

NORRISTOWN MUNICIPAL COUNCIL
WORK SESSION MINUTES
FEBRUARY 21, 2023

The Council Work Session of February 21, 2023 was called to order by Council President, Thomas Lepera, at 6:30 PM in the Montgomery County Intermediate Unit 23, 2 West Lafayette Street, 1st Floor, Norristown, PA 19401.

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

The following Council members were in attendance:

Rebecca Smith
Rashaad Bates
Tiffany Hendley
Dustin Queenan
Heather Lewis
Thomas Lepera

Also in attendance were:

Crandall Jones, Municipal Administrator; Acting Chief Michael Bishop, Norristown Police Department; Sean Kilkenny, Municipal Solicitor; Jayne Musonye, Director of Planning & Development; Kathy Pfister, Director of Finance; Thomas Odenigbo, Director of Public Works; Richard Lockhart, Assistant Norristown Fire Chief; Amrinder Singh, Codes Manager; Erica Genardi, Director of Parks & Recreation.

APPROVAL OF MINUTES

There was a **motion by Councilwoman Hendley, seconded by Councilwoman Smith**, to approve the Minutes of the February 7, 2023 Council Meeting. **The motion passed 6-0.**

EXECUTIVE SESSION ANNOUNCEMENT

Council President Lepera announced that Council did not meet in Executive Session.

ANNOUNCEMENTS:

Council President Lepera announced that the Sterigere Street Bridge will be closed for renovation starting on March 6, 2023.

PUBLIC COMMENT

Jim Watters, Hamilton Street – Mr. Watters reported on the stolen bicycles situation and had a bicycle license from 1965 that cost 50 cents. He commented on what facilities could be used to house the homeless. He recommended the Farm Park Building 50 and Roosevelt Field. He will follow-up. He said he is taking the issue of flood victims to Senator Cappelletti. He commented on teaming up with Keep

Norristown Beautiful, West Norriton and Norristown regarding the bike path. He added there needs to be a cleanup of the upstream.

POLICE

Administration of Oath of Office for Entry-Level Police Officers

Acting Chief, Michael Bishop, provided bio information on the top candidates that were being sworn in tonight.

There was a **motion by Councilwoman Smith, seconded by Councilman Bates**, to approve the selection of Entry-Level Police Officers. **The motion passed 6-0.**

District Judge, Margaret Hunsicker, conducted the swearing-in ceremony of: Kelsey DelRicci, Trevor Knechel and Shane Seacrest.

FINANCE

The Municipality's Independent Auditor, Maillie, LLP, provided a report on the 2021 Audit

A Maillie representative provided a Power Point presentation regarding the Annual Audit results. The highlights of the Power Point included "Net Position for Departments," "Changes in New Position," "General Fund Budget vs Actual," "Governmental Fund Balances," "Required communications with Audit/Committee/Board."

PLANNING & MUNICIPAL DEVELOPMENT

PROSOV, LLC seeking Resolution to amend Final Land Development Resolution 22-86 to allow for Phasing of Construction and Posting of Escrow

Sarah Peck, Developer, said that she would come back to Council to get approval in 3 Phases:

- Phase I: 90 homes for sale
- Phase II: 200 Garden Apartments
- Phase III: Row Homes for Rent

Ms. Peck said that she needs approval from Council in order to draw up a Resolution.

There was a **motion by Councilman Queenan, seconded by Councilwoman Hendley**, to support a Resolution amending the Final Land Development Resolution 22-86 to allow for Phasing of Construction and Posting of Escrow. **The motion passed 6-0.**

Request for Municipal Council approval of a 2020 CDBG-CV Budget change – substantial amendment

Director Musonye explained that COVID funds for HUD that need to be used by June are being moved to the Main Streetscape project. She is looking for Council's approval to advertise the Budget change. She provided details on the funding that is being moved.

There was a **motion by Council Vice President Lewis, seconded by Councilman Bates**, to approve the advertisement of the CDBG-CV Budget change – Substantial Amendment in the amount of \$334,257. **The motion passed 6-0.**

Brief Municipal Council on 31 East Fornance Street MAT Support Center Special Exception application for Outpatient Treatment Program Service Use

There was a **motion by Council President Lepera, seconded by Councilman Queenan**, to send the Solicitor to oppose the application. **The motion passed 6-0.**

Walker Consulting presentation of Norristown Redevelopment Area Parking Study Needs Analysis

There was a Power Point presentation of the parking study of the Redevelopment Area. The information included the Project Background, Current Conditions (Off-Street vs On-Street, Public and Private and County-owned parking), Future Parking Occupancy Analysis. Also included in the presentation were: Recommendations (Communication, Leadership, Zoning, Parking Management, Enforcement.)

MUNICIPAL ADMINISTRATOR

Approve Ordinance 23-01: Advertising of Franchise Renewal Agreement with Verizon

Crandall Jones explained that a negotiation took place and the Franchise Agreements were ruled in favor of Franchisees and that it now includes Sports. He noted there is currently a case in Court and, according to FCC regulations, there is no longer free cable until the case is settled. Mr. Jones added that the Agreement term is reduced to five years in order to have sole ability to discontinue the Franchise Agreement and now a 12-month notice is required. Mr. Jones is asking for Council's approval to advertise and he will bring back the final contract.

There was a **motion by Councilman Queenan, seconded by Councilwoman Smith**, to approve advertising for the renewal of the Municipality's Franchise Agreement with Verizon Pennsylvania LLC. **The motion passed 6-0.**

Resolution 23-15: Approve Final Award of Contract to Metra Industries in the amount of \$953,527 for Sanitary Sewer Evaluation

Mr. Jones explained that ARPA Funds were used and that 3 bids were received for the Comprehensive Assessment of the Sanitary Sewer System. Pennoni reviewed the bids and were satisfied with the Final Award to Metra Industries.

There was a **motion by Councilman Bates, seconded by Councilwoman Hendley**, to approve the Final Award of Contract to Metra Industries, located in Little Falls, NJ, in the amount of \$953,527 for the Sanitary Sewer Evaluation Construction Project. **The motion passed 6-0.**

Resolution 23-13: Request for Municipal Council to purchase from Corbett, Inc. Phase II Police Department furnishings for Municipal Hall in the amount of \$193,915

Crandall Jones stated that this is the second Phase of the furnishings for the Norristown Police Department.

There was a **motion by Council Vice President Lewis, seconded by Councilman Queenan**, to approve the purchase of Phase II furnishings from Corbett, Inc. for the Norristown Police Department's men's and women's lockers and additional storage components for evidence processing and storage. **The motion passed 6-0.**

Council approval of a re-bid of Poley Skate Park with revised RCO requirement and rescind Award Letter to Grindline Skateparks Inc.

Mr. Jones noted that all bids will be declined. He suggested pursuing a Co-Operative such as Keystone who will conduct a search and provide a list of contractors that meet the RCO requirements.

There was a **motion by Councilwoman Smith, seconded by Councilman Bates**, to rescind the Award Letter to Grindline Skateparks and re-bid Poley Skate Park, due to Grindline Skatepark's Inc.'s failure to meet the RCO requirements, and to hire Keystone to conduct a search. **The motion passed 6-0.**

Council approval to re-bid the Crawford Park Retaining Wall Project and rescind the Award Letter to DePaul and Company, Inc.

Mr. Jones explained that this poses the same issue. There will be a re-bid for the Crawford Park Retaining Wall Project and he added that this will also be given to Keystone. The awarded bid expired on January 22, 2023, 60 days from the bid opening and the extension request, due to a temporary easement delay, was rejected.

There was a **motion by Councilwoman Hendley, seconded by Council Vice President Lewis**, to re-bid the Crawford Park Retaining Wall Project and rescind the Award Letter to DePaul and Company, Inc. and hire Keystone to conduct a search of contractors and provide a list. **The motion passed 6-0.**

ADJOURNMENT

There was a **motion by Council Vice President Lewis, seconded by Councilwoman Smith**, to adjourn the Council Meeting. **The motion passed 6-0.**

Respectfully submitted,

Roseann M. Santangelo