

Council President Randy Allison brought the meeting of the Williamsport City Council meeting to order on Thursday, February 18, 2021 at 7:00 PM per remote. Chris Cooley did livestream the meeting.

**Council members present:**

Randy Allison, President  
Elizabeth Miele, Vice President  
Bonnie Katz, Councilwoman  
Adam Yoder, Councilman  
Vince Pulizzi, Councilman  
Jon Mackey, Councilman,  
David Banks, Councilman

**Absent:**

**Also, Present:**

Derek Slaughter, Mayor  
Mr. Joe Gerardi  
Mr. Joe Pawlak  
Gary Knarr,  
Mark Killian, Fire Chief,  
Damon Hagan, Police Chief  
Austin White, Sol.  
Janice Frank, City Clerk  
Adam Winder, RVT

Approval of the Williamsport City Council minutes for the 02/04/21 were approved upon a motion **Mr. Yoder and a second from Mrs. Katz. All were in favor. The vote was 7 to 0.**

Mr. Allison announced that there was an executive session at 6 :30 PM just before this City Council meeting.

There was no requests for courtesy of the floor.

**Mr. Allison changed the order of the agenda.**

**Subdivision Request – 1020 Washington Blvd**

Mr. Knarr stated The property is located at 1020 Washington Boulevard. The tax parcel is 61004304. It is owned by leave yard. The proposal is to subdivide the current total parcel into two lots. Both Lot 1 and both lot to will have 4000, 450 square feet on them. In addition, each one will maintain a primary structure on each one of them. What it was reviewed by the planning committee and you have provided the comments for you. The parcel again, will contain two separate parcels. They have 4400 50 square feet. They will maintain a primary structure on them. He is requesting again, the subdivision, he does have adequate parking for both primary uses as you can see in the county's notes, his Blackberry alley had been vacated by the city back in 2000, I believe it was 2003. At this point in time, that is their access off of Washington Boulevard. And I can answer any questions at this time.

Mr. Allison asked: Questions or comments anybody? Mr. Knarr, who maintains it?

Mr. Knarr The owner. The only access is what they have is 1012, 1016 Washington Boulevard. That is how they have access. They do maintain that as far as plowing. Now there is utility easements that basically go to those primary uses and there is a utility -- utility easement in place, but that is maintained by the owner of the property.

Mr. Allison: And I see in the county's discussion that some utilities are going to be moved up to wash Boulevard? Or did I miss that?

Mr. Knarr answered It is a utility easement, so they will move them out there, it will be easier to access for that and what it does is separated, so that way if he decides to sell one parcel to the other, they have utility access within - if he sells. Right now, there is no utility easement, he owns a parsimony, so the utilities covers both of that. So, what is he is doing is requiring a utility easement so basically the primary structure on lot two will have access if he elects to obviously sell the property.

Mr. Allison: Those are the only questions I had, anybody else?

Mr. Banks Do we know the intended use of the property for the subdivision? Does he have plans for several businesses here?

Mr. Knarr: Well, he actually has businesses on each one. He owns 1012, 1016, 1020 and 1024 Washington Boulevard. 1012 is obviously financial investment companies. 1016 is two apartments. 1020 Washington Boulevard is an insurance company and a beauty shop. And then 1024 is obviously Edward Jones which is a financial consultant company. So, the property in question, 1020 Washington Boulevard, the front half is owned by an insurance company that is in the front half or on lot one and Lot 2 is a beauty salon. So, what is seek is requesting to do is subdividing that, if he ever elects to or if the insurance company or the hair salon wishes to purchase a

property, they may not want to purchase two primary structures. So, it does have either - they either have a business on it or apartments within the facility.

Mr. Banks: One more here. That parking lot easement, I noticed that the subdivision line crossed the parking lot which would subdivide those parking spaces, with the parking easement then allow for that property to use those parking spaces?

Mr. Knarr answered: Yes, it is recorded and dated with each one of the parcels, actually all for that he owns. That is recorded.

Mr. Allison: Any other questions? I do not see any, is there a motion to second?

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

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

**Mr. Yoder voted yes, Mr. Mackey voted yes, Mr. Pulizzi voted yes, Mrs. Katz voted yes, Mr. Banks voted yes, Ms. Miele voted yes and Mr. Allison voted yes.**

#### Resolution #9104

##### Resolution Awarding the Construction Services for the 2020 Street paving project to Hawbaker, Inc.

The City Clerk read the resolution.

Mr. Allison asked for a motion and a second to approve.

**Mr. Pulizzi made the motion and it was seconded by Mr. Yoder.**

Mr. Sander, I will keep this short. I want to list a pretty good detail, a resolution to award - for the project, we have six bidders and they were Glenn Hawbaker was the low bidder followed by Big Rock Paving followed by HR, etc.. Glenn Hawbaker had the low bid for the project in the amount of 872,916 dollars. This was reviewed at Tuesday's financial meeting and it was also reviewed previously. Within the packet you will see all of the bids from all bidders and questions that were asked during advertisement. In my answers. In contractual documents and the required upon information. The very last items are the streets to be paved. Which are the last two pages. Any questions?

Mr. Allison stated these were reviewed as were all of these resolutions I believe.

Ms. Miele stated Finance did review this and send to the full body of Council with a positive recommendation.. A handful of things to know, we got a rundown from Mr. Sander on 10 bid which he used for this project which is rather interesting documentation. Specifically sort of helped to highlight the low bidder on each individual item of the contract and I am trying to think of what else. It was interesting to see the variation. It was interesting - there may have been a typo or something like that. Aside from that, we did discuss a little bit the list of streets to be paved will be by the water authorities this year. Mr. Sander was well aware of the restrictions on some of the funding and all of the streets on that list to abide by the funding restrictions in place. That is everything Mr. Allison.

Mr. Allison: Thank you, I was able to listen to the finance meeting, but inconspicuously. You guys covered a lot of ground. So, you did a lot of good work. So I highly commend everybody on that. Comments from member of the finance committee? Or others on Council? Any questions?

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

**Mr. Yoder voted yes, Mr. Mackey voted yes, Mr. Pulizzi voted yes, Mrs. Katz voted yes, Mr. Banks voted yes, Ms. Miele voted yes and Mr. Allison voted yes.**

#### Resolution #9105

##### Resolution Awarding the Construction Services for the Bowman Field Scoreboard Project to Dartronics

The City Clerk read the resolution.

Mr. Allison asked for a motion and a second to approve

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

Mr. Sander This is the resolution for the scoreboard project. This project was designed, advertised and bid by Larson design group over the Christmas /new year timeframe. We had four bids on the project and they were from Samsung was the low at the time, next was Daktronics: then Lundy: TSI. The amount was Samsung was \$455,000. Daktronics was 498. Lundy was - and TSI was \$1 million. We had to reject Samsung's bid due to key items that were missed on the list by Samsung which brought us to the next low bidder which was Daktronics. That is what we are here for today. Give me one second. With their base bid of 898, there are a few deductions. The first one is a deduction of 212,570 four installing the scoreboard on an existing foundation. The second induction for the smaller width on the plans, the new scoreboard with was 44 feet, but there was an ad alternate to go smaller. And we are going to use that of 35 feet. That deduction is \$56,075 and the last one is a video PC board for \$935. So the grand total to be awarded is a total bit of - to Daktronics. This was also reviewed by Austin White, not only after-the-fact but during the entire process of design bidding and the timeframe essentially the last couple weeks. He worked -- I worked closely with Austin. Any questions?

Mr. Allison: It sounds like you have all the bases covered. Ms. Miele?

Ms. Miele: I think I missed it when Mr. Sander mentioned it, but even with removing all of those items from Daktronics, we still are approximately \$60,000 over the amount that we have a budget for this. As I observed in the finance committee, I suspect that is in large part due to the fact that we received - the reason we are moving

forward with the scoreboard that team over budget is twofold. We desperately need a scoreboard, we also received funding findings to build a scoreboard from the state. The one problem we have is that the amount of funding that we received from the state is not sufficient to cover the scoreboard. We have received the grant funding about four years ago and we have been working on it in a sense with a couple hiccups, but with that said, I observed in the finance committee that we have had a number of projects in prior to ministrations that have drawn out in grant funds and that has a huge impact on whether or not that is amount to cover it. But, in this case, I think it is possible that the funds initially will be sufficient, because we have had cuts and it took a long time to utilize the grant. That said, Mr. Sander) and other members of the administration have worked to get this number as low as possible which is terrific, and it is within striking distance. Cross Cutters Is also making a contribution and we recognize all of that and we appreciate it. But, I think the major item also in this discussion in the finance committee was the timing of this and whether or not the project could be completed in a timely fashion. It was the wish of the cross cutters and I think would also work well for us in city government that if this could not meet the deadline, that the project be deleted until autumn which would give the city a little bit more time to get the safety thousand dollars. That said, it was forwarded to the full body of Council with a positive recommendation.

Mr. Allison asked Other comments from the finance committee? Mrs. Katz?

Mrs. Katz Just to redirect what she said, the scoreboard that we have in place, really is not working correctly and it is costing a lot of money every time it is in use. So therefore the need of a new scoreboard has been put off for at least two or three years if not longer. So, people do not get excited about thinking that we are just spending money frivolously just because we want to see a new scoreboard, it is a necessity in order to continue having games. I do not care if it is the cross cutters or whoever, we need the scoreboard. I also want to state that the cross cutters also gave \$100,000 towards the scoreboard. And they have been waiting patiently for this, this is part of the program for upgrades. And other than that, I think we covered all bases that we possibly can other than trying to come up with the extra money that we need at this point. Thank you.

Mr. Allison: You are welcome, other comments and questions? We thank the Cross Cutters for patiently waiting all the time for this process to go forward and we are all looking forward to things getting back a little bit too normal and we can take advantage of this great community. Is there anything from Dave that he would like to say?

Mr. Sinicropi: Thank you, for your efforts and thanks to Mr. Sander and Larson design, the mayor and the rest of the administration to make this happen on our third go around, but we got it right and as was mentioned, the cross cutters. While not required in our lease, we are happy to be good stewards of historic (NAME) field and participate in the purchase of this to the tune of \$100,000. Despite everything we have gone through over the last year or so that has been really difficult on our business. I would like to say that with age scoreboard of this nature it is extremely important for a baseball team to remain current and relevant in the baseball world to have a scoreboard like the one that is going in. We have no digital capabilities at the ballpark right now. And as everybody knows, it is a digital world now. It also opens up a lot of possibilities for the city. In the past, I know that the city has certainly had some movie nights at Bowman Park etc., you can now do things of that nature at historic (NAME) field. You can actually show movies on that scoreboard. If you get the correct clearances and it opens up a lot of other actions both for us and for the city as well. So, we do thank everybody on this, it is certainly much needed for the cross cutters to remain relevant in the baseball world. So, thank you very much and thank you to Senator (NAME) for all of his hard work in getting this grant to the city for Bowman Field.

Mr. Doug Estess: Could not have said it any better, thank you Gabe.

Mr. Allison asked for a vote on the resolution.

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

**Mr. Yoder voted yes, Mr. Mackey voted yes, Mr. Pulizzi voted yes, Mrs. Katz voted yes, Mr. Banks voted yes, Ms. Miele voted yes and Mr. Allison voted yes.**

#### **Resolution #9106**

##### **Resolution Consolidated Capital Grant Application to File Application & to Certify Local Match**

The City Clerk read the resolution.

Mr. Allison asked for a motion and a second to approve

Mr. Winder This is a resolution certifying the local match for financial assistance. This is a grant to purchase multiple items, bus shelters, CNG buses, support equipment for failing components on the IT side, we have a garage door in our main garage facility where we house all of the buses that is inoperable, the cost to repair it is almost just as much as replacing it. Enhancements in the IT side for the maintenance department to make their jobs a lot easier of diagnosing buses, things of that nature. Radio enhancements, including evaluating the tower systems, seeing if it would make it so that our communication is better through our radio system. Spare components for the CNG buses, support vehicles as well as a fixed transportation system which is a PennDOT project, the amount would be \$2,813,061 and state funding \$121,000 in federal funding \$17,437 and local, we do have the local match already, I do have Nicole Farr as well as Josh Warful to assist in answering any questions you have.

Ms. Miele asked: Was that everything? This item was reviewed. We had a robust discussion about all of the items coming from RVT. And they are both as Mr. Nichols said, standard resolutions. Well, the second one is not exactly

standard, but it follows a standard resolution. And just related to RVT capital. We sent this to the full body of Council with a positive recommendation..

Mr. Allison: Thank you. Are there questions from other council members? I think we are all up to speed , Mr. Banks ?

Mr. Banks stated Yes. I was just going to thank Josh for his good explanation... He did very well with the finance committee.

Mr. Allison asked for a vote on the resolution.

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

**Mr. Yoder voted yes, Mr. Mackey voted yes, Mr. Pulizzi voted yes, Mrs. Katz voted yes, Mr. Banks voted yes, Ms. Miele voted yes and Mr. Allison voted yes.**

### Resolution #9107

### Resolution Authorizing City of Williamsport to Award a Contract for Implementation of a Fixed Route Intelligent Transportation System

The City Clerk read the resolution.

Mr. Allison asked for a motion and a second to approve

Mr. Winder stated So, we are currently and through the State having upgrades made to our avail system, the upgrades are known as the fixed route intelligent transportation system. It is a lot of different items that are occurring. Under this resolution, it is funding for multiple items, one item being additional cameras on some of the buses that are not equipped fully as much as the new ones. The other parts would be a bus in a box as well as the maintenance test station, Josh Warful can definitely expand a lot more of what the test station is and the retraining that we are required to do every year

Josh Warful stated. So, what you are looking at right now is basically as Mr. Winder put it, the first part is pretty simple, it is just cameras being added to our buses. This is for our order -- older vehicles. Are you -- as you are aware the cameras on our buses do they must quite a bit from lawsuits against us. They are also used for trainings of operators. And they definitely help why of it. The next portion that you will see is for the maintenance test station, bus in a box. And this allows us for a lack of terms a simulator for our bus operators to be able to see all of the technologies to play with them, to learn them, without tying up a revenue vehicle. So, in essence, we would have to purchase a vehicle to play with and this allows them to play with it in a test device. The maintenance test station is very similar, it allows our mechanics to see all of the components in the vehicle spread out over a large board that they can learn the system as well as troubleshoot issues with our existing vehicles. So, if something goes wrong in a vehicle, they can all unplug things, swapout components and use them as a troubleshooting. These two components are part of a larger project that I alluded to. The Pennsylvania intelligent chest rotation system. That is a fully date funded project that is not funded through us, it is funded separately through the Fritz project which is outfitting all of our vehicles with the latest in vehicle technologies. Believe it or not the buses running down the road, we have already had some of these technologies, but it is an upgraded version. Passengers in the public and yourselves can go online any point in time to my.ride RTV .com to see the location of any one of our vehicles, get estimated arrival times as well as schedule times. Sign up for ride or alerts and if the bus is running behind it will tell you and if there is a weather issue or root, it will tell you proactively. You can do trip planning, and then on a local level for government level, we have required the state and federal levels numerous metrics throughout the year for our operating assistance. So, some of those things are miles, hours, passengers, all of those metrics are derived from the system. So, it will provide a lot more transparency directly into the system versus trying to figure out and tabulate. It is also going to eliminate the need to do annual sampling that we are doing right now on the vehicle. We sent out a survey taker, they wrecked on the number of people at every stop and that gets sampled and tabulated. This will automate the entire process. So, that whole project, there is a lot more to it than just that, and you guys are welcome to come up and see it in action at any time. The State is paying for the upgrade. Then, these two pieces are optional pieces of the upgrade that makes our life easier at RVT and make things more efficient that the state is also funding as well. So, I will open up for any questions you?

Mrs. Katz stated Josh, that was incredible. I think you answered every question I could come up with. It gave everybody and insight into everything that is going to happen with these programs. Thank you so much, that was a great explanation of everything.

Mr. Banks askedThe data that is produced by these systems as far as where our buses are and the routes, and it is quite a bit of data, is not shared with PennDOT in real time? Is that a part of this project?

Mr. Warful answered Yes, and that is why they are finding it. So what happens in real time they have transparent access to that data. I will use the term near real-time, so what happens is that data gets processed overnight, it gets imported to our collection system and in the morning our operation supervisors and management, they will marry up that information, it is automated, but they have to review any discrepancies are reviewed and approved, that goes through a process and by the second day the state has access to that data. And as for reporting. Formal reporting, we still have to approve the numbers, we shall have to do formal reporting to the state, but they have those numbers at their fingertips anytime.

Mr. Banks That's great, thank you Josh. That is a great transparency initiative. As well as getting accurate data on what is going on.

Ms. Miele: So Ms. Miele, we got out of order a little bit. It was reviewed at finance.

Ms. Miele: It was reviewed by Finance and sent to the full body of Council with a positive recommendation. We reviewed in about 30 seconds and I asked one question pertaining to it from a previous item which was, obviously the last item that we just voted on was certifying a local match, the process in this case is we would send a list to the state of what we would like to do, the state sends us back a list of what we can do and how much money we will receive to do and then they tell us what our share is of the cost of that. So, what we certify the local match, the money is already effectively in place. So, my only question was, do we already have the funds to move forward with this agreement? And of course, we do. So, it was forwarded in the full body of recognition.

Mr. Allison asked for a vote on the resolution.

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

**Mr. Yoder voted yes, Mr. Mackey voted yes, Mr. Pulizzi voted yes, Mrs. Katz voted yes, Mr. Banks voted yes, Ms. Miele voted yes and Mr. Allison voted yes.**

### Resolution #9108

#### Resolution Authorizing an Agreement for Legal Services with the City Solicitor

The City Clerk read the resolution.

Mr. Allison asked for a motion and a second to approve

**Mr. Yoder made the motion and it was seconded by Mr. Pulizzi.**

Mr. Pawlak, Good evening, this resolution awards agreements with the city solicitor, last year in 2020, the states put out an RFP for these two services and the city was received with good responses. The finance committee along with members of the admin attrition reviewed the proposals that were cemented and are making the recommendations to engage. McCormick law firm as the city solicitor, the assistant solicitor and (NAME) as the transit solicitor along with counsel. In the agreement it outlines the services with McCormick being the general city solicitor, they will handle general legal matters for the city, issue opinions on our behalf, and assist with personnel issues. The assisting soliciting services will include attending Council meetings, right to know request, and codes in community development issues. The transit solicitor will obviously handle the transit issues and then service conflict councils if any conflicts arise if any working relationships between sale, McCormick may have that would conflict with city issues. So, with that, we were able to negotiate with budgets to fit within the general budget that was established for 2021, the one big difference in these agreements versus prior agreements is that services will now be done on a hourly rate. Versus a retainer-based fee schedule. So, that will be something that the city is going to need to look at and keep an eye on to make sure that we do not hit those not to exceed amounts including the agreements. With that being said, I will turn it over to Councilwoman Miele who was involved in the review process along with other members of finance committee.

Ms. Miele . So, we initiated this process on January and February and the city put out an RFP and we are already aware for years of the generosity of the solicitors in the sense that legal needs have changed dramatically over the years and we have seen it. And we are still operating on that model for a fee of that service for an entire year rather than an RFP. So we were excited when we saw that and then all the feedback we heard was from the three solicitors -

Okay, so as I was saying, we knew when we initiated this process that it was likely to resolve -- result in increased cost for the city because in the time since the city has lost a legal RFP, the model change from an annual fee for service to a per our fee for service. In that dramatically adapts the way that the city's legal costs worked out. That said, we were happy that the firms - the only bidders we had with the firms that currently represent. And we were happy that they were so able to work with us on hourly rates and on attempting to The city's cost which we all know that the caps established in these resolutions will not actually The fee that we are charged, what it will do is establish a mechanism for us to see whether or not we are approaching and spending what we had budgeted on legal services for the year. But again, it is obviously our response ability to the extent that we as much as possible try to limit our use of legal services to meet the budget that we set for ourselves. This is the first time that we will be trying this this year, so we are not certain how it will work out, but all we know that the cost increase, like I said, we have benefited her a long time from the generosity of the firms that service. They are putting in far more hours than we were paying for. And so, I think this is a more equitable arrangement. Unfortunately to the city's financial detriment. In some ways, what we codified in these agreements is the services that had been being provided for the city, we changed a handful of things around, we moved things. But, to a certain extent the cities existing legal limits do not mirror what had been happening, especially in regards to transit solicitors also serving as a conflict counsel for the city of Williamsport. That had been happening on issues where both of our solicitors had a conflict but we had not codified it with any sort of formal procedure. And these new contracts help to do that and help to give us a fighting that mirrors our actual intent for use of our legal services. Which is good I think to get everything laid out as it should be and as it has been happening. That said, this will be a year of learning I think a little bit about ourselves and the best way to utilize our solicitor firms without breaking our own budget or obviously just

hounding our solicitors for information. I think I covered everything, but it is entirely possible that I missed something, because it is chaos at the house today. May I defer to other members of the finance committee? Mr. Allison stated Yes, as I recall the conversation, everything was covered. This is going to be incumbent upon us to be disciplined and also to know these contracts very well. What they specify inside in the printed body of the contract and what goes where and how that should be used. So, everything should be clear. So, we have a motion and second on this, are there any other questions or comments? From other members? If not, we will have the bow on this one and we will move down through all three of them. Motion the second, motion second boat, that is fine. Okay Mrs. Frank on the motion please?

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

**Mr. Yoder voted yes, Mr. Mackey voted yes, Mr. Pulizzi voted yes, Mrs. Katz voted yes, Mr. Banks voted yes, Ms. Miele voted yes and Mr. Allison voted yes.**

#### Resolution #9109

##### Resolution Authorizing an Agreement for Legal Services with Asst. City Solicitor

The City Clerk read the resolution.

Mr. Allison asked for a motion and a second to approve

**Mr. Mackey made the motion and it was seconded by Mr. Pulizzi.**

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

**Mr. Yoder voted yes, Mr. Mackey voted yes, Mr. Pulizzi voted yes, Mrs. Katz voted yes, Mr. Banks voted yes, Ms. Miele voted yes and Mr. Allison voted yes.**

#### Resolution #9110

##### Resolution Authorizing an Agreement for Legal Services with the City Transit Solicitor

The City Clerk read the resolution.

Mr. Allison asked for a motion and a second to approve

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

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

**Mr. Yoder voted yes, Mr. Mackey voted yes, Mr. Pulizzi voted yes, Mrs. Katz voted yes, Mr. Banks voted yes, Ms. Miele voted yes and Mr. Allison voted yes.**

#### Resolution #9111

##### Resolution Authorizing Execution of an Agreement for Website Design & Development Services

The City Clerk read the resolution.

Mr. Allison asked for a motion and a second to approve

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

Mr. Cooley Good evening. For your consideration tonight is a resolution to authorize the execution for development services. This would be with Crenshaw who is on the call tonight in the amount of \$6000. The mayor, Councilman Banks and myself have been working together to move this project forward, the new website will implement a new design which will be more of a friendly design. Along with meeting current ADA requirements. Along with the assistance of state departments, the website will include fillable forms, something that we are severely lacking at this point. Such as applications, permits and permissions. Additionally, the resolution allows the demonstration to enter into some description agreement with bug ends and some extra applications to run in the background for the website. Generally generally, these are about \$50 per year and we only expect it will be three or four of these. With the one exception of having an ADA compliance plug-in which does bring reading and change contrast and can change the size of lettering, those types of things. People can plug-in and it can cost anywhere from \$500-\$1100 a year and that is depending, there are a couple of them out there, we need to evaluate them. It is also dependent on how much so, this expense will be paid for by state budgets, it will come from the contact services line item and the resolution to go to Council - the resolution to go to the finance committee and received positive recommendation. So, I will take any

Ms. Miele stated yes, this did come to Finance and we sent it to full body of Council with a positive recommendation. With that said, we obviously (INAUDIBLE) at that point we recommended (INAUDIBLE) that they had received further studies, we were not fully aware of what we are getting into and it seems to be very reasonable (INAUDIBLE) so, it seems like it would be an advantageous contract (INAUDIBLE)

Mrs. Katz stated We have been working on a website for the last 12 years. We have spent a lot of time, we have spent a lot of money. And at this point, we still have not had one that is working. I am keeping my fingers crossed, Kristi said this guy is incredible and that he is really good, he has done the RVT website, I am excited to see how this is going to be. But, I will say as I always say every time this is presented to us, a website is only as good as a human putting the data in. And we have to make sure that all of our department heads are fully versed in this. That we keep up on top of this, our city clerk is one of the most important people as far as what you put into the website. She has all of our minutes, our resolutions, our meetings, everything you could possibly think of that is important to the city, she -- it goes through her office. A, we have to make sure we do not lose any information, we have to make sure that it is also worker friendly, not just user-friendly, but worker friendly. So, I am really excited about this and I cannot wait to see how this is going to proceed. And I want to see this to be an incredible website that we are

all going to be proud of. Finally, after all of these years.

Mr. Banks stated I just want to give credit for our department heads. We ask for input and we got some great feedback from them, so Mr. Crimshaw, meeting him was really great. Everything we said, he said of course we can do that. So, it was a great process to try and bring us into this process of the 21st century. So, we will have to keep rolling out things that will bring us up to speed with what is going on in the rest of the civilized world as far as technology and large organizations. So thank you. That is a long winded way of saying thank you.

Mr. Yoder: I was just going to jump in and say I will back up Mr. Cooley everyone and everyone, Mr. Krepshaw will do a fantastic job, I know his work well. I have full faith and confidence that he will do a very good job. And I again, thank the ministrations, when this came before us last year, counsel offered them a lot of various feedback. They went back to the drawing board, they incorporated a lot of it and I think they are much more will prepare to tackle this which I am excited to see. So, thank you for listening and I will be excited to see this taken care of and done. Nice work.

Mr. Allison stated Other comments? I am as excited as everyone else. And encouraged that Mr. Krepshaw that yes, we can do this. I am encouraged by that because we have seen other governmental and city websites that are doing those things and wondered why we cannot do those things. And now, we have somebody that can give us confidence and that means a lot to all of us. So, thank you again Mr. Cooley and Mr. Krepshaw and the demonstration. A job well done

Mr. Mackey stated I have both a business and personal relationship with Mr. Krepshaw so I support him.

Mr. Allison stated: Okay, thank you for noting that. Mrs. Frank on the motions please?

**The resolution was carried with six yes roll call votes. The vote was 6 to 0 with Mr. Mackey abstaining. Mr. Yoder voted yes, Mr. Mackey abstained. Mr. Pulizzi voted yes, Mrs. Katz voted yes, Mr. Banks voted yes, Ms. Miele voted yes and Mr. Allison voted yes.**

Mr. Allison read the HARB certificates

**Certificates of Appropriateness – HARB**

HARB Recommendations February 16, 2021

All are recommended for approval

**Item 2. Mirabito Brothers Properties**

312 Park Street

A. Install LP Smart Siding smooth, clapboard style. Colors SW 6165 Connect Gray-SW 7036 Accessible Beige-SW 7633 Taupe Tone.

**Item 3. Mirabito Brothers Properties**

910-912 West Third Street

A. Retain existing porch posts. Remove damaged front porch railings. Replace with either:

Railing with large handrail style top and bottom rails and 2"x2" square tightly spaced spindles.

Or a railing finished on the exterior with smooth LP Shakes, straight or square cut. Retain the interior bead boards. paint colors. Railings to be same height as existing (verify this with codes office)

B. Colors – as previously approved – Bleeker Beige – HC-80 Trim Alexandria Beige HC-77 or Avon Green HC-126

**Item 4. Rhonda Jennings**

321-323-325 Locust Street

A. ROOFING-Remove roofing material from main house roofs. Front porch metal roof and rear stoops are not included. All other areas, main roof and dormers are included. Protect neighboring property when tearing off roof and dispose of all debris properly. Repair or replace roof decking so the entire surface is in the same plane, smooth and free of holes. Warped, spongy or deteriorated deck is to be removed and replaced with 1/2" exterior grade plywood. Cover entire roof deck with 15 lb. semi saturated felt paper installed with proper overlap. In all valleys install a minimum 36" wide WeatherLock or equal membrane, and weave specified asphalt shingles on top. Install WeatherLock or equal membrane around roof edges. Membrane to extend from roof edge to house walls, 24". Include an additional 24" of membrane onto the roof out from the house wall. Aluminum flashing to be installed around all projections, 6" minimum extension. Include shingle covered Vent-a-Ridge section on the main roofline. Chimney counter flashing to be repaired or replaced as needed. Any wall step flashing to have a 3" head lap. Furnish and install Landmark 240-245 LB 30-year warranty architectural shingles or equal, installed per the manufacturer's specification to ensure warranty is intact. Color: Slate Grey

B. REPAIR – FRONT GABLE & ROOF (East Front) - SOFFIT- FASCIA – TRIM - Inspect the above areas on the front east side facing Locust St. Remove rotted material including molding trims, fascia and soffit. Prepare wood soffit similar to the existing. Seal edges and prime top and bottom surfaces of new wood. Fill in as needed. Fasten to the underside securely. Replace any rotted trim or molding against the house wall or roof edge with similar wood molding. Cut in new wood Fascia as needed to replace any rotted or damaged material. Prime and seal all new material as noted above. Set nails and putty holes. Exterior grade epoxy penetrating consolidate, liquid wood system repair may be substituted if appropriate. Owner will finish painting to match existing.

C. REPAIR – SOUTH SIDE SOFFIT- FASCIA – TRIM - Inspect the above areas on the South side facing W 3rd St. Remove rotted material including molding trims, fascia and soffit. Prepare wood soffit similar to the existing. Seal edges and prime top and bottom surfaces of new wood. Fill in as needed. Fasten to the underside securely. Replace any other rotted trim or molding against the house wall or roof edge with similar

wood molding. Cut in new wood fascia as needed to replace any rotted or damaged fascia, same as existing. Prime and seal all new material as noted above. Set nails and putty holes. Exterior grade epoxy penetrating consolidate, liquid wood repair may be substituted if appropriate. Owner will finish painting to match existing.

- D. REPAIR – REAR SOFFIT- FASCIA – TRIM AT 2 GABLES and ROOF AREA - Inspect the above areas on the West Rear side facing W 3rd St. Remove any rotted material including molding trims, fascia and soffit. Prepare wood soffit similar to the existing. Seal edges and prime top and bottom surfaces of new wood. Fill in as needed. Fasten to the underside securely. Replace any other rotted trim or molding against the house wall or roof edge with similar wood molding. Cut in new wood fascia as needed to replace any rotted or damaged fascia, same as existing. Prime and seal all new material as noted above. Set nails and putty holes. Exterior grade epoxy penetrating consolidate, liquid wood repair may be substituted if appropriate. Owner will finish painting to match existing.
- E. REPAIR – NORTH SOFFIT- FASCIA – TRIM - Inspect the above areas on the North side facing Grace Street. Remove any rotted material including molding trims, fascia and soffit. Prepare wood soffit similar to the existing. Seal edges and prime top and bottom surfaces of new wood. Fill in as needed. Fasten to the underside securely. Replace any other rotted trim or molding against the house wall or roof edge with similar wood molding. Cut in new wood Fascia as needed to replace any rotted or damaged fascia, same as existing. Prime and seal all new material as noted above. Set nails and putty holes. Exterior grade epoxy penetrating consolidate, liquid wood repair may be substituted if appropriate. Owner will finish painting to match existing.
- F. WEST REAR - SPOUTING REPAIR – REPLACEMENT - West side-rear. Install TWO new sections of galvanized, round downspouts on the rear gable gutter system. Connect to existing ½ round gutter. Secure per gutter Manufacturer's recommendations. Correct any pitch issues, check for any joint leaks and seal. Owner is responsible for prime/painting gutters & downspouts to match trim color.
- G. SOUTH (toward the rear corner of building). SPOUTING REPAIR – REPLACEMENT- South side toward back corner. Install one new galvanized, round downspout attached to the existing gutter system. Secure per gutter Manufacturer's recommendations. Correct any pitch issues, check for any joint leaks and seal. Owner is responsible for prime/painting gutters & downspouts to match trim.
- H. NORTH SIDE building. SPOUTING REPAIR – REPLACEMENT - North side (toward Grace). Remove section of K gutter and install new section of 5" galvanized, ½ round gutter per manufactures specifications. Reuse existing galvanized downspout. Properly secure existing galvanized downspout on the north side toward the front of the house per gutter Manufacturer's recommendations. Correct any pitch issues, check for any joint leaks and seal.
- I. FRONT PORCH LEAD SAFE WORK PARCTICES REQUIRED - Remove one section of inappropriate railing. Replace with a new wood Baluster that matches the adjoining original railing in appearance. Replacement railing to have turned wood balusters, top and bottom rails and all trims that match the existing original. Use only exterior grade wood. Secure railing properly to the existing posts. Install a toe kick support in the center of the new railing span. Fill and sand screw depressions. Owner will paint gray to match existing.
- J. FRONT PORCH TRIM REPAIR LEAD SAFE WORK PARCTICES REQUIRED - Repair the bottom of any damaged porch posts with an epoxy 2-part liquid wood repair system as per manufacturers specifications. As alternative, cut out rotted area & replace with like appearing exterior grade wood. Secure with waterproof glue and screws. Sand smooth. White pine is not an acceptable repair wood. Repair to include replacement of missing or damaged trims around any posts or half posts. Secure and sand smooth. Match the existing. Owner will paint same as existing.
- K. PORCH STEPS - 321 LEAD SAFE WORK PARCTICES REQUIRED - Remove existing steps. Furnish and install new front steps similar in width to the existing and of proper tread and riser height to service exit. Construct with pressure treated 2 x 12 stringers 2 x 10 Bull Nosed treads, and closed risers. Install tight weave wood privacy lattice on the open side of the new steps. Frame with 3" exterior grade wood properly secured to porch. Reinstall pipe railing, properly secured. Paint steps gray.
- L. 321- FRONT PORCH DECK LEAD SAFE WORK PARCTICES REQUIRED - Remove the 321 front porch deck. Inspect floor joists and replace or scab any that need to repairs. Furnish and install new 1 3/4" Fir tongue and groove floorboards Grade A wood, (pressed board & white pine not acceptable) to cover entire porch. (Owner will paint gray. Owner is notified City recommends painting the tongues and under surface of wood deck material before installation.)
- M. OTHER FRONT PORCH DECKS LEAD SAFE WORK PARCTICES REQUIRED - Remove and replace damaged tongue & groove deck boards from the front porch decks. Use 1 3/4" Pressure treated Douglas fir tongue and groove floorboards Grade A wood, toe nailed, with moldings and trim selected by homeowner. White Pine not acceptable. Owner will paint gray.
- N. POINTING BRICK - Remove damaged, loose mortar and improper mortar from brick at south 321 corner (from stone, up about 6') and brick area over the porch deck to the entry way. Fill in missing bricks with similar brick. Remove damaged loose mortar from brick south porch pier. Fill in missing bricks with similar brick. V clean these areas to sufficient depth using properly sized diamond tipped blades. Do not spall edges or widen joints. Dampen & point mortar similar to 4 parts Hydrated lime to 1-part white Portland and 6 to 12 parts sand. Install mortar in same style as existing. Match color as closely as possible. Clean off any excess or spilled mortar

Mr. Allison asked for a motion to accept the certificates of HARB.

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

**The certificates of appropriateness were carried with seven yes roll call votes. The vote was 7 to 0.**

**Mr. Yoder voted yes, Mr. Mackey voted yes, Mr. Pulizzi voted yes, Mrs. Katz voted yes, Mr. Banks voted yes, Ms. Miele voted yes and Mr. Allison voted yes.**

Accept for filing:

Finance Committee Minutes 01/19/21

ERC 02 05 21

Controller's Report 11/30/20

Mr. Allison asked for a motion to accept these minutes for filing.

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

**The minutes were accepted for filing with seven yes roll call votes. The vote was 7 to 0.**

**Mr. Yoder voted yes, Mr. Mackey voted yes, Mr. Pulizzi voted yes, Mrs. Katz voted yes, Mr. Banks voted yes, Ms. Miele voted yes and Mr. Allison voted yes.**

Announcements

The next regularly scheduled City Council meeting will be held on Thursday, March 4, 2021 at 7:00 PM, Remote.

Upcoming Meetings:

Friday, Feb. 19	11:00 AM	ERC
	12:00 PM	Housing Needs
Wednesday, Feb.24	11:30 AM	Redevelopment Authority*
Monday, March 1	12:00 PM	Planning Commission*
	4:00 PM	Veteran's Memorial Commission*
Tuesday, March 2	11:30 AM	Public Safety
	1:00 P M	Finance Meeting
	2:30 PM	Public Works Meeting
	6:30 PM	HARB*
Thursday, March 4	7:00 PM	City Council meeting

**All meetings are held remotely unless indicated with an \* asterisk, whereas will be held at Trade & Transit, II, 144 West Third St, 3<sup>rd</sup> Floor, Williamsport, PA.**

Mr. Allison asked if there were questions or comments from members of Council.

Mr. Mackey I apologize, also, the Accessibility commission will be meeting for the first time on February 25 at 3 o'clock via Zoom. I would just like to let the public know that we still have two positions to fill and to voting positions to fill. You can either contact myself or the mayor and we can get you set up to get an interview or to get to know you I should say with more of our committees. Our first meeting will be on Thursday, February 25 at 3 o'clock.

Mr. Allison replied Great, thank you Mr. Mackey.

Mr. Allison asked if there were questions or comments from members of the administration.

There were no comments.

Mr. Allison asked if there were questions or comments from the general public.

Mr. White stated there were no comments from the general public.

Adjournment

Mr. Allison asked for a motion to adjourn

**Meeting adjourned** upon motion by **Mrs. Katz and a second by Mr. Pulizzi. Meeting adjourned at 8:12 PM with unanimous ayes.**

**Submitted by:**

**Janice M. Frank  
City Clerk**