

**PHOENIXVILLE BOROUGH COUNCIL**  
**Tuesday, January 13, 2026**  
**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
Ms. Dugan	Present
Mrs. McGhee	Present
Mr. Moore	Present
Mr. Strenfel	Absent
Mrs. Vogel	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

Colleen Lucchesi, resident. She expressed her concerns with her multiple attempts through Right to Know to access the records regarding the passing of her ex-husband. She explained that it has been over a year and that the case is inactive and she would like a copy of the police report and the return of Mr. Lucchesi’s cell phone. She also stated she feels she is paying too much for her trash service.

IV. Presentations - None

V. Consent Agenda:

A. Approval of December 9, 2025, Regular Meeting Minutes and the January 5, 2026, Reorganization Meeting Minutes.

B. Items from HARB

1. Motion to approve the Certificate of Appropriateness for signage at 18 Gay Street.
2. Motion to approve the Certificate of Appropriateness for signage at 26 Main Street.

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

Motion Approved 7-0.

VI. Communications/Council Participation

Ms. Burckley stated she had the pleasure of attending the last call for Officer Vincent Stabillo after 27 years of service to the Phoenixville Police Department.

VII. Mayor's Report

Mayor Urscheler congratulated the newest Council members who are here with us tonight, and he thanked all of the former Council members and members who have resigned from our boards and commissions for their extraordinary service to the Borough. He reported that on January 9<sup>th</sup> the Phoenixville Community Health Education Foundation hosted the Harlem Wizards at the middle school. It was a great event. Over 900 people in our school district went and turned out to help support the Community Education Foundation. On the 17<sup>th</sup> is an MLK event at 2 p.m. at Bethel Baptist Church. He encouraged everyone to check out their website and their Facebook to learn more about that. On the 27<sup>th</sup> of January will be the State of the 6<sup>th</sup>. You can visit our Congresswoman Chrissy Houlihan's website to find out more information about the State of the 6<sup>th</sup> that will be hosted here in the Borough.

Mr. Ewald reported that prior to tonight's agenda the Council held an executive session to discuss a matter of attorney-client privilege related to the 500 block of Bridge Street and a matter of litigation with Michael Marcavage.

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.

- B. Motion to reappoint Beth Burckley to the Civil Service Commission with a new term ending January 31, 2032.

Mr. Weiss made a Motion to reappoint Beth Burckley to the Civil Service Commission with a new term ending January 31, 2032. Seconded by Mr. Moore.

On the Question:

Ms. Dugan asked for clarification as she believed the appointment of Ms.

Burckley was a temporary appointment and she stated she would support this as a permanent appointment.

Mr. Ewald stated that it did initially start as one year appointment as there was a turnover issue and the commission was failing to meet the requirement of a quorum.

Mr. Krack explained that there was a void on the commission as it had no alternates and was down to two members and the requirement is three members for a quorum. He stated it is the one part of the Borough Code that does allow the Council to appoint a Councilperson, which was done in 2023 and that term runs out at the end of January.

Ms. Dugan asked if it would be more appropriate to have the Council President make this appointment.

Mr. Krack explained it has to be an appointment of the Council.

Ms. Dugan acknowledged this appointment is similar to other boards and commissions of Council. And, she believes it should be a regular appointment to have a Councilperson on Civil Service.

Mr. Krack stated that is certainly up to the Council and with tonight's appointment being passed it will not have to be considered again until 2032.

Motion approved 7-0.

- C. Motion to adopt a Resolution reappointing Bryan Emmanuel to the Zoning Hearing Board for a new term ending January 31, 2031.

Ms. Burckley made a Motion to adopt a Resolution reappointing Bryan Emmanuel to the Zoning Hearing Board for a new term ending January 31, 2031. Seconded by Mr. Weiss.

Motion Approved 7-0.

## IX. New Business

- A. Motion to accept the resignation of North Ward Councilman David Strenfel effective January 13, 2026.

Ms. Burckley made a Motion to accept the resignation of North Ward Councilman David Strenfel effective January 13, 2026. Seconded by Mrs. McGhee.

Motion Approved 7-0.

- B. Review ZHB Application from the owner of 317 Second Avenue seeking a variance from Zoning Ordinance § 27-405 to construct a parking spot and to determine whether to take no action, send the Borough Solicitor to the February 18, 2026, Zoning Hearing Board Meeting, or send written statement to the Zoning Hearing Board.

Mr. Denlinger explained the Borough received a Zoning Hearing Board application for 317 2nd Avenue. This application is seeking a variance to construct an on-lot parking spot in the front yard. Section § 27-405 of the zoning ordinance does not permit parking spaces in the front yards of properties. The property at 317 is a little unique because it's a corner property, so it technically has two front yards. He stated the Council is not required to take any action on this item, but we bring it to Council's attention in case they would like to take action. If the Council takes no action, then the Zoning Hearing Board will hear this application in its normal course and absent of concerns from Council that he hasn't considered, his expectation would be no action.

Mr. Moore stated at the Planning Commission the request was reviewed, a map of the area was viewed, and he feels this request would not be creating a precedent. The location of the proposed parking space is facing Quick Street, it appears there was an illegal parking spot there previously and there is no back alley that would allow for additional parking. For these reasons the Planning Commission felt there was no need to take action on the application.

No Action taken.

- C. Motion to accept Staff's recommendation to award the 2026 Tree Removal Services Contract to Sky High Services, LLC for a total contract value of \$95,850 as the lowest responsible bidder.

Mr. Weiss made a Motion to accept Staff's recommendation to award the 2026 Tree Removal Services Contract to Sky High Services, LLC for a total contract value of \$95,850 as the lowest responsible bidder. Seconded by Ms. Dugan.

On the Question:

Ms. Burckley stated she is not familiar with this vendor, but she trusts the Staff has done the appropriate vetting and she is comfortable with the recommendation.

Motion Approved 7-0.

X. Public Hearings - None

XI. Resolutions/Ordinances

- A. Motion to adopt a Resolution acknowledging Koretta McGhee for her service on the Human Relations Commission.

Ms. Bureckley made a Motion to adopt a Resolution acknowledging Koretta McGhee for her service on the Human Relations Commission. Seconded by Mr. Weiss.

Mr. Ewald read the Resolution aloud for the record.

Motion Approved 7-0.

- B. Motion to adopt a Resolution acknowledging James Carminito for his four years of service on Borough Council.

Ms. Burckley made a Motion to adopt a Resolution acknowledging James Carminito for his four years of service on Borough Council. Seconded by Mrs. Vogel.

Mr. Ewald read the Resolution aloud for the record.

Motion Approved 7-0.

- C. Motion to adopt a Resolution acknowledging Richard Mark Kirkner for his eight years of service on Borough Council.

Ms. Dugan made a Motion to adopt a Resolution acknowledging Richard Mark Kirkner for his eight years of service on Borough Council. Seconded by Mrs. McGhee.

Mr. Ewald read the Resolution aloud for the record.

Motion Approved 7-0.

- D. Motion to adopt a Resolution acknowledging David Strenfel for his two years of service on Borough Council.

Mr. Weiss made a Motion to adopt a Resolution acknowledging David Strenfel for his two years of service on Borough Council. Seconded by Mr. Moore.

Mr. Ewald read the Resolution aloud for the record.

Motion Approved 7-0.

- E. Motion to adopt a Resolution for the sale and disposition of personal property valued at or below \$2,000.

Ms. Burckley made a Motion to adopt a Resolution for the sale and disposition of personal property valued at or below \$2,000. Seconded by Mr. Moore.

Motion Approved 7-0.

- F. Motion to adopt a Resolution appointing Tax Collection Committee (TCC) Delegates to the Chester County Tax Collection Committee (CCTCC).

Mr. Moore made a Motion to adopt a Resolution appointing Tax Collection Committee (TCC) Delegates to the Chester County Tax Collection Committee (CCTCC). Seconded by Ms. Burckley.

Motion Approved 7-0.

- G. Motion to adopt a Resolution authorizing the approval of a Blood Draw Policy Intermunicipal Memorandum of Understanding between the Borough of Phoenixville and Tower Direct, LLC, East Coventry, East Pikeland, East Vincent, West Vincent, West Pikeland and Schuylkill Townships and Spring City Borough.

Ms. Burckley made a Motion to adopt a Resolution authorizing the approval of a Blood Draw Policy Intermunicipal Memorandum of Understanding between the Borough of Phoenixville and Tower Direct, LLC, East Coventry, East Pikeland, East Vincent, West Vincent, West Pikeland and Schuylkill Townships and Spring City Borough. Seconded by Mr. Weiss.

On the Question:

Mr. Denlinger stated as the Council may know, a few months ago an individual escaped from custody. What you may not know is that it was during a blood draw at Phoenixville Hospital. Luckily, due to the great work of our Police Department, they were able to apprehend that individual, but that started the process of looking at the Borough's procedures. He explained one of the things that the State law allows for is for paramedics to come to our Police Department, for blood draws in certain circumstances. He explained the Borough is looking to engage with Tower Direct in order to have their paramedics come to department, to perform those blood draws. He stated that is part of the agreement, the Council is considering by Resolution this evening. Simultaneously the department has some fingerprinting and other specialized equipment that they allow surrounding municipalities to utilize, and those same municipalities are also interested in this program with Tower Direct. This interest in participating in the program then becomes an inter-municipal agreement, and there are certain legal requirements. He stated that he has worked on the agreement and stated each of the interested municipalities would have to adopt a similar Resolution in order to participate. He prepared the agreement with a myriad of things in mind and keeping the focus on protecting the

Borough from liabilities and including language that would ensure that if a prisoner from another municipality damages property the municipality would be responsible for any repairs.

Ms. Dugan asked if there are any additional costs associated with this.

Mr. Denlinger stated he believes there is a \$50 dollar fee but the chief may know better.

Chief Marshall explained the cost is around \$200 dollars and would be included as restitution on any citation the prisoner would receive.

Mr. Ewald stated the way he understands it is that the outside agencies would be the ones bearing the cost for their prisoners.

Motion Approved 7-0.

- H. Motion to adopt a Resolution accepting the sale of a 2008 Emergency One HP100 Foot Aerial Ladder Truck.

Mr. Weiss made a Motion to adopt a Resolution accepting the sale of a 2008 Emergency One HP100 Foot Aerial Ladder Truck. Seconded by Ms. Dugan.

On the Question:

Mr. Denlinger explained in December the Council authorized the sale and the Resolution tonight is needed to authorize the close of the sale.

Mr. Moore asked if there is any update on the vehicle purchase Staff has been pursuing to purchase.

Mr. Krack stated the ladder truck will not be sold until the new purchase has been received.

Motion Approved 7-0.

- I. Motion to schedule and advertise an Ordinance amending Chapter 13 (Licenses, Permits and General Business Regulations).

Ms. Burckley made a Motion to schedule and advertise an Ordinance amending Chapter 13 (Licenses, Permits and General Business Regulations). Seconded by Mrs. McGhee.

Mr. Denlinger explained Ordinance amendments are typically brought forward through the Policy Committee however, once or a twice a year due to timing issues the amendment doesn't go through committee and this is one of those

instances. He explained Chapter 13 part 13 deals with special events in the Borough, which includes the Inside Out program. As the program continues, the procedures need to be adapted from what has been learned in order to make sure that it is the best event for our community. In discussions with staff, there's a desire to adopt and implement some updated procedures from everything learned the past couple years. One of the most important things is that staff is able to make sure that ADA and emergency passages are kept open and in order to have some flexibility to do that, changes need to be made by Resolution. However, in order to make changes by Resolution, an ordinance is needed that allows the changes to be made by Resolution. The ordinance before us this evening allows for the changes by Resolution and is very procedural in manner, what will not skip the Policy Committee is the Resolution that adopts the actual conditions and regulations that are applied to the Inside Out and other special event programs.

Motion Approved 7-0.

## XII. Reports of Committees, Boards, and Commissions

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

1. Motion to approve the Certificate of Appropriateness for renovations at 231-233 Bridge Street.

Ms. Dugan made a Motion to approve the Certificate of Appropriateness for renovations at 231-233 Bridge Street. Seconded by Ms. Burckley.

On the Question:

Ms. Dugan stated she asked to have this item moved from the Consent Agenda because this a large project in the downtown and she believes it is important that the Council pay attention to these types of things. She stated there were a few issues that needed to be worked through. The request was for some PVC materials to be used in the signage that is not approved by the HARB and its regulations. Signs with this material have been rejected previously, however the applicant was able to work this out and made appropriate changes.

Mr. Ewald stated he appreciates this being pulled from the consent agenda as this is one of the hallmark buildings. It definitely adds to the character of Bridge Street, and he feels it is good to highlight these projects when businesses are making these types of investments in the downtown.

Ms. Burckley stated she feels HARB did a great job of helping to bring this project forward while still adhering to the guidelines.

Ms. Dugan stated HARB did work out a lot of the issues, because the

board didn't want to give special, like, exemptions on things, and there are rules, that HARB wants to stick to them as much as they possibly can, because as soon as you break one of the rules, everybody else is going to want to break them as well.

Motion Approved 7-0.

- B. Planning Commission - Mr. Moore
- C. Phoenixville Regional Planning Committee – Mrs. McGhee
- D. Recreation Board – Ms. Dugan

Ms. Dugan reported on the current and upcoming programs and camps including winter intermural camps, Youth Volleyball, Jump Start Sports, Flag Football, yoga and pickleball.

- E. Tree Advisory Commission – Mr. Weiss
- 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. No action to report.
- C. Infrastructure/Technology/Transportation/Sustainability Committee – Mr. Weiss
  - 1. No action to report.
- D. Finance Committee – Ms. Dugan
  - 1. No action to report.
- E. Policy Committee – Mrs. Vogel
  - 1. No action to report.

XIV. Public Comment - None

XV. Communications/Council Participation

Mr. Ewald explained based on the actions earlier in the agenda accepting the resignation, the Borough will be accepting applications from any members interested in serving in the vacancy now created in the North Ward can reach out to staff or myself. The vacancy will be for the remaining two years of the elected term.

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 into Executive Session.

10.36 pm. Ms. Burckley made a Motion to Adjourn. Seconded by Mr. Weiss.

Mr. Ewald stated the Council will adjourn to discuss items regarding attorney-client privilege advice on Council communications and activities, and as well as a matter of real estate related to 17 Cromby Road.

E. Jean Krack  
Borough Manager

Transcribed by: Jennifer Logan  
Administrative Assistant  
January 2026