

Thursday April 16, 2020  
Williamsport, PA

Council President Randy Allison brought the Williamsport City Council meeting to order on Thursday April 16, 2020 at 6:30 PM on Zoom. 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  
Mark Killian, Fire Chief  
Damon Hagan, Police Chief  
Sol. Norman Lubin, Solicitor  
Janice Frank, City Clerk  
Adam Winder, S&P  
Chris Cooley  
Stephanie Young  
Nick Grimes  
Jon Sanders

Because of the Zoom Meetings, we was decided to forgo the pledge and invocation for these meetings.

Mr. Allison wanted to note that there have been two executive sessions held, April 5<sup>th</sup> and April 9<sup>th</sup> on matters of personnel. Mayor Slaughter informed Mr. Allison that there will be an executive session tonight also in the matter of personnel and ligations

Approval of the Williamsport City Council minutes for the 04/02/20 were approved upon a motion **Mr. Yoder and a second from Mr. Pulizzi. All were in favor. The vote was 7 to 0.**

**Limited Courtesy of the Floor**

There have been no requests.

**Ordinance #6385**

**Ordinance Amending Article 195 Blighted Property Review Committee (final reading)**

**Bill#1751-20**

Mr. Allison asked a motion to adopt the ordinance in final reading.

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

Mr. Gerardi stated we updated the Blighted Property Review Board and made some changes to the language.

Mr. Allison asked for questions or comments.

**The ordinance was carried in final reading with seven yes roll call votes. The vote was 7 to 0. All were in favor.**

**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.**

**Mr. Allison asked the solicitor if all the amend and close ordinances could be voted upon as one.**

**Ordinance #6386**

**Ordinance Amend & Close 2011 Home Budget (final reading)**

**Bill#1752-20**

The City Clerk read the ordinance.

Mr. Allison asked a motion to adopt the ordinance in final reading

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

Ms. Young stated this will close out budgets from 2011 until 2015. The Amend budgets and we are transferring \$35,354.80 to the 2018 CHDO activity.

**Ordinance #6387**

**Ordinance Amend & Close 2012 Home Budget (final reading) Bill#1753-20**

The City Clerk read the ordinance.

Mr. Allison asked a motion to adopt the ordinance in final reading

**Ordinance#6388**

**Ordinance Amend & Close 2013 Home Budget (final reading) Bill#1754-20**

The City Clerk read the ordinance.

Mr. Allison asked a motion to adopt the ordinance in final reading

**Ordinance #6389**

**Ordinance Amend & Close 2014 Home Budget (first reading) Bill#1755-20**

The City Clerk read the ordinance.

Mr. Allison asked a motion to adopt the ordinance in final reading

**Ordinance#6390**

**Ordinance Amend & Close 2015 Home Budget (final reading) Bill#1756-20**

The City Clerk read the ordinance.

Mr. Allison asked a motion to adopt the ordinance in final reading.

**Ordinance # 6391**

**Ordinance Amend 2016 Home Budget (final reading) Bill#1757-20**

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The City Clerk read the ordinance.

Mr. Allison asked a motion to adopt the ordinance in final reading

Ordinance #6392

Ordinance Amend 2017 Home Budget (final reading) Bill#1758-20

The City Clerk read the ordinance.

Mr. Allison asked a motion to adopt the ordinance in final reading.

Ordinance #6393

Ordinance Amend 2018 Home Budget (final reading) Bill#1759-20

The City Clerk read the ordinance.

Mr. Allison asked a motion to adopt the ordinance in final reading

**The ordinances were carried in final reading with seven yes roll call votes. The vote was 7 to 0. All were in favor.**

**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 #9016

Resolution to Approve Community Conservation & Partnerships Program Grant Application to the PA Dept. of Conservation & Natural Resources for the Lose School Park Rehabilitation Project

The City Clerk read the resolution.

Mr. Allison asked for a motion to accept the resolution.

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

Ms. Young stated this resolution authorizes the DCNR for grant submission to Lose School Park Rehabilitation. We originally applied to both Lose and Youngs Wood, but only one could be accepted. The Recreation Commission recommended that Lose School be the one based upon the need. It is for \$250,000 and will require a 50% match and it will come from CDB money. She described the plan and Larson Design submitted the plan. At this point, we are not sure whether there is interest in the community garden. This is due on April 22 to DCNR and was reviewed by Public Works.

Mrs. Katz stated this did come to Public Works and we are thrilled to have another park cleaned up and looking great in our City. This was sent to the full body of Council with a positive recommendation.

Ms. Miele stated she has been a community garden member and she had a lot of opinions. It is a good application and it needs more of our attention.. She is glad to see us putting time and attention into the park. She feels that we should put a lot of thought into this park when we start it.

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. All were in favor.**

**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 #9017

Resolution of the City Council authorizing Execution of 2018 CHDO Agreement between the City & Greater Lycoming Habitat for Humanity in the amount of \$70,000

The City Clerk read the resolution.

Mr. Allison asked for a motion to accept the resolution

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

Ms. Young stated this resolution obligates \$70,000 of 2018 Home Funds to the Greater Habitat for Humanity for a single family home at 702 Diamond St. The Home program rules require that the City commit a 15% allocation that is known as a CHDO. We are allocation more than our minimum requirement and construction costs are estimated to be \$142,000. \$55,000 of Phare funds have also been allocated. Habit will then sell the house at an affordable price to an income eligible person.

Ms. Miele stated this was reviewed by Finance and forwarded to the full body of Council with a positive recommendation. The project according to the developers have a family that is interested in securing this home and they have been stated eligible for the home. We have reviewed and talked about this in ERC. Right now we are waiting for the Covid 19 to be over to begin work.

Mr. Allison asked if there were questions, and asked for the vote.

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

**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 # 9022

Resolution Authorizing the Williamsport Bureau of Police to Hire One Police Officer – Kristen Wright

The City Clerk read the resolution.

Mr. Allison asked for a motion to accept the resolution.

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

Chief Hagan stated to welcome Kristen Wright who was also present at the meeting. Kristen is number five on our civil service list, she has experience in Georgia and also in the State of Arizona. She is originally from Montgomery and is 37 years of age. We are lucky to have her. He discussed this at Finance. Her starting date was changed and our goal is to hire her by June 1 and then she will take the certified tests.

Ms. Miele stated this was reviewed in Finance and forwarded it to the full body of Council with a positive recommendation. She welcome Kristen and was excited to hear that she is a seasoned officer. The other hire we approved but has not been able to attend the Act 120. We discussed about upcoming hires partially related to the budget and we discuss the funding that will be made available. However we cautioned any new hires because we aren't sure about the budget in the future. We did recommend to the administration to be cautious about hiring.

Mrs. Katz welcomed Ms. Wright and stated to stay safe.

Mr. Banks asked about where Police Officer A falls into the rank structure.

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Chief answered Police Officer A in the last year in the contract is the bottom of our pay structure. Trooper Wright has been certified for well over two years and will come in and take a test. It is a little bit more than \$50,000 a year.

Mr. Allison welcome her aboard and stated we are very fortunate to have you.

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. All were in favor. 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 #9018**

**Resolution Awarding the Aggregate Bids for the City of Williamsport**

The City Clerk read the resolution.

Mr. Allison asked for a motion to accept the resolution.

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

Mr. Winder stated for your review is to approve the purchase of aggregate supplies to the West Branch Aggregate Cooperative purchasing contract. This is the annual bidding process we use, merging multiple municipalities to get the lowest prices possible on different materials used by Streets Department. It is an estimate of what we think we will use within the year. There is no guarantee to the vendor that we will use that much within the year. This is done every year.

Mrs. Katz stated this did come to Public Works and we passed this to the full body of Council with a positive recommendation. This year is unusual because we haven't used much and we don't know what next year will bring.

Mr. Allison asked for a vote.

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

**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 #9019**

**Resolution Certifying the Local Match for State Operating Financial Assistance**

The City Clerk read the resolution.

Mr. Allison asked for a motion to accept the resolution.

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

Mr. Winder stated this resolution is required by PennDot as part of RVT's annual State Operating Assistance grant for fiscal year 2020, 2021 as set forth in the resolution. We must provide minimum local match of \$426,204 to receive Act 89 Section 1513 funds in the amount of \$4,632,549. The local shares comes from the surrounding municipalities and different businesses throughout the area that we serve. This was reviewed by Finance.

Ms. Miele stated it was reviewed by finance and sent to the full body of Council with a positive recommendation. This is a standard resolution and the only item of note is then until our match for the grant is 15% and the amount of our match will continue to increase annually. What that means is that we need to find new partners to make to match that match or we need to increase the amount from our partners. It has been 20 years since we have had an increase.

Mr. Winder stated the last research we found was in 2007.

Ms. Miele said ok, so 13 years that we haven't had to increase this. At this point, we are asking for a slight increase in local matches from a handful of partners and felt that wouldn't be out of line. In this case since we are not looking for expansion.

Mr. Yoder asked is the lack of increase because of an expansion of RVT or were there other avenues identified that resulted in not having an increase to match?

Mr. Winder answered on paper there is nothing being shown, looking at what the partners are currently paying, honestly the City of Williamsport is paying the highest portion of at not quite 50%. He stated he really doesn't know the answer but he would be willing to do some research on it.

Mr. Yoder stated the reason he asked is that he thinks that a number of people are still making themselves familiar with RVT and there might be something out there that would minimize or eliminate the need to increase partner shares and it would be a good idea to try to identify and figure that out.

Mr. Winder replied definitely..

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. All were in favor.**

**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 #9020**

**Resolution By Municipality Certifying Provision of Local Match for State Operating Financial Assistance**

The City Clerk read the resolution.

Mr. Allison asked for a motion to accept the resolution.

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

Mr. Winder stated this is another resolution that is required by PennDot and is a companion to the first resolution. As set forth, RVT will invoice the City of Williamsport in November 2020, and in May of 2021 for this required local share. The municipality's jurisdictions served by RVT will then be invoiced for their required local share to reimburse the City in November it will be \$213,102 and the same in May of 2021. This resolution basically solidifies the city guarantees that local match. This was reviewed by finance.

Ms. Miele stated this was reviewed by Finance and forwarded to the full body of Council with a positive recommendation. There is not much to add here.

Mr. Allison asked for the vote.

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

**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.**

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Resolution #9021

Resolution Authorizing the Execution of a Consolidated Capital Grant Application to File Application & to Certify Local Match

The City Clerk read the resolution.

Mr. Allison asked for a motion to accept the resolution

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

Mr. Winder stated this is required by Penn Dot as part of RVT's consolidated application for fiscal year 2019, and 2020. Set forth in this RVT must provide a minimum local match of \$23,673 to match requested state section 1514 bonds funds and section 1514 discretionary funds in the amount of \$710, 327 as indicated. These amounts would be the maximum anticipated amount if all the capital projects submitted by PennDot were approved and funded. Attached is a document showing what the projects that were approved and the grant application for this portion was done in April 2019 and submitted in 2020. He explained all the projects.

Ms. Miele stated this was sent to finance and forwarded to the full body of Council with a positive recommendation. When Mr. Winder presented this item he assured us that the \$426,000 we need for the match for the previous grant and the \$23,000 match outlined in this resolution is the funding we have in place. There won't be any issue in making that funding a reality, should it be necessary. She also stated that last year, there was a walking bridge from Trade and Trade I to Church St parking deck, she is glad to see that it was not included on this.

Mr. Winder stated the State denied it for another year and we chose to remove it.

Ms. Miele stated that is wise.

Mr. Allison asked for a vote on the resolution.

Mrs. Frank lost internet connection so Mr. Lubin had to take the vote.

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

**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 to approve an agreement for website design and development service (tabled)

The City Clerk read the resolution.

Mr. Allison asked for a motion to accept the resolution

**There was no motion on this item so it remains to be tabled.**

Accept for Filing:

Historic Preservation 11/18/19  
Public Works Meeting Minutes 11/19/19 & 12/03/19  
Finance Committee Meetings 11/5, 12/3 & 12/10/19

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

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

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

**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 April 30, 2020 at 6:30 PM, **TBA**

Upcoming Meetings:

Tuesday, April 21	10:00 AM	Blighted Property
	6:30 PM	HARB
Wednesday, April 22	11:30 AM	Redevelopment Authority
Friday, April 24	11:00 AM	ERC
Monday, April 27	11:00 AM	Historic Preservation
Tuesday, April 28	11:30 AM	Public Safety Meeting
	1:00 PM	Finance Meeting
	2:30 PM	Public Works Meeting
Thursday, April 30	7:30 PM	City Council meeting

*[Meetings Held in Trade & Transit, Unless Otherwise Noted – [scr] = William Sechler Community Room]*

Mr. Allison asked for questions from members of City Council.

Ms. Miele stated that we began our meeting at 6:30 and covered 20 items so I think Zoom is finally going well for us.

Mr. Allison stated thanks to Chris Cooley and all of you and everyone is doing a great job with this.

Mr. Allison asked for questions from members of the administration.

There were none.

Mr. Allison asked for questions from the General Public.

Mr. Allison asked Mr. Lubin to read the emails that were sent in.

Mr. Lubin stated the first one is from Misty Dion, her comment was that the captioning was not working right and then it started to work.

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The second comment was from Karen Koch, stating it was nice to hear Mayor Slaughter join today's phone call and assisted public transportation to get groceries, so who does a person contact to utilize this service? How will the police officer pay for their items if a person uses snap benefits? Will the officer pick up their benefit card prior to making a purchase? Will there be set days of the week or specific hours that this service is available? Thank you for the clarification. Also there was a problem with the captioning and she had trouble signing in and thought U tube had something to do with this. The next one was from Jody Baney...she asked if the City had any resources for PPE? We have direct care workers in the County providing care without this equipment. We need basic supplies such as paper towels, soap, hand sanitizers, gloves, gowns and masks.

Karen Koch, commented about the tabled item on the agenda for the website. Her statement was there was much conversation about a consultant to work on designing a website. Much time at council meeting on April 2 and public works, and on April 14 was also spent discussing this. I believe the potential consultant is an instructor at the college. I know nothing about this man's credentials so I asked is he sure he could develop a website design that will be accessible? Will this design comply with the A.D.A.

Adjournment

**Meeting adjourned** upon motion by **Mrs. Katz** and a second by **Mr. Pulizzi**. **Meeting adjourned at 7:48 PM with unanimous ayes.**

**Submitted by:**

**Janice M. Frank**  
**City Clerk**