

NORRISTOWN MUNICIPALITY
COUNCIL MEETING MINUTES

September 5, 2017

The Council Meeting of the Municipality of Norristown was called to order by Council President, Sonya Sanders, at 7:30 PM in the Council Chambers.

There was a Moment of Silence followed by the Pledge of Allegiance.

The following Council members were present:

Sonya Sanders, President
Derrick Perry, Vice-President
Olivia Brady, At-Large
Valerie Scott-Cooper, 3rd District
Hakim Jones, 4th District
Heather Lewis, 2nd District (arrived after Roll Call)
Suanne Gardiner, At-Large

Also present were:

Crandall Jones, Municipal Administrator
Sean Kilkenny, Municipal Solicitor
Chief Mark Talbot, Police Chief
Jayne Musonye, Director of Planning and Municipal Development
Chenora Burkett, Director of Finance
Thomas O'Donnell, Fire Chief
Michael Simonson, Code Manager

APPROVAL OF MINUTES:

Workshop Minutes from 08-15-2017

Motion carries 6-0.

There was a motion by Olivia Brady with a second by Suanne Gardiner to Motion to approve the Workshop Minutes from August 15, 2017.. A Roll Call Vote resulted in:

Ayes: Brady, Gardiner, Jones, Lewis, Perry, Sanders, Scott-Cooper

EXECUTIVE SESSION ANNOUCEMENT

Council President Sanders announced that Council did not meet in Executive Session.

PRESENTATIONS:

Norristown's First Fall Music Festival

Five Saints Distillery and World Cafe Live will host a Fall Music Festival on October 14, 2017. This event will benefit the Norristown Police Department. Presentation will be made by John George of Five Saints Distillery.

Mr. John George from Five Saints Distillery provided a Power Point presentation announcing the plan for Norristown's "First Annual Oktoberfest and Block Party."

The vision is to conduct a neighborhood festival on Main Street that draws Norristown's citizens and neighbors together to relax, connect, enjoy and savor quality local music, beer, wine, food, spirits. There will be food stations that would include Zachary's BBQ, Sessano's, Via Veneto and Corropolese.

The date is Saturday, October 14 from Noon to 11 pm. Location: 129 East Main Street and East Main Street between Green and Dekalb.

Musical Guests include: Wildflower, Lenny Martelli, Danielle and Jennifer, Coupe de Ville and more. Rescue Pet Adoption will have a table from Noon to 5pm. A percentage of Five Saints profits will be donated to the Norristown Police Department.

Councilwoman Gardiner suggested to hold off voting because there are other groups involved. Councilwoman Brady noted that the car show is already blocking off Main Street and the area near Five Saints will be included in it.

Solicitor Kilkenny suggested that Council move to direct Staff to move forward while taking care of other related matters.

Motion carries (7-0)

There was a motion by Olivia Brady with a second by Valerie Scott-Cooper to Norristown's First Fall Music Festival. A Roll Call Vote resulted in:

Ayes: Brady, Gardiner, Jones, Lewis, Perry, Sanders, Scott-Cooper

ANNOUNCEMENTS:

ELMWOOD PARK ZOO OKTOBERFEST

Saturday, September 9th - OKTOBERFEST at Elmwood Park Zoo from 1 pm to 4 pm. Tickets available at the Zoo.

FOR KIDS SAKE CONCERT

Sunday, September 10 - Concert at Elmwood Park from 1 to 7 pm. Free admission.

COUNCIL LISTENING TOUR

Municipal Council Listening Tour scheduled for September 14th has been **postponed**.

GAME NIGHT

Friday, September 15th at First Presbyterian Church on Airy Street from 6 to 8 pm. Hosted by Norristown Recreation.

NORRISTOWN 1st ANNUAL OKTOBERTFEST

Saturday, October 14 on Main Street from 11am to 8pm. Live music, food vendors, and a pet adoption. In conjunction with Norristown's Annual Car Show!

PUBLIC COMMENT:

Jim Perna, Resident

Mr. Perna commented that he hopes Royal Farms comes to Logan Square. He also asked when the Markley Street project from Elm to Main will be finished because he lost his parking in front of his house. He was told to speak with Director Musonye after the meeting.

Jim Watters, 913 Hamilton Street

Mr. Watters commented that the paint on front of the Municipal building looks good. He added that the street line painting helps. He noted he is making a proposal to bring a Triathlon to Norristown. He said he sent a promo to Council President from John Kenny regarding a triathlon in another area. He noted there is a group against taxes that met with Dr. Samuels and the Financial Director regarding state funding. He said that a graph showing that when funding from the state goes down, juvenile delinquency goes up.

Jaye Santiago, 1034 Cherry Street

Porch roof collapsing. Need it to be put back up. Put in application. Needs approval. Mr. Simonson noted it is on agenda for approval.

COMMUNICATION:

There were no Communication items.

ITEMS FOR ACTION:

FINANCE:

Request for Proposal-Banking Services

Council will be presented with the results of the Municipality's request for proposals for banking services.

Chenora Burkett, Finance Director, conducted a Power Point presentation regarding the RFP for banking services. She noted that nine (9) banking institutions submitted responses. She explained the criteria for evaluation and noted that four (4) banks were selected for follow-up interviews: TD Bank, Citizens Bank, Santander, and BB&T.

She asked Council to recommend that TD Bank provide general operating banking services based on the proposal content and oral presentation, cost of services, additional products/services and responsiveness to inquiries.

Motion carries 6-0.

There was a motion by Derrick Perry with a second by Olivia Brady to Request for Proposal-Banking Services. A Roll Call Vote resulted in:

Ayes: Brady, Gardiner, Jones, Lewis, Perry, Sanders, Scott-Cooper

2016 Financial Statement Audit Report

Council will be presented with the Municipality's 2016 Financial Statement Audit Report

Chenora Burkett, Finance Director, conducted a Power Point presentation where she explained that Finance is seeking approval from Council to accept the Audit Report for the fiscal year that ended on December 31, 2016.

The Audit Report provided an unqualified opinion and the Auditor Report was a single audit, unmodified. All prior years' findings have been resolved. The Basic Financial Statement contained government wide financial statements, fund financial statements, notes to the basic financial statements and a budgetary comparison schedule.

There were items included such as governmental activities, total assets, deferred outflows pension, total liabilities, deferred inflows pension, net position - all for 2014, 2015, and 2016. The 2016 Municipal Debt Obligation included long term debt, initial borrowing, outstanding balance. Net Pension Liability includes pension plans (Police, Fire, PMRS). Fund Financial Statements include Major Funds: General Fund, Liquid Fuels, Debt Service, Community Development Fund, Capital Project.

Crandall Jones, Municipal Administrator, remarked that the "financial performance has been exceptional due to the work of the financial heads managing their funds. It has been a one person operation for Chenora Burkett and she has done a phenomenal job with another audit. I appreciate the team and Chenora." Mr. Jones then asked that Council consider acceptance of the 2016 Financial Statement Audit Report.

Motion carries 6-0.

There was a motion by Valerie Scott-Cooper with a second by Olivia Brady to 2016 Financial Statement Audit Report. A Roll Call Vote resulted in:

Ayes: Brady, Gardiner, Jones, Lewis, Perry, Sanders, Scott-Cooper

Resolution 17-152 CIP_Fire Apparatus Acquisition

Resolution 17-152 seeks authorization to acquire a new Fire Apparatus as part of Norristown's Capital Improvement Plan.

Ms. Burkett explained that \$837,000 is needed to replace an aged fire engine that has been in operation for over 20 years. Financing the acquisition of a NEW engine would be part of the Municipality's Capital Improvement Plan

Motion carried 6-0.

There was a motion by Suanne Gardiner with a second by Derrick Perry to Motion to approve Resolution 17-152 CIP - Fire Apparatus Acquisition as part of Norristown's Capital Improvement Plan.. A Roll Call Vote resulted in:

Ayes: Brady, Gardiner, Jones, Lewis, Perry, Sanders, Scott-Cooper

PUBLIC SAFETY:

Resolution 17-148: Disabled Parking Request

Resolution No. 17-148 seeks to designate disabled parking spaces at: 114 W Freedley Street

Chief Talbot noted that the request is for 114 West Freedley Street and that the applicant has physical limitations and there are no objections by neighbors.

Motion carries 6-0.

There was a motion by Olivia Brady with a second by Valerie Scott-Cooper to Motion to approve Resolution 17-148: Disabled Parking Request.. A Roll Call Vote resulted in:

Ayes: Brady, Gardiner, Jones, Lewis, Perry, Sanders, Scott-Cooper

Resolution 17-149: Civil Service Police Lieutenant Eligibility List

Resolution 17-149 seeks the adoption of the Norristown Civil Service Commission's eligibility list of candidates for promotion to Lieutenant of the Norristown Police Department.

Chief Talbot recommended obtaining the best qualified candidate for the vacancy. He stated he would like to look inside the Department.

Motion carries 6-0.

There was a motion by Suanne Gardiner with a second by Olivia Brady to Motion to approve Resolution 17-149: seek adoption of the Norristown Civil Service Commission's eligibility list of candidates for promotion to Lieutenant of the Norristown Police Department.. A Roll Call Vote resulted in:

Ayes: Brady, Gardiner, Jones, Lewis, Perry, Sanders, Scott-Cooper

Resolution 17-150: Entry Level Police Officers

Resolution 17-150 would approve the Norristown Civil Service Commission Resolution and adopt their eligibility list for the hiring of entry level police officers and certifying names for hire.

Chief Talbot explained there were 3 vacancies and there turned out to be a certified list of 6 candidates. The Chief asked Council for the authority to extend 3 conditional offers of

employment to the top 3 candidates.

Motion carries 6-0.

There was a motion by Olivia Brady with a second by Valerie Scott-Cooper to Motion to approve Resolution 17-150: Entry Level Police Officers. A Roll Call Vote resulted in:

Ayes: Brady, Gardiner, Jones, Lewis, Perry, Sanders, Scott-Cooper

Resolution 17-151: Fire Civil Service Amendment

Resolution 17-151 seeks to amend the rules and regulations of the Norristown Civil Service Commission to allocate additional points on the civil service exam to qualified volunteer firefighters.

Fire Chief O'Donnell explained that the intention of this Resolution is to award 5 additional points on the Civil Service Exam to qualified volunteer firefighters.

Motion carries 6-0.

There was a motion by Olivia Brady with a second by Derrick Perry to Motion to approve Resolution 17-151: Fire Civil Service Amendment. A Roll Call Vote resulted in:

Ayes: Brady, Gardiner, Jones, Lewis, Perry, Sanders, Scott-Cooper

CODE ENFORCEMENT:

HARB Certificate of Appropriateness - August 2017

For Council to Approve or Disapprove the Certificate of Appropriateness for properties that applied for review by the Historical Architectural Review Board (HARB):

- 547 Barbadoes St
- 425 Dekalb St
- 113 West Penn St
- 653 East Moore St
- 1305 Dekalb St
- 121 Haws Avenue
- 526 Noble St
- 712 Kohn St
- 1034 Cherry St
- 707 Kohn St

Mr. Simonson provided information about the properties that applied for review by the Historical Architectural Review Board.

- 547 Barbados Street - roof
- 425 DeKalb Street - remove and replace windows
- 113 West Penn Street - remove and replace windows

- 653 East Moore Street - remove and replace windows
- 1305 DeKalb Street - remove, paint and restore windows
- 121 Haws Avenue - exterior improvements
- 526 Noble Street - install windows
- 712 Kohn Street - restore façade
- 1034 Cherry Street - demolish and rebuild porch
- 707 Kohn Street - demolish and rebuild porch and install windows

Motion carries 6-0.

There was a motion by Valerie Scott-Cooper with a second by Olivia Brady to HARB Certificates of Appropriateness for August 2017.. A Roll Call Vote resulted in:

Ayes: Brady, Gardiner, Jones, Lewis, Perry, Sanders, Scott-Cooper

Open Agenda

There was a motion with a second to open the agenda to consider the adoption of Ordinance 17-14, which restricts parking for the 0 block of East Main Street.

Motion to open the agenda carries 6-0.

There was a motion by Olivia Brady with a second by Suanne Gardiner to Motion to open the agenda.. A Roll Call Vote resulted in:

Ayes: Brady, Gardiner, Jones, Lewis, Perry, Sanders, Scott-Cooper

Ordinance 17-14 Restricted Parking for the 0 block of East Main Street.

Solicitor Kilkenny explained that he received a request from Chief Judge Del Ricci regarding a public safety matter involving "line of sight" at the parking garage, specifically, the 0 block of East Main Street.

Judge Del Ricci emailed Police Chief Talbot who asked Officer Rambo to look into the matter. Chief Talbot noted it was decided that this parking space impedes visibility and should be restricted. There was some discussion questioning the night time restriction of the space but it was not decided on.

Motion carries 6-0.

There was a motion by Olivia Brady with a second by Valerie Scott-Cooper to Motion to approve Ordinance 17-14 Restricted Parking for the 0 block of East Main Street.. A Roll Call Vote resulted in:

Ayes: Brady, Gardiner, Jones, Lewis, Perry, Sanders, Scott-Cooper

ADJOURNMENT:

Motion carries 6-0.

There was a motion by Valerie Scott-Cooper with a second by Hakim Jones to
ADJOURNMENT:. A Roll Call Vote resulted in:

Ayes: Brady, Gardiner, Jones, Lewis, Perry, Sanders, Scott-Cooper

Respectfully submitted,

Roseann M. Santangelo