

NORRISTOWN MUNICIPALITY WORK SESSION
November 17, 2020

The Council Work Session of November 17, 2020 was called to order by Council President Derrick Perry at 6:30 PM by way of the virtual gotomeeting.com application.

There was a **Moment of Silence** followed by the **Pledge of Allegiance**. The following Council members were connected to the meeting:

Valerie Scott-Cooper
Thomas Lepera

Hakim Jones
Rebecca Smith

Sonya Sanders
Derrick Perry

Heather Lewis

Also tuned in were: Crandall Jones, Municipal Administrator; Chief Mark Talbot, Norristown Police Chief; Patrick Hitchens, Acting Municipal Solicitor; Jayne Musonye, Director of Planning & Development; Norman Butts, Director of Finance; Thomas Odenigbo, Director of Public Works, Amrinder Singh, Code Manager.

Motion to Approve Minutes

There was a **motion by Council Vice-President Smith**, seconded by Councilman Lepera, to approve the Council Meeting Minutes from November 4, 2020. **The motion passed unanimously.**

Executive Session Announcement

Council President Perry announced that Council met in Executive Session prior to the meeting to discuss personnel and litigation issues.

Announcements:

Patty Simons Law Enforcement Food Drive. Perishable food will be collected til December 16th. There is a dropoff at the Police Department lobby and donations can also be made via Amazon or Venmo.

Currently, we're in the middle of a COVID spike so there are new restrictions by the Governor.

Public Comment: There was no Public Comment.

Police

Resolution 20-93: Amendment to existing Passport Labs, Inc. Mobile Parking Agreement

Richard Clowser provided information about the mobile parking application and explained that the language in the existing contract will be amended.

There was a **motion by Council Vice-President Smith**, seconded by **Councilman Lepera**, to approve the amendment of the existing software license and service agreement with Passport Labs, Inc. for mobile payment for parking meters and related services. **The motion passed 5-0.** (Councilwoman Scott-Cooper and Councilwoman Lewis were not present for voting.)

Public Works

Council approval of a five-year (2020-2025) PennDOT Winter Snow and Ice Clearing Agreement and

Resolution between the Commonwealth of Pennsylvania Department of Transportation and the Municipality of Norristown

Director Thomas Odenigbo provided details about the state roads involved in the agreement: Dekalb Street from Lafayette to Johnson Highway, on Forrest Avenue from Main to Marshall, Johnson Highway from New Hope Street to Markley Street.

There was a **motion by Councilman Jones, seconded by Councilman Lepera**, to approve a resolution authorizing the Municipal Administrator to enter into an agreement with the Commonwealth of Pennsylvania Department of Transportation and the Municipality of Norristown to perform snow and ice control operations on state roads for a period of five years, 2020-2025. The Commonwealth of Pennsylvania will reimburse the city the sum of \$75,556.62 for the five-year contract. See attached document, WINTER TRAFFIC SERVICES 5-YEAR. **The motion passed 6-0.** (Councilwoman Lewis was not available for voting.)

Building and Codes Enforcement

Historical Architectural Review Board – October 2020

Codes Manager Amrinder Singh provided the addresses for the applications received, reviewed and recommended for approval by the HARB for October 2020:

210 Knox Street
508 Stanbridge Street
900 Swede Street
1224 Green Street
42 East Oak Street
120 East Main Street
1329 Dekalb Street

There was a **motion by Council Vice-President Smith, seconded by Councilwoman Scott-Cooper**, to approve the HARB applications. **The motion passed 6-0.** (Councilwoman Lewis was not available for voting.)

Request authorization to advertise Ordinance 20-18 to amend Chapter 31 (HARB) of the Municipal Code

Code Manager Singh explained the details of the amendment.

There was a **motion by Councilwoman Scott-Cooper, seconded by Councilman Lepera**, to amend Chapter 31, amend certain provisions to eliminate HARB Zone B, redefine the boundaries of Zone A and to restate and revise the preservation guideline criteria applicable to HARB Zone A under Section 31 10E. **The motion passed 6-0.** (Councilwoman Lewis was not available for voting.)

Request authorization to advertise Ordinance 20-19 to amend the Municipal Code by adding a new Chapter, Chapter 240 titled “Property Maintenance Quick Ticket Program”

Code Manager Singh provided details.

There was a **motion by Councilwoman Scott-Cooper, seconded by Councilman Lepera**, to approve the advertisement of Ordinance 20-19 to amend the Municipal Code by adding Chapter 240 titled “Property Maintenance Quick Ticket Program” under Part II, General Legislation to establish a Quick Ticket Program for the issuance of fines for violations of certain existing Property Maintenance and Code Requirements. **The motion passed unanimously (7-0.)**

Municipal Administrator

Request for Council to authorize the Municipal Solicitor to intervene in support of the Zoning Hearing Board in the ZHB appeal; Docket No. 2020-17831 relating to 1161 Marklev Street

There was a motion by Councilman Jones, seconded by Councilwoman Scott-Cooper, to direct the Solicitor to intervene in court in support of the ZHB's decision related to the NASD request for use of the Roosevelt School parking lot and field for use as bus parking by First Student. **The motion passed unanimously.**

Resolution 20-99: Sawmill Creek Culvert Flood Mitigation Project additional services

Crandall Jones explained that work for this project was previously approved with Resolution 20-78 but additional comments were made by the DEP resulting in the need for more services to be added for the project.

There was a motion by Councilwoman Lewis, seconded by Councilman Jones, to authorize the disbursement of insurance funds in the amount of \$14,900 to Pennoni Associates. **The motion passed unanimously.**

Ordinance 20-16: Adoption of the 2021 Municipality of Norristown Budget and Tax Rate

Crandall Jones provided details of the proposed \$50.9 M Budget and Tax Rate of 16 mills for 2021 including revenues, expenditures and costs.

There was a motion by Councilwoman Scott-Cooper, seconded by Councilwoman Lewis, to adopt the 2021 Municipality of Norristown Budget and Tax Rate. **The motion passed unanimously.**

Planning & Municipal Development

There was a motion by Councilwoman Lewis, seconded by Councilman Lepera, to open the agenda to approve a refund from a Tax Assessment appeal for 807 Noble Street which was recommended by the Municipal Solicitor.

Public Comment: None.

There was a motion by Council President Perry, seconded by Councilman Jones, to approve the Tax Assessment appeal refund for 807 Noble Street (Docket #201924904.) **The motion passed unanimously.**

There was a motion by Councilwoman Scott-Cooper, seconded by Councilwoman Sanders, to close the agenda. **The motion passed unanimously.**

Request authorization to advertise proposed FY 2021 CDBG projects with budgets and to advertise a Public Hearing for December 1, 2020 in accordance with Norristown's CDBG Citizen Participation Process

Director Musonye provided a timeline of the proposed projects.

There was a motion by Council Vice-President Smith, seconded by Councilman Jones, to approve the advertisement of the proposed FY 2021 CDBG projects with budgets and to advertise a Public Hearing for December 1, 2020 in accordance with Norristown's CDBG Citizen Participation Process. **The motion passed unanimously.**

Resolution 20-100: request for an amendment for Preliminary and Final Phase A Land Development to construct a 1,248 Square Foot Car Wash between the Royal Farms Convenience Store and Driveways A

and C

Ms. Alyson Fritzges, legal representative for Royal Farms, confirmed that the applicant will comply with the comments from Pennoni Engineering. Sam Renauro provided specifics of the site plan and Bill Mortoff, Architect, gave a description of the building, including materials.

There was a **motion by Councilwoman Scott-Cooper, seconded by Councilman Jones**, to approve Resolution 20-100. **The motion passed unanimously.**

Request authorization to advertise Ordinance 20-17 for the Zoning Map amendment to rezone 700 Sterigere Street (Elmwood Car Wash, LLC) Parcel Number 13-00-35736-00-8 from the current RE – Recreation District to LIMU – Limited Industrial Mixed-Use District

There was a **motion by Council President Perry, seconded by Councilwoman Scott-Cooper**, to approve the advertisement of Ordinance 20-17 to rezone 700 Sterigere Street (Elmwood Car Wash) Parcel Number 13-00-35736-00-8 from its current RE – Recreation District to LIMU – Limited Industrial Mixed-Use District. **The motion passed unanimously.**

ADJOURNMENT

There was a **motion to adjourn the virtual Council Meeting by Council President Perry, seconded by Councilwoman Lewis. The motion passed unanimously.** There being no further business, the meeting was adjourned.

Respectfully submitted,

Roseann M. Santangelo, Clerk of Council