

NORRISTOWN MUNICIPALITY
COUNCIL WORK SESSION MINUTES
DECEMBER 16, 2025

The Council Work Session of Tuesday, December 16, 2025 was called to order by Council President, Rebecca Smith, at 6:30 PM in Municipal Hall Chambers, 235 East Airy Street, Norristown, PA.

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

The following Council members were in attendance:

Dustin Queenan
William McCoy
Mydera Robinson
Natalie Colson
Rashaad Bates
Rebecca Smith

Also in attendance were:

Leonard Lightner, Municipal Administrator; Sean Kilkenny, Municipal Solicitor; Michael Trail, Norristown Police Chief; Jayne Musonye, Director of Planning and Municipal Development; Vincent Poppa, Assistant Director of Planning and Municipal Development; Kathy Pfister, Director of Finance; Amanda Ciarlante, Assistant Director of Finance; Alecia Fields, Senior Analyst; Keith Gordon, Code Enforcement Manager; Thomas O'Donnell, Norristown Fire Chief; Bri-Ana Hawkins, Director of Recreation; Khal Hassan, Pennoni Engineering.

APPROVAL OF MINUTES

There was a **motion by Councilman Queenan, seconded by Council Vice President Bates**, to approve the Minutes from December 5, 2025. **The motion passed 6-0.**

EXECUTIVE SESSION ANNOUNCEMENT

Council President Smith announced that Council met in Executive Session prior to the Council Work Session to discuss personnel and real estate issues.

ANNOUNCEMENTS

From Council Vice President Bates:

“Snow Much Fun”. December 20, 2025. Free fun for the family. Sponsored by the Norristown Recreation Center. 12:00 to 4:00 pm. 340 Harding Boulevard. Arts and Crafts, Refreshments, Photo Ops, Music, Free coats.

“Winter Market” Sunday, December 21st from 12-4:30 pm. von C Brewing, 20 + vendors, crafts, jewelry, books, décor, clothes, trinkets, and MORE! Pictures with Santa 12-3, Pizzeria 12-5 pm, Jazz Orchestra 2:30-5 pm.

“Budgeting for Business Owners with Financial Coach Dianna Thornton” – Wednesday, January 28, 2026 5:30 pm. 340 Harding Blvd., Norristown.

From Councilman McCoy:

Youth Empowerment Letters to Children – there are 2 drop off locations for the written letters: Norristown Recreation Center and the Carver Center.

Online Zoom meeting for sons raised with single parents. January 4, 2026 from 5 to 7 pm. Contact Councilman McCoy at wmccoy@norristown.org.

Councilwoman Robinson reminded the public that she is still willing to help 2 families to be able to see their loved ones on the “Norristown Hometown Heroes Banners.”

RESPONSE TO QUESTIONS FROM THE LAST COUNCIL MEETING

Leonard Lightner noted there were no questions requiring a response from the last Council meeting.

PUBLIC COMMENTS

Pastor Byron Craig – He commended Council for their commitment and leadership. He asked for funds to be allocated to addressing youth violence and he said there are faith-based organizations willing to help. He named some of them.

(Elder) Nicole Skinner – She said she represents the voices of concerned citizens. She also asked for investing funds for young people with anti-violence programs. She said it is an investment in Norristown's future.

Derek Johns, 1102 Dekalb Street – He said he is a public servant and asked Council to prioritize the future of the children.

Crystal Williams – She said she represents the young people. She said that violence is not only on the News. She said that children need to connect with mentors and be lead by Faith.

Netta Johnson, 5042 Spruce Street, Norristown – She said she watched the video of the December 2nd Council Meeting and said it is evident that there is division. She said the community deserves better. She told Council to remember their responsibility to Norristown. She congratulated Council President Smith and wished her the best.

Heather Lewis, Haws Avenue, Norristown – She commended the public comments before her seeking help for the youth. She noted that Council needs to be held accountable for their inconsistencies. She noted that Councilwoman Colson misused her discretionary funds and nothing was done. She added that it is the fault of the whole Council and Staff.

The meeting ended due to an emergency medical situation involving a resident.

Respectfully submitted,

Roseann M. Santangelo
Clerk of Council

NORRISTOWN MUNICIPALITY
COUNCIL WORK SESSION MINUTES
DECEMBER 22, 2025

**** THIS IS A CONTINUATION OF THE DECEMBER 16, 2025 COUNCIL
WORK SESSION ****

The Council Work Session of Monday, December 22, 2025 was called to order by Council President, Rebecca Smith, at 6:30 PM in Municipal Hall Chambers, 235 East Airy Street, Norristown, PA.

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

The following Council members were in attendance:

Dustin Queenan
Mydera Robinson
Natalie Colson
Rashaad Bates
Rebecca Smith

Also in attendance were:

Leonard Lightner, Municipal Administrator; Sean Kilkenny, Municipal Solicitor; Michael Trail, Norristown Police Chief; Jayne Musonye, Director of Planning and Municipal Development; Vincent Poppa, Assistant Director of Planning and Municipal Development; Kathy Pfister, Director of Finance; Amanda Ciarlante, Assistant Director of Finance; Alecia Fields, Senior Analyst; Darlene Norwood, Human Resources Manager; Keith Gordon, Code Enforcement Manager; Richard Lockhart, Deputy Fire Chief; Bri-Ana Hawkins, Director of Recreation; Khal Hassan, Pennoni Engineering.

APPROVAL OF MINUTES (approved at the December 16th Council Work Session)

EXECUTIVE SESSION ANNOUNCEMENT

Council President Smith announced that Council did not meet in Executive Session prior to tonight's Council Work Session.

ANNOUNCEMENTS

From Council Vice President Bates:

"Budgeting for Business Owners with Financial Coach Dianna Thornton" –
Wednesday, January 28, 2026 5:30 pm. 340 Harding Blvd., Norristown.

Councilwoman Colson thanked the residents and speakers who attended her recent community event.

APPOINTMENTS

Oath of Office: Swearing in the Oath of Office for 5 Applicants for the position of Police Officer

Police Chief Trail commented that he is very proud of the Applicants and for the Police Department.

The Applicants were sworn in by Judge Hakim Jones.

PUBLIC COMMENTS

Olivia Brady, Stanbridge Street – She suggested that there not be demolition with a project until the Plan is approved and Permits are obtained because it leaves vacant holes around the town. She said that this is done in Philadelphia and suggested that Council look into it in the new year. She said it would help with Preservation.

Nadene Hitch – She said she didn't find any announcements about the Town Hall Meetings between the Police Department and the Community.

Taria Mayo, Lafayette Street – She commended on the Staff that attended the recent Town Hall meeting. She said that Council should have been there. She said

there were youth and violence issues discussed. She commended Officers Langdon and Dumas. She told Council to get to work on Youth Violence.

PRESENTATIONS

Presentation of Citation to Council President Smith by Representative Scott

State Representative Greg Scott commended Council President Rebecca Smith for her “heroic efforts,” her “calm, clarity and grace.” He said that she “strengthened local government.” He commended her for her work with Transitional Housing and obtaining funding for Stormwater, Housing, Surveillance and a Community Center with a swimming pool. He read a letter from Governor Shapiro saying that Rebecca Smith “improved the lives of countless people and advocated for community needs.” In other correspondence, Congressman Scanlon remarked that Rebecca Smith is a “Leader Among Leaders.” She received a Citation from the House of Representatives.

Council President Smith said she was thankful for the partnership with the State, Federal and Local governments. She thanked the Council body, the public and the staff for making things happen. She said to carry forward the commitment to residents.

Resolution 25-96: Reappointments to various Advisory Boards, Committees and Commissions

Council was informed that the President of the Civil Service Commission has resigned and another member quit so they will need to re-assign the members.

There was a **motion by Council Vice President Bates, seconded by Councilman Queenan**, to amend Resolution 25-96 to re-assign members Jeanna Lyons and Elisha Morris with terms expiring on December 31, 2025. **The motion passed 5-0.**

HUMAN RESOURCES

Resolution 25-107: Request for Municipal Council to accept the resignation of Thomas Odenigbo as Public Works Director

Darlene Norwood said she received Mr. Odenigbo's Resignation Letter and asked Council to accept it.

There was **a motion by Council Vice President Bates, seconded by Councilwoman Colson**, to accept the resignation letter. **The motion passed 5-0.**

BUILDING & CODE COMPLIANCE

Request to approve HARB COAs

Mr. Gordon said that the COA was reviewed and he asked for Council's approval.

The property location is: 536 George Street

There was **a motion by Councilman Queenan, seconded by Council Vice President Bates**, to approve the HARB COA. **The motion passed 5-0.**

FINANCE

Request Council to adopt the 2026 Budget Ordinance 25-08 establishing the Real Estate Tax Rate for 2026

Kathy Pfister showed a Power Point highlighting The General Fund Budget including changes and Expenditures. She noted that the Budget Gap was reduced to \$1,455,424. She requested Adoption by Council.

Councilman Queenan suggested having a plan so as to not use the Fund Balance.

There was **a motion by Council Vice President Bates, seconded by Councilman Queenan**, to approve Resolution 25-08 increasing the total millage rate from 18.25 to 19.00, including the Fire Tax Rate and the EMS Tax Rate. Resolution 25-08 establishes the 2026 General Fund Tax Rate as \$11.77 mill for 2026. **The motion passed 5-0.**

There was **a motion by Council Vice President Bates, seconded by Councilman Queenan**, to approve Resolution 25-09 establishing the Fire Tax Rate of 7.16 mills and the EMS Tax Rate of 0.07 mills. **The motion passed 5-0.**

PARKS & RECREATION

Resolution 25-104: Request for Council to authorize the submission of a Grant Application in the amount of \$40,000.00 from the National Fitness Campaign to install a Fitness Court in Elmwood Park

Cody Jones, Assistant Director of Recreation, asked for Council's approval to submit the Grant Application.

There was a **motion by Councilman Queenan, seconded by Council Vice President Bates**, to approve Resolution 25-104. **The motion passed 5-0.**

PLANNING & MUNICIPAL DEVELOPMENT

Ordinance 25-10: Request authorization to advertise Ordinance 25-10 for the FY2026 Community Development Block Grant (CDBG) Proposed Budget

Vince Poppa, Assistant Planning Director, presented information regarding the Proposed Budget and Projects for 2026. He said that how the money is allocated for the Municipal Projects is included in the Ordinance. He noted that the total amount of the Grant is \$736,318.00.

There was a **motion by Councilman Queenan, seconded by Council Vice President Bates**, to advertise Ordinance 25-10 for the FY2026 Community Development Block Grant (CDBG) Proposed Budget. **The motion passed 5-0.**

Vote on Conditional Use Master Plan for "The Preserve at Stony Creek" – 1001 Stergiere Street

Solicitor Kilkenny read the conditions and said that if Council agrees with them, they can approve them.

There was a **motion by Councilman Queenan, seconded by Council Vice President Bates**, to approve the Conditional Use Master Plan for the Norristown State Hospital development. **The motion passed 5-0.**

Proposed Easement Approval Request – Haws Avenue and Chain Street Trailheads

Vince Poppa noted there is an amendment in the agreement with the County.

Bill Hartman, Montgomery County Planning Commission, and Ellen Miramontes, Principal Planner, Montgomery County Planning Commission, presented a Power Point. They noted that they were awarded a William Penn Grant in the amount of \$90,000.

There was a Power Point which highlighted the existing abandoned conditions and their desire to improve them in order to make it known that there's a trail at the end of the location. Mr. Hartman noted that a study was done through the Montgomery County Trail Access, Diversity and Awareness Plan. They also shared Project Goals to make the area inviting and welcoming to residents so they will explore and patronize Norristown. Other Power Point highlights included "Community and Stakeholder Engagement" which involved surveys, focus groups and Community Design Events to share concept designs and get feedback for art ideas.

He noted that there would be temporary and permanent easements to formalize the agreement. He added there would also be temporary road closures.

Khal Hassan, Municipal Engineer, explained the terms of the agreement. He noted they will memorialize the improvements for future upkeep. He said the language has to be worked on for the Ordinance. He noted it is being funded by the County's Capital Budget. He said there is a possible Fall construction after documents have been signed and it goes out for bids.

There was **a motion by Council Vice President Bates, seconded by Councilman Queenan**, to direct Staff to develop an agreement for plans to improve two trailheads along the Schuylkill River Trail in the southwestern neighborhood of Norristown. The County is formally requesting approval to initiate the process of establishing a permanent easement at Haws Avenue and temporary construction easements at both Haws Avenue and Chain Street, within Norristown's public rights-of-way. **The motion passed 5-0.**

Resolution 25-105: Request for Preliminary/Final Land Development Approval – Poley Park Skatepark

Vince Poppa noted the location is on Marshall and Markley Streets. He noted the contractor was awarded in 2023. He said this was presented to Planning on December 9, 2025.

There was a **motion by Council Vice President Bates, seconded by Councilman Queenan**, to approve the request for a Preliminary/Final Land Development Approval for the Poley Park Skatepark. **The motion passed 5-0.**

PUBLIC WORKS

Resolution 25-106: Request for Municipal Council to authorize the Award of a 3-year Janitorial Cleaning Services Contract with DSC Solutions LLC in the amount of \$95,868.00 (\$31,956 annually)

Sean Chin, Special Assistant to Administrator, explained the process of choosing the bidder. He said the top 3 Vendors were scored and they chose DSC Solutions LLC. He also explained the services they provide.

Councilman Queenan suggested reaching out to local businesses to teach them how to bid.

Councilwoman Robinson commented that it seems as if we are “trading small business for big business.”

There was a **motion by Council Vice President Bates, seconded by Councilman Queenan**, to authorize the award of a 3-year Janitorial Cleaning Services Contract, with an optional 2-year extension, with DSC Solutions LLC to provide comprehensive janitorial services for Municipal facilities in the amount of \$95,868.00 (\$31,956 annually). **The motion passed 5-0.**

ADJOURNMENT

There was a **motion by Councilwoman Colson, seconded by Council Vice President Bates**, to adjourn the Council Work Session. **The motion passed 5-0.**

Respectfully submitted,

Roseann M. Santangelo
Clerk of Council