



Agenda

To: City Council Members, Mayor Chris Frye
From: Stephanie A. Dean, City Clerk *SAD*
Date: 03/05/2021
Re: **March 9, 2021 Caucus Meeting**

I. Meeting Schedule

The public hearing for the Conditional Use Request of Kelly R. Pezzuolo for a home occupation online pickup and delivery at 222 E. Elizabeth Street, located in the R-1 Low Density Residential District of the Second Ward will begin at 6:00 pm (Separate agenda will be provided).

The public hearing for the Conditional Use Request of Pacific Islander Company for a home occupation prepare Asian foods as a low impact business for immediate consumption at 424 Sumner Avenue, located in the R-1 Low Density Residential District of the Second Ward for a home will begin at 6:00 pm (Separate agenda will be provided).

The public hearing for the Conditional Use Request of Yvonne M. Joseph for a to go deli/sandwich shop games of skills/8-10 machines at 847 Arlington Avenue, located in the C-1 General Business District of the Fourth Ward will begin at 6:00 pm (Separate agenda will be provided).

The Caucus meeting will begin at 6:30 pm (agenda items below).

II. Opening Exercises

Call to Order
Pledge of Allegiance & Moment of Silence
Roll Call

III. Announcements

The minutes of the February 25, 2021 meeting will be provided to you via email prior to the March 11, 2021 Council meeting for your review.

IV. Presentations

- a. None

V. Public Comments

Public Comments must be related to items listed on the Caucus agenda and a form must be completed and submitted to the Council President prior to the start of the meeting. Forms are in Council Chambers for public access. Comments shall be limited to five minutes unless otherwise extended by the President of City Council in cases where a reasonable opportunity to comment cannot be provided within six minutes given the complexity of the subject matter.

For virtual meetings, public comments may be submitted on the City's website at newcastlepa.org/events prior to the start of the meeting to be read by Council President.

VI. Planning Commission Reports

- a. None

VII. Petitions to Vacate Streets and Alleys

- a. None

VIII. Request to Bid

- a. Hustler Super 104 Mower for Sylvan Heights

IX. Bids to Be Received and Opened

The following bids to be received and opened at the March 11, 2021 Council Meeting:

- a. 2021-02: Repository Lot Maintenance

X. Bids Opened and Referred to Administration for Recommendation.

The following bids were received and opened at the February 25, 2021 Council Meeting:

- a. 2021-01: Planning Consulting Services for City of New Castle's CDBG Program
 - i. Administration is not making a recommendation at this time to award this bid.
- b. 2021-06: Super Pave Hot Mix
 - i. Administration is recommending that the bid be awarded to Lindy Paving in the amount of \$63.80 per ton to be paid with 2021 Liquid Fuel Funds. The 2020 amount was \$65.00 per ton.

XI. Resolutions for Consideration

a. Fund Transfer Request

Mayor Frye is requesting to make the following line-item transfer of \$40,000 for the maintenance of the repository lots to include management and grass cutting by part time employees:

	Adopted Budget	Amended Budget
Demolition 01.413.00.219	\$108,215.40	\$68,215.40
Repository Lot Manager 01.413.00.112	\$0.00	\$28,080.00
FICA 01.413.00.192	\$18,691.21	\$20,839.33
Parks and Rec Part Time Summer 01.451.00.115	\$0.00	\$9,000.00
Parks and Rec FICA 01.451.00.192	\$9,273.57	\$10,045.45

A job description for the Seasonal/Part Time employees for PUBLIC WORKS is attached for your review.

b. Delinquent Distraint Collections for 2020

Attorney Saad and Attorney Miller would like to further discuss the renew of this contract between the City of New Castle and Medure Bonner Bellissimo, LLC as it expires on March 31, 2021 for the collection of distraint taxes. A 30-day notification was sent to cancel the existing agreement, but a determination needs to be made for the collection of the 2020 delinquent distraint taxes.

c. Lawrence County 2021 Hazard Mitigation Plan

Chief Kobbe has provided a copy of the 2021 Lawrence County Hazard Mitigation Plan for your review and comment.

d. NCFD Training Plan

Chief Kobbe has provided a proposal to utilize a cloud-based online training platform for your review and consideration.

e. CDBG-CV Grant Program Administration

The Community and Economic Development Department received a proposal and would like to enter a contract with Mullin and Lonergan to aid with program administration of the CDBG-CV economic development program for a lump sum fee of 15% of the City's CDBG-CV allocation. (i.e., if the City budgets \$184,000 for econ development loans/grants the fee would be \$27,600.)

A proposal was also received from Cameron Professional Services Group, LLC for a fee in the amount of \$50,000. We also requested a proposal from Phillip Weiner, LTD but have not yet received a response.

XI. Resolutions on the Table

- a. See attached memo for resolutions on the table.

XII. Ordinances for Consideration

- a. Amendment of Article 715.01(a)(1); Disorderly House

XIII. Ordinances on the Table; attached to caucus agenda for review.

- a. CB2020-43; Adding Article 184-Greater New Castle Recreation Authority introduced by Ms. Gavrilc at the 12/30/2020 City Council meeting. **The public hearing needs to be RESCHEDULED.**
- b. CB2021-02; Department of Code Enforcement. Introduced by Ms. Gavrilc at the 01/28/2021 City Council meeting. **This can be acted on at the March 11, 2021 Council meeting.**
- c. CB2021-04; Handicap Space. Introduced by Ms. Gavrilc at the 02/25/2021 City Council meeting. **This can be acted on at the March 11, 2021 Council meeting.**
- d. CB2021-05; Alley Vacation. Introduced by Ms. Gavrilc at the 02/25/2021 City Council meeting. **This can be acted on at the March 11, 2021 Council meeting.**
- e. CB2021-04; Alley Vacation. Introduced by Ms. Gavrilc at the 02/25/2021 City Council meeting. **This can be acted on at the March 11, 2021 Council meeting.**

XIV. New Business

- a. None

XV. Executive Session

a. Personnel

- i. Promotion of Police Officer Shane Finin from part time to full time to replace Sgt. Bouye, to be effective March 1, 2021
- ii. Promotion of Police Officer Hailey Houk from part time to full time to replace Ofc. Crum, to be effective March 13, 2021
- iii. Appointment of Shawn Anderson, Sr. to Code Enforcement Director

b. Potential Litigation

c. Threatened Litigation