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6:30 P.M. - CONDITIONAL USE HEARING - Michael Serrano, 381 West High Street

Solicitor Garner opened a Conditional Use hearing on the application of Michael Serrano to operate an automotive repair and performance shop on a portion of the property located at 381 West High Street. Solicitor Garner entered several Council exhibits into evidence.

Mr. Serrano testified that he intends to operate a repair service and confirmed that there will be no vehicles for sale. He added that the hours of operation would normally be 9:00 a.m. – 5:00 p.m. with certain days to 7:00 p.m. to work on private vehicles. Mr. Serrano agreed to comply with all local, state and federal ordinances for the proposed use of the property. He also noted that his business has been featured on the Street Outlaws of Memphis program, which will air in October.

Solicitor Garner closed the hearing at 7:52 p.m.

#### SWEARING IN CEREMONY – COUNCILOR, 4<sup>TH</sup> WARD

Mayor Henrick conducted the swearing in ceremony for newly appointed Trenita D. Lindsay for the position of Councilor of the Fourth Ward in the presence of her family, friends and Fellow-Councilors.

#### COMMITTEE OF THE WHOLE MEETING

The July 5, 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, Trenita Lindsay, Dan Weand, and Joseph Kirkland. Also present were Interim Borough Manager Justin Keller, Solicitor Charles Garner, Mayor Stephanie Henrick and Borough Secretary Virginia Takach. Councilors Kulp and Paez were absent.

#### INVOCATION

President Weand requested a moment of silence.

#### PLEDGE ALLEGIANCE TO THE FLAG

#### PRESENTATION – CHIEF F. RICHARD DRUMHELLER

Mayor Henrick presented a commendation from the Pottstown Police Department to retiring Chief F. Richard Drumheller, highlighting his years of service and accomplishments while serving the Police Department, beginning in 1988.

State Representatives Thomas Quigley, Tim Hennessey and David Maloney presented a citation from the Commonwealth to Chief Drumheller honoring his years of service to Pottstown.

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Interim Manager Keller presented a replica of a brick to be placed in the Riverfront Park in honor of retiring Chief Drumheller.

### SUBCOMMITTEE REPORTS

- a. Infrastructure – There was no report in Councilor Kulp’s absence.
- b. Economic Development – Peggy Lee-Clark provided an update on the Governor’s initiative on the Quality Opportunity Zone. She advised that Pottstown’s application is in the hands of the Department of the Treasury. This will allow for long-term investments for properties within the QOZ.
- c. Transportation – There was no report.
- d. Ad hoc Zoning – Councilor Procsal advise the several minor changes to the Subdivision/Land Development Ordinance are listed on the agenda for Council’s consideration.
- e. Ad hoc Animal – Councilor Kirkland had nothing new to report.

Ms. Sheryl Miller added that when an Interim Chief or Police Chief is appointed, the next meeting will be scheduled.

- f. Ad Hoc Financial Sustainability Oversight Committee - Councilor Kirkland advised that there is no new information from the Committee and the EIP is listed on this agenda.

### BOARDS & COMMITTEE REPORTS

- a. Emergency Services Reports – Goodwill Chief Kevin Yerger thanked Chief Drumheller for his service on behalf of the Department. He also provided the May and June statistics and the various training events, along with fund-raising opportunities. He reminded all of the July 7<sup>th</sup> Golf event.

Miles Feather announced that he has assumed the role of President of the Phillies due to the resignation of Charlie Pierce. He also outlined the recent training and participation in summer events including the July 4<sup>th</sup> festivities.

- b. Human Relations Commission – Marcia Levensgood noted that the next meeting is July 10<sup>th</sup>, 6:00 p.m. and reminded all of the Community Fair scheduled for July 15<sup>th</sup>, 12:00 p.m. in the Smith Family Plaza.

- c. Land Bank Report – Chairperson Deb Penrod provided a report of the recent meeting, noting that officers were elected and basic by-laws were approved. The meetings have been scheduled for the fourth Monday of the month. Ms. Penrod approved a Memorandum of Understanding to appoint Peggy Lee-Clark, PAID, as the executive director to provide guidance and instructions regarding Land Banks.

- d. Library – Deb Penrod reported that the Library continues to enhance programs for

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children during the summer months.

e. Olivet Boys & Girls Club – Councilor Kirkland advised that summer programs continue.

f. Pottstown School District – There was no report.

#### MAYOR’S REPORT

Mayor Henrick commended the GoFourth Committee for the successful July 4<sup>th</sup> events and fireworks. She also praised Chief Drumheller for his accomplishments in the Department. The Mayor highlighted her recent attendance at local and county events. Mayor Henrick announced that she was recently honored as one of 30 attorneys listed on the Lawyers on the Fast Drive. The Mayor also noted that she attempts to respond to every call and email she receives. She may also implement town hall meetings for each ward and requested Councilor comments.

#### MANAGER’S REPORT

Interim Manager Keller advised that a letter was sent on June 20, 2018 to Digitalfirst Medial regarding the closing of the Mercury building, asking Digitalfirst to reconsider its plan to close the building, which has been in existence since 1931. He added that if unsuccessful in not keeping the building open as *The Mercury*, ever effort will be made to redevelop this architecturally significant building.

Mr. Keller reported that the Spray Park was closed for a short time due to an electric failure. He also noted that the court date regarding the property on Johnson street has been moved up to July 12<sup>th</sup> and continues to seek grant sources for the arch issues throughout the Borough and for possibly emergency funding.

#### PRESENTATION – EDGEWOOD CEMETERY, ANDREW MONASTRA, ESQ.

Attorney Andrew Monastra and his wife, Sue, 740 East High Street, provided a brief background and historic organizations regarding the maintenance of the Edgewood Cemetery. He advised that the present organization is the Edgewood Historic Cemetery, a 501C3 status. He advised that he took over the maintenance since Randy Doaty of the Hill School was no longer able to do so. Attorney Monastra commended the volunteers for their assistance and requested that any monetary or other contributions may be directed to him for assistance in maintaining this property.

Mayor Henrick suggested amending the Borough’s ordinance to allow the rental of sheep and goats to keep the grass and weeds under control.

#### KEEP – MEMORANDUM OF UNDERSTANDING, PEGGY LEE-CLARK

Ms. Lee-Clark, referred to the draft Memorandum of Understanding to move forward with West Pottgrove Township for the Keystone Boulevard redevelopment. She added that there will be an oversight committee formed with elected officials to oversee the concept and development plan. Ms. Lee-Clark advised that West Pottgrove has approved the MOU and requested Council’s

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consideration in approving as well, which could eventually result in \$5 million in revenue and taxes. She added that the Keystone Boulevard extension is a component in this plan.

#### EIP REQUEST FOR PROPOSALS

Mr. Keller explained the Request for Proposal as recommended by the Early Intervention Program and requested Council's authorization to move forward with the advertisement. This will include management and financial review of all departments with a target completion date of August 2019.

#### PART – TITLE VI PROGRAM

Mr. Keller referred to the non-discrimination policy required for the PART system.

#### RESOLUTION – MULTIMODAL TRANSPORTATION FUND PROGRAM

Mr. Keller advised that this grant is being requested to enhance the LED lighting conversion in the downtown and High Street Streetscaping.

President Weand noted that these items will be listed for approval on Monday's agenda.

#### MINOR SUBDIVISION LAND DEVELOPMENT ORDINANCE AMENDMENTS

Solicitor Garner referred to the draft amendments recommended by the Ad Hoc Zoning committee addressing changes to the Subdivision and Land Development Ordinance to simplify the land development and minor subdivision process. He requested authorization to advertise a public hearing.

#### TRILOGY PARK LEASE AGREEMENT ALL CITY MANAGEMENT SERVICES AGREEMENT COMMUNITY CHAMPIONS AGREEMENT

Mr. Keller addressed the above stated agreements, which are scheduled for renewal and requested authorization to continue with same terms and conditions.

These will be listed on the regular agenda.

#### 505 LINCOLN AVENUE DEVELOPMENT – EXTENSION

Solicitor Garner reviewed the request of the ABP Investments for a 90-day extension to satisfy the conditions imposed for the final land development and recommended the extension be approved.

#### WATER/TRENCH BIDS

Mr. Keller referred to the bids received on July 2, 2018 and recommended it be awarded to Eagle Contracting as per the bid tabulation.

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## HARB

Mr. Keller requested approval of a HARB Certificate for the property located at 312 King Street to allow the replacement of an existing slate roof, as recommended by HARB.

He also requested approval of HARB Certificates for the administratively approved applications as follows:

- a. 1122 High Street
- b. 20 North Franklin Street

President Weand noted these will be listed on the agenda.

## APPOINTMENTS

Mr. Keller reviewed the vacant positions on the Blighted Property Review Committee, PDIDA and the Planning Commission and requested the applicants be listed on Monday's agenda for consideration.

## INTERIM FIRE MARSHAL AGREEMENT

Mr. Keller requested that the Agreement between the Borough and Interim Fire Marshal Richard Lengel be listed for approval.

## EMERGENCY MANAGEMENT COORDINATOR APPOINTMENT

He also requested that the request of Michael Campeggio be processed for the appointment as the Emergency Management coordinator for the Borough.

## STREET CLOSURES

Mr. Keller referred to the street closure requests for Lee Avenue on July 21, 2018 and North Washington Street on August 7, 2018 for the National Night Out event.

These will be considered on the regular agenda.

## COMMENTS FROM CITIZENS PRESENT

a. Sheryl Miller, 59 West 9<sup>th</sup> Street – suggested that the Human Relation Commission's fees for events be considered with in-kind services as the Borough is sponsoring their events and the Commission is created by ordinance. She also commended Borough employee Brian Marquette for his ability to locate WWII Veteran Richard Cotules in Mt. Zion Cemetery, whose headstone had been lost for an undetermined amount of time.

b. Ron Williams, 245 Walnut Street – thanks all the departments for the successful GoFourth festival.

c. Bishop Everett Debnam, Police Chaplain – praised outgoing Police Chief Drumheller

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for his efforts and service. He also commented to Council in considering the Chief's replacement "you get what you pay for."

#### COUNCILORS' GENERAL DISCUSSION

Councilor Procsal also commended the GoFourth Committee.

Councilor Kirkland congratulated the Chief on his retirement.

Councilor Lindsay reported that she attended a Harrisburg event regarding school funding and was able to get an agreement for 100% funding for Pottstown School District.

Mayor Henrick advised that with the assistance of Tom Hylton and the Rotary, there will be 100 trees planted at the Pottstown High School.

President Weand also provided appreciation and congratulations to Chief Drumheller.

#### EXECUTIVE SESSION

President Weand recessed the meeting to executive session at 8:30 p.m. for one item of personnel.

#### RECONVENED

The meeting reconvened at 9:00 p.m.

#### APPOINTMENT OF INTERIM POLICE CHIEF

Motion by Councilor Procsal, seconded by Councilor Lebedynsky to appoint Michael Markovich as the Interim Police Chief for the Borough of Pottstown, effective July 6, 2018, 4:00 p.m. at an annual salary of \$110,000.

President Weand noted there was no end date to the appointment and opened a public hearing at 9:03 p.m., as this item was not listed on the agenda. Hearing no comments, the hearing closed at 9:04 p.m.

Motion carried: 5 ayes.

#### EXECUTIVE SESSION

President Weand recessed the meeting at 9:05 p.m. for an additional executive session for a personnel item, with no action expected.

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ADJOURNMENT

The meeting adjourned at 9:30 p.m.

Attested,

Justin M. Keller  
Interim Borough Manager