

**POTTSVILLE PARKING AUTHORITY  
POTTSVILLE, PENNSYLVANIA**

**PUBLIC MEETING**

**Minutes**

June 14, 2024

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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 was: Ian Lipton, Bill Messaros, Ronald Dermo, Thomas Campion Jr, Steve Macola, John Levkusic, & Savas Logothetides. Mike Weres, and Robert Hoppe.**

**AGENDA ITEM #1            CALL TO ORDER**

**AGENDA ITEM #2            EXECUTIVE SESSION**

**AGENDA ITEM #3            Review of minutes from May 10, 2024 meeting.**

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

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

- Highlights of Operating Income and Expense YTD:
  - decrease in Net Income from April 30 \$19,086.06 to \$10,417.42 for May 31, 2024
  - Budgeted YTD 5 Month \$12,832.36  
Increase \$36,999.65 over projected income for 5 Month
  - Income from Park Mobile for the month of May 2024 included
    - 6,377 transactions compared with April 2024
    - Net Income from Park Mobile for May \$12,565.00
    - Fees paid May 16.3 % \$2,453.
  - Meter Income May 2024 \$10,600.45 compared with April 2024 \$8,905.70
    - 2024 YTD Meter Income \$44,865.46 compared to 2023 YTD Total \$50,981.43 (down) \$6,225.97
  - Income from Enforcement May 22 days
    - 472 tickets issued; 251 tickets paid
    - Realized May income \$4,313.00
  - Collectively, enforcement officers issued on average 107 tickets per week during the month of May
    - Ron Koscil | 40 % of tickets
    - Dale Blum | 27% of tickets
    - Pat Mahoney | 33 % of tickets
    - Total hours of enforcement labor for May 188
    - Magisterial income for May 2024 \$1,193.48.
    - Monday, February 12, 2024 Board Approval to move (2) CDs totaling \$460,379.45. Income for May \$2,019.29

- Property Insurance for Capitol and Mahantongo deck as well as Liability insurance for 2024 has risen 23.7%, \$3,174.00
- Postage will be increased on July 14<sup>th</sup> by 7.4%.
- Budgeting for 2025 will begin the first of August and will be completed by September 13, 2024 Board meeting.

**MOTION to accept the financial reports approved by Dermo / Hoppe.**

## AGENDA ITEM #5

### Parking Areas

- Mahantongo Deck.
  - EV Charging income for May 2024 Gross \$258.93 Net \$233.05, 671Kwh \$71.80 Income after energy cost \$161.25, (44) charging sessions.
  - EV Charging increase due to \$5.00 charge for vehicles produced (35) sessions = \$175.00 additional revenue.
  - The (2) parking Kiosks interface with Park Mobile and UP Safety/T2., The Kiosks are producing less than \$100.00 @ month and only one of the two Kiosks is being used by the public. Expense for the Kiosks will exceed income this year by \$500.00 Usage will increase over the remaining seven months of 2024.
  - The Authority's efforts are ongoing to control demand at the Deck, PPL performed an energy audit on Wednesday April 10, 2024. The elevator doors, Otis found the problem and resolved it the end of March. We have received NO specific recommendations as a result of the energy audit. Demand decreased on May 16<sup>th</sup> from a value of 29.07 to 17.83 for the entire remainder of the month. The additional hour of daylight may result in lighting reduction throughout the deck along with no need for heat in the Utility room where maintenance and enforcement personnel work from Monday thru Friday.
  - Quandel's purchase of the parking lot behind Quandel's office, has produced a loss of (5) municipal permits effective July 1, 2024. It is possible the Authority could experience a loss of a few additional permits. Quandel's lot is not weather protected!
  - All regular enforcement and maintenance were performed in May 2024
- Capitol Deck
  - The Authority notified Mr. Knecht at Benesch on April 12<sup>th</sup> following the Board meeting and vote to complete the following Phase 2 work; Fabricated structural Steel Repair, drainage system replacement, pipe joint replacement, and pipe replacement, \$110,000.00. The Authority approved delay of two Mar-Allan items until 2025: Epoxy Injection Crack Seal

\$6,649.00, and the Retaining Wall rehabilitation \$14,330.00, until 2025.

Monday June 10<sup>th</sup> work began on the drainage piping and sprinkler system, estimated completion less than (3) weeks. The Steel work will not be completed until after the Yuengling Event on July 13<sup>th</sup>.

- Phase 3. Repair of retaining wall, epoxy crack seal and Coating the steel. (RESCHEDULED)  
Year 2025

- Wednesday, April 17th, at 9:45 PM, an individual was caught on camera applying graffiti, destroying (2) cameras and an exit light in the North Stair tower adjacent to Race Street. Costs should not exceed \$1,909.00. Police Charged Bodhi Arcuri, and his family made restitution in full on June 4, 2024.
- The State Elevator Inspector notified the Authority of deficiencies including a pressure test due. Deficiencies have been addressed with Otis, Mike Botto and Dave Clark, the City Parks Foreman, they have been able to correct most of the deficiencies. The three items Otis technician has reviewed, and will address with the State Inspector. The Test and third-party inspection and certification will cost \$295.00 and be complete in June.
- All regular enforcement and maintenance were performed in May 2024.

- Union Station

- Reading Blue Mountain and Northern Railroad lease agreement awaiting acceptance by the railroad. Attorney Campion sent a new agreement for approval by Assistant VP of Real Estate. Campion will report on the progress to complete a new lease agreement. **Solicitor Campion reported that Reading Blue Mountain and Northern Railroad's attorneys are currently looking over the contract.**
- All regular maintenance performed for May 2024.

- Arch Street

- All regular enforcement and maintenance were performed in May 2024.

- John Potts Lot

- All regular enforcement and maintenance were performed in May 2024.

- Pottsville Hotel Lot

- Attorney Campion has reviewed the current lease with Hotel and has make all necessary changes with the Hotel having new ownership. Final draft by the June 14<sup>th</sup> Board meeting. **Solicitor Campion reported that we are finished with the updated lease and waiting on the Hotel Manager Heath Patel to give us the owner’s contact information.**
    - All regular enforcement of the 50 municipal permit spaces was performed as well as regular maintenance for May 2024.
  - Alvernia Lot
    - The PPA has 35 total permits issued to date; the University occupies (75) conventional spaces and (6) ADA accessible spaces.
    - The May 25th Outdoor market was successful and the facility has three additional Outdoor Parking Lot events; June 22<sup>nd</sup>, July 20<sup>th</sup>, and August 31<sup>st</sup>.
    - All regular enforcement and maintenance performed in May 2024.
  - McGeever Pocket Park
    - All regular enforcement and maintenance performed May 2024.
  - Garfield Lot
    - All regular enforcement and maintenance performed in May 2024.
    - The Diner was transferred to Jeff Chen. Restoration is estimated to be \$400,000.00. Mr. Chen has tentatively agreed to taking possession and restore the apartments of the front section of the apartment building and the Redevelopment Authority will demolish the remainder and provide the remainder for restaurant and apartment parking.
  - Residential Permits
    - New permit count for July 1, 2023 thru June 30, 2024 currently sits at 164, income \$7,700.00. The Authority will continue to provide PHYSICAL PERMITS for 2024-2025. Permits are now available for purchase effective July 1, 2024 @ \$50.00 each.
    - Tom Palamar is requesting the Board to consider accommodating those HOME OWNING RESIDENTS adjacent to LVHN on East Arch and East Norwegian Streets by providing these home owners ONE residential permit without charge. The City Administrator and Chairman Messaros will discuss dispute resolution between

neighbors with Police Chief Morrow. Decision by June 14<sup>th</sup> Board meeting to approve any changes in residential permitting in these areas adjacent to LVHN campus.

**DISCUSSION on having a conversation with LVHN along with Tom Palamar, to discuss possible solutions.**

- Municipal Permits
  - Third quarter permit invoices were mailed the week of June 3<sup>rd</sup>.

## **AGENDA ITEM #6**

### **Projects**

- Enforcement
  - 472 tickets issued; 251 tickets paid via the T2 program.
  - Tickets issued in May 2024 - \$8,355.00
    - MPS Safety Stick violations May 2024- 27 violations.
    - \$35.00 tickets issued \$935.00, 8 tickets, \$280.00 paid
  - Total Enforcement Revenue Billed - \$9,290.00
    - Realized April Income - \$4,593.00
    - Unrealized April Income - \$4,697.00
  - Currently one PA registered vehicle is on the Scofflaw list to be towed and impounded.
  - The Credit Card Terminal will be deactivated October 1, 2024. T2 is recommending a replacement BBPOS WisePOS E, negotiated a final price of \$886.04.
  - MPS, the Technology platform for enforcement “Safety Stick are live as of Tuesday April 30<sup>th</sup>. MPS is working with the AOPC to facilitate citation filing electronically. The Authority will file manually until, most likely, the second quarter of 2025.

### **Park Mobile**

- 46 more parking sessions recorded in May compared with April.
  - Average parking session based on 198 hours during May, was two hours, the same as months of November and December.
- Parking Meters
    - Meter income for May 2024 \$10,600.45 compared with April’s \$8,905.70.

## **AGENDA ITEM #7**

### **OLD/NEW BUSINESS**

- A review of electric bills at the Mahantongo Parking Deck, is ongoing. It appears usage is under control, demand as previously noted dropped by 39% on May 16<sup>th</sup> in comparison to the first sixteen days of May.
- The T2 Gettysburg one-day conference was June 5, 2024. Chairman Messaros attended with the Executive Director. The major presentation featured the use of the software and enforcement scanners for Gettysburg Code Compliance and the issuance of a variety of permits. Round table discussions featured Best Practices and solutions in the areas of permitting and enforcement.
- Trinity Episcopal Church is requesting 10 temporary parking permits 8:30 AM until 12:30 PM July 8<sup>th</sup> thru 12<sup>th</sup> for the children’s summer reading program. BOARD APPROVAL requested.  
**MOTION to approve the Church’s temporary permits by Hoppe / Dermo passed.**
- Event Application for the Yuengling Stars and Stripes Summer Concert Saturday July 13, 2024. Parking Permit holders will be affected with the Alvernia lot. Permit holders for Alvernia will be asked to park in the Capitol Deck Friday, July 12<sup>th</sup>. All other facilities will be available for regular use until Friday, July 12th 4:00 PM.
- The Authority should participate in the City’s Cyber Attack exercise with CISA on July 17<sup>th</sup>, 8:30 until 12:30. Mark Atkinson has arranged for this exercise scenario.

**AGENDA ITEM #8**

**PUBLIC COMMENT**

**AGENDA ITEM #9**

**ADJOURNMENT**

**MOTION to adjourn by Weres / Hoppe passed.**