
**West Reading Main Street
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WEST READING MAIN STREET JOINT BOARDS AUTHORITY & FOUNDATION

**MINUTES
May 11, 2009**

Foundation Board of Director Members Present

Shane J. Keller (Mayor of West Reading), President; Deborah Hutcheson (Charles Hutcheson Fine Jewelry), Vice President; Dr. Mark G. Dougherty (Penn Avenue Dental), Secretary; Michael Morrill (West Reading Borough Council), Treasurer; George I. Tindall (West Reading Borough Manager), Member; Kevin Conrad (West Reading Borough Council), Member; and Margaret Bligh (The Reading Hospital and Medical Center), Member. A quorum was present.

Foundation Board of Directors Members Absent

Rebecca Simmons (Firefly on Penn), Member; Lynda Kuhn (West Reading Resident), Member.

Authority Board of Directors Present

Shane J. Keller (Mayor of West Reading) Chairman; John C. Woodward (Third and Spruce Café), Vice Chairman; Caitlin Degler (Berkshire Bank), Treasurer; and Kevin Conrad (West Reading Borough Council), Member. A quorum was present.

Authority Board of Directors Absent

Carol Wells (Sweet Surprises), Secretary.

Staff Present

Nevin Hollinger, Main Street Executive Director; Dean L. Rohrbach, Elm Street Manager; and Dan Becker, (Kozloff Stoudt), Solicitor.

Guests Present

Dave Weidenhammer, Neighborhood Advisory Committee, Chairman; Lori Weidenhammer, Neighborhood Advisory Committee, member; Nancy Campbell (The Complete Baldwin Brass Center); Rita Ditsky (Seghetti's Italian Market); Nancey Seghetti (The Mosaic Studio).

Call to Order

Mr. Keller called the meeting to order at 6:00PM.

Mr. Keller stated the Main Street Authority met in Executive session on April 18, 2009 to discuss personnel. No action was required as a result of the Executive session.

Public Comment

No public comment.

Approval of Meeting Minutes

The April 2009 minutes were tabled to allow for corrections to the minutes.

Treasurer's Report

Ms. Degler reported the Authority showed a loss of \$1,996.18 for April 2009. Elm Street showed a slight net income of \$72.04 for April 2009.

Motion: to approve the Authority Treasurer's report. Motion by Mr. Woodward. Seconded by Ms. Degler. Motion passed 4-0.

The April 2009 Foundation report was tabled due to the absence of Mr. Morrill.

After discussion on the status of the accounts of the Authority, Mr. Hollinger was directed by Mr. Keller to provide a full and complete reporting of all outstanding debts.

Main Street Update

Mr. Hollinger reported that he had received additional insurance proposal regarding the Business Owners, Workers' Compensation, and Director and Officers policies.

Motion: to select National Penn Insurance for Business Owners and Workers' Compensation at \$500.00 and \$608.00 respectively, annually. Motion by Mr. Conrad. Seconded by Mr. Woodward. Motion passed 4-0.

Motion: to select Engle-Hambright & Davis (EHD) for Directors and Officers insurance at \$535.00 annually. Motion by Mr. Conrad. Seconded by Mr. Woodward. Motion passed 4-0.

Motion: to accept the Executive Director's Report. Motion by Mr. Conrad. Seconded by Mr. Woodward. Motion passed 11-0.

Streetscape Phases IV & V

Mr. Hollinger reported that the Foundation and the Borough needed to assign federal aid reimbursement from the Foundation to the West Reading Borough in order to allow for the processing and payment for the work. In essence, the Borough would receive the dollars for these phases on behalf of the Foundation.

Motion: to authorize signature on the assignment agreement contingent on solicitor approval. Motion by Mr. Conrad. Seconded by Ms. Hutcheson. Motion passed 7-0

Main Street Authority Treasurer Caitlin Degler left the meeting at this point due to another commitment.

Elm Street Report

Mr. Rohrbach, Elm Street manager (ESM), reported that the Ten Points Community Garden was been selected to receive the PDC's statewide competition for URBAN GREENING. The award will be presented on June 9th. at the Townie Award Banquet in Johnstown, PA

Mr. Rohrbach highlighted that he has received \$5,000.00 due to fundraising efforts, with an additional \$1,700.00 in pledges.

Motion: to approve the Elm Street Report. Motion by Mr. Conrad. Seconded by Mr. Woodward. Motion passed 10-0.

Old & New Business

Sidewalk Café Ordinance:

The Authority Members discussed the recommended revisions to the Sidewalk Café Ordinance as provided by the Business Association through Mr. Hollinger. After discussion, the recommendations from the Authority are as follows:

- The application fee would continue to be an annual application fee, however the fee be reduced to \$50 per year.
- The application would be completed annually and include maps and/or a drawing.

- The Codes Department and the owner would jointly decide where on the sidewalk the tables would be located. In the event of a disagreement, Codes would have the final say.
- The permit would be renewable at any point throughout the year; however, the renewal for the next calendar year must occur by December 1st of the current calendar year. If the business owner does not renew by December 1st they would have to go through the entire application process again.
- The tables would be allowed to remain outside at the owners' discretion, as long as there is a 4' pathway.
- Whatever furniture is placed outside of a business under the ordinance must be compliant with all other codified ordinances.
- No change to the area covered by the existing ordinance (curb line to the front of the building)

Motion: to make the aforementioned recommendation to Borough Council. Motion by Mr. Conrad. Seconded by Mr. Woodward. Motion passed 3-0.

Adjournment

MOTION to adjourn was made at 8:15 PM by Mr. Conrad and seconded by Mr. Woodward. Motion passed 10-0.