



# The City of York Pennsylvania

Office of City Council  
101 S. George St.  
York, PA 17401

Edquina Washington, President  
Betsy Buckingham, Vice President  
Dr. Felicia O. A. Dennis, Member  
Elizabeth Bupp, Member  
Teresa Johnescu, Member  
Dianna L. Thompson, City Clerk  
P: (717) 849-2246  
F: (717) 812-0557  
dthompso@yorkcity.org

## COMMITTEE MINUTES April 23, 2025

6:00 p.m.

Council meetings are streamed LIVE for viewing only on the following social media platforms:

FACEBOOK: <https://www.facebook.com/CityofYorkPA/>

YOUTUBE: <https://www.youtube.com/c/WhiteRoseCommunityTV>.

2025 MEETINGS: Click [here](#) to view 2025 Council Meetings Dates

Fire/Police	Public Works	Econ & Comm Development	Business Admin	Rules & Admin
Washington Buckingham Dennis	Dennis Washington Johnescu	Washington Buckingham Johnescu	Buckingham Johnescu Bupp	Bupp Washington Dennis

**\*Bold text indicates Chairperson**

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

**CALL TO ORDER:** President Washington called the April 23, 2025, committee meeting to order at 6:00 p.m. in Council Chambers, 101 S. George St., York, PA, with the following members present: Elizabeth Bupp, Teresa Johnescu, Betsy Buckingham, Vice President, and Edquina Washington, President. Councilwoman Felicia Dennis was absent.

**Members of the Administration in attendance included:** India Banks, Interim Director of Public Works, Dave Rudolph, Electrical Supervisor; Safire Linares, Environmental Services Supervisor; Kim Robertson, Business Administrator; Steve Buffington, Building Code Official (BCO); and Assistant Solicitor Brett Flower.

- I. Called committee meeting to order at 6:00 p.m.
- II. Committee Issues for the **May 6 & 21, 2025** legislative Agendas as follows:

### PUBLIC WORKS (Dennis, Chair; Washington, Johnescu)

1. Resolution awarding a contract to Penn Waste, Inc. for dumpster and roll off services ([View](#))  
Submitted by: I. Banks, Interim Dir. of Public Works  
► Legislative Agenda: May 6, 2025

Director Banks stated that this is for a proposal received for dumpster and roll off service for City of York facilities. Originally this service was included in the request for Refuse Collection Services at a cost of \$245,770.80 as received from ESC Management Services LLC. (formerly known as Goods Disposal Services, Inc.). She said in their efforts to reduce the refuse collection contract costs they prepared a separate invitation to bid for the service. A total of three bids were received with Penn Waste being selected as the vendor for \$184,199.40. With a cost savings of \$61,571.40.

Vice President Buckingham asked what are roll off services. Ms. Linares said they hold items that go to the land fill—they hold anything the sweeper picks up.

**DECISION:** A motion was made by Washington, seconded by Johnescu, to place this item on the **5/6/25** agenda. The motion passed by the following vote: Yeas – Washington, Johnescu – 2; Nays – 0.

2. **Bill amending the FY2025 Budget for Highway. (\$60,793 MNOA for bridge maintenance)** ([View](#))

Submitted by: K. Robertson, Business Administrator for Public Works

► Legislative Agenda: May 6, 2025

Administrator Robertson said this an example of when we have expenses that doesn't come to be paid until 2025. Now that invoices are coming through, we are too far into the FY2025 budget so we must roll over the funds from 2024 into the 2025 budget to allow us to pay these bills.

**DECISION:** A motion was made by Washington, seconded by Johnescu, to place this item on the **5/6/25** agenda. The motion passed by the following vote: Yeas – Washington, Johnescu – 2; Nays – 0.

3. **Resolution authorizing an agreement with Madden Fabrication (\$349,450 for public toilets)** ([View](#))

Submitted by: K. Robertson, Business Administrator for Public Works

► Legislative Agenda: May 6, 2025

Sarah O'Brien, Downtown, Inc., showed a handheld replica of the Portland Loo and that they are gracious that the city is moving forward to provide funds. She said one will be located across the lot from First Capital and the other in Penn Park. There will be a ribbon cutting ceremony celebrating its grand opening. She said these were designed by the City of Portland to address their bathroom problems downtown. Their mayor has placed these in view of the public right of way. The facility has both a front and rear access door. The rear door is locked and will allow entrance for emergencies. They are ADA accessible and have baby changing tables for parents.

Councilwoman Johnescu suggested some sort of emergency button that will alert law enforcement of emergencies or danger.

Ms. O'Brien said she would look into it.

Councilwoman Bupp asked who will be responsible for cleaning.

Ms. O'Brien said it's more cost effective for city crew to do that.

Mr. Rudolph added that we are going to include maintenance responsibilities to the city's parks and facilities team.

Councilwoman Bupp then asked how we are planning to insure it from damage.

Administrator Robertson said it will fall under the city's property insurance and won't be an additional cost to the city.

Councilwoman Johnescu asked if there is a way to post a number to report problems with the stall.

Ms. O'Brien said she would look into that as well.

Councilwoman Bupp asked what the cold weather toilet is.

Ms. O'Brien said this has to do with the plumbing to keep the pipes from freezing.

President Washington said the resolution requests an allocation of \$500,000 but the amount for the stalls are only \$349,450 and questioned what the remaining funds will be used for.

Mr. Rudolph said the additional funds are for installation.

**DECISION:** A motion was made by Washington, seconded by Johnescu, to place this item on the **5/6/25** agenda. The motion passed by the following vote: Yeas – Washington, Johnescu – 2; Nays – 0.

#### **BUSINESS ADMINISTRATION** (Buckingham, Chair; Johnescu, Bupp)

---

**4. Resolution authorizing an agreement with PMA for Workers' Comp Insurance** ([View](#))

Submitted by: K. Robertson, Business Administrator

► Legislative Agenda: May 6, 2025

Business Administrator Robertson said this is our once-a-year renewal for our fully insured workers' compensation policy. It's just on a different billing cycle. We have had a long-standing relationship with PMA and we are fortunate that they stepped up when we went to a fully insured plan.

Councilwoman Bupp asked if Administrator Robertson could confirm there is about a 10% increase in cost from 2024. Administrator Robertson said our broker gives us those numbers as a safety measure and that she'll know the actual quote when she hears back from the broker, but it is anticipated the cost will be less than a 10% increase.

**DECISION:** A motion was made by Bupp, seconded by Johnescu, to place this item on the **5/6/25** agenda. The motion passed by the following vote: Yeas – Bupp, Johnescu, Buckingham – 3; Nays – 0.

#### **POLICE** (Washington, Chair; Buckingham, Dennis)

---

**5. Resolution authorizing an agreement with Re-Program for after school programs (\$196,300)** ([View](#))

Submitted by: K. Robertson for Police

► Legislative Agenda: May 6, 2025

Administrator Robertson said this is exciting because it is one of the original ARPA programs. Although we are still working on the Sylvia Newcombe Center, we want to move forward with this program. She said Diaz Woodard originally started this program for our youth. This will allow us to start using the ARPA funds we allocated for this program. The only change is that Mr. Woodard has asked to have the money up front which we don't have an issue with and neither does our ARPA consultant. As soon as this is finalized, Mr. Woodard is prepared to start a summer program using these funds.

Councilwoman Johnescu asked what schools will the programs be held in.

Administrator Robertson said that information is included in the agreement and will be in the K-8 buildings in the school district. She said number of students they will be serving depends on the staff coverage available. She said we have to justify income needs to make sure we meet the requirements of ARPA.

Councilwoman Johnescu asked if Mr. Woodard could attend the May 6 meeting to further discuss.

Administrator Robertson said sure and that he is excited about starting this program.

President Washington said this is wonderful because it's good to have constructive programming during the summer months that offer a variety of programs for our youth.

Councilwoman Bupp asked about the overhead quantity versus the guidance that's in the ARPA plan and how it impacts the budget.

Administrator Robertson said our ARPA consultants reviewed this and they have no red flags but said she'll get clarification.

**DECISION:** A motion was made by Washington, seconded by Buckingham, to place this item on the **5/6/25** agenda. The motion passed by the following vote: Yeas – Buckingham, Washington – 2; Nays – 0.

#### **GENERAL** (Washington, Chair; All Council Members)

---

**6. Bill Amending the FY2025 Budget. (For Police, Fire & Health) ([View](#))**

Submitted by: K. Robertson, Business Administrator for Police, Fire & Health

► [Legislative Agenda: May 6, 2025](#)

Administrator Robertson explained that this is what we've been doing once a year with the \$1 million contribution from WellSpan. We don't anticipate the amount they will contribute because things can change but once we get the funds, we deposit the funds and amend the budget so we can spend them. She said some of this funding will be used by the Police Department to purchase vehicles, and several software programs to assist detectives. Another chunk of this funding will go to the Fire Department to purchase vehicles instead of leasing them, which will be a cost savings to the city. Also, WellSpan allows us to use this funding to pay the salary for our medical director and Ecosystem Coordinators, so we are incorporating that into the budget as well.

**DECISION:** A motion was made by Washington, seconded by Johnescu, to place this on **5/6/25** agenda. The motion passed by the following vote: Yeas – Bupp, Johnescu, Buckingham, Washington – 4; Nays – 0.

#### **RULES & ADMINISTRATIVE CODE** (Bupp, Chair; Washington, Dennis)

---

**7. Bill amending Article 1761 "Licensing and Inspection of Tenant Occupied Residential and all Institutional Occupancies" to update language ([View](#))**

Submitted by: B. Flower, Solicitor & Councilwoman B. Buckingham

► [Legislative Agenda: May 6, 2025](#)

Vice President Buckingham said she is sponsoring this bill. She said over her tenure on Council she has gotten calls from constituents about specific properties not being maintained. What came up is that Codes Department's hands are tied because many times they don't have proper contact information for homeowners. She said she asked the solicitor if we could do something about this to require a local manager to be assigned who can act as the liaison between property owners and the city. She said this legislation was worked on by her, DCED, and the solicitor.

BCO Buffington said there has been quite a few amendments brought forward. This ordinance hasn't been touched for years. In amending this legislation, we added language to require a local representative for properties, and we also updated some of the language as well. He highlighted that the main thing is a requirement for any owner who does not live York County or contiguous Counties to provide contact information to make it easier to contact them. This requirement will now be included on the application. There is also some language put in there about the conduct of the tenants which was modeled after other municipalities.

Assistant Solicitor Flower said disruptive conduct was defined and added to the legislation and gives us an avenue to contact the property owner when a tenant is causing a problem in the neighborhood. She said District Judge James Morgan was just expressing displeasure about out-of-state landlords and when I told him about this legislation, he was very excited. In the current ordinance there is no authority for Codes to be able to do anything to the tenant. This legislative amendment makes the landlord more responsible for their property and tenants.

BCO Buffington said another concern we've heard from district magistrates is the ambiguity between inspection and reinspection. That has become a bit of a controversy, so we defined that in the code. It

also defines compliance periods which is no longer up to our discretion and provides penalties for failing inspections. There are also a few language changes to update to current standards. He said this also spells out the duties of owners and managers. The important thing is owners who don't live in the contiguous area will have to appoint a manager who is local so that we can deal with them. He said what Judge Morgan was talking about was that the property owner his we dealing with didn't live in the area and couldn't attend the hearing. For some owners it's easier for them to let issues go to violations instead of making needed repairs. We will give citations for penalties when issues are not addressed. We're hoping the magistrates will impose these fines and encourage landlords to make repairs.

Councilwoman Johnescu questioned the penalties and asked if at some point can we refuse to renew their license until they pay their fines.

Solicitor Flower said she thought she added that language but will double check.

Councilwoman Johnescu said this is a wonderful piece of legislation, but she wants to make sure we have all basis covered.

Councilwoman Johnescu then said thank you for including disruptive conduct. She questioned the use of the word "may" in some sections of the ordinance but "may" is flexible, but "shall" is more forceful.

Solicitor Flower said she purposefully chose to use "may" when it comes to the Codes Department because she didn't want the department to get hemmed when doing inspections and licensing because sometimes the timing doesn't line up and could result in administrative errors.

Councilwoman Johnescu then asked about the tenant registry.

BCO Buffington said they are in the infantile stages of that and as we build our software, this will be an opportunity to build that in, but we'll also need input from the landlords. He said whether the landlords will keep the information updated is a matter of enforcement. He said we think we can make it work in OpenGov in the interim.

Vice President Buckingham said when properties come up for inspection and licensing is renewed, is an avenue we could use to institute the registry requirement.

President Washington said thank you to all for the work put in on this legislation because it holds our landlords accountable and will deter neglectful landlords.

Councilwoman Bupp asked if someone is just asking for their license and don't have any tenants yet but want to be prepared so they can market the unit, what is the procedure.

BCO Buffington said that will be an override for our staff. He said renewals are different and a vacancy would have to be documented.

Councilwoman Bupp asked what's the appeal process for a landlord if they get a penalty for a violation.

BCO Buffington said any order issued under the Property Maintenance Code is reportable to the Consolidated Board of Appeals. He said everything is appealable and appeals involve in-person hearings and usually happens within a month of the appeal. The appeal process will be done through OpenGov.

Councilwoman Bupp then asked if other 3<sup>rd</sup> Class Cities or larger cities have the same requirement that a landlord submit a tenant name to the city.

Solicitor Flower said this language is pretty standard in this area.

Councilwoman Bupp said you might have a tenant that might not want to be on a registry for privacy reasons.

Solicitor Flower said under the right-to-know process, addresses and email addresses are not made public.

**DECISION:** A motion was made by Washington, seconded by Bupp, to place this item on the **5/6/25** agenda passed by the following vote: Yeas - Bupp, Washington - 2; Nays - 0.

---

**III. Council Comment:** None

**IV. Administration Comment**

Administrator Robertson said the 2<sup>nd</sup> quarter refuse bills are now loaded in the system, so residents can access them and make payment, and the printed bills will be in the mail within the next week.

**V. Next Committee Meeting** **May 28, 2025 at 6:00 p.m.** in Council Chambers. Agenda items due by 12 noon and 5/21/25.

**VI. Adjournment:** There being no further business, the April 23, 2025 committee meeting of Council adjourned at 7:00 p.m.

  
\_\_\_\_\_  
Dianna L. Thompson, City Clerk

  
\_\_\_\_\_  
Edquina Washington, President of Council