

Work Session Meeting Minutes – March 4, 2021

City Council Chambers, City Building, 16 West Scribner Avenue, DuBois, Pennsylvania on Thursday, March 4, 2021 @ 4 p.m.; Council convened at their regular Work Session with Mayor Walsh in the Chair. Other Council Members present were: Diane Bernardo, Shane Dietz, and Shannon Gabriel Also present were: City Manager, John “Herm” Suplizio; City Engineer/Public Work Director, Chris Nasuti; Redevelopment Authority Director/Assistant Public Works Superintendent, Joe Mitchell; Police Chief, Blaine Clark; and Administrative Secretary, Bobbie Shaffer.

Absent: Councilman Jim Aughenbaugh and City Controller, David Volpe

Approval of Minutes

Review for Monday

Approval of Registry of Invoices

Review for Monday

Authorization to Advertise for bids for Line Painting

The motion was made by Bernardo and seconded by Dietz that Council authorize advertising for bids for Line Painting. Roll call vote was as follows: Gabriel, yea; Dietz, yea; Bernardo, yea; Walsh, yea. Motion passed 4 -0.

Authorization to Advertise for Chemical Bids

The motion was made by Gabriel and seconded by Bernardo that Council authorize advertising for Chemical bids. Roll call vote was as follows: Gabriel, yea; Dietz, yea; Bernardo, yea; Walsh, yea. Motion passed 4 -0.

Remove Parking Meters – 100 block of East Scribner Avenue – Put six at Elk Lot

The City Manager stated that these meters were installed on the 100 block because the Verizon (Bell Telephone) office was there and people would stop to pay or discuss their bill. As the office is no longer in use, he doesn't feel we need the meters any longer. Currently, we only receive approximately \$10 annually from them. He then went on to say, that he had a meeting with the DuBois Downtown Group and they requested some metered parking at the Elk's Lot. So, we would like to take six to eight of the meters and install them down at the Elk's Parking Lot so that people can still short term park while in the stores located on S. Brady Street. The motion was made by Dietz and seconded by Gabriel that Council approve removing the parking meters from the 100 block of East Scribner Avenue and place six to eight down at the Elks Parking Lot. Roll call vote was as follows: Gabriel, yea; Dietz, yea; Bernardo, yea; Walsh, yea. Motion passed 4 -0.

Request from Downtown DuBois to Close W. Long Avenue from Brady to Jared and N. High Street on Saturday, October 2, 2021 for Octoberfest in the City of DuBois.

Councilwoman Bernardo stated she would like to discuss this item with the Police Chief. She also announced that the Wheels of Yesteryear have agreed to participate in Octoberfest. Chief Clark asked if there was to be a beer tent this year. Bernardo stated there is not. The motion was made by Gabriel and seconded by Dietz that Council approve the request of the Downtown DuBois Group to close W. Long Avenue from Brady to Jared and N. High Street on Saturday, October 2, 2021 for Octoberfest in the City of DuBois. Roll call vote was as follows: Gabriel, yea; Dietz, yea; Bernardo, yea; Walsh, yea. Motion passed 4 -0.

Request Public Hearing on Monday, March 22, 2021 at 6:50 p.m. concerning Council Bill No. 1960 – House/Building Numbers.

The motion was made by Gabriel and seconded by Dietz that Council approve the request for a Public Hearing on Monday, March 22, 2021 at 6:50 p.m. concerning Council Bill No. 1960 – House/Building Numbers. Roll call vote was as follows: Gabriel, yea; Dietz, yea; Bernardo, yea; Walsh, yea. Motion passed 4 -0.

Work Session Meeting Minutes – March 4, 2021 (Cont'd.)

Request from Becky McTavish, Director of the DuBois Public Library, that Council appoint Danielle Bojalad, 719 Munroe Street, to the Library Board of Trustees for a three-year term ending March 4, 2024.

The motion was made by Bernardo and seconded by Gabriel that Council accept the recommendation of Director McTavish and appoint Danielle Bojalad to the Library Board of Trustees for a three- year term ending on March 4, 2024. Roll call vote was as follows: Gabriel, yea; Dietz, yea; Bernardo, yea; Walsh, yea. Motion passed 4 -0.

Appoint Councilwoman Shannon Gabriel to the DuBois Public Library Board of Trustees for a three-year term ending March 4, 2024.

The motion was made by Bernardo and seconded by Dietz that Council appoint Councilwoman Shannon Gabriel to the DuBois Public Library Board of Trustees for a three-year term ending March 4, 2024. Roll call vote was as follows: Gabriel, yea; Dietz, yea; Bernardo, yea; Walsh, yea. Motion passed 4 -0.

Planning Commission Recommendations: Review for Monday

- Penn State University – Consolidation & Land Development
- Day Property Holdings, LLC – 403 Patterson Avenue
- Jeffrey W. Rice, DMD, PC – 90 Beaver Drive, Building E

Police Chief – Blaine Clark

Chief Clark thanked Councilwoman Shannon Gabriel and City Manager Suplizio for sitting in on the hiring process for officers. He believes he will have something to present to Council on Monday. Mayor Walsh asked if he had good candidates. Clark confirmed he did.

Councilwoman Shannon Gabriel

Councilwoman Gabriel had a question on the Jeffrey W. Rice, DMD, PA – 90 Beaver Drive, Building E Planning Commission item. In the recommendation it references a concern the City Solicitor had with Council being unable to know if the waterline had been installed. Gabriel wanted to know if that had been resolved. City Engineer Nasuti assured her that Rice will not receive approval until the line is in and we have our documentation.

Councilwoman Diane Bernardo

Councilwoman Bernardo feels that our Parking Permits are dirt cheap. Mayor Walsh feels we should adjust the fee slowly, by raising it in small increments every year instead of a large amount all at once.

City Manager – John “Herm” Suplizio

- Manager Suplizio wanted to go off of what Mayor Walsh was saying. His example was the ball fields, for three years there was no charge for our local teams to use it; last he we implemented a \$10 per game fee. In 2021 we’re discussing raising the fee to \$15. Slow and steady.
- Parking Permits – Next Wednesday we are going to have our officers put out warnings on cars parked in the Elk’s Lot. We will only have warnings on for a few days and then the fines will begin. To park in a permit only parking lot the fine is \$50.

THIS IS A WARNING

PERMIT PARKING ONLY!

If you do not have a permit displayed in
your front window the fine is \$50.

Work Session Meeting Minutes – March 4, 2021 (Cont'd.)**City Manager – John “Herm” Suplizio**Parking Permits

The cost for a permit is \$25 monthly or
\$225 annually.

Please see the City of DuBois Municipal
Building to purchase a permit.

Councilman Shane Dietz

Councilman Dietz asked if there was any type of easy study we could do on how much it costs the City to maintain the parking lots, then adjust the fee accordingly.

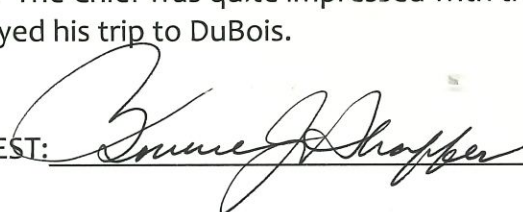
City Manager – John “Herm” Suplizio

- Not sure there is an easy study.
- The Fire Chief was in and visited every fire hall – 9 different meetings from Friday evening until Sunday. It was a very good meeting and everyone from DVFD was very cordial to the Chief.
- The Consolidation Study Meeting will be on March 16th @ 6 p.m. The City Manager asked Council if it would be alright to close the City Office at Noon on the 16th so that all the staff can attend a special meeting at 1 p.m. Council had no problem.

Mayor Edward Walsh

Mayor Walsh stated that the City Manager was being very humble about the Fire Chief's visit. The Chief was quite impressed with the fire department; felt they were top notch. He enjoyed his trip to DuBois.

ATTEST:



APPROVED:

