

# **Minutes of the Council of the City of Easton, Pa.**

**February 27, 2019**

Easton, Pa  
Wednesday  
February 27, 2019  
6:00 p.m.

City Council met in stated session at the above date and time, in Council Chambers, located on the Third floor of City Hall, 123 S. Third Street, to consider any business that may lawfully be brought before the body.

The invocation was given by Mayor Panto, followed by the Pledge of Allegiance.

## **ROLL CALL**

Present: Brown, Edinger, Melan, O'Connell, Ruggles, Panto (7)

Absent: None (0)

Also in attendance was Thomas A. Hess, City Clerk, William Murphy, City Solicitor, Joel Scheer and Luis Campos, City Administrator. There were approximately forty (40) other persons present.

## **APPROVAL OF AGENDA**

On motion of Mayor Panto and Mr. Brown the Agenda was amended by removing Items c & d, Resolutions which would approve Certificates of Appropriation for 132 S. 3<sup>rd</sup> Street from the Consent Agenda, by the following vote:

Yeas: Panto, Vulcano, Ruggles, O'Connell, Melan, Edinger, Brown (7)

Nays: None (0)

On motion of Dr. Ruggles and Mr. O'Connell, the amended Agenda was approved by the following vote:

Yeas: Brown, Edinger, Melan, O'Connell, Ruggles, Vulcano, Panto (7)

Nays: None (0)

## **ACTION ON THE MINUTES**

On motion of Dr. Ruggles and Mr. O'Connell the minutes of the February 13, 2019 Council meeting were approved, as submitted, by the following vote:

Yeas: Edinger, Melan, O'Connell, Ruggles, Vulcano, Panto, Brown (7)

Nays: None (0)

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## **SWEARING IN** **Fire Chief Michael Krill**

At this time Mayor Panto swore in Fire Chief Michael Krill.

Mayor Panto spoke regarding Chief Krill's past outstanding service to the City and the citizens, and thanked the Fire Fighters, in attendance, for showing their support for their new Chief.

## **PRESENTATION** **Greater Lehigh Valley Chamber of Commerce**

Laurie Nelson and Lauren Spence, both from the Greater Lehigh Valley Chamber of Commerce presented an update on occurrences that have happened and will be happening in the community. They thanked the Mayor for all of his support and for attending the functions, and thanked Mr. Campos for being a member of the Spanish Council.

Mayor Panto thanked the above women for the update.

## **PRESENTATION** **Merje – Wayfinding Sign Design Project**

The Public Works Director, David Hopkins, introduced Mr. John Bosio, a representative from the Merje Corporation

Mr. Bosio furnished Council with an analysis and schematics for wayfinding signs throughout the City. He said that they would not be adding signs; he said that existing signs would be replaced. He went over different signs and options.

Council members made comments and asked questions on whether the signs would be the same style throughout the City, if the signs, located in the Historic District would have to be approved by the Historic District Commission, and regarding the placement of signs in other municipalities because of City parks and such are located outside of the City.

Mr. Hopkins and Mr. Bosio said that the signs would be the same throughout the City, that the signs would probably have to go in front of the Historic District for their approval, and that other municipalities would have to give approval for the placement of signs.

Mr. Bosio said that the next steps would be to present their recommendations to stakeholders, and to put the bid out in early summer. He said that his company just does the design work and not the installation.

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**PUBLIC COMMENT – on Agenda Items**

There were no comments from the audience.

**CONSENT AGENDA**

On motion of Dr. Ruggles and Mr. O'Connell the following items were adopted by the following vote:

Bill 2, (Ordinance 5660) Amending Sections contained in Chapter 285, Fees, of the Code of the City of Easton, Pa. This Bill amends Construction fees.

Resolution 14-2019, which approved a Certificate of Appropriateness for 118 Spring Garden Street.

Yeas: Brown, Edinger, Melan, O'Connell, Ruggles, Vulcano, Panto (7)

Nays: None (0)

**REPORTS RECEIVED BY COUNCIL**

There were no reports were received by Council:

**REPORTS OF COMMITTEES**

Mr. Brown, Chairman of the Finance Committee, had no report.

Mrs. Vulcano, Chairman of the Economic Development Committee, reported that the Vacant Property Review Committee had met and reported that six (6) properties, that had been on blighted property list, had been removed from the list because of different reasons, reported that four (4) more properties had been sent to the Planning Commission to be certified as blighted properties. She thanked Mr. Lysynecky, Finance Director for looking into the exemptions for people paying the Per Capita tax, asked if the Financial Department was acting on the request by Larry Vandever for funds for his cat organization and spoke regarding the meetings on the proposals to develop the Boyd Parking Lot, the N. Third Street Parking Lot and the Joseph's Parking lot properties.

Mr. Lysynecky said that the funds for Mr. Vandever were being taken care of.

Mr. O'Connell, Chairman of the Planning and Code Committee, had no report.

Mr. Melan, Chairman of the Public Safety Committee, had no report.

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Dr. Ruggles, Chairman of the Public Works Committee, had no report, but said he working on and researching a tax rebate program for Senior Citizens and would be bringing something forward to Council, in the near future, for the members to review. He also reported that a community wide breakfast would be held, sometime in March, at St. Johns Lutheran Church.

Mr. Edinger, Chairman of the Administration Committee, read an Administration Committee memorandum. (see attachment). He told Mr. Campos that a study should be done on the Fire Department including proper manning and a facility study.

Mr. Campos said that the administration was looking into having a study done, but that was not done. At this time they felt that it was more prudent to hire a Fire Chief and then fill the leadership positions at the Department. He said that once those are filled he would speak with the Chief regarding a study with Council's recommendations.

Mayor Panto said that the Fire Department's Collective Bargaining Unit requires forty-two (42) full time fire fighters and the City cannot go below that number. He said that the City won the ability to use part-time firefighters in the arbitration award, said that the City did not intend to fill positions with part-time firefighters. He said that Chief Krill felt that he could work with the men to keep the overtime costs down, and said that the City was going to give the Chief the time to do that. He said that in the Capital Budget, as far as facilities, the Main Fire Central building is included and also that building may have to be renovated to include a private section for female firefighters. He said that he and Chief Krill have been attending City events and informing the public that Fire Department applications are available for the upcoming tests.

Mr. Murphy, City Solicitor, reported that before the meeting Council held an Executive Session and had discussed a personnel matter.

Mayor Panto said that very soon Council would be receiving, from Director Noworski, a proposed Ordinance for Short Term Rental Occupancy that would control Air B&B's throughout the City, said that Mr. Hopkins was finalizing the Wood Avenue Infrastructure update, said that the Easton Iron and Metal project is moving forward with the Karl Sterner Arts Trail Park, and spoke regarding the Cannabis legislation in the state legislator.

### **CORRESPONDENCE**

There was no correspondence received by Council:

### **UNFINISHED BUSINESS**

Bill 3, Setting the Benefits and Compensation for Elected Officials of the City of Easton, Pa. was moved by Mr. Edinger and Mr. O'Connell.

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Mr. Melan made comments and asked questions regarding if the City Administration did any other municipality comparisons on the proposed salaries contained in this Bill, and that the CPI that the commission used was not valid.

The questions were answered by Mr. Campos and Mr. Edinger.

There was a lengthy discussion on this proposed Bill between Councilmembers, Mr. Murphy, Mrs. Scheer and Mr. Campos.

Bill 3, (Ordinance 5659) Setting the Benefits and Compensation for Elected Officials of the City of Easton Pa. was adopted on motion of Mr. Edinger and Mr. O'Connell by the following vote:

Yeas: Panto, Vulcano, Ruggles, O'Connell, Edinger, Brown (6)

Nays: Melan (1)

This Bill set the Benefits and Compensation for elected officials.

### NEW BUSINESS

The next two items on the Agenda was a proposed Resolution which would authorize the submission of Applications for Traffic Signal For N. 3<sup>rd</sup> and Snyder Street and N. 3<sup>rd</sup> and Lafayette College Arts Campus.

The following Resolutions were introduced by Dr. Ruggles:

15-2019

16-2019

Mr. Melan asked if this would cause more traffic problems.

Mr. Hopkins said that they would not. He said that one would allow for cement to be replaced by brick and one would allow lines to be painted.

The above Resolutions were adopted on motion of Dr. Ruggles and Mr. Brown, by the following votes:

Yeas: Vulcano, Panto, Brown, Edinger, Melan, O'Connell, Ruggles (7)

Nays: None (0)

Yeas: Panto, Brown, Edinger, Melan, O'Connell, Ruggles, Vulcano (7)

Nays: None (0)

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The next item on the Agenda was a proposed Resolution which would approve a Job Description for the position of Junior Foreman in the Department of Planning and Codes.

The following Resolution was introduced by Mr. O'Connell:

17-2019

The above Resolution was adopted on motion of Mr. O'Connell and Mrs. Vulcano by the following vote:

Yeas: O'Connell, Ruggles, Vulcano, Panto, Brown, Edinger, Melan (7)

Nays: None (0)

The next item on the Agenda was a proposed Resolution which would authorize the selling of nonalcoholic beverages and food in Centre Square, by Mr. David Rose.

The following Resolution was introduced by Mrs. Vulcano:

18-2019

The above Resolution was adopted on motion of Mrs. Vulcano and M. Brown by the following vote:

Yeas: Ruggles, Vulcano, Panto, Brown, Edinger, Melan, O'Connell (7)

Nays: None (0)

The next item on the Agenda was a proposed Resolution which would approve a Cost Per Image Agreement with Great America Financial Services.

The following Resolution was introduced by Dr. Ruggles:

19-2019

The above Resolution was adopted on motion of Dr. Ruggles and Mr. O'Connell, by the following vote:

Yeas: Vulcano, Panto, Brown, Edinger, Melan, O'Connell, Ruggles (7)

Nays: None (0)

The next item on the Agenda was a proposed Resolution which would accept the Easton Fire Fighters, Local 713 Act 111 Interest Arbitration Award.

The following Resolution was introduced by Mr. Melan:

1  
2

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20-2019

The above Resolution was adopted on motion of Mr. Melan and Dr. Ruggles by the following vote:

Yeas: Panto, Brown, Edinger, Melan, O'Connell, Ruggles, Vulcano (7)

Nays: None (0)

The next item on the Agenda was a proposed Resolution which would amend the 2019 Salary and Wage Resolution.

21-2019

There was a discussion between Councilmembers, Mr. Murphy, Mr. Scheer and Mr. Campos regarding how the Fire Fighters would be paid for the retroactive salaries for 2017 & 2018

The above Resolution was adopted on motion of Mr. Edinger and Mr. O'Connell by the following vote:

Yeas: Brown, Edinger, Melan, O'Connell, Ruggles, Vulcano, Panto (7)

Nays: None (0)

**PUBLIC COMMENT**  
**(On any item)**


David Rose, 3410 Vermont Street, thanked Council for the passage of the Resolution which will allow him to sell nonalcoholic beverages and food, at night, in Centre Square.

**ADJOURNMENT**

With no further business, the meeting was adjourned at 7:25 p.m., on motion of Mrs., Vulcano and Mr. Brown by the following vote.

Yeas: Edinger, Melan, O'Connell, Ruggles, Vulcano, Panto, Brown (7)

Nays: None (0)

  
Thomas A. Hess  
City Clerk



# CITY OF EASTON

## PENNSYLVANIA

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**Luis E. Campos**  
City Administrator  
123 South Third Street  
Easton, Pennsylvania 18042  
o: 610.250.6620  
e: lcampos@easton-pa.gov

Date: February 27, 2019

To: Mayor Sal Panto

Cc: Councilman James Edinger  
City Council  
Tony Bassil, Controller

Re: Administration Committee

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**Copiers:** Administration is recommending that council approve a three year COSTARS agreement for a new copier vendor. There will be a savings realized with new contract as follows:

(7) @ \$1464.07 for a four year agreement  
Black copy cost @ \$.009 per copy  
Color copy cost @ \$.055 per copy

New machine cost:

(7) @ \$1538.00 for a three year agreement

Black copy cost after 25k pages on each machine is \$.008  
Color copy cost is billed in tiers at \$.025, \$.05 and \$.10 per page

***Human Resources:***

***ACT 111 Arbitration Award:*** Approximately \$460K will be awarded as back pay to the Easton Fire Department Fire Fighters. This includes pmt due from 2017, 2018 and current. Scheduled pmt is set for tomorrow's payroll run. Arbitration award does include part-time fire fighter. The Administration is seeking to fill all vacant positions within the Fire Department including working with alternative options for reducing OT cost prior to deploying part-time staff.

***Department of Planning & Codes:*** The Administration is requesting that City Council approve a Junior Foreman Position within the Planning and Codes Department. This position will work with the clerks as well as codes officers, health and planning bureaus as well as the department director on a variety of tasks.



*Finance Department:* The administration is requesting that Council approve all Clerks in the finance department move to a Clerk III position. Current staff has performed at a high level and increase is to prevent flight to other departments.

*Human Capital Management Software:* Applicant tracking is live and all applicants will be directed to our ATS website for employment applications; The next automation focus will be attendance tracking followed by onboarding, and performance reviews.

*(Updated) Parking Lot RFP Review Committee:* The RFP committee will provide an update on one of three lots as early as 30-45 days.

*(Updated) Da Vinci:* The City is negotiating financial terms with Da Vinci Science City. This also includes the sale terms for the development site to Da Vinci Science City. Financial commitment is based on a self-liquidating financial model and includes both hard and soft cost. Upon approval of the term sheet between both parties a final agreement will be presented to the Da Vinci Board, followed by City Council for approval.



# CITY OF EASTON

## PENNSYLVANIA

February 19, 2019

### COUNCIL MEETING NOTICE

A meeting of City Council has been scheduled for Wednesday, February 27, 2019 beginning at 6:00 p.m., for the transaction of Regular Business.

The meeting will be held in Council Chambers, located on the Third floor of City Hall, 123 S. 3<sup>rd</sup> Street, Easton, Pa. 18042

All meetings of City Council are open to the Public and are accessible to persons with disabilities.

A handwritten signature in black ink, appearing to read "T. A. Hess", is written over the printed name.

Thomas A. Hess  
City Clerk

CITY COUNCIL  
AGENDA

Stated Session  
Wednesday  
February 27, 2019  
6:00 P.M.

1. CALL TO ORDER
2. INVOCATION
3. PLEDGE OF ALLEGIANCE
4. ROLL CALL
5. APPROVAL OF AGENDA
6. ACTION ON MINUTES – February 27, 2019 Council meeting minutes
7. SWEARING IN – Fire Chief Michael Krill
8. PRESENTATION – Chamber of Commerce
8. PRESENTATION – Merje – Wayfinding Sign Design Project.
9. PUBLIC COMMENT – Agenda Items Only.
10. CONSENT AGENDA
  - a. Bill 2, Amending Sections contained in Chapter 285, Fees, of the Code of the City of Easton, Pa.
  - c. Resolution approving a Certificate of Appropriateness for 132 S. 3<sup>rd</sup> Street.
  - d. Resolution approving a Certificate of Appropriateness for 132 S. 3<sup>rd</sup> Street.
  - e. Resolution approving a Certificate of Appropriateness for 118 Spring Garden Street.
11. REPORTS RECEIVED BY COUNCIL
12. REPORTS OF COMMITTEES
  - (a) Finance (Kenneth Brown)
  - (b) Economic Development (Sandra Vulcano)
  - (c) Planning and Code (David O’Connell)
  - (d) Public Safety (Peter Melan)
  - (e) Public Works (Roger Ruggles)
  - (f) Administration (James Edinger)
  - (g) Report of City Solicitor (Attorney William Murphy)
  - (h) Report of Mayor (Salvatore J. Panto Jr.)
13. CORRESPONDENCE

-OVER-

14. UNFINISHED BUSINESS

- (a). Bill 3, Setting the Benefits and Compensation for Elected Officials of the City of Easton, Pa.

15. NEW BUSINESS

- (a) Resolution authorizing the submission of an Application for Traffic Signal for N. 3<sup>rd</sup> and Snyder Street.
- (b) Resolution authorizing the submission of an Application for Traffic Signal for N. 3<sup>rd</sup> and Lafayette College Arts Campus.
- (c) Resolution approving a Job Description for the Junior Foreman position.
- (d) Resolution authorizing David Rose to sell nonalcoholic beverages and food in Centre Square.
- (e) Resolution approving lease agreement w/Great America Financial Services.
- (f) Resolution accepting Arbitration Award.
- (g) Resolution amending the 2019 Salary & Wages Resolution.

16. PUBLIC COMMENT – (Any Matter)

17. ADJOURNMENT