



**CITY OF JOHNSTOWN  
CITY COUNCIL AGENDA  
ANTHONY C. TRUSCELLO  
COUNCIL CHAMBERS**

**MONDAY, NOVEMBER 22, 2021**

**SPECIAL MEETING – 5:30 PM**

**City Council**

Frank Janakovic, Mayor  
Marie Mock, Deputy Mayor  
Charles Arnone  
Ricky Britt  
Michael Capriotti  
Rev. Sylvia King  
Dave Vitovich

CALL TO ORDER:

INVOCATION:

PLEDGE OF ALLEGIANCE:

ROLL CALL:

PUBLIC COMMENT – AGENDA ITEMS ONLY (Limit 5 minutes)

ORDINANCES FOR FIRST READ:

1. Parking Fees/Fines – There are three issues on tonight’s agenda related to parking. Resolution #1 approves the purchase of software. Resolution #2 adopts new parking fees for hourly parking and other parking related matters. The third item, this Ordinance, increases the fines for parking violations. Parking fines have not been increased in at least two decades and are substantially below that typically charged in other locations. A parking fine will increase from \$10 to \$20. This Ordinance also removes references to specific fees and instead allows parking fees in the future to be established from time to time by Resolution.

BILL NO. 16 OF 2021 - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF JOHNSTOWN, PENNSYLVANIA, AMENDING THE CODE OF ORDINANCES OF THE CITY OF JOHNSTOWN, PART FOUR – TRAFFIC CODE, CHAPTERS 482 AND 484, ORD 4320 PASSED 11-22-83; ORD 4393 PASSED 9-10-86; ORD 4668 PASSED 7-13-94; ORD 4713 PASSED 2-22-95; ORD 4753 PASSED 9-11-96; ORD 4760 PASSED 12-30-96; ORD 4790 PASSED 11-12 97; ORD 4843 PASSED 12-22-99; ORD 4851 PASSED 3-22-00; ORD 4857 PASSED 5-24-00, ORD 4883 PASSED 4-24-02; ORD 4888 PASSED 6-12-02; ORD 4918 PASSED 9-24-03; ORD 5048 PASSED 12-18-09; ORD 5216 PASSED 12-26-16, AND ORD 5217 PASSED 12-29-16, AMENDING PARKING RULES AND REGULATIONS.

Recommended Action - Grant tentative approval to Bill No. 16 of 2021 amending the Parking Ordinance.

2. Transfer of Clean Fill Site – Council last week approved a sales agreement for the sale of the clean fill dump site to the Greater Johnstown Water Authority. An Ordinance is required to finalize the property transfer.

BILL NO. 17 of 2021 - AN ORDINANCE OF THE CITY OF JOHNSTOWN, CAMBRIA COUNTY, PENNSYLVANIA AUTHORIZING AND APPROVING THE SALE OF THE CITY’S CLEAN FILL DISPOSAL SITE LOCATED IN THE 20<sup>TH</sup> WARD OF THE CITY OF JOHNSTOWN TO THE GREATER JOHNSTOWN WATER AUTHORITY (THE

“AUTHORITY”) AND FURTHER AUTHORIZING AND DIRECTING THE PROPER OFFICERS OF THE CITY TO DO ALL THINGS NECESSARY TO CARRY OUT THE ORDINANCE, AND ANY/ALL ACTIONS INCIDENTAL TO SAID SALE AS REFERENCED IN THE AGREEMENT ENTERED BETWEEN THE PARTIES.

Recommended Action - Grant tentative approval to Bill No. 17 of 2021 approving the sale of the clean fill dump site to GJWA.

RESOLUTIONS:

1. Parking Software – The City has been exploring methods of improving the management of parking meters. We want drivers to be able to pay for parking using their cell phone and credit cards, and we want to improve the City’s enforcement capabilities. A total conversion to multi-space pay station kiosks was considered but proved to be too expensive. Proposals were sought from various companies that provide electronic payments while continuing to use the existing individual parking meters. The long-term goal is a gradual conversion to modern kiosks. For example, the new Locust Street parking lot will utilize a new kiosk. As part of the Main Street revitalization project the individual parking meters will be removed in favor of kiosks. However, in the interim, drivers will be able to pay for parking with their cell phone.

Staff recommends that a contract be approved with Passport Labs, Inc. to provide for electronic management of the parking meters. The Finance Director will explain the proposed contract.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JOHNSTOWN, CAMBRIA COUNTY PENNSYLVANIA, AUTHORIZING THE INTERIM CITY MANAGER AND/OR HIS DESIGNEE TO EXECUTE AN AGREEMENT WITH PASSPORT LABS, INC. TO PROVIDE SERVICES AND LICENSE SOFTWARE, INCLUDING ALL WEB AND MOBILE APPLICATIONS TO OPERATE A MOBILE PAYMENT FOR PARKING PROGRAM WHICH ALLOWS ALL PARKING CUSTOMERS IN ANY PARKING FACILITIES OWNED BY THE CITY OF JOHNSTOWN THE ABILITY TO PAY FOR PARKING USING SMARTPHONE APPLICATION OR MOBILE WEB APPLICATION.

Recommended Action – Approve a contract with Passport Labs, Inc. to provide for electronic management of the City’s parking meters.

2. Parking Fees – The proposed Ordinance listed above, in addition to increasing the parking fines, removes references to specific fees for hourly parking and various types of parking. Instead, the proposed Ordinance allows for parking related fees to be established from time to time by Resolution. This Resolution establishes those parking fees.

The hourly parking fee, which has not been increased in at least two decades and is substantially below that typically charged in other locations, is doubled from 0.50/hr. to \$1.00/hr. Other parking fees are also adjusted slightly.

A RESOLUTION ESTABLISHING PARKING RATES AND FEES FOR THE VARIOUS PARKING AREAS IDENTIFIED IN THE CITY OF JOHNSTOWN ADMINISTRATIVE CODE, PART FOUR – TRAFFIC CODE, SECTIONS 482 AND 484.

Recommended Action – Adopt the proposed Resolution establishing parking fees effective 1/1/2022.

3. City Engineer Appointment – A Request for Proposals was issued for City Engineer. Eight responses were received. Based upon various factors listed in the RFP, three firms were selected to make presentations to the Assistant City Manager and the Public Works Director. At the conclusion of the process, the recommendation is that EADS be designated as City Engineer. This matter was tabled at the November 10<sup>th</sup> meeting.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JOHNSTOWN, CAMBRIA COUNTY, PENNSYLVANIA AUTHORIZING THE CITY MANAGER TO SIGN ALL DOCUMENTS NECESSARY TO EXECUTE AN AGREEMENT WITH THE EADS GROUP APPOINTING THE EADS GROUP AS CITY ENGINEER TO PROVIDE ENGINEERING SERVICES TO THE CITY OF JOHNSTOWN, AS REQUIRED.

Recommended Action – Adopt the proposed Resolution appointing The EADS Group as City Engineer.

4. Police Car Purchase – The purchase of two police vehicles is included in the 2022 capital budget. The delivery time for new vehicles is late in 2022. The two being purchased are immediately available and avoid the pending cost increase.

A RESOLUTION OF CITY COUNCIL OF THE CITY OF JOHNSTOWN, CAMBRIA COUNTY PENNSYLVANIA, AUTHORIZING THE INTERIM CITY MANAGER AND HIS DESIGNEES TO SIGN ALL DOCUMENTS AND TAKE ANY/ALL OTHER ACTIONS NECESSARY TO EFFECTUATE THE PURCHASE OF TWO (2) POLICE VEHICLES FOR THE POLICE DEPARTMENT VIA A LEASE-TO-OWN MUNICIPAL FLEET FINANCING AGREEMENT.

Recommended Action – Adopt the proposed Resolution approving the purchase of two police vehicles.

5. Lorain Borough Police Contract – This Resolution approves a 5-year agreement to provide police services to Lorain Borough at an annual fee of \$25,000.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JOHNSTOWN, PENNSYLVANIA AUTHORIZING THE INTERIM CITY MANAGER AND/OR HIS DESIGNEE TO TAKE ANY AND ALL ACTIONS NECESSARY TO EFFECTUATE AN INTERGOVERNMENTAL AGREEMENT TO PROVIDE POLICE SERVICES IN LORAIN BOROUGH EFFECTIVE JANUARY 1, 2022 THROUGH DECEMBER 31, 2026.

Recommended Action – Adopt the proposed Resolution approving an Intergovernmental Agreement with Lorain Borough to provide police services.

6. Small Business Success Center – The partnership between the City of Johnstown and the world-wide software company, Intuit, takes another step forward with the establishment of the development of the Johnstown Small Business Success Center. Johnstown was one of Intuit's first Prosperity Hub communities, and is now one of sixteen such communities in the country. Intuit and the City share the interest of growing small businesses. Through the Johnstown Small Business Success Center, entrepreneurs and existing small businesses will be able to find support and other resources to help them be successful. Assistance, not limited to business planning and

financial services, will be available at the Center. The Center will also help train entrepreneurs and business owners on how to make their business successful as clients will be able to interact with professional business coaches and Intuit staff every month. The Center will also provide shared-work space to bring professionals together to help foster business development within the City.

Through two agreements, Intuit will be providing the City \$250,000 to create and manage the Center, and the City will be contracting with Intrignia Inc. to create and operate the Center from its location above Pennsylvania Highlands Community College in Downtown Johnstown. The City will coordinate this initiative but not have to contribute financially to this new asset. With the creation of the Johnstown Small Business Center the City will become a hub of new small business development.

The first Resolution approves a Lease and Management Agreement in which the City leases space from Intrignia, and Intrignia provides the management services and operates the Small Business Success Center. The City agrees to pay \$250,000 to Intrignia. The second Resolution approves an Agreement with Intuit wherein Intuit agrees to pay the full \$250,000 cost of the program. Action on this matter was tabled at the November 10<sup>th</sup> meeting.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JOHNSTOWN, PENNSYLVANIA, AUTHORIZING AND DIRECTING THE CITY MANAGER AND/OR HIS DESIGNEE TO EXECUTE AND TAKE ANY/ALL ACTIONS NECESSARY TO EFFECUATE AN AGREEMENT WITH INTRIGNIA INCORPORATED TO SUPPLY THE OFFICE SPACE AND MANAGEMENT OF THE JOHNSTOWN SMALL BUSINESS SUCCESS CENTER.

Recommended Action #1 – Adopt the proposed Resolution approving the Lease and Management Agreement with Intrignia for the Small Business Success Center.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JOHNSTOWN, PENNSYLVANIA, AUTHORIZING AND DIRECTING THE CITY MANAGER AND/OR HIS DESIGNEE TO EXECUTE AND TAKE ANY/ALL ACTIONS NECESSARY TO EFFECUATE AN AGREEMENT WITH INTUIT FOR THE FUNDING TO SUPPORT THE DEVELOPMENT OF THE JOHNSTOWN SMALL BUSINESS SUCCESS CENTER.

Recommended Action #2 – Adopt the proposed Resolution approving an Agreement with Intuit to fully fund the Small Business Success Center.

#### NEW BUSINESS:

1. Conference Center – Crown Conventions Center Company has issued notice of its intent to terminate the management contract for the City's conference center effective February 28, 2022. Staff is currently developing a Request for Proposals in order to identify a new management company and has already begun meeting with interested parties.

There are several projects planned at the conference center in 2022 that should be completed during this transition period. The largest project is a new HVAC system. Staff is meeting with area vendors to seek advice on how to proceed with that project. Other work such as painting, carpeting and AV improvements should be scheduled during this coming winter.

In addition, there are two areas of the floor and exterior wall that appear to be suffering some extent of subsidence. Staff is having those areas evaluated now to determine what corrective action might be necessary.

Recommended Action – No action required.

2. Amendments to the Administrative Code - The recently approved amendments to the City Charter will necessitate amendments to the Administrative Code. In some cases the provisions of the Administrative Code are now in conflict with the Charter amendments. Staff will be submitting in the near future a proposed Ordinance intended to amend the Administrative Code to reflect language contained in the amended Charter and to correct any other inconsistencies.

The Act 47 team has been asked to submit its recommended changes. A former City Manager and the current City Manager will submit recommendations. The City Solicitor will review those and likely submit her own recommended changes. Those will be compiled into a draft Ordinance for Council's consideration.

Recommended Action – No action required.

3. School Resource Officer – In June 2020 City Council entered into an agreement with the GJSD to provide two school resource officers. GJSD pays the City for nine months of salary costs only. That agreement allowed GJSD to request a third officer and obligated the City to provide the third officer. The agreement obligates GJSD to pay for all salary and benefit costs for all twelve months for the third officer. A current full-time officer will be transferred to fill that third position at the end of November.

The current agreement expires in June 2022 and should be renegotiated. If not for the school resource officers, the City would only have 38 positions rather than 40. GJSD should be paying ALL costs incurred for the City providing those three positions, including for all twelve months.

Recommended Action – No action required.

#### OLD BUSINESS:

1. Fronheiser Street Rowhouse – The condition of the rowhouse at 630 Fronheiser Street has been a major concern. The property was listed for a November 19<sup>th</sup> judicial sale. A developer has expressed interest in acquiring the property. If the developer fails to acquire the property at the judicial sale, the City will acquire it for the minimum bid of \$9,800. Staff will be able to update Council as to what if any action was taken at the sale.

Recommended Action – Dependent on report.

2. ARP Grant Application Process – Staff has begun developing an application process for the ARP funds and will be able to provide Council with an update.

Recommended Action – No action required.

3. Playground Condition – DCNR recently raised concerns about the condition of several city playgrounds that were funded in the past with Federal funds. Staff has visited all city playgrounds and will review with Council preliminary plans for improvements. Rehabilitation of all city parks should be a 2022 project.

Recommended Action – No action required.

4. Locust Street Parking Lot Design – The staff will review plans for improvements to the Locust Street parking lot. Staff hopes to issue an RFP for project design. Following Council's award of project design in January the project can be ready for bidding in March.

Recommended Action – No action required.

5. Landbank – Staff provided the Johnstown Redevelopment Authority with drafts of an Intergovernmental Agreement, an Ordinance and policies for the operation of a landbank. The JRA has proposed several minor amendments. Those documents are being amended for review by the Solicitor and are expected to be ready for Council review on December 8<sup>th</sup>.

Recommended Action – No action required.

6. Main Street Conceptual Design – Initial drafts of the Main Street conceptual designs will soon be completed. Staff has assembled a group of individuals with particular interest in Main Street to spearhead this project, review designs and share ideas. Those individuals are Alex Ashcom and John Dubnansky of the City; Mike Tedesco, Vision 2025; Melissa Komar, JRA; Melissa Radovanic, Discover Downtown Johnstown Partnership; Mike Artim, Balance Restaurant; and Bill McKinney, owner Carnegie Building.

The Mayor has expressed a desire to participate in the planning, and two additional Council members are sought. The committee's meetings will be during weekday business hours. Council is asked to select two interested members to serve.

Recommended Action – Select two members of Council to serve on the Main Street revitalization committee.

PUBLIC COMMENT - NON-AGENDA ITEMS (LIMIT 3 MINUTES):

RECESS/ADJOURNMENT:

NEXT SCHEDULED COUNCIL MEETING – December 8, 2021 AT 6:00 PM

*Copies of all staff reports and documents subject to disclosure that relate to any item of business referred to on the agenda are available for public inspection the Friday before each regularly scheduled meeting at City Hall, located at 401 Main Street, Johnstown, Pa.*

*In accordance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact City Hall (814) 539-2504 ext. 102. Notification 48-hours before the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.*