

**AGENDA OF THE ORGANIZATIONAL & REGULAR MEETING  
LOCK HAVEN CITY COUNCIL  
MONDAY, JANUARY 4, 2021, 7 O'CLOCK P.M.**

1. Call to Order followed by the Pledge of Allegiance
2. Roll Call: Byerly, Conklin, Masorti, Mincer, Morris, Stevenson, Mayor Long
3. ⊗ Acceptance of or correction to the minutes of the December 7 regular meeting
4. Public comments
  
5. Matters of Annual Organization
  - A. ⊗ Appointment of Vice President of Council
  - B. ⊗ Appointment of residents to vacancies on Authorities, Boards & Commissions
  - C. ⊗ Appointment of Members of Council to Authorities, Boards & Commission
  
6. Correspondence
  - A. ⊗ 2019 Annual Audit
  - B. 2021 DCED Tax Info (CLGS-2565)
  - C. Piper Airport annual inspection report
  - D. LHU annual donation \$2,941 (2020 = \$2,913)
  
7. Unfinished Business
  - A. ⊗ Consideration of the award of the lease agreements for Rosecrans property to BAI directing the City Solicitor to draw up an agreement for the same
  
8. New Businesses
  - A. ⊗ Permission to solicit for bids for paving of portions of Spring & 4<sup>th</sup> Streets
  - B. ⊗ Consideration of the resignation of Joseph Sanders IV as Fire Relief Driver and appointing him as Fire Auxiliary Driver.
  
9. Other Matters
  
10. Adjournment

⊗ = Action Item

The next regular meeting of City Council is next Monday, January 18, 2021 at 7PM

AGENDA OF THE REGULAR MEETING  
LOCK HAVEN CITY COUNCIL JANUARY 20, 2020

1. Call to Order
2. Moment of Silence followed by the Pledge of Allegiance
3. Roll Call: Byerly, Conklin, Mincer, Morris, Stevenson, Mayor Long
4. Public Comments
5. Correspondence
  - A. Use request – 2020 Downtown Lock Haven Inc. events
    1. Consideration of Resolution No. 1358 providing for the application to PennDOT for the installation of a banner over E Main Street (Best of Clinton County)
    2. Consideration of Resolution No. 1359 providing for the application to PennDOT for the installation of a banner over E Main Street (JAMS)
  - B. Response to letter from Castanea Township regarding removal of Castanea Dam
  - C. Notice of remittance of annual contribution to city services by Lock Haven University in the amount of \$2,913 (2019=3,133; 2018=3,521; 2017=3,890; 2016=4,277)
  - D. Confirmation of filing of 2020 Tax Information Form with DCED
6. Unfinished Business
  - A. ✓ Consideration of Resolution No. 1360 providing for the sale of 445 Bellefonte Ave
  - B. Review of intersections of
    - Linden Street & Linden Circle
    - Linden Street & Second Avenue
    - S Highland & W Walnut
7. New Business
  - A. ✓ Consideration of Ordinance No. 2020-01 adopting the budget for the 2018 Community Development Block Grant program
  - B. ✓ Consideration of the request of First Quality to install a directional sign in the city's right-of-way to guide delivery trucks to the new entrance to its Castanea Facility off of E Walnut Street.
8. Other Matters
9. ✓ Adjournment

✓ = Action item needing a motion

**Next Council meeting: Monday, February 3, 2020**

AGENDA OF THE REGULAR MEETING  
LOCK HAVEN CITY COUNCIL FEBRUARY 3, 2020

1. Call to Order
2. Moment of Silence followed by the Pledge of Allegiance
3. Roll Call: Byerly, Conklin, Mincer, Morris, Stevenson, Junior Member Maggs, Mayor Long
4. Consideration of the appointment of the vacant seat on City Council
5. Approval of or correction to the minutes of the regular meeting of Council on January 20
6. Public Comments
  - A. Fish & Boat Commission waterways patrol officer Justin Boatwright
  - B. Veterans Park presentation
7. Correspondence
  - A. Use requests:
    1. Sentimental Journey
    2. Consideration of Resolution No. 1361 providing for the application to PennDOT for the installation of a banner over E Main Street (Census)
    3. Consideration of Resolution No. 1362 providing for the application to PennDOT for the installation of a banner over E Main Street (Ross Library)
  - B. Wayne Township Landfill 2019 recycling report
  - C. 2019 Unpaid Real Estate Taxes report: \$230,367.86 (2018=\$213,215.10)
  - D. 2018 Annual Audit (CLGS-30)
  - E. DEP Dam Safety Upper Castanea Unsafe Dam declaration & drawdown required
7. Unfinished Business
  - A. ✓ Consideration of Ordinance No. 2020-01 adopting the budget for the 2018 Community Development Block Grant program (Second reading)
  - B. ✓ Consideration of Ordinance No. 2020-02 amending Chapter 410 Part 125 of the City Code to accommodate 8-foot fencing (First reading)
  - C. ✓ Consideration of the award of materials for 12-bay storage at Second Avenue to Triple D Truss, the lowest bidder, in the amount of \$23,554.86
8. New Business
  - A. ✓ Consideration of Resolution No. 1363 to acquire title to certain properties through Eminent Domain Proceedings a permanent avigation easement over the parcel Control No. 19-9391
  - B. ✓ Consideration to declare the lease of 11 acres of land at the airport to Anadarko Marcellus Midstream abandoned IF a new lease for the site is obtained with Coastal Defense which intends to do extend a 25-year minimum
  - C. Consideration of requests from the Redevelopment Authority of Lock Haven:
    1. ✓ Transfer of 2 E Walnut to Authority to enter into agreement for sale for \$200,000 to Vasas Inc.
    2. ✓ Transfer of 37-55 Bellefonte to Authority to pursue agreement for sale for \$65,000 or greater to Davis/Yoder for construction of 3-story commercial (1<sup>st</sup> floor commercial, floors 2-3 residential at market rate rent)
    3. ✓ Transfer of 615 Park Street (parcel 22-11587-6) to Authority for disposition
    4. ✓ Transfer of Parcel ID 6-2995 "Drake site" to Authority for disposition
  - D. ✓ Appointment of Trevor Reeder and Craig Simcox as Fire Dept. Auxiliary Drivers
9. Other Matters
10. ✓ Adjournment

✓ = Action item needing a motion

**Next Council meeting: Monday, February 17, 2020**

AGENDA OF THE REGULAR MEETING  
LOCK HAVEN CITY COUNCIL FEBRUARY 17, 2020

1. Call to Order
2. Moment of Silence followed by the Pledge of Allegiance
3. Roll Call: Byerly, Conklin, Masorti, Mincer, Morris, Stevenson, Junior Member Maggs, Mayor Long
- 4.⊗ Approval of or correction to the minutes of the regular meeting of Council on Feb 3
5. Public Comments
6. Correspondence
  - A. Use requests:
    - 1.⊗ Downtown Lock Haven Rotary use of Triangle Park
    - 2.⊗ Downtown Lock Haven Rotary installation of "little libraries"
    - 3.⊗ Downtown Lock Haven Inc. request for City to submit for a MAP grant from DCED for 50% of the cost of the feasibility study for conversion of the Masonic Temple to a cultural center
    - 4.⊗ Cedar Heights Brethren in Christ use of Zindel Park
    - 5.⊗ Durty Dabbers use of the City Authority watershed
  - B. Fireman's Relief Association 2017-2018 audit
  - C. Comcast updates
7. Unfinished Business
  - A. PUBLIC HEARING on Amendment to City Code Chapter 27 Zoning
    1. Presentation of proposed change by the Zoning Officer
    2. Question, comments, observations by City Council
    3. Question, comments, observations by others in attendance
    - 4.⊗ Consideration of Ordinance No. 2020-02 (first reading)
  - B.⊗ Consideration of Resolution No. 1364 to transfer property to the Redevelopment Authority
  - C.⊗ Consideration of Ordinance No. 2020-03 renewing the cooperative police services agreement with LHU (first reading)
  - D.⊗ Consideration of Resolution No. 1365 endorsing the creation of the Complete County Committee and supporting the 2020 US Census
8. New Business
  - A.⊗ Consideration of entering into an agreement with Baker Tilly for the 2019 fiscal year audit in the amount of \$43,000.
  - B.⊗ Consideration of the adoption of the Drought Contingency Plan
  - C.⊗ Consideration of the engineering agreement with GAI for taxiway rehab at the airport Phase I
  - D.⊗ Consideration of the appointment of resident Jim Leone (Rose St) to the City Planning Commission and consideration of the appointment of resident Ted Nuttall (W Water St) to the Levee Advisory Committee.
9. Other Matters
- 10.⊗ Adjournment

⊗ = Action item needing a motion

**Next Council meeting: Monday, March 2, 2020**

AGENDA OF THE REGULAR MEETING  
LOCK HAVEN CITY COUNCIL MARCH 2, 2020

1. Call to Order
2. Moment of Silence followed by the Pledge of Allegiance
3. Roll Call: Byerly, Conklin, Masorti, Mincer, Morris, Stevenson, Junior Member Maggs, Mayor Long
4. ✓ Approval of or correction to the minutes of the regular meeting of Council on Feb 17
5. Public Comments
6. Correspondence
  - A. Use requests:
    1. ✓ Clinton County Men's Sunday League use of Peddie Park Saturdays and Sundays from Apr 26 to Aug 30 for league play
  - B. ✓ Downtown Lock Haven River Town Cleanup for Earth Day
  - C. Award of \$298,504 in 2019 Community Development Block Grant funds
  - D. Actuarial report of the City Employees Retirement Fund: 104% funded, Police Pension Fund: 102% funded
  - E. CCEP Time-Out March 12: Eagles
7. Unfinished Business
  - A. ✓ Consideration of Ordinance No. 2020-02 amending Chapter 27 of the City Code (2<sup>nd</sup> reading)
  - B. ✓ Consideration of Ordinance No. 2020-03 renewing the LHU police cooperative services agreement (2<sup>nd</sup> reading)
  - C. ✓ Consideration of the award of the bid for sealcoating and asphalt repairs to the Clinger Walkway on the levee to M&M Asphalt Corp of Williamsport at the base amount of \$31,908.24.
  - D. ✓ Consideration of the award of the proposal for I.T. services to Intrada Technologies for \$1304.00 per month
  - E. ✓ Consideration of Resolution No. 1367 to apply for a Municipal Assistance Program grant for the feasibility study for the Masonic Temple
8. New Business
  - A. ✓ Consideration of Ordinance No. 2020-04 amending the budget for the 2016 CDBG by reprogramming the remaining \$20,750.93 toward Jack Bailey Playground project
  - B. ✓ Consideration of the memorandum of understanding to apply for a grant with the county for body worn video equipment
  - C. ✓ Consideration of approval to dispose of surplus property through public auction
  - D. Geisinger construction (pedestrian walkway closed)
  - E. Vandalism at Hoberman playground
  - F. Consideration of the 2020-25 Capital Improvement Program
9. Other Matters
10. ✓ Adjournment

✓ = Action item needing a motion

**Next Council meeting: Monday, March 16, 2020**

AGENDA OF THE REGULAR MEETING  
LOCK HAVEN CITY COUNCIL MARCH 16, 2020

1. Call to Order
2. Moment of Silence followed by the Pledge of Allegiance
3. Roll Call: Byerly, Conklin, Masorti, Mincer, Morris, Stevenson, Junior Member Maggs, Mayor Long
4. ✓ Approval of or correction to the minutes of the regular meeting of Council on Mar 3
5. Public Comments
6. Correspondence
  - A. Use requests:
    1. ✓ LHU Physician Assistant program use of the levee on Apr 25 for 5K
    2. ✓ Clinton County Special Olympics use of Peddie Park Tuesdays & Thursdays
    3. ✓ YMCA use of City Beach and parking area on Aug 15 for Fill the Bus Festival
  - B. ✓ Notice of the 2019 Voting Award Contest winner Monessen w/ 41.82% (LH=29.29%)
7. Unfinished Business
  - A. ✓ Consideration of Ordinance No. 2020-04 amending the budget for the 2016 CDBG by reprogramming the remaining \$20,750.93 toward Jack Bailey Playground project
  - B. ✓ Consideration of Resolution No. repealing resolution No. 1294 that waived the street excavation fees for external governmental entities
  - C. ✓ Consideration of the 2020 Capital Improvement Program expenditures
8. New Business
  - A. ✓ Consideration to request that Keystone Central School District return Kistler Park “The Tiger’s Den” to the City upon on the closure of Dickey Elementary School
  - B. ✓ Consideration of the request from the Area Flood Protection Authority for a contribution of \$3,000.00 to cover expenses.
  - C. ✓ Consideration of the proposals from Lock Haven City Authority
  - D. ✓ Consideration of Resolution No. (MS-339) requesting \$8,000.00 in liquid fuels funds from Clinton County toward the county’s share of expenses for Interchange Lighting on Route 220 & Paul Mack Boulevard
  - E. ✓ Consideration of Resolution No. (MS-339) requesting \$30,000 in liquid fuels funds from Clinton County toward the stormwater replacement project on Spring Street (to benefit the new Geisinger center)
  - F. ✓ Consideration of Resolution No. authorizing investment with the Pennsylvania Local Government Investment Trust
  - G. ✓ Consideration of Resolution No. proclaiming April as Safe Digging Month
  - H. ✓ Consideration of Resolution No. providing Infectious Disease Emergency Response compensation for permanent city employees
9. Other Matters
10. ✓ Adjournment

✓ = Action item needing a motion

**Next Council meeting: Monday, April 6, 2020**

SPECIAL MEETING OF CITY COUNCIL  
AGENDA FOR MONDAY, MARCH 23, 2020, 3PM

1. Moment of silence and Pledge of Allegiance
2. Roll Call
3. ✓ Approval of or correction to the minutes of the regular meeting of Council on Mar 2
4. Comments submitted by residents not related to agenda items below
5. Unfinished Business
  - A. ✓ Consideration of Ordinance No. 2020-04 2016 CDBG budget (second reading)
  - B. ✓ Consideration of Resolution No. 1369 adopting the 2020 Capital Improvement Program
6. New Business
  - A. ✓ Consideration to suspend late fees on monthly payments due for the City's Commercial Loan Program and the Sidewalk Replacement Program during the Commonwealth's State of Emergency.
  - B. ✓ Consideration of Ordinance No. 2020-05 providing for installment payments of the 2020 real estate tax for those economically effected by the COVID-19 emergency (first reading)
  - C. ✓ Consideration of Resolution No.1370 providing infectious disease emergency response compensation for permanent City employees
  - D. ✓ Consideration of Resolution No.1371 requesting \$8,000 in County Liquid Fuels for the County's share of the Interchange Lights (Paul Mack Blvd & Spur G)
  - E. ✓ Consideration of Resolution No.1372 requesting \$30,000 in County Liquid Fuels toward the stormwater replacement project on Spring Street for the benefit of the new Geisinger facility
  - F. ✓ Consideration of Resolution No.1373 authorizing investment in Pennsylvania Local Government Investment Trust
  - G. ✓ Consideration of the request from the Lock Haven Area Flood Protection Authority for a \$3,000 contribution
7. Other Matters
8. Adjournment

The next regularly scheduled meeting of Council is April 6, 2020 which may or may not take place depending on the extension of the Governor's recommendations and orders

**City Council Meeting  
April 1, 2020**

City Council met in regular session on Wednesday, April 1, 2020, over video conference call, in Lock Haven, Pennsylvania. The meeting was called to order at 3:02 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, Planner and Development Coordinator Abigail Roberts, and Director of Community Life Kasey Campbell.

**COUNCIL MINUTES**

**On a motion made by Mr. Conklin, seconded by Mr. Morris and carried unanimously, the minutes of the March 9, 2020 and March 23, 2020 special meetings were approved.**

**PUBLIC COMMENT**

There were no comments submitted by residents.

Planner and Development Coordinator discussed the Cares Act, and how funding will be distributed to municipalities, with \$5 billion being made available to the Community Development Fund, to prepare, prevent, and respond to COVID-19. Funds will be made available in three waves, using current CDBG allocation of funding, as well as allocation based on the needs in municipalities. The Department of Community and Economic Development is asking municipalities to identify the needs emerging in their communities in relation to COVID-19, and all projects must be completed by September 30, 2022.

The Planner and Development Coordinator and City Manager explained that this information will be made available to Council and the public, and put on the city's website, and that it is difficult to predict how much funding Lock Haven will receive, based on CDBG's formula.

The Planner and Development Coordinator discussed the Complete Count's Committee's Facebook page for the 2020 Census, and a contest being held to encourage more residents to participate in the Census. 20 winners will receive a gift card from a local business. This contest is only open to residents within the City of Lock Haven and closes on July 31, 2020. The City Manager and Planner and Development Coordinator also explained that all college students should



be counted where they would normally be living on April 1, and not where they are living due to the COVID-19 shut down.

The Planner and Development Coordinator gave an update of the 2020 Comprehensive Plan, and announced that a survey is available online, and encouraged residents to participate in the survey.

Mr. Stevenson asked if the City received a PML survey regarding economic losses related to COVID-19. The City Manager explained that the City responded right away to the FEMA survey, and will fill out the PML survey if time allows.

## CORRESPONDENCE

The City Manager notified Council of Comcast's response to help Americans get connected to the internet during the Stay-At-Home Order, by offering free services to those in need.

## UNFINISHED BUSINESS

Council considered the second reading of Ordinance No. 2020-05, providing for installment payments of the 2020 Real Estate Taxes. This is for individuals and businesses in the community that were financially impacted by COVID-19 and allows for four installment payments. The first quarter payment must be made by May 4, 2020, in order to participate in the payment plan. Mr. Long commented that this was well received by the public during this crisis and thanked the City Manager for his actions in this ordinance.

**On a motion made by Mr. Conklin, seconded by Mr. Mincer and carried unanimously, the Ordinance was adopted on second reading.**

## NEW BUSINESS

Council considered Resolution No. 1374, extending and amending the Proclamation of the State of Emergency. The items put into place on March 18, 2020 were extended, and also provides for the furlough of 24 employees beginning April 13, 2020. The City Manager noted that this decision is not a reflection of behavior, but is for the health and safety of the employees, and the intention is to have employees return to work based on the Commonwealth's guidelines. **On a motion made by Mr. Morris, seconded by Mr. Byerly and carried unanimously, the resolution was adopted.**

Council considered the distribution of the Clinton County Community Foundation Stephen Poorman Small Business Development Fund proceeds for 2019 and 2020. The City Manager explained the funds in the amount of \$20.27 will be distributed to the 48 local businesses in the Downtown Central Business District that were forced to close due to COVID-19. **On a motion made by Mr. Mincer, seconded by Ms. Masorti and carried unanimously, Council approved the distribution of funds.**

Council considered the Deed of Dedication from SEDA-COG Joint Rail Authority for the parcel of land within the City beginning at East Walnut Street and ending at the Castanea Township Line. The intention is to convert the street to a City Street. This property will become a city street and will enable trucks to stay out of neighborhoods and have a direct route to First Quality. The resolution was amended to include the provision for the inclusion of language that the guide rail installed within the city's right-of-way by the SEDA-COG Joint Rail Authority is the Authority's property to repair, maintain and replace. **On a motion made by Mr. Mincer, seconded by Ms. Masorti, Council requested the City sends a letter to First Quality, requesting the Walnut Street Address be made the official delivery address for First Quality. On a motion made by Mr. Mincer, seconded by Ms. Masorti and carried unanimously, the resolution was adopted.**

#### OTHER MATTERS

No other matters were discussed.

#### ADJOURNMENT

**Upon motion by Mr. Morris, at 3:57 p.m., the meeting adjourned.**

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Mayor

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City Clerk

**City Council Meeting**  
**April 20, 2020**

City Council met in regular session on Monday April 20, 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, , 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 1, 2020 special meeting were approved.**

**PUBLIC COMMENT**

Mr. Mincer mentioned that there were several questions addressed to him from members of the public regarding Comcast and First Quality delivery trucks, but that the City Manager had addressed those issues privately and through media outlets.

**CORRESPONDENCE**

Council considered a request from the Lock Haven Area YMCA for the use of the City Beach and parking area, for their Fill the Bus Event, held on August 15. The Director of Community Life explained that this is an event that is free for the public. **On a motion made by Mr. Mincer and seconded by Mr. Byerly, and carried unanimously, the request was approved.**

Council considered a request from Wings of Williamsport RC Model Club to use Piper Airport on July 31 to August 2 for their 18<sup>th</sup> Annual Wings over Piper RC Event. Mayor Long commented that this annual event has always been well received, and a great event for the area. **On a motion made by Mr. Conklin, seconded by Mr. Byerly and carried unanimously, the request was approved.**

The City Manager provided Council Members with a letter from Joe Waltz, introducing himself and announcing his campaign for Pennsylvania State Representative for the 76<sup>th</sup> District.

The City Manager notified City Council of correspondence from the City of Easton, announcing the results of the Voting Award Contest, in which the City of Monessen was number one, with a voter turn-out of 41.82%, compared to the City of Lock Haven's most recent voter turn-out of 29%.

**UNFINISHED BUSINESS**

The City Manager requested that Council appoint two Council Members to work with City Staff to help organize a new Airport Advisory Committee. Ms. Masorti and Mr. Stevenson expressed interest in being on the committee. **On a motion made by Mr. Morris, seconded by Mr. Conklin and carried unanimously, the Ms. Masorti and Mr. Stevenson were appointed to the committee.**

**NEW BUSINESS**

Council considered the award of the 2020 Summer Concert Series Sound Contract to GP Audio at \$550 per concert. The Director of Community Life explained that there were three proposals received by the City, and GP Audio came in at the lowest price, and this would be the 9<sup>th</sup> year working with GP Audio. Mr. Morris asked how the State of Emergency would affect the Summer Concert Series, and Mayor Long explained that the committee has been in discussion on how to move forward with the series, but this contract would take that in consideration. **On a motion made by Mr. Byerly, seconded by Mr. Mincer and carried unanimously, the contract was awarded.**

Council considered a resolution to provide additional temporary compensation and essential and life-sustaining employees during the COVID-19 Infectious Disease Emergency. There was discussion on when the start date would begin for the compensation, as well as the amount of compensation. Mr. Morris expressed concern with the wording of parts of the resolution, and requested the language be included to note that certain City operations require employees to forego the supposed protection of the stay-at-home order. There was further discussion on whether this resolution would apply to all employees, or only employees that are not in senior leadership positions. On a motion made by Mr. Mincer and seconded by Ms. Masorti, the resolution stating all employees would be compensated \$2.00 an hour for all hourly employees for their time spent in City Hall, beginning March 17, 2020, and salaried employees beginning April 20, 2020, and ending the day City facilities are open to the public, was passed with six votes in the affirmative and Mr. Byerly voting “no.”

The City Manager thanked all members of Council for engaging the topic of offering essential workers compensation during the COVID-19 State of Emergency. The City Manager announced that all facilities will remain closed until May 8 due to the extending of the State of Emergency by Governor Wolf.

The City Manager announced that under Chapter 116 of the City Code, Article 2, Matthew Rickard was appointed as Auxiliary Police Officer to temporarily fill a vacancy in the police lineup during the state of emergency.

The City Manager also notified that Council that three public works employees were brought back from furlough; however, the spouse of one of those employees has tested positive for COVID-19, and following the guidelines provided by the Department of Health, that employee is quarantined. Two employees that were found to have been in “close contact” with the employee under the guidelines set by the CDC were each sent home for seven days, and must show no temperature for 72 hours nor any other symptoms before they can return to work. The fire department has the resources to sanitize any equipment and surface that the employee had been in contact with. All employees are required to wear a facemask while in City facilities and follow all other workplace rules enacted to curtail exposure to COVID-19.

## OTHER MATTERS

Mr. Mincer asked Members of Council to consider developing a Land Bank with one of the City’s neighboring municipalities. The City Manager noted that members of the City’s administration have been working with a neighboring municipality for two years to explore that municipality enabling the Redevelopment Authority to operate within that jurisdiction as well. If approved, that would cover enough resident to meet the Land Bank criteria. Mr. Mincer offered his support if any help is needed as the City continue to pursue this option to address blight.

Mr. Mincer expressed concern in regard to the social demonstration in Harrisburg, protesting COVID-19 stay at home restriction, and asked the community to be vigilant in social-distancing and following guidelines set by the City and State.

Mr. Stevenson announced that the City response rate for the United States Census was at 46%, and expressed the importance of responding to Census questionnaires.

## ADJOURNMENT

**Upon motion by Mr. Morris, at 8:13 p.m., the meeting was adjourned.**

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Mayor

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City Clerk

**AGENDA OF THE REGULAR MEETING  
LOCK HAVEN CITY COUNCIL MONDAY, MAY 4, 2020, 7 O'CLOCK P.M.**

1. Call to Order followed by the Pledge of Allegiance
2. Roll Call: Byerly, Conklin, Masorti, Mincer, Morris, Stevenson, Mayor Long
3. ⊗ Acceptance of or correction to the minutes of the April 20 special meeting
4. Public comments submitted to members of Council or the City Manager
  
5. Correspondence
  - A. Spring Clean-up dates
  - B. Lock Haven University DEP Clean Air Act permit application
  - C. Announcement of City Facebook page
  
6. Unfinished Business
  - A. ⊗ Consideration of Proclamation No. 1376 amending the State of Emergency
  - B. ⊗ Appointment of Auxiliary Police Officer Matthew Rickard to Probationary Patrol
  
7. New Businesses
  - A. City Small Business Assistance
    1. Commercial Loan Program – emergency small business loans for operations
    2. ⊗ CDBG COVID-19 response allocation – update of Citizen Participation Plan to include videoconference/conference call
  - B. ⊗ Consideration of Resolution No. 1377 to request exemption from PLCB noise violation enforcement in favor of the City's ordinance (renewal)
  - C. ⊗ Rental Inspection Penalty – retaining the \$15 fee for registrations turned in during the calendar year and waiving the \$15 late fee for those turned in after October 31
  - D. Consideration of placing the request to Keystone Central School District for the return of Kistler Park (The Tiger Den) on the May 18 agenda.
  - D. Pension fund update
  - E. Proposal of date for a Zoom meeting with Baker Tilly
  
8. Other Matters
  
9. Adjournment

⊗ = Action Item

The next regular meeting of City Council on Monday, May 18, 2020 at 7PM by videoconference

**AGENDA OF THE REGULAR MEETING  
LOCK HAVEN CITY COUNCIL MONDAY, MAY 18, 2020, 7 O'CLOCK P.M.**

1. Call to Order followed by the Pledge of Allegiance
2. Roll Call: Byerly, Conklin, Masorti, Mincer, Morris, Stevenson, Mayor Long
3. ✓ Acceptance of or correction to the minutes of the May 4 special meeting
4. Public comments submitted to members of Council or the City Manager (**members of the public may also comment on items not on the agenda on Facebook at this time**)
5. Correspondence
  - A. Mill Hall DPW: thanks for the use of ladder truck to fix flagpole
  - B. Letter to Rep. Borowicz asking for support of extension of the payment of the solvency fee
  - C. Letter to Rep. Borowicz asking for support of the amendment to HB2172 to halt the bill from preempting municipal authority over PASSHE property & facilities
6. Unfinished Business
  - A. ✓ Consideration of Resolution No. 1378 requesting that Keystone Central School District return the parcel of land gifted to it by the City which has been used as the Tiger Den playground for Robb Elementary (formerly the city's Kistler Park)  
**NOTICE: residents interested in speaking to City Council regarding the above consideration must submit a request through email to [gwilson@lockhavenpa.gov](mailto:gwilson@lockhavenpa.gov) by 5PM on Monday, May 18, 2020 to receive a Zoom meeting invitation to participate by videoconference. Under City Resolution No. 1336 (available on the city's website), each speaker is limited to 3 minutes, and only 20 minutes will be devoted to public comments on this topic so residents with a shared opinion are encouraged to designate a spokesperson to represent their concerns.  
Written comments will also be received at the same email above and forwarded to all Members of Council if received prior to 5PM on Monday, May 18, 2020.**
  - B. Schedule for the allocation of CDBG COVID-19 funds
  - C. Update on the E Church Street streetscape construction
7. New Businesses
  - A. COVID-19 update on parks & recreation
  - B. COVID-19 update on support to central business district
8. Other Matters
9. Adjournment

✓ = Action Item

The next regular meeting of City Council on Monday, June 1, 2020 at 7PM by videoconference

**A public hearing for the city's 2020 CDBG-CV allocation will be held beginning at 6:30PM via zoom and will be broadcast to the city's YouTube and Facebook pages. Contact [aroberts@lockhavenpa.gov](mailto:aroberts@lockhavenpa.gov) to participate**

**AGENDA OF THE REGULAR MEETING  
LOCK HAVEN CITY COUNCIL MONDAY, JUNE 1, 2020, 7 O'CLOCK P.M.**

1. Call to Order followed by the Pledge of Allegiance
2. Roll Call: Byerly, Conklin, Masorti, Mincer, Morris, Stevenson, Mayor Long
3. ✓ Acceptance of or correction to the minutes of the May 18 regular meeting
4. Public comments submitted to members of Council or the City Manager (**members of the public may also comment on items not on the agenda on Facebook at this time**)
  - A. Request from Joe Waltz to address City Council
5. Correspondence
  - A. Clinton County notice declining the city's application for 2020 Liquid Fuels funds
6. Unfinished Business
  - A. ✓ Update on the reopening of City facilities  
Fire halls to open June 1 for indoor ice sales, businesses meetings and polling  
City Hall to open June 3 by appointment only  
Second Ave DPW Garage to open June 1 by appointment only
  - B. Update on the City's COVID-19 commercial loan program
  - C. ✓ Consideration of the closure of E Main Street (from Jay to Vesper) and Grove Street (from E Church to Jordans Alley) on Fridays from 10AM to Saturdays at 9PM from the weekend after the approval of the application to PennDOT through September 26, 2020
7. New Businesses
  - A. ✓ 2020 Annual Budget review
  - B. ✓ Appointment of City of Lock Haven Fire Chief, Deputy and Assistant Chiefs
  - C. ✓ Appointment of resident Drew Deems (316 S Highland St) to the vacant position on the Ross Library Board
  - D. ✓ Consideration of Ordinance No. 2020-06 adopting the Memorandum of Understanding between the City of Lock Haven Police Department and Keystone Central School District
  - E. ✓ Consideration of 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 (other bid was Layne Christensen for \$452,975) to be paid from the 2018C borrowing. *Note: this project can not begin until easements have been entered into with the property owners and until the proper permits have been obtained from Wayne Township*
  - F. Police personnel: announcement of promotion of J. Gregory to Sergeant
8. Other Matters
9. Adjournment

✓ = Action Item

The next regular meeting of City Council on Monday, June 15, 2020 at 7PM

A public hearing for the city's 2020 CDBG-CV, and 2020 CDBG Entitlement allocation will be held beginning at 6:30PM via zoom and will be broadcast to the city's YouTube and Facebook pages. Contact aroberts@lockhavenpa.gov to participate

**AGENDA OF THE REGULAR MEETING  
LOCK HAVEN CITY COUNCIL MONDAY, JUNE 15, 2020, 7 O'CLOCK P.M.**

1. Call to Order followed by the Pledge of Allegiance
2. Roll Call: Byerly, Conklin, Masorti, Mincer, Morris, Stevenson, Mayor Long
3. ✓ Acceptance of or correction to the minutes of the June 1 regular meeting
4. Public comments submitted to members of Council or the City Manager (**members of the public may also comment on items not on the agenda on Facebook at this time**)
  - A. Discussion on the closure of portions of E Main & Grove on June 12-13  
Downtown Lock Haven Inc. Manager Marie Vilello  
Comments from Business Owners and other comments
5. Correspondence
  - A. Notice of Auditor General review of the 2016-2019 pension fund activities (this audit is performed every 3 years)
  - B. Bureau of Aviation notice of the award of \$250,000 to the city for improvements at Piper Airport
  - C. PLCB notice of public hearing for noise exemption on June 22 at 1PM
6. Unfinished Business
  - A. ✓ Consideration of Ordinance No. 2020-06 adopting the Memorandum of Understanding between the City of Lock Haven Police Department and Keystone Central School District
  - B. ✓ Consideration of Resolution No. 1582 accepting the deed of dedication for Kistler Park "Tiger Den"
  - C. ✓ Consideration of approval of the safety proposals for Babe Ruth Baseball and Clinton Little League to begin practice and games at City fields
  - D. Announcement of the end of the period of waiving of interest & penalties on unpaid water/sewer bills and end of deferment of existing Commercial Loan payments beginning July 1, 2020.
7. New Businesses
  - A. ✓ Consideration of Resolution No. 1583 appointing the Environmental Review Certifying Officer for CDBG projects
  - B. ✓ Consideration of the extension of the agreement for sewage sludge hauling through April 30, 2021
  - C. ✓ Consideration of the extension of the agreement for garbage pickup through January 31, 2021
  - D. ✓ Consideration of the award for the contract for Piper Airport runway crack sealing and remarking to lowest bidder Axtell's Inc. of Jermyn PA in the amount of \$49,211.31 (city share \$2,461 from 2016 Note borrowing)
  - E. ✓ Consideration of Resolution No. 1584 for the Census banner over E Main
8. Other Matters
9. Adjournment

✓ = Action Item

The next regular meeting of City Council on Monday, July 6, 2020 at 7PM in Council Chambers



**AGENDA OF THE REGULAR MEETING  
LOCK HAVEN CITY COUNCIL MONDAY, JULY 6, 2020, 7 O'CLOCK P.M.**

1. Call to Order followed by the Pledge of Allegiance
2. Roll Call: Byerly, Conklin, Masorti, Mincer, Morris, Stevenson, Mayor Long
3. ✓ Acceptance of or correction to the minutes of the June 15 regular meeting
4. Public comments submitted to members of Council or the City Manager  
**members of the public may also comment on items not on the agenda on Facebook at this time**
  - A. Clinton County Economic Partnership Tourism Director Julie Brennan
  - B. Greg Packech from Vape Haven
  - C. Other comments from residents or city business owners
5. Correspondence
  - A. Use requests:
    1. Use of Triangle Park on July 29 by Clinton County Women's Center for book giveaway
    2. Closure of E Water from N Jay to N Henderson on Friday evening Sept 4 to Sunday evening Sept 6 and use of the floating stage by the Lock Haven Area Jaycees
  - B. Correspondence from DEP and PA Fish & Boat regarding spring hydrant flushing (City Engineer Gwin Dobson & Foreman has been working with each entity and Soil Conservation developing a plan for 2020 and forward to meet the criteria required by each entity)
6. Unfinished Business
  - A. ✓ Consideration of the award of the bid for Aluminum Sulfate to USALCO of Baltimore MD in the amount of \$1.0541 per gallon
7. New Businesses
  - A. ✓ Consideration of Resolution 1584 appointing the Section 504 Compliance Officer (ADA) and grievance procedure
  - B. ✓ Consideration of Resolution 1585 approving the 2017 CDBG budget revision to direct excess proceeds from E Church Street engineering (under budget) to Hammermill Playground (to supplement over budget)
  - C. Commercial Loan Program considerations:
    1. ✓ Refinance of Dutch Haven Restaurant
    2. ✓ New loan to Momoyo Otsu
8. Other Matters
9. Adjournment

✓ = Action Item

The next regular meeting of City Council on Monday, July 20, 2020 at 7PM and will include a Council work session on the potential uses of the CDBG 2020 allocation.

**AGENDA OF THE REGULAR MEETING  
LOCK HAVEN CITY COUNCIL MONDAY, JULY 20, 2020, 7 O'CLOCK P.M.**

1. Call to Order followed by the Pledge of Allegiance
2. Roll Call: Byerly, Conklin, Masorti, Mincer, Morris, Stevenson, Mayor Long
3. ✓ Acceptance of or correction to the minutes of the July 6 regular meeting
4. Public comments submitted to members of Council or the City Manager  
**members of the public may also comment on items not on the agenda on Facebook at this time**
5. Correspondence
  - A. Use requests:
    1. ✓ Use of Peddie Park by Central Mountain Youth Football & Cheer Jul 21 to Nov 1
    2. ✓ Use of Peddie Park by Men's Sunday Softball League
    3. ✓ Use of Triangle Park by Clinton County Women's Center on Sep 18 and 19 for yard sale
  - B. Notice of approval of noise exemption preemption from PLCB
6. Unfinished Business
  - A. ✓ Consideration of Resolution No. 1586 amending the March 17 State of Emergency
  - B. 2020 CDBG Council Work Session
  - C. ✓ Consideration of Ordinance No. 2020-07 establishing the CDBG FY2019 budget
7. New Businesses
  - A. ✓ Consideration Resolution No. 1587 appointing the CDBG Language Access Coordinator
  - B. ✓ Consideration of Resolution No. 1588 for the 2020 CDBG-CV funding application
  - C. ✓ Consideration of Resolution No. 1589 to apply for Greenways, Trails and Recreation Program (GTRP) grant to refurbish the Fallon Alley Parklet
8. Other Matters
9. Adjournment

✓ = Action Item

The next regular meeting of City Council on Monday, August 3, 2020 at 7PM

## **City Council Meeting August 3, 2020**

City Council met in regular session on Monday August 3, 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, City Planner and Development Coordinator, and Director of Community Life Kasey Campbell. Guests in attendance were Nick Hawrylchak, owner of the Broken Axe Brewhouse.

### **COUNCIL MINUTES**

**On a motion made by Mr. Morris, seconded by Mr. Byerly and carried unanimously, the minutes of the July 20, 2020 meeting were approved.**

### **PUBLIC COMMENT**

Mr. Hawrylchak addressed Council to express his concerns about the Weekend Pedestrian Mall, and its effects on businesses outside of the closed area. Mr. Hawrylchak expressed that his and many businesses outside of the Pedestrian Mall have experienced significant decline in business, especially during Friday evening and Saturday, and provided suggestions on how to help businesses. Council discussed Mr. Hawrylchak's concerns and agreed to have city staff conduct another survey to follow up to the survey conducted July 8, 2020, and work with businesses to address concerns. On a motion made by Mr. Conklin, seconded by and carried unanimously, Council moved to conduct a follow-up survey, partnering with Downtown Lock Haven, Inc.

### **CORRESPONDENCE**

Council considered a request for the use of Zindel Park on October 3, 2021, for a wedding. On a motion made by Mr. Mincer, seconded by Mr. Morris, and carried unanimously, the request was approved.

The City Manager notified Council of an increase in the City's share of the annual donation to River Valley Transit. Mr. Stevenson explained the increase and discussed the changes to ridership caused by COVID-19.

The City Manager provided Council copies of the Fiscal Year Audits of the Lock Haven City Authority and the Lock Haven Area Flood Protection Authority, which were turned in to the Commonwealth of Pennsylvania.

### **UNFINISHED BUSINESS**

Council considered the second reading of Ordinance No. 2020-07 establishing the CDBG Fiscal Year 2019 budget. **On a motion made by Mr. Morris, seconded by Mr. Stevenson and carried unanimously, the ordinance was adopted.**

## NEW BUSINESS

Council considered the resignation of Josh Grimes, from the Planning Commission, due to Mr. Grimes moving out of the City. Council thanked Mr. Grimes for his time on the Commission. **On a motion made by Mr. Stevenson, seconded by Mr. Mincer, and carried unanimously, the resignation was approved.**

Council considered Resolution No. 1560 to provide a 10-year extension of the designation of the Airport Industrial Zone as a Keystone Opportunity Zone. Mr. Stevenson expressed concern with allowing a business to be tax free. **On a motion made by Mr. Byerly, seconded by Ms. Masorti, and carried unanimously, the resolution was adopted.**

The City Manager provided a 6-month update to Council on the 2020 budget, noting that annual revenues for the General Fund are above budgeted expectations and that expenditures are down three percent from budgeted estimates.

The City Manager announced that the position of Watershed Manager with the Department of Public Works would be advertised, and a search would begin for a qualified candidate to fill the position.

## OTHER MATTERS

Mr. Conklin apologized for missing the last meeting of Council.

Mr. Stevenson and Mr. Mincer thanked staff for their work on the Farmer's Market, and the City Manager announced that the city is always looking for more volunteers for the market, and to contact the Director of Community Life if interested.

## ADJOURNMENT

**Upon motion by Mr. Morris, at 8:08 p.m., the meeting was adjourned.**

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Mayor

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City Clerk



## City Council Meeting August 17, 2020

City Council met in regular session on Monday, August 17, 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, City Planner and Development Coordinator, Abbey Roberts, Director of Public Works, Anthony Stopper, and Director of Community Life Kasey Campbell. Guests in attendance were Jeffrey Rich of the Clinton County Housing Coalition, Lori Callahan, representing the Clinton County Women's Center, and Kevin Tripp representing Clinton Little League.

### COUNCIL MINUTES

**On a motion made by Mr. Morris, seconded by Mr. Byerly and carried unanimously, the minutes of the August 3, 2020 meeting were approved.**

### PUBLIC COMMENT

Mr. Mincer asked if the new survey of community businesses regarding the Pedestrian Mall has been conducted, explaining that a business owner reached out. The Director of Community Life explained that the survey is being finalized with members of Downtown Lock Haven, Inc, and the Clinton County Economic Partnership which will be hosting open discussions after emailing out the survey to meet with owners face to face to hear their concerns.

### CORRESPONDENCE

Council considered a request for the use of Taggart Park for Bingo, hosted by the Babe Ruth Baseball League. A COVID-19 safety plan was submitted to the Director of Community Life. The Mayor expressed that this event is usually a large fundraiser for the league, and he was pleased to see they were looking for safer options to continue holding this event during the pandemic. **On a motion made by Mr. Mincer, seconded by Ms. Masorti, and carried by a vote of 6-1 with Mr. Morris voting in opposition, the request was approved.**

Council considered a request for the use of Zindel Park for the 2020 Boulder Beast on September 19, for an aide station. A COVID-19 safety plan was submitted to the Director of Community Life. Mr. Morris expressed concern with allowing an event on city property that promotes bringing visitors from other areas, during a pandemic. **On a motion made by Mr. Mincer, seconded by Mr. Byerly, and carried by a vote of 6-1 with Mr. Morris voting in opposition, the request was approved.**

The Director of Community Life provided an update on an email sent to the coaches of the Babe Ruth Baseball League and the Clinton County Softball League, regarding the use of masks on the field. When visited by the Director, all league play had been viewed to be in compliance with their safety plans.

Council considered a request from the Trump Victory organization for the use of the amphitheater and floating stage on September 19, 2020 from 2-6 p.m. for their Freedom Fest event. The organization did not provide the required COVID-19 safety plan or proof of liability insurance. A motion was made by Mr. Byerly but the motion died due to a lack of a second. Mr. Mincer asked if request could be approved contingent on receiving the safety plan and insurance. Mr. Conklin explained that council does not have the right not to approve the event, and that he would have no problem tabling the request until the September 14 meeting, pending the receipt of the required items. **On a motion made by Mr. Conklin, seconded by Mr. Byerly, and carried unanimously, Council voted to table the request until the September 14, 2020 meeting, pending the receipt of the Covid-19 Safety Plan, and proof of liability insurance.**

The City Manager presented to Council the review of the CDBG 2015, 2016, and 2017 Financial Monitoring Report by the City Planner and Development Coordinator and members of the Department of Community and Economic Development. There were no findings or concerns outlined in the report, and therefore no corrective action plan is due.

The City Manager announced that PennDOT will have temporary lane closures in areas surrounding intersections for two weeks as part of a project to replace traffic signals throughout the city. Mr. Stevenson asked if this will be coordinated with the streetscape project. The City Manager and Director of Public Works explained that the traffic signal engineer has been coordinating with the streetscape design firm so that all designs will work together, and the streetscape will be completed by the end of this year. The Mayor asked for clarification on the streetscape project, due to concerns from the public, and the Director of Public works confirmed that the trees that have been removed as part of the streetscape project will be replaced. The City Manager has sent out a letter to businesses and residents effected by the lane closures due to the E Church Street project. Mr. Stevenson asked if there was a schedule of paving for this summer, and the Director of Public Works explained that PennDOT will not be having any paving projects in the city this year, due to funding cuts related to the pandemic.

## UNFINISHED BUSINESS

A hearing was held for the use of 2020 CDBG public services funds in the amount of \$37,648.00. The City Planner and Development introduced the non-profit applicants; The Clinton County Housing Authority for \$41,250, for renovations to a housing project for the Returning Citizens Program, the Clinton Little League, for \$35,000 for improvements to Taggart Park, and the Clinton County Women's Center (doing business as Roads to Peace) for \$25, 589.00 for renovations to the Women's Center. The City Planner and Development Coordinator explained that the public service allocation is capped at 15% after administration cost, for a total of \$37, 648.00. Each organization was given the opportunity to discuss their project, and answer questions from Council. **On a motion made by Mr. Stevenson, seconded by Mr. Byerly, and carried by a vote of 4-2, with Mr. Morris abstaining from voting due to his role with the Housing**

**Coalition and Mr. Mincer voting in opposition, to allocate the public service funds toward the project of the Clinton County Housing Coalition.**

The Director of Public Works presented a new signage plan to make traffic easier for tractor trailers traveling to and from First Quality. The new signage is being paid for by First Quality and will be installed in the city rights-of-way as previously authorized by City Council. The Director was hopeful that this collaborative effort will help to reduce some of the commercial truck traffic that travels through residential neighborhoods in the city.

**NEW BUSINESS**

Council considered Resolution No. 1561 to enter into an agreement with PennDOT for winter maintenance of State-owned streets within the city by the Department of Public Works. The current agreement is \$28,000, the new agreement begins at \$32,000 and progressively inflates each of the five years of the term of the agreement. The Director of Public Works commented that the same streets covered in the current agreement are in the new agreement, and that no additional mileage is added in the agreement. **On a motion made by Mr. Conklin, seconded by Mr. Mincer, and carried unanimously, the resolution was adopted.**

Mr. Conklin inquired about the trees with low hanging branches, and if they would be taken back if they become a safety hazard. The Director of Public Works explained that they will take a look at any trees that appear to have issues and address them.

**OTHER MATTERS**

Mr. Stevenson thanked the city staff for working the Farmer's Market and expressed the opinion of members of the public that wished it would have gone longer. The City Manager also thanked city staff and explained that while the city didn't make any money on the market, it did break even, and proved the concept that a Farmer's Market can be successful within the city.

The City Manager announced that Addie's Awards is now selling polo shirts with the city's historic district logo, which can be personalized with a home or business address within the historic district.

The City Manager asked Council to meet in executive session immediately following the regular meeting of council under Section 708(a)(5) of the Pennsylvania Sunshine Act.

**ADJOURNMENT**

**Upon motion by Mr. Morris, at 8:38 p.m., the meeting was adjourned.**

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Mayor



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City Clerk

## **City Council Meeting September 14, 2020**

City Council met in regular session on Monday September 14, 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, City Planner and Development Coordinator, Abbey Roberts, and Director of Community Life Kasey Campbell.

### **COUNCIL MINUTES**

**On a motion made by Mr. Morris, seconded by Mr. Conklin and carried unanimously, the minutes of the August 17, 2020 meeting were approved.**

### **PUBLIC COMMENT**

There were no public comments

### **CORRESPONDENCE**

The City Manager notified Council of an invitation from the Clinton County Historical Society for the ribbon cutting ceremony at the Castanea Train Station on September 20, 2020 at 2:00 p.m.

The City Manager notified Council that all meetings with the County Sewer Authority will be remote for the remainder of the year.

The City Manager notified the public of the start of the Levee Sealcoating project, to repair portions of the river walkway where there is erosion, as well as sealcoating the walkway. Mayor Long asked for an update on Sunset Pines project, and the City Manager explained that a draft was received from the engineer and reviewed by the City's appointed engineer, Gwin Dobson and Foreman, and using liquid fuels money, there will be likely five phases beginning in 2021 to improve the stormwater system and street paving.

The City Manager provided a reopening plan to Council for the Clinton County Arts Council, including a COVID-19 safety plan.

The City Manager notified Council Members that they were invited by the Clinton County Economic Partnership to the ribbon cutting ceremony for the Lucky 7 Travel Plaza on Wednesday, September 23, 2020 at 11:00 a.m.

The City Planner and Development Coordinator announced the award of \$10,000 from the PA Historical and Museum Commission to Downtown Lock Haven Inc. toward a feasibility study for the Masonic Temple facility which is proposed to be Clinton County cultural center.

#### UNFINISHED BUSINESS

Council considered Resolution No. 1562 establishing the use of the 2020 CDBG allocation and making application to DCED. The public hearing was held earlier in the evening, and the city will be applying to DCED for \$306,88.00 for the 2020 allocation. **On a motion made by Mr. Stevenson, seconded by Mr. Mincer, and carried unanimously, the resolution was adopted.**

Council considered Resolution No. 1563 entering into a Professional Services agreement with SEDA-COG for the administration of the 2019 CDBG allocation. Mr. Stevenson asked if there was a way to review and make adjustments to exemptions, and the City Manager explained that SEDA-COG would operate in the most efficient way possible. Mr. Morris asked if SEDA-COG would assist in any reviews from DCED, and the City Manager explained that they are obligated to provide that service. **On a motion made by Mr. Conklin, seconded by Mr. Mincer, and carried unanimously, the resolution passed.**

The City Manager explained that per city zoning, all businesses must provide parking for customers, except for businesses located in the Central Business District. This became an issue during COVID-19 for businesses located in the Central Business District who do not have parking lots to expand their businesses into. The Director of Community Life presented the results of the Pedestrian Mall Survey issued to business owners and discussed the open forums in which business owners could discuss the effects of the Pedestrian Mall and COVID-19. The Director of Community Life also discussed possible events for Downtown Lock Haven and other organizations to safely provide throughout the fall and winter to highlight businesses outside the Central Business District. Mr. Conklin expressed that the city should become more involved in the quality of life and have a more active role in providing community events. Council then considered a request by Downtown Lock Haven, Inc. to apply for an extension from PennDOT to through October 31, 2020 for permission to keep the Pedestrian Mall through then. **On a motion made by Mr. Byerly, seconded by Ms. Masorti, and carried unanimously, council approved the request to extend the Pedestrian Mall until October 31, weather permitting.**

#### NEW BUSINESS

Council considered Resolution No. 1564 accepting a \$500 settlement from PennDOT for the acquisition of a right-of-way for the installation of updated traffic lighting at the northern part of the intersection of Bellefonte and Commerce. **On a motion made by Mr. Conklin, seconded by Mr. Mincer, and carried unanimously, the resolution was adopted.**

Council considered the extension of the agreement with Nittany Energy for the provision of fuel. **On a motion made by Mr. Stevenson, seconded by Mr. Morris, and carried unanimously, the extension was approved.**

The City Manager announced the Uninterrupted System Service Plan had been filed with DEP for the water system and announced that the plan will be a part of the capital improvements for 2021.

The City Manager presented a request from the Pennsylvania Municipal League that the municipality appoint a voting delegate and an alternate voting delegate to the annual summit which is being held virtually this year on October 29 to 31. **On a motion made by Mr. Conklin, seconded by Mr. Byerly, and carried unanimously, Mr. Stevenson was appointed the PA Municipal League Annual Summit voting delegate. On a motion made by Mr. Stevenson, seconded by Mr. Morris, and carried unanimously, Mr. Conklin was appointed the alternate voting delegate.**

#### OTHER MATTERS

**On a motion made by Mr. Morris, seconded by Mr. Morris, and carried unanimously, Mr. Conklin was appointed the representative to the County Sewer Authority.**

Mr. Mincer inquired about the junior council member, and Nova Maggs will be invited to the next meeting.

#### ADJOURNMENT

**Upon motion by Mr. Morris, at 8:03 p.m., the meeting was adjourned.**

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Mayor

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City Clerk

## **City Council Meeting September 28, 2020**

City Council met in regular session on Monday September 28, 2020, over video conference call, in Lock Haven, Pennsylvania. The meeting was called to order at 7:03 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, Director of Public Works Anthony Stopper, and Director of Community Life Kasey Campbell. Guest in attendance was Dr. Peter Campbell representing Lock Haven University.

### **COUNCIL MINUTES**

**On a motion made by Mr. Morris, seconded by Mr. Conklin and carried unanimously, the minutes of the September 14, 2020 meeting were approved, pending a minor correction.**

### **PUBLIC COMMENT**

Dr. Peter Campbell, APSCUF President, and professor at Lock Haven University addressed Council regarding the Lock Haven University retrenchment proposal and its potential community impact. Dr. Campbell requested support from city representatives and be involved in the integration plan with University representatives. Dr. Campbell asked council to write letters in support of Lock Haven University, and its professors. The City Manager added that the University is the third highest employer of city residents. Dr. Campbell encouraged city representatives to attend the rally on Wednesday, September 30, 2020 at 12:00 at the University in solidarity with the professors and students.

### **CORRESPONDENCE**

Council considered a request from the Director of the Boulder Beast, Craig Fleming, for the use of Zindel Park on September 18, 2021, as well as a five-year approval for the use of Zindel Park for an aide station. On a motion made by Mr. Mincer, seconded by Mr. Byerly, and carried unanimously, the request was approved.

The City Manager notified Council of the biennial audit results of the City Employees Pension Fund and the Police Pension Fund by the Auditor General. There was a finding in the City Employees Pension Fund which has subsequently been corrected. No other findings were noted.

The City Manager announced the annual allocation for the Lock Haven Fire Relief Fund in the amount of \$37, 753.11. This annual allocation is forwarded to the Lock Haven Fireman's Relief Association.

The City Manager notified Council of the award of the CDBG-CV grant in the amount of \$193,732.

The City Manager notified Council of the awarding of the grant from the Pennsylvania Commission on Crime and Delinquency for 100% funding of \$48,683 to purchase 14 body worn cameras for the city police and 12 for the County Sheriff's department.

The City Manager announced the 2020 appeals for reassessment of real estate values.

## UNFINISHED BUSINESS

Council considered Resolution No. 1565 amending the Emergency Declaration as established March 18, as amended by the Mayor. This amendment closes all public ballfields and city owned parks, a moratorium placed on the use of city owned park and public property for gatherings and events, and the performance stage on the Pedestrian Mall would not be placed, with no outdoor entertainment taking place on the public walkway of the Pedestrian Mall. **On a motion made by Mr. Conklin, seconded by Mr. Morris, and carried by a vote of 6-1, with Mr. Byerly in opposition, the resolution was adopted.**

## NEW BUSINESS

Council considered the authorization of additional work on the levee seal coating project. While performing necessary repairs to the Clinger Walkway, several areas of damage were discovered that need to be addressed. The Director of Public Works presented three options from the contractor for Council for review. The first option is to pull out of the project without completing the project, with a total cost of \$39, 208.02. The second option is to finish sealcoating, and not complete anymore tarring, for a total cost of \$49,856.55. The third option is to complete the tarring with an additional cost of \$9,069.20. The funds to cover the additional expenses would come from the borrowed funds, to be utilized for improvements on the Tidlow Dam and the levee. **On a motion made by Mr. Stevenson, seconded by Mr. Conklin, and carried unanimously, council opted to finish the project for an amount not to exceed \$49,856.55.**

Council considered the acceptance of the resignation of Hope Hose Fire Relief Driver Will Harbor and thanked him for his years of service. **On a motion made by Mr. Morris, seconded by Mr. Stevenson, and carried unanimously, the resignation was accepted, and Mr. Harbor was appointed as an auxiliary driver.**

## OTHER MATTERS

Mr. Byerly discussed with Council the possibility of leasing Peddie Park for camping and outdoor recreation. Under the request of Mr. Byerly, Mr. Conklin, Ms. Masorti, Mr. Stevenson, and Mr. Mincer, the City Manager will direct staff to create a request for proposal for the lease of Peddie Park, that follows the agreement set by DCNR to bring back to City Council for its review.

Mr. Stevenson expressed a desire for the city to work with Downtown Lock Haven, Inc. to have an event for the city's founder, Jerry Church, in celebration of his birthday in November.

Mr. Stevenson inquired about the status of the solar panel RFP's, and requested more information to be drafted by the Director of Public Works, to move forward with the solar project to offset costs for the city. The Director of Public Works will continue to work on reissuing the RFP.

ADJOURNMENT

**Upon motion by Mr. Morris, at 8:23 p.m., the meeting was adjourned.**

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Mayor

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City Clerk

**City Council Meeting  
October 5, 2020**

City Council met in regular session on Monday October 5, 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, City Planner and Development Coordinator Abbey Roberts, and Director of Community Life Kasey Campbell.

**COUNCIL MINUTES**

**On a motion made by Mr. Mincer, seconded by Mr. Byerly and carried unanimously, the minutes of the September 28, 2020 meeting were approved, pending a minor correction.**

**PUBLIC COMMENT**

**CORRESPONDENCE**

Council considered a request for the use of Zindel Park on October 23, 2021 for a wedding. On a motion made by Mr. Byerly, seconded by Mr. Mincer, and carried unanimously, the request was approved.

The City Manager read a notice from the Centre Council of Governments thanking Hand-in-Hose Fire Company for covering for Alpha Fire Company in State College during its annual training. They will also be sending a reimbursement check for mileage.

The City Manager notified Council of a change in programming and channels with Comcast. According to Comcast, individual customers will also be notified of these changes.

The City Manager notified Council of the Keystone Central School District's intent to auction the Dickey Elementary School site in March 2021.

**UNFINISHED BUSINESS**

There was no unfinished business.

**NEW BUSINESS**



Council considered Resolution No. 1590, readopting the Code of Conduct Policy, Resolution No. 1591 readopting the policy prohibiting the excessive use of force during public protests, and Resolution No. 1592 Readopting the Drugfree Workplace Policy. **On a motion made by Mr. Mincer, seconded by Mr. Morris, and carried unanimously, Resolutions No. 1590, 1591 and 1592 were adopted.**

#### OTHER MATTERS

The City Manager announced that the City's COVID-19 14-day incidence rate has dropped below 100 per 100,000 and that he will continue to monitor the incidence rate and notify City Council when the metric is met to repeal some of the mitigation efforts tied to the incidence rate.

The Mayor inquired about the Sunset Pines project, and the City Manager relayed that the design drafts were under review by the City Engineer and that when complete the proposal will come before Council for its review, most likely in November of this year.

Mr. Mincer expressed appreciation for the work being done on the new Jack Bailey Playground.

#### ADJOURNMENT

**Upon motion by Mr. Morris, at 7:14 p.m., the meeting was adjourned.**

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Mayor

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City Clerk

**AGENDA OF THE REGULAR MEETING  
LOCK HAVEN CITY COUNCIL  
MONDAY, OCTOBER 19, 2020, 7 O'CLOCK P.M.**

1. Call to Order followed by the Pledge of Allegiance
2. Roll Call: Byerly, Conklin, Masorti, Mincer, Morris, Stevenson, Mayor Long
3. ✓ Acceptance of or correction to the minutes of the October 5 regular meeting
4. Public comments submitted to members of Council or the City Manager  
**members of the public may also comment on items not on the agenda on Facebook at this time**
5. Correspondence
  - A. Consideration of Res. No. 1593 approving the banner request for Downtown Lock Haven Inc. for "Small Business Saturdays" from November 2 through December 21, 2020
  - B. Emergency Services letter regarding Fire/EMS Run Index Form Updates
6. Unfinished Business
  - A.
7. New Businesses
  - A. Consideration of the appointment of Auxiliary Drivers for the Fire Department's hose companies
  - B. Consideration of the appointment of Christopher Stanonis of N Fairview Street to fill the vacant city representative seat on the Ross Library Board of Trustees
  - C. Consideration of the 2021 Budget schedule
  - D. The proposal for the multiyear Sunset Pines stormwater and paving project should be available for presentation to City Council at the Nov 2 regular meeting
8. Other Matters
9. Adjournment

**Following this evening's meeting, City Council will meet in Executive Session  
under Section 708(a)(1) of the Pennsylvania Sunshine Act**

✓ = Action Item

The next regular meeting of City Council is next Monday, November 2, 2020 at 7PM  
in room 425 of Raub Hall at Lock Haven University

## City Council Meeting November 2, 2020

City Council met in regular session on Monday November 2, 2020, at Lock Haven University Raub Hall Room 425, and streamed live over YouTube and Facebook, in Lock Haven, Pennsylvania. The meeting was called to order at 7:03 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 Richard Conklin, Barbara Masorti, William Mincer, Richard Morris, Steve Stevenson, Mayor Joel Long. Also, in attendance was Director of Permits and Licensing Cyndi Walker, Planner and Development Coordinator Abigail Roberts, and Director of Community Life Kasey Campbell. Guests in attendance were Ms. Joann Bowes President of the Clinton County Historical Society, Ms. Tammy Garrison Director of the Annie Halenbake Ross Library, Dr. Matthew Girton representing APSCUF of LHU, Mr. Benjamin Green, representing Leadership Clinton County, Ms. Laura Jameson from the Express, Ms. Teri Provost from SEDA-COG, and Ms. Marie Vilello Manager of Downtown Lock Haven, Inc.

### COUNCIL MINUTES

**On a motion made by Mr. Conklin, seconded by Mr. Mincer and carried unanimously, the minutes of the October 19, 2020 meeting were approved.**

### PUBLIC COMMENT

Dr. Matthew Girton addressed Council to speak on behalf of the Association of Pennsylvania State College and University Faculties (APSCUF), and inform them about the march and rally being organized for November 17, 2020, in opposition of the proposal to merge Blomsburg, Lock Haven, and Mansfield Universities. Dr. Girton also distributed flyers to council and everyone in attendance.

Council considered the use of Triangle Park on November 17, 2020, by LHU students and faculty for a rally in support of the university, and the Director of Community Life presented Council with the Covid Plan for the rally. **On a motion made by Mr. Morris, seconded by Mr. Stevenson, and carried unanimously, the request was approved.**

### CORRESPONDENCE

Council considered a request from the organizers of the Frozen Snot Winter Race, for the use of Zindel Park on February 20, 2021. The Director of Community Life presented their COVID-19 Safety plan, and explained that there will not be more than 250 racers in one area. On a motion made by Mr. Stevenson, seconded by Mr. Mincer, and carried unanimously, the request was approved.

The Director of Permits and Licensing announced the Leaf Pick Up Schedule for Fall 2020. Leaf pick-up is scheduled for November 9, 2020 through November 20, 2020. Residents are requested to sweep their leaves onto the streets on the day before their street is scheduled for sweeping. Bagged leaves will be picked up November 9 and 10, and November 16 and 17, 2020. These dates will be extended as needed.

The Director of Permits and Licensing notified Council of Moriarty Funeral Home and Crematory's Clean Air application to DEP.

## PUBLIC HEARING ON THE PROPOSED 2021 BUDGET

Mayor Long stated the purpose of the hearing is to afford the public an opportunity to comment and make observations on the recommended budget as reflected in Ordinances 2020-08 appropriating the funds for the 2021 fiscal year and 2020-09 setting the real estate tax millage for the 2021 fiscal (calendar) year.

- Ms. Garrison, Director of the Annie Halenbake Ross Library, presented a letter to Council requesting funding of \$30,000 for the 2021 fiscal year, the same amount appropriated by City Council in 2020.
- Ms. Vilello, Manager of Downtown Lock Haven, Inc., presented a letter to Council requesting funding of \$15,000 for the 2021 fiscal year, the same amount appropriated by City Council in 2020.
- Mayor Long presented a letter from the Clinton County SPCA, requesting funding of \$10,000 for the 2021 fiscal year, the same amount appropriated by City Council in 2020.
- Ms. Bowes, President of the Clinton County Historical Society, presented a letter to Council requesting \$1,500 for the 2021 fiscal year, an increase of \$500 over 2020.

Council discussed the requests for annual contributions from the city to non-profits. Mr. Conklin recommended keeping the contributions at the same amount contributed in 2020, with support from Mr. Mincer.

Mayor Long gave an overview of the General Fund, with a proposed budget of \$5,664,954, the Water Fund, with a proposed budget of \$2,637,624.00, the Sewer Fund, with a proposed budget of \$3,924,386.00, the Airport Fund, with a proposed budget of \$219,871.00, and the Liquid Fuels Fund with a proposed budget of \$706,584.00. The total of all Major Funds is \$13,920,615.00, similar to the 2020 budget.

The Director of Permits and Licensing presented an overview of the UCC Codes and Zoning budget, with a review of the accomplishments of the department in 2020. Highlights included the opening of the Lucky 7 Travel Plaza and the sale of 2 E Walnut Street, which should be accomplished by the end of the year. The Director also discussed 37-55 Bellefonte Avenue, and her discussions with developers after the second requests for proposal yielded no proposals.

Council considered a request to form a subcommittee of City Council to review the adoption of updates to the Property Maintenance Code. **On a motion made by Mr. Morris, seconded by Mr. Conklin, and carried unanimously, Ms. Masorti and Mr. Mincer were appointed to the subcommittee.**

The City Planner and Development Coordinator presented an overview of the Economic Development (Planning) budget, with a review of the accomplishments of the department in 2020. Highlights included the US Census outreach, made possible by grants, airport projects, and the completion of the Comprehensive Plan by the end of 2020. Ms. Provost of the SEDA Council of Governments, discussed the Owner-Occupied Housing Rehabilitation Program Guidelines, and the city's eligibility to apply for Home Funding. This potential application is open to DCED's competitive funding. The funding of \$500,000 would allow for the completion of nine homes. Council considered Resolution No. 1594 adopting the Owner-Occupied Housing Rehab Program guidelines. **On a motion made by Mr. Stevenson, seconded by Mr. Conklin, and carried unanimously, the resolution was adopted.**

The Director of Community Life presented an overview of the Community Development (Recreation) budget, with a review of the accomplishments in 2020. Highlights include the Farmer's Market, Summer Concert Series, and Downtown Pedestrian Mall. Council considered a request to authorize City Engineer Gwin Dobson & Foreman to provide preliminary engineering for upgrades to Triangle and Hoberman parks, and for ADA restrooms at all parks. **On a motion made by Mr. Mincer, seconded by Ms. Masorti, and carried unanimously, the request was approved.**

#### UNFINISHED BUSINESS

Council considered Resolution 1595, an agreement with UPMC Lock Haven for a Payment in Lieu of Taxes ending 12/31/2024. The agreement is for \$40,000 for four years, for the City to drop the challenge of UPMC not being a non-profit. **On a motion made by Mr. Stevenson, seconded by Mr. Conklin, and carried unanimously, the resolution was adopted.**

Council considered the appointment of one (1) probationary patrol officer from the qualified list provided by the Lock Haven Civil Service Commission. **On a motion made by Mr. Conklin, seconded by Mr. Morris, and carried unanimously, Mr. Bryan Greene was appointed to the position of probationary Patrol Officer.**

Council considered Resolution No 1596 adopting the policy of the use of body-worn cameras by city-police. This policy is required for the grant funding providing the body-worn cameras. **On a motion made by Mr. Mincer, seconded by Mr. Stevenson, and carried unanimously, the resolution was adopted.**

Mr. Conklin discussed the Veteran's Park project, and the plans that were presented by Mr. Dave Harger and Mr. Steve Getz. The funding is still being established for the project, but the preliminary designs were approved by the subcommittee of City Council.

## NEW BUSINESS

Council considered Ordinance No. 2020-08 adopting the budget for 2021. **On a motion made by Mr. Conklin, seconded by Mr. Morris, and carried unanimously, the ordinance was passed on first reading.** Second reading of the ordinance and adoption will take place at the regular meeting of City Council on Monday, December 7, 2020.

Council considered Ordinance No. 2020-09 setting the real estate tax millage for 2021. The proposed ordinance sets the millage at the same rate as 2020. **On a motion made by Mr. Mincer, seconded by Mr. Conklin, and carried unanimously, the ordinance was passed on first reading.** Second reading of the ordinance and adoption will take place at the regular meeting of City Council on Monday, December 7, 2020.

Council considered the approval to solicit proposals for a three-year lease of Rosecrans farm properties. **On a motion made by Mr. Mincer, seconded by Mr. Stevenson, and carried unanimously, the matter was approved.**

## OTHER MATTERS

There were no other matters brought to Council.

## ADJOURNMENT

**Upon motion by Mr. Morris, at 8:19 p.m., the meeting was adjourned.**

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Mayor

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City Clerk

## City Council Meeting November 9, 2020

City Council met virtually in regular session on Monday November 9, 2020, over Zoom conference call, and streamed live over YouTube and Facebook, 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, Mayor Joel Long. Also, in attendance was City Manager Gregory Wilson, Chief of Police Kristin Smith, Fire Chief & Administrator Robert Neff, and Director of Community Life Kasey Campbell.

### COUNCIL MINUTES

**On a motion made by Mr. Conklin, seconded by Mr. Mincer and carried unanimously, with Mr. Byerly abstaining, the minutes of the November 2, 2020 meeting were approved.**

### PUBLIC COMMENT

There were no public comments.

### CORRESPONDENCE

Council considered a request for the use of Zindel Park on December 12, 2020, by Gail Bryan for a wedding. **On a motion made by Mr. Byerly, seconded by Mr. Mincer, the request was approved.**

Mayor Long announced that there will be three ribbon cuttings in the downtown Business District, on Thursday, November 12, and Friday November 13, 2020.

### PUBLIC HEARING ON THE PROPOSED 2021 BUDGET

Mayor Long stated the purpose of the hearing is to afford the public an opportunity to comment and make observations on the recommended budget as reflected in Ordinance 2020-08 and the 2021 real estate tax millage in Ordinance 2020-09.

There were no requests from agencies and organizations within the City, and no comments from residents. The City Manager asked for feedback from City Council regarding the organizations within the city, and to confirm the contribution level would remain the same as 2020's contributions. Mr. Conklin addressed concerns about the cost of River Valley Transit,

and the City Manager explained that the amount in the budget is double the previous year as a place holder, but that the county had not yet provided guidance on the estimated cost for 2021.

The Chief of Police presented an overview of the Police Department budget, with a review of the accomplishments of the department in 2020, particularly in regard to COVID-19. The Chief of Police also discussed the 14 body cameras that will be distributed later this year. There were concerns about the overtime costs, and the City Manager explained the percent increase of the officer's wages is used to create the percent increase of the overtime hours, and it is not expected to all be used.

The Chief of Police and the City Manager presented an overview of the Parking Enforcement budget. The City Manager explained that Parking Enforcement is an economic development issue, and its purpose is to encourage turnover in high traffic, high parked areas, in order to give customers the opportunity to find a convenient place to park. The increase in wages in 2021 is the result of the increase in per hour wages for the two parking enforcement officers who are covered by the collective bargaining agreement with AFSCME.

The Fire Chief and City Manager presented an overview of the Fire Department budget, with a review of the accomplishments of the department in 2020. The Chief explained that many objectives for 2020 were put on hold until 2021, due to the COVID-19 pandemic. The Chief is hopeful that state-sponsored training of volunteers which were often cancelled in 2020 will be able to start again at some point in 2021.

#### UNFINISHED BUSINESS

There was no unfinished business.

#### NEW BUSINESS

Council considered the agreement with the Clinton County Solid Waste Authority for Wastewater Treatment Plant sludge disposal for the years 1/1/2021 through 12/31/2023. The agreement reflects an increase of 50 cents per ton per year. **On a motion made by Mr. Conklin, seconded by Mr. Morris, and carried unanimously, the agreement was approved.**

Council considered Ordinance No. 2020-10 setting wages for non-union employees for the 2021 fiscal/calendar year, raising wages 1.9% effective January 1, 2021. The City Manager explained this number is based on the average of the past three years social security cost of living increase. There were concerns raised about giving wage increases during a pandemic and no-tax increase year. **On a motion made by Mr. Morris, seconded by Mr. Stevenson, and carried unanimously, the ordinance was adopted on first reading.** The second reading of the ordinance will take place on November 23, 2020.

#### OTHER MATTERS



Mayor Long announced Fall Leaf pick up and encouraged residents to rake leaves according to their street sweeper schedule, and to check the website and Facebook for more information.

Mr. Stevenson thanked Veterans, and encouraged residents to thank a Veteran on Veterans Day.

ADJOURNMENT

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

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Mayor

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City Clerk

## **City Council Meeting November 16, 2020**

City Council met virtually in regular session on Monday November 16, 2020, over Zoom conference call, and streamed live over YouTube and Facebook, 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, Mayor Joel Long. Also, in attendance was City Manager Gregory Wilson, Director of Public Works Anthony Stopper, Public Property Foreman Jared Gist, Public Works Foreman Kyle Dale, and the Director of Community Life Kasey Campbell.

### **COUNCIL MINUTES**

**On a motion made by Ms. Masorti, seconded by Mr. Morris and carried unanimously, with Mr. Byerly abstaining, the minutes of the November 9, 2020 meeting were approved.**

### **PUBLIC COMMENT**

Mayor Long announced that prior to the City Council meeting there was a public hearing on the Public Housing Program with SEDA-COG, which is available to view on the City's YouTube channel.

The City Manager presented a letter from Michelle Crowell on behalf of the Central Mountain Swim Team, requesting the city work with the county and other organizations to explore a community pool.

The City Manager explained to council and for the public, that with the increase in COVID-19 cases, City Hall remains closed, and anyone concerned about paying an extra fee to pay their water bill can have their bank account linked to their water account, and avoid the extra fee associated with paying through credit card. Residents also have the option to mail their payments to City Hall.

### **CORRESPONDENCE**

The City Manager notified Council of UPMC Lock Haven's intent to file for a water supply permit in conjunction with Suburban Water Authority.

The City Manager notified Council of the quarterly Comcast franchise fee payment in the amount of \$17,631.04.

The City Manager notified council of the annual mailing of the service line warranty program through the National League of Cities for city water and sewer customers. This is for new customers, not customers currently enrolled. The service line warranty program acts like an insurance policy to help owners complete costly repairs to service lines which are the property owner's responsibility.

Council considered a request from Citizens Hose to close Leather Alley from Bellefonte to Stone Alley on November 27, 2020 through December 28, 2020 for their Annual Christmas Tree Sale. **On a motion made by Mr. Stevenson, and seconded by Mr. Conklin, the request was approved.**

## PUBLIC HEARING ON THE PROPOSED 2021 BUDGET

Mayor Long stated the purpose of the hearing is to afford the public an opportunity to comment and make observations on the recommended budget as reflected in Ordinance 2020-08 and the setting of the real estate tax millage in Ordinance 2020-09.

There were no requests from agencies and organizations within the City, no comments from residents, and no comments from Council members.

The Director of Public Works Tony Stopper and Public Property Foreman Jared Gist presented an overview of the 2020 United State Army Corp of Engineers (USACE) Levee Inspection and discussed other public property projects, with a review of the accomplishments of the department in 2020. Highlights included backing up the berm, as well as an asphalt repair and sealcoat project on the Clinger Walkway on the levee.

The Director of Public Works and Public Works Foreman Kyle Dale presented an overview of the 2021 Paving schedule and discussed other street, snow, and street sweeping projects, with a review of the accomplishments of the department in 2020. Anticipated projects in 2021 included working the agility program with PennDOT, paving projects on Spring Street and West Fourth Street, as well as paving Water Street from Jay Street east to the city line.

The Director of Public Works gave a review of the Sunset Pines Stormwater Management engineering study. The project has been split into five phases, with each phase able to be accomplished in a single year. However, due to financial constraints, the project will take more than 5 years to accomplish. The City Manager added to the discussion that there are enough funds in Fund 035 Highway Aid from state liquid fuels apportionments to address Phase I in 2021, and that there may be enough to also address Phase II in 2022. After that, each phase will like happen every other year or more thereafter making the entire estimated \$1.7 million stormwater and paving improvement project an eight to ten year plan using only funds from the state allocation of liquid fuels funds.

The Director of Public Works also gave a presentation on the need to address the city's aging stormwater infrastructure. Mr. Stopper expressed that according to the American Public Works Association many municipalities are having issues with Stormwater Management and one

proposed fix is to institute a Stormwater Fee. A Stormwater Fee is associated with a person's property, and accounts for the impervious areas of a property, and would help to subsidize the funds being used from liquid fuels to accomplish stormwater infrastructure repairs and replacement including curbs and gutters, the underground drainage system, and paving the affected areas. The City Manager asked Council to consider engaging City Engineer Gwin Dobson and Forman for the 2021 study and community dialogue to explore the implementation of a city stormwater fee in 2022. **On a motion made by Mr. Mincer, seconded by Mr. Morris, and carried unanimously, the request was approved.**

#### UNFINISHED BUSINESS

There was no unfinished business.

#### NEW BUSINESS

Council considered Resolution No. 1597 for cost-sharing the required relocation of fire hydrants prior to the 2022 traffic signal improvement project with PennDOT paying 75% of the cost, and the city paying 25% of the cost. **On a motion made by Mr. Byerly, seconded by Ms. Masorti, and carried unanimously, the Resolution was adopted.**

#### OTHER MATTERS

Mr. Mincer inquired about the request made by resident Michelle Crowell regarding a community pool, and inquired if the City Recreation Board has met regarding this issue. Mr. Mincer also proposed that a community pool could be explored in conjunction with a community center as well. The Director of Community Life responded that the City Recreation Board has not yet met, but will meet before the end of the year and these issues will be brought before them.

#### ADJOURNMENT

**Upon motion by Mr. Morris, at 8:26 p.m., the meeting was adjourned.**

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Mayor

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City Clerk

**AGENDA OF THE REGULAR MEETING  
LOCK HAVEN CITY COUNCIL  
MONDAY, NOVEMBER 23, 2020, 7 O'CLOCK P.M.**

1. Call to Order followed by the Pledge of Allegiance
2. Roll Call: Byerly, Conklin, Masorti, Mincer, Morris, Stevenson, Mayor Long
3. ⊗ Acceptance of or correction to the minutes of the November 16 regular meeting
4. Public comments
5. Correspondence
  - A. ⊗ Consideration of the request from the Department of Environmental Protection and the American Lung Association to use the city's water/sewer customer distribution list to inform residents of the availability of free radon test kits from DEP.
  - B. Clinton County Tax Collection Committee 2019 FY audit
6. Public Hearing on the proposed 2021 Budget
  - A. Mayor's statement: *the purpose of the hearing is to afford the public an opportunity to comment and make observations on the recommended budget as reflected in Ordinances 2020-08 and 2020-09*
  - B. Comments from agencies & organizations in the City
  - C. Comments from residents in attendance
  - D. Comments from Members of Council
    - a. Discussion on the following funds & departments:
      - i. Water Fund pp. 51-56
        1. Distribution lines & water main leak detection (K. Dale)
        2. Drought Warning update & contingency plan (A. Stopper)
        3. Watershed Management (F. Rohrer)
        4. Update on the Ohl & Keller dam projects and water supply wells (G. Wilson)
      - ii. Sewer Fund pp. 57-63
        1. Treatment (M. Glantz)
        2. Building & Grounds maintenance & repairs (C. Rogers)
      - iii. Airport Fund pp. 65-68 (D. Wenker, A. Stopper, A. Roberts)
7. Unfinished Business
  - A. ⊗ Consideration of Ordinance 2020-10 setting the salaries and wages for nonunion employees for 2021
  - B. ⊗ Consideration of the extension of the completion date for the E Church Street streetscape project to May 1, 2021
8. New Businesses
  - A. ⊗ Consideration of request to bid for 2021 garbage collection services for 2/1/2021-1/31/2022
9. Other Matters
10. Adjournment

⊗ = Action Item

The next regular meeting of City Council is next Monday, December 7, 2020 at 7PM via Zoom

**AGENDA OF THE REGULAR MEETING  
LOCK HAVEN CITY COUNCIL  
MONDAY, DECEMBER 7, 2020, 7 O'CLOCK P.M.**

1. Call to Order followed by the Pledge of Allegiance
2. Roll Call: Byerly, Conklin, Masorti, Mincer, Morris, Stevenson, Mayor Long
3. ⊗ Acceptance of or correction to the minutes of the November 23 regular meeting
4. Public comments
  
5. Correspondence
  - A. ⊗ Use of Zindel Park for 10K beginner trail runner race on March 13/20, 2021
  - B. DEP approval for reduction of release of water into McElhattan Creek
  
6. Unfinished Business
  - A. ⊗ Consideration of Ordinance No. 2020-08 adopting the budget for the 2021 calendar (fiscal) year
  - B. ⊗ Consideration of Ordinance No. 2020-09 setting the real estate tax millage for the year 2021
  - C. ⊗ Consideration of the approval of the sale of 2 E Walnut Street by the Redevelopment Authority to Vasas Inc. under the terms of the agreement
  - D. Extension of the Commercial Loan low-interest terms
  - E. ⊗ Consideration of Resolution No. 1595 establishing the HOME program
  - F. ⊗ Consideration of Resolution No. 1596 making application to PennDOT for the replacement of traffic signals at 11 sites in the city
  - G. ⊗ Consideration of Ordinance No. 2020-11 providing for a 4-way stop intersection at S Highland & W Walnut (Second Reading)
  
7. New Businesses
  - A. ⊗ Consideration of Resolution No. 1597 setting the meeting dates of the 2021 regular meetings of City Council
  - B. ⊗ Motion to cancel the regular meeting of City Council scheduled for December 21, 2020
  
8. Other Matters
  
9. Adjournment

⊗ = Action Item

The next regular meeting of City Council is next Monday, January 4, 2021 at 7PM