

**POTTSVILLE PARKING AUTHORITY
POTTSVILLE, PENNSYLVANIA**

PUBLIC MEETING Agenda February 13, 2026

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: Amber Grube, James Humphrey, Sean Reilly, Joseph Drasdis III, Thomas Campion, Bob Hoppe (via phone call), Stephen Macola, and Ian Lipton.

AGENDA ITEM #1 CALL TO ORDER by Joe Drasdis @ 8:00 AM.

AGENDA ITEM #2 PUBLIC COMMENT

Mr. Lipton commented about having enough financial information in each Agenda to be able to tell how the Authority is fairing, on a month to month basis.

AGENDA ITEM #3 EXECUTIVE SESSION

The Board was in Executive Session from 8:02 to 8:17 for legal and personnel matters.

AGENDA ITEM #4 Review of minutes from January 12, 2026 meeting.

**● Requires motion to approve minutes
Humphrey / Reilly to accept the minutes. Vote by roll call, 5-0.
MOTION passed.**

AGENDA ITEM #5 Reviews of monthly revenue / expenses for January 2026

● Highlights of Operating Income and Expense YTD:

- Cash on hand as of January- \$297,716
- 2 CD's totaling- \$505,791.79
 - Interest of \$2,275.03 for the month
- January Total Income- \$ 51,856
 - Expenses for January \$106,024.19
 - Loss of (\$54,169) for the month of January
 - Explained by the final Capitol payment going out (50,845) and multiple snow events.

MOTION to add the two CDs to the Agenda for discussion, board vote.

Humphrey / Reilly, Vote by roll call, 5-0.

MOTION passed.

Discussion about current CD rates and our option to leave it at CACL or move it to Climate First Bank. MOTION by Hoppe / Humphrey to accept CACL's rate of 4.05%. Vote by roll call, 5-0.

MOTION passed to leave CDs at CACL at 4.05% APY rate.

MOTION by Reilly / Humphrey to accept the financial records, as stated.

Vote by roll call, 5-0.

MOTION passed.

AGENDA ITEM #6 Parking Areas

- Mahantongo Deck.
 - EV charging income for January 2026 was \$94.37, minus their 10% fee, for a total of 84.94. Usually, it is in the \$300.00 range,

but both December and January were slow, due, in part, to the top level being closed for snow storms.

- The (2) parking Kiosks had zero income for the month of January. The Kiosks are producing less than \$75.00 @ month and only one of the two Kiosks is being used by the public. The internet service fees are \$140.00 @ month.
- All regular enforcement and maintenance were performed in January.

Discussion allowing Mike Kramer, the PPA snow removal contracted employee, to be allowed to continue to remove snow on the top deck of Mahantongo Deck, for safety reasons, as needed.

○ Capitol Deck

- John Knecht, Benesch Project Manager and Mar-Allan Concrete Products Inc. has completed all three phases of work as of September 30, 2026.
- The final invoice, of \$50,845.09, was explained at last month's Board Meeting, by John Knecht. The Board approved payment, and it was mailed out to Mar-Allen on Thursday, January 29th.

- All regular enforcement and maintenance was performed in January 2026.

○ Union Station

- NO regular maintenance was performed for January 2026.
Discussion about Joe Drasdis III, Mayor Tom Smith, and Frank Zucas having a meeting to discuss future invoices concerning the Parking Authority and the Union Station lot. Mr. Drasdis is attempting to set up a February date when all are free.

○ Arch Street

- All regular enforcement and maintenance was performed in January 2026.

○ John Potts Lot

- All regular enforcement and maintenance were performed in January 2026.

○ Pottsville/Rosalia Hotels Lot renamed Progress Avenue Parking Lot

- Current Pottsville hotel permits , as well as Angel Hair Salon permits, which the hotel creates for her, have a new expiration date of June 30th, 2026.
- The Rosalia Hotel request for a five-year agreement for (25) spaces; and (3) Spaces on Centre Street for check-in will be in effect April 1st, 2026 thru December 31, 2030.

- All regular enforcement of the 50 municipal permit spaces and 50 hotel spaces was performed as well as regular maintenance for January 2026.
- Alvernia Lot
 - All regular enforcement and maintenance was performed in January 2026.
- McGeever Pocket Park
 - All regular enforcement and maintenance performed January 2026.
- Garfield Lot
 - All regular enforcement and maintenance performed in January 2026.
 - Jeff Chen has taken over responsibilities of the 8 parking spaces located outside of his restaurant, as of Friday, January 23rd including insurance and snow removal. Tom Campion previously spoke with him on the phone, confirming the details. He will reimburse us for the last 8 months of our current lease with the Pancharis, which expire September 30th, 2026. The Pancharis had offered to keep us as the lease for another 10 year lease, instead of Jeff taking over. **BOARD VOTE REQUIRED.**
Discussion about the PPA reserving the right to another 10 year lease with Robert Panchari, and sub-leasing to Mr. Chen. A motion has been tabled until March’s meeting.
- Residential Permits
 - New July 2025 thru June 2026 permits have been available for sale since June 16th and are on the PPA website, no price increase in four years for residential permits.
 - As of Monday January 5th, 2026, the Mayor has authorized the prorated reduction in price, from \$50 to \$25, moving forward. (101) permits have been purchased @ \$50.00, (2) permits have been purchased at the reduced rate of \$25.00 since January 5th, for a total income of \$5,100.00.
- Municipal Permits

Available for purchase in 2026
 Alvernia – 15 plus 24 additional permits committed to Sight MD, (5) available
 Mahantongo – 225 total (86 municipal permits, 8 EV Charging Stations, 131 available for Park Mobile or additional permits
 Capitol – 200 plus 27 for Park Mobile, (20) available
 John Pott – 17 plus 13 committed to Jushi (Beyond Hello) (3) available
 McGeever Park – 5 (No spaces available)

Progress Avenue Lot – 50 committed to the Pottsville hotel (Clarvida, Sparks Orthodontics, Rosalia Hotel filled all remaining permitted spaces.)

AGENDA ITEM #7

Projects

- Enforcement
 - 138 tickets issued; 73 tickets paid
 - Ticket Revenue- \$2,455
 - Magisterial income for January 2026 - \$1,131.96

Currently (0) vehicles are on the Scofflaw Report.

- Park Mobile
 - Average parking session based 90 hours during January averaged one hour and thirty minutes.
 - All prior month parking sessions for the previous two years have been an hour and forty-five minutes to two hours in length.
 - Gross Income January 2026 - \$ 12,721
 - Net Income January 2026 - \$ 10,426.75
- Parking Meters
 - Meter income for January 2026- \$ 8,551

AGENDA ITEM #8

OLD/NEW BUSINESS

- Solicitor Campion drew up an agreement for Jeff Chen to take over our monthly Garfield Parking Lot payments that remain in our current contract, expiring September 30th, 2026. Steve Macola spoke with Bob Panchari regarding the PPA options after September 30th, and he confirmed offering us a 10 year lease option, if we wish to continue.
Discussion about the PPA options, but motion has been tabled until March.
- Exploring viable options to offer 62+ citizens free parking downtown. Mr. Macola will present options he looked into so far.
Mr. Macola had some discussion with T2's current options available, so far. T2 can not track specific hours of usage, or "once per week usage", currently. Enforcement Officers, working in conjunction with Mr. Macola's limited virtual permit options, could utilize our iChalk newly created "2 Hour Option" as a viable solution. Discussion tabled until March's meeting as Mayor Tom Smith was not able to be present at this meeting.
- Discussion about a new login system for the Enforcement Officers and our Maintenance Man, Kevin Kline, for the Mahantongo Deck. The current system is outdated, over 5 years old, and was not working correctly.
Discussion about current options, the Board has tabled this motion for now.
- We received our 2024 Audit from Jones & Co. This motion was tabled last month, upon Board Members reviewing the audit. BOARD APPROVAL REQUIRED.

MOTION by Reilly / Humphrey to accept the Jones and Co. audit, conducted in December 2025. Vote by roll call, 5-0.

MOTION passed.

- Discussion, vote on \$6,000 invoice for MANDATORY elevator inspection, due every five years, as this is a different type of elevator than the old fashioned system. BOARD VOTE REQUIRED TO ACCEPT.
Discussion on whether any company can also complete this inspection or if this is only by Otis. Our Solicitor, Thomas Campion, will look into our options in time for March's meeting. This MOTION was tabled until March.
- The Enforcement Officers, at our January 15th Staff Meeting, are requesting any City Hall holidays off, that do not coincide or overlap with the current ParkMobile holiday list, to have an unpaid holiday off as well. The Mayor and Joe discussed this possibility with them. BOARD VOTE REQUIRED.
MOTION by Reilly / Hoppe to grant all City Hall celebrated holidays OFF to Enforcement Officers as well. Vote by roll call, 5-0.
MOTION passed.
- Tom Campion made a suggestion to amend our bylaws concerning: Does the Pottsville Parking Authority want to consider adding a provision that attendance/voting remotely (telephone, Zoom, etc.) is acceptable for quorum and voting purposes. It has never been an issue, but we can talk about it. BOARD VOTE REQUIRED.
MOTION by Humphrey / Reilly to accept remote attendance and voting. Vote by roll call, 5-0.
MOTION passed.
- The Enforcement Officers were discussing clothing allowances, etc., during the Staff Meeting. Ask to raise from \$150.00 a year, to \$200.00. Also to change the date to every January that they get it instead of their anniversary. BOARD VOTE REQUIRED.
MOTION by Reilly / Hoppe to accept this motion. Vote by roll call, 5-0.
MOTION passed.
- Review a refund, for a permit purchase in December. Discussion, BOARD VOTE REQUIRED.
MOTION by Reilly / Hoppe to deny this motion. Vote by roll call, 5-0.
MOTION passed to deny a refund, due to stated permit policies of not refunding partial months. Motion passed unanimously.
- Review of our Skook Rides reserved 2 parking signs agreement.
Discussion about missing a September 2025 through August 2026 invoice for 2nd year of the agreement, @ \$150 per space, per year. \$300 is past due 6 months. Linda will provide an invoice.
- Consider the possibility of Direct Deposit for the employees.
MOTION tabled until more consideration for March's meeting.

The Board received an email request, stating the 2026 dates of Schuylkill Outdoor Markets just before the meeting.

Brief discussion about market dates at Union Station, motion was tabled until March's meeting.

AGENDA ITEM #9

ADJOURNMENT

MOTION by Humphrey / Reilly to adjourn.

MOTION passed.