

CITY COUNCIL
Sunbury PA 17801
September 27th, 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:

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:

Jerome Alex, City Controller
Joel Wiest, City Solicitor
Bradley Hare, Chief of Police
Jolinn Barner, City Clerk
Jeffrey Wojciechowski, Code Enforcement Supervisor
John Bakowicz, City Engineer
Derrick Backer, City Administrator

Visitors present: 15

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

Executive Session

There was an executive session held on 9/16/2021, to discuss real property "Police Station".

Agenda Addition

Mayor Karlovich made the motion to add to the agenda under discussion 250th Heart and Heritage finances. Second Eister. Unanimous vote.

Lackawanna Scholarship Opportunities

Phil Campbell gave a presentation to council regarding scholarship opportunities that they would like to offer to full-time employees of the City of Sunbury.

PUBLIC COMMENT/AGENDA ITEMS

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

SEDA-COG

Scopes services for the Susquehanna Avenue Competitive CDBG application

Council reviewed the scopes services.

Seda-COG Loss Revenue Calculation Contract for American Rescue Funds

Council had a discussion regarding this topic.

RFP for the City's 3-year Engineering contract for CDBG

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

Redevelopment Authority

Resolution 2021-32

Councilman Reis made the motion to pass the resolution adding the 10 properties to the nuisance list. Second Brosious. Unanimous vote. (See attached)

Resolution 2021-33

Councilman Reis made the motion to pass the resolution updating the current public nuisance list. Second Brosious. Unanimous vote.

SEDA-COG Administering American Rescue Funds

There was discussion regarding SEDA-COG administering the funds between council and public officials. Council and public officials also discussed how they would like to spend some of the funds on the employees.

Kratzer Proposed Preliminary Land Development Plan

Mayor Karlovich made the motion to approve the Kratzer proposed preliminary land development plan based on the recommendations of the planning commission. Second Reis. Unanimous vote.

Police Building Construction Project

Council and City Officials discussed the construction timeline for the PD building.

Strategic Management Planning Program (STMP)

No update was available.

Sunbury Wetland Ecological Education Park (SWEEP)

Council and City Officials discussed this topic during the State Farm Grant application portion of the meeting.

State Farm Grant Application

Mayor Karlovich made the motion to apply for the State Farm Grant. Second Eister. Yes – Karlovich, Brosious, Eister. Abstain – Reis.

Regan Street Project

Change Order

Councilman Eister made the motion to make the change to the clause section of the agreement. Second Brosious. Unanimous vote.

UNFINISHED BUSINESS

NEW BUSINESS

Meeting Policy Update

Mayor Karlovich made the motion to accept the meeting policy update with city solicitor’s recommendation of adding public comments should be limited to subjects affecting or relevant to the city. Second Reis. Unanimous vote. (See attached)

PD Vehicle

Mayor Karlovich made the motion to order the 2022 Dodge Ram Specialty Truck, and the City Clerk can sign as signatory. Second Brosious. Unanimous vote.

Updated City Administrator Job Description

Mayor Karlovich made the motion to accept the City Administrator job description. Second Reis. Unanimous vote.

Updated City Clerk Job Description

Mayor Karlovich made the motion to accept the City Clerk job description. Second Reis. Unanimous vote.

1st Reading Repeal and Replace City Administrator Ordinance

Mayor Karlovich made the motion to accept the first reading. Second Eister. Unanimous vote

1st Reading Repeal and Replace City Clerk Ordinance

Mayor Karlovich made the motion to accept the first reading of the city clerk ordinance. Second Brosious. Unanimous vote.

Hire Administrative Assistant Alex Rissinger Full Time

Mayor Karlovich made the motion to hire Administrative Assistant Alex Rissinger at a full-time status in the mayor's office at a rate of \$14 an hour starting Oct. 25th, 2021. Second Eister. Unanimous vote.

Siegel Non-Uniform Pension Benefits Plan Design

Councilman Reis made the motion to submit the documents with the probationary period being six months. Second Karlovich. Unanimous vote.

Naming of Alley Request

Councilman Brosious made the motion to name the alley alongside the house at 516 N 3rd street to "Hollenbach Alley". Second Reis. Unanimous vote.

Uniform MMO - \$0

Mayor Karlovich made the motion to accept the Uniform MMO. Second Eister. Unanimous vote.

Non-Uniform MMO - \$146,572.00

Mayor Karlovich made the motion to accept the non-uniform MMO. Second Brosious. Unanimous vote.

APPROVAL TO PAY INVOICES

Mayor Karlovich moved to approve to Pay Invoices/Vouchers General Fund - \$247,300.98 and Liquid Fuels Fund - \$48,125.12. Second Brosious. Unanimous vote.

Discussion

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

- Current PD Building
- Hire Part-Time PD Officer
- RC Racetrack
- 250th Heart and Heritage Finances

Announcements

Mayor Karlovich announced:

Sunbury Fire Police Halloween Parade is Thursday, October 21, 2021 at 7:00pm

Hallway of Treat's at City Hall Friday, October 29th, 2021

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

The Grand opening for the PD building is Oct. 29th but is subject to change.

Pre-Submitted Audience Comment

There were no Pre-Submitted Comments

In Person

Victoria Rosancrans: Ms. Rosancrans asked how someone could get an alley named. Councilman Brosious responded saying that they submit a letter to the city with what they would like the alley to be called and where it is located, and then it will go in front of council. Ms. Rosancrans wanted to let Sunbury know that the Sunbury Rotary Club submitted a grant for the S.W.E.E.P project for the sum of \$5,800 to help with the Signage. At the last rotary meeting the club voted to help support the city with the S.W.E.E.P project moving forward.

Lynn Leitzel and Therese Snyder: They would like to bring to council that a business is operating out of a residential area. They live on N 9th street, and in their neighborhood, it has been very good except for one house in the 500-700 block area that has been operating a business out of their home. The owner is using the outside space of the property as dumbing space for their business (brush, tarps, refrigerators, etc.) and storage

for equipment. The owner has even parked trucks and trailers on city streets. Mr. Leitzel mentioned he spoke with the Mayor and City Administrator, and nothing has been resolved. This has been happening numerous times over the past years. Other neighbors have reported the property but stopped due to retaliation by the owner. Mr. Leitzel said when he spoke with the code office said ordinance 175.75 is a little vague so he is suggesting looking into changing that ordinance to protect the homeowners. Mayor Karlovich made the suggestion that the City Solicitor works with code to look into the ordinance.

Allen Bubb: Mr. Bubb would like to see G&R Charles superintendent attend the council meetings so people of the public can ask him questions regarding the project. Mr. Bubb asked who owns the S 10th street bridge? Mayor Karlovich responded that it is privately owned. Councilman Brosious responded that the city is working on trying to get access to that property. Councilman Eister mentioned that the owner is not interested in selling the property back to the city. Councilman Eister mentioned that the construction crew from G&R Charles is having issues getting manholes. Mr. Bubb has questions for the superintendent regarding the surveying and who is going to pay for it if it needs to be resurveyed since the crew removed markers. Mr. Bubb's other question for the superintendent is what was the cut stone that they removed deep in the ground from.

Jeff Wojciechowski: Jeff mentioned that the recycling program that they had recently raised \$1217.00 in donations for the fireman and saved 8 tons of electronics going into a landfill. Jeff wanted to thank Rep. Culver and Ms. Rosancrans for their help in publicizing the event.

The next city council meeting will be held on October 25th, 2021 at 6:15 pm.

There being no further business to discuss the meeting was adjourned at 7:49 p.m.

Respectfully submitted,

Alexander Rissinger,
Administrative Assistant



FOUNDED JULY 4 1772

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MAYOR
KURT KARLOVICH

COUNCIL
JOSHUA BROSIUS
RICHARD REICHNER
CHRISTOPHER REIS
JAMES EISTER

CITY OF SUNBURY
Resolution – 2021 – 32
Passed this 27th day of September, 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 27th day of September, 2021.

ATTEST:



Jolinn Barner, City Clerk

CITY OF SUNBURY



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. 49-51 N. 4th Street, Sunbury, PA 17801
2. 160 Lombard Street, Sunbury, PA 17801
3. 259 S. 4th Street, Sunbury, PA 17801
4. 348-350 Walnut Street, Sunbury, PA 17801
5. 401 S. 2nd Street, Sunbury, PA 17801
6. 441-449 Vine Street, Sunbury, PA 17801
7. 462 Catawissa Avenue, Sunbury, PA 17801
8. 519 N. 5th Street, Sunbury, PA 17801
9. 630 N. 7th Street, Sunbury, PA 17801
10. 724 Market Street Rear, Sunbury, PA 17801



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MAYOR
KURT KARLOVICH

COUNCIL
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RICHARD REICHNER
CHRISTOPHER REIS
JAMES EISTER

CITY OF SUNBURY
Resolution – 2021 – 33
Passed this 27th day of September, 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;

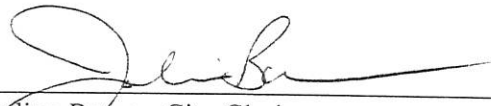
Whereas the City Council takes this action by formally acting as a Board of Health pursuant to 11 P.S. § 12301.

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 27th day of September, 2021.

ATTEST:



Jolinn Barner, City Clerk

CITY OF SUNBURY



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. 125-127 Church Street, Sunbury, PA 17801
5. 149-151-155 Race Street, Sunbury, PA 17801
6. 154-156 N. 4th Street, Sunbury, PA 17801
7. 160 Lombard Street, Sunbury, PA 17801
8. 202 N. 11th Street, Sunbury, PA 17801
9. 244-246 Church Street, Sunbury, PA 17801
10. 244 N. 12th Street, Sunbury, PA 17801
11. 245-247 Penn Street, Sunbury, PA 17801
12. 259 S. 4th Street, Sunbury, PA 17801
13. 321 Chestnut Street, Sunbury, PA 17801
14. 336 Arch Street, Sunbury, PA 17801
15. 340 Linden Street, Sunbury, PA 17801
16. 341-343 Pennsylvania Avenue, Sunbury, PA 17801
17. 347 S. 4th Street, Sunbury, PA 17801
18. 348-350 Walnut Street, Sunbury, PA 17801
19. 351 S. 4th Street, Sunbury, PA 17801
20. 401 S. 2nd Street, Sunbury, PA 17801
21. 405-407 Walnut Street, Sunbury, PA 17801
22. 416-418 S. 4th Street, Sunbury, PA 17801
23. 420-422 Chestnut Street, Sunbury, PA 17801
24. 439 Rear N. 2nd Street, Sunbury, PA 17801
25. 441 Vine Street, Sunbury, PA 17801
26. 446 Market Street, Sunbury, PA 17801
27. 457 N. 2nd Street, Sunbury, PA 17801
28. 460 Arch Street, Sunbury, PA 17801
(otherwise known as "Arch and 5th Street")
29. 462 Catawissa Avenue, Sunbury, PA 17801
30. 514 N. 7th Street, Sunbury, PA 17801
31. 519 N. 5th Street, Sunbury, PA 17801
32. 537 Reagan Street, Sunbury, PA 17801
33. 539 Reagan Street, Sunbury, PA 17801
34. 616 S. Front Street, Sunbury, PA 17801
35. 618 N. 5th Street, Sunbury, PA 17801
36. 618 Reagan Street, Sunbury, PA 17801
37. 630 N. 7th Street, Sunbury, PA 17801
38. 630 Susquehanna Avenue, Sunbury, PA 17801
39. 724 Market Street Rear, Sunbury, PA 17801
40. 737-739 Market Street, Sunbury, PA 17801
41. 833 Line Street, Sunbury, PA 17801
42. 877-879 S. 2nd Street, Sunbury, PA 17801
43. 964 S. Front Street, Sunbury, PA 17801
44. 1021 Penn Street, Sunbury, PA 17801

45. 1025 Reagan Street, Sunbury, PA 17801
46. 1038 E. Chestnut Street, Sunbury, PA 17801
47. 1055 Reagan Street, Sunbury, PA 17801
48. 1056 Reagan Street, Sunbury, PA 17801
49. 1068 Miller Street, Sunbury, PA 17801
50. 1122 East Chestnut Street, Sunbury, PA 17801
51. 1126-1128 Miller Street, Sunbury, PA 17801
52. 1249 Market Street, Sunbury, PA 17801
53. 1253 Highland Avenue, Sunbury, PA 17801



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Resolution 2021-30

CITY OF SUNBURY Rules for Public Comment at City Council Meetings

City Council Members want to hear from members of the public who exercise their freedom of speech by providing multiple fair and orderly opportunities for public comment at city council meetings.

Regular scheduled Council meetings are open to the public. They occur each month on the second and fourth Monday at 6:15PM at 225 Market Street, Sunbury PA. (or otherwise advertised or posted)

- A. The purpose of public comment is to allow an opportunity for the speaker to provide information and input on topics for City Council. It is not an opportunity for members of the public to question Sunbury officials or city personnel. It is not a debate and public comment speakers should not expect a back-and-forth exchange. Any questions raised by a speaker do not have to be answered. The issue or topic of comment may be designated to a Council Member or City Department for appropriate follow-up by the presiding officer.
- B. Speakers will be limited to 3 minutes during public comment periods. The presiding officer has the discretion to allow the speaker to continue beyond the allotted time or may ask the speaker to summarize or conclude his or her comment.
- C. If a group of people wish to comment on the same issue and or topic, they are asked to select a spokesperson to speak on behalf of the group or organization.
- D. Members of the public may request permission to speak at a council meeting by either:
 1. Contacting the Sunbury Mayors Office at 570-286-7820, by noon, on the day of any council meeting.
 2. Attending the meeting in-person and completing the visitor attendance card and submitting it to the City Clerk prior to the meeting being called to order, or
 3. Requesting to speak when the presiding officer announces the two public comment periods during the meeting and acknowledges the requester. Members of the public requesting to speak will be asked to provide their name, municipality of residence, and topic of comment to the City Clerk for the meeting record.
- E. There are two public comment periods on the agenda of each City Council meeting.
 1. The first public comment period provides an opportunity for members of the public to comment on agenda items only prior to legislative action being taken by City Council. Speakers shall make every attempt to keep their comments concise and focused upon the item under consideration.
 2. The second public comment period is held at the end of all official action as listed on the meeting agenda and is reserved for any additional comments.



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- F. Public comments will not be accepted outside of the designated public comment periods during city council meetings. Members of the audience, visitors or speakers are not permitted to interrupt official legislative deliberation.
- G. Public comments should be limited to subjects effecting and/or relevant to the City of Sunbury.
- H. Unauthorized documentation will not be accepted from visitors or members of the audience by city council during any council meeting unless it has been previously submitted to the City Clerk and approved for submission. Documentation should be received by noon on the Friday before the council meeting and approved by the City Clerk.
- I. Proper decorum must be observed by all who are present in the meeting chambers. Visitors and speakers shall refrain from any discriminatory or inappropriate comments or actions, abusive, profane, disruptive outbursts, threats, or other conduct that disrupts or interferes with the orderly conduct of city business during the meeting.
- J. If proper decorum is not observed, the presiding officer will call the violator out of order. If the out of order action continues, it may constitute removal from the meeting.

Passed this 27th day of September 2021

Attest:

Jolinn Barer, City Clerk

Kurt Karlovich, Mayor