

Police and Public Safety Committee Meeting

Minutes

April 27, 2022

The meeting of the Police and Public Safety Committee was called to order at 7:00 p.m. by Committee Chairman Charles Neubauer. Present in addition to Mr. Neubauer were committee members Charles Heller, Jeff Cascino, and ex-officio member Frank Deery.

Also in attendance were Council members Keith Endy and Barry Christman; Lori Carnes, Mayor; Police Chief Barry Leatherman; Patricia Loder, Borough Manager; and Thomas Unger, Systems Design Engineering, Inc.

Mr. Neubauer called for public comment; no comments were forthcoming.

Mr. Neubauer made a motion to approve the minutes of the March 2, 2022 meeting of the committee. The motion was seconded by Mr. Heller and approved.

Police Chiefs Report

Chief Leatherman reviewed the Police Activities Report for the month of March.

Unfinished Business

Property Maintenance Code/Parking Enforcement Officer Job Description – The members reviewed a draft job description for the position. Mrs. Loder noted that the job description has not been reviewed by the solicitor. Discussion was held on the subject; Mr. Deery commented that he feels that the position of parking enforcement officer should be handled through the police department. Discussion was held on that subject and the fact that the position of part-time Parking Enforcement Officer was previously advertised without success. Following discussion, the committee agreed to recommend that Borough Council authorize the Borough Manager to advertise a position of part-time Parking Enforcement Officer for 20 hours per week at an hourly pay rate of \$16.00 to \$18.00. The committee also directed Mrs. Loder to forward the job description as discussed above to the solicitor for his review and comment.

BAF&R – Discussion False Alarm Ordinance – Mrs. Loder stated that Mr. Lehmann, President of BAF&R Board of Directors, has not completed his review of the recommended language for the ordinance.

Parking on North & South Sides of E Philadelphia Avenue – A public meeting to begin dialogue concerning elimination of parking on one side of East Philadelphia Avenue has been scheduled to be held on May 23rd at 7:00 p.m. in the Social Hall of the Friendship Hook and Ladder Fire Company. Discussion was held on public notification of the meeting. Mrs. Loder noted that she will advertise the meeting as a Special Meeting of Borough Council; the advertisement will state the purpose of the Special Meeting. In addition, Committee and Council members recommended the meeting be posted on the Borough website and a news release be provided to the local newspapers. Discussion was also held on the format for the meeting. Following a somewhat lengthy discussion, it was agreed that Mr. Deery will draft and circulate an opening statement to all elected officials. Chris Lincoln, Traffic Planning and Design, will be

asked to provide a synopsis of the Parking Study which TPD completed for the Borough in 2020. Public comment on the subject will be limited to three minutes.

No Parking West Side of South Walnut Street – Solicitor Hartman’s office prepared a draft ordinance for consideration. Following a brief review and discussion, the Committee agreed to recommend Borough Council authorize the ordinance to be advertised for adoption at the June 6th meeting of Borough Council.

Hot Off the Press, Inc. – No Parking 90 Day Trial Period – The No Parking Signs were installed on March 15th, the 90-day trial period will expire on June 13th. Mrs. Loder and Chief Leatherman have not received any feedback from Hot Off the Press since the start of the trial period. Mrs. Loder will follow-up with the company prior to the May meeting of the Committee.

New Business

Resident Request to Make Oley Street One Way – The Committee reviewed and discussed a Police Incident Report submitted by a resident of South Reading Avenue recommending that Oley Street, which is an alley approximately sixteen feet in width, be designated one way east bound. The resident cited significant site visibility concerns as the reason for the recommendation. Chief Leatherman agreed that site visibility is a concern at that intersection. It was noted that the Vehicle Code may require a traffic study be done prior to designation of a one-way street. Mr. Unger stated that he could provide the Borough with the proper documentation to authorize the designation of Oley Street as one-way. The Committee accepted Mr. Unger’s offer to provide the required documentation. Further discussion on this matter will be held at the next meeting of the Committee.

BaBB Request for approval for Oktoberfest 2022 – The Committee reviewed a letter from Events Coordinator, Amanda Machik, requesting the use of the Town Center Parking Lot for the BaBB Oktoberfest event. BaBB requests closure of the Town Center Parking Lot from 7:00 a.m. on Friday, September 23rd through Sunday, September 25th. The event hours will be 6:00 p.m. to 10:00 p.m. Friday, September 23rd and 11:00 a.m. to 10:00 p.m. Saturday, September 24th. Sunday, September 25th is a rain date. BaBB will contact the merchants directly impacted by the event with personal notice of the dates and times when the Town Center Lot will be closed for use. All other persons who use the lot will be advised of the lot closure via signage and flyers to be distributed on cars parked in the lot in the weeks prior to the event. Following discussion, the Committee directed Mrs. Loder to prepare the required resolution to authorize the event.

Public Comments

There being no further business to conduct a motion to adjourn the meeting at 7:50 p.m. was made by Mr. Neubauer and seconded by Mr. Cascino. The next meeting of the Police and Public Safety Committee will be held on Wednesday, June 1st, 2022 at 7:00 p.m.

Respectfully submitted,

Patricia A. Loder
Borough Secretary