

April 8, 2020

## COMMITTEE OF THE WHOLE MEETING

The April 8, 2020 Committee of the Whole GO-TO on-line 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, Assistant Solicitor Matthew Hovey, Mayor Stephanie Henrick, Grants Assistant Kourtney High and Borough Secretary Virginia Takach.

### ANNOUNCEMENTS

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 from 6:30 p.m. – 7:10 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. This format will continue with the Borough's public meetings, which have not already been cancelled.

### INVOCATION

President Weand requested a moment of silence for assistance and recovery from the Corona Virus.

### PLEDGE OF ALLEGIANCE

### CONDITIONAL USE HEARING – KINGDOM OF LIFE CHURCH, 380 WALNUT STREET

Mr. Keller announced that this hearing has been continued from this evening to June 3, 2020, 6:30 p.m. and the applicant has agreed to the continuance.

### PUBLIC COMMENTS

There were no public comments.

### EXTENSION EMERGENCY DISASTER DECLARATON

Motion by Councilor Procsal, seconded by Councilor Kirkland to adopt a Resolution ratifying and extending the Mayor's Emergency Disaster Declaration of March 17, 2020 indefinitely.

Mr. Keller explained that the Mayor issued Emergency Declarations beginning on March 17<sup>th</sup> and by law, should be renewed every seven days. This Resolution would continue the Emergency situation in the Borough, indefinitely. It would also assist in applying for reimbursements from PEMA and FEMA as related to COVID 19.

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RESOLUTION NO. 2020-9

A RESOLUTION OF THE BURGESS AND TOWN COUNCIL OF THE BOROUGH OF POTTSTOWN EXTENDING THE MAYOR'S EMERGENCY DISASTER DECLARATION OF MARCH 17, 2020, INDEFINITELY.

WHEREAS, 8 Pa. C.S.A. § 10A06(b)(4) authorizes the Mayor to issue a proclamation declaring a state of emergency for a period not to exceed seven (7) days; and

WHEREAS, a national and regional outbreak of COVID-19, also known as Novel Coronavirus, has been determined to disrupt the Borough along with Borough government and other necessary services; and

WHEREAS, on March 17, 2020, in accordance with 8 Pa. C.S.A. § 10A06(b)(4) and 35 Pa. C.S.A. § 7501, the Mayor of Pottstown issued a proclamation of an Emergency Disaster Declaration; and

WHEREAS, said Declaration was further extended by the Mayor on March 24, 2020, March 31, 2020; and

WHEREAS, that the aforesaid conditions warrant and necessitate the Mayor's Declaration of an emergency be continued until further action of Borough Council; and

WHEREAS, in accordance with 8 Pa. C.S.A. § 10A06(b)(4), the Borough Council can extend the Emergency Declaration by Resolution; and

WHEREAS, in accordance with the Pennsylvania Borough Code and the Emergency Services Code, the Borough wishes to ratify and confirm the Declaration of Emergency enacted by the Mayor of the Borough of Pottstown by Resolution.

NOW, THEREFORE, BE IT ENACTED AND RESOLVED by the Burgess and Town Council of the Borough of Pottstown, as follows:

1. The Emergency Declaration issued by the Mayor on March 17, 2020, and as extended is hereby ratified and confirmed.

2. The Emergency Declaration is hereby extended and shall continue until further action of Pottstown Borough Council.

ENACTED and RESOLVED this 8th day of April 2020.

Motion carried: 7 ayes.

EMERGENCY MANAGEMENT COORDINATOR APPOINTMENTS

Motion by Councilor Kirkland, seconded by Councilor Lindsay to ratify the Emergency Management Coordinator Appointments of Kevin Yerger and Frank Hand to serve as Co-Deputy Emergency Management Coordinators. Motion carried: 7 ayes.

SUBCOMMITTEE REPORTS

- a. Infrastructure – The report was in the packets.

BOARDS & COMMITTEE REPORTS

- a. Emergency Services Reports – Chief Hand advised that a brief report was submitted and is available on line. He noted that the Department is following the guidelines of FEMA and PEMA. He provided an outline of procedures followed for emergency and fire calls

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and the procedures being followed by staff and firefighters at the stations. He added that all non-essential activities have been cancelled except distributing smoke detectors and the staff has not been jeopardized. Chief Hand displayed signs being used by the Department, donated by Patrizi signs and announced that there will be an event at the Tower Health Pottstown Hospital on Monday, April 13<sup>th</sup>, 7:00 p.m. in conjunction with the Bells Across Montgomery County and the County churches, in honor of all first responders and the Facebook page will be updated.

b. Human Relations Commission – The report was in the packet.

c. Ricketts Community Center – The report was in the packet.

d. Economic Development – Ms. Lee Clark provided an update to PAID's efforts to keep the Borough and businesses informed. She reported that one area entity has changed from manufacturing alcohol to manufacturing an industrial solution in the Borough. She also provided the statistics received for small businesses in the Borough, with 9 out of 13 unable to make their payroll and are in need of cash assistance. She also outlined the process for small business loans. Ms. Lee Clark added that she conducts a 3:00 p.m. informational session at least three times a week. She advised that self-employed individuals should not be applying for unemployment at this time. She urged all to support and encourage the small businesses whenever and however possible and is looking forward to the SEP-I presentation and development initiative.

#### MAYOR'S REPORT

Mayor Henrick thanked all involved with their efforts in supporting the community during this crisis. She also welcomed the return of Officers Dice and Stead to the Pottstown Police Department, who were officially sworn in on March 7<sup>th</sup>. The Mayor also provided statistics of COVID-19 throughout the Borough and announced the closing of basketball courts and playgrounds during this time. She urged all to follow the Montgomery County website for updates and reminded the Councilors of her initiative of the Ward Wars.

#### MANAGER'S REPORT

Mr. Keller advised that Staff is available for phone calls and assistance during business hours. He also confirmed that the basketball courts at the Ricketts Center have been closed as of this date and outlined the initiatives and services listed on the website, including the PART system new guidelines. Mr. Keller also urged all to refrain from flushing the disposable wipes through the sewer system. He added that the April 13<sup>th</sup> Council meeting will also be a Go-To meeting and reminded all that the information will be posted on the Borough's website.

#### KEEP PLAN, SEP-1, LLC

Terry Planton, Sustainable Energy Parks, along with Jay Langford, Mark Langford and Attorney Ken Picardi were present to explain the proposed development of the property located at 451 Keystone Boulevard. Also present with SEP were Angela Piro, Bob McCarthy, Roger Friedman and Kim Fasnacht. Mr. Planton outlined the process of the proposed sustainability, green, renewable, diesel production. He advised that the business may employ 68 full-time workers over three shifts. Mr. Planton provided a time line with the associated ordinance amendment being

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addressed in June, the permit process taking one year, construction from June 2021 to November 2022 and operational by January 2023.

President Weand welcomed the industry to Pottstown, noting his only concern was the low tipping fee and requested this be considered.

Mr. Planton advised that it would generate approximately \$90,000 per year and the company would be making a contribution to the Keystone Boulevard project.

Assistant Solicitor Hovey provided a brief outline of the Memorandum of Understanding and the Zoning Ordinance amendments required to create a KEEP Overlay section, which were provided to Council. The amendments will be required to permit a solid waste facility in the Borough. He commended the Developers, Staff and Bob Flinchbaugh, Cedarville Engineering, for their accomplishments in moving this project forward.

President Weand advised that these items will be listed for further consideration on Monday evening.

RESOLUTION – APPOINTMENT ASSISTANT TREASURER  
RESOLUTION – EXTENDING REAL ESTATE TAX DEADLINE  
RESOLUTION – PART LOCAL MATCH

Mr. Keller recommended adoption of several resolutions before Council. He explained the recommendation of having an Assistant Treasurer. He also noted that due to the present situation, he is recommending an extension to the initial tax deadline. He also requested approval of the local match for PART for Capital Financial Assistance

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

YMCA – ZONING REQUEST, 728 NORTH ADAMS STREET

Attorney Hovey explained the request of the YMCA/the Complex to install a free-standing illuminated sign along North Adams Street.

There were no comments and President Weand noted it would be listed for possible action on Monday's agenda.

PATRIOTIC 5K, JULY 4, 2020  
SLY FOX 5K, OCTOBER 10, 2020

Mr. Keller explained the request for street closures for the July 4<sup>th</sup> 5K and the request from Parks & Recreation for a waiver of the street closure fee and the request of Sly Fox to reschedule its May 16<sup>th</sup> 5K to October 10<sup>th</sup>.

These will be listed for Monday evening.

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### BOARD VACANCIES

President Weand reviewed the open positions with one vacancy on the Historic Architectural Review Board, with a letter of interest from Anthony Campbell and two vacancies on the Land Bank Board, with letters of interest from Deb Penrod and Michael Mauger. These will be listed for consideration on Monday evening.

### COUNCILORS' GENERAL DISCUSSION

The Councilors urged all to stay home, wash their hands and be safe.

Councilor Lindsay commended Superintendent Rodriguez and the School District for posting videos, food distributions and keeping all informed.

### EXECUTIVE SESSION

President Weand recessed the meeting to executive session for three items of personnel with no action to follow.

### ADJOURNMENT

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