

# CITY OF WILLIAMSPORT, PA RESOLUTION

RESOLUTION # 9169

DATE 6-24-21

TITLE

## RESOLUTION TO APPROVE AN EMERGENCY OOSF HOME REHAB APPLICATION

WHEREAS, the City of Williamsport funds an Emergency Owner-Occupied Single-Family Home Rehabilitation program that provides assistance to eligible households; and

WHEREAS, Ronald Rummings and Linda Woodring have submitted an application for this program and disclosed a possible Conflict of Interest; and

WHEREAS, the conflict of interest has been publicly disclosed and a request for an exception has been requested from HUD; and

WHEREAS, the applicants, Ronald Rummings and Linda Woodring, have been determined to meet the eligibility requirements of the City Program; and

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WILLIAMSPORT:**

That the application submitted by Ronald Rummings and Linda Woodring for the Emergency Owner-Occupied Single-Family Home Rehabilitation assistance in the amount of \$14,275 is hereby approved; and

The appropriate City Officials are hereby authorized and directed to execute the necessary documents upon receipt of an exception from HUD.

Approved

James M. Franl  
City Clerk

Michael J. Wilson  
President

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**MEMORANDUM**

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**TO:** CITY COUNCIL

**FROM:** SKIP MEMMI  
DIRECTOR OF COMMUNITY & ECONOMIC DEVELOPMENT

**SUBJECT:** RESOLUTION TO APPROVE AN EMERGENCY OOSF HOME REHAB  
APPLICATION

**DATE:** 6/7/2021

**CC:** CITY MAYOR, CITY ADMINISTRATION

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Ronald Rummings and Linda Woodring applied for an Emergency Owner-Occupied Single Family Home Rehabilitation for their property. Mr. Rummings and Ms. Woodring are qualified for the program. Ms. Woodring is the daughter of City Controller and member of the City Loan Review Committee, Peg Woodring.

Per HUD Conflict of Interest regulations, 24 CFR § 570.611, the City needs to make a determination if this is a conflict of interest and ask for an exception if appropriate. The CFR further states an opinion is required from the City Attorney will not violate state or local law. A full report of these circumstances was submitted to Mr. Norman M. Lubin, City Solicitor. Mr. Lubin confirmed that the participation of Ms. Linda Woodring will not violate state or local law. Additionally, Mr. Lubin notes that the City Ordinances require the assistance agreement to be reviewed and approved by City Council.

Enclosed within this packet is the original formal exception request to HUD that includes supporting documentation.



City of Williamsport  
Community Development Office

May 28, 2021

Christine D. Jones  
Senior Community Planning and Development Representative  
U.S. Department of Housing and Urban Development  
Office of Community Planning and Development  
The Wanamaker Building, 12th Floor  
100 Penn Square East  
Philadelphia, PA 19107-3380

Dear Ms. Jones:

Per the regulations as regards to Conflict of Interest, the City of Williamsport is submitting the following information to document and support a request to HUD for an exemption or waiver from those regulations.

The City of Williamsport has received an application for emergency roof replacement under its Community Development Block Grant, Owner-Occupied Single-Family Rehabilitation program from Ronald Rummings and Linda Woodring. Ms. Margaret Woodring, the Williamsport City Controller, has disclosed a familial relationship to Linda Woodring. Linda Woodring is Margaret Woodring's daughter.

Under CDBG any person who exercises functions and responsibilities with respect to CDBG or HOME or is in a position to participate in the decision-making process, may not obtain a financial interest or benefit from an assisted activity, either for themselves, or for those with whom they have family ties. The provisions further state that a Participating Jurisdiction may request an exemption from these requirements. Any request for exemption must be made to HUD and include a public disclosure of the conflict. To provide public disclosure the following notice was published on May 28, 2021 in the Williamsport Sun Gazette.

**LEGAL NOTICE**

**PUBLIC DISCLOSURE OF CONFLICT OF INTEREST UNDER THE CODE OF FEDERAL REGULATIONS.** This notice discloses the intent of Ronald Rummings and Linda Woodring to apply and participate in the City of Williamsport Emergency, Owner-Occupied Single Family Community Development Block Grant funded Home Repair program. Public disclosure is hereby provided of a familial relationship between Linda Woodring, applicant, and Margaret Woodring, Williamsport City Controller. The Controller is an elected official with the primary responsibility to ensure that all public expenditures are legitimate and warranted. The Controller is also a member of the City Loan Review Committee that exercises review functions and responsibilities in approving applications for federal funding, including home repair activities funded by Community Development Block Grant. Margaret Woodring herein declares her withdrawal from said functions and

245 West Fourth Street, Williamsport, PA 17701

responsibilities and any part in the decision-making process with respect to any application or activity relating to Ronald Rummings and Linda Woodring. The Williamsport Deputy Controller, Paulette Noviello, will assume and perform those Controller's Office duties. Pursuant to Article 115 of the Codified Ordinances the CDBG application from Ronald Rummings and Linda Woodring, will also be submitted to Williamsport City Council for approval at 7 p.m. on June 10, 2021 during its regularly scheduled meeting at Trade & Transit II, 144 W 3<sup>rd</sup> St. 3<sup>rd</sup> floor or by remote at <https://www.cityofwilliamsport.org/event-location/zoom-meeting>. This request for exception will also be submitted to HUD for review after publication of this notice. The Williamsport City Solicitor has rendered an opinion that if HUD grants the requested exception, no state or local law will be violated.

As noted, submission of a request for exemption also requires a legal opinion that the interest will not violate state or local law. A full report of these circumstances was submitted to Mr. Norman M. Lubin, Solicitor for the City of Williamsport. His response is that the participation of Ms. Linda Woodring will not violate state or local law. He notes that City Ordinances do require the assistance agreement to be reviewed and approved by City Council. A copy of his opinion is attached for the record.

The City of Williamsport submits to HUD that participation by the Rummings, Woodring household, has been determined to meet the eligibility requirements of the CDBG Emergency Owner-Occupied Single-Family Rehabilitation Program and meet the intent of the program to assist income eligible households maintain safe occupancy standards in their home. This households' participation will be on the same basis as any applicant for the program. Exclusion of the Rummings, Woodring household from the program will cause them undue hardship and provide no public benefit. The facts of this applications have been publicly disclosed by a legal advertisement and additional public review will occur when it is submitted to City Council in June. Ms. Margaret Woodring has removed herself from all reviews or approvals of this application.

If any additional information is needed for your review, please contact me at [amemmi@cityofwilliamsport.org](mailto:amemmi@cityofwilliamsport.org). Thank you for your time and attention.

Sincerely



August Memmi  
Director, Economic & Community Development  
City of Williamsport  
245 West 4<sup>th</sup> Street  
Williamsport, PA 17701

NORMAN M. LUBIN  
SOLICITOR

SUITE 202  
33 WEST THIRD STREET  
WILLIAMSPORT, PA 17701

PHONE 570-326-7044  
TELECOPIER 570-326-7610



J. DAVID SMITH  
ASSISTANT SOLICITOR

325 WEST FOURTH STREET  
WILLIAMSPORT, PA 17701

PHONE 570-326-5131  
TELECOPIER 570-326-5529

**CITY OF WILLIAMSPORT**  
**SOLICITOR'S OFFICE**

March 25, 2021

Mary Rucinski  
Community Development  
City Hall  
245 West Fourth Street  
Williamsport, PA 17701

**RE: Conflict of Interest**

Dear Mary:

I have reviewed the H.U.D. Regulations you provided to me, The Pa Public Officials and Employee Ethics Act, and the City's Ordinances with respect to the application filed by Linda Woodring for the OOSF Emergency Home Rehab Program.

Pursuant to the H.U.D. Regulations and due to the relationship between Linda Woodring and Margaret Woodring, City Controller (a member of Mrs. Woodring's immediate family) a conflict of interest arises and a waiver from H.U.D. must be obtained.

Ms. Woodring's application filed to the OOSF Emergency Home Rehab Program does not fall within the Pa Ethics Act as a Conflict of interest. The act defines a "contract" as an agreement for the acquisition, use, or disposal by the City of consulting or other services or supplies, materials, equipment, land, or other personal or real property. The assistance program does not fall within this definition of contract.

The Ethics Act excludes from the definition of "conflict of interest" an action having a *de minimis* economic impact or which affects to the same degree a class consisting of the general public or other group, which includes the member of the public official's immediate family. Here, the class would consist of residents who qualify for the assistance program, and the economic impact would be *de minimis*.

Article 115 of the City's Codified Ordinances (Contracts) does cover the situation where an immediate family member of a City Employee or official desires to participate

in a loan or grant program administered by the City. Section 115.03(c) provides:

- (c) This provision shall not apply to nor prohibit any such person from participating in any program, loan or grant maintained or administered in whole or in part by the City, subject to the following limitations:
- 1) Any contract entered into pursuant to this subsection and which does not require Council approval shall be reviewed and approved by the head of the department, which administers such program and the Mayor.
  - 2) In the event the Mayor, Directors of Department or Chiefs of the Bureau of Police or Fire or their spouses, parents or child have entered into a contract pursuant to this subsection the contract shall be subject to approval by Council.

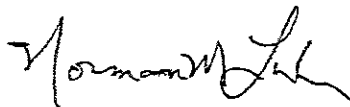
Accordingly, the loan/grant assistance agreement between Ms. Woodring and the City would have to be approved by City Council.

I have been advised that H.U.D. as part of the waiver request may require the City to advertise the approval of the agreement. I would recommend that the advertisement state that loan/grant agreement between Ms. Woodring and the City will be presented for approval to City Council at its regularly scheduled meeting and state the meeting date and time.

If you have any questions or desire to review this further, please contact me.

Very truly yours,

CITY OF WILLIAMSPORT,



Norman M. Lubin

NML/mlb

LEGAL NOTICE

To: Williamsport Sun Gazette  
From: Community Development Office  
Date: May 26, 2021

Please run the above ad in your legal add section. It should be published on May 28, 2021  
Please send the billing to Community Development Office, 245 West 4th Street, Williamsport,  
PA 17701. A PROOF OF PUBLICATION is required. Please send a Proof of Publication to  
the attention of Carl Mazur-Community Development-245 West 4th Street

Thank you  
Mary Rucinski  
Assistant Director, Community Development Office

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### LEGAL NOTICE

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### FORM OF ADVERTISEMENT

Sealed proposals will be received by: Borough of Westfield Tioga County, PA, at 429 East Main Street, Westfield, PA 16894 until 4:00 PM, June 22, 2021, to be opened on June 22, 2021, at 6:30 PM at Borough of Westfield Municipal Building.

### For the following contracts:

Paving: Furnish and place 372 Tons 9.5 MM Fine Grade Wearing Course, 3,200 SY of Asphalt Milling, and 32 Tons of Trench Repair, PA Prevailing wage rates do not apply. A bituminous escalator clause is included in this contract.

The bid must be accompanied by a certified check or bid bond in the amount of 10% of the contract. A certified check or performance bond in the amount of 100% of the contract, made payable to the municipality will be required from the lowest responsible bidder for each contract.

All work and material must meet current Pennsylvania Department of Transportation Specifications Form 408 and its Supplements. Proposals must be upon the forms furnished by the Municipality. The Municipality reserves the right to reject any or all proposals.

June 1, 2021, unless exceptions are filed before 5:00 PM on that date.

- Hauke, Bessie A ESTATE - Judy L. Loy, Trustee
- Houseknecht, Frances ESTATE - Wells Fargo Bank NA, Trustee

David A Huffman  
Register of Wills

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### FORM OF ADVERTISEMENT

activity under state law of limited liability company.

**JOHN A. SMAY, ESQUIRE**  
WILLIAMS AND SMAY  
59 South Main Street  
PO Box 35  
Muncy, PA 17756

The Lycoming County Authority will open the Housing Choice Voucher (Section 8) waiting list on June 7, 2021 at 12:01 a.m. The list will close when the Authority receives 600 applications or June 25, 2021 at 11:59 p.m., whichever comes first. No applications will be accepted after this period. Applications for project-based vouchers to be used at the Muncy Green development in Muncy, PA will continue to be taken until further notice. Referrals for the Foster Youth to Independence Voucher program will continue to be taken until further notice.

### Applications will be accepted online at:

[www.lycominghousing.org](http://www.lycominghousing.org)  
Online applications will be accepted 24 hours per day during the application period.

### Fair Housing Policy - Section 504: Lycoming County Housing Authority will provide reasonable accommodations for persons with disabilities. Please call (570) 323-3755 or PA Relay #711 for more information.

### BIDS REQUESTED FOR CAREER AND TECHNOLOGY EDUCATION SUPPLIES AND EQUIPMENT

The Board of Directors of the Williamsport Area School District requests sealed bids for career and technology education supplies and equipment in accordance with our specifications on file in the District Service Center, 2780 West Fourth Street, Williamsport, PA. Interested bidders should contact Marie Welter at 570-327-5500, Ext. 40105 or [mwelter@wasd.org](mailto:mwelter@wasd.org) for a link to the online Vendor Portal.

All bids will be opened at 2:00 p.m. on Tuesday, June 15, 2021, in the District Service Center.

### LETTERS TESTAMENTARY

under the hereinabove referenced Estate have been granted to the undersigned, who requests all persons indebted to the said Decedent of his Estate, to make immediate payment, and those who have claims to present the same, without delay to:

Beverly L. Shrey  
88 Water Street  
Linden, PA 17744

or to

Charles R. Rosamilia, Jr., Esquire  
ROSAMILIA & BRUNGARD  
241 West Main Street  
Lock Haven, PA 17745

### NOTICE OF EXECUTOR

**ESTATE OF BRENDIA L. HAUSAMMANN**, late of Hughesville, County of Lycoming and Commonwealth of Pennsylvania, Deceased. Notice is hereby given that Letters Testamentary in the above estate have been granted to the undersigned, to which all persons owing said estate are requested to make payment and those having claims or demands against it to make known the same without delay.

Executor:  
**KURT HAUSAMMANN, JR.**  
340 Dogwood Lane  
Hughesville, PA 17737

Attorney:  
Mark L. Taylor, Esquire  
Greavy & Taylor Law  
330 Pine Street, Suite 403  
Williamsport, PA 17701  
570-320-7100

### PUBLIC MEETING FOR THE BOROUGH OF SOUTH WILLIAMSPORT

Lycoming County Water and Sewer Authority will conduct a public meeting to review and update elements required by the Municipal Separate Storm Sewer System (MS4) program for the Borough of South Williamsport. This meeting will occur during the regular monthly Borough Council meeting for South Williamsport held on June 14, 2020 at 6:00 PM.

undersigned. All persons having claims against the Estate of the decedent are to make the same known to the undersigned. All persons indebted to the decedent are to make payment to the undersigned without delay.

**TIMOTHY FULLER**  
Executor  
2506 State Rte. 184  
Trout Run, PA 17771

**LEROY H. KEILER, III, ESQUIRE**  
Attorney  
110 Oliver Street, Ste 2  
Jersey Shore, PA 17740  
570-398-2790

### DISSOLUTION OF CORPORATION

**NOTICE IS HEREBY GIVEN**, that the Board Directors and the members of the Williamsport Community Concert Association, a Pennsylvania non-profit corporation, unanimously approved to voluntarily dissolve the corporation. As required by 15 Pa. C.S. 5975(b), all creditors, claimants, and other parties in interest are hereby notified that the corporation is in the process of winding up its proceedings and distributing its assets in accordance with law. Questions regarding the winding up proceedings may be directed to: Thomas A. Burkhardt, Esquire, Murphy, Butterfield & Holland, P.C., 442 William Street, Williamsport, PA 17701.

### ESTATE OF GENE E. STEPPE, DECEASED

Notice is hereby given that Letters Testamentary in the above-named estate have been granted to the undersigned. All persons having claims against the estate of the decedent are to make the same known to the undersigned or the attorney. All persons indebted to the decedent are to make payment to the undersigned without delay.

Heather L. Coleman  
1123 George Street,  
Williamsport, PA 17701

Bret J. Southard  
CASALE & BONNER,  
P.C.  
331 Elmira Street  
Williamsport, PA 17701

**ESTATE OF KATHY L. MCMULLEN**, late of Wellsboro, Tioga County, Pennsylvania. Notice is hereby given that Letters Testamentary in the above-named estate have been granted to the undersigned, to whom all persons owing said estate are requested to make payments and those having claims or demands against it to make known the same without delay.

**Daniel R. Graham, Executor**  
310 Union Avenue  
Williamsport, PA 17701

**Scott A. Williams, Esquire**  
Attorney for Estate  
57 East Fourth Street  
Williamsport, PA 17701

### FINAL BUDGET NOTICE

NOTICE is given that the Proposed Final Budget for the General Fund of the South Williamsport Area School District for the 2021-2022 fiscal year in its most recent form is available for public inspection on the District website, and is expected to be presented for adoption as a Final Budget at the school board meeting to be held at 7pm on June 21, 2021. The budget may be amended before or after final adoption. If an individual is unable to access the Proposed Final Budget on the District website, a printed copy may be obtained by contacting the Business Office at 570-327-1581.

### NOTICE

Estate of Beryl E. Magyar, of the Township of Clinton, Lycoming County, Pennsylvania, deceased. Notice is hereby given that Letters Testamentary in the above estate have

been granted to the undersigned, to which all persons owing said estate are requested to make payment and those having claims or demands against it to make known without delay.

**Linda Dudek and Sandra Lankard, Executrices**  
c/o Malec Law Firm, P.C., 319 East Third Street,  
Williamsport, PA 17701, 570-321-6112

### NOTICE OF EXECUTOR

Notice is hereby given that Letters of Testamentary in the Estate of David L. Bartraw, late of Loyalsock Township, Lycoming County, Pennsylvania, deceased, have been granted to Tina Rook. All persons owing the estate are requested to make payment, and those having claims or demands against it are requested to notify the undersigned without delay.

Tina Rook  
c/o Daniel K. Mathers, Esq.  
Mathers Law Firm, PC  
416 Pine St., Ste. 308  
Williamsport, PA 17701

Auction of abandoned vehicle's by sealed bid on 5/28/21 Bids accepted 10am until 11am. Reserve to be met Vehicle: 2006 Nissan Maxima VIN# JN1CA21D4Y7553681

Wood's Garage LLC  
121 Broad Street  
Montoursville, PA 17754

**ESTATE OF HELEN L. COOK, DECEASED**  
Late of Hughesville

NOTICE is hereby given that Letters Testamentary in the above-named estate have been granted to the

undersigned. All persons having claims against the estate of the decedent are to make the same known to the undersigned. All persons indebted to the decedent are to make payment to the undersigned without delay.

**THERESA BOLTON**  
LYNCH, Executor  
153 N. 2nd Street  
Hughesville, PA 17737  
(570) 419-7026

The Local Elected Official Board of Central PA will hold an Annual Meeting of the members at 9 AM on 6/16/21 via webinar / teleconference.

The Central PA Workforce Development Board & Local Elected Official Board will meet jointly at 10 AM on 6/16/21 via webinar / teleconference.

Public guests may participate by contacting [jhopwood@advancecentralpa.org](mailto:jhopwood@advancecentralpa.org) for the meeting I.D.

Serving Public Notice in possession of a 1954 Penn Yan Swift Boat. HIN / Registration #PA2295AA located at the old Foinar Sawmill on Route 44 in Antes Fort, PA 17720. If you have any claim, contact Michael Barger at 570-971-2668.

### LOOK HERE!

Are You Looking For Your Legal Ad On-Line? All Legal Line Ads Appearing In The Williamsport Sun-Gazette Will Appear Online At: [publicnoticepa.com](http://publicnoticepa.com)

