

June 6, 2018

COMMITTEE OF THE WHOLE MEETING

The June 6, 2018 2018 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, 100 East High Street, Pottstown, PA.

ATTENDANCE

Councilors present were Ryan Procsal, Donald Lebedynsky, Dan Weand and Joseph Kirkland. Also present were Interim Borough Manager Justin Keller, Solicitor Charles Garner, and Borough Secretary Virginia Takach. Mayor Stephanie Henrick and Councilors Kulp and Paez were absent.

INVOCATION

President Weand requested a moment of silence.

PLEDGE ALLEGIANCE TO THE FLAG

7:00 P.M. – PUBLIC HEARING – PART – BUS FARE INCREASE

Kourtney High, Grants Administrator, explained that every two years, the Federal Transit Administration requires that PART increases its fares to be in line with systems in the area. The proposed increase is as follows: Full Fare from \$2 to \$2.25; Half Fare and Students from \$1 to \$1.10 and Paratransit from \$4 to \$4.50. There is no change in the transfer fee.

There was no public comment and the hearing closed at 7:05 p.m.

SUBCOMMITTEE REPORTS

- a. Infrastructure – There was no report in Councilor Kulp's absence.
- b. Economic Development – Peggy Lee-Clark provided an update on new businesses in the Borough, including Cedarville Engineering moving into the BB&T Bank building by June 15th. She also reported that an ice cream parlor opened at 250 High Street, the Caribbean restaurant at 107 High and the opening of the PUB at 251 High Street.
- c. Transportation – There was no report.
- d. OBGC/Ricketts Community Center – Councilor Kirkland advised that the OBGC is conducting registration for summer camp and provided informational pamphlets.
- e. Library – Deb Penrod provided an update on services at the Library, including Passports. She also advised that the Library is selling Rotary Duck race tickets for July 4th. The Library will be dedicating a small reading room in remembrance of long-time librarian Mary Diamond.

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- f. Pottstown School Board – There was no report.
- g. Ad hoc Zoning – Councilor Procsal advised that open containers were a topic of discussion in reference to outdoor dining, along with minor land development and downtown zoning matters.
- h. Ad hoc Animal – Sheryl Miller advised that she has been meeting with the Interim Police Chief and discussed comprehensive enforcement of Borough and State ordinances. She added that HB 816 has passed dealing with distressed animals in hot cars.
- i. Safety – Chief Drumheller reported that there was no meeting.
- j. Emergency Services Reports – Miles Feather provided the training events and statistics for May. He also reviewed the upcoming fundraising and participation events. Mr. Feather read a statement from Chief Charlie Pierce on behalf of the Phillies Fire Company, in opposition of Fire Chief Lessar’s proposed Incentive Program for volunteer firefighters.
- k. Human Relations Commission – Marcia Levengood advised that the next meeting is June 12th, 6:00 p.m. and will be working on recruiting new commissioners. She also announced the upcoming Community Fair scheduled for June 10th, 12:00 p.m. in the Smith Family Plaza.
- l. Ad Hoc Financial Sustainability Oversight Committee – Mr. Keller reported that the RFP for the financial management is forthcoming for the purpose of looking at Borough operations and construction.

MAYOR’S REPORT

There was no report in the absence of the Mayor.

MANAGER’S REPORT

Mr. Keller extended appreciation to the Gulati family for taking over the YMCA and keeping it in Pottstown. He also provided an update on the Walk/Bike project, which is at mid-way of the project with most signs installed. He added that concerns are being compiled and addressed. Mr. Keller also noted that an arch has collapsed on private property and the Borough is providing stabilization and seeking state and federal funding for repairs.

Mr. Keller announced the E-Waste event scheduled for June 16th, 10:00 a.m. – 1:00 p.m. in the Reading Lot wherein participants must provide proof of Borough residency.

PART BUDGET FY2018-2019

Ms. High referred to the draft budget distributed, which reflects a 2.75% increase of last year’s budget, which is funded by grants from Chester and Montgomery Counties. She added that Staff is presently conducting a customer-satisfaction survey and working with PennDOT on incentives to increase ridership.

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PRESENTATION –KEEP PROJECT/MOU WITH WEST POTTSBRO TOWNSHIP

Ms. Clark, along with John Cover and Michael Narcowich from the Montgomery County Planning Commission, presented the draft of the Memorandum of Understanding. Ms. Clark advised that the study was funded through DCED and the grant period ends June 30th and noted that this area, 103 acres of developable land, has been approved by the Governor as a QOZ area.

Mr. Narcowich distributed a copy of the KEEP Project including the maps and concepts of the plan. He requested Council's approval to authorize the plan adoption in July.

Jay Lankford, Lankford Acquisition Company, Keystone Boulevard, commented that his family owns two of the thirteen parcels in the Keystone Boulevard area spoke in support of KEEP project.

GREATER POTTSBRO TENNIS LAND DEVELOPMENT WAIVER

Kerriann Herdelin requested Council's approval of the waiver of land development on behalf of the Greater Pottstown Tennis and Learning, noting that the plan for Maple Street Park consists of upgrades to the two existing courts and a new court to be installed, along with new fencing, new drainage and a modular classroom.

Solicitor Garner commented that Council approved the agreement with the Association in concept and the idea was also to provide the plan to Council and the agreement was to approve Phase I, with no discussion regarding an enclosure. He noted that the only action for Council is to approve the waiver of the Land Development process.

SAFE ROUTES TO SCHOOL – FEDERAL AID REIMBURSEMENT RESOLUTION

Mr. Keller referred to the resolution to request reimbursement for the Safe Routes to School for costs and construction, \$64,000 over the original budget amount of the project. The reimbursement amount of \$54,000.

PARKING REGULATIONS/PARKMOBILE AMENDMENT

Mr. Keller also reviewed the amendment to the Parkmobile agreement regarding the recommendations to the downtown parking. The agreement is from the recommendations of the Parking Committee and is intended to eliminate the kiosks and to provide a cost effective solution, in addition to the use of smart phones and credit cards. He highlighted the changes in the downtown and requested Council's approval of the amendment.

PORTNOFF AGREEMENT COLLECTION OF DELINQUENT MUNICIPAL ASSESSMENTS

Solicitor Garner reviewed the request of Portnoff for an extension to the agreement for the collection of delinquent municipal assessments.

President Weand noted that these requests will be listed on Monday's agenda.

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VICTORY CHRISTIAN LIFE CENTER – STREET CLOSURE, JUNE 10, 2018

Mr. Keller referred to the request of the Victory Christian Life Center to close a portion of Washington Street on June 10th, from 9:00 a.m. – 4:00 p.m. He requested that Council take action this evening due to the time constraints.

Councilor Procsal motioned, seconded by Councilor Kirkland to approve the request of the Victory Christian Life Center to hold a community event on June 10, 2018, resulting in the closure of a portion of Washington Street from 9:00 a.m. – 4:00 p.m., subject to review and approval of the Police and Fire Departments.

President Weand opened a public hearing at 7:58 p.m. as this action was not listed on the agenda. Hearing no comments, the hearing closed at 8:00 p.m.

Motion carried: 4 ayes.

President Weand advised that the action will be listed on the regular agenda for ratification.

HANOVER SQUARE WAREHOUSE, 300 CHERRY STREET LAND DEVELOPMENT

Attorney Christopher Hogan was present representing potential owner Greg Lingo. He explained that the plan includes the construction of one twin home on the property and to renovate the existing building into 27 apartments. Attorney Hogan provided the background of the approvals obtained in the process and requested Council's preliminary/final approval as recommended by the Planning Commission. He added that 54 parking spaces were required by ordinance and the project has approval for 49 spaces.

Solicitor Garner commented that the reconstruction of South Street and portions of South Charlotte Street are still under negotiations. He added that a time-constraint exists due to the potential sale of the property and all conditions would need to be satisfied prior to ground breaking.

President Weand noted that this plan will be listed on Monday's agenda.

LATIN FESTIVAL

Mr. Keller referred to the request of the CCLU to conduct a beer garden at its Latin Festival on September 22, 2018 in Riverfront Park.

This will be listed for approval on the regular agenda.

APPOINTMENTS

Fourth Ward Candidates

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President Weand reviewed the applications of four candidates interested in the vacant fourth ward Council position, being Ken Shupinski, Trenita Lindsay, Angela Kearney and Philip Smock.

Trenita Lindsay, Oak Street, was present and introduced herself to Council, adding that she looked forward to learning the business of Pottstown and volunteering in her community.

Philip Smock, North Hanover Street, was also present and explained his financial background with Vanguard and also had an interest in safety procedures.

Vacancies

President Weand referred to the open positions on the Land Bank Board, PDIDA, Blighted Property Review Committee and the Planning Commission.

Councilor Kirkland questioned the reconsideration of Twila Fisher for the Land Bank Board as she was previously voted against being on the Board and also questioned her having a conflict of interest.

Solicitor Garner explained that under Robert's Rules of Order, the same vote or motion cannot be made by the same individual that made the original motion and should be made by someone that voted "no" to the original motion.

Solicitor Garner informed Council that Andrew Monastra, an applicant for the Planning Commission, is an associate in his firm and wanted to disclose this prior to any appointments being made, so that any potential conflicts of interest are considered.

HARB

Mr. Keller reviewed the recommendation from HARB as follows:

- a. 131 King – for approval of a mural
- b. 1023 East High Street – to replace slate roof

Mr. Keller also reviewed the administrative approved applications as follows:

- a. 240 Chestnut Street – to replace garage doors
- b. 856 High Street – to replace roof
- c. 1304 High Street – to replace existing sign insert
- d. 944 High Street – to replace rear porch
- e. 1019 High street – to replace slate roof

Mr. Keller also advised that HARB is recommending a denial of the application of Pete Gantert for the property located at 1122 High Street.

These will be listed for consideration on the regular agenda.

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COMMENTS FROM CITIZENS PRESENT

a. Sheryl Miller, 59 West 9th Street – expressed her concern regarding the conflict of interest on the Land Bank Board. She reminded all that she formed the Land Bank Committee with former Borough Manager Mark Flanders. She added that none of the committee members that may have had a financial gain from the Land Bank Board have applied. Ms. Miller also noted that Councilor Procsal contacted Ms. Fisher regarding her request for appointment but did not contact applicant Madison Morton.

b. Sheila Dugan, 71 North Hanover Street – requested that the appointment to the PDIDA board be tabled until all applicants can be interviewed by the PDIDA board.

c. Peggy Lee-Clark, PAID – commended the accomplishments of Mr. Keller and recommended his appointment as Borough Manager.

d. Glenn Hoff, 237 East Harmony Drive – spoke as President of the HOA for Manatawny Village and requested Council's assistance in getting the project completed and developed as it relates to the Phase I issues.

President Weand directed that Staff contact Mr. Hoff to resolve this matter.

COUNCILORS' GENERAL DISCUSSION

Councilor Procsal commented that he was disappointed in the announcement of the closing of the Mercury building and requested that a letter be sent to the owners to reconsider its action.

Councilor Lebedynsky commended the developers in keeping the YMCA in Pottstown.

Councilor Weand also thanked the Gulati family for taking over the YMCA building.

EXECUTIVE SESSION

President Weand recessed the meeting to executive session at 8:40 p.m. for personnel matters.

ADJOURNMENT

The meeting adjourned at 9:15 p.m.

Attested,

Justin M. Keller
Interim Borough Manager