

CITY COUNCIL
Sunbury PA 17801
October 25th, 2021
6:15 pm

A regularly scheduled meeting of the Council of the City of Sunbury was called to order with the Honorable Mayor Karlovich, presiding (Zoom). There was a quorum with the following in attendance:

Richard Reichner, Director of Accounts and Finance
Christopher Reis, Director of Public Safety
Joshua Brosious, Director of Public Works
James R. Eister, Director of Parks, Recreation and Public Buildings

Other City officials in attendance:

Joel Wiest, City Solicitor
Jolinn Barner, City Clerk
Steve Welker, Supervisor of Public Works
Kevin Troupe, City Treasure
Derrick Backer, City Administrator

Visitors present: 27

A moment of silent reflection was held prior to the beginning of the meeting.

Mayor Karlovich announced that he is attending Via Zoom due to his exposure to Covid-19 and wants to take extra precautions about it for the safety of the public and the board. Mayor Karlovich also gave an update on the requirements if exposed to Covid-19 so the public is aware of them.

PUBLIC COMMENT/AGENDA ITEMS

Mayor Karlovich asked for public comment on agenda items.

Jody Ocker: Ms. Ocker has a few comments on agenda items. Ms. Ocker wanted to bring to the attention of the board that the city clerk and city administrator ordinances both list the department they fall into as the executive department, and as far as she is aware of there is no such department and should be public affairs department. With the discussions from last meeting about the minimum wage of employees Ms. Ocker wants to make sure that these wages are sustainable in the future. Ms. Ocker noticed that revenues have been decreasing by \$100,000 dollars every year for the past several years, and unless council foresees an increase in revenue Ms. Ocker wants council to use discretion about implementing a minimum wage since wages are a must pay bill. Ms. Ocker brought up that if there is a deficit that costs will have to be cut and that could mean laying off employees or cutting services that are offered. Ms. Ocker hopes this would be in conjunction with the budget that each department would figure out what manpower they will need to operate their department efficiently such as how many full-time, part-time, seasonal employees and what they will be doing in the department. This will make it easier to predict benefits, wages, etc. for the employees to better establish the budget.

Allen Bubb: Would like a copy of the contract between the city and G&R Charles so he can review it to make sure that they are doing what they are supposed to be doing, and in the manner, they are supposed to be doing it. Mr. Bubb feels that they are taking their time and it is ridiculous. Councilman Eister responded that everyone is having trouble getting materials. Mr. Bubb said they should have had the materials on hand. Councilman Eister explained that is not true, and once the contract was signed the materials were ordered. Mr. Bubb is concerned that this work is affecting emergency responders, delivery trucks, etc. Councilman Eister explained that prior to the construction they had every agency meet and come to the site to work out new routes. Right now, they are working with the oil companies to make sure they can deliver oil to the residents. They resolved the issue with getting gas to the residences a year ago, and same with the garbage collectors.

SEDA-COG

Approval of the schedule for application preparation for the CDBG Competitive for Susquehanna Ave.

Councilman Reichner made the motion to approve the schedule. Second Eister. Unanimous vote.

Updated Disclosure of Funds for the Susquehanna Ave. Project

Councilman Eister made the motion to approve the updated disclosure of Funds for the Susquehanna Ave. Project. Second Reis. Unanimous vote.

CDBG CV emergency subsistence program with CSO

Councilman Reichner made the motion to close the emergency subsistence program Oct. 31st and evaluate where the remaining funds should go the first meeting in Nov. Second Reis. Unanimous vote.

Police Building Construction Project

Change Order #24

Councilman Reis made the motion to accept the change order of replacing old doors with new doors for a total of \$4,248. Second Eister. Unanimous vote.

PD Grand Opening

Council and City Officials discussed when the grand opening date will be. An exact date was not determined.

Strategic Management Planning Program (STMP)

2022 PD Shift Schedule STMP Recommendations 12hr to 10hr Shifts

Council and City Officials had a discussion regarding this topic. Mayor Karlovich recommends keeping the current 12hr schedule

Sunbury Wetland Ecological Educational Park (SWEET)

Mayor Karlovich announced the dates that Troop 3333 will be at the wetlands doing volunteer work. The dates are Nov. 14th, Jan. 30th, Feb. 27th, Mar. 20th, April 24th, May 22nd, June 19th, July 17th, August 21st, Sept. 25th, Oct. 16th, and Nov 13th.

Regan Street Project

The City applied for an extended road closure to work through the winter months due to supply chain issues.

UNFINISHED BUSINESS

2nd Reading City Clerk Ordinance

Mayor Karlovich made the motion to approve the City Clerk Ordinance. Second Brosious. Unanimous vote.

2nd Reading City Administrator Ordinance

Mayor Karlovich made the motion to approve the City Administrator Ordinance. Second Brosious. Unanimous vote.

2nd Reading Community Diversity, Equity, and Inclusion Office

Mayor Karlovich made the motion to approve the second reading. Second Eister. Unanimous vote.

Naming and Signage of City Lots

Councilman Brosious made the motion to approve the naming and signage of City lots. Second Karlovich. Unanimous vote. (See attached)

American Rescue Funds

Councilman Reis made the motion to give the full amount to full-time employees \$2,000 and part-time employees \$1,000 that worked last year, and prorate the employees hired in 2021 based on their hire date and Jan 1st. Second Brosious. Unanimous vote.

Councilman Reis made the motion to pay the funds immediately on the next pay, and have the taxes owed by the city come out of the American Rescue Funds. Second Brosious. Unanimous vote.

SWEEP Committee

Councilman Reis made the motion to appoint Kurt Karlovich, Donal Roush, and Nova Bell to the SWEEP Committee for a one-year term. Second Brosious. Yes – Reichner, Reis, Brosious, Eister. Abstain - Karlovich.

RACP Fresh Roasted Coffee

Councilman Eister made the motion to accept the contract. Second Brosious. Unanimous vote.

NEW BUSINESS

Easement Request Upper Augusta Township

Councilman Reis made the motion to approve the easement request. Second Brosious. Unanimous vote.

Hire Part-Time PD Officer

Mayor Karlovich made the motion to hire Shawn Williams as a PT Officer at the current PT rate. Second Brosious. Unanimous vote.

PD Grant

Mayor Karlovich made the motion to accept the grant if the city is awarded the grant. Second Reis. Unanimous vote.

Administrative Assistant Updated Job Description

Mayor Karlovich made the motion to accept the updated administrative job description. Second Brosious. Unanimous vote.

2022 Holiday Schedule

Mayor Karlovich made the motion to approve the 2022 Holiday Schedule. Second Reis. Unanimous vote. (see attached)

2022 Council Meeting Dates

Mayor Karlovich made the motion to accept the 2022 council meeting dates and add Oct. 10th as a meeting date. Second Brosious. Unanimous vote. (See attached)

250th Committee Finances

Councilman Reichner made the motion to move the funds in the City account to the committee's bank account. Second Reis. Unanimous vote.

1st Reading of the Proposed Codification and Code Adoption Ordinance

Councilman Reis made the motion to accept the 1st reading. Second Reichner. Unanimous vote.

1st Reading Non-Uniform PMRS Plan Closer to New Employees Starting 01/22

Councilman Reis made the motion to accept the first reading. Second Brosious. Unanimous vote.

1st Reading of the Non-Uniform Defined Contribution Pension Plan for New Hires after 01/01/2022

Councilman Reis made the motion to accept the 1st reading. Second Brosious. Unanimous vote.

250th Celebration Parade Route PA Dot Road Closure

Councilman Brosious made the motion to accept the 250th celebration parade route road closure. Second Eister. Unanimous vote.

Demo of 242 Church Street

Councilman Eister made the motion to accept the demo the building. Second Reis. Unanimous vote.

MePush Service Agreement

Mayor Karlovich motioned to table this topic. Second Brosious. Unanimous vote.

RC Racetrack

Councilman Brosious made the motion to allow access to use the land behind the OP baseball field. Second Reis. Unanimous vote.

APPROVAL TO PAY INVOICES

Councilman Reichner moved to approve to Pay Invoices/Vouchers General Fund - \$124,645.02 and Liquid Fuels Fund - \$3,602.83. Second Brosious. Unanimous vote.

Tax Exoneration

Councilman Reichner moved to accept the tax exoneration of \$951.70. Second Reis. Unanimous vote

Discussion

There was discussion regarding the following topics between council and public officials.

- American Rescue Funds Management
- Minimum Salary for Municipal Employees
 - Council discussed FT wage \$14.50 and PT wage \$13.50.
- Budget and Updated Parking Meters
- LERTA
- Code Administration Safety Concerns
 - Obtaining bulletproof vest and radios for code office.
- Green Light Go Grant
- Selling of Advertisement on the Dashboard at Ice Rink
- Litefest Committee Update
 - Provide an update on dates of Santa house, parade, and funding received
- Letter of Support for Spy Glass Winery
- Private Grants and City Trust Funds
- Revocation of Revocable Trust Agreement
- City of Sunbury New Year's Eve
- COVID Policy
 - Discussed the concerns that employees have with taking personal days when being forced to stay home due to Covid-19

Announcements

Mayor Karlovich announced:

Hallway of Treat's at City Hall Friday, October 29th, 2021 from 11:00 to 3pm

Sunbury Trick or Treat October 30th, 2021 from 6pm to 8pm

The open board positions and to submit a letter of interest (see attached)

Pre-Submitted Audience Comment

There were no Pre-Submitted Comments

In Person

Dimos Panagolulia: Mr. Pangolulia said that he spoke with the police officers about the April 23rd incident, and they told him to contact the Attorney General Office. He asked the mayor if he would contact the Attorney General's office with him. Mayor Karlovich said that he will provide him with the contact information but will not make the call for him.

Ed and Sue Mench: Mr. Mench brought his concerns about the Regan Street construction project. The first concern is with dump trucks blocking off sections of the road that are not closed to construction therefore making it hard for other vehicles to get through, and he mentioned that this issue was corrected. They are also concerned that the second phase of Regan Street will be dug up before the crew is done with the first phase making it impossible for anyone to get through. Councilman Eister responded that the agreement is that they will finish phase one before they start phase two.

Andy Oaks: Mr. Oaks asked at one point will they be shutting down the second street intersection? Council responded yes. Mr. Oaks is concerned that he will not be able to get tractor trailer trucks in and out of his property. Councilman Eister responded that this will not happen until spring next year, and when that time comes, they will walk the property and make modifications so you can get in and out.

The next city council meeting will be held on November 8th, 2021 at 6:15 pm.

There being no further business to discuss the meeting was adjourned at 8:32 p.m.

Respectfully submitted,

Alexander Rissinger,
Administrative Assistant

CITY OF SUNBURY PUBLIC PARKING LOTS

Business District

Lot A

200 Chestnut (2ND AND CHESTNUT by Coles), Parcel: 046-02-001-130

Lot B

219 Court Street CITY HALL, Parcels :046-02-001-097, 046-02-001-099, 046-02-001-100, 046-02-001-101, 046-02-001-102

Lot C

311 Chestnut (Dirt lot Chestnut to Raspberry), Parcel: 049-01-004-001 (Owned by Penn RR)

Lot D

310 Chestnut West side of Northumberland County Assistance Office Parcels: 047-02-002-122, 047-02-002-123, 047-02-002-118-A

Lot E

328 Chestnut East side of Northumberland County Assistance Office Parcels: 047-02-002-114, 047-02-002-115

Lot F

40 South 5th Street (Library), Parcel: 047-02-002-039-A

Lot G

South 6th & Chestnut Adjacent to lot F Parcels: 054-01-009-008-A, 047-02-002-040 (redevelopment authority)

Lot H

200 Block N 3rd by Danley's, Parcels: 046-02-001-001, 046-02-001-004

Lot I

Lot Adjacent to Sunbury Police Station between Arch and Woodlawn, Parcel: 047-01-002-154-A

Lot J

416-424 Market Edison Plaza, Parcel: 047-02-002-025

Lot K

Burger King Lot, Parcel: 047-01-002-001

CITY OF SUNBURY PUBLIC PARKING LOTS

Outside of Business District

Lot L

John L Long Field, Parcel 052-00-040-096

Lot M

Ice Rick/Pool, Parcel 052-00-040-096-A

Lot N

Skate Park, Parcel 052-00-040-096

Lot O

Boat Launch Parcel: 048-00-046-038 (Commonwealth of PA)

Lot P

Fort Discovery lot North side of YMCA, Parcel 051-01-006-005

CITY OF SUNBURY
2022 HOLIDAYS

<u>Holiday</u>	<u>Day</u>	<u>Date</u>
Good Friday	Friday	April 15
Memorial Day	Monday	May 30
Juneteenth	Monday	June 20
Independence Day	Monday	July 4
Labor Day	Monday	September 5
Veteran's Day	Friday	November 11
Thanksgiving	Thursday	November 24
Day after Thanksgiving	Friday	November 25
Christmas	Monday	December 26
4 Personal Days Representing		



FOUNDED JULY 4, 1772

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MAYOR
KURT KARLOVICH

COUNCIL
RICHARD L. REICHNER
CHRISTOPHER REIS
JOSHUA BROSIOS
JAMES R. EISTER

NOTICE

Regular meetings and general work sessions of the Council of the City of Sunbury, Pennsylvania, for the year 2022 will be held on the second and fourth Monday of each month at the Municipal Building, 225 Market St., Sunbury, PA, second floor council chambers, at 6:15 pm per the following schedule:

- January 10, 24
- February 14, 28
- March 14, 28
- April 11, 25
- May 09, 23
- June 13, 27
- July 11, 25
- August 08, 22
- September 12, 26
- October 10, 24
- November 14, 28
- December 12