

**‘POTTSVILLE PARKING AUTHORITY
POTTSVILLE, PENNSYLVANIA**

PUBLIC MEETING

Minutes

August 9, 2024

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, 2nd Floor Conference Room.

In attendance were: Ian Lipton, William Messaros, Michael Weres, John Levkulic, Thomas Campion, James Humphrey, Stephen Macola, Ronald Dermo, Mayor David Clews, Joshua Sophy, Justin Jalbert, and Robert Hoppe (via phone call).

AGENDA ITEM #1 CALL TO ORDER

AGENDA ITEM #2 EXECUTIVE SESSION

The Board went into Executive Session from 8:02 AM to 8:25, to discuss personnel matters, no decision was made.

AGENDA ITEM #3 Review of minutes from July 12, 2024 meeting.

- Requires motion to approve minutes
- MOTION to accept the minutes approved by Weres / Humphrey.**

AGENDA ITEM #4 Reviews of monthly revenue / expenses for July 2024

- Highlights of Operating Income and Expense YTD:
 - Increase in Net Income from June 30 \$984.04 to \$20,990.58 for July 31, 2024 Increase of \$20,006.54
 - Budgeted YTD 7 Month \$17,230.66
Increase \$55,832.32 over projected income for 7 Month
 - Income from Park Mobile for the month of July 2024 included
 - 6752 transactions compared with June 2024
Net Income from Park Mobile for July \$13,049.75
 - Net Park Mobile 2024 YTD \$82,193.60 2023 YTD \$79,087.10
increase YTD - \$3,10650
Fees paid July 16.5 % \$2,570.
 - Meter Income July 2024 \$8,979.40 compared with June 2024 \$7,968.61
 - 2024 YTD Meter Income \$61,813.47 compared to
2023 YTD Total \$66,726.33
(down) \$4,912.86
 - Income from T2 Enforcement ONLY, July 22 days
 - 509 tickets issued; 232 tickets paid
 - Total T2 enforcement revenue billed in July \$8,995.00
 - Total MPS enforcement revenue billed in July \$630.00
Realized July income \$3,973.95

- Collectively, enforcement officers issued on average 120 tickets per week during the month of July
 - Ron Koscil | 23 % of tickets
 - Dale Blum | 29 % of tickets
 - Pat Mahoney | 48 % of tickets
 - Magisterial income for July 2024 \$1,232.19
 - Monday, February 12, 2024 Board Approval to move 2) CD's totaling \$460,379.45 to the BEST available FDIC insured bank. APR of 5.22%, maturity date of Monday, August 12, 2024. Executive Director will request the Board Chairman Mr. Messaros approve the institution and interest rate for two CDs to be reinvested for an additional six months. Income for July \$2,045.24.
- Budgeting for 2025 began the first of August and will be completed and emailed by August 30 to all Board members for approval at the September 13th, 2024 Board meeting.
MOTION to accept the financial records approved by Weres / Dermo.

AGENDA ITEM #5

Parking Areas

- Mahantongo Deck.
 - EV Charging income not received for July 2024
Net \$245.09 from (43) charging sessions.
 - EV \$5.00 charge for vehicles charging without a Municipal Permit produced (33) sessions = \$165.00 additional revenue
 - One charging station was off-line, Charge Point replaced a head on July 22nd.
 - The PA Driving Forward Grant the Parking Authority received for \$18,000.00 for the original (4) stations requires the Authority to submit an Annual report for the past three years. (See Attachment). PA received \$396 million in federal funds from the Inflation Reduction Act for the New initiative RISE PA on July 22, 2024. This investment is to reduce carbon emissions by 50% by 2030.
 - The Authority Board should consider investing in Charging Stations for the Capitol Deck in 2025 providing funds are available from the state for the purchase.
 - The (2) parking Kiosks are producing less than \$100.00 @ month. Income from the kiosks for July was only \$60.50. We should expect expense to exceed revenue for the Kiosks this year by \$700.00.
 - The Authority's efforts are ongoing to control demand at the Deck due to electric invoices compared to 2022- 2023. Though additional hours of daylight may help lighting reduction throughout the deck June 14 through July 16 usage increased over

2023 by 22% and demand by 33%. An increase in permit cost for the Mahantongo Deck in 2025 will be necessary.

- All regular enforcement and maintenance were performed in July 2024

○ Capitol Deck

- Phase 2 work: Fabricated structural Steel Repair, drainage system replacement, pipe joint replacement, and pipe replacement, to be completed in 2024 = \$110,000.00.

Benesch Invoice 288663 within the Consultation fees previously approved by the BOARD has been submitted for Payment \$2,044.00.

The additional contracted work will be completed approved by the BOARD does NOT include a change order requiring the complete replacement of the pressurized piping on the 2nd and 3rd levels of the deck. I have requested another subcontractor to bid. On the positive side we have saved \$12,600.00 on the steel. The additional out lay not originally budgeted for this year work would be, in a worst case, without a lower bid an additional \$23,000.00 over what the BOARD had budgeted.

Discussion on replacing steel with PVC pipe for the fire suppression system, for the 2nd and 3rd levels of the Capitol Deck. Fire Chief Misstishin must approve PVC piping. MOTION to increase original bid by up to \$23,000 for replacement of pipe by Humphrey / Dermo, to be installed by September 30th, 2024. MOTION passed.

- The State Elevator Inspector notified the Authority that a pressure test was due with Otis. The pressure test was completed successfully and all deficiencies no longer exist.
- All regular enforcement and maintenance were performed in July 2024.

○ Union Station

- Reading Blue Mountain and Northern Railroad lease agreement expired at the end of June and according to counsel Tom Campion is not being renewed.
- All changes to the agreement with the Union Station from September 2024 thru August 2025 should be drafted and approved by the PARKING AUTHORITY BOARD by August 9th. City Administrator, Mr. Palamar will then present the BOARD'S recommendations to the City Council, if approved it will then be

mailed to Frank Zukas for approval. BOARD to review attachment of current revenue and expenses.

Discussion on the pricing for repaving the lower lot at Union Station to be included in the upcoming lease. No decision was made. Tabled until September meeting.

- All regular maintenance performed for July 2024.
- Arch Street
 - The Trash behind Crimson House continues to be a problem in the Arch Street Lot.
 - Mr. Challenger requested the use of Arch Street Lot for a SPECIAL EVENT Saturday, August 17th. no response as of August 1st.
 - All regular enforcement and maintenance were performed in July 2024.
- John Potts Lot
 - All regular enforcement and maintenance were performed in July 2024
- Pottsville Hotel Lot
 - No lease addendum is required.
 - The Hotel Manager, is requesting a cross walk at the entrance on Progress Avenue to the Hotel Parking Lot.
 - The landscaping at Union and Progress, is a significant improvement.
 - All regular enforcement of the 50 municipal permit spaces was performed as well as regular maintenance for July 2024.
- Alvernia Lot
 - The University provides (75) spaces for their students and Staff.
 - The facility has one final Outdoor Parking Lot event; August 31st.
 - The drive through between Terry Riley Way and Progress Avenue will be striped in yellow next to Sight MD's facility to avoid any vehicle parking in the week of August 5th.
 - All regular enforcement and maintenance performed in July 2024.
- McGeever Pocket Park

- All regular enforcement and maintenance performed July 2024.
- Garfield Lot
 - All regular enforcement and maintenance performed in June 2024.
 - The Redevelopment Authority, with planned restoration of the diner, Mr. Chen has tentatively agreed to taking possession and restore the apartments in the front section of the apartment building adjacent to the diner. This agreement requires court approval and is scheduled for August.
- Residential Permits
 - Nineteen residences were issued forty-four permits. Prior to 2020 some residences were issued more than one permit. The inequity has caused discontent between residents. As of August 1st, (113) permits have been purchased, an income of \$5,650.00.
 - Tom Palamar is requesting accommodating those HOME OWNING RESIDENTS on East Arch and East Norwegian Streets by providing these home owners ONE residential permit without charge. Chairman Messaros will discuss with Tom Palamar the possibility of scheduling a meeting with John Brobst, Head of Security, at LVHN to see if additional space would be available for residents with homes adjacent to the hospital. They will also discuss dispute resolutions between neighbors with Police Chief Morrow. Neither meeting has been scheduled awaiting a decision by Chairman Messaros and City Administrator Palamar regarding how to move this process forward to effect a positive outcome.
- Municipal Permits
 - Third quarter permit invoices mailed the week of June 3rd. Effective Monday July 29th four municipal permits were deactivated for non-payment for the 3rd Quarter permits.

AGENDA ITEM #6

Projects

- Enforcement
 - 509 tickets issued; 232 tickets paid T2 program.
 - MPS Safety Stick violations July 2024- 18 violations.
 - \$35.00 tickets issued \$630.00, 3 tickets, \$105.00 paid.
 - Total Enforcement Revenue Billed - \$9,625.00
 - Realized July Income - \$3,973.95
 - Unrealized July Income - \$5,651.05
 - MPS's "Safety Stick" units (9) have been installed.

Locations went live as of Tuesday April 30th. The Authority will file manually until the second quarter of 2025. Authority is having discussions regarding two outstanding issues; unpaid violations after 30 days being converted from violations to magisterial citations without names and addresses of vehicle owner and the physical movement of two safety sticks to different locations and the addition of three additional locations based on the feedback from the enforcement officers.

Park Mobile

- 780 more parking sessions were recorded in July compared with June.
- \$1,497.50 more net income was received during the (22) days of July 2024 compared to the (19) days in June 2024. There were only 306 transactions @day in July, compared with 314 transactions @day in June.
- Average parking session based 187.5 hours during July two hours and fifteen minutes, an increase of fifteen minutes for both June and July.

○ Parking Meters

- Note ONLY (19) days of meter income in June compared with 22 days of meter income in July.
- I have researched Wireless Smart Meters, At \$800.00 each for a two-bay meter, these are not a cost-effective alternative to the Park Mobile application.

Discussion about installing Smart Meters, the Board declined to purchase any at this time.

AGENDA ITEM #7

OLD/NEW BUSINESS

- ALL Pottsville Parking Authority facilities were used during the Yuengling Stars and Stripes Summer Concert Saturday July 13, 2024. The cleanup and removal of chairs, tables and plastic Guers cartons inconvenienced some Municipal permit holders at the Capitol Deck. It is the price the City pays to host an event of this size. The administration received positive feedback.
- The Authority participated in the City's Cyber Attack exercise with CISA on July 17th 8:30 until 12:30. A scheduled training is scheduled for this fall to address the weaknesses discussed during the exercise.

AGENDA ITEM #8

PUBLIC COMMENT

**Request by Justin Jalbert of Skookie Rides, for 2 spaces to be reserved on 500 block North Centre Street @ \$150 per space, per year. They will reimburse the Pottsville Parking Authority \$80 for signage, agreeing to a two-year term, and must obey all parking directives.
MOTION by Hoppe / Ron to accept. MOTION passed.**

AGENDA ITEM #9

ADJOURNMENT