

**POTTSVILLE PARKING AUTHORITY  
POTTSVILLE, PENNSYLVANIA**

**PUBLIC MEETING**

**Minutes**

**April 11, 2025**

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The regular meeting of the Pottsville Parking Authority will be held on the above date at 8 AM at City Hall 401 N. Centre Street, 2<sup>nd</sup> Floor Conference Room.

**In attendance were: Ian. Lipton, William Messaros, Michael Weres, Ronald Dermo, Bob Hoppe (via phone call), John Levkolic, Thomas Campion, Ian Mahal, & Stephen Macola.**

**AGENDA ITEM #1            CALL TO ORDER**

**AGENDA ITEM #2            PUBLIC COMMENT**

**AGENDA ITEM #3            EXECUTIVE SESSION**

**AGENDA ITEM #4            Review of minutes from March 14, 2025 meeting.**

- Requires motion to approve minutes
- **MOTION to approve February 2025 minutes by Hoppe / Dermo.**
- **MOTION passed.**

**AGENDA ITEM #5            Reviews of monthly revenue / expenses for March 2025**

- Increase in Net Income from February 28 \$6,773.81 to March 31, 2025 \$9,721.27
- Budgeted YTD net income 3 Month \$3,975.50  
Actual income for 3 Months 2025 \$27,692.01
- YTD Net Income Park Mobile and Meter for 3 Months \$64,802.40  
budgeted \$67,224.00 below budget (\$2,421.60)
- Income from Park Mobile for the month of March 2025 included
  - 6,700 transactions
  - Net Income from Park Mobile for March \$12,977.75  
Fees paid March 2025 18.8 % \$3,003.00
- Meter Income March 2025 \$7,964.68 compared with February 2025 \$7,752.52
  - 2025 YTD Meter Income \$19,811.70 compared to  
2024 YTD \$25,559.51  
(down) \$5,747.81 for 3 months.
- Income from T2 Enforcement ONLY, March 2025 (21) days
  - 507 tickets issued; 267 tickets paid
  - Total T2 enforcement revenue billed in March 2025 \$9,340.00
  - Total MPS enforcement revenue billed in March 2025 \$1,505.00  
Realized March 2025 income \$5,270.97
- Collectively, enforcement officers issued on average 121 tickets per week during the month of March 2025
  - Larry Newswanger| 29 % of tickets
  - Dale Blum| 38 % of tickets
  - Pat Mahoney| 33 % of tickets
  - Total hours of enforcement labor for March 169

- Magisterial income for March 2025 \$1,329.03
  - Income from CDs and MM accounts March 2025 \$2,401.68. the current rate environment is not as attractive as it was in August of 2024.
  - Invoices paid to date for snow removal totals \$11,040.97 an additional \$425.00 remain to be paid from 2025 snowfall removal. This brings the total to \$11,465.97, \$2,200.00 more than the previous season and twice the cost of 2023.
- MOTION to accept the financial records approved by Weres / Dermo.**  
**MOTION passed.**

## AGENDA ITEM #6

### Parking Areas

- Mahantongo Deck.
  - EV Charging income received for February 2025 .Net income from charging \$18.34.
  - EV charging income for March 2025 not received \$297.13 Utility cost: \$93.95 (918kWh). Net income \$203.18, Net income from charging: \$33.51.

**Discussion was had about the quote for \$7,720 for the next 3 years of Chargepoint EV service.**  
**MOTION to accept the quote from Chargepoint for \$7,720 for the next 3 years of service by Dermo / Weres.**  
**MOTION accepted.**

  - The (2) parking Kiosks: Income from the kiosks for March was only \$52.75, Authority should expect expense to exceed revenue for the Kiosks in 2025 by \$1,000.00.
  - The efforts to control usage and demand continue and though we have had success of 5 months, Feb. 14 thru March. 17, 2025 usage compared to the same period in 2024 is down by 5% however temperatures for that period were 3 degrees lower for that period this year. Demand, however, was down 26%.
  - All regular enforcement and maintenance were performed in March.
- Capitol Deck
  - John Knecht, Benesch Project Manager and Mar-Allan Concrete Products Inc. has completed two phases of work as of January 2025.
    - Phase 1. Prepare and repair the concrete.  
Year 2023 (COMPLETE)
    - Phase 2. Steel repairs and drainage system replacement  
Year 2024: (COMPLETE) Year 2025. Benesch has recommended The Authority approve the two delayed items from Mar-Allen's original approved bid and painting, will be \$111,802.63. Preparation of steel for

painting is to proceed Monday, April 7<sup>th</sup> to be completed by September 30, 2025

- All regular enforcement and maintenance were performed in March 2025.

- Union Station

- The lot should be sealed and any cracks repaired in the next 12 to 18 months. The Mayor and City Council should discuss this maintenance responsibility with Ian Mahal new City Administrator who can then meet with Frank Zukas.

**DISCUSSION with Ian Mahal, new City Administrator, about resealing the parking lot, as ongoing maintenance.**

- All regular maintenance and snow removal performed for March 2025.

- Arch Street

- All regular enforcement and maintenance was performed in March 2025.

- John Potts Lot

- All regular enforcement and maintenance were performed in March, May maintenance will plant flowers at the entrance around the monument

- Pottsville Hotel

- The (2) 15-minute parking spaces between the Pottsville Hotel, the Center for Community Resources and Dr Akbar's office are a source of ongoing violations. Patients and Hotel guest are intermittently unable to use the walk way between the two buildings until the complete repair has been completed by the Sewer Authority. No resolution to the condition between the hotel and medical/office building.
- April 1<sup>st</sup> hotel permits will have an expiration date of June 30, 2025. That small change should improve enforcement of that facility.
- All regular enforcement of the 50 municipal permit spaces was performed as well as regular maintenance for March 2025.

- Alvernia Lot

- Meeting with University administration was held March 5<sup>th</sup> to resolve enforcement issues related to students, faculty and staff. Enforcement offices will be asked at the staff meeting to adjust the procedure for ticketing at the facility.

- John McCloskey has requested PPA to submit an additional (3) year lease/ management agreement for the facility. New lease to be approved by PPA Board and Alvernia. There are no material financial changes to the lease. Counsel for PPA, Tom Campion has reviewed the lease. APPROVAL REQUESTED.
  - All regular enforcement and maintenance performed in March 2025.
- McGeever Pocket Park
  - All regular enforcement and maintenance performed March 2025.
- Garfield Lot
  - All regular enforcement and maintenance performed in March 2025.
  - Since February's meeting, Jeff Chen has advised PPA that the Diner will require the (9) spaces PPA is leasing to permit holders. The Authority will notify current Garfield Diner permit holders in June, that the spaces will not be available for permits in 2026 providing reconstruction of the Diner goes as planned.
- Residential Permits
  - As of April 4, 2025 (150) new 24/25 permits have been purchased @\$50.00 each thru February 2025 and now \$30.00 each from 1/1/2025 thru 6/30/2025 producing an income of \$7,150.00 to date.
- Municipal Permits
  - Temporary Single Day and multiple day permits have increased in 2025. Single day permits are \$5.00 @ day. PPA recorded \$2,294.00 income to date, budgeted \$937.50
  - Second quarter permit invoices mailed the week of March 3<sup>rd</sup>. (8) Individual permit holders outstanding for 2<sup>nd</sup> quarter total \$1,730.00.
  - Six additional Mahantongo Deck parking permits have been purchased by those residents effected by the special pricing.
  - For 2026 - Board consideration should be given to a reduced rate at Mahantongo Deck for residents living in the 100, 200, and 300 blocks of Market Street given the Garfield lot will most likely not be available.

## AGENDA ITEM #7

### Projects

- Enforcement
  - 507 tickets issued; T2 program.
    - MPS Safety Stick violations March 2025 (43) violations.
  - Total Enforcement Revenue Billed - \$10,845.00

- Realized March Income - \$5,270.97  
Unrealized March Income - \$5,574.03  
Magisterial income for March 2025 - \$1,329.03

Executive Director has agreed to a 90-day test to determine if the MPS units are viable for the City, we will not agree to payment of \$900.00 a month at a minimum for payment to MPS regardless of Tickets issued and due for payment. This period ended February 1<sup>st</sup>. A meeting was held with MPS to determine next steps on March 5, 2025, Both MPS and The Pottsville Parking Authority have given MPS an additional 60 days to demonstrate that some or all of the Safety sticks are viable based on technology change recently implemented. We will, following this 60 Day extension, decide if the SafetyStick unit program is unnecessary given the limited number of violations. At the conclusion of this period if the City and MPS has determined the program is not successful in significantly improving safety in those nine location some or all of the units will be removed and returned to MPS. The signs will remain as a deterrent and enforcement officers will enforce these locations carrying a \$35.00 fine if vehicles remain parked I those location.

Currently No vehicles are on the Scofflaw Report.  
Park Mobile

- 930 more parking sessions were recorded in March 2025 compared with February.
- \$1,580.50 more in net income was received during the (21) days of March 2025 compared to 19 days in February 2025.
- Average parking session based 169 hours during March, sessions averaged two hours and thirty minutes, compared with two hours for both January and February.

○ Parking Meters

- Thirty-six on-street meters are currently out of service and must be repaired out of 575 (approximately 6%).

## **AGENDA ITEM #8**

### **OLD/NEW BUSINESS**

- Outdoor Markets LLC is a “for profit” business. They have scheduled (11) for Pottsville (6) for Alvernia and (5) for Union Station. PPA approved use of the facilities as scheduled at a One Hundred dollar charge for each date scheduled.

## **AGENDA ITEM #9**

### **ADJOURNMENT**

**MOTION TO Adjourn at 9:04AM, by Messaros / Hoppe.**  
**MOTION passed.**