

CITY OF NANTICOKE



**WORK SESSION and COUNCIL MEETING MINUTES**

Wednesday, May 20, 2020

Via Conference Call, 1-800-201-3962 – Code # 349057

Work Session/Council Meeting 7:00 pm

Call to Order: President of Council, William Brown

Pledge of Allegiance

Invocation: City Clerk, Jennifer W. Polito

The following were present: Council Members, William Brown, John Telencho, Lesley Butczynski, John Pietrzyk, Mike Marcella, Interim City Manager, Donna Wall, Finance Director/City Clerk, Jennifer Polito and Solicitor, Attorney William Finnegan.

City Employees (Department Heads) present: Fire Chief Kevin Hazleton, DPW Foreman Rick Josefowicz and Police Chief Michael Roke.

City Residents present: Christine Josefowicz and Michael Stachowiak.

**WORK SESSION-**

**Resolution #9 of 2020**, A Resolution of the City Council of the City of Nanticoke providing for an extension of time through July 31, 2020 to pay the second installment for 2020 City of Nanticoke Refuse/Recycling fees.

**Resolution #10 of 2020**, A Resolution of the City Council of the City of Nanticoke approving a Sub-Grantee Cooperation Agreement with the Nanticoke Municipal Authority for a grant in the amount of \$450,000.00.

**Resolution #11 of 2020**, A Resolution of the City Council of the City of Nanticoke approving a Sub-Grantee Cooperation Agreement with the Nanticoke Municipal Authority for a grant in the amount of \$478,198.00. President Brown asked Donna to explain why these Resolutions need to be executed and she explained that in order to drawdown expenses that the City has incurred relating to these grants, the City must have an agreement with the Municipal Authority in order to be reimbursed.

**Ordinance #3 of 2020, (First Reading)** an Ordinance of the City Council of the City of Nanticoke amending Section 210-8A to provide for the collection of increased state taxes in connection with residential permit fees and Section 210-10 to provide for increased fees relative to zoning appeals. President Brown asked Donna to explain why Council needs to execute this ordinance and she replied it is to update our online ECODE. Donna stated originally the zoning fees were passed by an ordinance but when the City changed the fees in early 2019 it was executed by resolution which does not update ECODE. Therefore, residents were looking at the incorrect fees for Zoning online and paying the wrong amount for the Zoning fees.

**Ordinance #4 of 2020**, an Ordinance of the City Council of the City of Nanticoke extending the declaration of disaster emergency for the City of Nanticoke for an additional period of 90 days unless earlier terminated through Executive Order of the Mayor.

**Approval of the Citizen's Participation Plan**, amended in accordance with HUD guidelines for CDBG. President Brown asked Donna to explain this agreement and she stated that the original agreement for CDBG meetings does not allow for Teleconferencing or Zoom meetings. The updated agreement will now allow us to hold Teleconferences or Zoom meetings if need be.

#### **Administrative Updates-**

**Mayor Kevin Coughlin** has submitted the April 2020 Department Reports for your review. Jennifer will have them posted on the website as of Thursday, May 21, 2020.

**Mayor Kevin Coughlin** has submitted a letter of resignation from Captain, Detective Robert Lehman and the Mayor read the letter to Council. A copy of the letter is filed with these minutes. President William Brown, wanted to thank Captain, Detective Robert Lehman for his years of service with the City and wished him the best of luck with his retirement.

**Donna Wall** updated Council and residents on the following:

-Donna stated she is answering two questions that Mr. Knapp had at our previous meeting. First, is the work on the South Valley Parkway is for the new State Police Barracks. Second, is the building on E. South and S. Prospect Streets was abandoned by the owner, Tony Petroski and he now owes the back taxes on that property. The owner wanted to turn the property over to the City but he was told the City was not interested in acquiring that piece of property.

-Donna informed Council that there will be the following road closures on Friday, May 22, 2020 for street paving. **The roads are as follows:**

South Market Street from Washington Street to Slate Street.

South Hanover Street from Washington to Slate Street.

West Field Street and a portion of East Field Street from South. Hanover Street to South Prospect Street.

Donna now asked that each Department Head give their brief updates. Fire Chief Kevin Hazleton reported the Fire Department is all well and working at full capacity. The department is taking all necessary actions to comply with the CDC guidelines during this pandemic. DPW Foreman reported that the new equipment that was purchased is very useful in making man hole cover adjustments and storm basin repairs. To date the City has saved \$16,541.75 on a current project that would have cost the City \$20,508.00. The expense incurred was \$3,966.25. Police Chief Michael Roke reported that his department is also doing well and they are taking all necessary actions to comply with the CDC guidelines during the pandemic. Chief Roke mentioned the resignation of Captain, Detective Robert Lehman and stated that the Police Civil Service Board has been notified that a meeting needs to be held in order to get an updated Civi Service list. A Civil Service meeting has been advertised and scheduled for Tues, May 26. 2020. Chief Roke mentioned one officer has gone out on worker's compensation with a torn meniscus to the knee. This officer will need knee surgery and be out indefinitely. Chief Roke also mentioned he may be losing another officer who may be leaving their employment with the City. Donna Wall mentioned the Active Civil Service list is expired and Chief Roke stated the current expired Civil Service list has not been updated since 2015.

Mayor Kevin Coughlin wanted to express his thanks and appreciation to the Police and Fire Departments for their help in putting up the banner to congratulate the GNA Class of 2020.

**A Motion** was made by Councilmember Telencho, seconded by Councilmember Marcella to adjourn the work session. Motion carried unanimously.

**REGULAR MEETING** Comments from the Public agenda items only.

None

**Old Business**

None

**New Business**

**A Motion** to approve the May 6, 2020 minutes was made by Councilmember Pietrzyk, seconded Councilmember Telencho.

Motion carried unanimously.

**A Motion** to approve the payment of the bills in the amount of \$312,598.82 (Payroll \$158,412.45 and Payables \$154,186.37) was made by Councilmember Butczynski, seconded by Councilmember Marcella.

Motion carried unanimously.

**A Motion** to approve **Resolution # 9 of 2020**, a Resolution of the City Council of the City of Nanticoke providing for an extension of time through July 31, 2020 to pay the second installment for 2020 City of Nanticoke Refuse/Recycling fees was made by Councilmember Marcella, seconded Councilmember Pietrzyk.

Motion carried unanimously.

**A Motion** to approve **Resolution # 10 of 2020**, a Resolution of the City Council of the City of Nanticoke approving a Sub-Grantee Cooperation Agreement with the Nanticoke Municipal Authority for a grant in the amount of \$450,000.00 was made by Councilmember Telencho, seconded Councilmember Butczynski.

Motion carried unanimously.

**A Motion** to approve **Resolution # 11 of 2020**, a Resolution of the City Council of the City of Nanticoke approving a Sub-Grantee Cooperation Agreement with the Nanticoke Municipal Authority for a grant in the amount of \$478,198.00 was made by Councilmember Telencho, seconded Councilmember Pietrzyk.

Motion carried unanimously.

**A Motion** to approve **Ordinance # 3 of 2020, (First Reading)** an Ordinance of the City Council of the City of Nanticoke amending Section 210-8A to provide for the collection of increased state taxes in connection with residential permit fees and Section 210-10 to provide for increased fees relative to zoning appeals was made by Councilmember Marcella, seconded Councilmember Butczynski.

Motion carried unanimously.

**A Motion** to approve **Ordinance # 4 of 2020**, an Ordinance of the City Council of the City of Nanticoke extending the declaration of disaster emergency for the City of Nanticoke for an additional period of 90 days unless earlier terminated through Executive Order of the Mayor was made by Councilmember Telencho, seconded Councilmember Butczynski.

Motion carried unanimously.

**A Motion** to approve **The Citizen's Participation Plan**, amended in accordance with HUD guidelines for CDBG was made by Councilmember Marcella, seconded Councilmember Pietrzyk.

Motion carried unanimously.

**COMMENTS FROM THE PUBLIC –**

None

**Correspondence-**

None

### **Announcements-**

The City Council of the City of Nanticoke is canceling the following meetings and rescheduling the meetings on the below dates.

Wednesday, June 3, 2020 is being cancelled and rescheduled for Wednesday June 10, 2020.

Wednesday, June 17, 2020 is being cancelled and rescheduled for Wednesday June 24, 2020.

Wednesday, July 1, 2020 is being cancelled and rescheduled for Wednesday July 8, 2020.

Wednesday, July 15, 2020 is being cancelled and rescheduled for Wednesday July 22, 2020.

All meetings starting on June 10, 2020 will be held at City Hall at 7pm. Details for Public attendance will be announced on Friday, June 5, 2020 depending on the decisions made by Governor Thomas Wolf on June 4, 2020. President Brown stated Jennifer will update the website on June 5, 2020 with more information pertaining to the upcoming meetings.

Even though City Hall is closed due to COVID, the City employees will be off on May 25, 2020 in observance of Memorial Day!!! We hope everyone has a safe and Happy Memorial Day!!

### **Councilmember Comments**

Vice President Telencho wanted to inform Council that he has been in touch with Sara Hailstone, the consultant for the Nanticoke Municipal Authority, that he has asked for updates on the Villa and the Bowlarama. As for the Villa, she has no updates or comments and for the Bowlarama, they are in the process of getting an environmental review and they have had some bites on purchasing the property but no one has committed to buying the property.

Councilmember Marcella asked if the City is taking applications for a new officer to replace Captain, Detective Robert Lehman and Donna replied no. Donna stated a new Civil Service list must be provided and if anyone within the department is eligible for promotion, it must go before the Civil Service Board. No one will be hired and come in as Captain, when we hire it will be as a patrolman.

President Brown asked if any of the other Councilmembers had any comments and they said No, all is good.

### **Meeting Adjournment-**

Councilmember Pietrzyk made the motion to adjourn, seconded by Councilmember Butczynski, roll call. Motion carried unanimously.

**Meeting adjourned at 7:29 pm.**

**Next Meeting, Wed, June 10, 2020 @ 7:00 pm.**

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**Jennifer W. Polito**  
**City Clerk**