



# Agenda

**To:** City Council Members, Mayor Chris Frye  
**From:** Stephanie A. Dean, City Clerk *SA*  
**Date:** 05/06/2021  
**Re:** May 11, 2021 Caucus Meeting

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## **I. Meeting Schedule**

The Comprehensive Pension Board Meeting will begin at 6:00 pm (separate agenda to follow)

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 April 22, 2021 meeting will be provided to you via email prior to the May 13, 2021 Council meeting for your review.

## **IV. Presentations**

- a. New Castle Area Transit Authority 2021/2022 Funding Request (David Richards)

**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. Conditional Use Request; 341 E. Washington Street (Matthew Blakely)
- b. Conditional Use Request; 100 E. Reynolds Street (Justin Sheldone/Patsy DeFrank)
- c. Conditional Use Request; 319 E. Edgewood Avenue (Dawnelle Washington)
- d. Preliminary, Final Subdivision; DON Services, Inc.
- e. Conditional Use Request; 334 E. Washington Street (New Castle Union Station Craft Distillery, Inc.)

**VII. Petitions to Vacate Streets and Alleys**

- a. None

**VIII. Request to Bid**

- a. 2021 CDBG Demolitions
- b. 2021 Paving Project Grant Street/Mercer Street (includes CDBG Funding)
- c. Garage Doors for the NCFD Central Fire Station

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

- a. None

**X. Bids Opened and Referred to Administration for Recommendation.**

- a. None

**XI. Resolutions for Consideration**

**a. Fund Transfer Request**

The Parks and Recreation Committee, in conjunction with administration, is requesting to make the following line-item transfer resulting needing to hire a part time individual to spray the course in the amount of \$8,000 and applicable FICA in the amount of \$612.00.

		<b>Adopted Budget</b>	<b>Amended Budget</b>
Part-Time; Club House/Grounds	01.452.00.115	\$47,000.00	\$55,000.00
FICA	01.452.00.192	\$9,300.00	\$9,912.00
Chemicals	01.452.00.210	\$30,000.00	\$21,388.00

**b. Repository Properties**

- i. 618 Superior Street, Barbara White; RESIDENTIAL Dwelling
- ii. Daniel Clark, Sr., S. Front Lot; VACANT Lot
- iii. Ashley Hooks and Eugene Stewart; S. Ashland Avenue; VACANT Lot

**c. Alternates for Planning Commission**

The appointment of (2) two alternates for the Planning Commission Board.

**d. Zoning Board ReAppointment**

Bess Ondako has submitted a letter (attached) to request to be re-appointed to the Zoning Board.

**Replacement of Concrete Apron at Central Fire Station**

Chief Kobbe has submitted a written request and quotes for the approval of the expenditure as included in the 2021 adopted budget.

**e. LCCAP Temporary Emergency Assistance through MEALS (TEAM)**

Please find the attached request to provide emergency relief to those directly affected in the amount of \$93,000 of the City's allocated CDBG-COVID funds to continue to expand this county wide program.

**f. Ordinance #8355 (Prelim/Final Subdivision for Gary F. Lykins)**

Please find the attached request to re-sign and date the subdivision plat for Mr. Lykins, due to COVID delays in recording the approved subdivision in a timely manner.

**XII. Resolutions on the Table**

- a. None

**XIII. Ordinances for Consideration**

- a. None

**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 has been scheduled for May 19, 2021 at 6:30 pm.

**XV. Conditional Use Requests**

- a. None

**XVI. New Business**

- a. April, 2021 Check Register (sent via email)
- b. April, 2021 Payroll Register (sent via email)
- c. 2021 Rental Fee Structure for City Facilities (discussion)
- d. Free Golf for Sylvan Employees (discussion)

**XVII. Executive Session**

- a. Personnel
- b. Potential Litigation
- c. Threatened Litigation