

**CITY COUNCIL MINUTES  
FEBRUARY 27, 2017**

City Council met in regular session on Monday, February 27, 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 Council members Jonathan Bravard, Douglas Byerly, Richard Conklin, Ted Forbes, Steve Stevenson, Sara Stringfellow, and Mayor William Baney. Also attending the meeting were City Manager Richard Marcinkevage, Assistant City Manager Gregory Wilson, and reporter Wendy Stiver for The Express.

***COUNCIL MINUTES***

*On a motion of Mr. Conklin seconded by Mr. Bravard and carried unanimously, Council approved the minutes of the meeting of February 6, 2017 with the correction on page 4 to identify Williams Sunrise as a gas pipeline service and on page 4 to add the recycling center as one of the locations in the motion to approve the conversion of parking lot lights to LED lighting.*

***PUBLIC COMMENT***

Cindy Andrews, former meter enforcement officer and City resident, stated that she thought the City should install parking meters on Susquehanna Avenue by the University. She suggested that the City install meters in areas used for courthouse parking. She felt businesses that do not have allocated parking spaces should be given a break and be compensated in some way. She suggested that the City's free parking areas should be included in the County's tourism brochure. She complimented the Express for posting the parking map in their front window. She suggested promoting the City as a river town. She asked if the City had a strategic plan, she felt that it should be updated every year. She suggested that there should be a river watch for safety purposes. The Mayor thanked Ms. Andrews for her comments.

***CORRESPONDENCE:***

**Clinton County Economic Partnership**

The Manager presented flyers from the Clinton County Economic Partnership for the 2017 Legislative Luncheon which will be held on Friday, March 10, 2017 at the Lock Haven Moose Lodge and the Time Out hosted by Lock Haven University's Durrwachter Alumni Conference Center on Thursday, March 16, 2017.

**Comcast CATV**

The Manager presented correspondence from Comcast CATV concerning the removal of WTAJ-TV (Altoona-Johnstown) from the channel lineup and XFINITY TV channel changes. Mr. Stevenson recommended that the Manager send a letter to Comcast to see if the action to remove WTAJ-TV from the channel lineup can be stopped, and Council concurred.

**Keystone Central Tax Office**

The Manger acknowledged the transmittal of January Earned Income Tax (EIT) Collections in the amount of \$26,966.12.

**OLD BUSINESS:**

**Review of proposed Sidewalk Dining Ordinance.**

The Manager presented the final draft of the Sidewalk Dining Ordinance. He stated that the intent of the ordinance is to permit sidewalk cafes to operate in public street rights-of-way within the City of Lock Haven. He stated that if Council is comfortable with the version presented, it

will be prepared for first reading at the next meeting. There was a discussion concerning items in the draft of the Sidewalk Dining Ordinance. Mr. Forbes and Mr. Stevenson will provide their comments to staff for consideration when preparing the Ordinance for first reading.

***NEW BUSINESS:***

**Property Use Requests**

**Sentimental Journey to Cub Haven**

The Manager presented a request for use of airport facilities from Kim Garlick, Executive Coordinator of Sentimental Journey concerning the 32<sup>nd</sup> Annual Sentimental Journey to be held on Tuesday, June 20 through Saturday, June 24, 2017. They requested the use of William T. Piper Airport for the fly-in event; use of Hangar 1 for the breakfast on Sunday, May 7, 2017 and the use of Hangar 1 for the breakfast, Sunday, September 24, 2017.

*On a motion by Mr. Forbes, seconded by Ms. Stringfellow and carried unanimously Council authorized the use of William T. Piper Airport for the fly-in event on Tuesday, June 20 through Saturday, June 24, 2017; use of Hangar 1 for the breakfast on Sunday, May 7, 2017 and the use of Hangar 1 for the breakfast, Sunday, September 24, 2017.*

**Special Olympics – Use of Peddie Park Softball Field No. 1**

The Manager presented a request from Special Olympics for the use of Peddie Park Softball Field No. 1, Tuesday and Thursdays, March through August.

*On a motion by Mr. Forbes, seconded by Ms. Stringfellow and carried unanimously, Council authorized the use of Peddie Park Softball Field No. 1, Tuesdays and Thursdays, from March through August 2017.*

**LHU Physician Assistants Program – Use of levee for Annual 5K Run, April 1, 2017**

Representatives from Lock Haven University's Physician Assistants Program were in attendance and presented their request to use the levee for their 14<sup>th</sup> annual 5 K Run on April 1, 2017.

*On a motion by Mr. Conklin, seconded by Mr. Stevenson and carried unanimously, Council authorized the use of the levee for the LHU Physician Assistants Program for the Annual 5 K Run on April 1, 2017.*

**Authorization to receive annual commodity bids on March 31, 2017.**

The Manager requested authorization to receive the annual commodity bids on March 31, 2017.

*On a motion by Mr. Bravard, seconded by Mr. Byerly and carried unanimously, Council authorized the receipt of the annual commodity bids on March 31, 2017.*

**Consideration of an appointment to the Workplace Safety Committee**

The Manager stated that there is a vacancy on the labor side of the Workplace Safety committee. He requested the appointment of police officer Elizabeth Gregory to the Committee as a police labor representative.

*On a motion by Mr. Bravard, seconded by Mr. Stevenson, and carried unanimously Council approved the appointment of police officer Elizabeth Gregory to the Committee as police labor representative.*

**Authorization to apply for Clinton County Tourism/Recreation Grant for Concert Series (\$3500).**

The Manager requested authorization to apply for the Clinton County Tourism Recreation Grant for the Summer Concert Series in the amount of \$3,500.

*On a motion by Mr. Stevenson, seconded by Mr. Conklin and carried unanimously, Council approved the request to apply for the Clinton County Tourism Recreation Grant for the Summer Concert Series in the amount of \$3,500.*

**Presentation of Outdoor Movie Series Schedule.**

City Planner Leonora Hannagan stated that the Outdoor Movie Series Committee met on February 1, 2017 and developed the Outdoor Movie Series Schedule. The movies include Secret Life of Pets on July 15, Sing on July 22, Fantastic Beasts and Where to Find Them on August 5 and Monsters Inc. on August 12. She stated that Lock Haven Hospital has general provided \$2,000 toward the Outdoor Movie Series. The total cost of the series is \$2,802.

*On a motion by Mr. Forbes, seconded by Mr. Byerly, and carried unanimously Council approved the Outdoor Movie Series Schedule as presented.*

**Consideration of an ordinance amending the General Fund Budget to reflect receipts and expenditures related to PCCD Police Laptop Computer Grant – First reading.**

The Manager presented a proposed Ordinance amending the General Fund budget to recognize Pennsylvania Commission on Crime and Delinquency funding for the purchase of 11 laptop computers and 1 server as previously approved by Council.

*On a motion by Mr. Stevenson, seconded by Mr. Forbes and carried unanimously, Council approved the First Reading of the Ordinance amending the General Fund Budget to reflect receipts and expenditures related to the PCCD Police Laptop Computer Grant.*

**Consideration of an ordinance establishing the budget for the 2016 Community Development Block Grant (CDBG) Program (Fund 30).**

The Manager presented an ordinance that would establish the budget for the 2016 Community Development Block Grant Program. He stated that the total receipts and expenditures are each \$273,058.00.

*On a motion by Mr. Stevenson, seconded by Mr. Forbes and carried unanimously, Council approved the ordinance establishing the budget for the 2016 Community Development Block Grant (CDBG) Program (Fund 30).*

**Presentation on Emerald Ash Borer damage to watershed and removal of diseased trees.**

The Manager provided a press release concerning a project undertaken to address damage to Ash trees on the watershed in the Zindel Park area. Infected trees will be removed before they are totally dead. Since this is a high visibility area, he explained that the City should publicize the work and why it is necessary so that users of the watershed understand.

**Authorization to enter into an agreement with Delta Airport Consultants, Inc. for engineering services related to easement acquisition project (maximum of \$225,689).**

The Manager stated that the next airport project scheduled for funding through the Bureau of Aviation Grant Program is obstruction removal. Council had previously executed an agreement with Delta Airport Consultants to perform engineering work on all upcoming projects, with a separate contract to be negotiated for each individual project. He provided Council with Delta Airport Consultants proposals for the current project. The Ground Survey and Land Acquisitions Services cost is not to exceed \$183,222.00. The Short Form Environmental Assessment is a lump sum cost of \$42,467.00. He explained that the project is being funded with \$220,500 in federal funds, \$12,250 in state funds and \$12,250 in local funds.

He stated that approval is requested to award a contract in the amount of \$225,689.00 to Delta Airport Consultants, Inc., contingent upon the approval of the PA Bureau of Aviation.

*On a motion by Mr. Bravard, seconded by Mr. Byerly and carried unanimously, Council approved an agreement with Delta Airport Consultants, Inc. for engineering services related to the easement acquisition project for a maximum of \$225,680.00.*

**Adjournment**

*On a motion by Mr. Conklin and seconded by Mr. Stevenson, the meeting was adjourned at 8:37 p.m.*

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**Mayor**

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**City Clerk**