

CITY COUNCIL
Sunbury PA 17801
December 14, 2009
7:00 pm

A regularly scheduled meeting of the Council of the City of Sunbury was called to order with the Honorable Jesse C. Woodring, Mayor, presiding. There was a quorum with the following in attendance:

Jesse C. Woodring, Mayor
John K. Shipman, Director of Accounts and Finance
Kevin E. Troup, Director of Public Works
James R. Eister, Director of Parks/Recreation and Public Buildings

Other City officials in attendance:

Elizabeth Kremer, City Treasurer
Michael Apfelbaum, City Solicitor
John Bakowicz, City Engineer
Stephen Mazzeo, Chief of Police
Michael Rhoads, Property Maintenance Officer

There were eleven (11) visitors present.

Mayor Woodring introduced Mr. Stewart Graybill, the newly hired City Administrator and welcomed him to Sunbury.

Mayor Woodring also introduced Ms. Janet Yonkoskie in the audience who is the President of SRI.

MINUTES AND REPORTS

Reports of the Police Dept., Treasurer's Office, Fire Dept., City Engineer, Code Office, Park & Recreation, Public Works Dept, and Planning Commission were accepted on a motion by Mayor Woodring. Eister – second. Unanimous vote.

FINAL 2010 CDBG PROJECTS

Ms. Jamie Shrawder reviewed the projects selected by council for funding with 2010 CDBG funds (see attached). A discussion was held regarding funding the fire department rescue tool. Council only approved it for ½ the project costs. Councilman Eister said he would rather fund the entire project and moved to accept the projects as described and move \$25,874 from the demolition of blight properties to the fire department rescue tool replacement project. Second – Troup. Unanimous vote.

COMPREHENSIVE/STRATEGIC PLAN SCOPE OF SERVICES

Councilman Eister moved to authorize SEDA-COG to begin a comprehensive/strategic plan to include an economic development component for \$80,000. Councilman Troup would like to table this topic until after the beginning of the year when the new council members are on board. The \$20,000 for 2010 is included in the 2010 Budget. This project has been on the table for approximately 18 months. A grant through DCED for \$40,000 is also being used to fund the scope of services. Second – Woodring. Unanimous vote. Mr. Bakowicz stated that he thinks the Zoning Ordinance and Sub-Division Ordinance should be revised prior to the Comp. Plan. Although that is backwards, the lack of appropriate provisions in the City's ordinances causes him to look elsewhere when researching his subdivisions and land development plans. Even if it costs more, this should be seriously considered by council. If you don't have the tools to complete the Plan, what is the point of doing one? Councilman Troup asked if CDBG funds can be used to fund the revision to Land Development and Zoning and the answer is yes. Councilman Eister recommended that money be set aside in 2011 CDBG funds to update the ordinances.

INCREASE OF PERMIT FEES/CODE ADMINISTRATION

Mr. Mike Rhoads provided an example of the increase in code fees for the code administration office (see attached). The amount only goes up by approximately \$5 to \$10, and goes up from there depending on how expensive the job is. There would not be a filing fee charge for a small electrical job to avoid unsafe conditions. Councilman Eister moved to increase the administrative fee from 20% of the job cost to 30% for all UCC permits and to drop the filing fee for small electrical jobs. Second – Troup. Unanimous vote.

LAND DEVELOPMENT AND SUB-DIVISION/FIBER OPTIC PROJECT

Mr. Bakowicz explained that the sub-division plan would transfer a lease from Geiser to Job 8 LLC. Mr. Bakowicz said there are no discrepancies in his review so it can be approved. Councilman Shipman moved to approve the sub-division plan to Job 8 LLC. Second – Eister. Unanimous vote. There are several outstanding matters regarding the land development plan. Some of the comments were satisfied. A performance bond is required in the amount of 110% of the improvements. The Solicitor will review the performance bond to make sure it is correct. The land development plan will be tabled at this time. Councilman Troup and Mr. Apfelbaum will meet on January 4th to discuss the land development plan. Mr. Bakowicz reminded council that the City's Land Development and Sub-division Ordinance must be revised. Mr. Graybill explained that if the land development ordinance is not included in the scope of services, it can be added as funds allow. Mr. Bakowicz said even if it costs more than allotted for the plan, it should still be revised.

DECEMBER EXPENDITURES

Councilman Shipman moved to authorize the payment of the bills in the amount of \$19,647.73 (recommended not to pay the health insurance bill at this time until funds are available). Second – Eister. Unanimous vote.

BOARD TERM VACANCIES

The Board term vacancies were provided to current council members. A recommendation for boards will not be made until the new council is seated in January 2010.

2010 CDBG PROFESSIONAL SERVICES AGREEMENT

Mayor Woodring moved to approve the Professional Services Agreement with SEDA-COG to administer the 2010 CDBG program in the amount of \$54,400. This is a 5 year commitment. Second – Shipman. Unanimous vote. Councilman Eister said for what the City receives in return for Bill and Jamie's administration of the funds, it far outweighs what they charge.

There being no further business the meeting was adjourned at 7:40 pm.

Respectfully submitted,

Terry Specht
City Clerk