



MT. LEBANON
PENNSYLVANIA

**Parking Facility Advisory Board Meeting Minutes
Thursday, January 28, 2021 - 6:00 p.m.
Microsoft Teams**

I. Call to Order & Roll Call

Mr. Flynn called the meeting to order at 6:01 PM, and asked Mr. Avolio to call the roll.

The meeting was attended by board members Shawn Levine, Brad McKibben, Paul DiGirolamo, Lisa Hurn, and Tim Clougherty.

The meeting was also attended by Andrew Flynn, Commissioner; Phillip Avolio, Facilities & Parks Coordinator; Andrew McCreery, Director of Finance and Mark Quealy, Traffic Enforcement.

II. Citizens Comments

No Citizen Comments Reported

III. Introduction of New Members:

Commissioner Flynn introduced the newest Parking Facilities Board Members, Lisa Hurn and Tim Clougherty. All members of the board took the time to give background on themselves and their interests in the Parking Facilities Board.

IV. Appointment of Chair:

Commissioner Flynn asked the group to appoint a chair for the 2021 Parking Facilities Board, as Mr. Egler's term had run out from the January Meeting. A motion was made by Mr. Levine and a second by Ms. Hurn to appoint Paul DiGirolamo as the 2021 Chair of the Parking Facilities Board. The motion passed and Mr. DiGirolamo assumed the Chair position for the remaining 2021 meetings.

V. Approval of Minutes from January 2021 Meeting:

Mr. DiGirolamo asked the group to review the January 2021 Meeting Minutes.

A motion was made by Mr. Levine and a second by Ms. Hurn to accept the minutes as presented. The motion was passed, and the minutes were accepted as presented.

VI. Financial Statement Review:

Mr. McCreery reviewed the current financials with the group. He encouraged any additional questions or clarifications to be emailed to him at the groups convenience.

VII. Garage Maintenance & Repairs:

Mr. Avolio reviewed recent repairs and maintenance with the group from the last quarter. He reviewed the following completed items

South Garage:

- Masonry Repairs to entrance ramp completed by Allegheny Restoration
- Installation of Unrated Jersey Barrier around the turn from level 3 to 2
- Entrance Steel – cleaned and painted, prep for new sign and clearance bars

North Garage

- Installation of original entrance doors for LaPompenee Rental Space

Upcoming Repairs & Programs

- Meter painting and refurbishment
- Quote and Design of Awning Replacements for North & South Garages
- Redesign of North Garage Ticket Booth
- Phased Life Safety Device Upgrades (second year)

VIII. Washington Road Pay Stations:

Mr. McCreery and Mr. Quealy reviewed the current scheme for installation of the pay stations during the upcoming Washington Road Street Scape project. It was noted that an additional pay station will be installed at the Alfred Lot as well during the project. The Cedar Blvd Lot is not being considered due to its terrain and current lease agreement with the property owner. The new members were brought up to speed on the concepts or replacing the single space meters with pay stations as well as the placement of the 22 units along the business district.

IX. Electric Vehicle Charging Station (Overlook)

Mr. McCreery reviewed the usage of the recently installed charging station at the Overlook lot. After review, it is noted that the usage for this unit is not in high demand. The group agreed to monitor the stations use further before making an investment into another station for that lot.

X. New & Old Business

No new or old business was reported.

XI. Adjournment:

A motion was made by Mr. McKibben and a second by Mr. Levine to adjourn the meeting. The motion passed and the meeting was adjourned at 7:08 PM.