

CITY COUNCIL
Sunbury PA 17801
November 22th, 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. 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
Bradley Hare, Chief of Police
Jerome Alex, City Controller
Jeffrey Wojciechowski, Code Enforcement Supervisor
Derrick Backer, City Administrator

Visitors present: 17

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

Executive Session

An executive session took place on Nov. 10th and 18th, 2021 to discuss personnel issues.

Agenda Addition

Resolution 2021-40 SRI RACP Authorization of Filing

Mayor Karlovich made the motion to add the resolution to the agenda under new business. Second Reis. Unanimous vote.

Adjourn Meeting for FFY 2020 CDBG-CV Budget Modification

Mayor Karlovich adjourned the meeting at 6:17pm and Jamie Shrawder spoke about the budget modification.

Meeting Called to Order

Mayor Karlovich called the meeting to order at 6:18pm

PUBLIC COMMENT/AGENDA ITEMS

Mayor Karlovich asked for public comment on agenda items. There were no public comments.

SEDA-COG

Bid Award CDBG Engineer

Councilman Eister made the motion to award CES Engineering. Second Reichner. Unanimous vote.

2020 CDBG-CV Budget Modification

Mayor Karlovich made the motion to accept the budget modification to move the funds to SWEEP. Second Eister. Yes – Karlovich, Brosious, Eister. No – Reichner, Reis.

Police Building Construction Project

Change Order #25

Councilman Reis made the motion to accept the change order. Second Brosious. Unanimous vote. (See Attached)

Update

Chief Hare explained the need for a second copier at the station and that they will be working on getting prices for a second copier. Tentatively next Thursday they will be meeting with the construction crew at 8am. Chief Hare mentioned the phones should be on December 6th and the servers should be in soon. Chief Hare is hoping the by the second week in December they will be able to start working out of the new station.

Strategic Management Planning Program (STMP)

Regionalization of Police Department

City Administrator brought to council's attention that if they would like DCED to look into regionalization of the police department they must get a letter of support from surrounding areas.

Sunbury Wetland Ecological Education Park (SWEEP)

Update

City Administrator mentioned that phase one project funding is complete.

DCNR Grant Workshop for Recreation and Conservation Projects

City administrator provided a brief update as to what he learned/what took place during the webinar.

Troop 333 Eagle Scout Project

Mayor Karlovich handed the floor over to the Scout Master of the Troop and he explained that the troop is doing a lot of work for SWEEP, and then passed the floor over to Kevin to explain the project that he worked on for SWEEP. Kevin explained how he gathered the troop together and the material required to build the benches. Once the benches were complete, he donated them to the City. (See Attached)

Mayor's Email

Mayor Karlovich mentioned that once a Council member is no longer serving on the board, they lose access to their emails. Mayor Karlovich feels that since he is presiding over the SWEEP committee that he should be allowed to keep access to the email. Council then proceeded to discuss the topic.

City of Sunbury 250th Celebration Semi quinentennial Committee

Update

Jody Ocker explained the upcoming NYE Gala. Jody explained that there have been sponsorships covering some of the costs. Jody mentioned that the wineries attending will be creating new brews for the gala. May 8th Jody explained that she would like to plant a tree to serve as a memorial. Jody explained that the committee would like to have a community picnic event on June 3rd. Jody then explained that they have contacted people to sign up to participate in the parade. For the Festival Jody has been going to craft shows/festival throughout the summer to gather vendors. Jody has been working on getting train excursion for the event. Jody is hoping that the calendar will be in sometime this week. Jody mentioned that the committee is now accepting donations on their website and will have different levels depending on the amount donated. Jody mentioned that the 250th now has a website (www.Sunbury250.com).

MOU Between the SEDA-Cog Joint Rail Authority, Penn Valley Railroad LLC, and the City of Sunbury

This topic was discussed/mentioned during the update section of the 250th celebration.

UNFINISHED BUSINESS

2nd Reading of the Proposed Codification and Code Adoption Ordinance

Councilman Reis made the motion to accept the 2nd reading of the proposed ordinance. Second Reichner. Unanimous vote.

2nd Reading Non-Uniform PMRS Plan Closer to New Employees Starting 01/22

Councilman Reis made the motion to accept the 2nd reading of the proposed ordinance. Second Reichner. Unanimous vote.

2nd Reading of the Non-Uniform Defined Contribution Pension Plan for New Hires after 01/01/2021

Councilman Reis made the motion to accept the 2nd reading of the proposed ordinance. Second Eister. Unanimous vote.

NEW BUSINESS

Amendment to Resolution 2021-31 Transfer of Liquor License

Councilman Reichner made the motion to accept the amendment. Second Eister. Unanimous vote. (See Attached)

Updated Non-Uniform Discipline Policy

Mayor Karlovich made the motion to update the non-uniform discipline policy. Second Brosious. Unanimous vote. (See attached)

Resolution 2021 – 37 Additions to Public Nuisance List

Councilman Reis made the motion to accept the resolution. Second Brosious. Unanimous vote. (See Attached)

Resolution 2021 – 38 Removal of Public Nuisance Property List

Councilman Reis made the motion to accept the resolution. Second Brosious. Unanimous vote. (See attached)

Resolution 2021 – 39 Updated City of Sunbury Public Nuisance List

Councilman Reis made the motion to accept the resolution. Second Reichner. Unanimous vote. (See attached)

NNB Trust Fund – Reallocation

Councilman Reichner made the motion to approve reallocation of funds. Second Reis. Unanimous vote.

Fire Department DCED Articles of Agreement

Councilman Reis made the motion to accept the agreement. Second Eister. Unanimous vote. (See Attached)

1st Reading Update Commercial Property Ordinance 132-11

Councilman Reis made the motion to table the first reading of the ordinance. Second Karlovich. Unanimous vote.

1st Reading LERTA

Mayor Karlovich made the motion to accept the first reading of LERTA. Second Reis. Unanimous vote.

Infradapt Additional Equipment

Councilman Eister made the motion to add the additional equipment needed for the police station and Mayor's office for an additional \$130 monthly and \$280 activation fee. Second Reichner. Unanimous vote.

GH Parking Lease Amendment

Councilman Reis made the motion to accept the GH parking lease amendment. Second Brosious. Unanimous vote.

Approval to Pay Invoices/Vouchers Payable Report

Councilman Reichner moved to approve to Pay Invoices/Vouchers General Fund - \$96,179.01 and Liquid Fuels Fund - \$2,205.15. Second Eister. Unanimous vote.

Resolution 2021 – 40 SRI RACP Authorize Filing

Councilman Brosious made the motion to accept the resolution. Second Eister. Yes – Karlovich, Reichner, Brosious, Eister. Abstain – Reis. (See Attached)

Discussion

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

- Community Diversity Equity Inclusion Office Letters of Interest
 - 2 letters of interest have been submitted for the position
- Update on EMD Appointment
 - The County reviewed the appointment, and they did what they needed to do and now it is in the Governor’s office for review.
- No Parking Ordinance Through Winter Months
 - Council discussed suspending the ordinance from Nov. 30th, 2021 to April 1st, 2022.
- Personnel/Manpower Hours
 - Council discussed the personnel hours since the operations of departments can be affected if an employee would take vacation or get sick/injured. Councilman Brosious feels cross training employees could be a great benefit for the city.
- FY 2021 American Rescue Plan Act Economic Adjust Assistance Notice of Funding Opportunity
- Economic Development Administration

Announcements

Mayor Karlovich announced:

Santa’s Coming to Town Sunbury Litefest Christmas Parade – November 27, 2021 – 6pm and special annual tree lighting ceremony Cameron Park.

Santa Visiting Schedule – In Person Wednesday and Friday 5:30 to 7:30 Virtual Monday 5:30 to 7:30

Sensory Santa – Sunday December 5, 2021, from 1-4pm

Late Night Shoppers is Thursday, December 2, 2021, from 5pm – 9pm. Santa House visiting hours 5:00 to 7:30pm

Board Appointment letters of interest will be accepted until December 9th @4pm

Pre-Submitted Audience Comment

There were no Pre-Submitted Comments

In Person

Jeffrey Wojciechowski: Mr. Wojciechowski wanted to thank Andres Manresa for his help with the code office when they would encounter a language barrier.

Victoria Rosancrans: Ms. Rosancrans wanted to give an update and say the \$5,800.00 check for SWEEP is in the mail. Ms. Rosancrans on behalf of Litefest wanted to thank the entire crew of DPW and Parks and Rec for their help in decorating the city. Ms. Rosancrans also wanted to thank the businesses and people that stepped up to make this happen.

The next city council meeting will be held on December 13th, 2021 at 6:15 pm.

There being no further business to discuss the meeting was adjourned at 7:33 p.m.

Respectfully submitted,

Alexander Rissinger,
Administrative Assistant



Hepco Construction Inc.
62 H & S Drive
Selinsgrove, PA 17870
570-374-0381

Date: 11/18/2021
 PCO # 25

Attn: STROSSER BAER ARCHITECTS LLC
 309 N FIFTH STREET
 DANVILLE, PA 17821

Project: 21-07 / Sunbury Police Station
 337 Arch Street
 Sunbury, PA 17801

Provide/Install Lav Faucet in Women's #124

New lav faucet required in lieu of reuse of existing as per Code Official during Final Occupancy Inspection review.

PLUMBING	MENCO MECHANICAL	SUBCONTRACTORS	351.63
Cost Type			Amount
	SUBCONTRACTORS		351.63
	Hepco 10.00% OHP		35.00
Total For Change Order			386.63

Approved By: STROSSER BAER ARCHITECTS LLC

Signed: _____

Date: _____

Submitted By: Hepco Construction Inc.

Signed: 

Date: November 18, 2021





FOUNDED JULY 4, 1772

City of Sunbury
225 Market Street
Sunbury, Pennsylvania 17801
WWW.SUNBURYPA.ORG
jbarner@sunburypa.org
570-286-7820

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

CITY OF SUNBURY
NORTHUMBERLAND COUNTY, PENNSYLVANIA

RESOLUTION NO. 2021 – 31 Amendment

WHEREAS, the City of Sunbury, Northumberland County, is a City of the 3rd Class in the Commonwealth of Pennsylvania;

WHEREAS, the City Council of the City of Sunbury constitutes the chief governing body of said City;

WHEREAS, the City received a request from STRIKE ZONE LANES, LLC for an Intermunicipal Transfer of a Liquor License, Liquor License No. R-20647, from Ralpho Township, Northumberland County, to the City of Sunbury, the specific location of 300 Packer Street, Sunbury, Pennsylvania, 17801; and

WHEREAS, on October 11, 2021 at 4:00 p.m., the City of Sunbury, after advertising the meeting, and in accordance with its standard procedure for the conducting of hearings, held a hearing on said request for the Intermunicipal Liquor License Transfer.

NOW, THEREFORE, BE IT RESOLVED, that:

1. After duly advertised hearing, the City Council, of the City of Sunbury, voted to APPROVE the request from STRIKE ZONE LANES, LLC, for an Intermunicipal Transfer of Liquor License No. R-20647, from Ralpho Township, Northumberland County, Pennsylvania, to 300 Packer Street, Sunbury, Pennsylvania, Pennsylvania, 17801.

2. The City of Sunbury finds that the approval WILL NOT have an adverse effect on the welfare, health, peace and morals of either the City of Sunbury or its residents.

ATTEST:

CITY OF SUNBURY COUNCIL

Dated: October 11, 2021

The undersigned, being the Secretary of the Sunbury City Council certifies the foregoing Resolution was approved by the following vote:

_____ IN FAVOR

_____ OPPOSED

_____ ABSTAINED

BY: _____
SECRETARY

Dated: October 11, 2021

CITY OF SUNBURY, PENNSYLVANIA
NON-UNIFORM EMPLOYEE
DISCIPLINARY POLICY AND PROCEDURE

The City of Sunbury hereby sets forth its policy relative to discipline of its employees. Oral and written warnings (see Exhibit A) and progressive or exclusive discipline, up to and including dismissal, may be administered as appropriate under the circumstances. Please note that The City of Sunbury reserves the right to terminate any employee whose conduct merits immediate dismissal without resorting to any aspect of the disciplinary process.

Group One Offenses - Procedure for Discipline

- | | |
|------------------|-----------------|
| • First Offense | Oral counseling |
| • Second Offense | Oral Reprimand |
| • Third Offense | Written Warning |

***All personnel records shall be maintained by the City for a minimum of three (3) years.**

Group One Offense - Examples:

- Neglect of duty.
- Failing to report all cases of injury at once to a supervisor.
- Habitual carelessness and recklessness, playing tricks, jokes or pranks on other employees.
- Leaving an assigned work area without the knowledge and permission of a supervisor.
- Disregard for safety and comfort of fellow workers.
- Violation of established safety rules, non-use of required safety equipment, and/or not reporting of any damaged equipment to supervisor.
- Excessive tardiness and/or excessive absence.
- Insubordination and/or refusal to obey orders.
- Disorderly or immoral conduct while working for the City.
- Lying and/or deceitful conduct while working for the City.
- Release of any unofficial information of City government's actions to the public. Unofficial information is that which is being explored and being considered for any reason but has not been adopted by Council or any individual councilman and that could affect their department and cause loss of integrity or cause embarrassment to the City of Sunbury.

Group Two Offenses - Procedure for Discipline

- All Offenses - Suspension with no pay as determined by Human Relations Officer
First suspension = one (1) day
Second suspension = three (3) days
Third suspension = termination
(Offense discounted after one (1) year)

Group Two Offenses – Examples

- Any Group One Offense the circumstances of which are deemed by a Supervisor (or higher ranking City Official) to exceed the propriety of a punishment under Group One Offenses, but which does not rise to the level of a Group Three Offense; or,
 - A fourth (4th) occurrence of a Group One Offense by an employee within a six (6) month timeframe.
-

Group Three Offenses - Procedure for Discipline

- All Offenses Immediate Dismissal

Group Three Offenses - Examples:

- Consumption of intoxicants while working or reporting to work under the influence of intoxicants (including, but not limited to, alcohol and/or illegal drugs).
 - Failure to submit to a blood/alcohol test as required
 - Deliberate destruction, theft or removal of City owned property without written consent from the supervisor
 - Sexual or Discriminatory Harassment. Discriminatory harassment shall include, but not be limited to, harassment relative to race, sex, religion, national origin, color, sexual orientation, age, or disability.
 - Abusive actions including verbal and/or violence
 - Gross insubordination
 - Misrepresenting reimbursement records i.e. time sheets, travel records for personal gain
 - Removal or release, including verbal release, of confidential information
-

Human Relations Officer

The City Clerk shall also serve as the Human Relations Officer.

Reporting

*All reports by employees regarding disciplinary referrals shall first be made to the Department Supervisor, unless the Department Supervisor is the offending employee, in which case said employee shall report the same directly to the Human Relations Officer.

Investigatory and Decision-Making Procedure

*All investigations relative to disciplinary actions shall be performed by the Department Supervisor, and presented thereby to the Human Relations Officer.

**The Human Relations Officer shall perform further investigation, if necessary, and shall determine the appropriate level of discipline relative to each offense.

***The Human Relations Officer shall then review the chosen avenue of discipline with the offending employee, and, if the punishment therefore consists of a written warning or greater, the Human Relations Officer shall review the Disciplinary Form with said employee, who shall fill out and sign the appropriate portions of said form. The form shall thereafter be executed by the Human Relations Officer, the Department Supervisor, and the Department Head to ensure consistency and uniformity in the meting out of disciplinary actions.

Appeal Procedure

Any employee whose employment is terminated relative to any offense listed herein shall have the right to appeal said termination to a private hearing to be held before City Council, or to a public hearing before City Council if said employee so desires and provides notice of the same.

By signing this Document, I, a City of Sunbury Non-Uniform Employee, hereby affirm that I have received a copy of this policy and that I have reviewed and completely understand the same.

Employee:

Date: _____

Print Name: _____

To be added to "Group Three Offenses - Procedure for Discipline"
Section:

In the best interest of our employees, and in attempting to ensure the health, safety, and welfare of the same, an exception to the rule requiring automatic termination for a Group Three infraction, involving alcohol or illicit substance use, may be invoked by the City Council relative to an employee who admits the misconduct and agrees to seek immediate necessary professional rehabilitation services and comply with all recommendations thereof.

A handwritten signature in black ink, consisting of a large, stylized initial 'A' followed by a long horizontal line extending to the right.

11/22/2021



FOUNDED JULY 4, 1772

CITY OF SUNBURY
225 MARKET STREET
SUNBURY, PENNSYLVANIA 17801
www.sunburypa.org
sunbury1@ptd.net

Mayor
Kurt Karlovich

Council
Joshua Brosious
Richard Reichner
Christopher Reis

CITY OF SUNBURY
Resolution – 2021 -37
Passed this 22nd day of November, 2021

Whereas the City Council of the City of Sunbury has the legal authority to declare properties a “Public Nuisance” pursuant to the Third Class City Code, 11 P.S. § 12320;

Whereas the property owners of the properties listed in Exhibit “A” and located in the City of Sunbury have received numerous citations, warnings, and correspondence from the City of Sunbury Code Office for failure to bring the property within the Uniform Construction Code standards;

Whereas the City Council takes this action by formally acting as a Board of Health pursuant to 11 P.S. § 12301.

Therefore, it is hereby resolved as follows:

1. The City Council of the City of Sunbury hereby acts as the Board of Health pursuant to 11 Pa.C.S.A. § 12301 in the adoption of this Resolution.
2. The City Council declares that the properties listed on Exhibit “A” attached hereto located in the City of Sunbury are in such a condition so as to be detrimental to the public health, and therefore pursuant to Third Class City Code, 11 P.S. §12320, constitute Public Nuisances.
3. The Code Enforcement Office shall be designated to proceed with abatement of the public nuisance at this property with notice to be served on the property owners and all lienholders of the properties listed in Exhibit “A” attached hereto pursuant to the Third Class City Code, 11 P.S. §§ 12321 and 127A04.
4. The City of Sunbury and City of Sunbury Redevelopment Authority are authorized to proceed with eminent domain proceedings against any Public Nuisance property that is not abated by the owner following the provisions of 11 P.S. §§ 127A04, 127A05, and 127A06, and the Mayor is authorized to sign any and all necessary documents to facilitate the eminent domain proceedings.

Passed this 22nd day of November, 2021.

ATTEST:

CITY OF SUNBURY

Jolinn Barner, City Clerk

Kurt Karlovich, Mayor

The heart of the Susquehanna River

EXHIBIT "A"**Properties Declared Public Nuisance Properties
pursuant to Third Class City Code, 11 P.S. § 12320**

1. 124 S. 4th Street, Sunbury, PA 17801 (Tax Parcel #049-01-004-034)
2. 127 Spruce Street, Sunbury, PA 17801 (Tax Parcel #048-01-003-134-A)
3. 620-650 N. 8th Street, Sunbury, PA 17801 (Tax Parcel #052-02-007-024)
4. 750 N. 8th Street, Sunbury, PA 17801 (Tax Parcel #052-02-007-025)
5. 750 Edison Avenue, Sunbury, PA 17801 (Tax Parcel #050-02-005-030)



FOUNDED JULY 4, 1772

CITY OF SUNBURY
225 MARKET STREET
SUNBURY, PENNSYLVANIA 17801
www.sunburypa.org
sunbury1@ptd.net

Mayor
Kurt Karlovich

Council
Joshua Brosious
Richard Reichner
Christopher Reis

CITY OF SUNBURY
Resolution – 2021-38
Passed this 22nd day of November, 2021

Whereas the City Council of the City of Sunbury has the legal authority to declare properties a “Public Nuisance” pursuant to the Third Class City Code, 11 P.S. § 12320;

Whereas the property located at 439 Rear N. 2nd Street, Sunbury, PA 17801 was declared a public nuisance property on August 27, 2018;

Whereas the property owner of 439 Rear N. 2nd Street, Sunbury, PA 17801 has actively worked with the City of Sunbury Code Enforcement Office to bring this property up to code within the Uniform Construction Code standards;

Whereas the City of Sunbury and City of Sunbury Redevelopment Authority would like to recognize that the property located at 439 Rear N. 2nd Street, Sunbury, PA 17801 has successfully completed the requirements to be removed from the public nuisance list and should be seen as a success story for the City of Sunbury’s Blighted Property Program; and

Whereas the City Council takes this action by formally acting as a Board of Health pursuant to 11 P.S. § 12301.

Therefore, it is hereby resolved as follows:

1. The City Council of the City of Sunbury hereby acts as the Board of Health pursuant to 11 Pa.C.S.A. § 12301 in the adoption of this Resolution; and
2. The City Council declares that the property located at 439 Rear N. 2nd Street, Sunbury, PA 17801 is no longer a public nuisance property.

Passed this 22nd day of November, 2021.

ATTEST:

CITY OF SUNBURY

Jolinn Barner, City Clerk

Kurt Karlovich, Mayor

The heart of the Susquehanna River



FOUNDED JULY 4, 1772

CITY OF SUNBURY
225 MARKET STREET
SUNBURY, PENNSYLVANIA 17801
www.sunburypa.org
sunbury1@ptd.net

Mayor
Kurt Karlovich

Council
Joshua Brosious
Richard Reichner
Christopher Reis

CITY OF SUNBURY
Resolution – 2021 –39
Passed this 22nd day of November, 2021

Whereas the City Council of the City of Sunbury has the legal authority to declare properties a “Public Nuisance” pursuant to the Third Class City Code, 11 P.S. § 12320;

Whereas the property owners of certain properties previously designated as public nuisance properties have been put on notice to bring the property within the Uniform Construction Code standards;

Whereas the City Council wishes to maintain a current list of these properties to improve coordination with the City of Sunbury Code Office, Sunbury Redevelopment Authority, Sunbury Police Department, and the property owners to best assist addressing the code issues at these properties;

Whereas the City Council wishes to declare that the properties located in the City of Sunbury and listed in Exhibit “A” attached hereto represent the current public nuisance property list as of the date of this Resolution;

Whereas the City Council takes this action by formally acting as a Board of Health pursuant to 11 P.S. § 12301.

Therefore, it is hereby resolved as follows:

1. The City Council hereby acts as the Board of Health in the adoption of this Resolution.
2. The City Council declares that the properties located in the City of Sunbury and listed on Exhibit “A” attached hereto constitute Public Nuisances pursuant to Third Class City Code, 11 P.S. § 12320 and comprise the City’s Public Nuisance Property list as of this date.
3. The Code Enforcement Office shall be designated to proceed with abatement of the public nuisance at this property with notice to be served on the property owners and all lienholders of the properties listed in Exhibit “A” attached hereto pursuant to the Third Class City Code, 11 P.S. §§ 12321 and 127A04.
4. The City of Sunbury and City of Sunbury Redevelopment Authority are authorized to proceed with eminent domain proceedings against any Public Nuisance property that is not abated by the owner following the provisions of 11 P.S. §§ 127A04, 127A05, and 127A06, and the Mayor is authorized to sign any and all necessary documents to facilitate the eminent domain proceedings.

Passed this 22nd day of November, 2021.

ATTEST:

CITY OF SUNBURY

Jolinn Barner, City Clerk

Kurt Karlovich, Mayor

EXHIBIT “A”

**City of Sunbury Current Public Nuisance Properties List
pursuant to Third Class City Code, 11 P.S. § 12320
(Last revised: September 27, 2021)**

1. 51 N. 4th Street, Sunbury, PA 17801
2. 102-104 S. 11th Street, Sunbury, PA 17801
3. 111-113 S. 3rd Street, Sunbury, PA 17801
4. 124 S. 4th Street, Sunbury, PA 17801
5. 125-127 Church Street, Sunbury, PA 17801
6. 127 Spruce Street, Sunbury, PA 17801
7. 149-151-155 Race Street, Sunbury, PA 17801
8. 154-156 N. 4th Street, Sunbury, PA 17801
9. 160 Lombard Street, Sunbury, PA 17801
10. 202 N. 11th Street, Sunbury, PA 17801
11. 244-246 Church Street, Sunbury, PA 17801
12. 244 N. 12th Street, Sunbury, PA 17801
13. 245-247 Penn Street, Sunbury, PA 17801
14. 259 S. 4th Street, Sunbury, PA 17801
15. 321 Chestnut Street, Sunbury, PA 17801
16. 336 Arch Street, Sunbury, PA 17801
17. 340 Linden Street, Sunbury, PA 17801
18. 341-343 Pennsylvania Avenue, Sunbury, PA 17801
19. 347 S. 4th Street, Sunbury, PA 17801
20. 348-350 Walnut Street, Sunbury, PA 17801
21. 351 S. 4th Street, Sunbury, PA 17801
22. 401 S. 2nd Street, Sunbury, PA 17801
23. 405-407 Walnut Street, Sunbury, PA 17801
24. 416-418 S. 4th Street, Sunbury, PA 17801
25. 420-422 Chestnut Street, Sunbury, PA 17801
26. 441 Vine Street, Sunbury, PA 17801
27. 446 Market Street, Sunbury, PA 17801
28. 457 N. 2nd Street, Sunbury, PA 17801
29. 460 Arch Street, Sunbury, PA 17801
(otherwise known as “Arch and 5th Street”)
30. 462 Catawissa Avenue, Sunbury, PA 17801
31. 514 N. 7th Street, Sunbury, PA 17801
32. 519 N. 5th Street, Sunbury, PA 17801
33. 537 Reagan Street, Sunbury, PA 17801
34. 539 Reagan Street, Sunbury, PA 17801
35. 616 S. Front Street, Sunbury, PA 17801
36. 618 N. 5th Street, Sunbury, PA 17801
37. 618 Reagan Street, Sunbury, PA 17801
38. 620-650 N. 8th Street, Sunbury, PA 17801
39. 630 N. 7th Street, Sunbury, PA 17801
40. 630 Susquehanna Avenue, Sunbury, PA 17801
41. 724 Market Street Rear, Sunbury, PA 17801
42. 737-739 Market Street, Sunbury, PA 17801
43. 750 N. 8th Street, Sunbury, PA 17801
44. 750 Edison Avenue, Sunbury, PA 17801

45. 833 Line Street, Sunbury, PA 17801
46. 877-879 S. 2nd Street, Sunbury, PA 17801
47. 964 S. Front Street, Sunbury, PA 17801
48. 1021 Penn Street, Sunbury, PA 17801
49. 1025 Reagan Street, Sunbury, PA 17801
50. 1038 E. Chestnut Street, Sunbury, PA 17801
51. 1055 Reagan Street, Sunbury, PA 17801
52. 1056 Reagan Street, Sunbury, PA 17801
53. 1068 Miller Street, Sunbury, PA 17801
54. 1122 East Chestnut Street, Sunbury, PA 17801
55. 1126-1128 Miller Street, Sunbury, PA 17801
56. 1249 Market Street, Sunbury, PA 17801
57. 1253 Highland Avenue, Sunbury, PA 17801



PEER-TO-PEER TECHNICAL ASSISTANCE

ARTICLES OF AGREEMENT

This agreement (“Agreement”) entered into by and between the Commonwealth of Pennsylvania, Department of Community and Economic Development, Governor’s Center for Local Government Services, hereinafter referred to as the “CENTER,” the municipality of **City of Sunbury, Northumberland County**, hereinafter referred to as the “MUNICIPALITY,” and an agent of the CENTER, selected and certified through appropriate training courses and hereinafter referred to as the peer-to-peer “CONSULTANT.”

WITNESSETH

WHEREAS, the Municipality has requested, through action of the governing body, the services of the CENTER in providing a fire study to explore consolidation of the fire stations and six (6) fire companies and report to the Municipality’s City Administrator and the elected officials on findings and recommendations.

WHEREAS, the CENTER is willing to provide the MUNICIPALITY with technical assistance through the use of the peer-to-peer CONSULTANT under the following terms and conditions:

- A. MUNICIPALITY agrees, through its officials, employees, or agents to provide the CONSULTANT with material, data and/or information determined by the CONSULTANT to be necessary for the successful completion of the project.
- B. MUNICIPALITY and the CENTER agree to permit the CONSULTANT to determine his/her hours of work and work periods so long as the total time committed to the project does not exceed hundred (100) hours.
- C. The CENTER is responsible for the wages, travel cost, and related expenses of the CONSULTANT and no cost will be assessed to the MUNICIPALITY unless assessment prohibition is waived by the MUNICIPALITY through an addendum to this Agreement, in which case the addendum shall establish the party(ies) responsible for CONSULTANT costs and expense.
- D. The MUNICIPALITY agrees to hold the CENTER and its agent, the peer-to-peer CONSULTANT harmless from any and all claims, demands, and actions based upon or arising out of any activities performed by the MUNICIPALITY employees under this Agreement and shall defend any and all actions brought against the CENTER and/or the CONSULTANT based upon such claims or demands. It is understood and agreed that the MUNICIPALITY’S standard liability insurance policies protect, or

shall be endorsed to protect, the CENTER and the CONSULTANT from claims of bodily injury and of property damage arising out of any activities or functions performed by the MUNICIPALITY, their employees, or agents under this Agreement.

- E. The CONSULTANT agrees to perform and function within the guidelines and regulations established by the CENTER and the documents composed and produced by the CONSULTANT while providing technical assistance to the MUNICIPALITY are the property of the CENTER which shall have full control over the preparation of, amendment of, final production of, and release of such documents.
- F. The CENTER shall have the right to terminate this Agreement at its convenience if the CENTER determines that termination to be in its best interest. Termination shall be effective upon written notice to the CONSULTANT. The CONSULTANT shall be paid for work satisfactorily completed prior to the effective date of the termination, but in no event shall the CONSULTANT be entitled to recover loss of profits.

City of Sunbury

Signature Date_____

Peer Consultant

Signature Date_____

Governor's Center for Local Government Services

Signature Date_____



FOUNDED JULY 4, 1772

CITY OF SUNBURY
225 MARKET STREET
SUNBURY, PENNSYLVANIA 17801
www.sunburypa.org
sunbury1@ptd.net

Mayor
Kurt Karlovich

Council
Joshua Brosious
Richard Reichner
Christopher Reis

RESOLUTION
2021 – 40

Be it RESOLVED that the City of Sunbury of Northumberland County hereby authorizes the filing of the Redevelopment Assistance Capital Program (RACP) grant of \$500,000 for the Community Center With Performing Arts Stage Project formal application and business plan.

Be it FURTHER RESOLVED, that the description of the project is as follows:

- A. Garden Level (lower level) renovations including a new HVAC split system, electrical, plumbing, kitchen (construction only), classrooms and storage.
- B. Main & Upper Level renovations including new electrical, lighting and HVAC split systems to the two smaller meeting / classroom spaces on the southeast side of the building and HVAC split system for the Sunbury's Revitalization, Inc. (SRI) office on the northwest side of the building.

I, Jolinn Barner, duly qualified City Clerk of the City of Sunbury, Northumberland County, PA, hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the City Council at a regular meeting held November 22, 2021 and said Resolution has been recorded in the minutes of the City of Sunbury and remains in effect as of this date.

IN WITNESS THEREOF, I affix my hand and attach the seal of the City of Sunbury, this 22nd day of November, 2021.

City of Sunbury
Name of Applicant

Northumberland
County

Jolinn Barner, City Clerk