CITY COUNCIL

Sunbury PA 17801

June 23, 2025

6:15 pm

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:

Robyn Garinger, Administrative Assistant

Derrick Backer, City Administrator

Travis Bremigen, Police Chief

Cheryl Delsite, Code Supervisor

Visitors Present: 13

**ADDITIONS TO THE AGENDA**

Mayor Brosious made a motion to add the following to the agenda:

Hailstone Economic Zoning Ordinance for Shuttered Hospital

Resignation of Councilwoman Martina

The appointment of New City Treasurer

Councilman Eister seconded the motion; all were in favor.

**PUBLIC COMMENT ON AGENDA ITEMS**

**SEDA-COG**

 **2024 CDBS PSA**

Jamie Shrawder went over the 2024 CDBG Professional Services Agreement. Mayor Brosious made a motion to approve the 2024 CDBG Profession Services Agreement. Councilman Eister seconded the motion; all were in favor.

**2025 CDBG Scope of Services**

Jamie Shrawder went over the 2025 CDBG Scope of Services. At this time next year we will hold a vote to have this one adopted.

**Readoption of Policies – Resolution #2025-015**

Jamie Shrawder went over the and discussed the following policies that need to be reviewed and approved every 5 years:

-Agent Resolution which gives SEDA-COG the authority to submit to DCED on our behalf.

-Citizen Participation Plan which states the required hearing we have and how we are going to handle comments and all things that come along with the citizen participation requirements with CDBG.

-Code of Conduct with is a master file stating any official having personal interest in a project that would be looked at by the solicitor to make sure we are not in any violation of the Code of Conduct.

-Civil Rights needs to be readopted due to timing. Nothing has changed.

-Integrity Policy speaks to how things will be handled when it comes to ethics, an employee’s agents, affiliates, gratuities, or financial interest in projects.

-Language Access Plan needs readopted because there are new percentages for limited English proficiency populations based on the new census data. We are still below the 5% so we do not need an actual Language Access Plan in place but this does speak to what we would do if someone would need information in other languages.

- Procurement Policy did change, It is basically the same as before but they did add the Conflict-of-Interest Provision and Whistleblower Protections. The new thresholds for January are in this policy as well.

Mayor Brosious made a motion to approve Resolution #2025-015 Readoption of Policies. Councilman Savidge seconded the motion; all were in favor.

**PUBLIC COMMENT ON AGENDA ITEMS**

N/A

**UPDATES**

Mayor Brosious added that we were accepting Letters of Interest for the open Treasurer seat until 4:00pm today. We only had one letter of interest that came from Councilwoman Martina. We called solicitor Wiest to verify if we could appoint her tonight, which we can. At the end of our voting items, we vote to accept her resignation and another vote to appoint her. We will then advertise for letters of interest for the vacant council position.

**SWEEP**

Kurt Karlovich gave an update on the SWEEP Project. They were awarded two grants this year totaling $6,500.00. They have gained 234 hours of service this year and 73 volunteers have come out so far, 40 of them being students. He went over safety issues and recommendations from SWEEP Committee based off suggestions from the community, visitors and other organizations who are using the park in its current state. There were a few complaints he’s had that he brought to the city’s attention. He also went over maintenance that needs to be done at the park.

**Lifefest**

Victoria Rosencrans gave an update on Litefest. She is going to start a Christmas Light Fundraising campaign. Citizens and businesses can sponsor a pole. She will be asking for $20.00 per pole. It will be an annual thing she would like to do. The Santa House needs to be rewired. She’s had to close the Santa house a few times last year because there was no heat in the house. She asked if she could be informed when new decorations are added and put up. The light up deer in the park were knocked over due to the wind and are broken. She is in contact with Pedro Reyes who is willing to make new decorations so people can still take fun pictures. She’s asking the city the volunteers to help decorate the poles. They did get a grant for the Ugly Sweater at the rink. When she gets a grant and does her final report, who should she hand in her report to. She will hand in a copy of the report to the mayor’s office and send the report directly to the foundation.

**OLD BUSINESS**

N/A

**NEW BUSINESS**

**Hailstone Economics Zoning Ordinance for Shuttered Hospital (Agenda Addition)**

Mr. Backer stated that an issue the city is having is reuse of buildings within the city, whether it’s due to former uses, zoning and current ordinances that inhibit the reuse of the property. Hailstone has a lot of experience with former DCED individuals and worked in many municipalities. They suggested a reuse ordinance. They can draft it and walk us through the processes and have meetings with us. It would cost between $2,600.00 to a maximum of $3,000.00. The money would come from the Commercial Property Inspection Ordinance Line item, which is meant to go back into projects like these. Mayor Brosious wants to make sure that there is enough money that is supposed to be earmarked before approving the contract. Councilman Eister made a motion to allocate $3000.00 for the project and go back to finance department and find and show the $3000.00 that was supposed to be earmarked and have Solicitor Wiest review the contract and should any fall through we bring it back up at the next council meeting. Mayor Brosious seconded the motion; all were in favor.

**370 Market Street LERTA Application**

We received our first LERTA application for the property at 370 Market Street. They want to do renovations, interior alterations to the existing building with new plumbing, electrical, HVAC, sprinklers, installing a new kitchen and bathroom with 44 new apartment units and one retail. Each taxing body, the school district, the county and us, need to agree to this. It is a tax deferment for over 7 years for the new assessed value once the construction is done. Mayor Brosious made a motion to accept the LERTA Application for 370 Market Street. Councilman Savidge seconded the motion; all were in favor.

**DOT Safe Streets Grant**

Mr. Backer explained that Betsy Kreamer from SEDA-COG brought this to our attention that there is a grant out there for Safe Streets. It’s basically creating a plan within the city that looks at crash data, whether it is pedestrian related, vehicle related, is there a better way to have sidewalks, pedestrian signals, signage, crosswalks, bike lanes, visibility issues. The cost of it would be $200,000.00 with a 20% match which is $40,000.00. Jody, from SRI, explained that it is part of the 5-year strategic plan. It is to ensure that we have a walkable community and people are safe. One of the improvements they are looking into is crossing Woodlawn Avenue from the municipal parking lot. There are challenges there with visibility, ADA ramps and such. We would need to have the matching funds allocated before the application is turned in, which is June 26th. Mayor Brosious made a motion to table the DOT Safe Streets Grants until a later date. Councilman Savidge seconded the motion; all were in favor.

**Change Order #8 – Susquehanna Avenue Project**

Mr. Backer explained that the change order is a decrease of $23,790.58 due to adjustment quantities. The contract price went down to $3,294,690.78 from $3,352,287.00. Councilman Eister made a comment that Susquehanna is close to being finished up. Mrs. Shambach’s porch is done and the sidewalk at the Sulouff’s that needs to be replaced is on the table to be addressed at their meeting on Thursday. Mayor Brosious asked who was covering the cost of those projects. Councilman Eister said that is what the meeting is for on Thursday. On Sulouff’s sidewalks the contractor did it for free. Mayor Brosious asked who is paying for the repairs to fix it. Councilman Eister said that we will probably end up paying for it unless the Sulouff’s sue the contractor. There was further discussion on the matter. Councilman Eister stated he will bring more information back from Thursday’s meeting at the next council meeting. Councilman Eister made a motion to approve Susquehanna Avenue Project Change Order #8. Mayor Brosious seconded the motion; all were in favor.

**Purchase of Enclosed Trailer for Police Department**

Chief Bremigen was recently working with the DA’s Office and working with the officers and seized close to $30,000.00 in drug asset forfeitures. Speaking with the DA he said that the forfeitures can be used for law enforcement. Chief Bremigen is looking to purchase an enclosed trailer. He spoke with DA O’Donnell, and he approves taking the money from the seizures and putting them toward the trailer. We can use more of that money to equip the trailer. The goal is to have a crime scene trailer. The only thing the city would be responsible for is the insurance for the trailer. The cost of the trailer is around $4,800.00. Mayor Brosious made a motion for the approval of the Police Department to purchase of an enclosed trailer up to $4,800.00 Councilman Barnhart seconded the motion; all were in favor.

**Hiring of Dylan Young Part-Time at $15.00/hr for Parks & Recreation**

Councilman Eister made a motion to hire Dylan Young part-time to Parks & Recreation at $15.00 and hour. Mayor Brosious seconded the motion; all were in favor.

**Derby Vixens 2025 Lease Agreement for Ice Rink**

Councilman Eister made a motion to approve the 2025 Derby Vixens Lease Agreement at the Ice Rink with an exception that Attorney Wiest reviews an approves it as well. Mayor Brosious seconded the motion; all were in favor.

**Approval of on-site consumption of beer & wine during Derby Vixens 3 scheduled events at the Ice Rink**

Councilman Eister explained that the Derby Vixens hold events at the rink and request approval of on-site alcohol consumption. Councilman Eister made a motion for the approval of on-site consumption of beer & wine during the Derby Vixens 3 scheduled events at the Ice Rink. Mayor Brosious seconded the motion; all were in favor.

**Award City Garage Contract to Zartman Construction**

Councilwoman Martina made a motion to award the City Garage Contract to Zartman Construction. Mayor Brosious seconded the motion; all were in favor.

**Approval of Abstract/Vouchers for GF $227,019.88, LF $2,011.49, Private Grants $123,023.47, and Payroll $98,322.66**

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

**Resignation of Councilwoman Martina**

Mayor Brosious made a motion to accept the resignation of Councilwoman Lisa Martina. Councilman Barnhart seconded the motion; all were in favor except for Councilwoman Martina who abstained due to it being her resignation.

**Appointment of New City Treasurer**

Mayor Brosious made a motion to appoint citizen Lisa Martina to the position of City Treasurer effective July 1st. Councilman Eister seconded the motion; all were in favor.

Mayor Brosious announced that we will be accepting letters of interest to fill the vacant council seat. Letters can be turned into the City Clerk’s Office, attention Jeff or Robyn. Letters must be turned in by July 11th at 4:00p.m. A work session will be held prior to the next council meeting to conduct interviews.

After the announcements were made Mr. Backer stated that Kevin’s last day is June 27th. Mayor Brosious made a motion to rescind his original motion and appoint Lisa Martina to the position of City Treasurer effective June 30th, 2025. Councilman Barnhart seconded the motion; all were in favor.

**DISCUSSION**

N/A

**ANNOUNCEMENTS**

- Music in the Park, Tuesday, June 24th, 7pm-8:30pm, Kenny Jenkins performance is being rescheduled due to high temperatures.

- Sunbury Revitalization’s Movies on the River, Thursday, June 26th at 6pm at the Amphitheater, showing “The Book of Life”

-Summer Reading – Foam Party at Degenstein Library on July 1st from 12pm to 3pm

-Music in the Park, Tuesday, July 1st, 7pm-8:30pm, Sunbury City Band performing

-Summer Reading – Terrarium Project at Degenstein Library on July 2nd from 12pm to 3:30pm

-Music in the Park, Tuesday, July 8th, 7pm-8:30pm, Bonnie, Larry & John performing

- Sunbury Celebration will kick off on Thursday, July 10th with Family Fun night at 5pm at the Oppenheimer Playground

- Friday, July 11th is Free Swimming at the Pool from 7:15pm-9:15pm also from 7pm to 9:30pm, Free Live Music

- Saturday, July 12th Sunbury Celebration will start at 10am. Fireworks starting at approximately 9:30pm – Rain Date Sunday, July 13th

- TaTa Trot at the Shikellamy All Sports Complex on Saturday, July 12th at 8am

-Next Council Meetingwillbe on Monday, July 14th at 6:15pm

- Sunbury Revitalization’s Movies on the River, July 31st at 6pm at the Amphitheater, showing “Robots”

-Back to School Movie Night at Good Will Playground August 9th from 7pm to 10pm showing “Ferdinand”

-Councilman Eister announced that there will be Camel Rides at the Sunbury Celebration on Saturday from 12pm-6pm

-Chief Bremigen is going to have a One-on-One with officers during city events.

**PUBLIC COMMENT**

Victoria Rosancrans wanted to thank Music Culture Supply Company, The Sunbury Moose, Stay Sunbury Informed and Beyond and private donors who donated money towards Music in the Park. If the grant that was submitted is approved, Music in the Park will be extended through September since it started later than usual. She was talking with Robyn about having food trucks at the event and asked where they could park. Mayor Brosious said we can cone it off in front of City Hall after business hours. WNEP announced that the fireworks for Sunbury were going to be on the 10th of July. She wanted to make council aware so they can get it changed. Did the city ever pass an ordinance about riding four-wheelers in town because she sees them riding all over town. She spoke with the Chief and Derek Ferrari about the Support Unit, and they want to possibly get that project going when the consolidation is complete. They also thought it would be a great idea for the kids in the club to help with that as well.

Chief Bremigen announced that no fireworks are allowed in the city limits. We’ve had fires every year due to fireworks. Mayor Brosious asked if they could write up what they would like posted online.

Victoria Rosancrans asked if there was anything done about the burn rings and having fires in yards. Councilman Barnhart stated that they must be store bought and commercial grade.

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

Respectfully submitted,

Robyn Garinger

Administrative Assistant