

**City Council Meeting
September 24, 2018**

City Council met in regular session on Monday, September 24, 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, William Mincer, Richard Morris, Steve Stevenson, and Mayor William Baney. Also attending the meeting was City Manager Gregory Wilson, reporter Laura Jameson from The Express and John Lipez from The Record.

COUNCIL MINUTES

Mr. Mincer noted that he abstained from the vote for the items listed under Unfinished Business. **On a motion of Mr. Byerly, seconded by Mr. Conklin and carried unanimously, Council approved the minutes of the meeting of the September 10, 2018 regular meeting of Council, as corrected.**

PUBLIC COMMENTS

There were no comments from the public.

CORRESPONDENCE

Property Use Request:

Lock Haven Fire Department/Halloween Parade

The Manager presented information from the Lock Haven Fire Department requesting approval to have a Halloween parade in the downtown on October 27, 2018 at 10:00 a.m. **On motion of Mr. Long, seconded by Mr. Byerly and carried unanimously, Council approved Lock Haven Fire Department's request to have a Halloween parade in the downtown on October 27, 2018.**

Pension State Aid

The Manager acknowledged the receipt of the Pension State Aid in the amount of \$260,202.07 which is above the budgeted amount, therefore, the City will contribute \$921.23 instead of the budgeted \$14,961.00.

ISO Protection Classification

Mr. Wilson noted that the Insurance Service Office (ISO) has raised the City's protection classification from 04 to 03 which may result in better fire insurance rates for city residents. Mr. Baney asked what contributed to the change in classification. Mr. Wilson stated that the biggest contributing factor was that the high level of cooperation provided by the Fire Department in the gathering of information for ISO.

Clinton County Economic Partnership/Time Out & Annual Dinner

The Manager noted that the Clinton County Economic Partnership has scheduled a Time out for September 27, 2018 from 5:30 p.m. to 7:30 p.m. at the new Davis Insurance office and added that the Partnership's annual dinner is scheduled for October 24, 2018 at 6:00 p.m. at the Durrwachter Alumni Conference Center.

Lock Haven University/State Chancellor

Mr. Wilson noted that the State Chancellor will be speaking at Lock Haven University's Sloan Auditorium on October 2, 2018 at 3:30 p.m.

UNFINISHED BUSINESS

Consideration of Ordinance authorizing issuance of general obligation debt

The Manager presented Ordinance 995 authorizing and directing issuance of general obligation debt in the aggregate principal amount not to exceed \$3,852,000.00. Jen Caron and Joseph Pierce from Eckert Seamans were present at the meeting. The Manager noted that Mr. Daryl Peck of Concord will be present at the October 8, 2018 Council meeting for the Ordinance's second reading and awarding of bid. Mr. Mincer asked how the useful life of each project is determined. Mr. Pierce stated that for capital projects the State sets the useful life of each component project. Mr. Wilson added that the City uses a worksheet provided by the auditors to determine the useful life of everything owned by the city and they are depreciated over time. Mr. Pierce added that 40 years is the maximum term for determining useful life. Mr. Morris asked what portion of debt the city will have used up once the debt is in place. Mr. Pierce stated that of \$33 million of the outstanding debt, \$25 million will be self-liquidating and \$7.9 is non-electoral borrowing debt. **On motion of Mr. Conklin, seconded by Mr. Byerly and carried unanimously, Council approved the following ordinance on first reading authorizing the issuance of the general obligation debt in the aggregate principal amount not to exceed \$3,852,000.00.**

ORDINANCE NO 995

AN ORDINANCE OF THE COUNCIL OF THE CITY OF LOCK HAVEN, CLINTON COUNTY, PENNSYLVANIA (THE "CITY") AUTHORIZING AND DIRECTING ISSUANCE OF GENERAL OBLIGATION DEBT, AS PERMITTED BY AND PURSUANT TO THE LOCAL GOVERNMENT UNIT DEBT ACT, 53 P.A.C.S. § 8001 ET SEQ., AS AMENDED (THE "DEBT ACT"), IN THE AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$3,852,000, TO BE EVIDENCED BY THE FOLLOWING THREE SERIES OF GENERAL OBLIGATIONS: (I) GENERAL OBLIGATION NOTE, SERIES A OF 2018, IN THE PRINCIPAL AMOUNT OF \$1,060,000 (THE "2018A NOTE") FOR THE PURPOSE OF PROVIDING FUNDS TO BE APPLIED FOR AND TOWARD COSTS OF THE FOLLOWING PROJECTS: (A) REPAIRS AND IMPROVEMENTS TO THE CITY'S LEVEE SYSTEM AND THE TIDLOW DAM, (B) CONSTRUCTION OF A NEW PUBLIC WORKS SALT SHED, AND (C) REPLACEMENT OF THE PUBLIC WORKS GARAGE ROOF; AND (D) PAYING THE COSTS OF ISSUING THE 2018A NOTE, WHICH TOGETHER WITH THE PROJECTS HEREINBEFORE DEFINED, COLLECTIVELY, THE "2018A PROJECT"; (II) GENERAL OBLIGATION NOTE, SERIES B OF 2018 (FEDERALLY TAXABLE), IN THE PRINCIPAL AMOUNT OF \$292,000 (THE "2018B NOTE") FOR THE PURPOSE OF PROVIDING FUNDS TO BE APPLIED FOR AND TOWARD COSTS OF THE FOLLOWING PROJECTS: (A) FINANCING OF ADDITIONAL IMPROVEMENTS TO THE SELF-FUELING STATION AND A HANGAR AT THE CITY-OWNED AIRPORT (THE "2018B AIRPORT PROJECT"); AND (B) PAYING THE COSTS OF ISSUING THE 2018B NOTE; AND (III) GENERAL OBLIGATION NOTE, SERIES C OF 2018, IN THE PRINCIPAL AMOUNT OF \$2,500,000 (THE "2018C NOTE," AND TOGETHER WITH THE 2018A NOTE AND THE 2018B NOTE, THE "2018 NOTES") FOR THE PURPOSE OF PROVIDING FUNDS TO BE APPLIED FOR AND TOWARD (A) INTERIM FINANCING OF IMPROVEMENTS AND UPGRADES TO THE CITY'S WATER SYSTEM (THE "2018C WATER PROJECT") AND (B) PAYING THE COSTS OF ISSUING THE 2018C NOTE, WHICH TOGETHER WITH THE PROJECTS HEREINBEFORE DEFINED, COLLECTIVELY, THE "2018C PROJECT," AND TOGETHER WITH THE 2018A PROJECT AND THE 2018B PROJECT, THE "2018 PROJECT"); DETERMINING THAT SUCH DEBT SHALL BE NONELECTORAL DEBT OF THE CITY; DETERMINING THAT EACH OF THE 2018 NOTES SHALL BE SOLD AT PRIVATE SALE BY INVITATION; AUTHORIZING ACCEPTANCE OF NOTE PURCHASE PROPOSALS FOR PURCHASE OF EACH OF THE 2018 NOTES AT PRIVATE SALE BY INVITATION AND AWARDED THE 2018 NOTES AND SETTING FORTH RELATED PROVISIONS; PROVIDING FOR MATURITIES AND INTEREST RATES OF THE 2018 NOTES; APPOINTING A PAYING AGENT, REGISTRAR AND SINKING FUND DEPOSITORY FOR EACH OF THE 2018 NOTES; PROVIDING FOR THE TERMS OF THE 2018 NOTES INCLUDING DATED DATE, DENOMINATIONS, INTEREST PAYMENT DATES AND RECORD DATES; PROVIDING FOR THE REGISTRATION AND TRANSFER OF THE 2018 NOTES; AUTHORIZING THE EXECUTION AND DELIVERY OF THE 2018 NOTES; PROVIDING THAT THE 2018A NOTE AND THE 2018C NOTES, WHEN ISSUED, SHALL BE TAX-EXEMPT , GENERAL OBLIGATIONS OF THE CITY AND THE 2018B, WHEN ISSUED, SHALL BE A TAXABLE , GENERAL OBLIGATION OF THE CITY;

COVENANTING TO PAY DEBT SERVICE AND PLEDGING THE FULL FAITH, CREDIT AND TAXING POWER FOR THE PAYMENT OF THE 2018 NOTES; SETTING FORTH THE OPTIONAL PREPAYMENT AND ANNUAL PRINCIPAL AMORTIZATION PROVISIONS OF THE 2018 NOTES; CREATING SINKING FUNDS IN CONNECTION WITH EACH OF THE 2018 NOTES AS REQUIRED BY THE DEBT ACT; APPROPRIATING PROCEEDS OF THE 2018 NOTES; SPECIFYING THE ESTIMATED USEFUL LIFE OF EACH COMPONENT OF THE 2018 PROJECT; SETTING FORTH CERTAIN COVENANTS RELATING TO THE NON-ARBITRAGE STATUS OF THE 2018A AND 2018C NOTE, AND TO THE EXTENT THE 2018A NOTE AND 2018C NOTE QUALIFY PURSUANT TO SECTION 265(B)(3) OF THE INTERNAL REVENUE CODE OF 1986, AS AMENDED, DESIGNATING THE 2018A NOTE AND 2018C NOTE AS QUALIFIED TAX-EXEMPT OBLIGATIONS; RATIFYING PRIOR ADVERTISEMENT AND DIRECTING FURTHER ADVERTISEMENT; AUTHORIZING AND DIRECTING THE PREPARATION, EXECUTION AND FILING OF A TRANSCRIPT OF PROCEEDINGS WITH THE PENNSYLVANIA DEPARTMENT OF COMMUNITY AND ECONOMIC DEVELOPMENT, INCLUDING A DEBT STATEMENT AND BORROWING BASE CERTIFICATE AND, AS AND WHEN APPROPRIATE, A SELF-LIQUIDATING DEBT REPORT WITH RESPECT TO EXISTING DEBT AND THE 2018 NOTES; AUTHORIZING AND DIRECTING OFFICERS AND OFFICIALS OF THE CITY TO EXECUTE AND DELIVER DOCUMENTS AND TO TAKE SUCH ACTION AS MAY BE NECESSARY RELATING TO THE ISSUANCE OF THE 2018 NOTES; CREATING A CLEARING ACCOUNT FOR EACH OF THE 2018 NOTES AND A PROJECT ACCOUNT FOR EACH OF THE 2018 NOTES; AUTHORIZING THE PAYMENT OF EXPENSES; PROVIDING GUIDELINES FOR PERMITTED INVESTMENTS; PROVIDING FOR THE AUTHORIZATION OF OFFICERS; RATIFYING AND CONFIRMING AUTHORIZATION TO THE CITY SOLICITOR, FINANCIAL ADVISOR, AND NOTE COUNSEL; PROVIDING FOR SEVERABILITY OF PROVISIONS HEREOF; AND REPEALING ALL OTHER INCONSISTENT ORDINANCES OR PORTIONS THEREOF.

Consideration of Resolution authorizing the execution of an agreement with PennDOT

Mr. Wilson presented Resolution 1314 authorizing the execution of an agreement with PennDOT for the acceptance of the \$1,000,000 Transportation Alternatives Program grant for the East Church Street Streetscape Project. **On motion of Mr. Stevenson, seconded by Mr. Byerly and carried unanimously, Council approved the following Resolution authorizing the execution of an agreement with PennDOT for the acceptance of a \$1,000,000.00 Transportation Alternatives Program (TAP) grant for the East Church Street Streetscape Project.**

CITY OF LOCK HAVEN
CLINTON COUNTY, PENNSYLVANIA

RESOLUTION NO. 1314

Consideration of the award of fall street patching to Wolfe Coal and Excavating, Inc.

The Manager stated that two bids were received for the Fall street patching and the low bidder was Wolfe Coal & Excavating, Inc. in the amount of \$38,900.06. The Manager stated that the City had to reduce the scope of the project because of the amount of funds available in the water fund and therefore the work will include patching on State roads and roads in Castanea Township; patching on city-owned roads will not be done at this time. **On motion of Mr. Conklin, seconded by Mr. Byerly and carried unanimously, Council awarded a contract to Wolfe Coal and Excavating, Inc. in the amount of \$38,900.06 for the Fall street patching project.**

NEW BUSINESS

Consideration of a contract with Kristin Smith appointing her Chief of Police

The Manager presented a contract with Kristin Smith, appointing her Chief of Police of the City of Lock Haven. Mr. Wilson stated that Ms. Smith is a qualified candidate from within the ranks and he is recommending approval of a contract with Ms. Smith. **On motion of Mr. Long, seconded by Mr. Conklin and carried unanimously, Council awarded a contract appointing**

Kristin Smith as the Chief of Police of the Lock Haven Police Department. Mr. Baney issued the oath of office to Ms. Smith and noted she is the first woman holding the position of Lock Haven Police Chief.

Consideration of amendment to agreement with the County Sewer Authority

Mr. Wilson presented an amendment to the Pump Station and Storage Tank Operating agreement with the Clinton County Sewer Authority. He noted that in paragraph six the agreement currently states that funds can be used for administrative and operating costs, however, at the end of the paragraph it only states that funds can be used for administrative costs. Mr. Wilson stated that the amendment corrects this inconsistency and allows funds to be used for administrative and operating costs. He added that the city currently provides the maintenance crew for the Authority's facilities, however, beginning next year the Authority will not be using the City crew and instead an independent contractor for maintenance of their facilities. **On motion of Mr. Long, seconded by Mr. Morris and carried unanimously, Council amended the Pump Station and Storage Tank Operating agreement with the Clinton County Sewer Authority.**

City purchase of 37-41 Bellefonte Avenue ("Heilig Meyers") and 53 Bellefonte Avenue (Earl Kennedy property) at the September 20, 2018 judicial sale.

The Manager noted that the City purchased 37-41 Bellefonte Avenue ("Heilig Meyers") in the amount of \$100 plus \$583.72 in fees for a total purchase price of \$683.72; and 53 Bellefonte Ave (Earl Kennedy property) in the amount of \$100 plus \$661.10 in fees for a total purchase price of \$761.10 at the September 20, 2018 judicial sale.

Consideration of authorization to solicit for bids for the demolition of 43-51 Bellefonte Avenue ("Town Tavern") and 53 Bellefonte Avenue (Earl Kennedy property).

Mr. Wilson requested authorization to solicit for bids for the demolition of 43-51 Bellefonte Avenue (former "Town Tavern") and 53 Bellefonte Avenue (former Earl Kennedy property). Mr. Morris asked if the City had an idea of the cost of demolition. Mr. Wilson stated that it was difficult to determine the demolition cost in advance. **On motion of Mr. Conklin, seconded by Mr. Byerly and carried unanimously, Council authorized the solicitation of bids for the demolition of 43-51 Bellefonte Avenue and 53 Bellefonte Avenue.**

Consideration of Resolution No. 1309 authorizing Keystone Central Tax Office to collect the city's Local Services Tax

The Manager presented Resolution No. 1309 authorizing Keystone Central Tax Office to collect the city's Local Services Tax with the tax quarter payable January 1, 2019 with a maximum administrative fee of 5%. Mr. Wilson stated that the City currently collects this tax which is \$52.00 a year for anyone employed in the city. He noted that the Keystone Central Tax Office currently collects earned income and business privilege taxes and they can cross reference these data bases to determine if all employees are paying the local service tax. Mr. Wilson estimated that the City will pay Keystone Central approximately \$8,000.00 per year however it is estimated that the City is losing approximately \$8,500 per year because we are not capturing everyone who is employed in the City. **On motion of Mr. Conklin, seconded by Mr. Long and carried unanimously, Council approved the following resolution:**

CITY OF LOCK HAVEN
CLINTON COUNTY, PENNSYLVANIA

RESOLUTION NO. 1309

Consideration of the appointment of Council Member Mincer to various boards

The Manager noted that with the resignation of Council Member Sara Stringfellow, her replacement on Council, William Mincer, is recommended to fill the following board vacancies: City Employee Retirement Board, Police Pension Fund Board, Alternate Representative to the Central Clinton County Water Filtration Authority, Alternate Representative to the Clinton County Sewer Authority and replacing Council Member Byerly as liaison to the Ross Library. **On motion of Mr. Conklin, seconded by Mr. Stevenson and carried unanimously, Council appointed William Mincer to the City Employee Retirement Board, Police Pension Fund Board, Alternate Representative to the Central Clinton County Water Filtration Authority, Alternate Representative to the Clinton County Sewer Authority and liaison to the Ross Library.**

ADJOURNMENT

On a motion of Mr. Long, seconded by Mr. Conklin the meeting was adjourned at 7:28 p.m.

Mayor

City Clerk