



The City of York Pennsylvania

Office of City Council
101 S. George St.
York, PA 17401

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COMMITTEE MINUTES September 25, 2024

6:00 p.m.

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2024 MEETINGS: Click [here](#) to view 2024 Council Meetings Dates

Fire/Police	Public Works	Econ & Comm Development	Business Admin	Rules & Admin
Washington Dennis Buckingham	Dennis Washington Johnescu	Washington Buckingham Johnescu	Buckingham Johnescu Bupp	Bupp Washington Dennis

***Bold text indicates Chairperson**

Note: General Committee is chaired by Council President or designee and includes all Council members.

CALL TO ORDER: President Washington called the September 25, 2024, committee meeting to order at 6:00 p.m. in Council Chambers, 101 S. George St., York, PA, with the following members present: Elizabeth Bupp, Teresa Johnescu, Felicia Dennis, Betsy Buckingham, Vice President, and Edquina Washington, President.

Members of the Administration in attendance included: Kim Robertson, Business Administrator; Nona Watson, Director of Economic & Community Development; India Banks, Interim Director of Public Works; Dave Rudolph, Superintendent of Electrical & Building Maintenance; Joe Jefcoat, Treasurer; Nancy Griffin, City Planner; Monica Kruger, Director Health; and Assistant Solicitor Brett Flower.

Members of York City Council staff in attendance included: Dianna L. Thompson, City Clerk.

- I. Call committee meeting to order at 6:00 p.m.
- II. Committee Issues for the **October 1 & 15, 2024** legislative Agendas as follows:

PUBLIC WORKS (Dennis, Chair; Washington, Johnescu)

1. Resolution approving purchase of Bucket Truck ([View](#))

Submitted by: K. Robertson, Business Administrator & I. Banks, Interim Dir. of Public Works
Legislative Agenda: October 1, 2024

Superintendent Rudolph said they are looking to replace 1988 bucket truck. One is currently on order and was supposed to come in 2023, but was moved to 2024, and now it's due to come in 2025. The other truck is replacing a 1986 vehicle. He said their trucks are old and are no longer passing yearly inspections and they are paying over \$20,000.00 to bring them up to par.

Councilwoman Bupp asked if the city ever shares equipment with the school district. Superintendent Rudolph said they used to share but sometimes certain equipment didn't meet the required needs.

President Washington asked if we'll get more many usage years out of these new trucks. Superintendent Rudolph said it is anticipated that these new vehicles will give us as many years of use as the ones we are replacing.

DECISION: A motion was made by Washington, seconded by Johnescu, to place this item on the 10/1/24 legislative agenda. The motion passed by the following vote: Yeas - Johnescu, Washington, Dennis - 3; Nays - 0.

ECONOMIC & COMMUNITY DEVELOPMENT (Washington, Chair; Buckingham, Johnescu)

- 2. Ordinance approving FY24 budget amendment for unexpended CDBG funding (\$35,655.94) ([View](#))**
Submitted by: K. Robertson, Business Administrator for Bureau of Housing Services
Legislative Agenda: October 1, 2024

DECD Director Watson said they are requesting approval of reallocation of funds in CDBG from public services. These funds are from 2017 and 2021 that were not expended. She said we'd like to use them for our Healthy Mom's, Healthy Babies Program.

Health Director Kruger said this is a nurse home visitation program for mothers. We do not replace OBGYN's or primary care physicians, we just add to their services. We help them until their children are 2 years of age unless the child has disabilities. This will add nursing hours to the program.

Councilwoman Bupp asked why we have unexpended funding from prior years. Director Watson said we have subrecipients we fund year-to-year, and sometimes they just don't spend all of their money so this is what wasn't spent. Councilwoman Bupp asked if this money sits with the federal level until we draw it down. Director Watson said that is correct.

President Washington said there is an increased need in our community for this program and she thanked the department for offering this service.

DECISION: A motion was made by Buckingham, seconded by Johnescu, to place this item on the 10/1/24 legislative agenda. The motion passed by the following vote: Yeas - Johnescu, Buckingham, Washington - 3; Nays - 0.

- 3. Resolution authorizing the York City Planning Commission to forward the Comp Plan 2044 ([View](#))**
Submitted by: D. Thompson, City Clerk for N. Griffin, Planner
Legislative Agenda: October 1, 2024

Jessica Fieldhouse, C.S. Davidson, said we are looking to start the mandated 45 day public comment period. We will forward the final draft to the County Planning Commission for their review, as well as the adjoining municipalities and school district to make sure we are capturing their goals. At this point, we are looking for Council's approval to forward the plan to them.

President Washington asked if this will be on the city's website. Ms. Fieldhouse said it is on the city's website and they will do a press release announcing this.

Councilwoman Bupp asked who comments should be submitted to. Ms. Fieldhouse said comments should be submitted to City Planner Nancy Griffin. She said we expect that after the 45-day period, we'll receive additional comments from stakeholders and then we'll move forward with scheduling a hearing with Council.

Councilwoman Bupp asked when can changes be made. Ms. Fieldhouse said changes can be made as the process progresses as long as they're not substantive changes or we'll have to run it back through

the process.

DECISION: A motion was made by Johnescu, seconded on Buckingham, to place this item on the 10/1/24 legislative agenda. The motion passed by the following vote: Yeas - Johnescu, Buckingham, Washington - 3; Nays - 0.

GENERAL (Washington, Chair; All Council Members)

4. **Resolution amending the fee for duplicate bills** ([View](#))

Submitted by: J. Jefcoat, Treasurer
Legislative Agenda: October 1, 2024

Treasurer Jefcoat said this resolution is to increase the duplicate bills fee from \$5 to \$10. He said we send information in tax bills asking for address changes, there is a form on our website to change addresses, and we work with the county if changes in addresses are made. He said we spend a lot of time dealing with this process, and we hope we can bring in more money to hire additional staff to deal with this issue, and hopefully lower the number of requests on an ongoing basis.

President Washington asked how many duplicate bills are received per year. Treasurer Jefcoat said he gets about 900+ back with 1/3 coming back with no forwarding address, so we are scrounging around trying to find out who to mail information to.

Councilwoman Bupp thanked the Treasurer Jefcoat for putting the property tax bills on blue paper because it stands out and alerts us that it's an important piece of mail.

DECISION: A motion was made by Buckingham, seconded by Dennis, to place this item on the 10/1/24 legislative agenda. The motion passed by the following vote: Yeas - Bupp, Johnescu, Dennis, Buckingham, Washington - 5; Nays - 0.

5. **Resolution granting access easements to 46-48 East Gas Avenue.** ([View](#))

Submitted by: B. Flower, Solicitor
Legislative Agenda: October 1, 2024

Assistant Solicitor Flower the city was approached by SREC, LLC, who owns 46-48 E. Gas Ave. The property abuts a City of York surface parking lot. The property is currently vacant and boarded up, bringing little economic value to the City. The owner wishes to redevelop the property into apartments and other uses. The City owns the real property up to the base of the building on the property, which extends past the length of the property making the renovation thereof impossible without permission to transverse City property. The owner would also like to install a sidewalk along the property for the use of future tenants as well as the public and permit future tenants the rights of ingress and egress over City property for safety and convenience. As such, the city has agreed to grant such rights of ingress and egress under the terms and conditions Easement Agreements.

DECISION: A motion was made by Washington, seconded by Johnescu, to place this item on the 10/1/24 legislative agenda. The motion passed by the following vote: Yeas - Bupp, Johnescu, Dennis, Buckingham, Washington - 5; Nays - 0.

RULES & ADMINISTRATIVE CODE (Bupp, Chair; Washington, Dennis)

6. **Bill updating Article 951 Municipal Solid Waste Management Act** ([View](#))

Submitted by: K. Robertson, Business Administrator & I. Banks, Interim Dir. of Public Works
Legislative Agenda: October 1, 2024

Business Administrator Robertson said she and Interim Public Works Director India Banks worked together on this amendment. Director Banks said the purpose of the ordinance amendment is to bring clarity to the proper storage of municipal solid waste. Additionally, the amendment specifies liquids that are not permitted for disposal through normal curbside collection services.

Administrator Robertson said additional amendments are for the York Water Company contract to extend the refuse billing as we were using them for sewer and refuse billing. Since we sold the sewer, they only collect for refuse. They will collect payments through the end of January. We, internally between finance and the treasurer's office, will be taking over the calculation of the bills and collecting the fees as they come in. Refuse was so closely tied to our sewer, so it was a month-by-month fee although refuse is a flat fee, we will look at quarterly billing instead of monthly. We are not currently looking to change our rates. We also need contact information on file for properties because we see the challenges the treasurer's office faces, so we made the change. Lastly, the one factor still tied to water usage was determination of what a vacant property is, so that was established in this amendment as well.

Councilwoman Johnescu asked if Treasurer Jefcoat has any comment. Treasurer Jefcoat said this will be a little challenging, but we are looking into billing services tied into OpenGov. We are spending over \$400,000 on collection fees with York Water Company and we think we can cut that in half.

Councilwoman Johnescu asked if they will be able to handle the extra load. Treasurer Jefcoat said we are hoping to be able to hire additional staff with our savings.

Vice President Buckingham asked before it can be deemed vacant, must they show it has been vacant for six months. Administrator Robertson said that is correct and there are stipulations for refunds.

President Washington thanked all who worked on this legislation, how it will benefit our coffers and offer employment opportunities.

DECISION: A motion was made by Bupp, seconded by Washington, to place this item on the 10/1/24 legislative agenda. The motion passed by the following vote: Yeas - Dennis, Washington, Bupp - 3; Nays - 0.

7. Bill updating Article 952 Waste Minimization and Recycling ([View](#))

Submitted by: K. Robertson, Business Administrator & I. Banks, Interim Dir. of Public Works
Legislative Agenda: October 1, 2024

Interim Public Works Director Banks said the purpose of the ordinance amendment is to specify that customers not served by the collections program must ensure that recyclables are collected at least once per week, as mandated by the Department of Environmental Protection (DEP), to qualify for grant funding under Act 101.

DECISION: A motion was made by Bupp, seconded by Washington, to place this item on the 10/1/24 legislative agenda. The motion passed by the following vote: Yeas - Dennis, Washington, Bupp - 3; Nays - 0.

8. Bill updating Article 136 Small and Disadvantaged Business Enterprise Program ([View](#))

Submitted by: K. Robertson, Business Administrator
Legislative Agenda: October 1, 2024

Administrator Robertson explained that this has been a long process and it's exciting to finally forward this to Council for consideration of adoption. This legislation has been on our books since 1993. From the beginning the criteria for contracting was so complicated and would give preferential points to

contractors with local zip codes. We want to make sure the provisions of this Article are being followed. We needed to determine what revisions needed to be done to make it more effective and allow us to administer internally. She gave a history of the process in reviewing proposed amendments to this ordinance, which included outside legal consultation from an attorney that specializes in government contracting. Our starting amendment is to replace the disadvantaged with local since there was nothing in the ordinance that focused on the term "disadvantaged." We are looking to keep the smaller classification of under-utilized business in terms of giving them the advantage in preference for contracts. Assistant City Solicitor Flower was a huge help in helping us keep our thoughts organized and legal. This is the product of the meeting of the minds and how we can effectively administer this program.

Administrator Robertson then detailed the amendments, which are highlighted as shown as underlined and strikethrough text in the proposed bill. She said our Human Relations Commission was serving as watchdog over the amendments to assure there was no discrimination aspects within the re-write.

President Washington thanked the administration for their hard work on this, which was spearheaded by former Council President Sandie Walker and previous council members.

Councilwoman Bupp said she was in contact with the Economic Alliance and Downtown Inc about the Bloom grant program in that the definition of small business is broad. She said a small business is 100 employees or less and she compared that to other definitions of small business. She asked if we could narrow down the number because 100 employees seems large, and the 51% ownership seems low especially if we are targeting our York City businesses. She asked why not 100%.

Administrator Robertson said a challenge was to make the determination of small business and suggestions were compiled based on federal and state definitions. She went on to company employee head count and gross receipts of business classifications. She outlined various comparisons made and how they came to the suggestion that is being proposed. She said we spent a lot of time coming up with this definition and this is a starting point. We can come back and adjust this if we are not hitting our target.

Manuel Gomez, resident, said in the certification process it mentions "recognized by a third party" and asked what would be the recognized third party. Solicitor Flower said they use 3rd parties where the businesses go out and get certified as small business, so this is a reference to that type of business. Mr. Gomez asked if there is an example of a third party. Solicitor Flower said she doesn't know off-hand. He then said you may want to look at how you approach some safeguards in that the HRC is no longer involved and what their thoughts are.

Councilwoman Bupp said the EBOC committee is comprised of four members and there could be an issue if there is a tie, so the consideration for adding a 5th member should be considered.

Administrator Robertson said this was the recommendation the mayor approved to submit so any changes would be at Council's discretion. Councilwoman Bupp said there should be a 5th member, and it should be someone from the Human Relations Commission, so any non-discrimination policies can be addressed.

Solicitor Flower said the non-discrimination clause goes into all contracts and if an issue under than clause arises while under contract, the contractor would be in breach of contract.

Councilwoman Bupp asked if we know how many businesses have more than 100 employees and asked if that is a good number. Administrator Robertson they went with the data they had when drafting this legislation. Councilwoman Bupp suggested we start with a lower number, such as the Bloom Grant Program numbers.

Vice President Buckingham said looking at Bloom is mostly for small, specialty business and we are looking at it as contractors that are doing larger projects for the city so she's okay with the 100-employee designation for small business.

Manuel Gomez, resident, circled back to his concern about 3rd party involvement. He said Council may wish to apportion how much will go to a third party, as it will remove a lot of Council's participation in the certification process. He said the pipeline has been shortened but as far as the review and certification process, it should take a lot more focus. Consider making it that 3rd party designations are limited or the EBOC specifically state which 3rd parties they will accept. He said the spirit of this concept is changing with the removal of the Human Relations Commission.

Highlights of the amendments are: The importance of effectively marketing the program to City businesses (SBEs and LBEs); Creating the EBOC (Equal Business Opportunity Committee) to administer and oversee the program; and Establishing the EBOC creates an administrative collaborative to ease the burden of the DECD while maintaining their input and participation.

DECISION: A motion was made by Dennis, seconded by Washington, to place this item on the 10/1/24 agenda. The motion passed by the following vote: Yeas- Washington, Dennis - 2; Nays - Bupp - 1.

III. Council Comment

President Washington read a statement regarding concerns from the public about open carrying of firearms. (Click [here](#) to read full statement)

IV. Administration Comment: None

V. Next Committee Meeting October 23, 2024 at 6:00 p.m. in Council Chambers. Agenda items due by 12 noon and 10/16/24.

VI. Adjournment: There being no further business, the September 25, 2024 committee meeting of York City Council adjourned at 7:24 PM.



Dianna L. Thompson, City Clerk



Edquina Washington, President of Council