

CITY OF WILKES-BARRE
PENNSYLVANIA



CITY COUNCIL AGENDA

CITY COUNCIL

APRIL 25, 2023

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

1. Resolution authorizing Istanbul Grill, LLC, 34 South Main Street, Suite 5, Wilkes-Barre to utilize approximately fifteen feet of thirty-five feet of the City right-of-way.

-ORDINANCES FOR SECOND AND FINAL READING-

FILE OF COUNCIL NO. 2 OF 2023 – AN ORDINANCE ENTITLED “AN ORDINANCE OF THE CITY OF WILKES-BARRE, COUNTY OF LUZERNE, AND THE COMMONWEALTH OF PENNSYLVANIA, ADOPTING THE 2023 ACTION PLAN ENCOMPASSING THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM AND HOME PROGRAM BUDGETS FOR PROGRAM YEAR FORTY-EIGHT AND APPROPRIATING SPECIFIC SUMS ESTIMATED TO BE REQUIRED TO COMPLETE PROGRAM ACTIVITIES.”

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

**WILKES-BARRE CITY COUNCIL
WORK SESSION – APRIL 25, 2023
MAYOR’S AGENDA**

RESOLUTIONS:

Authorizing the proper city officials to take any and all necessary actions related to the purchase of an Exmark (2023) Lazer Z DS-Series Lawnmower, for a purchase price of \$43,122.80. The purchase is being made through a Pennsylvania Cooperative Purchasing Program (PA Contract #4400020097).

Authorizing the proper city officials to take any and all necessary actions related to the purchase of a 2023 Chevrolet 2500HD Silverado (VIN: 2GC4YNEW91731353) for a purchase price of \$63,800.00. The purchase is being made through a Pennsylvania Cooperative Purchasing Program (PA Contract # 025E22527).

Authorizing the proper city officials to enter into an agreement in the amount of \$122,599.00 with the Pennsylvania Department of Health to provide immunization services.

Authorizing the proper city officials to take any and all necessary actions related to selling 773 South Franklin Street, 73-19NE1-020-001-000 (The Old Silke Mill) to Vincent Balint, Owner of Bulldog BBQ for \$65,000.00

Authorizing the disposition of public records for the Fire Department.



Resolution No. _____

Wilkes-Barre, PA _____

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

RESOLVED, that the City Council of the City of Wilkes-Barre hereby authorizes Istanbul Grill, LLC, 34 South Main Street, Suite 5, Wilkes-Barre, to utilize approximately fifteen (15) feet of thirty-five (35) feet of the City right-of-way located in front of its location for outdoor seating provided that pedestrian and emergency vehicle access are not adversely effected and upon the following conditions:

1. A Hold Harmless Agreement in favor of the City of Wilkes-Barre shall be executed and returned to the Office of the City Attorney.
2. Certificates of Insurance naming the City as an additional insured shall be filed with the Office of the City Attorney in an amount of one million per occurrence and two million per aggregate.
3. Any alcoholic beverages served must be contained in the area licensed by the Pennsylvania Liquor Control Board.
4. Any and all successors must follow the same requirements.

Submitted by _____

ROLL CALL

April 12,2023

Wilkes Barre City Council Chairperson

c/o Jim Ryan, City Clerk

40 East Main Street

Wilkes Barre,PA 18701

Dear City Council Chairperson,

This letter serves as a request for approval of a proposed outdoor seating area utilizing the city-right-of-way at 34 Main street suite 5, Wilkes Barre, PA. The tables and chairs will be placed outside of Istanbul Cafe restaurant for table service and consumption of food and beverages. We believe that the addition of this seating area will be attractive to all citizens and tourists visiting our town and enhance the streetscape of South Main Street pedestrian and emergency vehicle access will be allowed in the event that is necessary.

Attached is a floor plan indicating where the proposed seating will be placed, utilizing 15' of 35' right of way. We anticipate placing up to six tables but may use less. Also attached, are hold harmless agreement in favor of the city of Wilkes Barre and Certificate of Insurance, naming the city as an additional insured.

Thank you for your time and consideration, We look forward to a positive outcome for Istanbul Cafe, South Main Street residents and City of Wilkes Barre.

Sincerely,

Elif Kacar

Owner of Istanbul Cafe

Wilkes Barre

A handwritten signature in black ink, appearing to read 'Elif Kacar', is written over the printed name and address.

INDEMNITY AGREEMENT

DATED 4/12/2023

CITY OF WILKES-BARRE
CITY HALL
WILKES-BARRE, PA. 18711

THE CITY OF WILKES-BARRE, under date of 4/12/2023
grants to ELIF KACAR ISTANBUL CAFE
34 S MAIN STREET SUITE 5,
permission to UTILIZE THE CITY PUBLIC RIGHT OF WAY
FOR OUTDOOR SEATING IN FRONT OF ISTANBUL
CAFE LOCATED AT 34 SOUT MAIN STREET SUITE 5

THEREFORE, the said ELIF KACAR ISTANBUL CAFE

shall and does indemnify and save harmless the City of Wilkes-Barre from
any loss, damage or expense whatsoever, including costs and attorney's
fees, the City may incur or be required to pay where occasioned by or
arising from said permission granted, and/or work as aforesaid.

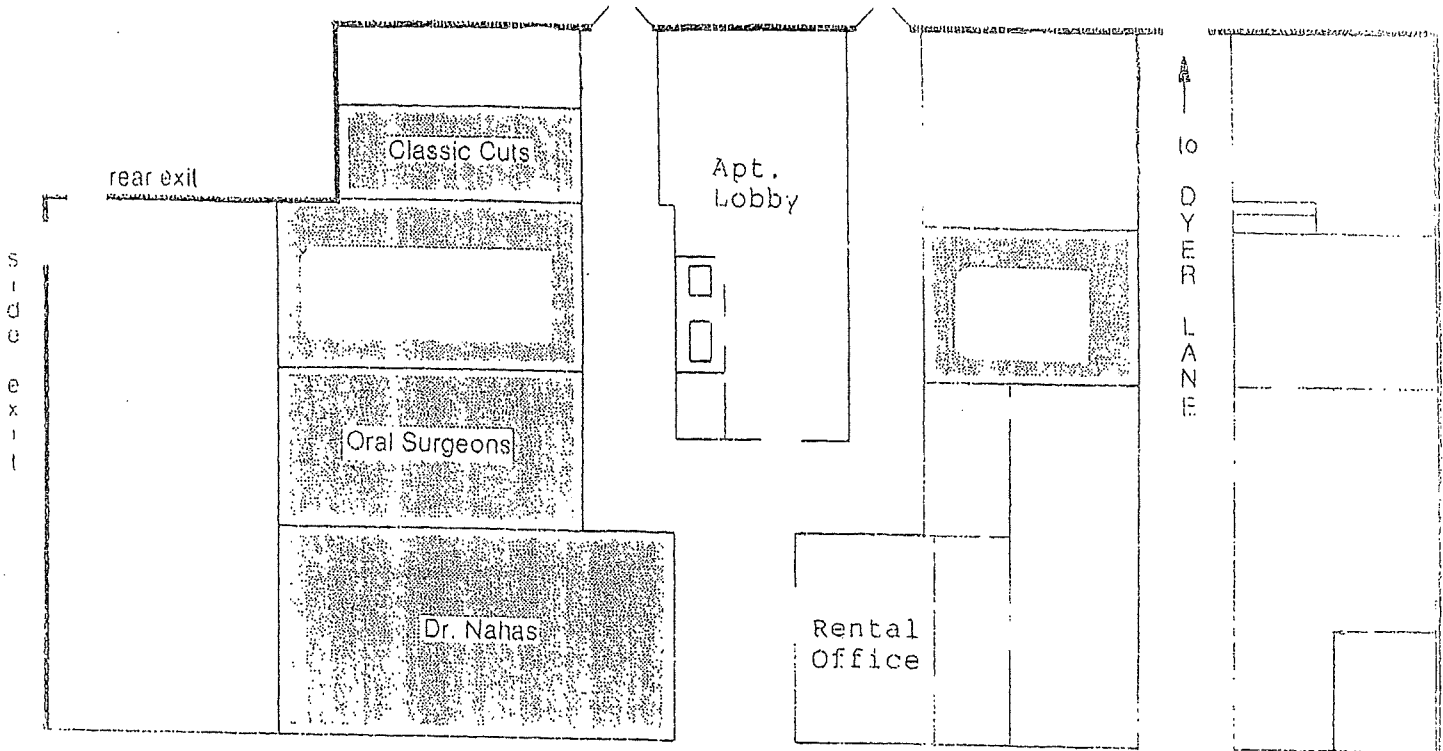
BY _____

ISTANBUL CAFE

EVIDENCE OF INSURANCE IS ALSO REQUIRED

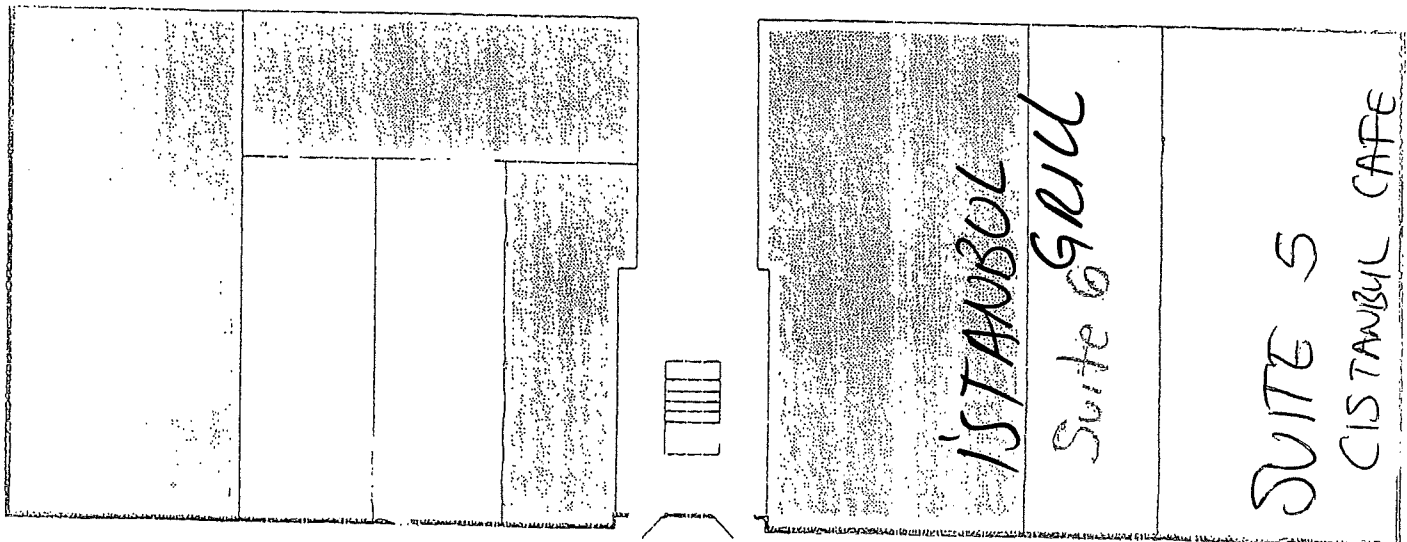
Exhibit A

PROVINCIAL TOWER COMMERCIAL COMPLEX LAYOUT



TO WILKES-BARRE CENTER

TO PARK & LOCK CENTRAL



TO PUBLIC SQUARE

SOUTH MAIN STREET



Resolution No. _____

Wilkes-Barre, PA _____

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

RESOLVED, that the proper city officials are hereby authorized to take any and all necessary actions related to the purchase of an Exmark (2023) Lazer Z DS-Series Lawnmower for a purchase price of \$43,122.80. This purchase is being made through a Pennsylvania Cooperative Purchasing Program (PA Contract # 4400020097).

Submitted by _____

ROLL CALL



Resolution No. _____

Wilkes-Barre, PA _____

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

RESOLVED, that the proper city officials are hereby authorized to take any and all necessary actions related to the purchase of a 2023 Chevrolet 2500HD Silverado (VIN: 2GC4YNEY9P1731353) for a purchase price of \$63,800.00. This purchase is being made through a Pennsylvania Cooperative Purchasing Program (PA Contract # 025E22527).

Submitted by _____

ROLL CALL



Resolution No. _____

Wilkes-Barre, PA _____

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

Authorizing the proper city officials to enter an agreement in the amount of \$122,599 with the Pennsylvania Department of Health to provide immunization services.

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 selling 773 South Franklin Street, 73-I9NE1-020-001-000 (The Old Silk Mill) to Vincent Balint, Owner of Bulldog BBQ for \$65,000.

Submitted by _____

ROLL CALL



Resolution No. _____

Wilkes-Barre, PA _____

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

WHEREAS, by virtue of Resolution No. R0022-09, adopted February 26, 2009, The City of Wilkes-Barre declared its intent to follow the schedules and procedures for the Disposition of records set forth in the Municipal Records Manual approved December 16, 2008, and,

WHEREAS, in accordance with Act 428 of 1968, each individual act of disposition shall be approved by resolution of the governing body of the municipality;

NOW, THEREFORE BE IT RESOLVED that the City Council of Wilkes-Barre, Luzerne County, Pennsylvania, In accordance with the above cited Municipal Records Manual, hereby authorizes the disposition of the following public records:

Office/Department: Fire Department

Wilkes-Barre City Records (Ambulance Insurance & Signature Sheets, Payroll, Vendor Bills)

Medic 3-Insurance/Signature Sheets:

Year	Month	Size (cubic feet)
2017	January 1-July 31	1.25
2013	July 1-December 31	1.25
2017		1.25
2016 X 2		2.50
2016	March 1-December 31	1.25
2014-2015	July 1-April 30	1.25
2015 X 2		2.50
2014 X 3		3.75
2012	July 1-December 31	1.25
2013		1.25
2017 X 2		2.50
2012	June 1-December 31	1.25
2012	January 1-May 30	1.25

Submitted by _____

ROLL CALL

Medic 5 – Insurance/Signature Sheets:

Year	Month	Size (cubic feet)
2016-2017	November 1-March 30	1.25
2017 X 3		3.75
2017	August 1-December 31	1.25
2016	January 1-May 31	1.25
2017	April 1-July 31	1.25
2016	June 1-October 31	1.25
2013-2014	October 1-May 31	1.25
2015 X 3		3.75
2016 X 2		2.50
2014	June 1-December 31	1.25
2012	January 1-June 30	1.25
2014		1.25
2012	January 1-June 30	1.25
2013	March 1-September 30	1.25
2013		1.25
2015	January 1-July 31	1.25
2012	July 1-December 31	1.25
2012	January 1-June 30	1.25
2013	July 1-December 31	1.25
2012-2013	July 1-February 28	1.25
2015	July 1-December 31	1.25

Vendor Bills:

Year	Month	Size (cubic feet)
2019		1.25
2014-2016		1.25
2017		1.25
2016		1.25

Payroll Sheets:

Year	Month	Size (cubic feet)
2017 x 2		2.50
2019		1.25
2018 x 2		2.50
2016 x 2		2.50
2015 x 2		2.50

Attendance/Monthly Reports:

Year	Month	Size (cubic feet)
2017		1.25
2019		1.25
2016/2017		1.25
2012		1.25
2018		1.25
2015		1.25
2013-2014		1.25

Fire Report & Ambulance Receipts:

Year	Month	Size (cubic feet)
1999-2013		1.25

TOTAL: 78.75 cubic feet