

# The City of York, Pennsylvania

Michael Ray Helfrich, President of Council  
Henry Hay Nixon, Vice President of Council  
Renee S. Nelson, Member of Council  
Sandie Walker, Member of Council  
Judy A. Ritter-Dickson, Member of Council

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## COMMITTEE MINUTES October 25, 2017 6:00 p.m.

<b>Police</b>	<b>Fire</b>	<b>Public Works</b>	<b>E&amp;C Development</b>	<b>Business Admin</b>	<b>Rules &amp; Admin</b>
<b>Walker</b> Helfrich Nelson	<b>Walker</b> Ritter-Dickson Nelson	<b>Nelson</b> Ritter-Dickson Helfrich	<b>Nixon</b> Ritter-Dickson Walker	<b>Helfrich</b> Nixon Nelson	<b>Helfrich</b> Nixon Walker

\***Bold text indicates Chairperson**

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

**Council members in attendance:** Judy Ritter-Dickson, Sandie Walker, Renee S. Nelson, Henry Hay Nixon, Vice President, and Michael Ray Helfrich, President.

**Administration in attendance:** Michael Doweary, Business Administrator; David Michaels, Fire Chief; Captain Steve Butler, Police Dept.; Shilvosky Buffaloe, Interim Director of Economic & Community Development; James Crosby, Deputy Director of the Bureau of Housing Services; Dr. Ken Woerthwein, Member of the York City Human Relations Commission; and Don Hoyt, Assistant 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 **November 8 & 21, 2017** legislative agendas as follows:

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

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#### **1. Resolution approving the 2018 Annual Action Plan (BHS)**

Director Buffaloe explained that the 2018 Annual Action Plan is part of the 2015-2019 Comprehensive Five (5) Year Plan which identified the needs of low and moderate income persons and presents a strategy to address those needs. The Annual Action Plan is geared to prioritize goals for the ensuing year in an effort to address the objectives and outcomes outlined in the Consolidated Plan. The Annual Action Plan sets for the specific projects and activities that will be undertaken in a given year to progress toward meeting identified needs, goals, and objectives. Funding is received from HUD in the form of CDBG and HOME program funds. For 2018, the city estimates that it will receive approximately \$1.2M in CDBG funds and \$388K in HOME funds.

Director Crosby stated that the 2018 Action Plan is available for public review on the 2<sup>nd</sup> floor of City Hall, as well as Martin Library. He said the plan has been in the review process since October 1<sup>st</sup> and public comment will be received until the end of November.

**DECISION:** A motion was made by Nixon, seconded by Ritter-Dickson to place this item on the **11/8/17** legislative agenda. The motion passed by the following vote: Yeas - Ritter-Dickson, Walker, Nixon – 3; Nays – 0.

## **GENERAL** ([View Issues Chart](#))

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### **1. Bill amending the 2017 Budget. (\$18,046.29 in grant funding for use in 2017) (Human Relations Commission)**

Dr. Woerthwein explained that there have been prior years' unexpended HUD funds given to the HRC and we had to determine if the funds were still available and how they could be used. He said HUD said they would release the funds as long as we used them within the funding parameters. Dr. Woerthwein said he would like to change the 3rd whereas clause in the Bill to remove the statement that the funds will be expended in 2017 because they would like this funding to remain available for use in future years.

President Helfrich said he would need to know from HUD how long the funds can remain available before he would consider making such an amendment.

Administrator Doweary agreed and said HUD has to approve the spending criteria so he would have to see what he has received from HUD in writing. In the meantime, he stated that we could move forward with approving expenditures of this money in 2017.

Dr. Woerthwein said he understood HUD's email to mean that we don't need further approval from them to spend funds beyond 2017. He said he would provide Administrator Doweary with a copy of the email he received from HUD supporting this. Dr. Woerthwein also asked if the Administration could provide the HRC with more detailed monthly reports on how this funding is being spent so that they can provide this information to HUD to support future funding.

Administrator Doweary said this information is available and he could show the HRC staff had to extract that information from our accounting software program.

**DECISION:** A motion was made by Nixon, seconded by Ritter-Dickson to place this item on the **11/8/17** legislative agenda. The motion passed by the following vote: Yeas - Ritter-Dickson, Walker, Nixon, Nelson, Helfrich - 5; Nays – 0.

## **POLICE** ([View Issues Chart](#))

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### **1. Bill amending the 2017 Budget. (\$34,523.00 for a Justice Assistance Grant)**

Captain Butler said the city Police Department has received grant funding from the Bureau of Justice Assistance in the amount of \$34,523.00 which will be used to purchase software used for online training for accreditation, software subscription, and cell phone analyzers which are used during investigations to allow investigators to open up the cell phones and extract information. Monies will also be used to fund the York City Police Department Bowling Program, secure needed storage for files, and to purchase Tasers and other equipment necessary for the enhancement of law enforcement operations.

**DECISION:** A motion was made by Helfrich, seconded by Nelson, to place this item on the **11/8/17** legislative agenda. The motion passed by the following vote: Yeas - Nelson, Helfrich, Walker – 3; Nays – 0.

### **1. Resolution approving the 2018-2022 IAFF Collective Bargaining Agreement.**

Administrator Doweary provided Council with an overview of the tentative IAFF Collective Bargaining Agreement for years 2018-2022 wherein he discussed changes to wages, sick leave, residency requirement, retirement pension, retiree health care, and insurance for active employee health care.

President Helfrich asked why the residency requirement is being removed and why it was in put into effect in the first place.

Administrator Doweary said basically the residency was an effort to give hiring advantages to city residents, although that ultimately did not happen because non-residents were being hired and then required to move into the city within 6 months. He said under the new agreement, the residency requirement was amended to allow firefighters to live within a 13 mile radius of the City of York.

Jim Norman, resident, spoke against removing the residency requirement and provided Council with reasons why residency requirements benefit communities.

**DECISION:** A motion was made by Helfrich, seconded by Nelson, to place this item on the **11/8/17** legislative agenda. The motion passed by the following vote: Yeas - Nelson, Nixon, Helfrich – 3; Nays – 0.

### **2. Resolution authorizing the filing of an application for grant funds in the amount of \$200,000 with DCED for the monetization of capital assets/needs assessment project.**

Administrator Doweary explained that the City of York is seeking authorization to complete the monetization of Capital Assets and the Capital Needs Assessment to be able to identify the financial risks the City of York could face in the future. In order to fund this undertaking, the city would like to apply for funding assistance through the PA Department of Community and Economic Development (DCED) for an Early Intervention grant in the amount of \$200,000 which represents 50% of the project costs of \$400,000, requiring the City of York to provide the remaining 50% of costs. He then outlined what all is involved in the capital assets & needs assessment project and how this will help us with the long range planning for long term stability for the city.

President Helfrich expressed some concern about the 50/50 dollar-for-dollar match and how that may affect us in the long run and whether we should consider alternative funding with a 90/10 match. He then asked if the 50% match can be made without using general fund dollars.

Administrator Doweary said he would work with our grants coordinator to research that option.

Vice President Nixon clarified that the city is under no obligation to pursue matching grant dollars.

**DECISION:** A motion was made by Helfrich, seconded by Nelson, to place this item on the **11/8/17** legislative agenda. The motion passed by the following vote: Yeas - Nelson, Nixon, Helfrich – 3; Nays – 0.

### **3. Presentation on 2016 Financials.**

Administrator Doweary said unfortunately not all audits are finalized so he'd like to hold off on doing a formal presentation until all audits are received at which time he hopes to have the auditors come before Council next month to present. He then said Council will be receiving monthly financial reports from the Administration from this point forward and then presented Council with the first report which breaks down departmental budget vs. actual expenditures for the General Fund.

President Helfrich said these reports are incredibly helpful and he thanked Administrator Doweary for providing this information to Council. He said he would like to see the other funds broken down as well, such as the recreation fund, intermunicipal sewer fund, etc.

Administrator Doweary said that information is forthcoming.

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III. Council Comment: None

IV. Administration Comment: None

V. Next Committee Meeting **November 29, 2017** at 6:00 p.m. in Council Chambers

VI. Adjournment: There being no further business, the October 25, 2017 Council Committee meeting adjourned at 7:19 p.m.

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Dianna L. Thompson-Mitchell, City Clerk

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Michael Ray Helfrich, President of Council