

**Thursday, May 23, 2019
Williamsport, PA**

Council Vice President Randy Allison brought the Williamsport City Council meeting to order on Thursday, May 9, 2019 at 8:00 PM in City Hall Council Chambers. Chris Cooley did televise the meeting. The invocation was given by Councilman Don Noviello and was immediately followed by the "Pledge of Allegiance".

Council members present:

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

Absent:

**Jonathan Williamson
Bonnie Katz
Joel Henderson**

Also, Present:

*Gabriel J. Campana, Mayor absent
Mr. Joe Gerardi
Mr. William Nichols, Jr. absent
Mr. Gary Knarr absent
Damon Hagan, Chief
Sol. Norm Lubin
Janice Frank, City Clerk,
Todd Heckman, Fire Chief absent
Mark Benner EIT
Mr. Joe Pawlak
Adam Winder
Stephanie Young
Jess Novinaer*

The Council Meeting started at 8:00 PM because there was not a quorum until then.

Approval of the Williamsport City Council minutes dated May 9, 2019 were approved upon a motion from **and Mr. Slaughter and** a second from **Ms. Miele. All were in favor. The vote was 4 to 0. Mr. Noviello voted yes, Mr. Slaughter voted yes, Mr. Allison voted, Ms. Miele voted yes, Mr. Henderson was absent, Mrs. Katz was absent, and Dr. Williamson was absent.**

Limited Courtesy of the Floor
There was no courtesy of the floor.

Mr. Allison changed the order of the agenda to accommodate people who were present.

Demolition – 1209 Race St. – Knight – Confer Funeral Home

Mr. Gerardi stated this is a request for demolition for a dwelling located at 1209 Race St. structure is located in the R2 zoning district, the structure is currently vacant and the owner wishes to tear it down and plant grass and use it for an existing parking lot they have for the funeral home.
Mr. Allison asked for a motion and a second.

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

Mr. Allison asked for a vote on the demolition.

The demolition was carried with four yes roll call votes. The vote was 4 to 0.

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

Resolution #8894

Resolution Authorizing a Contract for Professional Consulting Services with Mullin & Lonergan Assoc.

The City Clerk read the resolution.

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

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

Ms. Young stated that this firm has provided consulting services for a lot of the city programs. This is in preparation of their housing plan, we are required to have these plans since the city receives money from HUD. It is recommended that this plan be prepared every 10 years and the last Fair Housing plan was completed in 2004. Preparation for the plan will be over two years and it is in anticipation that the plan will be completed by April 1, 2020. We are also setting aside additional funds if we need any technical assistance services that they will use related to the plan. They were use them on an as-needed basis. The contract. It will be from June 1, 2019 to December 31, 2021. The total compensation and reimbursement for services will be in a not to exceed amount of \$20,000 per year. Also the contract allows us the flexibility to reduce the scope of work if necessary which would result in less cost. The process of selecting the consultant was in accordance with HUD guidelines for procuring professional services. The RFP was advertised and sent to multiple firms. This contract has been reviewed by the city solicitor and by the finance committee.

Mr. Allison stated it was reviewed in Finance and we passed this with a positive recommendation. There are a lot of interesting facts that we discovered, and the last one was in 2004. Some of the things we learn that it is supposed to be done every 10 years and updated every four years. The requirements can change due to changes in the federal administration. They can make them stricter are relaxed some of them, the less stringent so we been through both phases recently with the changes in the administration. This will coincide nicely with the five-year consolidated plan that will be coming up that can be combined with that. So we will have the added benefit of the information. The \$20,000 per year includes technical services if needed and those are listed in the back of the document. We may or may not need to access the services.

Ms. Miele asked why we didn't get around to doing this on the ten year schedule?

Ms. Young answered every year we do have to do a report on what we are doing for Fair Housing, and sometimes HUD comes back and says were looking for a little bit more information, and there are no sanctions for not doing that and they are aware of how long is been for us. We always have to report on it every year in multiple reports and we been able to satisfy that requirement.

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Mr. Allison asked about the public workshops.

Ms. Young stated they plan to do for workshops and each workshop will have different topics and that will be done primarily for the housing coordinators and people that are in the know in the city and then there will be two public hearings where that information will be presented.

Mr. Allison asked for vote on the resolution.

The resolution was carried with four yes roll call votes. The vote was 4 to 0.

Ms. Miele voted yes, Mr. Noviello voted yes, Mr. Slaughter voted yes, and Mr. Allison voted yes.

Mr. Henderson was absent, Mrs. Katz was absent, and Dr. Williamson was absent.

Resolution #8895

Resolution Authorizing the Extension of Time for Paving of Arch St. by the City for the WMWA

The City Clerk read the resolution.

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

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

Mr. Gerardi said this is a standard resolution for Extension of Time for paving, this one is concerning Arch Street from Glenn St., North to W. 4th St. There were four project that the water authority extended last year and they are required to be done within 45 days, three of those projects are completed, being the construction that is going on we did not feel that it was necessary for them to mil and overlay, they're going to put a 1 inch topcoat on it. It did go through public works.

Mr. Allison stated all of the Public Works items passed with a positive recommendation. We don't have anyone to give us a report on that this evening. We are missing some members due to sickness, medical procedure, duties outside of Williamsport, but now we have for so we can have a meeting.

Mr. Gerardi stated that this is a project that is going to be extended into our paving project and then we will be reimbursed for that work.

Mr. Allison asked for a vote on the resolution.

The resolution was carried with four yes roll call votes. The vote was 4 to 0.

Ms. Miele voted yes, Mr. Noviello voted yes, Mr. Slaughter voted yes, and Mr. Allison voted yes.

Mr. Henderson was absent, Mrs. Katz was absent, and Dr. Williamson was absent.

Resolution #8896

Resolution Authorizing Grant Application for Greenways, Trails and Recreation

The City Clerk read the resolution.

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

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

Ms. Novinger stated this resolution is to allow Penn Strategies to submit a Greenways, Trails and Recreation grant application to DCED no later than May 31 in the requested amount of \$250,000. This grant does require a 15% match of \$37,500 that will be coming from CDBG funds and the remaining balance of the project which is \$81,141.77 which will be covered by the combination of local act \$13 and private donations. This grant application is for the entire renovation of Memorial Park's playground to have it assessable for everyone to enjoy. This was reviewed by public works.

Mr. Allison stated this was reviewed by Public Works and sent to the full body of Council with positive recommendation.

Ms. Miele stated her understanding is we have a letter of support from the Center of Independent living, or the Wheels of Freedom.

Ms. Karen Koch reported from the seats, inaudible.

Ms. Miele asked if we should reach out for additional letters of support?

Ms. Novinger answered additional letters of support never hurts.

Ms. Miele stated maybe we should reach out to Fire Tree Place in other places that involve children.

Mr. Jason Fitzgerald stated there is a project narrative and whatever the most updated recreation plan, we did include a plan, the parks and recreation inventory that we did two years ago will be supplemental information for this grant as well. Everything that you have will be submitted along with it. After we submitted it, we can email it to all the members of council so that you have it.

Ms. Miele stated she does think that we should get more letters of support from the community and reach out and do a little bit more of that just to prove that there's a desire for it across all different elements of the community.

Mr. Fitzgerald stated we will be sending a template to the Center of Independent living.

Mr. Allison stated we are happy to see this going forward and it will be well worth the waiting time, having something of this magnitude and quality is going to be a long-term benefit that is going to help everybody.

Mr. Allison asked if there were any other questions of comments.

The resolution was carried with four yes roll call votes. The vote was 4 to 0.

Ms. Miele voted yes, Mr. Noviello voted yes, Mr. Slaughter voted yes, and Mr. Allison voted yes.

Mr. Henderson was absent, Mrs. Katz was absent, and Dr. Williamson was absent.

Resolution #8897

Resolution to Request an Act 13 Hazard Mitigation Grant

The City Clerk read the resolution.

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

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

Mr. Benner stated this is a request to pursue an act 13 hazard mitigation Grant, and we are pursuing this to Penn Strategies as well. This will be used primarily for engineering and construction costs associated with the remediation of those identified high-priority deficiencies on the cross pipes located in the northwest section of the levee system. This grant is in the amount of \$440, 679.25 which is the estimated cost to complete the restoration according to exhibit number two what you have a copy of the Wood feasibility study. The Act 13 grant will be funded through the Commonwealth Authority, this grant also requires a 15% match by the city, and the city has satisfied all but \$13,911.89 and this was through change order number three through the MSA and the city. The unsatisfied portion will be taken out of a \$500,000 bond which exists and is in place for such grant matches. They are used for infrastructure repairs and upgrades. To understand where the city stands and the chances for obtaining and granted this, according to the county, this project is ranked number one economic priority in the greater Williamsport alliance comprehensive plan, and also in the economic infrastructure priority for SEDA-Cog. This covers 11 county

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region in central Pennsylvania. The deadline for submission of this grant is May 31, 2019. This was presented to the public works committee and received a positive recommendation and also reviewed by council.

Mr. Allison stated we are going to have to make some amendments to this tonight here in the language and it's not really pertinent to the grant itself, so are there any questions about this grant? Mr. Allison stated we have known about this being a high priority with the section being up Reach Road, something came up and we had to move very quickly and the county has been very helpful in moving this along.

Mr. Allison stated we need to amend where it designates the mayor and the president of City Council, to keep the mayor, and add the city controller to execute this. Mr. Slaughter made the motion and it was seconded by Ms. Miele.

Mr. Lubin stated the Third Class City Charter law requires the Mayor, the Controller, and the City Clerk to sign off on it.

Mr. Fitzgerald apologized for the mistake, and stated obviously we do want to be in compliance with the law.

Ms. Miele asked if the mayor or the controller will be submitting the grant?

Mr. Fitzgerald answered we will be submitting the grant application and always the amendments that are attached to it. He stated Lycoming County is slated to get \$1 million, there are other projects throughout the county, the county has decided that the number one and number two priorities are to get the levy upgraded. The county asked us to submit the paperwork for both grant applications as a courtesy from the city to the county. We actually have requested that the county cover the \$14,000, but for the purposes of the document here we had have something that was guaranteed, so hopefully they will do that. There is an MOU coming in front of counsel very soon, which will codify the relationship between old Lycoming Township, Borough of South Williamsport, Loyalsock Township, but this is good news because so far the two major identified issues that put us into the acceptable rating will after this grant have been addressed. We will provide copies of the memo to you, the county has actually laid out a strategy and we worked with them in conjunction, there is a possibility, if this were to be, if this comes to fruition, this entire issue will be resolved with very limited cost to the taxpayers. We are very confident that after this, we are going to be applying for money through the H2O PA program, and we have asked the governor to fund that program, basically the governor's response to that was that he will be funding it through the severance tax which is a proposed tax that hasn't happened. The recent positive news in Harrisburg has been that there is \$800 million in tax revenues that were collected that were above the projections. So at this point of portion of that money is likely to go through infrastructure and to the H2O PA program. Mr. Fitzgerald stated the bids for the RCAP Grant going out sometime in late August. The bids are being opened in July, and by August there will be shovels in the ground which is a good thing because that gets sent back to the Army Corps of Engineers. It put you in a good position where you are getting closer, and I want to complement this team for working collaboratively to attack this issue. We will have an update with this grant hopefully it will be a positive update. He stated we are pretty competitive with the asking of this grant, and he gave examples.

Ms. Miele asked when we will hear about this grant?

Mr. Fitzgerald answered at the meeting in the Fall in the latest that we hear about it will be at the December meeting in the Commonwealth financial authority.

Mr. Allison asked for a vote on the amendment.

The amendment to the resolution was carried with four yes roll call votes. The vote was 4 to 0. Ms. Miele voted yes, Mr. Noviello voted yes, Mr. Slaughter voted yes, and Mr. Allison voted yes. Mr. Henderson was absent, Mrs. Katz was absent, and Dr. Williamson was absent.

Mr. Allison stated there is an appendix that goes with this and he asked for vote on the resolution.

The resolution was carried with four yes roll call votes. The vote was 4 to 0.

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

Mr. Allison stated this is not the end of it there's going to be discussions on containing this moving forward and the be regulations to make sure were never in this situation again.

Certificates of Appropriateness - HARB

All Items recommended for approval

Item 2. Transitional Living Center (TLC)

309 Maynard Street

- A. Remove existing roof shingles on the entire building. Install ice and water barrier 36" up all eaves of the building and solid on the rear second story low-pitched area, front porch, and bay window. Replace rotted sheeting. Install 15 lb. felt, Brown aluminum drip edge and 30 year Rustic Redwood, Heritage shingles with shingle capped ridge vent on the main ridge of the building and shingle caps on the hips.

Item 3. Transitional Living Center

900 West Third Street

- A. Remove hedge rows. Install 4' black, 3-rail industrial aluminum fence, around the south and east sides (Third and Maynard Street). No gates. Fence panels have 1" square spear topped pickets, alternating heights, spaced 3¾" apart. Each panel has a 2½" square post. All end posts have a decorative ball cap. Line posts have flat caps. Posts set in 3000 psi concrete footers, 6' spacing

Item 5. White Deer Realty LLC

901 Vine Avenue

- A. Remove existing asphalt roofing from the entire building. On pitched areas install ice and water barrier, new sheeting, felt, Brown aluminum drip edge and 30 year CertainTeed Landmark architectural shingles Georgetown Gray. Include shingle capped ridge vents. Install fiber insulation and .045 gauge rubber roofing on bay window and rear porch. Reinstall existing spouting.

Item 6 White Deer Realty LLC

733 West Third Street

- A. Repair existing slate with similar slate.

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Item 7. Weightman Block Associates
Spencer Newman
758 West Fourth Street

- A. Install three window signs per supplied renderings.
24" x 30" vinyl applique with a clear background, black, footed lettering. Lucinda Fax font.
32" x 30" with clear background, black, footed lettering
26" x 26" with a clear background, black, footed lettering and a circular logo. Logo - Dark blue with black and off-white accent colors.
- B. Install one-32" electrified red/white barber pole near the main entry door. The installation shall not damage existing historic features and trims.

Mr. Allison asked for a motion and a second on these certificates for appropriateness.

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

The certificates of appropriateness were carried with four yes roll call votes. The vote was 4 to 0.

Ms. Miele voted yes, Mr. Noviello voted yes, Mr. Slaughter voted yes, and Mr. Allison voted yes.

Mr. Henderson was absent, Mrs. Katz was absent, and Dr. Williamson was absent.

Accept for Filing:

Finance Committee Meeting 01/02/19, 02/12/19, & 02/26/19
Public Safety Meeting 02/26/19

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

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

The minutes were accepted for filing with four yes roll call votes. The vote was 4 to 0.

Ms. Miele voted yes, Mr. Noviello voted yes, Mr. Slaughter voted yes, and Mr. Allison voted yes.

Mr. Henderson was absent, Mrs. Katz was absent, and Dr. Williamson was absent.

Announcements

. The next regularly scheduled City Council meeting will be held on Thursday, June 6, 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:

Monday, May 27	CITY HALL CLOSED – MEMORIAL DAY
Tuesday May 28	11:00 AM Historic Preservation
	12:00 PM Planning Commission
	3:30 PM ERC
	6:30 PM HARB
Monday, June 3	12:00 PM Fair Housing Meeting (sec)
Tuesday, June 4	1:00 PM Finance Committee
	2:30 PM Public Works
	3:30 PM Public Safety
	6:30 PM HARB Meeting
Thursday, June 6	7:30 PM City Council Meeting

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

Room]

Adjournment

Mr. Allison asked for comments or questions from the members of Council.

There were none.

Mr. Allison asked for comments from the administration.

There were none.

Mr. Allison asked for comments from the general public.

Bruce Huffman, 1000 Cherry St., stated he is here to simply invite everyone in the administration and the public to Memorial Day ceremony in Wildwood Cemetery. As you know all Memorial Day ceremonies are important, and the one at 9 o'clock on Memorial day is commemorating the Civil War soldiers. It is at the GAR circle which is on the west side of Wildwood and it is particularly moving ceremony. I invite you all to attend and here is a little reminder.

Adjournment

Mr. Allison asked for a motion to adjourn.

Meeting adjourned upon motion by **Ms. Miele and seconded by Mr. Slaughter.**

Motion was carried by a **unanimous at 8:41 PM** "ayes".

Submitted by:

Janice M. Frank, City Clerk