

**City Council Meeting
January 6, 2019**

City Council met in regular session on Monday, January 6, 2020 in Council Chambers, City Hall, Lock Haven, Pennsylvania. The meeting was called to order at 7:00 PM Mayor William Baney 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, Joel Long, William Mincer, Richard Morris, and Steve Stevenson and Mayor William Baney. Also, in attendance were City Manager Gregory Wilson, Human Resource Specialist Ivana Trader, Laura Jameson with the Express, Scott Johnson and John Lipez with The Record, City Planner & Development Coordinator Abbey Rogers, Director of Public Works Tony Stopper, Director of Licenses & Permits Cyndi Walker, Chief of Police Kristin Smith, Fire Chief Will Harbor. Also, in attendance were residents Caleb Rogers, Douglas Fetzer, Carla Baney, Joe Baney, George Gedon, Cathy Gedon, Mitzi Long, Ellen Long, Kelly Long, Christopher Long, Rick Viello and Nova Maggs.

OUTGOING COUNCIL

Council considered the resignation of Council Member Joel Long effective January 5, 2020. **On a motion made by Mr. Mincer, seconded by Mr. Byerly and carried unanimously, the resignation was accepted.**

Outgoing Mayor William E. Baney III recognized his family and community members for support throughout his years of service as Mayor and congratulated incoming Mayor Long on his successful campaign wishing him luck as he continues the service of tradition to the city. With that, Mayor Baney administered the oath of office to Mayor Joel Long and Council Member Douglas Byerly. Council Member Mincer and Council Member Morris were administered the oath of office previously on Friday, January 3, 2020 at the Clinton County Courthouse.

Former Mayor Baney then retired from the chair, and Mayor Joel Long took the chair as President of Council to preside over the remainder of the organizational and regular meeting.

MATTERS OF ANNUAL ORGANIZATION

Council considered Resolution No. 1357 setting the dates and times of the 2020 regular meetings of City Council with four meetings scheduled various locations. **On a motion made by Mr. Mincer, seconded by Mr. Byerly and carried unanimously, Resolution No. 1357 setting the dates and times of the 2020 regular meetings of Council was adopted.**

Council Member Byerly made a motion to appoint Council Member Stevenson as Vice President of Council. The motion was seconded by Council Member Mincer. **On a motion**

made by Mr. Byerly, seconded by Mr. Mincer and carried unanimously, Council Member Stevenson was appointed Vice President of Council.

Council considered the appointment of Members of Council for the following roles as voting members or liaisons, respectively, to the following:

Mayor Long	Cable TV Advisory Committee (voting) Central Clinton County COG (voting) City Employees Retirement Board (term ends 12/23/23) (voting) Police Pension Fund Board (term ends 12/23/23) (voting) Summer Concert Series Committee City Redevelopment Authority (liaison) LHU Community Advisory Board (liaison) Lock Haven City Authority (liaison)
Vice President Stevenson	Downtown Lock Haven Inc. (voting) Commercial Loan Program Committee (voting) Emergency Management Coordinator City Planning Commission (liaison) LHU Community Advisory Board (liaison) Zoning Hearing Board (liaison) Levee Advisory Committee (liaison) Veterans Park Committee (alternate)
Council Member Byerly	Cable TV Advisory Committee (voting) Clinton County Waste Authority (recycling) (liaison) Code Enforcement Board of Appeals (liaison) LHU Community Advisory Board (liaison)
Council Member Conklin	Clinton County Sewer Authority (term ends 12/31/20) (voting) Veterans Park Committee (voting) City Employees Retirement Board (term ends 12/31/21) (voting) Historic District Advisory Committee (voting) Police Pension Fund Board (term ends 12/31/21) (voting) Summer Concert Series Committee
Council Member Mincer	Water Filtration Authority (term ends 1/2/24) (voting) City Employees Retirement Board (term ends 12/31/23) (voting) Police Pension Fund Board (term ends 12/31/23) (voting) Ross Library Board of Trustees (liaison) Clinton County Sewer Authority (alternate)

On a motion made by Mr. Stevenson, seconded by Mr. Morris and carried unanimously, the appointment was approved.

Council considered the appoint of residents and employees to serve on its authorities, boards, and commissions as follows:

Boards	Resident	Term to Expire
Central Clinton County Water Filtration Authority	Gregory Wilson	1/2/2025
Lock Haven Area Flood Protection Authority	William Bovier	1/2/2025
Lock Haven City Authority	Wade Williams	1/1/2025
Redevelopment Authority of the City of Lock Haven	Jim Russo	6/1/2025
Board of Health	Von Wise	1/1/2025
Civil Service Commission	Michael Rendos	1/1/2024
Code Enforcement Board of Appeals & Review	Charles Grieb	1/1/2025
Commercial Loan Program Committee	Mike Flannagan	12/31/2023
Commercial Loan Program Committee	LeaAnn Plessinger	12/31/2023
Commercial Loan Program Committee	Don Powers	12/31/2023
Communications Center Advisory Board	Kristin Smith	12/31/2020
Communications Center Advisory Board	Elizabeth Gregory	
Communications Center Advisory Board	(Alt.)	12/31/2020
Communications Center Advisory Board	Robert Neff	12/31/2020
Communications Center Advisory Board	Tyler Wooding (Alt.)	12/31/2020
Historic District Advisory Committee	Bridget Glenn	12/31/2022
Historic District Advisory Committee	Patty Davis	12/31/2022
Historic District Advisory Committee	William Crowell	12/31/2022
Levee Advisory Committee	Dr. George Pedlow	12/31/2022
Levee Advisory Committee	Allan Lugg Jr.	12/31/2022
Levee Advisory Committee	June Houser	12/31/2022
Planning Commission	Wenda Butler	1/1/2024
Planning Commission	Mary Coploff	1/1/2024
Planning Commission	Jann Meyers	1/1/2024
Recreation & Parks Board	Cathy Gedon	1/1/2024
Ross Library Board of Trustees	Art Sanders	1/1/2023

On a motion made by Mr. Stevenson, seconded by Mr. Morris and carried unanimously, the appointment was approved.

COUNCIL MINUTES

On a motion made by Mr. Morris, seconded by Mr. Mincer and carried unanimously, the minutes of the December 16, 2019 meeting were approved.

PUBLIC COMMENT

None

CORRESPONDENCE

The City Manager provided a letter from Castanea Township Supervisors regarding the removal of the Upper Castanea Dam which included questions regarding stormwater management in the event the dam is removed. The City Manager stated that unless the majority of Council expressed an objection, he would contact Frank S. Miceli Esq. to review and help assemble a response to Castanea Township's request. Since the letter from Castanea Township came from its solicitor, which is also the city's solicitor, having an independent attorney review the response would be advisable according to the City Manager. With no objections expressed, the City Manager stated that he would work on the response to Castanea Township prior to the next meeting.

The City Manager provided Council the annual levee inspection by the US Army Corps of Engineers noting the overall system rating of Minimally Acceptable. The City Manager explained that there are three rating: acceptable, minimally acceptable, and unacceptable. Through the efforts of Public Property Foreman Jared Gist and his team, many previously deficient items were upgraded to acceptable and the site visit by the USACE was extremely positive.

The City Manager informed Council he had received a letter from Jack Bailey expressing his sincere appreciation and gratitude for Council honoring him with the naming of the playground Jack Bailey Playground at Hammermill Park.

UNFINISHED BUSINESS

Council considered the appointment of resident and high school junior Nova Maggs as Junior Council Member. Ms. Maggs was nominated by Keystone Central School District because of her interest in politics and political science, and because she previously represented Central Mountain High School as the Hugh O'Brien Youth Ambassador. **On a motion made by Mr. Mincer, seconded by Mr. Byerly and carried unanimously, the appointment was approved.** Ms. Maggs was administered the oath of office by Mayor Long.

NEW BUSINESS

Council considered the request from the Civil Service Commission to extend conditional offers of employment for Entry Level Patrol to three candidates ranked by the Commission for Council's consideration. The candidates must pass a mental and physical evaluation and if successful, will then be eligible for employment with the city, starting hopefully in February 2020. **On a motion made by Mr. Mincer, seconded by Mr. Byerly and carried unanimously, the**

request to extend conditional offers of employment to Joseph M. Katalinas of Williamsport, Gage T. Fischer of Julian, and Cynthia M. Griffin of Levittown was approved.

Council considered a request to enter into an agreement of sale for 445 Bellefonte Ave (0.05 acres) to Terry L. Williams (owner of adjacent 439 Bellefonte Ave). Mr. Williams has requested to purchase the small parcel of land from the city for \$100. The City Manager explained that the city would be responsible for applicable fees, and if agreeable, the final agreement would come before Council for its approval. **On a motion made by Mr. Stevenson, seconded by Mr. Morris and carried unanimously, the request to pursue an agreement was approved.**

Council considered the request from Hope Hose Company to gain consent of City Council as property owner for the installation of a lighted sign with changing text to be installed in front of the fire house on E Church Street. The consent is required in order for Hope Hose to apply for a sign permit and seek approval for a special exception to the zoning hearing board. Mr. Morris expressed his disinclination toward LED signs with changing text as both unattractive and distracting. **On a motion made by Mr. Byerly, seconded by Mr. Stevenson, the request was approved with Mr. Morris voting against the measure.**

Council considered the award of demolition for 603/605 E. Main Street in the amount not to exceed \$15,000.00 to Masters Excavating if the property owner fails to initiate demolition on or before January 10, 2020. The amount falls below the bid threshold and Masters is a proven qualified contractor having performed the demolition of 47-55 Bellefonte Avenue under contract with the City. The Director Permits Cyndi Walker informed Council that she has been working extensively with the property owner who has agreed to remove the structure before January 10, 2020. Only if the property owner fails to comply with the demolition order would the City be forced to engage the awarded contract and then the cost of demolition and all legal costs would be placed on the property as a lien which would then be executed by the City. **On a motion made by Mr. Mincer, seconded by Mr. Byerly and carried unanimously, the request was approved.**

OTHER MATTERS

The City Manager stated that the vacancy on Council created by the resignation of Council Member Long to assume the position of Mayor will be advertised and letter of interest will need to be received in advance of the first regular meeting of Council. On February 3, 2020, Council would meet with the interested candidates and interview them during the public meeting to select a replacement for appointment to the vacancy to serve the partial term through January 2, 2022.

Mr. Mincer requested that consideration be given to the placement of a stop sign at the intersections of Linden Circle where it intersects with Linden Street, as well as four-way stop signs at the intersection of Linden Street and Second Avenue, and the intersection of S. Highland Street and W. Walnut Street. Council requested that it be provided more information including sight distance review and crash data so that it can review the intersection at a future meeting.

Mr. Mincer questioned the result of Noise Ordinance enforcement. Chief Smith stated that two citations were given due to noise disturbance.

ADJOURNMENT

Upon motion by Mr. Morris, seconded by Mr. Byerly, at 7:50 p.m., the meeting adjourned.

Mayor

City Clerk

**City Council Meeting
January 20, 2019**

City Council met in regular session on Monday, January 20, 2020 in Council Chambers, City Hall, 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, William Mincer, Richard Morris, Steve Stevenson, Junior Council Member Nova Maggs, and Mayor Joel Long. Also, in attendance were City Manager Gregory Wilson, Human Resource Specialist Ivana Trader, Scott Johnson with The Record, Downtown Lock Haven Inc. Manager Samantha Eisenhart, City Planner & Development Coordinator Abbey Rogers, Director of Public Works Tony Stopper, and Director of Licenses & Permits Cyndi Walker. Also, in attendance was resident Caleb Rogers.

COUNCIL MINUTES

On a motion made by Mr. Conklin, seconded by Mr. Byerly and carried unanimously, the minutes of the January 6, 2019 meeting were approved with the correction of Mr. Byerly's name within the second paragraph of MATTERS OF ANNUAL ORGANIZATION.

PUBLIC COMMENT

None

CORRESPONDENCE

Council considered the request of Downtown Lock Haven Inc., presented by Downtown Manager Samantha Eisenhart, for events during 2020 as follows:

Best of Clinton County Saturday, June 27, 2020

- To permit sidewalk sales, displays and food booths to be placed along East Main Street and West Main Street;
- To close N. Vesper and N. Grove Streets from E. Water to E. Church Street for outdoor recreational vendors beginning at 9am;
- To close West Main Street from Mill Street to First Street at 9 am;
- To have no parking in the Main Street parking lot and no parking on East Main Street from Jay Street to Mill Street;
- To close Main Street for the duration of the day;
- To provide ample barricades for road closures;

- To provide written approval of the event on Main Street starting at 9am, beginning at Henderson Street and ending at Triangle Parl. (Approval letter will be submitted with PennDOT permit application)

LH JAMS Saturday August 15, 2020:

- To close Main Street Jay Street to Grove Street 9am-10pm;
- To provide barricades for the road closure
- To provide written approval of the even on Main Street starting at 9am, beginning at Jay Street and ending at Grove Street. (Approval letter will be submitted with PennDOT permit application)
- To have no parking Jay Street to Grove Street for the duration of the event
- Free parking on the day of the event
- Bag the meter the day before the event

Haven Holidays/Small Business Saturday November 28, 2020:

- To close Main Street for the duration of the parade;
- To provide ample barricades for road closures;
- To provide written approval of the event on Main Street starting at 5:30 PM, beginning at Henderson Street and ending at Triangle Park. (Approval letter will be submitted with PennDOT permit application)
- Free parking for the duration of the day;

On a motion made by Mr. Mincer and seconded by Mr. Morris and carried unanimously, the above listed requests for the use of City streets and property were approved.

Council considered Resolution No. 1358 providing for the application to PennDOT for the installation of the banner over East Main Street (Best of Clinton County) and Resolution No. 1359 providing for the application to PennDOT for the installation of a banner over East Main Street (LH JAMS). **On a motion made by Mr. Mincer, seconded by Mr. Stevenson and carried unanimously, the Resolutions No. 1358 & No. 1359 to install banners over East Main Street were adopted.**

The City Manager provided Council with response to letter from the Castanea Township Supervisors regarding the removal of the Upper Castanea Dam. The letter provided analysis from the City's engineering firm Gwin Dobson & Foreman and relayed to the supervisors their findings that the dam was not designed to provide flood control, and that the results showed that only 3% of water during a flood event is contained by the reservoir. The letter also relays to the Supervisors that the removal of the dam will be guided by D.E.P. guidelines and reviewed by the Conservation District and the City is bound to follow those rules and laws in order to safely remove the dam.

The City Manager provided Council with a letter from Lock Haven University providing the annual remittance to the City of Lock Haven for the emergency services with a check \$2,913.00 for 2020, which is \$1.00 per student registered in the Fall 2019 semester.

UNFINISHED BUSINESS

Council considered Resolution No. 1360 providing for the sale of 445 Bellefonte Ave to Terry L Williams for One Hundred (\$100.00) Dollars. Mr. Stevenson confirmed Mr. Williams would pay all costs and fees associated with the transfer which was confirmed by the City Manager. **On a motion made by Mr. Mincer, seconded by Mr. Conklin and carried unanimously, the Resolution was adopted.**

The City Manager and Director of Public Works provided a review of the installation of stop signs at Linden Street & Linden Circle, Linden Street and Second Avenue, and South Highland Street and West Walnut Street. With the recommendation of the Director of Public Works, Council agreed to have the Department of Public Works conduct further studies of each intersection in the hill district and return to Council with its findings for Council's consideration. The City Manager relayed that with Council's consent, he will direct the Chief of Police to issue an emergency notice for the installation of a stop sign at Linden Street & Linden Circle until the matter can be brought before Council in the form of an ordinance

NEW BUSINESS

Council considered Ordinance No. 2020-01 adopting the budget for the 2018 Community Development Block Grant program accounting for the expenditures appropriated from the fund equities, revenues and other financing sources available for the specific purposes set forth below:

060-300-05410	Interest	\$100.00
060-300-06545	Commonwealth CDBG	<u>\$296,249.00</u>
	TOTAL REVENUE	\$296,349.00
060-401-40321	SEDA COG Consultant Svcs.	\$42,550.00
060-401-46210	Interest Returned	\$100.00
060-401-51384	E Water Street Paving	\$242,925.00
060-401-51386	Comprehensive Plan Update	<u>\$10,774.00</u>
	TOTAL EXPENDITURES	\$296,349.00

On a motion made by Mr. Stevenson, seconded by Mr. Byerly and carried unanimously, the appointment was adopted on first reading. The Ordinance will appear for second reading at the February 3, 2020 regular meeting.

Council considered request from First Quality to install a directional sign in the City's right-of-way to guide delivery trucks to the new entrance off of East Walnut Street to its Castanea Facility. **Mr. Conklin made a motion to permit the installation of directional signs by First Quality within the City's right-of-way at locations deemed appropriate by City staff. ~~The~~**

~~motion~~**The motion** made by Mr. Conklin and seconded by Mr. Byerly carried unanimously and the request was approved.

OTHER MATTERS

The City Manager informed Council that the property at 603 East Main Street was compliant with the demolition order and that the adjacent property at 605 East Main Street was stabilized which eliminated the need for the City to execute an agreement with Masters Excavating for the demolition of the property.

The City Manager addressed a statement reported in the Express to the County Commissioners that Clinton ~~County did~~County did not adequately support the training of fire fighters. The City Manager informed Council that Clinton County pays \$2,500 per year as a flat rate to Beaver Community College for all training for firefighters throughout the County

Mr. Mincer questioned the progress of social platforms by the City including Facebook, Instagram, and Twitter. The City Manager stated that the City does not currently use the platforms for general information and that there is not an employee to monitor the postings of each platform. The City Manager stated that a great deal of information has been added to the City's website so that the public can easily access information they may need including forms and publications.

Mr. Mincer requested a second person be trained to record Council meetings for livestreaming in the event Director of Community Life Kasey Campbell is absent. The City Manager agreed to look into having another employee trained in operating the recording equipment

Mr. Morris inquired about the progress of the Redevelopment Authority for the City-owned properties at 37-55 Bellefonte Ave and 2 E Walnut Street. The City Manager informed Council that at the ~~eRdevelopment~~Redevelopment Authority public meeting on January 27, 2020, the Authority will be acting to make a recommendation to Council about which developer's proposal it believes should be considered by Council City Council will then consider the proposals at its regular meeting on February 3, 2020.

ADJOURNMENT

Upon motion by Mr. Mincer, seconded by Mr. Conklin, at 7:57 p.m., the meeting adjourned.

Mayor

____ City Clerk

**City Council Meeting
February 3, 2019**

City Council met in regular session on Monday, February 3, 2020 in Council Chambers, City Hall, 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, William Mincer, Richard Morris, Steve Stevenson, Junior Council Member Nova Maggs, and Mayor Joel Long. Also in attendance were City Manager Gregory Wilson, Human Resource Specialist Ivana Trader, Scott Johnson and John Lipez with The Record, Laura Jameson with The Express, City Planner & Development Coordinator Abbey Rogers, Director of Public Works Tony Stopper, Director of Licenses & Permits Cyndi Walker, Director of Community Life Kasey Campbell, Police Chief Kristin Smith, and Fire Chief Bob Neff. Also, in attendance were residents Caleb Rogers Chris Williams, and Don Powers. Other attendants were Kayla Katalinas, Joseph Katalinas, Linda Galliher, Nathaniel Antonuab, Gage Fischer, Gerald Jewett, Michelle Wondoloski, Mick Galliher, Trent Dunlap, Cynthia Griffin, Ed Griffin, Michelle Griffin, Mike Sager, Dana Antonuccio, Cathy Sager, Jordan McCloskey, Nick Antonuccio, Nicole Capasso, Chris Capasso, Jim Hanna, Steve Getz, Dave Harger, Jim Russo, and Masa James.

COUNCIL MINUTES

On a motion made by Mr. Byerly, seconded by Mr. Mincer and carried unanimously, the minutes of the January 20, 2019 meeting were approved.

Council considered the appointment of a resident to the vacant seat on City Council. One letter of interest was received from Barbara Masorti along with an affidavit of residency as required by the Third Class City Code. Ms. Masorti was present at the meeting. **On a motion made by Mr. Conklin, seconded by Mr. Mincer and carried unanimously, resident Barbara Masorti was appointed to fill the vacant seat on City Council for the term ending January 2, 2022.** Mayor Long issued the Oath of Office to Ms. Masorti and she was seated as a Council Member.

PUBLIC COMMENT

Steve Getz and Dave Harger presented City Council with preliminary drawings for a refurbishment of Veterans Park at the corner of E. Water Street and N. Jay Street to be paid for with donations. Mr. Getz and Mr. Harger requested that Council call a meeting of the Veterans Park committee made up of representatives from veterans organizations throughout the County to discuss the potential improvements to Veterans Park and provide City Council with a recommendation. **On a motion made by Mr. Mincer, seconded by Mr. Byerly and carried**

unanimously Council directed Council Member Conklin who chairs the committee to call a meeting of the Veterans Park Committee to consider the request for improvements.

CORRESPONDENCE

Council considered the request of Sentimental Journey, Inc., presented by Sentimental Journey Executive Coordinator Kim Garlick, for use of City property in for events during 2020 as follows:

Use of Hangar 1 on May 3, 2020 for a pancake breakfast

Use of Piper Airport for the Sentimental Journey Fly-in on June 16-20,2020

Use of Hangar 1 on September 20, 2020 for a pancake breakfast

On a motion made by Mr. Stevenson, seconded by Mr. Morris and carried unanimously, the request was approved.

Council considered Resolution No. 1361 providing for the application to PennDOT for the installation of the banner over East Main Street (U.S. Census) and Resolution No. 1362 providing for the application to PennDOT for the installation of a banner over East Main Street (Ross Library). **On a motion made by Mr. Stevenson, seconded by Mr. Mincer and carried unanimously, the Resolutions No. 1361 & No. 1362 to install banners over East Main Street were adopted.**

The City Manager provided Council with the 2019 recycling report from Wayne Township Landfill. During 2019, the Authority collected 346.34 tons of recyclables withing the City of Lock Haven.

The City Manager provided Council with a total of 2019 Unpaid Real Estate Taxes. \$260,367.86 was turned over to the County for collection.

The City Manager provided Council with the 2018 Annual Audit (CLGS-30). The Manager explained how the audit was divided by type of activity and is easier for the public to understand than the annual financial statements. The Manager explained that the difference between revenues and expenditures was attributed to borrowed proceeds from the 2016 and 2018 borrowings. Mr. Mincer questioned how the amusement tax was paid. The manger stated it was paid on a flat rate per item.

The City Manager provided Council with a letter from the Pennsylvania Department of Environmental Protection that after reviewing the 2019 Annual Inspection Report for Upper Castanea Dam, DEP has classified the dam as unsafe. DEP has ordered the City to file and “application to Draw Off Water from the Impoundments” with the Pennsylvania Fish & Boat Commission within 5 days of receiving the letter dated January 22, 2020 and subsequently begin reservoir drawdown. Mr. Conklin questioned the effect the drawdown would have on Harveys Run. The Manager stated it would be a small increase, but not a substantial increase in flow. An application to Draw Off Water was submitted to Thomas Shervinskie, Fisheries biologist of the Pennsylvania Fish & Boat Commission on January 24, 2020 by consulting engineer Gwin Dobson

& Foreman. When the City receives approval from Fish & Boat, it will begin the drawdown process.

UNFINISHED BUSINESS

Mayor Long issued the Oath of Office to newly hired police officers Gage Fischer, Cynthia Griffin, and Joseph Katalinas.

Council heard the presentation of the new City smartphone app “Lock Haven City” from Director of Community Life Kasey Campbell. The app was designed to give City residents another way to communicate issues they feel need to be addressed with the City.

Council considered second reading of Ordinance No. 2020-01 adopting the budget for the 2018 Community Development Block Grant program accounting for the expenditures appropriated from the fund equities, revenues and other financing sources available for the specific purposes set forth in the ordinance.

On a motion made by Mr. Mincer, seconded by Mr. Morris and carried unanimously, Ordinance No. 2020-01 was adopted on second reading.

Council considered the award of materials for a 12-bay storage shed at Second Avenue to Triple D Truss, the lowest bidder, in the amount of \$23,554.86. Director of Public Works Tony Stopper stated the shed will be large enough for the leaf vac trucks to protect them from the elements. **On a motion made by Mr. Conklin, seconded by Mr. Byerly and carried unanimously, the bid was approved.**

NEW BUSINESS

Council considered Resolution No. 1363 to acquire title to certain properties through Eminent Domain Proceedings for a permanent avigation easement of the parcel Control No.19-9391, owned by Robert G Baguley and Judith M Koch by virtue of that certain Deed recorded to Clinton County Instrument No. 2005-2747 (the “property”) on, over, and above the Property for the purposes of William T. Piper Memorial Airport. The City Manager explained the City would be taking air, not the land, and that there is a tree in the easement area that needs to be removed

The City had negotiated with the property owner and offered the appraised value of the easement, \$1,000.00; however, the property owners were not responsive to the amount being offered and had additional demands that can’t be met by the City. **On a motion made by Mr. Byerly, seconded by Mr. Mincer and carried unanimously, Resolution No. 1363 acquiring title through Eminent Domain to parcel 19-9391 was adopted.**

Council considered the request to declare the lease with Anadarko Marcellus Midstream of 11 acres of land at the airport abandoned if a new lease for the site is obtained with Costal Defense. The City Manager explained that 2020 is the last year of the lease with Anadarko, and that Coastal

Defense intends to enter into a minimum 25-year lease and construct an additional hangar on the site. **On a motion made by Mr. Stevenson, seconded by Mr. Conklin and carried unanimously, the request was approved.**

The City Manager presented four property transfer requests from the Redevelopment Authority of Lock Haven for Council's consideration:

1. That the City transfer 2 E Walnut St. to the Redevelopment Authority so that it may enter into an agreement for sale for \$200,000.00 to Vasas Inc. and the construction of a restaurant on the site. **On a motion made by Mr. Byerly, seconded by Mr. Stevenson and carried unanimously, the request was approved.**
2. That the City transfer 37-55 Bellefonte Ave to the Redevelopment Authority so that it can continue to pursue an agreement for sale for \$65,000.00 or greater to the co-developers of Davis & Davis Real Estate LLC and Yoder Development Group Inc. for construction of 3 story commercial structure (1st floor commercial, floors 2-3 residential at market rate rent). **On a motion made by Mr. Stevenson, seconded by Mr. Byerly and carried unanimously, the request was approved.**
3. That the City transfer 615 Park Street (parcel 22-11587-6) to the Redevelopment Authority for its disposition. **On a motion made by Mr. Conklin, seconded by Mr. Stevenson and carried unanimously, the request was approved.**
4. That the City transfer parcel ID 6-2995, commonly known as the "Drake site" to the Redevelopment Authority for disposition. The property which is accessible from Myrtle street was originally purchased for \$900.00 by the City at judicial sale. **On a motion made by Mr. Stevenson, seconded by Mr. Byerly and carried unanimously, the request was approved.**

With Council's consent on the above requests, the City Manager stated that the solicitor will now draw up the appropriate resolution for Council's consideration so that the properties may be transferred to the Authority's ownership and it may then enter into legally binding agreements for their development and sale.

The City Manager provided a memo from Fire Administrator Robert Neff stating that the Lock Haven Fire Advisory Board requests that Trevor J Reeder be appointed as a relief driver for the Citizens Hose Company and that Craig Simcox be appointed as a relief driver for Hope Hose Company. **On a motion made by Mr. Mincer, seconded by Mr. Byerly and carried unanimously, the request was approved.**

OTHER MATTERS

Mr. Stevenson stated that a recent meeting of the county partners with River Valley Transit that the bus service ended 2019 with 90% of within its revenue target and 92% of its spending target and has been seeing increasing ridership, especially among students.

ADJOURNMENT

Upon motion by Mr. Morris, seconded by Mr. Conklin, at 8:00 p.m., the meeting adjourned.

Mayor

City Clerk

**City Council Meeting
February 17, 2020**

City Council met in regular session on Monday, February 17, 2020 in Council Chambers, City Hall, 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, Junior Council Member Nova Maggs, and Mayor Joel Long. Also in attendance were City Manager Gregory Wilson, Human Resource Specialist Ivana Trader, Scott Johnson with The Record, Laura Jameson with The Express, Samantha Eisenhart and Bob Rolley with Downtown Lock Haven Inc. and Steve Getz with the Clinton County Arts Council, City Planner & Development Coordinator Abbey Rogers, and Director of Licenses & Permits Cyndi Walker. Also, in attendance were Diahann Claghorn, Sue Foust, Janine Bruno, Eleanor Kodish, Carmen Banfill, Michael Dick, Brianna Mercer, and Corinne Amrom.

COUNCIL MINUTES

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

PUBLIC COMMENT

Council heard a presentation from Corinne Amrom, new District Executive Director of the Lock Haven River Valley Regional YMCA, explaining the current and future programs at the Lock Haven YMCA and welcoming City Council and the public to stop by for a tour and learn more about the benefits the YMCA brings to our community.

CORRESPONDENCE

Council considered the request for the use of Triangle Park presented by Downtown Lock Haven Rotarian Sue Foust to place Flags of Honor to honor local veterans on Memorial Day weekend May 22-27, 2020 and to place lights on September 11, 2020 for the Angel Lights Memorial, honoring loved ones. **On a motion made by Mr. Mincer, seconded by Mr. Conklin and carried unanimously, the request to use Triangle Park was approved.**

Council considered the request permission to install “little libraries” presented by Downtown Lock Haven Rotarian sue Foust at the Jack Bailey Playground at Hammermill Park and Hoberman Park. The libraries would mimic the current ones in place in size and dimensions

located at Triangle and Hanna Parks, and will be available for members of the public to use, free of charge. **On a motion made by Mr. Mincer, seconded by Mr. Conklin and carried unanimously, the request to install “little libraries” was approved.**

Council considered the request presented by Downtown Lock Haven board president Steve Getz for the City of submit a letter of endorsement for Downtown Lock Haven’s application to the Pennsylvania Historic and Museum Commission for funding to conduct a feasibility study for a proposed Cultural Center at the Masonic Temple in downtown Lock Haven. Mr. Getz also requested that the City apply for a Municipal Assistance Program (MAP) grant from the Department of Community & Economic Development to fund the other half of the cost of the feasibility study. **On a motion made by Mr. Byerly, seconded by Mr. Conklin and carried unanimously, the request for the City to submit a letter and to apply for a MAP grant for the feasibility study was approved.**

Council considered request by Cedar Heights Brethren in Christ Church for use of Zindel Park as part of their 5k course for run/walk to benefit human trafficking survivors. **On a motion made by Mr. Conklin, seconded by Mr. Byerly and carried unanimously, the request to use the park was approved.**

Council considered request by Nils Mantzoros, President of the Dirty Dabbers Motorcycle Club, for use of the City Authority watershed to host it’s 30th Annual Great Adventure Dual Sport Ride on May 30, 2020. The City Manager explained that any damages caused by the event would be remediated by the organization. **On a motion made by Mr. Mincer, seconded by Mr. Morris and carried unanimously, the request to use the watershed was approved.**

Council considered Resolution No. 1366 providing for the application to PennDOT for the installation of the banner over East Main Street (Clinton County Cleanscapes). **On a motion made by Mr. Stevenson, seconded by Ms. Masorti and carried unanimously, the Resolution No. 1366 to install a banner over East Main Street was adopted.**

The City Manager provided Council with the Fireman’s Relief Association 2017-2018 compliance audit.

UNFINISHED BUSINESS

Council held a public hearing during which Zoning Officer Cyndi Walker proposed an amendment to City Code Chapter 27 which would increase the height of a residential fence from a maximum of 6 feet to a maximum of 8 feet. Ms. Walker explained to Council that the amendment had received favorable review from both the City’s Planning Commission and the County’s Planning Commission at its January 21, 2020 meeting. Ms. Walker provided proof of publication of the proposed ordinance which appeared in the Lock Haven Express on February 3 and February 10, 2020. Mr. Mincer questioned the need to raise the height. Mr. Conklin explained there is not enough privacy in some locations with a 6-foot fence. Mr. Conklin also stated that 8-foot fencing would likely be a special order and would be expensive to purchase. **On a motion made by Mr.**

Conklin, seconded by Mr. Byerly and carried unanimously, the Ordinance to raise the maximum height of a residential fence was adopted on first reading.

Council considered Resolution No. 1364 to transfer property to the Redevelopment Authority. This City Manager explained that the adoption of the resolution is the official action to transfer the property Council agreed to turn over the Authority at its February 3 regular meeting. **On a motion made by Mr. Stevenson, seconded by Mr. Mincer and carried unanimously, the Resolution to transfer property was adopted.**

Council considered Ordinance No. 2020-03, renewing the Cooperative Police Service Agreement between the City and Lock Haven University with a change in language in section 12 from “The term of this agreement shall be five years from the effective date of the Agreement, which shall be affixed to the Agreement after it has been fully executed by the Municipality and the University, including appropriate legal approvals” to “the term of the Agreement shall be one year; the Agreement, however, shall automatically be renewed on a year-to-year basis. The Municipality or the University may withdraw upon ninety (90) days’ written notice of the intent to withdraw to the other party.” The proposed language must also be approved by the university in order to be incorporated into the agreement. The university will make a decision on the proposed language prior to Council’s second reading and final adoption of the ordinance. Mr. Stevenson encouraged joint trainings for the officers. **On a motion made by Mr. Stevenson, seconded by Ms. Masorti and carried unanimously, Ordinance No. 2020-03 renewing the Cooperative Police Service Agreement between the City and Lock Haven University was adopted on first reading.**

Council considered Resolution No. 1365 endorsing the creation of the US Census Complete Count Committee and showing Council’s support for the 2020 Census. The resolution was thoroughly discussed and amended and **on a motion made by Mr. Mincer, seconded by Mr. Morris and carried unanimously, the Resolution was adopted.**

NEW BUSINESS

Council considered a request to enter into an agreement for professional services in the amount of \$43,000.00 with Baker Tilly to perform the 2019 fiscal year audit. **On a motion made by Mr. Morris, seconded by Mr. Mincer and carried unanimously, the agreement with Baker Tilly to conduct 2019 fiscal year audit was approved.**

Council considered the adoption of the Drought Contingency Plan. The City Manager explained that the former plan contained reference to the use of water wells that are currently inactive and that those references have been removed. The Manager explained that the plan calls for the use of the Susquehanna River as the alternate source in the time of drought, as was used during the last drought. **On a motion made by Mr. Conklin, seconded by Mr. Morris and carried unanimously, the Drought Contingency Plan was approved.**

Council considered the engineering agreement with GAI for phase I of the taxiway rehabilitation at the airport. This project is designated in the City of Lock Haven's 12-year plan with the Bureau of Aviation and is supported with a grant from that agency. The total project cost for this phase is \$53,555.66, with the City's portion of this project (5%) coming to \$2,677.78. The City Manager explained that the City's share will be covered by the remaining funds from the 2016 borrowing for that purpose **On a motion made by Mr. Morris, seconded by Mr. Conklin and carried unanimously, the request for the engineering agreement was approved.**

Council considered the appointment of city resident Jim Leone of Rose Street to the City Planning Commission and the appointment of city resident Ted Nuttall of W Main Street to the Levee Advisory Committee. **On a motion made by Mr. Byerly, seconded by Mr. Mincer and carried unanimously, the residents were appointed to the respective committees.**

OTHER MATTERS

City Manager presented Members of Council January monthly report from members of the city's Leadership Team: Finance, Policy, Fire, Code & Zoning, Information Services, Planning, Community Life, Human Resources, and Public Works (Streets, Property, Water, Sewer, Airport) to help keep Council informed on what each department is working on and/or has completed during the prior month.

Mr. Stevenson requested an updated list of commission board members and vacancies. The City Manager responded that he would provide that to Council by email during the coming week.

Mayor Long requested opinions of Council of the closing of Dickey Elementary School. Mr. Mincer responded that he felt the school should remain open as it serves a large family population in that neighborhood. Mr. Conklin spoke that he understands the position of both Mayor Long and Council Member Mincer, but knows that schools have been closed in other communities and those communities have recovered and moved forward. Mayor Long expressed concern that such a large vacant building in that neighborhood would not only be difficult for the district to sell, but may have a negative impact on the value of the surrounding homes.

Mayor Long asked if any Members of Council would object to him privately supporting the production of "Little Woman" presented at the Central Mountain High School by stating the donation was from the City in support of the production. No Members of Council voiced an objection.

ADJOURNMENT

Upon motion by Mr. Morris, seconded by Mr. Conklin, at 8:00 p.m., the meeting adjourned.

Mayor

City Clerk

**City Council Meeting
March 2, 2020**

City Council met in regular session on Monday, March 2, 2020 in Council Chambers, City Hall, 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, Junior Council Member Nova Maggs, and Mayor Joel Long. Also, in attendance were City Manager Gregory Wilson, Director of Community Life Kasey Campbell, Scott Johnson with The Record, Laura Jameson with The Express, Director of Public Works Tony Stopper, Director of Licenses & Permits Cyndi Walker, Fire Administrator Robert Neff, and Samantha Eisenhart with Downtown Lock Haven. Also, in attendance were members of the public Ralph Kalbach and Dennis Grenninger of Castanea Township and Cindy Karichner of Woodward Township.

COUNCIL MINUTES

On a motion made by Mr. Mincer, seconded by Mr. Byerly and carried unanimously, the minutes of the February 17, 2020 meeting were approved.

PUBLIC COMMENTS

Council fielded questions from Mr. Grenninger regarding the franchise agreement between the City of Lock Haven and Comcast. Mr. Wilson explained that the City will be open to all comments and concerns from residents as they negotiate with Comcast in the coming months; however, the agreement only covers residents of the City. Residents of other municipalities should contact their own governing body to express their concerns. The Manager stated that any concerns with Comcast should be forwarded to his attention at City Hall and may be used as part of the upcoming negotiations.

CORRESPONDENCE

Council considered the request for use of Peddie Park by the Clinton County's Men's League for Softball games and practices on Saturdays and Sundays from April 26 to August 30, 2020. It was verified by the Director of Community Life that there would be no conflicting events at the park, and that the league would be responsible for field maintenance. **On a motion made by Mr. Mincer, seconded by Mr. Byler and carried unanimously, the request to use Peddie Park was approved.**

Council considered the request for use of Triangle Park presented by Downtown Lock Haven, Inc. for a Rivertown Clean Up, part of the Susquehanna Greenway Clean Ups in association with Earth Day. Downtown Lock Haven, Inc. would work with the Director of Community Life and Director of Public Works to coordinate efforts to clean the streets and parks. **On a motion made by Mr. Mincer, seconded by Ms. Masorti and carried unanimously, the request to use Triangle Park was approved.**

The City Manager provided Council with a letter from the Department of Community and Economic Development approving grant funds in the amount of \$298,504 provided through the Community Development Block Grant (CDBG).

The City Manager provided Council with the actuarial report of the City Employees Retirement Fund showing 104% funding, and 102% funding in Police Pension Fund.

UNFINISHED BUSINESS

Council considered the second reading of Ordinance No. 2020-02, a zoning amendment to Chapter 410, Part 125. **On a motion made by Mr. Conklin, seconded by Mr. Byerly and carried unanimously, the Ordinance to raise the maximum height of a residential fence was adopted.** The ordinance will take effect 20 days from the date of passage.

Council considered the second reading of Ordinance No. 2020-03, an ordinance providing the renewal of the agreement of cooperation for the purpose of providing cooperative police services by the City of Lock Haven and Lock Haven University. The City Manager explained that the lawyers of the Pennsylvania State System of Higher Education decided to continue the renewal every five years as opposed to annually and that the agreement reflects the five-year term. The Chief of Police expressed the importance of this agreement in working with the University. **On a motion made by Mr. Stevenson, seconded by Mr. Conklin and carried unanimously, the Ordinance to renew the agreement of cooperation was adopted.** The ordinance will take effect 20 days from the date of passage.

Council considered the award of the bid for sealcoating and asphalt repairs to the Clinger Walkway on the levee to M&M Asphalt Corp of Williamsport for \$31,908.24. The Director of Public Works explained that the City does not have the means to haul the asphalt and complete the repairs, and that the mile markers will be reapplied, as well as new markers placed on the light poles along the walkway. **On a motion made by Mr. Morris, seconded by Mr. Mincer and carried unanimously, the bid was awarded to M&M Asphalt Corp.**

Council considered the award of the proposal for Information Technology (I.T.) services to Intrada Technologies for \$1,304.00 per month. The City Manager explained that this is only within the amount budgeted in 2020 for I.T. services. **On a motion made by Mr. Conklin, seconded by Mr. Mincer and carried unanimously, the agreement for I.T. services was awarded to Intrada Technologies.**

Council considered Resolution No. 1367 to apply for a Municipal Assistance Program (MAP) grant for the feasibility study for the Masonic Temple. The Manager confirmed that this would represent half of the total estimated cost, with the other half coming from Downtown Lock Haven grant from the Historical & Museum Commission which Downtown Lock Haven has pledged as the “City’s share” of the MAP grant. **On a motion made by Mr. Conklin, seconded by Mr. Byerly and carried unanimously, the Resolution was adopted.**

NEW BUSINESS

Council considered first reading of Ordinance No. 2020-04 amending the budget for the 2016 CDBG by reprogramming the remaining \$20,750.93 toward the Jack Bailey Playground project. The City Manager explained this money was unused funds from the housing rehabilitation program. The Director of Public Works discussed the status of the project, and the plans to be completed by mid-April, and that there should not be additional cost for cementing in the posts. **On a motion made by Mr. Morris, seconded by Mr. Mincer and carried unanimously, the Ordinance was adopted.** The Ordinance will come before Council on March 16 for second reading.

Council considered the memorandum of understanding for the City of Lock Haven and Clinton County to apply for a grant for body worn video equipment. The Chief of Police explained that funding would not be awarded until November, however no additional costs would be expected beyond the cost of the cameras and software which are completely covered by the grant. **On a motion made by Mr. Conklin, seconded by Ms. Masorti and carried unanimously, the memorandum of understanding was approved.**

Council considered the request by the Director of Public Works to dispose of surplus property through public auction. **On a motion made by Mr. Stevenson, seconded by Mr. Mincer and carried unanimously, the request was approved.**

The City Manager notified Council of the closing of the pedestrian walkway during the construction of the Geisinger building. Mr. Conklin expressed concern with closing the sidewalk, when the sidewalk along Spring Street was not closed. The City Manager explained the construction runs right up to the sidewalk, and the safest option is to restrict pedestrians from walking on the sidewalk.

The City Manager notified Council of vandalism at Hoberman playground and announced a reward of \$500 to anyone in the public who can give information leading to the arrest and conviction of the individuals involved in the vandalism. The City Manager explained that in the Capital Improvement plan, \$25,000 was allocated to repairs for the Hoberman Playground.

The City Manager presented Council with the 2020-25 Capital Improvement Plan, to be approved by Council by April 1, 2020. Over the next six years, \$11.5 million of investments in the city is proposed for public safety, city parks, levee, buildings, streets, and airport. \$8.6 million of

that \$11.5 million will be sought through grants at the local, state, and federal level. The City Manager presented a breakdown of each project's anticipated spending overview for each year, in addition to the funding source for each project. The City Manager explained that a decision about borrowing does not need to be made at this meeting, and more discussion can be made regarding the borrowing agreement. Mr. Wilson discussed the importance of a ladder truck for the City of Lock Haven and surrounding municipalities, and explained that because it is advantageous for Lock Haven University and First Quality, the City would pursue donations to help pay at least half the cost of a new ladder truck before a commitment could be made by the City. Concerns were raised by Council in regard to the renovations needed to City Hall, and there was an open discussion regarding what the priorities would be in renovations. Ms. Masorti asked if there could be an additional work session for Council, before the next regular meeting on Monday, March 16. A work session was scheduled for Monday, March 9, 2020 at 7:00 PM in Council Chambers and the City Manager will advertise the meeting in the Express.

OTHER MATTERS

The City Manager provided letters to Council that they can sign in support of Senate Bill 607, which will allow municipal police to utilize radar for speed enforcement.

Mr. Mincer expressed concern from a resident that a stop sign was difficult to see due to parking at the Second Avenue Public Works building. The Director of Public Works explained that the concern had been addressed, and the problem was resolved.

ADJOURNMENT

Upon motion by Mr. Morris, seconded by Ms. Masorti, at 8:24 p.m., the meeting adjourned.

Mayor

City Clerk

**City Council Meeting
March 9, 2020**

City Council met in a special session on Monday, March 9, 2020 in Council Chambers, City Hall, 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 Richard Conklin, Barbara Masorti, William Mincer, Richard Morris, Steve Stevenson, and Mayor Joel Long. Also, in attendance were City Manager Gregory Wilson, Director of Community Life Kasey Campbell, Director of Public Works Tony Stopper, Director of Licenses & Permits Cyndi Walker, and Fire Administrator Robert Neff.

Mayor Long explained the business of this meeting of Council is to have an open discussion about the 2020-2025 Capital Improvement Plan, and for council members to have the opportunity to ask questions.

NEW BUSINESS

The City Manager gave an explanation of the debt service numbers, which were estimated by Concord Financial Services. The borrowing estimate of \$2,250,000 for General Fund capital improvements and for \$500,000 for Airport capital improvements would have a long-term (20-year) financial effect on the City's debt service. The City Manager explained that if the City were to borrow the funds on a "wrapped" debt service, the payments would increase as other debt services decreases, thus maintaining a more steady expenditure over time. The City Manager requested that Council consider a motion to engage our funding solicitor and financial partner Concord Financial Services in order to begin the process of investigating the option of debt service in 2020.

On a motion made by Mr. Conklin, seconded by Mr. Morris, and carried by a vote of 5-1, with Mr. Mincer voting "no," the request to begin the borrowing process, not to exceed \$2.25 million in the General Fund, and \$500,000 in the Airport Fund, by having Concord Financial Services draw up a Resolution for Council's consideration was approved.

There was discussion about the use of funds to make repairs on playgrounds, and Mr. Stevenson asked if the city is still rotating through and working on one playground per year. The City Manager explained that the increased funds needed for Hoberman is in response to the recent vandalism that occurred at the park, but the plans remain to examine a park a year to plan for future improvements so that all parks are regularly addressed.

The City Manager and Director of Public Works explained the allocation of funds for Sunset Pines, and street paving projects. The Director of Licenses and Permits discussed with Council

the importance of projects within the city, and securing grants for most of the work so that money does not always come from the General Fund.

City Council discussed outside utility companies working on City streets, and whether or not these companies abide by the same rules when they make street excavations to access their infrastructure. It was explained by the Director of Licenses and Permits and Director of Public Works that all companies are required to get permits; however, City Council previously waived the street excavation fee for Suburban Water Authority and instead the City's General Fund incurs the expenses. The City Manager was asked to investigate the option of repealing the waiver of fees for Suburban Water Authority so that they are treated equitably with other utilities including those owned by the City.

There was discussion on renovations at City Hall, and the Director of Licenses and Permits, and the City Manager, explained a variety of updates that are needed to the structure. The City Manager had asked for an estimate from a local contractor to perform necessary repairs and upgrades and that figure come in at greater than \$1.6-million. The City would need to borrow the money to complete those repairs if the project were to be approved. However, the City Manager recommended that at this point, City Council authorize soliciting for Requests for Proposals for engineering or architectural services to design and generate an estimate for repairs and upgrades to City Hall.

On a motion made by Mr. Conklin, seconded by Mr. Morris and carried unanimously, the request to develop and distribute a Request for Proposals for the purpose of engineering or architectural services to design the repairs and improvements to City Hall and to provide cost estimate for those repairs and improvements was approved.

OTHER MATTERS

The Director of Community Life announced the meetings of the Comprehensive Plan at the Ross Library on March 11, 2020. The Stakeholders meeting will be held at 2:00 p.m., and at 6:00 p.m. will be the public education session. Members of Council and the public are invited and encouraged to attend.

ADJOURNMENT

Upon motion by Mr. Morris, seconded by Ms. Masorti, at 9:03 p.m., the meeting adjourned.

Mayor

City Clerk

**City Council Meeting
March 23, 2020**

City Council met in special session on Monday, March 23, 2020, through video conference call in Lock Haven, Pennsylvania. The meeting was called to order at 3:00 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, 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. Conklin, seconded by Mr. Mincer and carried unanimously, the minutes of the March 2, 2020 meeting were approved.

PUBLIC COMMENT

There were no comments submitted by residents.

UNFINISHED BUSINESS

Council considered the second reading of Ordinance No. 2020-04, for the transfer of funds for the 2018 CDBG budget for Hammermill Playground appropriation

On a motion made by Mr. Stevenson, seconded by Mr. Mincer and carried unanimously, the Ordinance was adopted.

Council considered of Resolution No. 1369 adopting the 2020 Capital Improvement Plan, to be adopted by April 1, 2020. The City Manager explained that due to the current state of Emergency in the Commonwealth and the nation, and that the endorsement of the Capital Improvement Plan does not mean that all projects will be addressed, but that they will be addressed as funds are available. **On a motion made by Mr. Byerly, seconded by Mr. Mincer and carried unanimously, the resolution to adopt the 2020 Capital Improvement Plan was adopted.**

NEW BUSINESS

Council considered the suspension of late fees on monthly payments unable to be made by local businesses due to the financial loss caused by the current State of Emergency that will be due for the City's Commercial Loan Program and the Sidewalk Replacement Program during the

Commonwealth's State of Emergency. **On a motion made by Mr. Mincer, seconded by Mr. Conklin and carried unanimously, Council approved the request.**

Council considered the first reading of Ordinance No. 2020-05 providing for installment payments of the 2020 real estate tax for those economically effected by the COVID-19 emergency. This allows for residents to make smaller payments for their real estate taxes. Mayor Long thanked City staff for looking into his request to create a solution for residents and small businesses during this time of economic uncertainty. **On a motion made by Mr. Conklin, seconded by Mr. Byerly and carried unanimously, the Ordinance was adopted.**

Council considered Resolution No. 1370 providing infections disease emergency response compensation for permanent City Employees. The City Manager explained that there are many changes and alterations to the Federal and State Laws on compensation, but that in order to abide by those provision, the City needs to temporarily amend its Ordinance that guides the rules for the use of sick and other paid time off benefits which must be done through a Resolution. This will be adjusted if the state of emergency continues beyond April 12, 2020, and an amendment will need to be made. **On a motion made by Mr. Mincer, seconded by Ms. Masorti and carried unanimously, the resolution was adopted.**

Council considered Resolution No. 1371 requesting \$8,000 in County Liquid Fuels for the County's share of the Interchange Lights. The City Manager explained that this will include the regular maintenance costs, as well as costs to make improvements that did not occur last year. **On a motion made by Mr. Stevenson, seconded by Mr. Byerly, and carried unanimously, the resolution was adopted.**

Council considered 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. The City Manager explained that Geisinger has been asked to cover the share of paving that will not be covered by public utilities, including the city's stormwater, water and sewer, which are paying for their share of paving. **On a motion made by Mr. Stevenson, seconded by Mr. Byerly, and carried unanimously, the resolution was adopted.**

Council considered Resolution No. 1373 authorizing investment in Pennsylvania Local Government Investment Trust. The City Manager explained that the money to be invested with PLGIT is what remains from the sesquicentennial, and is set aside for the next city-wide celebration in 2033. **On a motion made by Mr. Byerly, seconded by Mr. Conklin, and carried unanimously, the resolution was adopted.**

Council considered the request from the Lock Haven Area Flood Protection Authority for a \$3,000 contribution. The City Manager explained that by requesting funds, the Authority will pay for their own audit rather than the City paying that bill on the Authority's behalf. **On a motion made by Mr. Byerly, seconded by Mr. Mincer, and carried unanimously, the request was approved.**

OTHER MATTERS

The City Manager thanked all city employees for their work during the State of Emergency. Most employees are sequestered at home, with the exception of our Wastewater employees, Police, and Fire Departments, who have continued to work every day. Many employees are making sacrifices for the health and safety of our community. He also thanked the employees who came in to do work necessary to keep our city functioning, throughout the State of Emergency.

Mr. Long thanked the City Manager and Director of Community Life for their work in putting together the video conference call, and for the City Manager's direction during this time. Mr. Conklin asked for clarification that the Fire Department was closed for residents wishing to buy ice, and the Manager confirmed that the Companies are closed to the public and only open to paid fire drivers and volunteers responding to an active emergency.

ADJOURNMENT

Upon motion by Mr. Mincer, seconded by Ms. Masorti, at 3:34 p.m., the meeting adjourned.

Mayor

City Clerk

**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.

Mayor

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 18th 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 76th 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 9th 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.

Mayor

City Clerk

**City Council Meeting
May 4, 2020**

City Council met in regular session on Monday May 4, 2020, over video conference call, in Lock Haven, Pennsylvania. The meeting was called to order at 7:00 PM by Mayor Joel Long who opened the meeting with a moment of silence followed by the Pledge of Allegiance.

Roll was called and present were Council Members Douglas Byerly, Richard Conklin, Barbara Masorti, William Mincer, Richard Morris, Steve Stevenson, and Mayor Joel Long. Also, in attendance were City Manager Gregory Wilson, Chief of Police Kristin Smith, City Planner and Development Coordinator Abigail Roberts, and Director of Community Life Kasey Campbell.

COUNCIL MINUTES

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

PUBLIC COMMENT

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

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

CORRESPONDENCE

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

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

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

UNFINISHED BUSINESS

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

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

NEW BUSINESS

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

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

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

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

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

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

OTHER MATTERS

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

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

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

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

ADJOURNMENT

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

Mayor

City Clerk

City Council Meeting May 18, 2020

City Council met in regular session on Monday May 18, 2020, over video conference call, in Lock Haven, Pennsylvania, and streamed over YouTube and Facebook Live. The meeting was called to order at 7:00 PM by Mayor Joel Long who opened the meeting with a moment of silence followed by the Pledge of Allegiance.

Roll was called and present were Council Members Barbara Masorti, William Mincer, Richard Morris, Steve Stevenson, and Mayor Joel Long. Absent were Council Members Douglas Byerly and Richard Council. Also, in attendance were City Manager Gregory Wilson, City Planner and Development Coordinator Abigail Roberts, and Director of Community Life Kasey Campbell. Members of the public that joined the call were Christopher Long, Lou Bernard, and Bo Miller.

COUNCIL MINUTES

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

PUBLIC COMMENT

Mr. Mincer shared a letter from Chris Darwin, owner of the Main Street Grill and Saloon, asking Council to temporarily close Main Street for sidewalk sales and outdoor dining. The letter stated support by other Downtown Businesses for the closure. The City Manager explained that City Staff has been working on a plan to accommodate businesses downtown once Clinton County enters the Green Phase, which would include closing Main Street from Jay to Main Street, as well as Grove Street from Water to Church Street. This plan is similar to the suggestions made by other merchants and restaurant owners, but would also accommodate concerts and festivals as well, while meeting the guidelines set by the Department of Health. This plan would be dependent on PennDOT approval.

CORRESPONDENCE

The City Manager read a letter from the Mill Hall Borough Department of Public Works thanking the city for the use of the city's ladder truck to fix a flagpole.

The City Manager read a letter sent to Rep. Borowicz asking for support of the extension of the payment period for the solvency fee for unemployment compensation. The federal government is providing funds to local government entities as reimbursement for unemployment cost. The extension of the solvency fee payment period would provide the city 100% federal reimbursement for unemployment paid, but without the extension the city will only receive 50%

federal reimbursement. The City Manager explained that he has not yet heard back from Rep. Borowicz on this issue.

The City Manager read a letter sent to Rep. Borowicz asking for support of the amendment to HB2172 to halt the bill from preempting municipality authority over PASSHE property and facilities. Under HB2172, City ordinances would not apply on the University's property including rental inspection requirements, open container laws, and all other provisions including charging fees for use and services. The City Manager reported that he had not heard back from Rep. Borowicz as of the meeting.

UNFINISHED BUSINESS

Council considered 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 the Robb Elementary School. The City Manager explained that this parcel of land was operating as a park for many years prior to gifting it to the school district. Members of the public spoke to Council in support of maintaining the Tiger Den. Members who spoke in support of Council requesting the return were resident Lou Bernard, resident Christopher Long, and Bo Miller, President of the Keystone Central School District Board of Education. Christopher Long relayed to Council that he had begun a petition that was signed by 1,200 individuals, urging the City to keep the Tiger Den and provide it for the children of the city. **On a motion made by Mr. Mincer and seconded by Ms. Masorti, the resolution was adopted.**

The City Planner and Development Coordinator discussed the Community Development Block Grant COVID-19 Response Allocation. The City Planner explained that there is a short application to apply for the funds, and before the next council meeting on June 1, there will be a public hearing broadcast on Facebook Live at 6:30 p.m. to discuss the CDBG-CV funds and answer questions in real time. The second public hearing will take place at 6:30 p.m. on June 15, 2020. City Council was provided a schedule of the program, which is also posted on the City Website.

The Director of Public Works gave an update on the E Church Street streetscape construction project. The City of Lock Haven received funding provided by the Transportation Alternative Set-Aside Program (TAP) and will be used to fund the E Church Street Streetscape Project. The total cost of the project is \$1,131,136.00, and the low bidder, M & B Services from Clarion, PA will be handling the project, with inspection being done by the EADS Group, in the amount of \$103,065.00.

NEW BUSINESS

The Director of Community Life announced that after consulting with the Parks and Recreation Committee, and referring to the guidelines set by the PA Department of Health for the "Yellow" and "Green" phase of COVID-19 reopening plans, the City Beach will be closed for the summer. The Director of Community Life and City Manager explained that while the Green Phase states that beaches and marinas can be open, it would be very difficult to hire staff that late in the

season, and it would be difficult to properly regulate the social-distancing required and other intensive requirements required to ensure public safety. For the foreseeable future, the playground and play equipment will be closed until at least the green phase, while city staff develops a plan for sanitizing equipment.

The City Manager announced the City's plans to provide support to the Central Business District during the COVID-19 pandemic. The City will be providing two signs to restaurants in the district that will reserve parking for curbside pick-up. If any other business is interested in a sign, they are instructed to contact the City Manager. The City also has put together a plan to turn the E Main Street parking lot into a temporary outdoor dining area. This dining area would be for patrons of downtown restaurants to sit and enjoy their take-out dinner. The Director of Community Life also outlined the plan for festivals in the downtown, as well as a plan for closing Main Street.

Council considered Resolution No. 1380, requesting approval to submit a permit application to PennDOT for the closure of Main Street from Jay to Vesper Street, every Friday and Saturday from 10:00 a.m. to 9:00 p.m., from June 5 to September 26, 2020. This would allow restaurants and businesses to have outdoor dining and street sales. This would also give opportunity to increase foot traffic, as well as provide a venue to hold summer concerts, while following the protocols laid out in the Green Phase. **On a motion made by Ms. Masorti, seconded by Mr. Stevenson, the resolution carried.**

The City Manager explained to Council that out of the \$5.6 million general fund budget, DCED has asked all municipalities to reexamine their budget and make changes. At a time where significant revenue has been lost, the City is also being asked to cut more expenditures. The City Manager explained that he will be working on these numbers and will provide information to Council at its June 1 regular meeting.

OTHER MATTERS

Mr. Stevenson announced that members of council attended the online meeting with the City's auditors, and that information will be provided soon.

Mr. Stevenson thanked all EMS workers in honor of EMS Week.

Mr. Mincer thanked the city staff for their work in providing creative solutions to problems presented by COVID-19. Mr. Mincer also asked if minutes posted on the website could be condensed to make them more user friendly.

ADJOURNMENT

Upon motion by Mr. Morris, at 8:35 p.m., the meeting was adjourned.

Mayor

City Council Meeting June 1, 2020

City Council met in regular session on Monday June 1, 2020, over video conference call, in Lock Haven, Pennsylvania, and streamed over YouTube and Facebook Live. The meeting was called to order at 7:00 PM by Mayor Joel Long who opened the meeting with a moment of silence followed by the Pledge of Allegiance.

Roll was called and present were Council Members Douglas Byerly, Richard Conklin, Barbara Masorti, William Mincer, Richard Morris, Steve Stevenson, and Mayor Joel Long. Also, in attendance were City Manager Gregory Wilson, City Planner and Development Coordinator Abigail Roberts, Director of Public Works Tony Stopper, Chief of Police Kristin Smith and Director of Community Life Kasey Campbell. A member of the public that joined the call was Joe Waltz.

COUNCIL MINUTES

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

PUBLIC COMMENT

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

CORRESPONDENCE

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

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

UNFINISHED BUSINESS

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

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

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

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

NEW BUSINESS

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

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

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

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

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

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

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

OTHER MATTERS

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

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

ADJOURNMENT

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

Joel Long, Mayor

Gregory J. Wilson, City Clerk

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**City Council Meeting
June 15, 2020**

City Council met in regular session on Monday June 15, 2020, over video conference call, in Lock Haven, Pennsylvania. The meeting was called to order at 7:08 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, Chief of Police Kristin Smith, and Director of Community Life Kasey Campbell. Guests in attendance were Marie Vilello, manager of Downtown Lock Haven, Inc, and Greg Packech of Vape Haven.

COUNCIL MINUTES

On a motion made by Mr. Conklin, seconded by Mr. Stevenson and carried unanimously, the minutes of the June 1, 2020 meeting were approved.

PUBLIC COMMENT

Members of the public were invited to speak with council. Marie Vilello, the manager of Downtown Lock Haven, Inc., spoke to council regarding the closure of E Main Street for the Pedestrian Walkway, which began on June 12, 2020. Ms. Vilello surveyed a few business owners on Main Street, to gain feedback from the first weekend. Most business owners were happy with the closure, but wanted to see a later start time, to allow parking on Main Street longer on Fridays. Greg Packech, owner of Vape Haven at 134 E Main Street, addressed council with his concerns regarding the E Main Street closing for the opening of a Pedestrian Walkway. Mr. Packech requested three parking spaces in the lot off E Church and Grove Street, for his customers to be able to patronize his business. **On a motion made by Mr. Stevenson and seconded by Ms. Masorti, and carried on a vote of 6-1, Council voted to set aside three spaces for 15-minute pick-up and drop-off for businesses in the parking lot during the E Main Street closure times.** Council did not take action on offering free parking throughout Friday, and instead continued the existing practice of offering free parking during the beginning at 5:00 on Friday evening and continuing for the weekend.

Mr. Mincer shared correspondence from a business owner that expressed positive feedback during the Pedestrian Walkway and explained that they were happy to see Main Street so busy on Friday and Saturday.

Mr. Mincer had a member of the public ask if smoking was permitted in the outdoor dining area. The City Manager explained that smoking is prohibited in the Main Street Dining Park, and it is determined by the Department of Health's Clean Air Act.

City Council was informed by the City Manager that the start time for the Main Street Pedestrian Mall would be changed from 9:00 a.m. to 3:00 p.m. on Friday unless Members of Council objected. Not Members of Council voiced an objection.

CORRESPONDENCE

The City Manager gave notice from the Auditor General of the scheduling of the review of the 2016-2019 pension fund activities which is performed every two years.

The City Manager read a notice of the award from the Bureau of Aviation of \$250,000 grant to the city for improvements at Piper Airport.

The City Manager notified Council of the PLCB public hearing for noise exemption on June 22, 2020 at 1:00 p.m. in Council Chambers.

UNFINISHED BUSINESS

Council considered Ordinance No. 2020-06 adopting the Memorandum of Understanding between the City of Lock Haven Police Department and Keystone Central School District. **On a motion made by Mr. Morris, seconded by Mr. Mincer and carried unanimously, the ordinance was adopted on second reading.**

Council considered Resolution No. 1582 accepting the deed of dedication for Kistler Park “Tiger Den”. **On a motion made by Mr. Conklin, seconded by Mr. Morris and carried unanimously, the resolution was adopted.**

Council considered the approval of safety protocols presented by Babe Ruth Baseball League and the Clinton Little League to begin practice and games at City fields which were reviewed by the Director of Community Life who recommended Council approve the protocols. **On a motion made by Mr. Mincer, seconded by Mr. Byerly and carried unanimously, the approval was granted.**

The Director of Community Life announced that the city parks were sanitized and are now open to the public. The new construction at Jack Bailey Playground at Hammermill Park is currently going through final inspections and should be open to the public within a month.

The City Manager announced the end of the period of waiving interest and penalties on unpaid water/sewer bills and end of deferment of existing Commercial Loan payments beginning July 1, 2020.

NEW BUSINESS

Council considered Resolution No. 1583 appointing the Environmental Review Certifying Officer for CDBG projects. **On a motion made by Mr. Morris, seconded by Mr. Mincer and carried unanimously, the resolution was adopted.**

Council considered the extension of the agreement for sewage sludge hauling through April 30, 2021, and the extension of the agreement for garbage pick-up through January 31, 2021. The City Manager explained that after next year, these contracts will be up for bid again. **On a motion made by Mr. Stevenson, seconded by Mr. Byerly, and carried unanimously, the extensions were granted.**

Council considered 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, with the city share of \$2,461 from the 2016 Note borrowing. **In a motion made by Mr. Stevenson, seconded by Mr. Byerly, and carried unanimously, the contract was awarded.**

Council considered Resolution No. 1584 for the hanging of a Census Banner over E Main Street. **On a motion made by Mr. Mincer, seconded by Mr. Conklin, and carried unanimously, the resolution was adopted.**

OTHER MATTERS

The City Manager asked that if any businesses or residents had concerns or suggestions on how to improve the Pedestrian Walkway, to please submit those to the Director of Community Life. The City Manager also announced the intent to provide a Farmer's Market during the Pedestrian Walkway, to be implemented by the end of the July. This would be restricted to only vendors that are not in direct competition to other businesses already in the Central Business District.

ADJOURNMENT

Upon motion by Mr. Morris, at 8:29 p.m., the meeting was adjourned.

Mayor

City Clerk

**City Council Meeting
July 6, 2020**

City Council met in regular session on Monday July 6, 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 Abigail Roberts, Director of Public Works Anthony Stopper, and Director of Community Life Kasey Campbell. Julie Brennan, Tourism Director of the Clinton County Economic Partnership and Visitor's Bureau was also in attendance.

COUNCIL MINUTES

On a motion made by Mr. Conklin, seconded by Mr. Mincer and carried unanimously, the minutes of the June 15, 2020 meeting were approved.

PUBLIC COMMENT

Julie Brennan spoke to Council regarding the Main Street Pedestrian Mall and the support that it has provided the business community in the city. The Economic Partnership created and distributed a survey to residents and businesses to provide feedback from the community. There were 486 responses to the survey, and 348 of those responses were in favor of the Pedestrian Mall. The City Manager explained that the city will be reviewing the responses and evaluating what can be done to improve the Pedestrian Mall. Mayor Long also mentioned receiving positive messages in support, but also suggestions on ways it can be improved.

CORRESPONDENCE

The Director of Community Life presented a request from Roads to Peace (formerly the Clinton County Women's Center) for the use of Triangle Park on July 29, 2020 for a book giveaway. **On a motion made by Mr. Mincer, seconded by Mr. Conklin, and carried unanimously, the request was approved.**

The City Manager presented a request from the Lock Haven Jaycees for a Food Festival, which will take the place of the annual Regatta due to COVID-19 restrictions. **On a motion made by Mr. Morris, seconded by Mr. Byerly, and carried unanimously, the request to close E Water Street from N Jay to Henderson Street on September 5 and 6 was approved.**

The Director of Community Life presented a request from the United Way for the use of Triangle Park on August 8, 2020, for their Annual Day of Caring. **On a motion made by Mr. Mincer, seconded by Mr. Stevenson, and carried unanimously, the request was approved.**

Mayor Long and the City Manager notified Council that Woodward Township Recreation would be moving their fireworks show to Sunday evening, July 12, 2020, immediately following the summer concert. They have also been talking with the city fire and police chiefs to ensure all safety protocols are followed.

The City Manager presented a letter from DEP and PA Fish and Boat regarding spring hydrant flushing. The City Engineer Gwin Dobson & Foreman is working with each entity as well as Soil Conservation to develop a plan for 2021 to meet the required criteria moving forward.

UNFINISHED BUSINESS

Council considered the award of the bid for Aluminum Sulfate to USALCO of Baltimore, MD in the amount of \$1.0541 per gallon. **On a motion made by Mr. Morris, seconded by Mr. Conklin, and carried unanimously, the contract was awarded.**

Mr. Stevenson asked for more information regarding the 2019 Water Quality Report, and the violations in testing. The City Manager explained that the transition from having an on-staff city engineer to an engineering firm resulted in the delayed reporting, and the testing violations were caused by the pandemic preventing staff from entering homes and testing the water in those homes.

NEW BUSINESS

Council considered Resolution No. 1584 appointing the Section 504 Compliance Officer (ADA) and grievance procedure. The City Manager clarified that this was an officer for the city, and not the county, which was a typing error in the document. **On a motion made by Mr. Morris, seconded by Mr. Stevenson and carried unanimously, the resolution was adopted to appoint the City Planner & Development Coordinator as the Section 504 Compliance Officer.**

Council considered Resolution No. 1585 approving the 2017 CDBG budget revision to direct excess proceeds from E Church Street engineering to the Jack Bailey Playground. The Director of Public Works gave an update on the newly constructed bathroom for Shade Field, as well as a new pavilion for the Jack Bailey Playground at Hammermill Park. **On a motion made by Mr. Stevenson, seconded by Mr. Conklin, and carried unanimously, the resolution was passed.**

The City Planner and Development Coordinator presented two Commercial Loan Program considerations. The Dutch Haven Restaurant applied to refinance their current loan at the 1% interest rate, and Momoyo Otsu, a new retailer on Main Street, applied for a loan in the amount of \$50,000 for working capital and equipment expenses, for a period of five years. **In a motion made by Mr. Stevenson, seconded by Mr. Byerly, and carried unanimously, the contract for each respective loan was awarded.**

Mayor Long asked for the City Manager to give an update on the COVID-19 testing and infection data. As of this meeting, the city infection rate was 10.66 per 100,000 residents, and the

county infection rate was 20 per 100,000 residents. The City Manager encouraged all residents to continue being vigilant with the guidelines recommended by the CDC and PA Department of Health. The City Manager will begin providing updates to Council and the website on the 14-day testing and infection data if the zip code's 14-day infection rate increases to 30 per 100,000 or more. The City Manager also clarified that if a resident is unable to wear a mask due to medical reasons, the city will make a reasonable accommodation for them, but no resident is permitted to enter the building without a mask.

Council considered the award of a bid for installation of a new HVAC system at the Piper Airport Hangar 1, to Redmond's Complete Comfort for \$16,086.00. **On a motion made by Mr. Stevenson, seconded by Mr. Morris and carried unanimously, the contract was awarded to Redmond's Complete Comfort.**

OTHER MATTERS

The City Manager discussed the state law pertaining to the use of fireworks within the City of Lock Haven. Fire Chief Tyler Wooding released a video about fireworks safety, made available on Facebook, and reminded residents that the use of fireworks is prohibited within 150 feet of any structure within city limits.

Mr. Byerly asked for clarification from the City Manager and Director of Community Life regarding the planning of the Lock Haven Jams Fest for 2020, and what kind of restrictions were made with the Clinton County Arts Council in response to the COVID-19 pandemic. The CCAC asked for flexibility with the Pedestrian Mall to accommodate the Jazz Festival. The City Manager explained that there were several meetings between the Arts Council and the city to go over the limitations that the pandemic puts on holding outdoor festival. The leadership of JAMS was given several options in which it could successfully hold the festival, but the City Manager expressed that all guidelines must be followed.

Mr. Mincer announced that he and the Mayor had been working with a member of the community, to create a Diversity Roundtable, open to members of Council and residents, to address issues and discuss what improvements can be made within the city to make it a more welcoming environment for all people.

ADJOURNMENT

Upon motion by Mr. Morris, at 8:12 p.m., the meeting was adjourned.

Mayor

City Clerk

**City Council Meeting
July 20, 2020**

City Council met in regular session on Monday July 20, 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, 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. Byerly, seconded by Mr. Stevenson and carried unanimously, the minutes of the July 6, 2020 meeting were approved.

PUBLIC COMMENT

There were no public comments.

CORRESPONDENCE

Mr. Mincer read a letter from Broken Ax owner, Nic Hawrylchak, regarding his concern for restaurants outside of Main Street during the Pedestrian Walkway. Mr. Mincer will get in touch with Mr. Hawrylchak to set up a meeting with Council to hear his ideas on how the city can help businesses outside of the Main Street closure. Mr. Stevenson explained that the city is making efforts to treat all businesses fairly, and council is willing to hear his ideas. Mr. Long added that COVID-19 is still a concern for residents, and the governor's new restrictions make it harder for owners, and no one on council is opposed to hearing new ideas.

Ms. Masorti read an email from Vape Haven owner, Greg Packech, asking about the temporary directional signs, and why Keller and Munro and Vape Haven were not included. The City Manager explained the request is added to the file of businesses interested in being including in permanent signs that will be created in 2021. The temporary signs were created for businesses outside the Main Street Pedestrian Walkway, to inform visitors how far of a walk it would be to restaurants that are under a 10 minute walk, or to show visitors how far a walk it is from one end of the Pedestrian Mall to the other.

The Director of Community Life presented a request from Central Mountain Youth Football for the use of Peddie Park for their practices and games beginning July 21 and ending November 21, 2020. The League would oversee maintaining the field. Council was also provided with a Covid Safety Plan from the league, outlining safety guidelines. The Director of Community Life presented a request from the Men's Sunday Softball League for the use of

Peddie Park on Sundays, and also provided a COVID-19 Safety Plan. The Director of Community Life presented a request from the Clinton County Women's Center for the use of Triangle Park on September 18 and 19, 2020 for a yard sale. The Director of Community Life will ensure that there are no scheduling conflicts at Peddie Park. **On a motion made by Mr. Mincer, seconded by Mr. Byerly, and carried unanimously, all requests were approved.**

The City Manager addressed concerns that the Babe Ruth Softball League, and Clinton Little League were not following the COVID-19 Safety Guidelines provided to the Director of Community Life. The Director of Community Life followed up with both leagues, informing them that they need to follow their safety plan. City staff recommends that if they are not following guidelines, the teams will be suspended for one week. There was discussion about waiting to issue suspension until a member of city staff witnesses the violations. A motion was made by Mr. Morris to immediately suspend the leagues for one week, and seconded by no one, and the motion died. **On a motion made by Ms. Masorti, seconded by Mr. Mincer, and carried unanimously, the leagues will be sent an additional letter notifying them that the league will face a one-week suspension if a visual check by city staff shows a lack of the use of masks or failing to follow the approved safety plans.**

The City Manager notified Council of the approval of the noise exemption for three years by PLCB.

UNFINISHED BUSINESS

Council considered Resolution No. 1586 amending the March 17 State of Emergency due to a resurgence of positive Covid-19 tests. The City Manager proposed amendment to the closing procedures based on the infection rate of 50/100,000 for five or more days in a row. City Hall, Public Works, and the Water Treatment Plant would be open by appointment only, City Council and boards and commissions meetings would all take place remotely, city playgrounds would be closed. Clerks would be able to safely continue working in City Hall, and any members of staff that can work remotely would do so, to provide a safe environment for clerks. The Concert Series Committee would need to make a decision about suspending concerts based on the infection rate. The Mayor clarified that this amendment would only be for city-owned facilities, and not private owned businesses. **On a motion made by Ms. Masorti, seconded by Mr. Morris, and carried by a vote of 5-1, with Mr. Byerly voting in opposition, the resolution was adopted.**

Council considered a recommendation by the City Manager to designate the Friday and Saturday Pedestrian Mall as a city park and follow rules under Chapter 298 of the City Code. Mr. Mincer expressed concern about whether or not this would restrict protests, and the City Manager confirmed that under the parks ordinances, the protests would need to provide a certificate of insurance, and request and receive permission from City Council. The City Manager pointed out that the establishment of the location as a park provides rules and regulations that include the use of the space for public vending and also for the use of fireworks. **On a motion made by Mr. Stevenson, seconded by Mr. Byerly, and carried by a vote of 5-1, with Mr. Mincer voting in opposition, the motion carried.**

The City Planner and Development Coordinator presented Council with the applications for the CDBG funded projects. Projects were submitted by Clinton County Housing Coalition, Inc., Clinton Little League, and Clinton County Women's Center d/b/a Roads to Peace. The City proposed projects would be for East Bald Eagle Street, Hanna Street to Washington Street, East Bald Eagle Street from Washington Street to Mary's Alley, East Bald Eagle Street from Mary's Alley to Henderson Street, and Race Street from East Bald Eagle Street to East Main Street. The total allocation from CDBG is \$306,008.00, with \$250,993.00 designated for projects. The next meeting for CDBG will be August 17, 2020 at 6:30 p.m.

Council considered 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 carried.**

NEW BUSINESS

Council considered Resolution No. 1587 appointing the CDBG Language Access Coordinator. The City Planner and Development Coordinator presented Council with the resolution that gives a language access plan for the City's Department of Housing and Urban Development (HUD) funded projects and appoints the City Planner as the Language Access Coordinator. **On a motion made by Mr. Morris, seconded by Ms. Masorti and carried unanimously, the resolution was adopted.**

Council considered Resolution No. 1588 for the 2020 CDBG-CV funding application. These funds would be put towards 17 business assistant grants, as directed by City Council. **On a motion made by Mr. Byerly, seconded by Mr. Mincer, and carried unanimously, the resolution was adopted.**

Council considered Resolution No. 1589 to apply for Greenways, Trails, and Recreation Program grant to refurbish the Fallon Alley Parklet. The City Planner and Development Coordinator provided plans to refurbish Fallon Alley, with a total project cost of \$37,500.00. The project will be partially funded by donations, and grants, with a match from the City of \$5,083.00. **On a motion made by Mr. Stevenson, seconded by Mr. Mincer, and carried unanimously, the resolution was adopted.**

The City Manager announced the resignation of the City Water Foreman, who took a position at Suburban Lock Haven Water Authority. The Director of Public Works and the City Manager have been developing a plan to redistribute the job duties of the Water Foreman to two of the other public works foremen, and rework those into an above-ground foreman overseeing excavation of water and stormwater, and below-ground foreman overseeing the levee and other grounds and improvements, and add instead a Watershed Manager foreman-level position to over the more than 5,000 acres of working woodland and the three dams and reservoirs.

The City Manager announced that on Saturday, July 25, 2020, the City's Farmer's Market would be returning from 10:00 a.m. to 2:00 p.m. located at the Downtown Dining Park. The market will be credit/debit only, and eventually will be able to offer EBT/SNAP benefits for

residents. The City Manager encourages other farming vendors to participate and can contact the Director of Community Life.

OTHER MATTERS

Mr. Stevenson announced the Friday and Saturday night concerts as part of the Summer Concert Series.

The Director of Community Life announced that crafts are being dropped off weekly for residents to pick up and encouraged members of Council to participate in the “park ranger” craft tutorial videos.

Mr. Mincer thanked Kiwanis and members of Black Lives Matter for participating in a community clean-up downtown.

ADJOURNMENT

Upon motion by Mr. Morris, at 8:44 p.m., the meeting was adjourned.

Mayor

City Clerk

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.

Mayor

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.

Mayor

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.

Mayor

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.

Mayor

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.

Mayor

City Clerk

**City Council Meeting
October 19, 2020**

City Council met in regular session on Monday October 19, 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, Mayor Joel Long, and Junior Council Member Nova Maggs. 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. Byerly and carried unanimously, the minutes of the October 5, 2020 meeting were approved.

PUBLIC COMMENT

There was no public comment.

CORRESPONDENCE

Council considered Resolution 1593, a request from Downtown Lock Haven, Inc. to hang a banner across Main Street from November 2 to December 21, 2020 for “Small Business Saturday.” **On a motion made by Mr. Stevenson, seconded by Mr. Byerly, and carried unanimously, Resolution No. 1593 was adopted.**

The City Manager notified Council that the Clinton County Department of Emergency Services is working with the police and fire companies to ensure that the CAD System that shows the coverage area of each fire company is accurately entered into the system. The city’s fire chiefs met with the Emergency Services this past week to ensure the city’s CAD entries are accurate.

The City Manager notified Council that Downtown Lock Haven, Inc. no longer wishes to close Main Street for the Pedestrian Mall and for that reason, the weekend of October 16 and 17 will have been the final weekend for the pedestrian mall closure and all barricades and signage will be removed this week.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

Council considered the appointment of Auxiliary Drivers for the Fire Department's hose companies. **On a motion made by Mr. Conklin, seconded by Mr. Stevenson, and carried unanimously, Gerald Ward, Ronald Young, Jr., and Sean Kleckner were appointed as auxiliary drivers.**

Council considered the appointment of Christopher Stanonis of N. Fairview Street to the vacant seat on the Ross Library Board of Trustees. **On a motion made by Mr. Mincer, seconded by Mr. Byerly, and carried unanimously, Mr. Stanonis was appointed as the city representative to the Ross Library Board of Trustees for the term ending January 1, 2021.**

The City Manager presented the 2021 Budget Schedule to Council. The Director of Community Life reserved Raub Hall room 425 at Lock Haven University beginning November 2, 2020, in order to provide a safe environment to meet in person, as well as broadcast over Facebook and YouTube. The City Manager explained that the dates of the Budget Schedule have been moved from December to November in order to meet at Lock Haven University, which will be closing before Thanksgiving due to the pandemic. The budget meetings will be held November 2, 9, 16, and 23, and the budget will be adopted on December 7, 2020. **On a motion made by Mr. Conklin, seconded by Mr. Morris, and carried unanimously, the budget schedule was approved.**

The City Manager announced to Council that the proposal for the multi-year Sunset Pines stormwater and paving project should be available for presentation to City Council at the November 2, 2020 meeting.

OTHER MATTERS

There were no other matters brought to Council.

ADJOURNMENT

Upon motion by Mr. Morris, at 7:15 p.m., the meeting was adjourned.

Mayor

City Clerk

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 Blomberg, 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.

Mayor

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.

Mayor

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.

Mayor

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

**City Council Meeting
December 7, 2020**

City Council met virtually in regular session on Monday December 7, 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, City Planner and Development Coordinator Abigail Roberts, and the Director of Community Life Kasey Campbell.

COUNCIL MINUTES

On a motion made by Mr. Morris, seconded by Mr. Byerly and carried unanimously, the minutes of the November 23, 2020 meeting were approved.

PUBLIC COMMENT

There was no public comment.

CORRESPONDENCE

Council considered a request from Craig Fleming for the use of Zindel Park on March 13 or 20, 2021, for a beginner's trail race. On a motion made by Mr. Byerly, seconded by Mr. Stevenson, and carried unanimously, the request was approved.

The City Manager notified Council of the DEP approval for reduction of release of water into McElhattan Creek. This will assist in carrying the water supply to the end of February 2021.

UNFINISHED BUSINESS

Council considered Ordinance No. 2020-08 adopting the budget for the 2021 calendar (fiscal) year. The proposed budget shows an \$800,000 reduction from the originally proposed budget, with \$60,000 being reduced from the General Fund. **On a motion made by Mr. Conklin, seconded by Mr. Byerly, and carried unanimously, the ordinance was adopted on second reading.**

Council considered Ordinance No. 2020-09 setting the real estate tax millage for the year 2021. **On a motion made by Mr. Mincer, seconded by Mr. Morris, and carried unanimously, the ordinance was adopted on second reading.**

Council considered the approval of the sales agreement for the sale of 2 E Walnut Street by the Redevelopment Authority to Sukhjeet Michael Singh under the terms of the agreement specified in the agreement. **On a motion made by Mr. Morris, seconded by Mr. Mincer, and carried unanimously, the sale was approved.**

The City Planner discussed the extension of the Commercial Loan low-interest terms, due to COVID-19, the terms were revised to a maximum amount of \$50,000 for the purchase of working capital, equipment, and real estate, and extending the program to June 2021.

Council considered Resolution No. 1595 establishing the HOME program. **On a motion made by Mr. Mincer, seconded by Mr. Morris, and carried unanimously, the resolution was adopted.**

Council considered Resolution No. 1596 making application to PennDOT for the replacement of traffic signals at eleven sites in the city. **On a motion made by Mr. Conklin, seconded by Mr. Mincer, and carried unanimously, the resolution was adopted.**

Council considered the second reading of Ordinance No. 2020-11 providing for a 4-way stop intersection at S Highland & W Walnut Streets. **On a motion made by Mr. Mincer, seconded by Mr. Byerly, and carried by a vote of 6 to 1, with Mr. Stevenson dissenting, the ordinance was adopted on second reading to become effective January 1, 2020 and enforceable after the intersection is appropriately signed.**

NEW BUSINESS

Council considered Resolution No. 1597 setting the meeting dates of the 2021 regular meetings of City Council. These meeting dates will be posted on the city website, with some meetings being held at various locations throughout the community if the incidence rate of the COVID-19 pandemic curtails to allow in-person meetings to return. **On a motion made by Mr. Morris, seconded by Mr. Byerly, and carried unanimously, the resolution was adopted.**

On a motion made by Mr. Conklin, seconded by Mr. Morris, and carried unanimously, Council voted to cancel the regular meeting of City Council scheduled for December 21, 2020.

OTHER MATTERS

The City Manager recognized Department of Public Works employee George Brown, for his 35 years at the city, and his retirement effective December 26, 2020.

The City Manager thanked all employees of the City for stepping up in 2020 to maneuver through the pandemic. Ms. Masorti thanked the City Manager for his dedication and hard work during the pandemic, and Mr. Stevenson thanked the City Manager for his work on the budget, as well as the Director of Permits and Licensing, for her work on the sale of the old garage.

Mr. Mincer thanked the City Manager for his work on providing daily updates on the COVID-19 infection rates for Clinton County and within the city's zip code. The City Manager explained that residents can find the daily update on the city's homepage.

Mr. Mincer recognized Roberta Doyle for her 22 years serving on the Ross Library Board of Trustees.

Mayor Long thanked the City Manager and the city's staff for all of their work through the pandemic and wished everyone a safe and happy holiday season.

ADJOURNMENT

Upon motion by Mr. Morris, at 7:44 p.m., the meeting was adjourned.

Mayor

City Clerk