

City Council Meeting Minutes – May 28, 2024

City Council Chambers, City Building, 16 West Scribner Avenue, DuBois, Pennsylvania on Tuesday, May 28, 2024, at 6 p.m.; Council convened at their regular City Council Meeting with Mayor Pat Reasinger in the Chair. Other Council Members present were James Aughenbaugh (by phone), Shane Dietz, Elliot Gelfand and Jennifer Jackson. Also present were: City Manager, Shawn Arbaugh; City Solicitor, Thomas Breth; Public Works Director/Engineer, Chris Nasuti; Interim Police Chief Shawn McCleary; Sandy Township Police Chief, Kris Kruzalak; and Administrative Secretary, Korbi Slocum.

The meeting was called to order at 6 p.m. and the Pledge of Allegiance was led by Reasinger.

Executive Session (legal and personnel issues)

Council met in Executive Session prior to tonight's meeting to discuss labor contracts and personnel.

Public Comments on Agenda Items Only

No comments.

Approval of Minutes

City Council Minutes – May 13, 2024

The motion was made by Gelfand and seconded by Dietz that Council approve the City Council Meeting Minutes of May 13, 2024, as presented. Roll call was as follows: Aughenbaugh, yea; Jackson, yea; Gelfand, yea; Dietz, yea; Reasinger, yea. Motion passed 5-0.

Registry of Invoices

The motion was made by Jackson and seconded by Gelfand to pay the Auto Draft Check Register by Check ID dated May 23, 2024, in the amount of \$15,942.46. Roll call was as follows: Aughenbaugh, yea; Jackson, yea; Gelfand, yea; Dietz, yea; Reasinger, yea. Motion passed 5-0.

The motion was made by Dietz and seconded by Jackson to pay the General Fund Purchase Order Listing by Vendor Name dated May 23, 2024, in the amount of \$122,481.86. Roll call was as follows: Aughenbaugh, yea; Jackson, yea; Gelfand, yea; Dietz, yea; Reasinger, yea. Motion passed 5-0.

The motion was made by Gelfand and seconded by Dietz to pay the PennVEST Check Register by Check ID dated May 23, 2024, in the amount of \$3,405,390.87. Roll call was as follows: Aughenbaugh, yea; Jackson, yea; Gelfand, yea; Dietz, yea; Reasinger, yea. Motion passed 5-0.

OLD BUSINESS

Redevelopment Authority Cooperation Agreement

There have been several discussions. The recommendation is to have our Solicitor review the agreement one more time to make sure we are OK with all the provisions.

NEW BUSINESS

Appoint Shawn Arbaugh Right-to-Know Officer

This is to officially name Shawn as Right-to-Know Officer for the City of DuBois so the information can be updated with the state. The motion was made by Jackson and seconded by Gelfand to name Shawn Arbaugh as Right-to-Know Officer for the City of DuBois. Roll call was as follows: Aughenbaugh, yea; Jackson, yea; Gelfand, yea; Dietz, yea; Reasinger, yea. Motion passed 5-0.

Employee Manual

For the past several months, a copy of the proposed Employee Manual has been reviewed by key City employees and City Council. The final product is ready for Council's approval. The motion was made by Gelfand and seconded by Dietz to approve the Employee Manual as presented. Roll call was as follows: Aughenbaugh, yea; Jackson, yea; Gelfand, yea; Dietz, yea; Reasinger, yea. Motion passed 5-0.

Budget Transfer Resolution

As a result of the errors that were discovered, this resolution moves money from certain line items to make sure we have a balanced budget for the year. There is an attachment showing the increases and decreases. The motion was made by Gelfand and seconded by Jackson to approve the budget transfer resolution. Roll call was as follows: Aughenbaugh, yea; Jackson, yea; Gelfand, yea; Dietz, yea; Reasinger, yea. Motion passed 5-0.

Award Green-Light-Go Traffic Light Upgrades Bid (Brady Street, Park Avenue, Liberty Blvd.)

There was a bid opening on May 20, 2024, at the City Building. The low bid was from M&B Construction in the amount of \$492,003.29. The construction budget was \$500,000.00. The recommendation is to award the bid to M&B Construction. This is a Green-Light-Go 80-20 grant. Aughenbaugh asked Nasuti to explain

City Council Meeting Minutes – May 28, 2024 (continued)

Award Green-Light-Go Traffic Light Upgrades Bid (continued)

the project for the public. The light will operate very similarly to what it does now, but it will be modern equipment. The detection will be updated from loops to radar. The timing on traffic lights at nearby intersections will be coordinated together. Construction will hopefully begin in the fall and be completed by spring. Arbaugh noted this was bid for both the City of DuBois and Sandy Township. The supervisors will consider this at their June 3, 2024, meeting. The motion was made by Jackson and seconded by Dietz to award the project to M&B Construction in the amount of \$492,003.29. Roll call was as follows: Aughenbaugh, yea; Jackson, yea; Gelfand, yea; Dietz, yea; Reasinger, yea. Motion passed 5-0.

Award Line Painting Bid

The bid we had earlier this year came in over budget. The scope of the project was re-evaluated by Nasuti and Matt Cook of Sandy Township. The bid opening was May 23, 2024, with the low bid coming from Lines for Less in the amount of \$31,966.75. The City portion would be \$18,145.00. This will be on Sandy Township's agenda for June 3, 2024. The recommendation is to award the project to Lines for Less. The motion was made by Jackson and seconded by Gelfand to accept the recommendation and award the project to Lines for Less in the amount of \$31,966.75. Gelfand questioned what eliminated to change the scope of the project. Nasuti replied, "Most of it was center lines that are still in good shape." Roll call was as follows: Aughenbaugh, yea; Jackson, yea; Gelfand, yea; Dietz, yea; Reasinger, yea. Motion passed 5-0.

Sunflower Drive Vacation Ordinance – First Reading

This is an ordinance amending Chapter 385 of the Code of Ordinances of the City of DuBois entitled "Streets and Sidewalks" by adding to the table of vacated and abandoned streets and alleys listed as Section 3085-102 of Article XVI, a section vacating Sunflower Drive from Tenth Street to the eastern dead end. If you turn onto 10th Street at the loop portion, there is an alley to the right that was Sunflower Drive that dead ends at the section that was vacated by Sandy Township many years ago. This is just cleaning up that neighborhood. Gelfand asked, "What are the benefits of having an alley added to the list?" Nasuti replied, "There is no benefit to having that alley there. It would have been put in originally to have access to the back of those properties, but with that other portion vacated this is wasted area." Reasinger asked, "Where does the property go?" Nasuti replied, "The adjacent property owners." It will be advertised for three weeks and then we will bring it back for the second reading. The motion was made by Gelfand and seconded by Dietz to approve the first reading of the ordinance. Roll call was as follows: Aughenbaugh, yea; Jackson, yea; Gelfand, yea; Dietz, yea; Reasinger, yea. Motion passed 5-0.

Bond Issue / Debt Refinancing

Arbaugh has done some research on what bond issue we could look at to reduce our overall debt service payments on some of the variable interest loans we have outstanding. We did deal with Janney Montgomery Scott, a reputable firm, and came up with a tentative bond issue. They show a fixed rate of about 3.9% over the life of the bond, which is 15 years. They show about \$100,000.00 of savings each year on debt service compared to the current rates we are paying on some of the variable interest ones, which are 5.7%. Reasinger questioned, "Some of those go out to 2038 and 2047? So, we're shortening the term and saving money." Arbaugh replied, "Correct." This is just for information and questions tonight because we are looking at the same time for a bond issue in the amount of \$2,000,000.00 for the City building upgrade. We may see some savings if we do it at the same time. That money would be repaid by the state through a grant, but you do have to do the project first and then seek reimbursement for that money. We should hear back in the next week or two and could potentially vote on June 10, 2024.

Sandy Township Employee Relocation

This is to seek approval to bring the administration from the Sandy Township building into the City of DuBois office. With the loss of the Finance Director and Assistant Treasurer we have some gaps that need to be filled. Kristen Dunn and Terri Bracken (Secretary/Treasurer) have been able to come in and work with the existing staff, especially Dayna who has been an asset and Tommy, to make sure we have a handle on the financial situations and human resource issues in DeLean's departure. It is very difficult to run two offices, so our recommendation is to bring individuals, including myself, here full time and have very limited hours at the Sandy Township building for things like code enforcement, zoning issues that may come up during prescribed hours. We still would have an Administrative Secretary at the Police Department that would be able to assist anybody. We do have special apps that ring to our phones if someone calls a Sandy Township building to bring directly to our cell phones. The Board of Supervisors of Sandy Township did approve this relocation to help bridge the gap in our consolidation. The motion was made by Jackson and seconded by Dietz to approve the employee relocation to the City building. Roll call was as follows: Aughenbaugh, yea; Jackson, yea; Gelfand, yea; Dietz, yea; Reasinger, yea. Motion passed 5-0.

City Council Meeting Minutes – May 28, 2024 (continued)

Chris Nasuti Retirement

It is with great displeasure, a very sad day to bring this to your attention, but we have received a retirement notice from Chris Nasuti that would be effective July 5, 2024. Regretfully, the motion was made by Jackson and seconded by Gelfand to accept the retirement notice from Nasuti for a great job for the City. [There was a round of applause from the audience.] Reasinger said, "Chris, I'm going to miss you. We worked well together and had the same feelings about the City. It's a great place." Roll call was as follows: Aughenbaugh, yea; Jackson, yea; Gelfand, yea; Dietz, yea; Reasinger, yea. Motion passed 5-0.

Authorization to Advertise Engineering Position

This is to seek authorization to advertise for the City Engineer position, to try to find someone that can be half as good as Chris Nasuti. The motion was made by Gelfand and seconded by Dietz to approve advertisement of the City Engineer position.

75th Anniversary DuBois Little League Celebration – Fireworks and Special Event Approval (June 8, 2024)

We received a request for use of City park on June 8, 2024, for the 75th anniversary of DuBois Little League. It includes fireworks and inflatables in the grass area. Scott Frano invited the whole town to the celebration. "There is no fee. We are going to give away food, popcorn, and T-shirts. We're going to finish with a T-Mobile national home run derby. Whoever wins will go on to the next step. We're going to try to get a movie involved and finish up with a fireworks display." The motion was made by Gelfand and seconded by Jackson to approve the request from the DuBois Little League for June 8, 2024. Roll call was as follows: Aughenbaugh, yea; Jackson, yea; Gelfand, yea; Dietz, yea; Reasinger, yea. Motion passed 5-0.

Public Comments

Bob Swope - DuBois

"I just have a question. The union asked to be involved in the writing of the (Employee) Handbook. What happened? If it's already written, already approved." Reasinger replied, "We'll look into that."

Leo Brooks – Assistant Fire Chief

Gave his monthly update on the Fire Department. "Call-wise, we've been busy. Our call volumes increased. Recently, the township added us to their fire boxes so that's where most of our calls have gone. Their stations are on our fire boxes, structure fires, so we're working together. We had a mock crash on May 16th at the high school. It went really well. We had life flight and the coroner there. It was pretty realistic. We did have our ISO inspection. They met with Chris and Shawn. Chief Federici and I met with them for several hours. They went over our books and they inspected all our fire trucks. We're waiting to hear back if we're still an ISO #1. The Volunteers had their Fireman's Platter and Fourth Ward had their Mother's Day Chicken BBQ. I want to thank everyone for purchasing tickets and supporting our fire departments. Fundraisers will start back up in the fall. We will be cooking hot dogs and hamburgers for the congregation after Church in the Park on June 9th. Our Firemen's Week is coming up June 18-20. We have our annual competitions – Battle of the Barrel and Run a Pump – Tuesday and Thursday at the high school and Sink the Tub Wednesday at the Tannery. Those start at 6:00 p.m.

I brought some special guests here this evening. We recently completed our fire school. It's over 200 hours of training to volunteer for your community. I want to recognize those folks who are considered interior firefighters: Daniel Leroy and Zach Garmen from Third Ward; From 74, Justice Kemmerer from 74 (Fourth Ward); and Andrew McIntosh, Jacob McIntosh, Kaelyn Korb and Zak Marshall all from Goodwill. I'm very proud of these folks. We had a bunch of juniors as well. I'm extremely proud of these folks. It's a lot of work. We have another special guest, Jerry McIntosh. He has 57 years in the fire department. He served as Fire Chief back in the 1980s, he still goes to meetings, he's still active and goes on calls as the driver. McIntosh said, "I'm proud to be here, especially with my grandchildren here. It's in our blood. My grandfather was Fire Chief way, way back. My wife, Cheryl, is my right and left arm; she keeps me straight. As long as I can do it, I'm going to keep volunteering. So, thank you."

Michelle Snyder – Green Ridge Drive

"At the last meeting there were some questions about the summer help. I'd like to add to that since I'm the mom of one of the kids that is employed by the City. I know one of the questions was 'What do they do for \$15.00/hour?' I want everybody to know what they do. They're responsible for over two dozen locations to mow the grass, they have to clean the area around the creek that includes mowing and weeding, they cut abandoned lawns, they trim trees, they landscape, they power wash, they paint fire hydrants and fences, and they make sure the garbage is removed from all the parks and the fields. Probably the worst job in my opinion is they clean the public restrooms. Some people intentionally make it difficult for them. They clean up after other people's dogs, they help maintain the turf fields, and they do anything anybody needs to prep for any public events. Because there's often so much negativity, I thought I might throw that out there. For those who are naysayers and don't want to support anything that's going on in the City, just know these kids are trying to earn their rent for next year. They're doing the best they can. Maybe anybody that isn't interested in supporting them can think differently and look

City Council Meeting Minutes – May 28, 2024 (continued)

Michelle Snyder – Green Ridge Drive (continued)

for the good these kids are doing. Look at these kids over here, what great things they're doing. I'm really, really proud of the youth in our area." Reasinger said, "When I drive around, I always see them. They're always working." Nasuti added, "We couldn't operate without them."

Charlie Mechling – Monroe Street

"After the last Council meeting, I think everyone walked out of here kind of in shock with our financial situation. Once I got over my shock, I started thinking about some possibilities. One of the things that I find when I travel, which is a lot, is there's hotel taxes. You look at the receipt and you see municipal tax on there all the time. It's very common. The residents aren't paying a tax; it's people that are traveling through, so it's not a hardship on any residents. The average hotel tax in the United States is 13.4%, which isn't too bad. But it would be collected by the hotels so you don't really have any expense to speak of there and it would kind of help us monetize the ball fields, to maybe get a little bit of a return from all of that. Hopefully we can get something going on that." Reasinger responded, "I asked about that tonight. Clearfield County charges 5% hotel tax right now. That's a county tax and they do divide it up. We've gotten some money for the tournaments and things like that, so it does help us. Our tournaments fill hotels from Clarion to Clearfield, so it would be nice to get a bigger chunk of that. I agree with you."

Bev Kurts – Rainbow Drive

"I just had a question. I know we talked last time about how much the ball tournament cost. How much of that do we receive in return from donations or advertising?" Reasinger replied, "I can tell you there was a five-year contract and the county, it was \$25,000.00 a year. The county paid \$25,000.00 the first year, \$20,000.00 the second year, then \$15,000.00 then \$10,000.00 then \$5,000.00. It's up for renegotiation. Hopefully, they can kick in a little more next time. I have asked for financials on the ball fields. I have not seen them. It's not an easy thing to do because there's a lot of extra help and stuff that goes over there also." Kurts said, "But I would think that the hotels and some other restaurants and stuff would be happy to make a donation because they are making out on this." Arbaugh replied, "We do have several donations and sponsorships for the fields. We can work on getting those numbers, but there are numerous sponsors in the area." Reasinger said, "I think this is the first year we've really started to keep a separate track of those expenses, so we'll know better at the end of the year what things actually cost."

Bob Swope – DuBois

"I'm kind of on the fence on this where I agree with everybody. I'm as shocked as everybody to find out how much money this is costing us in the fields. But, I also want – as a Little League coach and watching these kids play – it is great for this place. It really is. I understand it is costing the City money. I just hope that everybody realizes what it's doing for these little kids, letting them play on a good field. Like today, it poured down rain. The old fields, they wouldn't be able to play. Tonight, we're playing. Granted, it's costing the City money, but it's also helping all these businesses out. I hope people see the positive in that and not try to get rid of these things that are supposed to be costing us money. I hope you guys realize that." Reasinger replied, "It's sort of like the library and the pool. We don't make money on the library and the pool, but it's a great asset for the City."

Council Member Comments

Councilwoman Jennifer Jackson

"Chris, I wish you all the best. Thank you. As far as I know, there's no talk about getting rid of any ball field. It's just trying to make the best of what we have, but we do appreciate what it is. And, I'd like to thank the Fire Department and all the new young members coming up. I think it's great that Leo comes to the meetings. We appreciate it."

Councilman Aughenbaugh

"First off, a shout out to Little League. Mr. Frano, thank you for all your hard work that goes into that and make it what it is, giving the kids something to do and keep them off the street. I think that's part of what the ball fields bring. People like playing on them. It's not a cow pasture by any means. I'm looking forward to the 75-year celebration. Also, to the Chief for your report. Congratulations to all the new interior firemen. That's a great achievement. A shout out to Chief McIntosh for your dedication over the 57 years. As far as Chris, you know, I sent you an email, but you'll sadly be missed and all your hard work and dedication on a lot of these projects that have been accomplished over your tenure. You can look back and be proud that you were a part of that, so thank you." Nasuti responded, "Thank you, Jim."

Councilman Elliot Gelfand

"Congrats on your retirement and next steps, Chris. Sad to see you leave. I appreciate all the help you provided to us since January and prior to that. I wish you the best. Congratulations to all the young firemen. Great to see the youth joining the fire departments. It's needed and hopefully you can encourage your friends to join, too. Thanks for coming, Leo. Thank you, Chief McIntosh, for all your service. Like Jen said on the ball fields, no one's tearing them down, no one thinks they're bad. We want people to

City Council Meeting Minutes – May 28, 2024 (continued)

understand the full picture of what they cost, what the commitment is on the part of the City. We are looking to maximize the potential of them. It's just open dialogue about them. I think they're great for the City. They're beautiful and they're not going anywhere. There's a lot of great activities going on this summer from the City and from lots of other people, so please take advantage. Hopefully, we'll see you down at the park this summer. Head on down to the celebration for the Little League. I know I'll be there with my kids. I really appreciate everything, Scott, that the league does for the City as well, so thank you."

Councilman Shane Dietz

"Chris, thank you for your service to the City. You are a major asset we have here and sad to see that you're leaving. I'm happy that we have you for a little while longer. Also, our new interior firefighters, congratulations on all the work that you guys do. Chief Brooks, you mentioned us working toward continuing having our ISO 1 certification. Do you know how many volunteer fire departments have that in the country?" Brooks replied, "I believe the exact number is less than five. The DuBois Fire Department is one of those five in the entire country. It's quite an accomplishment and it's a lot of work, a lot of paperwork, a lot of work on the guys. There are binders full of stuff that we do on an annual basis." Dietz continued, "I think that's pretty awesome, if you think that across the country you have tens of thousands of volunteer fire departments, if not more, and we're one of five that are ISO 1. Congratulations. Thank you for your work."

Manager Shawn Arbaugh

"Chris, I just want to say it's been great working with you, and we are going to miss you sorely and maybe you'll reconsider. You will be missed. To the firefighters, great job. I went through – unfortunately COVID shut down my fourth mod – but it's a lot of work. I appreciate you guys and your devotion for that. Chief McIntosh, thank you for your service."

Solicitor Tom Breth

"I'll talk to Chris. It's been miserable, Chris. Good to know you, Chris. You're a true professional. I appreciate everything you've done."

Mayor Pat Reasinger

"I want to thank the young firemen because that is an absolute big commitment to take on that training to do that. And I know you had help from the two chiefs but thank you very much. The City really appreciates it."

Adjourn

There being no further business to transact, the motion was made by Jackson and seconded by Gelfand that Council adjourn. Roll call was as follows: Aughenbaugh, yea; Jackson, yea; Gelfand, yea; Dietz, yea; Reasinger, yea. Motion passed 5-0.

ATTEST: Konbi Slocum

APPROVED: 