

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:

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Valerie Scott-Cooper
Hakim Jones
Heather Lewis
Suanne Gardiner
Derrick Perry
Sonya Sanders

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 on the floor to approve with a second. Motion carried 6-0.

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

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 - He 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 on the floor with a second. Motion carried 6-0.

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

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 on the floor with a second followed by a Roll Call Vote. Motion carried 6-0.

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 to close the Public Hearing for Ordinance 17-09

There was a motion with a second to close the Public Hearing. Motion carried 6-0.

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 to open the Public Hearing for Ordinance 17-15

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

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

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 on the floor with a second followed by a Roll Call Vote. Motion carried 6-0.

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 to close the Public Hearing for Ordinance 17-15

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

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

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 on the floor with a second to advertise Ordinance 17-08 and to accept the Deed of Dedication followed by a Roll Call Vote. Motion carried 6-0.

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

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 on the floor with a second followed by a Roll Call Vote. Motion carried 6-0.

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

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 on the floor with a second. Motion carried 6-0.

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

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 on the floor with a second to authorize the advertisement. Motion carried 6-0.

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

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 on the floor with a second to authorize the completion of the JAG Grant. There was a Roll Call Vote taken. Motion carried 6-0.

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

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 and Councilwoman Lewis. Councilman Jones seconded the motion.

There was a motion on the floor with a second to appoint Councilman Perry as delegate and Councilwoman Lewis as alternate. There was a Roll Call Vote taken. Motion carried 6-0.

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

FINANCE:

Resolution 17-153: 2018 Minimum Municipal Obligation

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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 on the floor with a second to approve Option C. A Roll Call Vote was taken. Motion carried 6-0.

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:

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

Absent: Brady

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 on the floor with a second to designate TD Bank. A Roll Call Vote was taken. Motion carried 6-0.

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

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 on the floor with a second to approve Ordinance 17-10. A Roll Call Vote was taken. Motion carried 6-0.

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

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

Respectfully submitted,

Roseann M. Santangelo