with the accompanying Signal Permit Drawings for the traffic signal improvements proposed at the intersection of Schuylkill Avenue and West Windsor Street, which is part of the River Road Extension Project to PennDOT
C. Resolution - authorizing the disposal of contract documents from the City Clerk’s office in accordance with the PA Record Retention Policy as specified:

- Burlington Coat Factory Warehouse 1980
- Burlington Dodge 1984
- Bush-Miller Inc 1983
- Busy Bee Hosiery Co 1954
- Butcher & Sherrerd 1968
- Camdex Inc 1982
- Camil Associates Inc 1971
- Canada Dry Bottling 1953
- Candeub Fleisig & Associates 1969
- Capital Equipment 1973
- Carlisle Electric Inc 1977
- Car-Mar, Div of Kovatch Corp 1980, 1985
- Carmeuse Pennsylvania Inc 1998, 1999
- Car Parts Inc 1975
- Cataphote Sign Co 1976
- Cataphote, Div of Ferro Corp 1979
- C & D Waterproofing Corp 1991
- Center for Victim Assistance 1991, 1992
- Central PA Legal Services 1994, 1995
- Central Tire Co Inc 1966-1970, 1974
- Cerniglia, Angela 1950
- CET Inc 1997
- Chain Link Fence Co of PA 1974
- Chapin Lumber & Supply Co 1976
- Chemtrac Systems Inc 1993
- Kibblehouse Inc
- Chiarelli Chrysler Plymouth 1966, 1967
- Chemical Co Inc
- Chudnovsky, Elynne 1994
- Ciabattoni, Vincent & Mary 1950

6. ADMINISTRATIVE REPORT

7. REPORT FROM OFFICE OF THE AUDITOR

8. REPORT FROM DEPT. DIRECTORS, BOARDS, AUTHORITIES, &
COMMISSIONS

9. ORDINANCES FOR FINAL PASSAGE

Pending Further Discussion

Bill No. 4-2019 – amending the Ethics Code regarding attorneys retained to work with the Ethics Board *Introduced at the January 14 regular meeting; Tabled at the January 28 and February 19 regular meetings*

Bill No. 5-2019 – amending the Charter Ordinance regarding attorneys retained to work with the Charter Board *Introduced at the January 14th regular meeting; Tabled at the January 28 and February 19 regular meetings*

A. Bill 10-2019 - authorizing the reconciliation payment to the City of Reading in the amount of $7,921,583.00 through available funds in the Refund Prior Period Revenue as per the Inter-municipal agreement of 2013 for the overpayments of treatment and transportation of wastewater *Introduced at the March 25 regular meeting*

B. Bill 11-2019 - amending the 2019 budget by creating the Aggregated Pension Fund 93 to capture funds from the City’s Police, Fire, and Officers and Employees Pension Funds and designate them to the new aggregated pension board *Introduced at the March 25 regular meeting*

10. INTRODUCTION OF NEW ORDINANCES

A. Ordinance - amending the 2019 Budget, Agency Fund #31, to reflect the partial funding of the construction costs for the Pendora Park project using $250,000 in DCNR in grant monies as per contract agreement previously awarded in 2018.

11. RESOLUTIONS

A. Resolution 37-2019 – authorizing the administration to remit payment in the amount of $219,589 to Empire for the demolition of 932 and 932A Penn Street *Tabled at the March 25 regular meeting*

B. Resolution 38-2019 – authorizing the payment of outstanding invoices in the amount of $7,222.23 to Leffler Energy for HVAC preventative repair and maintenance for the months of October to November 2018 *Tabled at the March 25 regular meeting*
C. Resolution 39-2019 – authorizing the extension of the 2014 contract with Advanced Disposal Services from January 1, 2019 to January 30, 2019 and agreeing to remit payment to Advanced Disposal Services in the total amount of $227,479.19 for the services provided from January 1 to January 30, 2019 Tabled at the March 25 regular meeting

D. Resolution 40-2019 – authorizing the payment of outstanding invoices in the amount of $36,937.80 for legal services performed by Campbell Durrant Beatty Palombo & Miller, P.C. in labor and employment matters and authorizing the retention of Campbell Durrant until December 31, 2019 or until Council approves an engagement with labor counsel based on the upcoming RFQ/RFP Tabled at the March 25 regular meeting

E. Resolution – appointing Sara Long to the Environmental Advisory Council

12. PUBLIC COMMENT – GENERAL MATTERS
Please see public speaking rules on second page

13. COUNCIL BUSINESS/COMMENTS

14. COUNCIL MEETING SCHEDULE

Monday, April 8
Committee of the Whole – Penn Room – 5 pm
Regular Meeting – Council Chambers – 7 pm

Thursday, April 11
PFM Act 47 Financial Condition Public Meeting – Council Chambers – 5:30 pm

Monday, April 15
Nominations & Appointments Committee – Council Office – 4 pm
Finance Committee of the Whole – Penn Room – 5 pm

Monday, April 22
Committee of the Whole – Penn Room – 5 pm
Regular Meeting – Council Chambers – 7 pm

15. BAC AND COMMUNITY GROUP MEETING SCHEDULE

Tuesday, April 9
Rec Commission – 3rd & Spruce – 7 pm

Wednesday, April 10
Zoning Hearing Board – Council Chambers – 5:30 pm  
Human Relations Commission – HRC Office – 6 pm  

Thursday, April 11  
Police Pension Board – 3rd floor conference room – 9:30 am  
Outlet Area Neighborhood Assn – Big Mill Apts – 6:30 pm  

Sunday, April 14  
College Heights Community Council – Albright College – 7 pm  

Monday, April 15  
Library Board – 113 S 4th St – 4:30 pm  

Tuesday, April 16  
Fire Civil Service Board – Fire Training Center – 3 pm  
Water Authority – 1801 Kutztown Rd – 4 pm  
HARB – Penn Room – 6:30 pm  
Charter Board – Council Chambers – 7 pm  

Wednesday, April 17  
O & E Pension Board – Penn Room – 1:30 pm  

Thursday, April 18  
Convention Center Authority – SMG Board Room of Arena – 7 am  
18th Wonder Advisory Committee – RHA Conference Room – 3 pm  
Redevelopment Authority – 3rd floor conference room – 5 pm  
Shade Tree Commission – Public Works Building – 6 pm  

Friday, April 19  
Fire Pension Board – Penn Room – 10 am  

Monday, April 22  
DID Authority – 645 Penn St 1st floor - noon  

16. ADJOURN
City of Reading City Council  
Regular Meeting  
March 25, 2019

Council Vice President Twyman called the meeting to order. He asked for a moment of silence in remembrance of Criminal Investigator CJ Mayer.

The invocation was given by Deacon Dino, Sts. Constantine and Helen Greek Orthodox Church.

All present pledged to the flag.

The executive sessions held during the Committee of the Whole on March 18th and March 25th were on personnel and litigation.

ATTENDANCE
Councilor Sihelnik, District 1  
Councilor Goodman-Hinnershitz, District 2  
Councilor Twyman, District 3  
Councilor Marmarou, District 4  
Councilor Reed, District 5  
Councilor Cepeda-Freytiz, District 6  
Acting City Auditor P. Sleppy  
Acting Solicitor E. Kraft  
City Clerk L. Kelleher  
Acting Managing Director O. Deming

PROCLAMATIONS AND PRESENTATIONS
City Council issued the following:
- Commendation recognizing Greek Independence Day
- Commendation recognizing Sofia Crespo, a Glenside pupil, who won first place in the Crime Alert poster contest.
- Commendation recognizing Alan Shuman for his restoration efforts at the Hopewell Mennonite Church building.
- Commendation recognizing retiring Reutlingen Mayor Barbara Bosch.
- Commendation recognizing Joyce Ortiz, Miss Teen Reading 2019
Nathan J. Hokenbrough, Project Manager from Larson Design Group, representing PennDOT, described the plan to make street improvements to Chestnut Street between 4th and 10th Streets. He noted that the milling and resurfacing will include improvements to the curbing and the handicapped ramps in 2020. He stated that the drawing will remain in City Hall for two (2) weeks and those viewing the drawing should consider filling out a comment card about the proposed project.

Councilors Sihelnik and Cepeda-Freytiz questioned the availability of the project description that can be shared with constituents electronically and bilingually. They also noted the need for sound communication about the project with businesses, residents and the Reading School District on and in the vicinity of Chestnut Street well in advance.

PUBLIC COMMENT
Council Vice President Twyman stated that there are six (6) citizens are registered to address Council on non-agenda matters. No one objected to suspending the rule requiring non-agenda comment at the end of the meeting. Councilor Reed read the public speaking rules that were adopted by Council.

Andrew Molteni, of Pear Street, suggested that Council consider a friendlier approach to various laws that affect the public by including an appeals process that can be used prior to appealing to the Court of Common Pleas. He stated that a description of his issue about the tree he planted on the front sidewalk was distributed previously. He noted that the problem started when the neighbors began complaining about the tree. He stated that the Shade Tree ordinance regulates street trees and requires that appeals go to the Court of Common Pleas, which creates difficulties for the average resident.

Cristobal Arroyo, of Greenwich Street, expressed the belief that the customer fees related to water, sewer and municipal waste are high. He expressed the belief that 144 Walnut Street is a vacant property.

Council Vice President Twyman called for a point of order. He advised Mr. Arroyo that his comments were related to a specific sitting member of Council which is not permitted.

Mr. Arroyo stated that he owns a pizza shop and takes responsibility for cleaning up the litter in the neighborhood. He described seeing a U-Haul truck dumping material near the former MJ Earl property which was removed from the City greenhouse creating a problem.
Council Vice President Twyman called for a point of order. He advised Mr. Arroyo that his comments were related to a specific sitting member of Council which is not permitted.

Annarose Ingarra-Milch, of Alsace Rd., congratulated the winners of the 2019 Miss Teen Reading pageant and the Crime Alert poster contest. She thanked City Council for commending Alan Shuman for stepping up to assist in the rehabilitation of the Hopewell Mennonite Church and for his redevelopment efforts within Reading at a time when others have walked away. She noted the success Mr. Shuman’s projects have had in providing start-up opportunities for small businesses and critical shopping and personal services within various residential areas. She stated that these successful redevelopment projects increase the tax base in Reading and raise the standards of living.

Anthony Sedoti, of Perkiomment Ave., stated that he resides in the South 19th and Perkiomen area adjacent to Pendora Park. He stated that this neighborhood does not have adequate parking and that the City for decades, going back to the Haggerty administration, allowed parking on a City owned vacant lot located on South 19th Street. He questioned why the Parking Authority recently installed a No Parking sign and began ticketing vehicles.

The acting managing director asked Mr. Sedoti to call his office to discuss this problem.

Councilor Goodman-Hinnershitz thanked the acting managing director for agreeing to explore the change in regulations when residents in this neighborhood have relied on parking on this lot for decades. She thanked Mr. Sedoti for bringing this issue to the City’s attention.

Ann Marie Wolfe, of Franklin St., suggested exploring positive activities for disabled individuals.

John Hefferon, of Mohnton, distributed photographs of properties in the 300 block of South 6th Street and a map showing 349 and 351 South 6th Street. He stated that 351 South 6th Street is not a valid address. He described the property maintenance issues at these properties, including the satellite dishes located in the front facades of the properties that are located within the Prince Historic District. He described the issues with the inspection reports for these properties.
APPROVAL OF THE AGENDA & MINUTES
Council Vice President Twyman called Council's attention to the agenda for this meeting and the minutes from the March 11th Regular Meeting of Council, along with the summations of discussion from the March 11 COW and the March 18 Finance COW and the consent agenda legislation. He stated that the Consent Agenda will be amended to move the Award of Contract to the Resolution heading.

Councilor Reed moved, seconded by Councilor Goodman-Hinnershitz, to approve the minutes from the March 11th Regular Meeting of Council, along with the summations of discussion listed and the agenda, as amended. The motion was approved unanimously.

Consent Agenda
B. Resolution 33-2019 – authorizing the disposal of contract documents from the City Clerk's office in accordance with the PA Record Retention Policy as specified:
   - Bresco Inc 1974
   - Bridge, John & Sons Inc 1976, 1983
   - Brooks, Earl A Fire Control Equipment 1982
   - Broskey, James 1979
   - Broth Electronics Inc 1969
   - Brown, Alice & Sensenig, Florence 1950
   - Browne, F X Inc 1991
   - Browning Chemical 1988, 1988
   - BSN Corp 1982
   - Buddies Nursery 1977

C. Resolution 34-2019 - authorizing submission of a PA DCNR Community Conservation Partnerships Program Grant application for $250,000 as part of the total project cost of $500,000.00 for the Third and Spruce Playground Rehabilitation Project

D. Resolution 35-2019 – authorizing the submission of a PA DCNR Community Conservation Partnerships Program Grant application to request $25,000.00 as part of the total project cost of $50,000.00 for the completion of a feasibility study for the Schlegel Park Pool

ADMINISTRATIVE REPORT
The acting managing director explained that Resolutions 34 and 35-2019 approved under the Consent Agenda will allow the City to submit grant applications for improvements to the Schlegel Pook and 3rd & Spruce playground.

Councilor Marmarou stated that the mayor previously announced his intent to attend tonight’s meeting. He inquired why the mayor is not present.

The acting managing director stated that the mayor called his cell phone after the Committee of the Whole meeting and said that he decided not to attend the regular meeting.

Councilor Goodman-Hinnershitz asked for the date of the last meeting the mayor attended. Council Reed replied that the last meeting the mayor attended was on December 17, 2018.

**AUDITOR’S REPORT**
Acting Auditor Sleppy explained that the 2018 external audit work has started.

**REPORT FROM DEPT. DIRECTORS, BOARDS, AUTHORITIES, & COMMISSIONS**
Amy Johnson, Historic Preservation Specialist, representing the Historic Architectural Review Board (HARB) explained that the City’s first historic district, Callowhill, was approved by City Council in 1978, followed by Centre Park and Prince in 1982, Penn’s Commons in 2005 and The Heights in 2012. She noted that a federal historic district – Queen Ann was approved in 2004. She stated that the HARB Board reviewed 106 applications in 2018, of which 95 were approved and 11 were denied.

Erin Weller, HARB Chair, explained that in addition to reviewing applications for improvement projects, the HARB Board also considers creating various policies to assist applicants such as the financial hardship policy and the modification to the window replacement policy to allow the use of additional materials apart from wood. She added that the roof policy was modified due to the 2015 hail storm that destroyed many of the existing slate roofs in Reading’s historic districts.

Ms. Weller stated that the HARB Board currently has only four (4) active members. She stressed the need for additional members. She stated that the Board is willing to meet with community groups to explain how the board operates and the application process.
for projects. She stated that at times the Board would like assistance from one of the City’s attorneys.

Acting Solicitor Kraft stated that the City currently has only three (3) staff attorneys and that requests for legal counsel will be considered upon request.

Council Vice President Twyman thanked HARB for their work.

**ORDINANCES FOR FINAL PASSAGE**

<table>
<thead>
<tr>
<th>Pending Further Discussion</th>
</tr>
</thead>
</table>
| **Bill No. 4-2019** – amending the Ethics Code regarding attorneys retained to work with the Ethics Board *Introduced at the January 14 regular meeting; Tabled at the January 28 and February 19 regular meetings*
| **Bill No. 5-2019** – amending the Charter Ordinance regarding attorneys retained to work with the Charter Board *Introduced at the January 14th regular meeting; Tabled at the January 28 and February 19 regular meetings*
| **A. Bill 9-2019** – authorizing the sale of 46 North 3rd Street to the Berks County Community Foundation $5,000.00 - a $2,000.00 deposit was made on June 14, 2018, and the remaining $3,000.00 is due to be made at the time of settlement. The lot will be used as a parking area. The sale of the property was advertised on June 6 and 7, 2018 *Introduced at the March 11 regular meeting*

Councilor Goodman-Hinnershit moved, seconded by Councilor Reed, to enact Bill No. 9-2019.

Acting Solicitor Kraft explained that the City received only one (1) bid to purchase these lots, noting that the sales price was negotiated higher than the bid originally submitted. She stated that the adjoining property owner was contacted to see if they had any interest in acquiring title to the lots.

**Bill No. 9-2019 was enacted by the following vote:**

- **Yeas:** Cepeda-Freytiz, Goodman-Hinnershit, Marmarou, Reed, Sihelnik, Twyman – 6
- **Nays:** None – 0

**INTRODUCTION OF NEW ORDINANCES**
Councilor Goodman-Hinnershitz read the following ordinance into the record:

**A. Ordinance** - authorizing the reconciliation payment to the City of Reading in the amount of $7,921,583.00 through available funds in the Refund Prior Period Revenue as per the Inter-municipal agreement of 2013 for the overpayments of treatment and transportation of wastewater

**B. Ordinance** - amending the 2019 budget by creating the Aggregated Pension Fund 93 to capture funds from the City’s Police, Fire, and Officers and Employees Pension Funds and designate them to the new aggregated pension board

**RESOLUTIONS**

**A. Resolution 36-2019** – reappointing Kathy Schorn to the Board of Health

Councilor Marmarou moved, seconded by Councilor Reed, to adopt Resolution No. 36-2019.

Councilors Marmarou and Twyman noted the wealth of experience Ms. Schorn brings to this board.

Resolution No. 36-2019 was adopted by the following vote:

- **Yeas:** Cepeda-Freytiz, Goodman-Hinnershitz, Marmarou, Reed, Sihelnik, Twyman – 6
- **Nays:** None – 0

**B. Resolution 37-2019** – authorizing the administration to remit payment in the amount of $219,589 to Empire for the demolition of 932 and 932A Penn Street


Resolution No. 37-2019 was tabled by the following vote:

- **Yeas:** Cepeda-Freytiz, Goodman-Hinnershitz, Marmarou, Reed, Sihelnik, Twyman – 6
- **Nays:** None – 0
C. Resolution 38-2019 – authorizing the payment of outstanding invoices in the amount of $7,222.23 to Leffler Energy for HVAC preventative repair and maintenance for the months of October to November 2018

Councilor Reed moved, seconded by Councilor Marmarou, to table Resolution No. 38-2019.

Resolution No. 38-2019 was tabled by the following vote:

Yeas: Cepeda-Freytiz, Goodman-Hinnershitz, Marmarou, Reed, Sihelnik, Twyman – 6
Nays: None – 0

D. Resolution 39-2019 – authorizing the extension of the 2014 contract with Advanced Disposal Services from January 1, 2019 to January 30, 2019 and agreeing to remit payment to Advanced Disposal Services in the total amount of $227,479.19 for the services provided from January 1 to January 30, 2019.

Councilor Marmarou moved, seconded by Councilor Sihelnik, to table Resolution No. 39-2019.

Resolution No. 39-2019 was tabled by the following vote:

Yeas: Cepeda-Freytiz, Goodman-Hinnershitz, Marmarou, Reed, Sihelnik, Twyman – 6
Nays: None – 0

E. Resolution 40-2019 – authorizing the payment of outstanding invoices in the amount of $36,937.80 for legal services performed by Campbell Durrant Beatty Palombo & Miller, P.C. in labor and employment matters and authorizing the retention of Campbell Durrant until December 31, 2019 or until Council approves an engagement with labor counsel based on the upcoming RFQ/RFP.

Councilor Goodman-Hinnershitz moved, seconded by Councilor Reed, to table Resolution No. 40-2019.

Resolution No. 40-2019 was tabled by the following vote:

Yeas: Cepeda-Freytiz, Goodman-Hinnershitz, Marmarou, Reed, Sihelnik, Twyman – 6
Nays: None – 0
Nays: None – 0

From the Consent Agenda:
A. Award of Contract – for the Hill Road Storm Water Sewer Pipe Project to, National Water Main Cleaning Company, Kearny, NJ at a total submitted price of $44,250.00.

Councilor Goodman-Hinnershitz moved, seconded by Councilor Reed, to approve the Award of Contract to National Water Main Cleaning Company.

The Award of Contract was approved by the following vote:

Yeas: Cepeda-Freytiz, Goodman-Hinnershitz, Marmarou, Reed, Sihelnik, Twyman – 6
Nays: None – 0

COUNCIL COMMENT
Councilor Sihelnik thanked Mr. Hefferon for bringing the issues about these deteriorated properties to the City’s attention. She noted that Berks Nature recently attained the Gold LEED certification. She described the anniversary events planned for the Kennedy House. She stated that the South of Penn competition had 70 volunteers who collected numerous bags of trash and were rewarded with a clean neighborhood. She spoke about the upcoming Great American Clean-up, another event that will produce clean neighborhoods.

Councilor Goodman-Hinnershitz described her experience participating in the Rise Up Reading event over the past weekend. She asked people to provide input on the Pagoda and the activities at the Pagoda.

Councilor Cepeda-Freytiz thanked all those who spoke at tonight’s meeting. She stated that she is open to meeting with citizens, as are the other Councilors. She noted Council’s overall belief in unity within the community.

Councilor Reed noted the DoubleTree’s recent recognition by Commuter Services of PA for their multitude of walk-to-work jobs. She described the tangible need for a new bridge to connect the Wyomissing interchange with the Dana South area. She stated that the opportunity to achieve this task will occur with the project to expand the West Shore Bypass which is expected to begin in 2022. She encouraged all to recognize the need to
add this bridge project and that the failure to act now will continue the usual status quo to overlook the City of Reading and its need to be connected to the major road systems.

Council Vice President Twyman thanked all who attended tonight’s meeting. He also thanked those from the Barber’s Institute for attending the COW meeting.

Council Vice President Twyman reviewed the upcoming meeting schedule.

Councilor Marmarou moved, seconded by Goodman-Hinnershitz, to adjourn the regular meeting of Council.

Respectfully submitted by Linda A. Kelleher CMC, City Clerk
TO:                     CITY COUNCIL
FROM:                   TAMI DAVIES-COLEMAN, COMMUNITY DEVELOPMENT DEPARTMENT MANAGER
MEETING DATE:           March 21, 2019
AGENDA MEMO DATE:       April 8, 2019
REQUESTED ACTION:       RESOLUTION TO CORRECT TYPOGRAPHICAL ERROR IN RESOLUTION 106-2018

The Community Development Department is asking City Council to pass the resolution at the April 8, 2019 City Council meeting.

BACKGROUND: Allocation of $75,000 in HUD HOME Program funds for new construction at 1408 Meade St was incorrectly stated in Resolution 106-2018 as 1406 Gregg Ave.

BUDGETARY IMPACT: None.

PREVIOUS ACTION: Resolution 106-2018 was approved by Mayor and Council November 13, 2018.

SUBSEQUENT ACTION: None.

RECOMMENDED BY: The Community Development Director, Managing Director, and Mayor.

RECOMMENDED MOTION: To approve a Council Resolution authorizing the typographical correction of the address incorrectly noted in Resolution 106-2018 as 1406 Gregg Ave to the correct address of 1408 Meade St.

c:    Alex Palacios
RESOLUTION No. _______ 2019

RESOLUTION REVISING CORRECTED TYPOGRAPHICAL ERROR IN
RESOLUTION 106-2018

WHEREAS, the City of Reading is an entitlement community receiving HOME Investment Partnerships Program funds from the U.S. Department of Housing and Urban Development under Title II of the National Affordable Housing Act of 1990, Public Law 101-625; and

WHEREAS, in FY 2018 additional HOME funds from HUD were approved by Council of the City of Reading to be reallocated as such: $75,000.00 FY 2017 of un-programmed funds for new construction for homeownership.

WHEREAS, the address listed for consideration for allocation of $75,000 to fund new construction for homeownership on the memo to Council was correctly submitted as 1408 Meade St. (Please see attached)

WHEREAS, the address listed for consideration for allocation of $75,000 to fund new construction for homeownership in the ad for public comment in the Reading Eagle was correctly submitted as 1408 Meade St. (Please see attached)

WHEREAS, the address listed for consideration for allocation of the $75,000 to fund new construction for homeownership on the Resolution Template to be signed and sealed by the City Clerk was INCORRECTLY submitted as 1406 Gregg Ave. (Please see attached)

NOW THEREFORE, BE IT RESOLVED, by the Council of the City of Reading allows the correction of the typographical error submitted as 1406 Gregg Ave to be correctly submitted as 1408 Meade St.

Adopted by Council _____________________________, 2019

__________________________________
Vice President of Council

Attest:

______________________________
Linda A. Kelleher
City Clerk
RESOLUTION NO. ______-2019

BE IT RESOLVED by the City of Reading City Council, Berks County, and it is hereby resolved by the authority of the same, that Public Works Director, Ralph Johnson, of the City of Reading, or his designee, is authorized and directed to submit the attached Application for Traffic Signal Approval together with the accompanying Signal Permit Drawings for the traffic signal improvements proposed at the intersection of Schuylkill Avenue and West Windsor Street, which is part of the River Road Extension Project to the Pennsylvania Department of Transportation, and to sign this application on behalf of the City of Reading.

Adopted by Council___________________, 2019

____________________________________
Jeffrey Waltman, President of Council

Attest:

____________________________________
City Clerk
**Application for Traffic Signal Approval**

Please Type or Print all information in Blue or Black Ink

---

### A - Applicant's (Municipal) Contact Information

<table>
<thead>
<tr>
<th>Municipal Contact's Name:</th>
<th>Ralph Johnson</th>
<th>Title:</th>
<th>Public Works Director</th>
</tr>
</thead>
<tbody>
<tr>
<td>Municipal Name:</td>
<td>City of Reading</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Municipal Address:</td>
<td>503 North 6th Street, Reading PA 19601</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Municipal Phone Number:</td>
<td>610-655-6610</td>
<td>Alternative Phone Number:</td>
<td>610-655-1850</td>
</tr>
<tr>
<td>E-mail Address:</td>
<td><a href="mailto:ralph.johnson@readingpa.gov">ralph.johnson@readingpa.gov</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Municipal Hours of Operation:</td>
<td>17:30 AM to 4:00 PM</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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### B - Application Description

**Location (intersection):** Schuylkill Avenue (S.R. 0183) and West Windsor Street

**Traffic Control Device is:**
- [X] NEW Traffic Signal
- [ ] EXISTING Traffic Signal
- [ ] [Permit Number]:

**Type of Device (select one):**
- [X] Traffic Control Signal (MUTCD Section 4D, 4E, 4G)
- [ ] Flashing Beacon (MUTCD Section 4I)
- [ ] School Warning System (MUTCD Section 78)
- [ ] Other:

**Is Traffic Signal part of a system?:**
- [ ] YES
- [X] NO

**System Number (if applicable):**

If YES, provide locations of all signalized intersections in system.

**Explain the proposed improvements:**

Installation of new traffic signal including foundations, signal supports, mast arms, conduit, junction boxes, wiring, signal heads, countdown pedestrian signal heads, pedestrian push buttons, and vehicular video detection.

**Associated with Highway Occupancy Permit (HOP)?:**
- [ ] YES
- [X] NO

If YES, HOP Application #:

---

### C - Maintenance and Operation Information

**Maintenance and Operations are typically performed by?:**
- [ ] Municipal Personnel
- [ ] Municipal Contractor
- [X] Municipal Personnel & Contractor
- [ ] Other:

**Maintenance and Operations Contact Name:** Robert Evans

**Company/Organization:** City of Reading

**Phone #:** 610-655-6027

**Alternative Phone #:** 610-655-1850

**E-mail:** robert.evans@readingpa.gov

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### D - Attachments Listing

- [X] Municipal Resolution (required)
- [ ] Letter of Financial Commitment
- [ ] Traffic Signal Permit
- [ ] Warrant Analysis
- [ ] Crash Analysis
- [X] Traffic Signal Study

- [ ] Location Map
- [ ] Photographs
- [ ] Straight Line Diagram
- [ ] Capacity Analysis
- [ ] Traffic Impact Study (TIS)
- [ ] Condition Diagram

- [ ] Traffic Volumes / Pedestrian Volumes
- [ ] Turn Lane Analysis
- [ ] Turn Restriction Studies
- [ ] Other:
E - Applicant (Municipal) Certification

The applicant desires to own, operate, and maintain the traffic control device in the location indicated above; and the Vehicle Code requires the approval of the Department of Transportation ("Department") before any traffic signals may be legally erected or modified. A signed Application for Traffic Signal Approval (TE-160) must be submitted in conformance with the instructions provided by the Department, and a Traffic Signal Permit must be issued, before any work can begin.

If the Department approves a traffic signal after a traffic engineering study and engineering judgment indicates the need, the traffic signal shall be installed, owned, operated, and maintained within the parameters indicated in the Vehicle Code and the Department's regulations relating to traffic signs, signals, and markings. The Department may direct appropriate alterations to the design or operation (including, but not limited to, hours of operation) of the traffic signal, or require removal of the traffic signal, if traffic conditions or other considerations necessitate alteration or removal.

All items associated with the traffic control device (geometric features, signs, signals, pavement markings, pedestrian accommodations, and other traffic control device associated items) are the applicant's responsibility. The Traffic Signal Permit will then document all of the items associated with operation of each traffic control device. The applicant, at its sole expense, shall provide the necessary inspection, maintenance, and operation activities in conformance with the Department's Publication 191 or as otherwise agreed to by the Department. The applicant shall perform the preventative and responsive maintenance requirements and recordkeeping in accordance with the exhibits specified below. If the applicant fails to provide the required inspection, maintenance, or operation services within thirty (30) days of receipt of written notice from the Department, the Department shall have the right to perform the required inspection, maintenance, or operation services in the applicant’s stead and the applicant shall reimburse the Department for all costs incurred. Federal- and/or state-aid participation may be withheld on all future projects if the applicant fails to demonstrate to the Department the ability to provide all required maintenance and operation services. The applicant certifies that it has funds available and committed for the operation and maintenance of the traffic control device and that it will make available sufficient funds for all required future inspection, maintenance, and operation activities.

The applicant shall indemnify, save harmless and, defend (if requested) the Commonwealth of Pennsylvania, its agents, representatives, and employees from and against any damages recoverable under the Sovereign Immunity Act, 42 Pa. C.S. §§ 8521-8528, up to the limitations on damages under said law, arising out of any personal injury or damage to property which is finally determined by a court to be caused by or result from acts or omissions of the applicant and for which a court has held applicant, its officials, or employees to be liable. This provision shall not be construed to limit the applicant in asserting any rights or defenses. Additionally, the applicant shall include in any contracts into which it enters for maintenance, operation, or inspection of the traffic control device this same obligation to indemnify the Commonwealth and its officers, agents, and employees; and it shall require its contractor(s) to provide public liability insurance coverage, naming the Commonwealth and the applicant as additional insureds for bodily injury, including death and property damage, in the minimum amounts of $500,000 per person, $1,000,000 per occurrence, in being the intention of parties to have the contractor fully insure and indemnify the Commonwealth and the applicant.

The applicant shall comply with the study and ordinance requirements of 75 Pa. C.S. § 6109. The applicant submits this application with the Intention of being legally bound.

Neither this application nor any Traffic Signal Permit creates any rights or obligations with respect to parties other than the applicant and the Department. Third parties may not rely upon any representations made by either the applicant or the Department in connection with the submission or approval of this application or any work permitted or approved that is related to this application, as regards either payment of funds or performance of any particular item of maintenance precisely as specified.

The applicant agrees to comply with the attached Exhibits:
- Exhibit "A": Preventative and Response Maintenance Requirements [Sheet 3 of 5]
- Exhibit "B": Recordkeeping [Sheet 4 of 5]
- Exhibit "C": Signal Maintenance Organization [Sheet 5 of 5]

Printed Municipal Contact Name: Ralph E. Johnson, P.E.  Date: __________________________
Signed By: __________________________  Witness or Attest: __________________________
Title of Signatory: Director of Public Works  Title of Witness or Attesting: __________________________
Exhibit "A": Preventative and Response Maintenance Requirements

Preventive Maintenance

The APPLICANT or its contractor will provide preventive maintenance for each individual component of the traffic signal installation covered by this application at intervals not less than those indicated in the Preventive Maintenance Summary, PA DOT Publication 191, current version. This is the recommended level of maintenance to keep the intersection control equipment and signals in mechanically, structurally and aesthetically good condition.

Response Maintenance

The APPLICANT or its contractor will provide response maintenance in accordance with the provisions of the Response Maintenance Schedule. It encompasses the work necessary to restore a traffic signal system to proper and safe operation. Includes Emergency Repair and Final Repair.

**FINAL REPAIR:**
Repair or replace failed equipment to restore system to proper and safe operation in accordance with permit within a 24-hour period.

**EMERGENCY REPAIR:**
Use alternative means or mode to temporarily restore system to safe operation within a 24-hour period. Final repair must then be completed within 30 days unless prohibited by weather conditions or availability of equipment.

Response Maintenance Schedule

<table>
<thead>
<tr>
<th>KNOCKDOWNS</th>
<th>TYPE OF REPAIR PERMITTED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Support - Mast arm</td>
<td>Emergency or Final</td>
</tr>
<tr>
<td>Support - Strain pole</td>
<td>Emergency of Final</td>
</tr>
<tr>
<td>Span wire/tether wire</td>
<td>Final Only</td>
</tr>
<tr>
<td>Pedestal</td>
<td>Emergency or Final</td>
</tr>
<tr>
<td>Cabinet</td>
<td>Emergency of Final</td>
</tr>
<tr>
<td>Signal heads</td>
<td>Final Only</td>
</tr>
</tbody>
</table>

**EQUIPMENT FAILURE**

<table>
<thead>
<tr>
<th>Part</th>
<th>TYPE OF REPAIR PERMITTED</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lamp burnout (veh. &amp; ped.)</td>
<td>Final Only</td>
</tr>
<tr>
<td>Local controller</td>
<td>Emergency or Final</td>
</tr>
<tr>
<td>Master controller</td>
<td>Emergency or Final</td>
</tr>
<tr>
<td>Detector sensor</td>
<td></td>
</tr>
<tr>
<td>- Loop</td>
<td>Emergency or Final</td>
</tr>
<tr>
<td>- Magnetometer</td>
<td>Emergency of Final</td>
</tr>
<tr>
<td>- Sonic</td>
<td>Emergency of Final</td>
</tr>
<tr>
<td>- Magnetic</td>
<td>Emergency of Final</td>
</tr>
<tr>
<td>- Pushbutton</td>
<td>Emergency of Final</td>
</tr>
<tr>
<td>Detector amplifier</td>
<td>Emergency or Final</td>
</tr>
<tr>
<td>Conflict monitor</td>
<td>Final Only</td>
</tr>
<tr>
<td>Flasher</td>
<td>Final Only</td>
</tr>
<tr>
<td>Time clock</td>
<td>Emergency or Final</td>
</tr>
<tr>
<td>Load switch/relay</td>
<td>Final Only</td>
</tr>
<tr>
<td>Coordination unit</td>
<td>Emergency or Final</td>
</tr>
<tr>
<td>Communication interface, mode</td>
<td>Emergency or Final</td>
</tr>
<tr>
<td>Signal cable</td>
<td>Final Only</td>
</tr>
<tr>
<td>Traffic Signal Communications</td>
<td>Final Only</td>
</tr>
<tr>
<td>Traffic Signal Systems</td>
<td>Final Only</td>
</tr>
</tbody>
</table>
Recordkeeping

Accurate and up-to-date recordkeeping is an essential component of a good traffic signal maintenance program. In recognition of this fact, the APPLICANT must prepare, retain, and make available to the COMMONWEALTH, on request, a record of all preventive and response maintenance activities performed on the traffic signal equipment covered by this application.

The APPLICANT shall establish a separate file for each installation and keep its records in the municipal building, signal maintenance shop, or other weather-protected enclosure.

At a minimum, the following records will be kept by the APPLICANT or its contractor for each traffic signal. These forms can be found in Section 10.0, Maintenance Record Forms, PA DOT Publication 191, current version.

FORM 1 - Master Intersection Record

This form, which lists all maintenance functions performed at the intersection, should be updated within one day of the activity but no more than one week later.

FORM 2 - Response Maintenance Record

Each time response maintenance is required at the intersection, this form is to be completed. Once the pertinent information is transferred to the master intersection record, this form is to be placed in the intersection file.

FORM 3 - Preventive Maintenance Record

This form will be used to provide a record of the preventive maintenance activities performed at each intersection. The date, the activities performed, and the signature of the person in charge of the work must be recorded in the form.

This form may be kept at the intersection, if it is adequately protected from the weather. Form 1 must be updated at the central file, however, to reflect the date and activity.
Exhibit "C":
Signal Maintenance Organization

Personnel Classifications

In order to properly maintain the traffic signal equipment covered by this applicant, the APPLICANT agrees to provide, as minimum, the following staff throughout the useful life of equipment. The APPLICANT agrees to abide by all guidance provided in PA DOT Publication 191.

Traffic Engineer - The administrative position which has prime responsibility for the proper operation of traffic signal equipment. The principal function of this position is the supervision and control of subordinate personnel and the planning of their activities to ensure adequate preventive and responsive maintenance programs.

Minimum Position Requirements
1. A thorough understanding of traffic signal design, installation and maintenance.
2. A working knowledge of the interaction between the following traffic characteristics: Intersection geometry, traffic flow theory, control type (fixed time, actuated, etc.), signal phasing and timing, and interconnection.
3. An ability to supervise subordinate personnel effectively in the assignment of their work.
4. Possession of a college degree in engineering, which includes course work in traffic engineering.
5. Either four years experience in the field of traffic engineering or its equivalent in graduate college work.

Signal Specialist - The individual responsible for the diagnostics and repair of all traffic signal equipment including solid state equipment.

Minimum Position Requirements
1. Extensive training and troubleshooting skills in electronics and software.
2. Ability to repair modules in the shop and to design test equipment needed to diagnose and repair a problem.
3. Ability to make design and modifications to implement or correct special functions.
4. Ability to implement a recordkeeping system to include maintenance activities, inventory control and identification of recurring problems.
5. Ability to perform all tasks required of a signal technician.

Signal Technician - Individual responsible for the operation and maintenance of traffic signals and electromechanical equipment.

Minimum Position Requirements
1. Ability to perform response maintenance on solid state equipment up to the device exchange level.
2. Capability to diagnose a vehicle loop failure and initiate corrective action.
3. Ability to tune detector amplifiers.
4. Ability to follow wiring schematics, check and set timings from plan sheet and check all field connections.
5. Ability to perform preventive maintenance on all equipment and to maintain accurate records of all work performed.

Training

The APPLICANT agrees to secure training in order to upgrade the ability of its present staff to properly perform the required maintenance functions. The APPLICANT agrees to abide by all guidance provided in PA DOT Publication 191.

Budget Requirements

The APPLICANT agrees to provide, in its annual operating budget, dedicated funds which are sufficient to cover the cost of the personnel, training, contractors (if utilized) and specialized maintenance equipment which are required, by virtue of this application. The APPLICANT agrees to abide by all guidance provided in PA DOT Publication 191.
RESOLUTION NO.___________

Whereas, by virtue of Resolution 134-2009, adopted December 14, 2009, the City of Reading declared its intent to follow the procedures for the disposition of records set forth in the Retention and Disposition Schedule for Records of Pennsylvania Municipalities issued in 2009; and

Whereas, in accordance with Act 428 of 1968 (as amended) each individual act of disposition shall be approved by resolution of the governing body of the municipality:

NOW THEREFORE, The Council of the City of Reading hereby resolves as follows:

In accordance with the above cited schedule, Council hereby authorizes the disposition of the following public records:

City Clerk

Contracts

<table>
<thead>
<tr>
<th>Company</th>
<th>Year(s)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Burlington Coat Factory Warehouse</td>
<td>1980</td>
</tr>
<tr>
<td>Burlington Dodge</td>
<td>1984</td>
</tr>
<tr>
<td>Bush-Miller Inc</td>
<td>1983</td>
</tr>
<tr>
<td>Busy Bee Hosiery Co</td>
<td>1954</td>
</tr>
<tr>
<td>Butcher &amp; Sherrerd</td>
<td>1968</td>
</tr>
<tr>
<td>Camdex Inc</td>
<td>1982</td>
</tr>
<tr>
<td>Camil Associates Inc</td>
<td>1971</td>
</tr>
<tr>
<td>Canada Dry Bottling</td>
<td>1953</td>
</tr>
<tr>
<td>Candeub Fleissig &amp; Associates</td>
<td>1969</td>
</tr>
<tr>
<td>Capital Equipment</td>
<td>1973</td>
</tr>
<tr>
<td>Carlisle Electric Inc</td>
<td>1977</td>
</tr>
<tr>
<td>Car-Mar, Div of Kovatch Corp</td>
<td>1980, 1985</td>
</tr>
<tr>
<td>Carmeuse Pennsylvania Inc</td>
<td>1998, 1999</td>
</tr>
<tr>
<td>Car Parts Inc</td>
<td>1975</td>
</tr>
<tr>
<td>Cataphote Sign Co</td>
<td>1976</td>
</tr>
<tr>
<td>Cataphote, Div of Ferro Corp</td>
<td>1979</td>
</tr>
<tr>
<td>C &amp; D Waterproofing Corp</td>
<td>1991</td>
</tr>
<tr>
<td>Center for Victim Assistance</td>
<td>1991, 1992</td>
</tr>
<tr>
<td>Central PA Legal Services</td>
<td>1994, 1995</td>
</tr>
<tr>
<td>Central Tire Co Inc</td>
<td>1966-1970, 1974</td>
</tr>
<tr>
<td>Cerniglia, Angela</td>
<td>1950</td>
</tr>
<tr>
<td>CET Inc</td>
<td>1997</td>
</tr>
<tr>
<td>Chain Link Fence Co of PA</td>
<td>1974</td>
</tr>
<tr>
<td>Chapin Lumber &amp; Supply Co</td>
<td>1976</td>
</tr>
<tr>
<td>Chemtrac Systems Inc</td>
<td>1993</td>
</tr>
<tr>
<td>Company</td>
<td>Years</td>
</tr>
<tr>
<td>---------------------------------</td>
<td>-------------</td>
</tr>
<tr>
<td>Chiarelli Chrysler Plymouth</td>
<td>1966, 1967</td>
</tr>
<tr>
<td>Chudnovsky, Elynne</td>
<td>1994</td>
</tr>
<tr>
<td>Ciabattoni, Vincent &amp; Mary</td>
<td>1950</td>
</tr>
</tbody>
</table>

Passed Council _____________________

__________________________________
Vice President of Council

Attest:

_____________________________
City Clerk
BILL NO. ______-2019
AN ORDINANCE

AN ORDINANCE AMENDING THE CITY OF READING CODE OF ETHICS, PART 10 OF THE CITY’S ADMINISTRATIVE CODE, REGARDING ALL ATTORNEYS RETAINED TO WORK WITH THE BOARD OF ETHICS.

THE COUNCIL OF THE CITY OF READING HEREBY ORDAINS AS FOLLOWS:

SECTION 1. Amending the City of Reading Code of, Part 10 of the City’s Administrative Code, regarding all attorneys retained to work with the Board of Ethics, as attached in Exhibit A.

SECTION 2. This Ordinance shall become effective within ten (10) days of the date of passage and approval by the Mayor or override of the Mayor’s veto.

Enacted on __________2019

____________________________________
President of Council

Attest:

____________________________________
City Clerk

Sent to Mayor ______
Date: __________
Signed by Mayor ______
Date: __________
Vetoed by Mayor: ________
Date: __________
Over-ridden by Council:
Date: __________
SECTION 2 - Board of Ethics
A. Composition and Structure of Board.
1. Composition. The Board established under Section 1201 of the City of Reading Home Rule Charter shall be composed of five (5) residents of the City of Reading.

2. Terms of Service. Members of the Board shall serve for terms of three (3) years, except that members shall continue to serve until their successors are appointed and qualified. The terms of the initial members shall be staggered, with one member serving a term of one year, two members serving for two years, and two members serving for three years.

3. Vacancy. An individual appointed to fill a vacancy occurring other than by the expiration of a term of office shall be appointed for the unexpired term of the member he/she succeeds and is eligible for appointment thereafter according to the terms herein.

4. Election of Chairperson and Vice Chairperson. The Board shall elect a chairperson and a vice chairperson annually at a meeting held in July of each year. The vice chairperson shall act as chairperson in the absence of the chairperson or in the event of a vacancy in that position.

5. Quorum. A majority of the members of the Board shall constitute a quorum and, except as provided in Sections 9.C. and 9.D., the votes of a majority of the members present are required for any action or recommendation of the Board.

6. Staff. The Board shall appoint a solicitor, a secretary and such other staff as may be deemed necessary. The solicitor, secretary and such other staff as may be necessarily appointed need not be members of the Board.

The Board shall also appoint a Solicitor, as per Charter Section § 1201 Conflict of Interest and Code of Ethics C. The Board shall, from time to time, determine an amount to be paid as reasonable compensation to the Solicitor for such services.

The Solicitor shall be a member in good standing of the Berks County Bar and shall have so been for at least five (5) years. The Solicitor may not:

A. Hold a position of employment or appointment with the City of Reading or any City Authority, Board or Commission. This shall not prohibit another member of the Solicitor’s law firm from having such a contractual obligation, provided the Solicitor does not obtain assistance from the other member regarding matters before the Ethics Board.
B. **Have any contractual obligation with the City of Reading or any City Authority, Board or Commission.** This shall not prohibit another member of the Solicitor’s law firm from having such a contractual obligation, provided the Solicitor does not obtain assistance from the other member regarding matters before the Ethics Board.

C. **Actively participate in or contribute to any political campaign in the City of Reading for a candidate running for or from the office of the Mayor, President of Council, Council Member, or Auditor.** This does not abridge the right of the Solicitor to vote or attend a debate, speech or similar event that is held primarily for the purpose of communicating a candidate’s platform or position on issues of public concern. The Solicitor need not be a resident of the City of Reading and shall not be a Board member.

7. **Meetings.** The Board shall meet at the call of the Chairperson or at the call of a majority of its members.

8. **Investigative Officer.** The Board shall appoint an investigating officer as set forth herein. The Board shall, from time to time, determine an amount to be paid as reasonable compensation to the investigating officer as payment for such services. The investigative officer shall be a member in good standing of the Berks County Bar and shall have so been for at least five (5) years.

The Investigative Officer may not:

A. **Hold a position of employment or appointment with the City of Reading or any City Authority, Board or Commission.** This shall not prohibit another member of the Investigator’s law firm from having such a contractual obligation, provided the Solicitor does not obtain assistance from the other member regarding matters before the Ethics Board.

B. **Have any contractual obligation with the City of Reading or any City Authority, Board or Commission.** This shall not prohibit another member of the Investigator’s law firm from having such a contractual obligation, provided the Solicitor does not obtain assistance from the other member regarding matters before the Ethics Board.

C. **Actively participate in or contribute to any political campaign in the City of Reading for a candidate running for or from the office of the Mayor, President of Council, Council Member, or Auditor.** This does not abridge the right of the Investigative Officer to vote or attend a debate, speech or similar event that is held primarily for the purpose of communicating a candidate’s platform or position on issues of public concern. The Investigative Officer need not be a resident of the City of Reading and shall not be a Board member.
member. The Investigating Officer is authorized to retain the services of additional investigators and may only delegate non-discretionary functions.

9. Hearing Officer. The Board shall appoint a Hearing Officer, in accordance with § 5-1009. Complaint and Investigation Procedure E herein. The Board shall, from time to time, determine an amount to be paid as reasonable compensation to the Hearing Officer as payment for such services. The Hearing Officer shall be a member in good standing of the Berks County Bar and shall have so been for at least five (5) years. The Hearing Officer may not:

   A. Hold a position of employment or appointment with the City of Reading or any Authority, Board or Commission. This shall not prohibit another member of the Hearing Officer's law firm from having such a contractual obligation, provided the Solicitor does not obtain assistance from the other member regarding matters before the Ethics Board.

   B. Have any contractual obligation with the City of Reading or any Authority, Board or Commission. This shall not prohibit another member of the Hearing Officer's law firm from having such a contractual obligation, provided the Solicitor does not obtain assistance from the other member regarding matters before the Ethics Board.

   C. Actively participate in or contribute to any political campaign in the City of Reading for a candidate running for or from the office of the Mayor, President of Council, Council Member, or Auditor. This does not abridge the right of the Hearing Officer to vote or attend a debate, speech or similar event that is held primarily for the purpose of communicating a candidate's platform or position on issues of public concern. The Hearing Officer need not be a resident of the City of Reading and shall not be a Board member.
AN ORDINANCE AMENDING THE CITY OF READING CITY CODE PART 23, SECTION 6 CHARTER BOARD ALL ATTORNEYS RETAINED TO WORK WITH THE CHARTER BOARD.

THE COUNCIL OF THE CITY OF READING HEREBY ORDAINS AS FOLLOWS:

SECTION 1. Amending the City of Reading City Code Part 23, Section 6 Charter Board all attorneys retained to work with the Charter Board, as attached in Exhibit A.

SECTION 2. This Ordinance shall become effective within ten (10) days of the date of passage and approval by the Mayor or override of the Mayor’s veto.

Enacted on ____________2019

____________________________________
President of Council

Attest:

______________________________
City Clerk

Sent to Mayor ______
Date: ____________
Signed by Mayor ______
Date: ____________
Vetoed by Mayor: ________
Date: ____________
Over-ridden by Council:
Date: ____________
EXHIBIT A

City Code Chapter 23, Part 6 Charter Board

A. Composition and structure of Board.
   (1) Composition. The Board established under Amendment I of the City of Reading Home Rule Charter ("Charter") shall be composed of five residents of the City of Reading. Board members shall be appointed by the Mayor with the consent of City Council.
   (2) Terms of service. Members of the Board shall serve for terms of five years, except that the members shall continue to serve until their successors are appointed and qualified. The terms of the initial members shall be staggered, with members serving terms of one, two, three, four, and five years, respectively.
   (3) Vacancy. An individual appointed to fill a vacancy occurring other than by the expiration of a term of office shall be appointed for the unexpired term of the member he/she succeeds and is eligible for appointment thereafter according to the terms herein.

7. Editor's Note: Former § 1-599.22D, Removal of members, added 8-23-2010 by Ord. No. 59-2010, which immediately followed this subsection, was repealed 3-26-2012 by Ord. No. 39-2012.
   (4) Election of Chairperson and Vice Chairperson. The Board shall elect a Chairperson and Vice Chairperson upon seating of the members and thereafter annually at a meeting held in July of each year. The Vice Chairperson shall act as the Chairperson in the absence of the Chairperson or in the event of a vacancy in that position.
   (5) Quorum. A majority of the members of the Board shall constitute a quorum and the votes of a majority of the members present are required for any action or recommendation of the Board.
   (6) Staff. The Board shall appoint a Solicitor, a secretary, and such other staff as may be deemed necessary. The Solicitor, secretary, and such other staff as may be necessarily appointed shall not be members of the Board.

The Solicitor shall not:

   (a) Hold a position of employment with the City of Reading or any City Authority, Board, or Commission. This shall not prohibit another member of the Solicitor's law firm from having such a contractual obligation, provided the Solicitor does not obtain assistance from the other member regarding matters before the Ethics Board.
   (b) Have any contractual obligation with the City of Reading or any Authority, Board, or Commission. This shall not prohibit another member of the Solicitor's law firm from having such a contractual obligation, provided the Solicitor does not obtain assistance from the other member regarding matters before the Ethics Board.
(c) Actively participate in or contribute to any political campaign in the City of Reading for a candidate running for or from the office of Mayor, President of Council, Council Member, or Auditor. This does not abridge the right of the Solicitor or Investigative Officer to vote or attend a debate, speech or similar event that is held primarily for the purpose of communicating a candidate’s platform or position on issues of public concern.

(7) Meetings. The Board shall meet at the call of the Chairperson or at the call of a majority of its members.

(8) Investigative Officer.

<(a) The Board shall appoint an investigative officer ("Investigative Officer") who shall serve at the pleasure of the Board. The Investigative Officer is charged with determining jurisdiction, conducting preliminary and full investigations, issuing written findings reports, prosecuting complaints before evidentiary hearings, and performing such other duties as set forth herein. The Investigative Officer shall conduct his/her work independently and without comment or inquiry from the Board, except as provided in Subsection A(8)(d) below.

<(b) The Investigative Officer shall be a member in good standing of the Pennsylvania Bar Association and shall have so been for at least five years. The Investigative Officer need not be a resident of the City of Reading and shall not be a Board member. The Investigative Officer is authorized to retain the services of an investigator and other professional staff and/or consultants, and shall only delegate nondiscretionary functions.

<(c) The Investigative Officer shall not:

1. Be the current or former Solicitor to the Board and the Investigative Officer shall not serve in the future as Solicitor to the Board on any matter investigated or prosecuted by the Investigative Officer.
2. Seek the advice of the Solicitor to the Board, and the Solicitor to the Board shall not seek the advice of the Investigative Officer, on substantive aspects of any complaint or referral before the Board.
3. Hold a position of employment with the City of Reading or any City Authority, Board, or Commission.
4. Have any contractual obligation with the City of Reading or any Authority, Board, or Commission.
5. Actively participate in or contribute to any political campaign in the City of Reading for a candidate running for or from the office of Mayor, President of Council, Council Member, or Auditor. This does not abridge the right of the Solicitor or Investigative Officer to vote or attend a debate, speech or similar event that is held primarily for the
purpose of communicating a candidate's platform or position on issues of public concern

(d) In addition to all other responsibilities of the Investigative Officer, he/she shall provide to the Board every six months a summary of each complaint received, its procedural status, and if it has been dismissed, the reasons for its dismissal. Said summary shall not contain any identifying information of any person involved as a witness, complainant or subject of the complaint.

B. Prohibitions. Due to the nature of their appointment, Board members have a duty to avoid any known conflicts of interest, especially actions or behaviors in violation of the City Charter or its full and impartial enforcement. The prohibitions in this section are in addition to all other duties, responsibilities, and obligations imposed upon Board members.

1) No member may hold or campaign for any other public office.

2) No member may hold office in any political party or political organization or political committee.

3) No member may hold a position of employment with City government or appointment to any other board, authority, or commission formed by the City of Reading.

4) No member may actively participate in or contribute to any political campaign in the City of Reading for a candidate running for the office of Mayor, President of Council, Council member, or Auditor. This does not abridge the right of a member to vote or attend a debate, speech or similar event that is held primarily for the purpose of communicating a candidate’s platform or position on issues of public concern.

5) No member shall receive compensation but shall be reimbursed by the City for documented expenses actually incurred.

C. Mandate to fund. City Council shall appropriate sufficient funds for the Board to perform its enforcement, advisory, and educational duties, including expenses for independent counsel, investigative personnel, investigations, hearings, appeals, staff, any other necessary personnel, and professional educational programming.
TO: City Council

FROM: Osmer Deming, Managing Director
       Director, Ralph Johnson, Public Works Director

PREPARED BY: David Anspach, Wastewater Manager

MEETING DATE: 

AGENDA MEMO DATE: 

RECOMMENDED ACTION: Council approval of a reconciliation payment to the City of Reading.

RECOMMENDATION: Administration recommends Council approval of the funds for a check to be drawn for the reconciliation funds.

BACKGROUND: The Inter-Municipal Agreement (IMA) sets a predetermined rate at which the contributing municipality agrees to pay the city for the treatment and transportation of wastewater. A reconciliation between the predetermined rate and the actual volume received is to be periodically conducted to correct any deviations.

This is the first reconciliation conducted since the inception of the 2013 agreement resulting in the following reconciliations:

City of Reading: $7,921,583.00

City of Reading: $7,921,583.00
BUDGETARY IMPACT:
The funds will be drawn on account: 54-07-00-4711 “Refund Prior Period Revenue”.

SUBSEQUENT ACTION:
The reconciliation must be approved by Council.

RECOMMENDED BY:
The Managing Director, and Director of Public Works.

RECOMMENDED MOTION:
Approve/Deny the reconciliation as presented.
BILL NO. ____2019

AN ORDINANCE

AUTHORIZING A RECONCILIATION PAYMENT TO THE CITY OF READING FOR THE AMOUNT OF $7,921,583.00 FOR OVERPAYMENTS OF TREATMENT AND TRANSPORTATION OF WASTEWATER.

THE COUNCIL OF THE CITY OF READING HEREBY ORDAINS AS FOLLOWS:

Section One: Council hereby authorizes the reconciliation payment to the City of Reading $7,921,583.00. The reconciliation will be made through available funds in the amount from Refund Prior Period Revenue (54-07-00-4711-000). Reconciliations are per Inter-municipal agreement of 2013 for the overpayments of treatment and transportation of wastewater.

Section Two: This Ordinance shall become effective ten (10) days after its adoption in accordance with 219 and 221 of the Home Rule Charter of the City of Reading.

ENACTED _______________, 2019

________________________________
President of Council

ATTEST:

________________________________
City Clerk

Submitted to Mayor by: ________________
Date Submitted: ________________
Received in Mayor’s Office by: ________________
Date Received: ________________
Approved by Mayor: ________________
Date Approved: ________________
Vetoed by Mayor: ________________
Date Vetoed: ________________
BILL NO. _____-2019
AN ORDINANCE
AMENDING THE 2019 BUDGET ORDINANCE BY AUTHORIZING THE CREATION OF THE AGGREGATED PENSION FUND.

The Council of the City of Reading hereby ordains as follows:

Section One: Council hereby authorizes amending the 2019 budget by creating the Aggregated Pension Fund. The fund, designated Aggregated Pension Fund 93, will capture allocated funds from the City’s Police, Fire, and Officers and Employees Pension Funds and provide designated funding for the new aggregated pension board.

Section Two: The budgeted funds will be provided by a transfer from the City’s Police, Fire, and Officers and Employees Funds.

Section Three: This Ordinance shall be effective ten (10) days after adoption pursuant to Sections 219 and 221 of the City of Reading Home Rule Charter.

Adopted _________________________, 2019

_____________________________________
President of Council

Attest:

_____________________________________
City Clerk

Sent to Mayor ______
Date: __________
Signed by Mayor ______
Date: __________
Vetoed by Mayor: ________
Date: __________
Over-ridden by Council:
Date: __________
TO: City Council
FROM: Osmer Deming, Acting Managing Director
PREPARED BY: Ralph Johnson, Public Works Director
Don Pottiger, Controller
MEETING DATE: April 8, 2019
AGENDA MEMO DATE: March 26, 2019
RECOMMENDED ACTION:

Approve the budget amendment for financing the revenue sources and construction costs associated with the DCNR grant received for the Pendora Park project.

RECOMMENDATION:
The Administration recommends Council to approve a $250,000.00 budget amendment within the Agency Fund to reflect the DCNR grant revenues and costs to be paid in conjunction with the grant.

BACKGROUND: The budget amendment will reflect the revenues and the construction costs of the Pendora Park Project associated with the DCNR grant approved in 2018. This DCNR grant funds are reimbursable funds (monies must be paid for by the City and are then reimbursed to the City after paperwork is submitted).

BUDGETARY IMPACT: None

PREVIOUS ACTION: None

SUBSEQUENT ACTION:
Budget transfer to be approved by Council.

RECOMMENDED BY:
Osmer Deming, Acting Managing Director, and Ralph Johnson, Director of Public Works.

RECOMMENDED MOTION:
Approve/Deny the amendment to the 2019 budget as presented.
BILL NO. _____-2019

AN ORDINANCE

AMENDING THE 2019 BUDGET, THE AGENCY FUND 31, TO REFLECT THE
PARTIAL FUNDING OF THE CONSTRUCTION COSTS FOR THE PENDORA
PARK PROJECT USING DNCR GRANT MONIES AS PER CONTRACT
AGREEMENT PREVIOUSLY AWARDED IN 2018.

The Council of the City of Reading hereby ordains as follows:

Section One: The 2019 Agency Fund Budget Ordinances is hereby amended by
changing the ordinance to reflect the funding of the construction costs
for the Pendora Park project using a $250,000 DCNR grant which was
approved in 2018.

Section Two: The costs associated with the grant will be paid from the Agency Fund
budget Contracted Services line item 31-10-00-4216-000, and will be
funded by the increase in the Agency Fund Grants and Gifts line item
31-10-00-3554-000.

Section Three: This Ordinance shall be effective ten (10) days after adoption pursuant
to Sections 219 and 221 of the City of Reading Home Rule Charter.

Adopted _________________________, 2019

_____________________________________
President of Council

Attest:

_____________________________________
City Clerk

Sent to Mayor ______
Date: __________
Signed by Mayor ______
Date: __________
Vetoed by Mayor: _______
Date: __________
Over-ridden by Council:
Date: __________
CITY OF READING

Berks County, Pennsylvania

RESOLUTION NO. _________2019

AUTHORIZING THE PAYMENT TO EMPIRE SERVICES FOR MATERIALS THAT WERE PROVIDED AND FOR LABOR THAT WAS PERFORMED IN THE DEMOLITION OF 932 PENN STREET and 932A PENN STREET.

WHEREAS, the City of Reading owns real property located at 932 Penn Street and 932(A) Penn Street; and

WHEREAS, in 2017, the City of Reading Building Code Official and the former Managing Director determined that there was a need to demolish all buildings situated at said location; and

WHEREAS, in 2018, the City of Reading Building Code Official and the former Managing Director used the City’s emergency demolition procedures by obtaining three bids from three local demolition contractors; and

WHEREAS, the City of Reading Public Works Director selected Empire Services as the lowest bidder for this demolition; and

WHEREAS, the City of Reading former Managing Director had identified this site as the potential location for the construction of a future fire station; and

WHEREAS, the City of Reading Public Works Director determined that if a fire station would be built on this site that the type of demolition envisioned by Empire Services would require additional excavation with an expanded scope of work; and

WHEREAS, in an attempt to save the City of Reading costs for additional future excavation, the City of Reading Public Works Director, after getting permission from the former Managing Director, instructed Empire Services to use appropriate stone fill to make future construction of a building on the site practicable; and

WHEREAS, in the summer of 2018, the City administration and Empire Services entered into a contract for said demolition and stone fill in the total amount of $219,589.00; and
WHEREAS, Empire Services performed its contractual duties by demolishing said buildings and by providing said stone fill and the City of Reading has no reason to question the workmanship of this demolition; and

WHEREAS, the City of Reading has a legal obligation under Pennsylvania law to pay Empire Services in accordance with the duties set forth in the above referenced contract and in accordance with the legal doctrines of quantum merit and unjust enrichment.

NOW, THEREFORE, BE IT RESOLVED by the City of Reading City Council of Berks County, Pennsylvania, as follows:

Section 1: The City Council agrees to remit payment to Empire Services in the total amount of $219,589.00 in accordance with the contract authorized by the former Managing Director City administration for the demolition of 932 and 932A Penn Street. for the services provided in regards to the project.

Section 2: The City Council in no way agrees with or condones the methods used by the former Managing Director City administration to procure this contract for the demolition of said properties. By agreeing to remit payment for these services, the City of Reading City Council is not setting precedence for the payment of any future contracts or projects that do not follow the proper procurement procedures contained within the Administrative Code.

DULY ADOPTED this _____ day of ______________, 2019, by the City of Reading City Council of Berks County, Pennsylvania, in lawful session duly assembled.

By: __________________________
   Council President

Attest: _______________________
   City Clerk
AUTHORIZING THE PAYMENT OF OUTSTANDING INVOICES LEFFLER ENERGY FOR PAYMENT OF OUTSTANDING INVOICES FOR HVAC PREVENTATIVE REPAIR AND MAINTENANCE.

WHEREAS, Leffler Energy (Leffler) has been the City’s contracted HVAC preventative maintenance and repair for over 30 years; and

WHEREAS, at some point under a previous administration the City mistakenly concluded that Leffler was approved for HVAC preventative maintenance and repair under the Commonwealth of Pennsylvania’s COSTARS cooperative purchasing agreement and therefore the City could order services from Leffler without going through the City’s purchasing process;” and

WHEREAS, although Leffler had COSTARS approval, the approval only covered supply and delivery of certain fuels; and

WHEREAS, the City recently entered into a cooperative purchasing agreement with the Reading Housing Authority and procures HVAC preventative maintenance and repair with other contractors through that agreement and will not procure any future services through Leffler without future compliance with the City’s purchasing policy; and

WHEREAS, the Mayor’s Economic Review Committee (MERC) reviewed the outstanding final invoices for Leffler and flagged these invoices based on the City’s failure to comply with the City’s purchasing policy as outlined above; and

WHEREAS, Leffler has billed the City $48,975.84 for services performed over the course of January 2018 to present; and

WHEREAS, Leffler is still owed $7,222.23 for the months of October to November 2018; and

WHEREAS, MERC requested the City get approval from City Council prior to their approving the payment; and

WHEREAS, City Council recognizes that the City Administration, by way of the Mayor’s Expenditure Review Committee, has implemented financial oversight such that projects and contracts adhere to the purchasing policy contained within the Administrative Code.
NOW, THEREFORE, BE IT RESOLVED by the City of Reading City Council of Berks County, Pennsylvania, as follows:

Section 1: The City Council agrees to remit payment Leffler in the total amount of $7,222.23 for the services provided in regards to the project.

DULY ADOPTED this ____ day of ____________, 2019, by the City of Reading City Council of Berks County, Pennsylvania, in lawful session duly assembled.

By: __________________________
   President

Attest: _______________________
   City Clerk
CITY OF READING
RESOLUTION NO. _________2019

AUTHORIZING THE PAYMENT OF OUTSTANDING INVOICES FOR BIOSOLIDS REMOVAL PERFORMED BY ADVANCED DISPOSAL OF SHIPPENSBURG, LLC.

WHEREAS, the City of Reading awarded a contract for biosolids disposal to Advanced Disposal of Shippensburg, LLC (ADS); and

WHEREAS, the term of the contract was from the issuance of the Notice to Proceed on or around January 24, 2014 “until December 31, 2014 with four (4) one year annual extensions at the [City’s] sole discretion based upon the reliability of service and extension of existing Contract price adjusted by the 12-month CPI as selected by the Owner but not to exceed 3%;” and

WHEREAS, the City administration exercised its discretion to extend the contract in each of the four extension years but did not do so with a formal letter to ADS as had been the practice under the previous biosolids removal contract; and

WHEREAS, the City administration awarded a contract to JP Mascaro to perform the biosolids removal and City Council approved said contract on January 14, 2019 and JP Mascaro began performing work pursuant to the 2019 contract on January 31, 2019; and

WHEREAS, ADS continued to perform the work pursuant to the 2014 contract through January 30, 2019; and

WHEREAS, the City administration needed to extend the 2014 with ADS to cover the 30-day period in January 2019 where the final extension of the 2014 contract was expired but the 2019 contract had not been approved and was not ready to be initiated by Notice to Proceed;

WHEREAS, the City administration needed ADS to continue services under the 2014 contract beyond the expiration of the final extension year because the Wastewater Treatment Plant would fall out of compliance with Department of Environmental Protection regulations if the biosolids removal was not continuously performed; and

WHEREAS, ADS has billed the City $224,395.38 for services performed from November 2018 through January 30, 2019;

WHEREAS, the Mayor’s Economic Review Committee (MERC) reviewed the invoices and requested the City get approval from City Council prior to their approving the payment
because of the Committee’s concerns that the extensions were not made by a formal letter and because the contract exceeded its term by 30 days.

NOW, THEREFORE, BE IT RESOLVED by the City of Reading City Council of Berks County, Pennsylvania, as follows:

Section 1: The City Council agrees to extend the 2014 contract with Advanced Disposal Services from January 1, 2019 to January 30, 2019.

Section 2: The City Council agrees to remit payment to Advanced Disposal Services in the total amount of $227,479.19 for the services provided November 2018 through January 30, 2019.

DULY ADOPTED this _____ day of _______________, 2019, by the City of Reading City Council of Berks County, Pennsylvania, in lawful session duly assembled.

By: __________________________
Council President

Attest: _______________________
City Clerk
CITY OF READING
RESOLUTION NO. ______________2019

AUTHORIZING THE PAYMENT OF OUTSTANDING INVOICES FOR LEGAL SERVICES PERFORMED BY CAMPBELL DURRANT BEATTY PALOMBO & MILLER, P.C. IN LABOR AND EMPLOYMENT MATTERS.

WHEREAS, the City of Reading entered into an engagement with the Campbell Durrant Beatty Palombo & Miller, P.C. (Campbell Durrant) for legal services related to labor and employment matters on September 19, 2016 via an engagement letter sent to the City's Managing Director; and

WHEREAS, prior to the engagement letter, the attorneys from Campbell Durrant had been retained to perform the same work for the City, however the engagement was with the firm of Ballard Spahr, where the attorneys had been partners before leaving to join Campbell Durrant; and

WHEREAS, the City did not request proposals for labor counsel prior to entering into the September 19, 2016 with labor counsel, presumably because the same attorneys that were awarded the work pursuant to the Request for Proposal (RFP) were the attorneys assigned the work in that engagement letter; and

WHEREAS, the City will be advertising a Request for Qualifications (RFQ) and/or RFP for labor counsel as soon as possible; and

WHEREAS, the City will need continued outside counsel legal services to be performed by Campbell Durrant during the RFQ/RFP process until an award is made and approved by counsel; and

WHEREAS, the Mayor’s Expenditure Review Committee (MERC) reviewed the invoices and requested the City get approval from City Council prior to their approving the payment because of the concerns that Council had approved only the City’s outside labor counsel when they practiced as partners with Ballard Spahr but had not approved the engagement with the same attorneys as partners with Campbell Durrant; and

WHEREAS, MERC will not approve invoices for legal services performed by Campbell Durrant during the months of December 2018, January 2019, and February 2019 until and unless City Council authorizes payment; and

WHEREAS, City Council recognizes that the City Administration, by way of the Mayor's Expenditure Review Committee, has implemented financial oversight such that projects and contracts adhere to the purchasing policy contained within the Administrative Code.
NOW, THEREFORE, BE IT RESOLVED by the City of Reading City Council of Berks County, Pennsylvania, as follows:

Section 1: The City Council agrees to the retain Campbell Durrant retroactively to September 19, 2016 and until December 31, 2019 for future engagement of six months or until Council approves an engagement with labor counsel based on the upcoming RFQ/RFP.

Section 2: The City Council agrees to remit payment to Campbell Durrant in the total amount of $36,937.80 for the services provided in regards to the project.

DULY ADOPTED this ____ day of _____________, 2019, by the City of Reading City Council of Berks County, Pennsylvania, in lawful session duly assembled.

By: __________________________
   President

Attest: _______________________
   City Clerk
RESOLUTION NO._________2019

THE COUNCIL OF THE CITY OF READING HEREBY RESOLVES AS FOLLOWS:

That Sara Long is appointed to the Environmental Advisory Council with a term ending April 8, 2022.

Adopted by Council ______________________, 2019

________________________________________
President of Council

Attest:

________________________________________
Linda A. Kelleher
City Clerk