

**PHOENIXVILLE BOROUGH COUNCIL**

**Wednesday, November 12, 2025**

**7:00 PM**

**MINUTES**

**(Minutes approved by Borough Council on December 9, 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	Excused
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

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 Collegeville 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 the evening to address the feedback the Council should have received feedback from the Phoenixville's 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 vegetated 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. Moore.

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 an extra floor 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

Motion Approved

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

The applicant is requesting, and the Planning Commission also recommends that six (6) waivers from the applicable Subdivision and Land Development Ordinance be granted:

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. 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 M

Motion Approved

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