

May 3, 2023

ANNOUNCEMENT

Borough Manager Keller explained the format for this evening's meeting, advising that the meeting is a public in-person and a GoTo Meeting and available on-line as well. Public comments are being accepted through email and chat until 7:05 p.m. and will be announced to all. Comments are limited to 300 words to be in compliance with Council's three-minute rule and participants shall be identified accordingly.

COMMITTEE OF THE WHOLE MEETING

The May 3, 2023 Committee of the Whole meeting was called to order at 7:00 p.m. with President Weand in the Chair.

INVOCATION

President Weand requested a moment of silence.

ATTENDANCE

Councilors present were Ryan Procsal, Lisa Vanni, Don Lebedynsky, Trenita Lindsay, Dan Weand and Andrew Monastra. Also present were Mayor Stephanie Henrick, Borough Manager Justin Keller, Assistant Solicitor Matthew Hovey and Borough Secretary Virginia Takach. Councilor Kirkland was absent.

PLEDGE OF ALLEGIANCE

PRESENTATION – 2022 POLICE OFFICER OF THE YEAR

Mayor Henrick and Chief Markovich presented the 2022 Officer of the Year Award to Sergeant Stephen Hatfield in the presence of his family and fellow officers.

SUBCOMMITTEE REPORTS

- a. Infrastructure – The report was in the packet.
- b. Transportation – There was no meeting.
- c. Efficient Methods Committee – Councilor Lebedynsky explained that these are internal meetings, at times discussing personnel and departmental operations. The committee is presently reviewing methods to streamline the Licensing & Inspections Department including allowing payments to be made at the Licensing window so as not to have the customer go to Finance and then having to return to Licensing.
- d. Ordinance Review Committee – Councilor Procsal noted that short term rentals and signs were the topics of discussion.
- e. Economic Development & Business Liaison – Ms. Lee-Clark provided a review of

May 3, 2023

new businesses downtown, including the BeResilient Hill School and STRIVE initiative. She added that a sandwich shop will be opening at 22 South Hanover by July and the Kiki is expanding at the 228 South Steet location before the end of the year. Ms. Lee-Clark advised that a Medicare Education Services will be coming to 80 Robinson Street. She also commented on the success of Keystone Running & Walking Store. Ms. Lee-Clark also provided an update on the banners and lights downtown with 50% being paid by the owner and the cost off-set by ARPA funding from the County. She also explained the RFP with ARPA funding for sidewalk clean-up which should be completed by June 1, 2023.

BOARDS & COMMITTEE REPORTS

a. Land Bank – Ms. Lee-Clark noted that the Land Bank is seeking clear title for 421 Hale Street, a blank lot, and Chestnut Street and the Land Bank has acquired 948 Queen Street, which is under agreement.

b. Human Relations Commission – Ms. Levengood reported that May is Jewish American Heritage month and also Asian and Pacific Islanders month. Mothers’ Day is May 14th and Memorial Day is May 29th. The next meeting is May 9th, 6:00 p.m.

c. Library – Ms. Lipsky advised that the summer reading programs are underway. She also announced that the Library was awarded the Pennsylvania Forward Bronze Library Status and continuing to work on Silver and Gold. She added that a Veterans’ event is scheduled in conjunction with Representative Ciresi’s office and the Records of Deeds for May 11th, 10:00 a.m. – 12:00 p.m. for two free County programs. Ms. Lipsky also thanked the Public Works Department for its continued assistance.

President Weand commended the Library Staff for its knowledge and assistance in obtaining and renewing passports.

d. Ricketts Community Center – There was no report.

e. Pottstown School District – There was no report.

SOLICITOR’S REPORT

Assistant Solicitor Hovey provided a hand-out outlining the uses of Conditional Use hearings and procedures and the difference in special exception permissions. Attorney Hovey provided the requirements for advertising and required notices.

MAYOR’S REPORT

Mayor Henrick provided a brief outline of the events in which she participated including the DEAR day at Rupert Elementary School and a tour of Dana Corporation. She also participated in the Montgomery County Bar Association Volunteer Day at the TriCounty Active Adult Center to assist seniors in establishing wills and other documents. Mayor Henrick provided a list of upcoming events throughout the Borough, including the May 6th rescheduled Edgewood Cemetery Clean-up and Art Fair and the May 6th car show and the Memorial Day Parade on May 29th.

May 3, 2023

MANAGER'S REPORT

Manager Keller provide various updates on certain projects. He noted that the position for an Assistant Borough Manager will be posted in the near future. The PECO gas line work has been moved to July 2 to July 31, 2023 and will be a weekday, daytime project. Mr. Keller also advised that the Borough Hall parking lot will be paved on May 9th and 10th, weather permitting. Mr. Keller also provided information on the County's newly formed Homeless Task Force, led by Commissioner Ken Lawrence of which he is also a member. He also announced that the KEEP Committee and PAED have been working with the County, which has now planned to allow medium and large scale entertainment in the Keystone Boulevard area. He reminded all of the full-day street sweeping scheduled for May 4th in the Borough.

Mr. Keller noted that the President and Vice President will provide guidelines in the hiring of an Assistant Borough Manager.

PRESENTATION – DEED RESTRICTION RELIEF – 215 SOUTH WASHINGTON STREET

Mr. Keller explained the deed restrictions associated with this property in exchange for a tax forgiveness. He noted that Council preferred to not allow a large warehouse with only a few employees.

John Jones, owner of 215 South Washington Street and Dan Ullman, tenant for the manufacturing of pallets were present to request an exception to the deed restriction of allowing outside storage units. Mr. Jones advised that the operation would include manufacturing pallets and restoring older pallets. He provided certain types of fencing which would go along the outside of the pallet storage area.

Mr. Ullman advised that presently there are 20 employees and would have approximately 50 employees within the next 2 years. He advised that equipment on site should include automatic nailers, conveyors, automatic stackers, logs, saw mills, forklifts and tractor trailers, adding that most of the inside space would be used for manufacturing and the outside for storage. Mr. Ullman advised that he chose Pottstown due to its easy access to all major roadways.

Councilor Vanni commented that it is the Council's desire to see an aesthetically pleasing type of fence and storage area.

Mr. Keller noted that the permitted uses may require zoning relief as it will need interpretation of the primary or an accessory use.

Attorney Hovey advised that the proposed use has to be permitted under the Zoning Ordinance or a variance will be required. With the deed restriction, the question is what outdoor storage is and advised that further analysis may be required.

COOPERATIVE AGREEMENT – 327 INDUSTRIAL HIGHWAY & 175 SOUTH EVANS STREET

Mr. Keller noted that PAED is asking Council to revisit the proposed Agreement to market the property located at 327 Industrial Highway and 175 South Evans Street, the former Lincoln

May 3, 2023

Underwear site and to move forward with Request for Proposals. He referred to PAED's January 26, 2023 proposal.

President Weand advised that these items would be listed for further consideration on Monday's agenda.

FLAGS & SIGNS IN FRONT OF BUILDINGS

There was a brief discussion among the Council regarding flags and banners in front of establishments.

Councilor Vanni expressed a concern that while the sign ordinance is being revised, it is hurting businesses from advertising.

Mr. Keller noted that this will be discussed in the Ordinance Review Committee under the sign ordinance.

Solicitor Hovey advised that it may take to the end of the year to resolve and complete amendments to the complex sign ordinance.

HILL SCHOOL TENNIS FACILITY LAND DEVELOPMENT PLAN

Manager Keller reviewed the conditions and requested waivers for the proposed additions to the Hill School Tennis Facility, 850 Beech Street.

HILL SCHOOL ALUMNI CHAPEL

Mr. Keller also reviewed the requested waivers to the previously approved waiver of the Land Development process for the Hill School's Alumni Chapel.

ZONING RELIEF REQUEST – 232 EAST HIGH STREET, VANCE JAFFE

Councilor Monastra recused himself during the discussions of the zoning relief request of 232 East High Street as he represents the applicant, Vance Jaffe.

Solicitor Hovey explained the request of the applicant, Vance Jaffe. He advised that the applicant is proposing to use the second unit for a community room, book club or other gathering uses. Attorney Hovey added that the applicant is appealing the Soning Officer's determination and this matter may be discussed in executive session.

PART BUDGET FY 2023-2024

PART OPERATING BUDGET LOCAL MATCH

EXTENSION OF PART CONTRACT

Mr. Keller explained the requests associated with the Pottstown Area Rapid Transit annual matters. PART is also requesting to exercise an option in the existing three-year contract to extend the contract for one year.

May 3, 2023

These items will be listed on the regular agenda.

STREET OVERLAY PAVING

Mr. Keller advised that the paving bids open on May 5th and will have a recommendation for the packets for Monday evening.

FRIENDS & FAMILY DAY – JUNE 11, 2023

JUNETEENTH COMMUNITY DAY – JUNE 18, 2023

INDEPENDENCE DAY PARADE – JULY 4, 2023

PATRIOTIC 5K – JULY 4, 2023

Mr. Keller reviewed the requests for street closures for upcoming events and requested Council's consideration for approval.

HARB

President Weand referred to the request for a Certificate of appropriates for the property located at 62 North Hanover Street as recommended by HARB.

Mr. Place noted that he administratively approved the gutter replacement request for 62 North Hanover Street.

He also referred to the administratively approved properties as follows:

- a. 824 High Street – replace existing roof
- b. 832 High Street – replace existing roof
- c. 69 North Charlotte Street – replace 10 windows
- d. 103 North Hanover Street – replace two existing columns
- e. 237 Beech Street – replace existing roof
- f. 40 King Street – replace existing roof over kitchen
- g. 886 High Street – replace columns
- h. 125 North Hanover Street – replace brownstone foundation
- i. 910 High Street – replace existing roof
- j. 155 North Hanover Street – replace post and header
- k. 1035 High Street – replace 11 existing wood windows

UPCOMING BOARD VACANCIES

President Weand advised that one vacant position exists on HARB and will be listed for the June meeting to allow for the 30-day application period.

COMMENTS FROM CITIZENS PRESENT

a. Deb Spence, 153 South Roland Street – expressed a concern that there was no notification that the EAC meeting was cancelled on April 24th and thanked Borough Staff for their continued kindness. She is awaiting responses from last month's concerns. Ms. Spence also commented that she posted the lack of communication regarding the EAC meeting on Facebook and was attached by leadership of different committees. She added that the meetings should be more effective and

May 3, 2023

efficient. She also questioned why her Real Estate business has to compete with PAED and why does PAED get the real estate listings and people have to go to PAED to get real estate transactions done. PAED is not a real estate brokerage but there is actually a real estate brokerage across the street from Borough Hall, next to the running store. Ms. Spence questioned why the real estate brokerage, aka Fierce Realty, Deb Spence, cannot get the listings and why does she have to compete with PAED regarding real estate concerns.

b. Bruce Madara, 543 North Adams Street – commented on the School District’s misinformation regarding rebates on tax bills. He added that he contacted the School District Administration and was told it will be automatic. He also commented on discussions regarding the homeless situation. Mr. Madara noted that the 7th Ward has no representation, either in person or on-line. He suggested extending the 6th ward to include North Adams Street.

COUNCILORS’ GENERAL DISCUSSION

Councilor Monastra advised that he would intercede for all constituents and try to provide answers. He also commended Mr. Madara and Ms. Spence for their continued participation in the Council meetings. He urged the public to attend and to not comment on Facebook. He also advised that the Edgewood Cemetery clean-up is rescheduled to May 6th, 11:00 a.m. -3:00 p.m.

Councilor Lindsay reiterated Councilor Monastra’s comments and will also take concerns and pass on to the appropriate Councilor of the Ward. She also agreed that there needs to be better communication regarding meetings if cancelled or held on-line.

Councilor Vanni noted that one can call or email his or her Councilor. She announced that Donut NV will hold a youth trash pick-up event.

Councilor Procsal congratulated Sergeant Hatfield for his award and praised him for his attendance at his son’s school.

EXECUTIVE SESSION

President Weand recessed the meeting to executive session at 8:43 p.m.

ADJOURNMENT

President Weand adjourned the meeting at 9:00 p.m.