

May 11, 2020

POTTSTOWN BOROUGH COUNCIL

The regular meeting of the Pottstown Borough Council was called to order on Monday, May 11, 2020 at 7:06 p.m. as a Go-To-Meeting with President Weand in the Chair.

CALL TO ORDER

INVOCATION

President Weand requested a moment of silence.

PLEDGE OF ALLEGIANCE

ROLL CALL

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

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.

APPROVAL OF MINUTES

a. Committee of the Whole – Motion by Councilor Lebedynsky, seconded by Councilor Lindsay to approve the April 8, 2020 Committee of the Whole meeting minutes as presented. Motion carried: 6 ayes.

b. Council Meeting - Motion by Councilor Lindsay, seconded by Councilor Procsal to approve the April 13, 2020 Council meeting minutes as presented. Motion carried: 6 ayes.

COMMENTS FROM CITIZENS PRESENT

None.

SUBCOMMITTEE REPORTS

a. Finance & Administration – President Weand reported that as March 31, 2020, the General Fund revenues received are at 15% and expenses at 21%. Real estate taxes received are at 11.1% and local taxes at 27% received. He added that the audit has begun, with in-house work

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completed. President Weand also noted that there were no assessments changes in March and there are no new LERTA applications. He added that a revised capital plan was presented to include the cost of a new boiler in 2020.

Mr. Keller advised that a boiler failed in the Borough Hall building. He added that the cost of the boiler was in the five-year capital plan for 2021 in the amount of \$20,000 and it has been moved to a capital purchase for 2020 in order to replace the boiler.

BOARDS AND COMMITTEE REPORTS

- a. EAC – There was no meeting.
- b. Regional Planning – There was no meeting.
- c. Blighted Property – There was no meeting.
- d. Grants Report – President Weand referred to the report distributed in the packets and commended Kourtney High, Grants Assistant, for her efforts in obtaining the grants.

UNFINISHED BUSINESS

None.

NEW BUSINESS

- a. PRESENTATION – Montgomery County Planning Commission Trail Diversity, Awareness and Access Plan

Donna Fabry, Senior Open Space Planner with the Montgomery County Planning Commission, provided a project overview of the County's intent for the walk/bike trails. The intent of the project, which began in 2018, is to gain a better understanding of the trail users' diversity and to increase awareness, visibility, and ease of access to the County trail system. Ms. Fabry added that groups consulted included youth, adults, racial and ethnic minorities and disabled individuals. She also presented proposed new signage for the ease of navigating the trails.

Ms. Fabry also outlined recommendations from the focus groups to include, benches, play equipment, water stations, art and wayfinding off-street signage. She advised that the goal is to have the trail continue uninterrupted from Philadelphia to Berks County. Ms. Fabry noted that no action by Council was needed at this point, only to meet the requirement of the presentation to the public. The final plan will be posted on the County's website when completed.

- b. FTA Funds - Motion by Councilor Procsal, seconded by Councilor Lebedynsky to authorize the application to the Federal Transit Administration - CARES funds in the amount of \$1,750,000 to be utilized for PART operating expenses and capital bus replacement. Motion carried: 6 ayes.

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c. BOJ Funds - Motion by Councilor Lebedynsky, seconded by Councilor Lindsay to authorize the funding application to the Bureau of Justice Assistance in CARES funding, in the amount of \$48,536. Motion carried: 6 ayes.

d. Fixed Route and Paratransit Services - Motion by Councilor Lebedynsky, seconded by Councilor Procsal to award the Fixed Route and Paratransit Public Transportation Services bid to Pottstown Area Rapid Transit Inc. for a three (3) year contract (with two one-year option renewals). Motion carried: 6 ayes.

e. PART Operating Budget - Motion by Councilor Lebedynsky, seconded by Councilor Lindsay to approve the Pottstown Area Rapid Transit (PART) Operating Budget for FY20-21 dated May 1, 2020. Motion carried: 6 ayes.

f. Closed Loop Extension - Motion by Councilor Procsal, seconded by Councilor Lebedynsky to grant request of Traffic Planning and Design for an extension for the Pottstown Area Closed Loop Signal System project, Part III, to December 31, 2020 to coordinate with the end of the construction timetable. Motion carried; 6 ayes.

g. Airport Consultant - Motion by Councilor Procsal, seconded by Councilor Lindsay to grant a one (1) year extension of Delta Airport Consultants as the consultant for the Pottstown Municipal Airport, for a term to expire June 15, 2021.

Councilor Procsal commented that other firms were interviewed and commended Delta for its performance.

Motion carried: 6 ayes.

h. GoFourth Festival – Motion by Councilor Kirkland, seconded by Councilor Lindsay to grant the request of the GoFourth Festival Committee to hold a Biergarten in Memorial Park on September 6, 2020, 4:00 p.m. – 8:15 p.m., subject to review and approval of the Police and Fire Departments. Motion carried: 6 ayes.

REPORT OF BILLS - Motion by Councilor Vanni, seconded by Councilor Lindsay to pay the bills in the amount of \$2,690,195.95. Motion carried: 6 ayes.

ANNOUNCEMENTS

Mr. Keller regretfully announced the passing of the Borough's Tax Collector, Roy Reifsnnyder, and extended condolences to family. He noted that this presents a vacancy in the position, but the Borough is actually the Deputy Tax Collector and there will be no interruptions in the operations of the tax office. Mr. Keller advised that a description will be posted on the Borough's website for any interested individual to apply for the position.

Solicitor Garner added that Council has 30 days by State law to fill the vacancy, which can be done at the June 3rd Committee of the Whole meeting. The appointment would be by formal resolution and the term would end December 31, 2021. The individual must be a registered elector of the

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Borough and must have resided in the Borough for at least one year and must have the ability to secure a bond. He added that there may be a new minor educational requirement.

Solicitor Garner added that as per the Borough Code, if the position is not filled within 30 days, the Borough has another 15 days to appoint the Vacancy Board Chairperson. If not filled, there would be a petition to the Court of Common Pleas to appoint an individual for the position.

The Councilors individually extended condolences to Mr. Reifsnyder's family.

Councilor Lindsay reminded all to respond to the Census Bureau. She noted that the Borough is now at 58.6% in responses and expects to be at 80% by June.

Mayor Henrick reminded all of the Ward Wars and noted that only Ward 6 is in compliance.

President Weand tasked the Borough Manager, that if not able to meet in doors in June, to find an alternative location, possibly outdoors, weather permitting.

ADJOURNMENT

President Weand adjourned the meeting at 7:50 p.m.

Submitted by,

Justin M. Keller
Borough Manager