

June 8, 2016

6:30 P.M. – Public Hearing – PART Fare Increase

Assistant Borough Manager Erica Batdorf explained the structure of the Fare Policy for the Pottstown Area Rapid Transit System. She noted that every two years the fare cost is evaluated and it is now recommended to increase the base fare rate from \$1.90 to \$2.00. She added that this would be in line with similar transit systems and will assist in stabilizing the budget moving forward.

Ms. Batdorf noted that there were no public comments and requested Council's authorization to move forward with the appropriate action to implement the increase.

The public hearing closed at 6:35 p.m.

COMMITTEE OF THE WHOLE MEETING

The June 8, 2016 Committee of the Whole meeting was called to order at 7:00 p.m. by President Weand in the Council Meeting Room, Pottstown Borough Hall, and 100 East High Street, Pottstown, PA.

ATTENDANCE

Councilors present were Ryan Procsal, Carol Kulp, Sheryl Miller, Dennis Arms, Dan Weand, Rita Paez and Joseph Kirkland. Also present were Manager Mark Flanders, Assistant Manager Erica Batdorf, Solicitor Charles Garner and Borough Secretary Virginia Takach. Mayor Sharon Valentine -Thomas was absent.

INVOCATION

President Weand requested a moment of silence.

INDEPENDENCE DAY COMMENTS

Marcia Levengood, Independence Day, Ltd., advised that although there will be no parade or fireworks, the Homecoming Queen contest will be held during the July 2nd Classics Car Show. She added that the Committee is working on the festivities for 2017.

President Weand also commented on the Borough's position on the Parade and Fireworks, noting that although the Borough supports the efforts of Independence Day, Ltd., the Borough does not organize, fund or otherwise run these events. For the past 30 years, the Hometown 4th of July events have been organized and paid through the efforts of non-profit entities, such as the Pottstown 4th of July Committee and recently the Independence Day, Ltd. President Weand added that waiving the fees for 2016 would be an expense to the tax payers and place an unfunded liability on the Borough. He added that any responsible non-profit organization may obtain permits to run similar events in the Borough.

SUBCOMMITTEE REPORTS

- a. Infrastructure – Councilor Kulp advised that the report was distributed.

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b. Economic Development & Business Liaison – Ms. Batdorf announced the 2016 Walking Tour scheduled for June 16th in the downtown. She also provided an update of the InFocus Film Festival, ongoing this week in conjunction with the Schuylkill River Sojourn, with awards night scheduled for June 10th.

c. Transportation – Councilor Kulp noted that the minutes were distributed and the next meeting is June 15th.

d. Ricketts Community Center/OBGC – Councilor Kirkland reported on the summer programs at the Center.

e. Pottstown School Board – Kurt Heidel provided an update on the school events including the 2016 Trojans Heroes. He also noted that the Board adopted the 2016-2017, \$59 million budget. Mr. Heidel announced the Teachers of the Year from each school, with Ben Hayes, Pottstown Middle School Teacher of the Year. He added that Stephen Rodriguez was appointed as Acting Superintendent. He reviewed the proposed forgivable \$10,000 loan for teachers as first time home buyers in Pottstown and graduation is scheduled for June 10th.

ADD-ON

President Weand advised that a parking matter for Vist Bank will be added to the agenda.

f. Ad hoc Zoning – President Weand advised that Councilor Kulp was appointed as a new member. He noted that a third party professional entity will be considered to update the zoning ordinance.

g. Ad hoc Animal – Vice President Miller reported that a meeting is scheduled for June 25th to discuss a Kennel Policy and Procedures and will have a draft for next month.

MAYOR'S REPORT

There was no report in the Mayor's absence.

MANAGER'S REPORT

Manager Flanders reported that a Borough employee, Faron Mickletz passed away. Mr. Flanders also provided an update on a third party School Crossing Guards proposal which would result in a substantial savings. He added that All City Management is being considered through the Borough and the School District and requested Council's consideration to enter into an agreement with ACMS.

Mr. Flanders reported that the 509 Chestnut Street demolition is nearly completed and the space will be used to extend the Chestnut Street Park. He also reminded the Councilors to use their Borough assigned email address so as not to be subject to Right to Know law. Mr. Flanders also reported that staff is working from the new Public Works Facility and reminded all of the June 21st Joint Council and School Board meeting to be held at the Innovation Hub, 140 College Drive.

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Manager Flanders advised that recommendations are being considered to amend the Fire Ordinance to give the Fire Chief additional authority and to open applications for a broader area. He added that Staff continues to work on statistics from surrounding Human Relations Commissions.

Vice President Miller commended the efforts in amending the Fire Ordinance. She added that the search should be expanded outside of the Commonwealth. She also noted that she met with members of the Human Relations Commission along with several community members and may have a resolution and suggested that the comparison search be halted and be handled in cooperation of the Borough government, police and management. Vice President Miller provided a report and outline of the recommendations to move forward and to be incorporated in the ordinance amendments.

PRESENTATION – HANOVER SQUARE COMMERCIAL

Attorney Christopher Hogan was present to represent Hanover Square, LP and Greg Lingo and provided the latest renderings to Council. Mr. Hogan provided a brief background of the commercial parcel, approved in 2006 for a 50 square foot office building. Due to a variety of reasons, the development did not move forward. Mr. Hogan advised that Mr. Lingo has proposed a mixed use plan for the parcel which was presented in May 2015. He added that in February 2016 a Land Development Plan was submitted and approved by the Planning Commission in May 2016. He advised that the proposal now consists of 4 additional townhomes and 12 apartments, agreeable with the Planning Commission and the Home Owners Association.

Councilor Kulp suggested an electronic entrance sign along with a notation of the Borough's establishment date.

President Weand advised that this would be listed on Monday's agenda.

LERTA

Manager Flanders reviewed the recommendations of the Ad Hoc LERTA committee and advised that a meeting was held with County officials and the process was viewed favorable.

Solicitor Garner added that he had discussions with the School District Solicitor and noted that the School District is in agreement with the concept of LERTA. He added that all three taxing bodies are required to be in agreement and a public hearing could be scheduled for July.

PART OPERATING BUDGET

Ms. Batdorf requested Council's approval of the 2016-2017 Pottstown Area Rapid Transit budget, including the contract between the Borough and PART, Inc. She noted that the contract includes a 2% increase and fare box revenues and services.

WALK & BIKE POTTSTOWN PROJECT

Ms. Batdorf referred to the resolution required to procure an inspection provider for the

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Walk & Bike construction project and is funded by the grant through the Transportation Alternatives Program. This will also certify the review committee of the Borough.

PARKS & RECREATION CAPITAL GRANT

Ms. Batdorf advised that the Parks & Recreation Director Michael Lenhart has been working with Justin Keller, the Regional Parks Coordinator on the plan and proposal for additional funding for a Phase 3 development. She added that \$35,000 was obtained through the Pottstown Health & Wellness Foundation for playground equipment for Memorial Park.

Mr. Keller explained the process of the Greenway, Trails and Recreation Program for playground replacement and site improvements in the Spray Park, which would also address the King Street Road diet, through financing with Commonwealth Financing Authority.

STORMWATER ARCH – PHASE II

Ms. Batdorf explained the application of the Community Development Block Grant program for the reinforcement of the underground arches. She referred to the bid tabulation and will provide a recommendation for Monday evening.

President Weand advised that these grant matters will be listed for Monday evening.

CROSSING GUARD RFP

Manager Flanders advised that the draft contract and the RFP will be provided in the packets for Monday's meeting. He will also include a breakdown of the estimated cost savings of \$30,000.

PORTNOFF AGREEMENT

Manager Flanders explained the recommendation of Staff to extend the present agreement with Portnoff Law Associates for the collection of delinquent utility accounts for one year and agreed to provide the collection percentages for the regular agenda.

TOMPKINS/VIST BANK

Mr. Flanders also explained the request from the new Vist Bank, 258 East High Street, for designated parking spaces in the Park & Shop Lot at High and Charlotte Streets.

These agreement will be listed on Monday's agenda.

HARB

Mr. Flanders reviewed the recommendation of HARB to approve Certificates of Appropriateness for the following properties:

- a. 858 High Street – to replace slate roof
- b. 910 High Street – to replace signs
- c. 1132 East High Street – to repair gutters and slate roof

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- d. 964-966 East High Street – to replace front roof
- e. 118 King Street – to replace existing siding

HARB (Administratively Approved)

Mr. Flanders also recommended to ratify action of the Building Permit Officer for Certificates of Appropriateness for the following properties:

- a. 118 King Street – to replace windows in kind
- b. 223 King Street – to repair damaged cornice, gutters and spouting

COMMENTS FROM CITIZENS PRESENT

a. David Miller – 96 Cedar Street – commented on the lack of a July 4th Parade and suggested that Council adopt a resolution and take ownership of the Parade. He added that this is an opportunity to market the town, which could also provide the full-time staff needed for the events and could also solicit funding and sponsors.

COUNCILORS' GENERAL DISCUSSION

Councilor Paez suggested that the Parade be kept alive.

Councilor Arms noted that he did not support the statement from Council and which was not endorsed by him. He commented that he is disappointed that Council is not supporting this hometown event but can spend \$2,500 for a consultant to find an Assistant Borough Manager when the Borough has its own Human Resources Department whose reasonability is to recruit and hire. Councilor Arms also stated that he would like the recruitment of a new Fire Chief's position to be considered internally and questioned how the Borough would pay a person with more responsibilities.

Councilor Procsal urged his constituents to contact him with any nuisance concerns.

Councilor Kulp noted that it would be difficult for Council to oversee the July 4th parade and activities and the Borough could not take on this responsibility. The committee is presently an independent committee.

Vice President Miller commented on the Fire Chief's search, noting that the proposal has come from the internal fire departments and each company would be represented in the search. Ms. Miller also commented on the loss of her constituent, Faron Mickletz.

President Weand thanked the officials at America Keg for its May 25th tour, adding that this is the only manufacturer of stainless steel beer kegs in America and welcomed the business to the Borough.

ADJOURNMENT

The meeting adjourned 8:30 p.m.

Attested,
Mark D. Flanders, Borough Manager