

June 5, 2019

COMMITTEE OF THE WHOLE MEETING

The June 5, 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, Carol Kulp, 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.

INVOCATION

President Weand requested a moment of silence.

PLEDGE ALLEGIANCE TO THE FLAG

PRESENTATION – CITIZENS’ LEADERSHIP ACADEMY GRADUATION

Kourtney High, Grants Administrator, presented graduation certificates to the 2019 Citizens’ Leadership Academy class. The graduates present were James Franey, Joseph Stasik and Dustin Tucker. Absent class members were Michael Carvahlo, Michael Paules, Manuel Paez, Jason Pratt and Melissa Pratt.

SUBCOMMITTEE REPORTS

a. Infrastructure – Councilor Kulp reported that Parks and Recreation is continuing progress on Pollock Park and the environmental issues. The Spray Park is expected to open on June 10th. Councilor Kulp also reported that the paving project began and advised the Hanover Street Bridge lighting and sidewalk project is underway.

b. Economic Development – Ms. Lee-Clark provide the 2018 Economic Development report for the Pottstown Area Industrial Development. She reported that 14 commercial properties were sold in the Borough in 2018 for a total sale value of \$2.8 million. Ms. Lee-Clark provided an outline of the new and expanded businesses in the Borough. She also explained the importance of the Qualified Opportunity Zones. Ms. Lee-Clark noted that the areas of focus for 2019 are the Life Sciences Incubator/Hub project, the Keystone Boulevard Road Extension, the KEEP project, the Circle of Progress and Quality Opportunity zone projects and the attraction and retention of new investment and businesses to the Downtown. She reminded all of the Progress Luncheon and roll out of the new logo scheduled for June 20th at Sunnybrook.

c. Transportation – There was no meeting.

d. Ad hoc Zoning – Councilor Procsal advised that grading requirements, downtown parking and amendments to the daycare and master plumber requirements were topics of discussion.

June 5, 2019

e. Efficient Methods Committee – Councilor Lebedynsky reported that feedback from customers and response time is improving. He also noted that fire sprinkler permits are being created. Councilor Lebedynsky also recommended that developers continue to work with Licensing & Inspections and not circumvent the process by going through the Borough Manager.

BOARDS & COMMITTEE REPORTS

a. Emergency Services Reports – Chief Hand reported that he met with all the fire departments and commended the assistance and cooperation received from Joe Groff and other members. He also provided statistics for the month of May with no house fires reported. The departments participated in several events including the Memorial Day parade

b. Human Relations Commission – Marcia Levengood reported that the commission has a vacancy on the board. She added that June is Gay & Lesbian pride month. The next meeting of the commission is June 11th with an educational presentation on diversity and inclusion from the Pennsylvania Human Relations Commission.

Mayor Henrick questioned if the HRC considered a Gay Pride parade in Pottstown.

Ms. Levengood responded that it takes funding to conduct a parade, but always a possibility.

c. Land Bank – Ms. Penrod advised that there was no May meeting. She noted that the Board has been invited to participate in the Blighted Property Review Committee's bus tour of blighted properties scheduled for June 19th. She added that two upcoming vacancies exist on the Board and requested Twila Fisher be reappointed.

d. Library – Ms. Penrod presented STEM kits for use at the Library. She added that outreach to other municipalities continues and she will be attending a Council of Governments meeting. Ms. Penrod also reviewed upcoming and fund-raising events and the 100th anniversary of the Library's incorporation scheduled for next year. She will be inviting elected officials to participate in the parade on behalf of the Pottstown Rotary.

e. Olivet Boys & Girls Club – Councilor Kirkland noted that a report was included in the packets. He advised that over 45 children per day participated in after school programs. Councilor Kirkland reviewed other programs offered at the Center, adding that summer camp begins June 17th.

f. Pottstown School District – Councilor Lindsay reported that the School District will not be removing the music program as previously considered. She reminded all of the June 12th bus trip to Harrisburg for fair funding of schools.

MAYOR'S REPORT

Mayor Henrick urged all to visit her Facebook page for upcoming events. She continues to work on the "Cop Card" project and is seeking quotes and funding, along with the Rock the Block program and considering a name change to Love Your Block. The Mayor also noted that she is

June 5, 2019

working with Howard Brown and the Health and Wellness Foundation to obtain grants regarding these programs.

MANAGER'S REPORT

Manager Keller reported that an application was submitted to DCED for its Flood Mitigation program in the amount of \$500,000 to address the failing stormwater arch structures. There was also a submission for a CDBG grant to cover the overage for the Ricketts Roof project, with intentions for construction this year.

Mr. Keller provided an outline of the Trails on Tap event at Riverfront Park, scheduled for June 26th to June 30th. He also reviewed the July 4th GoFourth events scheduled in Memorial Park, which will allow changes to the alcohol provisions, using an exhibition permit, so as not to be confined to a beer tent. He also provided updates to the Hanover Street Bridge project, the Airport hangar and taxiway paving and the Water & Sewer replacement project. He also updated PECO's underground conduit replacement for the High Street lighting project.

Mr. Keller reported that the Parking Committee meetings continue to evaluate the new changes in parking. There are also upcoming meetings to discuss trash issues and the dissatisfaction with service from Mascaro's. He added that if staff has to follow the trucks, they should be compensated by Mascaro, adding that the trash contract is scheduled for renewal this year. Mr. Keller also advised that the July 3rd Committee of the Whole meeting is cancelled and combined into one meeting on Monday, July 8th. He also commended the Sojourn event and committee for a successful evening along Riverfront Park.

PART OPERATING BUDGET FOR FY 2019-2020

PART CONTRACT EXTENSION

Mr. Keller reviewed the annual resolution for the operating match for PART in the amount of \$94,281, which is received through Montgomery and Chester County's contributions. He also recommended a one-year contract extension for the PART/Paratransit operations with the same terms and conditions.

RICKETTS CENTER LEASE

Mr. Keller advised that any amendment to the existing lease with Olivet Boys and Girls Club or any other group that may operate the center, should include weekend hours and a shortened term of the lease from its current five-year term.

Solicitor Garner confirmed that this will not determine what group will operate the Center in the future, only to incorporate any changes recommended by Council or Staff, with the deadline to do so by June 30th and recommended a motion be listed on Monday's agenda.

President Weand advised that these changes can be discussed individually or at Monday evening's meeting.

June 5, 2019

SPECIALTY CHEMICAL SYSTEMS, 243 SHOEMAKER ROAD

Solicitor Garner reviewed the land development plan for the existing site at 243 Shoemaker Road to modify the parking area and add storage units. The plan includes a fee in lieu of open space and an additional contribution of \$6,000, possibly for traffic enhancement in the area.

Jim Bannon, Nave Newell Engineers, was present and confirmed the conditions as presented.

PORTNOFF-COLLECTION OF DELINQUENT MUNICIPAL ASSESSMENTS

Mr. Keller recommended a two-year extension of the Portnoff agreement for the collection of delinquent municipal assessments. Staff reviews proposals at least every five years and has been happy with the performance of Portnoff. He added that the Finance Director contacted several municipalities using the County and found the performance to be not as efficient as Portnoff.

RESTORE PA

Mr. Keller requested Council's support for the Governor's initiative for a \$4.5 billion funding geared towards restoring infrastructure projects.

REVISION TO DOWNTOWN ORDINANCE

Solicitor Garner reviewed the minor changes proposed to the recent downtown zoning ordinance to address set back requirements and certain definitions and requested authorization to advertise a public hearing.

ORDINANCE AMENDMENT – WATER & SEWER SPECIFICIATIONS (PBA)

Mr. Keller advised that a resolution was adopted by the Pottstown Borough Authority to address splicing connections on existing water lines. He added that the Authority is recommending that the Borough also consider amending its ordinance.

These items will be listed for consideration on Monday's agenda.

ZONING – KEYSTONE INDUSTRIAL CORP., 861 CROSS STREET

Solicitor Garner reviewed the zoning relief request of Keystone Industrial Corp. to establish a silent auction house at the property located at 861 Cross Street.

ZONING – WEST POTTSTOWN SHOPPING CENTER, 121 SHOEMAKER ROAD

Solicitor Garner also explained the request of the West Pottstown Shopping Center to construct a building addition to the rear of the property located at 121 Shoemaker Road.

June 5, 2019

Council recommended letters of support be sent to the Zoning Hearing Board for both projects.

KINGDOM LIFE CHURCH, WALNUT STREET, JUNE 30, 2019

READING GRAVITY RACE, WILSON STREET, JULY 14, 2019

SLY FOX TRACK CLUB HALF MARATHON, CIRCLE OF PROGRESS, DECEMBER 15, 2019

Mr. Keller reviewed the street closure requests for the above stated events and recommended Council's consideration be listed on the regular agenda. He reminded Council that the churches requested that the bike race be moved to the east end of town so as not to interrupt church services on Sundays.

BOARD VACANCIES

Mr. Keller advised that one vacancy exists on the EAC board and two on the Land Bank Board and referred to Attorney Michael Mauger's application included in the packets and Twila Fisher's request for reappointment that was distributed this evening.

COMMENTS FROM CITIZENS PRESENT

None

COUNCILORS' GENERAL DISCUSSION

Councilor Lindsay reminded all of the POWER bus scheduled for Harrisburg on June 12th. She added that she attended both car shows and the PAL event in Upper Pottsgrove Township. She and Councilor Lebedynsky's participated in the Memorial Day Parade.

Councilor Lebedynsky suggested combining events in order for better participation, for example, combining the Pottstown Rumble and the "White Night" event on the same dates. This may bring a large number of people together and likely to keep them in the area and downtown.

Councilor Kulp reminded all of bike safety on the roadways.

Councilor Procsal also attended the Memorial Day parade and will be taking the bus to Harrisburg on June 12th.

Mayor Henrick requested volunteers to assist with the Cop Card project. She reviewed upcoming events including the Farm, Rumble and Car Show.

President Weand advised that he also attended the Car Show, which had over 2,000 attendees. He also attended the Sojourn dinner in the Riverfront Park.

Mr. Keller added that he will be updating the marques to inform people of upcoming events and direct them to additional areas and the downtown.

June 5, 2019

EXECUTIVE SESSION

President Weand recessed the meeting to executive session at 8:35 p.m. for one item of personnel, one of collective bargaining and one real estate matter.

ADJOURNMENT

President Weand adjourned the meeting at 9:45 p.m.

Attested,

Justin M. Keller
Borough Manager