

**MINUTES**  
**BOROUGH COUNCIL WORKSHOP MEETING**  
**November 3, 2016**

Media Borough Council met in the large conference room at 301 N. Jackson Street, Media, PA on the above date at 7:30 p.m. with the following officials present: Mayor McMahon, President Hall, Vice President Robinson, Councilman Williamson and Boyer, Councilwomen Dixon, A. Johnson and L. Johnson. Also present were Borough Manager Smith and Solicitor Scott. Engineer Matson was not present.

**Public Comment & Privilege of the Floor**

Mike Yorke of South Avenue mentioned the Bed and Breakfast Ordinance and did not see it on tonight's agenda. President Hall mentioned that Council authorized the advertisement at last month's meeting and now the ordinance is being reviewed by the County, the earliest that Council would consider the ordinance is in December and there will be a public hearing.

**Borough Manager's Report**

Borough Manager Smith mentioned that there is a revised workshop meeting agenda, police report for October, form for a possible Trump rally, Zoning Hearing Board information regarding 28 E. 3<sup>rd</sup> Street and updated preliminary budget documents in the meeting folders.

**Engineer's Report**

Engineer Matson was not present to make a report.

**Solicitor's Report**

Solicitor Scott had no report.

**Mayor's Report**

Mayor McMahon reported that the police department received and investigated 617 complaints during the month of October. Mayor McMahon mentioned the upcoming Veterans Day parade.

**Council/Committee Reports**

**Recreation and Board of Health** – Mr. Boyer

Councilman Boyer mentioned that he attended the recent Board of Health meeting and they discussed the storage and discharge of grease by the restaurants. Mr. Scott mentioned that there is an ordinance and that the Code Enforcement Director has utilized in the past to enforce the issue. Councilman Boyer mentioned that also discussed was animal care in the borough. Mr. Scott mentioned that there isn't an ordinance on the limit on the number of pets, but there are conditions and often these fall under property maintenance.

President Hall asked Borough Manager Smith to add these issues to the CDC agenda as well as requiring address numbers on the rear of buildings.

**HARB, MBA and Historic** – Ms. L. Johnson

Councilwoman L. Johnson had no report.

**Properties, Public Works, Public Safety and Fire** – Mr. Robinson

Vice President Robinson mentioned that he has recommended a public hearing on November 17, 2016 at 7:30 p.m. for T & M to make a presentation on the stormwater management study.

Vice-President Robinson mentioned that LED streetlights (cobraheads) offer the ability to be adjusted or dimmed based on their location. Vice President Robinson asked Karen Taussig-Lux to speak about the LED streetlights. Ms. Taussig-Lux mentioned that the Borough is participating in a consortium project with 40 other municipalities which allows for cost effective materials and engineering costs. The payback of this program should be realized in approximately 7 years. Savings over 20 years are estimated to be \$653,000. The steps needed to move forward are a signed audit letter and approval of the agreement.

Vice President Robinson mentioned change order #2 for the boiler replacement.

Vice President Robinson mentioned Borough Council the mass gathering application for the New Year's Even Ball Drop to be held on Saturday, December 31, 2016 from 10:00 p.m. to Sunday, January 1, 2017 at 1:30 p.m. President Hall if alcohol will be served. A request has not been made. Councilman Williamson suggested that a question regarding alcohol being served be added to the mass gathering permit application.

Vice President Robinson mentioned free parking in the Olive Street Garage for the holidays.

Vice President Robinson mentioned a request from Trump for President to hold a rally at the courthouse. Solicitor Scott mentioned that they are required to submit an application and reimburse for any costs incurred by the Borough. President Hall suggested requiring a retainer.

**Community Development, Personnel and Media Arts Council** – Mr. Hall

President Hall introduced Tom Fein of RBA Group to present designs for the Veterans Memorial Garden and Plum Street Mall. Mr. Fein presented renderings of the proposed garden and highlighted the stormwater runoff, plantings, planters, railings, seating, etc. Councilwoman L. Johnson mentioned that the design lacks shade protection. Mr. Fein mentioned the existing building as well as the trees that are included in the plan will provide shade. The trees have been placed by the benches to provide shade. Vice President Robinson asked what kind of maintenance the garden will require of the Borough public works staff. Mr. Fein will review maintenance plans for other projects and will get back to Council. President Hall polled Council members about their thoughts on the design of the Veterans Square Garden, most agreed that the

design is not the usual type of design for the Borough, but for the most part agreed that the design would fit the area.

Mr. Fein continued with three concept designs for the Plum Street Mall with ideas and options for each block. Mr. Fein mentioned the Plum Street Survey that is available on the Borough website and there have been 152 responses to date. The survey will be available for another week.

President Hall introduced Bob Linn to make a presentation related to 28 E. 3<sup>rd</sup> Street. Mr. Linn was present with his client Bill Roundtree. Mr. Linn mentioned that he presented to the planning commission and they recommend Council not oppose the application. Mr. Linn is requesting two variances, one to reverse the mixed use allowing residential on the bottom and offices on top and to allow parking in a front yard on Jaison Street for 9 parking spaces.

President Hall does not see that the proposed zoning ordinance requests for relief have any negative impact; therefore he is recommending Council not oppose this application.

#### **Finance and Library** – Mr. Williamson

Councilman Williamson mentioned that Borough Council may want to consider adopting the preliminary 2017 General, Capital, Liquid Fuels and Recreation Budgets. Councilman Williamson reviewed significant items in revenues and expenses in the operating budget with Council. The proposed capital projects were reviewed. Councilman Williamson highlighted the capital items that were deferred and removed from the budget. Discussion ensued regarding the capital projects. Borough Manager Smith mentioned that the Borough is required to advertise the budget ten (10) days prior to taking action and Council is required to adopt a balanced budget in December. Due to the late hour, a decision was made to hold a special meeting on November 15, 2016 at 5:30 p.m. to discuss the budget in more detail.

#### **Fair Trade, Farmer's Market, Shade Tree and EAC** – Mrs. A. Johnson

Councilwoman A. Johnson mentioned at the request of Council, a meeting was held with public safety officials, Borough Manager and Greg Krykewycz to discuss the proposed bike plan. Councilman Robinson mentioned that the fire chief had several concerns, the police chief and emergency management director are not for a bike plan. Councilman Williamson suggested that the concerns discussed at the meeting be incorporated into the plan before the plan is presented to council for consideration.

#### **Public Relations and Historical Archives** – Ms. Dixon

Councilwoman Dixon had no report.

#### **Public Comment and Privilege of the Floor**

**Adjournment**

President Hall made a motion to adjourn the Workshop meeting at 11:15 p.m. Vice President Robinson seconded the motion. The motion carried unanimously.

Respectfully submitted,

Jeffrey A. Smith  
Borough Manager/Secretary