

PHOENIXVILLE BOROUGH COUNCIL

Tuesday, December 9, 2025

7:00 PM

AGENDA

- I. Pledge of Allegiance/Moment of Silence
- II. Roll Call – Borough Manager
- III. Public Comment
- IV. Presentations
 - A. Presentation of the Phoenixville Police Department’s Grand Cordon Award for actions taken on October 31, 2025 to capture an escaped felon. Mayor Urscheler.
- V. Consent Agenda
 - A. Approval of November 12, 2025, Regular Meeting Minutes.
 - B. Items from Historical and Architectural Review Board:
 - 1. Motion to approve the Certificate of Appropriateness for signage at 215 Bridge Street.
 - C. Items from Parks and Recreation Committee:
 - 1. Motion to approve a Temporary Community Event Application for the Pride Fest Chester County 2026 in the 100 and 200 Blocks of Bridge Street on Saturday, June 20, 2026, from 12:00 noon to 5:00 pm. 100 and 200 Blocks of Bridge Street between Gay Street and Starr Street, Main Street between Bridge Street and Church Street, and the Bridge and Main Street Parking Lot to be closed from 7:00 am to 7:00 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 the Blobfest 2026 on Friday, July 10, 2025, from 6:00 pm to 9:00 pm and Saturday, July 11, 2026, from 11:00 am to 7:00 pm. 200 Block of Bridge Street to be closed on Friday from 6:00 pm to 9:00 pm between Gay Street and Main Street. 100 and 200 Blocks of Bridge Street between Gay Street and Starr Street to be closed Saturday, July 11 from 6:00 am to 7:00 pm. Bridge and Main Street Parking Lot to be closed on Saturday July 11 from 6:00 am to 7:00 pm. Conditioned upon receipt of valid Certificate of Insurance, naming the Borough of Phoenixville as Additional Insured.
 - D. Items from Finance Committee:

1. Motion to approve the 2025 pre-paid dated 10/1/2025 - 10/31/2025 in the amount of \$4,000,469.62.
2. Motion to approve the 2025 pre-paid Credit Card Statement dated 10/1/2025 - 10/31/2025 in the amount of \$115,944.37.
3. Motion to approve the 2025 pre-paid ACH dated 10/31/2025 in the amount of \$63,020.08.
4. Motion to adopt a Resolution eliminating member payments to the Police Pension Plan Fund for the Calendar Year 2026.
5. Motion to approve Budget Increase 2025-23 from Wastewater Fund Balance in the amount of \$65,759 to Sewer Treatment (Bridge Street Sanitary Upgrades) for the Bridge Street Sanitary Sewer.
6. Motion to approve Budget Increase 2025-24 from General Fund Balance in the amount of \$9,600 to General Capital Fund (Traffic Signal Plan Modifications) for Traffic Signal Plan Modifications at Bridge Street/Gay Street and Bridge Street/Main Street.
7. Motion to approve Budget Increase 2025-25 from General Fund Balance in the amount of \$13,200 to General Capital Fund (ADA Ramp-Main & Vanderslice Streets) to remove and replace the ADA ramps at Vanderslice and North Main.
8. Motion to approve Budget Increase 2025-26 from General Fund Balance in the amount of \$20,200 to General Capital Fund (Traffic Calming Bump Outs) to install a traffic calming bump-out and crosswalk on Bridge Street.
9. Motion to approve Budget Increase 2025-27 from Restricted General Fund Balance in the amount of \$10,000 to Fire Protection (Vehicle Maintenance) to repair the Ladder Truck.
10. Motion to approve Budget Transfer 2025-19 from Police Protection (Education Reimbursement) in the amount of \$17,000.00 to Police Protection (Small Equipment Expense) to purchase three (3) handheld parking ticket writers.
11. Motion to approve the request from the Borough Tax Collector to increase the Cert and Duplicate fees from \$10 to \$15 each.

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

- A. Motion to promote a Patrol Officer Michael Kopil to Corporal.
- B. Motion to schedule and advertise the 2026 meetings of Borough Council and various Boards, Commissions, and Committees.
- C. Motion to approve the 2026 General Fund and Enterprise Fund Budgets.
- D. Motion to approve the one-year extension of the Conditional Use Decision and Order for a drive-through restaurant at 1000 Nutt Road, dated May 14, 2024, to May 13, 2026, subject to any further extension provided by law in connection with an active land development submission.
- E. Motion to approve Budget Increase 2025-28 from Restricted General Fund Balance/VRP in the amount of \$250,000 to General Capital Fund to purchase Quint fire apparatus and further authorizes Borough Council President, the Borough Solicitor, and Borough Manager to finalize and execute any and all documents and agreements necessary to complete such purchase.
- F. Motion to authorize the Borough to enter into a three (3) year extension amendment to the (Water Agreement) with Aqua PA LLC, that: (i) sets an initial water purchase rate at \$5.00/1000 gallons, starting date 1/1/2026; (ii) increases the water purchase rate to \$7.00/1000 gallons at the earlier of either the effective date of Aqua's next rate case or 3/1/2027, for the remainder of the agreement; (iii) requires a minimum water purchase of 100,000 gallons per day; and (iv) allows for Aqua Pa to opt out of the Agreement any time after 1/1/2027 with 180 days' prior written notice; subject to the approval of the agreement by the Borough's special utility counsel; and further authorizing the Borough Council President, Borough Manager, and Borough Solicitor to prepare and execute any further agreements and documents necessary to effect such an agreement.

X. Public Hearings

XI. Resolution/Ordinances

- A. Motion to adopt an Ordinance for the 2026 Tax Levy.
- B. Motion to adopt an Ordinance amendment to Chapter 15 "Motor Vehicles".
- C. Motion to adopt an Ordinance amendment to Chapter 1 "Administration and Government".
- D. Motion to adopt a Resolution setting forth the Policy for responding to Right to Know Law requested submitted to the Borough.
- E. Motion to adopt a Resolution authorizing the sale of a 2008 Emergency-One HP-100 Ladder Truck.

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
- 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. No action to report.
- B. Parks and Recreation Committee - Mr. Moore
 - 1. Motion to approve Staff’s recommendation to reduce fees associated with the Temporary Community Event Application for the Blobfest 2026
- C. Policy Committee - 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. No action to report.

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	December 11 – 6:00 pm
Borough Council - Reorganization	January 5 – 6:00 pm
HARB	January 6 – 5:00 pm
Personnel/Public Safety Committee	January 6 – 6:00 pm
Civil Service Commission	January 6 – 7:00 pm
Human Relations Commission	January 7 – 5:00 pm
Planning Commission	January 8 – 6:00 pm
Borough Council	January 13 – 7:00 pm
Recreation Board	January 20 – 6:30 pm
Parks and Recreation Committee	January 20 – 6:00 pm
Infrastructure Committee	January 20 – Immediately following Parks and Rec
Finance Committee	January 27 – 6:00 pm
Policy Committee	January 27 – Immediately following Finance
Tree Advisory Commission	January - No Meeting

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Employee Service Anniversaries – December

Craig Green, Streets Utility Worker – 21 years
Doug Long, Streets Utility Worker – 21 years
Michael Baurley, Code Enforcement Officer – 14 years
Ofc. Jason Komorowski, Police Department – 13 years
Ofc. Chase Rondeau, Police Department – 2 years
John Olson, Water Distribution Laborer – 2 years

PHOENIXVILLE BOROUGH COUNCIL

Wednesday, November 12, 2025

7:00 PM

MINUTES

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	Excused
Mr. Weiss	Present
Mayor Urscheler	Present
Mr. Krack, Borough Manager	Present
Ms. Getzfred, Asst. Borough Manager	Present
Chief Marshall, Police Chief	Present
Mr. Denlinger, Solicitor	Present

III. Public Comment

Shaina Pratte, event organizer. She expressed her concerns with the directing of traffic when the road is closed and how it impacts traveling into the Borough from the Colledgeville area. The Fire Police allow pedestrians to cross the street against the traffic signals, and it impedes the flow of traffic.

David Lutzker, resident and President of the Green Team. He stated he is here this evening to address the feedback the Council should have received from the Phoenixville Friends of Open Space. He explained their organization has been attending the Planning Commission meetings and has been working collaboratively with the PC members and the Toll Brothers representatives. He cited some of the items that raised concern specifically the stormwater basins, one is listed as vegetation and one is not, their request for a tiny forest to be planted in the Northwest corner, and outfitting the homes with the readiness for Solar Panels and EV Chargers in the garages.

Dana Waldman, resident and Green Team Board member. She stated that she is here on behalf of the Friends of Open Space and she is in agreement with the sentiments shared by David. She expressed her desire to see a committee or something that requires stronger environmental protection and she inquired about whose responsibility it is. She spoke about the Comprehensive Plan that lays out a gorgeous vision for a sustainable, thriving, livable town and one that protects clean air, clean water and supports wildlife and she asked the Council and its committees to ensure that this development and every future development upholds their own adopted commitments to being a leader in sustainability.

Mr. Ewald stated that the Council met in Executive Session prior to tonight's meeting to discuss

the following. A matter of attorney-client privilege discussion related to the 500 block of Bridge Street, and the second item was a matter of personnel related to the police department.

IV. Presentations

V. Consent Agenda:

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

B. Items from HARB

1. Motion to approve the Certificate of Appropriateness for signage at 241 Bridge Street.
2. Motion to approve the Certificate of Appropriateness for signage at 245 Bridge Street.

C. Items from Personnel and Public Safety Committee.

1. Motion to appoint Linda Giovagnoli to the Human Relations Commission for the unexpired term ending March 31, 2027.
2. Motion to appoint Alexandra Moulton to the Human Relations Commission for the unexpired term ending March 31, 2028 pending receipt of resignation letter from Ms. McGhee due to being elected to Borough Council.
3. Motion to authorize the Civil Service Commission to begin the process of developing an Eligibility List for Patrol Officer for the Phoenixville Police Department.

C. Items from Parks and Recreation Committee.

1. Motion to recommend Borough Council approve a Temporary Community Event Application for Phoenixville Art Street Festival in the 100 and 200 Blocks of Bridge Street on Saturday, June 13, 2026, from 11:00 am to 5:00 pm. Bridge Street between Gay Street and Starr Street and the Main and Bridge Parking Lot to be closed. Conditioned upon receipt of valid Certificate of Insurance naming Borough as Additional Insured.

D. Items from Finance Committee.

1. Motion to waive the late fees and penalties on Utility bills and to not shut off water for Residents impacted by the Government shut down.
2. Motion to approve the 2025 pre-paid dated 9/1/2025 - 9/30/2025 in the amount of \$2,056,919.39.
3. Motion to approve the 2025 pre-paid Credit Card Statement dated 9/1/2025 - 9/30/2025 in the amount of \$39,460.31.
4. Motion to approve the 2025 pre-paid ACH dated 9/30/2025 in the amount of \$62,402.53.
5. Motion to adopt a Resolution approving the proposed 2026 Master Schedule of Fees.
6. Motion to adopt a Resolution Appointing an Independent Auditor for Fiscal Year 2025.

7. Motion to adopt a Resolution authorizing the submission of State or Federal No-Match Requirement Grants for the Police Department for 2026.

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

On the Question:

Mr. Kirkner wanted to note that the consent agenda includes approving the waiving of the late fees and penalties for residents who have been impacted by the Federal Government shutdown. He hopes this will allay some of their fears and assist them.

Motion Approved 7-0.

VI. Communications/Council Participation

VII. Mayor's Report

Mayor Urscheler reported on the many events from the month of October and upcoming November events including the Citizens Advocacy Run, Phoenixville Bed Races benefiting Ann's Heart and Good Samaritan Services, the winter meeting of 100 Women of Phoenixville, the upcoming Phoenixville Regional Chamber of Commerce Gala and Burn of the Bird.

VIII. Appointments

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

Mr. Ewald encouraged residents to continue to apply for openings on the various Boards and Commissions and stated openings can be found on the Borough's Website.

IX. New Business

- A. Presentation of the 2026 Enterprise Funds and General Fund Draft Budgets

Mr. Krack presented the 2026 Draft Budget for both the Enterprise and General Funds Draft Budget.

Mr. Ewald thanked Mr. Krack for the presentation on the budget and reminded everyone the ordinance that the Council will be considering for advertising and adopting will be the not to exceed number in terms of a millage adjustment.

Mr. Kirkner clarified the amounts for the new personnel includes the benefits and assumes the employee will have a family. If the employee is a single the cost of the benefits will be less.

Mr. Moore asked about the contract with ASFCME and if he could summarize the percentage increases.

Mr. Krack explained that it will be 5.5% for years one and two and 4% for years three and four. These numbers are consistent within the region as well as recognizes current inflation rates and so forth.

- B. Motion to authorize the advertisement of the 2026 Draft Budget.

Ms. Dugan made a Motion to authorize the advertisement of the 2026 Draft Budget. Seconded by Ms. Burckley.

Motion Approved 7-0.

- B. Motion to schedule and advertise an Ordinance adopting the 2026 Tax Levy.

Ms. Dugan made a Motion to schedule and advertise an Ordinance adopting the 2026 Tax Levy. Seconded by Ms. Burckley.

On the Question:

Mr. Ewald explained for clarification this amount is the not to exceed number for the advertised budget.

Ms. Burckley stated while the presentation was quick it was really comprehensive. She thanked staff for their hard work and invited anyone interested in seeing more of the budget process the Finance Committee starts its discussions in July and August.

Motion Approved 7-0.

X. Public Hearings

XI. Resolutions/Ordinances

- A. Motion to adopt a Resolution authorizing the submission by the Borough of a Local Share Account Statewide Grant for the Square at Bridge and Main Project.

Ms. Burckley made a Motion to adopt a Resolution authorizing the submission by the Borough of a Local Share Account Statewide Grant for the Square at Bridge and Main Project. Seconded by Mr. Weiss.

Motion Approved 7-0.

XII. Reports of Committees, Boards, and Commissions

- A. Historical and Architectural Review Board – Ms. Dugan

- 1. Motion to approve/deny the Certificate of Appropriateness for renovations and additions at 184 Bridge Street.

Ms. Dugan made a Motion to deny the Certificate of Appropriateness for renovations and additions at 184 Bridge Street. Seconded by Mr. Carminito.

On the Question:

Ms. Dugan stated that there was a lot of discussion on this application and she asked the applicant to make his way up to the podium.

Chris Imperato introduced himself as the owner of 184 Bridge Street, the Mainstay Hotel.

Ms. Dugan shared the project is to increase the size of the Mainstay Hotel by adding extra floors and making changes to the façade of the building. As the property is located in the Historical Architectural Review Boards designated area the changes need to be reviewed to determine if they meet the guidelines of the district. She stated the board is looking for the changes to fit into the town and not stand out. She feels that something like this project should have been seen by the Planning Commission first and any decision made tonight is for something that doesn't exist and hasn't even been looked at.

Mr. Imperato explained he is looking to put a rooftop deck for the guests staying at the hotel. The small parking lot next to the building would be eliminated and the building would expand into that space. With the road closed down for 5 to 6 months of the year the parking lot is not available during the hotel's busiest times, so the intention is to make additional suites for guests by going up 4 stories. They will be adding an elevator that goes to each floor. He stated that once the Borough owned lot becomes the Square at Main and Bridge the guest will be able to overlook the park from the rooftop deck and from room balconies.

Ms. Dugan expressed her concerns with the color of the proposed buildings and the applicants desire for the building to stand out when HARB wants the building to match the surrounding areas. She stated with the restaurant in the basement that is accessed by stairs and she feels if changes are going to be made to the building, then the ADA issues should be addressed. She understands that the restaurant could be grandfathered in but as soon as changes are made the ADA issues should be addressed.

Mr. Denlinger stated the application before the Council tonight is for the façade of the building and its approval or denial. There is no determination or evaluation of the proposed changes as far as land development and zoning for this location. He explained any decision the Council would make this evening would be subject to our Planning Commission, the Borough Subdivision and Land Development, and obviously, HARB, when they evaluate an application, they're looking at the aesthetic, from a total package because balance is part of what is looked at and how it fits into the community. He clarified that should the design change through the land development process, a new application or an application for an amendment to any HARB decision would have to come through as well.

Ms. Dugan expressed her concerns with the approval of this application since the drawings may not be what the final design will be. She feels the order of operations for the project are off.

Mr. Moore stated when he saw this item on the agenda, he too was surprised this had not gone through the Planning Commission and he questioned the order of

decision making for projects that need to go through HARB and PC. He inquired if adjustments need to be made to either the HARB or SALDO Ordinances or if direction should be provided to the Director of Planning to make the decision if an applicant should go to Planning Commission prior to presenting to HARB for approval of the project. He stated similar issues arose during the HARB process for the projects at Molly Maguires and Bluebird. He asked if staff as the authority to inform applicants submitting to HARB that their application is being submitted prematurely.

Mr. Denlinger stated it is something that can be looked into and he believes part of the complication is that not all applications presented to HARB have to go through a SALDO process. He stated the best practice, although not required is file the Land Development application and have one PC Meeting so there is a clearer sense of what the building will look like and file the HARB application while your land development process is ongoing. At this time there is no requirement, and the Council can't deny this application on that basis.

Mr. Weiss asked Ms. Dugan if there were any other concerns coming out of the HARB discussion about the façade specifically that would be relevant to share.

Ms. Dugan stated the façade was discussed and that the opinions of the project would be different if the brick was red making the project look better. She stated it was hard to determine if the project is appropriate as there is no way to know what the project will actually look like and for her it makes it hard to support the application.

Mr. Moore spoke about Barry Isett's recommendations for the project. Specifically, the review states the painting of the brick is not recommended and the applicant is proposing this gray color that is not currently on the any buildings in the downtown. He stated he appreciates the applicants reasoning with regard to restoring the current brick façade, but he stated he is concerned about the painting of the building.

Mr. Imperato stated they will not be painting the building and will in fact be putting up brand new brick.

Mr. Moore stated that information was not in the packet provided to the Council.

Mr. Ewald indicated the update may have been submitted after the cutoff for tonight's meeting.

Mr. Carminito asked about what appears to be a door on the Bridge Street elevation toward the portion of the building that replaces the existing parking area. He asked for clarification on whether or not its an entrance to a commercial space.

Mr. Imperato explained that is the current location of an electric transformer.

Mr. Carminito asked for more explanation on the screening of the transformer and the location of the entrance to the hotel.

Mr. Imperato explained the transformer is already in place and they will be enclosing with a metal door and screen to prevent access to the transformer.

Mr. Weiss asked if there were concerns about the window styles, the lighting or railing being proposed for the project and how well it adheres to the HARB guidelines.

Mr. Imperato explained the materials that were discussed at the meeting and the board was accepting of the what is being proposed.

Mr. Kirkner expressed his concern for the design of the façade and feels this is a project that belongs on a suburban office park not in a historical downtown area. He asked Mr. Imperato to explain his plan for the parking of the guests vehicles as well as drop off for taxis or Lyft.

Mr. Imperato explained the plan for the parking which includes the use of the Senior Center Parking lot as well as valet service off of Prospect Street, guests can pull up, unload there and there cars will be valeted to the parking lot. He stated his plan for the hotel is to expand the rooms and provide a better quality of rooms to bring visitors of the Borough downtown, to stay downtown and to spend downtown.

Mr. Kirkner stated that his questions were beyond the scope of the HARB application and he appreciates the information.

Mr. Denlinger reminded the Council the application is to discuss the façade material, the fourth-floor façade and columns, the matte black light scones, the new windows and vertical grill patterns, the sliding doors for the balconies and the cornices around the roof lines. HARB should review the application for its aesthetic character meeting our historic district guidelines. These guidelines are available on the HARB page of the Borough's website and include general design, storefront, and historic window guidelines that he believes don't apply to this building. The guidelines do suggest that traditional brick and discourages the painting over previously unpainted masonry. He explained the possible installation of a roof deck on the building doesn't fall under the role of the HARB.

Mr. Weiss asked if the roof deck would be prohibited because it's not present in other areas of the historic district as a general concept not just the aesthetic application of the roof deck.

Mr. Denlinger explained is there was evidence supporting what Mr. Weiss is suggesting than that could be something they could consider but only from an aesthetic perspective.

Mr. Ewald asked Mr. Imperato to clarify from the most recent response from Hoffman on the October 30, 2025 that the Council is trying to make their decision from did not mention replacing the brick.

Mr. Imperato stated the update indicating they would be replacing the brick and using brick on the project was sent in after the cutoff.

Mr. Ewald stated the brick is clearly a sticking point this evening and he appreciates the clarification.

Mr. Imperato stated that it would be brick they will use for the project and not paint.

Mr. Ewald asked if the Council has more information to review would it be advisable for the applicant to come back with the updated information so the Council would be able to make a decision based off of the most up to date communication.

Mr. Imperato stated he believed the only change they had to the information provided was the use of the brick and not paint on the project.

Mr. Ewald stated he realizes the only change is the brick after Mr. Imperato explanation.

Mr. Moore asked about the images presented and the use of a composite material on the side of the structure are they flat large squares like those on the side of Phoenix Village or more like a cement composite material that will not look like brick.

Mr. Imperato stated they are flat panels subdivided in four panels.

Mr. Moore asked if there are any guidelines about the use of the panels as he agrees with Mr. Kirkner's earlier comments about a suburban square look to the building with the use of the panels. He also inquired to Ms. Dugan if there was discussion at HARB regarding the use of the panels as they make him reluctant to approve the application since they are too much of a contrast to the downtown.

Mr. Denlinger asked for a Motion to recess the meeting so he could speak with the applicant.

Ms. Burckley made a Motion to recess the meeting. Seconded by Mr. Weiss.

Motion Approved 7-0.

Meeting recessed at 8:08pm

Mr. Weiss made a Motion to return to the meeting. Seconded by Ms. Burckley.

Motion Approved 7-0.

Meeting resumed at 8:22pm

Mr. Imperato stated he would like to withdraw his submission and resubmit at a later date.

Ms. Dugan thanked Mr. Imperato for making the investment to improve the Main Stay Inn and asked him to continue to work with HARB and the Council to help

keep the character of the building.

Mr. Imperato stated that he would like to work with the Borough and he is excited to share what he intends to do.

Mr. Kirkner reminded the Council there is still a Motion on the floor.

Ms. Dugan withdrew her Motion to deny. Mr. Carminito agreed to the withdraw.

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 Kindergarten Center.

Mr. Denlinger explained that the Planning Commission at its October 9, 2025 regular meeting, recommended by a vote of 6 to 0, that Borough Council approve, as a Preliminary/Final and Land Development Plan, pursuant to the Subdivision and Land Development Ordinance. The applicant proposes to consolidate and further subdivide two (2) parcels consisting of the former Phoenixville Area School District's Kindergarten Center located at 100 School Lane and the Phoenixville Industrial Complex at 41 S. 2nd Avenue, further identified as UPIs 15-10-123 and 15-14-404 respectively. The tract is located within the Mixed-Use Infill (MI) District. The majority of the tract will be developed with ninety-three (93) residential units, consisting of townhome and twin residential building types, private roads, associated site improvements and stormwater management facilities. Two (2) separate parcels totaling approximately three (3) acres are proposed which would be offered for dedication to the Borough for Public Open Space and Municipal Use. The project also includes the installation of trails, extension of sidewalk to the Borough municipal boundary, and the full mill and overlay of School Lane/Second Avenue.

If Borough Council decides to approve the Plan the Commission recommends the approval be subject to the following conditions:

1. Standard Action Memo Terms.
2. Satisfying all comments of the Borough Engineer (RVE), Land Planner (Gilmore), Police and Fire Departments.
3. The applicant working with PECO to add buffering around transformers and utilities to the satisfaction of the Borough Planner;
4. Adding plan notes to satisfy PA Fish and Boat Commission recommendations.
5. Revising the plan to include additional plantings to alley and street areas to the satisfaction of the Borough Planner.
6. Adding additional "No Parking" signs along the length of Alley D

Alyson Zarro, attorney for the applicant, stated she is here this evening to provide any overview needed on the project as well answer any questions the Council may have on the project. She asked if the rendering could be displayed.

Ms. Zarro explained the project consists of two properties the one referred to as the Kindergarten Center and the adjacent property currently being used for a variety of industrial uses. These properties would be consolidated, and the existing buildings on them demolished. We are also proposing environmental remediation as part of this project. That's currently going through the Act II approval process right now, and that would be remediated to appropriate Act II standards under Pennsylvania's laws. There are three access points proposed from the existing frontage on 2nd Avenue and School Lane. All three of those would provide access to the site. All of the internal roads in the property are proposed to be private, and then there are two bookends on either end of the property. On the left side of the plan, you will see an approximately 1.4455 acre tract that would be offered for dedication to the borough and be available as public open space. We are proposing a 12-foot-wide trail, that would connect from School Lane through the site to the back of the property on that left side, along where you can also see there's also a connection to Washington Avenue, so that would be a 5-foot-wide sidewalk to Washington Avenue that would connect to the 12-foot-wide trail, and that trail is being extended to the back of the site, with the idea that future connection may be possible off-site. As Mr. Denlinger mentioned, we are also proposing an 8-foot-wide sidewalk, concrete sidewalk, along the frontage. There are regular 5-foot-wide sidewalks throughout the internal street network, and then to the right of the plan is a separate lot that is a little over 1.5 acres that is offered to the borough for municipal use. This particular property would be graded, and we're showing a curb-cut connection where road access can be provided to the property for future borough use. We are also proposing a connection, a crosswalk across 2nd Avenue at that particular entrance on the right side of the plan, and that would connect to a 5-foot-wide concrete sidewalk that would be constructed and extended down to the borough line with Schuylkill Township. Other items that are involved in this that we are proposing some additional contributions for future connections and sidewalks at 2nd Avenue and Manavon Street on the frontage, and we are also offering a contribution to the borough, for use in connection with the municipal parcel for whatever future use the borough may decide to do there. The dwelling units proposed are twins along the frontage of 2nd Avenue, and those are intended to be two-story from the frontage to blend in with the streetscape. The denser buildings and the taller buildings are to the rear of the site.

Mr. Denlinger stated the applicant is requesting six (6) waivers for the project:

1. §22-410.2.A – to reduce the minimum radii of 200' on private access roads to 50' for three (3) curves along Road D near Units 54, 55 and 60.
2. §22-410.6.D – to reduce the distance where 4% street grades are required at intersection approaches from 75' to 50' at four (5) locations: (1) Road A approach to Second Avenue; (2) Road B approach to Second Avenue; (3) Road C approach to Second Avenue (4) Road B approach to Road D; and (5) Alley C approach to Alley D.
3. §22-414.7, §22-414.7.A and §22-414.8.C – to allow a maximum 6.5% driveway grade in the 20' stopping area (of residential driveways) rather than the maximum 4% permitted.
4. §22-418.1.C and §22-418.2.A – to allow Belgian block curbing where concrete curbing is required along private streets.

5. §22-500.2.A – to allow additional areas of steep slopes (15%-25%), very steep slopes (>25%) and woodlands to be impacted by the development.
6. §22-502.1.C(3)(a) – to allow removal of trees measuring over 6” in DBH.

Mr. Denlinger asked Ms. Zarro if she could describe the topography of the site and how it affects the height of the buildings.

Ms. Zarro asked Justin Bennett, the planner on the project, to address the topography.

Mr. Bennett explained the site is the highest along School Lane and 2nd Avenue and then descends topographically toward the rail line. The architecture that was designed for the site is what is referred to as a tuck under. This allows for a two-story elevation on the street side and a three-story elevation on the alley side. The ability to have the two-story twins ensures the new homes are more in line with the existing residential homes in the neighborhood.

Mr. Moore stated as a liaison to the Planning Commission he was there when the project was presented and the site resembles to a certain extent like a bowl. He explained that some of the waivers are related to the streetscapes. He asked for clarification on the houses on the street being the two-story dwellings and the rest of the site is three-story dwellings is that correct.

Ms. Zarro confirmed the houses along 2nd Avenue are two stories and the rear of the house three stories. The remaining dwellings on the property will have three-story homes.

Mr. Moore asked about the stormwater management on the site.

Mr. Madden the projects Civil Engineer explained the existing conditions on the site have a 35-to-40-foot drop in elevation. There is 1,000 to 1,200 feet drop on the one side of 2nd Avenue that then continues to rise up to a certain peak. From that peak all of the stormwater runs down all the existing roads. The roads were built many years ago with limited stormwater collection facilities. So, there's only a few inlets that would capture the water at the bottom of those roads before it intersects with 2nd Avenue. Those inlets only capture 10%, 5% of the storm water in the larger storms that would flow down to this vicinity. So, the remaining water, normally, in, you know, on a higher storm frequency day would go and meander through the kindergarten parking lot, then ultimately, reach the railroad tracks, and ultimately the Schuylkill River. On the right-hand side, same thing. All these roads would get captured a little bit by the inlets, but a majority of the water would cascade across 2nd Avenue, and then, again, work its way through the varying channels that are on the industrial parcel. So the proposition of this design is to, intercept, you know, keep the existing, infrastructure that's there, but then also, at all the intersections of the new proposed roads with 2nd Avenue is to put trench grates to capture any of the water that would possibly go across the Second Avenue, capture it, and then put it underground, in bypass pipes. Which would then bring the water, some of it to the basins for treatment, but then ultimately some of it would just be discharged, just like it is today. It's a

nance that was put onto this design to help treat any of the storm water that was coming to the site, and replicate, if not make better, with the design, any stormwater that ultimately, goes through the site, to the railroad tracks, and then ultimately to the Schuylkill River.

Mr. Moore asked about the pump station on the site.

Mr. Madden explained there's the sanitary sewer pumping station that would treat all the sanitary sewer that goes through the site, would reach the pumping station at the lowest portion of the site, and then ultimately get pumped back up to 2nd Avenue, and then into the treatment facility.

Mr. Moore stated that particular piece of technology was a significant contribution to the project and he wanted to make sure that was pointed out this evening.

Mr. Carminito asked about the public open space and the significant elevation drops in those areas as well.

Mr. Madden explained there is significant drop in the middle of the site. One of the requests from the Planning Commission and the borough engineer was to put some fill in this area to help level the area so that if and when there is something that's proposed there, a building, what have you, it's already prepped a little bit for some kind of structure that would be there, as opposed to just the natural terrain that's there today, which is very, very steep. On the left side of the parcel, as was previously discussed, there's a meandering trail through this portion, and as part of the ordinance requirement for a recreation space. The middle of the green area is graded at 2% or 3%, that way it enables ball play or frisbee, you know, what have you, to be done in that location. And again, the sides of it would then be made up with steeper terrain just to get down to that flatter area.

Mr. Kirkner asked if there is a provision for the trail along the northern boundary of the property along the railroad track

Mr. madden explained that as of right now the trail would stop at the edge of their property and when it was discussed the Borough or another applicant may continue the trail but that is as far as they would take it.

Mr. Kirkner asked if the twins on the front of the property that will be facing 2nd Avenue will have there parking in the rear.

Mr. Madden confirmed the houses will have their front doors facing 2nd Avenue and their garages will be rear loading off of the alleys.

Mr. Kirkner asked about on or off street parking available in front of the houses on 2nd Avenue.

Mr. Madden explained there would be two spaces in the actual garage itself, two spaces on the driveway for each unit. It's an 18-foot-wide driveway.

Mr. Kirkner stated he was more interested if there will be on street parking on 2nd

Avenue.

Mr. Madden stated there are no on street parking spaces on 2nd Avenue.

Mr. Ewald asked if measures will be in place to inform prospective home owners of the proximity of the development to the railroad and the sewer plant. He stated he believes these would be important preventive steps to avoid future complaints from residents. He also asked if the ordinance that required the make ready for EV in the garages, and that would apply to a development of this size.

Mr. Denlinger stated the make ready for EV in the garages was marked satisfied in comment 22 of the Borough Engineer's review letter.

Mr. Carminito asked about the lans for the public open space and what is envisioned for the space.

Mr. Denlinger stated the plans for the open space would go through our Parks and Rec Committee and determine the best use. As was stated, it is graded to be what's considered to be flat and usable, which allows us to go through the process to determine what's best for the Borough. He stated the municipal use parcel, since it's immediately next to our sanitary sewer plant would be utilized by the plant as that is probably the natural use for it, but nothing has been committed to.

Mr. Krack explained dedication of the parcels to the Borough would occur after the completion of the development. He stated he has been having conversations with Ms. Gibbons on the recreation side and with Mr. Mullen for the municipal use property next to the sewer plant.

Mr. Carminito stated he has concerns about where guests will park in the development. He understands the house will have four parking spaces but what if the homeowners use the garage for storage and driveway to park their cars where their guests park?

Ms. Zarro stated that the developer will make sure there's a provision that says the garages can't be used for storage. She explained there are extra parking spots on the site. She clarified there are on-street parking on the alleys but there are extra spots along various portions of the development along the roads using a parking calculation.

Mr. Carminito stated he is aware the parking has been discussed but he still believes parking is going to be a concern.

Mr. Moore stated the roads in the development are only wide enough for parking on one side of the road and there is a calculation for the parking needed and this development meets those requirements.

Mr. Carminito asked for clarification for parking on the twin side of 2nd Avenue, there is going to be street parking, earlier it was stated there wouldn't be parking there.

Mr. Kirkner agreed earlier that it was stated there was to be no parking there.

Ms. Zarro stated the review of the project was to put no parking signs on 2nd Avenue. That's what her team is telling her, which is why they answered the question that way earlier. Obviously, it is a Borough road so it's ultimately up to the Council if you want parking on the road.

Mr. Denlinger stated the parking calculations call for 112 on-street parking spaces internal to this site

Ms. Burkley asked if the parking would be specific to those marked roads, like the applicant had mentioned, alleys would not allow parking.

Ms. Zarro stated in the Planning Commission's memo, one of the things that was discussed at the most recent meeting, and they recommended, is that the developer actually put up additional no parking signs beyond the ones shown on the plan

Mr. Ewald asked if the development would have a Home Owner's Association and the Borough will not be taking dedication of the roads.

Ms. Zarro confirmed they would be an HOA and the roads would not be dedicated to the Borough.

Mr. Kirkner asked for clarification on the residents not being able to use the garages for storage and they would have to use them for parking.

Ms. Zarro stated it would be written in the HOA declaration. Of course, it would be up to the HOA to enforce that, but there would be an enforcement at least there'd be an enforcement mechanism in there. She also stated the conversion of the garages into living spaces would be prohibited and added in the HOA declaration as well.

Mr. Kirkner stated he believes an HOA in a development of this size would be pretty vigilant in enforcing rules like that.

Mr. Denlinger stated that in the resolution it required that he reviews the HOA documents to ensure the provisions are included before they are recorded against the property.

Mr. Weiss asked for someone to speak a little about the landscaping and the urban canopy aspects of the project.

Mr. Bennett confirmed the urban canopy Mr. Weiss was referencing the streetscapes of the project. He acknowledged the borough does have an ordinance regarding street trees. There is a calculation based on the amount of roadway there is, and you will get a defined number of street trees a development is required to plant. Typically, the spacing you see is between 35 and 50 feet on center so it's going to be a pretty tight canopy as the trees grow in, which he thinks will be beneficial for where trees are shading certain sides of the pavement.

Mr. Weiss asked if the street trees in the development will be considered borough street trees or will they not be considered because of the HOA and the private roads.

Mr. Krack stated they are installing mostly native trees from the list provided and since the streets aren't dedicated the trees would not belong to the Borough.

Mr. Weiss asked Mr. Moore if there were conversations about vegetation around the stormwater basins.

Mr. Madden explained there are two main stormwater basins on the site. They are proposing vegetation on the longer, linear basin to the north of Alley D. That's a shallower basin and they will be able to add in more trees along with base and bottom seed mix which is pretty typical for an application like this. The basin to the left is deeper and based on the design of that basin, they'll have inundation periods up to 3 days where there could be 3 to 4 feet of water in there. They elected to do a basin bottom seed mix rather than tray and vegetate with trees due to the frequent and long inundation periods there. Each basin will have fencing around it.

Mr. Moore asked about the border between Alley C and the municipal area. Will there be a tree lined border or fencing to demarcate between the residential area and the municipal area.

Mr. Madden stated it is planned to be tree lined.

Mr. Ewald stated you had mentioned you would not allow for the conversion of the garages into residential spaces. When looking at the renderings is there room for rear decks.

Mr. Madden confirmed there will be rear decks.

Mr. Weiss about the sidewalks in the development.

Mr. Madden explained there will be sidewalks on both sides of all streets. Internally road D, which is the long road coming through the property, it will have a sidewalk on each side. There is sidewalk on each side of Road A, coming across 2nd Avenue, sidewalk on both sides of Road B, coming across Manavon, and then sidewalk on the one side of Road C, opposite the municipal parcel. On top of that, you do see the sidewalk kind of looping around Road D that does tie into the trail system.

Mr. Weiss asked for confirmation on no sidewalks in the alleys.

Mr. Madden confirmed that is correct.

Mr. Ewald stated one of the items the Council has had with other developments is the conversion of their decks into a three-season room and then into a converted living space.

Mr. Denlinger explained the Borough has had some issues with past

developments that the decks would be outside of the building envelope, which was never the Borough's intention. Mr. Boelker, the Zoning Officer, had conversations with the developer to make sure that their decks would be within the permitted building envelope. As far as converting a deck into a livable space the conversion would have to comply with the Zoning Ordinance.

Mr. Carminito asked about the access to the municipal parcel that would be through a private road and could that present any type of future problem for access.

Mr. Denlinger stated there would not be an issue as there are a number of easements and ancillary agreements that will be part of this project one of which will be the access easement for the municipal parcel.

Public Participation

David Lutzker, resident. He asked about the future of the tree currently on the northwest corner of the property.

Mr. Bennett stated as part of the landscape application an open space management plan was submitted. The Borough Arborist provided a report detailing a majority of the woodlands on site are just suppressed by intense invasive species, so part of our open space management plan is to come in, remove all the invasive species, which will allow the remaining trees in that northwest corner to then reestablish themselves and revegetate naturally. The trees will be left as is, because right now, essentially, when you walk the site, the tree canopy is just covered with invasive vine species, so right now, they're, you know, being suppressed by that. Removal of those invasive species will allow those trees to get back to better health.

Susan DiCerchio, resident. She stated it was mentioned that they will be planting trees 35 to 50 feet apart, center to center. Does that include along 2nd Avenue and the Borough has many streets trees that are planted much closer together.

Mr. Bennett explained that the trees on 2nd Avenue are proposed to be planted that tightly. This was done in conjunction with the communication from the Borough's Landscape Architect and planner. She encouraged between 35 to 50 feet on center to insure there are no conflicts with under utilities.

Mr. Moore made a Motion to adopt a Resolution officially, conditionally approving the Preliminary/Final Subdivision and Land Development Plan for the development known as Kindergarten Center. Seconded by Mr. Weiss.

On the Question:

Mr. Ewald stated the Borough had a different vision for this site but after lengthy discussions and meetings this is a better result than he had hoped for.

Ms. Dugan stated she does not vote for things like this however if she was going to vote for a project this would have been the one. She would have preferred open space, but she has seen worse projects, and this isn't bad.

Mr. Moore wanted to address the concerns expressed by the Green Team about plantings, tiny forests and so forth. There is a condition as part of the action memo, item number 5, revising the plan to include additional plantings to alley and street areas to the satisfaction of the Borough Planner. The waivers, most of them, 3 of them are related to the topography of the site. He stated he appreciates the use of Belgian block versus concrete, and the waivers seem to be the types the Council has granted to others.

Motion Approved 6-1. Ms. Dugan voting NO.

C. Phoenixville Regional Planning Committee – Mr. Kirkner

Mr. Kirkner reported the referendum in West Pikeland to increase their property taxes to fund the Police Department, East Pikeland has an agreement to purchase 70 acres, the Miller Farm that is on 113 across from Yeager's and the newest Wawa in Schuylkill Township is still under construction.

D. Recreation Board – Ms. Dugan

Ms. Dugan reported on the upcoming programs and camps including various yoga classes for all ages, Young Rembrandts, Soccer Shots and Pickleball.

E. Tree Advisory Commission – Mr. Carminito

Mr. Carminito reported the commission continues to discuss fall plantings, volunteer tree pruning and that the next meeting of the commission will be in February of 2026.

F. Human Relations Commission – Ms. Burckley

Ms. Burckley welcomed the newly appointed commission members and stated they are working on multicultural holiday celebrations.

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. No action to report.

C. Policy Committee – Mr. Carminito

1. Motion to adopt a Resolution setting forth the Policy for responding to Right to Know Law requested submitted to the Borough.

Mr. Denlinger explained item number two is the ordinance to amend the Borough's Right to Know provisions to enable us to adopt a policy which the

Council is permitted to do under the Right to Know Law. However, the Council is required to adopt the ordinance before the approval of the resolution adopting the Policy. He requested that a motion be made to table item one.

Mr. Carminito made a Motion to table a Resolution setting forth the Policy for responding to Right to Know Law requested submitted to the Borough. Seconded by Ms. Burckley.

Motion to Table Approved 7-0.

2. Motion to schedule and advertise an Ordinance amendment to Chapter 1 “Administration and Government”.

Mr. Carminito made a Motion to schedule and advertise an Ordinance amendment to Chapter 1 “Administration and Government”. Seconded by Ms. Burckley.

Motion Approved 7-0.

3. Motion to schedule and advertise an Ordinance amendment to Chapter 15 “Motor Vehicles”.

Mr. Carminito made a Motion to schedule and advertise an Ordinance amendment to Chapter 15 “Motor Vehicles”. Seconded by Ms. Burckley.

Motion Approved 7-0.

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

1. No action to report.

- E. Finance Committee – Ms. Dugan

1. No action to report.

XIV. Public Comment

None.

XV. Communications/Council Participation

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

9:15 pm. Ms. Burckley made a Motion to Adjourn. Seconded by Mr. Weiss.

E. Jean Krack
Borough Manager

Transcribed by: Jennifer Logan
Administrative Assistant
November 2025



ORDINANCE NO 2025 -

AN ORDINANCE LEVYING FOR THE 2026 FISCAL YEAR, REAL ESTATE TAXES FOR GENERAL PURPOSES, FIRE PROTECTION, AND PUBLIC PARKS AND RECREATION.

The Council of the Borough of Phoenixville, Chester County, Pennsylvania hereby **ORDAINS** that real estate taxes, totaling 8.67 mills, shall be levied and collected for the 2026 fiscal year, for the following purposes, at the following millage, on the assessed value of all taxable real estate in the Borough:

1. 4.81 mills for general purposes;
2. 2.49 mills for fire protection;
3. 1.37 mills for public parks and recreation;

PASSED by Borough Council this 9th day of December, 2025.

By: _____

Jonathan M. Ewald
President, Borough Council

APPROVED by the Mayor, this 9th day of December, 2025.

By: _____

Peter J. Urscheler, Mayor

ENACTED this 9th day of December, 2025.

By: _____

E. Jean Krack, Borough Manager/Secretary

I HEREBY CERTIFY that the foregoing is a true and correct copy of the said Ordinance duly adopted at a regular meeting of Borough Council held on the 9th day of December, 2025.

By: _____

E. Jean Krack, Borough Manager/Secretary

ORDINANCE NO 2025 -

**BOROUGH OF PHOENIXVILLE
CHESTER COUNTY, PENNSYLVANIA**

AN ORDINANCE OF THE PHOENIXVILLE BOROUGH COUNCIL, CHESTER COUNTY, PENNSYLVANIA AMENDING CHAPTER 15, "MOTOR VEHICLES AND TRAFFIC," PART 2, "TRAFFIC REGULATIONS," SECTION 15-213 "STOP INTERSECTIONS ESTABLISHED"; PART 3, "RESTRICTIONS ON SIZE, WEIGHT AND TYPE OF VEHICLE AND LOAD," SECTION 15-302 "RESTRICTIONS ON SIZE OF VEHICLES ON CERTAIN STREETS AND BRIDGES," AND PART 4, "GENERAL PARKING REGULATIONS," SECTION 15-402, "PARKING PROHIBITED AT ALL TIMES IN CERTAIN LOCATIONS" AND SECTION 15-403, "PARKING PROHIBITED IN CERTAIN LOCATIONS CERTAIN DAYS AND HOURS" OF THE CODE OF ORDINANCES OF THE BOROUGH OF PHOENIXVILLE

The Council of the Borough of Phoenixville, Chester County, Pennsylvania hereby ORDAINS that:

SECTION 1.

Chapter 15, "Motor Vehicles and Traffic," Part 2, "Traffic Regulations," Section 15-213 "Stop Intersections Established," is hereby amended as indicated by the black line and strikeout interlineations below, with strikeout indicating deletions of language and underlined interlineations indicating insertions of language:

Stop Street	Intersecting or Through Street	Direction of Travel
<u>Gay Street</u>	<u>First Avenue</u>	<u>North and South</u>

SECTION 2.

Chapter 15, "Motor Vehicles and Traffic," Part 4, "General Parking Regulations," Section 15-402 "Parking Prohibited at All Times in Certain Locations," is hereby amended as indicated by the black line and strikeout interlineations below, with strikeout indicating deletions of language and underlined interlineations indicating insertions of language:

Street	Side	Between
E. High Street	North	At a point 30 <u>60</u> feet east of the stop sign at the three-way intersection with <u>North</u> Main Street on the north side of E. High Street, where a "No Parking: Here to Intersection" sign shall be placed at that location facing east <u>as erected.</u>
<u>E. High Street</u>	<u>South</u>	<u>Between North Main Street and Railroad Street. "No Parking This Side". The signs should face west and shall be placed as erected</u>

SECTION 3.

Chapter 15, “Motor Vehicles and Traffic,” Part 4, “General Parking Regulations,” Section 15-403, “Parking Prohibited in Certain Locations Certain Days and Hours” is hereby amended as indicated by the black line and strikeout interlineations below, with strikeout indicating deletions of language and underlined interlineations indicating insertions of language:

Street	Side	Between	Days	Hours
<u>Paradise Street</u>	<u>East</u>	<u>Woodlawn Avenue and Columbia Avenue. No Parking Between Signs. Signs shall be placed as erected.</u>	<u>Wednesday</u>	<u>7:00 a.m. to 2:00 p.m.</u>

SECTION 4.

If any sentence, clause, section, or part of this Ordinance is for any reason found to be unconstitutional, illegal or invalid, such unconstitutionality, illegality or invalidity shall not affect or impair any of the remaining provisions, sentences, clauses, parts, or section hereof. It is hereby declared as the intent of the Borough Council that this Ordinance would have been adopted had such unconstitutional, illegal, or invalid sentence, clause, part or section thereof not been included herein.

SECTION 5.

All Ordinances or parts of Ordinances conflicting or inconsistent herewith are hereby repealed.

SECTION 6.

This Ordinance shall become effective upon enactment as provided by law.

PASSED by Borough Council this 9th day of December, 2025.

By: _____
Jonathan M. Ewald
President, Borough Council

APPROVED by the Mayor, this 9th day of December, 2025.

By: _____
Peter J. Urscheler, Mayor

ENACTED, this 9th day of December, 2025.

By: _____
E. Jean Krack, Borough Manager/Secretary

I HEREBY CERTIFY that the foregoing is a true and correct copy of the said Ordinance duly adopted at a regular meeting of Borough Council held on the 9th day of December, 2025.

By: _____
E. Jean Krack, Borough Manager/Secretary

ORDINANCE NO. 2025 -

**BOROUGH OF PHOENIXVILLE
CHESTER COUNTY, PENNSYLVANIA**

“Open Record Policy Ordinance”

AN ORDINANCE AMENDING THE CODE OF THE BOROUGH OF PHOENIXVILLE, CHAPTER 1 (ADMINISTRATION AND GOVERNMENT), PART 10 (OPEN RECORDS POLICY) TO REPEAL AND REPLACE SECTION 1-1004 WITH A NEW SECTION 1-1004 ENTITLED “ADDITIONAL POLICIES AND REQUIRED FORMS”.

The Council of the Borough of Phoenixville, Chester County, Pennsylvania, hereby ORDAINS as follows:

SECTION I. - Amendment to Code

The codified Ordinances of the Borough of Phoenixville, Chapter 1 (Administration and Government), Part 10 (Open Records Policy) is hereby amended to repeal and replace Section 1-1004 with the following new Section 1-1004 entitled “Additional Policies and Required Forms”:

§ 1-1004 Additional Policies and Required Forms.

1. The Borough may adopt additional policies related to the processing of Right-to-Know Law request, including, without limitation, the preparation and use of Borough-created request forms, by Resolution adopted by Borough Council, which may be amended or modified from time to time thereby.

SECTION II. - Severability

The provisions of this Ordinance are intended to be severable, and if any section, sentence, clause, part or provision hereof shall be held illegal, invalid or unconstitutional by any court of competent jurisdiction, such decision of the court shall not affect or impair the remaining sections, sentences, clauses, parts or provisions of this Ordinance. It is hereby declared to be the intent of Borough Council that this Ordinance would have been adopted even if such illegal, invalid or unconstitutional section, sentence, clause, part or provision had not been included herein.

SECTION III. - Failure to Enforce not a Waiver

The failure of the Borough to enforce any provision of this Ordinance shall not constitute a waiver by the Borough of its rights of future enforcement hereunder.

SECTION IV. - Effective Date

This Ordinance shall take effect and be in force from and after its approval as required by the law.

SECTION V. - Repealer

All other ordinances and resolutions or parts thereof insofar as they are inconsistent with this Ordinance are hereby repealed.

ORDAINED by Borough Council this 9th day of December, 2025.

By: _____
Jonathan M. Ewald
President, Borough Council

APPROVED by the Mayor, this 9th day of December, 2025.

By: _____
Peter J. Urscheler, Mayor

ENACTED, this 9th day of December, 2025.

By: _____
E. Jean Krack, Borough Manager/Secretary

I HEREBY CERTIFY that the foregoing is a true and correct copy of the said Ordinance duly adopted at a regular meeting of Borough Council held on the 9th day of December, 2025.

By: _____
E. Jean Krack, Borough Manager/Secretary

Parks and Recreation Committee Meeting
Tuesday, November 18, 2025
6:00 pm

MINUTES

Committee: Chairperson, Mr. Moore, Ms. Burckley, Ms. Dugan, and Mr. Weiss

Public Members: Janet Hunter

Staff: Mr. Krack, Ms. Gibbons, Ms. Getzfread, Ms. Strunk, and Mr. Watson

I. Call to Order at 6:00 pm

II. Public Comment on Non-Agenda Items

There was no public comment.

III. Presentations

There were no presentations.

IV. Committee Member Updates/Discussions

Ms. Gibbons reported that the Mountain Bike Park will close and the restrooms at Reeves Park will be closed at the end of November for the winter.

Mr. Krack provided information on the possible playground improvements for the location at the Toll Brothers Kindergarten Center Project once the land is dedicated to the Borough. He estimates that will be in two years.

V. New Business

A. Review of Quarterly Recreation Board reports (Jan, Apr, Jul, & Oct only).

There were no reports for this month. The Board will meet in January 2026.

B. Motion to recommend Borough Council approve a Temporary Community Event Application for the Pride Fest Chester County 2026 in the 100 and 200 Blocks of Bridge Street on Saturday, June 20, 2026, from 12:00 noon to 5:00 pm. 100 and 200 Blocks of Bridge Street between Gay Street and Starr Street, Main Street between Bridge Street and Church Street, and the Bridge and Main Street Parking Lot to be closed from 7:00 am to 7:00 pm. Conditioned upon receipt of valid Certificate of Insurance, naming the Borough of Phoenixville as Additional Insured.

Ms. Burckley made a Motion to recommend Borough Council approve the event as presented. Second by Ms. Dugan. Motion passed 4-0.

- C. Motion to recommend Borough Council approve a Temporary Community Event Application for the Blobfest 2026 on Friday, July 10, 2025, from 6:00 pm to 9:00 pm and Saturday, July 11, 2026, from 11:00 am to 7:00 pm. 200 Block of Bridge Street to be closed on Friday from 6:00 pm to 9:00 pm between Gay Street and Main Street. 100 and 200 Blocks of Bridge Street between Gay Street and Starr Street to be closed Saturday, July 11 from 6:00 am to 7:00 pm. Bridge and Main Street Parking Lot to be closed on Saturday July 11 from 6:00 am to 7:00 pm. Conditioned upon receipt of valid Certificate of Insurance, naming the Borough of Phoenixville as Additional Insured.

Mr. Weiss made a Motion to recommend Borough Council approved the event as presented. Second by Ms. Burckley. Motion passed 4-0.

Mr. Krack reported that he received a request earlier today to reduce the fees associated with the event which is why it is not on the Agenda for tonight. He stated that Staff will look at the request and provide a recommendation to Borough Council for their December 9 meeting. He also noted this request would not be on the Consent Agenda so that Council can deliberate on Staff's recommendation.

- D. Motion to cancel the December 16, 2025 committee meeting.

Mr. Weiss made a Motion to cancel the December 16, 2025 meeting. Second by Ms. Burckley. Motion passed 4-0.

VI. Public Comment

There was no public comment.

VII. Adjournment at 6:27 pm. by Mr. Weiss.

Next Meeting Date: Tuesday, January 20, 2026, at 6:00 pm.

**Policy Committee Meeting
Tuesday, November 25, 2025
Immediately following Finance Committee
Meeting which starts at 5:30 pm**

MINUTES

Committee: Chairperson, Mr. Carminito, Mr. Ewald, Mr. Kirkner, and Mr. Strenfel
Staff: Mr. Krack and Mr. Boelker

I. Call to Order at 6:46 pm. Mr. Carminito and Mr. Strenfel excused. Mr. Moore attending for quorum.

II. Public Comment on Non-Agenda Items

No public comments.

III. Committee Member Updates/Discussions

Mr. Krack reported Staff is preparing a Zoning Ordinance amendment that will come before the committee in January.

IV. New Business

A. Motion to cancel the December 23, 2025 committee meeting.

Mr. Ewald made a Motion to cancel the meeting. Second by Mr. Moore. Motion passed 3-0.

V. Old Business

A. Enforcement of bans on reproductive health services.

VI. Public Comment

No public comments.

VII Adjournment at 6:49 pm by Mr. Ewald.

Next Meeting Date: Tuesday, January 27, 2026, immediately following the Finance Committee which starts at 6:00 pm.

**INFRASTRUCTURE, TECHNOLOGY, TRANSPORTATION,
AND SUSTAINABILITY (ITTS)
COMMITTEE MEETING
Tuesday, November 18, 2025
immediately following the Parks and
Recreation Committee which starts at 6:00 pm.**

MINUTES

Committee: Chairperson, Mr. Weiss, Ms. Burckley, Mr. Moore, and Mr. Strenfel
Staff: Mr. Krack, Mr. Watson, and Ms. Getzfread

I. Call to Order at 6:30 pm. Mr. Strenfel excused.

II. Public Comment on Non-Agenda Items

There was no public comment.

III. Committee Member Updates/Discussions

There were no updates or discussions.

IV. New Business

A. No Right Turn on Red in Downtown.

Mr. Krack provided information on the request and the proposal from the Borough's traffic engineer.

Mr. Moore made a Motion to recommend Borough Council approve the Bowman Work Order Authorization for Traffic Signal Plan Modifications at Bridge Street/Gay Street and Bridge Street/Main Street in the amount of \$9,600. Second by Ms. Burckley. Motion passed 3-0.

B. Motion to recommend Borough Council approve the Droptine proposal to remove and replace the ADA ramps at Vanderslice and North Main in the amount of \$13,200.

Ms. Burckley made a Motion to recommend Borough Council approve the Droptine proposal to remove and replace the ADA ramps at Vanderslice and North Main in the amount of \$13,200. Second by Mr. Moore. Motion passed 3-0.

C. Motion to recommend Borough Council approve the Ply-Mar Construction and Rosato Masonry proposal to install a traffic calming bump-out and crosswalk on Bridge Street in the amount of \$13,000 and \$7,200 respectively.

Mr. Moore made a Motion to recommend Borough Council approve the the Ply-Mar Construction and Rosato Masonry proposal to install a traffic calming bump-out and crosswalk on Bridge Street in the amount of \$13,000 and \$7,200 respectively. Second by Ms. Burckley. Motion passed 3-0.

- D. Motion to recommend Borough Council approve the RVE engineering proposal for the Bridge Street Sanitary Sewer in the amount of \$65,759.

Mr. Moore made a Motion to recommend Borough Council approve RVE engineering proposal for the Bridge Street Sanitary Sewer in the amount of \$65,759. Second by Ms. Burckley. Motion passed 3-0.

- E. Discussion regarding request for crosswalks at St Mary's Street and Dayton Avenue.

Mr. Krack provided information regarding the request from St Mary of the Assumption Parish to install crosswalks at St, Mary's Street and Dayton Street. He also suggested the location should also include all-way stop signs at the intersection. Staff will get cost estimates prior to the next meeting in January.

- F. Motion to cancel the December 16, 2025 meeting.

Mr. Moore made a Motion to cancel the December 16, 2025 meeting. Second by Ms. Burckley. Motion passed 3-0.

V. Infrastructure

- A. Engineering Reports (Jan, Apr, Jul, Oct only)

There are no reports for this month.

- B. Stormwater Management

Mr. Krack reported there was no information yet from the Commonwealth on the grant request for the Third Avenue Project. He also reported the Cedar Avenue Project was pushed into 2026 due to the potential need for easement agreement with property owners. Mr. Watson reported that due to the change in schedule, the Streets Department actively monitors the cleaning out of the current inlets.

- C. Phoenix Wheel

Mr. Krack reported work continues on the project but that most of the current work is being done under roof at an off-site location. He expects the support columns should be installed sometime in December and the wheel itself beginning sometime in March 2026.

D. Borough Properties and Habitat for Humanity

Mr. Krack reported design work was being completed. Next step is to work with the Solicitor to develop the documents needed to transfer the property. This will be done prior to the submission of SALDO plans to the Planning Commission so that Habitat is the owner of the property on the plan submission.

F. Borough Parking Lots

Nothing new to report at this time.

VI. Transportation

A. Bridge and Starr Street

Mr. Krack reported the bid package is being prepared and will be reviewed by the funding agencies and Borough Solicitor. He expects that could happen sometime in December.

B. Paradise Street – Phase 2

Mr. Krack reported the project remains in limbo until HUD approves the grant funding to the County. With the passage of the federal budget last week, he expects to hear something within the next couple of weeks. Assuming that occurs, bid package for this project could also be ready in December or January.

C. Bridge and Nutt – 23 Corridor Improvements

Mr. Watson reported the contractor has submitted the project specification for review by PennDOT. Traffic signals will be modified first, then the actual construction of the intersection would occur in early Spring.

D. Trails – Fillmore Street Tunnel Inspection

Mr. Watson reported the paving of the next section of the French Creek Trail was completed last week. Bollards and gates will be installed in the near term to prevent vehicles from travelling on the trail.

Mr. Krack reported RVE had completed their inspection of the Fillmore Street Tunnel. Early indication is that nothing has changed since the original inspection in 2022. Upon receipt of the final report, he will add to the next committee packet.

E. Starr Street (SR 0029) and 2nd Avenue Project

Nothing new to report at this time.

VII. Sustainability

A. PXVNEO

Mr. Watson reported the equipment has been ordered and should arrive before the end of the year. Foundation and utility work will be ongoing with anticipated start-up in early Spring.

B. Solar Installation - Rec Center

Ms. Getzfread reported the County should approve the contract at their regular meeting later this week. Once the contract is received, the engineers can then order the solar panels for installation in early 2026.

VIII. Technology Updates

A. Monthly Reports

Mr. Weiss noted receipt of the reports.

IX. Public Comment

Mr. Carnevale asked whether there will be modifications made to the Main Street and Nutt Road traffic signals to improve congestion in the evening hours. He also thanked the committee for moving the No Red Light on Red in the downtown forward.

Mr. Saneck repeated his questions regarding the Right of Way on Fillmore Street Project.

X. Adjournment at 7:35 by Ms. Burckley.

Next Meeting Date: Tuesday, January 20, 2026, immediately following the Parks and Recreation Committee which starts at 6:00 pm.

FINANCE COMMITTEE MEETING
Tuesday, November 25, 2025
5:30 pm

MINUTES

Committee: Chairperson Ms. Dugan, Mr. Carminito, Mr. Ewald, and Mr. Kirkner
Staff: Mr. Krack, Ms. Getzfreed, Ms. Koza-Lubinsky, Ms. Donato, and Ms. Niemczuk

I. Call to Order at 5:30 pm. Mr. Carminito excused.

II. Public Comment on Non-Agenda Items

There was no public comment.

III. Committee Member Updates/Discussions

There were no updates or discussion.

IV. New Business

A. Motion to recommend Borough Council approve the 2025 pre-paid dated 10/1/2025 - 10/31/2025 in the amount of \$4,000,469.62.

Mr. Ewald made a Motion to recommend Borough Council approve the pre-paid as presented. Second by Mr. Kirkner. Motion passed 3-0.

B. Motion to recommend Borough Council approve the 2025 pre-paid Credit Card Statement dated 10/1/2025 - 10/31/2025 in the amount of \$115,944.37.

Mr. Kirkner made a Motion to recommend Borough Council approve the pre-paid as presented. Second by Mr. Ewald. Motion passed 3-0.

C. Motion to recommend Borough Council approve the 2025 pre-paid ACH dated 10/31/2025 in the amount of \$63,020.08.

Mr. Kirkner made a Motion to recommend Borough Council approve the pre-paid as presented. Second by Mr. Ewald. Motion passed 3-0.

D. Review and discussion regarding 2026 Enterprise Funds and General Fund.

Ms. Koza-Lubinsky provided updated budget information on the 2026 Enterprise Funds and the General Fund. She noted the information received since the draft budget was presented and the changes that would affect the proposed final budget.

Mr. Krack stated that after meeting with Staff regarding the Codes Department position, he felt the duties could be absorbed within the Fire Department and that he recommended removing the request for the position.

Chief Marshall provided information on his reasons for wanting to keep the administrative position in the budget. Mr. Krack suggested that more information was needed on the duties assigned as they relate to the current job description. He supports removing the position from the budget this year and that with a more detailed review it should be considered in the 2027 budget.

Mr. Ewald made a Motion to recommend Borough Council approve the 2026 Enterprise Funds and General Fund Draft Budget as presented. Second by Mr. Kirkner. Motion passed 3-0.

- E. Motion to recommend Borough Council adopt a Resolution eliminating member payments to the Police Pension Plan Fund for the Calendar Year 2026.

Mr. Ewald made a Motion to recommend Borough Council adopt the Resolution as presented. Second by Mr. Kirkner. Motion passed 3-0.

- F. Motion to recommend Borough Council approve Budget Increase 2025-23 from Wastewater Fund Balance in the amount of \$65,759 to Sewer Treatment (Bridge Street Sanitary Upgrades) for the Bridge Street Sanitary Sewer. Recommended in ITTS Committee 3-0.

Mr. Kirkner made a Motion to recommend Borough Council approve the Budget Increase as presented. Second by Mr. Ewald. Motion passed 3-0.

- G. Motion to recommend Borough Council approve Budget Increase 2025-24 from General Fund Balance in the amount of \$9,600 to General Capital Fund (Traffic Signal Plan Modifications) for Traffic Signal Plan Modifications at Bridge Street/Gay Street and Bridge Street/Main Street. Recommended in ITTS Committee 3-0.

Mr. Ewald made a Motion to recommend Borough Council approve the Budget Increase as presented. Second by Mr. Kirkner. Motion passed 3-0.

- H. Motion to recommend Borough Council approve Budget Increase 2025-25 from General Fund Balance in the amount of \$13,200 to General Capital Fund (ADA Ramp-Main & Vanderslice Streets) to remove and replace the ADA ramps at Vanderslice and North Main. Recommended in ITTS Committee 3-0.

Mr. Kirkner made a Motion to recommend Borough Council approve the Budget Increase as presented. Second by Mr. Ewald. Motion passed 3-0.

- I. Motion to recommend Borough Council approve Budget Increase 2025-26 from General Fund Balance in the amount of \$20,200 to General Capital Fund (Traffic Calming Bump Outs) to install a traffic calming bump-out and crosswalk on Bridge Street. Recommended in ITTS Committee 3-0.

Mr. Ewald made a Motion to recommend Borough Council approve the Budget Increase as presented. Second by Mr. Kirkner. Motion passed 3-0.

- J. Motion to recommend Borough Council approve Budget Increase 2025-27 from Restricted General Fund Balance in the amount of \$10,000 to Fire Protection (Vehicle Maintenance) to repair the Ladder Truck.

Mr. Ewald made a Motion to recommend Borough Council approve the Budget Increase as presented. Second by Mr. Kirkner. Motion passed 3-0.

- K. Motion to recommend Borough Council approve Budget Increase 2025-28 from Restricted General Fund Balance/VRP in the amount of \$250,000 to General Capital Fund purchase of a 2008 Pierce Impel 75' Quint 1500/500.

Mr. Kirkner made a Motion to recommend Borough Council approve the Budget Increase as presented. Second by Mr. Ewald. Motion passed 3-0.

- L. Motion to recommend Borough Council approve Budget Transfer 2025-19 from Police Protection (Education Reimbursement) in the amount of \$17,000.00 to Police Protection (Small Equipment Expense) to purchase three (3) handheld parking ticket writers.

Mr. Ewald made a Motion to recommend Borough Council approve the Budget Transfer as presented. Second by Mr. Kirkner. Motion passed 3-0.

- M. Motion to recommend Borough Council approve the request from the Borough Tax Collector to increase the Cert and Duplicate fees from \$10 to \$15 each.

Mr. Kirkner made a Motion to recommend Borough Council approve the increases as presented. Second by Mr. Ewald. Motion passed 3-0.

- N. Motion to cancel the December 23, 2025 Finance Committee Meeting.

Mr. Kirkner made a Motion to cancel the December 23 meeting. Second by Mr. Ewald. Motion passed 3-0.

- V. Public Comment

- VI. Adjournment at 6:42 pm by Mr. Kirkner
Next Meeting Date: Tuesday, January 27, 2026, at 6:00 pm