

CITY OF WILKES-BARRE
PENNSYLVANIA



CITY COUNCIL AGENDA

CITY COUNCIL

OCTOBER 12, 2021

6:00 p.m. Cathy Payne, City Clerk

General Discussion - Liquor License Transfer into the City of
Wilkes-Barre from Edwardsville. (21 Public Square)

6:10 p.m. Mayor George C. Brown (See Attached)

WILKES-BARRE CITY COUNCIL
WORK SESSION – OCTOBER 12, 2021
MAYOR’S AGENDA

RESOLUTIONS:

Authorizing the proper city officials to Sign any and all necessary documents related to entering a three (3) year contract with EHD to act as a contracted risk management consultant to assist the City with the overall management of its workers’ compensation program, the Pennsylvania Heart and Lung Program and management of past claims. The cost of these services shall be \$39,500.00 annually.

Authorizing the proper city officials to take any and all necessary actions related to entering a three (3) year contract with PMA Companies (“PMA”) to act as the City’s Third-Party Administrator for its self-insured Workers’ Compensation Program. The cost of these services shall be \$30,900.00 annually.

Authorizing the proper city officials to sign any and all necessary documents related to awarding the contract to Penn Eastern Engineer’s LLC, for the Wilkes-Barre City Parks ADA Upgrade/Tourism Hospitality Projects. Payments will be made from the American Rescue Plan and private donations.

Authorizing the proper city officials to take any and all necessary actions related to the sale of 209-217 East Northampton Street (PIN: H9NE1-022-003) to Yasmeiry Navarro (or her designee) for a purchase price of \$3,500.00

Reappointing Greg Barrouk to the Wilkes-Barre Finance Authority.

Appointing Michael Horvath to the Industrial Development Authority.



Resolution No. _____

Wilkes-Barre, PA _____

BE IT RESOLVED by the City Council of the City of Wilkes-Barre:

A RESOLUTION OF THE MUNICIPALITY OF WILKES-BARRE COUNTY OF LUZERNE
COMMONWEALTH OF PENNSYLVANIA, APPROVING TRANSFER OF RESTAURANT LIQUOR LICENSE
R-3622, LID # 68113 INTO THE CITY OF WILKES-BARRE, LUZERNE COUNTY FROM
EDWARDSVILLE.

Whereas, Act 141 of 2000 ("the Act") which amends the Commonwealth's Liquor Code, authorizes the Pennsylvania Liquor Control Board to approve, in certain instances, the transfer of restaurant liquor licenses across municipal boundaries within the same county regardless of the quota limitations provided for in Section 461 of the Liquor Code, if sales of liquor and malt or brewed beverages are legal in the municipality receiving the license; and

Whereas, the receiving municipality issues a resolution approving the transfer of the license outside the municipality to inside the municipality; and

Whereas, amendments to the Liquor Code stipulate that, prior to adoption of a resolution by the receiving municipality, at least one hearing be held for the purpose of permitting interested parties to state their concerns regarding the transfer of a retail liquor license into the receiving municipality; and

Whereas, on October 14, 2021 the City of Wilkes-Barre conducted a public hearing for the purpose of receiving comments and/or recommendations of interested individuals residing within the municipality with respect to the request for transfer.

Whereas, an application for transfer filed under the Act must contain a copy of the resolution adopted by the municipality approving the transfer of a retail liquor license in the municipality.

Now, Therefore, Be It Resolved that Tolteca Bar & Grill LLC. has requested the approval of the City Council of Wilkes-Barre for the proposed transfer of a Pennsylvania Retail Liquor License to its facilities within Wilkes-Barre City with the understanding that said transfer must be approved at a later date by the Pennsylvania Liquor Control Board; and

Be It Further Resolved that City Council of Wilkes-Barre finds that the transfer of a retail liquor license into Wilkes-Barre City by Tolteca Bar & Grill LLC., will not adversely affect the welfare, health, peace and morals of the municipality or its residents.

Be It Further Resolved, that Wilkes-Barre City approves, by adoption of this Resolution, the proposed transfer of License # R-3622, LID #68113, from Edwarsville, PA to be located at 21 Public Square., Wilkes-Barre, PA.

Be It Further Resolved, that the license transfer is subject to approval by the Pennsylvania Liquor Control Board.

I HEREBY CERTIFY that this Resolution was approved by the Wilkes-Barre City Council at its meeting on October 14, 2021.

Submitted by _____

ROLL CALL



Resolution No. _____

Wilkes-Barre, PA _____

BE IT RESOLVED by the City Council of the City of Wilkes-Barre:

THAT, the proper city officials are hereby authorized to sign any and all necessary documents related to entering a three (3) year contract with EHD to act as a contracted risk management consultant to assist the City with the overall management of its workers' compensation program, the Pennsylvania Heart and Lung Program and management of past claims. The cost for these services shall be \$39,500.00 annually.

Submitted by _____

ROLL CALL



Resolution No. _____

Wilkes-Barre, PA _____

BE IT RESOLVED by the City Council of the City of Wilkes-Barre:

THAT the proper City officials are hereby authorized to take any and all necessary actions related to entering into a three (3) year contract PMA Companies ("PMA") to act as the City's Third Party Administrator for its self-insured Worker's Compensation program. The cost for these services shall be \$30,900.00 annually.

Submitted by _____

ROLL CALL



Resolution No. _____

Wilkes-Barre, PA _____

BE IT RESOLVED by the City Council of the City of Wilkes-Barre:

WHEREAS, the City of Wilkes-Barre has advertised a request for proposals (RFP) for engineering services for the various *Wilkes-Barre City Parks ADA Upgrade/Tourism Hospitality Projects*.

WHEREAS, the city received two (2) proposals but only one (1) proposal was a complete response to the city's request;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Wilkes-Barre that the proper city officials are hereby authorized to sign any and all necessary documents related to awarding the contract to PennEastern Engineer's, LLC for the *Wilkes-Barre City Parks ADA Upgrade/Tourism Hospitality Projects*.

PAYMENTS will be made from American Rescue Plan and private donations.

Submitted by _____

ROLL CALL



Resolution No. _____ Wilkes-Barre, PA _____

BE IT RESOLVED by the City Council of the City of Wilkes-Barre:

THAT the proper city officials are hereby authorized to take any and all necessary actions related to the sale of 209-217 East Northampton Street (PIN: H9NE1-022-003) to Yasmeiry Navarro (or her designee) for a purchase price of \$3,500.00.

Submitted by _____

ROLL CALL



Resolution No. _____

Wilkes-Barre, PA _____

BE IT RESOLVED by the City Council of the City of Wilkes-Barre:

WHEREAS, Article V, Section 5:08 of the City's Home Rule Charter provides that the Mayor shall appoint, with the advice and consent of City Council, members to Boards and Authorities:

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Wilkes-Barre, that the City Council hereby accepts the recommendation of Mayor George C. Brown for the following reappointment:

Wilkes-Barre Finance Authority

Term Expiration

Gregory Barrouk
2 Reliance Drive
Wilkes-Barre, PA 18702

10-14-24

Submitted by _____

ROLL CALL



Resolution No. _____

Wilkes-Barre, PA _____

BE IT RESOLVED by the City Council of the City of Wilkes-Barre:

WHEREAS, Article V, Section 5:08 of the City's Home Rule Charter provides that the Mayor shall appoint, with the advice and consent of City Council, members to Boards and Authorities:

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Wilkes-Barre, that the City Council hereby accepts the recommendation of Mayor George C. Brown for the following appointment to fill a vacancy:

Industrial Development Authority

Term Expiration

Michael Horvath
185 Lawrence Street
Wilkes-Barre, PA 18702

12-31-25

Submitted by _____

ROLL CALL

WILKES-BARRE CITY

George C. Brown
Mayor



40 East Market Street
Wilkes-Barre, PA 18711

PENNSYLVANIA
**APPLICATION FOR APPOINTMENT
TO A CITY OF WILKES-BARRE
AUTHORITY, BOARD, OR COMMISSION**

Please complete this form and return it to:
Mayor's Office, 4th Floor, Wilkes-Barre City Hall,
40 East Market Street, Wilkes-Barre, PA 18711

DATE SUBMITTED: 2/25/2021

APPLICANT'S NAME: MICHAEL HORVATH

RESIDENTIAL ADDRESS: 185 LAWRENCE ST

CITY, STATE, ZIP CODE: WILKES-BARRE, PA 18702

CELL/ WORK PHONE: 570-574-9568 HOME PHONE: 570-824-8856

EMAIL: MSJHM185@AOL.COM

PLEASE SELECT THE AUTHORITIES, BOARDS, OR COMMISSIONS YOU ARE
INTERESTED IN APPLYING FOR APPOINTMENT TO:

- ☐ BOARD OF APPEALS - BUILDING INSPECTION
- ☐ BOARD OF HEALTH
- ☐ BOARD OF REVISION OF TAXES AND APPEALS
- ☐ DOWNTOWN DEVELOPMENT AUTHORITY
- ☐ ENTERPRISE ZONE COMMITTEE
- ☐ FIRE CIVIL SERVICE COMMISSION
- ☐ GENERAL MUNICIPAL AUTHORITY
- ☐ HOUSING AUTHORITY
- ☐ HUMAN RELATIONS COMMISSION
- ☒ INDUSTRIAL DEVELOPMENT AUTHORITY
- ☐ PARKING AUTHORITY
- ☐ PLANNING COMMISSION
- ☐ POLICE CIVIL SERVICE COMMISSION
- ☐ REDEVELOPMENT AUTHORITY
- ☐ RIVERFRONT PARKS COMMITTEE
- ☐ SHADE TREE COMMISSION
- ☐ TRAFFIC COMMITTEE
- ☐ WILKES-BARRE POLICE ADVISORY COMMITTEE*
- ☐ *Membership Requires Signing of Confidentiality and Nondisclosure Agreement
- ☐ WILKES-BARRE FINANCE AUTHORITY
- ☐ WYOMING VALLEY SANITARY AUTHORITY
- ☐ ZONING HEARING BOARD

CURRENT EMPLOYMENT: RETIRED

NORTHEASTERN PENNSYLVANIA ALLIANCE

POSITION: SENIOR INTERNATIONAL BUSINESS DEVELOPMENT MGR

EDUCATION:

J.M. Coughlin H.S. 1967 , LCCC

KING'S COLLEGE

CURRENT OR PAST SERVICE ON AN AUTHORITY, BOARD OR COMMISSION
(please include dates of service):

~~THE NORTHEASTERN PENNSYLVANIA ALLIANCE~~

EXPERIENCE/TRAINING (relevant to appointment):

30yrs as a business consultant covering
7 counties of NORTHEASTERN PENNSYLVANIA

CIVIC ORGANIZATIONS/AFFILIATIONS:

You are welcome to attach a resume to this application and/or a
statement explaining your interest.

Please be aware that all appointees will be required to complete a Statement
of Financial Interest to be submitted to the State Ethics Commission.

Please contact the Mayor's Office at 570-208-4158 or
tryan@wilkes-barre.pa.us with any questions regarding this application
or the appointment procedure.

Thank you for your interest in serving the residents of the City of Wilkes-Barre.

**CITY OF WILKES-BARRE AUTHORITIES, BOARDS, &
COMMISSIONS APPLICANT QUESTIONNAIRE**

PLEASE COMPLETE THE FOLLOWING:

1. Are you a United States Citizen? YES
2. Are you a resident of Wilkes-Barre, Pennsylvania? YES
3. Have you ever been convicted of a crime or have you plead
"guilty" or "no contest" to a crime? NO
If yes, please explain:

4. Are you an Elected Official of Wilkes-Barre? NO
5. Are you a City of Wilkes-Barre Employee? NO
6. Are you employed or compensated by any individual or business
serving as a contractor to the City of Wilkes-Barre or any City
authority, board or commission? NO
7. Do you serve as a paid consultant to the City of Wilkes-Barre or
City authority, board or commission? NO
8. Are you as an individual or a business you own and/or operate or
manage, serving as a contractor to the City of Wilkes-Barre or any
City authority, board or commission? NO
9. Are you a member of any other City of Wilkes-Barre authority,
board or commission? NO. If yes, please list:

MICHAEL HORVATH

Print your name

Michael Horvath
Signature

Date

2/25/2021

For Mayor's Office Use Only

Date Received: _____

Received By: _____