

In Re:

SUMMARY TRANSCRIPT OF PROCEEDINGS

The City Council of the City of Wilkes-Barre met in Executive Work Session, Tuesday, January 23, 2018 at 6:00 p.m., in City Council Chambers, City Hall, Wilkes-Barre, Pennsylvania.

PRESENT:

Tony Brooks, Chairperson  
Mike Belusko, Vice Chairperson  
Bill Barrett, Council member  
Beth Gilbert, Council member  
Mike Merritt, Council member

ALSO PRESENT:

Maureen Collins, Assistant City Attorney  
Tim Henry, City Attorney/Deputy Administrator  
Cathy Payne, Assistant City Clerk  
Jim Ryan, City Clerk

The Pledge of Allegiance to the Flag was given.

**City Clerk Jim Ryan presented the following Resolutions:**

1. Authorizing the disposition of records (parking tickets and property taxes).
2. Authorizing Compass Group USA Inc./Leo's on Mane, 177 North Main Street to utilize 6' of the city's right-of-way in front of its location for outdoor seating.

Jim Gilgallon, Executive Director, Campus Safety and Security and Jeffrey Thomas, Senior Director of Dining Services appeared before Council relative to the above request.

Mr. Belusko asked if this will be on Main Street or North Street.

Mr. Thomas replied that there will be no more than six table and they will be on both North and North Main Street, coming to a point at the intersection.

Mr. Merritt asked if they have a liquor license.

Mr. Thomas said that it is in the process of being transferred.

Mr. Barrett expressed his concern with how narrow North Street is and how close the traffic is to the building.

Mr. Gilgallon said he visit the site the other day and it is approximately 10 – 12 feet.

Mr. Thomas said that it is going to be difficult to put tables on the North Street because of the slope of the hill anyway, so those tables may never exist.

Mr. Belusko asked if the sale of alcohol has been approved by the Liquor Control Board.

Mr. Thomas said that this is the first step in that approval. He said the LCB won't approve it, unless Council approves the outdoor seating.

Mr. Ryan added that they will have to comply with all LCB regulations.

Mr. Barrett asked when they plan to start serving alcohol.

Mr. Thomas replied hopefully by mid-March and it will only be when students are at King's, it won't be year round.

**Deputy Administrator Tim Henry appeared before Council relative to the following Resolutions:**

1. New item - Authorizing the proper city officials to prepare and submit the necessary application to the Commonwealth of Pennsylvania, acting through the CFA, for the Local Share Account-Luzerne County program funds for the Historic Wyoming Valley Art League Building upgrades.
2. New item - Rescinding Resolution No. R0131-17 related to the renovation of the Historic Wyoming Valley Art League Building grant application.

Atty. Henry explained that back in late December Council passed a Resolution related to the LSA Grant for the Wyoming Valley Art League. A representative of the Art League contacted our Grant Coordinator Mark Barry today and said that at the recommendation of the State they are making some changes to the grant application. They are asking Council to rescind the December 21, 2017 Resolution and enact a new Resolution.

Atty. Henry said that the Art League was originally going to do this in three parts. They were told by the State to ask for all three parts in one year and spread them out over the three years. The amount will change from \$300,000 (the original ask) to \$749,000 to be spread over three years.

Mr. Barrett asked if the award could be a portion of the amount requested, nothing at all or the full amount requested.

Atty. Henry replied that it is his understanding that you can get a portion rather than the full request.

3. Granting Big Brothers Big Sisters permission to temporarily place a promotional sign(s) on city owned property located at the corner of West Market Street and North River Streets to advertise its fundraiser scheduled for March 24, 2018.
4. Authorizing the proper city officials to retain the services of Desman Design Management for a Phase 1 study/assessment of the City's parking system.

Atty. Henry mentioned that PFM originally recommended that the city look into monetizing our sewer and parking assets. Council has already given the authorization related to the sewer study, this would authorize Phase 1 of the parking study. The cost will be \$45,000, which was included in the 2018 budget.

Mr. Brooks asked if there is anyone on the City Hall staff that can do this kind of study.

Atty. Henry said that the city does not have anyone who has expertise in this area to do it in house.

Mr. Brooks suggested expanding the study into the neighborhoods, particularly in neighborhood business districts.

Atty. Henry said that it is his understanding that they will be looking at the neighborhoods in this study.

Ms. Gilbert asked if there was an RFP put out for this study.

Atty. Henry replied that there was not because it is a professional service.

Mr. Belusko asked Atty. Henry if he thought we should have done this study before raising the parking fees.

Atty. Henry replied that the time had come to raise the parking fees anyway. This study has been recommended by PFM for financial purposes. He said it makes sense for us to monetize these assets to get the city back on strong financial footing.

Mr. Barrett suggested the Administration ask the Parking Authority if they would want to partner with us on the study and help with the expense of it because a lot of the structure mentioned in the study are parking garages.

Atty. Henry said that he thinks the understanding would be that the city would take over all of the assets in the event that we were going to monetize them.

Mr. Barrett said they may not be in favor of partnering with us because of that, but the city should at least ask them if they would be interested in helping us with this.

Ms. Gilbert mentioned that it says that phase one is \$45,000 and phase two says to be determined. She asked if Council is voting on both phases.

Atty. Henry said that Council will vote on both phases, but phase two costs will have to be determined before Council would vote to go through with it.

Ms. Gilbert confirmed with Atty. Henry that Council will only be voting on Phase One at Thursday's meeting.

Atty. Henry said if there is ever going to be a Phase two the price would be concrete and the Administration would be asking for Council's approval.

## **Council Presentations**

Mr. Barrett reported potholes on Laird Street, Scott Street (State Road) and Wilkes-Barre Boulevard.

Ms. Gilbert reported potholes on East Northampton Street where it intersects with Park Avenue.

Mr. Merritt asked that the potholes on N. Washington Street (from Brookside Street to Wilkes-Barre Boulevard) be added to the list for repair.

Mr. Merritt mentioned that at the last meeting he asked Mr. Wampole if the city could get the blinking red lights at the corner of North Main Street and Elm Street fixed and they still are burnt out.

Mr. Merritt said there was a water main break on North Main Street (at the corner of East Chestnut St.). He said that Mr. Frati confirmed that it was a water company issue, but it doesn't look like the repairs were made yet.

Mr. Merritt asked how the city is doing on closing up its Workers' Comp claims (as recommended by PFM).

Atty. Henry said that at the last meeting Council voted to get rid of the current company and hire a new company. That is one of the goals of the new company, to go in and take a look at those and close out as many as possible.

Mr. Merritt asked if any time limit has been set.

Atty. Henry replied that he is not aware of any.

Mr. Belusko said a resident hit a telephone pole with a traffic light at the Division Street Bridge and ever since it has been blinking. He asked that the city leave it blinking and not fix it.

Mr. Belusko asked if the potholes on the Market Street Bridge have been addressed.

Atty. Henry said he will look into it.

There being no further business to discuss the meeting adjourned at 6:22 p.m.