

December 9, 2020

## ANNOUNCEMENT

Borough Manager Keller explained the format for this evening's meeting, advising that the meeting is a GoTo Meeting and available on-line. Public comments are being accepted through email and chat prior to 7:00 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 December 9, 2020 Committee of the Whole meeting was called to order at 7:00 p.m. by President Weand.

## ATTENDANCE

Councilors present were Ryan Procsal, Lisa Vanni, Donald Lebedynsky, Trenita Lindsay, Dan Weand, Michael Paules and Joseph Kirkland . Also present were Borough Manager Justin Keller, Mayor Stephanie Henrick, Solicitor Charles Garner and Borough Secretary Virginia Takach.

## INVOCATION

President Weand requested a moment of silence.

## PLEDGE OF ALLEGIANCE

## SUBCOMMITTEE REPORTS

- a. Infrastructure – The report was included in the packet.
- b. Economic Development – Ms. Lee-Clark reported that a new veterinarian practice is will be in the 600 block of High Street. She added that Barristers, originally in the High Street Terminal, is relocating to the former ice cream parlor on High Street. Ms. Lee-Clark announced that the tree lighting took place last evening, the tree being donated by the Ringing Dale Tree Farm. She added that there will be a contest for decorations in the 400 block of High Street and thanked all involved with planter decorations.
- c. Transportation – There was no meeting.
- d. Ordinance Review Committee – A proposed outline is listed on the agenda.
- e. Efficient Methods – There was no meeting.

## BOARDS & COMMITTEE REPORTS

- a. Emergency Services Report – (later on the agenda)
- b. Human Relations Commission – The report was in the packet.

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- c. Land Bank – There was no report.
- d. Library – There was no report
- d. Ricketts Community Center – The report was distributed in the packets.
- f. Pottstown School District – Councilor Lindsay referred to the report in the packet, adding that there has been an increase in COVID positive tests and therefore starting December 14<sup>th</sup>, classes will be virtual until January.

#### PRESENTATION – TCN, TEMPORARY WARMING CENTER

Manager Keller provided a brief background on the idea of the Temporary Warming Center and advised that previous meetings were held with the TriCounty Community Network.

Ms. Karla Romberg, Co-Chair of the TCN Homeless Committee, presented statistics of the homeless in the area with collaboration of LIFT (Living in Faith Together.) She explained the increase in homeless individuals during the COVID crisis.

George Bell, President LIFT, explained Al's Heart program, named partly for deceased Attorney Allan Altschull, co-founder of LIFT and partly for the former Saint Aloysius School, where the temporary warming center is being proposed. He provided an outline of the four usable classrooms in the convenient location of the former elementary school. Mr. Bell also presented the health and safety measures taken and collaboration of this project, adding that this will be primarily for Pottstown homeless and will operate 8:00 p.m. to 8:00 a.m. until April 30, 2021. He requested Council's approval at its earliest convenience.

Ms. Romberg assured the security of the building and explained the process if a family would come in and need shelter. The family would be placed in one classroom, away from the other population. Staff and volunteers are required to have child clearances.

Councilor Kirkland moved to grant the request for a temporary warming center to be located at the former Saint Aloysius School, 214 North Hanover Street, on a temporary basis based upon emergency powers for the Pandemic and for emergency declaration and would conclude April 30, 2021. It would be consistent with the representations made by representatives and what are contained in the application submitted to the Borough and to take the necessary steps as required by the Department of Licensing & Inspections to assure that the proper life and accessibility issues have been addressed. Councilor Lindsay seconded the motion.

President Weand requested public comments. No public comments were received.

Motion carried: 7 ayes.

The Mayor and Councilors thanked the presenters and entities for their efforts on this matter.

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### MAYOR'S REPORT

Mayor Henrick reported on the events she recently attended including the Girl Scout, Troop #7104 awards ceremony and the TCN fund raiser. She also announced the Santa Challenge and the tree lighting event. Mayor Henrick noted that the Children's party drive-through will take place on December 12<sup>th</sup> at Sunnybrook. She added that the January 1<sup>st</sup> Bonfire is pending. The Mayor also provided statistics regarding the COVID pandemic.

### EMERGENCY SERVICES REPORT

Chief Hand provided the statistics for the month of November. He will submit the annual report in the near future. Chief Hand noted that Santa will be riding throughout the Borough on the fire trucks on Sunday, December 20<sup>th</sup>.

### MANAGER'S REPORT

Manager Keller reported that Staff returned to working with alternate teams in order to limit the number of employees in the building. He provided an update on the street lights in the 200 and 300 blocks of High Street and advised that the snowflakes are being hung this week. He also reported that the Rotary has requested to decorate the clock tower with a Christmas tree and lights.

Mr. Keller also reported that PART has implemented rear-door only entry policy on the public buses. No fees are being charged at this time, due to a FEMA operating grant.

### 2021 BUDGET

Manager Keller explained that due to the reduction in health care costs to be -4% and the cooperation of the unions, the tax increase is expected to be reduced from 3.5% to 2.9% for a total millage of 13.543, with a total budget amount of \$49,297,140. This equates to a \$32.48 increase on a home assessed at \$85,000.

### ORDINANCE REVIEW COMMITTEE AMENDMENTS

Mr. Keller reviewed the recommendations from the Ordinance Review Committee for the five amendments to include tree requirements, Engineer stamp on final plats, age restrictions on massage parlors, reasonable fee permits and fence requirements.

Solicitor Garner explained the definition of massage parlors in the Borough's ordinance, which are permitted downtown. He advised that the ordinance recommendations will be provided in their entirety for the January meeting, with a public hearing scheduled for February or March.

### PARKS AND RECREATION ORDINANCE AMENDMENT

Mr. Keller explained the amendments recommended by the Parks and Recreation Department to prohibit fireworks and smoking in the parks.

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Mr. Keller added that the Parks and Recreation Department is requesting fee amendments for park rentals and would like these addressed for the new year.

President Weand advised that these items will be listed for action on Monday's agenda.

#### WEST POTTS GROVE FIRE COMPANY AGREEMENT

Mr. Keller explained the request to authorize the Solicitor to prepare an agreement between West Pottsgrove for fire service aid.

Councilor Kirkland questioned if the Townships contribute to the Library.

President Weand suggested contacting Deb Penrod at the Library.

#### TOMPKINS VIST ATM LEASE AGREEMENT

Mr. Keller also referred to the signed agreement from VIST bank to use a portion of Borough property to install an ATM machine. This would be a three-year lease agreement, with a \$2,400 annual payment to the Borough, with a 3% escalation fee and three-year renewal options.

These agreements will be listed on the agenda.

#### BROOKSIDE COUNTRY CLUB, LOT LINE REVISION

Solicitor Garner explained the minor land development for two existing parcels owned by the Hill School and the Brookside Country Club. The lots will become more conforming than presently exist and three waivers have been requested.

#### TOWING BID AWARDS

Mr. Keller referred to the two bids for towing in the Borough. The only bids received were from Mann's Towing and Sanatoga Auto Body. These are two-year terms.

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

#### YEAR END ITEMS

President Weand referred to the year-end items. He noted that the budget was discussed, along with the tax ordinance.

Solicitor Garner requested direction from Council on how to advertise the upcoming Council schedule.

President Weand recommended verbiage to include the right to conduct the meeting virtually until further notice.

These items will be listed on the agenda.

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### UPCOMING BOARD VACANCIES

President Weand referred to the upcoming board vacancies for 2021 and requested that any interested parties submit letters to the Borough Manager. These are also listed on the website and will be address in January.

### COMMENTS FROM CITIZENS PRESENT

Tom Winterbottom, 262 King Street – reiterated his request to assure that his building is inspected for fire safety and in preparation for emergencies.

Mr. Keller advised that Chief Hand would contact him.

### COUNCILORS' GENERAL DISCUSSION

Councilor Paules again noted his concern in issuing raises to staff while increasing taxes.

Councilor Lindsay announced that WIN, Women in NAACP, is conducting a coat drive in the month of December and items can be dropped off at 414 High Street.

Councilor Procsal commended all involved in the tree lighting ceremony.

Councilor Vanni reminded all to be patient during this pandemic.

President Weand noted that the Santa Challenge food drive will continue with drop off locations at the J.J. Rattigan's and the fire houses and will be stored at the Santa House in the Alley. He noted that pet food will be accepted as well. If anyone wishes to donate a check, it can be sent to Borough Hall, attention Ginny Takach.

### EXECUTIVE SESSION

President Weand recessed the meeting to executive session at 8:40 p.m. for an item of personnel and one of litigation.

### ADJOURNMENT

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