



CITY OF NANTICOKE

WORK SESSION and COUNCIL MEETING MINUTES

Wednesday, March 5, 2025

Call to Order: President, William Brown

Pledge of Allegiance

Invocation: City Clerk, Jennifer W. Polito

ROLL CALL:

The following were present: Council Members, William Brown, Joseph Nalepa, Joseph Dougherty, Kenneth James, Mark O'Connor, City Manager, Donna Wall, Finance Director/City Clerk, Jennifer W. Polito, and Solicitor, Attorney William Finnegan.

Attorney Finnegan announced that Council was late entering the meeting due to an Executive Session that was held prior to the meeting to discuss a personnel matter and potential legal litigation issues concerning pension.

WORK SESSION: New Business: (action Items)

- a. **A Motion to approve an Annual Maintenance Coverage and Software Assurance Contract** with ET&T in the amount of 9,884.26 for the city's phone system.

President Brown asked City Manager Donna Wall if this maintenance agreement was necessary and she replied yes because there are software updates that need to be done each year that are covered by this agreement. Finance Director, Jennifer Polito replied the agreement also covers 24/7 customer support if needed, equipment replacement if any of the phones break or are not working properly and directory or voicemail changes to the phone system as requested by the city.

- b. **A Motion to approve the Polling Place Agreement** with Luzerne County for 2025 elections.
- c. **A Motion to approve Ordinance #3 of 2025, Second Reading**, an Ordinance amending and consolidating the provisions of the City of Nanticoke Handicapped Parking Program to more specifically enumerate the requirements of the program, prohibitions on parking in handicapped spaces and overall administration of the program.

ADMINISTRATIVE UPDATES:

City Manager, Donna Wall had the following updates for Council:

1. Donna announced Froggy 101 is presenting NEPA's Smallest St. Patrick's Day Parade on Friday, March 14, 2025 at 9:00 am at Patriot Park Square.
2. The Mayor followed up on a complaint concerning the bright light on Fairview Drive. The Mayor got a response that a shield will be installed on Safe Light within in 6-8 weeks that should resolve this issue.

A Motion was made by Councilmember Nalepa seconded by Councilmember Dougherty to adjourn the work session.

Motion carried unanimously.

REGULAR MEETING Comments from the Public agenda items only.

None

Old Business

A Motion to remove tabled Resolution #6 of 2025, a Resolution of the City Council of the City of Nanticoke approving a Five-Year lease with Luzerne County for use by Magisterial District 11-3-02, subject to Luzerne County Council and City of Nanticoke Solicitor's approval was made by Councilmember Nalepa seconded by Councilmember James.

Motion carried unanimously.

A Motion to approve Resolution #6 of 2025, a Resolution of the City Council of the City of Nanticoke approving a Two-Year lease with Luzerne County for use by Magisterial District 11-3-02, subject to Luzerne County Council and City of Nanticoke Solicitor's approval was made by Councilmember Nalepa seconded by Councilmember O'Connor.

Motion carried unanimously.

New Business

A Motion to approve the minutes from the February 19, 2025 Work Session/Regular Council Meeting was made by Councilmember O'Connor seconded by Councilmember Dougherty.

Motion carried unanimously.

A Motion to approve the payment of the bills in the total amount of **\$873,465.12** [(Payrolls) **\$141,495.19** (Accounts Payable) **\$731,969.93**] was made by Councilmember Dougherty seconded by Councilmember James.

Motion carried unanimously.

A Motion to approve an Annual Maintenance Coverage and Software Assurance Contract with ET&T in the amount of 9,884.26 for the city's phone system was made by Councilmember O'Connor seconded by Councilmember Nalepa.

Motion carried unanimously.

A Motion to approve Ordinance #3 of 2025, Second Reading, an Ordinance amending and consolidating the provisions of the City of Nanticoke Handicapped Parking Program to more specifically enumerate the requirements of the program, prohibitions on parking in handicapped spaces and overall administration of the program was made by Councilmember Nalepa seconded by Councilmember O'Connor.

Motion carried unanimously.

COMMENTS FROM THE PUBLIC –

None

Correspondence-

None

Announcements-

None

Councilmember Comments-

Vice President Nalepa had no further comments this evening.

Councilmember James stated he will unfortunately miss the parade. Mr. James stated he had fun last year and if you can attend, do so because it was a fun event.

Councilmember Dougherty had no further comments this evening.

Councilmember O'Connor had no further comments this evening.

President William Brown commented that he has enjoyed a long run for 11 years and he will not be seeking re-election. He thanked everyone who supported him through his terms and enjoyed working with everyone at the city.

Meeting Adjournment-

Councilmember Dougherty made the motion to adjourn, seconded by Councilmember Nalepa, roll call.

Motion carried unanimously.

Meeting adjourned at 6:27 pm.

Next Meeting:

Work Session/Council Meeting Wednesday, Mar 19, 2025
@ 6:00 pm.

City Clerk, Jennifer W. Polito