

CITY COUNCIL
Sunbury PA 17801
February 22, 2021
6:15 pm

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

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

Other City officials in attendance:

Derrick Backer, City Administrator (Zoom)
Joel Wiest, City Solicitor (Zoom)
Bradley Hare, Chief of Police (Zoom)
Jolinn Barner, City Clerk (Zoom)
Mike Rhoads, Zoning Officer (Zoom)
John Bakowicz, City Engineer (Zoom)
Steve Welker, Public Works Supervisor (Zoom)
Kevin Troup, City Treasurer (Zoom)
Alexander Rissinger, Administrative Assistant (Zoom)

Visitors present: Zoom (15)

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

EXECUTIVE SESSION

An executive session was held prior to start of the council meeting on 2/9/2021 to discuss personnel matters.

PUBLIC COMMENT/AGENDA ITEMS

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

Discussion

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

- UGI Representative Christian Rossini – Road Work Market Street
- City Controller
- PD Construction Project Bids

Approval of Updated Subsistence Program Procedure

- a) The Application Acknowledgement is the certification that the applicant understands the duplication of benefits prohibition.
- b) The Certificate for Utility Assistance is a document that the Municipal Authority would have to sign if we are looking to cover back water and sewer bills.
- c) The Certificate of Cost Reasonableness is something DCED insists on when paying delivery fees to a provider.
- d) The Eviction Cert is basically to replace the one HUD gave us because that one is out of date.
- e) The changes in the SOP are highlighted in yellow.

Councilman Brosious made the motion to approve the updated subsistence program procedure. Second Reichner. Unanimous vote.

Reallocation FFY 2017 CDBG Funding

Councilman Brosious made the motion to move the 2017 CDBG funding from Reagan to CSO rent mortgage utilities food relief program activity. Second Eister. Unanimous vote.

APPROVAL TO PAY INVOICES

Councilman Reichner moved to approve to Pay Invoices/Vouchers General Fund - \$104,457.32 and Liquid Fuels Fund - \$0. Second Brosious. Unanimous vote.

Appoint Julie Brosius to Shade Tree Commission

Mayor Karlovich made the motion to appoint Ms. Brosius to the Shade Tree Commission since Beth Kremer resigned from it. Second Brosious. Unanimous vote.

Appoint City Controller

Councilman Eister made the motion to appoint Jerome Alex as City Controller. Second Reichner. Yes – Eister, Reichner, Reis, Brosious. No – Karlovich.

1st Reading Bill 2021-01 Military Buy Back Amendment

Mayor Karlovich made the motion to accept the 1st reading of Bill 2021-01 Military Buy Back Amendment. Second Eister. Unanimous vote.

Part Time Hiring Police Officer Procedures

Mayor Karlovich made the motion to accept the part time police officer hiring police policy and procedures. Second Eister. Unanimous vote.

Non-Updated/Uniform Disciplinary Policy and Procedures

Councilman Reichner made the motion to accept the non-uniform update in the disciplinary policy and procedures. Second Karlovich. Unanimous vote.

Hire of Full Time Supervisor/ Department of Public Safety Jeffrey Wojciechowski

Councilman Reis made the motion to hire Jeffrey Wojciechowski as the Full Time Supervisor of the Department of Public Safety as an exempt salary employee at a salary of \$40,000. Second Brosious. Unanimous vote.

Street Sweeping Schedule

Councilman Brosious made the motion made to accept the street sweeping schedule. Second Eister. Yes – Brosious, Eister, Reichner. No – Karlovich, Reis.

Road Closures

Councilman Brosious made the motion to accept the roads being closed for Christmas in July on 7/17, River Festival on 8/13 and 8/14, and National Night on 8/3 pending the completion of UGI construction. Second Reis. Unanimous vote.

Begin Bid Process for Career Link Parking Lot

Councilman Eister made the motion to go out and get bids for the Career Link Parking Lot. Second Reis. Unanimous vote

Grant Process

Councilman Reis made the motion that all grants must be brought to council to be approved. Second Reichner. Unanimous vote.

Council Meetings

Councilman Reis made the motion to accept the council meeting rules/procedures. Second Brosious. Unanimous vote (See attached).

Announcements

Mayor Karlovich announced the following:

- Accepting Letters of Interest for Citizen Policing Advisory Commission (CPAC)
- Applications are being accepted for a Full Time Police Officer deadline to apply March 19, 2021 4:00pm
- Accepting Letters of Interest for an Alternate for Shade Tree Commission

Pre-Submitted Audience Comment

There were no Pre-Submitted Audience Comments

Zoom

Victoria Rosancrans: Ms. Rosancrans had a few things that she would like clarified. First question Ms. Rosancrans had is in reference to the city controller. That moved really fast tonight, and my first question is at one point someone asked if Lisa was on the call and was wondering if that was the other candidate? Councilman Brosious responded correct. The next question was that candidate asked to be on the zoom call tonight? Councilman Reis responded saying that there were no interviews need for the position and that they were spur of the moment questions, and the only thing the city asked for was a letter of interest. Ms. Rosancrans asked was the decision for controller based off the letters submitted to determine who was the best for the position? Councilman Reis responded yes. Ms. Rosancrans' next question is someone going to have to run for city controller in November during the election? Councilman Reis responded yes. Ms. Rosancrans followed that question with so if someone wants to run for controller that they should be circulating a petition? Joel responded to answer that question. Ms. Rosancrans concern was that the public should be aware that they can run for this position. Ms. Rosancrans had another question, why did Dan Saxton have to resign from city controller to get an interview for the public safety supervisor. Joel responded to answer that question. Ms. Rosancrans' last question was doing a walk downtown through market street and down by the dollar store there is a huge dip in the pavement, and someone has fallen which resulted in injury, so Ms. Rosancrans was wondering if it was going to be addressed to fix the pavement? Councilman Eister responded that once the weather breaks.

Megan Beck: Ms. Beck first congratulated Jerome Alex for being involved in the position of City Controller. Ms. Beck wanted to mention in regard to the public comment issue is what the council has negotiated to makes the most sense, and she appreciates it. Ms. Beck did submit some items because she wasn't sure how public comments worked at this meeting and guess there will have to be a process of some sort to announce such a thing at the meeting if we are encouraging people to submit public comment sounds like we just submit our names and we have the ability and is not sure how the comments should be presented to council. She wanted to make council aware and understand that monitoring the chat function during council can be challenging. She mentioned there was chat among the topic of the UGI meters, and that Christian Rossini is no longer on the chat and wanted to present them so council is aware and can find out information. The first question is can they be put onto the sides or the rear of the buildings? Ms. Beck also asked, on UGI website it says about federal historic districts to get in conversations with them to make sure that we are able to maintain the historic district. Another question she brought up was are the meters going to be digital? Ms. Beck wanted to make sure people were aware of the questions that came through the chat, and thinks there is a way that function can be blocked. Council Reis mentioned that UGI will be contacting each individual property owner. Ms. Beck was wondering if UGI has to get a permit from the city to do that work? Councilman Reis responded stating that he will check on that, but thinks that it will be a PennDot permit. Ms. Beck had another question about the ongoing topic of the square footage in the downtown and was hoping that it could be revisited to make it fair for the rest of the community and would appreciate that it be put on as an agenda item.

Tammy Koonsman: In regards to the public comments especially as a business owner who is undertaking a big remodeling project and is trying to keep up with all the council meetings just to know what is going on, and was wondering if there is a way to be automatically put on to talk during the council meetings at the end of the meeting in case there is something that comes up that she would not have thought about before the council meeting or if something comes up based on what is said during the council meeting? City Administrator Derrick Backer responded to the question. Ms. Koonsman then asked if citizens will only be able to talk once a month? Derrick Backer responded to the question stating that there is a discussion meeting that citizens can bring up concerns at. Ms. Koonsman next question was, let's say it is just a generic comment that something came up before the meeting that was not on the agenda, and was wondering if she will have the option to bring it up at the meeting? Derrick Backer responded that how the meeting is conducted at the end of the meeting now is how it will be conducted at the end of the meeting with the new procedures. Ms. Koonsman then asked is there any way that the person in charge of taking names could put her name on for every other week to talk at the end of the meeting? Derrick Baker responded that you won't have to have your name put on to speak at the end of the meeting, and mentioned that if you would like to speak on agenda items then you would have to submit your name.

Victoria Rosancrans: Ms. Rosancrans came up with one more question for council. She noticed that there was no announcement about doing Facebook Live, and was wondering if there will be a way for people to watch it for those who missed being on Zoom and were not on these meetings. Will the meetings be taped and be put on the city's cite for them to watch? Derrick Backer responded stating that videos are not going to be posted to the city cite, and there are the meeting minutes. Ms. Rosancrans had people ask her, and that is why she asked. Ms. Rosancrans wanted to make sure she was understanding that people can call to the city clerk's office and request the video be emailed to them? Mayor Karlovich responded that the recording of the meetings are only saved until the approval of the minutes.

Tammy Koonsman: Ms. Koonsman came up with another question for council. Obviously, the community is having trouble attending via Zoom, so if someone was able to step up and stream the council meeting and hold a gathering to give the chance to the community to listen to the council meeting and ask questions, is that legal? Derrick Backer responded that it is currently not illegal to do any of those things just CDC and PA dept of health recommend adhering to all Covid guidelines. Ms. Koonsman then asked that as long there is no more than 50 people indoors off of city property that it is fine? Derrick Responded that whatever the guidelines are that is what we recommend following.

Megan Beck: Ms. Beck came up with another question for council. Ms. Beck wanted clarification on the meeting changes since they are such a big change. At the discussion meeting is there time for public discussion and comments during that meeting or will there be agenda items that where we would need to register in advance? Ms. Beck received clarification on the discussion meeting from Derrick Backer. Mr. Backer responded saying there will be no votes taken during that meeting unless it was an emergency, pay bills, approve minutes, or things of that nature. During the end of the meeting comments would be conducted as it is now. If citizen would like to address anything about agenda items before discussion, they would request to speak or pre-submit comments.

Lindie Lloyd: Ms. Lloyd had a quick question for council. With the street sweeping schedule that was voted on and approved that is for the benefit of who again? The police department? Councilman Brosious responded saying it is to not benefit one person or entity but rather help the residents in the parking situation in hopes that most residents will be at work when this takes place. Ms. Lloyd is concerned that just a lot of people will be leaving for work at that time, and the street sweeping will interfere with the traffic of people who are driving to work. She mentioned that she lives on a street that is narrow and if the street sweeper is coming down, she will have to wait for it to go past, which will interfere with people schedules, school buses, and people going to work. There is more traffic at that time in the morning than there is at night when people are asleep. She feels this will be a huge inconvenience for the residents. Ms. Lloyd feels that there will be a lot of backlash and that this was a poor decision all around and doesn't understand who this is benefiting. Most residents don't have off street parking and have very narrow streets. Councilman Brosious responded thanking Ms. Lloyd for her feedback and will address it while implementing the new schedule.

Laurie Johnson: Ms. Johnson mentioned that if you are going to be changing the times for street sweeping that there should be signs put up and the others taken down. Ms. Johnson doesn't feel that it is a great idea of doing the street sweeping during the day, because of businesses, people, traffic, and buses. The other thing that she wanted to mention is she is glad that the UGI will be contacting the businesses and about preserving the historic district and hopes that this will work out for everybody. She also would like to thank the City for everything they are doing to help the businesses and the people downtown with trying to help them last summer with everything that happened with Covid.

The next city council meeting will be held on March 8, 2021 at 6:15 pm Via Zoom.

There being no further business to discuss the meeting was adjourned at 8:12 p.m.

Respectfully submitted,

Alexander Rissinger,
Administrative Assistant