

**City Council Meeting  
September 10, 2018**

City Council met in regular session on Monday, September 10, 2018 Council Chambers, City Hall, Lock Haven, Pennsylvania. The meeting was called to order at 7:00 P.M. by Mayor 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, Richard Morris, Steve Stevenson, and Mayor William Baney. Also attending the meeting was City Manager Gregory Wilson, reporters Wendy Stiver and Laura Jameson from The Express and John Lipez from The Record, Kyle Coleman, Rona Houser, and William Mincer.

**On a motion of Mr. Long, seconded by Mr. Conklin and carried unanimously, Council accepted the resignation of William H. Mincer from the Ross Library Board of Directors, and the City's Zoning Hearing Board, and Recreation and Parks Board.**

Mr. Baney issued the Oath of Office to Mr. Mincer and he was seated as a Council member.

***COUNCIL MINUTES***

**On a motion of Mr. Conklin, seconded by Mr. Long and carried unanimously, Council approved the minutes of the meeting of the August 20, 2018 regular meeting of Council.**

***PUBLIC COMMENTS***

Mayor Baney presented Resolution 1311 providing a public expression of goodwill to retiring Lock Haven Express Community Editor Wendy Stiver. **On motion of Mr. Stevenson, seconded by Mr. Long and carried unanimously, Council approved the following resolution:**

CITY OF LOCK HAVEN  
CLINTON COUNTY, PENNSYLVANIA

RESOLUTION NO. 1311

Mr. Kyle Coleman presented Council with a check for \$300.00 from the proceeds from the summer concert held on August 26, 2018 on the floating stage and thanked Council for the opportunity to work with the City on this event.

***CORRESPONDENCE***

***Property Use Request:***

***Clinton County Women's Center/Domestic Violence Awareness Vigil***

The Manager presented information from the Clinton County Women's Center requesting approval to use Triangle Park on October 17, 2018 to hold a vigil in observance of Domestic Violence Awareness Month. Jeremy Armstrong, Outreach and Prevention Education Coordinator, was present at the meeting and explained the purpose of the vigil.

***Murray Motors/Trunk-Or-Treat event***

Information was presented from Murray Motors requesting approval to close Third Avenue from Bellefonte Avenue to Maple Street on October 26, 2018 to host the second annual "Trunk-Or-Treat" event. Lacy Tom, Sales and Marketing Coordinator, was present at the meeting and explained the purpose of the event.

***Farm-City Family Festival/Sign Placement Request***

The Manager presented information from the Farm-City Family Festival Advertising Coordinator Susie Peters requesting approval to place a sign at Hanna Park to advertise the Family-City Family Festival which will be held on September 22, 2018 at the Clinton County Fairgrounds.

The Manager explained that this is request has been granted in previously years and the sign would be removed on September 24, 2018.

**On motion of Mr. Conklin, seconded by Mr. Byerly and carried unanimously, Council approved Clinton County Women’s Center’s request to use Triangle Park on October 17, 2018; Murray Motor’s request to close Third Avenue on October 26, 2018; and the Farm-City Family Festival’s request to place a sign in Hanna Park for their September 22, 2018 event.**

***Clinton County Probation Office/Banner Request***

Mr. Wilson explained that the City received a request from the Clinton County Probation Office to install a banner across East Main Street on September 25, 2018 in support of the Rally for Recovery 5 K Run to be held on October 6, 2018. **On motion of Mr. Stevenson, seconded by Mr. Conklin and carried unanimously, Council approved the following resolution:**

CITY OF LOCK HAVEN  
CLINTON COUNTY, PENNSYLVANIA

RESOLUTION NO. 1313

***Pennsylvania Municipal League/Civic Engagement Essay Scholarship Award***

Mr. Wilson presented correspondence from the Pennsylvania Municipal League congratulating Noel Moore of Wayne Township for being selected as this year’s second place winner of the 35<sup>th</sup> Annual Civic Engagement Essay Scholarship Award.

***Keystone Recreation, Park and Conservation Fund 25<sup>th</sup> Anniversary Event***

The Manager presented an invitation from DCED to attend Keystone Recreation, Park and Conservation Fund’s 25<sup>th</sup> Anniversary event on September 27, 2018 at Lock Haven University’s Ulmer Hall. Mr. Wilson noted that the City has received \$156,000 in grant funds from this fund in support of various recreational projects throughout the years.

**UNFINISHED BUSINESS**

***Consideration of Resolution 1310 expressing the intention of the City to issue debt to finance certain capital project***

The Manager presented Resolution 1310 expressing the intention of the City to issue debt to finance certain capital project and authorized officials of the City, the City Solicitor, Financial Advisor and Bond Counsel to undertake preparatory action for borrowing. The Manager explained that the total borrowing is \$3,73,000.00 of which \$2.5 million will be used for the water dam and well project, and the remaining balance will be used for general fund and airport projects. The Manager stated that the Ordinance on first reading for the borrowing will be held on September 24, 2018. Mr. Stevenson asked if the borrowing included inspection costs. The Manager said that the borrowing did include inspection costs. **On motion of Mr. Long, seconded by Mr. Byerly and passed with Mincer abstaining, Council approved the following resolution:**

RESOLUTION 1310

A RESOLUTION OF THE COUNCIL OF THE CITY OF LOCK HAVEN, CLINTON COUNTY, PENNSYLVANIA (THE “CITY”) EXPRESSING THE INTENTION OF THE CITY TO ISSUE DEBT IN ACCORDANCE WITH LOCAL GOVERNMENT UNIT DEBT ACT; IDENTIFYING CERTAIN CAPITAL PROJECTS TO BE FINANCED THEREBY; DECLARING THE OFFICIAL INTENT OF THE CITY TO REIMBURSE THE CITY FOR EXPENDITURES MADE FOR SUCH PROJECT PRIOR TO AND AFTER THE DATE OF ADOPTION OF THIS RESOLUTION; REPRESENTING THAT REIMBURSEMENTS SHALL BE MADE FROM PROCEEDS OF CERTAIN TAX-EXEMPT OBLIGATIONS ISSUED TO FINANCE THE COSTS OF SUCH PROJECTS; DECLARING THE INTENT OF THE CITY THAT THIS RESOLUTION COMPLY WITH THE PROVISIONS OF UNITED STATES TREASURY REGULATION SECTION 1.150-2; AUTHORIZING AND DIRECTING

OFFICIALS OF THE CITY TOGETHER WITH THE CITY SOLICITOR, FINANCIAL ADVISOR, AND BOND COUNSEL HEREBY APPOINTED BY THE CITY TO DO AND UNDERTAKE CERTAIN ACTION PREPARATORY TO AND IN FURTHERANCE OF THE ISSUANCE OF SUCH DEBT; AND RESCINDING PRIOR INCONSISTENT RESOLUTIONS.

*Consideration of an agreement with Concord Public Finance to serve as financial advisor to the City in connection with the General Obligation Note of 2018*

Mr. Wilson presented an agreement with Concord Public Finance to serve as financial advisor to the City in connection with the General Obligation Note of 2018 and instructing Concord to solicit bids for the financing of capital projects. **On motion of Mr. Conklin, seconded by Mr. Long and carried unanimously, Council approved an agreement with Concord Public Finance to serve as financial advisor to the City in connection with the General Obligation Note of 2018 and instructed Concord to solicit bids for the financing of capital projects.**

*Consideration of the submission of the application for exclusion of self-liquidating debt to DCED*

The Manager presented an application to the Pennsylvania Department of Community and Economic Development for exclusion of self-liquidating debt under provisions of Section 8026 of the Local Government Unit Debt Act. **On motion of Mr. Long, seconded by Mr. Byerly and carried unanimously, Council approved an application to the Pennsylvania Department of Community and Economic Development for exclusion of self-liquidating debt under provisions of Section 8026 of the Local Government Unit Debt Act.**

*Discussion with Council regarding the use of funds for the 2018 CDBG application*

The Manager stated that the City held the first of two public hearings on July 16, 2018 for the FY 2018 Community Development Block Grant (CDBG) Program application. Mr. Wilson added that a 2018 CDBG application packet was mailed to ten nonprofit organizations who serve low income, disabled, homeless, youth and seniors, as well as the three City fire companies giving them a deadline of July 30, 2018 to apply for funding. Mr. Wilson indicated that no requests for funding were received.

Mr. Wilson stated that the 2018 CDBG allocation is \$296,249.00 and presented Council with the following list of potential projects for consideration: East Water Street Paving Project (North Jay Street to Grant Street) in the amount of \$242,925.00, Comprehensive Plan Update in the amount of \$10,774 (additional funding provided by the state (\$30,000), 2017 CDBG Program (\$9,756.75) and local funds (\$9,469.25); and program administration in the amount of \$42,550.00 (SEDA COG's cost to administer the FY 2018 CDBG Program). The City Manager indicated that the second public hearing is scheduled for September 24, 2018 at 6:30 p.m. in Council chambers.

Mr. Stevenson asked if City staff considered paving the remaining blocks of the streets the City previously paved using CDBG funds but were not include because of limited funding. Mr. Wilson said that City staff did review those streets however because they would require a neighborhood survey City staff thought it would be better to do one large paving project. The Manager added that the City will have some residual funds left after the City paves the roads that PennDOT turn backed and would be able to use some of these funds for the roads we could not complete with prior CDBG funds.

*Consideration of the SEDA-COG Scope of Services for the administration of the City's 2018 CDBG Program*

The Manager presented the scope of services from SEDA Council of Governments for the administration of the City's 2018 CDBG Program at a total cost of \$42,550.00. **On motion of Mr. Stevenson, seconded by Mr. Conklin and carried unanimously, Council approved SEDA COG's scope of services for the administration of the City's 2018 Community Development Block Grant Program at a total cost of \$42,550.00.**

**NEW BUSINESS**

**Consideration of an agreement to purchase 47-51 Bellefonte Avenue (former Town Tavern)**

The Manager stated that Dave Mayes et al, the owners of 47-51 Bellefonte Avenue (former Town Tavern) have agreed to sell the property to the city in the amount of \$10,000.00 plus \$1,519.55 in 2017 City taxes plus the fees of transaction (deed recording fee, UPI fee, fee to record release of lien). Mr. Baney asked what where the plans once the City purchased the property. Mr. Wilson stated that there were no immediate plans for the property however, noted that another portion of the building has collapsed and in the interest of public safety it should be razed. He added that Council will be presented with information about the razing of the building at a future Council meeting. Mr. Morris asked how the City would pay for the demolition of the building. Mr. Wilson stated that the funding would come from the General Fund balance or the City would borrow the funds from another city fund such as the Capital Project Fund. Mr. Wilson explained that the city can loan money between funds, excluding the water and sewer fund, and then repay the loan when the property is sold. **On motion of Mr. Conklin, seconded by Mr. Byerly and carried unanimously, Council approved an agreement to purchase 47-51 Bellefonte Avenue from Dave Mayes et al in the amount of \$10,000.00 plus \$1,519.55 in 2017 City taxes plus the fees of transaction (deed recording fee, UPI fee, fee to record release of lien).**

***Reconsideration of Resolution 1302 Application for County Aid (Liquid Fuels)***

The Manager stated that Council previously approved Resolution 1302 which requested County liquid fuels funds for a three-year period for the East Walnut Street resurfacing project. Mr. Wilson stated that the County has requested the City resubmit a resolution for one year funding rather than all three years funding. **On motion of Mr. Stevenson, seconded by Mr. Long and carried unanimously, Council rescinded the previously approved Resolution 1302 and replaces it with the following Resolution requesting County liquid fuels funds for the East Walnut Street Resurfacing Project:**

CITY OF LOCK HAVEN  
CLINTON COUNTY, PENNSYLVANIA

RESOLUTION NO. 1302

***Consideration of Resolution 1312 proclaiming the week of September 17-23 as “Constitution Week”***

The Manager presented Resolution 1312 proclaiming the week of September 17-23, 2018 as “Constitution Week.” **On motion of Mr. Long, seconded by Mr. Byerly and carried unanimously, Council proclaiming the week beginning September 17 through September 23, 2018 as “Constitution Week.”**

***Disclosure of City employee’s eligibility for City’s CDBG Single Family Owner-Occupied Housing Rehabilitation Program***

The Manager presented a memo publicly disclosing that a city employee, Lori Stover, has income qualified for the City’s Community Development Block Grant (CDBG) funded Single Family Housing Rehabilitation Program. He indicated that the City solicitor has provided a written opinion that there is no conflict of interest in having Ms. Stover participate in the City’s housing rehabilitation program.

***Consideration of the request to appointment of resident Rick Riccardo as the City’s representative to the Clinton County Community Foundation Board of Directors***

The Manager presented a request from the Clinton County Community Foundation, Inc. to appoint Rick Riccardo, 30 West Water Street, to the Foundation board. **On motion of Mr. Byerly, seconded by Mr. Conklin and carried unanimously, Council appointed Rick Riccardo as the City representative to the Clinton County Community Foundation board.**

***Consideration of the award for 2018 Street Paving Project to HRI, Inc.***

The Manager stated that two bids were received for the 2018 Street Paving Project as follows: HRI, Inc., State College - \$729,874.00 and Glenn O. Hawbaker, Inc., State College - \$874,261.00 and City staff is recommending that the low bidder, HRI, Inc., be awarded the contract in the amount of \$729,874.00. Mr. Wilson provided council with a breakdown of funding sources for the streets to be paved under this contract which include: Pinetree Lane, West Walnut Street intersection, East Walnut Street, and Hanna Street. He noted that the remaining balance of turnback funds will be \$205,000.00 which will be transferred to the Liquid Fuels Fund after PennDOT signs off. **On motion of Mr. Stevenson seconded by Mr. Byerly and carried unanimously, Council awarded a contract for the 2018 Street Paving Project to the low bidder, HRI, Inc., State College, in the amount of \$729,874.00.**

***Employee Report***

The Manager stated that the Mechanic II resigned to take another job in the private sector and the City will be advertising this position. He added that interviews will take place for the City Planner position this week.

***OTHER MATTER***

Mr. Mincer stated he would like the City to consider creating a Farmers Market in the downtown. Mr. Wilson replied that Lock Haven University is currently exploring a Farmers Market near Lock Haven University. Mr. Mincer asked that they should consider having it in the downtown on a Saturday. Mr. Wilson said that there are a limited number of farmers and they are already committed to other Farmers Markets in the area so it may be difficult to find farmers willing to come to a Farmers Market in the City.

Mr. Morris asked what the status of the Geisinger medical facility at the former Shaner property. Mr. Wilson said that there is still one townhouse occupied and they will not move forward until all the townhomes are vacant.

Mr. Stevenson asked for an update regarding the roads that Castanea Township Supervisors presented needing repairs at the August 20, 2018 Council meeting. Mr. Wilson stated that the Public Works Director inspected the roads shortly after the Council meeting and all the roads are all on the Water Department's list for repairs which are scheduled for October 2018.

Mr. Stevenson asked when East Walnut Street will be open. Mr. Wilson stated that SEDA COG estimates the opening on September 17, 2018 and the City will start their paving project on October 15, 2018.

Mr. Baney read a memo from Acting Chief of Police Kristin Smith regarding having officers monitor the speed of vehicles in the downtown area. She indicated that speed was monitored on East Main Street between Vesper Street and Grove Street during different times of day, and a total of 936 vehicles were timed using the City's Enradd Wireless Speed Timing Device. Ms. Smith indicated that the average speed of vehicles was 18 mph, and out of the 936 vehicles only 2 were traveling at or over 36 mph.

Mr. Baney presented a check in the amount of \$200.00 from boat stickers for the summer concert series.

Mr. Wilson provided a river update to Council. He explained that the first closure structure (#3 located at the railroad tracks near the airport) gets closed at 24 feet and the City starts prepping to close it at 21 feet. Mr. Wilson indicated that it was unlikely that the closure will be closed but the City staff is prepared. He added that the river should be down to 12 feet by Thursday.

***ADJOURNMENT***

**On a motion of Mr. Long, seconded by Mr. Conklin the meeting was adjourned at 8:02 p.m.**

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**Mayor**

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**City Clerk**

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