

**CITY COUNCIL MEETING
MARCH 7, 2016**

City Council met in regular session on Monday, March 7, 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, Douglas Byerly, Richard Conklin, Ted Forbes, Steve Stevenson, Sara Stringfellow and Mayor William Baney. Also attending the meeting were Gregory Wilson, Assistant City Manager, and reporter Wendy Stiver for The Express.

COUNCIL MINUTES

On motion of Mr. Conklin, seconded by Mr. Bravard, Council by a vote of 6 to 1, with Mr. Forbes abstaining, approved the minutes of the meeting of February 22, 2016.

PUBLIC COMMENT PERIOD

Kenneth & Karen Shadle of Mill Hall were in attendance and offered to donate a 30 foot flag pole for Veterans Park. Mr. Shadle presented a photograph of the proposed pole and described the process of installing the pole, which he believed could fit over the base of the existing pole. The Assistant City Manager noted other potential projects the City had received requests for – 5 additional flags to be placed in Veterans Park and rehabilitation of the World War II monument. A short discussion followed regarding the placement of the pole, who would be responsible for the installation, and coordinating the placement of the 5 additional flags. **On motion of Mr. Conklin, seconded by Mr. Stevenson and carried unanimously, Council accepted the proposal from Mr. Shadle to provide a new flag pole for Veterans Park.**

Mr. Richard Morris was in attendance and noted before the Water Street renovations there were two 15 minute 4-way flasher parking spaces in front of the courthouse. He noted the parking spaces are still there but now there is a meter base that is not aligned with the dividing line between the two spaces with a single meter head. Mr. Morris questioned the long term plan for the parking spaces. Mr. Wilson noted he would look into the Ordinance.

CORRESPONDENCE

Keystone Central Tax Office/Earned Income Tax Collections

The Assistant Manager acknowledged receipt of \$29,672.34 from the Keystone Central Tax Office in Earned Income Tax collections for the first of two payments for February.

PA Liquor Control Board/Transmittal of Annual Liquor License Fees

The Assistant City Manager acknowledged receipt of \$600.00 in annual liquor license fees from the PA Liquor Control Board.

PA Department of Transportation/2016 Liquid Fuels Allocation

The Assistant City Manager acknowledged notification of the annual liquid fuels allocation in the amount of \$249,006.08 from the PA Department of Transportation. He noted this amount is \$6437 more than was budgeted.

City of Easton/Voting Contest Results

The Assistant Manager stated that the award for highest voter turnout in a Third Class City for 2015 was awarded by the City of Easton to the City of Greensburg with 32.66% of their electors voting.

PA Dept. of Community & Economic Development/Results of CDBG Contract Reviews

The Assistant City Manager noted that three (3) of the City’s CDBG contracts were reviewed by DCED and each one was found to be in good condition and well documented.

OLD BUSINESS

Award of Contract/2016 Street & Parking Lot Paving Project

The Assistant City Manager distributed a Tabulation of Bids for the 2016 Street & Parking Lot Paving Project received and opened March 3, 2016. The following three (3) bids were received:

<u>NAME/ADDRESS</u>	<u>BID SECURITY</u>	<u>TOTAL BID SCHEDULE A</u>	<u>TOTAL BID SCHEDULE B</u>	<u>TOTAL BID SCHEDULE C</u>	<u>TOTAL BID A, B & C</u>
HRI, Inc. 1750 West College Ave. State College, PA 16801	Bond – 10%	\$168,885.00	\$64,619.00	\$38,440.00	\$271,944.00
Glenn O. Hawbaker, Inc. 1952 Waddle Road, Suite 203 State College, PA 16803	Bond – 10%	\$183,429.00	\$54,549.00	\$43,655.00	\$281,633.00
Charles Construction Co. 838 East Central Avenue Jersey Shore, PA 17740	Bond – 10%	\$143,085.54	\$41,362.44	\$33,011.40	\$217,459.38

Schedule A is for Bald Eagle Street, Kite Alley – Hampton Street
Schedule B is for Church Street Parking Lot
Schedule C is for Bald Eagle Street, Commerce Street – Kite Alley

The Assistant Manager recommended awarding the contract to the low bidder, Charles Construction in the amount of \$217,459.38. **On motion of Mr. Stevenson, seconded by Mr. Forbes and carried unanimously, Council awarded the contract for the 2016 Street & Parking Lot Paving Project to Charles Construction in the amount of \$217,459.38.**

Award of Contract/Airport Consultant for Projects Within Five Year Period

The Assistant City Manager provided Council with a Memo from Leonora Hannagan, City Planner, regarding an airport consultant for projects within the next 5 year period. He noted on November 9, 2015 the City solicited qualifications from engineering consultants for planning, engineering and environmental services at the Airport over the next five years. Four proposals were received and the Airport Review Committee ranked the top three firms as follows:

- Rank 1 – Delta Airport Consultants, Inc., Harrisburg, PA
- Rank 2 – GAI Consultants, DuBois, PA
- Rank 3 – L.R. Kimball, Ebensburg, PA

Authorization was requested to select Delta Airport Consultants, Inc. as the first choice for consultant for projects within the next five year period and to negotiate terms of a contract for fees for services under the first project. If an acceptable scope of work and cost proposal cannot be negotiated with Delta Airport Consultants, Inc., the City will contact the second ranked firm. A discussion followed regarding the Bureau of Aviation 4-year budget, easement acquisition, the need to hire a consultant, the basis for the criteria for ranking, and types of projects consultant may be involved. **On motion of Mr. Conklin,**

seconded by Ms. Stringfellow, Council by a vote of 6 to 1, with Mayor Baney voting in the negative, approved Delta Airport Consultants, Inc., as first choice for a consultant for projects within the next five-year period and authorized the staff to negotiate a scope of work and cost proposal.

NEW BUSINESS

Recognition of Donation from Sons of Italy

The Assistant Manager recognized the donation of \$2000.00 from the Sons of Italy for the 2016 Summer Concert Series.

Ratification of Application/Williams Atlantic Sunrise

The Assistant City Manager requested ratification of a grant application submitted to Williams Atlantic Sunrise in the amount of \$10,000 for the purchase of 14 portable radio systems for the Police Department. The deadline for applications was March 1, 2016. **On motion of Mr. Bravard, seconded by Ms. Stringfellow and carried unanimously, Council ratified the application to Williams Atlantic Sunrise for a grant in the amount of \$10,000 for the purchase of 14 portable radio systems for the Police Department.**

Consideration of Appointment/Workplace Safety Committee

The Assistant Manager requested Council approval of the appointment of Kyle Fox to the Workplace Safety Committee. **On motion of Mr. Byerly, seconded by Mr. Stevenson and carried unanimously, Council approved the appointment of Kyle Fox to the Work place Safety Committee.**

Consideration of Appointment/Ross Library Board of Trustees

The Assistant Manager acknowledged receipt of a letter from Diane Whitaker, Executive Director of the Ross Library requesting Council appointment of Mary Jane Isenberg to the Ross Library Board of Trustees for a term to expire January 1, 2019. Mr. Morris, secretary of the Board, gave a very favorable recommendation of Ms. Isenberg and also noted the Board is very excited about the appointment of Ms. Isenberg. Mr. Morris stated there is still one city appointed seat vacant on the Board. **On motion of Ms. Stringfellow, seconded by Mr. Forbes and carried unanimously, Council approved the appointment of Mary Jane Isenberg to the Ross Library Board of Trustees for a term to expire on January 1, 2019.**

Authorization to Execute Quit Claim Deed/Clinton County Housing Authority/Linden Street

The Assistant Manager requested Council approval to execute a Quit Claim Deed to the Clinton County Housing Authority to transfer an unopened portion of a right-of-way of Linden Street west of Youngs Avenue. He noted that when this section of the City was developed this was to be a continuation of Linden Street. More than 21 years have elapsed since that time and the City did not and does not intend to open that section of road. The Authority currently uses the area for a playground. The deed has been reviewed by the City Solicitor. **On motion of Mr. Conklin, seconded by Mr. Forbes and carried unanimously, Council authorized the execution of a Quit Claim Deed to the Clinton**

County Housing Authority to transfer an unopened portion of right-of-way of Linden Street west of Youngs Avenue.

Authorization to Purchase Fire Department Turnout Gear/Assistance to Firefighters Grant Funds

The Assistant City Manager provided Council with a Memo from Leonora Hannagan, City Planner, regarding the purchase of fire gear. He noted the City received a \$98,762.00 Assistance to Firefighters Grant (AFG) for the purchase of turn out gear for the 3 fire companies. The AFG program required a minimum local match of \$4,938 for a total

project cost of \$103,700. The price quote from Witmer Public Safety Group for the purchase of this equipment totals \$104,636.00. Budgeted funds of \$6,300 in the General Fund would fund the local match. **On motion of Mr. Bravard, seconded by Ms. Stringfellow and carried unanimously, Council authorized the purchase of Fire Department turn out gear from Witmer Public Safety Group using Assistance to Firefighters Grant (AFG) funds.**

Employee Report by Assistant Manager

The Assistant Manager reported that Rebecca Kerstetter was hired as a clerk for the Police Department effective March 1, 2016.

ADJOURNMENT

On a motion of Mr. Conklin, seconded by Mr. Stevenson and carried unanimously the meeting adjourned at 8:00 P.M.

Mayor

City Clerk