

**POTTSVILLE PARKING AUTHORITY**  
**POTTSVILLE, PENNSYLVANIA**

**PUBLIC MEETING**

**Minutes**

June 12, 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, Stephen Macola & John Levkolic.**

**AGENDA ITEM #1            CALL TO ORDER**

**AGENDA ITEM #2            PUBLIC COMMENT**

**AGENDA ITEM #3            EXECUTIVE SESSION**

**The Board entered Executive Session from 8:03 AM to 8:12 AM, to discuss personnel matters.**

**AGENDA ITEM #4            Review of minutes from May 9, 2025 meeting.**

- Requires motion to approve minutes

**MOTION to approve May 2025 minutes by Hoppe / Weres .**

**MOTION passed.**

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

- Decrease in Net Income from April 30 \$4,083.44 to May 31, 2025 (\$30,387.24)
- Budgeted YTD net income 5 Month \$6,622.50  
Actual income for 5 Months 2025 (\$3,230.81)
- YTD Net Income Park Mobile and Meter for 5 Months \$115,731.48  
budgeted \$112,050.00 increase over budget \$3,681.48
- Income from Park Mobile for the month of May 2025 included
  - 6,442 transactions
  - Net Income from Park Mobile for May \$12,911.50  
Fees paid May 2025 18.2 % \$2,875.65
- Meter Income May 2025 \$9,686.95 compared with April 2025 \$11,113.36
- 2025 YTD Meter Income \$38,631.63 compared to 2024 YTD \$44,865.46  
(down) \$6,233.83 for 5 months.
- Income from T2 Enforcement ONLY, May 2025 (21) days
  - 470 tickets issued; 237 tickets paid
  - Total T2 enforcement revenue billed in May 2025 \$7,900.00
  - Total MPS enforcement revenue billed in May 2025 \$980.00  
Realized May 2025 income \$3,751.92
- Collectively, enforcement officers issued on average 112 tickets per week during the month of May 2025
  - Larry Newswanger | 33 % of tickets
  - Dale Blum | 31 % of tickets
  - Pat Mahoney | 36 % of tickets

- Total hours of enforcement labor for May 176.5
- Magisterial income for May 2025 \$1,098.41
  
- Income from CDs and MM accounts May 2025 \$2,535.64.
  
- May PPA income and expense report included \$44,428.50 payment for Painting of the Capitol Deck for 2025 anticipated an additional payment to Evans by July \$45,986.50 and \$22,000.00 for Mar-Allen for the (2) elements delayed from the original contract of 2023.  
**MOTION to accept May Profit and Loss Record approved by Dermo / Hoppe.**  
**MOTION passed.**

## AGENDA ITEM #6

### Parking Areas

- Mahantongo Deck.
  - EV Charging Maintenance and Software invoice #255270 in the amount of \$1,192.50 from Chargepoint not originally charged for May 2024 thru April 2025 was released June 5,2025 .
  - EV charging income for April 2025 not received \$255.22, net income from charging \$35.50
  - EV charging income for May was only \$138.72
  - Net income from charging \$25.43
  - Chargepoint, responsible for monitoring, repair and software for payment at the (8) EV charging stations forwarded a three-year renewal: \$7,720.00 for (3) years or \$2,573.33 @ year. The grant from the state paid costs the first three years. The Additional four Charging ports are not do for renewal until May 2027 PPA Board approved a \$.03 @kWh increase for EV vehicles charging from \$.17@ kWh to \$.20. This year we are on pace to have income at \$.20@ kWh based on 1<sup>st</sup> quarter revenue of \$1,130.36 of \$4,521.44 covering our cost of electric, monitoring, repair and software. I have requested an additional discount from the Invoice for \$7,720.00 over a series of miscommunication.
  
  - The (2) parking Kiosks income for May, only \$91.75, a net loss of \$48.25 Expenses for the Kiosks have exceeded income for the five months of 2025 by \$349.85.
  - The authority continues our efforts to control electric usage and demand, we have had success for (7) months, usage compared to the same period in 2024 is down by 8%. Demand was even with May 2024.
  
  - All regular enforcement and maintenance were performed in May.
  
- Capitol Deck
  - John Knecht, Benesch, 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) Final payment for Mar-Allen of \$45,623.65 was made last week of December 2024.
- Phase 3 Includes repair of retaining wall, epoxy crack seal -for concrete as well as painting the steel.
- Now in progress.
- Year 2025.The Authority budgeted \$111,802.63. To complete the painting and remaining concrete work. Preparation and painting of steel should be completed before July 4, 2025.
- All regular enforcement and maintenance were performed in May 2025.
- Union Station
  - The lot should be sealed and any cracks repaired in the next 12 to 18 months. Mayor Messaros and council has discussed the issue surrounding maintenance responsibility with Ian Mahal, City Administrator who should schedule a meeting to discuss both the sealing of the lot and the PPA’s desire to renegotiate the agreement to eliminate Lot enforcement without income streams from meters and Park Mobile but continue to be responsible for a percentage of the lighting as well as year around maintenance that includes salting and snow removal. Meeting between Mahal and Frank Zukas should take place in June.  
**DISCUSSION with City Administrator present about current financial responsibilities of both Pottsville Parking Authority and tenants Association, for maintenance.**
  - All regular maintenance was performed for May 2025.
- Arch Street
  - On April 16, 2025 request received from Diakon Community Services for (5) additional Senior Center FREE PERMITS bringing the total to (15). Previously hours were 10:00 AM until 2:00 PM. They are requesting permits from 8:00 AM until 2:00 PM. PPA Board requested a list of those Seniors accessing the Free Passes a least twice a week including the license plates for a 30-day period. for analysis. The response to PPA’s request was the information was confidential and Ms. Long from the Senior Center would need to consult with the “Aging Office” before moving forward. PPA has received no further communication.
  - All regular enforcement and maintenance were performed in May 2025.
- John Potts Lot

- All regular enforcement and maintenance were performed in May.
- Pottsville Hotel
  - The collapse of the arch between the two building. Patients and Hotel guest are intermittently unable to use the walk way between the two buildings until the repair has been completed by the Sewer Authority. No resolution to the condition between the hotel and medical/office building.  
**DISCUSSION on timeline the archway reconstruction will be completed, tentatively due to start in September.**
  - April 1<sup>st</sup>: Hotel permits will have an expiration date of June 30<sup>th</sup>. Enforcement officers have agreed to call the Hotel front desk and the operator of the hair salon to advise them of any vehicles without appropriate permit on the dashboard before issuing any tickets in the hotel lot. These changes should improve enforcement of that facility and reduce erroneous tickets being issued to guests of both entities.
  - All regular enforcement of the 50 municipal permit spaces was performed as well as regular maintenance for May 2025.
- Alvernia Lot
  - To avoid enforcement issues related to students, faculty and staff. offices are implementing a notification procedure before ticketing at the 81 spaces of the north end of the facility.
  - All regular enforcement and maintenance performed in May 2025.
- McGeever Pocket Park
  - All regular enforcement and maintenance performed May 2025.
- Garfield Lot
  - All regular enforcement and maintenance performed in May 2025.
  - 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 be available for permits in 2026 on a month-to-month basis providing reconstruction of the Diner begins in the third quarter of this year as planned.  
**DISCUSSION about notifying Garfield lot customers of converting existing permit holders to month-to-month permits starting on January 1<sup>st</sup>, 2026, with the option to transition to Mahantongo Parking Deck, at the reduced quarterly rate. Mr.**

**Chen is preparing the restoration of the restaurant and will require all parking spaces.**

○ Residential Permits

- As of June 2, 2025 (151) 24/25 permits were purchased @\$50.00 each thru February 2025 and now \$30.00 each from 1/1/2025 thru 6/30/2025 producing an income of \$7,180.00 to date.
- New July 2025 thru June 2026 permits are available for sale and are on the PPA website, no price increase for the fourth year. Approval by PPA removing requirement for residential permit on the 600 and 700 blocks of East Norwegian Street will reduce yearly residential permit income by \$1,400.00.

○ Municipal Permits

- Temporary Single Day and multiple day permits have increased in 2025. \$4,399.00 income to date.
- Third quarter permit invoices mailed the week of June 2<sup>rd</sup>.
- \$10,154.00 has been invoiced for third quarter 2025 permits and are due and payable by July 11, 2025.
- Special Pricing Request: PPA Board approved the reduced rate for residents of 100, 200, and 300 blocks of W. Market Street. A 41.5% discount for permits at the Mahantongo Deck \$40.75 @ month plus a \$5.00 Administration Fee, if paid quarterly.
- For 2026 - the Garfield lot will most likely not be available if construction on the rehabilitation of the Garfield Diner goes as planned.

**AGENDA ITEM #7**

**Projects**

○ Enforcement

- 470 tickets issued; T2 program.
  - MPS Safety Stick violations May 2025 (28) violations.
- Total Enforcement Revenue Billed - \$8,880.00
  - Realized May Income - \$3,751.92
  - Unrealized May Income - \$5,128.08
  - Magisterial income for May 2025 - \$1,098.47

MPS, the Technology platform for enforcement “Safety Stick units: Executive Director agreed to a 90-day test to determine if the MPS units are viable for Pottsville. The 90-day period ended February 1<sup>st</sup>. A subsequent meeting was held with MPS to determine next steps on March 5, 2025, Both MPS and The

Pottsville Parking Authority and MPS have agreed at MPS's request to an additional 60 days to demonstrate that some or all of the Safety sticks are viable based on technology change recently of violations each month. During a zoom meeting with MPS the week of May 19<sup>th</sup>, PPA was asked, by MPS, to determine if MPS could present a program that would include the three existing locations with high numbers of violations and move the remaining six units. They could be reconfigured and programed to offer short term parking for businesses in approved on-street parking spaces . MPS would set a time limit approved by PPA and the business for these location as agreed by the city and specific local businesses, (Example 15- or 30-minute parking.) If a vehicle exceeded the time allotted, the vehicle would receive a \$15.00 fine, for exceeding the time limit. The space would be signed for the specific business. The existing signs reading NO PARKING ANY TIME- violators fined \$35. will remain in the six remaining locations without a safety stick as a deterrent and enforcement officers will enforce these locations during enforcement hours. These locations are Safety Violations.

- **DISCUSSION on continuing with the Safety Stick program. MOTION to retain 3 Safety Sticks with the stipulation of a \$100 monthly minimum payment & 50% of all other violations to MPS by Hoppe / Dermo. MOTION passed. MOTION to remove the 6 remaining Safety Sticks by Hoppe / Dermo. MOTION passed.**  
Currently NO vehicles are on the Scofflaw Report.

#### Park Mobile

- 233 fewer parking sessions were recorded in May 2025 compared with April.
- \$302.50 less in net income was received during the (21) days of May 2025.
- Average parking session based 192.5 hours during May, sessions averaged two hours compared to two hours and fifteen minutes in April and two hours and thirty minutes in March and two hours for both January and February.

#### ○ Parking Meters

- Meter locks and keys as well as 150 clear meter lenses arrived May 28<sup>th</sup> and will correct a variety of meter issues.
- Meter income for May 2025 \$9,686.95 compared with April's \$11,113.36 Note 21 days of transactions for May and April.

Anecdotally, the Friday May 23<sup>rd</sup> there were very few vehicles in the business district.

## AGENDA ITEM #8

### OLD/NEW BUSINESS

- Outdoor Markets LLC has scheduled (11) for Pottsville (6) for Alvernia and (5) for Union Station.
- The second Outdoor Market under new ownership took place at at Union Station Saturday May 10, 2025. On June 14<sup>th</sup> Union Station and June 28<sup>th</sup> in the Alvernia Lot there are markets.
- Though not directly affecting Authority operations, the first Film Festival was a three- day event using the Arch Street and John Pott Lots with films shown at the Majestic Theatre; May 30 thru June 1<sup>st</sup> .
- The Bike Night event June 7<sup>th</sup> at the Mahantongo Deck includes port-a-potties adjacent to the 2<sup>nd</sup> street entrance to the deck. There will be food, however no food trucks inside the deck. There apparently was a breakdown in communication the Pottsville Police department was not notified of this event. Live music, beer and motorcycles, PADCO is running the event and they have hired Signal Security (Paul Kennedy). Proceeds will benefit MDA.
- Trinity Episcopal Church at South Centre and 200 S. 2<sup>nd</sup> Street is requesting (10) parking passes between the hours of 8:30 AM and 12:30 PM, on South Centre Street July 14 thru 18<sup>th</sup> for their annual summer reading camp.at the same price as the last several years \$125.00. BOARD APPROVAL Required. **MOTION to issue Trinity Episcopal Church temporary permits by Hoppe / Weres.**  
**MOTION passed.**
- E-Bike rental proposal, Justin Jalbert will attend Board meeting and is submitting in writing the attached proposal, it may require feedback from City Administrator, Code Enforcement and Street Department. Possible input from Pottsville Police Dept. PPA BOARD recommendation of support requested by Mr. Jalbert of Skookie Rides. All parking requirements on street will apply to E-bikes.  
**DISCUSSION about the Parking Authority involvement in E-Bikes.**  
**MOTION tabled until Pottsville Police and Code Enforcement determine if the bike rental program meets police and code requirements.**

## AGENDA ITEM #9

### ADJOURNMENT

Meeting was adjourned at 9:37 AM.