

**NORRISTOWN MUNICIPALITY**  
**COUNCIL MEETING MINUTES**

**May 1, 2018**

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.

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

The following Council members were present:

Sonya Sanders, Council President, 1st District  
Derrick Perry, Council Vice President, At-Large  
Olivia Brady, Councilmember, At-Large  
Heather Lewis, Councilmember, 2nd District  
Hakim Jones, Councilmember, 4th District  
Valerie Scott-Cooper, Councilmember, 3rd District  
Rebecca Smith, Councilmember, At-Large

Also present:

Crandall Jones, Municipal Administrator  
Patrick Hitchens, Acting Municipal Solicitor  
Chief Mark Talbot, Norristown Chief of Police  
Jayne Musonye, Director of Planning/Development  
Rochelle Rawlins, Assistant Director of Finance  
Thomas Odenigbo, Director of Public Works

**APPROVAL OF MINUTES:**

Workshop Minutes from 03-22-2018

**All in favor. Motion carries.**

There was a motion by Olivia Brady with a second by Valerie Scott-Cooper to Motion to approve the Workshop Minutes from the March 22, 2018 Meeting.. A Roll Call Vote resulted in:

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

**EXECUTIVE SESSION ANNOUCEMENT**

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

## **PRESENTATIONS:**

Norristown Annual Report 2017

Council will be presented with the Municipality's Annual Report for 2017, which offers a review of community achievements, municipal operations, and a glimpse of what's to come in 2018.

Gabriele Prete, Public Information Officer, introduced the Municipality's Annual Report for fiscal year 2017 with a 2-minute video about the current happenings in Norristown.

A collaboration between Brandon Ford, Special Assistant to the Municipal Administrator, and Ms. Prete, the Annual Report provides financial information about the Municipality in 2017 and highlights some of the accomplishments Norristown achieved over the past year, including:

- New businesses coming to Norristown and the formation of a new Chamber of Commerce to serve as a resource of local businesses;
- An update on Norristown's first-ever Capital Improvement Plan, including the acquisition of new Code Enforcement Vehicles, Police Car and Fire Truck;
- An update on the future of the State Hospital property.
- Citizens Leadership Academy.
- Hiring of 7 new Police Officers to filling positions due to vacancies and retirements;
- Community Events such as the Fourth of July;
- Citizen Police Academy.
- Park improvements.
- New street signs.
- New brining equipment.
- Code Enforcement received a Certificate of Service.

Ms. Prete noted there is a printed report containing this information available at the Municipality. Mr. Crandall Jones added there is also a printed copy of the Annual Report which is available at the Norristown Public Library as well.

## **ANNOUNCEMENTS:**

AARP Shredding Event on Saturday, May 12th from 10am to 2pm in the parking lot at Dekalb & Airy Streets. Call 1-866-389-5654 or visit [aarp.org/pa](http://aarp.org/pa).

Tremont Cemetery Restoration on Saturday, May 12th from 8am to 4pm. "Keep Norristown Beautiful" and First Baptist host. Located on Sandy Street. Volunteer sign up on Facebook or visit [knb@norristown.org](mailto:knb@norristown.org)

Introduction to Genealogy at the Norristown Historical Society on Wednesday, May 1, 9, 16 and 30 from 6-7 pm. \$10 for members and \$40 for non-members.

Mothers Day Pottery Workshop at the Community Arts Center. Saturday, May 5 from 1-3 pm. \$30 includes 1 child and 1 adult. Additional child is \$15. Call Kim O'Neill at 610-272-1545 or visit [www.communityartsnorristown.org](http://www.communityartsnorristown.org).

Help a Single Parent Fundraiser on Saturday, May 26 from 8-12 midnight, \$25. Located at the Cedar Club 810 W. Germantown Pike, Norristown.

### **PUBLIC COMMENT:**

The Municipal Solicitor explained the process for Public Comment.

***Larkerra Sherice Ramsey Goodson and Lynnee Wakefield Hightower - 1336 Arrott Street, Phila., Pa 19124.***

They came to give information regarding their counseling services for survivors of abuse. They noted they require donations. Their club focuses on wellness - both financial and emotional. One of the activities they have planned is a "Mirror Party Event" which will take place on May 11th from 6 pm to 9 pm at the Senior Activity Center at 536 George Street in Norristown. \$15 youth, \$20 adults. Contact LaraKerra Goodson at 215-617-0068.

### **COMMUNICATION:**

There were no Communication items.

### **ITEMS FOR ACTION:**

#### **MUNICIPAL ADMINISTRATOR:**

Adoption of Ordinance 18-01: Mobile Food Vendors

Council approval or disapproval in adopting Ordinance 18-01, which would establish a new policy for licensing and inspecting food trucks and set new regulations regarding the operation of mobile food vendors in the Municipality.

Crandall Jones explained that this replaces Ordinance 09-08 of 2009 due to an increase in requests for food trucks. He noted that last year, Council asked Staff to make a new process. The basics include licensing of food trucks on 3 levels: \$50 day, new vendor license \$300 yr. with unlimited food truck vending in specified areas and an annual \$150 fee for renewals for extensive vending.

Mr. Jones also noted that each vendor must have a health inspection, a business license, a copy of the vehicles inspection and registration and photos of the exterior of the vehicle. A letter from the property owner is required, if applicable.

He added that the Fire Department will conduct inspections other than the annual inspection and there will be stringent specifications for type of vehicles. Mr. Jones noted this Ordinance was advertised properly and it requires Council adoption or denial. Mr. Jones added that the Ordinance will contain information regarding where the food trucks are allowed to set up.

**All in favor. Motion carries.**

There was a motion by Olivia Brady with a second by Heather Lewis to Motion to adopt/deny Ordinance 18-01: Mobile Food Vendors. A Roll Call Vote resulted in:

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

### **PLANNING AND MUNICIPAL DEVELOPMENT:**

Ratification of DCNR C2P2 Grant Submission

Council approval or disapproval in adopting Resolution 18-125 of 2018, ratifying the submission of a grant application to the PA Department of Conservation and Natural Resources (DCNR) under the Community Conservation Partnerships Program (C2P2) for \$260,835 to complete Phases 3 and 4 of the Arch Street Greenway Corridor Improvements project.

Director Musonye explained that an application was submitted to the state for Phases 3 and 4 of the Arch Street Greenway Corridor Improvements project and she is asking Council to ratify the submission.

She noted that the project covers Lafayette Street across the easement at August Moon. She stated that the 2nd Phase is at the intersection of Main & Arch Streets to Airy Street, Airy Street north to Simmons Park and on Arch Street to Simmons Park and Martin Luther King, connecting with the Greenway.

**All in favor. Motion carries.**

There was a motion by Olivia Brady with a second by Derrick Perry to Motion to adopt/deny Resolution 18-125 of 2018: Ratification of DCNR C2P2 Grant Application Submission for completion of Phases 3 and 4 of the Arch Street Greenway Corridor Improvements project.. A Roll Call Vote resulted in:

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

### **CODE ENFORCEMENT:**

Certificates of Appropriateness - April 2018

Council approval or disapproval of the Certificates of Appropriateness for properties that applied for review by the Historical Architectural Review Board (HARB):

- 18-04-01: 235 East Airy
- 18-04-02: 25 Knox
- 18-04-03: 706 West Elm
- 18-04-04: 1074 Powell
- 18-04-05: 524 Haws
- 18-04-06: 137 W Penn
- 18-04-07: 124 W Airy
- 18-03-01: 542 Astor

Properties that applied for review by the Historical Architectural Review Board (HARB):

- 18-04-01: 235 East Airy Street for a sign.
- 18-04-02: 25 Knox Street for a façade.
- 18-04-03: 706 West Elm Street for siding.
- 18-04-04: 1074 Powell Street for window, door and shutter repair.
- 18-04-05: 524 Haws Avenue for replacing windows.
- 18-04-06: 137 West Penn Street for restoring damaged building.
- 18-04-07: 124 West Airy Street for replacing windows.
- 18-03-01: 542 Astor Street for replacing metal roof.

**All in favor. Motion carries.**

There was a motion by Olivia Brady with a second by Heather Lewis to Motion to approve Certificates of Appropriateness for April 2018.. A Roll Call Vote resulted in:

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

### **ADJOURNMENT:**

**All in favor. Motion carries.**

There was a motion by Heather Lewis with a second by Rebecca Smith to Motion to adjourn the Council Meeting of May 1, 2018.. A Roll Call Vote resulted in:

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

Respectfully submitted,

Roseann M. Santangelo