

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 November 25, 2019 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: Judy A. Ritter-Dickson, Sandie Walker, Vice President and Henry Hay Nixon, President.

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

Administration in attendance: Michael R. Helfrich, Mayor; Chaz Green, Director of Public Works; Philip Given, Acting Director of Economic & Community Development; Tom Ray, Acting Director of Business Administration; James Crosby, Director of the Bureau of Housing Services; Joe Jefcoat, City Treasurer; Ricardo Quintero, Executive Administrator; and Don Hoyt, Assistant City Solicitor.

- I. Called committee meeting to order at 6:00 p.m.
- II. Committee Issues for the **December 3 & 17, 2019** legislative Agendas as follows: (**Note:** All items were discussed as a committee of the whole as Councilmembers Edquina Washington and Michael Buckingham were absent.)

Click [here](#) to view issues chart.

PUBLIC WORKS

1. Resolution requesting various budget transfers for the WWTP.

Director Green outlined each budget transfer request and stated that all of the transfers are for the Wastewater Treatment Plant. Specifically, he explained Transfer #1 is to repair a centrifuge which is currently broken. Transfer #7 is for a contract with CS-21 to service electrical equipment. Transfer #8 is the city's financial obligation for the Sewer Authority's Intergovernmental Cooperation Agreement for sewage treatment. Transfer #9 is for grant funds received from DEP to cover engineering costs related to the Poorhouse Run Project.

DECISION: Motion made by Walker, seconded by Ritter-Dickson to place this item on the **12/3/19** legislative agenda. The motion passed by the following vote: Yeas – Ritter-Dickson, Nixon, Walker – 3; Nays – 0.

BUSINESS ADMINISTRATION

1. Resolution establishing year 2020 Minimum Municipal Obligations. (Pensions for Fire/Police/O&E)

Acting Business Administrator Ray said this apportions pension obligations for the city's three pension plans (Fire, Police, and Officers & Employees) for year 2020 as required by Act 205 of 1984.

DECISION: Motion made by Nixon, seconded by Ritter-Dickson to place this item on the **12/3/19** legislative agenda. The motion passed by the following vote: Yeas – Ritter-Dickson, Walker, Nixon – 3; Nays – 0.

ECONOMIC & COMMUNITY DEVELOPMENT

1. Resolution authorizing an application to DCED for affordable housing activities.

Director Crosby explained that the city is applying for grant funding through DCED on behalf of Habitat for Humanity in the amount of \$500,000 to be used toward a 3-phase housing development project on Chestnut St. These funds will go toward phase 2 which includes building of new townhomes.

DECISION: Motion made by Ritter-Dickson, seconded by Walker to place this item on the **12/17/19** legislative agenda. The motion passed by the following vote: Yeas – Walker, Nixon, Ritter-Dickson – 3; Nays – 0.

GENERAL

1. Resolution authorizing contract with eCivis for grant allocation services.

Acting Business Administrator Ray explained that eCivis will provide the city with assistance in reducing costs and maximizing revenues from Federal and non-Federal grant programs in which we are eligible to receive a reimbursement for indirect costs.

Vice President Walker asked if any other municipalities are using this service.

Mayor Helfrich responded that Pittsburg is currently using this service and that eCivis is a nationally recognized company. Although they have not been used widespread at this point, PML is engaged in conversations with the company to learn more about their services. He said Federal guidelines have changes with regard to grants and this company is knowledgeable on those guidelines.

Vice President Walker then asked about the payment schedule, which was answered by Acting Business Administrator Ray.

DECISION: Motion made by Nixon, seconded by Walker to place this item on the **12/3/19** agenda. The motion passed by the following vote: Yeas – Ritter-Dickson, Walker, Nixon – 3; Nays – 0.

2. Resolution establishing Council's 2020 meeting dates.

City Clerk Thompson-Mitchell said this is the schedule of Council's 2020 legislative and committee meeting dates. She pointed out that the first meeting in January is scheduled for Monday, January 6, 2020 as required by the 3rd Class City Code as this will serve as Council's reorganization

meeting. She said the PA Dept. of State has not yet posted its 2020 election calendar, so two of these dates might change if the primary and/or general election falls on a Council meeting date. (Council does not hold meetings on the same day as the primary/general elections.)

DECISION: Motion made by Nixon, seconded by Walker to place this item on the **12/3/19** legislative agenda. The motion passed by the following vote: Yeas – Ritter-Dickson, Walker, Nixon – 3; Nays – 0.

3. Resolution appointing Philip Given as Director of Economic & Community Development.

Mayor Helfrich said he is pleased to submit his recommendation to appoint Mr. Given as Director of Economic & Community Development. He gave background on Mr. Given's skills and abilities. He said Mr. Given has held the position as interim director since April 10, 2019 and he feels he has proven his ability to run the department and is qualified to hold this position.

DECISION: Motion made by Nixon, seconded by Walker to place this item on the **12/3/19** legislative agenda. The motion passed by the following vote: Yeas – Ritter-Dickson, Walker, Nixon – 3; Nays – 0.

4. Resolution appointing Thomas Ray as Business Administrator.

Mayor Helfrich said he is pleased to submit Mr. Ray's recommendation for appointment as Business Administrator. He said Mr. Ray served as the city's HR Director for several years before filling in as Acting Business Administrator on January 7, 2019. He said Mr. Ray has helped build a stronger finance team by realigning how our finances are handled to ensure we are following state/federal rules and regulations. He gave background on Mr. Ray and stated that he is highly qualified for this position and he's confident in his recommendation.

DECISION: Motion made by Nixon, seconded by Ritter-Dickson to place this item on the **12/3/19** legislative agenda. The motion passed by the following vote: Yeas – Ritter-Dickson, Walker, Nixon – 3; Nays – 0.

III. Council Comment

Vice President Walker applauded those who gave donations and/or participated in the Homeless Awareness Walk and those who are offering free Thanksgiving Day dinners. She said she is proud of the participation and unity being shown by our residents.

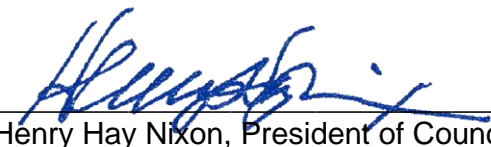
IV. Administration Comment

Mayor Helfrich echoed Vice President Walker's comment. He then reminded residents that the York City School District School Resource Officers will hold a Thanksgiving giveaway in which they will prepare meals and then hand deliver them to residents' homes. For more information on this event, please call (717) 825-8079.

V. Next Committee Meeting: The next committee meeting of Council is scheduled for Wednesday, January 29, 2020 at 6:00 p.m. in Council Chambers. (Committee agenda items are due by 12:00 p.m. on Jan. 22nd)

VI. Adjournment: There being no further business, the November 25, 2019 Committee Meeting adjourned at 6:32 p.m.


Dianna L. Thompson-Mitchell, City Clerk


Henry Hay Nixon, President of Council