

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 AGENDA October 24, 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: H. Michael Buckingham, Edquina Washington, Judy A. Ritter-Dickson, Sandie Walker, Vice President and Henry Hay Nixon, President.

Administration in attendance: Michael R. Helfrich, Mayor; Tommy Williams, Acting Business Administrator; Shilvosky Buffalo, Acting Director of Economic & Community Development; Chaz Green, Acting Director of Public Works; James Crosby, Director of the Bureau of Housing Services; and Don Hoyt, Assistant Solicitor.

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

- I. Call committee meeting to order at 6:00 p.m.
- II. Committee Issues for the **November 7 & 20, 2018** legislative Agenda as follows:

ECONOMIC & COMMUNITY DEVELOPMENT

1. Bill amending the 2018 Budget. (\$75K for Habitat and \$26.1K for York Area Housing Group)([View](#))

Director Crosby explained that they are reallocating unspent HOME dollars from years 2016-2017 to complete two other projects that are planned to take place over the next few months. The first project he said is to fund a Habitat for Humanity project to renovate duplex homes located at 817-819 E. Prospect St. into 3 bedrooms each for low-moderate income families. The second is a York Area Housing Group project to renovate 320 W. Princess St.

DECISION: A motion was made by Ritter-Dickson, seconded by Walker, to place this item on the **11/7/18** legislative agenda. The motion passed by the following vote: Yeas – Nixon, Walker, Ritter-Dickson – 3; Nays – 0.

2. Resolution amending the 2016-2017 Annual Action Plans (\$75K for Habitat and \$26.1K for York Area Housing Group)([View](#))

Director Crosby said this is the companion piece to the budget amendment (item #1 above). He said once the budget amendment to transfer monies has been approved (projected for approval at the 11/20/18 meeting), the next step is to amend the action plan to reflect those changes.

DECISION: A motion was made by Ritter-Dickson, seconded by Walker, to place this item on the **11/20/18** legislative agenda. The motion passed by the following vote: Yeas – Nixon, Walker, Ritter-Dickson – 3; Nays – 0.

RULES & ADMINISTRATIVE CODE

1. Bill amending Article 509.99 “Parking Meters” to make it consistent with previously adopted legislation. ([View](#))

City Clerk Thompson-Mitchell explained that Council passed an ordinance back in August (Ordinance No. 10) that added a new section to Article 509. Because of that addition, all the other sections were re-numbered. However, in the penalties portion of the ordinance (509.99), the old section numbers were still referenced. This amendment is simply changing those numbers to the newly re-numbered sections that happened as a result of Council adopting Ordinance No. 10.

DECISION: A motion was made by Walker, seconded by Buckingham, to place this item on the **11/7/18** legislative agenda. The motion passed by the following vote: Yeas – Buckingham, Walker, Nixon – 3; Nays – 0.

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

1. Resolution authorizing an agreement with AT&T Wireless. (To add two small cell antennas on fire box poles located at 664 Linden Ave. & the corner of N. Belvidere Ave & Pennsylvania Ave.)([View](#))

Director Green stated that this is a lease agreement with AT&T to install small cell antennas at 664 Linden Ave. and the corner of N. Belvidere Ave. and PA Ave. AT&T will be paying the city \$3,999.84 yearly for 10-years with four 5-year renewals.

DECISION: A motion was made by Walker, seconded by Buckingham, to place this item on the 11/7/18 legislative agenda. The motion passed by the following vote: Yeas – Buckingham, Walker, Ritter-Dickson – 3; Nays – 0.

2. Resolution authorizing a reimbursement agreement with the York City Sewer Authority. (\$125K for replacement of screw pumps at the WWTP)([View](#))

Director Green explained that two of three screw pumps at the WWTP are down and this funding will be used to replace those pumps. He then briefly explained the purpose and use of screw pumps which basically keeps the plant from flooding.

DECISION: A motion was made by Walker, seconded by Buckingham, to place this item on the **11/7/18** legislative agenda. The motion passed by the following vote: Yeas – Buckingham, Walker, Ritter-Dickson – 3; Nays – 0.

3. Bill authorizing a budget amendment in the amount of \$17,500.00 for the Voni Grimes Gym. ([View](#))

Director Green requested consideration of a supplemental committee agenda item to transfer money in the amount of \$17,500.00 to pay for painting services at the Voni Grimes Gym. He said CDBG money was to be

used to pay this cost, but the bill came due before the funding was in place, so they had to transfer money from another line item. Since we have now received the funding, he said we need to reimburse the account used to draw money from. He asked that this item be placed on the 11/7/18 agenda with consideration of final passage at the 11/20/18 meeting.

DECISION: A motion was made by Walker, seconded by Buckingham, to place this item on the **11/7/18** legislative agenda. The motion passed by the following vote: Yeas – Buckingham, Walker, Ritter-Dickson – 3; Nays – 0.

BUSINESS ADMINISTRATION

1. Resolution authorizing a billing and revenue service agreement with the York Water Company.

[\(View\)](#)

Administrator Williams explained that the city received a proposal from York Water to take over the billing for sewer/refuse collections for the city. He said we have been having multiple problems with Dynamics - our current billing system - which has resulted in numerous complaints, long lines, and incorrect billing. Administrator Williams stated that we are currently spending about \$615,000 yearly for our billing system and the York Water Company has offered to take over this service for \$400,000. Further, he explained that if we go with this contract, we will not lose any of our employees in the sewer/refuse billing department because we will look to place them in other positions.

Councilwoman Ritter-Dickson asked if there is a written agreement in place to ensure these employees won't lose their jobs.

Administrator Williams responded that there is no written agreement but there are 2 full-time employees, 1 part-time employee, and 1 temporary employee that will be affected. The full-time employees will be reassigned, and the part-time employee will be placed back to her original assignment.

Mayor Helfrich added that since the city renewed its inspection contract with Q-Dot, there will be other positions available for these employees to be reassigned.

Councilwoman Washington asked how are we saving money contracting out our sewer/refuse billing when other departments still use Dynamics?

Administrator Williams responded that removing the sewer/refuse billing from Dynamics is a percentage of the total savings.

Councilwoman Ritter-Dickson asked if Dynamics can be repaired? She said we've already spent over \$1 million on this system yet other departments are still using it. She asked if we have to still pay the Dynamics people monthly for maintenance and support?

Administrator Williams replied that we pay them for licensing to use the system and any required maintenance. He said we are having the system reviewed to find where the problems exist.

President Nixon asked if this agreement with the York Water Company is because we have a system that doesn't work?

Administrator Williams said we don't know what the problem is so we're going to have an expert come in to look at the system.

Councilwoman Washington stated that she feels we might be jumping the gun contracting with York Water Company if there is a possibility this system can be fixed.

Councilwoman Ritter-Dickson asked if the York Water Company has similar agreements with other municipalities and are any as large as York City?

J.T. Hand, York Water Company, answered that they handle the billing and collection for several surrounding municipalities with York City being the largest. He pointed out that although the York Water Company would be collecting sewer/refuse and water payments, the sewer/refuse would be a separate billing from the York Water Company's billing for water usage. He said they use an Oracle based system for billing, which is extremely reliable. Mr. Hand emphasized that the sewer/refuse customers of the city will remain customers of the city and that we will work on the city's behalf in billing and collecting fees.

Councilwoman Ritter-Dickson asked if the York Water Company will shut off water to delinquent customers.

Mr. Hand stated that if a customer is in arrears, the first bill sent out by us will show that the customer owes the city a certain amount of money. If that customer doesn't pay that amount of money, then we will come back to the city and ask how you want us to handle this. We won't be making those decisions on our own. He said the city will compensate us because we send a bill on the city's behalf (at a cost \$2.50 per bill). If customers have a question about their bill, we will check our accounting system and will be able to tell them the specifics on their bill including their payment history and arrearages.

Councilman Buckingham asked about the "90 days" clause in section C(2) of the agreement.

Mr. Hand explained that if an account is overdue by more than 90 days, York Water will send out a notice of the final amount due and that the account is more than 90 days overdue. Other than providing that information, he said the York Water Company will have no further obligations other than to report this information back to the city, otherwise we would be sending a bill to an account that possibly no longer exists. He said he's sure the city doesn't want to pay us to send bills to customers who accounts are no longer active.

Vice President Walker stated that a lot of our citizens are on payment plans so if the city continues to allow payment plans, who would handle that since it's not in the agreement.

Administrator Williams responded that we don't have a specific plan in place to deal with that, but we do plan to honor most of those payment arrangements in-house although some delinquencies will rollover to York Water on a case-by-case basis.

Vice President Walker said she would like more clarification on the delinquent payment plan option. She asked how many delinquent accounts are on payment plans and Councilman Buckingham asked the total dollar amount on delinquent accounts.

Administrator Williams said he would have to gather that information for Council.

President Nixon asked if there are assurances from York Water about rate increases.

Mr. Hand answered that both parties must agree to any rate increases.

Vice President Walker said her concerns are the breakdown of the payment plans, delinquent accounts, credits, etc. She said she would like to see more of what the city is going to do on our end. She said she wants the city to iron out more of the details and to look into the software issue to see if it can be fixed or whether it's that our employees need to be properly trained. She said she would like to see the folks from Dynamics come in and tell us what's going on with this software as well.

Councilwoman Ritter-Dickson stated that some of the employees said they weren't ready to use the Dynamics software, but it was forced on them. She then asked about the rate increase. She asked what happens if we don't agree to rate increase.

Mr. Hand said the only rate we are talking about is the \$2.50 per bill. He said if the city doesn't approve of changing it to \$3.00 per bill, per se, then depending on the position of York Water and the city, the agreement may not be renewed.

Councilwoman Ritter-Dickson asked if residents can still drop their payments off at City Hall.

Mr. Hand said all bills will be paid at the York Water Company because if the city accepts payment, then that could throw off their entire accounting system so all bills must be paid through the York Water Company either online, mail, or drop off.

Councilwoman Washington said there are unanswered questions that she would like answered like job security for our current employees, payment plan options, can Dynamics be fixed, etc. She said she needs to have these questions answered with certainty before she could decide on this agreement.

Vice President Walker asked what the difference is between this agreement and a similar agreement proposed a few years ago. She asked the Administration to provide an outline noting the difference.

President Nixon said he concurs with his colleagues. He said he doesn't doubt the abilities of the York Water Company, it's more internal questions that need to be satisfied. As such, he said he is not prepared to move forward with this agreement at this time.

Mr. Hand said he is more than willing to come back to discuss this further whenever Council is ready.

President Nixon asked Council to prepare questions and set up individual meetings with the Administration to discuss.

DECISION: There being no further discussion, a motion was made by Buckingham to keep this agreement in committee, which was seconded by Washington, and passed by the following vote: Washington, Nixon, Buckingham – 3; Nays – 0.

III. Council Comment: None

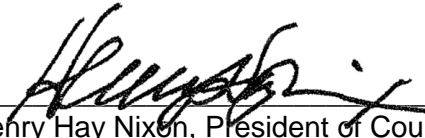
IV. Administration Comment: None

V. Next Committee Meeting **November 28, 2018 at 6:00 p.m.** in Council Chambers.

VI. Adjournment: There being no further business, the November 28, 2018 committee meeting adjourned at 6:57 p.m.



Dianna L. Thompson-Mitchell, City Clerk



Henry Hay Nixon, President of Council