CITY COUNCIL

Sunbury PA 17801

January 22, 2024

6:15 p.m.

**There was an Executive meeting held prior to tonight’s meeting to discuss personnel and possible litigation.**

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:

James R. Eister, Director of Parks & Recreation

Lisa Martina, Director of Public Works

Ric Reichner, Director of Finance

Other City officials in attendance:

Jeffrey Wojciechowski, City Clerk

Ronald Rupp, Fire Chief

Jerome Alex, City Controller

Derrick Backer, City Administrator

Michael Rhoads, Acting Code Supervisor

Travis Bremigen, Police Chief

Visitors present: 27

**ADDITION TO AGENDA**

**Habitat for Humanity Extension & Summer Kickoff Entertainment Contract**

Mayor Brosious made a motion to add Habitat for Humanity’s Extension and the Summer Kickoff Entertainment Contract to the agenda. Councilman Reichner seconded the motion; all were in favor.

**PUBLIC COMMENT/AGENDA ITEMS**

N/A

**SWEEP Committee (Yearly Appointment)**

Mayor Brosious made a motion to appoint the following members to the SWEEP Committee; Kurt Karlovich, Don Rouse, Joe Judy, and Jamie Tegge. Councilwoman Martina seconded the motion; all were in favor.

**OLD BUSINESS**

**Police Vehicle Update**

Mayor Brosious stated in the beginning of the year we sold the Tahoe. We are now in the process of purchasing a Dodge Charger to replace the truck. The Charger is coming from outside of Pittsburgh.

**Fee Schedule (Resolution # 2024-001)**

Mayor Brosious announced the changes to this year’s fee schedule. Mayor Brosious made a motion to accept the 2024 Fee Schedule. Councilman Eister seconded the motion; all were in favor.

**NEW BUSINESS**

**Habitat for Humanity Extension**

Michael Rhoads stated that we are waiting on the agreement between DRIVE and Habitat for Humanity so it can go on the plans. Mayor Brosious made a motion to accept the Extension for Habitat for Humanity for the property on Line Street; Councilwoman Martina seconded the motion; all were in favor.

**Summer Kickoff Entertainment Contract**

Mayor Brosious explained this is for the headlining band, which cannot be announced until they receive the signed contract. Joel reviewed the contract and found no issue with it. Mayor Brosious made a motion to accept the Entertainment Contract for Summer Kickoff. Councilwoman Martina seconded the motion; all were in favor.

**Accept Resignation of Brandon Geiswhite Effective 1/12/2024**

Mayor Brosious made a motion to accept the resignation of Brandon Geiswhite. Councilman Eister seconded the motion; all were in favor.

**Hire of Police Officer Tobias Blank**

Chief Travis Bremigen said a few words on Tobias Blank regarding his background and education. Mayor Brosious made a motion to hire Tobias Blank as a City of Sunbury Police Officer. Councilman Eister seconded the motion; all were in favor.

Tobias Blank was sworn in as a City of Sunbury Police Officer.

**6 Month CD**

Councilman Reichner stamp program wanted us to have 17% of our budget in reserves in case of emergencies. We found out that we can get interest on the reserve funds. Councilman Reichner made a motion to put the amount of $400,000.00 in an account at the Northumberland National Bank for 5% interest. Councilman Eister seconded the motion; all were in favor.

**Green Light Go Grant**

Derrick Backer explained that it is a grant to apply for updating traffic signals for battery backups and generator hookups in case of power outages. The project will be a little over $70,000.00. DPW will put in the 20% matchup required. Mayor Brosious made a motion to apply for the Green Light Go Grant. Councilwoman Martina seconded the motion; all were in favor.

**Re-Hire PT DPW Mark Williams**

Councilwoman Martina made a motion to re-hire Mark Williams for part time for DPW. Mayor Brosious seconded the motion; all were in favor.

**Approval of Abstract/Vouchers for GF $128,380.04, LF $1,358.50, Private Grants $5,262.78, Payroll $67,472.72**

Councilman Reichner made a motion to pay the above bills. Mayor Brosious seconded the motion; all were in favor.

**DISCUSSION**

**City Wide Forensic Audit**

Mayor Brosious would like to have a city-wide forensic audit done to look over the books and make sure all our funds are accounted for. There is no indication of anything missing. He just wants to discuss that all protocols and procedures are being followed. Councilman Eister said that we should look into it and start getting quotes. They will look at the price range for the number of years we want to go back.

**RC Racetrack**

Mayor Brosious has been asked when the RC Track will be built. Councilman Eister said the contractor and him are going to be in contact this spring. The RC track will be located in the OPG baseball field in the corner.

**Citation Payment PD**

Mayor Brosious spoke with Chief Bremigen and they think that all citations should be made with a debit or credit card; that way the funds are tracked immediately. The funds go directly into the bank account and there is an instant receipt for the payment. There was a discussion on the matter of it being legal to only accept a credit/debit charge and the option for those who do not have a credit/debit card.

**Time off and Closures**

Jerome Alex was concerned about closing the Municipal Building due to weather. Mayor Brosious let him know the policy is in the handbook allowing the decision to be made to close the building. There was discussion on changing the policy and having essential and non-essential employees.

**Debit/Credit Card Process**

Jerome Alex voiced his concern about what is being paid for on debit/credit is not being put on the vouchers; so, the council doesn’t know what purchases they are not voting on. There was discussion on adding the credit/debit use forms to the vouchers. Joel Wiest brought up accessing online statements and attaching them with vouchers.

**AARP Grant**

Derrick Backer is up again and what is eligible and what has been approved in years past. 83% of their grants have been under $20,000.00. You can apply up to $50,000.00 for Flagship Grants, like public improvements, community resilience, economic empowerment as far as for what our projects would be. It must have a good community impact. Mayor Brosious said that it would be good to apply it to the OPG. Councilman Eister asked to look in to the time frame.

**ANNOUNCEMENTS**

Electronic Recycling Day April 20, 2024, from 10:00 a.m. – 12:00 p.m., City Skating Rink Parking Lot

Brush Recycle Center Closed for the Winter. Will re-open in the Spring.

Michael Rhoads wanted to announce that the snow removal ordinance is being enforced and that the number of tickets and citations that were issued decreased after the second snow storm.

Councilman Reichner made an announcement that former employee, Linda Danley, passed away Sunday afternoon in her home. Condolences go out to her family and friends. She dedicated many years and did many great things for the city.

**Next City Council Meeting will be held at City Hall on February 12, 2024, at 6:15pm**

**PUBLIC COMMENT**

Tyler Kerstetter will be taken over for Jeremy and wants to get together with Joel regarding the non-profit. He also mentioned that there is only one functional light at the skatepark and would like to help and take over some responsibility. He is going to keep coming to meetings to make sure something gets done about the skatepark and wants to be as involved as possible.

Terry Prentiss lives on the 1300 block of Market Street and has an issue backing up onto Highland Avenue. The speed limit is 25 mph, and the cars are flying up the hill. He’s concerned about the vehicles that park on the street and the children that live in the area.

Debra Betz feels that it should be up to the employee to be able to say they can or cannot make it in during a winter storm. If they don’t come in, they should not get paid.

Victoria Rosencrans was concerned about minutes that were recorded on May 8, 2023, because the public comments were not recorded on the minutes. She asked if the city was a member of the Vistors Bureau because we can post events on there website if we are.

There being no further business, the meeting was adjourned at 7:24p.m.

Respectfully submitted,

Robyn Garinger

Administrative Assistant