

# The City of York, Pennsylvania

Carol Hill-Evans, President of Council  
Henry Hay Nixon, Vice President of Council  
Renee S. Nelson, Member of Council  
Michael Ray Helfrich, Member of Council  
David Satterlee, Member of Council

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## COMMITTEE MINUTES

March 25, 2015

6:00 p.m.

Police	Fire	Public Works	E&C Development	Business Admin	Rules & Admin
<b>Nixon</b> Hill-Evans Helfrich	<b>Nixon</b> Hill-Evans Helfrich	<b>Satterlee</b> Nelson Nixon	<b>Nelson</b> Satterlee Helfrich	<b>Helfrich</b> Hill-Evans Satterlee	<b>Hill-Evans</b> Nelson Nixon

\*Bold text indicates Chairperson

**Note:** General Committee is chaired by Council President or designee and includes all Council members.

**Council Members in attendance:** Michael Ray Helfrich, Henry Hay Nixon, Vice President and Carol Hill-Evans, President.

**Administration in attendance:** Michael Doweary, Business Administrator; Shilvosky Buffaloe, Deputy Director of Economic & Community Development; Tammy Harvey-Bethea, Program Funding Analyst (BHS); Barb Kovacs, Director of Health; Steve Buffington, Building Code Official; and Don Hoyt, Assistant City Solicitor.

**City Council staff in attendance:** Dianna L. Thompson-Mitchell, City Clerk.

- I. Called committee meeting to order at 6:00 p.m.
- II. Committee Issues for the April 7 & 21, 2015 legislative Agenda as follows:

### **BUSINESS ADMINISTRATION** ([View Issues Chart](#))

1. **A Bill amending Article 513.14 "Parking Prohibited in Specified Places" to update language related to York Fair Parking. (Parking Bureau)**

Michael Doweary, Business Administrator, explained that this legislation is merely correcting omissions and errors in the Codified Ordinances. He said additional locations are not being added.

**DECISION:** A motion was made by Hill-Evans, seconded by Helfrich, to place this item on the **4/7/15** legislative agenda. The motion passed by the following vote: Yeas – Helfrich, Hill-Evans – 2; Nays – 0.

### **ECONOMIC & COMMUNITY DEVELOPMENT** ([View Issues Chart – BHS](#)) ([View Issues Chart – Health](#))

**Motion to transfer items:** Councilman Helfrich announced that the Economic & Community Development committee does not have a quorum and therefore made a motion to transfer committee items to the General committee. The motion was seconded by Hill-Evans and passed by the following vote: Yeas – Helfrich, Nixon, Hill-Evans – 3; Nays – 0.

The following items were considered by the General committee:

**1. Bill revising the 2015 Budget to reflect actual CDBG/HOME funds. (BHS)**

Shilvosky Buffalo, Deputy Director of Economic & Community Development, explained that this is a routine process done each year as they estimate funding and when actuals are realized, the budgets are amended to reflect those changes.

**DECISION:** A motion was made by Hill-Evans, seconded by Nixon, to place this item on the **4/7/15** legislative agenda. The motion passed by the following vote: Yeas – Helfrich, Nixon, Hill-Evans – 3; Nays – 0.

**2. Resolution adopting the 5 year Consolidated Plan and 2015 Annual Action Plan. (BHS)**

Lee Mueller, Mullin & Lonergan Associates, stated that his firm consults the Bureau of Housing Services regarding HUD programs. He then explained the Consolidated Plan in that it is designed to help states and local jurisdictions to assess their affordable housing and community development needs and market conditions, and to make data-driven, place-based investment decisions. The consolidated planning process serves as the framework for a community-wide dialogue to identify housing and community development priorities that align and focus funding from block grant programs such as CDBG and HOME. He then outlined individual funding distributions in the 2015 Annual Action Plan.

Various CDBG and HOME programs and funding were discussed.

Councilman Helfrich said he would like to see more funding made available for senior citizen programs and housing assistance.

**DECISION:** A motion was made by Nixon, seconded by Hill-Evans, to place this item on the **4/7/15** legislative agenda. The motion passed by the following vote: Yeas – Helfrich, Nixon, Hill-Evans – 3; Nays – 0.

**3. Bill amending the Safe & Healthy Communities and Emergency Preparedness grant budgets. (Health)**

Barb Kovacs, Director of Health, said the City’s Bureau of Health was offered an opportunity for additional funding in both of these grants. She explained that back in November/December, the Health Bureau had the opportunity to monitor Ebola patients passing through PA and as such, were reimbursed for that monitoring in the amount of \$1,000, which will go back into the Emergency Preparedness budget. The Safe & Healthy Communities grant, which we’ll receive additional funding of about \$36,000, will be used toward a breast feeding initiative to bring businesses into compliance with the Federal Lactating Law.

**DECISION:** A motion was made by Nixon, seconded by Hill-Evans, to place this item on the **4/7/15** legislative agenda. The motion passed by the following vote: Yeas – Helfrich, Nixon, Hill-Evans – 3; Nays – 0.

**RULES & ADMINISTRATIVE CODE** ([View Issues Chart – Council](#)) ([View Issues Chart – PP&Z](#))

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**1. Bill authorizing inclusion of 2014 ordinances into the Codified Ordinances book. (Council)**

Dianna L. Thompson-Mitchell, City Clerk, explained that this process is done every year to approve inclusion of prior years’ ordinances into the Codified Ordinance book.

**DECISION:** A motion was made by Hill-Evans, seconded by Nixon, to place this item on the **4/7/15** legislative agenda. The motion passed by the following vote: Yeas – Helfrich, Nixon, Hill-Evans – 3; Nays – 0.

**2. Bill amending Article 1763 “Property Maintenance Code” to require CO Detectors be installed in all tenant occupied properties. (PP&Z)**

Steve Buffington, Building Code Official, explained that this simply revises the original legislation that was presented at the February committee meeting to now exclude owner-occupied properties from having to install carbon monoxide detectors. This legislation makes it a requirement for tenant-occupied properties only.

Councilman Helfrich suggested an education campaign to get the word out to residents about this requirement.

**DECISION:** A motion was made by Nixon, seconded by Hill-Evans, to place this item on the **4/7/15** legislative agenda. The motion passed by the following vote: Yeas – Helfrich, Nixon, Hill-Evans – 3; Nays – 0.

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II. Council Comment: None

III. Administration Comment: None

IV. Next Committee Meeting April 29, 2015 at 6:00 p.m. in Council Chambers

V. Adjournment: There being no further business, the March 25, 2015 committee meeting adjourned at 7:37 p.m.

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Dianna L. Thompson-Mitchell, City Clerk

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Carol Hill-Evans, President of Council