

**Thursday, December 13, 2018
Williamsport, PA**

Council President Jonathan Williamson brought the Williamsport City Council meeting to order on Thursday, December 13, 2018 at 7:30 PM in City Hall Council Chambers. Chris Cooley did televise the meeting. The invocation was given by Councilwoman Bonnie Katz and was immediately followed by the "Pledge of Allegiance".

Council members present:

*Jonathan Williamson, President
Randy Allison, Vice President
Bonnie Katz, Councilwoman
Derek Slaughter, Councilman
Don Noviello, Councilman
Elizabeth Miele, Councilwoman
Joel Henderson, Councilman*

Absent:

Also, Present:

*Gabriel J. Campana, Mayor
Mr. Joe Gerardi
Mr. William Nichols, Jr.
Mr. Gary Knarr
Don Hayes, Chief
Sol. Norman Lubin
Janice Frank, City Clerk,
Todd Heckman, Fire Chief
Adam Winder
Nicholas Grimes, Treasurer
Mr. Joe Pawlak*

Approval of the Williamsport City Council minutes of budgets dated November 26, & 28, 2018 were approved upon a motion from **and Mr. Slaughter made** a second from **Mrs. Katz. All were in favor. The vote was 6 to 0.**

Mr. Noviello voted had not yet arrived, Mr. Henderson voted yes, Mrs. Katz voted yes, Mr. Slaughter voted yes, Mr. Allison voted yes and Dr. Williamson voted yes. Ms. Miele had not yet arrived.

Limited Courtesy of the Floor

There was no courtesy of the floor.

Presentation on Park Avenue

Ms. Young introduced Matt Ingels from Ingels Planning and Design, They are the lead consultant on the Park Avenue Plan.

Mr. Ingels had a power point of the review of the study of Park Avenue. We are entitled to a strategic of stabilization, were working with Larson design group, and we are excited to be here. We have been doing this for about nine months now and working with a group of people to develop this plan. Initially it started out as a revitalization plan, but we think it's best to take a stabilization approach. We will be making minor revisions of our plan over the next two weeks and we will be sending a full plan after the holidays. The plan is comprised of five different components, the planning and economic context, which is really our understanding. There are some challenges that we have identified as you move forward with implementation and some guiding principles for stabilization that shouldn't change over time, and then we came up with five key priority areas that could change over time. And then we will have an action plan for each of the five priority areas. It is the Park Avenue area, Campbell Street to the west, Park court to the north, Market Street to the east, and then Little League Blvd. to the south.

One of the questions that we asked early on or what are the forces that are shaping the park area today. We started with the 2007 Park Ave. plan. His firm did review that plan and see what has been come pleaded and what has been challenged. What it came down to was the neighborhood did not have a champion to move it forward which is a core implementation component. Park Avenue has the highest concentration poverty in the city of Williamsport, and it is under 41% in this particular area. This neighborhood is struggling, and accounts for almost 75% of the housing units in this particular area, are rentals. We also look at the condition of the housing stock and we did a field survey of every residential property in the study area and rated those properties on a scale of 1 to 5. There are a handful of properties that could be blighted about 2%. Over one third of those are fairly healthy, and about 60% of them could can continue to slide. We want to make sure those properties don't slide into that red zone.

We had a fair amount of community engagement, we talk to groups of people and one on one with people. The reality of it is is we wanted to make sure we are real with them and not give them false information. We have to be really realistic about our expectations and focus on the outcomes that we are trying to achieve.

One of the challenges is the absence of a citywide neighborhood strategy. So how to we begin to address that. Challenged to was limited sense of neighborhood, branding and marketing. There was a difficulty identifying Park Avenue as their neighborhood. Limited mechanisms for implementing programs and strategy. We have to identify champions for this plan. It is a critical component to move forward. And expectations are not aligned with market conditions. He went over some guiding principles, and the principles 10 not to change over time. Protects and strengths and assets, must improve our quality of life and everything we do, aim for greater economic diversity, invest with patients and focus on outcomes versus on outputs. How do we know that we are making progress and how do we measure it.

The priorities are, establish a coalition of area leaders and stakeholders to pursue implementation., Protect and expand clusters of housing, preserve and maintain, but don't expand existing stock of income qualified housing, integrate UPMC and last one is enhanced physical activity connected with the downtown of Williamsport.

We are facing some significant challenges, but there are some tremendous assets to build law from. UPMC, the Y, the colleges, these are good assets to build off of and we need to leverage from them. Each one of these priorities has an action plan.

There are steps that we will be need to take, we will get a plan, then a community meeting, maybe the third week in January, and then we are looking to wrap this up maybe late January, and early part of February. He will come down and have a work session.

Dr. Williamson thanked him for his presentation and stated these were positive useful kinds of steps.

Ms. Miele stated she is looking forward to one on one meeting to help move forward. She knows the neighborhood is in rough shape and she appreciates the on a street of the report.

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Mrs. Katz stated we do realize that it is going to take quite a while to build this up and it did not happen overnight. She asked when the rentals had starting occurring?

Mr. Ingals answered what is driving that number up is primarily the Housing Authority units, and some of the units they have built in the last 10 years or so.

Mr. Henderson stated he appreciates all the efforts, and he wants to make sure that we are doing what we should be doing. He looks forward to reading the planning diving into it.

Mr. Allison stated the next community meeting is going to be essential and it is important for as many of us to be there.

There was discussions about building advocacy and we will have another meeting to discuss things further.

Public Hearing – Zoning Map Amendment

Dr. Williamson declared the public hearing open.

Mr. Knarr stated on October 18, 2018, Had Holdings petition the city to expand his property located at 301 W. 3rd St. In accordance with article 1321.02, when a citizen petitions to amend the zoning ordinance, the planning commission must review it and file a report. A report was completed, Council does have a copy and this is in accordance to the PA. Municipal Planning Code, we are having this hearing. A public hearing is required to give the public an opportunity to speak in favor or against or expressed concerns. At this point in time I would like to turn it over

Dr. Williamson asked if there was anyone who would like to speak in favor of this.

Mike Wiley, attorney for applicant. He thanked the administration and Mr. Knarr for the report that was put together and it does summarize what occurred at the planning commission. It is a unique property and we have a member of our community whose looking to do good for our community. This zoning amendment will assist in the Gateway property. The whole point of the central business district is to maintain building intensity. As the business district expands outward, these are exactly the type of properties that you want to try to maintain that density for. Mr. Logue has requested consideration for this proposal to allow him to use the building and dovetail into the routing properties. The packet has a letter in it from Dr. Cipolla, who is the chairman of the parking authority, stating that the parking is adequate. At the planning commission they made a proposal as to where to draw that line on the boundary.

Dr. Williamson asked if there others that like to speak in favor of this. There were none

Dr. Williamson asked if there were others who would like to speak against this. There were none.

Dr. Williamson asked for a motion to close the public hearing

Mr. Allison made the motion and it was seconded by Mr. Henderson.

The public hearing was closed with seven yes roll call votes. The vote was 7 to 0.

Ms. Miele voted yes, Mr. Noviello voted yes, Mr. Henderson voted yes, Mrs. Katz voted yes, Mr. Slaughter voted yes, Mr. Allison voted yes and Dr. Williamson voted yes.

Dr. Williamson changed the order of the agenda.

An Ordinance – Zoning Map Amendment (first reading) Bill #1719-18

The City Clerk read the ordinance.

Dr. Williamson asked for a motion and a second.

Mr. Allison made the motion and it was seconded by Mr. Henderson.

Mr. Knarr stated on October 18 it was requested by petition to expand the Central Business District. The Planning Commission met on November 13, 2018 to review the petition and made a recommendation not to expand just that property but to expand it further. You do have a copy of map to take it on the south side of Third Street and the north side of Second Street. That was the recommendation. One of the findings was based off the petition on behalf of HAD Holdings, it follows what was recommended in 2017, so it was there recommendation along with the county's recommendation rather than to expand just the one parcel, but to move down to Center ST. on November 27, 2018, ERC did meet as well, and in conversation, it was basically that would be under the expansion under the MAP II. then on December 4, Mr. Winters had requested it to include his partial area, which is map three. The planning commission recommended this, but then again there was some other additional expansions, requesting it to expand to the north side. We requested an additional ordinance to include them, and the other properties on the north Street. They were reviews by the solicitor.

Dr. Williamson asked if the Planning Commission had any discussion about moving down to the north side?

Mr. Knarr answered they did not discuss it. It is primarily based on the petition, and at the very minimum we should include more expansion to center Street on the south side.

Dr. Williamson stated we could make one recommendation or expand it later. There are four options, no changes, the second would be the parcel only, the south side expansion is on the table now, or we could have a discussion tonight or and second reading about the north side.

Mr. Henderson asked when the second reading would be, the second reading will be in three weeks but it does not require 30 days. He asked with the planning commission have the opportunity to meet?

Mr. Knarr stated they do not have a meeting planned.

Ms. Miele asked about the concerns that others have about the additional area.

Mr. Knarr stated he would provide packets to give information on the expansion of the north side.

Dr. Williamson asked if there were other comments or questions on the ordinance in first reading.

Ms. Miele stated she could understand the option to expand to the North side of Center St and she would like to reach out to the folks who are making the requests and asked about an ERC Meeting in the future.

Dr. Williamson stated he wanted to understand we had the option to handle the parking pressures, and we did get the responses back from the parking authority saying it could be handled. He talked about the building there that is underutilized, and stated if everyone was undecided and wanted additional information before the second reading, on the issues in terms of North Street, so a yes vote would be required to keep moving forward.

Mr. Henderson asked if there was any reason why we couldn't table this until the beginning of the year?

Dr. Williamson stated that would delay the developer in delaying their investment.

Mr. Knarr stated you still have the 20 day.

Mr. Lubin stated if something crops up on January 3 you, you could still table it then.

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There is a discussion about not wanting to delay the development, but we could table this if we wanted to for next time.

Mr. Knarr stated that we can meet with them, so by January 3 we can basically move forward with map two or map three.

Dr. Williamson asked for a vote on the ordinance.

The ordinance was carried in first reading with seven yes roll call votes. The vote was 7 to 0. Ms. Miele voted yes, Mr. Noviello voted yes, Mr. Henderson voted yes, Mrs. Katz voted yes, Mr. Slaughter voted yes, Mr. Allison voted yes and Dr. Williamson voted yes.

Lot Consolidation – Ertel Associates Inc. 315 Second St.

Mr. Knarr stated this is a request from Ertel Associates to do a lot addition, subdivision. They currently own the three parcels there, and they are requesting as the cleanup of the ordinance, in which the use uses all three of the parcels. They are cleaning all that up and making it a conforming use, it was recommended by the county planning and the city planning.

Dr. Williamson asked for a motion and a second.

Mr. Henderson made the motion and it was seconded by Mrs. Katz.

Dr. Williamson asked for a vote on the lot consolidation.

The Lot consolidation was carried in first reading with seven yes roll call votes. The vote was 7 to 0.

Ms. Miele voted yes, Mr. Noviello voted yes, Mr. Henderson voted yes, Mrs. Katz voted yes, Mr. Slaughter voted yes, Mr. Allison voted yes and Dr. Williamson voted yes.

Resolution #8830

Resolution to Approve a Pledge Agreement to Establish the Stephen Poorman Legacy Society

The City Clerk read the resolution.

Dr. Williamson asked for a motion and a second.

Mrs. Katz made the motion and it was seconded by Mr. Slaughter.

Mayor Campana stated frankly we would not be here this evening if it wasn't for Mr. Stephen Poorman is giving a very, very, very generous outpouring support for our city parks. To highlight a few comments of this agreement, if approved this evening, a check was given to us for \$27,000 towards improvements towards the E. 3rd St. pool house, can commence sometime this Spring. Other key points is 238,600 will be placed in the legacy fund for parks. One hundred twenty five thousand dollars will remain in the account for endowment purposes. The main goal is for others to participate in this process to contribute to it legacy society. In regards to this \$125,000, the balance of those dollars can be used in the future for either small projects or large projects as well. We had a finance committee meeting this week to discuss this and Mr. Portman I did remove the language to remove there would be naming rights opportunities. The check was increased from \$25,000-\$27,000 to be used for West Fourth for Splash Cove and it will state the Stephen Poorman legacy fund.

Ms. Miele stated Finance did review this and forwarded to the full body of Council with a positive recommendation. We did recommend that exhibit A would be removed which was of no use to the administration there still a reference to it in the final agreement.

Mayor Campana stated it can be removed if you would like.

Ms. Miele stated this is a very generous donation to recreation and the City and the intent of the donor is to inspire others to do likewise, so I am just trying to clean things up for future references. The agreement includes a \$25,000 immediate donation towards recreational facilities towards the City, and monies for a Shade pavilion, the donor contributed another \$2000 for signage to be placed on Fourth Street and that signage would have Mr. Poorman's base. And of course there will be a balance of \$238,670 in trust fund that the city would receive at some point in the future. So \$125,000 of that money would be earmarked as basically a legacy fund and the remainder would be spendable when it was received. There is a clause on page 1 of the agreement for naming rights which represents an exhibit A, and the clause nor exhibit days has any bearing on the agreement. There is a proposed pavilion for Memorial Park and the donor recognized if the city would build that it might not look like the renderings of the donor.

Dr. Williamson stated \$27,000 is for specific purposes, and the agreement says as part of the donor's estate, the City would receive the additional dollars. The City shall reserve \$125,000 so theoretically hundred and \$13,000 could be allocated all in that year right away. And there are no restrictions on the remaining \$125,000 in terms of the pace of spending? So it's not that the balance of the trust had to remain \$125,000, it is simply for a creation of a legacy society, and his understanding it is not being restricted. The use of the funds were both specific and vague at the same time in that there are some specific projects that are contemplated right now, expended out of the \$27,000. The fourth item basically says or other projects to be determined by the Parks and Recreation commission, so what happens if we don't have a Parks and Recreation commission at the time of this?

Mr. Lubin stated if it is renamed it will be still the same entity of the City or we could also amend the ordinance .

Dr. Williamson asked if we should the agreement?

Mr. Lubin stated or just amend the ordinance...

Dr. Williamson stated he just wanted to amend whatever we need now.

Mayor Campana stated that Mr. Poorman trusts the City, so if the city wants to make an amendment later he's okay with that.

Dr. Williamson said maybe we could also have an amendment that would say for other projects to be determined by Dir. of Parks and Recreation or recreations for their successors with the approval by city Council.

Mr. Lubin stated the current ordinance does not give recreation commission the power to expend money.

Dr. Williamson's stated will then maybe we can say to be approved by city administration and City Council. The mayor did not have any objections to that.

Dr. Williamson made a motion to remove the title resolution for naming rights, and in part two and replace part 4 with four other projects to be determined by the city administration and city Council, with approval by City Council. Projects to be determined by the city of administration with approval by city Council. Mr. Allison seconded it.

Dr. Williamson asked for vote on the amendment.

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Mr. Henderson stated maybe to add some more language in there that would specify, as it states now by the director of Parks and the director of recreation, maybe we should add some more language to specify.....

Dr. Williamson stated he would take that as a friendly amendment to saying other Parks and Recreation projects. Mr. Allison seconded it.

The amendment was carried with seven yes roll call votes. The vote was 7 to 0.

Ms. Miele voted yes, Mr. Noviello voted yes, Mr. Henderson voted yes, Mrs. Katz voted yes, Mr. Slaughter voted yes, Mr. Allison voted yes and Dr. Williamson voted yes.

There was a brief discussion from Dr. Williamson about inserting something into the record as however, whoever is on Council and the administration they might choose to use those funds would be done in a sustainable session, so they don't fill in their budget of a small windfall and create legacy costs.

Mr. Allison stated that we had a brief conversation with Mr. Poorman, that whoever could take those funds and put that into an investment, what that clause allow us to do that?

Mr. Lubin answer was inaudible....

Mr. Allison stated setting up a legacy fund is a good component we need to revisit so we can have an endowment for the city for recreation, so it is well-managed and if the funds are large enough, may enable us to do some great things, things we can't afford to do on the budget right now. He is hopeful that this might be one of the outcomes.

Mr. Henderson stated so once the legacy fund is established, you had said that there is no limit on how the city can use the funds, it seems to me that we need to maintain that \$125,000, on page 3. If that is the case, it would seem that that \$125,000 is for investment, maintaining the minimal principal. So the funds that are gain from that, those are what the city could access.

Mr. Lubin stated what it seems is you can access the funds as they become available.

Dr. Williamson stated it implies that it needs to remain at \$125,000. We need to have a sense of what his intention was.

Mayor Campana stated his intention was to keep \$125,000 as an endowment and hopefully other people would choose to add to it.

Dr. Williamson stated what than under number four it needs to more clearly state that intention. This so if we had a hard time understanding it and none of us around it can be interpreted it both ways.

Mrs. Katz stated that Mr. Poorman stated this was the same language... His intention was to use this for other donations and investors.

Mayor Campana stated his intention was to keep a reserve of 125,000.

Dr. Williamson stated he is making a motion to keep \$125,000 of the legacy funds to create the legacy society in perpetuity, and then part two on page 3 under number four, legacy society funds, up to \$125,000, that legacy society funds, the funds establishing the legacy amount in at least \$125,000.... Shall be considered invested endowment. The city may use income from that endowment for, but not the principal.

Mr. Lubin stated he would just add on in no event shall the city access the hundred and \$25,000.

Mrs. Katz said, you should not say at least, because he was clear about maintaining \$125,000.

Dr. Williamson made a motion that on page 2, the words in perpetuity, be added after the legacy society, and part two, paragraph four, and in no event shall the city access the original principal of at least \$125,000 legacy fund. Mr. Henderson seconded.

Dr. Williamson asked for comments or questions.

Dr. Williamson stated to make another amendment so the endowment corpus which will be held perpetuity and invested, fund distributions may include, but are not limited to include dividends, except for the 125,000. Ms. Miele seconded it.

Dr. Williamson asked for a vote on the amendment.

The amendment to the resolution was carried with seven yes roll call votes. The vote was 7 to 0.

Ms. Miele voted yes, Mr. Noviello voted yes, Mr. Henderson voted yes, Mrs. Katz voted yes, Mr. Slaughter voted yes, Mr. Allison voted yes and Dr. Williamson voted yes.

Dr. Williamson asked for a vote on the resolution as amended.

The resolution was carried with seven yes roll call votes. The vote was 7 to 0.

Ms. Miele voted yes, Mr. Noviello voted yes, Mr. Henderson voted yes, Mrs. Katz voted yes, Mr. Slaughter voted yes, Mr. Allison voted yes and Dr. Williamson voted yes.

Ordinance #6352

An Ordinance Adopting Various Operating Budgets for the City of Williamsport, including the General Fund, Utility Fund, WBT Capital Projects, Capital Projects Fund, Liquid Fuels, City Hall, WBT Planning, Unemployment Compensation, Debt Service, Trade & Transit Center, Act 13, & Pool Repairs Capital Funds.(final) Bill#1718-18

The City Clerk read the ordinance.

Dr. Williamson asked for motion to adopt the ordinance in final reading.

Mr. Allison made the motion and it was seconded by Mr. Henderson.

Mr. Nichols stated this ordinance on second reading adopts 12 different budgets for the City of Williamsport and makes the proper appropriations for 2019. Each budget was reviewed by line item at two budget sessions and was approved on first reading on December 6. Based on comments and suggestions that were offered at the last Council meeting as well as discussion made at the last Finance meeting which is earlier this week, we are suggesting certain amendments to improve the fund balance and the 2019 budget. In summary, the three amendments we would like to suggest to Council are as follows. Number one is to reduce the insurance commercial policies account by \$50,000. And this came out for a lot of review and discussion, not only by the Finance committee, but certain individuals from the new broker as well as our insurance consultant. Since last Tuesday they been working diligently to come up with the number that would represent savings for next year. They said they would recommend a reduction in expenses and that would fall to the bottom line in terms of additional amount. The other thing we would like to suggest is related to planning expense, on page 22, reduce that by \$25,000, there was a little discussion about consulting services, and after discussion with Lycoming College and RVT, we have decided that the college and ourselves are going to provide those services internally to save some dollars. We feel we can do that and thereby provide that reduction in line item by \$25,000. Also because of the budget structure for next year, and not having to incur layoffs as anticipated, that line item unemployment compensation, we are

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suggesting a reduction of \$10,000 and again that would fall to the bottom line. Adding those three together that would be a total of \$85,000 savings and then again were trying to get over the hundred thousand dollar mark which we started initially in the first presentation of the budget. Also we did look at 4th option and this is in response to comments made at the last comment meeting, and you have to look at the whole budgeting process which starts in September with distribution of survey forms and all the departments and asking what their anticipated budgets will look like, not only in the current year but the next year. He explained the budget process with all the employees. In the financial plan we call for an average of \$500,000 as the goal and it is important for us to try to get it as close to it as we can. I have said many many times in the many budgets that I have dealt with, my goal is always to try to come in under 3% of the expenditure budget, and in the past 15 years our budget has always come in higher than anticipated, and that is very important.

Dr. Williamson stated we can make decisions about those and move forward, and the first one was on page 23, you had indicated that line 74040 could be reduced by \$50,000. That is the direct result of the work that is been done since we approved a new insurance consultant. He thanked the Finance for all the work they have done over the last three months or so, not to mention the work that the administration in Council did over the last three years to get us to that point and realized immediately that \$50,000 is a good move.

Dr. Williamson made the motion to reduce line item 74040 by \$50,000. Mr. Noviello seconded it.

Ms. Miele stated she will be looking for a plan of action from the administration and from our insurance consultant to meet with Council to make sure we get on board with those items as soon as possible. Dr. Williamson asked for a vote on the amendment to page 23.

The amendment to the ordinance was carried with seven yes roll call votes. The vote was 7 to 0.

Ms. Miele voted yes, Mr. Noviello voted yes, Mr. Henderson voted yes, Mrs. Katz voted yes, Mr. Slaughter voted yes, Mr. Allison voted yes and Dr. Williamson voted yes.

Dr. Williamson made a motion to reduce line item 79560 under planning expense by \$25,000.

Mr. Allison seconded it.

Mr. Nichols stated that contract is up the beginning of next year and we are not renewing it and we will do the coordination services internally for the third Street project and not utilize outside services.

Dr. Williamson asked for vote on the amendment to the ordinance.

The amendment to the ordinance was carried with seven yes roll call votes. The vote was 7 to 0.

Ms. Miele voted yes, Mr. Noviello voted yes, Mr. Henderson voted yes, Mrs. Katz voted yes, Mr. Slaughter voted yes, Mr. Allison voted yes and Dr. Williamson voted yes.

Dr. Williamson made a motion on page 1 under Workmen's Compensation line item 71701 to reduce that line by \$10,000. Mr. Noviello seconded it.

Dr. Williamson asked for comments or questions.

The amendment to the ordinance was carried with seven yes roll call votes. The vote was 7 to 0.

Ms. Miele voted yes, Mr. Noviello voted yes, Mr. Henderson voted yes, Mrs. Katz voted yes, Mr. Slaughter voted yes, Mr. Allison voted yes and Dr. Williamson voted yes.

Dr. Williamson stated on page 9 to reduce contracted services 76060 to have city Council meetings filmed film prior to Mr. Cooley becoming an employee. He made a motion to reduce that line by \$5000, and make it zero.

Ms. Miele seconded it.

Dr. Williamson asked for comments or questions.

The amendment to the ordinance was carried with seven yes roll call votes. The vote was 7 to 0.

Ms. Miele voted yes, Mr. Noviello voted yes, Mr. Henderson voted yes, Mrs. Katz voted yes, Mr. Slaughter voted yes, Mr. Allison voted yes and Dr. Williamson voted yes.

Dr. Williamson made a motion on page 17, line item Street Reconstruction 76072 by \$25,000, and later to be funded by different sources. Mr. Allison seconded it.

Dr. Williamson asked for comments or questions.

The amendment to the ordinance was carried with seven yes roll call votes. The vote was 7 to 0.

Ms. Miele voted yes, Mr. Noviello voted yes, Mr. Henderson voted yes, Mrs. Katz voted yes, Mr. Slaughter voted yes, Mr. Allison voted yes and Dr. Williamson voted yes.

Dr. Williamson stated \$125,000 is the bottom line at this point and we are moving in the right direction. He asked for additional comments or questions.

Mr. Henderson stated he has a lot of questions to ask. Obviously as Mr. Nichols pointed out, the trend over the last five years has been our budget ending balance anticipated, and then we get to the end of the year and it is exciting to see how much we have over the end of the year. That is a result of conservative budget, but in 2014 we thought we'd be at hundred and 80,000, but it ended up being 1.4 million. In 2015, 288,000, it ended up being 1.4 million. All the way across we see those same kind the numbers. That is because our estimates, and following the estimates, the proposals on our expenditures are higher than what they actually are. But that saves us. That reserves those funds so that they cannot be spent somewhere else. Consequently, every year we pull our hair out because we are passing a crazy deficit budget. It is uncomfortable for everybody. I don't like doing it and actually it is not, it does not reflect accurately where we are. It is good for us at the end of the year, we love it. But I think one of the only anticipated consequences has been that we end up spending more than what we actually have because our budget says we can spend it. But as a result we get some conflict within our departments. The Department says we want to spend it because it is in the budget, and our finance department says yes and no, because they are wise because they know we can't spend it. It is a game that we are playing. It is a game with good intentions. This year something changed though. In the years past we have underestimated our income, this year the proposal over estimated our proposal. So we are paying half the game this year, and to last week when we cut back, and cut back and it took us way down, because we can't play half the game. You're either gonna play it through the whole budget or were not going to play it at all. That is just how I'm interpreting it.

Mr. Nichols stated, the only reason the revenues are down, is we didn't use the whole tax anticipation note. The \$26 million budget is not as simple as someone may think, what you are talking about not utilizing the tax anticipation note.

Dr. Williamson stated I am not sure that is what he is trying to explain. He is talking about the 2%.

Mr. Nichols stated you are absolutely right, and the other years you have to look at where the business privilege tax was frozen and we couldn't use it, and then all of a sudden we did.

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Mr. Henderson stated all I am pointing out is when you look at the five-year comparison, it is obvious we are playing a mental game with our budgeting process so we don't end up with the negative. We are tricking ourselves so we don't spend what we don't have. That is a part of a budget, but this year, we decided only to play that game with the expense side and not the income side, not the revenue side. That's why it is a big deal, that's why it is a problem. I went through and I looked at the actual expenses from this year's numbers only go up through October, however included in this and the other budget books that I have from past years, we have actual numbers. Actual, not just estimates like we have in our budget this year. I looked at the actuals and I took it through an average. I looked through it and I found where we were kind of playing that game with our expenses, and I don't know whether or not to correct the game. I found from what I thought is about \$150,000 of just little things. A thousand dollars here, \$5000 here, \$3000 here, just looking at our three year of the actuals. I don't know where to go. Do we correct that to be as actual as possible, or do we just continue to play the game, and we know it's a game to get to where we need to be, and next year will sit in the seat and say while we thought we were going to get 125,000, but here we are is a million.

Mr. Nichols stated the game is, that you don't spend it, that does not mean that you have to spend it. What you are saying, and the game is the opportunity is I use a 3% factor. That is pure and simple. Because now, there is no more hiding places, or any other places. We have memorialized all the information and gave it to Council and the mayor. I don't know what other information to give the mayor to make budget decisions.

Mr. Henderson stated I am not asking for more information, I have what I have read here. I feel like what ends up happening is our departments, the natural trend is if we have it in the budget, we have to spend it, or else we won't get it back next year. For when somebody wants to spend it, and somebody else's no, that is the conflict that we have within the city.

Mr. Nichols stated to try to get a balanced budget, we ask every department to cut at least 5%, and they looked, and looked and they couldn't do it. I don't see how we can cut anymore and that 13% without jeopardizing paving streets, buying equipment, etc.

Mr. Henderson stated what would happen it would potentially cause more difficulty within the departments to run as quote smoothly as they have been doing before because there's not as much leeway with each of these fund balances. On the flip side of the, we are asking every taxpayer for an increase. I know we are cutting, and I applaud the mayor for the cuts that he has made. But I am wondering if we can squeeze a little bit, drop it to the bottom line, and then ask our department heads to come to us for transfer. I know that complicates everything and no one wants to do that, but maybe that is what the City needs so that we are stretching every possible dollar and I know that we are, again I am not accusing any department head, but I think we all need to feel the pressure here and maybe that is one way to do it. I guess I would defer to the other numbers of counsel to see what their opinion is on that philosophy, but this is a change in philosophy of budgeting, and I don't think you can change that philosophy with half the budget.

Mr. Nichols stated again, supposed to give you tools to look at it, and you're only supposed to spend 13%, it should be your personnel costs should be under 80%, so just by statistics, it is low. So to get it back in balance, you have to cut personnel, and that is what the mayor is trying to do.

Mr. Henderson stated please look at page 3, if you don't mind, the bottom of the pages contract services, from what I understand this is for help in Mr. Pawlak's office. I'm not sure in this particular line that things have changed, but I am looking at the actuals here, is there a plan to utilize those funds this year? Because we did not last year. Last year's numbers, this year 2018, the year to date is 2261.

Mr. Pawlak stated we have recently put a full-time position from the staffing, earlier in the year we were utilizing a position through River Valley transit, those services will not reflect in these numbers.

Mr. Henderson stated so in this year we have utilized more than that. These are the questions that I appreciate the direct answers to.

Mr. Pawlak stated if you remember last year our discussion was to have a full-time position, so therefore there was a period without someone, and something in a part-time capacity.

Dr. Williamson stated when we get actuals, those don't have the month close out, they are part of the actuals, and we could predate October 31 well after that, so accruals might've happened in March that wouldn't be in this report until there is not a close out until the end of the year.

Mr. Henderson stated on page 22, we have budgeted 10,000, and the estimated is 5000, could you explain that one?

Mr. Pawlak answered the main purpose of that is for pension costs that can't be attributed to the pension funds, and for our actuaries, so those will occur at the end of the year for the previous year.

Mr. Nichols stated again everything will fall to the budget line, these are worst-case scenario, and we have spent that amount in the future.

Mr. Henderson stated it's all part of the game and he understands, and he does not use game in a negative sense.

Mr. Nichols stated that we have had the highest bond rating in the State, and our auditors can stand behind that, we have a good budgeting process, and we are open for suggestions but that is in the context, we are always very open to anything, but I wouldn't want to see you drive yourself crazy to try to find 100 here, or hundred there, and we hope we get more to the bottom line of what you are suggesting.

Mr. Henderson stated you have referenced driving yourself crazy, and I have been doing it for a week and I come up with brutal things like that, and I understand that it's almost semantics because it is going to drop down.

Mr. Nichols stated right now we are in the contents of 1.6%

Mr. Henderson stated the question is do we need it to the bottom line now, or do we wait to the end of the year, these are the things I have to think about as I represent taxpayers who are scraping the bottom.

Mr. Nichols stated what I am suggesting is I hope we get to two or 3000 because otherwise it's going to be a bigger impact for 2020.

Mr. Pawlak stated the report you are looking at is through October 2018, I'm looking at a report which I ran earlier today, I run it through the end of 18, and last year's number for that account was \$9200. So it is above and beyond the 6000 that was the balance of October 31, 2017. Remember when we are running these reports we are cutting it off on the date, and I am not opposed to doing this but it would be adding an additional report, that might be something that would be beneficial.

Mr. Henderson stated he would like to make that recommendation because it would give us a more accurate. I think it would help us all, and I do appreciate our budget book, but it was an estimation.

Mr. Pawlak agreed to that and explained how he does the report.

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Mr. Henderson said can we look at page 11, at our last meeting I brought up to look at the HR budget, and we had \$12,000, and so this was a consideration for me, so do we cut back for next year and wait on these manuals?

Dr. Williamson said and one of the things we were waiting for is for Megan to be able to explain how this intersected and also from other discussions to discuss the legal review of labor issues. Those two things have budgetary implications.

Mr. Henderson asked for an explanation of a breakdown of projects that you will be overseeing, or at least in part the \$20,000 in professional services.

Ms. Page stated that we have McCormick Law firm and other firm (inaudible) to represent the city in legal matters, and 2019 there's going to be As well as reviewing citywide employment policies and practices.

Mr. Henderson stated so we really don't know how much will use for each of these projects.

Ms. Page stated she did reach out and asked for an estimate, and she actually got an estimate that was higher than our proposal to get the city where it actually needs to be.

Mr. Henderson stated that satisfies him and he appreciates that explanation.

Dr. Williamson asked if there was any other comments or questions.

Mr. Slaughter asked if we would be able to see the close out of the three year, with that be possible within the budget book?

Mr. Pawlak answered yes that could be a discussion, and for instance in this budget packet if I would've ran a year and report for December 31, 2017, there should be audit close out numbers, if you just look quickly at the year to date report we put in there, there's an actual amount, which is a month amount, and maybe if I put over year to date, that would help you out. He stated he would not have an issue providing that for multiple periods.

Mr. Slaughter stated he felt that would be easier, because when we look at a page it would be so much easier for us to look at a page and see the three year trend and look at the year to date through October and look at the estimate and the 2019 propose number, it would give us a clear picture to base our decisions. I did the same thing, and assume that last year was the closed amount. So the whole entire time he has been assuming that. Another suggestion that would give us a clear picture as well is in looking through all this which I've done many times obviously as we all have, I don't see a WBT or RVT section. Would it be possible for us to get an expenditure for, it's the only department I don't see.

Mr. Pawlak stated yes, I think I can, make your requests and will let you know if we can accommodate those items, at a year from now we can look at things again and if there's information I don't put in this year, let me know.

Mr. Slaughter stated I just think it would be nice if we could see the RVT expenditures because there are some local dollars.

Mr. Pawlak answered yes he could generate that.

Mr. Nichols stated we are on a fiscal year, and we could definitely do that for you.

Mr. Slaughter stated the more information which we have within the budget, we wouldn't have to guesstimate, and if we had that information it would be a lot easier in my humble opinion.

Ms. Miele stated it would be my suggestion if were looking to receive further financial information with the budget next year, and for the purposes of my storage capacity at my apartment, if we could attempt to receive a lot of that information electronically, and probably easier to review.

Mr. Pawlak answered that will help him with this 10% the budget.

Ms. Miele stated and especially with the budget's concern I would like to receive it electronically, and then when it is in final revision then we can receive paper.

Ms. Miele stated the only other point is a comment to Mr. Henderson's questions, is you begin to feel like a real jerk, when you sit up here every year and say the sky is falling, the sky is falling, but I would agree as much as we can we need to try to get real numbers so we know when to freak out and how to tighten the belts, we need part of the actual numbers, so I don't think we are doing anyone any favors, I think it is a gradual process. Every year that I've been on Council we have engaged in this back and forth, and she gets all worked up and goes home and tells all of her friends, and in the long run it is not serving us well.

Dr. Williamson stated he would love to be involved in and maybe it is a conversation that it is not possible, may be a conversation he could have with Mr. Cooley in the next year is how quickly might we realize paper savings in a way that would add no additional costs in the short run to go to almost exclusively electronic with back and support, is the real budget savings. Can we save on paper and copying enough to go to an electronic system for reviewing all kinds of documents, including the back and support so that in year one it might be cost neutral, and in your two and beyond it would actually realize savings. That is not for tonight, but it is a conversation he would like to have.

Mr. Allison asked if he was speaking to devices for Councilman this year, and again there might be some kind a grant out there, but to both of these points, it might be helpful if we schedule an extra work session in case, this year we could are used an extra night, maybe a Monday night to just focus on the budget again and talk about all these things. Can we consider putting one in there, maybe we don't need it and we can cancel it, just a thought. We are definitely in additional transition time, because everything is moving that way, and once the budget is formally presented to Council, it is a public document available to the public. So concurrently with that we need to have it downloadable, for citizens who are so inclined to review it that way.

Dr. Williamson asked for additional comments and questions on the budget. He asked for a vote on the budget.

Ms. Miele stated that the budget is not as healthy as it should be but we are over what we had a week ago, from our results from about a 12 hour meetings.

Dr. Williamson asked if we should have a revenue line of \$27,000, and an expenditure line of 27,000?

Mr. Pawlak answered we will create a line item related to the donor's intent of where the money should go. They will be kept in a fund that is a multiyear fund.

Mr. Henderson asked everyone to turn to page 20 and in looking at the Bowman Field supplies item of last year, was 1000, this year we are proposing \$4000. Do we need that?

Mr. Pawlak answered that is for Spring ball, we were lucky enough that our partners at the ballpark have been providing most of that equipment, but I just can't help from year to year that that commitment will continue so we want to have some set aside.

Mr. Henderson said so it is a tossup if we need it. He stated also on page 17, Bowman Field maintenance, can you tell me about that number, I was looking at these actuals, it didn't line up for me and

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I was wondering if you could speak to that. It says 25,000, the estimated is 25,000 but when looking at the book as of October it was only \$6000 last year at that same time was 13,000.

Mr. Pawlak answered as part of our partnership in the maintenance of the field, it is our responsibility to keep the same commitment that we've had prior to the partnership with those outside entities and I know there was at least 7500, and I don't remember year to year, so I think 7500 was the number that was on the agreement. So that could be something that has not been addressed.

Mr. Nichols stated that he is pretty sure that we expended that amount, Adam helped a lot with his people in the locker room, the hot water heaters, fences, and a lot of different things. We have been relieved of some of that with MLB and they are retaining that field, that account was at one time \$50,000.

Mr. Henderson stated he appreciates that and he was just curious about it and just wondering about that other number.

Mr. Pawlak answered one is for preseason ball and the other is for the lessees ball

Mr. Slaughter stated, one final follow up, we track overtime for other departments but I don't see a line item for RVT for over time, is it possible to track that item?

Mr. Nichols stated yes I think we can accommodate that, it doesn't really call for that, but yes we can break that out.

Mr. Slaughter stated I think that would allow us to make a more informed decision on the budget, and it is difficult right now to put a burden on the taxpayers based on the numbers that we don't fully have. He stated he will be looking forward to those numbers.

Dr. Williamson asked if there were any final comments on the budget.

The ordinance was carried with six yes roll call votes. The vote was 6 to 1.

Ms. Miele voted yes, Mr. Noviello voted yes, Mr. Henderson voted yes, Mrs. Katz voted yes, Mr. Slaughter voted no, Mr. Allison voted yes and Dr. Williamson voted yes.

Ordinance #6351

An Ordinance of the City of Williamsport, County of Lycoming & Commonwealth of PA fixing the Tax Rate for All City Purposes for the Year 2019 (final reading) Bill# 1717-18

The City Clerk read the ordinance.

Dr. Williamson asked for a motion and a second.

Ms. Miele made the motion and it was seconded by Mr. Henderson.

Mr. Nichols stated this sets the tax rate for 2019 at 15.47 mils which translates to \$15.40 per \$1000 tax of real estate in the city of Williamsport.

Mr. Henderson stated this is a .75 mill increase, which is actually a part, or the recommendation of the three year plan, and where that number came from, we had looked at that three year plan and try to hold to that three year plan and we couldn't cut back by percent nor operating budgets unfortunately. So we missed the plan as far as that goes, but this is still in keeping with that plan. It also calls for a greater increase next year if I am not mistaken, and another .75 after that. Is that correct?

Mr. Nichols answered yes.

Mr. Henderson stated I just wanted to lay that out, and I don't see any way around a tax increase at this point. Thank you.

Dr. Williamson stated this would be a hard number to calculate, but in the financial plan there were really two core recommendations to keep us on track to get to a reasonable number by the end of the third year. One was to meet those target goals, one was a recommended set of tax increases, the other one was a in terms of expenditure increases and I believe the targeted caps for most of those years were 2 ½% increase, and he asked if we met the targeted expense.

Mr. Nichols answered actually the total increase was 5% for next year and 2 ½ years after that. The reason it was five was because of the MMO and the health insurance.

Dr. Williamson stated I just wanted to compare apples to apples and use the number, so we have actually done better than the financial plan in our first attempt on the expenditure side. We needed to find a reasonable endpoint on the budget. This was a difficult few weeks as we all worked hard and took seriously our responsibility here. He wanted to circle back to the financial plan, did we use it to its fullest potential? Maybe not, but he felt it was useful and it helped to reframe the conversation in a way that is sustainable, and now we have learned something and we can use the next one better that will extend three more years out, and then three more years. So over the long run it will help us to constrain even further by giving us additional information and helping us to understand what our decisions today mean for down the road. He was very thankful to both Mr. Nichols and Mr. Pawlak.

Mr. Allison stated it is really a no-win situation, we have talked about things that are in the budget that aren't sustainable, but tax increases, real estate tax increase is not sustainable. We probably crossed the point before this and what we've had to do. There were things that could've been done differently that our finance department suggested years ago incremental increases that would now have had us at a lower millage and a better balance. It didn't happen, so we have a financial plan that you been asking for, a multi year and he is thankful for that. As Mr. Nichols said, 7% of what we are spending now, one of the things in the financial plan talks about going forward with a hybrid plan provision for new employee pensions, I think healthcare has to be a part of that as well. It is not an academic exercise to him, it hurts our pocketbook and our bank account. It's either we get some adjustments there are you reduce personnel. We are at that point where there is not an easy answer to that question. We either find some relief there to reduce the 87% down to what it is, the average or we have to find a way to do that. We need to come up with a strategic plan, and this is the first financial plan we have gotten, we need a strategic plan, we need a marketing plan, we are way behind the curve as far as being effective in being able to grow in some of these areas that we want. Sometimes we feel like we are beating our heads against the wall, but we need these things planned out, we need a vision. RVT has a four year vision set out, and they are very successful at this, the two go hand-in-hand and we need these things.

Dr. Williamson spoke about negotiations coming up with certain unions, and that doesn't mean that we can't sit down and talk in partnership so we all have contributions and we all can be flexible.

Mayor Campana stated he appreciates the comments, he has approached several unions in the city and he has said we need to can continue to work together and realize it is the taxpayers that are paying all our bills. He talked about an article he read about unions, and we are going to continue to meet and talk and hopefully everyone can realize that ultimately it is the taxpayers that are paying the bill for the city. He stated he wanted to sit down in an open fashion and talk about strategic planning and talk about some of the things that we have done over the years. There has been planning inside and he will say it again, as a

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New Year's resolution on behalf of the taxpayers, I put my hand out to city Council that we sit down in a constructive manner, the administration and the legislative branch sit down and talk about these things and get some more things done. I am ready to roll up our sleeves, and I believe you are two. Constructively, the vice president and the president of city Council and I have come to several consensus moments and I would like to continue to do that. Thank you.

Dr. Williamson asked for vote on final reading of the tax ordinance.

The ordinance was carried with six yes roll call votes. The vote was 6 to 1.

Ms. Miele voted yes, Mr. Noviello voted yes, Mr. Henderson voted yes, Mrs. Katz voted yes, Mr. Slaughter voted no, Mr. Allison voted yes and Dr. Williamson voted yes.

Accept for Filing:

Public Safety Minutes 10/23/18

Fire Report October 2018

Dr. Williamson asked for a motion to adopt the minutes for filing.

Ms. Miele made the motion and it was seconded by Mr. Henderson.

Dr. Williamson asked for vote on the minutes.

The minutes were carried with seven yes roll call votes. The vote was 7 to 0.

Ms. Miele voted yes, Mr. Noviello voted yes, Mr. Henderson voted yes, Mrs. Katz voted yes, Mr. Slaughter voted yes, Mr. Allison voted yes and Dr. Williamson voted yes.

Announcements

The next regularly scheduled City Council meeting will be held on Thursday, January 3, 2019 at 7:30 PM, in City Hall Council Chambers. (Enter through the police department at rear of building for meetings after 5:00 PM.)

Upcoming Meetings:

Tuesday, Dec. 18	10:00 AM Blighted Property 6:00 PM Pension Review 6:30 PM HARB (sec)
Wednesday, Dec. 19	11:00 AM Fire Pension Review
Thursday, Dec. 20	10:30 AM Zoning Hearing Board 4:00 PM Board of Health
Tuesday, Dec. 25	CITY HALL CLOSED FOR CHRISTMAS
Thursday, Jan. 3, 2019	7:30 PM City Council Meeting

[Meetings Held in Council Chambers Unless Otherwise Noted – [scr] = William Sechler Community Room]

Dr. Williamson asked if there were any comments from members of Council. He thanked his colleagues for another productive year and felt that they handled it with professionalism and he said to the mayor, while we face challenges, and disagreements, we have made some strides in working together. He appreciates the opportunity to work with some staff that he oversees within the administration. With those things in mind, he wished everyone the best of holiday season for whichever holidays are important to them.

Dr. Williamson asked if there were any comments from the administration. There were none.

Dr. Williamson asked if there were any comments from the general public.

Scott Miller, 822 Tucker St., the first thing I want to do is wish everybody a Merry Christmas and a happy new year. The last time he spoke at the beginning of the budget session, he heard a person make a comment about the reductions in staffing, and what does that have to do with the budget. The Sun Gazette sure put in their through reductions through attrition in the police force were cuts, streets and parks were cuts, and one of the things he always likes to do is not be theoretical about it and abstract. He tries to make it in real life, this happened to me, this is the way I see it. He brought up about ever since kindergarten and up to this year, bringing his daughter to and from school was dangerous, and in the four days that he was observing and filming, three of the four days, people drove past the stop school buses with the red flashers on, but his – can't wasn't good enough to be able to get the driver. Well guess what I saw in the newspaper today, five-year-old boy hit and killed at a bus stop. I guess I am just being a fanatic worrying about the children. I also brought up about the codes Department, as you all may know, I do a lot of Freedom of information request. In 2016, and 2017 winter, and 2017 up to February 2018, codes did not issue one single citation for snow and ice on sidewalks. I am told that you are not supposed to, that you should shovel your sidewalks, but they did not issue one single citation. Streets and parks and their reduction, I'm going to make it to 800 block of Tucker Street, there are these that have not been picked up, there are potholes, and it hasn't been cleaned out for a few more years. The last time it was one Bill Wright and I were here. So as a taxpayer, and I am paying you to do a job, and my getting what I am paying for? When the police were asked about that, it was during shift change, all we don't have enough police, so all just go with the newspaper, I realize it's a tough place to be in terms of raising taxes. I put in extra hundred dollars into my escrow account, because last year, when I put extra money in I had \$23 left. I hope for the best, but I plan for the worst. Just like in a construction job, I bid the maximum amount, and I know that is what you are doing with the budget but sometime in these cuts are shortsighted, but I wonder what you're going to do if it's a Williamsport child that was killed. When are people going to be made to comply with our ordinances that are on the book and clear the snow and ice. Have a wonderful Christmas everyone.

Adjournment

Dr. Williamson asked for a motion to adjourn.

Meeting adjourned upon motion by **Mr. Allison and seconded by Mr. Henderson.**

Motion was carried by a **unanimous at 10:55 AM** "ayes".

Submitted by: Janice M. Frank, City Clerk