PHOENIXVILLE BOROUGH COUNCIL

Tuesday, February 11, 2025
7:00 PM

AGENDA

I. Pledge of Allegiance/Moment of Silence

II. Roll Call – Borough Manager

III. Public Comment

IV. Presentations

V. Consent Agenda

A. Approval of January 14, 2025, Regular Meeting Minutes.

B. Items from Historical and Architectural Review Board:

1. Motion to approve the Certificate of Appropriateness for renovations for 23 S. Main Street as recommended by the HARB in their Action Memo of February 3, 2025.

2. Motion to approve the Certificate of Appropriateness for renovations and awning for 101 Buchanan Street as recommended by the HARB in their Action Memo of February 3, 2025.

3. Motion to approve the Certificate of Appropriateness for renovations for 131 Bridge Street as recommended by the HARB in their Action Memo of February 3, 2025.

4. Motion to approve the Certificate of Appropriateness for signage for 223 Prospect Street as recommended by the HARB in their Action Memo of February 3, 2025.

C. Items from Personnel and Public Safety Committee:

1. Motion to adopt a Resolution appointing or reappointing Emergency Management and Fire Marshal duties for the Borough of Phoenixville.

D. Items from Parks and Recreation Committee:

1. Motion to approve a Temporary Community Event Application for Earth Day Phoenixville 2025 at Reservoir Park on Saturday, April 26, 2025, from 12:00 noon to 4:00 pm. Franklin Street above Fillmore and the Reservoir Parking Lot to be closed from 10:00 am to 6:00 pm. Conditioned upon receipt of valid Certificate of Insurance, naming the Borough of Phoenixville as Additional Insured.

2. Motion to approve a Temporary Community Event Application for First Fridays on Friday, May 2, November 7, and December 5, 2025, from 5:30 pm to 8:30 pm on the 100 and 200 Block of Bridge Street and the Bridge and Main Street Parking Lot. Bridge Street to be closed between Gay Street to Main Street and Main Street to Starr Street from 3:00 to 10:00 pm. The Bridge and Main Street Parking Lot to be closed from 8:00 am to 10:00 pm each Friday.

3. Motion to approve a Temporary Community Event Application for Walk a Mile in Her Shoes on Saturday, May 3, 2025, in Reeves Park from 9:30 am to 11:00 am. No Street Closures. Conditioned upon receipt of valid Certificate of Insurance, naming the Borough of Phoenixville as Additional Insured.

4. Motion to approve a Temporary Community Event Application for the Juneteenth Celebration in the 200 Block of Bridge Street and the Bridge and Main Street Parking Lot on Sunday, June 22, 2025, from 2:00 pm to 6:00 pm. The 200 Block of Bridge Street between Gay Street and Main Street and Bridge and Main Street Parking Lot to be closed from 10:00 am to 7:00 pm. Conditioned upon receipt of valid Certificate of Insurance, naming the Borough of Phoenixville as Additional Insured.

E. Items from Finance Committee:

1. Motion to approve the 2024 pre-paid dated 11/1/2024 - 11/30/2024 in the amount of $1,809,549.68.

2. Motion to approve the 2024 pre-paid dated 12/1/2024 - 12/31/2024 in the amount of $1,126,689.68.

3. Motion to approve the 2024 pre-paid Credit Card Statement dated 11/1/2024 - 11/30/2024 in the amount of $61,636.06.

4. Motion to approve the 2024 pre-paid Credit Card Statement dated 12/1/2024 - 12/31/2024 in the amount of $64,922.83.

5. Motion to approve the 2024 pre-paid ACH dated 11/30/2024 in the amount of $1,666,408.99.

6. Motion to approve the 2024 pre-paid ACH dated 12/31/2024 in the amount of $45,126.43.

7. Motion to approve the Staff recommendation authorizing the Finance Director to make the necessary end of year adjustments and to provide a listing of those adjustments to the Finance Committee and the Borough's Auditor.

VI. Communications/Council Participation

VII. Mayor's Report

VIII. Appointments

A. Call for Residents interested in being appointed to various Boards and Commissions.

IX. New Business

X. Public Hearings

XI. Resolutions/Ordinances

A. Motion to adopt a Resolution officially granting an extension of time for the completion of the development known as "Phoenixville Plaza –Pad Sites", previously approved by Resolution 2023-18.

B. Motion to adopt a Resolution pursuant to 8 PA.C.S.A. §§ 1402(d)(1.1)-(1.2) affirming the nature of the emergency procurement of ammonium sulfate for the Borough's water plant.

C. Motion to adopt a Resolution terminating the agreement with the 2025 supplier of ammonium sulfate and authorizing the next highest bidder as the replacement supplier.

XII. Reports of Committees, Boards, and Commissions

A. Historical and Architectural Review Board – Ms. Dugan

1. Motion to approve the Certificate of Appropriateness for signage for 35 Bridge Street as recommended by the HARB by vote of 5-1 in their Action Memo of February 3, 2025.

2. Motion to approve the Certificate of Appropriateness for signage for 37 Bridge Street as recommended by the HARB by vote of 4-2 in their Action Memo of February 3, 2025.

B. Planning Commission - Mr. Moore

1. Motion to adopt a Resolution officially conditionally approving/denying the Preliminary/Final Subdivision and Land Development Plan for the development known as Oakwood Apartments Expansion.

2. Motion to adopt a Resolution officially conditionally approving/denying the Preliminary/Final Subdivision and Land Development Plan for the development known as Christman Street Subdivision.

3. Motion to adopt a Resolution officially conditionally approving/denying the Preliminary/Final Subdivision and Land Development Plan for the development known as 224-226 Nutt Road SDLD.

C. Phoenixville Regional Planning Committee – Mr Kirkner

D. Recreation Board – Ms. Dugan

E. Tree Advisory Commission – Mr. Carminito

F. Human Relations Commission – Ms. Burckley

XIII. Council Action referred from:

A. Personnel and Public Safety Committee- Ms. Burckley

1. Motion to notify the Civil Service Commission to commence the testing process and submission of an updated Eligibility List for Sergeant and Corporal.

B. Parks and Recreation Committee - Mr. Moore

1. Motion to not make a trail connection from South Street to Reservoir Park through an existing Public Trail, Landscaping and Open Space Easement and Right-of-Way and direct the Borough Solicitor to draft the necessary documents to discharge the easement.

C. Policy Committee - Carminito

1. Motion to schedule and advertise an ordinance amendment to Chapter 2 "Animals".

2. Motion to schedule and advertise an ordinance amendment to Chapter 15 "Motor Vehicles and Traffic".

3. Motion to schedule and advertise an ordinance amendment to Chapter 16 "Parks and Recreation".

D. Infrastructure, Technology Transportation & Sustainability Committee - Mr. Weiss

1. Motion to authorize Staff to issue a Request for Proposals (RFP) for a Feasibility Study for a Potable Reuse Project.

E. Finance Committee - Ms. Dugan

1. Motion to accept the engagement of Keystone Engineering Group pursuant to the Engineering Design Services proposal dated January 8, 2025 related to preventative odor mitigation for the wastewater treatment plant in an amount not to exceed $58,930.00, presented pursuant to Keystone's participation in the COSTARS bidding program, provided and subject to the Engineering Design Services Agreement prepared by the Borough Solicitor; and further authorizing SoMax Environmental, Inc. and SoMax Bioenergy, LLC to continue to operate as the general contractor for the PXV NEO project through completion, pursuant to the July 25, 2019 SoMax Proposal, including, without limitation, overseeing and coordinating with Keystone Environmental; and, in furtherance of the foregoing, further authorizing

SoMax, Keystone, and Borough staff to identify the necessary equipment and qualified manufacturers and installers thereof, required to bring the PXV NEO system online.

XIV. Public Comment

XV. Communication/Council Participation

XVI. Staff Reports

A. Manager

B. Police

C. Fire

D. Planning and Codes

E. Public Works

F. Finance

G. Human Resources

H. Recreation

XVII. Adjournment

Upcoming Meetings:

Planning Commission	February 13 – 6:00 pm
Parks and Recreation Committee	February 18 – 6:00 pm
Infrastructure Committee	February 18 – 7:00 pm
Finance Committee	February 25 – 6:00 pm
Policy Committee	February 25 – 7:00 pm
HARB	March 3 – 5:00 pm
Tree Advisory Commission	March 3 – 6:00 pm
Personnel/Public Safety Committee	March 4 – 6:00 pm
Civil Service Commission	March 4 – 7:00 pm
Borough Council	March 11 – 7:00 pm
Recreation Board	April 21 – 6:30 pm

Employee Service Anniversaries – February

Melissa Gibbons Parks & Recreation Director – 23 years
Jim Ross, Water Treatment Mechanic/Relief Operator – 21 years
Lieutenant Bryan MacIntyre, Police Department – 18 years
Corporal Anthony Duchnosky, Police Department – 9 years
Don Kline, Water Treatment Mechanic/Relief Operator – 8 years
Joe Frosch, Lead Parking Officer – 7 years
Tom Madden, Codes Permit Coordinator – 6 years

Officer Jeremy Fonseca, Police Department – 6 years
Alexis Showers, Accounts Payable Clerk – 4 years
Pat McCann, Customer Service Representative – 4 years