



NORRISTOWN MUNICIPALITY
Council Meeting
Tuesday, October 3, 2017
7:30 PM - Council Chambers
AGENDA

- I. Call to Order
- II. Moment of Silence / Pledge of Allegiance
- III. Roll Call
- IV. Motion to Approve Minutes
 - a. Workshop Minutes from 09-19-2017

V. **Executive Session Announcement**

- VI. Presentations
- VII. Announcements
- VIII. Public Comment
- IX. Communication
- X. Items for Action

Municipal Council

- A. Resolution 17-155: Opposition to PA Senate Bill 6 of 2017
Council will be publicly declare their opposition to Pennsylvania Senate Bill 6 of 2017, which results in an unnecessary hardship on Norristown and Pennsylvania residents who are most in need of assistance.

Municipal Administrator

- A. Authorization to Draft & Advertise an Ordinance to Acquire 340 Harding Blvd
A request of Municipal Council to authorize the Municipal Solicitor to draft and advertise an ordinance pursuant to Section 41.4-401(12) of the Norristown Home Rule Charter to acquire 340 Harding Boulevard, Norristown, PA for a purchase price not to exceed \$225,000, plus the payment of the seller's legal costs associated with the transfer, and for Council to take all actions necessary to acquire the property.

Public Safety

- A. Resolution No. 17-156: Handicapped Parking
Motion to approve or deny Resolution No. 17-156 regarding requests for disabled

parking spaces.

Code Enforcement

A. HARB Certificate of Appropriateness - September 2017

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

XI. Adjournment

Anyone with a disability who wishes to attend this meeting and requires an auxiliary aid, service or other accommodations to participate in the meeting, please call the office of the Municipal Administrator at 610-270-0421.

NORRISTOWN MUNICIPALITY
COUNCIL WORKSHOP MEETING MINUTES
September 19, 2017

The Council Workshop Meeting of the Municipality of Norristown was called to order by Council President, Sonya Sanders, at 6:30 PM in the Council Chambers.

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

Council President Sanders asked everyone to stand for a Moment of Silence followed by the Pledge of Allegiance.

The following Council members were present:

Sonya Sanders, President
Derrick Perry, Vice-President
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, Norristown Police Chief
Jayne Musonye, Director of Planning and Development
Chenora Burkett, Director of Finance
Chief Thomas O'Donnell, Norristown Fire Chief

APPROVAL OF MINUTES:

Meeting Minutes from 09-05-2017

There was a motion by Derrick Perry with a second by to Motion to approve the Minutes from the September 5, 2017 Council Meeting.. A Roll Call Vote resulted in:

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

Absent: Brady

Motion carried 6-0.

EXECUTIVE SESSION ANNOUCEMENT

Council President Sanders announced that Council met in Executive Session prior to tonight's meeting to discuss personnel and real estate issues.

ANNOUNCEMENTS:

CONVOY OF HOPE - Saturday, September 23 at 10 am at Eisenhower Middle School. Vendors offering free groceries, dental exams, and many more.

MUSIC FEST - October 14 at 12 pm on East Main Street between Arch Street and DeKalb Street. Sponsored by Five Saints Distillery.

NORRISTOWN CAR SHOW - October 14 at 9 am on Swede Street and Main Street. Pre-register by September 30.

PUBLIC COMMENT:

Percy Thompson, 205 East Wood Street

Mr. Thompson noted that someone was supposed to fix the hole in his roof 2 weeks after Labor Day. Mr. Jones noted it is the contractor's responsibility because he did the damage. He told Mr. Thompson it will be followed-up on.

COMMUNICATION:

There were no Communication items.

ITEMS FOR ACTION:

PLANNING AND MUNICIPAL DEVELOPMENT:

Motion to open the Public Hearing for Ordinance 17-09

There was a motion by Valerie Scott-Cooper with a second by Heather Lewis to Motion to open the Public Hearing for Ordinance 17-09. A Roll Call Vote resulted in:

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

Absent: Brady

Motion carried 6-0.

Public Hearing - Ordinance 17-09 - Group and Institutional Homes

Conduct a Public Hearing to consider the adoption of Ordinance 17-09 of 2017 establishing new criteria for the regulation of group and institutional homes.

Solicitor Kilkenny explained the Public Hearing process including marking the documents as exhibits: M1 - copy of Ordinance, M2 - copy of Times Herald advertisement, M3 - copies of recommendations and M4 - input from emergency responders and the Fire Chief and Police Chief.

Director Musonye read Ordinance 17-09.

She provided the background regarding the establishment of the new criteria for this Ordinance noting it was advertised, successfully revised, a public hearing was advertised on September 5th and 12th. It was prepared by the Municipal Solicitor, reviewed by the Norristown Planning Commission and the County Planning Commission and revisions were provided.

Director Musonye asked Council to consider the amendments.

Public Comment:

- Doris Smith-Starks - Are these patients or just groups? She was told "groups."

There was a motion by Valerie Scott-Cooper with a second by Suanne Gardiner to Public Hearing - Ordinance 17-09 - Group and Institutional Homes. A Roll Call Vote resulted in:

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

Absent: Brady

Motion carried 6-0.

Motion to close the Public Hearing for Ordinance 17-09

There was a motion by Derrick Perry with a second by Valerie Scott-Cooper to Motion to close the Public Hearing for Ordinance 17-09. A Roll Call Vote resulted in:

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

Absent: Brady

Motion carried 6-0.

Motion to open the Public Hearing for Ordinance 17-15

There was a motion by Derrick Perry with a second by Heather Lewis to Motion to open the Public Hearing for Ordinance 17-15. A Roll Call Vote resulted in:

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

Absent: Brady

Motion carried 6-0.

Public Hearing - Ordinance 17-15 - Subdivision/Land Development Amendment

Public hearing to consider the adoption of Ordinance 17-15 of 2017 amending the Subdivision/Land Development Ordinance providing for revising submission deadlines for subdivision/land development plans.

Solicitor Kilkenny explained the Public Hearing process including marking the exhibits: M1 - copy of Ordinance, M2 - copy of advertisement in the Times Herald, M3 - Municipall and County recommendations.

Director Musonye explained that the amendment would allow the applicant 30 days for a plan review as opposed to the current 10. It would now be in line with the State law.

There was a motion by Valerie Scott-Cooper with a second by Hakim Jones to Public Hearing for Ordinance 17-15 - Subdivision/Land Development Amendment. A Roll Call Vote resulted in:

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

Absent: Brady

Motion carried 6-0.

Motion to close the Public Hearing for Ordinance 17-15

There was a motion by Hakim Jones with a second by Heather Lewis to Motion to close the Public Hearing for Ordinance 17-15. A Roll Call Vote resulted in:

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

Absent: Brady

Motion carried 6-0.

Deed of Dedication - Ultimate ROW E Elm Street

Authorize the advertisement of Ordinance 17-08 of 2017 to accept the Deed of Dedication for the ultimate ROW of E Elm Street as part of the Quaker City Properties subdivision/land development.

Director Musonye noted this is to correct an issue that was not taken care of during construction. She noted that the owners had to remove snow, etc.

She asked Council for permission to advertise Ordinance 17-08 to accept the Deed of Dedication for the ultimate ROW of East Elm Street as part of the Quaker City Properties subdivision land development.

There was a motion by Hakim Jones with a second by Heather Lewis to Deed of Dedication - Ultimate ROW East Elm Street. A Roll Call Vote resulted in:

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

Absent: Brady

Motion carried 6-0.

Right of Way Vacation - High Street (portion of)

Authorization to advertise Ordinance 17-07 of 2017 vacating a portion of the right of way (ROW) of High Street.

Director Musonye asked Council to authorize the advertisement of Ordinance 17-07 vacating a portion of the ROW of High Street.

There was a motion by Heather Lewis with a second by Valerie Scott-Cooper to Right of Way Vacation - High Street (portion of). A Roll Call Vote resulted in:

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

Absent: Brady

Motion carried 6-0.

Norristown Centre/Royal Farms - Land Development Review

Review request for preliminary land development approval for Norristown Centre; and request for final land development approval of Phase A (Royal Farms) of Norristown Centre.

Director Musonye noted the request is for preliminary land development approval for Norristown Centre and a request for final land development approval of Phase A (Royal Farms) of Norristown Centre.

There was a motion by Valerie Scott-Cooper with a second by Suanne Gardiner to Norristown Centre /Royal Farms - Land Development Review. A Roll Call Vote resulted in:

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

Absent: Brady

Motion carried 6-0.

Authorization to Advertise Zoning Map Change - 200 E. Logan Street

Authorization to advertise a public hearing for November 21, 2017 to consider a Zoning Ordinance and Map amendment providing for the rezoning of 200 E. Logan Street from R1 Residence District to R2 Residence District.

Director Musonye provided details of the request noting this will provide the rezoning of 200 East Logan Street from R1 Residential District to R2 Residential District so it would be easier for the resident to sell her piece of property.

There was a motion by Valerie Scott-Cooper with a second by Suanne Gardiner to Motion to authorize the advertisement of a Zoning Map Change for 200 East Logan Street. A Roll Call Vote resulted in:

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

Absent: Brady

Motion carried 6-0.

2017 JAG Grant Application - Norristown Police Department

Authorization to complete the 2017 JAG grant for Norristown and Pottstown Police Departments by executing the MOU and certifications and submitting to the Department of Justice (DOJ).

Director Musonye explained the purpose of the grant is to obtain \$53,950 for body cameras.

There was a motion by Hakim Jones with a second by Valerie Scott-Cooper to 2017 JAG Grant Application - Norristown Police Department. A Roll Call Vote resulted in:

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

Absent: Brady

Motion carried 6-0.

MUNICIPAL ADMINISTRATOR:

Appointment of Pennsylvania Municipal League Delegates

Council will be asked to appoint a delegate and an alternate to represent the Municipality at the 2017 Conference of the Pennsylvania Municipal League.

Mr. Crandall Jones asked Council to appoint a delegate and an alternate to represent the Municipality at the 2017 Conference of the Pennsylvania Municipal League.

Councilwoman Valerie Scott-Cooper nominated Councilman Perry to serve as Norristown's delegate and Councilwoman Lewis to serve as the alternate. Councilman Jones seconded the motion.

There was a motion by Valerie Scott-Cooper with a second by Suanne Gardiner to Appointment of Pennsylvania Municipal League Delegates. A Roll Call Vote resulted in:

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

Absent: Brady

Motion carried 6-0.

FINANCE:

Resolution 17-153: 2018 Minimum Municipal Obligation

Director Burkett noted that the funding is for Public Safety and non-uniform pension plans. She presented the details of the amounts presented to the pension boards and option C was proposed to Council for approval that would be made part of the 2018 budget.

There was a motion by Hakim Jones with a second by Heather Lewis to Motion to approve Resolution 17-153: 2018 Minimum Municipal Obligation. A Roll Call Vote resulted in:

Resolution No. 17-154 - Financial Institution & Legal Depository Designate

Council will be asked to designate TD Bank as a Financial Institution and Legal Depository of Municipal Funds (TD Bank was appointed as the Municipality's new financial institution at Council's Sept. 5 meeting).

Director Burkett asked Council to designate TD Bank as the Financial Institution and Legal Depository of Municipal Funds.

There was a motion by Heather Lewis with a second by Valerie Scott-Cooper to Resolution 17-154 - Financial Institution & Legal Depository Designate. A Roll Call Vote resulted in:

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

Absent: Brady

Motion carried 6-0.

CODE ENFORCEMENT:

Adoption of Ordinance 17-10: Swimming Pool Regulations

A motion to advertise was passed by Council on 7/18/2017 which would amend Chapter 286 of the Municipal Code regarding the requirements for installation and maintenance of swimming pools. The advertisement was made on 8/7/2017. The 30 days for review has passed and a motion needs to be made to adopt the change into the General Codes.

Mr. Crandall Jones spoke for Mr. Simonson, who was not present.

Mr. Jones noted that current regulations are outdated and below standards so the Code needs to be updated.

There was a motion by Valerie Scott-Cooper with a second by Heather Lewis to Adoption of Ordinance 17-10: Swimming Pool Regulations. A Roll Call Vote resulted in:

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

Absent: Brady

Motion carried 6-0.

Items for Discussion

Special & Cultural Events Discussion

Council will be discussing the structure and functions of the Special & Cultural Events Committee

Mr. Crandall Jones noted that Council has made multiple attempts to fill the Special & Cultural Events committee. He noted it is now down to 3 active members. He asked Council for direction on how to proceed.

He noted there has been some unwillingness of staff to let go of some of the roles. He added that the only permanent events are the 4th of July, Black History Month and the MLK event. Otherwise, they are volunteers with sponsorship.

Mr. Jones asked Council to consider what specific activities does Council want the committee to handle and what to do with the volunteer end.

Mr. Jones said he would collect information from Council and present at the next Council meeting.

DEPARTMENTAL REPORTS:

Police Report

This report was accepted by Council as submitted to them.

Fire Report

This report was accepted by Council as submitted to them.

Code Enforcement Report

This report was accepted by Council as submitted to them.

Non-presenting Department Reports

ADJOURNMENT:

There was a motion on the floor with a second to adjourn the meeting. Motion carried 6-0.

There was a motion by Derrick Perry with a second by Suanne Gardiner to ADJOURNMENT:. A Roll Call Vote resulted in:

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

Absent: Brady

Motion carried 6-0.

Absent: Brady

Respectfully submitted,

Roseann M. Santangelo

MUNICIPALITY OF NORRISTOWN
A HOME RULE MUNICIPALITY
MONTGOMERY COUNTY, PENNSYLVANIA

RESOLUTION NO. 17-155 of 2017

A RESOLUTION OF THE MUNICIPALITY OF NORRISTOWN, MONTGOMERY COUNTY, PENNSYLVANIA, IN OPPOSITION OF PENNSYLVANIA SENATE BILL 6 OF 2017, WHICH IMPOSES A 10-YEAR BAN ON TEMPORARY ASSISTANCE FOR NEEDY FAMILIES (TANF) FOR ANY PENNSYLVANIAN WITH AN ADDITION THAT LED TO CERTAIN DRUG-RELATED FELONY CONVICTIONS OR GUILTY PLEAS.

WHEREAS, SB 6 imposes a \$100 fee on families that need a replacement EBT card more than once in a lifetime and EBT cards are how people get their Supplemental Nutrition Assistance Program (SNAP, also known as food stamps) and TANF benefits; and

WHEREAS, Council believes that \$100 is a huge penalty for any individual working a low wage job and places an unnecessary hardship on some of our residents who are most in need of assistance; and

WHEREAS, SB 6 makes no exception for victims of domestic violence, or theft, or homeless families who may have lost belongings during an eviction and disproportionately targets mothers struggling to recover from drug addiction, domestic violence, and sexual violence;

NOW, THEREFORE, let it be **RESOLVED** that the Municipal Council of Norristown opposes SB 6 and supports any act by Governor Wolf of Pennsylvania to veto this harmful legislation.

REOLVED and **ADOPTED** this 3rd day of October, 2017.

Seal:

Municipality of Norristown
Municipal Council

By: _____
Sonya D. Sanders
Council President

Attest _____
Crandall O. Jones
Municipal Administrator

MUNICIPALITY OF NORRISTOWN
A HOME RULE MUNICIPALITY
MONTGOMERY COUNTY, PENNSYLVANIA

RESOLUTION NO. 17- 156 of 2017

A RESOLUTION OF THE MUNICIPALITY OF NORRISTOWN, MONTGOMERY COUNTY, PENNSYLVANIA, ESTABLISHING HANDICAPPED AND LOADING ZONE PARKING SPACES IN THE MUNICIPALITY OF NORRISTOWN; PROVIDING FOR THE ERECTION OF ALL APPROPRIATE OFFICIAL TRAFFIC CONTROL SIGNS AND NOTICES; PROVIDING THAT THE NORRISTOWN POLICE DEPARTMENT AND ITS DESIGNEES SHALL ENFORCE THE PROVISIONS OF THIS RESOLUTION; REPEALING ALL INCONSISTENT RESOLUTIONS; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the Municipality of Norristown has adopted Chapter 305 of the General Laws of the Municipality of Norristown which governs vehicles and traffic within the Municipality of Norristown; and

WHEREAS, Chapter 305 of the General Laws of Norristown states that handicapped and loading zone parking spaces shall be established or eliminated by Resolution of Municipal Council, and may be amended from time to time by authority of same; and

WHEREAS, the Municipality of Norristown desires to establish or eliminate handicapped and loading zone parking spaces that shall remain in effect until amended by Resolution of Municipal Council;

NOW, THEREFORE, be it, and it is hereby **RESOLVED** by the Norristown Municipal Council, and it is hereby **ADOPTED** and **RESOLVED** by authority of same as follows:

I. Handicapped and loading zone parking spaces are hereby established or eliminated in the Municipality of Norristown as set forth on Exhibit "A" which is attached hereto and incorporated herein by reference as if set forth herein at length.

II. The appropriate official traffic control signs and notices designating the handicapped and loading zone parking spaces established herein are hereby authorized to be erected or removed.

III. The Norristown Police Department and its designees are hereby authorized to enforce the provisions of Chapter 305 of the General Laws of the Municipality of Norristown, including enforcement of the handicapped and loading zone parking spaces established or eliminated by this Resolution.

IV. All provisions of other Resolutions or parts thereof inconsistent with the terms of this Resolution are hereby repealed to the extent of the inconsistency.

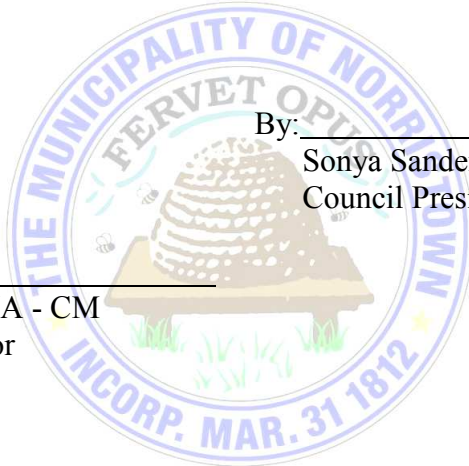
V. The provisions of this Resolution are declared to be severable. If any part of this Resolution is declared by a court of competent jurisdiction to be invalid or unconstitutional, such determination shall have no effect on the remaining provisions of this Resolution.

VI. This Resolution shall be effective immediately upon its legal adoption.

ENACTED and **ORDAINED** this 3rd day of October 2017

Seal:

**Municipality of Norristown
Municipal Council**



By: _____
Sonya Sanders
Council President

Attest _____
Crandall O. Jones, ICMA - CM
Municipal Administrator

Municipality of Norristown
HARB – Historical Architectural Review Board
September 27, 2017
7:00 pm

A G E N D A

- 1. Call to Order: William Ward, Chairman**
- 2. Roll Call:**
- 3. Approval of Minutes of the HARB meeting held on August 23, 2017.**
- 4. Board Review of Applications:**
 - **17-09-01 – 342 West Marshall Street – HARB Zone A - Application received to remove two (2) front windows and replace with a new larger store front window. Replace existing door on the first floor and windows on the 2nd & 3rd floor. New shutters to be installed at 2nd & 3rd floor windows.**
 - **17-09-02 – 223 East Oak Street – HARB Zone B – Application received to install a new stucco finish over the existing stucco on the side and rear of the property.**
 - **17-09-03 – 526 Noble Street – HARB Zone A – Application received to install a new front door and restore/replace door trim as needed and paint.**
 - **17-09-04 – 724 George Street - HARB Zone B – Application received to install a new door, install vinyl windows and install siding or stucco on side and rear of building.**
 - **17-09-05 – 1036 West Airy Street – HARB Zone A – Application received to install new vinyl siding on rear of building (street view).**
 - **17-09-06 – 206 East Jacoby Street – HARB Zone B – Application received to replace existing slate roofing on mansard roof and install a new shingle roofing system, GAF Slateline Shingle.**
 - **17- 09- 07 – 217 East Elm Street – HARB Zone B – Application received to repair the existing wood soffit and fascia with new aluminum soffit and fascia material.**

- **17-09-08 – 526 Astor Street – HARB Zone A – Application received to replace all front and side windows with new vinyl windows. New metal entry door. Stucco entire side wall.**
- **17-09-09 – 639 Chain Street – HARB Zone B – Application received to replace all front and side windows with vinyl windows. Install a new metal entry door.**

5. Board Review of Tabled Applications:

- **17-08-10 – 800 West Main Street – HARB Zone A – Application received to remove wood porch floor and replace with concrete. Install new columns for porch. Repair brick pier supports and finished skirting will be stucco.**
- **17-08-11 – 932 W Main Street – HARB Zone A – Application received to remove and replace slate shingles as necessary to repair decking. Remove the existing wood and partial iron railing and install a new wrought iron railings on both side.**

6. In-Kind Approvals:

- **747 Haws – HARB Zone B – In-Kind approval granted to remove existing asphalt shingle roofing and install new shingle roofing.**
- **667 George Street – HARB Zone B – In-Kind approval granted to remove flat roofing system and replace with same (not visible from street). The existing side and rear smooth stucco finish will be refinished with a new sand-finish stucco to match original finish in color and texture**

7. Old Business:

8. New Business:

9. Adjournment:

Any person with a disability requiring a special accommodation desiring to attend Norristown Municipality Public Meetings should call 610-270-0420 as early as possible prior to the meeting. The Municipality of Norristown will make every effort to provide a reasonable accommodation.