

The City of York, Pennsylvania

Henry Hay Nixon, President of Council
 Sandie Walker, Vice President of Council
 Judy A. Ritter-Dickson, Member of Council
 Edquina Washington, Member of Council
 H. Michael Buckingham, Member of Council

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COMMITTEE MINUTES April 25, 2018 6:00 p.m.

Police	Fire	Public Works	E&C Development	Business Admin	Rules & Admin
Washington Ritter-Dickson Walker	Washington Ritter-Dickson Walker	Walker Ritter-Dickson Buckingham	Ritter-Dickson Nixon Walker	Buckingham Nixon Washington	Nixon Walker Buckingham

*Bold text indicates Chairperson

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

Council in attendance: Edquina Washington, H. Michael Buckingham, Judy A. Ritter-Dickson, Sandie Walker, Vice President, and Henry Hay Nixon, President.

Administration in attendance: Michael R. Helfrich, Mayor; Chaz Green, Acting Director of Public Works; Barb Kovacs, Director of Health; and Don Hoyt, Assistant Solicitor.

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 **May 1 & 16, 2018** legislative Agendas as follows:

PUBLIC WORKS ([View Issues Chart](#))

1. Resolution authorizing an agreement with Rettew for PSPS Raw & Effluent VFD Replacement at the WWTP.

Director Green explained that the variable frequency drives (VFD) control the flow of pumps at the WWTP and they have failed. He said we have been on borrowed time since 2009 and now the time has come to replace them or the WWTP will be under water.

DECISION: A motion was made by Walker, seconded by Ritter-Dickson, to place this item on the **5/1/18** legislative agenda. The motion passed by the following vote: Yeas – Walker, Ritter-Dickson, Buckingham – 3; Nays – 0.

2. Resolution authorizing the City to file for DCED grant funding on behalf of the YMCA in the amount of \$250,000 for construction of a public open greenspace park.

Director Green stated that this is an opportunity for the city to have a green space park constructed behind the YMCA located at 90 N. Newberry St. This will be a pass-through grant where the City will apply for grant funding with DCED on behalf of the YMCA in the amount of \$250,000. The YMCA will take care of the matching funds and will keep up maintenance of the park.

Samantha Dorm, YMCA Board member, added that there is an old warehouse currently onsite, however, it will be demolished at the YMCA's expense. The park will be fenced in so that it can be locked at night. She said this is a prime location for future development and MS4 upgrades. The YMCA will cover the fees for the application submission, which is \$100. If the grant is received, the YMCA will come back to Council to approve acceptance of the grant and to authorize the city to serve as the pass-through entity. She said they will be sure there is no liability to the city and the YMCA will remain fiscally responsible. As for the 15% match, Ms. Dorm said they have secured and exceeded the 15% match requirement but if the grant is not awarded, the YMCA will still move forward with construction of the park but on a scaled down version.

DECISION: A motion was made by Walker, seconded by Ritter-Dickson, to place this item on the **5/16/18** legislative agenda. The motion passed by the following vote: Yeas – Walker, Ritter-Dickson, Buckingham – 3; Nays – 0.

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

1. Resolution approving the appointment of probationary police officers.

Mayor Helfrich said this resolution is for the appointment of 12 probationary police officers which will bring us up to a compliment higher than any number in the past.

DECISION: A motion was made by Buckingham, seconded by Nixon, to place this item on the **5/1/18** legislative agenda. The motion passed by the following vote: Yeas – Buckingham, Nixon, Washington – 3; Nays – 0.

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

1. Resolution authorizing an agreement with the PA Dept. of Health (HIV/STD prevention programs - \$819.00) (Health Dept.)

Director Kovacs stated that this is a resolution to approve an agreement with the PA Department of Health for the York City Bureau of Health to provide HIV/AIDS and STD prevention programs to city resident in the amount of \$819,000 for the period of 7/1/2018 through 6/30/2021.

DECISION: A motion was made by Ritter-Dickson, seconded by Walker, to place this item on the **5/1/18** legislative agenda. The motion passed by the following vote: Ritter-Dickson, Nixon, Walker – 3; Nays – 0.

2. Bill amending the 2018 Budget for additional funding received various state funded health programs. (Health Dept.)

Director Kovacs said this amendment is to hire an additional nurse and one other staff person and to roll over funding that was not spent in previous years.

DECISION: A motion was made by Ritter-Dickson, seconded by Walker, to place this item on the **5/1/18** legislative agenda. The motion passed by the following vote: Ritter-Dickson, Nixon, Walker – 3; Nays – 0.

3. Contract & Budget amendment ([Bill No. 5](#)) for the Economic Ecosystem Builder contract. (\$136,667.33) (Mayor)

Skylar Yost, Chief Builder, St. Elmo Community Builders, outlined that he has first-hand expertise in building resilient economies and has spent over a decade working, studying, and networking in the world's most competitive and fast-paced markets. Additionally, he states that he is a strategic thinker who seeks to identify the root causes of problems and find creative, workable solutions. Building relationships between entrepreneurs and across industries to create tangible value he said is at the heart of what he does. St. Elmo

Community Builders has grown out of years of working and collaborating with community development organizations, economic resilience thought-leaders, coworking startups, and industry groups. He said the goal of his work is to find and act on untapped opportunities to bolster local startup ecosystems to unleash the potential that exists in every community. Mr. Yost also says he facilitates community growth through fostering incremental urban development, lowering barriers to entry for entrepreneurs, and building social capital. – *Linked-in.*

Mr. Yost explained that this contract and funding was agreed upon by private contributors who gifted funds to cover a year's worth of his services. With that funding, he said his goals for the City of York are:

1. Establish York as a leader in emerging technology by capitalizing on its unique and robust manufacturing base.
2. Create an Innovation District in which 100-year-old manufacturers, high-growth local companies, technology-related startups, and educational institutions work side-by-side to build the social connections across industries that drive innovation, jobs, and startup success.
3. Develop and implement a strategy for systematically building connections between York's businesses and targeted companies, organizations, industry leaders, research centers, and markets, with a focus on connecting the city and the county, as well as regional ties with our neighboring communities.
4. Coordinate workforce development efforts focused on cultivating the skill sets required for manufacturing jobs that are both immediately available and resilient to industrial change.
5. Seek institutional, state, and federal funds to support the scope of work.
6. Maintain a system to track milestones and evaluate the effectiveness of implemented projects.

Councilwoman Washington asked how Mr. Yost will encourage inclusion of women and minorities businesses.

Mr. Yost responded that he worked for the WeWork Washington, DC area tech scene where he fostered an environment where anyone could come in from various backgrounds and communities to create friendships that nurtured better working and collaborative relationships. He said he will work with the York County Community Foundation (CFF) to be sure women and minorities businesses are included.

Councilman Buckingham asked what an Innovation District is.

Mr. Yost defined Innovation Districts as districts that "facilitate the creation and commercialization of new ideas and support metropolitan economies by growing jobs in ways that leverage their distinct economic attributes. These districts build on and revalue the intrinsic qualities of cities: proximity, density, authenticity, and vibrant places. Given the proximity of many districts to low-income neighborhoods and the large number of sub-baccalaureate jobs many provide, their intentional development can be a tool to help connect disadvantaged populations to employment and educational opportunities." - *The Brookings Institution*

Mr. Yost then answered questions from Council about women and minority business inclusion, innovative districts, contract longevity, and city staff integration strategies.

Mayor Helfrich said three philanthropist agencies have contributed money to the YCCF for this position to cover one year of services with the expectation of additional one-year increments. He said there is no requirement to have additional years if the funders don't support this initiative.

Councilman Buckingham said this sounds like some of the same responsibilities being farmed out to the YCEA.

Mayor Helfrich responded that there is a difference and the difference is that Mr. Yost will be looking at the big puzzle to see what pieces we already have and what pieces are missing. He will then reach out to organizations that can fill those missing pieces of the puzzle. He said it's more of a strategic approach in trying to find companies that will complement the assets we already have.

Councilwoman Ritter-Dickson asked why the York County Economic Alliance (YCEA) isn't serving as the pass-through funding agency since Mr. Yost's responsibilities seem to align with the goals and mission of the YCEA.

Mayor Helfrich said the York County Community Foundation is serving as the pass-through agency that received contributions for this position from the Powder Mill Foundation, the W. Dale Brougher Foundation, and Louis Appell, III. However, this grant funding will be transferred to and administered by the City of York.

Vice President Walker said she has a problem with the \$50,000 reimbursable qualifying expenses as one of the qualifying expenses authorizes the purchase of alcoholic beverages.

Mayor Helfrich said networking includes engaging in dinners and socials that serve alcohol plus the donors have approved this contract and they are satisfied with the terms.

Vice President Walker said Council still must approve this contract and she has never been asked to agree to and approve anything remotely close to this. She said it's fair to ask for a more detailed list of what qualifying expenses entail including the \$40 per day per diem being offered under this contract. She said she understands this is an "innovative" approach but she is not comfortable with this agreement regardless of whose money is paying for this service.

Councilwoman Washington said she also has issues with qualifying expenses because she doesn't feel alcohol is needed to network especially for someone who is representing the city. She stated that our employees cannot drink while on the job so why should this be allowed.

Mayor Helfrich said other organizations such as the Jewish Community Center have social networking where alcohol is provided and that this is not uncommon.

Councilwoman Ritter-Dickson questioned the \$3,750 payments for each quarterly report.

Mr. Yost said the \$3,750 is part of his \$80,000 salary but when you subtract that, his salary equates to \$65,000.

Mayor Helfrich added that Mr. Yost will not receive the four payments of \$3,750 if he does not produce these quarterly reports.

Councilwoman Ritter-Dickson asked how Mr. Yost's proposal will benefit our residents.

Mayor Helfrich said in today's time, we do not have a lot of expression of wealth in the City of York. The idea is to get companies to create businesses here, keep the wealth here, allow people to walk to and from work, and create wealth for the middle class.

Councilwoman Ritter-Dickson said she would like to keep this contract and budget amendment in committee for further discussion.

Mayor Helfrich said we have been keeping Mr. Yost at bay for months and if these items stay in committee until the end of May, he doesn't think Mr. Yost's family can afford the additional loss and we will lose this opportunity because he has a small child and bills to pay. He said we have been working on this for a long time.

President Nixon said you may have been working on this for a long time, but Council was just made aware of this a few days ago.

Mr. Yost said he left his job in October to move into real estate to allow him to spend more time with his son. He said he met with Mayor Helfrich in November of 2017 and since that time he has poured all of his efforts and resources into this deal to the point that he used up all of his savings and his wife's retirement money.

Vice President Walker said she understands and empathizes with the risks Mr. Yost has taken but this has just been brought to Council's attention within the past week and we need more time to review.

Mayor Helfrich said he would like Council to move these items to the legislative agenda and either vote for or against them.

DECISION: A motion was made by Walker, seconded by Nixon to place the budget amendment and contract on the **5/16/18** agenda. The motion passed by the following vote: Yeas – Ritter-Dickson, Walker, Nixon – 3; Nays – 0. All yeas.

4. Contract & Budget transfer for YCEA Economic Development contract. (\$72,464) (Mayor)

Kevin Schreiber, CEO, York County Economic Alliance, gave a summary of the mission and goals of the YCEA. He said they have met with the Administration to discuss a package of services YCEA can provide to the city. The YCEA proposal consists of the following criteria: opportunity, quality of place, employment and entrepreneurialism & workforce, blight & buildings, concepts, coordination & creativity, stewardship of good government and tools & resources – all of which are outlined in further detail in the YCEA proposal submitted to Mayor Helfrich.

Councilman Buckingham asked if YCEA will be overseeing the Bureau of Permits, Planning & Zoning which is a department that falls under the Department Economic & Community Development.

Mr. Schreiber said YCEA will not be overseeing PP&Z but there will be two YCEA employees working full-time at City Hall who will handle the business of the Department of Economic Development and the Redevelopment Authority.

Mayor Helfrich added that Economic & Community Development will be split into two separate departments.

Councilwoman Ritter-Dickson asked if YCEA will be paying for office space for these two employees.

Mayor Helfrich said we have some space available to house the YCEA staff, but rent has not been discussed.

Vice President Walker asked if the YCEA staff will have experience commensurate to what our current staff has.

Mayor Helfrich said information from the previous Economic Development staff will be shared with the two YCEA employees and Mr. Schreiber has extensive knowledge of economic development and the RDA because he was the former Economic & Community Development Director for the City of York.

Mr. Buckingham then asked about landbank authorities (LBA).

Mr. Schreiber answered that in 2016, Gov. Tom Wolf signed into law Act 152 allowing local governments to collect a \$15 fee for each deed recorded. The revenue generated would be used toward remediation of blighted properties with land bank authorities being used to identify, acquire and rehabilitate these blighted, tax-delinquent properties in order to get them back onto the tax rolls. If created here in York, Mr. Schreiber said he'd like the York City Redevelopment Authority (RDA) to be a member of the LBA.

Councilwoman Ritter-Dickson asked how we can outsource Economic Development if this department is established by ordinance.

Mayor Helfrich and Assistant Solicitor Hoyt said they are unfamiliar with such an ordinance.

Mayor Helfrich said if such legislation exists, he doubts that it lists the duties of the director in detail.

City Clerk Thompson-Mitchell read [Article 123.09](#) of the Codified Ordinances which established the Department of Economic & Community Development. She said the Department of Community Development ([Article 151](#)) was abolished in 1994 and the Department of Economic Development was created. Then in 2011, the Department of Economic & Community Development was merged and outlines the duties of the director which are quite detailed.

Mayor Helfrich said it sounds like we will have to come back to Council to amend the ordinance.

Council asked the solicitor's office to prepare a Bill for consideration of introduction at the May 16th meeting.

Mayor Helfrich discussed his vision for the independent operation of Economic Development and Community Development.

President Nixon said the idea sounds good, but this is a big step and he's concerned about what will be left with regard to personnel and that he'd like to see this plan on paper along with regular reporting, so this vision isn't just a pie in the sky.

Mayor Helfrich said he doesn't ever recall Council asking for a business plan in the past, but he will put together something for Council's review.

Vice President Walker said her concerns are the pending RDA projects, such as the Danskin project, and active lawsuits that will be transferred in totality to the YCEA midstream.

DECISION: A motion was made by Nixon, seconded by Walker to do the following:

1. Place the Bill amending the codified ordinances to separate Economic & Community Development on the **5/16/18** agenda for introduction and then move it to the **5/23/18** committee agenda.
2. If the Bill amending the codified ordinances is released from committee, that Bill along with the budget transfer and YCEA contract shall be placed on the **6/1/18** agenda for consideration of passage.

The motion passed by the following vote: Yeas – Ritter-Dickson, Nixon, Walker – 3; Nays – 0.

GENERAL ([View Issues Chart](#))

1. Resolution authorizing a budget transfer in Council's 2018 budget. (\$800 for conferences & training) (City Clerk)

City Clerk Thompson-Mitchell said during the 2018 budget process, Council, by a vote of 3-2, removed all funding from its association dues and conferences line item. Since that time, some members of Council have expressed interest in attending various municipal conferences. Therefore, \$800 is being transferred from the office & equipment line item to association dues & conferences to for Council's attendance at requested conferences.

DECISION: A motion was made by Nixon, seconded by Ritter-Dickson, to place this item on the **5/1/18** legislative agenda. The motion passed by the following vote: Yeas – Washington, Ritter-Dickson, Buckingham, Walker, Nixon – 5; Nays – 0.

2. Resolution supporting the York Bar Association Expungement Clinics. (Council)

President Nixon said this Resolution is Council's show of support of the York County Bar Association (YCBA) and MidPenn Legal Services (MPLS) partnership to remove barriers to employment by providing information and assistance with criminal records expungement and limiting access to criminal records to allow second chances and opportunities for those individuals with criminal records.

DECISION: A motion was made by Nixon, seconded by Ritter-Dickson, to place this item on the **5/1/18** legislative agenda. The motion passed by the following vote: Yeas – Washington, Ritter-Dickson, Buckingham, Walker, Nixon – 5; Nays – 0.

RULES & ADMINISTRATIVE CODE ([View Issues Chart](#))

1. Bill amending Article 165 "Employment Provisions" of the Codified Ordinances to establish a "Fair Chance Hiring Policy." (Council)

President Nixon said this Bill seeks to amend Article 165 "Employment Provisions" of Codified Ordinances to establish a "Fair Chance Hiring Policy" which will make it a local law to remove the criminal conviction question, otherwise known as "banning the box," from city employment applications. It is hoped that this effort will afford opportunities to individuals with past criminal records to be judged on their skills and qualifications

and not solely on their criminal history. He said although the city has already “banned the box” on employment applications, this will memorialize that effort by making it a local law.

DECISION: A motion was made by Nixon, seconded by Ritter-Dickson, to place this item on the **5/1/18** legislative agenda. The motion passed by the following vote: Yeas – Nixon, Walker, Buckingham – 3; Nays – 0.

III. Council Comment

Vice President Walker said she was told by a resident that he stopped an individual because he determined that the bike the individual was riding was an illegal dirt bike. She thanked residents for being diligent, however, she asked that residents not approach individuals but to instead report illegal dirt bikes to Dirtbikeinfo@yorkcity.org and let the police handle it properly.

IV. Administration Comment: None

V. Next Committee Meeting May 23, 2018 at 6:00 p.m. in Council Chambers.

VI. Adjournment: There being no further business, the April 25, 2018 committee meeting adjourned at 8:08 pm.



Dianna L. Thompson-Mitchell, City Clerk



Henry Hay Nixon, President of Council