

November 9, 2022

## 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 November 9, 2022 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, Donald Lebedynsky, Trenita Lindsay, Lisa Vanni, Dan Weand and Joseph Kirkland (virtual). Also present were Borough Manager Justin Keller, Solicitor Charles Garner (virtual) and Borough Secretary Virginia Takach. Councilor Paules and Mayor Henrick were absent.

## PLEDGE OF ALLEGIANCE

## PRESENTATION YEARS OF SERVICE RECOGNITION

Manager Keller and President Weand, along with Human Resource Director Sandi Chieffo presented Years of Service awards to the following employees in the presence of their family and friends:

Five - years of service awards to Anthony Pugliese, Winter Stokes, Christine Weaver, Danielle Lafferty and Wayne Bealer. Ten-years of service awards were presented to Brian Marquette and Andrew Darren Becker.

Mr. Keller added a brief video recognizing each of the recipients.

## SUBCOMMITTEE REPORTS

- a. Infrastructure – Councilor Lebedynsky noted that the report was in the packet.
- b. Transportation – There was no meeting.
- c. Efficient Methods Committee – Councilor Lebedynsky advised that a meeting is scheduled for November 14<sup>th</sup>.

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d. Ordinance Review Committee – Councilor Procsal noted that Tracy Perdy provided a presentation regarding Bed and Breakfasts, which may be associated with upcoming ordinances as listed on the agenda.

e. Economic Development & Business Liaison – Ms. Lee-Clark reminded all to use yiftee gift cards and announced the opening of Second Nest, 343 East High Street and Underdog, moving to East High Street. Ms. Lee-Clark also announced the upcoming holiday events, including the planter decorating contest.

#### BOARDS & COMMITTEE REPORTS

a. Land Bank – Ms. Lee Clark advised the Land Bank has an agreement of sale for 208 Gable Avenue, along with two upcoming properties prior to the end of the year. She also advised that the Land Bank Board makes the decisions on the properties to pursue. The next meeting is November 28<sup>th</sup>.

b. Emergency Services Report – Chief Hand was not available for a report.

c. Human Relations Commission – Ms. Levengood reported that November is Native American Heritage month, November 11<sup>th</sup> is Veterans’ Day and November 24<sup>th</sup> is Thanksgiving Day. The next meeting is December 13<sup>th</sup>.

d. Library – Ms. Lipsky provided information on job openings listed on the Library website. She provided recent statistics for the Library and reviewed upcoming events including the December 1<sup>st</sup> concert.

e. Ricketts Community Center – Councilor Kirkland noted the report was in the packets and reminded all of the December 6<sup>th</sup> blood drive at the Center.

f. Pottstown School District – Councilor Lindsay reported that the new Pottstown High School Principal is Dr. Christian D'Annibale. She added that reading test scores have been sent to the parents.

#### MANAGER’S REPORT

Manager Keller updated Council on the Firebirds sign previously approved by Council, which will be installed on a High and Hanover Street pole. He also reported that the Pottstown Borough Authority updated its contribution to the Borough for road maintenance by 12% for 2023, the fee from bulk haulers and the truck traffic impact. He noted that 8% of the increase will be to cover plant costs and 4% will be for road maintenance. This will result in an additional contribution of approximately \$5,000 per year and is working with the Solicitors to prepare an agreement and will come before Council in January. Mr. Keller advised that the Borough was awarded a County Transportation Improvement grant in the amount of \$488,750 for the rehabilitation of the Moser Road Bridge. He also advised that the 42 Walnut Street stormwater maintenance project is underway and hopefully completed by next month.

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Mr. Keller reminded all that Veterans' Day is November 11<sup>th</sup> to honor all present and past Veterans and the Hall will be closed. He also explained the Lien 6 Sigma program and announced the first third level Green Belt recipient is Vice President Don Lebedynsky.

Councilor Lebedynsky thanked all for the opportunity and noted that Councilor Vanni has joined the Efficient Methods Committee.

#### PRESENTATION – 2023 BUDGET UPDATE

Ms. Boone announced that last month the deficit was \$343,000, which would have been a 3.44% tax increase. She noted that all directors reduced their budgets by 1% in expenses and the healthcare and insurance numbers have been favorable. The budget now stands at \$203,000 deficit which equates to a 2.04% tax increase and a millage not to exceed 14.229 mills. This increase would result in a \$28.41 increase in the tax bill for a property assessed at \$100,000.

Mr. Keller requested Council's authorization to advertise the 2023 budget and tax ordinance as presented.

#### CONSOLIDATION TWO FIRE COMPANIES

Mr. Keller announced that he and Fire Chief Hand have met with Empire and Goodwill Fire Companies and are recommending the two companies be consolidated into one cohesive entity under Goodwill. The secondary goal that they are trying to achieve is an incentive for the companies to increase the pay of the career drivers to \$14 per hour in exchange for the consolidation and reallocating Empire's current allotment to Goodwill. The Borough will provide an additional \$60,000 to Goodwill in order to cover their costs for the increase in pay of the drivers that they employ.

The request to Council will be to authorize the Solicitor to provide the required 60-day notice of modification of the agreement with Goodwill and Empire and to revise the Fire Service Ordinance to remove Empire as a fire service provider for the Borough.

Councilor Kirkland commented that was attempted several years ago and failed and hoped that this new approach will succeed.

President Weand noted that this would be listed on the regular agenda.

#### COOPERATIVE AGREEMENT BETWEEN PAED AND BOROUGH

Mr. Keller reviewed the proposed cooperative agreement for PAED to develop the Borough properties located at 327 Industrial Highway and 175 South Evans Street. He noted that PAED would market the properties for the highest bid and best use of the properties in exchange for a commission of 10% based on the sale price at the time of closing. He added that the Request for Proposals would be similar to the Hess Lot RFP's for the development of the 1.5 acres.

Councilor Vanni questioned why the Borough is marketing this property now in light of the current market and interest rates. She also questioned why PAED would receive a 10%

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commission on a property that would be easier to sell and market than the Hess Lot. She suggested that the compensation be a fixed price.

Mr. Keller noted that there is current interest in the lots from several developers.

Solicitor Garner advised that there is a minimum bid for both the 327 Industrial Highway and 175 South Evans Street lots at \$350,000 and the Hess Lot at \$125,000. He added that the Borough is obligated to award a bid to the highest bidder.

Ms. Lee-Clark reminded all that these are non-producing taxing properties at this point. She added that PAED's mission is to increase the tax revenue long-term for the Borough.

Mr. Keller agreed to discuss with the PAED board and provide further information to Council prior to Monday evening.

#### HESS LOT RFP EXTENSION

Mr. Keller explained the request of PAED to extend the date to receive Request for Proposals to January 31, 2023, which expired October 31<sup>st</sup>, and to allow additional times for responses.

Solicitor Garner commented that this is an independent issue from the previous PAED requests.

This will be listed on Monday's agenda.

#### AVIATION FUEL BID

Mr. Keller requested authorization for the Borough to bid aviation fuel and install self-service aviation fuel pumps.

#### WATER TRENCH/STREET RESOTORATION BID

Mr. Keller referred to the bids for the Water Trench restoration project and will have a recommendation for Monday evening.

#### RIVERFRONT PARK BRIDGE ABUTMENT

Mr. Keller also advised that Staff is recommending to rebid this project as the bid received was higher than the estimate.

#### TOWING BIDS

Solicitor Garner advised that by ordinance the Borough awards two towing licenses for towing services in the Police Department. He added that typically the two bids are awarded, one for east end and one for west end of the Borough. He added that the bids open on November 10<sup>th</sup> and will have a recommendation for Monday evening.

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PARRC – ADD WASHINGTON TOWNSHIP

Solicitor Garner explained the request of the Pottstown Area Regional Recreation Committee to allow Washington Township, Berks County, to join PARRC. This requires an ordinance amendment and an amendment to the Intercooperative Agreement. He added that all members must agree to the addition.

These matters will be listed on the regular agenda.

ORDINANCE – BUSINESS REGISTRY

ORDINANCE – REGULATE SMOKE SHOPS AND HOOKAH BARS

Solicitor Garner reviewed the outlines of the proposed ordinances recommended by the Ordinance Review Committee. The business registry ordinance is basically to improve the data base of businesses and is based on an ordinance from Lancaster County. He also reviewed the definitions of hookah bars and smoke shops and the amendment to regulate these facilities.

RESOLUTION – PECO GREEN – RIVERFRONT PARK

Mr. Keller explained that this resolution was approved last month, but due to a reduced amount, a new resolution is required for the application.

SPORTS ENTERPRISE, INC. LEASE AGREEMENT

Mr. Keller noted that the Rumble uses the facility but no revenue is allocated to the field and Sports Enterprise is responsible for the upkeep of the fields. He requested authorization for the Solicitor to draft an amendment to the lease.

ANIMAL CONTROL OFFICER CONTRACT

Solicitor Garner requested Council's consideration to an addendum to the Animal Control Officer's contract, with the only change being a compensation from \$25 to \$30 per call/hour effective January 1, 2023 and recommended approval of the contract.

APPOINTMENT – CONSTRUCTION CODE BOARD OF APPEALS

APPOINTMENT – ZONING HEARING BOARD

Mr. Keller noted that there exists openings on the Construction Code Board of Appeals and the Alternate position on the Zoning Hearing Board and requested these be considered on Monday's agenda.

FUNKY SANTA 5K

Mr. Keller reviewed the request of the Parks & Recreation Department for the closure of College Drive on December 4, 2022 for its annual Funky Santa 5K.

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

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COMMENTS FROM CITIZENS PRESENT

None.

COUNCILORS' GENERAL DISCUSSION

Councilor Lindsay thanked all that came out to vote.

Councilor Lebedynsky also thanked all the voters and congratulated the Phillies on getting to the World Series.

Councilor Vanni commended Public Works Director Doug Yerger and Supervisor Wayne Bealer for solving a major issue at her residence. She also urged all to attend the Steel River Playhouse events and volunteer if available.

Councilor Procsal commended Robert Edmunds on his event to discuss gun violence and urged more police presence throughout the Borough.

President Weand also thanked all that came out to vote.

ADJOURNMENT

President Weand adjourned at 8:25 p.m.