

CITY COUNCIL

April 25, 2024

The City Council of the City of Wilkes-Barre met in Regular Session on April 25, 2024, at 5:51 p.m. (immediately following the Work Session), in City Council Chambers, City Hall, Wilkes-Barre, Pennsylvania, for the purpose of general business.

The meeting was organized with Chairperson Bill Barrett in the Chair.

The Pledge of Allegiance to the Flag was given.

Mr. Barrett read the opening prayer.

Roll Call:

Belusko	- present (via phone)
McClay	- present
Mirin	- present
Brooks, Vice Chairperson	- excused
Barrett, Chairperson	- present

Also Present:

George C. Brown, Mayor
Tony Thomas, Controller
Maureen Collins, Assistant City Attorney
Charles McCormick, Administrator
Cathy Payne, City Clerk
Lisa Sanfilippo, Administrative Assistant
Tracy Smith, Assistant City Clerk

City Clerk Cathy Payne read a statement relative to Council's Rules and Procedures.

The Chairperson asked if there was anyone wishing to address the Council on pending legislation.

Angel Mathis, Wilkes-Barre, PA appeared before Council relative to the sale of 120 Sambourne Street and providing ARP money to Keystone Mission for 7 day-a week overnight housing (are the homeless required to attend any religious services).

Ms. Danielle Keith-Alexander, Executive Director, Keystone Mission, said that the homeless are not required to attend any bible study or any religious service in order to receive services.

Sam Troy, Wilkes-Barre, PA appeared before Council relative to the sale of 120 Sambourne Street, the Payroll Consultant Services Project, and using ARP money for the Keystone Mission 7 day-a-week overnight housing.

Mayor Brown clarified that approximately two years ago the city awarded \$200,000 to Keystone Mission from the American Rescue Plan money. Keystone Mission then took an empty building and created a place that homeless people can go to during the week in the daytime for showers and meals. The money that the Administration wants to give to Keystone Mission now (with Council's approval) will take homeless people off the street at night. The mayor said the \$109,000 will go toward paying for staffing for one year and after that year Keystone Mission has agreed to put that money into her yearly budget, so they can continue to do the seven day-a-week program.

Mr. McCormick said there was an RFP for the payroll consultant services. After the RFP's were received, there were multiple meetings with the company fine tuning what will be necessary. This was recommended in the prior administration by PFM in a five-year plan for the city. Currently our Human Resources Department manually intervenes for all the calculations; this will take that out of their hands. It will reduce errors, make it more efficient, and reduce administrative costs. This system will be modernized for the benefit of the employees.

Linda Joseph, Wilkes-Barre, PA appeared before Council relative to the Payroll Consultant Services Project and Keystone Mission 7 day-a-week overnight housing.

There were no objections from Council members present to vote on the Resolutions and Minutes as a Consent Agenda.

CONSENT AGENDA (RESOLUTIONS/MINUTES)

RESOLUTION NO. R0037-24

That, the proper City officials are hereby authorized to take any and all necessary actions related to selling the 120 Sambourne Street Lot, Parcel 73-H9SE4-013-011-000 to Antar Gales, for the purchase price of \$1,000.

RESOLUTION NO. R0038-24

Whereas, the City of Wilkes-Barre has solicited for professional services related to the city's Payroll Consultant Services Project;

Whereas, the consulting services will consist of assisting the City's Human Resources Office with the processing of bi-weekly payrolls. Also, these services will process

and file quarterly and yearly taxes as well as year-end tax forms such as W-2s, 1099-Rs, and 1095-Bs. The filing of these tax forms requires these specialized services due to the IRS's numerous and ever-changing W-4 tables and other new federal tax regulations that are implemented each year. Additionally, modernizing and streamlining the city's payroll system will result in time savings and greater efficiency;

Whereas, this item was identified in the city's Fiscal, Operational, Mission Management Plan that was developed by the Public Financial Management (PFM) Group dated June 15, 2017, when the city was in Phase 1 of the Early Intervention Program. It was entitled "Evaluate in-house versus external service delivery options." The plan discusses outsourcing services such as processing payroll along with other services as a viable option available to the city. Specifically, the plan states "City government has the same practical needs as any large organization, like cleaning and maintaining its facilities or processing payroll. But City government itself does not need to use its own staff to handle those functions".

Now, Therefore, Be It Resolved that the proper city officials are hereby authorized to enter into a 3-year agreement with the lowest, most qualified bidder, iSolved, in the amount of \$189,638.00 for the Payroll Consultant Services Project. The project will be funded through the Pennsylvania Department of Community and Economic Development (DCED) Early Intervention Program grant funding.

RESOLUTION NO. R0039-24

Whereas, the City is willing to provide Keystone Mission with \$109,500.00 from its American Rescue Plan funding to establish a seven (7) day-a-week overnight housing and related services program for the homeless for a period of one (1) year;

Whereas, thereafter, Keystone Mission will annually budget the amount necessary to keep the program running;

Now, Therefore, Be It Resolved, that the proper city officials are hereby authorized to take any and all necessary actions related to providing \$109,500.00 to Keystone Mission to establish the above-referenced program.

MINUTES

Of the Regular Session of City Council of April 11, 2024.

Mrs. McClay moved to adopt the Consent Agenda (Resolutions/Minutes).

The motion was seconded by Mr. Mirin and adopted by the following yea and nay vote:

Yeas Belusko, McClay, Mirin, and Barrett (Chairperson) - 4 - being a majority of the members elected to City Council.

Nays none.

Absent – Brooks – 1.

ORDINANCE

FILE OF COUNCIL NO. 1 OF 2024 – AN ORDINANCE OF THE CITY OF WILKES-BARRE, PENNSYLVANIA REPEALING ARTICLE III OF CHAPTER 26, ENTITLED “PAVE CUTS” REPLACING IT WITH THIS ORDINANCE. (SECOND AND FINAL READING)

Mr. Mirin moved to adopt the Ordinance.

The motion was seconded by Mrs. McClay and adopted by the following yeas and nays vote:

Yeas Belusko, McClay, Mirin, and Barrett (Chairperson) – 4 – being a majority of the members elected to City Council.

Nays none.

Absent – Brooks – 1.

PRESENTATIONS BY COUNCIL MEMBERS

Mr. Belusko provided a list of streets swept and catch basins cleaned/replaced by the WWSA. He added that if Council or the Administration have any streets or catch basins that need to be cleaned to email him.

Mrs. McClay said she was asked how someone goes about putting a bid in on city property.

Mayor Brown replied that if someone wants to bid on city property, they should submit it to the mayor's office.

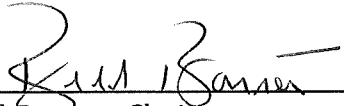
PUBLIC DISCUSSION

Angel Mathis, Wilkes-Barre, PA appeared before Council relative to parking on South Franklin Street, the homeless (Supreme Court decision), and a pothole on South Franklin Street (closest to Sullivan Street).

Sam Troy, Wilkes-Barre, PA appeared before Council relative to the tree planted on Public Square for the healthcare workers during COVID (needs a plaque), ARP money, Historic Preservation Commission, energy audit and stormwater fee.

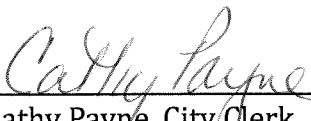
Mayor Brown explained that the stormwater fee is a federal program and there is nothing the city can do about it.

There being no further business to discuss the meeting adjourned at 6:26 p.m.



Bill Barrett, Chairperson

ATTEST:



Cathy Payne, City Clerk

