

Minutes of the Council of the City of Easton, Pa.

February 12, 2014

Easton, Pa
Wednesday
February 12, 2014
6:00 p.m.

City Council met in stated session at the above date and time, in Council Chambers, located on the Sixth floor of City Hall, to consider any business that may lawfully be brought before the body.

The invocation was given by Mayor Panto followed by the Pledge of Allegiance.

ROLL CALL

Present: Brown, Edinger, Ruggles, Vulcano, Warren, Panto (6)
Absent: Warner (1)

Also in attendance were Thomas A. Hess, City Clerk, William Murphy, City Solicitor, Beth Knickerbocker, Assistant City Solicitor and Glenn Steckman, City Administrator. There were ten other persons present.

APPROVAL OF AGENDA

On motion of Mr. Brown and Mr. Warren the Agenda was approved as submitted by the following vote:

Yeas: Panto, Warren, Vulcano, Ruggles, Edinger, Brown (6)
Nays: None (0)

ACTION ON MINUTES

On motion of Dr. Ruggles and Mr. Brown, the January 22, 2014 Council Meeting minutes were approved, as submitted, by the following vote:

Yeas: Brown, Edinger, Ruggles, Vulcano, Warren, Panto (6)
Nays: None (0)

CERTIFICATE OF APPRECIATION

The next item on the Agenda was the reading of a Certificate of Appreciation for Vincent M. Fresoli, upon his retirement, in appreciation of his years of service to the City and its citizens as a member of the Public Works Department – Bureau of Motors.

Mr. Fresoli was not in attendance, the City Clerk was directed to mail the certificate to him.

Minutes of the Council of the City of Easton, Pa.
February 12, 2014

PRESENTATION
CHAMBER OF COMMERCE

Mr. Brian Lokitis and Ms. Allison Miers, furnished Council with an update on the Chambers past and upcoming events and happenings.

Mayor Panto and Mr. Warren gave accolades to the Chamber and for the working relationship between the City and the Chamber.

PUBLIC COMMENT
(Agenda Items Only)

Robert Levers, 221 W. Lafayette Street, a member of the Nevin Park Fountain Committee said that he was in attendance because he understood that there would be a vote, later in the meeting concerning funding for the Fountain project.

Mayor Panto said that the City was going to fund a portion of the Project's total cost and believed that this was a great collaboration to beautify Nevin Park, and said that Council supported the project.

Dr. Ruggles said that he was very impressed with how well the Committee and the College Hill Neighborhood Association have worked to raise funds for this project.

Mr. Levers said that the Committee was very thankful for the assistance that it has received.

CONSENT AGENDA

Dr. Ruggles requested that the proposed Resolution regarding the approval of a Contract between the City and ADP Inc. be removed from the Consent Agenda and placed under New Business; that action was taken.

On motion of Mr. Warren and Dr. Ruggles the following items, on the Consent Agenda, were adopted by the following vote:

Resolution 22-2014, which approved an amendment to the 2014 Salary and Wage Ordinance by deleting the position of a Laborer from the Bureau of Parks and Recreation and adding another Maintenance Mechanic in the Bureau of Property maintenance.

Resolution 23-2014, which approved an amendment to a Grant Application to an amount of \$175,000 from \$125,000.

Yeas: Panto, Brown, Edinger, Ruggles, Vulcano, Warren (6)

Minutes of the Council of the City of Easton, Pa.
February 12, 2014

Nays: None (0)

REPORTS RECEIVED BY COUNCIL

The following reports were received by Council:

- (a) Board of Ethics, November 4, 2013 meeting minutes.
- (b) Easton Area Joint Sewer Authority September, October, and November 2013 meeting minutes.
- (c) Easton Fire Department monthly report for January 2014.

Mayor Panto accepted the above reports on behalf of Council.

Mr. Warren said that he read the Board of Ethics meeting minutes and it seemed that in those minutes there was a lot of discussion and inquiry on the City Budget, and said that he did not feel that the Board had any real purview exploring and going over budgetary matters. He said that he did not believe that any Board members were in attendance at any of the Budget Hearings. He said that they could have attended the Hearings, that were opened to the Public and advertised, to question and to offer their opinions, but they did not. He asked Mr. Murphy to explain how the Board of Ethics could now want to discuss the Budget that Council had approved.

Mr. Murphy said that the Board should have submitted a proposed budget needed by the Board to do their duties. He said that the City budget is open to public review and if the Board wanted to review it they had that right as any citizen has. He said that for them to go into a deliberative process at this time was not in their jurisdiction.

Mayor Panto read, from the minutes, that the Board was raising the issue on how transparent the current budget really was.

Mr. Murphy said that Council, regarding the budget, did what was required of them under the law regarding disclosure.

Mayor Panto asked Mr. Heagele, Finance Director if the City was following the Pennsylvania Chart of Accounts, because the Board also said that there was a range of expenses that were not in detail.

Mr. Heagele said that the City did, and explained how Account Numbers were used.

Mayor Panto said that the Board wanted to know what role they played in the City budget, said that they were more than welcome to attend Council meetings as residents as well as the Board of Ethics.

Minutes of the Council of the City of Easton, Pa.
February 12, 2014

Mr. Steckman said that he felt that the Board was pointing fingers at City Staff who puts together, with the Mayor's guidance, the City budget.

REPORTS OF COMMITTEES

Mr. Brown, Chairman of the Finance Committee, reported that the Finance Committee had met on February 11, 2014, and had discussed the proposed contract with ADP Inc. for the payroll process, and spoke regarding Keystone Collections, the City's tax collection agency. He spoke regarding legislation that he would be introducing, later in the meeting, regarding an increase in funeral benefits, for amending the Earned Income Tax section of the City Code, for amending the 2014 Parks & Open Space Fund Budget, and for providing for the transfer of funds in the 2011 Bond Fund Budget, and the Revolving Capital Fund Budget, and for approving a contract with ADP Inc. for payroll services.

Mrs. Vulcano, Chairman of the Economic Development Committee reported that she had attended a West Ward Neighborhood Partnership Business Roundtable discussion in January and related what had been discussed, said that they were going to meet on a quarterly basis, and said that they would like to partner with the Easton Business Association to bring more exposure to West Ward businesses.

Dr. Warner, Chairman of the Planning Committee, was absent.

Mr. Warren, Chairman of the Public Safety Committee, spoke regarding legislation that he would have for later in the meeting regarding amending the Fee Schedule for Parking Violations.

Mr. Warren said that the Farmers Market personnel were questioning parking for the Market and said that the City's Parking Enforcement Officer seemed to be targeting Market customers and vendors.

Mayor Panto said that the Parking Enforcement Officers were not targeting the vendors and customers, he said that officer must cover the entire metered spaces throughout the City. He said that he did not say that he was in favor of doing away with meter enforcement during snow storms or farmers market, and did not have that authority.

Dr. Ruggles said that he traveled throughout the downtown of the City on Saturday, and the meter enforcement officer was ticketing throughout the downtown and not just by the Farmers Market. He said that in the front window of the Market was a sign that said to please put money in the meter because they are ticketing, and from his observations there was no targeting being done.

Mrs. Vulcano said that she also visited the Market on February 8th as well as other downtown businesses and they put their money in the meters.

Minutes of the Council of the City of Easton, Pa.
February 12, 2014

Mayor Panto said that the one violation that was being waived by the Police Department was for persons who had not moved their vehicles in the 72 hour limit because it was snowed in and explained why.

Dr. Ruggles, Chairman of the Public Works Committee thanked Mr. Hopkins and all the City employees who have been working through the inclement weather opening the City's roads. He said that he thought that the City had the best road surfaces in Northampton County.

Mr. Hopkins, Director of Public Works, thanked Dr. Ruggles for his kind words, said that the Public Works employees have been putting in a lot of hours, and doing a tremendous job throughout the City and thanked them for that.

Mr. Edinger, Chairman of the Administration Committee reported that the Administration Committee had met on February 11th and had discussed Non-Union employee benefits.

Mr. Murphy, City Solicitor said that before the meeting Council had met in Executive Session and had discussed personnel matters.

Ms. Knickerbocker, Assistant City Solicitor had no report.

Mayor Panto spoke regarding the upcoming Snow Storm, asked City residents to check on their elderly family members and neighbors during the storm and thanked City employees for their work.

CORRESPONDENCE

There was no correspondence received by Council.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

Bill No. 4, Amending Chapter 285 Fees, of the Code of the City of Easton, Pa., was introduced by Mr. Warren and ordered processed for adoption.

This Bill would amend fines for Parking Violations.

Bill No. 5, Amending Section 114.37, Funeral Benefits of the Code of the City of Easton, Pa., was introduced by Mr. Brown and ordered processed for adoption.

Mayor Panto asked if this was extended to all City employees.

Minutes of the Council of the City of Easton, Pa.
February 12, 2014

Mr. Steckman said that it had been.

This Bill would raise the Funeral Benefit from \$5,000 to \$10,000.

Bill No. 6, Amending Subsections in Section 535-65, Imposition of tax; rate, of the Code of the City of Easton, Pa. was introduced by Mr. Brown and ordered processed for adoption.

This Bill would amend the Section by deleting 2012 and replacing it with 2014 and changing 1.25% to 1.45%.

Bill No. 7, Amending the 2014 Parks and Open Space Fund Budget, was introduced by Mr. Brown and ordered processed for adoption.

Dr. Ruggles asked if Council could get an accounting of the Reserve Fund.

Mr. Heagele said that was impact fees that have been collected over time minus whatever expenditures that have come out of the Open Space Fund Budget, and said that if Council wanted an accounting of what impact fees have been collected by the City over the last three years, and what those collected fees were spent on that could be provided. He said that his proposed transfer would deplete the Reserve until more impact fees are collected. He said that the information that Dr. Ruggles was asking for was contained in the last page of the City Audit.

This Bill would amend the 2014 Parks and Open Space Fund Budget by increasing Revenues and Expenditures by \$129,000.

Bill No. 8, Providing for the transfer of funds in the 2011 Bond Fund Budget was introduced by Mr. Brown and ordered processed for adoption.

This Bill would provide for the transfer of \$171,228.10 within accounts contained in the 2011 Bond Fund Budget.

Bill No. 9, Providing for the transfer of funds in the Revolving Capital Fund Budget, was introduced by Mr. Brown and ordered processed for adoption.

This Bill would provide for the transfer of \$250,000 within accounts contained in the Revolving Capital Fund Budget.

The next item on the Agenda was a proposed Resolution which would approve an Agreement with ADP Inc., for payroll services.

The following Resolution was introduced by Mr. Brown:

Minutes of the Council of the City of Easton, Pa.
February 12, 2014

24-2014

Dr. Ruggles wanted to know if the City had designated the final approval authority of the payroll.

Mr. Steckman said that Mr. Heagele would be the final person to release it before it is sent to ADP.

Mr. Heagele explained the payroll process.

Mr. Brown suggested that Mr. Heagele have another person authorized to give the final release also in his absence.

Dr. Ruggles said that he read, in the Agreement, that there would be additional charges for W-2's and 1099's, but that only W-2's were included in the cost analysis.

Mr. Heagele said that the City would be handling 1099's for vendors, and the City will be looking for a company to handle the pensions and the 1099R's.

The above Resolution was adopted on motion of Mr. Brown and Mr. Warren by the following vote:

Yeas: Edinger, Ruggles, Vulcano, Warren, Panto, Brown (6)

Nays: None (0)

The next item on the Agenda was a proposed Resolution which would approve the allocation of funds for 2014 Special Events.

The following Resolution was introduced by Mr. Brown:

25-2014

Mayor Panto said that the allocated funds were the amounts the Organizations had requested and no organization was denied any funds.

The above Resolution was adopted on motion of Mr. Brown and Mr. Warren by the following vote:

Yeas: Ruggles, Vulcano, Warren, Panto, Brown, Edinger (6)

Nays: None (0)

Mayor Panto asked Mr. Steckman to announce the City's choice for Director of Planning and Codes.

Minutes of the Council of the City of Easton, Pa.
February 12, 2014

Mr. Steckman said that after an exhaustive search involving the Directors of the City, outside members who assisted the Mayor, Mrs. Glory, himself, Will Dohe, State Representative Robert Freeman and Chad Elliott, the City was please to announce the hiring of Mr. George Kinney as the City's new Director of Planning and Codes, and spoke regarding his qualifications and past work experience.

Mayor Panto also spoke regarding why the City chose Mr. Kinney and regarding his standing in the Planning Field.

CITIZENS RIGHT TO BE HEARD

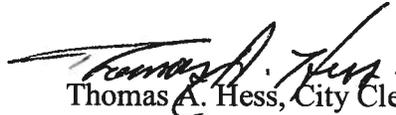
There were no comments or questions from the audience.

ADJOURNMENT

With no further business, the meeting was adjourned at 7:13 p. m. on motion of Dr. Ruggles and Mr. Warren by the following vote:

Yeas: Panto, Warren, Vulcano, Brown, Ruggles, Edinger (6)

Nays: None (0)


Thomas A. Hess, City Clerk

CITY COUNCIL
AGENDA

Stated Session
Wednesday
February 12, 2014
6:00 P.M.

1. CALL TO ORDER
2. INVOCATION
3. PLEDGE OF ALLEGIANCE
4. ROLL CALL
5. APPROVAL OF AGENDA
6. ACTION ON MINUTES – January 22, 2014 Council Meeting
7. CERTIFICATE OF APPRECIATION – Vincent M. Fresoli
8. PRESENTATION – Chamber of Commerce
9. PUBLIC COMMENT – (Agenda Items Only)
10. CONSENT AGENDA
 - (a) Resolution amending the 2014 Salary & Wage Resolution.
 - (b) Resolution authorizing increasing amount of requested Grant funds.
 - (c) Resolution approving an Agreement with ADP Inc.
11. REPORTS RECEIVED BY COUNCIL
 - (a) Board of Ethics November 4, 2013 meeting minutes.
 - (b) Easton Area Joint Sewer Authority September, October, November 2013 meeting minutes.
 - (c) Easton Fire Department monthly report for January 2014.
12. REPORTS OF COMMITTEES
 - (a) Finance (Kenneth Brown)
 - (b) Economic Development (Sandra Vulcano)
 - (c) Planning (Elinor Warner)
 - (d) Public Safety (Jeffrey Warren)
 - (e) Public Works (Roger Ruggles)
 - (f) Administration (James Edinger)
 - (g) Report of City Solicitor (Attorney William Murphy)
 - (h) Report of Mayor (Salvatore J. Panto Jr.)
13. CORRESPONDENCE
14. UNFINISHED BUSINESS

-Over-

15. NEW BUSINESS

(a) Introduction of Legislative Bills.

1. Bill 4, Amending Chapter 285 Fees, of the Code of the City of Easton, Pa.
2. Bill 5, Amending Section 114.37, Funeral Benefits of the Code of the City of Easton, Pa.
3. Bill 6, Amending Subsections in Section 535-65, Imposition of tax; rate, of the Code of the City of Easton, Pa.
4. Bill 7, Amending the 2014 Parks & Open Space Fund Budget.
5. Bill 8, Providing for the transfer of funds in the 2011 Bond Fund Budget.
6. Bill 9, Providing for the transfer of funds in the Revolving Capital Fund Budget.

(b) Approving Funds for the 2014 Special Events.(R)

16 PUBLIC COMMENT – (Any Matter)

17. ADJOURNMENT