

CITY OF CORRY

COUNCIL CHAMBERS

7:00 PM

MARCH 16, 2020

Mayor Mitchell opened the meeting by leading the Pledge of Allegiance. The invocation was given by Chief Lathrop. Roll call found Council members Hamilton, Roche and Sproveri present, along with City Solicitor Carney, City Manager Biondi, Police Chief Shopene, Fire Chief Lathrop and Public Works Lead Operator Leofsky. Mr. Drake was excused.

ROLL CALL

(1) Mr. Biondi announced an addendum to the agenda – moving the Coronavirus Concerns to the beginning of the meeting.

AMEND AGENDA

(2) Due to the Proclamation of Disaster issued by Governor Tom Wolf on March 6, 2020 related to the Coronavirus, Mr. Biondi reviewed with Council a revised letter to water customers related to shut offs for non-payment. Mrs. Hamilton made a motion to approve the letter delaying water shut offs due to non-payment with fees to be applied; the motion was seconded by Mr. Sproveri and carried unanimously.

STATE
PROCLAMATION
OF DISASTER
CORONAVIRUS

(3) Mr. Biondi reviewed with Council a letter to employees related to the best practice recommendations including: travel, closure of city building and other public facilities, event cancellations internal/community/authority/board/committee meetings, department protocols, virus symptoms and to develop a contingency plan. Mr. Roche made a motion to approve the letter; the motion was seconded by Mrs. Hamilton and carried unanimously.

LETTER TO
EMPLOYEES

(4) Mr. Sproveri made a motion to cancel or reschedule the following events, meetings and closure of City buildings:

- 3/29/2020 – Easter Fire Memorial
- 4/11/2020 – Chamber Annual Easter Egg Hunt
- 4/18/2020 – Corry Alliance Academy – Warrior 5K Run/Walk
- 4/18/2020 – Erie County Recycling E-Waste event
- All scheduled Community Center Events through 4/25/2020
- 4/2/2020 – Council Planning Meeting
- 4/6/2020 – Council Regular Meeting
- 4/7/2020 – CREMA Regular Meeting
- 4/8/2020 – Airport Regular Meeting
- 4/9/2020 – Corry Regional Fire Company Meeting
- 4/14/2020 – Municipal Authority
- 4/16/2020 – Pension Meeting
- 4/19/2020 – Mead Park Meeting
- 4/26/2020 – CREMA Statewide Disaster Drill
- Closure of the following City buildings to the public: City Hall, City Garage, WWTP, Community Center, Airport, Mead Park, Fire Department and North Hills Golf Course

EVENT/MEETINGS
CLOSURE OF CITY
BUILDINGS

The motion was seconded by Mr. Roche and carried unanimously.

(5) Other areas of concern:

- External dumping at the WWTP – Council stated to watch protocols and the management team to make decisions based on information at the current time.
- CREMA coordination and meetings with outlying municipalities – take on a day by day basis.
- Mayor has the ability to make a declaration of a State of Emergency.
- Looking for guidance from Council if a department is closed on staff for hourly employees. This would be discussed during an executive session.
- CREMA stated for the public to be careful of where they are getting information related to the virus. CREMA recommends to go directly to the CDC's website.
- Corry Area School District will be conducting a feeding program where parents can pickup breakfast and lunch.

OTHER AREAS OF
CONCERN

(6) Mr. Roche made a motion to approve the minutes as presented from the March 2, 2020 regular meeting; the motion was seconded by Mrs. Hamilton and carried unanimously.

**APPROVE
MINUTES**

Hearing of the Public:

Blair Miller, of Miller Brine & Septic Service, asked if he could continue to haul and dump at the WWTP during this time. Mr. Biondi stated there are no changes at this time but it will be evaluated day by day and would notify the haulers of any changes. Mr. Miller asked if his company could be setup on a 30-day billing instead of paying with each dump. He stated that he is aware of another hauler is setup on the 30-day billing while others are setup to pay on the spot. Mr. Roche stated he is open for review and discussion. Mr. Miller stated he is able to go to Westfield NY for \$20/less a load but would like to continue using the Corry facility if the billing option could be put in place.

**HEARING OF THE
PUBLIC**

(7) Mayor Mitchell made a motion to receive and file Impact Corry Update; Mr. Sproveri seconded the motion which carried unanimously.

IMPACT CORRY

(8) Mayor Mitchell made a motion to receive and file letter dated February 25, 2020 from National Fuel related to their improvement projects; the motion was seconded by Mrs. Hamilton and carried unanimously.

**NATIONAL FUEL
PROJECTS**

(9) Mayor Mitchell made a motion to receive and file letter dated February 20, 2020 from Pennsylvania DCED related to the 2020 CDBG setup information; the motion was seconded by Mr. Sproveri and carried unanimously.

**DCED - 2020
CDBG SETUP**

(10) Mayor Mitchell made a motion to receive and file letter dated March 2, 2020 from the City of Easton related to the 2019 Voting Award Contest; the motion was seconded by Mrs. Hamilton and carried unanimously.

**LETTER FORM
CITY OF EASTON**

(11) Mayor Mitchell made a motion to receive and file letter dated March 3, 2020 from the Commonwealth of Pennsylvania Public Utility Commission related to the Spectrum project installing cable wire at First Avenue; the motion was seconded by Mrs. Hamilton and carried unanimously.

**PUC –
SPECTRUM WIRE
FIRST AVE**

(12) Mr. Sproveri made a motion to receive and file letter dated February 26, 2020 from the Civil Service Board related to Fire department Promotion Testing and Rankings; the motion was seconded by Mrs. Hamilton and carried unanimously.

**CIVIL SERVICE
TESTING LETTER**

Mr. Sproveri made a motion to approve the promotion of the following individuals within the City of Corry Fire Department: Chris Young to Captain, Ryan Card to Lieutenant and Nate Greer to Lieutenant effective March 16, 2020; the motion was seconded by Mrs. Hamilton and carried unanimously.

**FIRE
PROMOTIONS**

(13) Mayor Mitchell made a motion to receive and file letter dated February 28, 2020 from Charles McGuire resigning his position with the Corry Police Department effective March 26, 2020; the motion was seconded by Mrs. Hamilton and carried unanimously.

**C MCGUIRE
RESIGNATION**

Mayor Mitchell made a motion to accept the resignation of Charles McGuire effective March 26, 2020 with regret; the motion was seconded by Mrs. Hamilton and carried unanimously.

(14) Mrs. Hamilton made a motion to receive and file letter dated March 3, 2020 from the County of Erie Office of Drug and Alcohol Abuse requesting use of the Community Center and waving of fees for an event related to NARCAN training and distribution; the motion was seconded by Mr. Roche and carried unanimously.

**COUNTY OF ERIE
OFFICE OF DRUG
AND ALCOHOL
ABUSE – USE OF
COMMUNITY
CENTER**

Mrs. Hamilton made a motion to approve the use of the Community Center for the training and waving of the rental fees; the motion was seconded by Mr. Roche and carried unanimously. The training date of April 23, 2020 will be rescheduled and a new date will be announced at a later time.

(15) Mr. Sproveri made a motion to receive and file a letter dated March 4, 2020 from Building Inspection Underwriters (BIU) related to building permit 10-146-15 at 276 W Washington St requesting a recommendation from the City as to how it plans to proceed regarding the non-compliance; the motion was seconded by Mrs. Hamilton and carried unanimously.

**BIU –
276 W WASH ST
NON-COMPLIANCE**

Mr. Sproveri made a motion to table and allow for time to research and have discussion regarding the issue; the motion was seconded by Mr. Roche and carried unanimously.

(16) Mr. Sproveri made a motion to receive and file a letter dated March 4, 2020 from Building Inspection Underwriters (BIU) related to building permit 10-149-07 at 1056 N Center St requesting a recommendation from the City as to how it plans to proceed regarding the non-compliance; the motion was seconded by Mr. Roche and carried unanimously.

**BIU –
1056 N CENTER
NON-COMPLIANCE**

Mr. Sproveri made a motion to table and allow for time to research and have discussion regarding the issue; the motion was seconded by Mrs. Hamilton and carried unanimously.

(17) Mayor Mitchell made a motion to receive and file the February 2020 District Judge Report; the motion was seconded by Mr. Sproveri and carried unanimously.

**DISTRICT JUDGE
REPORT**

(18) Mr. Sproveri made a motion to receive and file the February 2020 Fire Report; the motion was seconded by Mrs. Hamilton and carried unanimously. Chief Lathrop stated that truck #102 was back in service in February. He thanked Public Works Department for the fast turn around for the replacement of the hydrant on E Columbus Ave and N Center St. The hydrant was only out of service for one week. Last month, four other hydrants have been repaired.

FIRE REPORT

(19) Mayor Mitchell made a motion to receive and file the February 2020 Police Report; the motion was seconded by Mrs. Hamilton and carried unanimously. Chief Shopene stated that they are finding from the review of thieves on video that these are not local people and they are going store to store in PA, OH and NY. They may have a break on a license plate.

POLICE REPORT

(20) Mr. Roche made a motion to receive and file the February 2020 New Vendor List; the motion was seconded by Mrs. Hamilton and carried unanimously.

**NEW VENDOR
LIST**

(21) Mayor Mitchell made a motion to approve the payment of the City portion of the 2020 EMTA subsidy in the amount of \$3,800; the motion was seconded by Mr. Sproveri and carried unanimously. Payment of a total of \$5,000 will be made by CRDA/CAIDC/CIBA with a total payment for 2020 to EMTA in the amount of \$8,800. City Clerk Smith stated an invoice or agreement would need to be received prior to the check being cut.

**2020 EMTA
SUBSIDY**

(22) Mr. Roche made a motion to approve General Funds to be unrestricted in the amount of \$40,902 towards the purchase of the fire ladder truck; the motion was seconded by Mr. Sproveri and carried unanimously.

**UNRESTRICT
GENERAL FUNDS
-LADDER TRUCK**

(23) Mr. Roche made a motion to approve General Funds to be unrestricted in the amount of \$61,450 towards the purchase of the tar and chip equipment; the motion was seconded by Mrs. Hamilton and carried unanimously.

**-TAR & CHIP
EQUIPMENT**

(24) Mr. Sproveri made a motion to approve the listing of the City Ladder Truck #109 for sale at a listed price of \$35,000; the motion was seconded by Mrs. Hamilton and carried unanimously.

**LIST #109
LADDER TRUCK
FOR SALE**

(25) Mr. Roche made a motion to approve the development of a capital improvement project and application related to the USDA Grant; the motion was seconded by Mrs. Hamilton and carried unanimously.

APPLICATION
USDA GRANT

(26) Mr. Roche made a motion to approve the development of a capital improvement project and application related to the State Recycling Grant; the motion was seconded by Mrs. Hamilton and carried unanimously.

APPLICATION
RECYCLING
GRANT

(27) Mr. Roche made a motion to approve the part-time and seasonal wage scale as presented; the motion was seconded by Mrs. Hamilton and carried unanimously.

PART-TIME /
SEASONAL
WAGE SCAL

(28) Mr. Roche made a motion for the approval of the payment of the bill list when funds are available and vouchers are signed; Mr. Sproveri seconded the motion which carried unanimously.

BILL LIST

(29) Mr. Sproveri urged everyone to take the Coronavirus seriously and follow the recommendations for social distancing and hand washing. He stated that former Mayor Jason Monn stated that his business and other businesses will be helping with providing kids meals. Mr. Monn is proud of the support that he has received and would like to give credit to the ones donating money. Over \$4,000 has been received and if there are any funds leftover the funds will be donated to the school program. For social media, they are encouraging individuals to use #belikecorry.

SAFETY
DIRECTOR
COMMENTS

(30) Public works reminders: spring brush and bagged leaf pick up is scheduled for April 6 – 17, 2020. April is PA811 safe digging month and all citizens are reminded to call 811 prior to digging.

SPRING BRUSH
PICKUP

Mr. Leofsky stated that the department is doing early spring work with the street sweeper. The City streets have held up very well over the winter. A reminder to citizens that Center, Main and W. Washington Streets are State streets and all repairs are done by the State. Mr. Biondi stated that the City has been in communication with the State and hope to get hot mix earlier this year. Mr. Leofsky stated that the Water Phase I is finishing up and Phase II will kick in soon with the Water Work Tower Project.

PUBLIC WORKS
COMMENTS

Mr. Roche voiced concern regarding Airport Road. Mr. Leofsky stated that an evaluation of the street will be done. Cold patch was done on Friday but that will not hold up. Airport Road is a wide street and heavy trucks use that street. It is very expensive to repair.

Hearing of the Public: none

(31) Announcement of meetings:

- An executive session will be held immediately following tonight's meeting related to personnel.
- March 12, 2020, an executive session was held regarding personnel
- Thursday, April 2, 2020, 4 pm – planning session
- Monday, April 6, 2020, 7 pm – regular meeting
- Thursday, April 16, 2020, 4 pm – planning session
- Monday, April 20, 2020, 7 pm – regular meeting

MEETINGS
SCHEDULE

(32) Mayor Mitchell adjourned the meeting at 8:04 pm.

ADJOURN

Respectfully submitted,

Joanne M. Smith
City Clerk

