CITY COUNCIL

Sunbury PA 17801

January 27, 2025

6:15 p.m.

**There was an Executive Meeting held prior to tonight’s meeting to discuss personnel.**

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:

John Barnhart III, Director of Public Safety

James R. Eister, Director of Parks & Recreation

Lisa Martina, Director of Public Works

Nathan Savidge, Director of Finance

Other City Officials in attendance:

Jeffrey Wojciechowski, City Clerk

Derrick Backer, City Administrator

Jerome Alex, City Controller

Travis Bremigen, Police Chief

Jay Long, Fire Chief

Jamie Shrawder, SEDA-COG

Visitors Present: 21

**PUBLIC COMMENT ON AGENDA ITEMS**

N/A

**Litefest Update**

Mrs. Rosencrans was unable to attend the meeting. Mayor Brosious stated that Christmas is July and Touch-a-Truck will take place on Saturday July 26th from 9am-4pm in Cameron Park. Litefest will be conducting a fundraiser to help replace some of the lights with white lights and green garland on Front and Market Street. Hoping to work with businesses and citizens to sponsor the poles to offset some of the cost. The Santa house is in need of some repair. The lights went out and so did the thermostat. The carpet needs to be cleaned. She notified DPW to let them know the trailer will need to be replaced. The Santa Parade will take place on Friday, November 28th at 6:00p.m.

**Letter of Commitment ARC Ready Grant**

Jody Ocker wanted to let everybody know that she is preparing an application to submit to the Appalachian Regional Commission Ready Grants to Grow Program. It is to build organizational capacity for SRI to establish a downtown program, which will include hiring a downtown manager full-time, and also establish an office for downtown management, main street management on Market Street so it’s more visible and available to business owners. She’s working with SEDA-COG to finalize the scope of the work. Hopefully by the next meeting we will be asking for a letter of commitment which will include some funds.

**2024 Comprehensive Report**

Brianna Apfelbaum had an updated Comprehensive Plan Report from the last meeting they had. It’s what they consider the final report for 2024 of all the Sunbury Blight Program Activity. She wanted to highlight what has changed since the draft. They added a section that highlights the properties that are considered Certified Blight at this point. The Housing Sumit is on Friday, in Danville, with local and state level representation.

**City Administrator Update**

Mr. Backer is working with Joel Wiest and Councilman Barnhart on the HARB Ordinance because it will work in tandem with the Community Blueprints and trying to revamp downtown. We want to make sure it is up to date and utilized correctly. He’s had conversations with the Governor’s Office to talk about some businesses that want to expand and how they can help. He’s had meetings about some PFAS potential for the city as far as funding that can come our way. The Municipal Authority awarded funding from the federal government for the toe drain. They still need quite a bit of funding to get the toe drain done. That will and does it impact our continuation of the walkway down Front Street.

**OLD BUSINESS**

**Volunteers Needed for the following boards: Zoning Hearing Board 1 – 3 yr Term, H.A.R.B (Historical Architectural Review Board) 2- 4 yr Terms (1 Registered Architect), Board of Appeals 1**

Mayor Brosious stated that we are still in need of volunteers for the boards listed above.

**Fee Schedule Update**

Mayor Brosious stated that we talked about the fee schedule during budget season but never voted to approve the fee schedule. Mr. Alex asked what had changed. Mr. Backer explained that everything in yellow increased. There was discussion on the fee more specifically for schedule specifically for the ballfields, road closures, and event fees. Councilman Savidge made a motion to approve the 2025 Fee Schedule as presented and amended at tonight’s meeting. Mayor Brosious seconded the motion; all were in favor.

**NEW BUSINESS**

**Termination of David Mendler**

Mayor Brosious made the motion to approve the termination of David Mendler. Councilman Eister seconded the motion; all were in favor.

**CDBG Competitive Susquehanna Ave. Resolution #2025-005**

Jamie Shrawder from SEDA-COG explained the CDBG Competitive for Susquehanna Avenue. The most recent cost estimate from the engineering does show that we could use those extra funds to go towards phase 2. She brought along the resolution to apply for those funds, which basically says that this resolution authorizes the submission of the application to DCED for the CDBG Competitive and it’s the public interest of the city to receive those funds. Councilman Eister made a motion to approve Resolution #2025-005, approving the submission of the CDBG Competitive for Susquehanna Ave. Mayor Brosious seconded the motion; all were in favor.

**Weis, Sunbury Municipal Authority, City of Sunbury Deed of Easement**

Mayor Brosious made a motion to table the Deed of Easement. Councilman Barnhart seconded the motion; all were in favor.

**Article VIII Central Business District, 175-43, Permitted Uses and 175-46 Off Street Parking and loading spaces Zoning Ordinance Amendment First Reading**

Councilman Barnhart made a motion to approve the first reading of Article VIII Central Business District, 175-43, Permitted Uses and 175-45 Off Street Parking and Loading spaces Zoning Ordinance Amendment. Councilman Eister seconded the motion; all were in favor apart from Mayor Brosious who was opposed.

**Property Manager Qualifications per State Mandate**

Councilman Barnhart stated that some situations have come up in the city and checking with the state, there is a law that a property managers must have a broker’s license. He wanted to inform everyone that this will be enforced with all property owners that live farther than 25 miles from the City of Sunbury who have a property manager.

**Accept the Resignation of Code Enforcement Officer Robert Hauck**

Councilman Barnhart made a motion to accept the Resignation of Code Enforcement Officer Robert Hauck. Councilman Eister seconded the motion; all were in favor.

**Permission to Advertise and Hire Code Enforcement Officer PT or FT $16/hr.**

Councilman Barnhart made a motion to advertise and hire and Code Enforcement Officer, part-time or full-time at $16.00 and hour. Mayor Brosious seconded the motion; all were in favor.

**Approve $50,000.00 for Fire Consolidation for Building Purchase**

Councilman Barnhart made a motion to approve $50,000.00 to go to the Fire Consolidation for the purchase of a building. Mayor Brosious seconded the motion; all were in favor.

**King Law Firm PFAS Agreement**

Mayor Brosious made a motion to accept the King Law Firm PFAS Agreement. Councilwoman Martina seconded the motion; all were in favor.

**Hiring of John Mull Maintenance P&R City Hall and PD 24 Hours/Week $15/Hr. Starting 1/28/25**

Councilman Eister made a motion to hire John Mull, part-time, as the maintenance man for the buildings starting at $15.00 an hour. Mayor Brosious seconded the motion; all were in favor.

**Permission to Advertise and Hire Parks & Rec Employee 24 hrs/week $15/Hr.**

Councilman Eister made a motion to advertise and hire a part-time Parks & Rec employee with the wage based on experience. Mayor Brosious seconded the motion; all were in favor.

**Approval of Abstract/Vouchers of GF $116,501.52, LF $10,306.00, Private Grants $11,392.70, and Payroll $72,304.15**

Councilman Savidge made the motion to approve the above abstracts and vouchers. Mayor Brosious seconded the motion; all were in favor.

**DISCUSSION**

**DCNR Park Rehabilitation and Development Grant**

Mr. Backer stated that the grant can be used for engineering. His suggestion is to use the grant to go towards the OPG Playground engineering. It is a 50% match. Councilman Eister stated that they will be talking with the engineer in the next two weeks and then we will make contact with those who could help with the 50% match so we have that covered before we start the application. The application is due April 2nd.

**RC Racetrack Update**

Councilman Eister was supposed to meet with someone last week about the RC Track, but with the snow, they had to reschedule to this week.

**Susquehanna Avenue Project**

Mayor Brosious asked Councilman Eister about planting trees along Susquehanna Avenue. Councilman Eister stated that it all depends on what room we have after all the setbacks. Jamie Shrawder stated that it’s more of a trade-off, to either plant the trees or have enough room for a two-lane street.

**Community Gardens**

Someone reached out to Mayor Brosious about putting a community garden in Sunbury. They want to see the one in Central Park become a success and expand to a different location.

**Upcoming Property Sale 1122 East Chestnut Street, Date/Time TBA**

Councilman Eister stated that there is a property the city owns, 1122 East Chestnut Street, that has been vacant. We are going to get all the details together before the next council meeting and get it advertised and in a couple months we will sell the property.

**Police Vehicle Fleet Present/Future**

Councilman Eister asked the police how they were making out with the truck. Sgt. Slack stated that it should be done this week.

**Code Office Report**

Cheryl Delsite gave an update of last month’s Code Office Report.

**ANNOUNCEMENTS**

Spring Clean-Up Tire/TV Recycling Event – March 22nd, 249 Memorial Drive. Car/Light Truck Tires $5.00 each, TV’s $1.00 per pound. Only 100 Tv’s will be accepted. Need not live in the City of Sunbury to participate.

Work Session, February 10th at 5pm

**Next City Council Meeting will be held at City Hall on February 10th at 6:15p.m.**

**PUBLIC COMMENT**

Ryan Castle owns a business at the property that does not have any heat. He’s thankful to the new property owner because the heat has been fixed in the apartments above and they are working on getting his heat up and running.

Jody Ocker asked if the event fees on the fee schedule apply to Profitable Organizations only and how it will apply to SRI. Mayor Brosious stated that SRI will continue as they were, meaning it will be an in-kind donation back to SRI.

Lindie Lloyd asked how her event would apply with the fee schedule. Mayor Brosious stated that the fee could be waived under certain circumstances on a case-by-case basis.

There being no further business, the meeting was adjourned at 7:05 p.m.

Respectfully submitted,

Robyn Garinger

Administrative Assistant