

October 9, 2019

## COMMITTEE OF THE WHOLE MEETING

The October 9, 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

### RESOLUTION HONORING DANA CORPORATION -100 YEARS

#### RESOLUTION NO. 2019 -21 HONORING DANA CORPORATION 100 YEARS

The Borough of Pottstown joins in celebrating Dana Incorporated, 1040 Center Avenue, Pottstown Plant, for its 100th year of business in Pottstown, Pennsylvania.

WHEREAS, Clarence W. Spicer began his career in Mechanical and Electrical Engineering at Cornell University and in 1914 partnered with Attorney Charles Dana;

and

WHEREAS, on October 19, 1919, Mr. Dana purchased the property formerly known as Chadwick Engineering Works in Pottstown, Pennsylvania and became an integral part of the Spicer Manufacturing Company; and

WHEREAS, in 1920 operations were suspended due to the financial uncertainty after World War I; and

WHEREAS, the Pottstown Plant reopened in April 1922 and prospered as a manufacturing and automotive component supplier business; and

WHEREAS, in 1946, the Company's name was officially changed to the Dana Corporation, honoring Charles Dana, while maintaining the brand name, Spicer, still recognized worldwide today.

NOW THEREFORE, the Burgess and Town Council of the Borough of Pottstown recognizes and applauds Dana Corporation for its sustainability and success for 100 years in the Borough of Pottstown, Pennsylvania, through many economic seasons and for its continuous mainstay in Pottstown.

ENACTED and RESOLVED this 9th day of October 2019.

Plant Manager Eric Phillips was present and accepted the Resolution on behalf of Dana.

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## SUBCOMMITTEE REPORTS

- a. Infrastructure – There was no meeting.
- b. Economic Development – Mr. Keller reported on behalf of Ms. Lee-Clark and advised that there was a tour was held throughout the downtown with DCED, including VideoRay and the Ellis Mills Building. PAID is also working with the Downtown Pioneers for upcoming holiday events. He also reviewed the Terminal's improvements and upgrades to the Clock Tower area at a cost of \$10,000, with the Borough's contribution of \$2,000. Mr. Keller also reported the Urban Land Institute will be in town for its planning evaluation on October 20 to October 25<sup>th</sup>.
- c. Transportation – There was no meeting.
- d. Ordinance Review Committee – Councilor Procsal reported that there was a presentation from Jenise Musselman on group homes.
- e. Efficient Methods Committee – There was no meeting.

## BOARDS & COMMITTEE REPORTS

- a. Emergency Services Reports – Chief Hand provided a brief report and provided the statistics for the month of September. He also advised that the Department did a smoke detector event installing 81 detectors for families. Chief Hand also noted this is Fire Prevention week and will be visiting schools throughout the month.
- b. Human Relations Commission – Marcia Levengood announced that national Hispanic Heritage month continued until October 15<sup>th</sup>. October is also Filipino American, Polish American and National Italian American Heritage month. She added that October is also disabilities, bullying prevention, domestic violence and LGBTQ awareness month. She added that the Montgomery County Community College will be hosting a traveling panel for the LGBTQ movement. Ms. Levengood noted that the next meeting of the Commission is November 13<sup>th</sup>.
- c. Land Bank – Ms. Penrod reported that the Land Bank is in the process of combing potential sources of properties and will be investigating specific properties. She added that the Housing Alliance of Pennsylvania will be hosting a Blight to Bright meeting for Montgomery County and Pottstown.
- d. Library – Ms. Penrod also advised that the Executive Director Michelle Kehoe is taking a position with the Montgomery County Library system. She also provided upcoming events and programs for the Library.
- e. Olivet Boys & Girls Club – Councilor Kirkland noted that more volunteers are needed at the Center. He also provided an update on the operations of the Center servicing 40-45 children at the Center on a daily basis.
- f. Pottstown School District – Councilor Lindsay advised that she attended the School Board meeting wherein there was a presentation on summer programs with several students, the project innovators and named the project Kenya.

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## MAYOR'S REPORT

Mayor Henrick reported that she recently swore in two new Pottstown Police Officers. She also reviewed the events at which she attended last month and the numerous upcoming events for October including the Halloween Parade, at which she'll be serving as a judge.

## MANAGER'S REPORT

Manager Keller provided an update on the grants, noting that a grant was received from DCED in the amount of \$281,000 for the flood mitigation program to assist in emergency arch repairs and engineering studies. In addition, a grant in the amount of \$56,000 was received for remediation work of the Pollock Park program.

Mr. Keller commended Ms. Lee and the Finance Department for maintaining the AA financial rating for the Borough. The Borough obtained a high ranking during the recent refinancing of the bond series. He advised that it was determined that there was a lack of a long-term capital program, which is being addressed in the 2020 budget. Mr. Keller also advised that new trash and recycling information will be included in the outgoing utility bills and posted on the website.

Mr. Keller also announced that an Explore PA event will take place throughout the Borough on October 18<sup>th</sup> hosted by the PSAB. The video will be presented on PCN in spring 2020.

## 2020 Census Briefings in Montgomery County

Victory Johnson and Tricia Reedy Jones were present to provide a 2020 Census Overview for the Borough. Ms. Johnson explained that responses will be available in 12 languages and can be obtained online, phone or mail. She also provided a handout outlining the education process, the phases throughout 2020, cost analysis and the positions and payrates available through the Census project.

Ms. Jones reported the statistics for the 2010 Census in Pottstown resulted in a low response rating and would like to see the rating improve for 2020 and encouraged resident to self-respond.

## 2020 Budget Presentation

Mr. Keller and Ms. Lee provided a Power Point presentation for the proposed 2020 budget. Mr. Keller reviewed the recommendations of the EIP study and the accomplishments so far, including a multi-year capital program, which will be instituted for the General Fund, Fire Fund, Parks and Recreation fund. Mr. Keller also explained the changes to the PILOT program, wherein entities may designate its contribution. He also addressed the changes to the Health Care plans, including spousal waiver and defined contribution plan.

Ms. Lee reviewed the tax revenue and millage increase from 2017 to 2020. She also explained the Minimum Obligation Funds (MMO) and the Other Post Employment Benefits (OPEB) and the new reporting requirements. She also explained the positions to be replaced, along with the AFSCME contract with a 4% increase. Ms. Lee also reviewed the need for capital plan items, such as police cars, boilers for buildings and HVAC system for the Borough hall.

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Ms. Lee advised that a slight increase should be required each year so as not to have 11% and 9% increases at one time. She added that a tax increase for the General and Fire Funds would be an increase of \$11 per year for a home assessed at \$85,000 and \$13 per year for a home assessed at \$100,000.

Mr. Keller noted that Staff will continue to work on the budget to lower the increase if possible.

Solicitor Garner confirmed that Council has until December to finalize the budget.

#### Ricketts Center Requests for Qualifications - Presentations

Solicitor Garner requested that as a courtesy, those not presenting, step outside of the room. He added that Councilor Paez understands that she will not participate in the voting and procedures in this matter, as she has affiliation with CCLU.

Solicitor Garner also provided information that his partner, Matthew Hovey is on the Board of Directors of Multi Service and it will be Council's decision if his firm should be involved.

Mr. Keller requested that the presentations be limited to five minutes, followed by a five-minute question and answer period.

Hannah Davis, STRIVE, stated that she sees no reason that she should not listen to all the presentations, as a tax payer and as it her rights as a citizen.

#### CCLU

There was no presentation from CCLU this evening.

#### STRIVE

David Charles and Hannah Davis were present for STRIVE and provided their intentions to cooperate and collaborate with any entity that may oversee the operations of the Ricketts Center, along with the Borough, the Community and STRIVE.

#### YWCA

Stacey Woodland, Executive Director referred to the handout and reviewed the YWCA's mission, goals and objectives in overseeing the operations of the Ricketts Center. Ms. Woodland reviewed the history and development of the YWCA and the present budget of the organization. She advised that the YWCA has been in the area for 111 years and reviewed the programs for women, men, children, both male and female.

#### PARKS & RECREATION

Michael Lenhart and Andie Graham presented an outline of the Parks and Recreation Department's proposal to oversee the Ricketts Center. Mr. Lenhart reviewed the budget for the operation and the programs it could offer.

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President Weand noted that the presentations will be considered and listed for a future agenda item.

#### Wastewater and Water Plant Chemical Bid Awards

Mr. Keller reviewed the 2020 chemical bids for the water and wastewater treatment plants and requested these be listed for award on Tuesday's agenda.

#### Resolution – PECO Green Region Grant

#### Resolution – Water Rates

#### Resolution – Money Purchase Plan

Mr. Keller also explained the request to adopt various resolutions as listed on the agenda.

#### Hough Associates Recycling Grant

Mr. Keller noted that Hough Associates has presented a three-year proposal for the collection of recycling data and recommended this be approved on the regular agenda.

#### Parking Lot Trees - SALDO

President Weand referred this matter to the Ordinance Review Committee.

#### Zoning Varian Request

Solicitor Garner reviewed the request of JEM Home Solutions seeking several variances to operate a group home at 441 King Street in the Traditional Town Neighborhood.

Councilor Procsal recommended this be forwarded to the Zoning Hearing Board with no action by Council.

#### HARB

Mr. Keller recommended HARB certificates be granted for the following properties:

- a. 940 East High Street - to replace existing wood windows with Andersons
- b. 912 East High Street - to replace existing slate roof

Mr. Keller also reviewed the administratively approved requests as follows:

- a. 100 North Hanover Street - to replace roofs
- b. 344 King Street - to install a wall sign
- c. 121 King Street - to replace existing roof
- d. 107 King Street - to replace existing roof material
- e. 990 East High Street - to replace existing roof materials

These will be listed for approval on the regular agenda.

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Light the Night, October 31, 2019, Victory Christian Life Center  
Halloween Trick or Treat, October 31, 2019, Franklin Street  
Tiburon Fox Trot 5K, May 16, 2020

Mr. Keller reviewed the various street closure requests and recommended approval.

#### COMMENTS FROM CITIZENS PRESENT

a. Marcia Levengood, 42 Walnut Street – reminded all of the upcoming PAL Food Festival scheduled for October 13<sup>th</sup> at Copperfield Inn.

b. Aram Ecker, 21 Winding Road – complained about the excessive speeding along Wilson Street from Keim to High Street

c. Johnny Corson, 544 Jefferson Avenue – spoke as President of the NAACP asking Councilor to take back the operation of the Ricketts Center and allow the Parks and Recreation Department to run it. He noted this is the third time he has requested that the Borough run the Center.

#### COUNCILORS' GENERAL DISCUSSION

Councilor Procsal reported on the successful tour of Borough Hall with third graders and with the assistance of the Mayor.

Councilor Kirkland thanked all for their condolences on the recent passing of his father and provided a brief family background and history.

#### EXECUTIVE SESSION

President Weand recessed the meeting to executive session at 10:20 p.m. for personnel and collective bargaining matters.

#### ADJOURNMENT

President Weand adjourned the meeting at 10:45 p.m.

Attested,

Justin M. Keller  
Borough Manager