

**City Council Meeting  
May 7, 2018**

City Council met in regular session on Monday, May 7, 2018 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 Douglas Byerly, Richard Conklin, Joel Long, Steve Stevenson, Sara Stringfellow, and Mayor William Baney. Also attending the meeting was City Manager Gregory Wilson and reporter Wendy Stiver from The Express, and John Lipez from The Record.

***COUNCIL MINUTES***

**On a motion of Mr. Long, seconded by Mr. Conklin and carried unanimously, Council approved the minutes of the meeting of the April 16, 2018 regular meeting of Council.**

***PUBLIC COMMENTS***

There was none from those in attendance.

***Resolution 1303 Congratulating the LHU Wrestling Program***

The City Manager presented Resolution No. 1303 congratulating Lock Haven University senior Ronnie Perry, who became the first ever No. 15 seed to advance to the NCAA Division I Wrestling Championship at any weight class, and the Lock Haven University Wrestling Program. **On motion of Mr. Long, seconded by Mr. Byerly and carried unanimously, Council approved the following Resolution congratulating Ronnie Perry and the Lock Haven University Wrestling Program:**

CITY OF LOCK HAVEN  
CLINTON COUNTY, PENNSYLVANIA

RESOLUTION NO. 1303

In attendance were Ronnie Perry and members of the LHU Wrestling Team. Mayor Baney presented a copy of the resolution to Ronnie Perry and the Lock Haven Wrestling Program

***CORRESPONDENCE***

***Property Use Requests***

***Lock Haven Levee/Downtown Lock Haven, Inc. for Celebrate Athletes Banner Program***

The Manager presented information from Kasey Blesh, Downtown Lock Haven Inc. Manager, regarding the 2018 Celebrating Athletes Banner Program. Ms. Blesh was present at the meeting and requested approval to use 30 light poles along the levee near Lock Haven University to hang banner that will honor local athletes from the past and present. She explained that the banners will be installed for a two-year period. In addition, a "Local Legends" panel will be installed at the beginning of the sports walk honoring a group of local athletes that were inducted

into the “Celebrate Athletes Hall of Fame” and a three-sided informational kiosk providing Clinton County sports and athletics information. Ms. Blesh explained that the proposed location of the kiosk will be either near the parking lot or at the top of the levee near Lock Haven University. Mr. Stevenson asked if approval is needed from the Lock Haven Area Flood Protection Authority. Mr. Wilson stated Authority approval is needed and is scheduled for their review at their May 16, 2018 meeting. **On motion of Mr. Stevenson, seconded by Mr. Conklin and carried unanimously, Council approved Downtown Lock Haven, Inc.’s request to use 30 light poles along the levee, install a permanent panel and kiosk for the 2018 Celebrate Athletes Banner Program, contingent upon approval from the Lock Haven Area Flood Protection Authority.**

#### ***East Water Street Closure/Rotary Club of Lock Haven for Great Island Race Series***

Mr. Wilson presented a letter from Keith Kibler on behalf of the Rotary Club of Lock Haven and the Great Island Race Series Committee regarding the Great Island Race Series to be held on June 29-30, 2018. Mr. Kibler was present at the meeting and stated they are requesting approval to close East Water Street from North Henderson Street to Jay Street, and SR664 southbound lane only on East Water Street. Mr. Kibler added that Woodward Township approval is also needed to close the southbound lane on Mill Hill Road. **On motion of Mr. Conklin, seconded by Mr. Long and carried unanimously, Council approved the Rotary Club of Lock Haven’s request to close East Water Street from North Henderson Street to Jay Street, and SR664 southbound lane only on East Water Street on June 29-30, 2018 for the Great Island Race Series.**

#### ***Use of Memorial Park/Outdoor Fit Camp***

The Manager acknowledged a letter from Tiffany Haines requesting the use of Memorial Park on Tuesday’s and Thursday from 6:00 PM to 7:00 PM on May 29, 2018 to June 21, 2018 to hold a free outdoor Fit Camp. **On motion of Mr. Long, seconded by Ms. Stringfellow and carried unanimously, Council approved Ms. Haines request to use Memorial Park from 6:00 PM to 7:00 PM on May 29, 2018 to June 21, 2018 to hold a free outdoor Fit Camp.**

#### ***Use of Triangle Park/United Way Family Event***

Mr. Wilson presented a request by the Clinton County United Way to use Triangle Park on August 11, 2018 from 11:00 AM to 2:00 PM to host an All Partner Agency Family Event. **On motion of Mr. Stevenson, seconded by Mr. Conklin and carried unanimously, Council approved the Clinton County United Way’s request to use Triangle Park from 11:00 AM to 2:00 PM on August 11, 2018 to hold an All Partner Agency Family Event.**

#### ***Letter from Alpha Fire Company thanking Hand-in-Hand***

Mr. Wilson acknowledged receipt of a letter from the Alpha Fire Company thanking the Hand-In-Hand Hose Company for their assistance in providing fire protection coverage on April 21, 2018 during the Penn State Blue/White Spring Classic game.

***DCED award of \$30,000 grant for the Early Intervention Program study***

The Manager acknowledged receipt of a letter from the Pennsylvania Department of Community and Economic Development awarding a \$30,000.00 grant from the Early Intervention Program to prepare a five-year financial management plan and operational strategy.

***CCEP Time Out at the Station Gallery***

The Manager noted that the Clinton County Economic Partnership has scheduled a Time Out on May 17, 2018 at the Station Gallery from 5:30 p.m. to 7:30 p.m.

***PA Department of Environmental Protection/Installation of Monitoring Wells***

Mr. Wilson advised Council that AECOM Energy and Construction, Inc. on behalf of the Pennsylvania Department of Environmental Protection (PA DEP) will be installing eleven (11) monitoring wells in various location in the city relating to the Lock Haven Laundry site, beginning May 14, 2018. He noted that there are currently seventeen (17) monitoring wells installed as part of the Soil Vapor and Groundwater Characterization Plan for this site.

***University-Community Network Meeting***

The Manager reminded Council that there will a University-Community Network meeting on June 4, 2018 in State College.

***UNFINISHED BUSINESS***

***Consideration of Ordinance No. 989 amending Chapter 5 Part 3 Property Maintenance***

Mr. Wilson presented Ordinance No. 989 which amends Chapter 5, Part 3, Property Maintenance pertaining to the *Failure to Comply* section. He stated that there have been no changes since first reading. **On motion of Mr. Byerly, seconded by Mr. Conklin and carried unanimously, Council approved the following ordinance amendment on second reading:**

ORDINANCE NO. 989

AN ORDINANCE AMENDING ORDINANCE NO 670, WHICH ADOPTED THE CODE OF ORDINANCES FOR THE CITY OF LOCK HAVEN, CLINTON COUNTY, PENNSYLVANIA, BY AMENDING CHAPTER 5, PART 3, PROPERTY MAINENANCE

***NEW BUSINESS***

***Consideration of solicitation for applicants for the vacant position of City Council Member***

The Manager stated that there is a Council vacancy due to the passing of Councilman Jonathan Bravard. He noted that traditionally Council placed an advertisement in the local newspaper soliciting applicants to fill the vacancy, and then interview the candidates. Mr. Wilson added that Council has thirty (30) days to fill the vacancy from the date the vacancy occurred. He

added that an eligible applicant must be at least 18 years of age, a reside in Lock Haven for the past 12 months, be a registered voter, cannot be a City employee, and cannot be convicted of a felony. Mr. Baney asked a member of the audience, Bill Mincer, if he was interested in filling the vacancy since he had lost the last election for a Council seat by a handful of votes. Mr. Mincer stated that he would be submitting a letter of interest. Mr. Long stated that Council should solicit applications to see who is interested in filling the position. Mr. Stevenson agreed and said for the sake of transparency the City should request information on each applicant's background and experience. Mr. Wilson stated that the City will accept letters of interest until May 18, 2018 and will schedule interviews with Council at their May 21, 2018 meeting.

***Consideration of the proposed detour of E Walnut Street to provide for construction of the new railroad crossing and access road to First Quality as follows: Closed between Hanna Street to the off-ramp of 220/Paul Mack Blvd: Use Jay Street exit PA Route 150 to Hanna Street***

Agenda item was withdrawn due to insufficient information provided to the City.

***Award of bids for 2018 Commodities***

The Manager presented the following list of commodities for award consideration. The recommended award is to the low bidder in all cases considering delivery costs where applicable.

Item No. 1 – Aggregates:

Award contract to Hanson Aggregates, Inc. of Montoursville, PA, for the purchase of the following items from the Quarry listed:

<u>Item</u>	<u>Type</u>	<u>F.O.B. Quarry</u>	<u>F.O.B. Delivered</u>	<u>Quarry</u>
Item 1A No. 10	Screenings	\$10.40/ton	\$13.40/ton	Salon
Item 1B No. 67	Stone	\$11.65/ton	\$16.65/ton	Curtin Gap
Item 1C No. 5 (2B)	Stone	\$11.30/ton	\$14.30/ton	Salona
Item 1D No. 2A	Sub Bas	\$9.20/ton	\$12.20/ton	Salona
Item 1E No. 8	Stone	\$15.60/ton	\$18.60/ton	Salona
Item 1F Size R-4	Riprap	\$13.80/ton	\$16.80/ton	Salona
Item 1G No. 2RC	Stone	\$8.20/ton	\$11.20/ton	Salona

Item No. 2 – Anti-Skid Material:

Award contract to Hanson Aggregates, Inc. of Montoursville, PA, for the purchase of Type 6-S Anti-Skid Material at the price of \$10.00/ton quarry and \$15.00/ton F.O.B. City from the Curtin Gap Quarry.

Item No. 3 – Bituminous Plant Mixed Materials:

Award Items No. 3A – Base., 3B – Wearing, and 3C, – Binder, for the price of \$46.00, \$56.00, and \$52.00 respectively to Glenn O. Hawbaker, Inc. of State College, PA from the Pleasant Gap Plant (Only one bid received).

Item No. 4 – Bituminous Stockpile Patching Material:

Award contract to HEI-WAY, LLC, Sarver, PA from the Sarver Plant at the price of \$84.00/ton FOB Plant and \$107.00 FOB City for Item 4A (PennDOT Section 484) and Item 4B (PennDOT Section 485) and \$93.00 FOB Plant and \$116.00 FOB City for Item 4C (Fiber Modified, PennDOT Section 486) (Only one bid received).

Item No. 5 – Polymer Flocculants:

Award contract to Coyne Chemical or Croydon, PA, based on the annual cost of polymer product of \$59,911.61. The cost per pound of polymer from Main Pool is \$1.1891.

Item No. 6 – Aluminum Sulfate:

Award contract to USALCO of Baltimore, MD, based on bid of \$0.9478/gallon.

Item No. 7 – Water Pipe & Fittings:

Award contract to L/B Water Service of Selinsgrove, PA, based on total bid of \$16,965.25

Item No. 8 – Sewer & Storm Sewer Pipe & Fittings:

Award contract to Core & Main of Eppers, PA, based on total bid of \$1,915.18

Mr. Conklin suggested that next year the memo regarding the commodities should also include the amount of materials used the prior year. **On motion of Mr. Conklin, seconded by Mr. Byerly and carried unanimously, Council awarded the 2018 commodities as presented above.**

**OTHER MATTERS**

Mr. Baney stated that the fuel card reader for the airport is proposed in the PA Bureau of Aviation's 2020-2021 schedule at a cost of \$100,000.00 (75% - State funding, 25% - local funding). He added that since other airport projects are scheduled before the fuel card reader project, it will have to wait until 2020-2021.

Mr. Baney stated that he would like to revisit the mobile food vendor ordinance and require that the mobile food vendors pay an application fee. He stated that he wants to protect the City's existing businesses who contribute to the City.

Mr. Baney said he is withdrawing his offer to pay the \$150.00 application fee for any existing business to establish a sidewalk café in the downtown, as of May 15, 2018. He added that no business has taken him up on his offer nor established a sidewalk café in the downtown.

Mr. Conklin remarked that the demolition contractor of the Helig Meyers building has done quality work even though it has taken a bit longer than expected. Mr. Stevenson asked if the contractor will be applying topsoil and seeding the area. Mr. Wilson replied that topsoil and

seeding was not part of the bid, however, the City public works employees can install topsoil and seed the site.

Mr. Stevenson noted that he and Mr. Long recently attended a meeting with Baker Tilly, the City auditors.

Mr. Stevenson stated that he sees no reason to revisit the food vendor ordinance since it does not cost the city anything. Mr. Long clarified Mr. Baney's position regarding why a fee should be charged stating that local businesses pay property taxes and contribute to the City as opposed to the mobile food vendors who contribute nothing. Mr. Wilson said that if a mobile food vendor hires City residents, they would pay earned income taxes to the city.

Mr. Byerly asked if a motion was needed to reconsider the mobile food vendor ordinance to add a fee. Mr. Wilson explained that there are no city staff costs associated with permitting a mobile food vendor and it is unlawful to charge fees as a deterrent to something but rather a fee is charged to cover expenses incurred. Mr. Baney stated he believed that the City of Williamsport charges \$150.00 to mobile food vendors. Mr. Wilson said he will contact the City of Williamsport to determine how much they charge mobile food vendors and their justification for the charge.

Mr. Baney asked if the City could install a mailbox outside City Hall to allow people to pay bills after hours. Mr. Wilson said he would research the matter.

It was noted that Mr. Conklin, Mr. Stevenson, and Mr. Wilson attended the PML meeting in Altoona and that Mr. Stevenson was elected to the PML Board of Directors.

Mr. Wilson noted that the bids for unleaded, diesel and heating fuel will be on Council's May 21<sup>st</sup> agenda for their consideration.

Mr. Wilson stated that the City provided donation to the Ross Library New Book Fund in memory of Councilmen Jonathan Bravard.

Council congratulated Ms. Stringfellow for her recent graduation from Lock Haven University.

***ADJOURNMENT***

**On a motion by Mr. Long, seconded by Mr. Stevenson the meeting was adjourned at 7:45 p.m.**

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**Mayor**

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**City Clerk**

**(These minutes are draft and subject to approval by City Council)**