

November 7, 2018

## COMMITTEE OF THE WHOLE MEETING

The November 7, 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, Carol Kulp, Donald Lebedynsky, Trenita Lindsay, Dan Weand, Rita Paez and Joe Kirkland. Also present were Borough Manager Justin Keller and Solicitor Charles Garner. Mayor Stephanie Henrick and Borough Secretary Virginia Takach were absent.

### INVOCATION

President Weand requested a moment of silence.

### PLEDGE ALLEGIANCE TO THE FLAG

### PRESENTATION – EMPLOYEE SERVICE AWARDS

President Weand and Manager Keller, along with Human Resources Director Sandi Chieffo, presented and recognized the following individuals for their dedicated years of service to the Borough:

Brent Wagner (25 years), Bobbie Humbert (15 years), Gary Majka, (15 years) Jason Kulp (10 years), Thomas Troutman (5 years), David Evans (5 years), Marley Boone (5 years), Michael Lenhart (5 years), Natalee Sassaman (5 years) and Andrew Darren Becker (5 years).

### SUBCOMMITTEE REPORTS

a. Infrastructure – Vice President Kulp advised that the light project at King Street and Route 100 is almost complete. She added that gas lines are being installed from Hanover and Wilson Streets to Farmington Avenue. PECO will be replacing conduit lines and sidewalks on High Street from Madison to Manatawny Streets. Vice President Kulp also reported that the Roller Mills Apartment Building and the former Goodwill Fire Company buildings on South Hanover Street have been sold and expected to be renovated by the new owners. The Ellis Mills building and the former Brickhouse are presently under renovations.

b. Economic Development – Peggy Lee-Clark provided an update on the projects stated by Vice President Kulp. She added the Quality Opportunity Zone guidelines have been received, with one project in the downtown area. She also explained the development underway at 159 High Street for an incubator hub in the building.

c. Transportation – There was no report.

d. Ad hoc Zoning – There was no report.

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e. Ad hoc Animal – There was no report.

f. Ad Hoc Financial Sustainability Oversight Committee – Councilor Kirkland advised that the committee met with Econsult to discuss the project scope. He added that he suggested any approach that the consultant needs to save the Borough money would be acceptable. Councilor Kirkland also advised that the report will be released in phases, beginning in late November.

Mr. Keller added that there will be four different components with completion scheduled for mid-March 2019.

#### BOARDS & COMMITTEE REPORTS

a. Emergency Services Reports – Miles Feather provided the monthly statistics for the Phillies and the assistance they provided during October. He added that Evan Gable has completed his interior firefighting class and training at the Fire Academy. Mr. Feather also provided the upcoming fund raisers and holiday events.

b. Human Relations Commission – Marcia Levensgood announced a vacancy on the Commission and the next meeting is scheduled for November 14<sup>th</sup>, with a representative of the Pennsylvania Human Relations Commission.

c. Land Bank Report – There was no report.

d. Library – There was no report.

e. Olivet Boys & Girls Club – Nicholas Philippides was present to provide a monthly report and the ongoing programs, including daily after school programs. He also explained the adult weight room and noted the Club will be offering homework assistance beginning in January.

f. Pottstown School District – Councilor Lindsay noted that she met with Superintendent Stephen Rodriguez and was not available to attend the school meeting.

#### MAYOR'S REPORT

Mr. Keller provided a brief report in the Mayor's absence. On behalf of the Mayor, Mr. Keller extended her gratitude to the Police Department and all first responders for the protection provided during last Friday's storm. He also acknowledged the Streets and Public Works Departments.

#### MANAGER'S REPORT

Mr. Keller announced that the Route 100 crossing project was postponed by PennDOT due to the storms and will be rescheduled to Friday, November 8<sup>th</sup>. He added that the Schuylkill River trail will be completed in late November for the bike lanes along Industrial Highway. Mr. Keller announced that the final assessments for 2018 dropped by \$1 million with the total result of \$756 million in assessed value for the Borough.

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### RESOLUTION CIRCUIT TRAILS – GREATER PHILADELPHIA REGION

Mr. Keller explained that the circuit trails are being prepared with the assistance of DVRPC by the Circuit Trails Coalition and have requested that associated municipalities support the trails in the region. This will be an interconnected project and requested that the resolution be adopted to plan for the 180 miles missing in the circuit.

Elaine Schaefer, Executive Director, Schuylkill River Greenways, was present and provided a map of the Circuit Trails as envisioned. She advised that the trail will eventually be 800 miles connected through Pennsylvania, New Jersey and Delaware and also requested Council's support of the trails by adopting the Resolution.

### PARKING PERMIT RECOMMENDATION

Mr. Keller presented the off-street metered parking as recommended by Park Mobile. He added that the permits will be available to anyone and tracked through license plate numbers and will be usable in any of the Borough's six lots at a cost of \$30 per month.

President Weand advised that this will be listed for consideration on the regular agenda.

### POTTSTOWN MUNICIPAL AIRPORT EVENT – CLOSURE OF RUNWAY

Mr. Keller announced that this will be revisited at a later date.

### HOBART'S RUN/THE HILL SCHOOL 5 K RACE– APRIL 28, 2019

### SLY FOX TRACK CLUB – 5K – JANUARY 1, 2019

Mr. Keller explained the requests for street closures for 5K races for 2019.

These will be listed on Tuesday's agenda.

### 728 EAST HIGH STREET

Solicitor Garner explained the request of the owner of 728 East High Street to expand the existing parking lot. He referred to the Cedarville letter indicating that the applicant has satisfied the requirements of the ordinances and also the request for a fee in lieu of open space in the amount of \$3,300. Mr. Garner also noted that the plan has been reviewed and recommended by the Planning Commission.

### PDIDA ORDINANCE AMENDMENT/EXTENSION

Solicitor Garner provided a brief background and duties of the Pottstown Downtown Improvement District Authority. He added that it is Council's discretion to allow the extension of PDIDA, which currently will cease to exist at the end of this year unless Council takes action.

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Bill Robertson and Pamela Gormish, PDIDA Board members, were present and encouraged Council to extend PDIDA and explained the plan and collaboration being formed between PDIDA and PAID.

#### AMENDMENT FEE SCHEDULE

Mr. Keller suggested an amendment to the Fee Schedule to incorporate the new water rates adopted by the Pottstown Borough Authority.

#### UNIFORM BID AWARD

Mr. Keller reviewed the bids received for the Uniform Bid and advised that the recommendation from Staff is to award the bid to Clemens Uniform. He noted that one bid has been withdrawn.

These items will be listed on Tuesday's agenda.

#### HARB

Mr. Keller explained that HARB is requesting to deny the application for a portion of a roof for the property located at 262 Beech Street.

Mr. Keller also requested approval of HARB Certificates for the administratively approved applications as follows:

- a. 941 East High Street
- b. 884 East High Street
- c. 866 High Street

President Weand advised that these items would be listed for the regular agenda.

#### BOARD VACANCIES

President Weand advised that there are two vacancies on the PDIDA board with three interested applicants, Steve Everett, Jennifer Ryan and Chanel Erasmus and noted that the appointments will be listed for consideration on Tuesday's agenda.

Councilor Lindsay requested that a resume be provided for Mr. Everett.

#### 2019 BUDGET REVIEW

Solicitor Garner provided the process of adopting the budget and advertising the proposed budget ten days prior to adoption. In addition, the proposed tax ordinance is required to be advertised seven days prior to adoption. The action due for Tuesday evening would be to authorize advertise of both the budget and the tax ordinance.

Mr. Keller advised that the deficit stands at \$1,043,286.81. This equates to a millage of 12.990. He added that he anticipated this number to be lower by Tuesday evening.

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President Weand advised that these will be listed on Tuesday's agenda.

#### COMMENTS FROM CITIZENS PRESENT

a. Kenneth Yerger, 508 Lincoln Avenue – expressed his concern regarding the 2019 policy of not accepting utility payments at the cashier's window. He advised that clerks still will need to process the payments. Mr. Yerger also suggested a drive-up drop box.

b. Jim Frymoyer, 60 Moser Road – provide information on the Children's Christmas party. He advised that Johnny Corson, President NAACP and Chuck Gulati have teamed up to provide the Sunnybrook Ballroom for this year's party. The party is scheduled for December 15<sup>th</sup> for approximately 250 children with assistance from the UAW and Hill Top Diner. He invited all to participate. Mr. Frymoyer added that the Hill School and Hobart's Run are assisting with donations.

#### COUNCILORS' GENERAL DISCUSSION

Councilor Paez announced a bizarre on November 10<sup>th</sup> at Christ Episcopal Church, 316 High Street.

Councilor Lindsay reported that she had a tour of the High School and Franklin Elementary School and was quite impressed with the schools. She also attended the Carousel of Flavor and participated as a judge. Councilor Lindsay thanked all in the fourth ward for voting on November 6<sup>th</sup>.

President Weand also thanked the voters for coming out and acknowledged all who participated in the recent rain and wind storm.

#### ADJOURNMENT

President Weand adjourned the meeting at 8:20 p.m.

Attested,

Justin M. Keller  
Borough Manager