

**MUNICIPALITY OF KINGSTON TOWN COUNCIL
WORK SESSION MEETING
JANUARY 16, 2024
MINUTES**

A work session of the Town Council of the Municipality of Kingston was held at the Kingston Firehouse, 600 Wyoming Avenue, Kingston, PA, on Tuesday, January 16, 2024, at 7:00 p.m.

The following members of council were present: Nancy Cooper, Council Vice-President; Paul J. Roberts, Jr.; Kate McMahon; Al Chernesky; and Al Littzi.

Others present: Paul Keating, Administrator; Jeffrey Coslett, Mayor; Angela Sallemi, Municipal Secretary

- There were no citizens in attendance for public comment.

DISCUSSION ON RESOLUTIONS

- Resolution 2024-3 - Kingston zoning officer Dave Yefko explained the purpose of the resolution is to grant a conditional approval of the preliminary land development plan for the proposed Chipotle building at 588 Market Street based on the conditions previously approved by the planning commission and zoning board. The conditions include a special exception for the drive-thru; a reduction from 12 to 9 parking spaces; and relief from screening on the two sides adjoining commercial properties while maintaining the screening in the back along Carle Street. Each council member had a miniature copy of the plan to follow along with Mr. Yefko's description.

Mr. Sam Marranca, representing the owner of the property (Jayce, Inc.), and engineer consultant Casey Cawley from Reilly Associates were present to answer any questions.

Mr. Chernesky asked whether the building is going to be ripped down. Mr. Yefko said that a portion of the building facing the empty lot (formerly Franconi's) and a portion of the building facing Market St. will be taken down to allow room for the drive-thru and bypass lanes in the back.

Mr. Yefko also responded to Mr. Charnesky that it will not affect CVS, which property is also owned by Jayce, Inc. In addition, an easement exists for both parcels to share the entrance/exitways.

Mayor Coslett inquired about the number of planned parking spaces; if the business will have inside seating; and if patrons will be ordering food at the drive-thru.

Mr. Yefko said there will be 19 available spaces, which is more than what is required. Mr. Marranca indicated the drive-thru will only be used for order pickups; there will be no ordering at the drive-thru; and that there will be seating inside to accommodate patrons.

ADMINISTRATOR'S VERBAL UPDATE

Mr. Keating reviewed with council the Municipal Building Renovation Project Budget which was tied into the Special Projects Account funded heavily by ARPA funds. Each council member had a spreadsheet to follow along. Total project budget was \$1,318,662. This was circulated to council in early fall 2023. Construction cost includes all add alternates for the renovation on the administrative side of the building. (The base bid of \$905,000 with one change order of \$13,395 was strictly for KPD.)

The most recent payment application from Sean Byrne in the amount of \$414,117 will be paid out of the remaining \$656,418. Mr. Keating believes that even with the engineering services estimated to be between \$6,000 to \$8,000 for the add alternates, there will be sufficient available funds for the

renovation on the administrative side. He will be meeting with the director of DPW Adam Gober and the architect to explore what if any work can be done in-house to defray the cost of this phase of the project as had been done in the earlier phases. The estimated timeline for KPD to be moving into its renovated area is mid-March.

Mr. Keating pointed out that there is \$75,000 remaining in the Bond Capital Fund.

Mr. Chernesky inquired about how the municipal building is heated and if any consideration was given to solar heating. Mr. Keating said it was not considered because the positioning of the panels on the roof would more than likely not accommodate its efficient operation; however, Mr. Keating said he would look into it further.

Mr. Keating suggested that replacing the roof on the backside of the building over the newly renovated area is something he is considering because of the age of the existing roof; it being installed back in 1998. While a portion of the roof was already replaced with a rubberized roof after a leak in 2019, he feels it would be prudent to be proactive in replacing the roof to protect the municipality's investment in the building renovation and will be seeking quotes for the work.

Mr. Keating advised council that he is meeting with DCNR regarding the tennis court/pickleball project. The grant requires a 50% match. The intent is to have DPW workers do whatever work they can to defray the cost of the match.

Mrs. Cooper inquired about a new front door for the municipal building. Mr. Keating said that it is included in the add alternates and hopes DPW can defray some of the cost of the installation.

Mr. Keating, along with the mayor and zoning officer, is meeting with officials of the Flood Protection Authority and FEMA to review the newly-revised map it plans on certifying. The preliminary determination was appealed by Kingston in the hopes that it will revert back to an all X zone.

Mr. Keating commended DPW for its work well done during the last two storms, putting in long days to keep the streets cleared while keeping up with garbage and recycling collection. He said there were 177 tickets and QOLs issued by the police and code enforcement.

Mayor Coslett and Mrs. Cooper echoed Mr. Keating's praise for the DPW workers, saying there were no complaints received about the condition of the roads during the recent snowstorms.

Mr. Keating also informed council that he's hoping to fill full-time positions in DPW with two part-time DPW workers who are working on their Class A CDLs with tanker endorsements which will allow them to transport heavy equipment for the borough.

There were no questions on Resolution No. 2 and 3.

There being no new business and no further business of council, a motion was made to adjourn by Ms. McMahon, seconded by Mr. Chernesky, with unanimous vote of council.

The work session was adjourned at 7:25 p.m.

*Council President - Robert Jacobs; Council Vice President - Nancy Cooper
Council: John Chernesky, Al Littzi, Kate McMahon, Paul Roberts, Jr., Doug Rush*