



# Agenda

**To:** City Council Members, Mayor Chris Frye  
**From:** Stephanie A. Dean, City Clerk *SAD*  
**Date:** 03/19/2021  
**Re:** March 23, 2021 Caucus Meeting

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## **I. Meeting Schedule**

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

## **IV. Presentations**

- a. Refunding Opportunity of the Pension Bonds (Joe Muscatello, Pat Healy)
  - i. The proposed financing will refund all of the City's outstanding Series of A of 2011 Bonds in the principal amount of \$4,385,000, the refunding will not increase the term of the current bonds (11-15-24) nor will it increase the annual debt service. The refunding will generate approximately \$100,000 net of cost of issuance. The current interest rates range from 4.983 to 5.283%.
- b. New Castle Sanitation Authority Acquisition of City Stormwater System (Joe Muscatello)
- c. Department Head 4<sup>th</sup> Quarter 2020 Reports (Department Heads)

**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](http://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. None

**IX. Bids to Be Received and Opened**

The following bids to be received and opened at the **March 25, 2021** Council Meeting:

- a. **2021-03: 2021 Paving**

**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 recommending Mullin and Lonergan as they meet all the requirements and qualifications required by CDBG and they were the only firm to submit an actual bid.

The following bids were received and opened at the **March 11, 2021** Council Meeting:

- b. **2021-02: Repository Lot Maintenance**
  - i. Administration is not making a recommendation to award this bid at this time.

**XI. Resolutions for Consideration**

**a. Repository Properties**

- i. Famous LLC (Thomas Casey); Locust Street (Vacant Lot; Parcel 01-048700)
- ii. Famous LLC (Thomas Casey); Locust Street (Vacant Lot; Parcel 01-055300)
- iii. Famous LLC (Thomas Casey); Blaine Street (Vacant Lot; Parcel 02-233200)
- iv. Famous LLC (Thomas Casey); Superior St. (Vacant Lot; Parcel 04-038900)
- v. Nelek E. Mitchell; 921 E. Washington St (Residential Dwelling)
- vi. Susan Basham; 923 Adams Street (Residential Dwelling)
- vii. Jasmine Angry; E. Luton St. (Vacant Lot; Parcel 05-054900)
- viii. Famous LLC (Thomas Casey); W. Washington St. (Vacant Lot; Parcel 06-033200)
- ix. Maedell Keller; 1223 Rebecca St (Residential Dwelling)
- x. Famous LLC (Thomas Casey); W. Washington St (Vacant Lot; Parcel 06-063700)

**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. HOMES**

The attached resolution was requested by LCCAP, as required by DCED, for your review and consideration.

**d. CDBG-CV Grant Program Administration**

The Community and Economic Development Department received a proposal and would like to enter a contract with Mullin and Loneran 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.

**e. 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:

	<b>Adopted Budget</b>	<b>Amended Budget</b>
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

**XII. Resolutions on the Table**

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

**XIII. Ordinances for Consideration**

- a. Dumpster Ordinance

**XIV. 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 25, 2021 Council meeting.
- c. CB2021-06; Alley Vacation. Introduced by Ms. Gavrilc at the 02/25/2021 City Council meeting. This can be acted on at the March 25, 2021 Council meeting.
- d. CB2021-07; Disorderly House. Introduced by Mr. Fulkerson at the 03/11/2021 City Council meeting. This can be acted on at the March 25, 2021 Council meeting.

**XV. New Business**

- a. Demolition List; as of 3/17/2021
  - i. City Council approved the RTB for CITY paving on 1/14/2021; not to exceed \$150,000.
  - ii. Summary of CITY and CDBG funding available attached.
- b. Prioritized Revitalization Zone Project

**XVI. Executive Session**

- a. Personnel
  - i. Hiring of Part Time Police Officer Devin Murphy
  - ii. Appointment of Shawn Anderson, Sr. to Code Enforcement Director
- b. Potential Litigation
  - i. Discussion of Conditional Use Requests; 3/9/2021
- c. Threatened Litigation