



# ***CITY COUNCIL***

## ***Nominations and Appointments***

### ***Committee***

**Monday, October 1, 2012**  
**4:00 pm**  
**City Council Office**

The Nominations and Appointments Committee will meet as needed to address nominations and appointments to the City's boards, authorities and commissions.

**Committee Members:** Stratton Marmarou (Chair), Donna Reed (Vice-Chair) and Randy Corcoran

*Although Council committee meetings are open to the public, public comment is not permitted at Council Committee meetings. However, citizens are encouraged to attend and observe the meetings. Comment from citizens or professionals during the meeting may be solicited on agenda topics via invitation by the Committee Chair.*

*All electronic recording devices must be at the entry door in all meeting rooms and offices, as per Bill No. 27-2012*

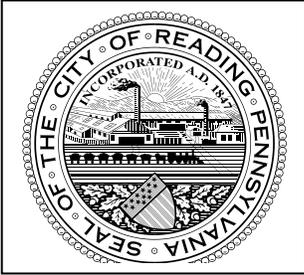
#### **I. Interview**

**4:00 - Ermete Rafaelli - reappointment - Planning Commission**

**4:15 - Teri Wenrich Kutz - appointment - Citizens Advisory Board**

#### **II. Appointment Recommendations**

#### **III. Review Pending Applications Memo/BAC Openings/Board, Authority, Commission membership**



# CITY COUNCIL

## Nominations & Appointments Committee

**Tuesday, September 4, 2012  
Meeting Report**

**Attendance:** S. Marmarou, D. Reed, R. Corcoran

**Others Attending:** S. Katzenmoyer

The meeting was called to order at 4:17 pm by Mr. Marmarou.

### **I. Interviews**

#### **Melissa Eggert (appointment – Citizens Advisory Board)**

Mr. Marmarou explained that the City is re-examining the mission and purpose of this Board and that this Committee recommends that new members not be named to the Citizens Advisory Board at this time. He questioned if Ms. Eggert was interested in serving on the Board of Ethics. Ms. Eggert stated that she was. She questioned their meeting schedule. Ms. Katzenmoyer explained that they meet as necessary and it is generally 3 – 4 times per year. She gave Ms. Eggert a copy of the Code of Ethics.

Ms. Reed stated that the Board of Ethics is critical to the City and that their work is very interesting.

Ms. Eggert stated that she is a life-long resident of Reading and wants to see it improve. She stated that she teaches in the Reading School District.

**The Nominations and Appointments Committee recommends the appointment of Melissa Eggert to the Board of Ethics.**

**Pier Ignozzi-Shaffer (appointment – Environmental Advisory Council)**

Ms. Reed stated that she has reviewed Ms. Shaffer’s background and that it is a good match for the EAC. She questioned why Ms. Shaffer was interested in serving. Ms. Shaffer stated that Bill Vitale recommended she apply to serve. She stated that she wants to help the City improve.

Ms. Reed questioned if Ms. Shaffer was involved in the Ricktown project. Ms. Shaffer stated that she was as she is currently working on her thesis on sustainable design and the concept of the arts assisting redevelopment of urban areas. She stated that she served on many of the Ricktown committees and that this work helped her understand the many City issues.

Mr. Corcoran expressed the belief that Ms. Shaffer would fit in well on the EAC.

Ms. Katzenmoyer stated that the EAC has a new chair and better focus and direction. She stated that the EAC meets monthly.

The Committee thanked Ms. Shaffer for attending this evening and stated that they are glad she is willing to assist.

**The Nominations and Appointments Committee recommends the appointment of Pier Ignozzi-Shaffer to the Environmental Advisory Council.**

The Nominations and Appointments Committee adjourned at 4:40 pm.

Respectfully Submitted by,  
*Shelly Katzenmoyer,*  
Deputy City Clerk



**VAUGHN D. SPENCER**  
**MAYOR**

## CITY OF READING, PENNSYLVANIA

OFFICE OF THE MAYOR  
ROOM 2-33  
815 WASHINGTON STREET  
READING, PA 19601-3690  
(610) 655-6234

# Memo

**To: Francis G. Acosta, Council President**

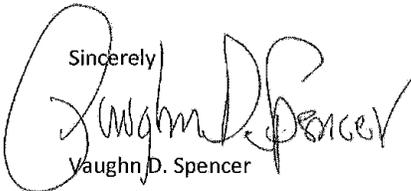
**From: Mayor Vaughn D. Spencer**

**Date: September 4, 2012**

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It is with great pleasure that I endorse Mr. Ermete Rafaelli to be reappointed to the Planning Commission.

Sincerely



Vaughn D. Spencer

Rec'd by: *mak*

Date: 9-4-12



FAX: (610) 655-6427 TDD: (610) 655-6442





CITY OF READING, PENNSYLVANIA

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## MEMORANDUM

**TO:** Mayor  
**FROM:** Shelly Katzenmoyer, Deputy City Clerk  
**DATE:** August 20, 2012  
**SUBJECT:** Appointment Application

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The Council office has received the following application from Ermete Raffaelli. Mr. Raffaelli is reapplying for membership to the Planning Commission.

Please let the Council office know if you will endorse the appointment of this applicant.







CITY OF READING  
BOARDS AUTHORITIES & COMMISSIONS  
APPLICATION FORM

Article X of the City of Reading Home Rule Charter encourages the participation of citizens in their government through the establishment of Boards, Authorities and Commissions to carry out City business. Broad citizen participation is encouraged in the recruitment of appointees and in making appointments.

No appointee of any board, authority, or commission shall hold any other elected public office or any compensated position for the City. No person may serve concurrently on more than one board, authority or commission. The Charter requires all appointees to be residents of the City of Reading. At the discretion of Council, persons not residing in the City may be appointed if they have a significant property holding or business interest in the City.

Name: ERMETE RAFFAELLI  
Address: 901 JOAN TERRACE  
Years living at this address: 39  
Date of Birth: 8-MAY-41  
Occupation: EDUCATOR  
Place of Employment & Address: READING SCHOOL DISTRICT  
8TH + WASHINGTON  
READING, PA 19601  
Telephone: Day 610-374-0864 Evening SAME  
E-mail: \_\_\_\_\_

If you need more space for any of the questions below, please use the back of this form.  
If you have a current resume, please attach it to this completed application.

1. What Board, Authority or Commission are you interested in serving on? Why?

PLANNING COMMISSION - A GREAT  
PLACE FOR ME TO MEET INTERESTING  
PROFESSIONALS IN MY VOCATION AND SERVE  
MY COMMUNITY AT THE SAME TIME.



2. In your opinion, what is the primary purpose of this board?

TO ADMINISTER THE CITY'S SUBDIVISION AND LAND DEVELOPMENT ORDINANCE, AND OTHER FUNCTIONS DELEGATED TO IT.

3. What skills, abilities or other characteristics do you have that will help the Board successfully achieve its purpose?

FORTY-YEARS LEARNING AND TEACHING FUNDAMENTALS OF DESIGN, ARCHITECTURE, ENGINEERING, PHOTOGRAPHY, AND INDUSTRY.

4. Have you had any previous experience with this particular board? If yes, please describe.

YES - I HAVE SERVED THIS COMMISSION SINCE 1988 - 24 YEARS - I PRESENTLY SERVE AS CHAIRMAN

5. Have you served in any other volunteer roles in the community? (e.g. youth organizations, church, etc.) Please list.

READING HOSE CO. #1 - PRESIDENT (50 YEARS)  
SOUTH MOUNTAIN YMCA - BOARD MEMBER (22 YEARS)  
ITALIAN AMERICAN CULTURAL CENTER - BOARD MEMBER

6. Have you ever been employed by the City of Reading? If so, please list.

NO

7. In a business relationship, have you ever provided goods or services for the City? If so, please describe?

NO

8. Have you served previously on any other City of Reading Board, Authority, or Commission or in any other advisory capacity? If yes, please list the position and date(s) of service.

LOCAL REDEVELOPMENT AUTHORITY 2008-PRESENT

9. Are you currently a registered voter? Yes  No

10. Have you ever been convicted of a felony? Yes  No



11. Do you own any properties or businesses in the City? If so, please list?

901 JOAN TERRACE  
\_\_\_\_\_  
\_\_\_\_\_

12. Do you have any water/sewer bills, property taxes, codes violations, or fines which are delinquent for 6 months or longer? If so, please list and provide explanation.

No  
\_\_\_\_\_  
\_\_\_\_\_

I verify that the statements made in this application are true and correct. I understand that any false statements herein are made subject to penalties of 18 PA.C.S. 4904, relating to unsworn falsification of authorities. I consent to and authorize, without reservation, the City of Reading to obtain information relating to my law enforcement record, convictions for other than Summary Offenses, my tax payment record (including all applicable taxes payable to the City of Reading), and my utility payment record. Convictions will not automatically disqualify the applicant. I authorize each applicable agency to which this form is presented to release any results, upon request of the City of Reading, as described above. Copies of this consent that show my signature are as valid as the original signed by me. This consent is valid until the termination of my application process or my affiliation with the City of Reading, whichever is later.

ERMETE RAFFAELLI  
Printed Name

  
Signature

16-JUL-12  
Date

Please return the completed form to the

**City Clerk's Office  
Office 2-24  
815 Washington Street  
Reading, PA 19601**





CITY OF READING  
BOARDS AUTHORITIES & COMMISSIONS  
APPLICATION FORM

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Name: Teri Wennich Kutz  
Address: 1504 Bern Street Reading 19604  
Years living at this address: 12  
Date of Birth: 11-8-64  
Occupation: Administrative Support  
Place of Employment & Address: East Penn Mfg.  
1 DeKa Road  
Lyon Station PA  
Telephone: Day 610-781-0017 Evening 610-376-0633  
E-mail: teriWK118@aol.com

If you need more space for any of the questions below, please use the back of this form.  
If you have a current resume, please attach it to this completed application.

1. What Board, Authority or Commission are you interested in serving on? Why?  
Citizens Advisory Board I am an active member of  
the community and have lived in the city for the past  
25 years and believe in the potential of the City of Reading.



2. In your opinion, what is the primary purpose of this board?

To advise the Mayor & City Council on community development policies & plans.

3. What skills, abilities or other characteristics do you have that will help the Board successfully achieve its purpose?

I am able to assess a situation and give an honest opinion and I also care very much what happens in our city.

4. Have you had any previous experience with this particular board? If yes, please describe.

No

5. Have you served in any other volunteer roles in the community? (e.g. youth organizations, church, etc.) Please list.

Secretary for Northwest Athletic Assn.  
President for Reading Mini Knights Swim Team  
President College Manor Pool Swim Team

6. Have you ever been employed by the City of Reading? If so, please list.

No.

7. In a business relationship, have you ever provided goods or services for the City? If so, please describe?

No

8. Have you served previously on any other City of Reading Board, Authority, or Commission or in any other advisory capacity? If yes, please list the position and date(s) of service.

No

9. Are you currently a registered voter? Yes  No

10. Have you ever been convicted of a felony? Yes  No

11. Do you own any properties or businesses in the City? If so, please list?

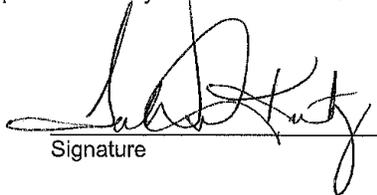
I own my home at 1504 Bevan Street  
\_\_\_\_\_  
\_\_\_\_\_

12. Do you have any water/sewer bills, property taxes, codes violations, or fines which are delinquent for 6 months or longer? If so, please list and provide explanation.

No  
\_\_\_\_\_  
\_\_\_\_\_

I verify that the statements made in this application are true and correct. I understand that any false statements herein are made subject to penalties of 18 PA.C.S. 4904, relating to unsworn falsification of authorities. I consent to and authorize, without reservation, the City of Reading to obtain information relating to my law enforcement record, convictions for other than Summary Offenses, my tax payment record (including all applicable taxes payable to the City of Reading), and my utility payment record. Convictions will not automatically disqualify the applicant. I authorize each applicable agency to which this form is presented to release any results, upon request of the City of Reading, as described above. Copies of this consent that show my signature are as valid as the original signed by me. This consent is valid until the termination of my application process or my affiliation with the City of Reading, whichever is later.

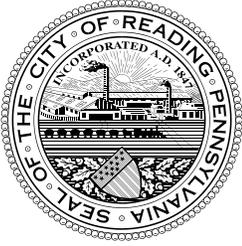
Alexandra Wannich Kutz  
Printed Name

  
Signature

8-7-12  
Date

Please return the completed form to the

**City Clerk's Office  
Office 2-24  
815 Washington Street  
Reading, PA 19601**



CITY OF READING,  
PENNSYLVANIA

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M E M O R A N D U M

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**TO:** Nominations and Appointments Committee  
**FROM:** Shelly Katzenmoyer, Deputy City Clerk  
**DATE:** October 1, 2012  
**SUBJECT:** Pending Applications

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The following persons have applications for Boards, Authorities, and Commissions pending:

**Blighted Property Review Committee** - *2 openings*

- Mary Wolfe - reappointment - has Mayoral approval

**Citizens Advisory Committee** - *9 openings*

- Teri Kutz - appointment - District 4

**Planning Commission** - *2 openings*

- Ermete Raffaelli - reappointment - has Mayoral approval

**Charter Review Commission** - *11 openings*

- Michael Reese - appointment

**Fire/Building Code Board of Appeals** - *1 opening, 1 alternate opening*

- Tom Lynam - reappointment - needs Mayoral approval

**BOARDS, AUTHORITIES & COMMISSIONS**

**OPEN SEATS**

**OCTOBER 1, 2012**

<b>Board, Authority &amp; Commission</b>	<b>Mayor appointment w/ Council approval</b>	<b>Mayor appointment</b>	<b>Council appointment</b>
<b>BOARDS</b>			
Electrician's Examining Board			
			Board Full
Plumbing Board of Examiners	Board Full		
Reading HVAC Board			3 openings
Zoning Hearing Board			Board Full
Police Civil Service Board			1 opening
Fire Civil Service Board			Board Full
Board of Historical Architectural Review			1 opening – must reside in historic district
			1 trades/building opening
Board of Trustees of the			City positions filled

Reading Public Library			
			3 County openings
Board of Health			3 openings
			2 alternate openings
Board of Ethics			
	Board full		
Building/Fire Code Board of Appeals			
	2 openings		
	1 alternate opening		
Animal Control Board			
	3 openings		
Charter Board			
	1 opening		
Housing Board Of Appeals			
	3 alternate openings		
Property Maintenance Appeals			6 openings
			Bldg/Trades Experience Required
Minority Bus. Board	7 openings		
Police Diversity Board			
		1 alternate opening	
City-wide Diversity Board			
			1 citizen opening

Solid Waste & Recycling Appeals Board			3 citizen openings
Citizens Advisory Board	11 citizen openings		
	1 application pending		
Main St Board	3 openings		
Business License Appeals Board	3 citizen openings		
<b>AUTHORITIES</b>			
Reading Area Water Authority			Board Full
Reading Redevelopment Authority	Board Full		
Reading Housing Authority			2 openings
Reading Parking Authority		Board full	
Convention Center Authority			City positions filled
			3 County openings
Downtown Improvement District Authority	Board Full		

COMMISSIONS			
Planning Commission			
	2 openings		
	1 application pending		
Reading Shade Tree Commission			
	2 openings		
Stadium Commission			
	1 opening		
Reading Human Relations Commission			
	3 openings		
Legislative Aide Committee			4 City openings
Public Safety Advisory Committee			
		Board full	
Blighted Property Review Committee			
	1 opening		
	1 application pending		
Environmental Advisory Council			3 openings
Recreation Commission			
	Board Full		