

**CITY COUNCIL MEETING
DECEMBER 11, 2017**

City Council met in regular session on Monday, December 11, 2017 in Council Chambers, City Hall, Lock Haven, Pennsylvania. The meeting was called to order at 7:00 p.m. by Mayor William Baney who opened the meeting with a moment of silence followed by the Pledge of Allegiance.

Roll was called and present were: Douglas Byerly, Richard Conklin, Ted Forbes, Steve Stevenson, Sara Stringfellow and Mayor William Baney. Absent was Jonathan Bravard. Also attending the meeting were City Manager Richard Marcinkevage, Assistant City Manager Gregory Wilson, and reporters Wendy Stiver for The Express and John Lipez for The Record.

PUBLIC COMMENT

There were no public comments.

COUNCIL MINUTES

Mr. Forbes recommended that the minutes should reflect when someone is absent from the meeting. City Manager Marcinkevage mentioned that normally the minutes do reflect absences. ***On a motion of Mr. Forbes, seconded by Mr. Conklin and carried unanimously, Council approved the minutes of the December 4, 2017 meeting as presented.***

CORRESPONDENCE

Comcast CATV – Changes in programming

The Manager acknowledged the receipt of a letter from Comcast stating they will be launching international channels and packages.

Keystone Central Tax Office – Transmittal of November Earned Income Tax (EIT)

The Manager acknowledged the transmittal of \$23,246.40 for November and \$67,439.97 for December of Earned Income Tax payments from Keystone Central Tax Office. The Manager stated that the City received a total to date of approximately \$484,000 which is greater than the \$450,000 budgeted but less than last year's payment.

PA Department of Conservation and Natural Resources – Notice of award of grant for Hammermill Playground

The Manager reported that the PA Department of Conservation and Natural Resources (DCNR) notified the City of a grant award in the amount of \$80,200.00 for the Hammermill Playground Rehabilitation Project. He indicated that the balance of funds needed for this project will come from the 2017 Community Development Block Grant (CDBG) Program.

PA Department of Transportation – Notification of traffic data collection program on City streets

The Manager acknowledged the receipt of correspondence from the PA Department of Transportation notifying the City that they will be conducting traffic data collection on City streets through February 2018. The letter stated that the traffic data collection will not be used for a road project or speed trap.

Keith Kibler – Resignation from position of Chief of Police

The Manager acknowledged a memo from Police Chief Keith Kibler which stated that as a result of winning the November election for Magisterial District Judge, he would be resigning as Police Chief from the Lock Haven Police Department, effective December 22, 2017. The Manager introduced Detective Kristin Smith, who will be appointed as Acting Police Chief.

Public Hearing/2018 Recommended Budget

Mr. Baney convened a public hearing on the City's FY 2018 recommended budget and invited comments from Council, City agencies, and others in attendance. There being no comments, the Manager stated that the final adoption of the 2018 budget is scheduled for December 18, 2017. He added that there will be a budget work session after the Council meeting to discuss Capital Purchases & Projects, Donations, Code/Zoning, Parking, and Police Budget issues and property issues.

OLD BUSINESS

Consideration of proposed FY 2015 CDBG budget modification

The Manager presented a memo from Leonora Hannagan, City Planner, requesting Council authorization to approve the proposed budget modification to the FY 2015 Community Development Block Grant (CDBG) Program. Ms. Hannagan stated that a public hearing was held on December 4, 2017 to solicit public input about the proposed changes which included the reprogramming of funds in the Program Administration, West Walnut Street Paving Project, Pearl Street Paving Project, and City-Wide Sidewalk Replacement Program totaling \$82,549.32 to a new activity, Single Family Owner-Occupied Housing Rehabilitation Program. She added that any approval of the proposed budget modification will be contingent upon receiving approval from the PA Department of Community and Economic Development (DCED). ***On a motion of Mr. Forbes, seconded by Mr. Stevenson and carried unanimously, Council approved the FY 2015 CDBG budget modification as presented, contingent upon receiving approval from the PA DCED.***

NEW BUSINESS

Scheduling of Public Hearing to address rezoning request

The Manager requested that a public hearing be scheduled on January 8, 2018 at 7:30 PM to address a rezoning request from the owners of Susquehanna Square, LP and Patrick M. and Pamela N. Bigatel. The Manager stated that an ordinance will be prepared for first reading for the next Council meeting, and the public hearing will be held before second reading of the ordinance. He added that Council will hold a reorganization meeting prior to the public hearing. Mr. Forbes asked if the new development was known and Ms. Hannagan indicated that the realtor representing the seller indicated at last week's Planning Commission meeting that the townhomes would be demolished to make the site ready for a new commercial development. ***On a motion of Mr. Conklin, seconded by Mr. Forbes and carried unanimously, Council scheduled a public hearing for January 8, 2018 at 7:30 PM to address a rezoning request from the owners of Susquehanna Square, LP and Patrick M. and Pamela N. Bigatel.***

Consideration of a resolution naming Certifying Officer for environmental requirements for CDBG Program and HOME Investment Partnerships Program

The Manager presented a Resolution naming Maria Boileau, Planner and Development Coordinator as the certifying officer for environmental requirements for the Community Development Block Grant (CDBG) and HOME Investment Partnership Program. ***On a motion of Mr. Forbes, seconded by Mr. Byerly and carried unanimously, Council approved a Resolution naming Maria Boileau as the certifying officer for environmental requirements for the CDBG and HOME Programs.***

Consideration of a recommendation to County Commissioners for an appointment to Clinton County Sewer Authority

The Manager stated that the County Commissioners requested a recommendation for an appointment to the Clinton County Sewer Authority. Mr. Stevenson asked if an alternate should also be appointed although the alternate would not have the ability to vote. The Manager stated that City staff does attend the Sewer Authority meetings. Mr. Conklin said he would be interested in being appointed. ***On a motion of Mr. Stevenson, seconded by Mr. Forbes and carried unanimously, Council recommended Mr. Conklin be appointed by the County Commissioners to the Clinton County Sewer Authority.***

Consideration of appointments to Communications Center Advisory Board

The Manager stated that the City's appointments on the Communication Center Advisory Board will expire on December 31, 2017, and therefore recommended the following personnel for a term expiring December 31, 2018: Kristin Smith (Member/Police), Robert Neff (City Member), Elizabeth Gregory (Alternate/ Police), and Tyler Wooding (Alternate/City). Mr. Stevenson asked when the board met last. Mr. Kibler stated that it was over a year since the advisory board met last, however, should a meeting be scheduled there should be City representation. ***On a motion of Mr. Stevenson, seconded by Ms. Stringfellow and carried unanimously, Council appointed Kristin Smith (Member/Police), Robert Neff (City Member), Elizabeth Gregory (Alternate/ Police), and Tyler Wooding (Alternate/City) to the Communications Center Advisory Board for a term expiring December 31, 2018.***

Consideration of an ordinance establishing salaries and wages for non-union employees for 2018 – First reading.

The Manager presented an Ordinance establishing the salaries and wages for non-union employees for 2018 on first reading. He indicated that the Ordinance reflects a 2% increase which is consistent with the raise given to AFSCME employees. ***On a motion of Mr. Conklin, seconded by Mr. Forbes and carried unanimously, the following Ordinance was approved on first reading:***

ORDINANCE NO. _____

AN ORDINANCE FIXING THE SALARIES AND WAGES FOR NON-UNION
EMPLOYEES OF THE CITY OF LOCK HAVEN FOR 2018

OTHER COMMENTS BY COUNCIL

Mr. Forbes said he would like to formally congratulate Mr. Kibler on his magisterial win and for his excellent service as Police Chief and his 25 years on the Police Department.

Mr. Kibler thanked everyone and said he will miss law enforcement but he is ready to start his new job in January.

Mr. Stevenson said that Mr. Kibler has always been cooperative with him and worked hard to develop programs and find funding from outside sources.

Mr. Baney led the audience in a round of applause for Mr. Kibler's magisterial judge win and years of service in the Lock Haven Police Department.

ADJOURNMENT

On a motion of Mr. Conklin, seconded by Mr. Stevenson and carried unanimously the meeting adjourned at 7:24 P.M.

The Manager stated that there will be an Executive Session following the meeting to discuss property issues, and compensation of current employees

Mayor

City Clerk