

**POTTSVILLE PARKING AUTHORITY  
POTTSVILLE, PENNSYLVANIA**

**PUBLIC MEETING**

**Minutes**

**March 14, 2025**

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: William Messaros, Ian Lipton, Michael Weres, Robert Hoppe (via phone call), Thomas Campion, Ronald Dermo, John Levkulic, James Humphrey, and Stephen Macola.**

**AGENDA ITEM #1            CALL TO ORDER**

**AGENDA ITEM #2            PUBLIC COMMENT**

**AGENDA ITEM #3            EXECUTIVE SESSION**

**There was no Executive Session this month.**

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

- Requires motion to approve minutes

**MOTION to approve February 2025 minutes by Weres / Dermo.**

**MOTION passed.**

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

- Highlights of Operating Income and Expense YTD:
  - Decrease in Net Income from January 31 \$8,494.92 to February 28, 2025 \$6,773.81
  - Budgeted YTD net income 2 Month \$2,653.00  
Actual income for 2 Months 2025 \$17,331.25
  - YTD Net Income Park Mobile and Meter for 2 Months below budget \$3,959.03 Budgeted \$44,816.00
  - Income from Park Mobile for the month of February 2025 included
    - 5,770 transactions compared with January 2025
    - Net Income from Park Mobile for February \$11,397.25  
Fees paid February 2025 18.5 % \$2,590.15
  - Meter Income February 2025 \$7,752.52 compared with January 2025 \$4,094.50
    - 2025 YTD Meter Income \$11,847.02 compared to 2024 YTD \$15,563.38  
(down) \$3,716.36 for 2 months.
  - Income from T2 Enforcement ONLY, February 2025 (19) days
    - 404 tickets issued; 192 tickets paid
    - Total T2 enforcement revenue billed in February 2025 \$4,895.00
    - Total MPS enforcement revenue billed in February 2025 \$1,505.00  
Realized February 2025 income \$3,698.41
  - Collectively, enforcement officers issued on average 106 tickets per week during the month of February 2025
    - Larry Newswanger| 32 % of tickets

- Dale Blum| 30 % of tickets
  - Pat Mahoney| 38 % of tickets
- Total hours of enforcement labor for February 162
- Magisterial income for February 2025 \$1,321.42
- (2) CDs at CACL, for six months at 4.39% APY. Income from CDs and MM accounts February 2025 \$2,289.24. The current rate environment is not as attractive as it was in August of 2024.
- Invoices paid to date for snow removal totals \$7,061.77 an additional \$2,805.00, an increase of \$2,200 over 2024, remain to be paid from February 2025.

**MOTION to accept the financial records approved by Humphrey / Weres.**  
**MOTION passed.**

## **AGENDA ITEM #6**

### **Parking Areas**

- Mahantongo Deck
  - EV Charging income received for January, net income from charging \$32.84
  - EV charging income for February 2025 not received \$176.44  
Utility cost \$133.32 (535kWh) Net income \$118.34
  - EV \$5.00 charging without a municipal permit (20) sessions, net income from charging \$18.34
  - The (2) parking Kiosks: Income from the kiosks for February only \$40.75, the Authority should expect expense to exceed revenue for the Kiosks in 2025 by \$800.00.
  - The efforts to control usage and demand continue and though we have had success of 4 months, Jan. 15 thru Feb. 14, 2025 usage compared to the same period in 2024 is up by 9% however temperatures for that period were 7 degrees lower for that period this year. Demand, however, was down 14%.
  - All regular enforcement and maintenance were performed in Feb.
- 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, \$111,802.63. To

complete the painting project the low bidder, Evans Commercial Painting, Inc. submitted the required bid documents at the \$90,415.00. The PPA Board voted to approve the bid and expenditure for 2025, work to begin second quarter to be completed by September 30, 2025

- All regular enforcement and maintenance were performed in February 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 the new City Administrator who can then meet with Frank Zukas.
- All regular maintenance and snow removal performed for February 2025.

- Arch Street

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

- John Potts Lot

- PPA is attempting to resolve an enforcement issue related to violations in spaces related to spaces leased to Beyond Hello (Jushi).
- All regular enforcement and maintenance were performed in February.

- Pottsville Hotel

- The (2) 15-minute parking spaces between the Pottville Hotel, the Center for Community Resources and Dr Akbar's office are a source of ongoing violation problems due in part to vehicles parking for longer than 15 minutes and not engaging 4-way hazard lights. and 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 complete repair has been completed by the Sewer Authority. No resolution to the condition between the hotel and medical/office building.
- All regular enforcement of the 50 municipal permit spaces was performed as well as regular maintenance for February 2025.

- Alvernia Lot

- Meeting with University administration was held March 5<sup>th</sup> to resolve enforcement issues related to students, faculty and staff.
- All regular enforcement and maintenance performed in February 2025.
- McGeever Pocket Park
  - All regular enforcement and maintenance performed February 2025.
- Garfield Lot
  - All regular enforcement and maintenance performed in February 2025.
  - Since last month'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 that these spaces will not be available for permits in 2026.
- Residential Permits
  - As of December 1, 2024 (143) 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 \$7,090.00 to date.
- Municipal Permits
  - Temporary Single Day and multiple day permits have increased in 2024. Single day permits are \$5.00 @ day. PPA recorded \$1,814.00 income to date, budgeted \$625.00
  - Second quarter permit invoices mailed the week of March 3<sup>rd</sup>.
  - \$93,000.00 has been invoiced for second quarter 2025 permits and are due and payable by April 10, 2025.

## **AGENDA ITEM #7**

### **Projects**

- Enforcement
  - 404 tickets issued; T2 program.
    - MPS Safety Stick violations February 2025 (43) violations.
  - Total Enforcement Revenue Billed - \$6,400.00
    - Realized January Income - \$3,695.41
    - Unrealized January Income - \$2,701.53
    - Magisterial income for January 2025 - \$1,321.42
  - A Zoom meeting was held with four members of the MPS team to discuss the contract based on the addendum changes requested by PPA. 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. The program cannot produce results acceptable to both the City and MPS, the Authority will remove the units and return them to the MPS and part company.

Currently (1) vehicle is on the Scofflaw Report. The vehicle will be towed and impounded if tickets are not paid.

#### Park Mobile

- 141 more parking sessions were recorded in February 2025 compared with January.
- \$1,291.50 less in net income was received during the (19) days of February 2025 compared to 21 days in January 2025.
- Average parking session based 171 hours during February, remained the same as January, two hours.

#### ○ Parking Meters

- Less than 25 on-street meters are currently out of service and must be repaired out of 575 (less than 4%).

### AGENDA ITEM #8

#### OLD/NEW BUSINESS

- Outdoor Markets LLC was sold on January 29, 2025 to Remo and Deborah Piccioni residents of St. Clair (see article). This is a “for profit” business. They have scheduled (11) markets for Pottsville (6) for Alvernia and (5) for Union Station. Board decision required regarding Charge for use of Facilities. PPA has sent appropriate requirements and possible cost for use of Facilities to the Piccioniis. **PARKING AUTHORITY DECISION REQUIRED.**  
**DISCUSSION regarding previous Farmer’s Markets and fees associated with them.**  
**MOTION to approve the Outdoor Markets, and standard charge of \$100 fee per event, by Weres / Hoppe.**  
**MOTION passed.**
- SCMA has one additional training session using the Mahantongo Deck for participant parking April 10<sup>th</sup> (total of four for the first four months of 2025).

### AGENDA ITEM #9

#### ADJOURNMENT

**MOTION to adjourn at 8:54AM by Humphrey / Dermo.**  
**MOTION passed.**