

**CITY COUNCIL MEETING
MARCH 21, 2016**

City Council met in regular session on Monday, March 21, 2016 in Council Chambers, City Hall, Lock Haven, Pennsylvania. The meeting was called to order at 7:00 p.m. by Mayor Baney and opened the meeting with a moment of silence. Mayor Baney then led Council in the Pledge of Allegiance.

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

COUNCIL MINUTES

On motion of Ms. Stringfellow, seconded by Mr. Conklin and carried unanimously, Council approved the minutes of the meeting of March 7, 2016.

PUBLIC COMMENT PERIOD

There were none from those in attendance.

CORRESPONDENCE

PA Municipal League/Annual Essay Contest

The City Manager acknowledged receipt of a letter from the PA Municipal League announcing the 2016 High School Essay Scholarship Contest. He noted that two scholarships are given each year in the amount of \$2,000.00 and \$1,000.00 and applications will be provided to Central Mountain High School.

OLD BUSINESS

Replacement of Flag Pole at Veterans Park

The Manager noted Council at their March 7th meeting approved the replacement of the existing flag pole at Veterans Park. He explained the project has become more complicated because the new pole cannot be fastened to the stub of the existing pole and would have to be placed in a concrete base some 5 ½ feet deep. There is concern digging a large hole close to the floodwall which would have to be approved by the Flood Authority and reviewed by the Corps of Engineers. The Manager stated there are approximately 21 items in Veterans Park at this time and there will most likely be additional proposals presented for future memorials. He suggested installing a new flag and new rope on the existing 40' pole, repaint it if necessary, and proceed with the Viet Nam Memorial. He also reminded Council of former Mayor Vilello's suggestion to look at Veterans Park with respect to developing a plan of the current layout and where any future memorial requests could be addressed. He suggested to Council they may want to look at an alternate location for the Veterans Park. A short discussion followed regarding new locations, using Canal Park and getting support from different Veterans groups. **On motion of Mr. Forbes, seconded by Ms. Stringfellow and carried unanimously, Council postponed any action on the installation of a new flag pole until a long term plan is developed.**

NEW BUSINESS

PROPERTY USE/EVENT REQUESTS

Clinton County Housing Authority/Closing of Linden Street for Spring Carnival

The Manager acknowledged a request from Jeffrey E. Rich, Executive Director of the Clinton County Housing Authority requesting closing a portion of Linden Street to hold

an outdoor Spring Carnival for the benefit of Authority residents on Saturday, April 30, 2016.

Lock Haven Catholic School/Use of Zindel Park

The Manager acknowledged receipt of a request from Lock Haven Catholic School for the use of the Zindel Park area for the Eagle Trek Walk/Run on May 15, 2016.

Central PA Street Machines, Inc./Request for use of Airport Property

The City Manager acknowledged receipt of a letter from Central PA Street Machines requesting the use of an area at Piper Airport for their annual car show on July 3, 2016. He indicated that proof of insurance was received.

On motion of Mr. Bravard, seconded by Mr. Forbes, and carried unanimously, Council approved the requests of Clinton County Housing Authority for the closing of a portion of Linden Street for their outdoor Spring Carnival on April 30, 2016; of the Lock Haven Catholic School for the use of Zindel Park for their Eagle Trek Walk/Run on May 15, 2016; and the Central PA Street Machines for the use of an area at Piper Airport for their car show on July 3, 2016.

Presentation on Proposed “Jazz and Art on Main Street”

The Manager acknowledged receipt of a request from the Clinton County Arts Council proposing a “Lock Haven Jazz & Art on Main Street” Festival on August 19-20, 2016. The event would require the closure of Main Street between Jay and Grove Streets, free parking on August 20, 2016, and adult beverages to be sold at the Elks parking lot. Mr. Steve Getz, President of the Clinton County Arts Council, Natasha Gorham of Downtown Lock Haven, Inc, and Julie Brennan and Louis Anastos of the Clinton County Economic Partnership were in attendance to explain this project. Mr. Getz noted their objective is an economic stimulus for the downtown businesses and to promote Lock Haven as a cultural center for the region. He described the many proposed activities for the Jazz & Art Festival.

Mr. Getz requested that Main Street between Jay and Grove Streets be closed on August 20th from noon until 6:00PM, free parking in the City on August 20th and allowing adult beverages to be sold at the Elks parking Lot. He noted that security will be located at the entrance and exit of the parking lot. Ms. Brennan noted that the PLCB regulations and City Ordinances have been reviewed and the Elks is permitted to sell alcoholic beverages as proposed.

On motion of Mr. Conklin, seconded by Mr. Forbes and carried unanimously, Council approved the requests of the Arts Council for Lock Haven “Jazz & Art on Main Street” on August 19-20, 2016.

Presentation on Proposed Boat Dock

Clinton County Economic Partnership operating board member, Louis Anastos and Julie Brennan, Tourism Director, were in attendance. Mr. Anastos noted that he and Ms. Brennan recently met with City officials to gauge interest and support for a boat dock on the Lock Haven side of the river. In early January, 2016, he and Ms. Brennan met with Jim Yoxtheimer, Director of the Lock Haven Area Flood Protection Authority, who took the idea before the Authority. They attended the March Flood Authority meeting and the Authority unanimously approved the concept and the next step was to obtain City Council approval to continue the project and to pursue U.S. Army Corps of Engineers approval.

Mr. Anastos noted the following project details for Council’s consideration:

1. A boat dock on the Lock Haven side of the River would be an economic benefit to the City’s downtown business district, allowing customers the ability to dock and then walk the short distance to the downtown.

2. The proposed location for the dock is directly down river from the Jay Street bridge. (Site Plan was provided)

3. As currently proposed, the dock is a straight 60-foot design that will run parallel to the levee walkway. (Boat Dock Design was provided)

4. They are working with two different boat dock manufacturers and estimate project costs to be under \$25,000.

5. Funding for the project would come from private donations and grants.

6. The City of Lock Haven would assist with final design and be the permanent owner of the dock, with full responsibility for maintenance

7. City crews would be responsible for installation of the dock each season (this would not be a permanent dock but rather a seasonal dock).

8. City crews would also be responsible for removal of the dock at the end of the season and in the event the dock would need to be removed due to high water (installation and removal would follow a process similar to that of the floating stage).

A short discussion followed regarding the removal of both the dock and floating stage in the event of high water, proper lighting, security for the boats, and the time frame for the completion. **On motion of Mr. Conklin, seconded by Mr. Forbes and carried unanimously, Council agreed to support the project for the boat dock with final approval to be made when the design is complete.**

Authorization to Submit Proposals for Audit of East Water Street Streetscape Project Phase 2

The City Manager provided Council with a Memo from Leonora Hannagan, City Planner, regarding Audit Services for the East Water Street Streetscape Project, Phase 2. He noted this project was funded using the PA Department of Community & Economic Development's Keystone Communities funds and the state requires a project audit. There is currently \$10,000 set aside in Keystone Communities funds for a project audit. The Manager requested authorization to solicit proposals for the audit. **On motion of Mr. Bravard, seconded by Mr. Forbes and carried unanimously, Council authorized solicitation of proposals for audit services for the East Water Street Streetscape Project, Phase 2.**

Authorization to Submit Application for Clinton County Tourism/Recreation Funds/Summer Concert Series

The Manager requested authorization to submit an application for Clinton County Tourism/Recreation Funds in the amount of \$3500 for the Summer Concert Series. **On motion of Mr. Bravard, seconded by Ms. Stringfellow and carried unanimously, Council authorized the submission of an application for Clinton County Tourism/Recreation Funds in the amount of \$3500 for the Summer Concert Series.**

Consideration of CDBG (2013) Budget Revisions

The City Manager provided a Memo from Leonora Hannagan, City Planner, regarding proposed budget revisions of the 2013 CDBG Program. Ms. Hannagan was in attendance and noted the City received a total of \$2,103.03 in program income funds in the 2013 CDBG Program and would like to reprogram these funds for Program Administration. In addition, there is an unexpended balance of \$4,602.00 in the Purchase of Fire Hose/Citizens Hose Company line which must be reprogrammed to another activity.

Ms. Hannagan stated that all funds in the 2013 CDBG Program must be expended by January 9, 2017 therefore the recommendation is to reprogram these funds to the City-Wide Sidewalk Replacement Program.

There is currently an unexpended balance in the Sidewalk Replacement Program activity line of \$774.05 (2013 CDBG) and \$30,000 (pending 2015 CDBG). Reprogramming the above amounts will increase the available total Sidewalk funds available to \$35,376.05.

Ms. Hannagan is requesting Council authorization to approve the following budget revisions:

Increase the Program Administration budget from \$34,000 to \$36,103.03; and

Increase the City-Wide Sidewalk Replacement Program from \$4003.04 to \$8,605.04.

These revisions do not require a public hearing but would be forward to the PA Department of Community & Economic Development for their review and approval.

On motion of Mr. Bravard, seconded by Mr. Conklin and carried unanimously, Council approved the above budget revisions to the 2013 CDBG Program.

Presentation of Outdoor Movies for Summer Movie Series

Leonora Hannagan, City Planner, noted that the Outdoor Movie Series Committee met on March 2, 2016 and reviewed several movies that were available through Swank Motion Pictures. The following dates and movies were selected:

July 9 – Back to the Future - \$325 plus \$28 shipping
July 23 – Inside Out - \$375 plus \$28 shipping
August 6 – ET - \$325 plus \$28 shipping
August 20 – Minions - \$375 plus \$28 shipping

According to Ms. Hannagan, the Committee is recommending that the movies are shown in July and August and noted that the Lock Haven Hospital has again agreed to contribute \$2000 toward the Outdoor Movies Series. The total cost of the movies and manpower is estimated at \$3112.00.

Spring Clean Up Schedule

The Manager announced that the City's Spring Clean Up is scheduled for April 18 and 19 and April 25 and 26, 2016.

Presentation of 2016 Summer Concert Series Schedule

Mayor Baney and Councilman Conklin presented two displays which included photos of the bands that will be performing in Triangle Park and on the floating stage at the amphitheater starting on June 3, 2016. Mayor Baney gave a brief description of the bands performing on the floating stage and Mr. Conklin described the bands to perform in Triangle Park. It was noted there will be five new bands this year and also Saturday concerts during the month of August from 5 PM to 7:30 PM.

ADJOURNMENT

On a motion of Mr. Conklin, seconded by Ms. Stringfellow and carried unanimously the meeting adjourned at 7:55 P.M.

Mayor

City Clerk