

CITY COUNCIL
Sunbury PA 17801
July 10, 2023
6:15 p.m.

There was an Executive meeting held prior to tonight's meeting to discuss personnel matters.

There was a regular 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:

Ric Reichner, Director of Finance
James R. Eister, Director of Parks & Recreation
Lisa Martina, Director of Public Works

Other City officials in attendance:

Jolinn Barner, City Clerk
Ronald Rupp, Fire Chief
Bradley Hare, Chief of Police
Joel Wiest, City Solicitor
Jerome Alex, City Controller
Jeff Wojciechowski, Public Safety Supervisor
Derrick Backer, City Administrator

Visitors present:

Agenda Additions

Mayor Brosious made a motion to add two additional items to the agenda. One is the NLC Grant SRI subgrantee and the County Grant Agreement. Eister Seconded. All in favor.

PUBLIC COMMENT/AGENDA ITEMS

Allen Bubb asked if the County Grant Agreement was for the Celotex Property
Josh answered - no that is for ARPA (American Rescue Plan Act) funds for city improvements that were approved for the DPW building with matching funds.

Victoria Rosancrans asked what the FFY 2022 PSA is. Jamie - Profession Service Agreement with SEDA COG for the administration.

APPROVAL OF MINUTES AND REPORTS: Mayor Brosious made a motion to approve the Minutes of June 12th and 26th 2023 and Reports of the Fire Dept., Police Dept., Treasure, Code Office, Health Dept., and Planning Commission. Second Reichner. All in favor.

SHADE TREE COMMISSION UPDATE

Julie Brosius from the Shade Tree Commission said they are rolling along with contacts and so forth, and are going to be putting some interesting stuff on the Facebook page. The urban forester that was involved with the 1990 Street Scape, Vincent Bartone was invited to be involved as well. Sent info to Derrick, his schedule is tight but is glad to help with any other projects in the city. She asked Joel if someone wanted to offer us donations for the committee, could they? Joel explained the procedure they would have to go through. There was discussion regarding a tree located on the 700 block of N 7th Street.

NEW BUSINESS

FFY 2023 PSA

Jamie - Standard 2022 Professional Services Agreement we finally got your 2022 contract from DCD so we can finally execute your professional service agreement between the city and SEDA COG. It stayed pretty steady the past couple years divided over several categories: \$50,000.00 and \$9,500 for delivery fees for the ER and labor standards on Susquehanna Avenue which are accounted for in 2022. Mayor Brosious made a motion to except that agreement, Martina Seconded the motion. All in favor.

Resignation of Brandon Deans from the City Clerk Position

Mayor Brosious made the motion to accept the Resignation of Brandon Deans from the City Clerk Position. Second Councilman Martina. Unanimous Vote.

1.5 million interest allocation.

Mayor - we received 1.5 million from the county to put towards our Susquehanna Avenue Road Restoration. Work will not start this year, hopefully next year. Treasure Troup found an interest baring account for the next 12 months to put those funds. Derrick Backer stated that the interest on those funds must remain on that site; that is part of the contract.

Sale of 45 caliber duty ammunition

Chief - 17 cases of extra 45 caliber ammo recommending selling them at \$300 a case. Some of the officers want to buy them because they use colt 45's for back up. Spoke with Shamokin Dam about purchasing the rest. Mayor Brosious made a motion to sell the 45-caliber duty ammunition. Martina Seconded. Unanimous Vote.

Wells Faro Trust regarding the City Cemetery

Joel - received a letter from Wells Fargo from legal department telling us they are in charge of a trust for the purpose of upkeep of the City Cemetery. However, the trust has decreased to the point where they don't feel it's in anybody's best interest to keep it going. Suggest we sign an agreement that the remaining money would come to the City of Sunbury for that use and the trust would be

discontinued. Mayor Brosius made a motion to discontinue the trust fund. Second Eister. Unanimous Vote.

Bohler Extension requests a 60 day time extension for the proposed McDonald's project at 2181 N 4th Street

Mayor Brosius made a motion to grant the 60-day extension. Martina 2nd. Unanimous vote.

Acceptance of Bid for Church Street Demolition - Eister

242 Church Street finally getting to place and time to tear it down. We have a contract for a portable construction demo for that property for the amount of \$15,000.00. Josh asked where the funds would come from. Eister - money setting aside, almost \$25,000, in escrow from the County from the last demo. It will be taken out of that until the county reimburses us it will be put back in there for more demo. Eister made a motion to approve, Mayor Brosious seconded, unanimous vote.

Rural Surface Transportation Grant (Rural) program (Susquehanna Ave) - Backer

He had spoke to Jamie, she sent him a grant that the federal government is doing for infrastructure projects that she thought would be good for the Susquehanna Avenue Project. Derrick is looking to have them apply because that is part of the agreement that they do some grant applications. Thinks it would be good for us to apply for the Rural Surface Transportation Grant, through the federal government for Susquehanna Avenue. We can also apply for the rest of the funds. Mayor Brosious asked if there are any matching funds tied to this grant. Jamie did not see any, neither did Backer. Brosius made a motion to file for the grant. Second Martina. Unanimous Vote.

Request from SRI to apply for NLC Grant - Backer

Derrick Backer received an email from Executive Director Jody Ocker, requesting us to be an applicant for the NLC grant. In a nutshell, they want to use the grant for marketing and business training for businesses. Jody got up to speak about the National League of Cities grant. It would be \$10,000.00 to \$15,000.00 grant and there is no match requirement. Mayor Brosius made a motion to apply for that grant. Second Eister. Unanimous Vote.

County Grant

County Grant Agreement for the \$50,000.00 that we applied for DPW through the ARPA funds. Joel reviewed the contract, and it was sufficient to his recommendation. Mayor Brosious made a motion to approve. Second Martina. Unanimous Vote.

Approval of Abstract/Vouchers for GF \$88,090.88 and LF \$3,877.44

Reichner made a motion to pay the bills for the General Fund and Liquid Fuels. Brosious seconded. Unanimous Vote.

DISCUSSION

Hiring Process

Josh had started out by saying there has been some disagreement on the hiring process and would like to have everyone's input on how they wish to change that current hiring process in the ordinance and operations manual. There was a discussion on the matter. They are going to write up a new hiring process and change the ordinance where at least one city council member will sit in on each interview.

City Hall Upgrades

Scott Messner was in this week City Hall to take dimensions downstairs. Him or Rocky are going to come and take dimensions for the rest of the construction. Preliminary drawings are being done up now.

ANNOUNCEMENTS

Accepting letters of interest to fill the vacant 3-year term for the Board of Appeals and HARB, 1 position to fill vacancy of 3-year term for Civil Service. Please submit letters of interest to City Clerk at jbarner@sunburypa.org.

Accepting Applications for Administrative Assistant and City Clerk until both positions are filled. Visit sunburypa.org for application and full job descriptions.

Next City Council Meeting will be held at City Hall on July 24, 2023, 6:15pm

PUBLIC COMMENT

Chief Brad Hare announced the committee meeting scheduled for Tuesday, July 11, 2023, has been postponed to the following Tuesday, July 18, 2023, at 6:00 p.m. at the Police Station.

Jeff Wojciechowski - Public Safety Supervisor - NEIC Commercial Inspections are going well. Mention that Jackie Hart is having problems reaching out to owners to schedule the inspections. She is requesting to have the owner reach out to her to schedule the inspections.

Deborah Betz asked questions regarding applications that come in. There was discussion on the matter. She also asked some questions regarding the City Clerk regarding pay and the office being

closed. There was discussion on the matter. She then asked council about Brandon Deans qualifications for the City Clerk position. Joel said that we are not allowed to talk about personnel business in public. Her final question was regarding the open position for the City Clerk and asked if council will look into the two applicants that had applied to get someone in the office. Josh said they can reapply if they choose.

Allen Bubb voiced his concerns and asked questions on the widening of Susquehanna Avenue. Jim eister explained to him what the plans are for the project.

Jody Ocker said SRI has purchased a sponsorship for the crosscutters on Friday, July 28, 2023, and would love council members and city employees to come. She can get tickets for those who want to go. This Friday, July 14th at 2:00 p.m. by Marlins Sub Shop, there will be a ribbon cutting at the new mural there.

Victoria Rosancrans asked about the Comprehensive Plan regarding the three citizens to be chosen. Derrick explained to her that it was a recommendation by our consultant to keep the group to 15-18 people. There was a discussion on the matter. She also asked why there were not any set hours when there was knowledge of the low office staff. Lisa told her they had discussed that citizens can contact Derrick, which was posted on the City Clerk's door. There was discussion on the matter of communication. She made an anoucement that Santa Claus is coming to town on July 29th from 9:00 a.m. to 4:00 p.m.

Chief Hare just wanted to put out there they need to make sure who they need to contact regarding HR issues.

Julie Brosious was curious to know what the Bohler Extension was. Joel explained to her that it is the request of a time extension for the contract with McDonald's going in at the end of town.

Bill Brown asked where the street address of 2181 N 4th Street is. Council explained that it was a misprint, the addresss is 1181 N 4th Street.

There being to further business, the meeting was adjourned at 7:07 p.m.

Respectfully submitted,

Robyn Garinger received

Code Office Administrative Clerk