

City Council Meeting June 1, 2020

City Council met in regular session on Monday June 1, 2020, over video conference call, in Lock Haven, Pennsylvania, and streamed over YouTube and Facebook Live. 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, City Planner and Development Coordinator Abigail Roberts, Director of Public Works Tony Stopper, Chief of Police Kristin Smith and Director of Community Life Kasey Campbell. A member of the public that joined the call was Joe Waltz.

COUNCIL MINUTES

On a motion made by Mr. Conklin, seconded by Mr. Mincer and carried unanimously, the minutes of the May 18, 2020 regular meeting were approved. Mr. Byerly and Mr. Conklin abstained from the vote due to absence from previous meeting.

PUBLIC COMMENT

Mr. Joe Waltz, democratic candidate for State Representative, thanked Council and City employees for their work on the outdoor dining area on Main Street.

CORRESPONDENCE

Mr. Mincer discussed correspondence from Mr. Mike Toner from the Babe Ruth League, and informed Council that he will direct the sports organizations to the Director of Community Life.

The City Manager read a notice from Clinton County declining the City's application for the 2020 Liquid Fuels Funds. The City requested \$30,000 for reconstruction of storm water to lead water away from the Geisinger facility. The City will apply again in 2021 for a new project. This project will now be funded by the city.

UNFINISHED BUSINESS

The City Manager provided an update on the reopening of City facilities related to the COVID-19 Pandemic. The city has met the measurement set by council for limited reopening of city facilities. A policy is in place for all individuals entering a facility beginning June 15. Beginning June 15, 2020, City Hall will be open with a single entry at the front double glass doors (those who need to may use the elevator on the street level and take it to the first floor). At the entry, guests will need to wear a mask, undergo a "no touch" temperature check, and disinfect their hands. Those with appointments may then proceed to the office in which they have an appointment. Those wishing to make payments may place the payment in the lock box in the entryway (you will not be able to make your payment at the counter in the Treasurer's Office). If you are unable to wear a mask because of medical reasons, an accommodation will be made for you through email, US mail or other electronic means. Authorities, Boards and Commissions may hold in person meetings, but must adhere to the rules of City Hall. The second floor conference room can accommodate 6 people, and Council Chambers can accommodate 12 people. Fire Halls will be open for ice purchases, but visitors must wear masks and sanitize hands. The Public Works Second Avenue Garage will receive residents for the drop off of yard waste by appointment only. All league sports cannot use city property until they have submitted a written plan on how they will proceed through the Green Phase. Basketball courts, parks and playgrounds will remain closed until the Director of Community Life and the Director of Public Works develop a plan on sanitizing play surfaces.

The City Planner and Development Coordinator provided an update on the COVID-19 commercial loan program. The USDA approved the revised commercial loan program on Friday, May 29, 2020. This program provides a 1% interest rate and 6-month deferment, with maximum loans of \$50,000, that can be used for working capital, equipment, or real estate. Applications will be available on the website and interested businesses can contact the City Planner for more information. The program will be available for 6 months, at that time, the Commercial Loan Committee will meet and decide whether or not to extend the deadline.

The City Manager discussed the annual adoption of the Fair Housing Resolution, it is unchanged from previous years, and is the federal guideline that the resolution be adopted in order to obtain funding from federal sources like the Community Development Block Grant. **On a motion made by Mr. Stevenson, seconded by Mr. Conklin, and carried unanimously, resolution 1580 was adopted.**

Council considered Resolution No. 1581, waiving the open container ordinance on Friday and Saturday evenings for outdoor dining, and the closure of E Main Street, from Jay to Vesper Streets, and Grove Street from E Church to Jordans Alley, on Fridays from 10:00 a.m. to Saturdays at 9:00 p.m. from the weekend after approval from PennDOT through September 26, 2020. This closure is intended to help businesses in town receive more business, allowing restaurants to have increased capacity through outdoor dining, and retailers to provide outdoor sales. This will also allow the Summer Concert Series to hold their Friday night concerts in a safer location that will allow social distancing. This closure will require barricades and safety measures to be organized by the Director of Public Works, Chief of Police, and Director of Community Life. Restaurants interested in participating with outdoor seating will have to submit applications to the city for approval, and must abide by the rules set in place by the ordinance. **On a motion made by Mr. Mincer, seconded by Mr. Byerly, and carried unanimously, resolution 1581 permitting the waiver of the Open Container Ordinance for alcohol served by and consumed at the table of an authorized restaurant was adopted. On a motion made by Mr. Stevenson, seconded by Mr. Mincer, and carried unanimously, Council approved the closure of Main Street, pending approval from PennDOT.**

NEW BUSINESS

The City Manager discussed the 2020 Annual Budget Review, and the loss of revenue due to COVID-19. The City of Lock Haven experienced a loss of \$664,000 in revenue, which is 12% of the budget. The City Manager explained that due to the loss of revenue, there are significant expenses that will need to be cut. The City Manager explained federal and county relief that is available to help with expenses related to COVID-19, but with limited revenue reimbursements, the budget will need to be re-evaluated. Several expenses will be cut from the budget, and moved to the budget for 2021. Additionally, \$208,000 of payroll will be moved into the liquid fuels allocation for 2020. The City Manager requested that council move the balance of the general reserve fund of \$90,060, into the general fund account, while the city manager works to cut the remaining \$630,00 from the 2020 budget and maintaining full employment. **On a motion made by Mr. Morris, seconded by Mr. Stevenson, and carried unanimously, Council approved the transfer of funds from the General Fund Reserve Fund to the General Fund.**

Council considered the Appointment of Lock Haven Fire Chief, Deputy and Assistant Chiefs. **On a motion made by Mr. Stevenson, seconded by Mr. Conklin, and carried unanimously, Norm Wolfram was appointed Fire Chief, Robert Neff was appointed Deputy Fire Chief, and Tyler Wooding was appointed Deputy Fire Chief effective July 1 each for a 2-year term.**

Council considered the appointment of resident Drew Deems to the vacant position on the Ross Library Board. **On a motion made by Mr. Mincer, seconded by Mr. Morris, and carried unanimously, Drew Deems was appointed to the Ross Library Board.**

Council considered Ordinance No. 2020-06, adopting the Memorandum of Understanding between the City of Lock Haven Police Department and Keystone Central School District. This

memorandum clarifies the crimes events that the Lock Haven Police Force has the ability to investigate on Keystone Central property. **On a motion made by Mr. Conklin, seconded by Mr. Byerly, and carried unanimously, the ordinance was adopted on first reading (Second reading June 15, 2020).**

Council considered the award of the contract for drilling the supplemental water wells required during the reconstruction of the Keller Dam to HAD Inc. in the amount of \$310,865, to be paid from the 2018C Borrowing. This project cannot begin until easements have been entered into with the property owners and until the proper permits have been obtained from Wayne Township. **On a motion made by Mr. Mincer, seconded by Mr. Conklin, and carried unanimously, the contract was awarded to HAD Inc.**

The City Manager announced the promotion of J. Gregory to Sergeant for the City of Lock Haven Police Department.

OTHER MATTERS

Mr. Mincer asked when the Council meetings would be able to be held in Council Chambers. The City Manager explained that city staff will look into options for streaming council meetings and recommended the first meeting in July.

Mayor Long emphasized to the public that while the county is moving into the green phase on Friday June 5, all residents should remain vigilant in following guidelines.

ADJOURNMENT

Upon motion by Mr. Morris, at 8:18 p.m., the meeting was adjourned.

Joel Long, Mayor

Gregory J. Wilson, City Clerk

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