CITY COUNCIL

Sunbury PA 17801

February 10, 2025

6:15 p.m.

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

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

Visitors Present:

**Additions to Agenda**

Mayor Brosious made a motion to add 2 items to the agenda; Upgrading to the Camera System at the Police Station and Forensic Audit Completed. Councilman Barnhart seconded the motion; all were in favor.

**PUBLIC COMMENT ON AGENDA ITEMS**

N/A

**APPROVAL OF MINUTES AND REPORTS: Minutes of January 13th & 27th of 2025 and Reports of the Fire Dept., Police Dept., Treasurer, Controller, Code Office, Health Dept., Parks and Rec., and Planning Commission.**

Mayor Brosious made a motion to approve the above minutes and reports. Councilman Eister seconded the motion; all were in favor.

**City Administrator Update**

Today they had a meeting with the Senate Majority Policy Committee to talk about blight in the region. There are a lot of potential opportunities for us to work with legislators to see if we can combat some of our blight problems. He’s also working with Councilwoman Martina to meet with ARC and some of their board members and their executive directors to talk about potential issues they may have for accessibility in the city. He sent council a grant that can be used for the skatepark, OPG, and other parks and recreation projects. The façade grant is not until fall of 2025. He suggested meeting with SRI to talk about Main Street Matters because they have expressed interest in applying for that grant and we would be competing with them. There was further discussion on the grant.

**Chief Bremigen Update – Business/Vacation Property Checks**

Chief Bremigen gave a police department update from 2024. He also introduced the Business Checks Form. He and his light duty officer are going to go business to business with a form they can fill out to gather information on each of the businesses like owner information, number of skill machines, and if they have video surveillance. They want to document this in their system. They are also going to be offering Vacation checks to those who are going on vacation and would like their property checked on. He also wanted to make council aware that the Axon Project was initiated in January. They are fully updated. The vehicles have new camera systems, and every officer has a new body cam. They are updated with their tasers. They are also changing out their shotguns that are in the vehicles to less lethal beanbag rounds.

**Knox Boxes**

Councilman Barnhart wanted to make businesses aware that they can purchase a Knox Box that the police and fire department can access should something happen at their business after hours and the police or fire department can access the building without forced entry.

**OLD BUSINESS**

**Naming of Code Supervisor Cheryl Delsite**

Councilman Barnhart made a motion to name Cheryl Delsite the Code Supervisor along with her current role of Logistics Officer. There is no salary increase with the new title. Mayor Brosious seconded the motion; all were in favor.

**Naming of Code Deputy Supervisor Joyce Neidig**

Councilman Barnhart made the motion to name Joyce Neidig the Code Deputy Supervisor, with no increase in salary. Mayor Brosious seconded the motion; all were in favor.

**Ema Director/Meeting Update**

Fire Chief Jay Long suggested having a EMA Meeting with the changes in the director. Mayor Brosious mentioned sending out the current plan to the departments involved so they can review it before the meeting.

**Resolution 2025-007 Amend and Re-Vote City Fee Schedule**

Mayor Brosious explained that a re-vote for the Fee Scheduled needs to be voted on due to additional fees that were missing. Mayor Brosious made a motion to approve Resolution #2025-007 Amending and Accepting the Updated City Fee Schedule. Councilman Barnhart seconded the motion; all were in favor.

**NEW BUSINESS**

**Upgrading to the Camera System at the Police Station**

Mayor Brosious explained the updating of the camera system at the Police Station. The items to be updated were on the list provided. The old cameras and DVR system from the Police Station will be installed at City Hall. Mayor Brosious made a motion to accept the quote for the new camera upgrade, cost of installation, and materials at $13,758.00. There was discussion on the matter. Councilman Barnhart seconded the motion; all were in favor.

**Forensic Audit Completed**

Mayor Brosious made a motion to have a Forensic Audit done on the record keeping of the Ice-Skating Rink for the past 7 years and between those funds and the treasurer’s department. Councilman Savidge asked if Controller Jerome Alex had an opinion on an entire audit. Mayor Brosious explained why he feels an audit needs to be done. There was further discussion on the matter. Mayor Brosious made a motion to table the Forensic Audit vote until the next meeting. Councilman Savidge seconded the motion; all were in favor.

**Letter of Support for SRI for ARC**

Jody Ocker stated that they are requesting a letter of support for a grant she is submitting for the Appalachian Regional Commissions (ARC) Ready Grants to Grow Initiative. It would help SRI to hire a full-time downtown manager and establish a downtown management program. The total she is requesting is $15,000.00 for a three-year project. It would be $5,000.00 per year out of the economic development line item. They would want $5,000.00 per year for 2026, 2027, and 2028. Mayor Brosious made a motion to approve the letter of support for SRI. Councilwoman Martina seconded the motion; all were in favor.

**Superstar Tribute Contract**

Mayor Brosious explained the Superstar Tribute Contract is for this year’s Summer Kickoff. He had Joel review the contract. It is the same as last year and didn’t see any legal problems with it. Councilman Eister asked who the group is that the city is working with. Mayor Brosious explained that when volunteers went out to businesses for donations, they explained they were with the City of Sunbury, and many did not want to contribute due to how they were treated in the past. Solicitor Wiest suggested of forming a non-profit organization which was created under the name of Valley Fusion. Solicitor Wiest explained the money process. There was further discussion on the matter. Solicitor Wiest suggested the motion be, “The City of Sunbury would release the monies in the line item currently for Summer Kickoff to be paid to the entity by and through a contract that is going to be entered in by Josh’s Group to hold the Summer Kickoff here, the responsibilities of the Summer Kickoff etcetera is going to be on Josh’s group (Valley Fusion) and that if the city desires to contribute further monies to the Summer Kickoff that will be done at a later date through a different contract.” Mayor Brosious made the above motion. Councilman Barnhart seconded the motion; Councilwoman Martina, Councilman Eister, Councilman Savidge were all against, Mayor Brosious and Councilman Barnhart were in favor. With a 2-3 vote not in favor the motion was rejected.

**Northumberland County Community Service Waiver Form**

District Attorney Michael O’Donnell stated for the last year he has been trying to get a Community Service Program together. Currently what Snyder County is doing is, if you commit a crime in Snyder County and you live in Sunbury you can do your community service here. He ran this through the Court and asked if it could be run through the municipality. That would make the municipality the supervisor the community service individuals. This is for non-violent misdemeanors. All municipalities interested need to sign a waiver form. Attorney Wiest explained that he reviewed the agreement. He reached out to Adam Purdy regarding our potential liability. In order to ensure the city would be covered, we would be asking all individuals who will be performing community service through us to sign a Waiver of Liability as well on our behalf indemnifying us. Mr. Wojciechowski would be in charge of giving the individuals jobs to do. Mayor Brosious made the motion to accept the Northumberland County Community Service Waiver Form. Councilwoman Martina seconded the motion; all were in favor except for Councilman Savidge who abstained due to being employed by Northumberland County.

**Resolution #2025-008 2025 Pool Membership Fees**

Councilman Eister made a motion to accept Resolution #2025-008 for the 2025 Pool Membership fees. Mayor Brosious seconded the motion; all were in favor.

**Promote Draper Buck (DPW) to Full Time Effective 2/11/25**

Councilwoman made the motion to promote Draper Buck from part-time to full-time with no salary increase and he is declining insurance coverage. Mayor Brosious seconded the motion; all were in favor.

**Approval of Abstract/Vouchers of GF $85,140.20, LF $815.58, Private Grants $0.00, and Payroll $71,927.52**

Councilman Savidge made the motion to approve the above abstracts and vouchers with the new amount of the General Fund being $77,842.50 with the amount of the Superstar Tribute Check being subtracted, Liquid Fuels in the amount of $815.58, and Payroll in the amount of $71,927.52. Mayor Brosious seconded the motion; all were in favor.

**DISCUSSION**

**Fire Department Municipality Agreements**

Councilman Barnhart stated that it has been several years since we’ve assessed municipalities for money for the Fire Department. Fire Chief Jay Long suggested before we talk about it, to discuss it at the Fire Department Meeting on March 3rd at 7:30pm. That way both parties are on the same page. Dan Saxton, the Sunbury Fire Department Treasurer, stated that the agreements were made back in 1991 and were based off the property values. Renegotiation needs to take place so they can continue to provide proper fire protection to the communities, they are asking the city to help in the negotiations.

**Shade Tree Line Item**

Mayor Brosious stated that the Shade Tree Commission has been asking about having their own line item so they can fundraise for items they need to help bring awareness and plant trees. Right now, there is money allocated to them in our budget but instead of a yearly budgeted amount they would like to have their own account to put money in that they raise. Julie Brosious added that they would like an account so there are no questions about what funds are taken in. Mayor Brosious told her that they will add a line item for the Shade Tree Commission.

**City Hall Basement Rental**

Mayor Brosious stated that an individual was here during a CareerLink event and was looking for space for rent. Mr. Wojciechowski was nice enough to show her a few rooms we have in the basement. Teresa Rhoads, the founder of Rhoads to a New U, is looking to help the community by having a Dress for Success Closet and food distribution and needs space for items that are donated. Councilwoman Martina asked what items will be stored because food attracts animals. Teresa will but dry food in totes and plans on buying a fridge and freezer for fresh and frozen items. Items are kept for no more than 1 week. Anything they have left over is distributed to other non-profits. Mayor Brosious said that Attorney Wiest will draw up a lease for her to sign.

**City Finances**

Mr. Alex stated that Kevin Troup sent out a message about a month ago about watching our spending and there is a reason for that. The main reason for that is we did not take a tran out this year and would prefer not to transfer money around. Right now, the city is fine but would like to curtail any unnecessary spending until tax starts coming in. He asked departments to only need to spend what you need.

**Insurance Policies**

Mayor Brosious had insurance policies from Purdy Insurance to review. Such as, city employees should only be driving city vehicles and equipment. He recommends not allowing outside entities to drive our vehicles and equipment. Also, we need to have outside entities provide insurance certificates listing the City of Sunbury as additionally insured.

**Life 360 – City Cell Phones**

Mayor Brosious thinks it is a good idea to track any city paid devices. He feels that the Life 360 app should be uploaded to all city phones to track where they are. Should it be lost we can track it.

**RC Raceway**

Councilman Eister would like to have the numbers of those interested in it before they have a design together and they say they don’t like it. Mayor Brosious said he will have them reach out to Councilman Eister.

**ANNOUNCEMENTS**

-Zoning Hearing Board – 1 – 3-year position is still open

-H.A.R.B. – 2 positions, 1 having to be an architect

-Board of Appeals – 1 position open

-TV & Tire Recycling Event, March 22nd from 10pm – 12pm, at John O. Long Parking Lot, TV’s are $1.00 per pound and Tires are $5.00 each. Must call city hall to register.

-All-Inclusive Easter Egg Hunt April 5, 2025, 9am-12pm Goodwill Hose Playground

-Fire Police Chinese Auction, Sunbury Eagles, 33 s. 3rd St, May 10, 2025, 11am-4pm

**Next City Council Meeting will be held at City Hall on February 24th at 6:15p.m.**

**PUBLIC COMMENT**

Mayor Brosious read a public comment that was sent in from Madison Mull. Her public comment request is to put more sidewalk trash cans throughout the city to combat the litter issues in the city. Since McDonald’s was put in you see a higher volume of trash. She would like to see small waste cans on the walking routes of Market and Front Street.

Brian Suloff took a walk on Saturday with his son and took more pictures of the sidewalks on Susquehanna Avenue. There are issues all the way up and down Susquehanna Avenue. Quite a few sidewalks have been raised. His understanding from talking to representatives from G&R Charles is that the wrong type of stone was used underneath the sidewalk. The water is not draining and it’s just freezing underneath the sidewalks and it’s causing these issues. There are many that are cracked. The very last picture he had shows a sidewalk that is lifted so much that his son’s foot can fit under it. He asked when the inspection was done, how it passed if it was not up to the city’s code. If a private resident and the final product looked like this would the city be okay with how this looks. Councilman Eister who he talked to from the company. Mr. Suloff didn’t know his name, but he ran most of the equipment down there. There was an older gentleman who showed up from G&R Charles was not happy. He asked the employees from G&R Charles why they used the wrong type of stone, they answered it wasn’t their call, they were directed by the city, it was a poor PennDOT design. Why did we go by PennDOT code when this is a city street. His sidewalks have not been repaired. Water still runs off towards his house and sits there. Councilman Eister stated that he will bring it up at Thursday’s Meeting. Councilman Savidge addressed Attorney Wiest, he thinks, if this is presented to them then they should acknowledge that have receipt of these standing issues before any type of warranty runs out. Councilman Eister said it will be addressed Thursday. Councilwoman Martina wants Mr. Suloff to be able to ask them a question or two. Mr. Suloff also made council aware that whoever is plowing Mr. Walburg’s parking lot next to his house has took a chunk out of the new sidewalks, has hit something and raised his truck and plowed stones into the streets and left it there.

Bethel Shambach owns a property on Susquehanna Avenue and doesn’t think she should have to pay for anything they did wrong. In the front of her house, the steps in front of her are not the same height. The sidewalk is cracked. She would appreciate it if these issues were fixed. With the construction going on it has cracked her walks that went along the side of her house. A man down the street had his steps and a banister put in at no cost. Another homeowner had a handrail put in at no cost. Her steps were moved from their original position and there is a gap from the back of her steps and her porch. There was further discussion on the matter.

Julie Brosious asked if we approved on the line item. Mayor Brosious explained that a vote was not needed. It just needs to be created by the finance department. She would like to be let known how to deposit the money. Mayor Brosious explained that she will be to drop off any money at the treasurer’s office and tell them the money needs to be deposited into the Shade Tree line item.

There being no further business, the meeting was adjourned at 7:56 p.m.

Respectfully submitted,

Robyn Garinger

Administrative Assistant