Thursday, August 30, 2018
Williamsport, PA

Council President Jonathan Williamson brought the Williamsport City Council meeting to order on Thursday, August 30, 2018 at 7:30 PM in City Hall Council Chambers. Chris Cooley did televise the meeting. The invocation was given by Councilman Randy Allison and was immediately followed by the "Pledge of Allegiance".

Council members present:
Jonathan Williamson, President
Randy Allison, Vice President
Bonnie Katz, Councilwoman absent
Derek Slaughter, Councilman
Don Noviello, Councilman
Elizabeth Miele, Councilwoman
Joel Henderson, Councilman
Absent:
Bonnie Katz

Also, Present:
Gabriel J. Campana, Mayor
Mr. Joe Gerardi
Mr. William Nichols, Jr.
Mr. Joe Pawlak
Mr. Gary Knarr absent
Adam Winder
Dave Young, Police Chief
Sol. Norman Lubin
Janice Frank, City Clerk,
Todd Heckman, Fire Chief

Approval of the Williamsport City Council minutes of August 2, 2018 was approved upon a motion from **and Mr. Allison made** a second from **Ms. Miele.** All were in favor. **The vote was 6 to 0.**
Ms. Miele voted yes, Mr. Noviello voted yes, Mr. Henderson voted yes, Mr. Slaughter voted yes, Mr. Allison voted yes and Dr. Williamson voted yes. Mrs. Katz was absent.

Limited Courtesy of the Floor
There were no requests

Presentation on the Charter Commission Final Report

Commission Chair of Charter is Mr. Fred Holland
Mr. Holland stated the Charter Commission was formed as an act initiated by City Council placing an initiative on the ballot asking whether a commission appointed for the purpose of studying the form of government under the Optional Third Class City code. We had a commission of seven, there was one resignation and then we reappointed another member. We started our work in December 2017 and we did some survey work to try to gather information from members of the public at large, from city employees and also from past and present elected officials. The surveys for the most part were taken over the Internet and there were typical surveys and the answers were suggested. More important to us as a commission that all of the surveys had an opportunity for people to make comments as they wanted to. We felt that the comments were rich information and were helpful. In addition to that, all the commission members volunteered to interview employees of the city that we had identified including current and past officials. Many of the people served the city in excess of 30 years and we gathered rich data from the city employees. There were many others that we could have spoken to and we apologize to the ones that have been left out. There were basically three options for the commission. One was to recommend that the form of city government remain the same. The second option would be to revert to the form of government that existed prior to the current Mayor Council form of government, and the third option was to change to the Council manager form of government that is defined in the Third Class City code. We fairly quickly determined that the second option, would not be wise for the city, so we took that item off the table within the first couple months of our meetings. Then we spent a lot of time analyzing the information that we got from the surveys, and from the interviews and sharing information with the Government study commission about the experience in other cities. Some of us even spoke with other officials and other cities. As a result in our deliberations, we came to the conclusion that we would like to recommend that the city residents consider changing the to a Council/Manager form of government. We did that because we thought that that form of government would increase efficiency, would allow a professional manager to be in place as the Chief Executive Officer, would allow that Chief Executive Officer, where City Council would define the qualifications, take action to try to increase efficiency and to make departments work better together. In addition one of the things that was a repeated theme in the information we got, it was difficult for people to feel that they could participate in a long-term strategic plan with elections coming up with the CEO potentially changing every four years. We felt the concept of strategic planning would be better implemented with a professional manager in place with the direction of city Council. So we believe that the citizens should have the ability to consider, changing the form of government to the Council/manager form where the citizens elect Council, Council would elect one of their members to be the mayor, the mayor under the Optional Third Class city code in this scenario would have largely ceremonial powers, would act as the president of Council, would have all the powers that go along with the ceremonies that the Mayors do. But the Chief Executive Officer would be the manager contracted by Council and that form would increase efficiency and make for a better form of government for the city. That is our recommendation and that will be on the ballot, my colleagues have passed out our report, and I would encourage everybody to read it, it is 10 pages and the appendix is about three pages and that is a summary of the charter that is provided by the Optional Third Class City code. We do not have the ability to deviate from that charter other than to recommend whether it would be Mayor Council, or Council/Manager. We did not have the ability to change Council voted by districts or by wards.

Dr. Williamson stated one of the things that Council has tried to do as a body from the point at which we took action to place the question on the ballot for the public to decide whether your commission should exist, is that we publicly focused our attention on the daily business of the city and not engage in the process of your commission in the public going through the recommendation. When I asked Mrs. Frank to reach out to you and ask you to speak, the goal of this is to help make sure the public is informed as possible without engaging questioning from Council as a body. So I simply thank you for coming this evening and thank the commission for all their hard work, and I asked the public to become fully informed to make a decision.

Mr. Holland stated he would like to point out that our full report is published on the Internet, if you Google City Charter Commission you will find the full report on our website, there is also a Facebook page that leads to it. The full report has already been published in the classified section of the Williamsport Sun

Gazette. We will have two display ads and one was the classified ad where the full report will be published again. You can also find a copy of the report in Janice's office, the office of the city clerk.

Mr. Allison wanted to reiterate that thanks, we deeply appreciate all the time and effort, the people gave of themselves, not just to serve but you had to run in be elected to serve, you had to put time in just a volunteer all the hours you put into the study. We did not engage in your process at all, but I do want to say it has unfolded to be the most positive expectation that I have had when we thought about it and decided to pass that ordinance and give the voters a chance to vote in the primary if they wanted a study commission at all. This was a great exercise in democracy and in people's rights to decide what they want to look at and when they want to look at it.

There was a discussion about town hall meetings that involve both commissions and Mr. Holland stated he certainly would be able and willing to participate it. Mr. Allison stated it only makes common sense because things have's changed so much, it makes more sense to have things updated and looked at. It has come full circle and it will be in the voter's hands.

Dr. Williamson changed the order of the agenda. He gave Mr. Allison the gavel because he had to abstain from the next item.

Resolution#8797

Resolution MOU between City of Williamsport & Lycoming College for Gateway Project

The City Clerk read the resolution.

Mr. Allison asked for a motion to approve the resolution.

Mr. Noviello made the motion and it was seconded by Ms. Miele.

Mr. Nichols stated this MOU between the City of Williamsport and Lycoming College outlets a partnership in a project commonly known as the Old City E. 3rd St. gateway project which is a major revitalization effort east of Market Street in the Central Business district. This document is a follow-up to the land development approval at the second City Council meeting in July and essentially outlines each partner's project, role and responsibilities. Section 1 outlines actions needed set forth in the land development plan which was thoroughly reviewed, section 2 relates to the design work, on Basin Street and associated responsibility, section 3, defines construction activity and utilities in the project scope of work and follow-up maintenance activities. And the remaining strategies relates to progress of construction and required legal language for this type a document. We also included a source of use of project funds matrix. This information was updated through the end of June to give you an idea of what grant applications have been approved and which are pending. Several of these grant applications have been approved, and we will update this. Dr. Trachte is here from the college. We got into a lead partnership through this project, including the City of Williamsport, Lycoming College, County of Lycoming, the First Community Foundation, the Lycoming Economic Development Foundation, River Valley Transit and all of our contributing local shares to this project. What needs to be said is that this partnership has raised about two and a half-million dollars in local funds to match a $25 million project. We are all very pleased to be here tonight to present this MOU.

Dr. Trachte stated probably the most important aspect of the update is that we had a meeting of our executive committee this morning to review a guaranteed maximum price for our construction manager for the site work in the building itself. It was a favorable outcome to that meeting and we had already previously signed for the site work so we can get started on the project. We have had some challenges with the weather, but we worked ahead on other things in order to keep ourselves on schedule. This document has been reviewed by the college legal counsel, and we are comfortable recommending it for our adoption.

Ms. Miele stated previously this was reviewed by ERC, in both subcommittees of City Council received this information positively. This particular agreement has very little money changing hands, and it is mostly an exchange of property. Both committees were excited to see this document come through, this is not a template for any project in the city moving forward, because the project is so unique. We are very grateful to the college, that we can partner to make a huge imprint on the neighborhood and dramatically change in neighborhood in a way that allows everyone to get their work done. The main discussion in the Finance Committee that we had was the funding sources, and where the money is coming from and where it is going to, we have a good understanding with this arrangement. We are fortunate from what we heard from Delta development to be entering into a project that is funded almost before the ground has been broken. We think the college for being such a great partner and for bearing with us in the timelines. Finance did forward this to the full body of Council with a positive recommendation.

Mr. Noviello stated among the people that he has been speaking to over time, there is an err of excitement and anticipation. They are anticipating the final outcome of this phase of the development in the city. It is a major step not only the future of that section of the city, but for the community as a whole. He thanked Dr.Trachte and those that supported his efforts, that help bring all of this together. The college has been the keystone of this project, and you can't remove the keystone without having a faulty circumstance. He is happy to see how this has been moving along as quickly as it has, and he thanked everyone on Council and those that have been helping in the administration.

Mr. Henderson stated that it is so helpful to have this matrix, to be able to track the dollars, and we really appreciate this layout and obviously for a project this size, there are a lot of moving parts. He thinks that it is key to be able to track these dollars where they're coming from and where they're going. For this part of the project, obviously the college is putting forth a lot for this. This is a major part of this project, this first part of it mostly benefits the college, and so most of the money going into this is from the college. This matrix is just so helpful for us to follow this money. He feels that some people are concerned about us using tax money and it is not the case, and he wanted to thank everybody for giving us this matrix. This is able to solidify and ease some of the concerns.

Mr. Allison stated that is an interesting point because he has seen that criticism as well about this being designed for the college. Actually the whole concept of the gateway was a general plan to develop that area, and fortunately for us, the college wanted to be a part of that plan. Dr. Trachte saw a place that they could jump in on that and so a way to redesign their campus. We have been fortunate enough that they have a $12 million commitment to this. That is a serious commitment at any level. We are doing some but that is by far the large part of it. You really need an anchor to get the ball moving and we are thankful for all of it and we will benefit and hopefully the college will benefit also. This spreadsheet is great, all the blocks are filled in with money. We are blessed that everyone has come together.

Dr. Trachte stated the college sees this as a benefit that benefits both the college and the City. When he made his presentation to the Board, he stressed that while the building on the campus will help the college, but being part of a larger redevelopment project. The College and he will remain partners with the City, and Mr. Nichols in particular. We have been present for presentations for grants where the money is going to the City, because we understand the entire commitment and we intend to be there for the long haul.

Mr. Allison asked for a vote on the resolution.

The resolution was carried with five yes roll call votes. The vote was five to 0.
Ms. Miele voted yes, Mr. Noviello voted yes, Mr. Henderson voted yes, Mr. Slaughter voted yes, Mr. Allison voted yes. Dr. Williamson abstained and Mrs. Katz was absent.

Resolution #8798
Resolution for Multimodal Transportation Fund Grant from the Commonwealth Financing Authority

The City Clerk read the resolution.
Dr. Williamson asked for a motion to approve the resolution.
Mr. Slaughter made the motion and it was seconded by Mr. Allison.

Mr. Nichols stated this resolution in the next are also needed for the gateway plan. This is required to be filed with DCED Multimodal which was submitted by River Valley Transit. Tonight you received an update so you will know exactly what is proposed. The application request $645,000 in funds and identifies is the source of local match. The next resolution authorizes the Lycoming County to provide such local match. This was reviewed by Finance Committee.

Ms. Miele stated Finance did review this and forwarded it to the full body of Council with positive recommendation. The discussion was centered around multimodal grants, this particular funding will be going to E. 3rd St., and we hopefully we will receive all of this funding, given that we will because she knows how invested they are in this project.

Dr. Williamson asked for any comments or questions.
The resolution was carried with six yes roll call votes. The vote was six to 0.
Ms. Miele voted yes, Mr. Noviello voted yes, Mr. Henderson voted yes, Mr. Slaughter voted yes, Mr. Allison voted yes, and Dr. Williamson voted yes. Mrs. Katz was absent.

Resolution from Lycoming County for use of Act 89 Fees

The City Clerk read the resolution.
Dr. Williamson asked for a motion to approve the resolution.
Mr. Slaughter made the motion and it was seconded by Ms. Miele.

Mr. Nichols stated as specified in the DCED application, and also on the source and funds, Lycoming County is a key stakeholder and this is the third component to connect Williamsport, Downtown Revitalization Project. Two parts were completed on the west side of Market Street. This is a sub recipient agreement for those funds to be passed through the city for this project. We do appreciate this and the partnership has come together for several local sources, and we all have allocated about two and a half-million dollars to support a $25 million project. This was reviewed by the Finance committee.

Ms. Miele stated this was reviewed by Finance Committee and sent to the full body of Council with a positive recommendation. If you look at the charts we have in front of us, you will see that the coming County's total commitment is $577,734, the important thing to know is that this funding is actually taking care of both the professional fees element, the Riverwalk element is coming through separately as part of a larger Riverwalk workaround.

Dr. Williamson thanked Mr. Nichols for putting this chart altogether for summarizing all of the funding sources. It seems like there are 27 different funds here, the dollars that are coming in from the city and the county are leveraging as proof that this is priority of the State and its different agencies. The list is a long list of funding sources of people that have believed and have an interest and the State & Federal agencies also believe our vision. There has been an awesome community effort.

Dr. Williamson asked for a vote on the resolution.
The resolution was carried with six yes roll call votes. The vote was six to 0.
Ms. Miele voted yes, Mr. Noviello voted yes, Mr. Henderson voted yes, Mr. Slaughter voted yes, Mr. Allison voted yes, and Dr. Williamson voted yes. Mrs. Katz was absent

Reappointment
Recreation Commission
Sean Walker, 951 Franklin St, is reappointed to a 4 year term commencing 8/30/18 & ending 1/23/22
Mayor Campana stated Sean Walker has served on the Recreation Commission for several years and he is sure he will continue to do great work for the City.
Dr. Williamson asked for a motion and a second.
Ms. Miele made the motion and it was seconded by Mr. Allison.
Ms. Miele stated Mr. Walker met with the Finance committee and we had a brief discussion and we had except wish that he is indeed a great fit for our Recreation Commission and Finance would recommend that we allow him to continue. We very much appreciate his service .
Dr. Williamson asked for vote on the reappointment.
The reappointment was carried with six yes roll call votes. The vote was six to 0.
Ms. Miele voted yes, Mr. Noviello voted yes, Mr. Henderson voted yes, Mr. Slaughter voted yes, Mr. Allison voted yes, and Dr. Williamson voted yes. Mrs. Katz was absent

Demolition – 419 Third Avenue – Goodfella Inc

Mr. Gerardi stated this is a demolition request for 419 3rd Ave. The property is owned by Goodfella, Inc. it is in a residential unit and has been used for an apartment rental. The owners stated that the property is in disrepair, and they would like to tear it down and they will be planting grass and seed.
Dr. Williamson asked for motion and a second.
Ms. Miele made the motion and it was seconded by Mr. Slaughter.
Dr. Williamson asked for a vote on the demolition.
The demolition was carried with six yes roll call votes. The vote was six to 0.

Ms. Miele voted yes, Mr. Noviello voted yes, Mr. Henderson voted yes, Mr. Slaughter voted yes, Mr. Allison voted yes, and Dr. Williamson voted yes. Mrs. Katz was absent

Bill#1713-18

Ordinance Amending Article 709 Disturbing the Peace (first reading)

The City Clerk read the ordinance in first reading.

Dr. Williamson asked for a motion to approve the ordinance in first reading.

Mr. Noviello made the motion and it was seconded by Mr. Slaughter.

Chief Young stated this is the amendment to the ordinance, specifically because of the Pennsylvania new fireworks law. The consumer fireworks shall be approved for the use of the weekend of July 4 permitted through the following weekend of the calendar. The weekend would start on Friday before the 4th of July and would be from 8:00 AM until 10:00 PM. Additionally on New Year's Eve, will be allowable starting in 8 PM, and concluding at 12:30 AM, New Year's Day. This was reviewed by Public Safety and Mr. Lubin.

Mr. Henderson stated that Public Safety did review this and we send it to the full body of Council with a positive recommendation. There have been some complaints, and we wanted to address this, and we do understand as new ordinances go, there may has to be some amendments later on. But this action is just not an option for us so we are doing something here, so will be able to enforce this, and something is note that you need permission from property owners to use these fireworks wherever you are, and you can't use fireworks within 150 feet from a structure. These are some major points that we need to be aware of. So when you're on private property you have to get the permission of property owners. This is an amendment to our disturbing the peace ordinance, and it fits in very nicely and the timing is defined very well. This will do well to help all of our residents and the pets especially who were struggling with fireworks going off all the time. This is needed and important for us.

Mr. Allison had some questions on the approved times that they can do fireworks, it says the weekend before the July 4 and then the following weekend. So if the fourth falls on a Wednesday does that mean they can do it the week before?

Chief Young stated it is a one week period only and the week is defined by Friday.

Mr. Allison asked if it could be interrupted to say two weeks?

Mr. Lubin answered no, it is one week only. It would start the weekend before July 4, and conclude the following Sunday.

Dr. Williamson stated that we have read that into the record.

Mr. Noviello stated with the help of local media, we'd be able to tell the general public two weeks in advance.

Chief Young stated if we do get challenged, we could always come back and change it and defined it, July 2 through July 10, and make that every year that the time is for the fireworks and that would solve every argument happening in court or on an appeal.

Dr. Williamson asked for any questions or further comments. Hearing none.

The ordinance was carried in first reading with six yes roll call votes. The vote was six to 0.

Ms. Miele voted yes, Mr. Noviello voted yes, Mr. Henderson voted yes, Mr. Slaughter voted yes, Mr. Allison voted yes, and Dr. Williamson voted yes. Mrs. Katz was absent.

Resolution #8796

Resolution MOU with the Williamsport Area School District for Resources Officers

The City Clerk read the resolution.

Dr. Williamson asked for a motion to approve the resolution.

Mr. Henderson made the motion and it was seconded by Mr. Noviello.

Chief Young stated this is between the City and the Williamsport Area School District for the calendar year August 27, 2018 to August 26, 2019. The newest thing that we added is another officer to the program at 20 hours per week. So we added an officer on a part-time basis between the elementary and middle schools. They have agreed to reimburse us at a rate of $440 per day per officer times 180 days in the school year. The new language is that we will be covering special events that will go towards our hours of the four hours of the 20 hours for the part-time officer that would include not only during the school week if they went there but if we replace them at an event it would count for four hours with our agreement. The language was taken out that if we were unable to provide an officer on a full-time basis to the school district that we would have to reimburse that, that was taken out, we could send a patrol officer up one or two times a day and accept that as hours. It was a good combination for both of us, and we also have a police officer at the elementary school to foster a relationship with the police officer as well as the parents. This was reviewed by the Public Safety committee.

Mr. Henderson stated yes it did come to Public Safety and we will well enthused about this and it was very well put together. You can tell in this MOU there's a real initiative to have interaction with our young people. I appreciate that perspective. Public Safety sent this to the full body of Council with a positive recommendation.

Mr. Slaughter stated the school district wanted him to pass this along their gratitude and particularly to Chief Young and Capt. Miller. They wanted to make sure that they were publicly thanked on behalf of the school district.

Mr. Noviello asked about the flex shift.

Chief Young stated say for instance if we had the officer out on vacation, we'd be able to take from our flex shift and move that officer ahead without incurring any overtime.

Mr. Allison stated it is a well-thought-out program and there is a lot of detail about the communication, not just when there's a problem but when there is regular and ongoing assessments in communication between the school district and the police officers.

Dr. Williamson asked for a vote on the resolution.

The resolution was carried with six yes roll call votes. The vote was six to 0.

Ms. Miele voted yes, Mr. Noviello voted yes, Mr. Henderson voted yes, Mr. Slaughter voted yes, Mr. Allison voted yes, and Dr. Williamson voted yes. Mrs. Katz was absent

Resolution #8798
Resolution Authorizing the Execution of a Contract Between the City, RVT & Bridgestone Tire for Rental

The City Clerk read the resolution.
Dr. Williamson asked for a motion to approve the resolution.
Mr. Slaughter made the motion and it was seconded by Ms. Miele.
Mr. Nichols stated we had a public bid opening and Bridgestone was the lowest and most responsible bidder for this project. We have to do a cost analysis, and it is more cost-effective to lease the tires rather than an outright purchase. This is a little bit lower than what we are currently paying. This was reviewed by the Finance Committe.

Ms. Miele stated this was reviewed by Finance Committee and forwarded to the full body of Council with a positive recommendation. There is nothing further to comment.
Dr. Williamson asked for vote on the resolution.
The resolution was carried with six yes roll call votes. The vote was six to 0.
Ms. Miele voted yes, Mr. Noviello voted yes, Mr. Henderson voted yes, Mr. Slaughter voted yes, Mr. Allison voted yes, and Dr. Williamson voted yes. Mrs. Katz was absent

Resolution #8799
Resolution to Accept Certified Local Government (CLG) Grant – ME no.61809

The City Clerk read the resolution.
Dr. Williamson asked for a motion to approve the resolution
Mr. Allison made the motion and it was seconded by Mr. Henderson

Ms. Young stated we have been notified that the grant was approved for $4200 and these are funds for HARB board. The city will match these funds with $4200 in in-kind services and hundred dollar cash match from the City Council, HARB money that was set aside. The in-kind services include staff administrative time, supplies, printing and mailing expenses. The grant period is from August 1, 2018 to July 31, 2019. This was reviewed by the Finance Committee.

Ms. Miele stated this was reviewed by the Finance Committee and it was sent to the full body of Council with a positive recommendation. Currently this grant is able to be matched by in-kind services, but there are some provisions to the grant cycle that are in the works for next year, that might mean that we might have to have a cash match in play. But for this year, this is funding that we have received in the past and we have to hope to continue to receive this.
Dr. Williamson asked if there were comments and questions
The resolution was carried with six yes roll call votes. The vote was six to 0.
Ms. Miele voted yes, Mr. Noviello voted yes, Mr. Henderson voted yes, Mr. Slaughter voted yes, Mr. Allison voted yes, and Dr. Williamson voted yes. Mrs. Katz was absent

Resolution #8800
Resolution to Approve the Submission of a PHARE Application to the County for a Rental Rehabilitation Program in the Park Avenue Neighborhood

The City Clerk read the resolution.
Dr. Williamson asked for a motion to approve the resolution
Mr. Noviello made the motion and it was seconded by Mr. Allison.

Ms. Young stated this program will follow the same guidelines as the PHARE funded Bro-Dart for the rehab of rental properties. We are going to be applying for $200,000 for the Park Avenue neighborhood. The Park Avenue neighborhood generally includes the area bounded by Campbell Street on the west, Brandon Avenue to Walnut Street, Market Street on the east, and the Little Boulevard on the south. 30% of the first hundred thousand must be used to benefit households that are 50% or below the Lycoming County 2018 medium income. The remainder of the funds can be used to help households with incomes of 200% of the medium income. All assisted rental units must be of notable to lower income households, and that is based on HUD's 2018's fair market. Maximum project amount is $25,000 in the program does require a 15% contribution from the property owner. Ingles, Planning and Design is the company that was chosen to work on this and do the study and they have done a pretty in depth study. If the city is awarded this, the city will begin construction in 2019 and we will consider this an early implementation project that is part of the revitalization plan. This was reviewed by the Finance Committee.

Ms. Miele stated this was reviewed by Finance Committee and passed to the full body of Council with a positive recommendation, this is like what we did with our Bro-Dart neighborhood and we did put it to good use. This is not something that happens overnight, but will be put to good use, and the owner is required to put thought in and build value into the project. We have already seen it have a good impact in the Bro-Dart neighborhood and there is an even greater need.
Dr. Williamson asked if there were comments or questions.

Mr. Noviello stated this is another step in a positive way and if it reflects any of the success that we have seen with the Bro-Dart which was very well done, I think this creates incentive to others in the neighborhood. Hopefully, we can get this ball rolling and see more as time goes along.

Mr. Allison stated one thing we learned from Ingalls extensive study that they did in that neighborhood is that we are at a point that these things need to be done due to different factors that are affecting that neighborhood if we want things to turn around. We are at that point where we can catch things and begin to move in a positive direction. We don't have a lot of time to take to do that right now on this project yet.
Dr. Williamson asked if there were questions or comments.
The resolution was carried with six yes roll call votes. The vote was six to 0.
Ms. Miele voted yes, Mr. Noviello voted yes, Mr. Henderson voted yes, Mr. Slaughter voted yes, Mr. Allison voted yes, and Dr. Williamson voted yes. Mrs. Katz was absent

Resolution #8801

Resolution to Request a DEP Feasibility Study Related to Grafius Run

The City Clerk read the resolution.

Dr. Williamson asked for a motion to approve the resolution.

Mr. Noviello made the motion and it was seconded by Ms. Miele.

Mr. Mark Benner, City engineer, stated this is a resolution to request DEP feasibility study. As you may or may not know, the department of environmental protection is authorized to provide structural flood protection in any area of the Commonwealth that requests such protection if it can be proved that it can be justified. DEP does not however provided grant. They can construct a protective system and turn it over to an individual municipality. They control all aspects of the project throughout completion. There are two major steps in the partnering process with them. Step one, flood protection feasibility study, that's what we are talking about right now, the City of Williamsport and Loyalsock Township must pass a resolution of sponsorship which will serve as a formal request for DEP assistance. If approved, a flood protection feasibility study will begin and will be performed by engineers assigned by DEP, project development. One or more municipalities will need to provide sponsorship for this. Step number two, development of funding strategy and project construction. After the study report is issued, engineers will meet with the City of Williamsport and Loyalsock Township officials to explain the proposed project in detail and discuss items of local participation and responsibilities. If no other action is taken by the Commonwealth unless the City of Williamsport and Loyalsock Township approve the resolution and sponsorship. This work will be done at no cost to the City of Williamsport. This phase of the work. This was resolution was reviewed by Public Works.

Mr. Fitzgerald stated Loyalsock Township passed their resolution on Tuesday.

Mr. Noviello stated we reviewed this a Public Works, and he is grateful to hear from Jason just now that Loyalsock did pass their resolution. I know that we would get more information and it will certainly go back to DEP. We did pass this to the full body of Council with a positive recommendation.

Mr. Henderson wanted to note about the feasibility study, but the idea here is that were asking the State to come in and help us. In order for that to happen they have to do a study and figure out if it is justified. So we have to present our case to the State and it is important that we do everything that we can to present it accurately and show the great need that we have. Part of presenting that will be the surveys, and it is important that you fill out a survey and the people in the Grafius Run Area should fill out a survey. So at this point, we are committing, but we are looking at it we are interested and we need some help, and we will sponsor it if they will give us some help. We are not putting any money in as of yet. It is another study but for good reason. This will help build a case to the State. It is important for us to follow this process.

Mr. Fitzgerald stated it is important because the State will help us because of all the damage that has been done, and it is important to note that it is not a grant, it is the DEP giving us help and we do have the responsibility to maintain it, the flood mitigation that they put together. We will be reaching out to the citizens and provide them with some introductory information and other things and go from there.

Mr. Benner stated we did a walk through with Mr. Douglas from DEP. He sees this as a potential permanent fix to this issue.

Ms. Miele stated if we are fortunate enough for DEP to take over this process, so if we are lucky enough to have the Graifus Run issue solved, we can't just sit back and wait. We do have to maintain it. We have to maintain the structure that they build.

Mr. Fitzgerald stated that DEP will come back each year to do inspection and actually hand us a manual on how to maintain it. The study will come back with recommendations from DEP and the other costs until municipality would be the easements, the city or the Township would be responsible for that cost. He clearly laid out what you are accepting. There will be no engineering cost because of the State and they would be hired by the Commonwealth. We are going to look at the last 10 years of damages, Mr. Winder and his department are going to look at the last 10 years an project over the next 10 years. And for whatever reason when you look at the precipitation maps for the United States, the precipitation is up over the last 10 years, the last one reference 10 storms per year. It is close to 260 properties.

Mr. Allison stated so we are at the first bullet point, step one, do you have any idea with the timeline is?

Mr. Fitzgerald stated that Mr. Benner will be getting a timeframe within the next month. That is an aggressive timetable because we have a lot of surveys to do and we would like to get them back by the middle of September or the end of September. So this is step one, we need to collect the data and the quicker that we get that in the quicker we can get it started. It would be his goal to have this wrapped up by the end of the Spring next year and we will provide the State by October.

Mr. Allison state it is nice to know, but there are risks here and he hopes that we have a Plan B because the residents have waited a long time for us to get to this point.

Mr. Fitzgerald stated one of the things could be if there is a change in direction in DEP, but it would be his job to make sure that they don't change their priority with this program.

Dr. Williamson stated he wanted to clarify and he asked are we to believe that Mr. Benner is heading this and all of its parts?

Mr. Benner answered yes, he has been in touch with DEP and he is dealing with this project from here on out. He has been heavily involved in the surveying with Ms. Myers and the analysis part of it, no, but not analyzing the data.

Mr. Fitzgerald stated part of Penn Strategies role is to analyze the data. Mr. Benner will collect all of the data, and there are ways that we can quantify the information that he collects.

Dr. Williamson stated it sounds like one step of that hand off is going to have to be communication between Mr. Benner and Penn Strategies so that meetings can be attended, surveying can be done and there is that nice smooth transition from one project leader to the next. Because as Mr. Allison had said residence of Williamsport have waited way too long, 30 or 40 years, but we have been promising that we were going to point towards a long-term solution for a couple of years. So we can't let it be our fault that there's any more delay.

Mr. Fitzgerald stated well you have our commitment to analyze the data.

Dr. Williamson stated that the timeframe can't be met please let us know and we will do everything we can to assist.

The resolution was carried with six yes roll call votes. The vote was six to 0.

Ms. Miele voted yes, Mr. Noviello voted yes, Mr. Henderson voted yes, Mr. Slaughter voted yes, Mr. Allison voted yes, and Dr. Williamson voted yes. Mrs. Katz was absent

Resolution #8802
Resolution Approving Change Order #5 to the 2017 Street Reconstruction Project

The City Clerk read the resolution.
Dr. Williamson asked for a motion to approve the resolution.
Mr. Slaughter made the motion and it was second by Mr. Allison.

Mr. Benner stated this resolution is to approve our change order number five to the 2017 Street Reconstruction project this total is $233,479.63. After completion of our streets, in the main part of the project we found funds that will remain from community development and the general fund budgets to complete this work. In addition we are extending the project completion date from July 15 through to October 15, 2018. This was reviewed by Public Works.

Mr. Noviello stated Public Works and certainly up to this point in time, change orders are nothing in particular, the money is in place, and we did ask questions about the timing issues and the operating and closing of the asphalt plants as in the past has created problems before. It was nice to know that they have extended the time to make sure this project was done and completed before the end of the paving season. Again this is nothing particularly new to us, so with the information that we were given, we passes to the full body of Council with a positive recommendation.

Mr. Henderson wanted to know that we have a lot of streets that have been half width because of the work that is done by UGI. They are only obligated to pave ½ the street, so this allows us to come back through and completed all the way across which would be a great excitement for many. The choice of the streets is obviously excellent and we are thankful to get some of this work done.

Ms. Miele asked from a financial perspective, the total extra expenditure is $233,000, and that is over and above everything that was authorized in past in this year's budget, right?

Mr. Winder stated some of it was CDBG funds that Stephanie had closed out, the other was money from the general fund, because we leave a cushion, so until we get all the billing in, we have to get issue straightened out, and once we had that point we knew we had extra money so we wanted to get out there and pave more streets. So this is just more asking Council to extend this contract, more than anything, can we extend the contract?

Ms. Miele stated so what you're telling me is the work that we currently done came in under bid, so were not authorizing additional expenditures we are just authorizing the reissuing of those funds.
Mr. Winder explained how the process works with the paving.

It was noted there was $146,000 out of CDBG funding and $90,000 from the budget. Mr. Winder explained the billing process from Haubaker.

Dr. Williamson clarified that this is the first time that this has happened and it is a good thing, and what has been done since July 18 are all coming out of the 2018 budgets. He stated that often in prior years we have seen the paving physical work was actually budgeted in the prior year's budget and just didn't get done because of the plant closings, because of weather, and the city sometimes is late to go out to bid. He is applauding them for getting more work done this year. The other question is given that we were able to do more than was anticipated, can we get an update of the five-year paving program?
Mr. Benner stated he will update it and get Council a copy of it.
Mr. Allison asked roughly how many more ½ streets, do we have? Mr. Benner answered maybe 20 more.
Dr. Williamson asked for questions or comments.
The resolution was carried with six yes roll call votes. The vote was six to 0.
Ms. Miele voted yes, Mr. Noviello voted yes, Mr. Henderson voted yes, Mr. Slaughter voted yes, Mr. Allison voted yes, and Dr. Williamson voted yes. Mrs. Katz was absent

Resolution #8803
Resolution Approving Partnership between City of Williamsport & STEP AmeriCorps for Part-Time Service

The City Clerk read the resolution.
Dr. Williamson asked for a motion to approve the resolution.
Mr. Allison made the motion and it was seconded by Mr. Slaughter.

Mr. Pawlak stated he is presenting this resolution for the support in the office of the Recreation department. This is the third agreement that the Recreation department has brought to City Council for approval and the department feels that they have benefited tremendously by having the part-time Ameri-Corp service member present. We will pleased to learn this year that the current member is available for another year of participation in the program and has agreed to come on in a part-time capacity again for the upcoming year. Funding for this program was included in the 2018 budget and will be included as needed in the 2019 budget proposal. This was reviewed by Finance Committee.

Ms. Miele stated Finance did review this and send it to the full body of Council with a positive recommendation. The city has already received enormous benefit from the Ameri-corp partnership in the recreation department and Kayla in particular has very much earned her keep. We all have appreciated are very much. The fact that Kayla can return to us next year is a great asset for the city.
Dr. Williamson asked for comments or questions.
The resolution was carried with six yes roll call votes. The vote was six to 0.
Ms. Miele voted yes, Mr. Noviello voted yes, Mr. Henderson voted yes, Mr. Slaughter voted yes, Mr. Allison voted yes, and Dr. Williamson voted yes. Mrs. Katz was absent

Certificates of Appropriateness – HARB
All Items are recommended for approval

Item 2. Q LTD LLC
335/337 Center Street

A. Replace or repair porch decking on north side (both floors) and south side) both floors) with tongue & groove yellow pine or pressure treated tongue & groove. (Back priming required.)
B. Repair floor (ceiling) joists, fascia and any other rotted structural pieces as needed to secure the porch. Match original appearance.

C. Replace one 6 x 6 post on south rear and repair other porch posts as needed. Use wood, to same as original appearance. Chamfer to match original. Retain all trim.
D. Remove south porch brick support piers and install new concrete footers and wood supports.
E. Remove and replace shingles on rear south porch roof with slate gray architectural shingles. Reinstall existing ½ round gutter or replace with new ½ round gutter and round downspout. .
F. Remove 2x4 rail from east porch steps. Install new step railings where needed. Construct with handrail top & bottom and round spindles, matching the existing porch railing or install curved, sufficiently large diameter pipe railing, properly secured and painted black.
G. If lattice bannisters are replaced, install a top and bottom railing with round spindles similar to the front porch.
H. Install new porch skirting (lattice area) on lower porches. Frame lattice with wood and use Tight Weave (privacy) wood lattice.
I. Install wood exit steps, if required by code, off first floor porches. Construct with PT stringers, closed risers and treads. Cure, prime and paint gray.
J. Paint replacement wood gray, similar to existing.

Item 3 .McHarris Realty LLC
332 Campbell Street
A. Remove deteriorating slate from the rear east section of the roof. Install Owens Corning Sierra Gray architectural shingles. Attempt to salvage the metal, red ridge trim and reinstall on the new roof.
B. Salvage any useable slates for repairs to the remaining slate areas.
C. Remove panel steel door from rear vinyl covered area. Replace with 6 panel commercial grade steel door and frame with additional wood trim to improve the appearance, and interior panic hardware. Paint color:

Item 4. Middle Creek Development LLC
1062 West Fourth Street
A. Remove existing asphalt shingled roofing. Replace with Certainteed Landmark Architectural shingles, Pewter Gray.
B. Reinstall existing gutter. If gutter replacement is needed, install ½ round gutter and round downspouts.

Item 5 McCormick Law Firm
835 West Fourth Street
A. Repair leaking flat roof on second floor between addition and stone building. Use same as existing, rubber roofing.

Dr. Williamson asked for a motion to accept the certificates of appropriateness for HARB.
Mr. Allison made the motion and it was seconded by Mr. Slaughter.
Dr. Williamson asked for a vote on the certificates.
The certificates of appropriateness were carried with six yes roll call votes. The vote was six to 0. Ms. Miele voted yes, Mr. Noviello voted yes, Mr. Henderson voted yes, Mr. Slaughter voted yes, Mr. Allison voted yes, and Dr. Williamson voted yes. Mrs. Katz was absent

Accept for filing

Finance Committee Minutes 05/22 & 06/19/18
AD HOC Committee Residency 07/25/18
Public Works Committee Minutes 06/19/18
Controller Report June 2018 & July 2018
Williamsport Water & Sanitary Minutes 05/16, 05/23, & 06/20/18
ERC Meeting Minutes 06/25/18

Dr. Williamson asked for a motion to approve these minutes for filing.
Mr. Noviello made the motion and it was seconded by Mr. Slaughter.
The minutes were accepted for filing with six yes roll call votes. The vote was six to 0.
Ms. Miele voted yes, Mr. Noviello voted yes, Mr. Henderson voted yes, Mr. Slaughter voted yes, Mr. Allison voted yes, and Dr. Williamson voted yes. Mrs. Katz was absent

Announcements

There will be an executive session following this meeting for the matters of negotiation and personnel. The next regularly scheduled City Council meeting will be held on Thursday, Sept 13, 2018 at 7:30 PM, in City Hall Council Chambers. (**Enter through the police department at rear of building for meetings after 5:00 PM.)**

Upcoming Meetings:

Monday, Sept 3	LABOR DAY – CITY HALL CLOSED
Tuesday Sept 4	12:00 PM Planning Commission
	3:30 PM ERC
	5:30 PM Government Study Commission
Tuesday, Sept 11	1:00 PM Finance Committee
	2:30 PM Public Works
	3:30 PM Public Safety
Thursday, Sept 13	7:30 PM City Council Meeting

[Meetings Held in Council Chambers Unless Otherwise Noted – [scr] = William Sechler Community Room]

Dr. Williamson asked for comments or questions from members of City Council.

Dr. Williamson asked Mr. Pawlak about a follow up on the last meeting. We had a discussion on the time line for our RFP process to choose a broker for the insurance. Could you give us an update as to where we are?

Mr. Pawlak answered that he is no longer involved.

Mr. Nichols stated the mayor assigned it to the HR department, Megan, so he stepped aside as well.

Dr. Williamson asked so can anyone else answer my question?

Mayor Campana said Jill Nagy is actually in charge of the project. Since she is an attorney, and he would be glad to answer that question. I want to take the politics out of it between the administration in Council, so I handed over, over three weeks ago to the attorney, Jill Nagy and she is taking care of it.

Dr. Williamson stated so, based on that change, are we or are we not on track to complete that process of a new broker at the end of the year, and therefore have that broker be able to shop insurance for us, for going into 2019 budget?

Dr. Williamson stated or I could ask another way, is the newspaper right that we are not on track for going through this process competitively and transparently, proposals for the city's insurance?

Mr. Nichols answered that he can tell him that he was informed by Jill Nagy that she is now with the current broker. This week I was informed by Jill Nagy that she is now working with our existing brokers for our insurance.

Dr. Williamson asked, so if I am to interpret that correctly, we are no longer on the same path that we were to go to have an open and competitive process for a competitively choosing one or more new or staying with the existing brokers as we have been trying to do for three years running now? Am I hearing that correctly?

Mr. Nichols answered that is somewhat accurate, she is working with the existing brokers for renewal on our insurance, and additionally he is taking parts of the RFP that address certain requirements that we needed, added to what we now have in terms of services, and working to add those as part of the renewal process.

Dr. Williamson stated the renewal process with an insurance company providing insurance, or the broker who helps us to determine what insurance we need?

Mr. Nichols answered no, she is working with the existing brokers and adding additional requirements that will be required from the existing broker and the renewal of insurance, and our existing brokers for competitive quotes for next year.

Dr. Williamson asked how much has Jill billed us for developing and sending out an RFP process over the last couple of years that we have not made any use of whatsoever?

Mr. Nichols answered I don't think there's any additional costs, she is retained by the city as our insurance consultant, the contract is $1000 a month, and she has worked for the city for two years, he stated when asked by Dr. Williamson.

Dr. Williamson stated so $24,000 we have spent with the primary task of having an RFP process to save the city money, or by improving the services that we receive potentially from brokers, with no outcome, correct?

Mayor Campana stated I would not say that, she is getting paid regardless just like Ruth Murawski did. She is doing extra tasks so we were not charged, so if there's any insinuations that this is cost the taxpayers additional dollars, that is not true. She was given an extra task regardless if she gets paid or not, just like our solicitors.

Dr. Williamson asked can you guarantee that we would not have saved money after we have had an open and transparent process for choosing a new broker, either this year, last year or the year before?

Mayor Campana answered I don't think you could say either way, you can't guarantee that you're not gonna save money. As I said I have made this statement many times, I am not going to get into it, back-and-forth. We are already going through some lawsuit in the city because of elected officials opening up their mouths and saying things that were misconstrued, I am not going to go there. I am not going to say any more about it. We have had many articles in the newspaper, if you have any questions, speak to the person that you are paying, speak to Jill. There is a little bit more to it. So just talk to Jill.

Dr. Williamson stated one of the things that I understand that is part of the process is some of the decisions that were made this summer, led to some concerns about lawsuits that the city could face because the RFP process, might have not been competitive or transparent, is that part of the reason why we are not moving forward during the RFP process, during the last three years?

Mr. Nichols answered I think the process, off-track and therefore the insurance consultant as our attorney has well decided that it would not be in the best interest for the city to continue with the RFP.

Dr. Williamson said can you turn that off-track, passive voice, passive grammatical structure to your sentencing to an active voice to explain why? Why did we get off-track?

Mr. Nichols stated that I cannot comment on. I am not the one made that interpretation.

Dr. Williamson answered okay you're just passing on somebody else's interpretation.

Mr. Nichols stated yes I am passing on someone else's interpretation.

Mr. Allison stated, that being said, that we are past a certain point, but we have next year to look at, can we be agree that were going to have an RFP next year?

Mayor Campana answered yes. You have my word on that, Publicly.

Dr. Williamson stated here is my concern, we have expended significant amount of city staff man-hours, not to mention councils and other elected officials, but in this case actual budget dollars from the staff of our city to have a process haltingly move forward two or three times now. And because we have not been able to successfully complete what is an otherwise simple RFP process, two or three times in a row now, we are probably paying more than the city has to be paying for both its broker coverage, but one or both brokers because we haven't had competition in place. We may also be paying more for our city insurance as a result of that process, and we may be receiving fewer services from both are broker and from our policies that insurance companies help us secure. So paying more, and getting less because we can't complete a simple RFP process because of politics. **I am tired of it.**

Mr. Slaughter stated obviously he wasn't here, but when was this RFP process originally started?

Dr. Williamson answered him and said I am not sure but my memory is that this is the third year that Council has increased easily vigorously tried to get this process.

Mr. Slaughter asked if this process is stopped, who is currently are broker now?

Dr. Williamson answered we have to, covers most of the cities policies is Henry Dunn insurance, and the brokerage that covers the workers comp, and correct me if I'm wrong, is Jeff Sims agency.

Mr. Slaughter stated so we have been going for about three years now, and so if this process is stopped, it is Henry Dunn that will remain our broker? I guess I am struggling to see what the difficulty is in developing this RFP, so what is the problem? I don't understand I guess. I don't get it. If we have been working on this for three years.

Mayor Campana stated we have not, if you want any additional information, you are paying the consultant, so go to her to get your information.

Mr. Slaughter asked Mayor Campana, so you were not involved in any of this process?

Mayor Campana answered I'm not going to answer those questions.

Mr. Slaughter stated so you just can not answer my questions?

Dr. Williamson stated he is asking is there reason why that you're not answering these questions?

Mayor Campana said because I've answered these questions multiple times.

Mr. Slaughter stated well I wasn't around so I am trying to understand to where we are on behalf of the city and in the best interest of the taxpayers. It sounds like we could be saving taxpayer's money.

Mayor Campana answered no and because the TV is on this is a dialogue we are going to get. That is not the case. If you take a look at my record in regards to saving taxpayers' dollars, I have done that. I have even contributed when other people didn't towards healthcare so any type of insinuation that I have not earnestly tried to save the taxpayers' dollars is totally off base. As I said before, there is certain information that the solicitor Jill, can speak to you about that would not be appropriate to speak in a public forum that could put the city at risk. And I'm not doing that, I am can't put the city at risk for any type lawsuit, we are going through lawsuits, and public officials have been speaking out of turn, and I am not going to do that.

Dr. Williamson asked Mrs. Frank if she could on behalf of himself and City Council, call Mrs. Nagy to make a presentation and answer questions at the next City Council meeting? Obviously particular the information that she believes would not be in the interest that could be covered in public, and we needed to go into executive session, we can, but if she could be put at the top of the agenda the next meeting, we could follow the mayor's recommendation and ask these questions.

Mrs. Frank, City Clerk answered that she would call Ms. Nagy tomorrow morning.

Mayor Campana stated he would be willing to participate in that as well in an executive session.

Dr. Williamson stated well we will be able to know what can be handled in a public session, because the public has a right to know, and because of the legal interest of the city, what has to be handled into executive session.

Mr. Slaughter stated and Ms. Nagy could let us know could be said cannot be said. And for me personally, it is not for TV, I am just trying to understand what happened on this process, when I was not here. We have had numerous meetings, so if there were concerns, they could have been potentially addressed in going to all of these meetings in a course of two years?

Mayor Campana stated he was not privy to some of the specific meetings, he has made his statements clear, but he would be glad to discuss things in executive session that will not impact the city.

Mr. Slaughter stated there are a lot of things we can talk to the tax payers in public sessions, but my concern is your needs of all the RFP were not addressed and where I struggle to understand is if we have had multiple meetings over the course of two years, we have already sent the RFP out twice already, why all of a sudden the halts if we could be saving the taxpayers money?

Mayor Campana stated because the RFP that was sent out was not what I, the mayor requested. And that is my responsibility to do that, and I don't even have to do that because it is professional services. Do you realize that?

Mr. Slaughter answered but from my understanding, did you not know what was in the RFP?

Mayor Campana answered no, when I saw the RFP, the RFP did not include the language that I requested

Mr. Slaughter stated and then it got sent out a second time.

Ms. Miele stated we sent out one RFP in the conclusion of 2017, and we had enough time to bring in response before the end of the year. And then in the process earlier this year we met with several brokers to solicit their input on the proposed RFP, this was a public meeting at the finance committee where we invited all interested brokers, it was an advertised meeting, in which Ms. Nagy presented the RFP that she had constructed thus far and constructive comments from interest brokers. Current brokers were present at the meeting.

Dr. Williamson asked and was the mayor and members of the administration both present at the meeting?

Ms. Miele answered yes.

Mayor Campana stated and I made it clear at that meeting if you take a look at the minutes, I made it clear that I did not want to choose a broker, I wanted to put it out…

Dr. Williamson stated I am confused, you didn't want to choose a broker in an RFP process designed to choose a broker?

Mayor Campana answered no that is not what I said, I just want to end all this. This is the first time in my view has a Council has overstepped their bounds. The legislative branch does not do that, the executive branch does it. If you look at the deal with insurances, we get quotes and we bring the quote to you and you say yes or no. There is no mayor in the history of the city that Council has, in my view as lead the discussion. It has always been the mayor. I don't want to be here till 11 o'clock at night, I'm going to Norm as the solicitor.

Dr. Williamson asked what would happen if Council does not approve the proposal of insurance by the administration?

Mr. Lubin answered if you turn it down, then you don't have insurance.

Ms. Miele stated so what you are saying it would be wise for Council to be involved in any process to choose brokers, because it would be a shame if we got to December and received proposals from insurance brokers that Council could not in good conscience accept, is that would potentially result in the city not being insured.

Mr. Lubin stated this is what has been done for the last 20 years or so, the administration has put out an RFP.

Dr. Williamson asked Mr. Lubin what are the best practices for how often you should do a full shopping for the insurance company for these kinds of insurances?

Mr. Lubin answered that is a little out of my expertise.

Dr. Williamson stated it was his understanding that we should do this every three or four years.

Mr. Lubin answered you probably should, like everybody else when you look at your bills it is oh gee am paying this much?

Dr. Williamson said and the terms we review our contracts and shop for brokers?

Mr. Lubin answered I don't think it's ever been done, the solicitor's office is never really been involved in this, obviously when Ruth Murawski was handling the RFPs, the administration and City Council listened to she explained.

Dr. Williamson said I know on my time on Council that we did a full shopping of the policies a couple of times, because we been told by the administration that you should do that to make sure you save money every few years. I believe another professional services that the city receives is insurance brokers, and because any professional service can be improved an effort to save money by shopping around, maybe you don't do that one every three years or so, but maybe every 7 to 10 years is something like that ought to be looked at. The something like that seem reasonable?

Mr. Lubin stated you would assume that, but with the insurance industry changing maybe 7 to 10 years is too long.

Dr. Williamson asked him if he was aware of the last time we did a full RFP process?

Mr. Lubin stated he couldn't recall but it has been more than 7 to 10 years.

Mr. Slaughter stated, and basically since we are not going through this process, we can't guarantee when the taxpayers ask us if we are saving money, could we be saving more tax dollars, and we can't answer that question we know because we are not going through full transparent process.

Dr. Williamson stated one of the things that I thought of, one reason why we don't had the same insurance consultant is that we did not have apparently the right set of protections in place. Did we shop for new broker after we discovered that we did not have the right protections in place? Apparently not because it's been more than seven years that we've had these brokers in place. So if it was a right time to change consultants, I don't really know if it's a good time, but it is a good time for introspection, it's a good time to know whether the services at this price is good or not. That's why two or three years ago we initiated this process because we just come off a concern whether we had the right policy in place, and we had the right agencies in place to help us determine if we that the right policies in place.

Mr. Allison stated yes and the point is it is not just about it being the cheapest, we have to look at the best coverage, it is not just a financial decision it is a quality decision as well. What good is it to go with the lowest if you don't have the proper coverage.

Dr. Williamson stated in the reason we have a broker, you have somebody other than the fox watching the hen house, you have people who are in this field to help us provide who will provide us with the best policies.

Mr. Slaughter stated so basically we can't guarantee to the taxpayers that we are getting the best service for the best price, to me I can't understand why we can't get through this RFP. So when the citizens ask one of us, we can't give them a definitive answer that were getting the best service for the best quality, for the most cost-effective price of our tax dollars.

Ms. Miele added and we cannot ensure them that we are insured in the best places where we can be. We need to examine our policies through the course of an RFP process, we have continued to have more and more points of which we are not covered in which the needs of city faces. Not only are we potentially proposing ourselves to annual spending but we are potentially exposing yourself to far greater risk.

Mr. Slaughter so I guess Ms. Nagy might be able to clarify why an open and transparent process would need to be discussed in executive session.

Ms. Miele answered so hopefully she can explain to us why the taxpayers can't be privy to the details of an open and transparent process to hire.

Dr. Williamson stated also part of the discussion is also whether it makes sense for the city to spend $24,000 over a period of a year for advice that we choose to ignore.

Mr. Noviello stated that we are attempting to do no less than what our average citizen would do to try to assure themselves, that a due diligence process is involved here and I am not sure for whatever reasons, we have not. But, there is a time frame, and we do know in the past that we have not been covered, and therefore we are doing as much as we can do in this point and juncture in time to make sure that those events do not happen again. Certainly not on our watch. His concern is for whatever reason we have somehow dropped the ball here, it is more important that we pick it up and start running that we get this resolved as quickly as possible at the best possible price with the best possible service. That is something we have been reiterating here since this discussion. My hope is that we can get past this bickering and let's get down to brass tacks and get something accomplished here. So, Ms. Nagy can help us and we need to do that as expeditiously as we can.

Mr. Slaughter stated and basically, the buck stops with the mayor. But he is not aware of this RFP process.

Dr. Williamson stated let me and this to the point of Council overstepping its bounds, I want to make this very clearly, Council's job does include oversight, it's like congresses' role includes oversight. In this case our oversight responsibility is to ensure that something that is in the interest of the taxpayers of the city, gets accomplished. If that is not happening for whatever reason, point out that it is not happening to drive home that it needs to happen. That is absolutely part of our overseeing.

Mayor Campana stated Yes the buck does stop with me and it always has. Once again I want to say one more time I did not initiate that process. Number two I am trying to protect the city from a lawsuit we are going through a lawsuit because one of your colleagues opened up their mouth, and I'm not going to do that, you gonna keep talking about it, we will go in executive session or another time, I'd be glad to. I'm a very transparent person. As I said I don't want the city to be sued. Do you want the city to be sued? Talk to Jill.

Mr. Slaughter answered if the buck stops with you then you should be able to answer some very general questions

Mayor Campana stated I have answered those questions and I am not going to answer any more. I haven't gotten any questions from tax payers, I have gotten them from you!

Mr. Slaughter stated and I am transferring the questions, I got from tax payers I am letting you know the questions they want answered and it is our job to speak in behalf of the citizens and the taxpayers. So when we don't know the answer, which I clearly don't because I wasn't here, one question I don't understand is how we can be sued by going through an open and transparent process of using our tax dollars.

Mayor Campana stated you are not an attorney and neither am, so speak to Jill.

Dr. Williamson stated if our attorney tells us that we can discuss is an open discussion, and we will legally respect that.

Mr. Henderson stated he has no reason to belabor this, but he does want to say that he doesn't know the details of all of this, he doesn't know the details as the mayor does either, it is clear that there is something that the mayor knows that I don't know, and that is fine. So I am not doubting the mayor's ability to choose a good broker, what is important for all of us is from time to time through a transparent process we can confirm to all of the voters that the decisions that we make are indeed the right decisions. So I am not doubting that who the mayor has chosen is the right person. I think it is just good, helpful and transparent to go to the process so that is confirmed. So maybe we can see, yes indeed, if the mayor is doing a good job in shopping for us, that is his concern and that is what he sees in this process. He doesn't think that this is the place for us to make this personal and we go down the wrong path and communications just shut down. We should be working together as a team, and I think we can to ensure the taxpayers that we are doing the best.

Mr. Allison said that you reference the mayor choosing, and I would hope and suspect that it is the administration choosing, consulting is a team, I took it to be that way in the past as we talked to Mr. Nichols. I have been in some conversations about the levy money. We've had some $500,000 from the bond in the levy and we spent some of that, what is the amount?

Mr. Pawlak stated he doesn't remember them and we are still working out the details to get the funding sources identified, he will get him the amount. But he will make sure that there's no other contracts that need to be pulled out of the pot.

Mr. Slaughter asked if there were any other charges to that. So is been just the $60,000 for the levy? Mr. Pawlak voice inaudible.

Ms. Miele asked if we can get a copy of the wording that we used in the borrowing of the document, and we took at the $2.5 million line of credit. Specifically which each have million dollar was used for. I'm trying to figure out because we've had so many changeovers and leadership over the last little bit, especially surrounding the levy that when we are making expenditures related to the levy, will those funds eventually come as matching funds for grants that we might receive? I'm trying to understand was there a specifically in the borrowing mentioned that the funds for the levy would have to be matching? Could we perhaps get a summary of funds that we have spent on the levy, I know we talked about adding the hours.

Mr. Nichols stated what he and Joe wants to do is create a matrix for the major projects. Obviously we want to keep track, there's a lot of different players, the Williamsport sanitarium water authority, the county, and different sources for this project. The easy way is to do another matrix so we can all follow along to know where we stand.

Ms. Miele asked who is driving the levy right now, is coming from the County?

Mr. Nichols stated obviously the county and the Water Authority, and we have a lot of partners, and there has been a serious separation of ideas of how this thing should move forward and what we are doing now is we have identified as a team that the relief wells are priority and we have identified funding sources and were taking a different approach instead of struggling. With the funding sources as we collect them, we will be making a chart.

Ms. Miele answered the chart would be helpful and she's aware that things…. Before Mr.Slaughter was elected we took out $2.5 million line of credit, and the line credit specified five different areas where we were going to spend half $1 million each, Bowman Field, E. 3rd St., the levy project, City Hall and streetscape.

Mr. Nichols stated again putting in their the language that was crafted to say it should be matching funds in particular projects. We just talked about E. 3rd St. and we can gather that document up and it would be helpful for everyone to have that sort of reference manual to refer to so we don't have to try to figure out what happened when and why.

Mr. Slaughter asked how do we keep track of the bills?

Mr. Nichols answered it is on our fund ware system, but it is in different areas, we don't have one shoe that has it all in one form.

Mr. Slaughter asked, within how do we keep track of payment? Such as Wood stop working on the project because they haven't got paid, how did we miss that payment?

Mr. Pawlak answered that is due to the staffing changes here in the city and not clear identification of the funding sources which we are working on now and we will wrap that up and we create the matrix.

Mr. Slaughter asked where is the 500,000?

Dr. Williamson said I think what he is saying is that we have multiple sources of revenue allocating towards those sources, but at the time the expenditures were incurred they were not matched up to the specific sources of funding, so that the finance department is needing to unwind that issue.

Mr. Nichols stated and we agreed to unwind it, we just haven't found it all, to clarify that, but I have been in contact with the principle of that firm, I have all the information we need to figure out.

Dr. Williamson asked if they had restarted work?

Mr. Nichols answered I don't speak for anyone else but I will reach out for a certain request for additional work, it was thought that it wasn't going to cost anything, so it is gonna cost something so we wouldn't be able to move forward anyway, and we are working to clear that up. I think it is symbolic because there were a lot of people were involved in this project and we need to be better organized.

Mr. Slaughter asked I don't understand why they haven't been paid, we all know that they have been working on the levy

Mr. Nichols answered we have not identified the source of the payment.

Mr. Slaughter stated but we had money to pay them, we had $2.5 million, $500,000

Mr. Pawlak stated there are lots of pots of money, we have an Act 13 pot, general fund pot, the funding was approved, it was understood that was allocated for the different pots, but in none of the minutes does not it identify the pots that each was attributed to. So we are trying to identify that or reallocate.

Mr. Slaughter stated just don't pay our bills?

Mr. Nichols said no we are just trying to authorize where the funding is, is a finance office we take responsibility when we pay a bill that is appropriate and the funding is there.

Mr. Slaughter stated but it is not communicated to the engineering company that is working on the levy to recertify it. And I don't understand that.

Mr. Nichols answered all I understand is when it was identified I reached out to the principal immediately and I am taking on the problem myself. That is all I can tell you.

Dr. Williamson said I think part of the issue, in the engineering department, there was a lack of communication between the engineering and the finance department in the past and the lack of overall, oversight of the project as a result that I think there's an attempt to try to solve it here. What that is meant

is we look bad to everybody who's known that this has happened, everybody knows that this is happened and it also means that there has been a work stoppage, because businesses that don't get paid don't do work, which is delayed potentially meeting deadlines. These are deadlines that we have to stay on track to meet the deadlines that satisfy the federal government as I understand it. I understand the significant progress made this week.

Mr. Nichols said I am trying to understand why a consulting firm would take that action without reaching out to certain individuals, in my years of service, which had been a few, a consulting firm should not take such an action without reaching out to the finance department.

Dr. Williamson asked if they knew who to reach out to, was the point of contact?

Mr. Nichols said again you've identified the situation, and I am trying to work through this it is a little confusing.

Mr. Slaughter added, not only that, it is past due bills, I've only been here since January and we've had a number of past due bills, and there have been multiple times, for Council to have questions for 30 or 60 day past due bills. I don't think we have any idea about outstanding bills right now. I know I don't, and I think that is reasonable to ask, what do we currently owe, do we have other past due bills, like 30, 60, or 90 days? Can we ask the finance department to provide that to us? Clearly this is my first time through this process, and I don't know how this process takes effect, but clearly there is a severe lack of processing procedure. If we don't know where we stand financially, I don't understand how we can strategically move forward, if we have other past due bills, if we were aware of another from that we worked with significantly, what other bills that we don't work as closely with do we owe? Can we get something from the finance department stating the 30, 60 past due?

Mr. Pawlak answered bills are sent directly to departments that initiate the purchase so I can't say that we have that information.

Mr. Slaughter asked, so we didn't get it from the departments? So all the bills go to the departments and they forward it to you, so you should have some level of bills right now, I would imagine?

Dr. Williamson asked if that was standard procedure in all cities?

Mr. Nichols answered, it sounds more of a I am not sure what is being asked here.

Dr. Williamson interrupted by saying no if it's a procedural issue,

Mr. Nichols stated if it is a procedural issue, if you're trying to embarrass the finance office, well then okay we are embarrassed.

Dr. Williamson stated no it's doesn't sound like the finance office, it sounds like a paper flow issue.

Mr. Nichols answered no it sounds like it's an issue where you want to embarrass us. I think everybody knows that there are limited resources in the finance department, hardly anybody, we have one third of what other cities have, and that there was a misunderstanding about something and you're never contacted, I said I contacted and reached out to the principal, I am going to fix it. Do you want embarrass me about it, I mean where is this going?

Dr. Williamson said no the information we just received is that bills come in from many departments, and one person is responsible for that, he can't be responsible for making sure he gets them, that they're going to 100 different places across the city, that can't be his responsibility.

Mr. Slaughter stated am not trying to embarrass you, I'm just trying to say Council approves the budget for the year, approves contracts, and when those contracts are not fulfilled and the company or the organization whoever does the work, doesn't get paid on a contract that has been approved, so.

Mr. Nichols stated that's right and that was not clear in our mind

Mr. Slaughter stated with that could be breeching a contract, so what I am trying to understand is….

Mr. Nichols stated our job is not to have a bill, and pay it without question. It is our fiduciary obligation to pay it, and question it.

Dr. Williamson stated well, part of this is if you don't have the adequate time to do the job the Department of Finance and the Department of administration, to review and make sure that it is legally authorized, do the due diligence that is your charge because it is being held up and not getting to your office to do that process, it has to go through the controller's office too, they have to do their job just as you do. So we as a city have to figure out how to make sure those bills get to you and if you need a week to be able to process them, or whatever the appropriate time is, so we need to make sure that those bills get to you on time so that you have the appropriate amount of time so they are not sitting on a desk in Chief Young's office, or Chief Heckman or Mrs. Frank or anybody's desk, so that you have adequate time to do your job.

Mr. Nichols stated with all the thousands of bills that we deal with, if you have any questions on anything particular, please give me a call and I will address them immediately. I don't know what else I can say.

Dr. Williamson said but if we can help you or help get the process streamlined so you can do your job…

Mr. Nichols answered I have a lot of recommendations, trust me, lots.

Dr. Williamson said give me a call.

Mr. Slaughter stated I was just trying to understand, so if Chief Young or Chief Heckman has a bill that they sent and it's not paid, and you know they sent, I'm not saying it is or is not true, that that is something we could reasonably ask where is the bill?

Mr. Nichols answered I am very reasonable to ask, just call me and I'll address it.

Ms. Miele added that it sounds to her from what she is hearing here across the board, that we would benefit from more communication in City Hall between departments. Part of what I'm saying, there would be less reason for finance to have to spend weeks examining the justification for the cost of bill if finance had been briefed on the process that led to the expense prior to the expense. Am I understanding that?

Mr. Nichols answered I think if more justification was upfront, then it wouldn't be so hard to get the justification after the fact.

Ms. Miele answered precisely like in my own very small business when my mom says what the hell did you spend $300 on? It is just better to get it upfront and beyond us. It sounds to me like what I'm hearing is that policies and procedures are being enforced across all departments and communication that would enable perhaps everybody in the administration including in the mayor to speak knowledgeably about process, any process that is happening in City Hall. Whether it be RFPs, financial concerns, all of these things should be able to be talked about, and if that is not something that is happening, then we are looking at needing to work much harder on policies and procedures that we have been discussing on for quite a while.

Mr. Slaughter stated in my final point and it goes back to what we just talked about with RFPs, it just appears that were being very willy-nilly with tax dollars and we are not able to provide the taxpayers and citizens with a definitive answer of how their tax dollars are being spent. I get numerous questions and

then I come here to ask the questions of the citizens and it's like this process doesn't work, or not doing this here, it just appears to be very willy-nilly which is kinda scary. I'll have to admit that on behalf of the citizens and taxpayers that we are not sure of what the process is for tax dollars.

Mayor Campana stated I'd like to add one thing, as Bill and Joe articulated, we are very undermanned, please do some research if you'd like to. Contact other cities and see how many employees that they have and other responsibilities that we have and we are multitasking. In the finance department, we have one guy, and we have somebody part-time, and we have one other person. Most finance departments have at least eight people working, so you have like three people, and you have to take in to consideration, we have all these projects. We are busier than we've ever been. And this is what surprises me a little bit when I hear some comments talking about individuals that came in and spoke about changing the form of government saying that lack of efficiency, those types of comments are personally very insulting to my department heads. I think I have the best department heads throughout Pennsylvania. These people work so hard, and we have so many projects, we are undermanned and this is something I want to talk to Council in executive session. If you want to talk out in public, I don't care, we can do it here, we can stay here to 1 o'clock, but we need to talk about personnel as well. They need some help and we are working on that, that's another thing, but we have to talk about other things. We are losing employees, and we need to talk about that too. We are losing people to private sector and to the government. We need to talk about a lot of things, we need to talk about wages, there are a lot of things I would like to talk to Council about. Publicly I will say this, I met with Randy Allison and Jonathan Williamson just recently and they agreed that we had very good conversations. The city is at stake so some of this rhetoric that we need to be very very careful of, because it does breakdown trust with individuals, so I think we can be mature about it because all of us are here for the taxpayers. So instead of pointing fingers and using certain language, we don't have to do that, there's a lot of things going on in the city. And I know, Randy has mentioned this many times, this is a great city, and there are a lot of projects. We don't have enough manpower. That is something we have to talk about concerning next year's budget, how do you maintain good services, at the same time in pay competitive salaries when we have all these projects. We are not miracle workers so please understand that.

Dr. Williamson answered absolutely, and giving that we have limited staffing and limited ability to pay for additional staffing at best, the key is to have processes in place that we can rely on. I am not picking on Joe, I am trying to defend Joe, if he can rely on the process that knows that things will get to him in a timely basis so that he can do his job on a timely basis, then that process doesn't make more work for him it makes less work for him.

Mayor Campana stated they do that in a timely manner.

Mr. Slaughter stated clearly they don't. Clearly they do not, they just said that they don't.

Mr. Nichols stated this is not an issue of sending something in interoffice and mail, this is procurement, following rules and justification, budgets, or budgets being filed, are the right procurement procedures being followed. I cannot emphasize more enough about it's not here's a bill pay it. Do you want us to say here's a bill and pay it?

Dr. Williamson said what you need is, what line is it being paid out for, was it budgeted for, and what was the authorizing contract resolution, legislation that made this possible. All of those things are absolutely 100% of the job and you and the finance department must do to protect the taxpayers dollar. 100%. If a bill comes and it doesn't have those things on it or whatever else is necessary, then it's going to take longer. If it does take longer, it means less productivity of your departments. And it means that bills cannot be paid on time, of course, absolutely 100% of what we are doing is reinforcing that that has to happen.

Mr. Noviello stated in regards to staffing, we have talked about this before and we have ignored the value and the purpose and experience and the knowledge of our controller's office. I know from discussions in the controller's office that there are a number of unanswered questions that come from the controller's office. They can be of great service, that is the purpose of the controller's office is to mind the business of the coming and going of the city's revenue and protect the taxpayers as much as possible and make sure that the spending habits are in the best possible fashion. But there is little communication here in the spending, it is not a fault, and I don't blame people it is a circumstance that needs to be addressed. That's where we can get some assistance, that's where the help can be addressed. Instead of ignoring that office, you put that office to work, and you get that value of their work to some purpose.

Dr. Williamson asked if there were any more comments from members of Council.

Dr. Williamson asked for comments or questions from the administration.

There were none.

Dr. Williamson asked for comments or questions from the general public.

Scott Miller, 822 Tucker St. I do want to say, the dike and levy stuff is brought up, in 2012 at the budget, the reason for increasing our property taxes by one mill was paid for the levy which was going to be up to $5 million. About a year and ½ ago, when I looked we only spent about $450,000, and if you've only use one fourth of that property tax increase it would've been about $215,000 a year. So why are we borrowing money again? But they will come up with a good answer about that, so I'm not going to belabor that point, you all just make money disappear. Back in April May, I gave all the councilmembers the article from the Bay Journal about how the state legislature had gotten $1.1 billion from the royalties from fracking on state land and it was to be used for environmental things. While the same environmental Defense foundation has sent a letter of intent to sue the DCNR in early June. I would like us, the city and the county to total up how much we spent on environmental stuff in the last decade ever since the fracking started here, the street sweeper keeps dirt from going into the bay, clearing out the Grafius keeps debris from growing in the bay. We have spent about $2 million on our sewage treatment plant, that was unfunded. I think it is your obligation and your duty to act in my interest and sue the Commonwealth of Pennsylvania and make the legislature give that money back. In this latest article, it fails to uphold the state's environmental,….. Public right, air of pure water in preservation's, historic values, they are the common property of all the people., That is us. The most pristine forest land, the foundation has history challenging the gas extraction and one the landmark 2017 decision for the Supreme Court of Pennsylvania that found that based on environmental rights amendment, the use of state revenue from oil and gas extraction to support anything but natural resource conservation is unconstitutional. Use each, political science, what does

unconstitutional mean? If you all don't protect my rights, I will find three, four, or five people that want their money. All my tax bill, and my water bill, you are all charge me for environmental stuff, I shouldn't have to pay it. You all should of been going after that money. And even if we would've gotten 100 of that $1.1 billion through last year, that's $11 million. What would $11 million mean to the city right now? We have already expended that money, I want my money! Get me my money! Thank you. Have a good evening.

Tiffany Diemer, 940 Hollywood Cir. stated I just to say thanks, it was a great little league this year so thanks to everybody for all their time, for the Little League parade, and Williamsport Welcomes the World. Our daughter was fascinated by the dunk tank. I spoke three months ago in regards to two important issues, we are now in the last quarter of 2018. So you should be starting to plan for 2019 and I think this is really important after hearing tonight session, talking about policies, procedures, and flow issues with administration. I have been coming to the Council meetings during this time, I have seen the comprehensive plan that Mr. Nichols has put out and it provides the string of the grant locally funded projects. It is a great start, but is not comprehensive. I am still looking for that strategic plan. I keep talking about it and I keep going back-and-forth with it. I'm looking for detailed, an active plan, Council and the administration should have direct matrix….. For example I know the fire and police departments do provide quarterly reports, however what happens to the data. So what rules and action plans are created from the data that you provide? Or from any department for that matter, how is the information communicated, made transparent to the public? I know the website is still currently down, I know it is still trying to be fixed. I found several minister polities throughout the country that had these plans in place that are tied to metrics, visible to all city constituents and I'm be willing to share those examples. You can email me and you can actually see financial reports and you can actually see where the book is flow in terms of the money. Finally, we been coming to the Council meetings for a few months trying to stay abreast of politics, and it leads to my second concern. I want to thank some of the members of Council and the administration, you have been very transparent, and answered my questions and so forth. I do think that we have some areas to be strengthened for the entire administration. Recent events and actions that I have witnessed a Council meetings need to resolved, in waste of taxpayers' dollars because of serious conflicts of interest. So this point as the city constituents I would like to push for an Ethics committee which would be comprised of city residents, city solicitors, to come up with the code of conduct if one does not exist already. The code of conduct would require all administrative, Council committee members to review and sign and in addition, there should be an ethical legal training required by all the city employees and administration. For both councilmembers and committee members. On a final note, I am still deeply concerned that members of the water board have not been reappointed. I've heard of some staffing changes at the water plant for the water board that are concerning. These people have been sitting on the board with expired terms with serious potential conflicts of interest. For any and all expired or vacant terms, please reappoint them for approval or appoint new members because they are making decisions as I stated that affects my family and other residents of the city and community. Thank you.

Adjournment

Dr. Williamson asked for a motion to adjourn.

Meeting adjourned upon motion by **Ms. Miele and seconded by Mr. Allison.**
Motion was carried by a **unanimous at 10:38 PM** "ayes'.

Submitted by:

Janice M. Frank, City Clerk