

**CITY OF WILKES-BARRE
PENNSYLVANIA**



CITY COUNCIL AGENDA

CITY COUNCIL

WORK SESSION

Date: November 1, 2016

Time: 6:00 p.m.

6:00 p.m. Jim Ryan, City Clerk

1. Resolution authorizing the disposition of records from the City Clerk's Office.
2. An Ordinance amending Article I. of Chapter 20 of the Code of Ordinances of the City of Wilkes-Barre entitled "Parks and Recreation". (Dog Park Rules)

6:10 p.m. Mayor Tony George (See Attached)

**WILKES-BARRE CITY COUNCIL
WORK SESSION
NOVEMBER 1, 2016**

RESOLUTIONS:

Authorizing the proper city officials to enter into a contract with the lowest responsible bidder for 2016 Various Streets Project. Payment to be made from the OECD Budget.

Directing that the provisions of Section 20-4 of the Wilkes-Barre Code of Ordinances pertaining to the open consumption of alcoholic beverages be temporarily suspended and not enforced for the Old Fashioned Holiday Market to be held on December 9 - 10, 2016.

**CITY OF WILKES-BARRE
PENNSYLVANIA**



CITY COUNCIL AGENDA

CITY COUNCIL

NOVEMBER 1, 2016

PLEDGE OF ALLEGIANCE

ROLL CALL

CONSENT AGENDA (RESOLUTIONS)

ORDINANCE

PUBLIC DISCUSSION

ADJOURNMENT

CITY COUNCIL
NOVEMBER 1, 2016

CONSENT AGENDA (RESOLUTIONS)

Authorizing the disposition of records from the City Clerk's Office in accordance with the Municipal Records Manual.

Authorizing the proper city officials to enter into a contract with the lowest responsible bidder for 2016 Various Streets Project. Payment to be made from the OECD Budget.

Directing that the provisions of Section 20-4 of the Wilkes-Barre Code of Ordinances Pertaining to the open consumption of alcoholic beverages be temporarily suspended and not enforced for the Old Fashioned Holiday Market to be held on December 9-10, 2016.

MINUTES

Of the Regular Session of City Council of October 20, 2016.

CITY COUNCIL
NOVEMBER 1, 2016

ORDINANCE

FILE OF COUNCIL NO. 18 OF 2016 - AN ORDINANCE AMENDING ARTICLE I OF
CHAPTER 20 OF THE CODE OF ORDINANCES OF THE CITY OF WILKES-BARRE
ENTITLED "PARKS AND RECREATION." (FIRST READING)



Wilkes-Barre, Pa. _____

Resolution No. _____

BE IT RESOLVED by the City Council of the City of Wilkes-Barre:

Resolved, by the City Council of the City of Wilkes-Barre, Luzerne County, Pennsylvania, that

Whereas, by virtue of Resolution No. R0022-09, adopted February 26, 2009, the City of Wilkes-Barre declared its intent to follow the schedules and procedures for the disposition of records as set forth in the Municipal Records Manual approved December 16, 2008, and

Whereas, in accordance with Act 428 of 1968, each individual act of disposition shall be approved by resolution of the governing body of the municipality;

Now, Therefore, Be It Resolved that the City Council of Wilkes-Barre, Luzerne County, Pennsylvania, in accordance with the above cited Municipal Records Manual, hereby authorizes the disposition of the following public records:

Office/Department: City Clerk

<u>Box Number, Record title, dates</u>	<u>Cubic Feet</u>
1 box of expired 2008 contracts (see attached worksheet) (No Box Number)	1.26
1 box of expired 2009 Insurance policies (see attached worksheet) (No Box Number) 2010 Statement of Financial Interests Forms (in folders) (Included in the expired 2009 Insurance Policies box)	<u>1.26</u>
Total	2.52

Submitted by _____

ROLL CALL

RESOLUTIONS

NAVC

RECORDS INVENTORY WORKSHEET

DEPT. CITY CLERK'S

RECORD TITLE 2008 Contracts

Retention Date: 2014

Page Number as it appears in Municipal Records Manual:

C0007-08 City & U.S. HUD – CDBG Program Home Program & Emergency Shelter Grant Program
C0011-08 City & Department of Transportation – Street Cleaning Agreement
C0017-08 City & Michael Pasonick – 2008 Various Street
C0018-08 City & Penns Sypply Inc. – Storm water Work S. Washington Street
C0019-08 City & Franchelli Enterprises – Relocation of existing water service
C0021-08 City & Police Department – Community Policing Program
C0022-08 City & Child Development Council – Day Care Services Program
C0023-08 City & Osterhout Library Reading Program
C0024-08 City & Osterhout Library – South Branch Program
C0025-08 City & Osterhout Library – Central Program
C0026-08 City & Vocational Rehab – Vocational Rehab Program
C0027-08 City & Victims Resource – Crime Victims Counseling
C0028-08 City & CEO – Emergency Housing Rehab
C0029-08 City & CEO – Homeless Shelter Program
C0032-08 City & CEO – Landlord/Tenant Program
C0033-08 City & CEO – Hotel/Motel Program
C0034-08 City & CEO – Homeless Shelter Program
C0035-08 City & CEO – Housing Advisory Program
C0036-08 City & CEO – Battered Women Shelter Program
C0037-08 City & CEO – Bridge Housing Program
C0039-08 City & WB YMCA – Summer Camp Program

Box Number Destroy

Location:

Inventory completed by: C. PAYNE

Date: 5/12/16

RECORDS INVENTORY WORKSHEET

DEPT. CITY CLERK'S

RECORD TITLE Insurance polices

Retention Date: 2015

Page Number as it appears in Municipal Records Manual:

C0001-09 – City & Housing Development Corp
C0007-09 – 2009 CDBG, Home, and Emergency Shelter Contract
C0010-09 – City & HUD CDBG-R
C0011-09 – City & United Rehab Services / Vocational Rehab Services Project
C0012-09 – Various Streets Michael Pasonick
C0013-09 – Osterhout Library Reading Program
C0014-09 – Osterhout Library South Branch Program
C0015-09 – Osterhout Library Central Program
C0014-09 (2) – City and Child Development Council Day Care Services
C0015-09 (2) – City and High Safety Consulting – 2010 Contract
C0018-09 – Victims Resource Center – Crime Victims Counseling
C0019-09 – Emergency Housing Rehab Program
C0020-09 – CEO Homeless Shelter Program
C0021-09 – Constellation Energy Electricity Supply Agreement
C0024-09 – W-B Police Dept. Community Policing Program
C0025-09 - WB YMCA Summer Camp

Box Number: Destroy

Location:

Inventory completed by: C. PAYNE

Date: 5/16/16



Wilkes-Barre, Pa. _____

Resolution No. _____

BE IT RESOLVED by the City Council of the City of Wilkes-Barre:

WHEREAS, the City of Wilkes-Barre advertised for bids for the 2016 Various Streets Project:

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Wilkes-Barre that the proper City officials are hereby authorized to enter into a contract with the lowest responsible bidder for the 2016 Various Streets Project.

PAYMENT to be made from OECD Budget.

Submitted by _____

ROLL CALL

YEAS

RESOLUTIONS

NAYS



Wilkes-Barre, Pa. _____

Resolution No. _____

BE IT RESOLVED by the City Council of the City of Wilkes-Barre:

RESOLVED, that the City Council of the City of Wilkes-Barre hereby directs that the provisions of Section 20-4 of the Wilkes-Barre Code of Ordinances pertaining to the open consumption of alcoholic beverages be temporarily suspended and not enforced for the following event:

Event: Old Fashioned Holiday Market.
Sponsor: Hidden Creek Vineyard and Winery
Designated Area: Inside Public Square
Dates: December 9, 2016 through December 10, 2016
Time: 11:00 a.m. until close 7:00pm
Limitation: The suspension shall only apply to wine and not malted or brewed beverages or liquors.

The within temporary suspension applies only to the above-referenced event and area. All other regulations related to intoxicating beverages in the City of Wilkes-Barre shall remain in full force and effect. A copy of this resolution shall be provided to the Wilkes-Barre Police Department.

Submitted by _____

**ROLL CALL
RESOLUTIONS**

YEAS

NAYS

FILE OF COUNCIL

NO. _____ of 2016

Presented in City Council on November 1, 2016.

AN ORDINANCE

AMENDING ARTICLE I. OF CHAPTER 20 OF THE CODE OF ORDINANCES OF THE CITY OF WILKES-BARRE ENTITLED "PARKS AND RECREATION."

NOW, THEREFORE, IT IS HEREBY ORDAINED AND ENACTED BY THE CITY COUNCIL OF THE CITY OF WILKES-BARRE THAT SECTION 20-9 OF ARTICLE I. OF CHAPTER 20 OF THE CODE OF ORDINANCES OF THE CITY OF WILKES-BARRE ENTITLED "PARKS AND RECREATION" IS HEREBY AMENDED AS FOLLOWS:

ARTICLE I. In General

Sec. 20-9. Dog Park Rules – Hollenback Park.

A person commits an offense if he or she violates any of the posted rules and regulations in the Hollenback Dog Park.

(a) Signs shall be placed within the Hollenback Dog Park which contain the following rules and regulations:

USE AT YOUR OWN RISK. Owners are responsible for the actions and behaviors of their dog(s) at all times.

Dog waste must be picked up IMMEDIATELY by dog owners. Waste bags are available at the entrance of each yard.

Owners must be within the dog park and supervising their dog(s) at all times with leash readily available.

Limit four (4) dogs per handler per visit.

All children under the age of thirteen (13) must be accompanied by an adult. This park is not for toddlers or small children.

Pet food and treats are allowed inside the dog park.

Dogs must remain leashed at all times when outside the park.

Remove pinch or choke collars and leash in off leash area.

Please leash and remove your dog if it is acting aggressively.

Puppies under four (4) months of age are not permitted in park.

All dogs must be spayed or neutered.

All dogs must wear a collar with a current rabies tag, license and identification. All dogs must be vaccinated.

Don't bring a dog with contagious conditions or illness to the park.

Owners/Handlers are responsible for damages or injury inflicted by your dog(s).

Do not let your dog dig holes or damage park plants or property.

Smoking is prohibited.

No glass containers.

Park open sunrise to sunset.

(b) Penalties. Any person who violates or fails to comply with any provision of this section shall, upon summary conviction thereof in a summary proceeding before a district justice of the City of Wilkes-Barre, be sentenced to pay a fine of not less than twenty-five dollars (\$25.00) and not more than three hundred dollars (\$300.00), plus costs and/or be imprisoned in the county jail for a period not exceeding ninety (90) days.

SEVERABILITY.

The provisions of this ordinance are severable. If any part of this ordinance is declared to be unconstitutional, illegal or invalid, the validity of the remaining provisions shall be unaffected thereby. It is the intention of the Council of the City of Wilkes-Barre that this ordinance would have been adopted had such unconstitutional, illegal or invalid part not been included.

REPEALER.

All ordinances or parts of ordinances inconsistent herewith be and the same are hereby repealed. All ordinances not specifically amended hereby remain in full force and effect.

Passed finally by the Council of the City of Wilkes-Barre on _____
_____, 2016.

This ordinance shall become effective ten (10) days after final passage by
the Council of the City of Wilkes-Barre.

Attest:

Jim Ryan, City Clerk