



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

WEDNESDAY, DECEMBER 8, 2021

PUBLIC HEARING (BUDGET) – 5:30 P.M.

REGULAR MEETING – 6:00 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:

APPROVAL OF MINUTES:

1. Special meeting minutes of October 27,2021
2. Public hearing minutes of October 28, 2021
3. Special meeting minutes November 1,2021

PROCLAMATIONS, AWARDS, HONORS, RESOLUTIONS OF RECOGNITION:

PUBLIC COMMENT – AGENDA ITEMS ONLY (Limit 5 minutes)

REPORTS:

1. CITY MANAGER
 - a) Penna CDBG Loan Disclosure – In accordance with the regulations for HUD, the Manager will read into the record a letter disclosing a loan applicant's city employment.
2. MAYOR
3. CITY SOLICITOR
4. CITY ENGINEER
5. COUNCIL UPDATES/ NEIGHBORHOOD LIAISONS
 - a) Planning Commission minutes of November 3,2021
 - b) Civil Service Board minutes of November 15,2021

PETITIONS:

ORDINANCES FOR FINAL READ:

1. 2022 Budget – The 2022 Budget received first read at a special meeting of Council on November 1st. It was amended on November 10th to include a shift of \$2 million in the ARPA budget. The 2022 Budget Ordinance was then advertised for public inspection, as required. A public hearing will have been conducted prior to this meeting.

BILL NO. 13 of 2021 – AN ORDINANCE ESTIMATING THE AMOUNT OF REVENUES TO BE RECEIVED BY THE CITY OF JOHNSTOWN FROM VARIOUS SOURCES

AND APPROPRIATING SPECIFIC SUMS ESTIMATED TO BE REQUIRED FOR SPECIFIC PURPOSES FOR THE OPERATIONS OF THE VARIOUS FUNDS, BUREAUS, DEPARTMENTS, THE PAYMENT OF DEBT SERVICE AND THE PENSION FUND OBLIGATIONS OF THE CITY OF JOHNSTOWN, PENNSYLVANIA, FOR THE CALENDAR YEAR BEGINNING JANUARY 1, 2022, INCLUDING THE FOLLOWING CITY OF JOHNSTOWN FUND SECTIONS, AND THE RESPECTIVE FUNDS "BUDGET EXHIBIT DETAILS":

- A. GENERAL FUND
- B. LIQUID FUELS FUND
- C. CAPITAL PROJECTS FUND
- D. CDBG FUND
- E. STATE HOME FUND
- F. UDAG FUND
- G. STATE GRANT FUND
- H. AMERICAN RECOVERY ACT FUND

Recommended Action – Make a motion to grant final approval to Bill No. 13 of 2021 adopting the 2022 Budget.

2. Wage & Salary Ordinance – This Ordinance establishes the wages and salaries to be paid to all city employees in 2022.

BILL NO. 14 OF 2021 - AN ORDINANCE FIXING THE SALARIES AND WAGES TO BE PAID ALL ELECTED OFFICIALS AND EMPLOYEES OF THE VARIOUS DEPARTMENTS AND BUREAUS OF THE CITY OF JOHNSTOWN FOR THE CALENDAR YEAR JANUARY 1, 2022.

Recommended Action – Make a motion to grant final approval to Bill No. 14 adopting wages and salaries for 2022.

3. Parking Fees/Fines – 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 final approval to Bill No. 16 of 2021 amending the Parking Ordinance.

4. Transfer of Clean Fill Site – Council previously 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 20TH 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 final approval to Bill No. 17 of 2021 approving the sale of the clean fill dump site to GJWA.

ORDINANCES FOR FIRST READ:

1. Administrative Code Amendment – Since the amendments to the Home Rule Charter were approved, several conflicts now exist between the Charter and the Administrative Code. It is necessary to amend the Administrative Code, expected to be accomplished in three phases. The first amendment is Bill No. 18 which amends the residency requirements of the City Manager to coincide with the new Charter language. This needs to be adopted prior to filling the City Manager position. The second amendment, being developed by the Act 47 team and expected to be proposed in January, will amend the Administrative Code to reflect the other recently approved Charter amendments. The third amendment will follow a more comprehensive review of the Administrative Code and is expected to be proposed in February or March.

BILL NO. 18 OF 2021 - AN ORDINANCE AMENDING THE ADMINISTRATIVE CODE OF THE CITY JOHNSTOWN, AS ADOPTED VIA ORDINANCE NO. 4654, ADOPTED OCTOBER 27, 1993, AS AMENDED BY ORDINANCE NO. 5196, ADOPTED FEBRUARY 25, 2016, AND ORDINANCE NO. 5255, ADOPTED JULY 11, 2018, AND SPECIFICALLY CHAPTER 223, OF THE CODIFIED ORDINANCES ADDRESSING "CITY MANAGER" TO ELIMINATE A RESIDENCY REQUIREMENT AS PERMITTED BY THE AMENDMENTS TO THE HOME RULE CHARTER OF THE CITY OF JOHNSTOWN APPROVED VIA REFERENDUM ON NOVEMBER 2, 2021.

Recommended Action – Make a motion to grant tentative approval to Bill No. 18 amending the Administrative Code relative to City Manager residency.

RESOLUTIONS:

1. Fire Hose and Appliances – This Resolution authorizes the replacement of aged firefighting clothing. These items will not be delivered until later in 2022 and are included in the 2022 capital budget.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JOHNSTOWN, CAMBRIA COUNTY, PENNSYLVANIA, AUTHORIZING THE INTERIM CITY MANAGER AND FINANCE DIRECTOR TO SIGN ALL DOCUMENTS AND TAKE ANY/ALL OTHER

ACTIONS NECESSARY IN THE PURCHASE OF VARIOUS FIREFIGHTER PROTECTIVE CLOTHING FROM WITMER PUBLIC SAFETY GROUP.

Recommended Action – Adopt the proposed Resolution authorizing the purchase of firefighting clothing.

2. Small Business Success Center – The proposed arrangement wherein Intuit would provide \$250,000 in funding for a Small Business Success Center to be located above Pennsylvania Highlands Community College and managed by Intrignia, was tabled last month. Council’s preference was to issue an RFP for a site and program management. A single response to the RFP was received from Intrignia.

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.

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

The second Resolution approves an Agreement with Intuit wherein Intuit agrees to pay the full \$250,000 cost of the program.

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

3. Year-end Budget Transfers – This Resolution authorizes in advance any budget transfers deemed necessary at year end. Any such transfers must be reported to City Council in January.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JOHNSTOWN, PENNSYLVANIA, AUTHORIZING THE INTERIM CITY MANAGER AND/OR HIS DESIGNEE TO MAKE ANY/ALL LINE ITEM ADJUSTMENTS NECESSARY FOR THE

MONTH OF DECEMBER 2021 TO BRING SAID LINE ITEMS INTO A POSITIVE BALANCE, SUBJECT TO A LIMIT OF THE AMOUNT OF TOTAL EXPENDITURES BUDGETED FOR THE 2021 CALENDAR YEAR

Recommended Action – Adopt the proposed Resolution authorizing year end budget transfers.

4. November Budget Transfers – This Resolution authorizes intra-department budget transfers made in November.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF JOHNSTOWN, PENNSYLVANIA, AUTHORIZING THE INTERIM CITY MANAGER AND/OR HIS DESIGNEE TO INITIATE THE TRANSFER OF FUNDS TO ELIMINATE THE RESPECTIVE 2021 CITY OF JOHNSTOWN OPERATING BUDGET DEFICIT BALANCES, AND MORE SPECIFICALLY, BUDGET EXHIBIT (A) AS DETAILED HEREIN

Recommended Action – Adopt the proposed Resolution authorizing budget transfers made through November 2021.

5. HUD Budget Transfers – This Resolution authorizes transfers of program funds within existing program dollars in the Department of Community & Economic Development. It will allow the department to create a Non-Profit Economic Development Program to provide grants to non-profits to support their development.

A RESOLUTION, OF THE CITY COUNCIL OF THE CITY OF JOHNSTOWN, CAMBRIA COUNTY, PENNSYLVANIA APPROVING AMENDMENTS TO THE FY 2019, FY 2020, AND FY 2021 CDBG PROGRAMS.

Recommended Action – Adopt the proposed Resolution authorizing transfers of HUD program dollars for 2019-2021.

6. Johnstown Housing Authority Police Agreement – This Resolution authorizes the continuation of an agreement to provide police services to Johnstown Housing Authority properties (Solomon, Prospect, Coopersdale and Oakhurst). The \$304,403 fee is 2% higher than 2021.

A RESOLUTION OF CITY COUNCIL OF THE CITY OF JOHNSTOWN, PENNSYLVANIA AUTHORIZING THE INTERIM CITY MANAGER TO EXECUTE AND TAKE ANY/ALL ACTIONS NECESARY TO EFFECTUATE AN AGREEMENT WITH THE JOHNSTOWN HOUSING AUTHORITY FOR THE PROVISION OF POLICE SERVICES FOR THE SOLOMON, PROSPECT, COOPERSDALE & OAKHURST COMMUNITIES CONTINGENT UPON FINAL REVIEW OF THE CITY SOLICITOR.

Recommended Action – Adopt the proposed Resolution authorizing continued police services for the Johnstown Housing Authority.

7. Johnstown Housing Authority Police Agreement – This Resolution authorizes the continuation of an agreement to provide police services to Johnstown Housing Authority properties (Vine Street Towers, Fulton Conner Towers and Town House Towers). The \$68,922 fee is 2% higher than 2021.

A RESOLUTION OF CITY COUNCIL OF THE CITY OF JOHNSTOWN, PENNSYLVANIA AUTHORIZING THE INTERIM CITY MANAGER TO EXECUTE AND TAKE ANY/ALL ACTIONS NECESARY TO EFFECTUATE AN AGREEMENT WITH THE JOHNSTOWN HOUSING AUTHORITYI FOR THE PROVISION OF POLICE SERVICES FOR THE VINE STREET, FULTON CONNOR & TOWN HOUSE TOWERS CONTINGENT UPON FINAL REVIEW OF THE CITY SOLICITOR.

Recommended Action – Adopt the proposed Resolution authorizing continued police services for the Johnstown Housing Authority.

NEW BUSINESS:

1. Roving Meetings – Council Member King requested that Council consider roving meetings in the future. It is on the agenda for discussion.

Recommended Action – Dependent on discussion.

OLD BUSINESS:

1. Comprehensive Plan Update – The first draft of the updated comprehensive plan is completed. It has been placed on the city’s website for review and comments.

Recommended Action – No action required.

2. City Manager Search – The deadline for applications for the City Manager position was December 3rd. The City received 15 applications. Those applications are being reviewed by the Act 47 Team with the intent of developing a matrix illustrating qualifications of each applicant. The position could be filled as early as late January 2022.

Council should decide how it wants to move forward in the selection process. Options range from the full Council interviewing all candidates, to Council naming a search committee that would narrow the list down to two or three finalists that the full Council could interview.

Recommended Action – Gain consensus on how Council will proceed in the selection process.

3. Property Maintenance Ordinances – The staff has completed revisions to the abandoned vehicle Ordinance that will allow city staff to enter the property and remove the vehicle. Enforcement provisions in all ordinances related to property maintenance are in need of updating. Ordinance updates will be ready for presentation to City Council in January.

Recommended Action – No action required.

4. Rescue Plan Applications – The staff will review with Council the application process, forms drafted and public information for release of the ARPA funds. Applications will be accepted beginning January 1st.

Recommended Action – No action required.

DEPARTMENT REPORTS:

1. Public Works
2. Police Department
3. Fire Department
4. Community Development

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

1. Shelia Brown

RECESS/ADJOURNMENT:

NEXT SCHEDULED COUNCIL MEETING – Reorganization Meeting: January 3, 2022 at 6:00 PM
Regular January Meeting: January 12, 2022 at 6:00 PM
The January 12th meeting will be held at the conference center.

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.