


Work Session Meeting Minutes – October 13, 2022

City Council Chambers, City Building, 16 West Scribner Avenue, DuBois, Pennsylvania on Thursday, October 13, 2022 @ 4 p.m.; Council convened at their regular Work Session with Mayor Walsh in the Chair. Other Council Members present were: Jim Aughenbaugh, 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; Code Enforcement/Zoning Officer, Zac Lawhead; Public Works Superintendent, Scott Farrell; Police Chief, Blaine Clark; IT Director, Matt Johnson; and Finance Officer, DeLean Shepherd.

Approval of Minutes  
Review for Monday

Approval of Registry of Invoices  
Review for Monday

Resolution No. 2022-0356 – Act 205 Resolution (Municipal Pensions)



**CITY OF DUBOIS, PENNSYLVANIA**

16 W. SCRIBNER AVE. • P.O. BOX 408 • DUBOIS, PENNSYLVANIA 15801

TELEPHONE: (814) 371-2000, Ext. 130  
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Office of the City Manager  
Department of Administration & Finance

**ACT 205 RESOLUTION  
NO. 2022-0356**


WHEREAS, Act 205 of 1984, the Municipal Pension Plan Funding Standard and Recovery Act, mandates that the municipalities shall allocate the estimated General Municipal Pension System State Aid among the municipalities pension plan.

WHEREAS, the City of DuBois desires to comply with said Act 205 of 1984; and

NOW, THEREFORE, BE IT RESOLVED, that the City of DuBois pledges to allocate the General Municipal Pension System State Aid for 2023 to the Non-Uniformed and Police Pension as necessary to meet the funding requirements of said pension plans.



Administrative Secretary  
Bobbie J. Shaffer




City Manager  
John "Herm" Suplizio

**Certification**

I, Bobbie J. Shaffer, duly qualified Administrative Secretary of the City of DuBois, Clearfield County, Pennsylvania, hereby certify that the foregoing is a true and correct copy of a Resolution duly adopted by a majority vote of the DuBois City Council at a regular meeting held October 13, 2022, and said Resolution has been recorded in the Minutes of the Work Session of DuBois and remains in effect as of this date.


IN WITNESS WHEREOF, I affix my hand and seal of the City of DuBois, this 13th day of October, 2022.



Bobbie J. Shaffer - Administrative Secretary

The motion was made by Aughenbaugh and seconded by Gabriel that Council approve Resolution No. 2022-0356 – Act 205 Resolution (Municipal Pensions) as presented. Roll call vote was as follows: Aughenbaugh, yea; Gabriel, yea; Dietz, yea; Walsh yea. Motion passed 4 – 0. Councilwoman Bernardo was not yet in Council Chambers.

Resolution No. 2022-0357 – Allocation of State Aid – Pension Plans



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Department of Administration & Finance

**ALLOCATION OF STATE AID - PENSION PLANS  
NO. 2022-0357**

WHEREAS, Act 205 of 1984, the Municipal Pension Plan Funding Standard and Recovery Act, was enacted to implement funding requirements for employee pension plans, and under provisions of said Act, the Commonwealth of Pennsylvania has made a 2022 allocation of \$300,466.20 to the pension funds of the City of DuBois; and

WHEREAS, the Commonwealth has charged this municipal governing body with the responsibility for deciding how this state aid will be distributed to the City's Police and Non-Uniformed Pension Plan.

NOW, THEREFORE, BE IT RESOLVED that the said state allocation of \$300,466.20 be distributed as follows:

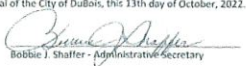
Police Pension Fund	\$124,330.80
Non- Uniformed Pension Fund	\$176,135.40

ADOPTED BY DUBOIS CITY COUNCIL: October 13, 2022.

**Certification**

I, Bobbie J. Shaffer, duly qualified Administrative Secretary of the City of DuBois, Clearfield County, Pennsylvania, hereby certify that the foregoing is a true and correct copy of a Resolution duly adopted by a majority vote of the DuBois City Council at a regular meeting held October 13, 2022, and said Resolution has been recorded in the Minutes of the City Council of DuBois and remains in effect as of this date.

IN WITNESS WHEREOF, I affix my hand and seal of the City of DuBois, this 13th day of October, 2022.



Bobbie J. Shaffer - Administrative Secretary

## Work Session Meeting Minutes – October 13, 2022 (Cont'd.)

### Resolution No. 2022-0357 – Allocation of State Aid – Pension Plans (Cont'd)

The motion was made by Gabriel and seconded by Dietz that Council approve Resolution No. 2022-0357 – Allocation of State Aid – Pension Plans as presented. Roll call vote was as follows: Aughenbaugh, yea; Gabriel, yea; Dietz, yea; Walsh yea. Motion passed 4 – 0. Councilwoman Bernardo was not yet in Council Chambers.

**Penn Highlands DuBois – Ribbon Cutting – Friday, November 4 @ 4 p.m. – Center of Excellence**  
City Manager Suplizio said this is Informational, please put on your calendars.

### Street Milling & Paving List

Unfortunately, the list on the agenda was from the bid and had since been updated the correct list is as follows:

- |                      |                        |
|----------------------|------------------------|
| 1. East Sheridan Ave | 9. Miners Alley        |
| 2. W. Garfield Ave   | 10. Beech Alley        |
| 3. N. Fourth ST      | 11. S. Park Street     |
| 4. N. Third ST       | 12. Clinton Alley      |
| 5. McClure Street    | 13. McCracken Run Road |
| 6. DuBois Street     | 14. Hospital Ave       |
| 7. Lakeview Drive    | 15. Arminta ST         |
| 8. Lord ST           | 16. Munroe ST          |

Beginning Hospital Ave on Monday, then proceeding to Arminta and Munroe.

### Loan for work in the Park/RACP Grant

The loan will be used to finance the RACP project as it is a reimbursement grant. The motion was made by Dietz and seconded by Gabriel that Council approve moving forward with the loan for work in the Park. Roll call vote was as follows: Bernardo, yea; Aughenbaugh, yea; Gabriel, yea; Dietz, yea; Walsh yea. Motion passed 5 – 0.

### Consolidation Agreement

City Manager Suplizio presented the final draft of the Consolidation Agreement to City Council. He asked them to look it over and write down any questions or concerns.

### Resolution No. 2022-0358 – Authorized Official Resolution – Keystone Grant for Public Library Facilities



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#### AUTHORIZED OFFICIAL RESOLUTION

##### Resolution No. 2022-0358

Be it RESOLVED, that the City of DuBois hereby request a Keystone Grant for Public Library Facilities from the Pennsylvania Department of Education project number KPL-23-0000

Be it FURTHER RESOLVED, that the Applicant does hereby designate Edward Walsh, Mayor and John Suplizio, City Manager as the official(s) to execute all documents and agreements between the City of DuBois and the Pennsylvania Department of Education to facilitate and assist in obtaining the requested grant.

I, Bobbie Shaffer, duly qualified Secretary of the City of DuBois, Clearfield County, PA, hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the City of DuBois at a public meeting held October 13, 2022 and said Resolution has been recorded in the Minutes of the City of DuBois and remains in effect as of this date.

IN WITNESS THEREOF, I affix my hand and attach the seal of City of DuBois, this 13th day of October, 2022.

City of DuBois  
Name of Applicant  
  
Clearfield County  
County  
  
*Bobbie Shaffer*  
Secretary

Director Mitchell stated that Becky McTavish, Director of the DuBois Public Library, is applying for a grant for a HVAC system. A resolution is required because technically it is the City's grant as the municipality is require to file. The motion was made by Aughenbaugh and seconded by Gabriel that Council approve Resolution No. 2022-0358 – Authorized Official Resolution – Keystone Grant for Public Library Facilities as presented. Roll call vote was as follows: Bernardo, yea; Aughenbaugh, yea; Gabriel, yea; Dietz, yea; Walsh yea. Motion passed 5 – 0.




Work Session Meeting Minutes – October 13, 2022 (Cont'd.)

Police Department Meet and Greet – Thursday, October 27 @ 4 p.m.

This has been changed to Thursday, November 3 @ 4 p.m. as there was no Work Session on October 27<sup>th</sup>. If anyone has any suggestions, please let Chief Clark know.

DCNR – C2P2 Resolution – Authorizing the City Manager to electronically sign application for the Basketball Court Rebuild Grant

	<b>pennsylvania</b> DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES	RESOLUTION PAGE	Commonwealth of Pennsylvania www.dcnr.state.pa.us/grants
<b>DCNR-C2P2</b> Applicant Information (* indicates required information)			
Applicant/Grantee Legal Name: CITY OF DUBOIS		Web Application ID: 2005842	
Project Title: Basketball Court rebuild			

WHEREAS, CITY OF DUBOIS ("Applicant") desires to undertake the project, "Basketball Court rebuild" ("Project Title"); and

WHEREAS, the applicant desires to receive from the Department of Conservation and Natural Resources ("Department") a grant for the purpose of carrying out this project; and

WHEREAS, the application package includes a document entitled "Terms and Conditions of Grant" and

WHEREAS, the applicant understands that the contents of the document entitled "Terms and Conditions of Grant," including appendices referred to therein, will become the terms and conditions of a Grant Agreement between the applicant and the Department if the applicant is awarded a grant; and

NOW THEREFORE, it is resolved that:

1. The grant application may be electronically signed on behalf of the applicant by "John Suplizio" who, at the time of signing, has a TITLE of "City Manager" and the email address of "hermsuplizio@hotmail.com".
2. If this Official signed the Grant Application Electronic Authorization prior to the passage of this Resolution, this grant of authority applies retroactively to the date of signing.
3. If the applicant is awarded a grant, the Grant Application Electronic Authorization, signed by the above Official, will become the applicant/grantee's executed signature page for the Grant Agreement, and the applicant/grantee will be bound by the Grant Agreement.
4. Any amendment to the Grant Agreement may be signed on behalf of the grantee by the Official who, at the time of signing of the amendment, has the "TITLE" specified in paragraph 1 and the grantee will be bound by the amendment.

I hereby certify that this Resolution was adopted by the

DuBois City Council  
(Identify the governing body of the applicant, e.g. city council, borough council, board of supervisors, board of directors)

of this applicant, this 13<sup>th</sup> day of October, 2022.

(signature of the governing body) Edward L. Walsh, Mayor & City Council President

The motion was made by Gabriel and seconded by Dietz that Council approve the DCNR-C2P2 Resolution – Authorizing the City Manager to electronically sign application for the Basketball Court Rebuild Grant as presented. Roll call vote was as follows: Bernardo, yea; Aughenbaugh, yea; Gabriel, yea; Dietz, yea; Walsh yea. Motion passed 5 – 0.

Joe Mitchell - Redevelopment Authority Director/Assistant Public Works Superintendent

Mitchell talked about the police department grant application. Mayor Walsh stated that Sandy & DuBois Police Departments have applied for a \$900.000+ grant to update various items in the departments. Mitchell stated that the grant would be used for Body Cam, Fixed Cameras, License Plate Readers, Records Management, Scanning Old Documents and Tasers. He went on to say that they are trying to move quickly because the funds are leftover COVID money. Mayor Walsh just wanted to highlight that the two communities are working together.

Matt Johnson – IT Director

The test license plate camera has been installed. Putting a list together of needs over next couple of years.

Blaine Clark – Chief of Police

Cameras are wonderful, can't get enough of them.

John "Herm" Suplizio – City Manager

- Update:
- Maple Avenue is on schedule.
  - Dredging is 75% completed possibly a little more.
  - Top of Boulevard – Still ongoing, hopefully it will be completed by the end of the year.

City and Sandy crews have been doing the waterline on Shaffer Avenue. Hoping to get done so we can get a good patch job.

ATTEST: Donna J Shaffer APPROVED: [Signature]