

May 8, 2019

CONDITIONAL USE HEARING, Patricia Hughes, 318 State Street – MAY 8, 2019, 6:30 P.M.

ATTENDANCE

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

Solicitor Garner open the Conditional Use hearing and entered several Council items into evidence.

Patricia Hughes was present and testified that her plan for the property located at 318 State Street is for use as an office and storage for her business. She confirmed that she will have no employees, only her children for assistance and they will not be there every day. Ms. Hughes also stated that the facility was previously a bar. She also agreed to comply and satisfy all criteria in the Borough ordinances.

There were no further comments and Solicitor Garner closed the public hearing at 6:45 p.m., noting that it may be listed for a decision on Monday's agenda.

EXECUTIVE SESSION

President Weand announced an Executive Session at 6:45 p.m. for one item of litigation with no action to be taken.

COMMITTEE OF THE WHOLE MEETING

The May 8, 2019 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, Donald Lebedynsky, Trenita Lindsay, Dan Weand, Rita Paez and Joseph Kirkland. Also present were Borough Manager Justin Keller, Solicitor Charles Garner, Mayor Stephanie Henrick and Borough Secretary Virginia Takach. Vice President Kulp was absent.

INVOCATION

President Weand requested a moment of silence.

PLEDGE ALLEGIANCE TO THE FLAG

PRESENTATION – William C. Hurter, 102nd Birthday

Mayor Henrick presented a proclamation to William C. Hurter on his 102nd birthday in the presence of his family and fellow- constituents.

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EMPLOYEE RECOGNITION

Mayor Henrick read a proclamation recognizing the week of May 9, 2019 as Public Service Employees Recognition week.

OFFICER OF THE YEAR

Mayor Henrick read the oath and proclamation and awarded the Officer of the Year for 2018 to Officer Andrew Licwinko in the presence of his family and fellow officers. The Mayor commended his performance in investigations and as a Pottstown Police Officer.

SUBCOMMITTEE REPORTS

- a. Infrastructure – There was no meeting.
- b. Economic Development – Ms. Lee-Clark was unavailable and will provide a report at the regular meeting.
- c. Transportation – The minutes were included in the packets.
- d. Ad hoc Zoning – There was no meeting.
- e. Ad Hoc Financial Sustainability Oversight Committee – Councilor Kirkland had nothing new to report.
- f. Efficient Methods Committee – Councilor Lebedynsky reported that the committee is reviewing specific departments to set universal standards and initially began with the Licensing & Inspections Department. He advised that a check list has been revised for a step-by-step plan for developers for plan review and scheduling.

BOARDS & COMMITTEE REPORTS

- a. Emergency Services Reports – There was no report.
- b. Human Relations Commission – Marcia Levengood reported on several upcoming events for the month of May. She noted there is a vacancy on the board and the next meeting is May 14th with a presentation by The Hill School students.
- c. Olivet Boys & Girls Club – Councilor Kirkland had nothing new to report.
- d. Pottstown School District – Councilor Lindsay advised that the anti-bullying rally scheduled prior to the school meeting was cancelled due to the weather. She added that the first woman of color with a law degree was nominated to the Pottstown High School Alumni Hall of Fame.

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MAYOR'S REPORT

Mayor Henrick reported on the community meeting in which she attended. She was unable to attend the Rock the Block event.

Councilor Procsal noted that the event was a success and participated in building a handicap ramp for a King Street resident.

Mayor Henrick advised that unfinished projects will be addressed and noted that she spoke at the Bark for Life event. The Mayor recommended that in the future, events could be coordinated in the same location if possible. She added that she participated in the dedication of a portion of the Route 100 bridge renamed as the Newstell Marable, Sr. Bridge.

The Mayor also issued a proclamation naming May as General Aviation Month.

MANAGER'S REPORT

Manager Keller introduced Frank Hand as the new Fire Chief/Fire Marshal for the Borough. He noted that Chief Hand has a background in fire inspections, code investigations and policy and budget administration.

Chief Hand commented that he appreciated the appointment and looks forward to working with Council.

Mr. Keller reported that a meeting is scheduled for May 22nd, 4:30 p.m. at the Community College, to discuss the Keim Street bridge and all are welcome to attend. He added that the Closed Loop project is progressing along with the reconfiguration of the Hanover Street bridge and is awaiting finalization from Norfolk Southern. He also provided an update of the Colebrookdale Railroad Crossing on Route 100 and is also awaiting the design for that location.

Mr. Keller provided an update on the failing stormwater arches and a resolution is listed on the agenda under the Restore PA program. Mr. Keller also presented a map and the new parking areas for the downtown, adding that the parking idea was put together with a mix of business owners in the downtown. He noted that the three-hour paid parking has been instituted on High Street from Madison to Manatawny Streets.

Mr. Keller also updated Council on the Schuylkill River trail project for Riverfront Park.

Presentation - Transit Development Plan

Kourtney High, Grants Administrator introduced A.J. Knee, of Michael Baker Consultants, to outline the new PART Transit Development Design funded by PennDOT. Mr. Knee reviewed the transit and ridership analysis and introduced the new destination routes to include Boyertown, Gilbertsville and the Rolling Hills Development in Lower Pottsgrove Township. He noted that the public outreach surveys ran January and February and included public meetings, and conversations with drivers and passengers. He noted that the request for Suburbia Shopping Center was not feasible. Mr. Knee reviewed the 25 alternatives for both day

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and night lines. He commented that he expected the changes to increase ridership, adding that it was decided to not go into Berks County at this time.

Request for Replacement Police Officers, Chief Michael Markovich

Chief Michael Markovich requested Council's consideration in offering conditional offers of employment to two candidates on the Civil Service List. He added that the budget is funded for 46 officers and he is now at 45, with another officer retiring in September and would like to get the candidates into the academy in July of this year. The Chief also advised that an additional three officers will be retiring in December.

Councilor Paez and Councilor Kirkland questioned the number of Latino or minority candidates.

The Chief responded that the Department does not control the candidates. They are certified by the Civil Service Commission. He added that minorities tend to go to departments that are not as busy as Pottstown but also ones that pay more.

President Weand noted that this will be listed for action on the regular meeting.

Presentation – Airport Open House, James Rouiller

James Rouiller, FBO, requested Council's permission to hold an Open House event on August 24th and August 25th, from 10:00 a.m. - 3:00 p.m. He noted that the event is free and expects to have food wagons but no alcohol.

Presentation – 192 South Hanover Street

Tom Burleigh, Hanover Square Development, was present and requested that Council authorize a facade change of color as was previously approved by Council in February 2019. He, along with Attorney Joseph Quinn, recommended a solid beige color and provided handouts.

Fixed Base Operations Lease Agreement

Mr. Keller reviewed the lease agreement and advised that this has not yet been accepted and may not be listed on the agenda.

Delta Airport Consultants Agreement Extension

Mr. Keller recommended an agreement extension with Delta Airport Consultants for operations at the Airport.

These items will be listed on the regular agenda.

Fire Chief/Fire Marshal Appointment

Mr. Keller recommended that Council consider formally appointing Frank Hand as the new Fire Chief/Fire Marshal as required by Ordinance.

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Resolution – PennDOT/King & Manatawny Streets

Mr. Keller explained the requirement for Council to acknowledge responsibility for traffic signals once completed as part of the King Street bridge replacement.

Resolution – DCED FLOOD MITIGATION

Manager Keller also reviewed the application to DCED to address the underground stormwater arches in conjunction with the DEP and to assist with issues on private property. The maximum amount for which to apply is \$500,000 and the match is 15% or \$75,000.

The resolutions will be listed for consideration on Monday's agenda.

MEMORIAL PARK PHASE III BID AWARD

Mr. Keller referred to the bid tabulation for the rebid of the Memorial Park Phase III project. The project bid is still approximately \$10,000 over budget, with an additional \$4,000 in engineering costs for the rebid. He recommended awarding to the lowest bidder on Monday evening.

2019 PAVING BID AWARD

Mr. Keller referred to the bid tabulation of May 6th and recommended awarding the 2019 paving bid to Joseph Sucher & Sons in the amount of \$772,300, which is paid through state liquid fuel dollars.

OUTDOOR DINING ORDINANCE UPDATE

Solicitor Garner requested authorization to make minor changes to the Outdoor Dining ordinance.

LAND BANK CONSULTING SERVICES

Mr. Keller referred to the proposal of Branton Strategies to continue consultant services for the Land Bank Board as needed. A previous contract was in the amount of \$8,000 and the consultant services will be \$150 per hour.

These matters will be listed for approval on the regular agenda.

SOAP BOX DERBY, JUNE 15, 2019

Mr. Keller advised that the AMBUCS is requesting the closure of Wilson Street for the annual Soap Box Derby scheduled for June 21 to June 23, 2019.

POTTSTOWN RUMBLE

Mr. Keller also reviewed the request of the Pottstown Rumble to allow alcohol in Memorial Park during the June 21, 22 and 23, 2019 event.

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These requests will be listed for discussion on Monday's agenda.

HARB

Mr. Keller reviewed the requests for Certificates of Appropriateness as follows:

- a. 64 King Street – to install new awning over walkaway
- b. 964-966 High Street – to replace wood deck
- c. 886 High Street – for replacement of 22 windows (Administratively Approved)

BOARD VACANCIES

President Weand announced one upcoming term and one vacancy on the Land Bank Board.

COMMENTS FROM CITIZENS PRESENT

a. Randy Mims, 435 King Street – requested Council's consideration in waiving fees for the property at 435 King Street, which he purchased as is through the Montgomery County Tax Sale process. He stated that he is unable to get permits to begin rehabilitation of the property due to the outstanding fees and taxes. He noted that the property has been vacant for many years.

President Weand questioned Mr. Mims if he checked the property prior to purchase.

Mr. Mims responded yes but did not thoroughly know the conditions.

President Weand suggested he continue to work with Staff.

COUNCILORS' GENERAL DISCUSSION

Councilor Procsal commended the District Attorney's Office and the Police Department for participation in the Rock the Block event.

Councilor Paez noted that the three-minute rule should have exceptions, such as the problems Mr. Mims presented.

Councilor Lindsay provided a report on several events which she attended. She commended Ms. Lee-Clark and Mr. Keller on the presentations at the recent Investors Conference. She added that she is now a board member of the GoFourth Committee. Councilor Lindsay announced the Power event in Harrisburg on June 12th to address Fair Funding in the schools. She will also participate in the Memorial Day parade.

Mayor Henrick advised that she will be unavailable for a few days but will be working on information on goats and chickens to address overgrowth. She will also be planning a trading card event for Pottstown Police Officers to improve community relations.

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ADJOURNMENT

President Weand adjourned the meeting at 8:40 p.m.

Attested,

Justin M. Keller
Borough Manager