

CITY COUNCIL  
Sunbury PA 17801  
August 22<sup>nd</sup>, 2022  
6:15 pm

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

John Barnhart, Director of Public Safety  
Lisa Martina, Director of Public Works  
James R. Eister, Director of Parks, Recreation and Public Buildings

Other City officials in attendance:

Jolinn Barner, City Clerk  
Bradley Hare, Chief of Police  
Jeffrey Wojciechowski, Code Enforcement Supervisor  
Joel Wiest, City Solicitor  
Ronald Rupp, Fire Chief  
Derrick Backer, City Administrator

Visitors present: 6

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

**Executive Session**

Executive session was held prior to tonight's council meeting on personnel matters.

**Agenda Additions**

**Hire Administrative Assistant**

Mayor Brosious made the motion to add Hire Administrative Assistant to the Agenda. Second Martina. Unanimous vote.

**Adjourn Meeting for CDBG Final Hearing**

Mayor Brosious adjourned the meeting at 6:18 pm and Jamie Shrawder took the floor and spoke about the CDBG Final Hearing.

**Reconvene Public Meeting**

Mayor Brosious reconvened the public meeting at 6:18 pm

**Public Comment/Agenda Items**

Mayor Brosious asked for public comment on agenda items.

Tammy Koonsman: As an owner of a building on Market Street Ms. Koonsman made the comment that with the Facade Grant that there are too many things that are not covered. Ms Koonsman feels that this grant is a joke because she received quotes to paint her building and they range from \$20,000 to \$40,000 and the grant only covers \$5,000. Mayor Brosious explained that is the State's guidelines where it is a 50/50 percent match up to \$10,000. Ms. Koonsman wanted to know where does the additional help come from. Ms. Koonsman asked if the City has missed any grants that could help the businesses. City officials mentioned that they didn't miss any grants that the city must apply but mentioned that there are many grants that businesses could apply for themselves. City officials also mentioned that sometimes they see grants that could apply for businesses and they forward it to them via email.

**Reagan Street**

**Update**

City Administrator explained that the project should be completed sometime this week.

**SWEEP**

**Update**

Mr. Karlovich mentioned that New Enterprise Stone and Lime donated 46 tons of materials for the volunteers to use for the SWEEP project. Mr. Karlovich mentioned that the first 23 tons will be donated and delivered to the site, and the other 23 tons will be donated but must be picked up. Council said they will look into the best option to figure out how to obtain the 23 tons.

Mayor Brosious made the motion to accept the donation from New Enterprise Stone and Lime. Second Martina. Unanimous vote.

### **STMP**

#### **Update**

City Administrator mentioned that there are no updates.

### **UNFINISHED BUSINESS**

#### **NEW BUSINESS**

##### **Resolution 2022 – 65 FFY 2022 CDBG**

Mayor Brosious made the motion to accept resolution 2022-65. Second Martina. Unanimous vote. (See attached)

##### **Resolution 2022 – 66 Fair Housing**

Mayor Brosious made the motion to accept resolution 2022-66. Second Barnhart. Unanimous vote. (See attached)

##### **Hire City Administrative Assistant**

Mayor Brosious made the motion to hire Ciara Chappell for administrative assistant. Second Eister. Yes – Brosious, Martina, Eister. Abstain – Barnhart.

##### **1<sup>st</sup> Reading of Chapter 94 Retail Food Facilities Article 111 Sub Chapter 94-20**

Councilman Barnhart made the motion to accept the 1<sup>st</sup> reading. Second Brosious. Unanimous vote.

##### **New Year's Eve Road Closure 12/31**

Councilwoman Martina made the motion to approve the New Year's Eve Road Closure. Second Brosious. Unanimous vote.

##### **Remove 7 Properties from the First Time Home Buyer Program and Program Income as Uncollectible Debt**

Mayor Brosious made the motion to table to remove 7 Properties from the First Time Home Buyer Program and Program Income as Uncollectible Debt. Second Eister. Unanimous vote.

##### **Approval To Pay Invoices/Vouchers Payable Report**

Mayor Brosious made the motion to approve to Pay Invoices/Vouchers General Fund - \$97,540.77 and Liquid Fuels Fund - \$145.50. Second Martina. Unanimous vote.

##### **DRIVE Letter of Support**

Mayor Brosious made the motion to accept the DRIVE Letter of Support. Second Barnhart. Unanimous vote.

### **Discussion**

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

- Contractor license dates run calendar year January 1<sup>st</sup>- December 31<sup>st</sup>.
  - Council discussed how to prorate the fee.
- Landlords responsible for housing during repairs/emergencies to their rental properties.
  - Council discussed that landlords should be held responsible for their properties during repairs/emergencies.
- Budget line item for Blight.

- City Council and Officials discussed using State government funded money to help fix future blighted properties.
- Internet payments for code office.
  - City Council and City Officials discussed providing other ways for the office to accept payments outside of the office and less paperwork.
- Emergency Siren
  - City Council and City Officials discussed the emergency siren being down and what is being done to fix it.
- Bikes in Chestnut Street warehouse.
  - City Council and City Officials discussed holding a Bike Auction and where money could be distributed within the city.
- Changes to rental property permit.
  - City Council and City Officials discussed changes to rental property permits.
- Changes to property manager requirements.
  - City Council and City Officials discussed changes to property manager requirements.
- Pedestrian Yield Signs.
  - City Council discuss bringing more attention to crosswalks by putting more yield signs around the area.
- Update Code Violations Letters to Citizens.
  - City Council discussed updating letters to citizens about violations.
- iWorq Upgrade.
  - City Council discussed upgrades made to iWorq.
- Tennis Court Bathroom Repairs.
  - City Council discussed Tennis Court and other facility repairs.

## **ANNOUNCEMENTS**

Mayor Brosious announced:

Accepting letters of interest for 1 Alternate on the Shade Tree Commission.  
 please submit letters of interest to the Mayor's Office, attention City Clerk or email [jbarner@sunburypa.org](mailto:jbarner@sunburypa.org)

Request for Bids for 460 Arch Street Property with bids due to the Redevelopment Authority, by November 4<sup>th</sup>, 2022

### **Pre-Submitted Audience Comment**

There were no Pre-Submitted Comments.

### **In Person**

Mayor Brosious asked for public comments.

Kurt Karlovich: Mr. Karlovich asked if we are still actively seeking accreditation for the police department? Council Officials responded yes.

Andre Manresa: Mr. Manresa wanted to let everyone know that he had a meeting last week with the CSIU. Mr. Manresa mention the diversity office and CSIU will be working together. September 12 9am-11am there will be an open house and registration to start classes. This will be open to everyone and provide general help for people trying to expand their horizon and the classes are free.

The next city council meeting will be held on September 12<sup>nd</sup>, 2022, at 6:15 pm.

There being no further business to discuss the meeting was adjourned at 7:04 p.m.

Respectfully submitted,

Ciara Chappell,  
 Administrative Assistant