

January 9, 2026

Memo To: Borough Council

Kristen M. Gajewski
Jennifer L. Reimer
Richard A. Weinhover
Stephen D. Brunner
Jana R. Barnett
Adam C. Berkeley
Christopher F. Valente

From: Michele Bare, Borough Manager

Enclosed for your consideration are copies of the Council Minutes, Committee Reports, other correspondence, as well as the January 13, 2026 meeting agenda.

****Note: Executive Session will be held at 6:15 p.m.****

Enclosures

cc: Fred Levering, Mayor
Jim McCarthy, Consulting Engineer
Heidi Masano, Borough Solicitor
John Phillips, Police Chief
Jim Babb, Public Works & Property Mgr.
Michele Bare, Borough Manager & Economic Development Coordinator
Randy McKinley, Recreation & Communications Director

AGENDA
WYOMISSING BOROUGH COUNCIL
Tuesday, January 13, 2026 – 7:00 P.M.

1. Call to order ****the public meeting is being recorded****
2. Pledge of Allegiance
3. Roll Call
4. Public Comment –All public comments shall be related to the subject matter jurisdiction of the Borough Council, and shall be limited to matters of official action, or deliberations that are, or may come before the Borough Council (agenda items).
5. **RESOLUTION NO. 2026-03- A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA IN RECOGNITION OF THE DEDICATION AND CONTRIBUTIONS OF WILLIAM JENCKES TO THE BOROUGH OF WYOMISSING**
6. A motion is needed to table, approve, or deny adopting Resolution 2026-03 as to the recognition of contribution to the Borough by William Jenckes
7. **RESOLUTION NO. 2026-04- A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA IN RECOGNITION OF THE DEDICATION AND CONTRIBUTIONS OF RONALD STANKO TO THE BOROUGH OF WYOMISSING**
8. A motion is needed to table, approve, or deny adopting Resolution 2026-04 as to the recognition of contribution to the Borough by Ronald Stanko
9. **RESOLUTION NO. 2026-05- A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA IN RECOGNITION OF THE DEDICATION AND CONTRIBUTIONS OF FREDERICK MOGEL TO THE BOROUGH OF WYOMISSING**
10. A motion is needed to table, approve, or deny adopting Resolution 2026-05 as to the recognition of contribution to the Borough by Frederick Mogel
11. Council Minutes – A motion is needed to table, approve, or deny the minutes of the December 9, 2025 Council meeting, the December 15, 2025 and December 29, 2025 Special Council meetings, and the January 5, 2026 reorganization meeting.
12. Consulting Engineer's Report
 - i. Review Borough Engineer activity during the month of December

- ii. A motion is needed to approve, deny, or amend the Engineer's Report

13. Police Chief & Mayor's Report

- i. Review the Police activity during the month of December
- ii. A motion is needed to approve, deny, or amend the Police Chief & Mayor's Report

14. Fire Chief's Report

- i. Review the Fire activity during the month of December
- ii. Introduce newly hired Firefighter/EMT Anthony and Firefighter/EMT Caloiero
- iii. Honor Firefighter/EMT Yasso and Technician Lambert for their Honor Guard participation
- iv. A motion is needed to table, approve, or deny promoting the highest ranked candidate on the certified list for the position of Technician with the Wyomissing Fire Department
- v. A motion is needed to table, approve, or deny promoting the highest ranked candidate on the certified list for the position of Captain with the Wyomissing Fire Department
- vi. A motion is needed to approve, deny, or amend the Fire Chief's Report

15. Committee Reports:

- a. Infrastructure Committee – December 15, 2025
 - i. Review the Infrastructure committee report
 - ii. A motion is needed to table, approve, or deny payment of Payment Application No. 2 in the amount of \$20,172.60, to JNS Paving and Excavating for the West Lawn Interceptor
 - iii. A motion is needed to table, approve, or deny payment of Payment Application No. 2 from Forino Co., LP, in the amount of \$55,624.40 for the 50/50 sidewalk program work
 - iv. A motion is needed to approve, deny, or amend the Infrastructure committee report
- b. Library Board – December 15, 2025
 - i. Review the Library Board report
 - ii. A motion is needed to approve, deny, or amend the Library Board report
- c. Finance and Administration Committee– January 8, 2026
 - i. Review the Finance and Administration Committee report
 - ii. A motion is needed to table, approve, or deny the solicitor draft, and Council

approve a resolution authorizing the appointed Treasurer and Assistant Treasurer as authorized check signers for all Borough bank accounts

- iii. A motion is needed to table, approve, or deny requiring every law firm providing service to the Borough to enter into a retainer agreement within 60 days of notification as a condition of continuing to provide service
- iv. A motion is needed to table, approve, or deny authorizing the Solicitor to draft an Ordinance to move the Administration/ Administrative portion of the Finance & Administration Committee to the Personnel Committee
- v. A motion is needed to table, approve, or deny adding a second public comment period at the end of every Committee, Commission, Board, and Council meeting, of which residents can address agenda and non-agenda items
- vi. A motion is needed to table, approve, or deny adding a standing item to the Finance Committee agenda to discuss the staff time, staff member names involved in providing the requested documents, item requested, and applicable billing if the Solicitor was involved in the request
- vii. A motion is needed to approve, deny, or amend the Finance and Administration Committee report

16. Borough Manager's Report

- i. Review the Borough Manager's Report
- ii. Western Berks Water Authority and Joint Municipal Authority Board meeting minutes
- iii. **ORDINANCE NO. 1459-2025- AN ORDINANCE OF THE BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA, AMENDING THE CODE OF ORDINANCES OF THE BOROUGH OF WYOMISSING, CHAPTER 1 ENTITLED "ADMINISTRATION AND GOVERNMENT," BY ADDING A NEW PART 21 ENTITLED "CREDIT CARD USAGE FOR BOROUGH SERVICES" TO AUTHORIZE THE ACCEPTANCE OF CREDIT CARD AND OTHER ELECTRONIC PAYMENTS FOR BOROUGH SERVICES AND TO AUTHORIZE THE IMPOSITION AND COLLECTION OF ASSOCIATED CONVENIENCE FEES FROM THE PAYOR.**
- iv. A motion is needed to table, approve, or deny adoption of Ordinance No. 1459-2025 as to the imposition and collection of associated convenience fees from the payor for credit card transactions
- v. A motion is needed to table, approve, or deny authorizing the letter of commitment to the Berks County Re-Development Authority (RDA), to partner with them for a USEPA Coalition Assessment Brownfield Grant.
- vi. A motion is needed to table, approve, or deny granting Namdar, the owner of the Berkshire Mall, a 90-day time extension for the mall to complete the remaining work on the stormwater permit

- vii. At their 2pm meeting on January 7, 2026, the Zoning Hearing Board made a recommendation to Borough Council to appoint Mark Robinson to the Zoning Hearing Board, effective July 1, 2026, upon the expiration of the term of current Board member Najla Bathish

viii. RESOLUTION NO. 2026-06- A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA, APPOINTING MARK ROBINSON TO THE ZONING HEARING BOARD OF THE BOROUGH OF WYOMISSING

- ix. A motion is needed to table, approve or deny adopting Resolution No. 2026-06 as to appointing Mark Robinson to the Zoning Hearing Board for a three-year term, effective July 1, 2026

x. RESOLUTION NO. 2026-07- A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA TO APPOINT _____ AS TREASURER FOR THE BOROUGH OF WYOMISSING.

- xi. A motion is needed to table, approve, or deny adoption of Resolution No. 2026-07 as to appointing a Borough Treasurer as selected from the candidates that submitted letters of interest to serve in the position

xii. RESOLUTION NO. 2026-08- A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA TO APPOINT _____ A ASSISTANT TREASURER FOR THE BOROUGH OF WYOMISSING.

- xiii. A motion is needed to table, approve, or deny adoption of Resolution No. 2026-08 as to appointing a Borough Assistant Treasurer as selected from the candidates that submitted letters of interest to serve in the position

- xiv. A motion is needed to approve, deny, or amend the Borough Manager's Report

17. Treasurer's Statement of Operation- General Fund, Bureau of Water, Sewer Fund, Highway Aid, Refuse/Recycling Fund, Road Tax Fund

- i. Review the Financial activity during the month of December
- ii. A motion is needed to approve, deny, or amend the Treasurer's Statement of Operation Report

18. Accounts Payable- General Fund, Bureau of Water, Sewer Fund, Refuse/Recycling Fund

- i. A motion is needed to approve, deny, or amend the Accounts Payable Report

19. Tax Collector's Report

- i. Review the Tax Collector's activity during December
- ii. A motion is needed to table, approve, deny, or amend December Tax Collector's Report

14. Public Comment – All public comments shall be related to the subject matter jurisdiction of the Borough Council and shall be limited to matters of public concern (non-agenda items, and if approved during the 1/13/2026 Council meeting, agenda topics may be discussed as well) that are, or may come, before the Borough Council

BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA

RESOLUTION NO. 2026-03

**A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF
WYOMISSING, BERKS COUNTY, PENNSYLVANIA IN
RECOGNITION OF THE DEDICATION AND
CONTRIBUTIONS OF WILLIAM JENCKES TO THE
BOROUGH OF WYOMISSING**

WHEREAS, William Jenckes served on the Wyomissing Borough Council as a member from 2018-2021, and as First Vice-President from January 3, 2022 to August 9, 2022; and August 9, 2022 to December 31, 2025 as President; and

WHEREAS, Mr. Jenckes served on the Finance and Administration Committee as a member from 2024 to 2025; and

WHEREAS, Mr. Jenckes served on the Fire and Police Committee as a member in 2019, and as Chair from 2020 to 2025; and

WHEREAS, Mr. Jenckes served on the Infrastructure Committee as a member from January 3, 2022 to August 5, 2022, and 2024 to 2025 as a member; and

WHEREAS, Mr. Jenckes served on the Refuse and Recycling Committee as a member from 2018 to 2019, and 2020 to August 5, 2022 as Chair; and

WHEREAS, Mr. Jenckes served on the Economic Development Committee as a member from 2019 to 2023, and as an alternate from 2024 to 2025; and

WHEREAS, Mr. Jenckes served on the Park and Shade Tree Commission as a member from 2018 to 2021; and

WHEREAS, Mr. Jenckes served on the Library Board as a Council representative in 2018; and

WHEREAS, Mr. Jenckes served on the Personnel Committee as a member from January 3, 2022 to August 5, 2022, and as a member from 2024 to 2025; and

WHEREAS, the Council of the Borough of Wyomissing wishes to recognize with sincere gratitude and appreciation the dedication and numerous longstanding contributions of William Jenckes to the Borough of Wyomissing and to the community at large.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Borough of Wyomissing, on behalf of the Borough, that it hereby extends its sincere gratitude and appreciation in recognition of William Jenckes.

IN WITNESS WHEREOF, the Borough Council of the Borough of Wyomissing has adopted this Resolution in lawful session this _____ day of _____ 2026.

BOROUGH COUNCIL
BOROUGH OF WYOMISSING,
BERKS COUNTY, PENNSYLVANIA

By: _____
Kristen M. Gajewski
President of Borough Council

Attest: _____
Melissa Miller
Borough Secretary

Fred Levering, Mayor

DRAFT

CERTIFICATE

I hereby certify that the foregoing is a true and accurate copy of a Resolution of the Borough Council of WYOMISSING, Berks County, Pennsylvania, which was fully adopted at a public meeting held pursuant to notice as required by law on the ____ day of _____, 2026.

Melissa Miller, Borough Secretary

Dated: _____, 2026

DRAFT

BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA

RESOLUTION NO. 2026-04

A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA IN RECOGNITION OF THE DEDICATION AND CONTRIBUTIONS OF RONALD STANKO TO THE BOROUGH OF WYOMISSING

WHEREAS, Ronald Stanko served on the Wyomissing Borough Council as a member from 2022 to 2025; and

WHEREAS, Mr. Stanko served on the Planning Commission as a member from 2006 to 2021, and 2022 to 2025 as Chair; and

WHEREAS, Mr. Stanko served on the Fire and Police Committee as a member from 2007 to 2009, and as a member from 2022 to 2025; and

WHEREAS, Mr. Stanko served on the Refuse and Recycling Committee as a member in 2025; and

WHEREAS, Mr. Stanko served on the Personnel Committee as a member from 2022 to 2025; and

WHEREAS, Mr. Stanko served on the Finance and Administration Committee as a member from 2024 to 2025; and

WHEREAS, Mr. Stanko served as Mayor from 2006 to 2009; and

WHEREAS, the Council of the Borough of Wyomissing wishes to recognize with sincere gratitude and appreciation the dedication and numerous longstanding contributions of Ronald Stanko to the Borough of Wyomissing and to the community at large.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Borough of Wyomissing, on behalf of the Borough, that it hereby extends its sincere gratitude and appreciation in recognition of Ronald Stanko.

FURTHER RESOLVED, that a certified copy of this resolution be delivered to Mr. Stanko.

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IN WITNESS WHEREOF, the Borough Council of the Borough of Wyomissing
has adopted this Resolution in lawful session this _____ day of _____ 2026.

BOROUGH COUNCIL
BOROUGH OF WYOMISSING,
BERKS COUNTY, PENNSYLVANIA

By: _____
Kristen M. Gajewski
President of Borough Council

Attest: _____
Melissa Miller
Borough Secretary

Fred Levering, Mayor

CERTIFICATE

I hereby certify that the foregoing is a true and accurate copy of a Resolution of the Borough Council of WYOMISSING, Berks County, Pennsylvania, which was fully adopted at a public meeting held pursuant to notice as required by law on the ____ day of _____, 2026.

Melissa Miller, Borough Secretary

Dated: _____, 2026

DRAFT

BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA

RESOLUTION NO. 2026-05

A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA IN RECOGNITION OF THE DEDICATION AND CONTRIBUTIONS OF FREDERICK MOGEL TO THE BOROUGH OF WYOMISSING

WHEREAS, Frederick Mogel served on the Wyomissing Borough Council as a member from 2022 to 2025; and

WHEREAS, Mr. Mogel served on the Planning Commission as a member in 2025; and

WHEREAS, Mr. Mogel served on the Fire and Police Committee as Vice Chair from 2022 to 2023, and as a member from 2024 to 2025; and

WHEREAS, Mr. Mogel served on the Refuse and Recycling Committee as a member in 2024; and

WHEREAS, Mr. Mogel served on the Personnel Committee as Chair from 2022 to 2025; and

WHEREAS, Mr. Mogel served on the Park and Shade Tree Commission as Vice Chair from 2022 to 2023; and

WHEREAS, Mr. Mogel served on the Infrastructure committee as a member from 2022 to 2025; and

WHEREAS, the Council of the Borough of Wyomissing wishes to recognize with sincere gratitude and appreciation the dedication and numerous longstanding contributions of Frederick Mogel to the Borough of Wyomissing and to the community at large.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Borough of Wyomissing, on behalf of the Borough, that it hereby extends its sincere gratitude and appreciation in recognition of Frederick Mogel.

FURTHER RESOLVED, that a certified copy of this resolution be delivered to Mr. Mogel.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

IN WITNESS WHEREOF, the Borough Council of the Borough of Wyomissing
has adopted this Resolution in lawful session this _____ day of _____ 2026.

BOROUGH COUNCIL
BOROUGH OF WYOMISSING,
BERKS COUNTY, PENNSYLVANIA

By: _____
Kristen M. Gajewski
President of Borough Council

Attest: _____
Melissa Miller
Borough Secretary

Fred Levering, Mayor

CERTIFICATE

I hereby certify that the foregoing is a true and accurate copy of a Resolution of the Borough Council of WYOMISSING, Berks County, Pennsylvania, which was fully adopted at a public meeting held pursuant to notice as required by law on the ____ day of _____, 2026.

Melissa Miller, Borough Secretary

Dated: _____, 2026

DRAFT

BOROUGH OF WYOMISSING – COUNCIL MINUTES

DECEMBER 9, 2025 – 7:00 P.M.

The Borough of Wyomissing Council held their regular meeting in the Borough of Wyomissing Council Chambers on the above date and time. Council President William S. Jenckes called the meeting to order at 7:00 p.m. with the following persons present: Stephen D. Brunner, Ronald C. Stanko, Jennifer L. Reimer, Frederick R. Mogel, Jana R. Barnett, and Richard A. Weinhover; Mayor Frederick C. Levering, Treasurer David L. Reeser, Borough Solicitor Christopher Hartman, Borough Manager & Economic Development Coordinator Michele Bare, Borough Engineer Representative Nick Perilli, Public Works Director James Babb, Police Chief John Phillips, Recreation and Communications Director Randy McKinley, and Borough Secretary Melissa Miller.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

EXECUTIVE SESSION:

Executive Session was held before the Council meeting to discuss personnel matters for a former Police Department employee.

VISITORS:

Rick Tomlinson – 7 Junco Dr
Doug Gruver – 1746 Parkside Dr South
Amanda Kusant – 1609 Delaware Ave
Charles Epler – 1609 Delaware Ave
Danielle Kelly – 1433 Cleveland Ave
Alyssa Heck – 1561 Dauphin Ave
Kathy Heck – 535 Lauers Lane
Jennie Maher – 714 Wyomissing Blvd
Debra Rogers – 34 Wyomissing Hills Blvd
LuAnne Bell – 72 Wellington/ 15
Tewkesbury
Angela Adler – 1544 Cleveland Ave
Adam Berkeley – 1544 Cleveland Ave
Genevieve Pallas – 1639 Meadowlark Rd
Kathy & Eric Nazareus – 36 Wyomissing Hills Blvd
Mark Macrina – 125 Plymouth Ct
John Gantz – 102 South Park Rd
Kendra Lefler – 1517 Reading Blvd
Dave Peshler – 1710 Cleveland Ave

Chris Valente – 618 Lake Ave
Tom Dougherty – 1919 Squire Ct
Eva Vlastos – 52 Wellington Blvd
Lisa Strohl – 1135 Albright Ave
Chris & Tanya Grilli – 1805 Squire Ct
Sue Colon – 21 Wyomissing Ct
Missy Orlando – 1318 Girard Ave
James Brown – 1328 Girard Ave
Daniel Macrina – 306 Evans Ave
Tricia Nierle – 935 Wayne Ave
Nicole Wentzel – 1501 Cleveland Ave
Christine Allen – 1325 Girard Ave
Nancy Brant – 1324 Girard Ave
Patricia Lamanna – 1325 Girard Ave
Vicki Jenckes – 1914 Sturbridge Dr
Kristie L Brunner – 1918 Sturbridge Dr
Tim McDonough – 21 Hummingbird Rd
Mauren McDonough – 21 Hummingbird Rd
Jesse Willman – 1323 Garfield Ave
John Baker – 1325 Garfield Ave

R. Esposin – 1627 Farr Rd
Byron Yatron – 439 Parliament Dr

PUBLIC COMMENTS (agenda items):

Dan Macrina, 306 Evans Ave. provided public comment in favor of the Fire tax, questioned the EMS tax and the desire for more information about it since the EMS unit was removed from Wyomissing's fire station, budget concerns, the need for Council to better understand mutual aid in the fire service, and the concern that bonuses were not considered across the board. It was shared that the EMS unit was moved due to space restrictions with Wyomissing's apparatus.

Missy Orlando, 1318 Girard Ave thanked Council for their work, and felt more facts were needed to help residents understand the tax increase and the fire and EMS costs. It was explained with a fire personnel example that not only does the Borough have to consider salaries, but also health benefits when hiring. With the fire and EMS tax, the Borough is obligated to spend those funds on fire, police, and EMS services.

Tanya Grilli, 1805 Squire Ct provided public comment regarding the budget, the concern of unsustainability if operations continue this way, as well as comments pertaining to the airspace lease agreement for the refuse dumping location.

Nicole Wentzel, 1501 Cleveland Ave provided public comment regarding the increases to taxes and the budget deficit, rejecting the tax increase and finding alternatives, and having meetings after hours for the public to attend.

Tricia Nierle, 935 Wayne Ave provided public comment about postponing the vote about tax increases and wait for the new Council to decide.

John Baker, 1325 Garfield Ave provided public comment pertaining to how the Borough communicates with residents.

Tim McDonough, 21 Hummingbird Rd thanked Council for awakening the Borough

Adrian Jadic, 48 Cardinal Rd provided public comment in regards to the budget, tax increase, water and sewer increase, fire and EMS tax, fee schedule, wages and bonuses, the proposed 2026 budget deficit, and filling the Fire Chief vacancy.

Councilmember Reimer reminded the public that having specific tax classifications such as road, fire, and EMS, requires the Borough to only spend those funds on approved expenditures within those classifications.

Lisa Strohl, 1135 Albright Ave provided public comment about not increasing taxes, and not giving bonuses and raises, and had a question about the Western Berks Ambulance Association membership.

Tom Dougherty, 1919 Squire Ct provided public comment in favor of tax increases for fire and EMS if the public is getting a service out of it, was opposed to bonuses for salaried employees, and questioned the bonus for the Borough Manager in the aspect of overseeing the fire department.

Kendra Lefler, 1517 Reading Blvd provided public comment against wage increases and bonuses.

Byron Yatron, 439 Parliament Dr provided public comment against the tax increase due to the retiree and fixed income status.

Jesse Willman, 1323 Garfield Ave provided public comment against the tax increase and questioned why Kenhorst hasn't had a tax increase in 15 years.

PUBLIC HEARING FOR THE ZONING ORDINANCE (Ordinance 1456-2024):

Borough Solicitor Christopher Hartman called the hearing to order at 7:37 p.m. by providing an introduction to the process of the hearing, the purpose of the hearing, administrative procedures leading up to the hearing, and the presentation of the proposed Zoning Ordinance for the revision to the Zoning district designation. The Ordinance amends the Zoning district designation for a 15,821 square foot portion of the property at 5 Wyomissing Boulevard, from the current R1 to town center, and would allow a residential component by right, and other classifications such as office space, by special exception. This request came from the property owner as a desire to separate this parcel from the remainder of the property, and sell when ready. The Wyomissing Borough Planning Commission as well as the Berks County Planning Commission have reviewed the proposed Ordinance amendment to meet the legal requirements.

PUBLIC COMMENTS:

Tim McDonough, 21 Hummingbird Rd questioned the value of this transaction to the Borough and the tax designation, as well as the parking concern.

Borough Solicitor Hartman shared that if the property were to be sold, it could be a tax benefit to the Borough if the new owner does not have tax exemption status. Valuation of the property would be determined once the permit would be issued when change in use occurs. This change will make it possible for the property to undergo a commercial use, and that no specific project has been determined yet. Depending on the project the new owner may want to take on, they will need to go before the Zoning Hearing Board. Procedurally, adjoining property owners would be notified, and a public advertisement posted. It was unclear if Atonement would be exempt from transfer tax.

Adrian Jadic, 48 Cardinal Road provided public comment regarding the procedure for rezoning then subdividing not being normal, that Town Center Zoning was not justified, and outgoing Council is getting this done quickly.

Councilmember Stanko provided comments in regards to the procedures already followed for this request and expressed concern about parking on the parcel.

Solicitor Hartman indicated the procedure presented before Council this evening, was not an unusual practice.

The Public Hearing for the Ordinance amendment to the Borough of Wyomissing Code of Ordinances adjourned at 7:50 p.m.

ORDINANCE NO. 1456-2025- AN ORDINANCE OF THE BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA, TO AMEND THE CODE OF ORDINANCES OF THE BOROUGH OF WYOMISSING, CHAPTER 27 ENTITLED “ZONING”, TO AMEND THE ZONING MAP OF THE BOROUGH OF WYOMISSING TO REZONE A 15,821 SQUARE FOOT PORTION OF THE PROPERTY AT 5 WYOMISSING BOULEVARD, AT THE INTERSECTION OF WYOMISSING BOULEVARD AND PENN AVENUE, FROM THE R1 LOW DENSITY RESIDENTIAL DISTRICT TO THE TC TOWN CENTER RESIDENTIAL/OFFICE DISTRICT.

Councilmember Barnett made a motion, seconded by Councilmember Brunner to adopt Ordinance No. 1456-2025 as to the rezoning of the 15,821 square foot portion of the property at 5 Wyomissing Boulevard, 6-1, motion carries. Councilmember Stanko opposed.

COUNCIL MINUTES: On motion duly made, seconded and passed, Council approved the minutes of the November 11, 2025 Council meeting and November 17, 2025 Joint Finance & Administration and Council meeting.

CONSULTING ENGINEER’S REPORT:

Borough Engineer representative Nick Perilli had no further review of the report, other than noting that the West Lawn interceptor project would begin in the next week or two.

POLICE DEPARTMENT & MAYOR’S REPORT: On motion duly made, seconded and passed, Council approved the Police Department & Mayor’s report for November 2025.

Mayor Frederick Levering shared with Council and the public that he, Police Chief Phillips, and Borough Manager Michele Bare reviewed the Police Department as a whole over the last year and where the department stands. The department underwent some changes with retirees and obtaining new personnel, but overall, the quality of the department is good.

Police Chief John Phillips reviewed the report.

Chief Phillips indicated that while one entry-level officer accepted a conditional offer, the officer then declined due to an offer received from the Pennsylvania State Police. He indicated that the second qualified and eligible candidate on the list was given a conditional offer that was accepted. Due to the candidate not having yet completed all the necessary pre-entry conditions, Chief Phillips was unable to provide a name. A question arose as to the Lawndale Road traffic study, and Chief Phillips indicated it was not yet received.

FIRE CHIEF’S REPORT: On motion duly made, seconded and passed, Council approved the Fire Chief’s report for November 2025.

Borough Manager Michele Bare reviewed the report.

A question arose as to the limited increase of fire safety inspections since last month, and why former Fire Chief Holmes who works for the Borough’s third-party code enforcement agency, is

not the one performing fire safety inspections. Borough Manager Bare again reiterated that Kraft Municipal Group assists with the Zoning Use and Occupancy inspections including fire inspections which are the initial inspections for a business. The annual fire safety inspection covers similar parameters, but on a yearly basis and performed by fire personnel.

Borough Manager Bare lastly reminded Council and the public to stop by the fire station sometime to learn more about their operations, and to check out the gear, equipment, and fire apparatus.

INFRASTRUCTURE COMMITTEE: On motion duly made, seconded and passed, Council approved the Infrastructure committee report dated November 17, 2025.

Councilmember Brunner reviewed the report.

Councilmember Stanko made a motion, seconded by Councilmember Barnett to authorize Change Order No. 2 from Construction Masters Services, LLC., for final quantity adjustments in the amount of -\$8,484.80 for 2025 Street Work, all in favor, roll call vote, 7-0.

Councilmember Brunner made a motion, seconded by Councilmember Stanko to authorize payment of Payment Application No. 3 from Construction Masters Services, LLC., in the amount of \$73,058.92, for 2025 Street Work, all in favor, roll call vote, 7-0.

Councilmember Reimer made a motion, seconded by Councilmember Stanko to authorize payment of Payment Application No. 1 from Forino Co., LP, in the amount of \$42,941.00 for the 50/50 sidewalk program work, all in favor, roll call vote, 7-0.

Councilmember Stanko made a motion, seconded by Councilmember Barnett to authorize payment of Payment Application No. 7 from Construction Masters Services LLC., received in the amount of \$31,623.50, for the Stone House project work, all in favor, roll call vote, 7-0.

LIBRARY BOARD: On motion duly made, seconded and passed, Council approved the Library Board report dated November 17, 2025.

Councilmember Weinoffer reviewed the report.

Councilmember Weinoffer shared various prior and upcoming fundraising activities, with discussions among the Board to have alcohol during an event. He also pointed out that the Library report featured circulation statistics.

A question arose as to Library Board seats being held specifically for West Reading residents. Councilmember Weinoffer explained that the Library was revising their bylaws to allow up to two West Reading residents on the Library Board. He shared that all voting positions need to go through the Library nominating committee, and begin as non-voting members, and have the potential to move to voting members. At this point, there are no seats being held specifically for West Reading residents, and all vacancies are advertised.

PERSONNEL COMMITTEE: On motion duly made, seconded and passed, Council approved the Personnel committee report dated November 18, 2025.

Councilmember Mogel reviewed the report.

Councilmember Mogel explained that the reasoning for the administrative wage increase request is to catch up to the Borough unions, as each contract when negotiated, has one year of salary catch up in comparison to the market. In regards to bonuses, these were proposed due to wages not spent in other categories, and for work that staff performed above and beyond their normal job descriptions.

RECREATION BOARD: On motion duly made, seconded and passed, Council approved the Recreation Board report dated November 18, 2025.

Councilmember Weinoffer and Recreation and Communications Director Randy McKinley reviewed the report.

Recreation and Communications Director Randy McKinley shared that Lighting of the Greens went well with much vendor success, and a great turnout of people. He pointed out that there will be several event subcommittees that will be active year-round for event planning. Council President Jenckes thanked Randy for a job well done.

Councilmember Weinoffer clarified the meeting minutes, noting that the Recreation budget for 2026 will remain at the 2025 budget levels.

PARK AND SHADE TREE COMMISSION: On motion duly made, seconded and passed, Council approved the Park and Shade Tree Commission report dated November 19, 2025.

Councilmember Reimer reviewed the report.

Councilmember Reimer pointed out that the Commission spoke about the proposed park bench program concept, of which will be discussed again during the January 2026 Commission meeting. She further briefly explained the park stewardship plan, sharing that Borough Manager Bare was successful in helping to obtain grant funding.

Councilmember Reimer made a motion, seconded by Councilmember Barnett to approve the list of revised trail names for the parklands, and the accompanying leaf silhouette cut out for the sign holders, all in favor, 7-0.

Councilmember Reimer made a motion, seconded by Councilmember Barnett to approve the planting of a tree in the parklands in memory of former employee Kevin Lutz, contingent upon the expenditure being that of the Parks and Maintenance Association, not the Borough, all in favor, 7-0.

FIRE AND POLICE COMMITTEE: On motion duly made, seconded and passed, Council approved the Fire and Police committee report dated November 24, 2025.

Councilmember Jenckes reviewed the report.

Councilmember Jenckes reminded Council and the public that Wyomissing currently has an ISO rating of 3, of which is on a scale of 1 to 10, with 1 being the best.

Councilmember Barnett made a motion, seconded by Councilmember Reimer to authorize changing the run cards for the Wyomissing Fire Department to reflect the following; the shift from Ladder 79 to Engine 79 in various call classifications due to that type of apparatus being more useful, and saving the wear and tear on the Ladder; necessary updates due to the new EMS dispatching policy; ensuring that proper resources are being dispatched to the Borough for emergency calls; and also encompass the changes to the mall's run card, taking it back to the pre-fence response plan, all in favor, 7-0.

ORDINANCE NO. 1455-2025- AN ORDINANCE OF THE BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA, AMENDING CHAPTER 15, PART 4, SECTION 401, ENTITLED "PARKING PROHIBITED AT ALL TIMES IN CERTAIN LOCATIONS", TO AMEND THE EXISTING PROHIBITION OF PARKING ON HILL AVENUE, NORTHSIDE, BETWEEN PARK ROAD AND READING AVENUE, AND AMENDING SECTION 403, ENTITLED "PARKING TIME LIMITED IN CERTAIN LOCATIONS, CERTAIN DAYS AND HOURS", TO CHANGE A PORTION OF THE NO PARKING ZONE TO 15 MINUTE PARKING ON A PORTION OF HILL AVENUE, NORTHSIDE, BETWEEN PARK ROAD AND READING AVENUE

Councilmember Mogel made a motion, seconded by Councilmember Barnett to adopt Ordinance No. 1455-2025 to allow for temporary parking in the 900 block of Hill Avenue, with the understanding that Brickstone Co. and RP Management will cover costs, all in favor, 7-0.

FINANCE AND ADMINISTRATION COMMITTEE: On motion duly made, seconded and passed, Council approved the Finance and Administration committee report dated December 4, 2025.

Councilmember Brunner reviewed the report.

Councilmember Mogel made a motion, seconded by Councilmember Barnett to authorize payment of the 2025 fourth quarter MMO in the amount of \$161,832.18, all in favor, roll call vote, 7-0.

Several varying concerns arose from Council and the Treasurer upon the motion for bonuses being brought forward. It was first shared that while bonuses feel warranted, one could not discount resident concerns expressed earlier. Another concern was that bonuses are proposed for four salaried people who are paid fairly and competitively, and improving workflow is part of the

job, not going above and beyond. It was also noted that residents were heard and if there is too much spending then there should not be a bonus or raises. Lastly, it was shared that with bonuses, they are not factored into future wages. There is an opportunity to look at tasks and ensure staff is fairly compensated, or if a future salary adjustment is needed.

Councilmember Mogel made a motion, seconded by Councilmember Barnett to authorize bonuses as per the October 30, 2025 memo, for Phyllis Smith, Greg Capriolo, Melissa Miller and Michele Bare, to be paid in 2025, as also recommended by the Personnel Committee, roll call vote, 5-2, motion carries. Councilmembers Stanko and Weinoffer opposed.

Upon the motion for wage increases being brought forward, it was noted that the Borough's salary structure for administrative personnel overall aligns with the Pennsylvania State Association of Borough's salary survey. A second comment was made that the Borough spent more than what should have been spent, and now wants to spend more on salary increases.

Councilmember Mogel made a motion, seconded by Councilmember Barnett to authorize 4% wage increases for Administrative staff, effective January 1, 2026, as also recommended by the Personnel Committee, roll call vote, 5-2, motion carries. Councilmembers Stanko and Weinoffer opposed.

RESOLUTION NO. 2025-15- A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA, APPOINTING CHERRY BEKAERT AS INDEPENDENT AUDITOR OF THE BOROUGH OF WYOMISSING

Councilmember Mogel made a motion, seconded by Councilmember Barnett to adopt Resolution No. 2025-15 as to appointing Cherry Bekaert, formerly Herbein + Company, Inc., as the independent auditor for 2026, all in favor, 7-0.

Councilmember Brunner made a motion, seconded by Councilmember Mogel to authorize the Cherry Bekaert, formerly Herbein + Company, Inc., audit fee of \$19,450, all in favor, roll call vote, 7-0.

RESOLUTION NO. 2025-16 - A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA AMENDING WATER RATES

Councilmember Brunner made a motion, seconded by Councilmember Barnett to adopt Resolution No. 2025-16 as to setting new water rates effective January 1, 2026, all in favor, 7-0. It was reiterated that the Wyomissing Hills section of the Borough is not subjected to this increase due to their water system being managed by PA American, and that this is a pass through cost due to increased water costs.

RESOLUTION NO. 2025-17 - A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA AMENDING SEWER RATES

Councilmember Stanko made a motion, seconded by Councilmember Reimer to adopt Resolution No. 2025-17 as to setting new sewer rates effective January 1, 2026, all in favor, 7-0. It was noted that this too was a pass through cost due to increased sewer costs.

RESOLUTION NO. 2025-18- A RESOLUTION OF THE BOROUGH OF WYOMISSING REVISING AND UPDATING THE BOROUGH'S FEE SCHEDULE

Councilmember Barnett made a motion, seconded by Councilmember Mogel to adopt Resolution No. 2025-18 as to establishing Borough rates for 2026, all in favor, 7-0. A comment was made that new Council should revisit the fee schedule.

RESOLUTION NO. 2025-20 - A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA, AMENDING RESOLUTION 2024-19 TO REVISE THE LIST OF ACCOUNTS BY ADDING ACCOUNTS FOR THE FIRE TAX SAVINGS FUND AND THE EMERGENCY SERVICES TAX SAVINGS FUND AND TO APPOINT THE AUTHORIZED SIGNATORIES ON THE BOROUGH'S TOMPKINS COMMUNITY BANK DEPOSITORY ACCOUNTS

Councilmember Moge made a motion, seconded by Councilmember Barnett to adopt Resolution No. 2025-20 as to adding Fire Tax and Emergency Services Tax savings accounts and review the bank signatories, 6-0, motion carries. Councilmember Brunner abstained from the vote due to the fact that he used to work under Tompkins, and the public may not know that he changed agencies.

RESOLUTION NO. 2025-21- A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA WAIVING THE APPROPRIATION LIMITATION FOR THE TAX SUPPORTING AMBULANCE, RESCUE AND OTHER EMERGENCY SERVICES SERVING THE BOROUGH FOR THE PURPOSE OF PAYING SALARIES, BENEFITS OR OTHER COMPENSATION OF EMPLOYEES OF THE AMBULANCE, RESCUE OR OTHER EMERGENCY SERVICE

Councilmember Brunner made a motion, seconded by Councilmember Mogel to adopt Resolution No. 2025-21 as to waiving the appropriation limitation under Section 1302(a)(9)(ii) for the purpose of paying salaries, benefits or other compensation of employees of the ambulance, rescue or other emergency service, all in favor, 7-0. It was explained that the Borough was paying Western Berks Ambulance Association, the municipal membership rate which covered fees for balance billing instead of the household membership rate. Another reason for this is due to the county not having an EMS system in place, and no support provided by the county for EMS operations.

ORDINANCE NO. 1459-2025- AN ORDINANCE OF THE BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA, AMENDING THE CODE OF ORDINANCES OF THE BOROUGH OF WYOMISSING, CHAPTER 1 ENTITLED "ADMINISTRATION AND

GOVERNMENT,” BY ADDING A NEW PART 21 ENTITLED “CREDIT CARD USAGE FOR BOROUGH SERVICES” TO AUTHORIZE THE ACCEPTANCE OF CREDIT CARD AND OTHER ELECTRONIC PAYMENTS FOR BOROUGH SERVICES AND TO AUTHORIZE THE IMPOSITION AND COLLECTION OF ASSOCIATED CONVENIENCE FEES FROM THE PAYOR.

Councilmember Brunner made a motion, seconded by Councilmember Mogel to authorize advertisement of Ordinance No. 1459-2025 as to the imposition and collection of associated convenience fees from the payor for credit card transactions, all in favor, 7-0.

Treasurer David Reeser pointed out two corrections in his motions during the Finance and Administration meeting, noting that his opposition during the meeting was for bonuses, not wage increases. The minutes were adjusted prior to the meeting, with the corrected meeting minutes displayed for Council approval.

BOROUGH MANAGER’S REPORT: On motion duly made, seconded and passed, Council approved the Borough Manager’s report dated December 9, 2025.

Borough Manager Bare indicated that Western Berks Water Authority Board and Joint Municipal Authority Board meeting minutes were made available in Council packets.

RESOLUTION NO. 2025-25- A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA, TO APPROVE AMENDMENT OF THE ARTICLES OF INCORPORATION FOR THE WESTERN BERKS WATER AUTHORITY TO EXTEND THE LIFE OF THE AUTHORITY UNTIL OCTOBER 1, 2075, AND TO APPROVE THE FIFTH SUPPLEMENTAL SERVICE AGREEMENT BETWEEN THE WESTERN BERKS WATER AUTHORITY AND THE BOROUGH OF SHILLINGTON, BOROUGH OF WEST READING, AND BOROUGH OF WYOMISSING, TO EXTEND THE SERVICE AGREEMENT UNTIL DECEMBER 31, 2050

Councilmember Mogel made a motion, seconded by Councilmember Brunner to adopt Resolution No. 2025-25 as to extending the life of the Western Berks Water Authority being the term of the PennVest loan, all in favor, 7-0.

RESOLUTION NO. 2025-22- A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA, APPOINTING NAJLA A. BATHISH TO THE ZONING HEARING BOARD OF THE BOROUGH OF **WYOMISSING**

Councilmember Mogel made a motion, seconded by Councilmember Reimer to adopt Resolution No. 2025-22 as to reappointing Najla Bathish to the Zoning Hearing Board for a six-month term to expire June 30, 2026, all in favor, 7-0. It was noted that the replacement for the term was publicly advertised.

RESOLUTION NO. 2025-23- A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA, APPOINTING JOSEPH T. ZALEWSKI TO THE BOARD OF THE JOINT MUNICIPAL AUTHORITY OF WYOMISSING VALLEY

Councilmember Stanko made a motion, seconded by Councilmember Reimer to adopt Resolution No. 2025-23 as to reappointing Joseph Zalewski to the Board of the Joint Municipal Authority with a term to expire December 31, 2030, all in favor, 7-0.

RESOLUTION NO. 2025-24- A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA, APPOINTING DAVID L. REESER TO THE BOARD OF THE WESTERN BERKS WATER AUTHORITY

A motion is needed to table, approve, or deny adopting Resolution No. 2025-24 as to reappointing David Reeser to the Board of the Western Berks Water Authority with a term to expire December 31, 2030, all in favor, 7-0. It was pointed out that there was reference to JMA in the WBWA Resolution to be corrected before signing.

ORDINANCE NO. 1457-2025- AN ORDINANCE OF THE BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA, TO AMEND THE CODE OF ORDINANCES, CHAPTER 1 “ADMINISTRATION AND GOVERNMENT”, PART 4 “PENSION PLANS”, SECTION B “NONUNIFORMED EMPLOYEE PENSION PLAN” BY AMENDING SECTION 421, ENTITLED “DEFINITIONS”, SECTION 424 ENTITLED “RETIREMENT BENEFITS”, SECTION 425, ENTITLED “DEATH BENEFIT”, SECTION 426, ENTITLED “VESTING AND SEVERANCE OF EMPLOYMENT”, AND SECTION 431, ENTITLED “TERMINATION OR AMENDMENT OF PLAN”, TO REDUCE THE VESTING REQUIREMENT FROM TEN YEARS TO SEVEN YEARS, AND TO CLARIFY THE ELIGIBILITY REQUIREMENTS FOR RECEIVING A DISABILITY PENSION BENEFIT

Councilmember Brunner made a motion, seconded by Councilmember Mogel to adopt Ordinance No. 1457-2025 to revise the nonuniformed pension plan language for vesting requirements, all in favor, 7-0.

Upon the motion to consider the 2026 proposed budget being brought to the table, several comments and concerns were raised by Council. While the proposed budget includes a deficit, it was noted that deficit reductions occurred over the course of the year under various circumstances, and also pointed out that grant reimbursements were supposed to be received that have not yet. Reserve accounts were established to help with future planning, and there is approximately 3 months worth of operating costs. Overall, costs have increased, collective bargaining agreement demands have increased, healthcare has increased; all contributors to ever-growing expenditures.

Another comment was provided that each budget meeting that occurred, expenses were cut, leading to a proposed tax increase to help bridge the deficit gap. It was also noted that over the years, services provided or cost increases for services provided were not covered by incoming revenue. The fund balance needs to slowly increase of which taxes should have been incrementally increased over the years to support this. Programming and services come at a cost, but it was noted that 68% of the budget is personnel costs. It was further mentioned that the decline in tax valuation for the Berkshire Mall, former Crown Plaza, and Inn at Reading, played a role in decreased revenue to the Borough. It was lastly pointed out that incoming Council should have the opportunity to participate in the budget discussion. Council was reminded that

legally, a budget must be passed by the end of the year. The new Council can opt to open the budget as well as the tax rates in the new year.

Councilmember Barnett made a motion, seconded by Councilmember Brunner to approve the 2026 proposed budget including a 1.25 mil tax increase, an additional water fund overhead transfer of \$100,000, or \$750,000 for the total water fund overhead transfer, and a budget deficit of \$938,679, 2-5, motion does not carry. Councilmembers Stanko, Weinoffer, Mogel, Jenckes, and Reimer opposed.

ORDINANCE NO. 1458-2025- AN ORDINANCE OF THE BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA, FIXING THE TAX RATE FOR THE YEAR 2026

Councilmember Barnett made a motion, seconded by Councilmember Reimer to table adopting Ordinance No. 1458-2025 to establish the 2026 tax rate, all in favor, 7-0. Council and the public were reminded that only 10% of the collected tax revenue stays in the Borough. 20% is passed to the County, and 70% to the school district.

Councilmember Mogel made a motion, seconded by Councilmember Barnett to accept the retirement notice of Phyllis Smith, effective January 2, 2026, all in favor, 7-0.

Upon the motion to hire an outsourced CFO/Business Manager, a question arose as to Phyllis' willingness to stay on longer so the Borough does not incur the outsourcing fee, and it was shared that while Phyllis has agreed to help intermittently until February 2026 with reporting requirements, she would not be staying on after that.

Councilmember Mogel made a motion, seconded by Councilmember Reimer to authorize contracting with Transcend Finance for outsourced CFO/Business Manager duties at an hourly rate of \$185, including assisting in finding a replacement Business Manager, if needed, until a replacement Business Manager is hired, contingent upon the Borough Solicitor's review comments being incorporated into the agreement, 6-1, motion carries. Councilmember Stanko opposed. It was reiterated that Borough Manager Bare spoke with three outside agencies, of which Transcend was the only agency that also had headhunting services.

Councilmember Mogel made a motion, seconded by Councilmember Brunner to authorize commencing the hiring process for the Business Manager position, all in favor, 7-0.

Councilmember Brunner made a motion, seconded by Councilmember Mogel to authorize payment of Payment Application No. 3, in the amount of \$31,597.42, to Gordon H. Bayer, Inc., for the Berkshire Heights Playground project, all in favor, roll call vote, 7-0.

Councilmember Mogel made a motion, seconded by Councilmember Stanko to adopt the Collective Bargaining Agreement between the Borough of Wyomissing and Teamster Local Union No. 429 for the Maintenance and Parks employees, effective January 1, 2026 through December 31, 2028, all in favor, 7-0.

Councilmember Mogel made a motion, seconded by Councilmember Barnett to authorize designating the Borough Manager as the Borough official with the authority to change the run cards for the Wyomissing Fire Department, all in favor, 7-0.

Borough Manager Bare recognized Public Works employee Logan Templin for his extraordinary efforts to assist an elderly patron of a local Borough business, as well as the work of the entire Public Works department during the snow event for handling snow removal, a fallen tree, and a blocked sewer, all on a skeleton crew.

Councilmember Stanko made a motion, seconded by Councilmember Barnett to table reaffirming the agreement with Employee # 29, all in favor, 7-0.

TREASURER'S STATEMENT OF OPERATIONS: On motion duly made, seconded and passed, Council approved the November Treasurer's Statement of Operation and all financial statements.

Treasurer David Reeser reviewed the report noting that the fund balance is reasonable, reviewed PLGIT investments, and noted that year to date revenues are below budget, as are expenditures.

ACCOUNTS PAYABLE: Councilmember Stanko made a motion, seconded by Councilmember Mogel to ratify and approve the Accounts Payables report for November 2025, all in favor, roll call vote, 7-0.

General Fund	796,517.44
Road Tax Fund	348,977.67
Water Fund	186,017.73
Sewer Fund	136,755.44
Refuse Fund	133,851.65
Liquid Fuels Fund	<u>25,041.30</u>
	\$ 1,627,161.23

TAX COLLECTOR'S REPORT:

Due to the Tax Collector's absence, there was no further review of the report.

Councilmember Stanko made a motion, seconded by Councilmember Mogel to approve the November 2025 Tax Collector's report, all in favor, 7-0.

PUBLIC COMMENT (non-agenda items):

Angela Adler, 1544 Cleveland Avenue provided public comment pertaining to the public wanting to be heard and involved, meetings held at times people are unable to attend, the facilities that exist for recording as well as physical locations to move meetings to when there are large crowds, getting information to the public, providing bonuses instead of repairing the pond, and the need to collaborate with residents and prioritize what the leadership is here for.

Amanda Kusant, 1609 Delaware Ave provided public comment pertaining to the public who got up and spoke, as well as elected officials speaking when others are speaking.

Tim McDonough, 21 Hummingbird Rd requested an update on the round-a-bouts and the Berkshire Mall. As the chair of the Economic Development committee, Mayor Levering spoke about the round-a-bouts, the proposed locations, noting that when Federal funds are involved, the State must consider round-a-bouts in efforts to help minimize environmental impacts, and that some Borough money will be used to relocate utilities. He also shared that Abrams Realty is in the due diligence period to purchase the Berkshire Mall. Their proposed plan is to level the entire mall except Boscov's, and have freestanding box stores and smaller stores. It was noted that the project may need a Zoning overlay, but the developer is in the process of refining their plan.

The Wyomissing Borough Council meeting adjourned at 9:37 p.m.

Respectfully Submitted,

Melissa Miller
Borough Secretary

Approved by:

Kristen M. Gajewski
President, Wyomissing Borough Council

BOROUGH OF WYOMISSING – COUNCIL MINUTES
SPECIAL COUCIL MEETING

DECEMBER 15, 2025 – 1:00 P.M.

The Borough of Wyomissing Council held a special budget meeting in the Borough of Wyomissing Council Chambers on the above date and time. Council President William S. Jenckes called the meeting to order at 1:00 p.m. with the following persons present: Stephen D. Brunner, Ronald C. Stanko, Jennifer L. Reimer, Frederick R. Mogel, Jana R. Barnett, and Richard A. Weinhover; Mayor Frederick C. Levering, Treasurer David L. Reeser, Borough Solicitor Christopher Hartman, Borough Manager & Economic Development Coordinator Michele Bare, Assistant Public Works Director Greg Capriolo, Business Manager Phyllis Smith, Police Chief John Phillips, Recreation and Communications Director Randy McKinley, and Borough Secretary Melissa Miller.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

EXECUTIVE SESSION:

Council adjourned into Executive Session at 1:01 pm to discuss personnel matters for a former Police Department employee, and convened back into the public session at 1:13 pm.

VISITORS:

Chris Valente – 618 Lake Ave
Kristen Gajewski – 462 Warwick Dr
Darren Muller – 1403 Dauphin Ave
Lisa Strohl – 1135 Albright Ave
Kathy Polins – 1125 Lafayette Ave
Michele Krick – 1613 Delaware Ave
Rick Krick – 1613 Delaware Ave
Danielle Kelly – 1433 Cleveland Ave
Ann Lilley – 211 Cherry Dr
Kevin Quinter – 1227 Delaware Ave
Jane Morganstein – 1523 Meadowlark Rd
Jim & Maureen Klahr – 43 Downing Dr
Tom & Steven Haley – 103 Grandview Blvd
Rob & MaryAnn Reardon – 17 Wyomissing Hills Blvd
Adam Berkeley – 1544 Cleveland Ave

Patrick & Deborah Jones – 12 Wyomissing Blvd
John Carter – 1955 Meadow Lane
Jared Martin – 1313 Delaware Ave
Adrian Jadic – 48 Cardinal Rd
Matt Miller – 1909 Sturbridge
Nicole Wentzel – 1501 Cleveland Ave
Barry Malley – 325 Greenbriar Rd
Chad Blimline – WFMZ-TV
Kristen Brunner – 1918 Sturbridge Dr
Amanda Fries – Spotlight PA
John Larkin – 1552 Reading Blvd
Maria Laackman – 24 Hawthorne Rd
Uday Shah – 310 Spruce Ln
Patrick Jones – 124 Wyomissing Blvd

PUBLIC COMMENTS (agenda items):

Ronald Stanko, 400 Wyomissing Boulevard provided public comment in regards to the budget and taxes agenda item. Later in the meeting he noted that requests for proposals should be done for all Borough services.

Councilmember Brunner briefly shared with the public that in draft six of the proposed budget, the budget increase for the road tax has been removed, and general income adjusted to reflect an insurance cost savings of \$100,000 when comparing budget versus actual, and reminded Council that the RAC-P grant that was supposed to be received in 2025 was delayed to 2026. He pointed out that the original award was \$2.4 million, however the Borough anticipates receiving \$2.7 million.

Adrian Jadic, 48 Cardinal Road provided public comment in regards to the budget and taxes, staffing levels, and lack of procurement process.

MaryAnn Reardon, 17 Wyomissing Hills Boulevard provided public comment in opposition of the recent negative public comments against the Borough Manager, and provided comment relative to the budget.

Shane Paisley, 22 Upland Road provided public comment relative to the budget, taxes, raises and bonuses.

John Carter, 1955 Meadow Lane provided public comment in favor of moving forward with the budget and no cuts to parks and recreation.

Jane Morganstein, 1523 Meadowlark Road provided public comment about understanding how the Borough came to the presented budget.

Councilmember Brunner explained that Borough department heads submit their departmental requests for the following year, pointing out what should be prioritized. The Finance and Administration committee is tasked with publicly reviewing those items to determine what could be established as reserves, and also works to remove or refine request items based on the most important needs. He pointed out that this year, there was too much reserve funding set aside for MS4, so some of that was released for other budgetary needs. He also explained that Borough healthcare costs increased 19%, and street expenditures have increased over the last several years due to market inflation. He also shared that the Borough has obligations with the three unions representing our employee classes, but not administration.

Ann Lilley, 211 Cherry Drive questioned the surplus of Borough funds four years ago, and now the need to increase taxes and having an unbalanced budget.

Councilmember Brunner spoke to that, indicating that the community was not happy with the Borough holding excess reserves and still proposing tax increases, so the decision was to spend down some of the reserves. Borough Manager Michele Bare shared that there were no tax increases between 2013 and 2019, however noted that there should have been small incremental increases during that time period to keep up with future budgetary needs. It was noted that 68% of costs are relative to employee costs with numerous collective bargaining agreement obligations as was pointed out earlier. Borough Manager Bare reminded the Council and public that three insurance brokers were sought out when the Borough was considering the change in

brokers, but claims and market inflation is what lead to the increased insurance costs.

Maria Laackman, 24 Hawthorne Road provided public comment pertaining to the need for RFP's, forensic accounting audit, the proposed tax increase, and meetings being held at later times.

Council President Jenckes indicated that an audit is done annually for Borough financials.

Councilmember Reimer reminded residents that the proposed tax increase is only on 10% of the Spring tax bill that residents receive. It's a large increase, but not thousands of dollars like comments mentioned within the community. Mayor Frederick Levering also explained that the increase is based on the assessed value, not the home's value in this market. Borough Manager Bare indicated that the County has not reassessed real estate in the county for several years, thus the need for municipalities to implement more tax increases.

Councilmember Barnett addressed a comment from the prior Council meeting in regards to those on a fixed income and depending on social security. She explained that for 24/7 police and fire protection, as well as the offered parks and recreation services, the increase is less than \$20 per week for these services.

Council President Jenckes clarified false information, noting that the insurance broker did not drop the Borough, the Borough opted to find a different broker. He added that an apology was received from the prior broker.

Uday Shah, 310 Spruce Lane provided public comments related to meeting dates and times, the proposed tax increase as well as the proposed budget, and the public better understanding the process. There was question as to what services would be impacted if the tax does not go through.

Councilmember Brunner reiterated that for insurance, \$200,000 more was budgeted for in 2026, of which it was just found out that the Borough will be able to save \$100,000 versus the proposed budget, for the renewal. He also reiterated that the Borough is proposed to receive more in the RAC-P grant funding than originally thought.

Barry Malley, 325 Greenbriar Road provided public comment public comment relative to the mentioned increased health insurance costs.

Councilmember Brunner indicated the Borough's health plan is self-funded through a consortium with other communities. Consortiums help absorb claim costs but also provide the opportunity to get dividends back depending on group claims.

John Larkin, 1552 Reading Boulevard also provided public comment relative to the tax increase and the thought that it should have been done incrementally starting years prior. He further complimented the Borough Manager.

Patrick Jones, 124 Wyomissing Boulevard provided public comment relative to the tax increase and the thought that it should have been done incrementally starting years prior.

Councilmember Reimer started off Council discussion by sharing her experience of being involved with Borough meetings since 2021 of which the Borough began with a \$12 million fund balance at that time. She noted that Council opted to use the fund balance with no proposed tax increases. Borough services were being funded from the fund balance, and to keep services,

the Borough needs to implement a tax increase. If continued run down of the fund balance occurs, the Borough will run out of funds. She pointed out that several changes have occurred the last few years that have impacted the budget including the severance of ties with Spring Township and their managerial oversight of Wyomissing's Fire Department, union negotiations, and the purchase of a fire truck, not to mention the budgetary process while strategic, is the Borough's best efforts to make educated guesses on what will occur in 2026.

Councilmember Barnett indicated the concept of the budget deficit is not new to the Borough.

Mayor Levering spoke about the fund balance and how the commercial district has a significant impact on tax income, both positively with new development, and negatively with assessment appeals, the largest decline being the Berkshire Mall. He noted that the bidding process over the years may in some cases have come in lower than anticipated, thus preserving aspects of the fund balance, of which the Borough's third-party Engineer has been instrumental in assisting with capital project bidding. He noted that the Borough has a due diligence to keep an eye on all expenditures. He addressed the Berkshire Mall's stormwater system issue later in the meeting, reminding the public that the fence was installed for public safety, and that the mall is reimbursing the Borough for some costs including the escrow being held for items such as the regular site inspection.

Mayor Levering further thanked MaryAnn Reardon and John Larkin for their comments regarding the Borough Manager, and expressed disappointment that during the last Council meeting, Council did not stand up for the Borough Manager, nor was it well thought out on Council's part to discuss tax increases and bonuses at the same time.

Councilmember Brunner spoke about his time spent on the negotiations committee for several Borough collective bargaining agreement discussion, and noted that the Borough falls in line with other municipality's employee costs including increased healthcare costs. He further indicated that an increase in taxes is the unfortunate cost of a Borough doing business. In regards to capital expenditures, he provided an example of televising water and sewer lines, and the importance of catching matters before a major problem occurs that could be more costly than general maintenance. He further addressed other factors discussed over the last several of weeks, such as if employees are cut then services are cut. He also spoke about obligations including the agreement with the Fire Department to move to four-person minimum staffing which will be an increase of two personnel in 2026, and the Fire Department needing new air packs for life safety, which are expensive pieces of equipment but are necessary. Councilmember Barnett also reiterated that cutting back staff could be more costly to the Borough since more projects have been brought in-house. She thanked the Public Works department for their time and skill sets on various projects.

Councilmember Stanko indicated that 68% for personnel costs are not sustainable. He also questioned several of the grants and costs, and pointed out that event advertising does not need to go outside the community.

Councilmember Brunner reminded Council that the Borough has a grant writer and lobbyist who has helped secure several grants that equated to less tax payor money being spent on projects.

Councilmember Weinoffer expressed his appreciation for the work done to prepare the 2026 budget, and thanked the public for providing comments. He expressed great concern that a plan

needs to be developed for future budgeting and expense monitoring. He reiterated that with several questions coming forward from residents, Council looked at amending the budget and work with and listen to residents. He noted that Council did not do a thorough job of explaining the tax, and more communication more frequently is necessary with more inviting meeting spaces. He also indicated the budgeting process should start earlier, and more emphasis is needed with reviewing vendors and contracts, preparing RFP's, and that departments work diligently to come in under budget numbers. He also expressed that a communication solution is needed to allow for more than 5 minutes of public comment before and after a public meeting. He noted the need to foster collaboration and providing assistance.

2026 BUDGET:

As stated during public comment, Councilmember Brunner reiterated that from the last Council meeting, as the insurance broker was finalizing insurance renewals, it was shared with the Borough that there would be a \$100,000 savings as compared to what the Borough budgeted for in 2026. He also pointed out the proposed increase in grant award for the RAC-P grant. Related to a prior personnel issue, there is anticipation that the Borough will be spending \$120,000 less than proposed.

Since there were revenue changes as related to the proposed 2026 budget, Councilmember Brunner proposed a 1 mil tax increase versus the originally proposed 1.25 mil increase. He indicated that both Fire and EMS Tax should remain at .5 mil each due to the rising cost of providing such services, but suggested eliminating the increase to the Road Tax fund. Doing so would reduce the deficit from \$938,000 to \$930,000.

Councilmember Brunner made a motion, seconded by Councilmember Mogel to advertise the proposed 2026 budget and tax ordinance, with the adjustment to revenues, including the reduced proposed tax increase, and move forward with a \$930,000 deficit, all in favor, roll call vote, 7-0.

Solicitor Christopher Hartman's office will advertise the budget and tax ordinance, of which due to advertising requirements, the next available date for a special Council meeting to take action, would be Monday, December 29, 2025 at 7:00 pm. Council was in favor of this and requested this be updated on the Borough's website and other communications, as well as a revised budget be available for inspection at the Borough Hall and library.

PUBLIC COMMENT (non-agenda items):

Adrian Jadic, 48 Cardinal Road provided public comment in regards to Borough communications with the prior insurance broker, the lack of insurance quotes, and the landfill contract extension that was not publicly discussed.

The Wyomissing Borough Council meeting adjourned at 2:40 p.m.

Respectfully Submitted,

Melissa Miller

Borough Secretary

Approved by:

Kristen M. Gajewski
President, Wyomissing Borough Council

DRAFT

BOROUGH OF WYOMISSING – COUNCIL MINUTES
SPECIAL COUCIL MEETING

DECEMBER 29, 2025 – 7:00 P.M.

The Borough of Wyomissing Council held a special budget meeting in the Borough of Wyomissing Council Chambers on the above date and time. Council President William S. Jenckes called the meeting to order at 7:00 p.m. with the following persons present: Stephen D. Brunner, Ronald C. Stanko, Jennifer L. Reimer, Frederick R. Mogel, Jana R. Barnett, and Richard A. Weinhover; Mayor Frederick C. Levering, Borough Solicitor Christopher Hartman, Borough Manager & Economic Development Coordinator Michele Bare, Recreation and Communications Director Randy McKinley, and Borough Secretary Melissa Miller. The following person was absent: Treasurer David L. Reeser.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

EXECUTIVE SESSION:

No Executive Session was held.

VISITORS:

Diana Cogan– 1410 Cleveland Ave
Adam Berkeley – 1544 Cleveland Ave
Kristen Gajewski – 462 Warwick Dr.
Tony Tucci – Western Berks Ambulance Association

PUBLIC COMMENTS (agenda items):

Tony Tucci, Western Berks Ambulance Association thanked Council for moving in the direction with the EMS tax.

Diana Cogan, 1410 Cleveland Avenue questioned how the ambulance association functioned before, without tax funding.

Tony Tucci explained that the association was founded with a volunteer base, which has dwindled, then paid staffing began which was an expense. He indicated that reduced insurance reimbursements were occurring, as well as insurance reimbursement checks being sent to insurance holders instead of the ambulance association, with residents not knowing or not wanting to turn reimbursement checks over to the ambulance association.

2026 BUDGET:

Councilmember Brunner made a motion, seconded by Councilmember Mogel to adopt the 2026 budget as advertised, roll call vote, 6-1, motion carries. Councilmember Stanko opposed.

Councilmember Reimer also voiced that while she voted yes for the budget, she is against the overspending each year.

2026 TAX ORDINANCE:

ORDINANCE NO. 1458-2025- AN ORDINANCE OF THE BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA, FIXING THE TAX RATE FOR THE YEAR 2026

Councilmember Mogel made a motion, seconded by Councilmember Barnett to adopt Ordinance No. 1458-2025 to establish the 2026 tax rate, all in favor, roll call vote, 7-0.

PUBLIC COMMENT (non-agenda items):

Diana Cogan, 1410 Cleveland Avenue questioned the process for large branch pick up, of which she was asked to call Borough Hall when she observes a downed limb, and thanked her for her concern. Later in public comment, she provided comment that the Borough could make money on fines associated with the lack of public sidewalk clean up after snow/ice events. She also mentioned that a Police vehicle should be present at Penn Avenue in the area of Atonement church.

Ron Stanko, 400 Wyomissing Boulevard expressed that more RFP's need to be completed moving forward.

Mayor Frederick Leving provided an update on a former staff member of CELG.

Councilmember Barnett thanked Councilmembers Jenckes, Mogel, and Stanko for their service to the Borough while serving on Council. She indicated that with only 10 people running for Council and two for Mayor, the community realizes how hard it truly is serving in an elected officials position. She and Councilmember Jenckes also thanked Solicitor Christopher Hartman and his staff for their service to the Borough.

Councilmember Weinoffer thanked staff for all of their efforts and time.

The Wyomissing Borough Council meeting adjourned at 7:13 p.m.

Respectfully Submitted,

Melissa Miller
Borough Secretary

Approved by:

Kristen M. Gajewski
President, Wyomissing Borough Council

DRAFT

BOROUGH OF WYOMISSING – COUNCIL MINUTES
REORGANIZATION

JANUARY 5, 2026 – 8:00 A.M.

The Borough of Wyomissing Council held their biennial reorganization meeting in the Borough of Wyomissing Council Chambers on the above date and time.

The Oath of Office was given by Berks County Judge Justin Bodor to the re-elected Mayor Frederick C. Levering, re-elected Tax Collector Betsy A. Heckman, and re-elected Councilmember Jana R. Barnett, and newly-elected Councilmembers Kristen M. Gajewski, Adam C. Berkeley, and Christopher F. Valente. Mayor Frederick C. Levering then called the meeting to order with the following persons present: Council members Stephen D. Brunner, Jennifer L. Reimer, Richard A. Weinhover, Jana R. Barnett, Kristen M. Gajewski, Christopher F. Valente, and Adam C. Berkeley. Also present were Solicitor Heidi Masano, Borough Manager Michele Bare, and Borough Secretary Melissa Miller.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

EXECUTIVE SESSION:

Executive Session was held after newly elected and re-elected officials were sworn in, and prior to the official start of the reorganization meeting, regarding on-going litigation for the Berkshire Mall.

VISITORS:

Dr. Angela Adler – 1544 Cleveland Ave.
David Reeser – 1110 Farview Ave.
Ronald Stanko – 400 Wyomissing Blyd.
Crystal Kowalski – 1500 Cleveland Ave.
TJ Gajewski – 462 Warwick Dr.
Jim McCarthy – McCarthy Engineering
James Babb – Public Works Director
Randy McKinley – Recreation and Communications Director
Betsy Heckman – Borough Tax Collector

PUBLIC COMMENTS (agenda items):

Dr. Angela Adler, 1544 Cleveland Avenue provided public comment congratulating Council, female involvement on Council, and supporting Kristen Gajewski for Council President.

NOMINATION AND ELECTION OF PRESIDENT:

Borough Solicitor Heidi Masano explained that nominations will open, giving Councilmembers the opportunity to nominate someone, nominations will close, and motions will be made for each nominee on the list until a majority vote is received for one of the nominees.

Mayor Levering called for nominations for the office of President of Borough Council.

Councilmember Weinoffer nominated Councilmember Reimer for the office of President, Councilmember Berkeley nominated Councilmember Gajewski for the office of President, and Councilmember Brunner nominated Councilmember Weinoffer for the office of President.

Councilmember Barnett made a motion, seconded by Councilmember Weinoffer to close nominations for the office of President, all in favor, 7-0.

Councilmember Barnett made a motion, seconded by Councilmember Weinoffer to appoint Councilmember Reimer for office of the President, roll call vote, 3-4, motion does not carry. Councilmembers Brunner, Valente, and Berkeley opposed.

Councilmember Valente made a motion, seconded by Councilmember Berkeley to appoint Councilmember Gajewski for the office of the President, roll call vote, 4-3, motion carries.

Prior to the final vote, Councilmember Weinoffer felt confident that while the Council President position is complex, that Councilmember Gajewski is capable of fulfilling the role. Councilmember Valente expressed that Councilmember Gajewski has the ability to perform the responsibilities of Council President bringing forth good ideas, is dedicated, has support from others, and he believes in her vision. Councilmember Berkeley appreciated Councilmember Gajewski's vision for moving Council and the Borough, forward.

Prior to the final vote, Councilmember Brunner opposed due to the concern of Councilmember Gajewski's first time on Council. Councilmember Reimer opposed due to the concern of lack of prior experience with Council. Councilmember Barnett noted that while Councilmember Gajewski is very talented, the role of Council President is complex, and opposed.

NOMINATION AND ELECTION OF FIRST VICE PRESIDENT:

Council President Gajewski called for nominations for the office of First Vice President of Borough Council.

Councilmember Brunner nominated Councilmember Barnett for the office of First Vice President, Councilmember Gajewski nominated Councilmember Reimer for the office of First Vice President, and Councilmember Berkeley nominated Councilmember Valente for the office of First Vice President.

Councilmember Brunner made a motion, seconded by Councilmember Reimer to close nominations for the office of First Vice President, all in favor, 7-0.

Councilmember Barnett indicated her disinterest in serving as the First Vice President, and Councilmember Brunner rescinded his nomination for Councilmember Barnett.

Councilmember Berkeley made a motion, seconded by Councilmember Weinoffer to appoint Councilmember Valente for the office of the First Vice President, roll call vote, 1-6, motion does not carry. Councilmembers Reimer, Weinoffer, Barnett, Gajewski, Valente, and Berkeley opposed.

Prior to the final vote, Councilmember Valente indicated he would be happy to serve, but was going to be voting for Councilmember Reimer to fill the role.

Councilmember Weinoffer made a motion, seconded by Councilmember Berkeley to appoint Councilmember Reimer for the office of the First Vice President, roll call vote, 5-2, motion carries. Councilmembers Brunner and Berkeley opposed.

NOMINATION AND ELECTION OF SECOND VICE PRESIDENT:

Council President Gajewski called for nominations for the office of Second Vice President of Borough Council.

Councilmember Berkeley nominated Councilmember Weinoffer for the office of Second Vice President, and Councilmember Brunner nominated Councilmember Barnett for the office of Second Vice President.

Councilmember Brunner made a motion, seconded by Councilmember Barnett to close nominations for the office of Second Vice President, all in favor, 7-0.

Councilmember Barnett indicated her disinterest in serving as the Second Vice President, and Councilmember Brunner rescinded his nomination for Councilmember Barnett.

Councilmember Berkeley made a motion, seconded by Councilmember Valente to appoint Councilmember Weinoffer for the office of the Second Vice President, all in favor, roll call vote, 7-0.

APPOINTMENT OF BOROUGH MANAGER:

Councilmember Reimer made a motion, seconded by Councilmember Barnett to appoint Michele Bare as the Borough Manager, all in favor, 7-0.

APPOINTMENT OF BOROUGH SECRETARY:

Councilmember Reimer made a motion, seconded by Councilmember Barnett to appoint Melissa Miller as the Borough Secretary, all in favor, 7-0.

APPOINTMENT OF DEPUTY TAX COLLECTOR:

Council was reminded that the Deputy Tax Collector term is also four years, and is selected by the Borough's Tax Collector.

Councilmember Brunner made a motion, seconded by Councilmember Reimer to appoint Sharon Boyer as the Borough's Deputy Tax Collector, all in favor, 7-0.

APPOINTMENT OF BOROUGH SOLICITOR:

Councilmember Brunner made a motion, seconded by Councilmember Barnett to appoint Masano Bradley as the Borough Solicitors, all in favor, 7-0.

APPOINTMENT OF BOROUGH CONSULTING ENGINEER:

Councilmember Brunner made a motion, seconded by Councilmember Barnett to appoint McCarthy Engineering as the Borough Consulting Engineer, all in favor, 7-0.

APPOINTMENT OF BUILDING CODE OFFICIALS AND RESIDENTIAL ZONING OFFICER:

RESOLUTION NO. 2026-01 – A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA, APPOINTING GLENN R. KRAFT OF KRAFT MUNICIPAL GROUP, INC. AS BUILDING CODE OFFICIAL AND APPOINTING KRAFT MUNICIPAL GROUP, INC. AS THIRD PARTY CODE INSPECTOR, PURSUANT TO THE PENNSYLVANIA CONSTRUCTION CODE ACT AND THE UNIFORM CONSTRUCTION CODE, AND APPOINTING KRAFT MUNICIPAL GROUP, INC. AS RESIDENTIAL ZONING OFFICER AND MICHELE BARE AS ALTERNATE RESIDENTIAL ZONING OFFICER PURSUANT TO THE PENNSYLVANIA MUNICIPALITIES PLANNING CODE, EFFECTIVE JANUARY 1, 2026

Councilmember Barnett made a motion, seconded by Councilmember Reimer to adopt Resolution No. 2026-01, appointing Kraft Municipal Group as the Building Code Officials and Residential Zoning Officer, and Michele Bare as the alternate Residential Zoning Officer, 6-1, motion carries. Councilmember Berkeley opposed.

APPOINTMENT OF COMMERCIAL ZONING OFFICER AND ALTERNATE COMMERCIAL ZONING OFFICER:

RESOLUTION NO. 2026-02 – A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA, APPOINTING NICK PERILLI OF McCARTHY ENGINEERING ASSOCIATES, INC. AS THE ZONING OFFICER FOR COMMERCIAL ZONING AND MICHELE BARE AS THE ALTERNATE ZONING OFFICER FOR COMMERCIAL ZONING

Councilmember Barnett made a motion, seconded by Councilmember Brunner to adopt Resolution No. 2026-02, appointing Nick Perilli as the Commercial Zoning Officer and Michele Bare as the Alternate Commercial Zoning Officer, all in favor, 7-0.

PARK AND SHADE TREE COMMISSION APPOINTMENT:

Councilmember Reimer made a motion, seconded by Councilmember Barnett to appoint Jeff Doubek as the Park and Shade Tree Commission alternate for a one-year term to expire December 31, 2026, all in favor, 7-0.

2026 COMMITTEE, COMMISSION, AND BOARD MEMBER LISTING:

Councilmember Barnett made a motion, seconded by Councilmember Weinoffer to adopt the Borough's 2026 Committee/Commission/Board member listing, 6-1, motion carries. Councilmember Berkeley opposed. Council and the public were reminded that terms were

reappointed based on prior performance, and it will be further discussed about articulating what the requirements are for reappointments, as well as any positions being reopen for advertisement.

PUBLIC COMMENT (non-agenda items):

Ronald Stanko, 400 Wyomissing Boulevard provided public comment related to committee appointments that occurred before the new Council took office.

Councilmember Barnett indicated that reappointments were made by reviewing attendance and their effectiveness in their roles.

Councilmember Reimer indicated that residents who served and served appropriately, were considered for reappointment, and reappointed with their approval.

Councilmember Berkeley and Council President Gajewski both indicated that further clarification for the process to fill committee, Commission, and Board vacancies will be discussed, but noted that they had to move forward with making reappointments or else the 2026 Board, Committee, and Commission list would have several vacancies.

The Wyomissing Borough Council meeting adjourned at 8:58 a.m.

A second Executive Session was held at 8:59 a.m. to discuss the conflict of interest with an appointed position, and adjourned at 9:23 a.m.

Respectfully Submitted,

Melissa Miller
Borough Secretary

Approved by:

Kristen M. Gajewski
President, Wyomissing Borough Council



MONTHLY ENGINEER'S REPORT

January 6, 2026

Borough of Wyomissing – Borough Council – December 2025 Engineer's Report

The Borough of Wyomissing Municipal Engineer activity for the month of December is as follows:

BOROUGH PROJECTS

1. 4th & Oley Pump Station

- McCarthy has been authorized to design & submit permits for outside agencies. Submission in Spring of 2026 is anticipated
- Anticipate bidding in Fall of 2026 for work to commence in 2027 and be completed in early 2028.

2. Wynnewood Pump Station

- McCarthy has been authorized to design and obtain permits from outside agencies.
- We are awaiting PPL confirmation that they can provide 460 volt three phase that will allow the relocation of the 4th and Oley Pumps and controls.
- Additional right of way may be required from the property owner.
- Submission for permits is anticipated in the Summer of 2026.
- Bidding winter 2026.
- Construction commences in late 2027 after 4th and Oley is operational.

3. West Lawn Interceptor

- Project was awarded to JNS Paving and Excavating Corp. with a base bid in the amount of \$539,238.00.
- Contractor has mobilized and started construction.

4. 2025 50/50 Sidewalks

- Project awarded to Forino Co., LP in the amount of \$130,343.50.
- Construction is ongoing.
- Infrastructure recommended approval of pay application #2 in the amount of \$55,624.40.

5. Berkshire Heights Playground

- Project awarded to Gordon H. Bayer, Inc. in the amount of \$237,623.00.
- Construction is ongoing.

6. Wyomissing Professional Center – Swale Project

- Project awarded to Construction Masters Services, LLC in the amount of \$23,639.00.

McCARATHY ENGINEERING ASSOCIATES, INC.

1011 N. Park Road, Suite 100, Wyomissing, PA 19610 | P: 610.373.8001 | MCCARATHY-ENGINEERING.COM

- Contractor is exploring options for additional stabilization. Work to be completed in the Spring of 2026. Pay application #1 has been tabled.

7. 2026 Street Improvements

- Plans and specifications are being prepared for bidding.

8. PennDOT MTF Grant

- PennDOT has approved change of scope for balance of funds to include the Wynnewood pipe relining and Wayne Avenue projects.
- Awaiting revised contract documents.

LAND DEVELOPMENT / SMALL PROJECT STORMWATER REVIEWS

1. Berkshire Mall

- Pipe replacement is ongoing.
- Fencing from Sears' driveway to Boscov's (Woodland Road side) previously removed.
- Fencing from Boscov's to food court (highway side) was given authorization to be removed.
- Fencing to be installed from the Sears' building corner to the highway fence and across the Sears' entrance off Woodland Road for remainder of pipe replacement.
- Court stipulated deadline is January 23, 2026. Contractor has requested a 90-day time extension due to weather conditions.

2. WASD Flannery Field Improvements

- The Planning Commission recommended a waiver of formal land development process at February 3rd meeting.
- Revised submission received June 5th. Approval letter issued June 5th.
- WASD needs to enter into necessary storm water and development agreements and post surety.

3. Boiler House Island

- Contractor has started site preparation. McCarthy to perform site inspections.

4. 1001 Hill Avenue (Met 2.0)

- Zoning hearing held on March 19th. Several items of Zoning relief were granted.
- Time extension was received through February 11, 2026.
- Applicant appeared at October Planning Commission meeting. PC recommended partial waivers of sections 305 & 306 and a full waiver of section 307 of the Stormwater Management Ordinance.
- Revised submission received November 12th. Review letter issued December 15th.

5. Windsor Street

- Sewage Planning Module Adoption Resolution received from applicant's engineer. Council executed adoption resolution. McCarthy sent to applicants engineer to submit to DEP.
- Upon DEP approval, execution of agreements and posting financial security the plans can be released for recording.

6. Atonement Lutheran Church

- A staff meeting was held with the applicant on March 11th to review the proposed subdivision.
- Zoning permit application submitted April 11th. Review letter issued April 24th.
- Land Development submission received September 12th. Review letter issued September 29th.
- Applicant appeared at October Planning Commission meeting. PC recommended waivers for combined preliminary/final plan and plan scale.
- Applicant must submit zoning hearing application to obtain necessary zoning relief.
- 90-day time extension granted through March 11, 2026.

7. Berkshire Square

- Emergency repairs have been completed under the supervision of McCarthy.
- Staff meeting held with owner's rep and engineer to discuss future construction plans. The owner plans to replace all existing storm pipes on the property.
- Stormwater permit for pipe repairs has been issued.

8. 129 South Park Road

- Small stormwater application received to construct a new deck.
- Review letter issued September 15th. No resubmission received to date.

9. 1055 Woodland Road

- Sinkhole opened in parking lot of Old Navy shopping center.
- McCarthy stopped on site to investigate the work. Contractor was informed they must submit a stormwater permit application for work.

10. 55 Grandview Boulevard

- Stormwater permit received for new 24' by 24' shed.
- Submission is currently under review.

James C. McCarthy, P.E.

Jim McCarthy, P.E.

Wyomissing Borough Engineer

**POLICE CHIEF AND MAYOR'S REPORT
TO: MEMBERS OF BOROUGH COUNCIL**

We have the honor of respectfully submitting this report of the Police Department for the month of **December 2025**.

3,294	Available Hours for Police—On-Duty Time
45.9 hours/1.4%	Accidents
62.4 hours/1.9%	Assists to Other Units
54.0 hours/1.6%	BCERT
3.5 hours/0.1%	Community Service
32.9 hours/1.0%	Complaint Investigations
250.7 hours/7.6%	Drive-by Security Checks
859.7 hours/26.1%	Follow-up Investigations
47.7 hours/1.6%	Fuel & Maintenance
51.9 hours/1.6%	Hearings, Court, Etc.
128.2 hours/3.9%	Incidents
45.3 hours/1.4%	Lunches & Breaks
48.6 hours/1.5%	Miscellaneous
293.8 hours/8.9%	Office Work
13.0 hours/0.4%	Phone Assignments
2.1 hours/0.1%	Physical Security Checks
34.9 hours/1.1%	Problem Oriented Policing
6.8 hours/0.2%	Roll Call Briefings
411.3 hours/12.5%	Routine Patrol
7.8 hours/0.2%	School Details
30.7 hours/0.9%	Specialized Patrol (Foot and Bicycle)
21.5 hours/0.7%	Time Unavailable
616.1 hours/18.7%	Traffic Enforcement & Observation
206.8 hours/6.3%	Training
18.7 hours/0.6%	Violations

The Police Department handled **629** calls for service in the month of December. The following is a breakdown of those calls occurring in our retail/commercial and community living areas:

Business Districts	Incidents	Community	Incidents
CT #1 Berkshire Mall	33	CT #5 Wynnewood Apt.	12
CT #3 Berkshire Blvd. West	47	CT #2 Woodland Plaza Apt.	3
CT #4 Berkshire Blvd. East	26	CT #19 Seven Oaks	2
CT #17 Mall West	3	CT #28 Wyomissing Meadows	0
CT #18 Berkshire Square	15	CT #20 The Highlands	11
CT #16 Equous Development (1)/Wawa (8)	9	CT #10 Tennis Court/Cambridge	2
CT #24 State Hill Rd. West	14	CT #27 Wyomissing Square (2) & Metropolitan (1)	3
CT#26 Shoppes At Wyomissing	5		

The number of calls for service that are business/commercial related for the month of December, including those outlined above, is **152** or **24%** of our total calls for service. Residential Communities account for **33** calls, or **5.2%** of our total calls for service.

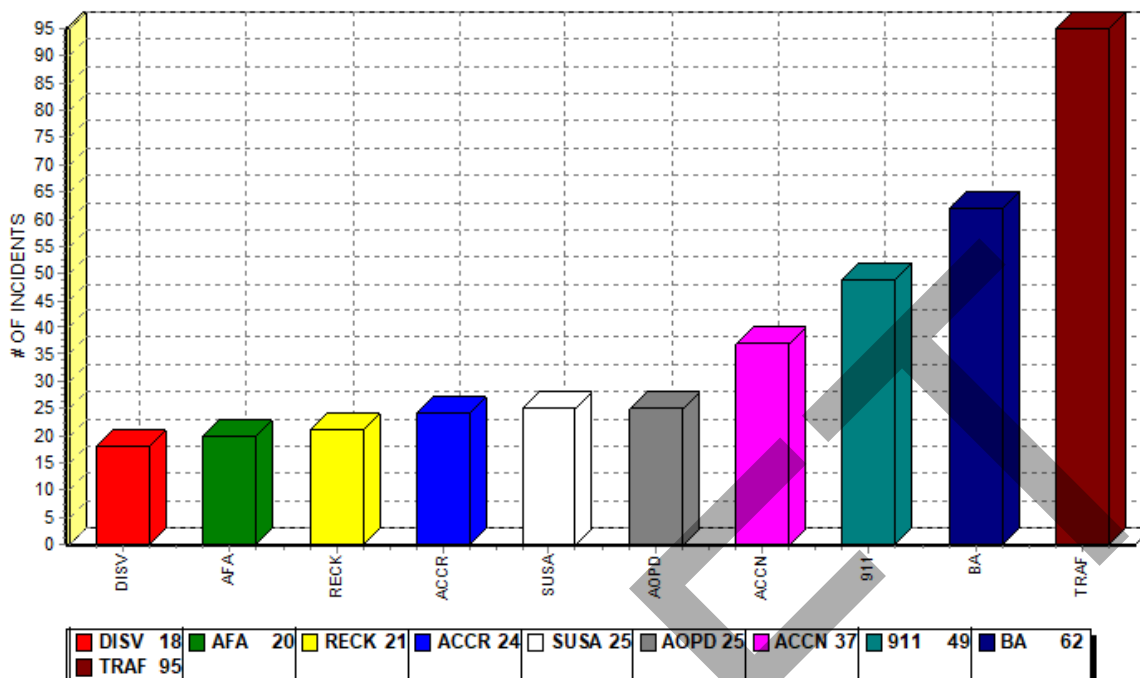
Items of interest:

- For the 629 calls for service that Officers responded to, the average time needed to arrive on location was **4.14 minutes** and the average time spent on an assignment was **22.88 minutes**.
- Training conducted during the month of December consisted of: Police One Academy Training: Recognizing Domestic Violence. Stratix Training consisted of Phishing.
- The Wyomissing Police Department provided assistance to and received assistance from the following Law Enforcement Agencies in **December**:

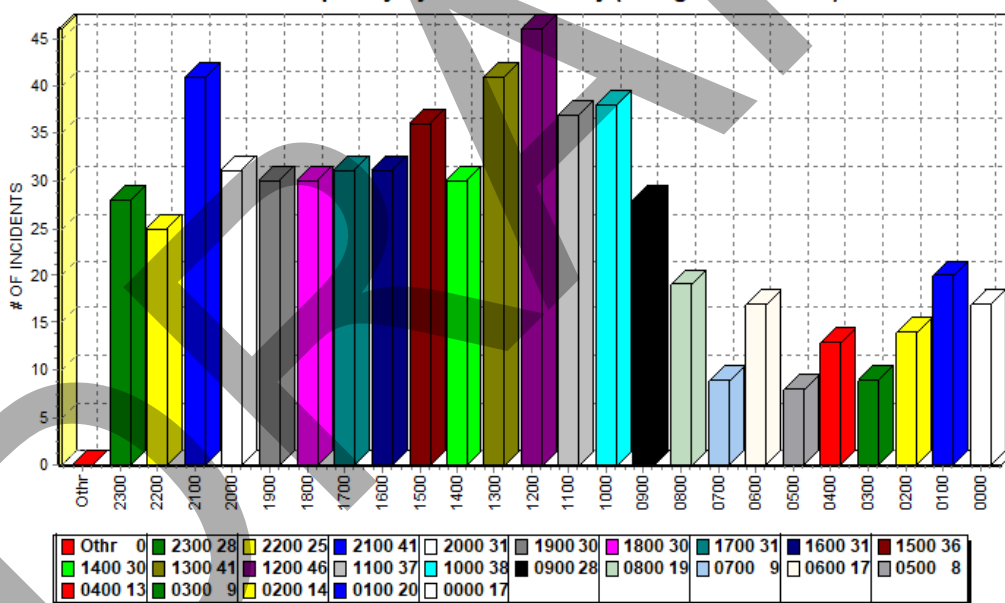
<u>Given to:</u>	<u>Received from:</u>
Berks County Detectives – 1	Berks County Detectives – 0
Bern Twp. PD – 1	Bern Twp. PD – 0
Cumru Twp. PD – 1	Cumru Twp. PD – 1
Exeter Twp. PD – 1	Exeter Twp. PD – 1
Reading PD – 3	Reading PD – 0
Shillington PD – 2	Shillington PD – 2
Spring Twp. PD – 3	Spring Twp. PD – 4
West Reading PD – 14	West Reading PD – 6
Total: 26	Total: 14
- Community Service Events for the Month of December:
 - 12/8: Shop With-A-Cop, Crime Alert Berks
 - 12/16: Shop With-A-Cop, Central Berks Regional PD.
- Based upon data received from Bus Patrol Cameras on both the Wyomissing Area and Wilson School District busses, several enforcement details in noted problem areas were conducted looking for vehicles passing stopped school busses that have their red flashing lights activated, and the Stop arm extended. No issues were observed on the dates the details were conducted. These details will continue to be conducted to ensure the safety of our students.
- Throughout the month of December, Sergeant Moser visited all the financial institutions within the borough to review with them the procedures for hold-up alarms.
- On December 22, 2025, Officers Isaiah Shockley and Peter Procak successfully completed the police academy. Both began their field training with the department on January 5, 2026.
- The individual given a conditional offer of employment to replace retired Officer Peter Purcell has successfully completed the conditions of his offer of employment. That individual is Kevin Kerwin and will begin with the department on 1/9/2026, starting the Reading Police Academy on 1/12/2026.
- The department finished the year having handled 8,296 calls for service. A complete report outlining police activity for 2025 is in the process of being authored and will be completed by and submitted for review during the February Fire and Police Committee meeting.

Calls for Service/Accidents / Arrests/ Vehicle Violations / Crimes:

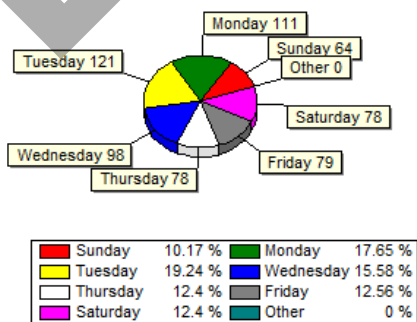
Top Ten Incidents for December 2025: Incident Frequency by TYPE (Top 10 of 69 Shown) (Using DATE RECD)



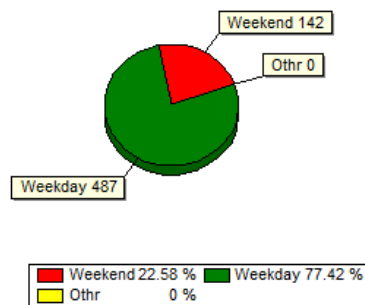
Incident Frequency by Hour of the Day (Using DATE RECD)



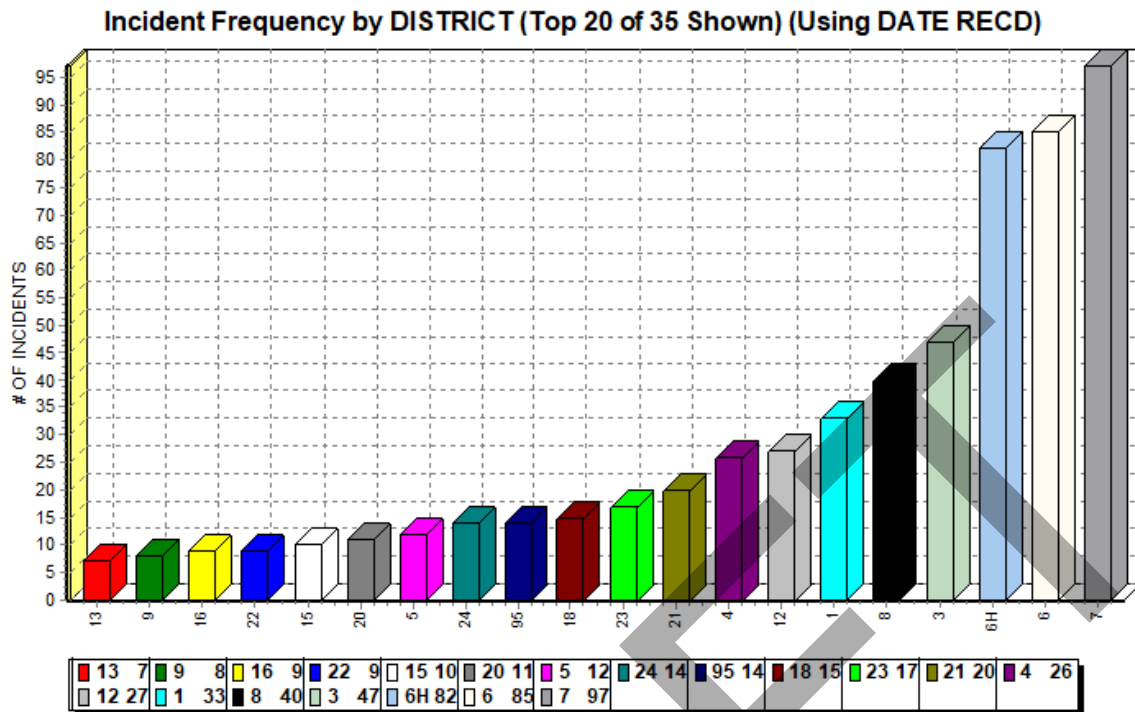
By Day of Week



Weekday vs Weekend

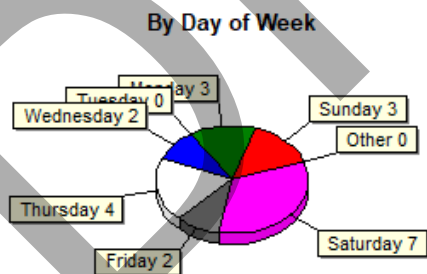
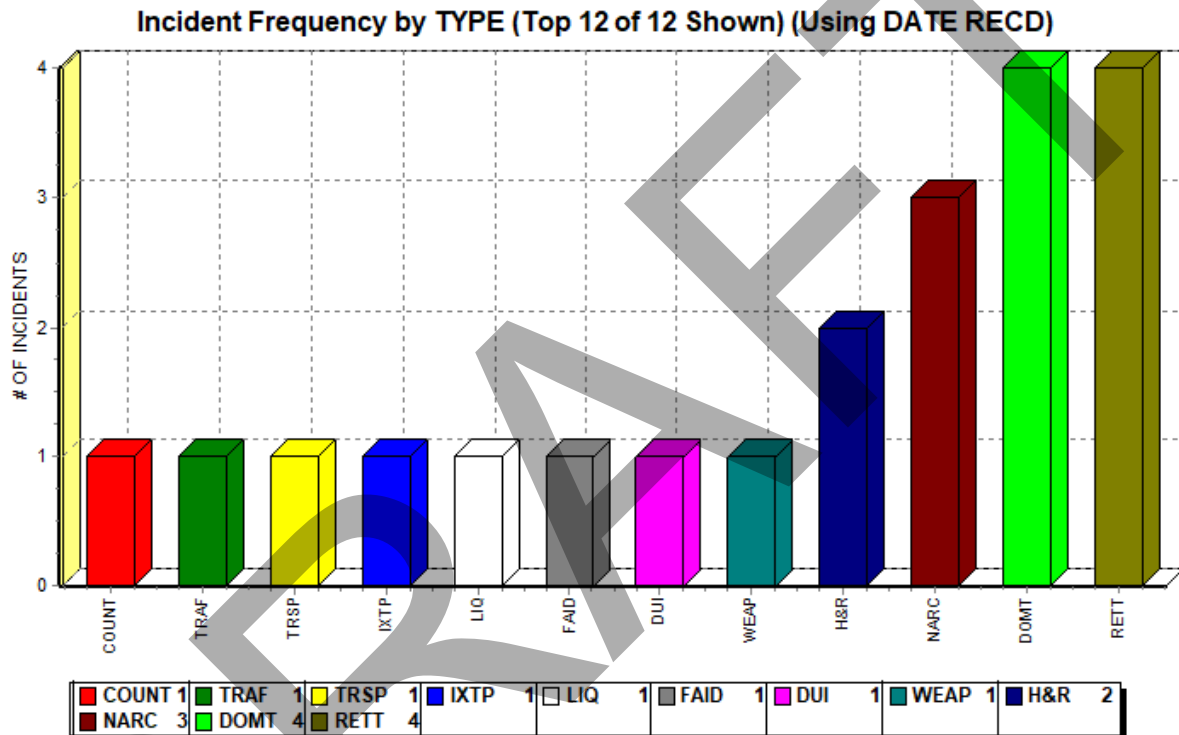


The chart below displays the top 20 census tracts with the highest number of incidents reported in the month of December.



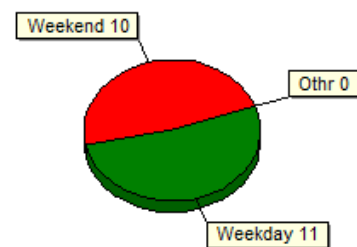
Accidents: Report 24 / Non-Report 37 / Ped. 1/ Fatal 0			62
Accidents YTD			650
Citations: 63	Parking: 4	Warnings: 53	120
YTD: 1,262	YTD: 56	YTD: 1,033	2,351
Adult Arrests: 22		Juvenile Arrests: 0	22
YTD: 352		YTD: 13	365
Wanted Subjects:			1
Criminal Offenses (Part I – 5) (Part II – 9)			14
Calls for Service – Incidents other than Crimes			615

Arrest Information by Incident Type & Day of Week for December 2025:



Sunday	14.29 %	Monday	14.29 %
Tuesday	0 %	Wednesday	9.52 %
Thursday	19.05 %	Friday	9.52 %
Saturday	33.33 %	Other	0 %

Weekday vs Weekend



Weekend	47.62 %	Weekday	52.38 %
Othr	0 %		

Criminal Offenses Part I & II — December 2025 (U.C.R.)

Crime(s) Part I and II	December 2025	Total Y.T.D.	Cleared Y.T.D.
Robbery	1	4	2
Assault		27	28
Burglary		5	5
Larceny	3	162	68
Vehicle Theft	1	7	5
Rape			
Homicide			
Arson			
Human Trafficking			
Fraud	2	29	11
Forgery & Counterfeiting		3	3
Embezzlement			
Stolen Property (Rec., Possess, Buy)			
Vandalism		8	5
Weapons	1	2	5
Prostitution			
Sex Offenses		4	4
Narcotics	3	33	35
Gambling			
Off. Against Family			
DUI	2	58	58
Liquor Laws		5	6
Drunkenness		12	13
Disorderly		13	13
Vagrancy			
All Others	1	74	77
TOTAL	14	446	338

UCR Information Year to Date:

Type of Crime	Total Number for year	Total Number Cleared	% Cleared for year
Part I	205	108	53%
Part II	241	230	95%
Total	446	338	76%

UCR Comparison as of December:

Type of Crime	2024	2023	2022	2021
Part 1	230	360	369	233
Part 2	223	263	278	277
Total Cleared	341	452	431	333
Clearance Rate	75%	72%	68%	65%
End Of Year Clearance rate	77%	73%	68%	65%

Fuel Consumption / Mileage:

Fuel Consumption: 902.7 Gallons	13,387.9 YTD
Police Vehicle Mileage: 7,749 Miles	96,453 YTD

Fines Collected / Report Requests/Reimbursements:

District Justice Fines- Criminal and Traffic	\$2,798.36
Alarm Invoices (\$0.00)/ Local Parking (\$0.00)	\$0.00
Request for Reports	\$495.00
Collected by State/County	\$2,492.25
Misc.: Bus Patrol & Vest Reimbursement	\$2,294.48
OT Reimbursement:	\$8,350.59
TOTAL	\$16,430.68

RESPECTFULLY SUBMITTED,

John G. Phillips

Chief of Police
January 13, 2026.

Wyomissing Fire Department

December Activity Report

Monthly Responses: 185

Borough:	141
Mutual Aid:	44
QRS:	37
PT Contacts:	12
Narcan:	0

Mutual Aid Given:

Spring Twp:	23
West Reading:	2
Western Berks:	7
Reading City:	3
Muhl./Bern:	3
Cumru Twp:	6
Shillington:	0
Mt. Penn:	0
Kenhorst:	0
Robeson:	0

Average Personnel per Incident:

3.95 members

Training Hours:

YTD 1449

Overlapping Calls:

38 (YTD 351)

Fire Loss (YTD: \$71,250)

\$0

Inspection Details (YTD:357)

Fire Inspections: 2

CO Inspections: 1

Corrective Action:

Witnessed Fire Drill: 0

Knox Box: 3

Yearly Response Totals: 1874

Borough:	1158
Mutual Aid:	716
QRS:	433
PT Contacts:	187
Narcan:	0

Mutual Aid Received:

Spring Twp:	18
West Reading:	5
Reading City:	6
Kenhorst:	2
Mt. Penn:	0
Mohnton:	1
Western Berks:	1
Shillington:	2
Lauraldale:	0
Muhlenberg:	0

Average Response Time:

1 minute 12 seconds

Busiest Day of the Week:

Monday (42)

Busiest Time of Day:

15:00-16:00 (21 incidents)

Invoicing:

Paid: \$38,675.50

Unpaid: \$21,637

Total:\$60,312.50

Respectfully submitted: *Adam Sites* - Captain



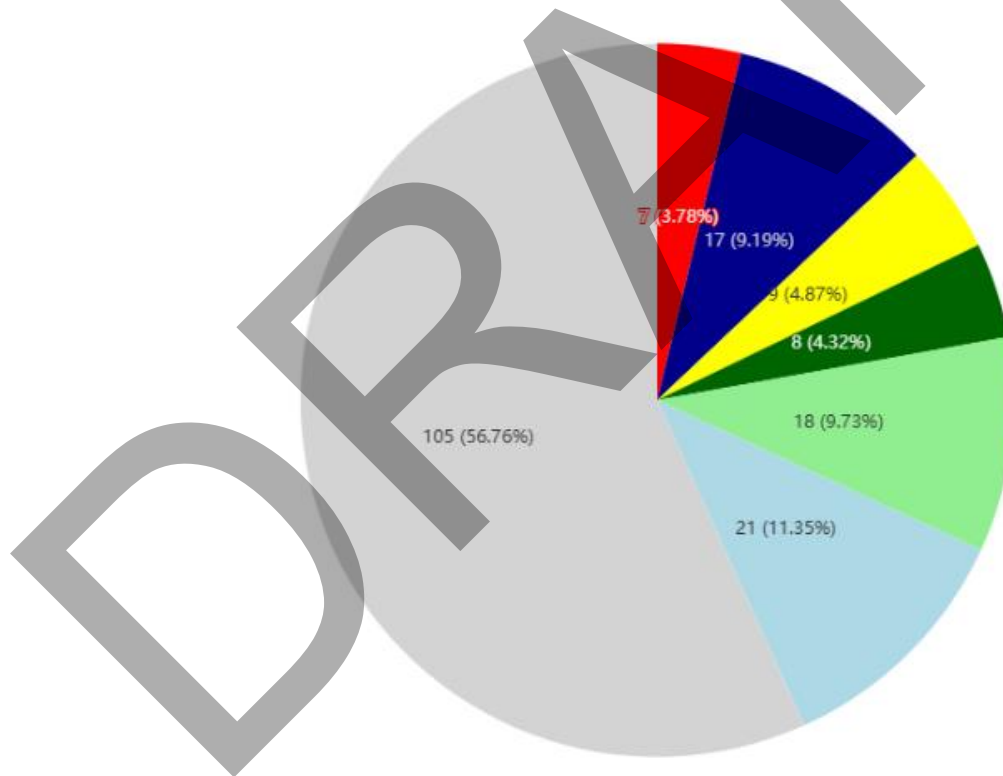
WYOMISSING FIRE DEPARTMENT

1259 Penn Avenue, Wyomissing, PA 19610 || (610)375-4436

December, 2025

Incident Type

Total (185)



RED: Fire Related (7)

GOLD: Hazardous Conditions (9)

LIGHT GREEN: Good Intent (18)

PURPLE: Special Incident Type (0)

GREY (105) – Call types after state mandated reporting software switch over. Did not classify types as previously utilized. Previously called NFIRS, now NERIS

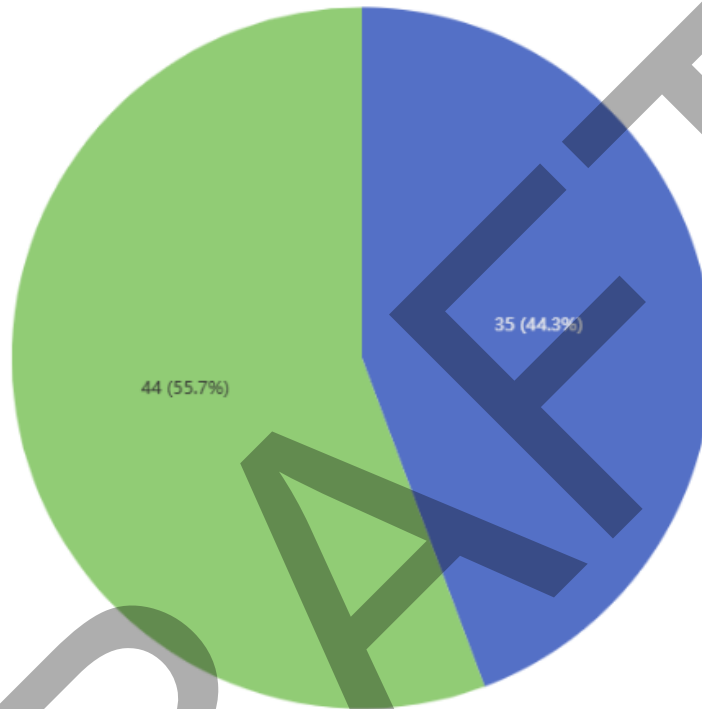
BLUE: Rescue/EMS (17)



DARK GREEN: Service Calls (8)

LIGHT BLUE: False Alarms (21)

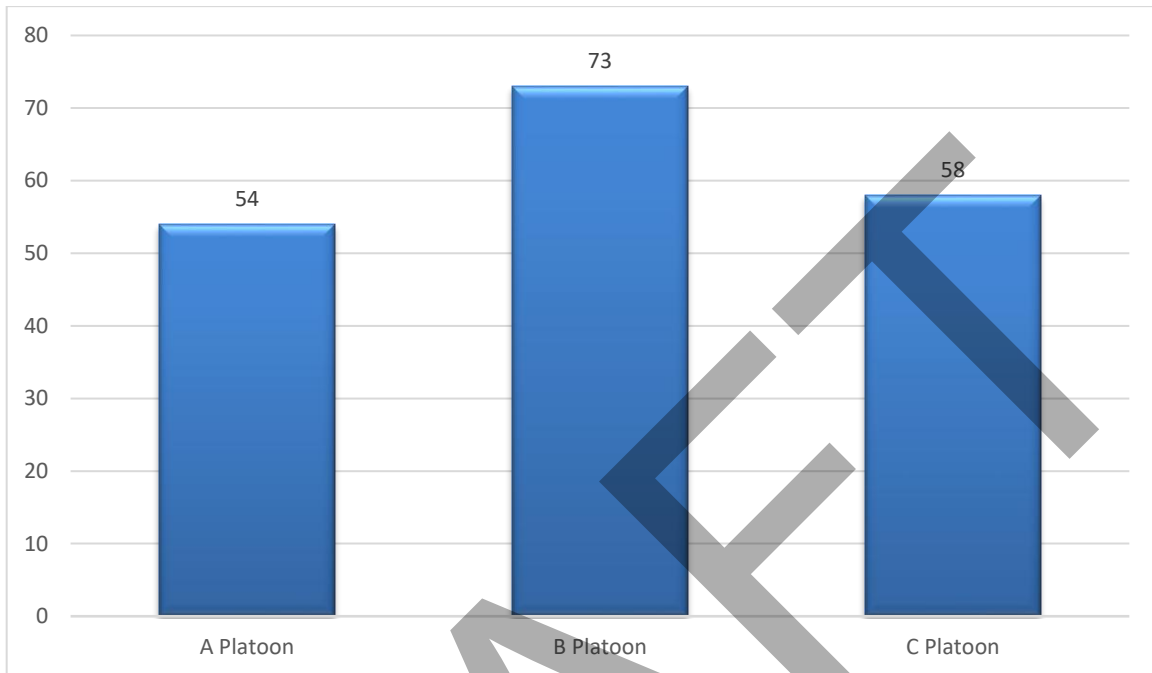
Mutual Aid Breakdown

Total aid given and received (79)



 Mutual aid received
 Mutual aid given

Responses by Shift



Response Time Breakdown



Wyomissing FD PA

Address: 1259 Penn Ave, Wyomissing, PA, 19610

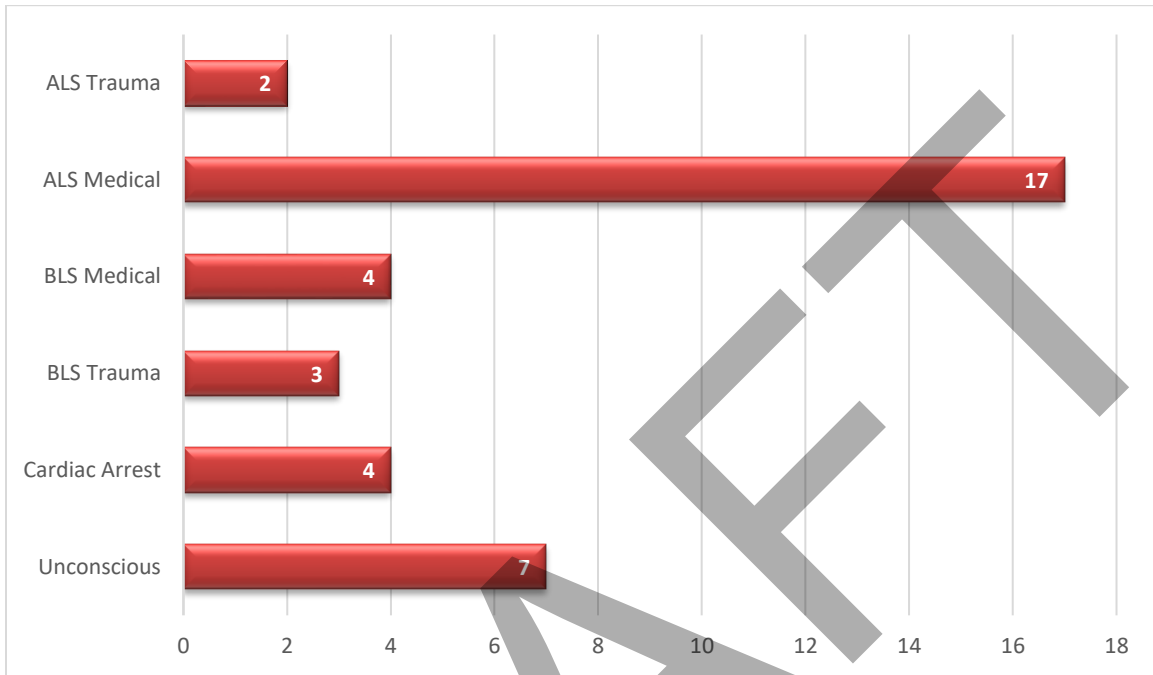


Response Time - Monthly-Council

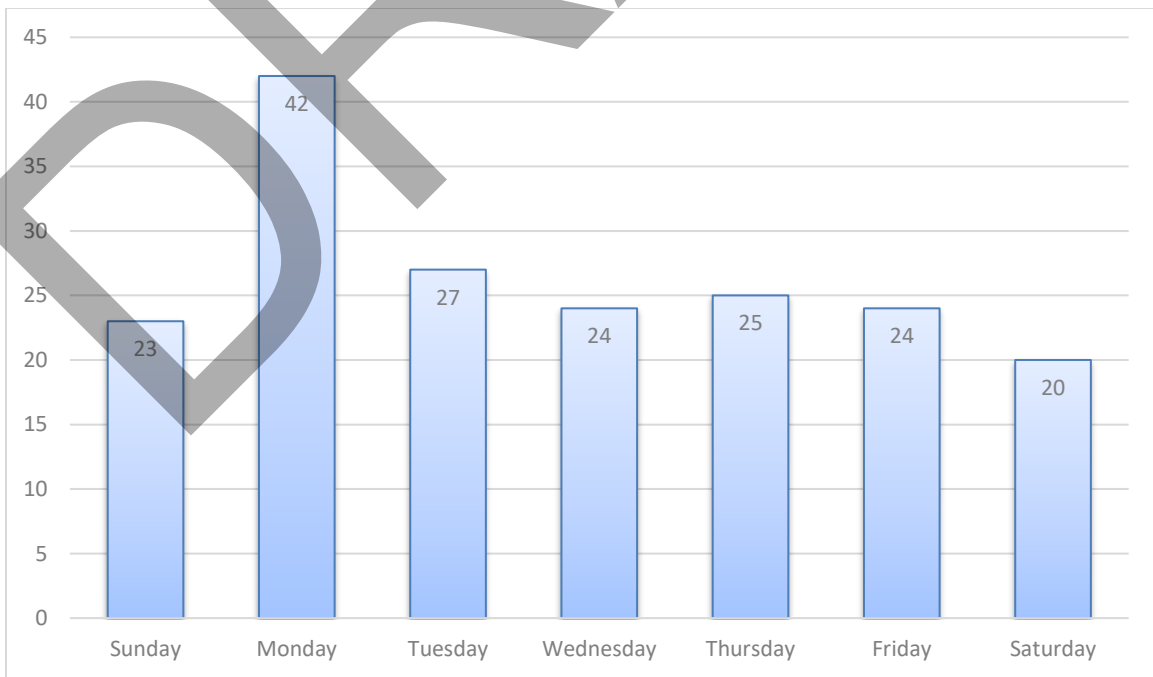
APPARATUS NAME	TOTAL RESPONSES	AVERAGE	REPONSES WITHIN 90 SECONDS	% WITHIN 90 SECONDS
79FP POV	3	00:01:33	1	33.33%
ENGINE 79	72	00:01:19	37	51.39%
LADDER 79	106	00:01:09	74	69.81%
STATION 79	5	00:00:30	2	40.00%
UTILITY 79	9	00:00:54	6	66.67%
Total	185	00:01:12	114	61.62%

QRS Responses

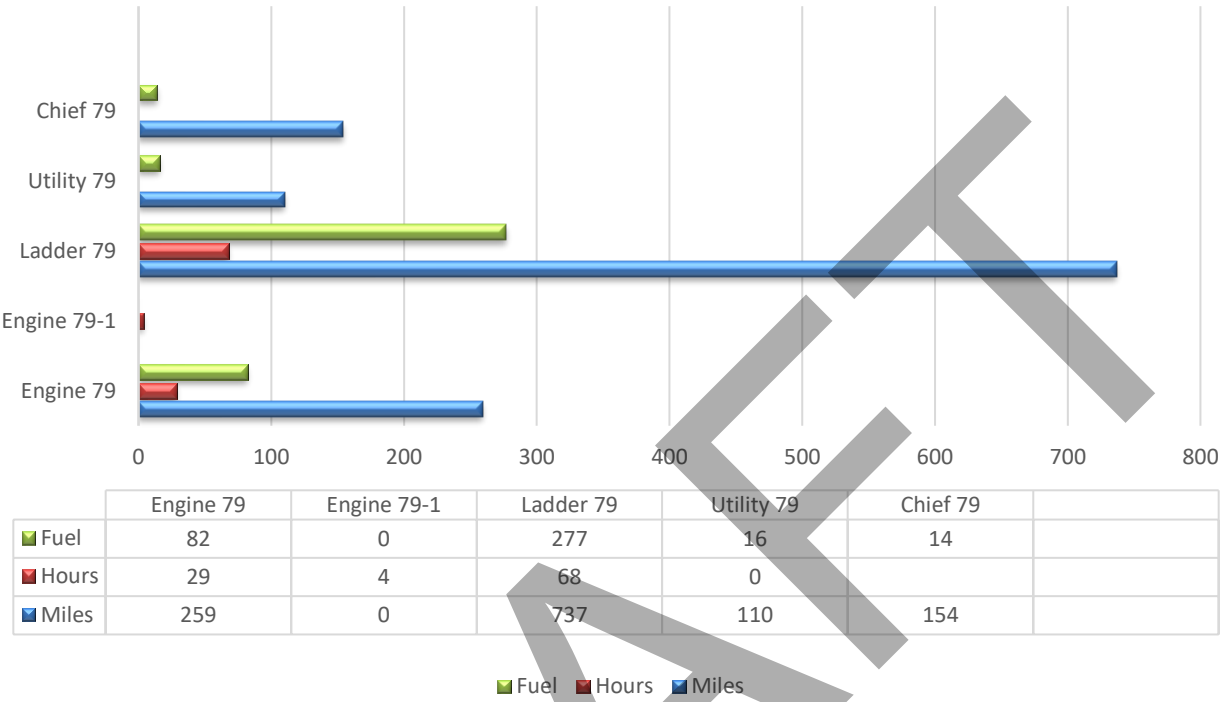
Total: 37



Responses by Day of Week



Apparatus Fuel and Mileage



INFRASTRUCTURE COMMITTEE – MEETING MINUTES
DECEMBER 15, 2025 – 12:00 PM

The Borough of Wyomissing Infrastructure Committee met in the Borough of Wyomissing Council Chambers on the above date and time. Stephen Brunner called the meeting to order with the following persons present: Committee members William Jenckes, Frederick Mogel, Jennifer Reimer, and John Woodward; Borough Engineer James McCarthy, Borough Solicitor Christopher Hartman, Public Works and Property Manager James Babb, Assistant Public Works and Property Manager Gregory Capriolo, Borough Manager & Economic Development Coordinator Michele Bare, and Borough Secretary Melissa Miller.

Councilmember Visitors:

Ronald Stanko
Jana Barnett
Richard Weinoffer

Visitors:

Leslie Turner – 1400 Dauphin Avenue
Larry Badler – 1400 Dauphin Avenue
Darren Muller – 1403 Dauphin Avenue
Joe Neidert – Kraft Municipal Group
Randy McKinley – Borough Communications and Recreation Director
Kristen Gajewski – 462 Warwick Drive
Christopher Valente – 618 Lake Avenue

Committee Chair Stephen Brunner announced that the meeting was being recorded for posting on the Borough's website.

Roll Call

Public Comment:

Leslie Turner, 1400 Dauphin Avenue provided public comment relative to the feral cat colony as a caregiver, and recent court hearing.

Darren Muller, 1403 Dauphin Avenue provided public comment relative to the feral cat colony as a caregiver, and concern that the issue is not being contained.

Larry Badler, 1400 Dauphin Avenue provided public comment relative to the feral cat colony and recent article about the roadmap to take to help the cat colony situation.

Borough Manager & Economic Development Coordinator Michele Bare shared that the Office of Aging could not help with matters relative to guardianship of the resident at 1413 Dauphin Avenue, who continues introducing cats into the neighborhood. Generally the owner either pleads guilty or not guilty and pays the fine associated with this matter. She shared that injunctive action could be taken through the County judge with citations and applicable fines, but will require further research, of which the committee was in favor of. It was indicated the

grounds for doing so is the fact that the property owner of 1413 Dauphin Avenue does not have the feral cat caregiver permit. It was noted that the Borough should not make an attempt to get involved in the guardianship matter pertaining to this resident.

Zoning/Codes Report:

Michele shared that the property owner of 524 Douglas Street will have a contempt hearing on January 21, 2026. She reminded the committee that this was in regards to the non-compliance of the court approved agreement.

Relative to the previously discussed former Raddison hotel, it was noted that it is under foreclosure, and was removed from the County's Blighted Property Review Committee listing. While it was originally shared that they will install HVAC units to winterize the property, per the property general contractor, it is believed the fire suppression system will be bled, and the property put under fire watch. Michele indicated a new application will be submitted to Blighted Property Review Committee in January 2026.

From prior meetings, there was no update on 1306 Penn Avenue other than noting their architect was going to submit plans, with no plans received at this time.

Michele lastly noted that 19 Park Road has achieved compliance, but 635 Spring Street has been issued citations due to their lack of compliance.

4th and Oley Pump Station:

Public Works Director Jim Babb shared that there was no update at this time.

Western Berks Water Authority:

Due to the absence of Western Berks Water Authority (WBWA) representative Chris Choi, there was no update other than to note that all documentation as to extending the lifespan of the Western Berks Water Authority Board, has been submitted back to them.

There was concern from a prior discussion of the Borough being responsible for split funding with WBWA for Borough projects, that other municipalities are not equally asked to fund for their own jurisdictions, of which Borough Solicitor Christopher Hartman indicated he is reviewing, along with how connection matters are handled with the city.

Sanitary Sewer:

Wyomissing Borough – West Lawn Interceptor– Jim Babb shared that work was supposed to begin on December 15, 2025, but has not seen a crew on site. He further indicated a Payment Application is available for payment.

Frederick Mogel made a motion, seconded by William Jenckes to recommend Council authorize payment of Payment Application No. 2 in the amount of \$20,172.60, to JNS Paving and Excavating for the West Lawn Interceptor, all in favor.

Wynnewood Pump Station – Borough Engineer Jim McCarthy shared that there was no update and they are still awaiting a response from PP&L in regards to their voltage question.

Streets:

- A. Penn DOT State Hill Road Improvements** – Jim Babb indicated there was no update to this project.
- B. 50/50 Sidewalk Program** – Jim Babb shared that a Payment Application is available for approval and payment.

Stephen Brunner made a motion, seconded by Frederick Mogel to recommend Council approve payment of Payment Application No. 2 from Forino Co., LP, in the amount of \$55,624.40 for the 50/50 sidewalk program work, all in favor.

- C. 2026 Street Work** – Jim Babb shared that bid documents will be prepared this Winter.

Water:

Jim Babb indicated there was no update on the project.

Administration & Police Departments Needs Study:

Michele indicated there was no update on the project other than sharing that a meeting will be held by CFA the week of December 15, 2025 related to the 2024 LSA grant awards. She reminded the committee that the Borough applied for \$1 million towards the Police Department and administration building.

Berkshire Heights Playground:

Jim Babb shared that progress is being made, with some items to be completed in 2026.

Parklands Study:

Michele indicated that progress continues with the first phase of the Parkland study recommendations.

Lead Rule Update:

Jim Babb shared that no update was available, but shared that there are about 580 unknown connections.

PennDOT MTF Grant:

Michele shared that the expansion of the project scope for various stormwater improvement projects has been granted, but shared that numerous clearances, right-of-way matters, utilities, and other items will need to be taken into consideration and worked through.

Borough Facilities:

Assistant Public Works Director Greg Capriolo shared that a \$6,000 bill was received by the Borough from Shillington Borough for water usage at the Quarry Soccer field. It was determined that several broken sprinkler heads contributed to the excess water usage. Since the irrigation system was installed by the soccer club, they have agreed to pay \$2,000 upfront towards the bill, but then wanted to make sure the usage and bill was indeed from the club's usage. Generally, the Borough pays the water bill for the club's usage, but the irrigation system

caused a significant increase in the last billing cycle, or 95% of the bill being from the broken irrigation heads. The current soccer club lease specifies that any bills above the 3 month average, is the responsibility of the soccer club. The committee was in favor of not paying for the club's irrigation water usage in the future.

Greg lastly shared that several members of Public Works have worked to try and figure out a solution for the ice skating pond for this winter. They will feed water through the drain, turn the valve off, and hope that ice develops.

The meeting was adjourned at 12:38 pm. The next regularly scheduled meeting of the Infrastructure Committee will be held on Tuesday, January 20, 2026 at 12:00 pm.

Respectfully Submitted,

Melissa Miller

Melissa Miller
Borough Secretary

**Wyomissing Public Library
Board Meeting
Monday, December 15, 2025**

The meeting was called to Order at 7:01 p.m. by David Walker

Board Members Present: Tracy Beaky, Jim Christie, Kara DeJohn, Joe DeMarte, David Fake, Rose Kennedy, Danielle Nuhfer, Stephen Ohnsman, Charlie Perkins, Gretchen Platt, Jennafer Reilly, Lindsay Romeo, Annette Vail, Michelle Van Buren, David Walker

Borough Council Representative: Rick Wienhoffer

Library Director: Colleen Stamm

A MOTION was made by Charlie Perkins to approve the November 2025 Board Meeting minutes and it was seconded by Jennafer Reilly. The motion carried unanimously.

President's Report: David Walker

1. Borough Funding Update: Rick Weinhoffer reported that the Wyomissing Borough Council had their budget meeting today. Rick said the Wyomissing Borough will be increasing taxes to help fund the expenses. However, this increase will not cover the Borough's deficit, and the Borough is looking to cut costs but mentions that no services will be cut this year. Rick stated that the Borough Council approved the proposed library budget for 2026 (\$220,000). He acknowledged the library's need for funding, but suggested exploring alternative sources for 2027. The Wyomissing Borough's meeting to adopt the budget will be held on December 29, 2025 at 7pm.

Treasurer's Report: Stephen Ohnsman

1. Stephen stated that the Budget & Cash Flow report is looking on track. He also mentioned that month to month spending of the library is always appropriately managed and commends the staff. The funding from Berkshire Charitable Foundation was received in early December and Thun Trust contribution should arrive by the end of the year.

Librarian's Report: Colleen Stamm

1. Library Usage Statistics for November 2025
 - a. Materials circulation: 3,063 items. That was a 1% increase compared to the same month last year.
 - b. Overdrive eBooks: 1,281 downloads; that was a 25% increase compared to the same month last year.
 - c. Hoopla: there were 262 accesses for the month; a 35% decrease compared to the same month last year.
 - d. People: 3,403 people entered the library; that was an 18% decrease compared to the same month last year.
 - e. Computer Users: there were 219 accesses for the month; that was a 3% decrease compared to the same month last year.
 - f. Wireless Internet Users: 184 people used the library Wi-Fi access; a 19% decrease compared to the same month last year.
 - g. Children's programming: 587 patrons participated in the children's activities; that was a 12% increase compared to the same month last year.
 - h. Adult Programming: 241 patrons took part in our activities; a 32% increase compared to the same month last year.

- i. AWE Early Literacy Stations: 133 accesses; a 3% decrease compared to the same month last year.
- 2. Other
 - a. Colleen stated that it has been a while since circulation of print materials is up, which is an exciting change this month.
 - b. Computer usage increased this year, likely due to the addition of new public computers.
 - c. Security Cameras update- The library made a deposit but we are waiting for the parts to arrive and the equipment to be installed.
- 3. Personnel - None

Committee Reports:

- 1. Finance Committee:
 - a. None
- 2. Fundraising/Community Affairs: Gretchen Platt and Rose Kennedy
 - a. Lighting of the Greens is December 6, 2025
 - b. Holiday Trolley Tour- December 12, 2025
 - i. Thank you to ProMax for sponsoring this event.
 - ii. Raised \$1,200 in ticket sales. Proposing a second night and/or adult only run.
 - c. Raffle Basket Sales: Election Day= \$3,068; Circ Desk/Lighting/etc.= \$2,861, for a combined total of \$5,929.
 - d. 2026 Preview- Tracy Beaky
 - i. Tracy proposed reestablishing an event for 2026 with the goal of raising \$10,000. She stated that the Wyomissing Borough is working on allowing the consumption of alcohol on the library premises. The first Fundraiser committee planning meeting will be held on January 12, 2026 at 6pm at the library. Rick Weinhoff mentioned that the Wyomissing Borough will need to see the fundraiser plan as soon as details are hammered out. The Borough's 2026 event calendar has been approved so the Borough would like to support this endeavor as much as possible. Jenny Reilly requested a list of requirements for the Borough to approve the fundraiser, and Rick noted that the main concerns include insurance liability, the event date, its general scope, and any planned vendors.
- 3. Association Communication: Lindsay Romeo
 - a. Thank you notes to Association Members- If assistance is needed to write thank-you notes to donors, an email will be sent out to Board Members.
 - b. The Association donations are currently \$544 away from reaching the 2025 goal.
- 4. Nominating: Jennafer Reilly (Lindsay Sakmann Rafer was absent)
 - a. The committee completed the interviews of several applicants to fill 4 vacancies on the Wyomissing Public Library Board.
 - i. The committee presented the following candidates to serve on the Board as a Voting Board Member (3-year term): James Christie and Heidi Reuter. A MOTION was made by Jennafer Reilly to approve these candidates for a 3-year Voting Board Member position. It was seconded by Annette Vail. The motion carried unanimously.
 - ii. The committee presented the following candidates to serve on the Board as an At-large Board Member (non-voting): Andrea Bensusan, Kristie Brunner, and Victoria Mercuri. A MOTION was made by Jennafer Reilly to approve these candidates for a 1-year At-large Board Member position. It was seconded by Rose Kennedy. The motion carried unanimously.

Unfinished Business

1. David reported that West Reading Borough allocated \$2,500 for “Libraries”. We still have not heard back if Wyomissing Public Library is included in that allocation. David plans to reach out to them to see how we can better establish a connection and relationship with them moving forward.
2. Kimberton Whole Foods has chosen Spring Township Library as the 2026 Rounding-Up at the Register fundraiser. Libraries are discouraged from fundraising in another libraries service area. A letter was sent to the Spring Township Library, to which they have disregarded. David and Colleen plan to reach out to the Spring Township Board President to discuss further.

New Business

1. None

Meeting adjourned at 7:34 p.m.

Meeting Minutes submitted by Lindsay Romeo

Next Board Meeting: Monday, January 19, 2026 at 7:00 p.m.

WYOMISSING PUBLIC LIBRARY
YEAR 2025
OPERATING BUDGET & CASH FLOW MANAGEMENT

		Actual YTD 2024	Budget 2025	Target Budget 2025	Actual YTD 2025	Actual Current Month												YTD-2025 % of Bud
Acct#	Description					Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	
INCOME																		
3105	Boro of Wyomissing	194,333	212,000	194,333	194,334	17,667	17,667	17,667	17,667	17,667	17,667	17,667	17,667	17,667	17,667	17,667		
3300	State Aid	47,162	47,162	43,232	47,162	47,162												
3310	Berks County Coord Aid	1,000	1,000	917	1,000									1,000				
3100	Association Donations	26,125	40,000	36,667	34,196	550	750	125	3,219	13,822	2,696	1,649	600	2,400	575	7,812		
3200	Sponsorship	1,750	3,000	2,750	11,940				3,190		1,250	5,250	1,250	0	1,000			
3600	Contributions and Grants	117,078	12,000	11,000	20,421	200	758	2,302	1,015	150	584	2,256	220	2,108	10,265	563		
3505	Fundraising - Main	11,043	10,000	9,167	15,583	2,630	900	10	200	375	392	3,685	1,817	335	260	4,979		
3502	Fundraising - Children's	52	100	92	69										69			
3110	Thun Trust		2,000	1,833	0													
3120	Berkshire Charitable Foundation		10,000	9,167	0													
3130	Berks County Community Foundation	10,200	10,200	9,350	10,200										10,200			
3400	Photocopier	2,183	2,000	1,833	2,629	219	241	361	166	258	128	339	339	227	174	176		
3450	Book Fund	2,007	2,000	1,833	1,609	95	169	84	175	149	88	157	200	127	334	30		
3455	Totes & Flash Drives	36		0	30	21				3	6							
3540	Meeting Room Donations	3,392	3,500	3,208	3,440	200	500	250	480	325	105	800	75	250	355	100		
3210	Interest - M&T Bank	469	500	458	6	0	1	0	0	1	1	0	1	1	1	1		
3225	Interest & Dividends Vanguard	1,277	3,000	2,750	1,389	80	81	74	171	81	84	311	85	254	83	86		
3212	Interest - Customers Bank			0	343	31	28	31	31	32	31	32	32	31	33	32		
3215	Riverfront FCU-CD	828	0	0	0													
3852	Misc. Income	266	200	183	0													
Total Income		419,200	358,662	328,774	344,350	68,855	21,094	20,904	26,313	32,862	23,031	32,146	22,285	24,399	41,015	31,445	0	96.01%
EXPENSES																		
4000	Salaries, Benefits, Medical Insurance	225,089	255,750	234,438	236,145	28,974	20,022	19,954	19,240	20,233	19,739	28,727	18,069	20,987	20,321	19,879		
4100	Professional Development	1,680	1,000	917	215				194	20								
4200	Professional Fees	8,800	8,000	7,333	11,526	495	204	181	510	185	269	3,958	4,911	196	196	421		
4210	Library Materials	30,791	42,000	38,500	35,801	5,593	1,116	4,026	2,174	3,825	1,307	5,392	942	4,818	4,144	2,466		
4230	Supplies (Office, Janitorial, Computer)	9,941	9,000	8,250	12,782	-310	1,413	1,124	1,097	1,417	2,130	1,175	1,229	1,017	1,528	963		
4241	Children's Program Supplies	2,870	3,000	2,750	2,203	50	247	87	232	176	165	159	324	236	161	367		
4250	Community Affairs	6,464	3,000	2,750	5,954		372	500	312	1,101	1,514	917	166	601	216	254		
4257	Fundraising Expenses	4,020	4,000	3,667	6,613	1,016	161	1,754		125	584	2,392	307	275				
4300	Association Expenses	6,759	7,000	6,417	4,686	51	37	15	283	616	2,740	70	43	19	26	786		
4350	Utilities	535	0	0	0													
4400	Insurance	9,327	8,500	7,792	9,952	2,301	2,301	2,293							2,602	455		
4500	Maintenanace (Copier, IT, etc.)	34,977	9,000	8,250	17,496	808	1,170	1,739	1,182	2,061	1,577	1,788	1,615	1,678	1,599	2,279		
4600	Sales Tax (book sale, copies, totes)	250	400	367	299	127						102			70			
5520	Circ System, Internet, Mileage	8,080	8,000	7,333	7,617	178	2,856	194	527	646	526	536	527	572	528	528		
4450	Infrastructure Improvements	120	0	0	1,782								1,782					
5505	3rd Part Expenses (designated funds)	109,700	0	0	4,978	375	630	714	1,694	225		852				487		
Total Expenses		459,405	358,650	328,763	358,051	39,659	30,529	32,580	27,444	30,630	30,552	46,068	29,915	30,398	31,391	28,885	0	99.83%
Total Surplus (+/-)		(40,205)	12	11	(13,701)	29,196	(9,435)	(11,676)	(1,131)	2,231	(7,521)	(13,922)	(7,630)	(5,999)	9,624	2,560	0	-3.82%

FINANCE & ADMINISTRATION COMMITTEE – MEETING MINUTES
JANUARY 9, 2026– 8:00 AM

The Borough of Wyomissing Finance & Administration Committee held their regular meeting in the Borough of Wyomissing Council Chambers on the above date and time. Jennifer Reimer called the meeting to order with the following persons present: Committee members Christopher Valente and Jana Barnett; Borough Manager & Economic Development Coordinator Michele Bare, Business Manager Phyllis Smith, Borough Solicitor Heidi Masano, and Borough Secretary Melissa Miller.

Councilmember Visitors:

Stephen Brunner

Visitors:

David Reeser – 1110 Fairview Avenue

Adrian Jadic – 48 Cardinal Road

Scott Boehret – Transcend Finance

Randy McKinley – Recreation and Communications Director

Public Comment:

David Reeser, 1110 Fairview Avenue provided public comment in regards to the Treasurer position and potential conflict of interest.

Adrian Jadic, 48 Cardinal Road provided public comment relative to the Treasurer position and potential conflict of interest, accountability with competitive processes, the outstanding debt, the tax increase and a more credible plan the next time an increase occurs, and corrective action plan for the budget deficit.

Cash Update:

Phyllis shared with the committee that cash and investment balances at the end of December 2025 totaled \$7,008,767 which is a \$820,320 decrease from November 2025. She also noted that there is \$30,932 in pending grant reimbursements for Fire Department turnout gear, bike share grant funding, and Fire Chief's vehicle graphics, increasing the total cash to \$7,039,699. It was explained that the one-time debt payment would be due on June 1, 2026 if RAC-P funding is received, and it was noted that the fidelity bond was required as part of document review, which has been sent.

While Tompkins rates were not available at the time of preparing worksheets, Phyllis shared that the savings accounts are at a fraction of percent up to 1.5%, with the checking account also being a fraction of a percent, and PLGIT rates have decreased to between 3.63% and 3.88%. The general PLGIT prime account balance is currently \$3,190,491, the class account balance is currently \$74,427, with a term account balance of \$3,000,000 maturing in 2026. The PLGIT debt proceeds class account balance is \$463 and the prime account balance is \$391,738. The PLGIT liquid fuels class account balance is currently \$7,212, and the prime account balance is currently \$120,971. The year-to-date net interest received is \$451,682. Phyllis indicated that PLGIT rates do not show much movement for 2026, of which once tax income is generated, the committee

could consider PLGIT investments.

December 2025 Results:

Phyllis reviewed with the committee, a worksheet that compares revenues, expenses, and variances for 2024 and 2025, as well as the current month-end results compared to the current month-end budget, and the overall year-to-date results. The revenue transactions of note for the month of December included net real estate taxes and other local taxes. Expenses incurred include street, Stone House, Berkshire Heights playground, and 50/50 sidewalk payment applications, as well as the Q4 MMO.

In December 2025, revenues totaled \$1,691,558, which was a negative variance of \$5,210,134 from December 2024 to December 2025, and a negative variance of \$692,770 when compared to the December 2025 budget. Revenues year-to-date totaled \$25,041,191, which was a negative variance of \$7,098,388 when compared to 2024 year-to-date, and a negative variance of \$1,958,809 when compared to December 2025 year-to-date budget. December 2025 expenses totaled \$2,129,073 with a positive expense variance of \$4,107,045 versus December 2024, and a negative variance of \$252,547 when compared to the December 2025 budget. Expenses year-to-date totaled \$26,340,853, which was a positive variance of \$7,798,059 when compared to 2024 year-to-date, and a positive variance of \$1,383,147 when compared to December 2025 year-to-date budget.

Looking at the monthly net results, December 2025 revenues exceeded expenditures by \$437,515, with a negative variance of \$1,103,089 versus December 2024, and a negative variance of \$945,317 when compared to the December 2025 budget. Revenues exceeded expenditures by \$1,299,662 in the net results year-to-date, which was a positive variance of \$699,671 when compared to 2024 year-to-date, and a negative variance of \$575,662 when compared to December 2025 year-to-date budget. It was indicated that the spending is not new spending, rather payment applications of projects either finalized, or in process. It was also shared that Change Orders may occur of which normally go to Infrastructure and Finance committees, with final determination being made at Council.

Since the December expenditures exceeded revenues, this created a year-to-date revenue after expenses of negative \$1,299,662, decreasing the overall fund balance to \$8,155,251 of which \$1,815,024 is reserved, and \$6,340,227 is unreserved. With open permit fees of \$5,991 and pending grant reimbursements of \$30,932, the total unreserved fund balance is \$6,377,150. This includes accounts receivables of \$1,143,728. There was discussion regarding the concern of the fund balance decreasing \$3.5 million over three years, and noting that the available fund balance reflects \$3 million in revenues of the long-term debt, that will need to be paid back over time.

The reserves include MS4, bike route donations for future route maintenance, and Wexcon park improvements. Reserved items that were carried into 2026 include traffic study funds. Capital construction reserves include the garage, admin, and police facilities, West Lawn interceptor, and the 4th and Oley pump station. Phyllis indicated that the \$10,000 was added to MS4 as originally planned by the committee, but \$200,000 was removed from the MS4 reserves to be used for other general purposes in the budget, and \$21,630 was added to the garage, admin, and police facilities,

leaving a year-end reserve balance of \$1,815,024.

Phyllis explained that December collections received as indicated on the County collection statement were \$94,018.44 with year-to-date collections of \$5,858,948.11, or 98.42% of total collections. \$94,357.41 or 1.58% remains uncollected. The gross real estate tax receipts received for December were \$47,674.18. The net real estate taxes received by the Borough in December for 2025 totaled \$52,644 when discounts were removed, and penalties, delinquent taxes, interims were collected, with year-to-date collections of \$5,892,531. A question arose as to the discount period, and it was specified that a discount period is required by law.

Phyllis mentioned that other local taxes for December 2025 totaled \$649,846 of which is a negative variance from December 2025 of \$29,270 and a negative \$43,987 variance when compared to the December 2025 budget. Results year-to-date totaled \$6,566,200, which was a positive variance of \$731,871 when compared to 2025 year-to-date, and a positive variance of \$683,200 when compared to December 2025 year-to-date budget. Borough Manager & Economic Development Coordinator Michele Bare shared that Berks EIT will attend the February Finance meeting to discuss aspects of their functions.

Phyllis indicated the real estate transfer tax received for December was \$24,209 of which is a positive year-to-date variance of \$273,345. The real estate transfer tax at year-end is \$776,400.

Phyllis also indicated the EIT tax received for December was \$520,045 of which is a positive year-to-date variance of \$211,923. The EIT taxes at year-end is \$3,467,299.

She noted that the mercantile taxes received for December 2025 were \$9,980 and is a positive year-to-date variance from December 2024 of \$216,614. The mercantile taxes at year-end is \$1,708,488.

The local services tax for the month of December 2025 was received in the amount of \$95,613 which is a positive year-to-date variance of \$29,989. The year-to-date local services tax at year-end is \$614,013.

Phyllis reviewed capital projects, explaining that the final payments were made with the street work and Stone House, and shared that \$86,000 will fall into 2026 for the Berkshire Heights playground, and \$87,000 will fall into 2026 for the 50/50 sidewalk project.

When reviewing the capital expenditures, Phyllis shared that expenditures for the month of December totaled \$169,098 including street work, 50/50 sidewalk program, flusher pump, and the Berkshire Heights playground. Expenses at year-end total \$2,277,418.

Councilmember Barnett expressed gratitude for Phyllis' skills in how close her projections are with budgeting and financial results.

Transcend Finance – Scott Boehret:

Scott Boehret from Transcend Finance introduced himself, reminding the committee that his company is who the Borough has contracted with for interim CFO duties, due to the retirement of

Phyllis Smith. He noted that resumes that have been submitted in response to the job posting will be reviewed and interviews scheduled. Michele shared that Phyllis requested to not be part of the interviewing process, and John Groller from Spring Township will be asked to participate on the interview panel. Council will need to determine who among themselves, they would like to appoint to serve on the second interview panel. Scott commended Phyllis for the work she has completed over the years, as out of all of the clients he has assisted with, Phyllis has by far done an excellent job.

2026 Insurance Renewal Premium Rates – Zach Focht, EHD:

Zach Focht the representative for the Borough's Insurance broker EHD explained to the committee that their company focuses heavily on public entities, which is the largest specialization at their agency. He first explained the difference between obtaining residential versus commercial insurances, and noted that the Borough expressed wanting to switch brokers due to issues with claims management and also wanting more opportunities with risk safety training. In 2025, the Borough was provided with 64 hours of training and site visits, and a training schedule has been developed for 2026 including 12 visits.

He further shared that as part of the 2025 insurance program, some changes were forced, while others helped place the Borough in a better insurance position. The first was moving to Susquehanna Municipal Trust for Worker's Compensation management in a self-insured consortium. This helped alleviate some claim management issues the Borough was facing. This also put the Borough in a position where dividends may be realized. He reminded the committee that in various situations, rates may not change, rather factors such as payrolls affect total premiums.

Zach explained that Trident was not going to renew the policy with the Borough, which included the law enforcement policy. EHD convinced Trident to keep other policies, but in doing so, Trident would not renew the law enforcement. This particular policy was shopped as a stand alone policy which increased costs significantly. Claims history plays a significant role when insurance carriers look to insure or not insure a group. The look back period is five years, of which in those five years the Borough had claims close to \$1.6 million. He reminded the committee that insurance companies want to make money, and if a group becomes too costly, they will eventually non-renew with them.

He shared that 2025 claims were okay except a costly auto claim and some property and liability claims. When asked if there were any other ways to achieve added discounts, Zach noted that overall staff is doing an excellent job managing claims, but it should be the goal to work towards minimizing the shock losses, and work on claims as a whole. Zach recommended to continue using the available resources for trainings including that of Worker's Compensation. Michele shared that the Borough has an in-house Safety committee that reviews claims and provides feedback and suggestions for overall improvements, but if claims continue, it will become a topic of conversation during negotiations in regards to the department and employees taking accountability for claims. It was mentioned that in some cases, while training is provided, it does not always prevent a situation.

Zach indicated the other goal post five-year claim history, is to get the law enforcement policy

back to the standard marketplace. He further addressed Worker's Compensation and the experience modification factor. The factor looks back at the last three years of claims history and compares the Borough to peers within the state. A factor over one indicates the group is not performing as well as others in the state. A .2 was added to the Borough's modification factor for 2026 which also impacts the premiums as does the payroll. Michele explained that SMT was the first company to explain experience modification factor to the Borough.

He also shared that in the instance of the large settlement that occurred, Borough Council does not have a hand in the settlement, as legal counsel on behalf of the Borough's carrier, handles these types of matters, of which the settlement is paid from the carrier, not the Borough. He also pointed out the SWIF policy, and the fact that it covers the Borough's volunteer firefighters due to a limited number of carriers wanting to cover this group of personnel because of the Cancer Presumption Act.

In regards to cost savings, Zach brought forth the fact that the Borough currently has a \$15 million umbrella coverage which includes a \$5 million excess liability line. He shared that the Borough has \$10 million in additional coverage than most other groups. He did explain that while the overall coverage is more than most groups, the \$10 million policy from Trident is a benefit to the Borough in regards to the policy structure. The committee asked if there was an example where the Borough would need the whole \$15 million, and Zach noted that it would need to be a substantial claim over \$500,000 to even need the \$10 million policy. He did caution that if any statutes ever changed, that could affect the limits, as well, if the Borough had multiple occurrences, that could be an impact.

He shared that the C-CAP insurance consortium often offers groups up to \$5 million in umbrella coverage. He offered to check their program as well as local benchmarking rates to provide more information to the committee. He indicated that the Borough must be in the current Trident plan 25%, or one quarter of the policy period of one year, before consideration to drop coverage. Dropping the coverage is an estimated savings of \$25,000. Zach was unable to answer as to why the Borough was overinsured years prior.

Jennifer Reimer made a motion, seconded by Jana Barnett to table actions relative to canceling the \$5 million excess liability coverage policy for 2026, based on more fact finding, and that the policy cannot be canceled until the Borough is 25% into it, all in favor.

Vacant Resident Position on the Finance Committee:

Due to minimal interest in the resident position for the Finance committee after advertisement, the committee considered readvertising. There were various discussions pertaining to the process, mediums, and longevity of the advertisement, however it was noted that will fall under another agenda topic within the current meeting. Specifically to this position, it was mentioned to separate the advertisement from any other position being advertised. They also discussed the posting and reposting timeline of January 12th and 19th, for the advertising to close on January 28th so letters of interest can be included for the next Finance committee meeting. It was recommended to include in the ad that any letters of interest will be reviewed and discussed in public.

Jennifer Reimer made a motion, seconded by Jana Barnett to re-open and re-advertise the vacant resident position on the Finance Committee based on the requests and timeline above, all in favor. `

Treasurer/Assistant Treasurer:

It was shared that two applications were received, of which one is currently a conflict of interest. The second candidate is well qualified with contract experience which often takes financial savviness and is very detail oriented. The committee asked that Michele forward the letters of interest to the committee for review and recommendation during the January Council meeting. In regards to the conflict of interest, it was noted that the conflict must be resolved before Council would consider either candidate for the Treasurer position.

Jennifer Reimer made a motion, seconded by Jana Barnett to approve the solicitor draft, and Council approve a resolution authorizing the appointed Treasurer and Assistant Treasurer as authorized check signers for all Borough bank accounts, all in favor.

2026 Budget:

Jen indicated that in discussion with Solicitor Hartman before his tenure ended with the Borough, he indicated that Council can review expenditures without reopening the budget. Current Borough Solicitor Heidi Masano agreed with Solicitor Hartman's position and reminded the committee that the budget must be reopened by the end of January 2026 if they wish to revisit the budget as a whole. The committee was in favor of not reopening the budget, but in best interest of time, to move discussion of expenditures to the February 2026 Finance Committee meeting.

Retainer Agreements for Solicitor Services:

It was noted that four law firms assist the Borough in various capacities, two of which have retainer agreements on file, and the other two do not. It was recommended that retainer agreements be sought for Hartman, Valeriano, Magovern & Lutz, PC, and Kozloff-Stoudt, which will assist with the review of invoices to ensure services are billed accordingly.

Jennifer Reimer made a motion, seconded by Christopher Valente to recommend Council require every law firm providing service to the Borough to enter into a retainer agreement within 60 days of notification as a condition of continuing to provide service, all in favor.

Addition of Committee, Commission or Board Agenda Items by Members of Council:

Jen Reimer asked to skip this item due to the best interest of time.

Moving Administration from the Finance & Administration Committee to the Personnel Committee:

Michele shared that the Borough's Borough Code indicates the formation aspects of the Finance and Administration committee of which was formed much before Phyllis or Michele's time with the Borough. There was no insight as to why the committee was formed with both Finance and Administration components.

Jennifer Reimer made a motion, seconded by Jana Barnett to recommend Council authorize the Solicitor to draft an Ordinance to move the Administration/ Administrative portion of the Finance & Administration Committee to the Personnel Committee, all in favor.

Communication with Residents:

Lengthy discussion was had regarding the formation of a sub-committee or ad-hoc committee to further review and address matters pertinent to communications with residents. While this topic is to be left on the agenda for future development of the ad-hoc committee, there was consideration for three Councilmembers and two residents, but also consideration for one Councilmember and four residents. Chris Valente was appointed to chair the ad-hoc committee which will be an agenda topic on the Council agenda once approved, since the committee is not specific to only one committee, Commission, or Board. There was a discussion about hosting a Town Hall event to kickoff the committee formation and seek applicants, but there was concern that may be a huge jump too soon, and the structure of the ad-hoc committee should occur first. There was also mention of an online survey, but the committee was reminded that not everyone has access to, or utilizes online resources.

Public Comment Policy:

A request was made to have a second public comment period at the end of each committee, Commission, Board, and Council agenda, for both agenda and non-agenda items.

Jennifer Reimer made a motion, seconded by Christopher Valente to recommend Council approve adding a second public comment period at the end of every Committee, Commission, Board, and Council meeting, of which residents can address agenda and non-agenda items, all in favor.

Jennifer Reimer made a motion, seconded by Christopher Valente to table recommending Council amend the Public Comment Policy to allow a resident to cede their remaining time to Council, a Committee, Commission or Board, for a response, all in favor.

Right to Know Requests:

There was discussion that reviewing Right to Know request information be a standing item on the Finance agenda. This would include the staff time, staff member names involved in providing the requested documents, item requested, and applicable billing if the Solicitor was involved in the request. A question arose as to the goal of the standing agenda topic, and it was noted that a lot of work is completed that is not visible to the public. By law, the requests have to be fulfilled, but it is a way to educate the public how much time and cost is associated with the requests. It was mentioned that the number of requests shows potential lack of trust in Council. Based on prior comments there was mention that the requestor is exercising their right when submitting a Right to Know request, and when displaying the costs to the Borough, the resident is technically already paying for the RTK service when paying taxes. There was concern about the level of detail included in the report review, of which was further decided as mentioned above, it will only entail staff time, staff member names involved in providing the requested documents, item requested, and any applicable billing. The other

goal should be to look at what records are being requested or areas of concern so they can be addressed, and dialog fostered with the requestor.

Jana Barnett made a motion, seconded by Christopher Valente to recommend Council add a standing item to the Finance Committee agenda to discuss the staff time, staff member names involved in providing the requested documents, item requested, and applicable billing if the Solicitor was involved in the request, all in favor.

Public Comment:

Adrian Jadic, 48 Cardinal Road provided public comment relative to lengthy speaker presentations, prior broker issues not being documented, statements during meetings that are not backed by documents or facts, the selection of committee, Commission, and Board members before new Council took office, tracking RTK information as long as the committee finds use with the information and makes things smoother, and tracking time spent on RTK requests adds time.

The meeting adjourned at 10:12 A.M. The next regularly scheduled committee meeting will be held on February 5, at 8:00 A.M.

Respectfully submitted,

Melissa Miller

Melissa Miller
Borough Secretary

PUBLIC COMMENT FOR THE RECORD

Wyomissing Borough Finance & Administration Committee Meeting

January 8, 2026 — 8:00 a.m.

Submitted by: Adrian Jadic

Subject: Accountability, Budget Controls, Insurance Coverage, Procurement, and Transparency

Good morning,

Accountability isn't a slogan. It means: when Borough management makes decisions that materially affect cost, risk, or trust, there is written justification, competitive process when appropriate, and routine public reporting so Council and residents can verify performance.

Right now, we don't have the luxury of "messaging." We have real financial pressure. The Borough is carrying long-term debt from the 2024 borrowing and it is still outstanding, year-end numbers show deficit conditions, and the 2026 approved budget still contemplates deficit spending. Residents do not have the option of simply "messaging" their way around cost realities. The Borough should not either. We need a documented plan and measurable corrective actions.

So I have five concrete requests—each tied to items on your agenda.

First: publish the plan, not the narrative.

You're discussing whether 2026 budget expenses can be reduced without reopening the budget and how to better track staff time and material costs. Good. But "discuss" is not enough. I'm asking this committee to recommend a 90-day corrective action plan with three things:

1. the top drivers of the gap,
2. specific actions with owners and deadlines, and
3. a monthly dashboard—budget-to-actual plus a simple "done / not done" status on those actions.

If you want residents to trust the numbers, show the work every month

Second: do not cut liability coverage on a talking point.

On insurance, the agenda contemplates recommending cancellation of the Borough's \$5 million excess liability coverage to save about \$25,000. Before any recommendation, please state clearly what the remaining total liability limits would be, what loss history supports the decision, and whether counsel recommends the cut in writing. If those details are not in the packet and can't be stated today, this should be tabled.

Third: fix procurement and vendor governance so we stop repeating the same mistakes.

Next: administrative controls. If the Borough changes vendors or professional service providers midstream—insurance broker relationships, legal services, major operational contracts—residents should not be left guessing whether there was competition, what the options were, and why the decision was made. My ask is for a standing rule: for any material

professional service decision, either run a competitive process or publish a short “sole source / best value” memo explaining why competition wasn’t used, and document any potential conflicts and recusals. This is standard governance. It should be routine and boring.

You also have an item on retainer agreements for solicitor services. I support that—strongly. But make it real: include rate structures, billing increments, scope, who can authorize work, and reporting expectations. “Retainer” should not be a blank check.

Fourth: interim CFO transition must come with internal controls, not just a name.

You’re bringing in Transcend Finance for interim CFO duties and a transition plan after Phyllis Smith’s retirement. The question residents will ask is simple: who has authority to commit the Borough, approve spending, and manage cash while roles transition? So publish:

- the engagement scope and term,
- the not-to-exceed amount or rate structure,
- who can authorize work and expenditures, and
- what separation of duties looks like—who initiates, who approves, who pays.

Transitions are where mistakes and “quiet decisions” happen. Controls are how you prevent that.

Fifth: improve transparency without weaponizing it, and give residents a real seat at the table.

On public comment policy, I support the proposed change to add a second public comment period at the end of meetings for non-agenda items. But it must be consistent across committees and boards, not discretionary.

On the “ceding time” concept, add guardrails: responses should be optional, time-limited, and intended for factual clarification—not debate.

On the proposed RTK standing agenda item: track staff time and legal costs, but report aggregated metrics and categories so the Borough improves the process rather than discouraging residents from using lawful requests.

One last point, as an example of why administrative standards matter.

At yesterday’s ZHB hearing, Chair David Rothermel accused a resident of lying during the public hearing. That language is on the official record. Whatever the facts of that case, that’s not the level of professionalism residents should hear in a quasi-judicial setting. I’m not asking you to relitigate ZHB cases here. I am asking for a Borough-wide professionalism and training standard for boards and staff in public hearings so residents see consistency and professionalism.

Close:

This Borough is at a point where trust and finances intersect. The fix is not better spin. The fix is documented rationale, competitive process or written justification, and recurring public reporting that proves the plan is working. I’m asking this committee to recommend those guardrails and require the documentation before major votes—starting with insurance. Thank you.

Joint Municipal Authority of Wyomissing Valley, Berks County

REGULAR MEETING
Monday, November 10, 2025

The meeting was called to order by Vice Chairman Joseph T. Zalewski.

MEMBERS PRESENT: William J. Gernert, Daniel A. Horman, John M. Jepsen, Andrew P. Moletress,
Richard J. Sichler and Joseph T. Zalewski

ALSO PRESENT: Attorney Daniel P. Becker of Kozloff Stoudt, Authority Manager David E. Wisser,
Assistant Authority Manager Matt M. Heck, Jason Correll and ARRO Consulting, Inc. representative
David Schlott

Roll call.

Motion by Mr. Jepsen, seconded by Mr. Moletress to accept the agenda, passed.
Upon roll call vote, all members present voted in the affirmative.

Motion by Mr. Sichler, seconded by Mr. Gernert to approve the corrected minutes of the October 13th meeting, passed.
Upon roll call vote, all members present voted in the affirmative.

TREASURER'S REPORT

Mr. Moletress reported the Treatment Charges are 1% under budget for October and 1% on budget year-to-date.
Mr. Moletress reported Operating Expenses were 20% over budget for October and 4% over budget for the year-to-date.
Mr. Moletress also reported the Plant Expenses were 10% over budget for October and on budget year-to-date.
Mr. Moletress also reported that Administrative Expenses were 26% under budget for October and 2% under budget for the year-to-date. Mr. Moletress also reported that the Maintenance and Repairs were 44% over budget for October and 28% over budget for the year-to-date.

Overall, Mr. Moletress reported that the Treasurer's Report is Acceptable.

Motion by Mr. Horman, seconded by Mr. Jepsen to Accept the Treasurer's Report and authorize payment of the bills, passed.
Upon roll call vote, all members present voted in the affirmative.

BILL LIST FOR ACCOUNTS PAYABLE OF SEPTEMBER 1 TO SEPTEMBER 30, 2025

<u>Account</u>	<u>Payee</u>	<u>Amount</u>	<u>Description</u>
5001-01	Wages	11,319.20	9/5/25
5001-01	Wages	11,353.40	9/12/25
5001-01	Wages	11,262.25	9/19/25
5001-01	Wages	9,962.50	9/26/25
5001-01	Overtime	441.79	9/5/25
5001-01	Overtime	971.10	9/12/25
5001-01	Overtime	535.39	9/19/25
5001-01	Overtime	579.12	9/26/25
5003-01	Vestis	576.61	Uniforms
5004-01	Pennsylvania State University	420.00	Lab Expense
5004-01	M. J. Reider Associates, Inc.	731.10	Lab Expense- (19) invoices
5004-01	M&T Bank	18.25	Lab Shipping
5004-01	Evoqua Water Technologies, LLC	641.50	Lab Expense

5004-01	USA BlueBook	1,074.94	Lab Expense
5004-01	Hach Company	188.18	Lab Expense
5005-01	Grainger	123.26	Paper Towel Dispenser
5005-01	Grainger	181.57	Cleaning Supplies
5006-01	Casella	236.08	Trash Removal
5007-01	Process Masters	5,740.56	Chemicals
5008-01	WEX Bank	82.81	Fuel
5009-01	Reading Area Water Authority	1,388.10	Water
5010-01	Verizon Wireless	121.02	Communications
5012-01	David E. Wisser	34.13	General Plant Expenses
5012-01	Atonement Luthern Church	250.00	Donation
5012-01	M&T Bank	127.20	Shirts
5012-01	M&T Bank	100.00	Waste Hauler License
5012-01	Sam's Club/Synchrony Bank	630.84	General Plant Expenses
5012-01	Concentra	86.00	Drug Screen
5013-01	Met - Ed	2,104.50	Electricity
5013-01	Direct Energy Business	11,141.94	Electricity
5016-01	Pioneer Crossing Landfill	1,304.27	Grit/Screenings
5018-01	NRG	1,527.55	Gas (NRG)
5018-01	UGI Utilities, Inc.	605.62	UGI
5019-00	USA BlueBook		65.57 Shipping
5019-00	Grainger	333.38	Safety Supplies
6002-02	SAH, Inc.	720.00	Alarm Monitoring
6002-02	J.C. Ehrlich Co., Inc.	274.52	Buildings- Periodic Service
6002-03	Home Depot Credit Services	73.08	Buildings- Light Repairs
6002-03	LOWE'S Business Account/SYNCB	23.14	Buildings- Light Repairs
6002-11	McMaster-Carr Supply Company	378.00	Door Repair
6003-03	M&T Bank	31.99	Grounds- Lawncare Equipment
6003-03	LOWE'S Business Account/SYNCB	56.35	Lawn Equipment Expense
6003-07	Crownstone Equipment	2,129.00	Mower
6003-07	Berks Water Technology, Inc.	196.10	Backflow Preventer Cert
6004-02	Optimum Controls Corporation	1,100.00	P.E. Periodic Service
6004-02	Iron Mountain	156.00	P.E. Periodic Service
6004-15	Synagro-Hypex, LLC	23,860.00	Centrifuge Repair
6004-15	M&T Bank	180.84	Centrifuge Parts
6004-16	LRM, Inc.	514.85	Gas Meter Calibration
6004-16	Berkshire Systems Group, Inc.	338.75	Sprinkler Repair
6004-16	ProAsys	723.75	Boiler Water Treatment
6004-16	Garber Metrology	564.00	Dump Truck Scale Calibration
6004-19	Grainger	1,484.77	Heat Trace- Grit System
6004-19	Wind River Environmental, LLC.	951.88	Drain Cleaning
6005-00	Home Depot Credit Services	85.31	Shop Supplies
6005-00	M&T Bank	360.36	Shop Supplies
6005-00	PaulB LLC	111.96	Shop Supplies
6005-00	Airgas USA, LLC	100.39	Shop Supplies
6005-00	LOWE'S Business Account/SYNCB	17.24	Shop Supplies
6005-00	LOWE'S Business Account/SYNCB		17.09 Credit
6103-01	ARRO Consulting, Inc.	1,700.00	Consulting Engineer Retainer
6107-01	Kozloff Stoudt	1,929.00	Solicitor Legal Fees
6110-00	Payroll Taxes	5,084.71	Payroll Taxes
6110-00	Authority Member Payroll	2,600.00	3rd qtr 2025
6110-01	Administrative Salaries	4,144.24	9/5/25
6110-01	Administrative Salaries	4,144.24	9/12/25
6110-01	Administrative Salaries	4,144.24	9/19/25
6110-01	Administrative Salaries	6,115.40	9/26/25

6111-01	Great American Financial Services	166.00	Office Expense
6111-01	M&T Bank	48.28	Office Supplies
6111-01	M&T Bank		49.82 Micro Air Computers Return
6112-01	M&T Bank	9.99	Computer Expense
6112-01	M&T Bank	80.17	Computer Expense
6112-01	M&T Bank	177.93	Computer Expense
6112-01	Runwell Solutions, Inc.	719.83	Computer Expense
6114-01	M&T Bank	369.00	Training, Conference, Dues
6116-01	Pennsylvania Municipal Health	21,530.64	Medical Insurance
6118-01	Principal Life Insurance Company	695.07	Life Insurance
6120-01	H. A. Thomson Company	1,850.00	Officer's Liability
6125-01	PA One Call System, Inc.	115.02	PA One Call
6126-01	21st Century Media - Philly Cluster	574.91	Advertising
6150-01	The HARTFORD	319.33	Long Term Disability
6255-00	American Funds- 457B Pension	2,798.16	Employer Contribution (Sept)
		<u>169,942.60</u>	<u>132.48</u>

PLANT ENGINEER'S REPORT

1. Heat Exchanger Replacement

A. The existing heat exchanger is over 70 years old, the direct replacement from the original manufacturer has a smaller footprint. In addition to installing the new heat exchanger, some building modifications will be required to meet current building codes in the affected areas. The installation of the heat exchanger unit is complete. Inspection and startup by the manufacturer's representative occurred the week of July 28th. The unit is back in operation. Also note, the installation of the new exhaust pipe utilized the existing roof penetration for the original exhaust. There was a need to provide and install additional beam supports beneath the roof at this existing exhaust penetration.

B. Project Schedule:

1. 30% Submission: Completed and accepted
2. COSTARS Package submission to Contractor: April 30, 2024
3. 3rd Party Electrical review complete: July 31, 2024
4. Receipt of Contractors scope of work and quote: June 12, 2024
5. Review and Recommendation of Contractors scope of work and quote: June 28, 2024
6. Pre-construction meeting: August 20, 2024
7. Second Pre-Construction meeting: March 2025
8. Initiate Work: March 19, 2025
9. Meeting prior to the shutdown: June 4, 2025
10. Shutdown date: June 16, 2025
11. Start-up: July 28-August 1, 2025
12. Final Walkthrough: September 4, 2025
13. Final Completion: September 15, 2025

C. Engineering services Invoiced to date

1. \$79,254 of \$83,300

2. Activated Sludge Aeration Improvements

A. The project generally consists of replacing the existing blowers with new blowers, which includes sound attenuating enclosures and our VFD control, providing a dissolved oxygen monitoring system within the aeration tanks, as well as necessary improvements to the blower building and the aeration tanks. The new suction pipes have been installed in Aeration Tank No's 3&4, New grating has been delivered and installed. Electrical demolition and new conduit installation has been initiated. HVAC demolition is

completed.

Contract One- Application for payment No. 1 for Derstine Company, LLC, in the amount of \$67,950.
 Contract Two- Application for payment No. 1 for Brendan Stanton, Inc. in the amount of \$81,855.
 Contract Three- Application for payment No. 1 for Delta T. Mechanical, LLC in the amount of \$12,114.

B. Project Schedule:

1. 30% Design Submission: Completed and accepted.
2. 100% Design Submission: November 11, 2024
3. Advertise for Bidding: December 23, 2024
4. Pre-bid Meeting: January 9, 2025
5. Open Bids: January 30, 2025
6. 3rd Party Electrical review complete: January 30, 2025
7. Building Permit Submission: April 17, 2025
8. Pre-Construction Meeting/Notice to Proceed: April 16, 2025
9. Building Permits Received: May 15, 2025
10. Walkways and Suction Piping: September 2025
11. Last Progress meeting: October 21, 2025
12. Blower Installation: January 2026
13. Substantial Completion: February 28, 2026
14. Final Completion: March 30, 2026

C. Engineering services Invoiced to date

1. \$104,875 of \$125,000

3. Secondary Anerobic Digester Rehabilitation and Cleaning

A. The project generally consists of removal of sludge and equipment such that the digester cover is removed and set on cribbing for inspection and repair, sandblasting, cleaning and painting; replacement of the existing center dome, scumbuster pump, as well as some piping and valves as required; and reinstalling the digester cover after completing the related work. Bids were submitted via the PennBid portal and opened virtually on October 7, 2025. The bid documents, for each Contractor, has been reviewed and are acceptable. Notice of intent to award have been set to the respective Contractors.

B. Project Schedule:

1. 100% Design Submission: September 2025
2. Advertise for Bidding: late September 2025
3. Open Bids: October 7, 2025
4. Notice to Proceed: March 2026
5. Substantial Completion: June 2026
6. Final Completion: July 2026

C. Engineering services Invoiced to date

1. \$24,560 of \$99,900

Motion by Mr. Moletress, seconded by Mr. Sichler to approve the Engineer's report, passed.
 Upon roll call vote, all members present voted in the affirmative.

COMMUNICATIONS REPORT

1. PLGIT Reserve Fund

a. ARRO Consulting, Inc.	\$1,520.90	Aeration System Improvements
b. ARRO Consulting, Inc.	\$7,492.75	Secondary Digester Cleaning
c. Eastern Environmental	\$19,240.00	Heat Exchanger Replacement
d. Delta T. Mechanical, Inc.	\$12,114.00	Aeration System Improvements

e. Derstine Company, LLC.	\$67,950.00	Aeration System Improvements
f. Brendan Stanton, Inc.	\$81,855.00	Aeration System Improvements

Motion by Mr. Gernert, seconded by Mr. Horman to Approve the above payments from the PLGIT Reserve Fund in the amount of \$190,172.65, passed.

Upon roll call vote, all members present voted in the affirmative.

2. Approval Rates for Solicitor, Consulting Engineer and Auditor

Motion by Mr. Gernert, seconded by Mr. Jepsen to approve the rates for Solicitor, Consulting Engineer and Auditor for 202 passed.

Upon roll call vote, all members present voted in the affirmative.

Motion by Mr. Jepsen, seconded by Mr. Horman to Approve the Communications Report, passed.

Upon roll call vote, all members present voted in the affirmative.

AUTHORITY MANAGER'S REPORT

I. Summary

A. NPDES

1. Mr. Heck reported there were no violations of the Authority's NPDES permit for the month of October.

B. Termination of Pension

1. Mr. Wisser explained the process for terminating the pension plan.

Some discussion followed.

Motion by Mr. Gernert, seconded by Mr. Jepsen to reschedule the December Authority meeting to 12/3/25 to include Brown and Brown representative, Bill Patti, passed.

Upon roll call vote, all members present voted in the affirmative.

Motion by Mr. Moletress, seconded by Mr. Sichler to revise the resolution for Pension termination, passed.

Upon roll call vote, all members present voted in the affirmative.

Motion by Mr. Sichler, seconded by Mr. Jepsen to Approve the Manager's Report, passed.

Upon roll call vote, all members present voted in the affirmative.

SOLICITOR'S REPORT

Attorney Becker reported that he has spoken with the Borough of Shillington about the apartments at 330 North Wyomissing Avenue. The Borough of Shillington will not approve any additional work on the project until the agreement is executed.

In addition, Attorney Becker reviewed a project at 14 & 18 West Wyomissing Ave in Mohnton Borough. Attorney Becker stated that 8 apartments were being installed in these 2 buildings.

Some discussion followed regarding an EDU calculation for this renovation. The Authority decided to charge the developer 6 EDU's for the apartment renovation.

Motion by Mr. Sichler, seconded by Mr. Gernert to approve the Solicitor's report, passed.

Upon roll call vote, all members present voted in the affirmative.

COMMITTEE REPORTSBuildings, Grounds & Operations Committee

No report.

Finance Committee

No report.

Personnel and Pension Committee

No report.

OLD BUSINESS

N/A

NEW BUSINESS

N/A

Motion by Mr. Jepsen, seconded by Mr. Horman to Adjourn the Meeting, passed.
Upon roll call vote, all members present voted in the affirmative.

The meeting adjourned at 4:35 p.m.

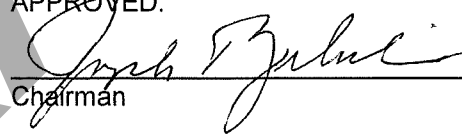
The next regularly scheduled Authority Meeting will be held on Monday, December 3, 2025 at 4:00 p.m.

ATTEST:



Secretary

APPROVED:



Chairman

BUDGET REVIEW MEETING
Monday, November 3, 2025

The meeting was called to order by Vice Chairman Joseph T. Zalewski.

MEMBERS PRESENT: William J. Gernert, John Jepsen, Andrew P. Moletress, Richard J. Sichler and Joseph T. Zalewski.

ALSO PRESENT: Authority Manager David E. Wisser, Assistant Authority Manager Matthew M. Heck and Jason Correll

ABSENT: Daniel A. Horman

Roll call.

Motion by Mr. Sichler, seconded by Mr. Moletress to approve the Agenda.
Upon roll call vote, all members present voted in the affirmative.

Pension - Personnel Committee

Mr. Wisser reviewed the 2026 Wage and Salary Proposal.

Motion by Moletress, seconded by Mr. Gernert to Approve the 2026 Wage and Salary Proposal, passed.
Upon roll call vote, all members present voted in the affirmative.

The Wages and Salaries for 2026 are listed below:

<u>Employee Name</u>	<u>Hourly/Annual Rates</u>
Cody N. Boraten	\$37.10
Jason L. Correll	\$92,000.00
Wyman W. Goodno	\$37.10
Christopher Haas, Jr.	\$37.10
Matthew M. Heck	\$114,000.00
Shawn A. Kline	\$39.50
Todd D. Krick	\$37.10
Alexander J. Ramsey	\$37.60
Alyssa B. Ruffner	\$35.60
David E. Wisser	\$55.00 (part time)
Daniel A. Zillhardt	\$38.00

In addition, upon successful completion of the Laboratory Supervisor license sub-class, the employee will receive an additional \$0.50/hr wage increase.

Buildings, Grounds and Operations Committee

Mr. Wisser reviewed the 2026 Maintenance Budget and the Proposed Five Year Capital Improvement List.

Motion by Mr. Sichler, seconded by Mr. Moletress to approve the 2026 Maintenance Budget and the proposed 5 Year Capital Improvements List, passed.
Upon roll call vote, all members present voted in the affirmative.

WESTERN BERKS WATER AUTHORITY
MINUTES OF A REGULAR MEETING OF THE BOARD

A regular meeting of the Western Berks Water Authority (“Authority”) was held on Monday, November 17, 2025, pursuant to notice published and posted according to law. Chairman, Michael D. Hart called the meeting to order at 12:00 p.m. The following individuals attended the meeting:

West Reading:	Michael D. Hart James A. Beane
Wyomissing:	Christopher E. Choi David L. Reeser
Shillington:	Lenny Bilger
Executive Director:	Leonard E. Bilger, II
Director of Operations:	Matthew R. Walborn
Plant Engineer:	Jeffrey C. Jessell, P.E.
Maintenance Manager:	John Ruth
Office Manager:	Susan Marra
Auditor:	Tim Kraft
Solicitor:	Mahlon J. Boyer

MINUTES

Minutes from the previous regular meeting of the Authority's Board of Directors were circulated to the members of the Board prior to the meeting. Mr. Reeser made a motion to approve the minutes of the meeting held on October 20, 2025. Second by Mr. Lenny Bilger. The minutes were unanimously adopted.

PUBLIC COMMENTS

None.

MANAGERS' REPORTS

A. Operations Manager

(1) Water Quality Report

Mr. Walborn said that water quality equaled or exceeded all state, federal and Partnership for Safe Water guidelines in October 2025. All regulatory requirements were met.

(2) Water Sales – October 2025

Mr. Walborn reported the water sales for the month of October 2025. Sales to Shillington were unfavorable to budget by 3.17%; sales to Wyomissing were unfavorable by 6.89%; and sales to West Reading were favorable to budget by 2.21%. Overall, water sales in October were unfavorable to budget by 2.89% and, year-to-date, were favorable to budget by 2.89%.

(3) Chemical Bids

Mr. Walborn confirmed that the Authority received chemical bids for 2026. He said that the bids received were accurate and complete. He further confirmed that the Authority has worked with these vendors before. Mr. Lenny Bilger made a motion to approve the chemical bids presented to the Board. Second by Mr. Reeser. The motion passed unanimously.

B. Executive Director

(1) Capital Project List

There were no capital projects presented for approval.

(2) Approve 2026 Budget

Chairman Hart said that the pending water treatment plant upgrade is required for safety and infrastructure needs. He said that the Authority has successfully obtained Pennvest funding for the project. The Pennvest funding is contingent on the three Boroughs extending the life of the

Authority. Necessary work to the treatment plant without the Pennvest funding could significantly increase future water rates.

Mr. Walborn said that the Authority met with the staff and managers of the Boroughs and discussed the water treatment plant project. It was confirmed that the project will include upgrades for regulatory compliance, safety and health and improved treatment. The Pennvest funding was also discussed along with the basis for the planned rate increase in 2026.

Executive Director Bilger said that the Borough of West Reading is concerned about the Authority's recent rate increases. It was confirmed to West Reading that reduced increases at this time would lead to a larger increase in the future. It was also confirmed that the Authority is establishing a debt reserve account that will earn interest and help offset the future debt service on the Pennvest financing.

Executive Director Bilger said, without the Pennvest funding for the upgrade project, the Authority will have to perform emergency repairs using traditional bank financing at significantly higher interest rates. The Authority will also lose the \$1.6 million spent in engineering fees for the project, which will be reimbursed to the Authority through the Pennvest financing.

Executive Director Bilger said that a 10% rate increase by the Authority does not pass through exactly to the Borough customers. For example, it is projected that a 10% rate increase by the Authority will result in a 4% increase to customers in Shillington.

Mr. Reeser made a motion to approve the 2026 budget with a 10% rate increase. Second by Mr. Lenny Bilger. The motion passed unanimously.

(3) Gannett Bid Phase Proposal

Executive Director Bilger said that Gannett Fleming has submitted a proposal to assist the Authority in the water treatment plant upgrade project bidding and settlement process. This work was not included in the original retention of Gannett for the project. The total proposed cost for Gannett's work is \$75,700.00. This will be reimbursed by the Pennvest funds. Mr. Reeser made a motion to approve Gannett for this work. Second by Mr. Lenny Bilger. The motion passed unanimously.

It is possible that the bids for the treatment plant upgrade project will be opened on January 8, 2026 although Mr. Jessell noted the possibility of a later date.

(4) PA American update

It was confirmed that the Authority is waiting for a partial operating permit for the Rosewood interconnect. This is an emergency connection that PA American requested.

MOHRSVILLE REPORT

A. Operational Overview

Mr. Ruth said that operations are normal.

B. Tiny Pear

Mr. Jessell said that the service lateral has been connected. All components are installed. The water meter needs to be installed. He confirmed that Mr. Boyer sent a proposed Amendment to the Municipal Improvements Agreement and an Easement Agreement to the Tiny Pear developer for review and approval.

ENGINEER'S REPORT

Mr. Jessell said that there were two progress meetings in regard to the water treatment plant upgrade project. A settlement call with Pennvest was also held. There was a bid advertisement issued on November 6, 2025 for the project. A pre-bid meeting is scheduled for December 2, 2025. Site visits for interested bidders will be held on December 9 and December 17, 2025. Bid openings may occur on January 8, 2026.

Mr. Jessell confirmed that the Authority had a call with Gannett Fleming in regard to Sugarloaf. Gannett has been tasked with creating a scope of work for a disinfection system.

Mr. Jessell said that a construction permit application was submitted for Big Spring. The Authority responded to some questions that DEP had. Mr. Jessell expects the permit will be issued soon.

Mr. Jessell said that there was a recent meeting with the Borough of Wyomissing in regard to the work PennDOT plans to do on State Hill Road. Executive Director Bilger said that it was a productive meeting. The Spring Street meter pit may be abandoned. Granite Pointe may become a direct customer like the Highlands.

SOLICITOR'S REPORT

A. Extension of Authority life to 2075

Mr. Boyer presented a resolution to amend the Authority's Articles of Incorporation. The proposed amendment would extend the existence of the Authority to October 1, 2075. The extension of the Authority's existence is necessary for the Pennvest funding. The proposed amendment will need to also be approved by the Boroughs of Shillington, West Reading and Wyomissing. Mr. Lenny Bilger made a motion to approve the resolution. Second by Mr. Choi. The motion passed unanimously.

B. Fifth Supplemental Service Agreement

Mr. Boyer presented a Fifth Supplemental Service Agreement to extend the service agreement between the Authority and the Boroughs of Shillington, West Reading and Wyomissing to September 1, 2046. The term of the service agreement needs to be extended past the loan term of the Pennvest financing. The Boroughs of Shillington, West Reading and Wyomissing will need to also approve this Fifth Supplemental Service Agreement. Mr. Beane made a motion to approve the Fifth Supplemental Service Agreement. Second by Mr. Choi. The motion passed unanimously.

Executive Director Bilger said that Mr. Boyer was going to send a letter to the solicitors of the Boroughs of Shillington, West Reading and Wyomissing to confirm the need for each Borough to approve the extension of the Authority's life and the Fifth Supplemental Service Agreement.

AUDITOR'S REPORT

Mr. Kraft said that he reviewed the proposed budget for 2026 to confirm what the Authority could do for future stability. This includes a review of capital project funding and debt service. He said that the Authority did a very thorough job in reviewing the budget. The Authority is trying to move away from a model that uses debt to fund projects to a hybrid model that funds projects through rates. This change will take several years to put in place.

SECRETARY'S REPORT

No report.

TREASURER'S REPORT

A. Budget vs. Actual

Year-to-date through October 2025, Mr. Reeser reported that the Authority's income was favorable to budget by \$803,986.00. Operational expenses were favorable to budget by \$16,793.00 and administrative expenses were favorable to budget by \$213,158.00. Overall, the actual financial performance of the Authority was at a favorable variance from budgeted levels through October 2025 in the amount of \$1,033,937.00. Mr. Reeser noted that the Authority's income include a payment of \$514,351.00 for a partial payment of the PFAS settlement. Mr. Reeser also reported on the Authority's cash flow in October 2025 and confirmed that the Authority had a net income of \$632,354.00, which included the partial PFAS settlement payment.

B. Approve October 2025 Payments Made

The Authority's monthly bills paid for October 2025 were presented to the Board. The bills presented for payment totaled \$475,512.94. Mr. Beane made a motion to approve payment of the October bills. Second by Mr. Choi. The motion passed unanimously.

C. Balance Sheet

Mr. Reeser did not make any comments in regard to the balance sheet.

OLD BUSINESS

None.

NEW BUSINESS

A. Next Meeting

The next board meeting will be held on Monday, December 15, 2025 at 12:00 p.m.

EXECUTIVE SESSION

There was no executive session.

CHAIRMAN'S REMARKS

There were no remarks.

The meeting was adjourned at 12:49 p.m.

Respectfully submitted,

WESTERN BERKS WATER AUTHORITY

By: _____

Title: _____

WESTERN BERKS WATER AUTHORITY
MINUTES OF A SPECIAL MEETING OF THE BOARD

A special meeting of the Western Berks Water Authority (“Authority”) was held on Tuesday, November 25, 2025, pursuant to notice published and posted according to law. Chairman, Michael D. Hart called the meeting to order at 12:00 p.m. The following individuals attended the meeting:

West Reading:	Michael D. Hart
Wyomissing:	Christopher E. Choi David L. Reeser
Shillington:	Lenny Bilger
Executive Director:	Leonard E. Bilger, II
Director of Operations:	Matthew R. Walborn
Office Manager:	Susan Marra
Auditor:	Tim Kraft
Solicitor:	Mahlon J. Boyer

PUBLIC COMMENTS

None.

AMENDMENT TO AGENDA

Mr. Choi made a motion to add the approval of a Joinder Agreement to Master Payment Amount Purchase Agreement to the agenda. Second by Mr. Reeser. The Joinder Agreement is related to a settlement reached with 3M in regard to the ongoing PFAS litigation. The Joinder Agreement was recommended by the Authority's legal counsel, NS PR Law Services, LLC. The motion was unanimously approved and the Joinder Agreement was added to the agenda.

EXECUTIVE DIRECTOR

A. Pennvest financing

Executive Director Bilger said that the 20-year amortization on the Pennvest financing does not start until the construction on the water treatment plant upgrade is complete. This is good for the Authority and provides additional time to fund the Authority's debt service account. This will likely facilitate lower future water rate increases.

The Board had approved a Fifth Supplemental Service Agreement at its regular meeting on November 17, 2025. That Agreement extended the term of Service Agreement between the Authority and the Boroughs to September 1, 2046. The term of the Service Agreement was extended to make sure that it extended past the Pennvest loan amortization.

However, because the Pennvest amortization does not begin until the project construction is complete, it is necessary to extend the Service Agreement further. Mr. Lenny Bilger made a motion approve a revised Fifth Supplemental Service Agreement that extends the term of the current service agreement to December 31, 2050. This is an outside date for the full repayment of the Pennvest loan even if there are complications during construction that delay the project. Second by Mr. Reeser. The motion passed unanimously.

It was noted by Executive Director Bilger that Mr. Beane, although unable to attend the special meeting, had noted his support for the revised Fifth Supplemental Service Agreement to extend the term of the Service Agreement to December 31, 2050.

B. Fulton interim financing

Executive Director Bilger confirmed the need to obtain financing from Fulton Bank to pay contractors working on the water treatment plant upgrade project pending Pennvest reimbursements. Fulton Bank has provided a non-binding discussion sheet in regard to the possible financing it will provide to the Authority. The proposed loan amount is \$10 million. This is the amount recommended by Gannett Fleming and based on the 3 highest cost months of the project and the timing of Pennvest reimbursements. The Authority would be able to pay down the Fulton line of credit when the Pennvest reimbursements are received.

Executive Director Bilger said that Fulton proposed a loan fee of \$25,000.00 for this financing. However, he was able to negotiate a reduction of the fee to \$10,000.00. The fee would be paid at the loan closing. The loan documents would be prepared by the Authority's chosen attorney.

Fulton is offering the financing with a fixed rate or a floating rate. Discussion was held in regard to both types of interest rates and which one may be better. Mr. Kraft confirmed that a fixed rate is better.

Mr. Choi made a motion to proceed forward with Fulton's proposed loan terms. Second by Mr. Lenny Bilger. The motion passed unanimously.

SOLICITOR'S REPORT

A. Extension of Service Agreement

The extension of the Service Agreement was discussed earlier in the meeting.

JOINDER AGREEMENT

The Authority's legal counsel for the ongoing PFAS litigation has recommended a Joinder Agreement to Master Payment Amount Purchase Agreement in regard to the settlement with 3M. The Joinder Agreement proposes fixed payments of the settlement proceeds to the Authority. The Authority will receive the first settlement payment in June 2026 and each June thereafter through June 2033. The first proposed payment amount is scheduled to be \$216,734.29 in June 2026. Mr. Choi made a motion to approve the Joinder Agreement. Second by Mr. Reeser. The motion passed unanimously.

EXECUTIVE SESSION

There was no executive session.

CHAIRMAN'S REMARKS

There were no remarks.

The meeting was adjourned at 12:52 p.m.

Respectfully submitted,

WESTERN BERKS WATER AUTHORITY

By: _____
Title: _____

WYOMISSING BOROUGH, BERKS COUNTY, PENNSYLVANIA

ORDINANCE NO. 1459-2025

AN ORDINANCE OF THE BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA, AMENDING THE CODE OF ORDINANCES OF THE BOROUGH OF WYOMISSING, CHAPTER 1 ENTITLED “ADMINISTRATION AND GOVERNMENT,” BY ADDING A NEW PART 21 ENTITLED “CREDIT CARD USAGE FOR BOROUGH SERVICES” TO AUTHORIZE THE ACCEPTANCE OF CREDIT CARD AND OTHER ELECTRONIC PAYMENTS FOR BOROUGH SERVICES AND TO AUTHORIZE THE IMPOSITION AND COLLECTION OF ASSOCIATED CONVENIENCE FEES FROM THE PAYOR.

WHEREAS, the Borough of Wyomissing is a borough in the Commonwealth of Pennsylvania; and

WHEREAS, as a borough, the Borough of Wyomissing is governed by the Borough Code of the Commonwealth of Pennsylvania; and

WHEREAS, Section 1202(5) of the Borough Code, authorizes the Borough Council to enact ordinances not inconsistent with or restrained by the Constitution and laws of the Commonwealth to make regulations as may be necessary for the health, safety, morals, general welfare and cleanliness and beauty, convenience, comfort and safety of the Bough; and

WHEREAS, the Borough desires to authorize the acceptance of payment for Borough services by credit card and other electronic payment methods as a convenience to those who wish to pay in that manner; and

WHEREAS, the Borough further desires to authorize the imposition and collection of convenience fees or other charges associated with the acceptance of such payments, so that the costs of processing such payments are borne by the persons choosing to use such payment methods, to the extent permitted by applicable law and card-network rules; and

WHEREAS, the Borough Council of the Borough of Wyomissing (“Borough Council”) desires to amend the Code of Ordinances of the Borough of Wyomissing, Chapter 1 entitled “Administration and Government,” by adding a new Part 21 entitled “Credit Card Usage for Borough Services” for this purpose.

NOW THEREFORE, BE IT ENACTED and ORDAINED by the Council of the Borough of Wyomissing, Berks County, Pennsylvania and it is hereby enacted and ordained by the authority of the same as follows:

SECTION 1. The Code of Ordinances of Wyomissing Borough, Chapter 1 entitled “Administration and Government,” is hereby amended to add a new Part 21, entitled “Credit Card Usage for Borough Services,” which shall read in its entirety as follows:

§2101. Authorization to Accept Credit Cards and Other Electronic Payments.

- A. The Borough is hereby authorized to accept payment by credit card, debit card, charge card, or other electronic payment method (including, without limitation, electronic funds transfer, ACH, or online payment portals) for any fees, rates, charges, rents, assessments, fines, penalties, taxes, or other amounts due to the Borough for Borough services.
- B. Nothing in this Part shall be construed to require the Borough to accept any particular form of payment. The Borough may, by policy or resolution, limit the types of payment methods accepted for particular services or transactions.

§2102. Convenience Fees and Recovery of Processing Costs.

- A. In connection with the acceptance of payment by credit card, debit card, charge card, or other electronic payment method, the Borough is hereby authorized to impose and collect from the payor a convenience fee, service fee, or similar charge in order to recover, in whole or in part, the merchant discount, processing charges, or other costs incurred by the Borough in accepting such payment methods, to the extent permitted by applicable law and card-network rules.
- B. The amount and method of calculation of any such convenience fee, service fee, or similar charge shall be established from time to time by resolution of Borough Council and may be expressed as a fixed dollar amount per transaction, a percentage of the amount paid, or a combination thereof, but shall not exceed the Borough’s actual and reasonable cost of accepting such payment method to the extent required by applicable law and card-network rules.
- C. Any convenience fee, service fee, or similar charge authorized under this Part shall be clearly disclosed to the payor prior to completion of the transaction and shall be separately itemized on the receipt, statement, or other documentation of the transaction to the extent practicable.

§2103. Third-Party Processors.

- A. The Borough may contract with one or more third-party vendors, financial institutions, or payment processors to provide payment processing services for credit card, debit card, charge card, electronic funds transfer, ACH, online, telephone, in-person, or other electronic payments for Borough services.
- B. Any convenience fee, service fee, or similar charge imposed directly by a third-party vendor, financial institution, or payment processor upon the payor in connection with such payments is hereby authorized, provided that such fee or charge is imposed and collected

in compliance with applicable law and card-network rules and is clearly disclosed to the payor prior to completion of the transaction.

SECTION 2. Repeal of Ordinances.

Any ordinance or parts of any ordinance conflicting with the provisions of this Ordinance are hereby repealed insofar as they are inconsistent with this Ordinance's provision.

SECTION 3. Severability.

If any article, section, subsection, provision, regulation, limitation, restriction, sentence, clause, phrase or word in this Ordinance, is, for any reason declared to be illegal, unconstitutional or invalid, by any Court of competent jurisdiction, this decision shall not affect nor impair the validity of the Ordinance as a whole, or any other article, section, subsection, provision, regulation, limitation, restriction, sentence, clause, phrase, word, or remaining portion of the within Ordinance. The Borough Council of the Borough of Wyomissing, Berks County, Pennsylvania, hereby declares that is would have adopted the within Ordinance and each article, section, subsection, provision, regulation, limitation, restriction, sentence, clause, phrase, and word thereof, irrespective of the limitations, restrictions, sentences, clauses, phrases, or words that may be declared illegal, unconstitutional or invalid.

SECTION 4. Effective Date.

The effective date of the within amendments shall be immediately upon its enactment and approval by the Mayor.

SECTION 5. Code of Ordinances.

The Code of Ordinances, as amended, of the Borough of Wyomissing, Berks County, Pennsylvania shall be and remain unchanged and in full force and effect except as amended, supplemented, and modified by this Ordinance. This Ordinance shall become a part of this Code of Ordinances upon adoption.

ENACTED AND ORDAINED this _____ day of _____, 2026.

BOROUGH OF WYOMISSING
Berks County, Pennsylvania

By: _____

Kristen M. Gajewski
President of Borough Council

Attest: _____

Melissa Miller
Borough Secretary

APPROVED this _____ day of _____, 2026.

Frederick C. Levering
Mayor of the Borough

CERTIFICATE OF ENACTMENT

I hereby certify that the foregoing is a true and accurate copy of Ordinance No. _____ - 2025 adopted by the Borough Council of the Borough of Wyomissing, Berks County, Pennsylvania at a regular meeting held on _____, 2026, pursuant to notice as required by law.

Melissa Miller
Secretary of the Borough

DATED: _____

DRAFT



BOROUGH OF WYOMISSING

BOROUGH HALL – 22 READING BLVD.

WYOMISSING, PA 19610-2083

TELEPHONE (610) 376-7481 FAX (610) 376-8470

www.wyomissingboro.org



January 14, 2026

Mr. Jaime Perez
Deputy Director
Berks County Redevelopment Authority
400 E. Wyomissing Avenue
Ground Floor, Suite Two
Mohnton, PA 19540

RE: Letter of Commitment for EPA Brownfield Assessment Coalition Grant Application

Dear Mr. Perez:

I am pleased to confirm the Borough of Wyomissing's partnership with the Redevelopment Authority of the County of Berks (RACB). The Borough of Wyomissing is excited for this opportunity to secure \$1,500,000 of funding through the EPA Brownfield Assessment Grant Program.

As you are aware, the Borough of Wyomissing is a small municipality, and we do not have the resources to fund site investigation and cleanup activities on our own to help the revitalization of brownfields to create new jobs and affordable housing. We believe this funding will help us move redevelopment efforts forward by quantifying environmental liabilities and making sites more marketable to developers.

We appreciate this opportunity to collaborate with the RACB by formally joining your Coalition to secure EPA Brownfield Assessment Grant funding. If have any questions or require additional information, please contact me at 610-376-7481, ext. 108, or at mbare@wyomissingboro.org.

Sincerely,

Michele Bare
Borough Manager
Borough of Wyomissing



EPA Brownfields Assessment Grants: Interested in Applying for Funding?

Here's what you need to know...

What Is EPA's Brownfields Program?



Salt Lake City, Utah (before)

The U.S. Environmental Protection Agency's (EPA) [Brownfields and Land Revitalization Program](#) provides funds to empower states, Tribal Nations, communities, and other stakeholders to

work together to prevent, assess, safely clean up, and sustainably reuse brownfield sites. EPA provides financial and technical assistance for brownfields activities protect human health and the environment, encourage sustainable reuse, promote partnerships, strengthen local economies, and create jobs. By providing funds and technical assistance to assess, cleanup, and plan for site reuse, EPA enables communities to overcome the environmental, legal, and fiscal challenges associated with brownfield properties. EPA's investments in communities across the country help local leaders eliminate uncertainties, clean up contaminated properties, and transform brownfield sites into community assets.



Salt Lake City, Utah (after)

A brownfield is defined as: real property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant. The Brownfields Law further defines the term to include a site that is: "contaminated by a controlled substance; contaminated by petroleum or a petroleum product excluded from the definition of 'hazardous substance'; or mine-scarred land."

What Are Assessment Grants?

Assessment Grants provide funding for a recipient to:

- ✓ **Inventory Sites:** Compile a listing
- ✓ **Characterize Sites:** Identify past uses
- ✓ **Assess Sites:** Determine existing contamination of hazardous substances and/or petroleum contamination
- ✓ **Conduct Planning Around One or More Brownfield:** Initiate site revitalization and prepare for site redevelopment
- ✓ **Conduct Site-specific Cleanup and Redevelopment Planning:** Scope and plan process
- ✓ **Conduct Community Involvement:** Inform and engage community

What Types Of Assessment Grants Are Available?

Community-Wide Grants

- ✓ A Community-wide Assessment Grant is appropriate for communities that are beginning to address their brownfield challenges, as well as for communities that have ongoing efforts to bring sites into productive reuse.
- ✓ Applicants may request up to \$500,000 to carry out eligible activities.

Assessment Coalition Grants

- ✓ An assessment coalition is comprised of one lead member and at least two, but not more than four, partners.
- ✓ Applicants may request up to \$1 million to carry out eligible activities. Recipients will be required to assess a minimum of two sites in each member's geographic area.
- ✓ Applicants will not be allowed to substitute another site where the subject site is determined to be ineligible.

Community-wide Assessment Grants for States and Tribes

- ✓ Funding is available to states, tribal nations, and eligible native corporations in Alaska.
- ✓ Applicants should target work in disadvantaged communities and work with communities that do not have capacity to apply for and manage their own Brownfields Grant.
- ✓ Applicants may request up to \$2 million to carry out eligible activities. Recipients will be required to assess a minimum of 10 brownfield sites.

Who Is Eligible To Apply For A ... Community-wide Assessment Grant?

- ✓ General Purpose Unit of Local Government.
- ✓ Land Clearance Authority or another quasi-governmental entity that operates under the supervision and control of, or as an agent of, a general purpose unit of local government.
- ✓ Government Entity Created by State Legislature.
- ✓ Regional Council or group of General Purpose Units of Local Government.
- ✓ Redevelopment Agency that is chartered or otherwise sanctioned by a state.
- ✓ State.
- ✓ Indian tribe other than in Alaska.
- ✓ Alaska Native Regional Corporation, Alaska Native Village Corporation, and Metlakatla Indian Community.
- ✓ Nonprofit organization described in section 501(c)(3) of the Internal Revenue Code.
- ✓ Limited liability corporation/partnership in which all managing members/general partners are 501(c)(3) nonprofit organizations or limited liability corporations whose sole members are 501(c)(3) nonprofit organizations.
- ✓ Qualified community development entity as defined in section 45D(c)(1) of the Internal Revenue Code of 1986.

... An Assessment Coalition Grant?

- ✓ State.
- ✓ County government.
- ✓ Regional Council established under governmental authority (e.g., regional planning commissions).
- ✓ Group of General Purpose Units of Local Government (e.g., councils of governments).
- ✓ Indian tribe other than in Alaska.
- ✓ Alaska Native Regional Corporation, Alaska Native Village Corporation, and Metlakatla Indian Community.

... A Community-wide Assessment Grant for States and Tribes?

- ✓ State.
- ✓ Indian tribe other than in Alaska.
- ✓ Alaska Native Regional Corporation, Alaska Native Village Corporation, and Metlakatla Indian Community.

How Long Is The Assessment Grant Period?

The performance period for a Community-wide and Coalition Assessment Grant is four years, and a Community-wide Assessment Grant for States and Tribes is five years.

How Do I Apply For An Assessment Grant?

Copies of the Application Guidelines can be obtained from EPA's Brownfields Program website at www.epa.gov/brownfields or www.grants.gov. Applicants submit an application through www.grants.gov. Applications should be concise and well organized, and must provide the information requested in the guidelines. Applicants must demonstrate that they meet threshold criteria requirements and must respond to ranking criteria. Factual information about your proposed project and community must be provided.

What Is The Evaluation/Selection Process?

Responses to threshold criteria are evaluated on a pass/fail basis. If the application does not meet the threshold criteria, the application will not be evaluated. In limited circumstances, EPA may seek additional information.

Brownfields Grants are awarded on a competitive basis. Evaluation panels consisting of EPA staff and other federal agency representatives assess how well the applications meet the threshold and ranking criteria outlined in the Application Guidelines. The Office of Brownfields and Land Revitalization will provide to the Selection Official a ranking list of applicants to select based on the application's final score, availability of funds, and as appropriate, the other factors described in the Application Guidelines.

Is Pre-Application Assistance Available?

If resources permit, EPA Regions may conduct open meetings with potential applicants. Check with your regional office for date and location information. Your regional Brownfields Program contacts can be found at www.epa.gov/brownfields/brownfields-contacts-epa-regional-offices.

EPA can respond to questions from applicants about threshold criteria, including site eligibility and ownership. EPA staff cannot meet with applicants to discuss draft applications or provide assistance in responding to ranking criteria.



USEPA Brownfield Grant Opportunities



MONTROSE
ENVIRONMENTAL

Berks County Redevelopment Authority

May 8, 2025

Agenda

1. What Montrose Does
2. Brownfields 101
3. USEPA Brownfield Grant Program
4. Case Study – Montco PA RDA
5. Types of USEPA Brownfield Grants
6. Grant Competition Timeline
7. Contract Options
8. Next Steps



What Montrose Does

National Brownfields Practice with experience since the beginning of the Program. Local office in Valley Forge.

We help build community brownfield/revitalization programs.

FY2023 & FY2024 – Wrote & Won 30 grant applications (100% success) for a total of \$37M in funding.

FY2025 - Montrose wrote 19 grants worth \$19.8M – this year's awards are pending by EPA.

Montrose currently helps implement 25 grant programs across the country.



What is a brownfield?

EPA definition:

“Brownfields are real property, the expansion, redevelopment or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant or contaminant.”



Brownfield Site Examples

Hazardous Substances Sites:

- Drycleaners
- Pre-1980s structures
- Commercial/Industrial sites which stored, used or manufactured various chemicals
- Mine-scarred land
- Agricultural land
- Urban areas/sites with unknown fill materials

Petroleum Sites:

- Gas stations
- Auto repair shops
- Heating oil & fuel systems
- Fuel storage facilities



USEPA Brownfield Grant Program Overview

Types of Activities Funded:

Phase I & II Environmental Site Assessment (ESA)

Brownfield Inventories

Regulated Building Materials (RBM) Surveys

Cleanup and/or Abatement Plans

Remediation and/or Abatement

Cleanup Projects

Reuse Planning

Community Outreach



Case Study – Montgomery County Redevelopment Authority

- Montrose competitively selected in 2013 and subsequently renewed 3Xs, *a 10+ years Brownfield relationship.*
- \$4.25M in EPA Brownfield Grant funding awarded since 2013.
- Site assessments, RBM surveys, web-based brownfield inventory, public outreach, marketing materials, reuse planning projects, site cleanups and grant administration support.

Example Projects



- Former ice cream manufacturing facility with multiple buildings
- Phase I & II Environmental Site Assessment, Regulated Building Materials survey, Underground Storage Tank removal
- Redeveloped as multi-residential building



- Former vacant industrial facility
- Phase I & II Environmental Site Assessments, reuse planning and Act 2 Voluntary Cleanup Program closure
- Redeveloped as new pallet manufacturer.



Potential Berks County Brownfields

- Wyomissing area former textile mills
- Reading Phillies stadium area
- Former steel mill & support business sites
- Former Dana site, Weiser Street
- 199 Tuckerton Road, Muhlenberg
- Former Lincoln Chemical (Reading Drum), South 9th Street
- Former Sensient Plant, Gibraltar
- Former Armorcast Site, Birdsboro
- Former Exide Battery area, Muhlenberg
- Various blighted properties
- *What others should be considered?*



Types of USEPA Brownfield Grants Available

- **Assessment Grants: \$500,000 (solo applicant) - \$1,500,000 (coalition)**
 - Objective: Inventory, assess and plan for cleanup/reuse of priority sites or areas (includes wide variety of site-specific and area-wide planning activities).
 - Ownership: Publicly- or Privately-Owned
 - Project Period: 4-5 years
- **Cleanup Grants: \$500,000 - \$4,000,000**
 - Objective: Remediation of sites that have completed due diligence, sufficient site investigation, and cleanup planning (Analysis of Brownfield Cleanup Alternatives)
 - Ownership: Applicant must be owner
 - Project Period: 4 years
- **Multipurpose Grants: \$800,000**
 - Objective: Assessment, cleanup and reuse planning for one large site or multiple sites within a brownfield-impacted focus area.
 - Ownership: Applicant must own at least one site for which cleanup will be completed.
 - Project Period: 5 years
- **Revolving Loan Fund (RLF) Grants: NOT EXPECTED TO BE AVAILABLE IN 2026**
 - Objective: Provide low interest loans or subgrants for cleanup of brownfield sites. (Can be recapitalized by EPA on an ongoing basis.)
 - Ownership: Publicly- or Privately-Owned
 - Project Period: 5 years



Upcoming (FY2026) Grant Competition Schedule

- **Fall 2025:** Guidelines are released
- **January 28 2026:** Grant applications are due
- **June 2026:** EPA announces grant awards
- **October 2026:** Grant implementation period begins (funds become available to grantee). Coalition Assessment funding available for a 4-year period.



BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA

RESOLUTION NO. 2026-06

A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA, APPOINTING MARK ROBINSON TO THE ZONING HEARING BOARD OF THE BOROUGH OF WYOMISSING

WHEREAS, pursuant to the Pennsylvania Municipalities Planning Code, Section 903, Council shall appoint residents of the municipality to the Zoning Hearing Board by Resolution; and

WHEREAS, the Council of the Borough of Wyomissing intends to appoint Mark Robinson to the Wyomissing Borough Zoning Hearing Board for a three (3) year term to expire on June 30, 2028; and

NOW, THEREFORE, BE IT RESOLVED, that pursuant to the Pennsylvania Municipalities Planning Code, Section 903, the Council of the Borough of Wyomissing hereby appoints Mark Robinson, resident of Wyomissing Borough, to the Wyomissing Borough Zoning Hearing Board for a three (3) year term to expire on June 30, 2028.

FURTHER RESOLVED, that this Resolution shall take effect immediately, or as soon as legally permissible thereafter.

FURTHER RESOLVED, that if any provision, sentence, clause, section, or part of this Resolution shall for any reason be found to be unconstitutional, illegal or invalid, such determination shall not affect or impair any of the remaining provisions, sentences, clauses, sections, or parts of this Resolution, and it is hereby declared to be the intent of the Council of the Borough of Wyomissing that this Resolution would have been adopted had such unconstitutional, illegal or invalid provision, sentence, clause, section, or part not been included herein.

FURTHER RESOLVED, that all Resolutions or parts of Resolutions inconsistent with this Resolution are hereby superseded.

IN WITNESS WHEREOF, the Council of the Borough of Wyomissing has adopted this Resolution in lawful session this _____ day of _____, 20__.

BOROUGH COUNCIL
BOROUGH OF WYOMISSING,
BERKS COUNTY, PENNSYLVANIA

President of Borough Council

Attest: _____
Borough Secretary

Fred Levering, Mayor

CERTIFICATE

I hereby certify that the foregoing is a true and accurate copy of a Resolution of the Council of the Borough of Wyomissing, Berks County, Pennsylvania, which was fully adopted at a public meeting held pursuant to notice as required by law on the __ day of _____, 20__.

Secretary of Wyomissing Borough

Dated: _____, 20__

David L Reeser
1110 Fairview Avenue, Unit 5
Wyomissing, PA 19610
Email: [REDACTED]

Objective

Applying for the position of Wyomissing Borough Treasurer

Professional Experience

Carpenter Technology Finance Department-39 years
Internal Audit Manager for 20 years
Extensive experience across all finance functions

Borough Involvement

Currently Borough Treasurer
Borough Councilman-August '22-December '23
Member, Western Berks Water Authority
Wyomissing Bicentennial Committee-1976
President, Recreation Board
Finance Committee Member
Long time resident of Wyomissing

Education

Graduate of Wyomissing High School
Graduate of Gettysburg College with a Business
Administration Degree

12/10/25

David L Reeser

From: [William J Glasser](#)
To: [Michele Bare](#)
Cc: [REDACTED]; [Jana Barnett](#)
Subject: Letter of Interest, three positions, Wyomissing Borough
Date: Monday, December 15, 2025 3:22:04 AM
Attachments: [BronzeStarCitationPDF \(1\).pdf](#)
[BronzeStarNarrativeAttachment.pdf](#)
[ResumeNov2020 \(1\) \(1\).pdf](#)

Dear Ms. Bare:

I submit this letter of interest for the related positions of Borough Treasurer, Borough Assistant Treasurer, and resident member of the Finance and Administrative Committee, wherever I can best serve.

I have practiced law for over 45 years and served in policy and financial positions in the United States Navy, United States Army, and the Territory of the Virgin Islands of the United States. Before completing my BA and JD, I served as a construction field engineer and union construction worker. My largest project was the original World Trade Center, as well as smaller projects at JFK Airport, Penn Station, and various office and residential buildings, including fire stations and police precincts. I also served in the Navy Seabees construction force, as an engineering aide surveyor, draftsman, designer, and construction inspector.

My BA undergraduate majors were Political Science and History, with a minor in Education, totaling 256 credits, including Accounting and Economics, from the University of the State of New York in 1975. I then earned a Doctor of Jurisprudence (JD) in 1979, 84 graduate credits, including courses in Contracts, Property, Constitutional Law, Administrative Law, and Labor Law. I was then admitted to practice as an Attorney and Counselor-at-Law in New York and Federal Courts and served as a Navy Judge Advocate General (Navy JAG) officer at Guantanamo Bay and elsewhere.

I taught as an Adjunct Instructor at Old Dominion University, five undergraduate courses in Political Science and Public Policy.

I continued my legal career as Assistant Attorney General in the Department of Law in the Government of the Virgin Islands, a territory of the United States, where I was admitted to practice as an attorney in 1985. I later served as General Counsel of the Department of Economic Development and Agriculture, which included the Small Minority Business Development Agency, the Industrial Development Commission (which, after my tenure, approved industrial development tax benefits for Jeffrey Epstein), the Industrial Park Development Corporation, and the Bureau of Economic Research. Then I established and ran a HUD federally funded 30-sworn officer housing police department serving 15,000 residents on two islands.

In the meantime, I transferred to become an Army Judge Advocate, taking courses in Contract Attorney, Procurement Fraud and Fiscal Law at the Judge Advocate General's School at the University of Virginia, and I earned 11 additional graduate credits from the U.S. Army Command and General Staff College, including in Analytic Decision-making and Resource Systems, Leadership, and Logistics, to prepare me

for future high-level positions.

The culmination of my military career was as General Counsel of the Joint Contracting Command, Iraq/Afghanistan, after having been promoted to what is colloquially called "Full-bird Colonel," reached by only two percent of all Army officers. See **attached Bronze Star Medal** (BSM) Citation and Narrative; the BSM is the fourth-highest award for combat service.

More recently, I earned graduate credits at Alvernia in the PhD program, taking relevant courses in Advanced Research and Organizational Policy and Finance.

During 2025, I served on the Wyomissing Refuse and Recycling Committee, testifying at a Council meeting. I have also served since 2013 as elected Judge of Elections for the Second Precinct of Wyomissing.

My resume is attached.

Sincerely,

Bill

Colonel William J Glasser, Judge Advocate, US Army Retired
906 N 7th Street, Wyomissing PA 19160-1712

[REDACTED]

William John Glasser

Attorney and Counselor-at-Law, Retired JAG Colonel

Education

New York Law School, J.D., 1979
University of the State of New York, B.A., 1975 (History, Political Science, Education)
U.S. Army War College, Class of 2001 (equivalent to M.S.S.)
U.S. Air Force Air University, Air War College, Class of 1998
U.S. Army Command and General Staff College, 1994
Federal Training in Contract Attorneys' Course, Procurement Fraud, Fiscal Law, Federal Labor Relations, Counter-Terrorism Law, Legal Assistance, Criminal Law New Developments, Operational Law at the Judge Advocate General's School, , 1989-1998
U.S. Naval Justice School, Basic Lawyers' Course, 1980

Legal Admissions

New York, all courts of record, January 1980-date
Territory of the Virgin Islands of the United States, October 1985-date
U.S. Court of Appeals for the Third Circuit, Philadelphia Pennsylvania
U.S. Court of Appeals for the Federal Circuit
U.S. Court of Appeals for the Armed Forces
U.S. District Courts for the Southern and Eastern Districts of New York
U.S. Court of Claims

Professional experience

Procurement Judge Advocate, Army Intelligence and Security Cmd

General Counsel, Joint Contracting Command, Iraq/Afghanistan

Legal Technical Advisor for Police Services (Police CEO). 1995-2001

- Report directly to, and advise and counsel the Executive Director (CEO) of a Public Housing Authority with over 4,000 housing units and over 14,000 residents in over thirty developments, 400 section eight units, home ownership conversions, and emergency housing on three islands
- Supervise implementation of new housing police service.
- Developed organization, staffing, training, procurement and accreditation plans and manuals.
- Initiated and oversee operational and legal strategies.
- Advise CEO, other staff, and governing board as to requirements and administration of federally assisted and regulated programs.
- Represent ED and Authority at meetings with federal officials, EEOC investigations and in labor and other litigation.

General Counsel to a facilities-based international telecommunications corporation, an electrical construction contracting corporation and two entertainment corporations. 1993-95

- Negotiated and drafted contracts, and prepared financing documents.
- Supervised tariff and regulatory filings and governmental liaison.
- Supervised outside counsel and appeared in civil corporate litigation

WILLIAM JOHN GLASSER

-Page 2 of 4-

General Counsel to The Department of Economic Development and Agriculture of the Territory of the Virgin Islands of the United States and its following affiliate agencies (two terms 1987-88; 1991-93):

The Virgin Islands Division of Tourism
The Office of Film Promotion
The Industrial Development Commission
The Industrial Park Development Corporation
The (Minority) Small Business Development Agency
Virgin Islands Bureau of Economic Research

- Negotiated, drafted and supervised contracts up to the multi-million dollar range with domestic and international organizations for advertising; public relations; film, television, video, and music co-productions, performance and location services; travel services; research and development; construction and architect/engineering services; marketing and related ventures (largest single non-construction contract was in excess of ten million dollars)
- Represented agencies in litigation and administrative hearings.
- Legal advisor at public hearings and executive sessions.
- Negotiated commercial leases for offices in California, New York, Florida, Illinois, Georgia, and the Virgin Islands.
- Supervised labor-management relations.
- Performed legal/fiscal reviews of multi-million dollar budgets and loan portfolios.
- Drafted industrial development tax exemption contracts for the Governor's signature.
- Drafted proposed legislation and administrative regulations.
- Coordinated with the Governor and his staff, Senators, the Attorney General, the Solicitor General, and the Commissioners of Finance, of Property and Procurement, and of Police.

Judge Advocate General of the Virgin Islands Army and Air National Guard. Military Counsel to the Governor and Counsel to The Adjutant General, appointed by the President. 1988-91

- Supervised all legal operations for 1,000-person organization with dual federal/territorial responsibilities.
- Served as Contracts Attorney and Director of Procurement for goods, personal services, and construction services. Succeeded in initiation and completion of previously long-stalled construction projects including personal responsibility for release of federal funding.
- Responsible for military justice through the application of federal and local statutes.
- Litigated and supervised litigation in the administrative law and federal personnel management areas.
- Provided legal training to subordinate attorneys and others, in the areas of contracting, government ethics, freedom of information and privacy acts, criminal justice, operational law, et al.
- Investigated and recommended dispositions of tort and other claims.
- Arranged and participated in negotiations at the highest level of the United States (Office of the President, Departments of State, Defense,

WILLIAM JOHN GLASSER

-Page 3 of 4-

Interior, and Health and Human Services) and Territorial Governments for the provision of emergency temporary hospital facilities and services on the islands of St. Croix and St. Thomas.

Assistant Attorney General (Criminal Division) Virgin Islands Departments of Law and Justice. 1986-87

- Prosecuted criminal litigation at felony jury trials.
- Supervised and trained junior attorneys.
- First territorial prosecutor to successfully use the habitual criminal punishment enhancement for mandatory minimum incarceration at trial level and through appeal to the United States Court of Appeals for the Third Circuit in Philadelphia.

Judge Advocate. Active duty veteran during: Vietnam, Lebanon, Panama, Desert Storm, Op Iraqi Freedom. 1973-76, 1980-83, 1988-91, 2005-08 SEE ATTACHED BRONZE STAR MEDAL CITATION

Over 32 years active and reserve Navy and Army commissioned officer service (1976-2009) as:

- Staff Judge Advocate to three Major Generals;
- Director of Legal Services and JA team Leader for New Jersey;
- Deputy Staff Judge Advocate to a Lieutenant General;
- Trial counsel (prosecutor) and defense counsel for felonies such as homicide, rape, assault, and drug distribution offenses;
- Investigator preparing litigation reports on felonies, suspicious deaths, tort and other claims and alleged medical malpractice;
- Traffic court judge;
- Claims attorney adjudicating Federal Tort Claims, foreign claims and personnel claims;
- Administrative law attorney advising command and drafting directives (FOIA, jurisdiction, etc.);
- Labor law attorney successfully representing Army at EEOC ALJ hearings and advising management on federal labor relations;
- International law attorney (including immigration law) coordinating with Departments of Justice, State, Defense, Treasury and other agencies and jurisdictions throughout the Caribbean;
- Legal assistance attorney advising clients and drafting documents;
- Commander of largest Naval Reserve unit (an aviation station) in the Caribbean for two years, after two-year prior commanding officer position (served as mobilization security officer for two largest Caribbean bases, supervised and trained police and attorneys supporting government agencies).

Private Practice of Immigration, Administrative, Criminal, and General Law. 1980, 1983-1986, 2001-2005, 2009-date

Special Assistant U.S. Attorney, District of New Jersey. 1998-2000 (part-time). Prosecutor before U.S. Magistrate Judge, Fort Dix.

Adjunct Faculty Instructor 1981-83, 1998-99 (part-time).

Construction field engineer, surveyor, estimator, project manager

Community activities

Mensa: Vice-President for Puerto Rico and Virgin Islands; Vietnam Veterans of America: Life Member and Founding Secretary of USVI Chapter; U.S. Naval Academy Admissions Officer, 1984-2004

Security clearance

Secret, 1973-2009

Higher Education Experience:**Memorial University of Newfoundland, 1974-76**

Administrator (part-time) for Off-Campus Courses, Argentia, Newfoundland
Established and administered an off-campus extension program for US Navy personnel and their families and local Canadian residents. Counseled and registered students and recruited faculty.

Old Dominion University, 1981-83

Adjunct faculty (part-time); Instructed (course details available upon request):
Political Science 101 American Government and Politics (title changed to Politics, Principles and Institutions), 3 semester credit hours
Political Science 102 U.S. Politics, Individuals & Public Policy, 3 sem cr hrs
Political Science 103 Introduction to Political Ideologies, 3 semester cr. hrs
Political Science 204 Introduction to World Politics (title changed to Global Issues), 3 semester credit hours
General Studies 121 Career Planning, 1 semester credit hour (course instituted at my recommendation; a systematic exploration of individual interests and skills and career resources, with emphasis on defining goals and developing strategies to achieve goals)

United States Naval Academy, Annapolis, 1984-2004

Admissions Information Officer ("Blue and Gold Officer"): counsel and interview candidates and make recommendations concerning their admission.

University of the Virgin Islands, 1998-99

Adjunct faculty (part-time); Instructed American Government I and II

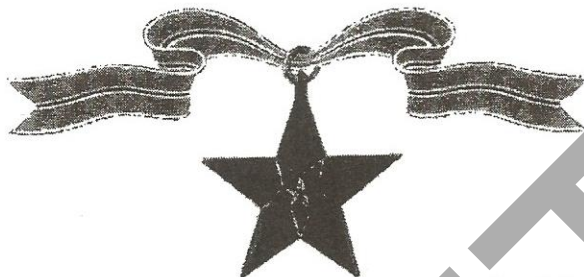
United States Military Academy, West Point, 1999

Inter-session instructor in law, leadership and ethics

Other Instructor Experience:

US Navy Career Information and Counseling Course (Career Counselor/Instructor)
Instructed GED and CLEP preparation courses, Business Law and Consumer Law
Caribbean Police Academy (1984-86) and VI Police Training Academies (1986-1997) (part-time): instructed Constitutional Law, Law of Evidence, Forensic Law, Criminal Law and Procedure, Legal Use of Force, Moot Court, etc.

U.S. Army: instructed Laws of War (Geneva Conventions et al), with emphasis on treatment of EPWs (Enemy Prisoners of War), International Law, Domestic Relations Law, Criminal Law, Administrative Law including Servicemembers' Civil Relief Act and the Uniformed Services Employment and Reemployment Rights Act (USERRA), Estates, etc.



THE UNITED STATES OF AMERICA

TO ALL WHO SHALL SEE THESE PRESENTS, GREETING: THIS IS TO CERTIFY THAT THE PRESIDENT
OF THE UNITED STATES OF AMERICA AUTHORIZED BY EXECUTIVE ORDER, 24 AUGUST 1962 HAS AWARDED

THE BRONZE STAR MEDAL

TO

COLONEL WILLIAM JOHN GLASSER


FOR Exceptionally meritorious service as Command Judge Advocate/General Counsel, Joint Contracting Command-Iraq/Afghanistan, Multi-National Force-Iraq, Baghdad, Iraq, from 31 July 2005 to 5 August 2006 during OPERATIONS IRAQI FREEDOM and ENDURING FREEDOM. Colonel Glasser's service was highlighted by major achievements, innovative improvements, groundbreaking firsts, dogged determination, and brilliant lawyering. His unwavering dedication in providing inspired legal oversight, advice and counsel to mission critical contract actions, contingency operations, and reconstruction and relief activities in Iraq, Afghanistan, and Pakistan, contributed significantly to the overwhelming success of the Command's logistic support mission. Colonel William John Glasser's actions are in keeping with the finest traditions of military service and reflect distinct credit upon himself, the Joint Contracting Command-Iraq/Afghanistan, the United States Army, and the Department of Defense.

GIVEN UNDER MY HAND IN THE CITY OF WASHINGTON


DARRYL A. SCOTT

MAJOR GENERAL, US AIR FORCE
COMMANDING




SECRETARY OF THE ARMY

NARRATIVE TO ACCOMPANY THE AWARD OF

THE BRONZE STAR MEDAL

TO

COLONEL WILLIAM JOHN GLASSER

Colonel William John Glasser, United States Army, distinguished himself by exceptionally meritorious service as Command Judge Advocate/General Counsel, Joint Contracting Command-Iraq/Afghanistan (JCC-I/A), Multi-National Force-Iraq (MNF-I), Baghdad, Iraq, from 31 July 2005 to 5 August 2006 during OPERATIONS IRAQI FREEDOM and ENDURING FREEDOM. Colonel Glasser's demonstrated professional skill and knowledge, legal brilliance, tireless dedication, and contracting and fiscal law acumen directly contributed to the success of the Command's mission, as well as the missions of MNF-I, the Gulf Region Division/US Army Corps of Engineers, Project and Contracting Office, Combined Forces Command-Afghanistan, and the Department of State's Iraq Reconstruction Management Office (IRMO). As the leader of a rotating staff of two to five joint service contract and fiscal law judge advocates, reviewing and overseeing all contract actions in excess of one million dollars in Iraq, Afghanistan, and Pakistan, he was responsible for the review of more than one thousand contract actions. These actions totaled more than eleven billion dollars in Iraqi Relief and Reconstruction Fund, Iraqi Security Forces Fund, Afghanistan Security Forces Fund, Operations and Maintenance, and Military Construction funded acquisitions. He worked closely and directly with the more than 150 contracting professionals with Principal Assistant Responsible for Contracting-Reconstruction (PARC-R), PARC-Afghanistan and PARC-Forces in the efforts to rebuild Iraq and Afghanistan, train Iraqi and Afghan military and police forces, provide earthquake relief to Pakistan, support NATO and the United Nations Assistance Mission-Iraq, and sustain coalition fighting forces in the two contingency theaters. Colonel Glasser's service was highlighted by major achievements, innovative improvements, groundbreaking firsts, dogged determination, perspicacious performance and brilliant lawyering. Arriving shortly after JCC-I/A took on responsibility for Afghanistan contracting and for US Marine Corps contracting in Iraq, he immediately established an electronic legal review system to serve the legal needs of the geographically dispersed PARC-Forces. As the Marine Expeditionary Force (MEF) prepared for elections in October and December 2005, his "in by 2100 out by midnight" electronic reviews for the MEF provided those war fighters with life-saving acquisitions. Colonel Glasser established the first Army Procurement Fraud program in Iraq and Afghanistan, becoming the first and senior Procurement Fraud Advisor and bringing Criminal Investigation Command (CID) Major Procurement Fraud Special Agents into both Theaters to save millions of dollars. He also served as the first Army Office of General Counsel designated Ethics Attorney Advisor/Counselor in Iraq. His firm oversight of solicitations, source selections and awards, and close coordination with the Army Contract Appeals Division resulted in the number of protests being reduced by half, the number of losing protests reduced by two-thirds, and a one hundred percent override success. He served as Legal Advisor to the Development Fund for Iraq (DFI) Defense Contract Management Agency/JCC-I/A team that closed out 9,700 contracts totaling more than four billion dollars. IRMO and the US Treasury attaché's office cited his vital legal and operational development of the Asset Recognition and Transfer Program which turned over completed projects to the Government of Iraq to permit leveraging for International Monetary Fund, World Bank, and other international financing. Colonel William John Glasser's actions are in keeping with the finest traditions of military service and reflect distinct credit upon himself, the Joint Contracting Command-Iraq/Afghanistan, the United States Army, and the Department of Defense.

BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA

RESOLUTION NO. 2026-07

**A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF
WYOMISSING, BERKS COUNTY, PENNSYLVANIA TO
APPOINT _____ AS TREASURER FOR
THE BOROUGH OF WYOMISSING.**

WHEREAS, pursuant to the Code of the Borough of Wyomissing, Chapter 1, Section 161, Borough Council may by resolution appoint a Treasurer to perform the duties and exercise the powers of the Treasurer as set forth in the Wyomissing Code, Borough Code and in other applicable laws; and

WHEREAS, the Wyomissing Borough Council desires to appoint _____ as Treasurer for the Borough of Wyomissing; and

WHEREAS, _____ has consented to such appointment.

NOW, THEREFORE, BE IT RESOLVED, pursuant to the Code of the Borough of Wyomissing, Chapter 1, Section 161, Borough Council hereby appoints _____ as Treasurer for the Borough of Wyomissing.

FURTHER RESOLVED, this appointment shall be effective January 13, 2026.

FURTHER RESOLVED, that such appointee shall serve at the pleasure of the Wyomissing Borough Council in such appointive office.

FURTHER RESOLVED, that if any provision, sentence, clause, section, or part of this Resolution shall for any reason be found to be unconstitutional, illegal or invalid, such determination shall not affect or impair any of the remaining provisions, sentences, clauses, sections, or parts of this Resolution, and it is hereby declared to be the intent of the Borough Council of the Borough of Wyomissing that this Resolution would have been adopted had such unconstitutional, illegal or invalid provision, sentence, clause, section or part not been included herein.

FURTHER RESOLVED, that all Resolutions or parts of Resolutions inconsistent with this Resolution are hereby superseded.

FURTHER RESOLVED, that the Borough Secretary shall deliver a certified copy of this Resolution to the appointee.

IN WITNESS WHEREOF, the Borough Council of the Borough of Wyomissing
has adopted this Resolution in lawful session this _____ day of _____ 20__.

BOROUGH COUNCIL
BOROUGH OF WYOMISSING,
BERKS COUNTY, PENNSYLVANIA

President of Borough Council

Attest: _____
Name: _____
Borough Secretary

Fred Levering, Mayor

CERTIFICATE

I hereby certify that the foregoing is a true and accurate copy of a Resolution of the Borough Council of WYOMISSING, Berks County, Pennsylvania, which was fully adopted at a public meeting held pursuant to notice as required by law on the ____ day of _____, 20__.

Borough Secretary

Dated: _____, 20__

DRAFT

BOROUGH OF WYOMISSING, BERKS COUNTY, PENNSYLVANIA

RESOLUTION NO. 2026-08

**A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF
WYOMISSING, BERKS COUNTY, PENNSYLVANIA TO
APPOINT _____ AS ASSISTANT
TREASURER FOR THE BOROUGH OF WYOMISSING.**

WHEREAS, pursuant to the Code of the Borough of Wyomissing, Chapter 1, Section 161, Borough Council may by resolution appoint an Assistant Treasurer to perform the duties and exercise the powers of the Assistant Treasurer as set forth in the Wyomissing Code, Borough Code and in other applicable laws; and

WHEREAS, the Wyomissing Borough Council desires to appoint _____ as Assistant Treasurer for the Borough of Wyomissing; and

WHEREAS, _____ has consented to such appointment.

NOW, THEREFORE, BE IT RESOLVED, pursuant to the Code of the Borough of Wyomissing, Chapter 1, Section 161, Borough Council hereby appoints _____ as Assistant Treasurer for the Borough of Wyomissing.

FURTHER RESOLVED, this appointment shall be effective January 13, 2026.

FURTHER RESOLVED, that such appointee shall serve at the pleasure of the Wyomissing Borough Council in such appointive office.

FURTHER RESOLVED, that if any provision, sentence, clause, section, or part of this Resolution shall for any reason be found to be unconstitutional, illegal or invalid, such determination shall not affect or impair any of the remaining provisions, sentences, clauses, sections, or parts of this Resolution, and it is hereby declared to be the intent of the Borough Council of the Borough of Wyomissing that this Resolution would have been adopted had such unconstitutional, illegal or invalid provision, sentence, clause, section or part not been included herein.

FURTHER RESOLVED, that all Resolutions or parts of Resolutions inconsistent with this Resolution are hereby superseded.

FURTHER RESOLVED, that the Borough Secretary shall deliver a certified copy of this Resolution to the appointee.

IN WITNESS WHEREOF, the Borough Council of the Borough of Wyomissing
has adopted this Resolution in lawful session this _____ day of _____ 20__.

BOROUGH COUNCIL
BOROUGH OF WYOMISSING,
BERKS COUNTY, PENNSYLVANIA

President of Borough Council

Attest: _____
Name: _____
Borough Secretary

Fred Levering, Mayor

CERTIFICATE

I hereby certify that the foregoing is a true and accurate copy of a Resolution of the Borough Council of WYOMISSING, Berks County, Pennsylvania, which was fully adopted at a public meeting held pursuant to notice as required by law on the ____ day of _____, 20__.

Borough Secretary

Dated: _____, 20__

DRAFT

BOROUGH OF WYOMISSING											
CONSOLIDATED INCOME STATEMENT											
PERIOD:12/01/2025 TO 12/31/2025 AS OF: 12/31/2025											
		ACTUAL DEC	DEC BUDGET	DEC VARIANCE	YTD DEC	DEC YTD BUDGET	YTD VARIANCE	PRIOR YEAR YTD	PRIOR YEAR VARIANCE	ANNUAL BUDGET	EXCESS/ (DEFICIT)
REVENUE											
	REAL ESTATE TAXES	52,644	48,217	4,427	5,892,531	5,755,500	137,031	5,501,530	391,001	5,755,500	137,031
	LOCAL TAXES	649,846	693,833	(43,987)	6,566,200	5,883,000	683,200	5,834,329	731,871	5,883,000	683,200
	UTILITY CHARGES	742,045	705,000	37,045	7,162,283	7,434,900	(272,617)	6,935,308	226,975	7,434,900	(272,617)
	LICENSES & FEES	20,126	32,625	(12,500)	843,072	907,900	(64,828)	1,030,229	(187,157)	907,900	(64,828)
	FINES	5,466	6,458	(993)	75,533	60,000	15,533	66,519	9,014	60,000	15,533
	GRANTS & INTERGOVT REVENUES	25,644	625,026	(599,382)	1,599,148	4,388,000	(2,788,852)	1,579,664	19,483	4,388,000	(2,788,852)
	INTEREST & RENTAL INCOME	19,628	32,410	(12,782)	489,392	559,100	(69,708)	643,905	(154,513)	559,100	(69,708)
	MISC REVENUES	1,705	1,458	247	389,828	97,100	292,728	98,471	291,357	97,100	292,728
	OVERHEAD TRANSFERS	112,500	112,500	(0)	1,350,000	1,350,000	-	1,350,000	-	1,350,000	-
	DEBT PROCEEDS	-	-	-	-	-	-	8,265,329	(8,265,329)	-	-
	REFUNDS	-	-	-	8,349	-	8,349	35	8,314	-	8,349
	REIMBURSEMENTS	61,953	126,800	(64,847)	664,856	564,500	100,356	834,260	(169,404)	564,500	100,356
	TOTAL REVENUE	1,691,558	2,384,328	(692,770)	25,041,191	27,000,000	(1,958,809)	32,139,579	(7,098,388)	27,000,000	(1,958,809)
EXPENSES											
	WAGES EXCLUDING PUBLIC WORKS	466,740	476,115	9,375	5,331,056	5,422,262	91,206	4,954,834	(376,222)	5,415,600	84,544
	EMPLOYER EXPENSES	423,724	445,313	21,589	5,239,343	5,037,786	(201,557)	4,184,781	(1,054,562)	5,037,786	(201,557)
	PROFESSIONAL SERVICES	35,556	35,000	(556)	366,812	350,000	(16,812)	444,306	77,494	350,000	(16,812)
	DEPARTMENTAL OPERATING EXPENSES	128,366	101,521	(26,846)	2,021,247	2,077,114	55,867	6,452,020	4,430,773	2,077,114	55,867
	FACILITIES AND EQUIPMENT	127,476	47,925	(79,551)	1,534,824	1,597,300	62,476	5,301,041	3,766,216	1,597,300	62,476
	ROADS & STREETS	341,852	158,963	(182,888)	2,970,979	3,034,000	63,021	3,145,017	174,038	3,035,000	64,021
	CULTURE & RECREATION	69,780	66,473	(3,307)	958,805	966,200	7,395	1,037,800	78,995	966,200	7,395
	UTILITY OPERATIONS	423,079	432,631	9,553	5,847,842	6,139,300	291,458	5,687,325	(160,516)	6,139,300	291,458
	UTILITY CAPITAL IMPROVEMENTS	-	-	-	719,945	1,755,700	1,035,755	1,581,788	861,843	1,755,700	1,035,755
	OVERHEAD TRANSFERS	112,500	112,500	0	1,350,000	1,350,000	-	1,350,000	-	1,350,000	-
	TOTAL EXPENSES	2,129,073	1,876,442	(252,630)	26,340,853	27,729,662	1,388,809	34,138,912	7,798,059	27,724,000	1,383,147
NET		(437,515)	507,885	(945,400)	(1,299,662)	(729,662)	(570,000)	(1,999,333)	699,671	(724,000)	(575,662)

BOROUGH OF WYOMISSING														
FUND SUMMARY														
PERIOD:12/01/2025 TO 12/31/2025 AS OF: 12/31/2025														
	PAGE NO.	DEC REV	DEC EXP	DEC NET	DEC BUDGET	DEC VARIANCE	DEC YTD REV	DEC YTD EXP	DEC YTD NET	DEC YTD BUDGET	DEC YTD VAR	ANNUAL BUDGET REV	ANNUAL BUDGET EXP	ANNUAL BUDGET NET
GENERAL FUND														
GEN GOVT	3	842,498	598,238	244,260	667,767	(423,507)	15,372,637	7,403,490	7,969,147	9,881,338	(1,912,192)	16,973,000	7,085,000	9,888,000
POLICE	4	16,431	293,309	(276,878)	(325,847)	48,969	188,844	3,523,021	(3,334,177)	(3,546,000)	211,823	150,000	3,696,000	(3,546,000)
FIRE	4	1,025	162,252	(161,227)	(100,758)	(60,469)	127,836	1,958,564	(1,830,727)	(1,682,000)	(148,727)	228,000	1,910,000	(1,682,000)
PUBLIC WORKS	5	58,888	373,123	(314,235)	(160,807)	(153,428)	397,420	3,121,143	(2,723,723)	(2,904,000)	180,277	176,000	3,080,000	(2,904,000)
RECREATION	6	136	81,702	(81,566)	(13,588)	(67,978)	266,373	893,754	(627,380)	(840,000)	212,620	274,000	1,114,000	(840,000)
PARKS	6	-	5,609	(5,609)	(15,096)	9,487	-	273,858	(273,858)	(309,000)	35,142	-	309,000	(309,000)
CODES	5	17,751	32,114	(14,364)	(6,905)	(7,458)	301,390	399,674	(98,284)	(96,000)	(2,284)	300,000	396,000	(96,000)
TOTAL GENERAL		936,728	1,546,348	(609,620)	44,765	(654,385)	16,654,501	17,573,503	(919,002)	504,338	(1,423,341)	18,101,000	17,590,000	511,000
ROAD	3	4,766	114	4,652	4,060	592	524,781	472,841	51,940	37,000	14,940	507,000	471,000	36,000
WATER	7	399,501	182,032	217,469	179,368	38,101	2,626,205	2,708,039	(81,833)	(200,000)	118,167	2,699,000	2,899,000	(200,000)
SEWER	7	346,633	188,903	157,729	471,459	(313,729)	3,004,654	3,276,172	(271,517)	(1,018,000)	746,483	3,424,000	4,442,000	(1,018,000)
REFUSE	8	3,422	164,644	(161,222)	(155,667)	(5,555)	1,859,649	1,933,576	(73,927)	-	(73,927)	1,904,000	1,904,000	-
HIGHWAY	8	508	47,032	(46,524)	(36,100)	(10,424)	371,400	376,722	(5,322)	(53,000)	47,678	365,000	418,000	(53,000)
TOTAL		1,691,558	2,129,073	(437,515)	507,885	(945,400)	25,041,191	26,340,853	(1,299,662)	(729,662)	(570,000)	27,000,000	27,724,000	(724,000)

BOROUGH OF WYOMISSING

GENERAL GOVT

INCOME STATEMENT

PERIOD:12/01/2025 TO 12/31/2025 AS OF: 12/31/2025

	ACTUAL	YTD	PRIOR YEAR	PRIOR YEAR	ANNUAL	EXCESS/
	DEC	DEC	YTD	VARIANCE	BUDGET	(DEFICIT)
REVENUE						
REAL ESTATE TAXES	47,985	5,381,175	4,999,821	381,354	5,252,000	129,175
LOCAL TAXES	649,846	6,566,200	5,834,329	731,871	5,883,000	683,200
LICENSES AND FEES	1,030	269,972	282,774	(12,801)	275,000	(5,028)
INTEREST & RENTAL INCOME	12,335	312,645	375,558	(62,913)	324,000	(11,355)
GRANTS & INTERGOVT REVENUES	-	1,083,544	953,580	129,964	3,456,000	(2,372,456)
REIMBURSEMENTS	18,801	389,712	656,986	(267,274)	408,000	(18,288)
MISC REVENUES	-	11,040	-	11,040	25,000	(13,960)
OVERHEAD TRANSFERS	112,500	1,350,000	1,350,000	-	1,350,000	-
DEBT PROCEEDS	-	-	8,265,329	(8,265,329)	-	-
REFUNDS	-	8,349	35	8,314	-	8,349
TOTAL REVENUE	842,498	15,372,637	22,718,412	(7,345,775)	16,973,000	(1,600,363)
EXPENSES						
GENERAL GOVT	37,496	276,105	236,929	(39,176)	263,500	(12,605)
ADMINISTRATIVE WAGES	75,989	563,834	494,207	(69,627)	533,800	(30,034)
TAX COLLECTOR'S EXPENSES	2,005	59,303	31,907	(27,397)	16,250	(43,053)
PROFESSIONAL SERVICES	11,893	174,685	237,600	62,914	160,000	(14,685)
BUILDINGS & EQUIPMENT	10,016	195,112	222,035	26,923	180,000	(15,112)
EMERGENCY SERVICES	-	211,655	203,832	(7,824)	211,425	(230)
LIBRARY SUPPORT	18,966	223,813	224,098	284	225,200	1,387
ECONOMIC DEVELOPMENT	18,150	95,100	87,998	(7,103)	92,500	(2,600)
DEBT SERVICE	-	364,539	3,639,814	3,275,275	364,539	(0)
EMPLOYER EXPENSES	423,724	5,239,343	4,184,781	(1,054,562)	5,037,786	(201,557)
TOTAL EXPENSES	598,238	7,403,490	9,563,199	2,159,709	7,085,000	(318,490)
NET GENERAL GOVT	244,260	7,969,147	13,155,213	(5,186,066)	9,888,000	(1,918,853)

ROAD FUND

INCOME STATEMENT

PERIOD:12/01/2025 TO 12/31/2025 AS OF: 12/31/2025

	ACTUAL	YTD	PRIOR YEAR	PRIOR YEAR	ANNUAL	EXCESS/
	DEC	DEC	YTD	VARIANCE	BUDGET	(DEFICIT)
REVENUE						
INTEREST	107	13,425	4,328	9,097	3,500	9,925
REAL ESTATE TAXES	4,659	511,356	501,709	9,647	503,500	7,856
TOTAL REVENUES	4,766	524,781	506,037	18,745	507,000	17,781
EXPENSES						
ROADS & STREETS	114	472,841	502,110	29,269	471,000	(1,841)
TOTAL EXPENSES	-	470,000	500,000	30,000	470,000	-
NET ROAD FUND	4,766	54,781	6,037	(11,255)	37,000	17,781

BOROUGH OF WYOMISSING

POLICE DEPT

INCOME STATEMENT

PERIOD:12/01/2025 TO 12/31/2025 AS OF: 12/31/2025

		ACTUAL	YTD	PRIOR YEAR	PRIOR YEAR	ANNUAL	EXCESS/
		DEC	DEC	YTD	VARIANCE	BUDGET	(DEFICIT)
REVENUE							
	FINES	5,291	62,656	64,094	(1,439)	58,000	4,656
	GRANTS	1,557	44,327	99,395	(55,068)	30,000	14,327
	REIMBURSEMENTS	8,351	41,886	25,536	16,350	22,500	19,386
	FEES FOR SERVICES	495	23,890	33,065	(9,175)	23,500	390
	MISC REVENUES	737	16,085	12,500	3,585	16,000	85
TOTAL REVENUES		16,431	188,844	234,591	(45,746)	150,000	38,844
EXPENSES							
	POLICE WAGES	263,113	2,921,580	2,821,378	(100,202)	3,060,600	139,020
	MATERIALS & SUPPLIES	11,209	169,243	159,546	(9,697)	222,100	52,857
	SERVICES	8,451	196,319	164,613	(31,705)	230,300	33,981
	BUILDINGS & EQUIPMENT	10,536	235,880	124,628	(111,252)	183,000	(52,880)
TOTAL EXPENSES		293,309	3,523,021	3,270,164	(252,857)	3,696,000	172,979
NET POLICE DEPT		(276,878)	(3,334,177)	(3,035,573)	(298,604)	(3,546,000)	211,823

FIRE DEPT

INCOME STATEMENT

PERIOD:12/01/2025 TO 12/31/2025 AS OF: 12/31/2025

		ACTUAL	YTD	PRIOR YEAR	PRIOR YEAR	ANNUAL	EXCESS/
		DEC	DEC	YTD	VARIANCE	BUDGET	(DEFICIT)
REVENUE							
	GRANTS	-	81,574	82,099	(525)	145,000	(63,426)
	REIMBURSEMENTS	-	-	-	-	-	-
	FEES FOR SERVICES	1,025	34,600	78,015	(43,415)	80,000	(45,400)
	MISC REVENUE	-	11,663	26,698	(15,035)	3,000	8,663
TOTAL REVENUES		1,025	127,836	186,811	(58,975)	228,000	(100,164)
EXPENSES							
	FIRE WAGES	118,478	1,602,522	1,373,329	(229,193)	1,565,500	(37,022)
	MATERIALS & SUPPLIES	22,737	154,282	1,193,084	1,038,802	155,750	1,468
	SERVICES	-	2,250	67,583	65,333	2,250	-
	BUILDINGS & EQUIPMENT	21,037	199,509	162,911	(36,598)	186,500	(13,009)
TOTAL EXPENSES		162,252	1,958,564	2,796,907	838,343	1,910,000	(48,564)
NET FIRE DEPT		(161,227)	(1,830,727)	(2,610,095)	779,368	(1,682,000)	(148,727)

BOROUGH OF WYOMISSING

PUBLIC WORKS

INCOME STATEMENT

PERIOD:12/01/2025 TO 12/31/2025 AS OF: 12/31/2025

		ACTUAL	YTD	PRIOR YEAR	PRIOR YEAR	ANNUAL	EXCESS/
		DEC	DEC	YTD	VARIANCE	BUDGET	(DEFICIT)
REVENUE							
	GRANTS	24,087	28,189	23,325	4,864	22,000	6,189
	REIMBURSEMENTS	34,801	233,258	151,738	81,520	134,000	99,258
	MISC REVENUES	-	135,974	22,660	113,314	20,000	115,974
TOTAL REVENUES		58,888	397,420	197,722	199,698	176,000	221,420
EXPENSES							
	PROFESSIONAL SERVICES	23,664	192,127	206,706	14,579	190,000	(2,127)
	BUILDINGS & EQUIPMENT	11,336	381,333	3,782,037	3,400,705	341,000	(40,333)
	ROADS & STREETS	294,706	2,121,416	2,233,861	112,445	2,146,000	24,584
	CULTURE & RECREATION	43,418	426,268	505,636	79,368	403,000	(23,268)
TOTAL EXPENSE		373,123	3,121,143	6,728,240	3,607,097	3,080,000	(41,143)
NET PUBLIC WORKS		(314,235)	(2,723,723)	(6,530,518)	3,806,794	(2,904,000)	180,277

CODES ENFORCEMENT & ZONING

INCOME STATEMENT

PERIOD:12/01/2025 TO 12/31/2025 AS OF: 12/31/2025

		ACTUAL	YTD	PRIOR YEAR	PRIOR YEAR	ANNUAL	EXCESS/
		DEC	DEC	YTD	VARIANCE	BUDGET	(DEFICIT)
REVENUE							
	FINES	175	12,878	2,425	10,453	2,000	10,878
	FEES	17,576	288,513	436,220	(147,707)	298,000	(9,487)
TOTAL REVENUES		17,751	301,390	438,645	(137,255)	300,000	1,390
EXPENSES							
	CODE WAGES	4,833	28,029	24,383	(3,645)	25,200	(2,829)
	CODES & ZONING ENF EXPENSES	27,281	371,646	526,098	154,452	370,800	(846)
TOTAL EXPENSES		32,114	399,674	550,481	150,807	396,000	(3,674)
NET CODES & ZONING		(14,364)	(98,284)	(111,836)	13,552	(96,000)	(2,284)

BOROUGH OF WYOMISSING

RECREATION

INCOME STATEMENT

PERIOD:12/01/2025 TO 12/31/2025 AS OF: 12/31/2025

		ACTUAL	YTD	PRIOR YEAR	PRIOR YEAR	ANNUAL	EXCESS/
		DEC	DEC	YTD	VARIANCE	BUDGET	(DEFICIT)
REVENUE							
	REIMBURSEMENTS	-	-	-	-	-	-
	RECREATION FEES	-	226,097	200,155	25,942	231,400	(5,303)
	RENTALS	36	13,710	17,914	(4,203)	19,600	(5,890)
	MISC REVENUES	100	26,566	23,434	3,132	23,000	3,566
TOTAL REVENUE		136	266,373	241,502	24,871	274,000	(7,627)
EXPENSES							
	RECREATION STAFF WAGES	4,327	215,092	241,538	26,446	230,500	15,408
	MATERIALS & SUPPLIES	1,038	120,806	140,619	19,813	147,700	26,894
	FACILITIES	75,139	468,594	871,691	403,096	658,300	189,706
	EVENTS	1,198	89,262	88,916	(346)	77,500	(11,762)
TOTAL EXPENSES		81,702	893,754	1,342,763	449,010	1,114,000	220,246
NET RECREATION		(81,566)	(627,380)	(1,101,261)	473,881	(840,000)	212,620

PARKS

INCOME STATEMENT

PERIOD:12/01/2025 TO 12/31/2025 AS OF: 12/31/2025

		ACTUAL	YTD	PRIOR YEAR	PRIOR YEAR	ANNUAL	EXCESS/
		DEC	DEC	YTD	VARIANCE	BUDGET	(DEFICIT)
EXPENSES							
	CULTURE & RECREATION	6,198	219,462	219,150	(312)	260,500	41,038
	FACILITIES AND EQUIPMENT	(588)	54,396	137,739	83,343	48,500	(5,896)
TOTAL EXPENSES		5,021	273,858	356,889	83,031	309,000	35,142
NET PARKS		(5,021)	(273,858)	(356,889)	83,031	(309,000)	(35,142)

BOROUGH OF WYOMISSING

WATER FUND

INCOME STATEMENT

PERIOD:12/01/2025 TO 12/31/2025 AS OF: 12/31/2025

		ACTUAL	YTD	PRIOR YEAR	PRIOR YEAR	ANNUAL	EXCESS/
REVENUE		DEC	DEC	YTD	VARIANCE	BUDGET	(DEFICIT)
	INTEREST & RENTAL INCOME	4,233	79,833	116,282	(36,449)	100,000	(20,167)
	GRANTS & INTERGOVT REVENUES	-	-	-	-	-	-
	REIMBURSEMENTS	-	-	-	-	-	-
	METERED WATER SALES	394,925	2,541,113	2,387,003	154,109	2,595,500	(54,387)
	MISC REVENUES	343	5,260	5,620	(359)	3,500	1,760
TOTAL REVENUE		399,501	2,626,205	2,508,905	117,301	2,699,000	(72,795)
EXPENSES							
	WATER SYSTEMS	148,698	1,885,461	1,696,441	(189,020)	1,921,300	35,839
	OVERHEAD CHARGES	33,333	400,000	400,000	-	400,000	-
	CAPITAL IMPROVEMENTS & EQUIPMENT	-	422,578	374,514	(48,064)	577,700	155,122
TOTAL EXPENSES		182,032	2,708,039	2,470,955	(237,084)	2,899,000	190,961
NET WATER		217,469	(81,833)	37,950	(119,784)	(200,000)	118,167

SEWER FUND

INCOME STATEMENT

PERIOD:12/01/2025 TO 12/31/2025 AS OF: 12/31/2025

		ACTUAL	YTD	PRIOR YEAR	PRIOR YEAR	ANNUAL	EXCESS/
REVENUE		DEC	DEC	YTD	VARIANCE	BUDGET	(DEFICIT)
	GRANTS & INTERGOVT REVENUES	-	-	-	-	320,000	(320,000)
	INTEREST & RENTAL INCOME	2,162	50,245	103,381	(53,136)	90,000	(39,755)
	SEWAGE CHARGES	344,471	2,779,410	2,827,774	(48,364)	3,014,000	(234,590)
	MISC REVENUES	-	175,000	-	175,000	-	175,000
	REFUNDS	-	-	-	-	-	-
TOTAL REVENUE		346,633	3,004,654	2,931,155	73,499	3,104,000	(99,346)
EXPENSES							
	WASTEWATER COLLECTION AND DISPOSAL	126,403	2,228,805	2,311,452	82,647	2,514,000	285,195
	OVERHEAD TRANSFERS	62,500	750,000	750,000	-	750,000	-
	CAPITAL IMPROVEMENTS & EQUIPMENT	-	297,367	1,207,274	909,907	1,178,000	880,633
TOTAL EXPENSES		188,903	3,276,172	4,268,726	992,554	4,442,000	1,165,828
NET SEWER		157,729	(271,517)	(1,337,570)	1,066,053	(1,338,000)	(1,265,174)

BOROUGH OF WYOMISSING

REFUSE FUND

INCOME STATEMENT

PERIOD:12/01/2025 TO 12/31/2025 AS OF: 12/31/2025

		ACTUAL	YTD	PRIOR YEAR	PRIOR YEAR	ANNUAL	EXCESS/
REVENUE		DEC	DEC	YTD	VARIANCE	BUDGET	(DEFICIT)
	INTEREST & RENTAL INCOME	248	9,648	13,942	(4,294)	12,000	(2,352)
	REFUSE FEES	2,649	1,841,760	1,720,530	121,230	1,825,400	16,360
	MISC REVENUES	525	8,240	7,560	680	6,600	1,640
	GRANTS & INTERGOVT REVENUES	-	-	59,352	(59,352)	60,000	(60,000)
	REFUNDS	-	-	-	-	-	-
TOTAL REVENUE		3,422	1,859,649	1,801,384	58,264	1,904,000	(44,351)
EXPENSES							
	SOLID WASTE DISPOSAL	147,977	1,733,576	1,679,433	(54,143)	1,704,000	(29,576)
	OVERHEAD TRANSFERS	16,667	200,000	200,000	-	200,000	-
	CAPITAL IMPROVEMENTS & EQUIPMENT	-	-	-	-	-	-
TOTAL EXPENSES		164,644	1,933,576	1,879,433	(54,143)	1,904,000	(29,576)
NET REFUSE		(161,222)	(73,927)	(78,049)	4,121	-	(73,927)

HIGHWAY AID FUND (LIQUID FUELS)

INCOME STATEMENT

PERIOD:12/01/2025 TO 12/31/2025 AS OF: 12/31/2025

		ACTUAL	YTD	PRIOR YEAR	PRIOR YEAR	ANNUAL	EXCESS/
REVENUE		DEC	DEC	YTD	VARIANCE	BUDGET	(DEFICIT)
	INTEREST & RENTAL INCOME	508	9,886	12,501	(2,615)	10,000	(114)
	GRANTS & INTERGOVT REVENUES	-	361,514	361,914	(399)	355,000	6,514
	TRANSFERS	-	-	-	-	-	-
	REFUNDS	-	-	-	-	-	-
TOTAL REVENUES		508	371,400	374,415	(3,014)	365,000	6,400
EXPENSES							
	ROADS & STREETS	47,032	376,722	409,046	32,325	418,000	41,278
TOTAL EXPENSES		47,032	376,722	409,046	32,325	418,000	41,278
NET HIGHWAY AID		(46,524)	(5,322)	(34,632)	29,310	(53,000)	(34,878)

BOROUGH OF WYOMISSING

TAX COLLECTOR'S REMITTANCE REPORT

REPORT PERIOD: (FROM-TO)

December 1 - 31, 2025

COLLECTION SUMMARY					
CURRENT PERIOD		DISCOUNT	PENALTY	FLAT	TOTAL
CURRENT YEAR REAL ESTATE	66		\$ 8,491.00	\$ 85,698.24	\$ 94,189.24
CURRENT YEAR INTERIM/CHANGES	4		\$ 27.39	\$ 273.93	\$ 301.32
CURRENT INTERIM BILLS/ROAD	4		\$ 2.69	\$ 26.93	\$ 29.62
ROAD TAXES	66		\$ 824.55	\$ 8,320.20	\$ 9,144.75

	CURRENT REAL ESTATE	CURRENT YEAR INTERIM/CHANGE	CURRENT YEAR ROAD INTERIM/CHANGE	CURRENT ROAD	
BEGINNING BALANCE (USE LAST MONTH'S ENDING BALANCE)	\$ 171,705.45	\$ 940.88	\$ 94.50	\$ 16,670.40	
ADD NEW BILLS					
TOTAL COLLECTABLE	171,705.45	\$ 340.88	\$ 94.50	\$ 16,670.40	
SUBTRACT MONTHLY COLLECTIONS (REFER TO FLAT AMOUNT ABOVE)	\$ 85,698.24	\$ 273.93	\$ 26.93	\$ 8,320.20	
SUBTRACT REDUCTIONS AND REFUNDS					
OUTSTANDING BALANCE	\$ 86,007.21	\$ 666.95	\$ 67.57	\$ 8,350.20	

CHECKS THIS PERIOD					
DATE	CHECK #	AMOUNT			
12/10/2025	1856	\$ 385.39			
12/10/2025	1857	\$ 3,966.40			
12/26/2025	1860	\$ 3,510.31			
12/26/3025	1861	\$ 36,155.17			
1/7/2026	1863	\$ 5,278.67			
1/7/2026	1864	\$ 54,368.99			

TAX COLLECTOR (SIGNATURE):

31-Dec-25