CITY COUNCIL

Sunbury PA 17801

March 24, 2025

6:15 p.m.

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

Steve Welker, DPW Supervisor

Travis Bremigen, Police Chief

Cheryl Delsite, Code Supervisor

Jamie Shrawder, SEDA-COG

Visitors Present: 25

**ADDITION TO AGENDA**

Mayor Brosious made a motion to add the Bid Opening for Paving. Councilman Barnhart seconded the motion; all were in favor.

**PUBLIC COMMENT ON AGENDA ITEMS**

The audience asked what the paving was for. Steve Welker said it is for Liquid Fuels paving for this year.

Debra Betz asked where to meet for the City-Wide Clean-Up. It was clarified that it was for the free dump at the Municipal Authority for Sunbury City Residents.

Mayor Brosious wanted to remind everyone that the No Parking Ordinance went into effect on March 15th, 2025. Please make sure you familiarize yourself with the dates and times.

**OLD BUSINESS**

**Add Cody McCullum to H.A.R.B.**

Councilman Barnhart made the motion to add Cody McCullum who is a licensed contractor to the Historical Architectural Review Board. Mayor Brosious seconded the motion; all were in favor.

**Volunteers Needed for the Following Boards: Zoning Hearing 1 (3-year term), HARB (Architect), Board of Appeals 1**

Mayor Brosious announced we still need volunteers for the above boards.

**NEW BUSINESS**

**Bid Opening for 2025 Liquid Fuels Paving**

Steve Welker explained that we had our bid opening last Thursday for the paving. They had nine bidders. Riteway Sealing and Paving, Inc. had the winning bid at $182,460.00 and would like to award it to them. Councilwoman Martina made a motion to accept Riteway Sealing and Paving’s bid at $182,460.00. Mayor Brosious seconded the motion; all were in favor.

**DCED CDBG Financial Management Plan**

Jamie Shrawder stated that as a result of the fiscal monitoring that the DCED does regularly on their CDBG grantees, they are now requiring more specific information on the Financial Management Plan which is one of the Master Files you are required to have for part of the program. It’s basically adding more detail about who the authorized persons are to sign checks, pay roll, bank reconciliations, etc. Mayor Brosious made a motion to accept the DCED CDBG Financial Management Plan. Councilman Eister seconded the motion; all were in favor.

**Resolution #2025-011 – DCED Greenways, Trails and Recreation Program Grant Oppenheimer Playground**

Mr. Backer is looking for a vote on Resolution #2025-011 for the DCED Greenways, Trails and Recreation Program Grant for the Oppenheimer Playground for engineering. Councilman Eister made a motion to approve Resolution #2025-011. Mayor Brosious seconded the motion; all were in favor.

**CES Annual Engineering Contract**

Councilwoman Martina asked if anyone had any questions regarding the CES Annual Engineering Contract or any changes. With no questions, Councilwoman Martina made a motion to approve the CES Annual Engineer Contract. Mayor Brosious seconded the motion; all were in favor.

**Addendum to Police Department Contract Article 26 Health Insurance Benefits**

Mayor Brosious made a motion to approve the Addendum to the Police Department Contract Article 26 Health Insurance Policy. Councilman Savidge seconded the motion; all were in favor.

**Resolution #2025-012 Employee Health Care Payments**

Mayor Brosious made a motion to approve Resolution #2025-012 Employee Health Care Payments. Councilman Eister seconded the motion; all were in favor.

**Municipid**

Chief Bremigen went through their inventory, and they have 7 body cameras that they would like to give to the Code Department instead of putting on Municibid. They have 2 LPR’s, which were bought with a $25,000.00 grant. We need to find out if we can sell them on Municibid or whether we would have to send them to another police department, or could the city use those at each end of the city, there is a fee of approximately $5,000.00 to $6,000.00 per camera. He would like to put the 2022 Truck on Municibid with a reserve of $55,000.00 if that would be okay with council. He has seven X2 Tasers, we have updated to better tasers and would like to put them on Municibid at $300.00 apiece. They have three iPads that they would like to put them on Municibid for $250.00 or utilize them in another department. There was further discussion on the matter. Mayor Brosious made a motion to place the following items as listed that he said on Municibid at the reserved prices agreed upon. Councilman Barnhart seconded the motion; all were in favor.

**Hiring of Policeman Tyler Herbster FT**

Chief Bremigen introduced Office Tyler Herbster and gave a brief background of his work in the past year. Mayor Brosious made the motion the Hire Police Officer Tyler Herbster full-time at step 3 with no insurance. Councilwoman Martina seconded the motion; all were in favor.

Mayor Brosious swore in Police Officer Tyler Herbster.

**Purchase (2) 2025 F350, $121,440**

Councilwoman Martina stated that this has been discussed for the past 2 years, and they would like to purchase 2 new trucks. Councilwoman made a motion to purchase (2) 2025 F350’s at $121,440.00 Councilman Eister seconded the motion; all were in favor.

**Sell on Municipid 2011 F350, 2011 & 2009 F350**

Councilwoman Martina made a motion to sell the 3 old trucks on Municibid with the funds going back into Liquid Fuels. Mayor Brosious seconded the motion; all were in favor.

**Hire Rachael Strohecker FT $18.50/Hr. Treasury Clerk Effective 4/14/2025**

Councilman Savidge made a motion to Hire Rachael Strohecker, full-time in the Treasury Office at $18.50 an hour effect April 14, 2025. This is to supplement someone who will be retiring. Mayor Brosious asked how long the cross training will be. Councilman Savidge answered two to four weeks. Councilman Eister seconded the motion; all were in favor.

**Approval of Abstract/Vouchers of GF $93,388.46, LF $10,621.90, Private Grants $0.00, and Payroll $69,414.88**

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

**DISCUSSION**

**Permission to Seek Grants for DCNR Nature Walk**

Councilman Barnhart took Wes Fehring on a ride on the dike back in the summer and discussed DCNR Grants to make a walkway on the dike from the dam to the high school. He is seeking grants to have a study done. The Amy Corp Engineer would like to see a study done before they approve it. Councilman Barnhart thinks it will benefit the city.

**Code Enforcement Office Hours**

Councilman Barnhart stated that contractors have asked if the Code Office would consider opening at 7am since they start their work earlier and they don’t have to wait on the permits. He’s looking at having two staff members come in from 7am to 3:30pm and the rest of the staff work regular scheduled hours, 8am-4:30pm.

**Vehicle Tracking Policy**

Mayor Brosious brought up the Vehicle Tracking last meeting. We need to implement a policy before we go forward with it. He wanted council’s input on the policy. Council discussed the price and using the police policy as a base for new policy.

**Tennis Courts**

Councilman Eister was contacted by the school district about the tennis courts. They asked if we had our $100,000.00. Mayor Brosious had a meeting last year with Dr. Bendle, Mr. Manning, and Slade Shreck to discuss options with the Fire Police and their contract they have with the school district. They had some questions about the surface of the tennis courts. They asked if we could get estimated costs. He sent it over to them August to September of last year and that is where the conversation died. Mayor Brosious does not know where the $100,000.00 came from. Councilman Eister will get back to them and have them draft up a letter from the school board to find out what they want to do.

**HSA Spending January 1st to March 20th, $29,155.00**

Councilman Savidge stated that when the city changed health insurance at the beginning of the year, we also introduced a citywide HAS. He tabled this until next meeting so he can get better reports from the finance office to get actual figures. He wants to make sure we have the contributions to the premium and the accuracy of it so we have the one-time payments as well.

**ANNOUNCEMENTS**

-Burn Ban in effect until April 1st

-Tour of Honor Sunbury Police & Fire Memorials April 1-October 31

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

-Cemetery Redevelopment & Reclamation Project April 6th at 11am – 4th & Spruce – All are welcome, cleaning, repairing, resetting all stones. Food and drink will be provided

-Citywide Clean-up April 8th-10th, 1pm-7pm (Sunbury Residents Only)

-Cameron Park/Front Street clean up Shikellamy ROTC/City Staff April 23rd at 8am

-E-Cycling Event (Electronics) April 26th 10am-12pm, Rink Parking Lot (No Charge, but will be collecting Donations that will go towards Alec’s Angel Foundation.)

-Free Mulch Giveaway May 3rd Celotex Lot 7am-12pm or until supply is exhausted

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

-“Ink in the Rink II” May 16-18 at Ice Skating Rink

-Zoning Hearing Scheduled for March 26th for the Celotex Property

- Work Session on April 14th at 5:30pm

-April 7th and April 21st individuals who have been arrested need to take care of their warrants. After the 21st they will conduct a Warrant Sweep.

**Next City Council Meeting will be held at City Hall on April 14th at 6:15p.m.**

**PUBLIC COMMENT**

Maddison Mullen asked why the hearing was cancelled. Attorney Wiest said they withdrew it. There is another cleanup event on April 5th for city sidewalks with 3 separate meeting grounds (Otterbein Church, Higher Hope Church and Park across from Weis’ Admin Building). Asked Jim Eister for an update on trash cans throughout the wards to minimis littering. Steve Welker sent her an email, but she never received it and will talk with her after the meeting.

Sandra Heim and a group that was there wants to bring a Local Climate Action Program to the city. The city has everything to gain and nothing to use. A Local Climate Action is a program sponsored by DEP and Pennsylvania University. She talked about the program and how it would be done. Maddison Mullen said that the Climate Action Plan would be beneficial for walkability and economic development. It is free. An application must be submitted to Penn State by May 31st. Mayor Brosious asked her to send Mr. Backer the information so we can put it on the next agenda.

George Ferrandi, regarding the hiring of officer Herbster, asked at what point do they get insurance. Chief Bremigen said they have a choice and he decided not to take it. She invited everyone to the Earth Day Celebration in Cameron Park on April 19th from 10am to 2pm. She asked if Mayor Brosious needed anything for the proclamation and to add the event to the announcements for the next meeting.

Bill Brown asked Mr. Backer if the DCED Greenways, Trails and Recreation Program Grant for the Oppenheimer Playground is required for public playgrounds. Mr. Backer answered that it must be open to the public. Mr. Brown also doesn’t want more of his tax dollars going towards more trash cans. He doesn’t feel he needs to do that.

Danielle Bronowicz, chairperson for the Susquehanna River Clean-up project, the event is scheduled for Sunday, April 13th at 9am. Our headquarters are done at the boat launch. Connect with the community cleanup day. Off the bridges into Sunbury there tends to be a lot of trash. She asked the city if they could keep those areas on their radar when picking up trash. Steve said he coordinates with PennDOT when cleaning and replacing the flags on and around the Veterans Bridge.

Brian Sulouff asked how the process works as to who wins the bids. Steve Welker explained the process. He asked Chief Bremigen if there is a list of those who are on the warrant list. Chief Bremigen said it will be listed in the News Paper and on the Police Facebook page. On Thursday last week, Mr. Welker, Mr. Backer, Mr. Eister and workers from G&R Charles Construction were looking at all different areas of Susquehanna Ave. Mr. Welker placed a level on the sidewalks said they were slanted towards the house. Members of G&R Charles were not happy and made smart remarks about the sidewalks. Mr. Sulouff would like to know what the next steps are to fixing the problems. Attorney Wiest said that we are at the point where the engineer will come in to make the determination of what needs to be fixed and why. He asked why $300,000.00 is being held as a retainer. Mr. Eister explained that we hold 10% of the gross dollar figure of the project which we hold until the project is completed and all corrections are made.

Sheena Espinal asked Mr. Barnhart to explain the Shade Tree Ordinance. There are 2 big trees in front of her house that are ripping up her sidewalks and going into the foundation of her house. She doesn’t feel responsible for the trees. Julie Brosious stated that they are in the process of revising the ordinances. She can appeal to the Shade Tree Commission, and they can bring in an arborist to evaluate the tree but if it would need to come down it would be her responsibility.

Aaron Yalch mentioned that at the last meeting there was a discussion about testing Celotex property for contamination. Attorney Weist said that we are trying to get a representative from DEP to come up for a work session to discuss the property.

Brian Sulouff asked if people could plant shade trees on Susquehanna Avenue because of how little space there is between the curb and sidewalk. Julie Brosious said they can talk with their forester to see what trees can be planted in certain smaller areas.

There being no further business, the meeting was adjourned at 7:11 p.m.

Respectfully submitted,

Robyn Garinger

Administrative Assistant