

NORRISTOWN MUNICIPALITY
COUNCIL MEETING MINUTES
SEPTEMBER 3, 2024

The Council Meeting of Tuesday, September 3, 2024 was called to order by Council President, Thomas Lepera, 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:

Rebecca Smith
Rashaad Bates
William McCoy
Lauren Hughes
Dustin Queenan
Thomas Lepera

Also in attendance were:

Leonard Lightner, Municipal Administrator; Sean Kilkenny, Municipal Solicitor; Norristown Police Chief Jacqueline Bailey-Davis; Jayne Musonye, Director of Planning and Municipal Development; Kathy Pfister, Director of Finance; Amanda Ciarlante, Assistant Director of Finance; Bri'Ana Hawkins, Recreation Director; Keith Gordon, Code Enforcement Manager

APPROVAL OF MINUTES

There was a **motion by Council Vice President Queenan, seconded by Councilwoman Smith**, to approve the Minutes of the August 20, 2024 Council Meeting. **The motion passed 6-0.**

EXECUTIVE SESSION ANNOUNCEMENT

Council President Lepera announced that Council met in Executive Session prior to tonight's meeting to discuss property and personnel issues and subsequent to the previous meeting they discussed personnel issues.

ANNOUNCEMENTS

Council Vice President Queenan said that a Spanish translation of the Council meeting is available through headsets provided in the rear of the Chambers.

"Trunk or Treat" at the Norristown Recreation Center on Thursday, October 31, 2024 from 4 pm to 7 pm.

PUBLIC COMMENT

Pattice Kinton Hall, 215 Barbados Street – She said that the lady who is registered for a Handicapped Parking spot in front of her house will not sign off so Ms. Hall can apply for it. She said she has documentation that shows a need for it. She is asking for approval to replace the current sign.

Teresa Brown-Parris, Conshohocken, PA – Ms. Brown-Parris has a business in Norristown called “Norristown Local.” She handed out a flyer highlighting the “First Fridays” in Norristown with Arts & Crafts, Music and Food with Happy Hour from 5-7 pm. The dates are September 6, October 4, November 1 and December 6 at 120 East Main Street.

Sean Scharsig, Swede Street – He said there is still a need for help with Church Street with the excessive litter. He said it is not maintainable. He said there needs to be more Police patrols. He said they need to bring business back. He said there also needs to be more trash bins.

BUILDINGS & CODE COMPLIANCE

American Association of Code Enforcement Proclamation of National Code Compliance Month – October 2024

Mr. Gordon provided a copy of the Proclamation to Council.

There was a **motion by Councilwoman Hughes, seconded by Councilman Bates**, to approve the American Association of Code Enforcement Proclamation of National Code Compliance – October 2024. **The motion passed 6-0.**

FINANCE

Resolution 24-89: Appointment of Kathy Pfister as Montgomery County Tax Collection Committee Delegate and A. Fields as Alternate Delegate

There was a **motion by Councilwoman Smith, seconded by Councilman McCoy**, to appoint Kathy Pfister as Montgomery County Tax Collection Committee Delegate and A. Fields as Alternate Delegate as required by Act 32 & 505 (b). **The motion passed 6-0.**

MUNICIPAL ADMINISTRATOR

Resolution 24-84: Request Council to approve a 4-year Lease Agreement for Copiers and Service totaling \$59,270.88 with IPS Global

Mr. Lightner noted that the Agreement replaces 11 outdated copiers and also shared printers and no purchasing of toner and ink.

There was a **motion by Council Vice President Queenan, seconded by Councilwoman Hughes**, to approve a 4-year Lease Agreement for copiers and service totaling \$59,270.88 with IPS Global for a fleet of HP Printers and copier services. **The motion passed 6-0.**

PARKS & RECREATION

Resolution 24-86: A Resolution in the amount of \$142,523.81 to authorize the use of ARPA Funds and donations for the MLK Park Playground

A member of the Recreation Department explained that this is a CIP Project. He said that a \$67,000 donation was made.

There was a **motion by Councilwoman Smith, seconded by Councilman Bates**, to approve Resolution 24-86 to authorize the use of ARPA Funds and donations for the MLK Park Playground. **The motion passed 6-0.**

Council President Lepera thanked Bri-Ana and her staff for pulling together during the recent tragedy at the Bandshell. He said that the last Concert in the Park was amazing.

POLICE

Resolution 24-83: Establish Handicapped Parking

Police Chief Bailey-Davis stated that 5 Handicapped Parking spaces are needed at:

422 West Airy Street
32 East Spruce Street
641 Astor Street
1024 Willow Street
1221 Oakwood Avenue

There was a **motion by Council Vice President Queenan, seconded by Councilman McCoy**, to approve Resolution 24-83 for the 5 stated Handicapped Parking spaces. **The motion passed 6-0.**

DEPARTMENTAL REPORTS

Quarterly Update to Council – Special Events Coordinator, Tracie Henry

Ms. Henry presented a Power Point which covered “Special Events Goals” which celebrate Life, Diversity and Culture in Norristown and to boost local economy.

She provided the highlights and challenges and considerations for 2025 for the “Juneteenth” celebration, “July 4th” and “Taste of Town”.

The Power Point also included “Sponsorship Opportunities Available”, Special Events Goals – “What’s In It for Your Business.”

Councilman McCoy shared that September 14th is Latino Independence Day.

Monthly Update to Council – Buildings & Code Compliance

Mr. Gordon reported on August 2024 including updating the Property Transfer Ordinance, the need for 3 Inspectors, mailing of Rental Licenses, Blighted Property Remediation, Building Department re-accreditation, laptop replacement, completing projects, Operation Summary including pro-active violations, Owner-occupied properties, Quick Tiks, Litter, Tall Grass & Weeds, inoperative vehicles, Rental Inspections, Citations, Permits, total cost of construction, Permit Fees Collection, Inspection results, Property Transfers.

ADJOURNMENT

There was a **motion by Councilman Bates, seconded by Council Vice President Queenan**, to adjourn the Council Meeting. **The motion passed 6-0.**

Respectfully submitted,

Roseann Santangelo