

**POTTSVILLE PARKING AUTHORITY  
POTTSVILLE, PENNSYLVANIA**

**PUBLIC MEETING**

**Minutes**

**May 9, 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: Ian. Lipton, William Messaros, Michael Weres, Ronald Dermo, Bob Hoppe, Thomas Campion, Stephen Macola, & Joshua Sophy.**

**AGENDA ITEM #1            CALL TO ORDER**

**AGENDA ITEM #2            PUBLIC COMMENT**

**AGENDA ITEM #3            EXECUTIVE SESSION**

**AGENDA ITEM #4            Review of minutes from April 11, 2025 meeting.**

- Requires motion to approve minutes  
**MOTION to approve April 2025 minutes by Hoppe / Weres.**  
**MOTION passed.**

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

- Decrease in Net Income from March 31 \$9,721.27 to April 30, 2025 \$4,083.44
- Budgeted YTD net income 4 Month \$5,298.00  
Actual income for 4 Months 2025 \$26,719.62
- YTD Net Income Park Mobile and Meter for 4 Months \$92,090.41  
budgeted \$80,799.00 increase over budget \$11,291.41
- Income from Park Mobile for the month of April 2025 included
  - 6,675 transactions
  - Net Income from Park Mobile for April \$13,214.50  
Fees paid April 2025 18.3 % \$2,960.150  
Meter Income April 2025 \$11,113.36 compared with March 2025 \$7,964.68
- 2025 YTD Meter Income \$30,924.96 compared to  
2024 YTD \$34,465.21  
(down) \$3,540.25 for 4 months.
- Income from T2 Enforcement ONLY, April 2025 (21) days
  - 546 tickets issued; 278 tickets paid
  - Total T2 enforcement revenue billed in April 2025 \$9,755.00
  - Total MPS enforcement revenue billed in April 2025 \$1,505.00  
Realized April 2025 income \$5,179.93
- Collectively, enforcement officers issued on average 130 tickets per week during the month of April 2025
  - Larry Newswanger| 29 % of tickets
  - Dale Blum| 22 % of tickets
  - Pat Mahoney| 49 % of tickets
  - Total hours of enforcement labor for April 194
  - Magisterial income for April 2025 \$1,440.88

- Income from CDs and MM accounts April 2025 \$2,354.86.
- All invoices paid to date for snow removal totals \$11,465.97, \$2,200.00 more than the previous season and twice the cost of 2023.  
**MOTION to accept the financial records approved by Dermo / Hoppe.**  
**MOTION passed.**

## AGENDA ITEM #6

### Parking Areas

- Mahantongo Deck.
  - EV Charging income not received for March 2025, \$297.13. Net income from charging \$33.51 after kWh charge and parking charge.
  - EV charging income for April 2025 not received \$255.22 Chargepoint Fees \$25.50 Utility cost for April \$74.
  - EV \$5.00 charging without a municipal permit (24), net income from charging \$35.55
  - Chargepoint, responsible for monitoring, repair and a three year renewal is \$7,720.00 for (3) years or \$2,573.33 @ year, \$214.00 @ month. The grant from the state paid these costs the first three years. 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 of the eight stations. PPA will monitor income and expense to insure a break even.
  - The (2) parking kiosks income for April was only \$83.25, a net loss of \$56.75 Expenses for the Kiosks have exceeded income for the four month of 2025 by \$301.
  - The authority continues our efforts to control electric usage and demand, we have had success for (6) months, usage compared to the same period in 2024 is down by 7%. Demand was down 6%.
  - All regular enforcement and maintenance were performed in April.
- 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)
    - Phase 3 Includes repair of retaining wall, epoxy crack seal -for concrete as well as painting the steel.  
Now in progress, including painting, will be \$111,802.63. Painting should be completed before July 4, 2025

- Received Invoice #348341 from Benesch for Project Management cost as agreed to in 2023 for \$1,105.00. The Balance remaining on the original agreement remains of \$2,104.00.
  - All regular enforcement and maintenance were performed in April 2025.
- Union Station
  - The lot should be sealed and any cracks repaired in the next 12 to 18 months. Ian Mahal, the new City Administrator, will schedule a meeting to discuss both the sealing of the lot and the PPA's desire to renegotiate the agreement to eliminate Lot enforcement and income streams from meters and Park Mobile and continue to be responsible for a percentage of the lighting as well as year around maintenance that includes salting and snow removal with Frank Zukas.
  - All regular maintenance and snow removal performed for April 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) Monday thru Friday as well as longer hours than allocated the past five years. Previously hours for free permits were 10:00 AM until 1:00 PM. They are requesting permits from 8:00 AM until 2:00 PM. BOARD VOTE required.
  - All regular enforcement and maintenance were performed in April 2025.

**DISCUSSION about the Pottsville Center / Diakon's request for additional permits for the Arch Street lot, and extending the time duration each day to 8:00 AM to 2:00 PM. BOARD decision tabled until next month, more information is needed.**
- John Potts Lot
  - All regular enforcement and maintenance were performed in April.
  - In the next week, maintenance will plant flowers at the entrance around the monument
- 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 complete repair has been completed by the Sewer Authority. No resolution to the condition between the hotel and medical/office building.

- Hotel permits will have an expiration date of June 30th, and also December 31 2025. Enforcement officers each morning and afternoon will advise the Hotel front desk and the operator of the hair salon they are about to enforce 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 April 2025.  
**DISCUSSION concerning the breezeway and when the Sewer Authority will be finalizing sealing up the arch.**
- 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.
  - John McCloskey has approved and returned a signed copy of a (3) year extension to our management agreement through September 30, 2028.
  - All regular enforcement and maintenance performed in April 2025.
- McGeever Pocket Park
  - All regular enforcement and maintenance performed April 2025.
- Garfield Lot
  - All regular enforcement and maintenance performed in April 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.
- Residential Permits
  - As of May 2, 2025 (151) 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 \$7,180.00 to date.
- Municipal Permits
  - Temporary Single Day and multiple day permits have increased in 2025. \$2,854.00 income to date, budgeted \$1,250.00.
  - Currently, no individual permit holders are outstanding for 2<sup>nd</sup> quarter.

- Special Pricing Request: For 2026 - Board consideration should be given to a reduced rate at Mahantongo Deck for residents living in the 100, 200, and 300 blocks of West-Market Street given the Garfield lot will most likely not be available. BOARD decision Requested.

**DISCUSSION concerning number of spaces to be offered, and resident verification in designated blocks.**

**MOTION to accept by Hoppe with contingency based on 40 maximum number of spaces allotted, at a rate equal to the rate offered to Necho Allen residents. Dermo seconded motion.**

**MOTION passed.**

## AGENDA ITEM #7

### Projects

#### ○ Enforcement

- 546 tickets issued from the T2 program.
  - MPS Safety Stick violations April 2025 (40) violations.
- Total Enforcement Revenue Billed - \$11,155.00
  - Realized April Income - \$5,179.93
  - Unrealized April Income - \$5,975.07
  - Magisterial income for March 2025 - \$1,440.88
- 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, a 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 implemented. We will, following this 60-day extension, decide if the Safety Stick unit program is unnecessary given the low number of violations each month. At the conclusion of this period if the City and MPS has determined the program is not successful in significantly improving safety in the nine location some or all of the units will be removed and returned to MPS. The signs will remain as a deterrent and enforcement officers will enforce these locations carrying a \$35.00 fine if vehicles remain parked in these locations.

Currently no vehicles are on the Scofflaw Report.

#### ○ Park Mobile

- 25 fewer parking sessions were recorded in April 2025 compared with March.
- \$236.75 more in net income was received during the (21) days of April 2025.
- Average parking session based 192.5 hours during April, sessions averaged two hours and fifteen minutes, compared to two hours

and thirty minutes in March and two hours for both January and February.

- Parking Meters
  - Twenty on-street meters are currently out of service and must be repaired out of 575 (approximately 3.5%).

**AGENDA ITEM #8**

**OLD/NEW BUSINESS**

- The first Outdoor Market under new ownership at Alvernia took place Saturday April 26, 2025. It rained the first two hours, participation by both vendors and the public was limited because of the weather.
- Though not directly affecting Authority operations, Block-of-Art took place in the two hundred block of N. Centre St. with much of the activity at the Majestic Theatre on Saturday, May 3rd.
- The following additional information regarding Film Festival event May 3; no on-street access from Centre Steet to either John Pott or Arch Street Lots Saturday. PADCO is notifying all businesses affected by the street and lot closures. 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 , no food trucks inside the deck.
- E-Bike rental proposal, Justin Jalbert asked to submit in writing, may require feedback from City administrator, Code Enforcement and Street Department. Possible input from Pottsville Police Dept.
- SCMA has a training session using the Mahantongo Deck for participant parking July 22<sup>nd</sup> (total of five for the first seven months of 2025).

**AGENDA ITEM #9**

**ADJOURNMENT**

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

**MOTION passed.**