

October 11, 2016

## POTTSTOWN BOROUGH COUNCIL

The regular meeting of the Pottstown Borough Council was called to order on Tuesday, October 11, 2016 at 7:00 p.m. in the Council Meeting Room, Pottstown Borough Hall, 100 East High Street, Pottstown, Pennsylvania, with President Weand in the Chair.

### CALL TO ORDER

### INVOCATION

Bishop Everett Debnam provided the invocation.

### PLEDGE OF ALLEGIANCE

### ROLL CALL

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

### APPROVAL OF MINUTES

a. September 12, 2016 Council Meeting - Motion by Councilor Miller, seconded by Councilor Kulp to approve the September 12, 2016 Council meeting minutes as presented. Motion carried: 7 ayes.

b. September 27, 2016 Joint Council and School Board Meeting – Motion by Councilor Miller, seconded by Councilor Kulp to approve the September 27, 2016 Joint Council and School Board meeting as presented.

Councilor Miller questioned if the street lights were included in lighting on the Closed Loop System plan.

Manager Flanders confirmed that the LED lighting is strictly for the traffic signals.

Motion carried: 7 ayes.

### COMMENTS FROM CITIZENS PRESENT

a. Jim Frymoyer, 100 Hillside Drive, Apt. A-4 – provided an outline of the Christmas fundraiser for underprivileged children and families. He noted that the event is scheduled for December 17<sup>th</sup> and this year to be located at the North End Fire Company. Mr. Frymoyer advised that the North End Fire Company's cost will be almost double as those of the Norco Fire Company Hall and requested continued support and participation from Council.

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b. Bishop Everett Debnam, 79 North Hanover Street – spoke on behalf of the Coalition among the Pottstown Police Department, the Montgomery County District Attorney’s Office and the NAACP organization. He announced the October 20<sup>th</sup> Coffee with Cops event at Connections on High, 12:00 to 2:00 p.m. for the purpose of bridging the relationship gaps between the Police Department and the community. Bishop Debnam also announced the October 22<sup>nd</sup> event at the Chestnut and Washington Street Give-a-Way / Meet and Greet event with newer officers and community members. Additional events will be scheduled as weather permits.

### SUBCOMMITTEE REPORTS

a. Finance & Administration – President Weand noted that revenues are presently higher than expenses. He added that the budget process continues with the deficit of 4.8% in closing the budget.

b. Ricketts Community Center – Councilor Kirkland had no report.

### COMMITTEE REPORTS

a. Human Relations Commission – Councilor Paez noted that she has submitted a request for office needs at the present location of 301 King Street. She is also expecting a response from seven individuals regarding appointment to the Commission.

b. PDIDA – Sheila Dugan provided a handout and outlined the upcoming holiday events and FARM incentives for 2017. She added that the Strategic Plan is being initiated as part of the DCED Main Street Program and awaiting a response regarding the \$15,000 Health and Wellness grant. Ms. Dugan reminded all of the upcoming events and the Hometown Holiday weekend scheduled for December 9<sup>th</sup>, 10<sup>th</sup> and 11<sup>th</sup>. She is also working to resolve the \$28,000 in back PDIDA assessments.

c. COG – Councilor Kulp noted that the minutes were provided.

d. EAC – Jim Derr was present and provided revised minutes from the September meeting. He reviewed the discussions regarding trash and recycling, along with the Stormwater and MS4 permitting process. He advised that a presentation is scheduled regarding the Sustainability Plan for the October 24<sup>th</sup> meeting and a presentation regarding Stormwater Management for the November 28<sup>th</sup> meeting.

e. Regional Planning – Councilor Procsal noted that discussions included the proposed developments in Lower Pottsgrove Township and Douglass Township with a letter of opposition to be sent to the appropriate township boards.

f. Blighted Property Review Committee – There was no meeting and a tour is scheduled for the October 19<sup>th</sup> meeting.

g. Emergency Services Reports – Miles Feather was present to provide an update of events and programs for the Phillies Fire Company. He advised that the new ladder truck is essentially equipped with training scheduled with KME for October 17<sup>th</sup>. He also provided updates on

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fundraising and the Fire Fighters Club and outlined programs and demonstrations scheduled with the schools.

h. Library – Arthur Green reminded all of the October 23<sup>rd</sup> Gettysburg tour with Mike Snyder. He also provided a construction update with completion expected by mid-December. Mr. Green also explained the process of budgeting at the Library and urged Council to allow the Library's allotment to at least remain the same.

#### UNFINISHED BUSINESS

None.

#### NEW BUSINESS

a. Presentation – Stormwater Master Plan, Amec Foster Wheeler

Nathan Walker, Water Resources Planner, was present on behalf of Amec Foster Wheeler, to provide the results of the Stormwater Management Study for a stormwater maintenance system in the Borough. He noted that over the last eleven months, his firm has met with Staff and Engineers for the Borough to outline the requirements and provisions for a stormwater maintenance system. He reviewed the present issues with the aging infrastructure and pipes and the 1,700 inlets and 6.5 miles of culverts throughout the Borough.

Mr. Walker advised that the amount spent on stormwater management by the Borough in 2015 was approximately \$500,000, including the infrastructure and capital improvements. Mr. Walker also noted that the cost is generated from the Waste Management Settlement, the general fund, liquid fuel and EPA grant funds. He added that costs would be borne by residents including tax exempt entities with the process to take as long as 12 years and planning possibly 5 to 7 years. A primary funding source would be a stormwater user fee, which may be approximately \$90 per household dependent upon square footage and amount of impervious surface. Mr. Walker also outlined the opportunities for regional planning, public/private partnerships, specific plans, land uses and state and federal grants.

Mr. Walker advised that the main recommendation for the plan is to start a process of the stormwater user fee and establish calculations and breakdowns of the cost, such as hiring an administrative staff person to track and manage expenses and engage stakeholders.

Manager Flanders commented that if the intention is to impose a user fee to fund the stormwater system, only second class townships have the authority to impose user fees. Municipal authorities have the authority to impose a fee if authorized for that purpose and if directed by Council. The Borough is not authorized to impose a fee. The Borough Council could authorize the Authority to do so or create a new authority. The Authority could then take the step of passing a resolution and the Borough would pass an Ordinance to agree to the Authority's resolution.

Mr. Walker also commented that the model and regulations are the same for all municipalities and therefore the Borough could not charge for stormwater issues for outside of the

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Borough. Mr. Walker also agreed that presently authorities and second class townships are authorized to make decisions regarding stormwater fees.

Jim Derr, EAC Chairman, commented that this matter is revenue neutral and requirements will be put on the Borough with the effort coming out of a combination of Public Works and the Authority by contract.

b. Fire Chief Ordinance - Motion by Councilor Kirkland, seconded by Councilor Miller to adopt an Ordinance amending certain sections relating to the Pottstown Borough Fire Chief.

ORDINANCE NO. 2156

AN ORDINANCE OF THE BURGESS AND TOWN COUNCIL OF THE BOROUGH OF POTTSTOWN AMENDING PART 2, APPOINTED OFFICIALS, OF CHAPTER 1, ADMINISTRATION AND GOVERNMENT, OF THE CODE OF ORDINANCES OF THE BOROUGH OF POTTSTOWN, AS AMENDED, TO AMEND CERTAIN SECTIONS RELATING TO THE POTTSTOWN BOROUGH FIRE CHIEF.

Motion carried: 6 ayes, 1 nay. Councilor Arms cast the negative vote.

c. Refinancing General Obligation Bonds 2012 - Motion by Councilor Miller, seconded by Councilor Arms to authorize advertisement of an ordinance to begin the process of refinancing the Borough of Pottstown's General Obligation Bonds, Series of 2012. Motion carried: 7 ayes.

d. YWCA Properties – Motion by Councilor Miller, seconded by Councilor Kulp to suspend the current collection efforts and assess no additional fees for taxes and utilities on the properties located at 323 and 325 King Street.

Vice President Miller noted that this would be for past taxes and utilities as the YWCA has indicated it will be paying the taxes going forward until the properties are transferred to another organization for owner occupancy status.

Motion carried: 4 ayes, 3 nays. Councilor Arms, Paez and Kirkland cast negative votes.

e. Delinquent Taxes 2017 - Motion by Councilor Kirkland, seconded by Councilor Miller to authorize Portnoff Law Associates to collect the Delinquent Real Estate Taxes for the Borough of Pottstown for the calendar year 2017. Motion carried: 7 ayes.

f. Master Plan Pollock Park - Motion by Councilor Miller, seconded by Councilor Paez to select the consultant Simone Collins Architects, Norristown, PA, funded by the Mini Park Grant, for the design of a Master Plan for the Pollock Park, 839 Cross Street. Motion carried: 7 ayes.

g. EAC - Motion by Councilor Miller, seconded by Councilor Arms to appoint Sharon Valentine-Thomas to the Environmental Advisory Council to fill a vacant term to expire August 10, 2019. Motion carried: 7 ayes.

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h. Human Relations Commission - Motion by Councilor Kirkland, seconded by Councilor Paez to appoint Luvenia Lister to the Human Relations Commission for a four year term to expire October 11, 2020, subject to satisfying the criminal background check and child abuse history clearance requirements. Motion carried: 7 ayes.

#### REPORT OF BILLS

Motion by Councilor Miller, seconded by Councilor Procsal to pay the outstanding bills in the amount of \$4,079,754.92. Motion carried: 7 ayes.

#### ANNOUNCEMENTS

Councilor Kirkland commented that he voted against the tax relief for the YWCA's properties due the lower assessments adding that next year's budget will be difficult.

Vice President Miller noted that these taxes have not been collected and if Land Banking is to work for the Borough, there needs to be some leeway in order for the properties to be rehabilitated and return to the tax rolls.

Vice President Miller also commented that due to the gap in the budget she is suggesting that Staff be more creative with personnel. She noted that three or four people are not needed in each department doing the same or similar job functions. Councilor Miller also suggested that high-school interns could be used for scanning, filing and data entry and also providing experience for the students. She also stated that when looking at raises for employees, the lower percentage should be applied across the board, adding that no cuts should be made to emergency services, as this is a top priority to constituents. Vice President Miller suggested borrowing under-used vehicles from one department to another, rather than purchasing new ones.

Vice President Miller reviewed upcoming events, including the Fire Company and the American Red Cross's distribution of smoke detectors in the second ward scheduled for the last Saturday in October. She also noted that North End Fire Company will hold a flea market on October 16<sup>th</sup>.

Councilor Procsal thanked Council for its gift to his new son.

#### ADJOURNMENT

The meeting adjourned 8:35 p.m. on motion by President Weand.

Submitted by,

Mark D. Flanders  
Borough Manager