

**PHOENIXVILLE BOROUGH COUNCIL**

**Tuesday, July 8, 2025**

**7:00 PM**

**MINUTES**

**(Minutes approved by Borough Council on August 12, 2025)**

I. Pledge of Allegiance/Moment of Silence

II. Roll Call – Borough Manager

Mr. Ewald, President	Present
Ms. Burckley, Vice President	Present
Mr. Carminito	Present
Ms. Dugan	Present
Mr. Kirkner	Present
Mr. Moore	Present
Mr. Strenfel	Present
Mr. Weiss	Present
Mayor Urscheler	Present
Mr. Krack, Borough Manager	Present
Ms. Getzfread, Asst. Borough Manager	Present
Chief Marshall, Police Chief	Present
Mr. Denlinger, Solicitor	Present

III. Public Comment

David Lutzker, resident and President of the Green Team. He shared an update from ReReRe Plastics and the recent study from Penn Environment showing communities with a plastic bag ban in effect have shown to significantly reduce the amount of plastic found in oceans and water ways. He reported on the Summer Garden Tour and the upcoming Greenixville, Green Earth Festival on September 13, 2025.

IV. Presentations

A. Zoning Ordinance Update Review – Judith Goldstein – Gilmore Associates.

Mr. Denlinger provided a quick overview of the procedure explaining that this evening the Council is only considering scheduling and advertising a Public Hearing for the Zoning Ordinance Update. He stated he believes it's important to have the planner give the Council a rundown of the update prior to approving the advertising. He explained since tonight is for the scheduling of the advertisement and a specific time will not be set aside for public comment on this item. When it is before the Council for consideration, since it's a zoning ordinance, a Public Hearing will be required, and at that time members of the public can fully

participate and declare party status if they like. The Planning Commission will be receiving the same presentation at its meeting Thursday, July 10, 2025 and the public is welcome to attend to voice their thoughts on the draft.

Ms. Goldstein presented the timeline and overall updates of the Zoning Ordinance Update conducted by the Zoning Task Force.

Mr. Denlinger explained that he did a legal review of the entire ordinance and that the Borough Manager provided copies of the full red line version and a material red line version to Council for their review as well as posting it on the Borough's Website. He stated he made revisions to capitalize defined terms because most defined terms were not capitalized. There are red lines in almost the entire document in order to be transparent and that the material red line will be a little bit more useful for reviewing the substantive changes being made to the Ordinance Amendment.

Mr. Ewald thanked the Borough consultants and the task force for all their hard work over the last two years. He stated he believes the task force has gotten to a good place, and he appreciates all their efforts.

Ms. Goldstein stated on behalf of the task force and her team at Gilmore & Associates she thanked the Council for lending your staff and for appointing a great task force for the zoning ordinance update.

- B. Motion to schedule and advertise an ordinance amendment repealing and replacing Chapter 27 "Zoning", Attachment 1 District Specification, and Borough Zoning Map.

Ms. Burckley made a Motion to schedule and advertise an ordinance amendment repealing and replacing Chapter 27 "Zoning", Attachment 1 District Specification, and Borough Zoning Map. Seconded by Mr. Weiss.

Motion Approved 8-0.

Mr. Moore asked if both of the Zoning Ordinance drafts are available to the public. He stated he was unable to find them on the public notices page.

Ms. Getzfread explained both version of the ordinance and the maps are located under government projects, Zoning Ordinance Updates. There is an entire page dedicated to the rewrite.

Mr. Denlinger clarified that the ordinance will have to be advertised for consideration twice, because it is a Zoning Ordinance. While he does expect that the consideration will be in August, it somewhat depends on the reviews received back from the various planning commissions.

Mr. Ewald stated that prior to this evening's meeting Council met in Executive Session to discuss a matter of real estate related to a property identified as UPI numbers 15-4-7 and 15-4-8.1, attorney client privilege discussion about the Police Ride Along Program, a matter of personnel related to the AFSCME negotiations for their labor contract, and a matter of personnel related to the Police Department.

Mr. Ewald stated there are a good number of items on the Consent Agenda and asked if any items need to be moved for later discussion.

Ms. Burckley stated due to conflict of interest she requested items V. B. 5 & 6 be moved from the Consent Agenda.

V. Consent Agenda:

A. Approval of June 10, 2025, Regular Meeting Minutes.

B. Items from Parks and Recreation Committee.

1. Motion to approve a Temporary Community Event Application for the Greenixville – The Phoenixville Green Earth Festival under the Veterans Memorial Gay Street Bridge and along the French Creek Trail on Saturday, September 13, 2025 from 9:00 am to 12:00 pm. Conditioned upon receipt of valid Certificate of Insurance naming Borough as Additional Insured.
2. Motion to approve a Temporary Community Event Application for the Andre Thornton Day/Legacy Day at 55 N. Main Street on Saturday, September 13, 2025 from 1:00 pm to 4:00 pm. North Main Street to be closed between Vanderslice Street and High Street from 10:00 am to 7:00 pm. Conditioned upon receipt of valid Certificate of Insurance naming Borough as Additional Insured.
3. Motion to approve a Temporary Community Event Application for the 39th Annual Phoenixville Run 5K and 10K Running Races from Reeves Park to the Schuylkill River Trail on Saturday, October 25, 2025 from 7:00 am to 11:30 am. Second Avenue to be closed between Main Street and Starr Street from 7:00 am to 11:30 am. Conditioned upon receipt of valid Certificate of Insurance naming Borough as Additional Insured.
4. Motion to approve a Temporary Community Event Application for the Phoenixville Bed Races Event on Saturday, November 1, 2025 from 11:00 am to 2:00 pm. Third Avenue to be closed between Main Street and Starr Street from 9:00 am to 3:00 pm. Conditioned upon receipt of all fees and

valid Certificate of Insurance naming Borough as Additional Insured.

C. Items from Finance Committee.

1. Motion to approve the 2025 pre-paid dated 5/1/2025 - 5/31/2025 in the amount of \$1,774,365.99.
2. Motion to approve the 2025 pre-paid Credit Card Statement dated 5/1/2025 - 5/31/2025 in the amount of \$116,832.23.
3. Motion to approve the 2025 pre-paid ACH dated 5/31/2025 in the amount of \$414,455.88.
4. Motion to approve Budget Transfer 2025-11 from Fire Protection (Training & Conferences) in the amount of \$5,000.00 to Fire Protection (Contracted Services) for grant writing.
5. Motion to approve Budget Transfer 2025-12 from Recreation Fund (Employer Paid Insurance) in the amount of \$5,000.00 to Facilities (Janitorial Supplies) for equipment for floor cleaning.
6. Motion to approve the waiving of \$12,444.00 in permit fees as requested by the Phoenixville Area Community Services (PACS).

Ms. Burckley made a Motion to approve the Consent Agenda. Seconded by Mr. Weiss.

Motion Approved 8-0.

VI. Communications/Council Participation

Ms. Dugan reported that she received correspondence from a resident of Pennsylvania Avenue about tree #1657. She stated that it is dropping branches and in poor health, Ms. Dugan asked Mr. Krack if staff could look into the situation.

VII. Mayor's Report

Mayor Urscheler reported on the 4<sup>th</sup> of July Celebration, the Borough being named the number one small town in the U.S to live by Travel and Leisure Magazine, the donation of \$40,000.00 to the local community, the Legislative Roundtable at the Recreation Center and another successful Juneteenth. He also shared that July is full of great events including the Kimberton Fair, Blob Fest and he reminded the public to use caution around downed wires or driving through standing water.

VIII. Appointments

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

IX. New Business

- A. Motion to Award the 2025 Paving Contract to Innovative Construction Services in the amount of \$ 110,440.80 as the lowest responsible bidder.

Ms. Burckley made a Motion to Award the 2025 Paving Contract to Innovative Construction Services in the amount of \$ 110,440.80 as the lowest responsible bidder. Seconded by Mr. Weiss.

Motion Approved 8-0.

- B. Motion to award the 2025 Hauling and Disposal of Wastewater Sludge bid to Synagro Central LLC in the amount of \$119,760.00 for the balance of 2025 and for year 2026, \$123,360.00 for option year 2027 and \$127,056.00 for option year 2028 as the lowest responsible bidder.

Mr. Moore made a Motion to award the 2025 Hauling and Disposal of Wastewater Sludge bid to Synagro Central LLC in the amount of \$119,760.00 for the balance of 2025 and for year 2026, \$123,360.00 for option year 2027 and \$127,056.00 for option year 2028 as the lowest responsible bidder. Seconded by Ms. Burckley.

On the Question:

Mr. Moore asked for clarification on the 2026 amount of \$119,760.00. He asked if that amount is just for year 2026.

Mr. Krack explained the amount if \$119,760.00 is for the remainder of 2025 and 2026.

Motion Approved 8-0.

- C. Motion to appoint the Borough Manager as the Borough's Legislative Liaison to the Pennsylvania Municipal League.

Mr. Strenfel made a Motion to appoint the Borough Manager as the Borough's Legislative Liaison to the Pennsylvania Municipal League. Seconded by Ms. Dugan.

Motion Approved 8-0.

- D. Motion to approve the Acknowledgement of Liability and Payment Agreement, between John Griffiths and the Borough, accepting a \$1,400 reimbursement for the repair of damage to Borough property.

Ms. Burckley made a Motion to approve the Acknowledgement of Liability and Payment Agreement, between John Griffiths and the Borough, accepting a \$1,400 reimbursement for the repair of damage to Borough property. Seconded by Mr. Strenfel.

Motion Approved 8-0.

- X. Public Hearings

- XI. Resolutions/Ordinances

- A. Motion to adopt a Resolution adopting the form Police Department Ride-Along Program Policy and Agreements and authorize the Chief of Police to utilize and implement such Policy and Agreements.

Ms. Burckley made a Motion to Table. Seconded by Ms. Dugan.

Motion to Table Approved 8-0.

- B. Motion to adopt an ordinance amendment to Chapter 13 “Licenses, Permits and General Business Regulations, Part 5.

Ms. Burckley made a Motion to adopt an ordinance amendment to Chapter 13 “Licenses, Permits and General Business Regulations, Part 5. Seconded by Mr. Strenfel.

On the Question:

Mr. Denlinger confirmed the ordinance amendment was advertised in the Pottstown Mercury and copies of the ordinance we provided to the Mercury and the Chester County Law Library for public inspection.

Mr. Moore stated he appreciates the work of the Policy Committee and Borough Staff for refining the original proposed ordinance that he objected to and feels this strikes the right balance in terms of making it easier for performers to have a safe and productive participation in the Borough.

Mr. Ewald stated he agrees it was a good collaboration between the Borough Staff and the busking community.

Motion Approved 8-0.

XII. Reports of Committees, Boards, and Commissions

A. Historical and Architectural Review Board – Ms. Dugan

B. Planning Commission - Mr. Moore

C. Phoenixville Regional Planning Committee – Mr. Kirkner

Mr. Kirkner reported that Tim Phelps of the Transportation Management Association of Chester County presented a draft of the Devault Trail for multimodal transportation, and he stated the PRPC will be reviewing the draft of the Zoning Ordinance Update.

D. Recreation Board – Ms. Dugan

Ms. Dugan reported on the upcoming camps and programs at the Recreation Center including Snapology, Yoga, Co-ed Flag Football, Pickle Ball and Healthy Seniors programs.

E. Tree Advisory Commission – Mr. Carminito

Mr. Carminito reported on the upcoming tree plantings and volunteer tree pruning.

F. Human Relations Commission – Ms. Burckley

Ms. Burckley reported that when the commission does their networking events, it's always a full house and the PA Human Relations Commission has asked the local HRC programs to look in to forming a Chester County Human Relations Commission.

XIII. Council Action referred from:

A. Personnel and Public Safety Committee – Ms. Burckley

1. No action to report.

B. Parks and Recreation Committee – Mr. Moore

1. Motion to approve a Temporary Community Event Application for the Burn off the Bird 5K starting and ending at the Recreation Center on Saturday, November 29, 2025, from 8:30 am to 11:00 am. Franklin Avenue between Grant Street and Fillmore Street and Fillmore Street between Franklin Avenue and Cromby Road to be closed for approximately five minutes each. Conditioned upon receipt of valid

Certificate of Insurance naming Borough as Additional Insured.

Mr. Moore made a Motion to approve a Temporary Community Event Application for the Burn off the Bird 5K starting and ending at the Recreation Center on Saturday, November 29, 2025 from 8:30 am to 11:00 am. Franklin Avenue between Grant Street and Fillmore Street and Fillmore Street between Franklin Avenue and Cromby Road to be closed for approximately five minutes each. Conditioned upon receipt of valid Certificate of Insurance naming Borough as Additional Insured. Seconded by Ms. Dugan.

Motion Approved 7-0-1. Ms. Burckley abstained due to conflict of interest.

2. Motion to approve a Temporary Community Event Application for the Firebird Festival at Veterans Park on Saturday, December 13, 2025, from 5:00 pm to 10:30 pm. Street closure – Mowere Road between St. Mary’s and Northridge Drive from 4:00 pm to 11:00 pm. Conditioned upon receipt of all fees and valid Certificate of Insurance naming Borough as Additional Insured.

Mr. Moore made a Motion to approve a Temporary Community Event Application for the Firebird Festival at Veterans Park on Saturday, December 13, 2025 from 5:00 pm to 10:30 pm. Street closure – Mowere Road between St. Mary’s and Northridge Drive from 4:00 pm to 11:00 pm. Conditioned upon receipt of all fees and valid Certificate of Insurance naming Borough as Additional Insured. Seconded by Ms. Dugan.

Motion Approved 7-0-1. Ms. Burckley abstained due to conflict of interest.

C. Policy Committee – Mr. Carminito

1. No action to report.

D. Infrastructure/Technology/Transportation/Sustainability Committee – Mr. Weiss

1. No action to report.

E. Finance Committee – Ms. Dugan

1. Motion to approve Budget Increase 2025-15 from Parking Fund Balance in the amount of \$40,000 to Parking Fund (Parking Truck) to purchase a 2025 Ford Ranger for the Department.

Ms. Dugan made a Motion to approve Budget Increase 2025-15 from

Parking Fund Balance in the amount of \$40,000 to Parking Fund (Parking Truck) to purchase a 2025 Ford Ranger for the Department. Seconded by Ms. Burckley.

Motion Approved 8-0

XIV. Public Comment

None

XV. Communications/Council Participation

None

XVI. Staff Reports are in the packets.

- A. Manager
- B. Police
- C. Fire
- D. Planning and Codes
- E. Public Works
- F. Finance
- G. Human Resources
- H. Recreation

XVII. Adjournment

7:43 pm. Ms. Burckley made a Motion to Adjourn. Seconded by Mr. Weiss.

E. Jean Krack  
Borough Manager

Transcribed by: Jennifer Logan  
Administrative Assistant  
July 2025