COUNCIL MEMBERS PRESENT:
J. Slifko, D. Reed, J. Waltman, B. Twyman, M. Goodman-Hinnershitz, L. Sihelnik

OTHERS PRESENT:
L. Kelleher, J. Krafczek, G. Steckman, R. Johnson, W. Stoudt, A. Dominguez, J. Marasco

The Committee of the Whole meeting was called to order at 5:05 pm by Mr. Waltman.

I. Executive Session

Mr. Waltman announced the need for an executive session regarding personnel. Council, Ms. Kelleher, Mr. Steckman, and Mr. Krafczek remained in the room. The personnel executive session concluded at 5:45 pm and an executive session regarding litigation began. The litigation executive session concluded at 6:23 pm. Mr. Johnson returned to the meeting.

II. Recycling Containers

Mr. Steckman called Council’s attention to the collection of recycling containers displayed at the front of the room. Two (2) containers are best suited for commercial properties due to their size. The other two (2) containers are best suited for residential use – 1 tall, slender model on wheels that will work for properties with baker’s alleys and 1 shorter, wider model on wheels.

Mr. Steckman stated that the containers will be replaced over a three (3) period. The City plans to ask Republic to replace the containers. He noted the City’s willingness to work with the residents to supply the type of container they prefer.

Mr. Steckman noted that the wear and tear on the containers creates the need for the City to carry a replacement pool. He noted that often times, people take the containers with them when they move to a new location.
III. Board & Committee Appointments
Council reviewed the list of committee assignments and the following two (2) year assignments were made:

1. **Environmental Advisory Council (EAC)** – member – 4th Tues – noon – Public Works Bldg
   John Slifko & Brian Twyman alternate

2. **Diversity Board** - member – 3rd Thurs – 3 pm - Penn Rm
   Brian Twyman

3. **Local Redevelopment Authority (LRA)** - member – as needed
   Lucine Sihelnik, Jeff Waltman & Strat Marmarou

   Ms. Kelleher noted that the LRA needs to exist to monitor the results of the reuse plan – the former Navy Marine Center’s reuse by Mary’s Shelter and the remaining parcel to be marketed for residential reuse by the Reading Redevelopment Authority. The Navy calls the Council office annually for update on the Reuse Plan for the property approved by the LRA, the Navy and HUD.

4. **Blighted Property Review Committee (BPRC)** - member – 3rd Thurs - 6 pm – Council Office
   Brian Twyman

5. **RATS (Reading Area Transportation Study)** - member – 3rd Thurs - 1:30 pm – Courthouse 14th flr
   Donna Reed & John Slifko alternate

6. **Act 47 Implementation Work Group** - inactive

7. **Rec Commission** - member – 2nd Tues every other month – 3rd & Spruce - 7 pm
   Marcia Goodman-Hinnershitz, Brian Tywman & Strat Marmarou alternate

8. **Audit Committee** - member – Finance Chair - as needed
   Finance Chair Marcia Goodman-Hinnershitz

9. **Capital Planning Committee** – member – Finance Chair - during budget process
   Finance Chair Marcia Goodman-Hinnershitz

10. **Revenue Committee** - member – Finance Chair - during budget process
    Finance Chair Marcia Goodman-Hinnershitz

11. **BCAP (Berks Community Action Program)** - member – 2nd Tues – noon - BCAP
    Brian Twyman

12. **Main St** - liaison - 4th Weds – 3:30 pm - DID office
    John Slifko & Lucine Sihelnik alternate

13. **BCCJAB (Berks County Community Judicial Action Board)** - liaison – last Thurs every other month 8 am - Courthouse

14. **School District Work Group** - member – every other month – 4 pm – date set at the mtg – location alternates between Penn Rm and District Admin Bldg
    Brian Twyman, Marcia Goodman-Hinnershitz & Lucine Sihelnik alternate

15. **Reading Eagle Citizens Public Safety Committee** - member – arranged by Rdg Eagle
    Donna Reed & Marcia Goodman-Hinnershitz

16. **Stadium Commission** – liaison – last Weds 7 pm - RBI Room
    Strat Marmarou

17. **Shade Tree Commission** – liaison – 3rd Thurs - 7 pm - Public Works Bldg
    John Slifko & Brian Twyman alternate
Ms. Goodman-Hinnershitz noted that the draft MP3 COG (Council of Government) agreement has been circulated to the member municipalities.

Ms. Kelleher stated that the member municipalities are Alsace & Lower Alsace Townships, Mt. Penn Borough, Reading and the County. The member municipalities were asked to circulate the draft to the governing bodies and municipal solicitors. She expressed the belief that the enactment process should begin by mid-February.

Mr. Waltman stated that he is a member of the Steering Committee and Finance Chair. Ms. Kelleher noted that several other Councilors also participate on the Steering Committee and/or the working committees.

Ms. Goodman-Hinnershitz asked Council to consider appointing her as Reading’s representative on the MP3 COG Board when the agreement is considered.

- Committee Reports

Ms. Reed stressed the need for those assigned to the boards above to provide a bullet point report on the board’s activities. She suggested providing verbal reports at the end of the COW sessions.

Ms. Kelleher noted the boards that already provide regular meeting minutes. Ms. Reed noted that some meeting minutes are only distributed after they are approved by the board which makes them at least 30 days old. She suggested more timely updates.

Ms. Goodman-Hinnershitz recognized the need for Council to stay informed about board activities but she noted that verbal updates at the COW sessions may not be the best approach as the meetings are already lengthy.

Ms. Reed agreed and suggested that all Council members assigned to boards provide a bullet point update to Council in writing via email as quickly as possible after the meeting. All present agreed.

IV. Fire Tower Lease Agreement

Mr. Krafczek reported that Mr. Deming has made some minor language revisions and that the final document will be moved forward for approval shortly.
V. Strategic Planning
After discussion the group decided to meet to define the 2018 Strategic Planning topics on Saturday, February 3rd from 9 am to noon in the Penn Room. The need for a facilitator was discussed. Ms. Sihelnik thanked Ms. Goodman-Hinnershitz for her offer to facilitate the meeting but she noted the difficulties associated with facilitating and participating in the discussion.

Ms. Kelleher recalled some other local facilitators who volunteered to assist in similar session over the past years. Mr. Steckman was asked to speak with the mayor to see if he had any objection to asking John Kramer, retired executive director for the Center for Excellence in Local Government at Albright College, to facilitate. Ms. Kelleher was asked to remind Mr. Steckman of the need to speak with the mayor about Mr. Kramer.

Mr. Waltman suggested that the facilitator meet with the mayor and Mr. Steckman prior to the Feb 3rd meeting to identify their goals for 2018. He suggested working with the administration on the goals they select. He stated that Council cannot drive their own set of priorities without the administration’s consent.

Mr. Twyman noted the need to address the Housing Strategy, MVA and Comp Plan.

Mr. Slifko expressed the belief that the goals defined by Council can be Council focused and he noted the need for the group to select less topics then were defined for 2017, which may provide an improved success rate.

Ms. Goodman-Hinnershitz agreed with Mr. Waltman’s approach noting that Council’s main functions are legislative and budget related. She noted that the mayor and managing director are the only officials that can direct the departments.

Mr. Waltman stated that when the administration’s goals are defined Council can then collectively decide on which goals they would like to assist with.

Mr. Steckman stated that he and Ms. Kelleher will be meeting next week to consider some Strategic Planning software.

VI. UGI
Mr. Johnson stated that some questioned why UGI has been permitted to continue performing projects outside of the limits expressed in the Street Cut Ordinance, which prohibits projects after the blacktop production ends in November annually. He stated that UGI claims that some projects are “safety related” and in those instances, the Public Works Director has the sole ability to stop the project. He explained the liability involved if the “safety” project is denied and a leak or something more devastating occurs.
Mr. Twyman and Ms. Kelleher noted that the project in the 700 and 800 blocks of North 8th Street is taking an extended period of time, interrupting the lives of numerous residents. They stated that UGI leaves large vehicles parked in the public parking areas overnight and over weekends, which is very unfair to those who reside in this already parking stressed area.

*Note: Mr. Johnson provided this update from UGI on Friday, January 19th:*

**North 8th Street**

Starting today UGI will be reducing the amount of trucks and equipment on site and this will continue as the project moves to completion. It is expected the project should be completed in about 2 ½ weeks weather permitting.

**Moss Street**

There is an installation issue regarding the work completed on Moss Street in the 200, 300, 400 and 500 blocks. This work is going to be revisited by UGI and it will take about 2 weeks/block to complete some work that they believe needs checked/redone.

**Tulpehocken Street**

This project was completed. However, UGI will be doing some re-excavating to perform some checks on the work. Pending their quality control checks they may need to perform some redo work similar to Moss Street. UGI is presently in the Tulpehocken Street neighborhood notifying neighbors of their return.

The meeting adjourned at approximately 7:25 pm.

*Respectfully Submitted by*

Linda A. Kelleher, CMC, City Clerk