

**City Council Meeting
May 4, 2020**

City Council met in regular session on Monday May 4, 2020, over video conference call, in Lock Haven, Pennsylvania. The meeting was called to order at 7:00 PM by Mayor Joel Long 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, Barbara Masorti, William Mincer, Richard Morris, Steve Stevenson, and Mayor Joel Long. Also, in attendance were City Manager Gregory Wilson, Chief of Police Kristin Smith, City Planner and Development Coordinator Abigail Roberts, and Director of Community Life Kasey Campbell.

COUNCIL MINUTES

On a motion made by Mr. Mincer, seconded by Mr. Morris and carried unanimously, the minutes of the April 20, 2020 special meeting were approved.

PUBLIC COMMENT

Mayor Long commented that he had been contacted by various members of the community asking for clarification to the amendment to the State of Emergency adopted by Council at the previous meeting, but he was able to resolve the issues residents had.

Mr. Mincer commented that he also had received concerns and forwarded those onto the City Manager and they had subsequently been addressed.

CORRESPONDENCE

The City Manager announced the Spring Clean-up dates for the City of Lock Haven. Spring Clean-Up will be on Monday, May 18, Tuesday, May 19, Tuesday, May 26, and Wednesday, May 27. Leaves and garden residue must be kept separate, placed in bags or containers not weighing more than 50 pounds, and placed on the street curb or sidewalk by 7:00 a.m. each day. Any brush or limbs must be tied in bundles using a material that is able to be composted.

The City Manager read a public notice regarding the renewal of the Lock Haven University Clean Air Act permit application, and any member of the public can ask questions or comments regarding the pollution to the city from the university.

Director of Community Life announced the launch of the City Facebook page. This will be used to give announcements to the public, however, should there be any comments or concerns, residents are asked to use the City App, or call City Hall.

UNFINISHED BUSINESS

Council Considered Proclamation No. 1376 amending the State of Emergency. The City Manager explained that beginning April 13, the City furloughed 22 employees, and over the past three weeks, ten employees were returned to their station of employment. Nine full-time and five part-time employees still remain on furlough. All city facilities are closed, with one employee under quarantine. There is a plan to bring back all furloughed employees and begin opening city facilities based on specific criteria. This plan only applies to city-owned facilities and public places and the fire department facilities. The recommendation to council is that the city infection rate and testing data be monitored, and by using this data, after one week of staying under 50 positive cases per 100,000 residents, furloughed employees will return to work, and after 14 days, city facilities will begin to open. The City Manager will update the infection rates and testing data daily, and the Director of Community Life will update this information on the City website. **On a motion made by Mr. Conklin, seconded by Mr. Byerly, and carried unanimously, the proclamation was passed.**

Council considered the suspension of the Civil Service Rules for purpose of hiring during the state of emergency and to appointment of Auxiliary Police Officer Matthew Rickard to the vacant position of fulltime Probationary Patrol. The Chief of Police expressed her recommendation that council approve the appointment. **On a motion made by Mr. Mincer, seconded by Mr. Byerly, and carried unanimously, the Civil Service Rules were suspended, and Matthew Rickard was appointed to the position of Probationary Patrolman effective May 4, 2020.**

NEW BUSINESS

The City Planner and Development Coordinator discussed the Commercial Loan program, an emergency small loan for small businesses. The Commercial Loan Committee approved the revision of a low-interest loan program for small businesses in the city. The proposal, if approved by the USDA, would be made available at 1% interest with a six-month deferral period. There is a max of \$50,000 for an individual business, and \$500,000 in funds available.

The City Planner and Development Coordinator discussed the Community Development Block Grant COVID-19 Response Allocation. The City of Lock Haven will be receiving \$186,556 in entitlement funds through the DCED Community Development Block Grant to prevent, prepare for, and respond to the coronavirus. All eligible activities must be directly related to coronavirus and benefit low-moderate income populations. The application deadline will be July 31, 2020. There was discussion on what projects would be eligible for the grant money. When the guidelines are released from DCED, the City Planner will bring them before council for review. **On a motion made by Mr. Mincer, seconded by Ms. Masorti, and carried unanimously, Council approved the amendment to the Citizen Participation Plan to include greater public access through video or phone conference.**

Council considered Resolution No. 1377 to request exemption from PLCB noise violation enforcement in favor of the City's ordinance. This would be a renewal of the approval granted last year by PLCB. The Chief of Police gave an update, stating that only four citations were written for noise ordinance violations, and none of them were to businesses. The City Manager explained that the PLCB will determine the term length, and based on other municipalities he researched, the

term could be three years. **On a motion made by Mr. Stevenson, seconded by Mr. Byerly, and carried unanimously, the resolution carried.**

Council considered the proposal to waive the \$15 late fee Rental Inspection Penalty fee, while retaining the \$15 registration fee. The late fee will be waived until the end of the calendar year. **On a motion made by Mr. Conklin, seconded by Mr. Morris, and carried unanimously, the proposal to waive the penalty fee was passed.**

The City Manager requested that Council putting the request for the return of Kistler Park (the Tiger Den) from Keystone Central School District on the May 18 agenda. The City Manager explained that this would include the parcel of land, as well as any improvements made upon the land, such as the play structure. **On a motion made by Mr. Mincer, seconded by Mr. Byerly, and carried unanimously, the item will be placed on the May 18 agenda.**

OTHER MATTERS

The City Planner gave an update on the 2020 Census rates, and discussed the nationwide Digital Action Weekend, as well as the response rate for the city. To-date, the City is at a 52.9% response rate through email and phone surveys. The City is waiting to hear about the grant funding for Census promotional materials.

Mr. Conklin informed council that he would be absent from the May 18, 2020 meeting.

Mr. Mincer announced that there will be a candlelit vigil throughout the city on porches at May 5, 2020 at 9:00 p.m. to show support for the community during this time of crisis. No other matters were discussed.

Mr. Stevenson announced that it was International Fire Safety Day and thanked the firefighters for their service.

ADJOURNMENT

Upon motion by Mr. Morris, at 8:10 p.m., the meeting was adjourned.

Mayor

City Clerk