

NORRISTOWN MUNICIPALITY
COUNCIL WORKSHOP MEETING MINUTES

June 19, 2018

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.

The following Council members were present:

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

Also present were:

Crandall Jones, Municipal Administrator
Sean Kilkenny, Municipal Solicitor
Captain Clowser, Norristown Police Department
Jayne Musonye, Director of Municipal Planning and Development
Rochelle Rawlins, Assistant Director of Finance
Thomas Odenigbo, Director of Public Works
Amrinder Singh, Code Manager

APPROVAL OF MINUTES:

Meeting Minutes from 06-05-2018

All in favor. Motion carries.

There was a motion by Derrick Perry with a second by Olivia Brady to MOTION TO APPROVE THE MINUTES FROM THE JUNE 5, 2018 COUNCIL MEETING. A Roll Call Vote resulted in:

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

EXECUTIVE SESSION ANNOUNCEMENT

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

ANNOUNCEMENTS:

Summer Concerts at Elmwood Park continue: Sunday, June 24 at 7 pm. The "Sofa Kings" will be performing.

Keep Norristown Beautiful has been selected as a finalist in the "Great American Cleanup" video contest. The video with the most "likes" by June 27th will win \$200 in cash and 2 runner-ups will receive \$100 cash.

Norristown Men of Excellence and the NAHS football program will host a free youth football clinic at the State Hospital grounds on Saturday, June 26th from 8:30 to 2:30. Free t-shirts to kids and free lunch.

Theatre Horizon will hold a "Class of Summertime Festival" on June 26th at 7 pm. Tickets \$15, \$20 at the door.

The Norristown Police Department is offering residents home checks and added patrols to residents who inform them they are going on vacation.

St. Augustine "Family and Friends Day" on June 24th at 1208 Green Street, Norristown.

Presentation

Quarterly Report: State Street Advisers

Council will hear a quarterly report from State Street Advisers, Norristown's professional consulting firm on legislative matters.

Ms. Lois Sherman Hagarty, Government Relations Consultant, noted she has represented the Municipality since 2010 regarding government relations as a consultant and Harrisburg lobbyist. She said she monitors and tracks all legislation that could impact the Municipality of Norristown.

She presented a report on what she has done since 2010, including advising on economic development, redevelopment assistance, a capital grant for the Main and Dekalb Street development, worked on eminent domain, which exempt Norristown til 2012.

She also noted she worked Crandall Jones, Municipal Administrator, regarding a waterfront tax credit program. She also worked to extend the Keystone Expansion Zone, which is a tax-exempt site.

She mentioned the New Federal Opportunity Zone Program which allows investors to invest in opportunity zones. She explained that Director of Planning and Municipal Development, Jayne Musonye, put in an application to the state for eligible areas, Governor Wolf submitted it for Norristown and the Federal Treasury Department has approved it.

Ms.Hagarty noted that the Legislature will finish budget this week but there is no significant money for grants or loans.

She said that the Montgomery County Local Share Program is an opportunity to use monies for infrastructure and that it is open for applications. She added that a Bill passed regarding Land Banks but the Municipality would need to set up a Redevelopment Authority. There is also a Bill to allow expedited foreclosure for blighted properties.

She explained that dealing with electronic waste that is not admissible at land fills is not being addressed this session.

She noted that Representative Bradford brought attention to acquisition of state hospital land.

Ms. Hagarty provided a "Monitoring and Tracking Report" to Council.

She asked Council to think about priorities and report to her for the next legislative session.

PUBLIC COMMENT:

Charles Termine -

Mr. Termine asked if there could be an amendment to Ordinance 233 sections 6 and 7 regarding the 8 am time. He said this was more applicable back when there were more businesses. He brought letters from businesses such as Pauline's Restaurant and Alfredo's. He presented the letters to Council.

Mohammad & Adih Muslen -

They are the owners of the "Mr. Softie" ice cream trucks. They have one in West Norriton and one in East Norriton. They are concerned because ice cream trucks are coming from Philadelphia which is adding traffic and causing disturbance. He said they are using the same truck colors as Mr. Softie so when people became sick last summer, they came to them. They stated that 2 trucks is enough and there have been no complaints about Mr. Softie in 25 years here. They said there has to be a reason why they are coming from Philadelphia, possibly a problem with the Health Department inspection.

COMMUNICATION:

There were no Communication items.

Consent Agenda

Resolution 18-131: Reaffirming the Authorization of Council to Add a Consent Agenda

Council will consider Resolution 18-131, which reaffirms Council's ability to add a consent agenda to their regular agenda as per Roberts Rules of Order.

Crandall Jones, Municipal Administrator, explained that this is voted on as a whole and used by other districts as a way streamline for getting business done. He explained that if there are items that Council feels are going to pass, especially on a long agenda, then that item or items can be put on a consent agenda. He further explained that the same information is provided about the item on the consent agenda but it must be non-controversial. He said that Council President sets the agenda.

He added that the item would be advertised as a consent item.

Councilman Hakim Jones was not in agreement because he feels that the residents could miss something.

Councilwoman Scott-Cooper feels it is a good thing because no major issues will be on the consent agenda.

Councilwoman Lewis commented that it may be a disservice to residents who haven't heard the discussion beforehand.

Motion carries 4-3.

There was a motion by Olivia Brady with a second by Valerie Scott-Cooper to MOTION TO APPROVE/DENY RESOLUTION 18-131: REAFFIRMING THE AUTHORIZATION TO ADD A CONSENT AGENDA. A Roll Call Vote resulted in:

Ayes: Brady, Sanders, Scott-Cooper, Smith

Nays: Jones, Lewis, Perry

Motion to approve Consent Agenda

There was a motion on the floor with a second to approve the Consent Agenda for tonight's meeting which included items (b) Alcohol Waiver Request for Fourth of July Celebration on Main Street, (c) Keep America Beautiful VISTA Host Grant Application and (d) Resolution 18-129: Advertisement for Bids for the Sale of Fire Truck.

All in favor. Motion carries.

There was a motion by Olivia Brady with a second by Heather Lewis to MOTION TO APPROVE CONSENT AGENDA FOR WORKSHOP MEETING OF JUNE 19, 2018.. A Roll Call Vote resulted in:

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

Alcohol Waiver Request for Fourth of July Celebration on Main Street

Council will consider a request from the Norristown Chamber of Commerce to waive a section of the Municipal Code to allow the sale and consumption of alcohol in designated areas of Elmwood Park as part of the Norristown Fourth of July Celebration.

Keep America Beautiful VISTA Host Grant Application

Council will consider authorizing Keep Norristown Beautiful to submit an application to the Keep American Beautiful AmeriCorps Vista Program.

Resolution 18-129: Advertisement for Bids for the Sale of Fire Truck

Council will consider approving Resolution 18-129, which is an authorizing notice to bidders that the Municipality intends to sell one of its Fire Trucks, a 2001 American LaFrance Quint with a 75'

Aerial Ladder that is no longer needed for public use.

Resolution 18-130: Community Champions Agreement Amendment

Council will consider the adoption of Resolution 18-130, which would amend the professional service agreement between the Municipality and the Community Champions Corp. to renew the foreclosed property registration contract with for one-year.

Crandall Jones explained that the purpose of this agreement is to handle blighted properties in the Community. He noted that the name has changed from "Community Champions." Mr. Jones explained that the County now charges for access to records to do blight work.

He noted that Pottstown and Norristown can split the fee for access to records by Property Registration Champions, which would be \$62.50 per month for each Municipality.

Jayne Musonye reported some results from this program - in 2016, 14 of 184 blighted properties came off the register and in 2018, 76 of 138 properties came off.

She added there are approximately 1700 to 2000 vacant properties in Norristown as of July 2017. She noted that there needs to be a staff to determine what is blighted. She stated they didn't have the manpower so groups like this took over.

All in favor. Motion carries.

There was a motion by Olivia Brady with a second by Heather Lewis to MOTION TO APPROVE/DENY RESOLUTION 18-130: PROPERTY REGISTRATION CHAMPIONS AGREEMENT AMENDMENT. A Roll Call Vote resulted in:

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

ITEMS FOR ACTION:

MUNICIPAL SOLICITOR:

Advertisement of Ordinance 18-02: Discrimination Prohibited

Council will consider authorizing the advertisement of Ordinance 18-02, which would codify the Municipality's stance against discrimination based on a person's actual or perceived sexual orientation, gender identity or gender expression, race, color, religion, ancestry, national origin, place of birth, age, disability, education, familial status, height, marital status, or weight.

Crandall Jones noted that 48 other municipalities in the County passed this with regard to non-discrimination for a person's sexual orientation, gender identity or gender expression and protection from discrimination based on race, color, religion, ancestry, national origin, place of birth, age, disability, height, weight, education, familial status or marital status.

All in favor. Motion carries.

There was a motion by Rebecca Smith with a second by Olivia Brady to MOTION TO APPROVE/DENY THE ADVERTISEMENT OF ORDINANCE 18-02: DISCRIMINATION PROHIBITED. A Roll Call Vote resulted in:

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

MUNICIPAL ADMINISTRATOR:

Municipal Park Use Rules and Regulations

Council will discuss adopting new rules and regulations pertaining to the use of municipal parks by public and private organizations and institutions.

Crandall Jones, Municipal Administrator, noted that some groups have started to take ownership rights that they don't have in the parks.

He noted that the Municipality needs to make sure the parks are provided with security and they must provide insurance coverage.

He noted he is asking Council for input for proposals regarding use of the parks by establishing a set of rules and protocol. Fees are for the use of space, for example, a tournament. If open time, no reservation is required.

He stated that "grass roots" ownership causes problems.

Council will seek additional information regarding rules and regulations. Crandall Jones will provide information regarding fees for use of the parks.

Main & Green Parking Discussion

Council will discuss the new process for parking in the municipal lot located at Main & Green Streets and consider adopting a new fee rate for parking in the lot.

Mr. Crandall Jones shared information that the Main and Green Streets Parking Lot spaces have been sublet to businesses for \$25 per space per month for 25 plus years.

He noted that he approached these businesses to advise them that the Municipality will be taking back the spaces. He plans on installing a kiosk for monthly rates. Mr. Jones noted they have been paying the Municipality for the last few months and he is asking Council's feedback for parking lot rates.

He said that the Municipality could also get paid for use of spaces at night. It is Council's choice.

PLANNING AND MUNICIPAL DEVELOPMENT:

Advertisement of a Revision to Ordinance 17-18: The 2018 CDBG Budget

Council will consider authorizing an advertisement of a revision to Ordinance 17-18 pertaining to the Municipality's 2018 CDBG Budget.

Jayne Musonye presented information regarding the revised proposal for the CDBG program.

She noted that the process has changed since the Ordinance passed in November 2017, stating that the Budget was made according to what was received the year before. She said that now HUD says you shouldn't rely on that but to wait on actual numbers.

She noted that the Municipality has already received more than \$887,000 and that a memo is being sent to inform Council that the Public is being made aware of this proposal. It will be advertised with the changes.

She noted that some of the changes include: If the money is not being spent by December, it will need to be given back, projects must be part of a 5-year consolidated and fundable project plan, some sort of arrangement for the terms, and the money must be paid by August 1st.

She asked Council to consider adoption of the Ordinance which needs to be done by June 30th.

All in favor. Motion carries.

There was a motion by Valerie Scott-Cooper with a second by Olivia Brady to ADVERTISEMENT OF A REVISION TO ORDINANCE 17-18: THE 2018 CDBG BUDGET.. A Roll Call Vote resulted in:

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

PUBLIC SAFETY:

Advertisement of Ordinance 18-03: Parking Restrictions Amendment

Council will consider authorizing the advertisement of proposed Ordinance 18-03, which amends the parking restrictions on the 600 Block of E. Main Street, at the intersection of E. Airy and High Streets, and the installation of a stop sign at the intersection of Sandy and Violet Streets.

Captain Clowser explained the need for parking restrictions on the 600 block of East Main Street, at the intersection of East Airy and High Streets, in order to give visibility to those travelling across Airy Street off of High Street. He also noted that a Stop sign is needed at the intersection of Sandy and Violet Streets.

All in favor. Motion carries.

There was a motion by Heather Lewis with a second by Olivia Brady to ADVERTISEMENT OF ORDINANCE 18-03: PARKING RESTRICTIONS AMENDMENT.. A Roll Call Vote resulted in:

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

PUBLIC WORKS:

Awarding of Contract Notification - Oak & Arch Streets Bridge Repairs

Motion for Municipal Council to approve or disapprove the awarding of a contract to GSI (Gunitite Specialist, Inc.) for repairs of Oak St. Bridge and Arch St. Bridge. Total cost to repair two bridges including 10% contingency is \$81,801.50

Thomas Odenigbo, Director of Public Works, noted that these bridges are in serious need of repair.

There was a motion on the floor with a second to approve the awarding of a contract to GSI (Gunitite Specialist, Inc.) for repairs of the Oak Street Bridge and Arch Street Bridge for a total repair cost (for both bridges), including 10% contingency, of \$81,801.50.

All in favor. Motion carries.

There was a motion by Olivia Brady with a second by Valerie Scott-Cooper to AWARDING OF CONTRACT NOTIFICATION: OAK & ARCH STREETS BRIDGE REPAIRS.. A Roll Call Vote resulted in:

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

Awarding of Contract Notification - Clean-Up of Five Public Areas

Motion for Municipal Council to approve or disapprove award of contract to Servpro for the clean-up of five public areas outlined below for the quoted price of \$14,220.00.

- Poley Park - Under Bridge
- Poley Park - Large Area
- Water Street - Bridge #1
- Water Street - Bridge #2
- Water Street - Dump Area

Thomas Odenigbo outlined the five public areas for clean-up by Servpro as:

- Poley Park - under the bridge
- Poley Park - large area
- Water Street - Bridge #1
- Water Street - Bridge #2
- Water Street - Dump area

Mr. Crandall Jones explained that lighting and signage will be added.

All in favor. Motion carries.

There was a motion by Valerie Scott-Cooper with a second by Rebecca Smith to

APPROVE/DENY AWARD OF CONTRACT TO SERVPRO FOR THE CLEAN-UP OF FIVE PUBLIC AREAS.. A Roll Call Vote resulted in:

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

DEPARTMENTAL REPORTS:

Public Works Report

Thomas Odenigbo provided information from his report such as:

- Patching of potholes.
- Sweeping alleys.
- Cleaning inlets.
- Cleaning Parks and moving bleachers.
- Improving the drainage at Harding Blvd. and Stergiere Street.
- Fixing signs that are bent.

Patching of potholes.

Sweeping alleys.

Cleaning inlets.

Parks cleaning.

Moved bleachers.

Harding Blvd. and Stergiere

Fixing signs that are bent.

Planning & Development Report

Jayne Musonye provided details of her report such as:

- EPA grant of \$300,000 was received.
- A grant was received to begin the Greenway on Arch Street.
- Continuing with economic development initiatives.
- There will be an event at August Moon targeting area owners in order to put a face to the retail.
- Tours conducted for 2 developers interested in the Riverfront and other Stony Creek areas and surrounding neighborhoods.
- CDBG program is progressing well.
- Elmwood Park Zoo parking lot extension - need more discussion.
- County Justice Center receiving updates.
- Interest in a new multi-family development for downtown with a developer.
- Keeping update on new businesses. Norristown State Hospital moving on well.

Office of the Administrator Reports

Crandall Jones noted he was asked to open the agenda regarding PECO work on Main Street from Green to Markley to be able to do night work. It would be for up to 7 days starting Wednesday, June 20th. He noted the sidewalks and curb work needs to be done considering the parade is coming soon.

He said that Council can set night hours.

Thomas Odenigbo said that PennDOT will notify residents.

Crandall stated that if Council oks this, they will make sure the parameters are being met.

Mr. Jones noted there will be Financial Director interviews on June 26th with 4 candidates. The candidates will take tours of the Municipality and each candidate will meet with Council.

He stated that there should be an appointment approval by the next meeting or the meeting after that. Briefing documents will be sent in the next day or so.

Motion to allow PennDOT to work specified night hours.

There was a motion on the floor with a second to allow PennDOT to work specified night hours on Main Street, from Green Street to Markley Street, with a provided plan of action to the Public Works Director, inform residents and businesses and to also have a traffic control plan.

All in favor. Motion carries.

There was a motion by Valerie Scott-Cooper with a second by Olivia Brady to MOTION TO ALLOW PENNDOT TO WORK SPECIFIED NIGHT HOURS.. A Roll Call Vote resulted in:

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

Non-presenting Department Reports

Comment by Council President.

Council President Sanders wanted to make a statement for the record about a recent issue regarding use of her parking permit.

She stated, "Realizing that we have some gaps in regards to what the interpretation of the placard laws and what it is going forward, I'm hoping that staff will implement procedures and regulations in place so that this incident doesn't happen to anyone else on Council going forward."

She added, "I felt that this investigation was unethical by all means. In addition, I was unaware that I was doing anything that was problematic when there were no rules and regulations created for the parking placards. Also, I have not violated any rules and I intend to continue to serve the citizens of Norristown as I was elected to do."

ADJOURNMENT:

All in favor. Motion carries.

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

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

Respectfully submitted,

Roseann M. Santangelo