

AGENDA
REGULAR MEETING OF COUNCIL
June 23, 2020
6:30 PM

1. ROLL CALL
2. READING OF MINUTES
3. REPORTS & COMMUNICATIONS FROM MAYOR & HEADS OF DEPARTMENTS AND INTERESTED PARTIES AND CITY CLERK'S NOTES
 - 3.A CONTROLLER'S REPORT FOR MONTH ENDING MAY 31, 2020.

[Controller's Report 05-31-2020.pdf](#)
 - 3.B CORRESPONDENCE RECEIVED FROM BARRY ISETT & ASSOCIATES, INC. DATED JUNE 15, 2020 REGARDING LICENSING, INSPECTIONS AND PERMITS DEPARTMENT ASSESSMENT.

[Correspondence received from Barry Isett & Associates 6-15-2020.pdf](#)
 - 3.C LACKAWANNA COUNTY DEPARTMENT OF PLANNING AND ECONOMIC DEVELOPMENT REGIONAL PLANNING COMMISSION ANNUAL REPORT 2019 RECEIVED JUNE 19, 2020.

[Regional Planning Commission Annual Report 2019.pdf](#)
 - 3.D RESUME OF CITY OF SCRANTON BUSINESS ADMINISTRATOR MAYORAL APPOINTEE.

[Resume of Business Administrator.pdf](#)
4. CITIZENS PARTICIPATION

5. INTRODUCTION OF ORDINANCES, RESOLUTIONS, APPOINTMENT AND/OR RE-APPOINTMENTS TO BOARDS & COMMISSIONS MOTIONS & REPORTS OF COMMITTEES

5.A MOTIONS.

5.B NO BUSINESS AT THIS TIME.

6. CONSIDERATION OF ORDINANCES - READING BY TITLE

6.A NO BUSINESS AT THIS TIME.

7. FINAL READING OF RESOLUTIONS AND ORDINANCES

7.A FOR CONSIDERATION BY THE COMMITTEE ON COMMUNITY DEVELOPMENT - FOR ADOPTION - RESOLUTION NO. 38, 2020 - AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS TO EXECUTE AND ENTER INTO A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF SCRANTON'S OFFICE OF ECONOMIC AND COMMUNITY DEVELOPMENT AND NEPA ALLIANCE TO ASSIST THE CITY OF SCRANTON IN PROVIDING CREDIT CHECKS ON APPLICATIONS FOR THE CITY'S SMALL BUSINESS RELIEF PROGRAM.

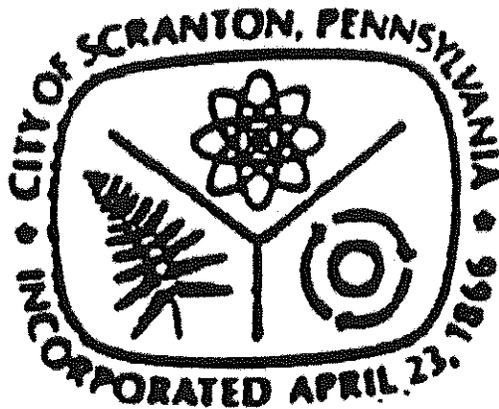
[Resolution-2020 MOU between OECD and NEPA Alliance for credit checks.pdf](#)

7.B FOR CONSIDERATION BY THE COMMITTEE ON RULES - FOR ADOPTION - RESOLUTION NO. 39, 2020 - APPOINTMENT OF CARL DEELEY, 711 NORTH WEBSTER AVENUE, SCRANTON, PENNSYLVANIA 18510 TO THE POSITION OF BUSINESS ADMINISTRATOR EFFECTIVE JUNE 1, 2020. MR. DEELEY WILL BE REPLACING PATRICK J. SHERIDAN.

[Resolution-2020 Appt. Carl Deeley Business Administrator.pdf](#)

8. ADJOURNMENT

**CITY OF SCRANTON
PENNSYLVANIA**



**OFFICE OF THE CITY CONTROLLER
AND BUREAU OF INVESTIGATIONS**

**JOHN J. MURRAY
CITY CONTROLLER**

RECEIVED

JUN 15 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

**CONTROLLER'S REPORT
FOR THE MONTH ENDING
MAY 31, 2020**

City of Scranton
Pennsylvania

John J. Murray
City Controller
Municipal Building
Scranton, Pennsylvania 18503
(570) 348-4125



Office of the City Controller
and Bureau of Investigations

June 15, 2020

The Honorable Paige G. Cagnetti
And
The Honorable City Council
Municipal Building
Scranton, Pa 18503

Dear Honorable Mayor and Honorable Council:

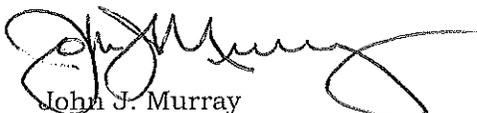
In Accordance with the Home Rule Charter of the City of Scranton, I am hereby submitting the report of the Office of the City Controller for the month of May, 2020.

The first section of this report includes a summary of the General Fund Activities for the month as well as a year to date revenue summary. The second section contains a detailed listing of the purchases in all departments for the period. Both sections are the end result of the review, authoritative approval, and audit procedures applicable to each section. This reflects the Controller's integral part of the internal control environment and the application of those independent audit techniques designed to provide improvement within the system and/or identify irregularities.

Rather than traditional audit reports which outline the results of an examination performed on a particular schedule within the calendar cycle, this department applies audit reviews on a daily, bi-weekly and monthly basis. Audit procedures were applied to the following financial applications which are an integral part of or have a direct impact on this report; all cash receipts flowing through the Treasurer's Office, all bank account reconciliations, Capital Budget reviews, Operating budget review/monthly reconciliation, payroll review and reconciliation, and voucher/requisition order review/authorization. Any item considered reportable would have been detailed later in this report (page 2).

This report is presented for your review. All figures are accurate as of this date but are subject to change due to subsequent postings by the Business Administration Department. Any such posting will be accounted for within the next monthly report from this department.

Sincerely,


John J. Murray
City Controller

**CITY OF SCRANTON
GENERAL FUND EXPENDITURES
MONTH OF MAY 2020**

CODE #	DEPARTMENT	EXPENDITURES
10	Mayor's Office	\$ 16,888.60
11	Public Safety	-
20	City Council	34,417.39
30	Controller	24,060.87
40	Business Administration	385,633.67
41	Bureau of Human Resources	18,373.08
42	Bureau of Information Technology	32,334.76
43	Treasurer	9,785.21
51	Inspections and Licenses	37,934.13
60	Law	62,964.85
71	Police	1,875,461.39
75	Traffic Maintenance	-
78	Fire	1,794,239.89
80	Public Works	267,962.98
81	Engineering	20,494.30
82	Buildings	60,892.20
83	Highways	184,474.32
84	Refuse	380,007.68
85	Garages	80,951.35
90	Single Tax Office	315,622.01
100	Parks and Recreations	28,583.77
TOTAL DEPARTMENTAL:		\$ 5,631,082.45
NON DEPARTMENTAL		
0140	Scranton Plan	\$ -
1000	Boards and Commissions	19,341.66
1100	Utilities	-
1300	Contingency	-
1500	Special Items	429,767.00
1600	Unpaid Bills	2,319.30
1700	Grants and Contributions	-
1900	Special Items (Non Add)	-
TOTAL NON DEPARTMENTAL:		\$ 451,427.96
GRAND TOTAL:		\$ 6,082,510.41

**CITY OF SCRANTON
GENERAL FUND REVENUE REPORT
FOR THE MONTH OF MAY 2020**

CODE #	FUND SOURCE	REVENUES
300	Previous Year Balance	\$ -
301	Real Property Taxes	909,138.47
302	Landfill and Refuse Fees	552,558.76
304	Utility Tax	-
305	Non-Resident Tax	-
310	Local Taxes (Act 511)	7,239,987.71
319	Penalties and Interest (Delinquent Taxes)	453.80
320	Licenses and Permits	215,005.87
330	Fines and Forfeitures	-
331	Police Fines and Violations	94,513.78
341	Interest Earnings	1,126.97
342	Rents and Concessions	500.00
350	Inter-Government-Revenue Reimbursements	69,924.99
359	Local Governments (Payments in Lieu)	-
360	Departmental Earnings	41,827.00
367	Recreational Departments	-
380	Cable TV and Miscellaneous Revenue	271,279.57
392	Interfund Transfers	-
392*	Interfund Transfers (Non Add)	-
394	Tax Anticipation Loan/Note	-
TOTAL		\$ 9,396,316.92
*Non Add		
MONTH TO DATE:		
Revenues To May 2020		\$ 57,767,457.84
Expenditures To May 2020		32,464,059.36
NET:		\$ 25,303,398.48

CITY OF SCRANTON
MAY 31, 2020
GENERAL FUND REVENUE REPORT
YEAR TO DATE

CODE #	FUND SOURCE	ESTIMATED	REALIZED	UN-REALIZED
300	Previous Year Balance	\$ -	\$ -	\$ -
301	Real Property Taxes	35,832,840.33	23,924,924.73	11,907,915.60
302	Landfill and Refuse Fees	6,796,250.00	1,140,493.09	5,655,756.91
304	Utility Tax	75,000.00	-	75,000.00
305	Non-Resident Tax	100,000.00	-	100,000.00
310	Local Taxes (Act 511)	39,979,205.51	16,307,530.48	23,671,675.03
319	Penalties and Interest (Delinquent Taxes)	245,600.00	53,667.02	191,932.98
320	Licenses and Permits	2,038,164.00	1,272,550.68	765,613.32
330	Fines and Forfeitures	345,100.00	-	345,100.00
331	Police Fines and Violations	206,000.00	631,678.93	(425,678.93)
341	Interest Earnings	275,000.00	32,218.45	242,781.55
342	Rents and Concessions	5,000.00	500.00	4,500.00
350	Inter-Government-Revenue Reimbursements	4,251,066.00	502,292.29	3,748,773.71
359	Local Government (Payments in Lieu)	250,000.00	200,000.00	50,000.00
360	Departmental Earnings	447,000.00	195,426.00	251,574.00
367	Recreational Departments	40,000.00	8,124.50	31,875.50
380	Cable TV and Miscellaneous Revenues	2,765,623.89	318,284.67	2,447,339.22
392	Interfund Transfers	9,398,901.00	429,767.00	8,969,134.00
392*	Interfund Transfers SSA/SPA	-	-	-
394	Tax Anticipation Loan/Note	12,750,000.00	12,750,000.00	-
395	Unfunded Pension	-	-	-
396	Capital Budget Reimbursements	-	-	-
TOTALS		\$ 115,800,750.73	\$ 57,767,457.84	\$ 58,033,292.89

PURCHASE ORDER REPORT

MONTH ENDING MAY 31, 2020

ACCOUNT BALANCES AS OF MAY 31, 2020

DEPARTMENT / ACCOUNT	2020 BUDGET	BEGINNING BAL	MAY, 2020		ENDING BAL.
			ACTIVITY		
OFFICE OF THE MAYOR					
0101000000 4270 DUES & SUBSCRIPTIONS	24,348.48	24,348.48			<u>24,348.48</u>
0101000000 4290 STATIONERY / OFFICE SUPPLIES TULPEHOCKEN MOUNTAIN SPRING WATER	100.00	100.00	33.22		<u>66.78</u>
0101000000 4420 TRAVEL & LODGING	2,500.00	2,500.00			<u>2,500.00</u>
DEPARTMENT OF PUBLIC SAFETY					
POLICE BUREAU:					
0101100071 4201 PROFESSIONAL SERVICES ADVANCED TECHNOLOGY INTERNATIONAL COMMONWEALTH OF PA FOX SIGNS NEPA T-MOBILE USA INC	45,000.00	26,417.65	2,400.00 5,100.00 1,210.00 102.00		<u>17,605.65</u>
0101100071 4210 SERVICES & MAINTENANCE FEE	77,500.00	19,599.24			<u>19,599.24</u>
0101100071 4270 DUES & SUBSCRIPTIONS	3,150.00	375.00			<u>375.00</u>
0101100071 4280 MISCELLANEOUS SERVICES - NON CLASSIFIED KEYSTONE PROPANE STAPLES BUSINESS CREDIT	1,750.00	1,730.00	135.32 1,488.45		<u>106.23</u>
0101100071 4290 STATIONERY / OFFICE SUPPLIES FIDELITY D & D BANK	2,750.00	2,330.30	150.00		<u>2,180.30</u>
0101100071 4380 GUNS / AMMUNITION	43,500.00	13,572.00			<u>13,572.00</u>
0101100071 4390 MATERIALS / SUPPLIES (MISC) EVIDENT	21,000.00	7,666.49	661.71		<u>7,004.78</u>
0101100071 4420 TRAVEL & LODGING	4,250.00	2,702.49			<u>2,702.49</u>
0101100071 4470 TRAINING & CERTIFICATION STREET COP TRAINING-NJ CRIMINAL INT	50,000.00	37,001.52	1,050.00		<u>35,951.52</u>

DEPARTMENT / ACCOUNT	2020 BUDGET	MAY, 2020		ENDING BAL.
		BEGINNING BAL	ACTIVITY	
0101100071 4550 CAPITAL EXPENDITURES	435,000.00	104,946.62		104,946.62
0101100071 4570 MAINTENANCE COMMUNICATION EQUIPMENT	7,250.00	7,250.00		7,250.00
0101100071 6003 SPCA - ANIMAL CONTROL	69,370.00	5,371.76		5,371.76
FIRE BUREAU				
0101100078 4201 PROFESSIONAL SERVICES MID-ATLANTIC FIRE AND AIR	32,500.00	27,271.64	151.45	27,120.19
0101100078 4210 SERVICE & MAINTENANCE FEE	12,250.00	12,228.00		12,228.00
0101100078 4270 DUES & SUBSCRIPTIONS	1,000.00	1,000.00		1,000.00
0101100078 4320 BUILDING REPAIR - SUPPLY MAINTENANCE S & S TOOLS & SUPPLIES	12,750.00	6,868.07	35.99	6,832.08
0101100078 4390 MATERIALS / SUPPLIES (MISC) GLEN SUMMIT SPRINGS WATER WALE APPARATUS CO., INC.	7,250.00	3,618.16	23.15 1,545.00	2,050.01
0101100078 4420 TRAVEL & LODGING	2,500.00	1,957.58		1,957.58
0101100078 4430 AIR PACK / REHAB SUPPLIES	5,000.00	4,057.25		4,057.25
0101100078 4470 TRAINING & CERTIFICATION JOHN R DAVIS III RAYMOND DOMINQUEZ MARK GRANAHAN ALBERT SAMUEL STEPHEN SUNDAY	95,000.00	87,247.41	2,861.23 125.00 125.00 741.64 125.00	83,469.54
0101100078 4550 CAPITAL EXPENDITURES	395,000.00	395,000.00		395,000.00
0101100078 4570 MAINTENANCE COMMUNICATION EQUIPMENT	5,250.00	5,250.00		5,250.00

DEPARTMENT / ACCOUNT	2020 BUDGET	MAY, 2020		ENDING BAL.
		BEGINNING BAL.	ACTIVITY	
0101100078 4575 MAINTENANCE-EQUIPMENT	1,000.00	1,000.00		1,000.00
0101100078 4580 GENERAL EQUIPMENT	62,500.00	57,536.72	119.80	
DASH MEDICAL GLOVES, INC.			103.33	
EPSCO			202.20	
GRAINGER			36.02	
ALLEN LUCAS			89.75	
REEVE'S RENT-A-JOHN, INC.			167.89	
SCRANTON GRINDER & HARDWARE				56,807.73
OFFICE OF THE CITY CLERK / CITY COUNCIL				
0102000000 4201 PROFESSIONAL SERVICES	52,500.00	44,938.74	182.61	
EDM AMERICAS INC.			5,000.00	
KOHANSKI & CO PC			414.00	
MCCOOL, MARIA				39,332.13
0102000000 4210 SERVICES & MAINTENANCE FEE	15,000.00	4,416.00		4,416.00
0102000000 4230 PRINTING & BINDING	5,750.00	5,004.00	3,336.00	1,668.00
GENERAL CODE PUBLISHERS				
0102000000 4250 ADVERTISING	27,500.00	21,438.70	1,594.25	19,844.45
SCRANTON TIMES				
0102000000 4290 STATIONERY / OFFICE SUPPLIES	500.00	75.05		75.05
CITY CONTROLLER				
0103000000 4201 PROFESSIONAL SERVICES	35,000.00	30,370.03		30,370.03
0103000000 4230 PRINTING AND BINDING	200.00	200.00		200.00
0103000000 4240 POSTAGE & FREIGHT	125.00	125.00		125.00
0103000000 4270 DUES & SUBSCRIPTIONS	500.00	216.60		216.60
0103000000 4290 STATIONERY / OFFICE SUPPLIES	1,000.00	554.55		554.55

DEPARTMENT / ACCOUNT	2020 BUDGET	BEGINNING BAL	MAY, 2020 ACTIVITY	ENDING BAL.
0103000000 4420 TRAVEL AND LODGING	750.00	750.00		750.00
BUSINESS ADMINISTRATION DEPARTMENT				
ADMINISTRATION				
0104000040 4201 PROFESSIONAL SERVICES	225,000.00	97,778.08	550.00	
JOYCE HATALA ASSOCIATES			900.00	
GREGORY J. MENIO, MD PC			1,500.00	
RAINEY & RAINEY			5,379.00	
HERBERT ROWLAND			2,325.00	
MILLENNIUM ADMINISTRATORS			1,000.00	
TURNKEY TAXES				86,124.08
0104000040 4210 SERVICES & MAINTENANCE FEE	1,250.00	1,250.00		1,250.00
0104000040 4230 PRINTING & BINDING	500.00	500.00		500.00
0104000040 4240 POSTAGE & FREIGHT	37,500.00	28,515.65		28,515.65
0104000040 4250 ADVERTISING	22,500.00	21,689.20		21,689.20
0104000040 4270 DUES & SUBSCRIPTIONS	1,100.00	1,025.00		1,025.00
0104000040 4290 STATIONERY / OFFICE SUPPLIES	12,750.00	10,839.44	19.98	10,819.46
NOLAN & ROGERS				
0104000040 4390 MATERIALS / SUPPLIES (MISC)	600.00	532.35		532.35
0104000040 4420 TRAVEL & LODGING	2,500.00	2,500.00		2,500.00
0104000040 4470 TRAINING & CERTIFICATION	1,500.00	1,500.00		1,500.00
0104000040 4480 SELF INSURANCE	95,000.00	95,000.00		95,000.00
0104000040 6009 OPERATING TRANSFERS - WORKERS' COMP	3,109,811.00	2,109,811.00		2,109,811.00

DEPARTMENT / ACCOUNT	2020 BUDGET	BEGINNING BAL.	MAY, 2020 ACTIVITY	ENDING BAL.
0104000040 6024 BANK FEES AND CHARGES APRIL MERCHANT FEES	10,000.00	8,051.56	416.03	7,635.53
HUMAN RESOURCES:				
0104000041 4201 PROFESSIONAL SERVICES CONCORDE, INC. MILLENNIUM ADMINISTRATORS P & A GROUP ADMIN SERVICE APRIL WE PAY PAYROLL PROCESSING WE PAY PAYROLL PROCESSING	130,000.00	92,239.75	115.76 4,609.22 366.36 1,996.00 3,845.25	81,307.16
0104000041 4290 STATIONARY / OFFICE SUPPLIES	750.00	743.65		743.65
0104000041 4390 MATERIALS / SUPPLIES (MISC) GLEN SUMMIT SPRINGS WATER	500.00	449.75	6.35	443.40
0104000041 4420 TRAVEL & LODGING	1,250.00	1,250.00		1,250.00
0104000041 4470 TRAINING & CERTIFICATION	2,500.00	2,500.00		2,500.00
0104000041 4630 LIABILITY / CASUALTY INSURANCE ABRAHAMSEN CONABOY & ABRAHAMSEN, PC KNOWLES ASSOCIATES L.L.C.(MARCH) OLIVER, PRICE & RHODES	1,175,000.00	300,964.19	190.00 136.00 969.00	299,669.19
0104000041 6006 PERSONNEL COST ADJUSTMENT	4,750.00	3,199.16		3,199.16
INFORMATION TECHNOLOGY:				
0104000042 4201 PROFESSIONAL SERVICES	145,000.00	45,912.10		45,912.10
0104000042 4210 SERVICES & MAINTENANCE FEE	95,000.00	40,902.00		40,902.00
0104000042 4270 DUES AND SUBSCRIPTIONS	500.00	500.00		500.00

DEPARTMENT / ACCOUNT	2020 BUDGET	MAY, 2020		
		BEGINNING BAL.	ACTIVITY	ENDING BAL.
0104000042 4290 STATIONARY / OFFICE SUPPLIES	1,000.00	896.70		896.70
0104000042 4390 MATERIALS / SUPPLIES (MISC)	95,000.00	59,912.63		59,912.63
0104000042 4420 TRAVEL AND LODGING	1,000.00	1,000.00		1,000.00
0104000042 4440 TELEPHONE	245,000.00	153,323.68		
A T & T MOBILITY			6,380.87	
COMCAST			7,225.83	
FRONTIER COMMUNICATIONS			524.06	
VERIZON				139,192.92
0104000042 4470 TRAINING & CERTIFICATION	32,500.00	32,500.00		32,500.00
0104000042 4550 CAPITAL EXPENDITURES	590,000.00	334,406.50		334,406.50
0104000042 4560 EQUIPMENT MAINTENANCE / LEASES	92,500.00	92,500.00		92,500.00
TREASURY				
0104000043 4201 PROFESSIONAL SERVICES	2,500.00	2,500.00		2,500.00
0104000043 4390 MATERIALS / SUPPLIES (MISC)	12,500.00	10,000.03		10,000.03
0104000043 6000 TAX & MISCELLANEOUS REFUNDS	2,500.00	2,500.00		2,500.00
0104000043 6001 TAX COLLECTION COMMITTEE EXPENSE	500.00	500.00		500.00
BUREAU OF LICENSES, INSPECTIONS & PERMITS				
LICENSE, INSPECTIONS, & PERMITS				
0105100051 4201 PROFESSIONAL SERVICES	50,000.00	50,000.00		50,000.00
0105100051 4290 STATIONARY / OFFICE SUPPLIES	500.00	500.00		500.00

DEPARTMENT / ACCOUNT	2020 BUDGET	BEGINNING BAL	MAY, 2020		ENDING BAL.
			ACTIVITY		
0105100051 4390 MATERIALS / SUPPLIES (MISC)	500.00	431.20			431.20
0105100051 4420 TRAVEL AND LODGING	1,000.00	1,000.00			1,000.00
0105100051 4470 TRAINING & CERTIFICATION	1,000.00	1,000.00			1,000.00
0105100051 4550 CAPITAL EXPENDITURES COMMUNITY FIRST NATIONAL BANK	12,750.00	12,750.00		5,725.91	7,024.09
0105100051 4570 MAINTENANCE COMMUNICATION EQUIPMENT	250.00	250.00			250.00
0105100051 4590 BUILDING DEMOLITION	145,000.00	145,000.00			145,000.00
BUREAU OF BUILDINGS					
0105100082 4201 PROFESSIONAL SERVICES	2,500.00	1,200.00			1,200.00
0105100082 4320 BUILDING REPAIR - SUPPLY MAINTENANCE	137,500.00	113,042.51			
AMERICAN JANITOR			1,644.25		
ATIS ELEVATOR INSPECTIONS LLC			165.00		
MICHAEL BURKE			1,365.00		
CINTAS CORPORATION			221.92		
COOPER ELECTRIC			107.49		
J. C. EHRlich CO.			178.00		
JOHNSON CONTROLS			83.07		
MECHANICAL SERVICE COMPANY			4,414.69		
S & S TOOLS & SUPPLIES			890.00		
					103,973.09
0105100082 4447 UGI - GAS	125,000.00	85,294.97			85,294.97
0105100082 4448 PAWC - WATER	435,000.00	339,862.21			
PENNSYLVANIA AMERICAN WATER CO.			22,744.99		
UGI NORTH			5,713.32		
					311,403.90
0105100082 4450 ELECTRICAL	150,000.00	116,723.66		13,566.71	103,156.95
PPL ELECTRIC UTILITIES					
0105100082 4465 BUILDING SUPPLIES	750.00	677.90			677.90

DEPARTMENT / ACCOUNT	2020 BUDGET	BEGINNING BAL	MAY, 2020 ACTIVITY	ENDING BAL.
LAW DEPARTMENT:				
0106000000 4201 PROFESSIONAL SERVICES	225,000.00	208,414.11		
ABRAHAMSEN CONABOY & ABRAHAMSEN, PC			76.00	
CIPRIANI & WERNER, P.C.			285.00	
CORBETT PRICE LAW			760.00	
FOX ROTHSCHILD LLP			12,216.10	
MICHAEL A GENELLO ESQ			1,881.50	
LACKAWANNA BAR ASSOC.			525.00	
OLIVER, PRICE & RHODES			1,881.00	
UFBERG & ASSOCIATES LLC			16,521.50	
				<u>174,468.01</u>
0106000000 4210 SERVICES AND MAINTENANCE FEE	2,000.00	2,000.00		<u>2,000.00</u>
0106000000 4270 DUES & SUBSCRIPTIONS	3,000.00	2,519.00	400.00	<u>2,119.00</u>
WEST PAYMENT CENTER				
0106000000 4290 STATIONERY / OFFICE SUPPLIES	500.00	500.00	60.43	<u>439.57</u>
GLEN SUMMIT SPRINGS WATER				
0106000000 4390 MATERIALS / SUPPLIES (MISC)	500.00	211.00		<u>211.00</u>
0106000000 4420 TRAVEL & LODGING	2,500.00	2,500.00		<u>2,500.00</u>
0106000000 4470 TRAINING & CERTIFICATION	2,000.00	2,000.00		<u>2,000.00</u>
DEPARTMENT OF PUBLIC WORKS				
ADMINISTRATION/BUREAU:				
0108000000 4201 PROFESSIONAL SERVICES	2,500.00	524.96		<u>524.96</u>
0108000000 4210 SERVICES & MAINTENANCE FEE	1,500.00	182.04	119.48	<u>62.56</u>
PA ONE CALL SYSTEM, INC.				
0108000000 4420 TRAVEL AND LODGING	500.00	500.00		<u>500.00</u>
0108000000 4550 CAPITAL EXPENDITURES	10,000.00	6,974.28	445.00	
JAMES A DOHERTY			858.32	
CINTAS				
				<u>5,670.96</u>

DEPARTMENT / ACCOUNT	2020 BUDGET	MAY, 2020		ENDING BAL.
		BEGINNING BAL.	ACTIVITY	
0108000080 4570 MAINTENANCE COMMUNICATION EQUIPMENT INDUSTRIAL ELECTRONICS, INC.	20,000.00	15,140.00	1,620.00	13,520.00
0108000080 4576 MAINTENANCE SUPER FUND SIGHT	10,000.00	10,000.00		10,000.00
0108000080 6007 FLOOD PROTECTION SYSTEM MAINTENANCE ENCUMBERED: PREVIOUS PERIOD S & S TOOLS & SUPPLIES	250,000.00	235,417.95	(29.95) 29.95	235,417.95
ENGINEERING BUREAU:				
0108000081 4201 PROFESSIONAL SERVICES LABELLA ASSOCIATES	75,000.00	56,100.00	6,300.00	49,800.00
0108000081 4210 SERVICES & MAINTENANCE FEE	500.00	500.00		500.00
0108000081 4290 STATIONERY / OFFICE SUPPLIES	100.00	100.00		100.00
0108000081 4390 MATERIALS / SUPPLIES (MISC)	250.00	182.02		182.02
0108000081 4470 TRAINING & CERTIFICATION	500.00	445.00		445.00
HIGHWAYS BUREAU:				
0108000083 4260 RENTAL VEHICLES & EQUIPMENT	100,000.00	100,000.00		100,000.00
0108000083 4340 CONSTRUCTION - PAVING MATERIAL	150,000.00	131,266.13		131,266.13
0108000083 4350 PAINT / SIGN MATERIAL ENCUMBERED: PREVIOUS PERIOD ENCUMBERED: CURRENT PERIOD FASTENAL COMPANY LEE ELECTRIC SUPPLY CO., INC. S & S TOOLS & SUPPLIES	20,000.00	11,071.04	(682.00) 145.17 4.86 761.02 22.00	10,819.99
0108000083 4357 PARKS AND RECREATION SUPPLIES	25,000.00	25,000.00		25,000.00

DEPARTMENT / ACCOUNT	2020 BUDGET	BEGINNING BAL	MAY 2020 ACTIVITY	ENDING BAL.
0108000083 4390 MATERIALS / SUPPLIES (MISC) ENCUMBERED: PREVIOUS PERIOD ENCUMBERED: CURRENT PERIOD CENTRAL CLAY PRODUCTS, INC. DALEVILLE ACE HARDWARE EPSCO POWELL'S RENTAL S & S TOOLS & SUPPLIES	40,000.00	25,699.20	(7,995.00) 8,021.48 7,651.50 4,190.65 43.77 2,750.00 86.97	<u>10,649.83</u>
0108000083 4410 SALT	475,000.00	303,909.90		<u>303,909.90</u>
0108000083 4460 STREET LIGHTING PPL ELECTRIC UTILITIES	230,000.00	170,114.13	15,950.35	<u>154,163.78</u>
0108000083 4466 STREET LIGHTING SERVICE / MAINTENANCE A & M ELECTRICAL CONSTRUCTION, INC. URBAN ELECTRICAL CONTRACTORS, INC.	150,000.00	107,089.69	327.54 1,360.00	<u>105,402.15</u>
0108000083 4467 TRAFFIC SIGNAL ELECTRICITY PPL ELECTRIC UTILITIES	90,000.00	72,607.24	4,315.74	<u>68,291.50</u>
0108000083 4550 CAPITAL EXPENDITURES	210,000.00	106,351.00		<u>106,351.00</u>
0108000083 4551 ROADWAY RESURFACING PROGRAM	850,000.00	850,000.00		<u>850,000.00</u>
REFUSE BUREAU				
0108000084 4390 MATERIALS / SUPPLIES (MISC)	1,000.00	0.00		<u>0.00</u>
0108000084 4420 TRAVEL AND LODGING	1,000.00	805.73		<u>805.73</u>
0108000084 4490 LANDFILL KEYSTONE SANITARY LANDFILL	1,410,000.00	970,743.37	97,779.30	<u>872,964.07</u>
0108000084 4550 CAPITAL EXPENDITURES	235,000.00	229,285.79		<u>229,285.79</u>
0108000084 4555 RECYCLING	350,000.00	350,000.00		<u>350,000.00</u>

DEPARTMENT / ACCOUNT	2020 BUDGET	MAY, 2020		ENDING BAL.
		BEGINNING BAL	ACTIVITY	
GARAGES BUREAU				
0108000085 4220 CONTRACTED SERVICES CINTAS	2,500.00	2,500.00	241.39	<u>2,258.61</u>
0108000085 4301 GAS, OIL, LUBRICANTS ENCUMBERED: PREVIOUS PERIOD ENCUMBERED: CURRENT PERIOD D. G. NICHOLAS CO. PAPCO PETROCHOICE POWELL'S SALES & SERVICE, INC.	350,000.00	254,927.44	(461.95) 1,046.00 356.59 7,381.50 1,265.46 22.00	<u>245,317.84</u>
0108000085 4310 EQUIPMENT/VEHICLE REPAIR/MAINTENANCE ENCUMBERED: PREVIOUS PERIOD ENCUMBERED: CURRENT PERIOD AIR BRAKE & EQUIPMENT CO., INC. A.I.T. AUTOMOTIVE C. G. CUSTOM TRUCKS D. G. NICHOLAS CO. DAILEY RESOURCES DAVE'S AUTO IGNITION DENAPLES AUTO PARTS INC DENAPLES TOWING, INC. EAGLE TRUCK EQUIPMENT INC ELECTRO BATTERY FIVE STAR EQUIPMENT CO., INC. INDUSTRIAL ELECTRONICS, INC. KOVATCH FORD, INC. MARSHALL MACHINERY MAUS AUTOMOTIVE CENTER MEDICO INDUSTRIES MESKO GLASS & MIRROR NORTHEAST HYDRAULICS POWELL'S SALES & SERVICE, INC. TRIPLE CITIES ACQUISITIONS, LLC UNIVERSAL BODY SHOP WAYNE COUNTY FORD	375,000.00	309,397.75	(3,991.28) 12,333.47 128.40 1,386.40 75.55 618.84 220.00 622.07 2,094.00 523.50 3,634.96 425.00 24.00 194.48 180.98 282.21 107.50 796.06 75.00 1,204.90 39.76 650.87 2,193.65 781.88	<u>284,795.55</u>
0108000085 4360 SMALL TOOLS / SHOP SUPPLIES ENCUMBERED: PREVIOUS PERIOD A.I.T. AUTOMOTIVE D.G. NICHOLAS CO. FASTENAL COMPANY MICHAEL LYNADY	16,500.00	14,109.89	(634.88) 55.00 90.21 544.67 22.79	<u>14,032.10</u>

DEPARTMENT / ACCOUNT	2020 BUDGET	BEGINNING BAL	MAY, 2020 ACTIVITY	ENDING BAL.
0108000085 4380 MATERIALS / SUPPLIES (MISC)	49,500.00	31,746.87	(1,932.28)	
ENCUMBERED: PREVIOUS PERIOD			1,660.58	
ENCUMBERED: CURRENT PERIOD			501.80	
A.I.T. AUTOMOTIVE PARTS,			1,089.26	
C. G. CUSTOM TRUCKS			1,259.45	
D. G. NICHOLAS CO			157.18	
EAGLE TRUCK EQUIPMENT INC			707.26	
FASTENAL COMPANY			58.71	
POWELL'S SALES & SERVICE, INC.			469.44	
THC ENTERPRISES, INC			1,359.44	
TRIPLE CITIES ACQUISITIONS, LLC				26,416.03
0108000085 4401 TIRES	90,500.00	69,127.27	(2,808.22)	
ENCUMBERED: PREVIOUS PERIOD			4,029.80	
ENCUMBERED: CURRENT PERIOD			4,167.92	
KOST TIRE & AUTO SERVICE				63,737.77
0108000085 4420 TRAVEL AND LODGING	500.00	500.00		500.00
0108000085 4550 CAPITAL EXPENDITURES	70,000.00	70,000.00		70,000.00
0108000085 4901 MAINTENANCE (PREVENTATIVE)	7,500.00	7,500.00		7,500.00
PARKS & RECREATION DEPARTMENT				
0110000000 4280 MISC SERVICES - NON CLASSIFIED	5,000.00	5,000.00		5,000.00
0110000000 4290 STATIONERY / OFFICE SUPPLIES	500.00	500.00		500.00
0110000000 4320 BUILDING REPAIR - SUPPLY MAINTENANCE	15,000.00	9,598.46		9,598.46
0110000000 4330 MEDICAL, CHEMICAL, LAB SUPPLIES	10,000.00	8,722.00		8,722.00
0110000000 4360 SMALL TOOLS / SHOP SUPPLIES	500.00	365.00		365.00
0110000000 4370 PARKS & RECREATION SUPPLIES	12,500.00	11,942.02	135.00	11,807.02
KEYSTONE CONTAINER SERVICE INC.				
0110000000 4420 TRAVEL AND LODGING	250.00	250.00		250.00

DEPARTMENT / ACCOUNT	2020 BUDGET	MAY, 2020		ENDING BAL.
		BEGINNING BAL.	ACTIVITY	
0110000000 4530 PERFORMING ARTS	17,500.00	5,000.00		5,000.00
0110000000 4540 SPRING / SUMMER PROGRAMS	3,000.00	1,260.67		1,260.67
0110000000 4550 CAPITAL EXPENDITURES	875,000.00	558,152.36	(39,527.30)	
OECD PAYMENT			4,590.00	
D & M CONSTRUCTION UNLIMITED, INC.			18,900.00	
LEBER ELECTRIC, INC.			4,588.00	
TRAILER CORNER				569,601.66
NON-DEPARTMENTAL EXPENDITURES				
0140110030 4299 ZONING BOARD	25,000.00	19,135.20		19,135.20
0140110060 4299 EVERHART MUSEUM	37,500.00	23,000.01	9,666.66	13,333.35
EVERHART MUSEUM				
0140110075 4299 SCRANTON PLAN	100,000.00	100,000.00		100,000.00
0140110080 4299 SCRANTON TOMORROW	225,000.00	125,000.00		125,000.00
0140110110 4299 SHADE TREE COMMISSION	175,000.00	99,422.50	1,225.00	
FOUR SEASONS TREE SERVICE			8,450.00	
TITAN TREE SERVICE				89,747.50
0140110120 4299 ST. CATS AND DOGS	10,000.00	10,000.00		10,000.00
0140110130 4299 MAYOR'S 504 TASK FORCE	1,000.00	1,000.00		1,000.00
0140110140 4299 CIVIL SERVICE COMMISSION	25,000.00	24,820.75		24,820.75
0140110150 4299 HUMAN RELATIONS COMMISSION	1,000.00	1,000.00		1,000.00
0140110155 4299 LHVA TRAIL MAINTENANCE	12,500.00	2,000.00		2,000.00
0140110160 4299 ETHICS BOARD	25,000.00	25,000.00		25,000.00

DEPARTMENT / ACCOUNT	2020 BUDGET	BEGINNING BAL.	MAY, 2020 ACTIVITY	ENDING BAL.
0140115230 4299 TAN SERIES	12,750,000.00	12,750,000.00		
TAN PAYMENT MARCH			4,229,322.10	
TAN PAYMENT APRIL			316,569.00	
				8,204,088.90
0140115240 4299 TAN SERIES INTEREST	446,250.00	446,250.00		446,250.00
0140115310 4299 OPER TSF TO DBT SVC - STREET LIGHTING	452,541.66	452,541.66		452,541.66
0140115320 4299 OPER TSF TO DBT SVC - GUARANTEED ENERGY SAVINGS	156,894.74	120,645.25		120,645.25
0140115324 4299 OPER TSF TO DBT SVC - FDM REVOLVING AID LN	100,000.00	100,000.00		100,000.00
0140115328 4299 OPER TSF 2016 REDEVELOPMENT AUTH SERIES AA	888,012.50	888,012.50		888,012.50
0140115329 4299 OPER TSF TO DBT SVC - LEASE OF REFUSE PACKERS	218,147.96	0.00		0.00
0140115330 4299 OPER TSF TO DBT SVC - LEASE OF KME ENGINE	49,849.00	0.00		0.00
0140115331 4299 OPER TSF TO DBT SVC - 2019 GO BONDS BLDG	1,000.00	1,000.00		1,000.00
0140115332 4299 OPER TSF TO DBT SVC - SERIES 2017 GENERAL OBLIGATION REFUNDING APRIL INTEREST PAYMENT	3,231,000.00	3,231,000.00	513,000.00	2,718,000.00
0140115333 4299 OPER TSF TO DBT SVC - 2018 TAXABLE SERIES	6,559,450.00	6,559,450.00		6,559,450.00
0140115334 4299 OPER TSF TO DBT SVC - LEASE OF JOHN DEERE WHEEL LOADER	25,851.02	25,851.02		25,851.02
0140115335 4299 OPER TSF TO DBT SVC - LEASE OF LAW ENFORCEMENT MGMT SYSTEM	0.00	0.00		0.00
0140115337 4299 OPER TSF TO DBT SVC - ESCO LEASE BUILDING	100,000.00	100,000.00		100,000.00
0140115338 4299 OPER TSF TO DBT SVC - 2016 RED AUTH SERIES A	3,620,500.00	3,620,500.00		3,620,500.00

DEPARTMENT / ACCOUNT	2020 BUDGET	MAY, 2020		
		BEGINNING BAL	ACTIVITY	ENDING BAL.
0140115339 4299 OPER TSF TO DBT SVC - 2016 GENL. OBL. NOTES	1,878,000.00	1,878,000.00		1,878,000.00
0140115340 4299 OPER TSF TO DBT SVC - 2016 LEASE FORD TRKS	53,925.94	0.00		0.00
0140115341 4299 OPER TSF TO DBT SVC - PIB LOAN	244,811.66	244,811.66		244,811.66
0140115342 4299 OPER TSF TO DBT SVC - LEASE STREET LIGHTING GENESEE STREET CORPORATION	429,767.00	429,767.00	429,767.00	0.00
0140115343 4299 2018 ARIEL PLATFORM TRUCK LEASE	102,156.57	102,156.57		102,156.57
0140115344 4299 M&T LEASE REFUSE PACKERS	89,937.87	89,937.87		89,937.87
0140113090 4299 CONTINGENCY	400,000.00	400,000.00		400,000.00
0140113100 4299 OECD CONTINGENCY	244,000.00	237,402.30		237,402.30
0140116090 4299 UNENCUMBERED EXPENSES PRIOR YEAR OBLIG. AD ASTRA INC BEYER-BARBER COMPANY WITMER ASSOCIATES, INC.	300,000.00	297,308.22	17.55 1,800.00 501.75	294,988.92
0140116270 4299 COURT AWARDS	500,000.00	500,000.00		500,000.00
0140117020 4299 VETERAN'S ORGANIZATION	10,000.00	0.00		0.00
0140117040 4299 OPEB TRUST FUND	50,000.00	50,000.00		50,000.00
0140117060 4299 TRIPP PARK COMMUNITY CENTER	1,000.00	1,000.00		1,000.00
0140117080 4299 TARGETED EXPENSES - REVENUE PASS THROUGH ACCOUNT	300,000.00	300,000.00		300,000.00
0140117100 4299 GRANT MATCH	763,300.00	512,778.00		512,778.00

RECEIVED
JUN 15 2020

OFFICE OF CITY
COUNCIL/CITY CLERK



📍 1170 Highway 315, Suite 3, Wilkes-Barre, PA 18702

☎ 570.285.8200 📠 570.285.8201

🌐 barryissett.com

Date: June 15, 2020

Project #: P0143CD.W19

To: Ms. Lori Reed, City Clerk

Address: 340 No. Washington Avenue, Scranton, PA 18503

From: Matthew Walter, MCP, CFM

Copy to: file

RE: LICENSING, INSPECTION AND PERMITS DEPARTMENT ASSESSMENT
City of Scranton, Lackawanna County, Pennsylvania

Barry Isett & Associates, Inc. (Isett) has received your letter, dated May 29, 2020, inquiring of the status of the Licensing, Inspection and Permits Department (LIPS) assessment. To date, the assessment has not begun. Below is a brief timeline of events leading to where we are:

February 21, 2020: Isett representatives met with Mayor Cagnetti and Business Administrator Patrick Sheridan to discuss the scope of work included in our proposal to perform the assessment of the LIPS Department and the deliverables to be expected based on the proposal. Upon conclusion of the meeting, all parties were in agreement with the contents of the proposal and agreed to schedule a pre-assessment kick-off meeting with the Isett representatives and the City of Scranton staff affected by the assessment once the contract was executed.

March 2, 2020: Isett received the City of Scranton contract to perform the assessment of the LIPS Department and signed and returned the contract to the City of Scranton.

March 9, 2020: Isett emailed Business Administrator Patrick Sheridan to schedule the agreed upon pre-assessment meeting. Isett is awaiting a reply.

To date, we have not held the agreed upon pre-assessment meeting, which is the next step in the process. We are hopeful with the lifting of the COVID-19 restrictions, we will obtain permission from the City of Scranton to begin this assessment. Once the assessment begins, we will provide monthly reports to the City Council for their review.

Feel free to contact me with any questions.

Memo

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JUN 19 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

Regional Planning Commission Annual Report 2019

Prepared by the
Lackawanna County Department of
Planning & Economic Development
123 Wyoming Avenue, Scranton PA 18503
570-963-6400 • lackawannacounty.org

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Planning Staff

Brenda Sacco, Planning & Econ Dev Director
Steve Pitoniak, Planning Department Manager
Mary Liz Donato, Regional Planning Manager
Matt Jones, Transportation Planning Manager
Stephen Solon, GIS Coordinator
Jay Schectman, Transportation Planner

Planning Commission Board

Harry Lindsay, Chair
Rosemary Broderick, Vice-Chair
Cindy Campbell, Secretary
Joseph Lorince, Treasurer
Germaine Carey
David Johns
Bruce Zero, Esq.
John Pocius

Board Members Message

March 1, 2020

Lackawanna County Commissioners
Jerry Notarianni, Chairman
Debi Domenick, Esq.
Chris Chermak



Dear Commissioners and Citizens of Lackawanna County:

The Lackawanna County Regional Planning Commission is pleased to present to you the Planning Department's 2019 Annual Report.

Act 247, the Pennsylvania Municipalities Planning Code, requires all planning agencies to prepare a written report annually to the governing body. We have traditionally used this opportunity to not only fulfill the state requirement, but to also inform the public and local municipalities of development trends and planning issues and resources.

Development trends in Lackawanna County continue to shift from single-family residential lots to multi-family housing; almost three-quarters of all residential units proposed in 2019 were multi-family units. The shift in overall development activity, from the outlying areas of the Abingtons and North Pocono regions back to Scranton and the valley communities, is prevalent as we move into the third decade of the 21st century. 2019 also brought a record-breaking 4.1 million square feet of commercial and industrial buildings to the county.

In 2019, the planning staff reviewed 115 subdivision and land development submissions, 5 local ordinance amendments, and a comprehensive updated zoning ordinance for Olyphant Borough. We are also pleased to inform you that our staff continues to assist the Scranton-Abingtons Planning Association with implementation of the 9-municipality regional plan and zoning ordinances updates through the administration of an \$80,000 DCED grant and coordination of meetings between the municipalities and the planning consultant chosen for the project. The project is targeted for completion in June 2020.

Our staff spearheads the Lackawanna-Luzerne Transportation Study Metropolitan Planning Organization in conjunction with PennDOT District 4-0 and the Luzerne County Planning Department for determination of how all Federal and state highway funding is allocated. The county's Economic Development Initiatives including the Community Re-Invest, SBA Fee Waiver, Land Development/Construction Fee Waiver and Business Improvement Grant programs are promoted and administered through the planning office. GIS mapping and county statistics and information are also an integral part of the department. In 2020, we look forward to continue working with the SAPA committee, and with FEMA as the adoption of the second five-year update of the Hazard Mitigation Plan will be completed in July 2020, and the finalization and adoption of new flood plain maps and ordinances will come to fruition in August 2020.

This report is available on the county's website (Planning & Economic Development/Regional Planning Commission links) at www.lackawannacounty.org.

We look forward to the new decade as we strive to continue "Investing in Our Future."

Sincerely,

Harry Lindsay
Chairman

2019 Planning Commission Board

Harry Lindsay, Chair
Moosic, First appointed: 2016

Rosemary Broderick, Vice-Chair
South Abington Twp., First appointed: 2007

Cindy Campbell, Secretary
Peckville, First appointed: 2018

John Pocius
Scranton, First appointed: 2004

Joseph Lorince, Treasurer
Dunmore, First appointed: 2007

David Johns
Moosic, First appointed: 2013

Bruce Zero, Esq.
Moscow, First appointed: 2008

Germaine Carey
Clarks Summit, First appointed: 2013

Vacant

2019 Planning Department Staff

Steve Pitoniak, Planning Department Manager
Valley View HS, Penn State University (BA)
Jessup, On staff since 1981

Mary Liz Donato, Regional Planning Manager
Carbondale Area HS, East Stroudsburg University (BA/PDE
Teacher certification), Wilkes University (graduate work)
Madison Twp, On staff since 1987

Matt Jones, AICP, Transportation Planning Manager
Scranton HS, Muhlenberg College (BA), Tufts University (MA)
Scranton, On staff since Jan 2019

Stephen Solon, GIS Coordinator
Riverside HS, Lackawanna Career Tech Center
Dunmore, On staff since 1982

Jay Schectman, Transportation Planner
Scranton Central HS, University of Scranton (BS), Marywood
University (graduate work)
Scranton, On staff since Nov 2019

Land-Use Planning

Act 247 (Municipalities Planning Code) & Land-Use Planning in Pennsylvania

In Pennsylvania, the power and responsibility to plan for land-use and its regulation lies exclusively with local government, including counties. However, city, borough, and township regulations act as a “repeal protanto” of any county regulations. In other words, a local municipal ordinance negates a county ordinance within the jurisdiction of the municipality.

Comprehensive Plans

A comprehensive plan is a general policy guide for the physical development of a county, region, or municipality. Article III of Act 247 mandates that every county develop a comprehensive plan and review and update same every ten years.

County Comprehensive Plan

The Lackawanna-Luzerne Regional Plan, Lackawanna County’s official comprehensive plan, was adopted on December 14, 2011.

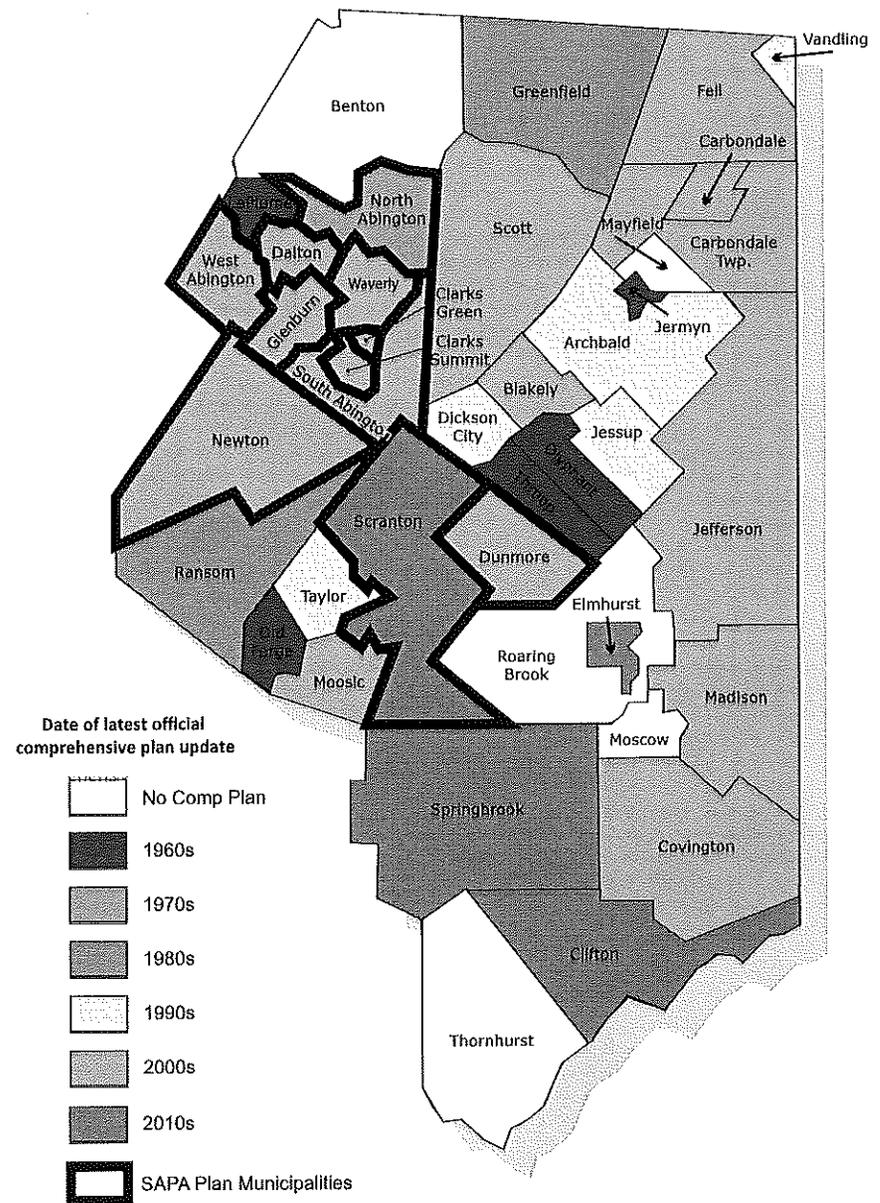
Local and Regional Comprehensive Plans

Thirty-five (35) of the county’s 40 municipalities have developed comprehensive plans. There were no updates or new comprehensive plans in 2019.

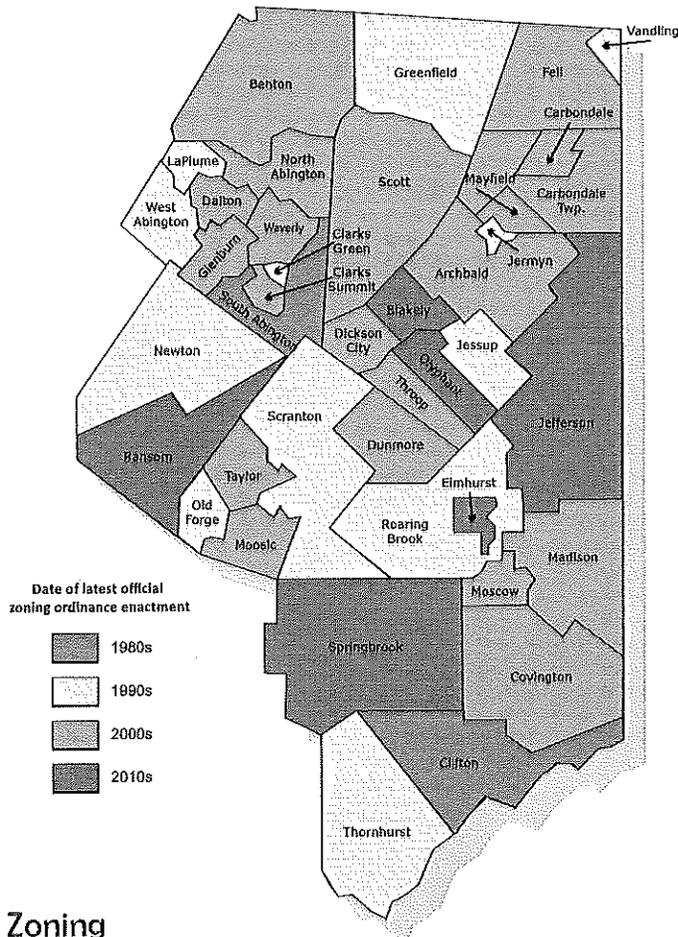
Scranton-Abingtons Planning Association

Eleven (11) county municipalities were original members of the Scranton-Abingtons Planning Association (SAPA). Together, these municipalities comprise 50% of the county’s population and 20% of the land area. The SAPA Regional Comprehensive Plan was finalized in 2009. The plan was initially adopted by nine (9) of the eleven participating municipalities in 2009. The remaining two municipalities (City of Scranton and North Abington Twp) voted to reject the plan. However, in 2014, the City of Scranton reconsidered the plan and in December officially adopted the 2009 plan. In 2017, nine (9) of the municipalities that had adopted the SAPA plan signed an Implementation Agreement to authorize the county to apply for PA DCED Municipal Assistance Program (MAP) funding on their behalf to update the local zoning ordinances. The funding was approved and the project is ongoing, slated for completion by June 30, 2020.

Municipal Comprehensive Plans Adopted



Municipal Zoning Ordinances Adopted
(Adoption of latest comprehensive revision;
subsequent amendments not included.)



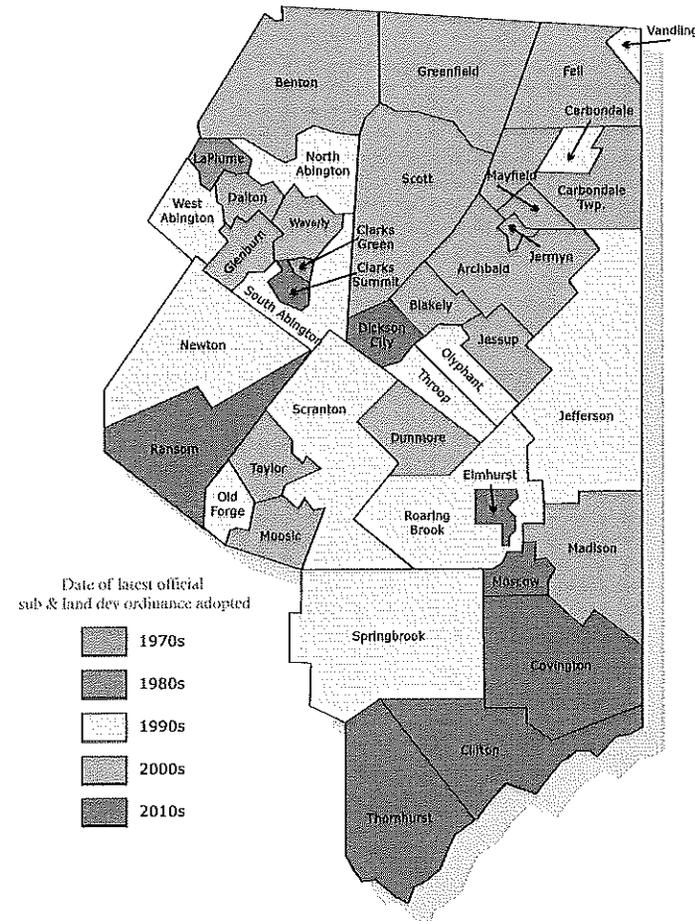
Zoning

Zoning is a method to regulate the use of land and structures, designed to protect health, safety, and welfare and to guide growth. Article VI of Act 247 governs the implementation of zoning ordinances in the Commonwealth. There is no county zoning ordinance. All forty (40) of the county's municipalities have local zoning ordinances in effect.

Subdivision and Land Development

A subdivision and land development ordinance is a law requiring the review and approval of plot and site plans, and specifying criteria on how to develop land. Subdivisions entail the creation, re-location, or removal of property lines and the development of new roads and infrastructure, such as sewer, water, and other utility lines and facilities. Land developments involve the construction of multi-family dwellings; commercial, professional, or industrial facilities; schools; and other public buildings and community facilities, such as hospitals, fire stations, and government buildings. Article V of Act 247 governs the implementation of subdivision and land development ordinances in the Commonwealth. There is no county subdivision and land development ordinance. All forty (40) of the county's municipalities have local subdivision and land development ordinances in effect.

Municipal Subdivision & Land Development Ordinances Adopted
(Adoption of latest comprehensive revision;
subsequent amendments not included.)



Planning Regions

The LCRPC has designated four planning regions within the county for the analysis of subdivision and land development activity. These regions are based on socio-economic and physical-landscape similarities.

Region 1 (The Abingtons)

Municipalities: 14

School Districts: 2.5

2010 Population: 34,627

Square Miles: 156

Region 2 (North Pocono)

Municipalities: 9

School Districts: 1

2010 Population: 18,925

Square Miles: 179.2

Region 3 (Mid & Up Valley)

Municipalities: 12

School Districts: 4.5

2010 Population: 50,444

Square Miles: 79.6

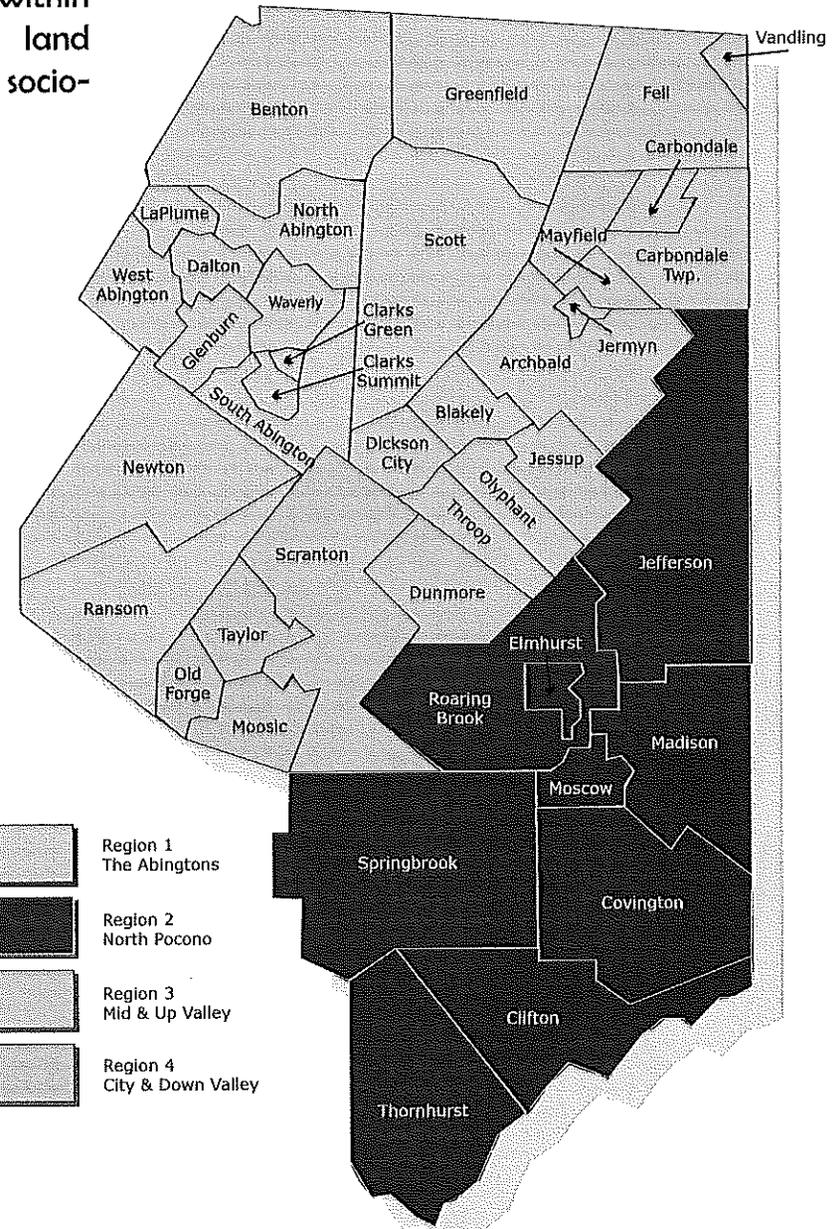
Region 4 (City & Down Valley)

Municipalities: 5

School Districts: 4

2010 Population: 110,441

Square Miles: 49.4



Development Summary

Total Reviews.....	115
Lots Subdivided/Developed	656
Acres Subdivided/Developed	2,352
New Roads	2.18 miles
Review Fees.....	\$35,954

Article V of Act 247 mandates that all proposed subdivisions and land developments be reviewed by county planning agencies for comments and concerns at least 30 days prior to any municipality taking official action thereon.

During 2019, the LCRPC reviewed 115 submittals, 19 less than 2018. Lots plotted or proposed for development numbered 656; nonresidential buildings created a record-breaking 4,112,358 square feet of new floor area; and 2,352 acres were affected.

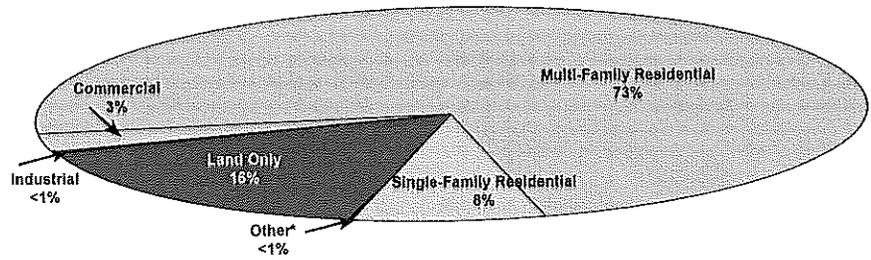
A breakdown by Planning Region showed that Region 3, the Mid and Up Valley, accounted for 58% of the lots/units created and 62% of the acreage affected.

Of the 115 submittals, 86 were minor subdivisions (less than 5 lots), 2 major subdivisions, and 27 land developments. The following municipalities had no submissions: Clarks Green, Clarks Summit, Clifton, Dalton, Elmhurst, Glenburn, Jermyn, Madison, Moscow, Thornhurst, Vandling, and West Abington.

Multi-family residential development accounted for a record-breaking 73% of the total lots/units and 31% of the acreage. On the opposite end, other development types* accounted for less than 1% of the lots and acreage.

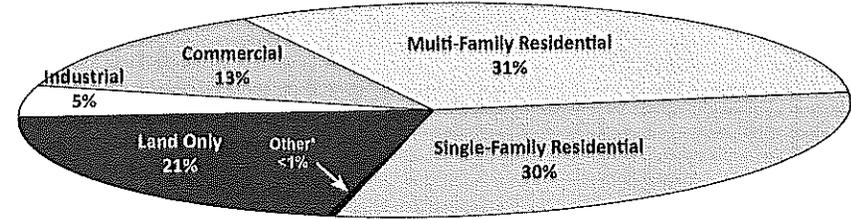
The largest developments in the county proposed in 2019 were Jessup Crossing Senior Living (Jessup) 146 senior living apartments; Lace Village (Scranton) 127 apartments and mixed-use commercial; White Birch Village (Archbald) 120 townhouse units; Golden Gate Circle (Archbald) 44 townhouse units; and 620 Wyoming Ave Land Development (Scranton) 39 conversion apartments.

*Other development types include institutional, educational, public municipal & non-municipal, religious, and public services & utilities.



Development by Lots/Units

	Lots/Units	Percent
Single-Family Residential	50	8%
Multi-Family Residential	480	73%
Commercial/Office	17	3%
Industrial	3	<1%
Land Only	105	16%
Other*	1	<1%
Total	656	100%

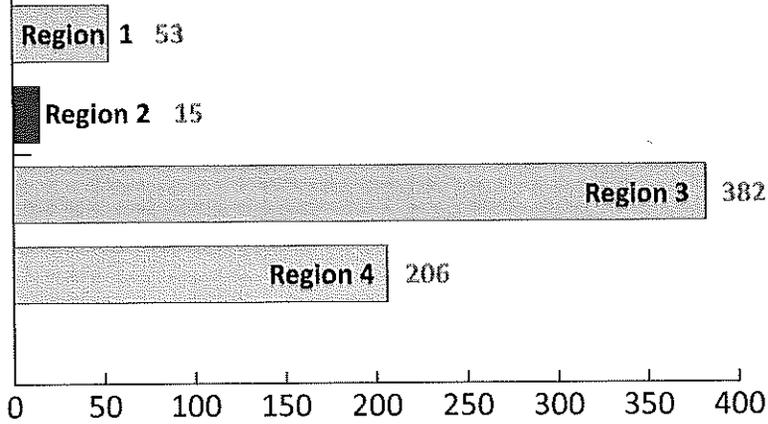


Development by Acres

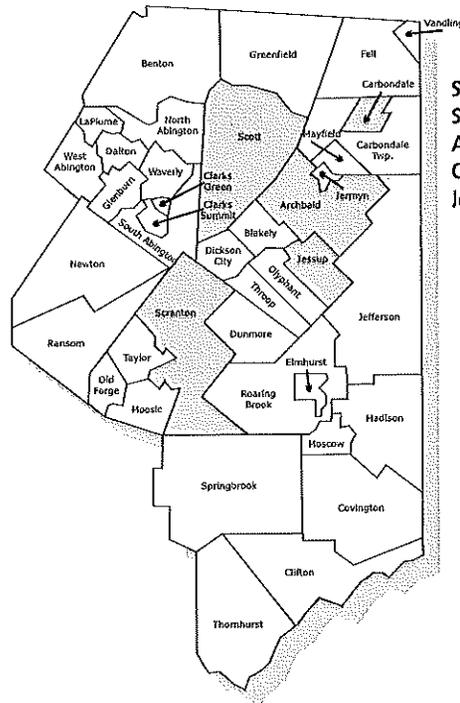
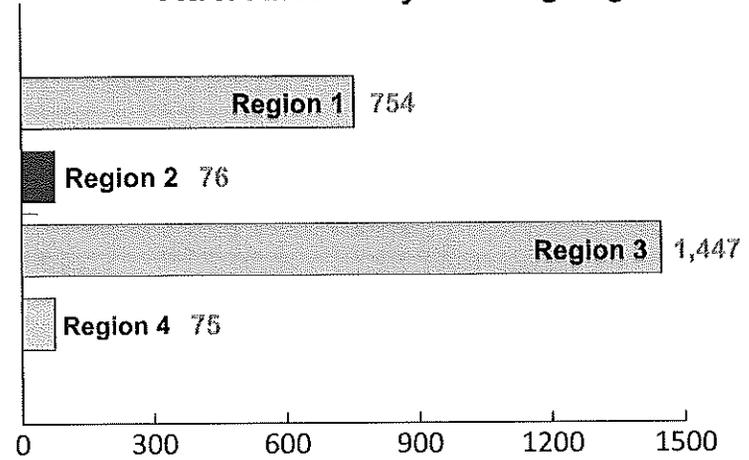
	Acres	Percent
Single-Family Residential	714	30%
Multi-Family Residential	730	31%
Commercial/Office	298	13%
Industrial	111	5%
Land Only	498	21%
Other*	1	<1%
Total	2,352	100%

Development Summary

Lots Proposed by Planning Region

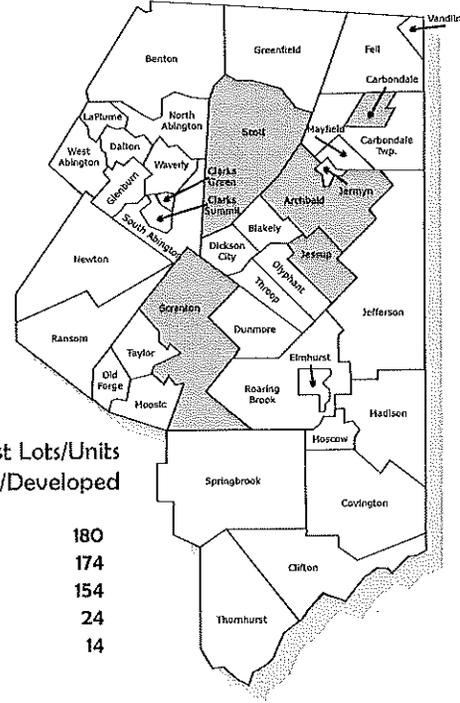


Acres Affected by Planning Region



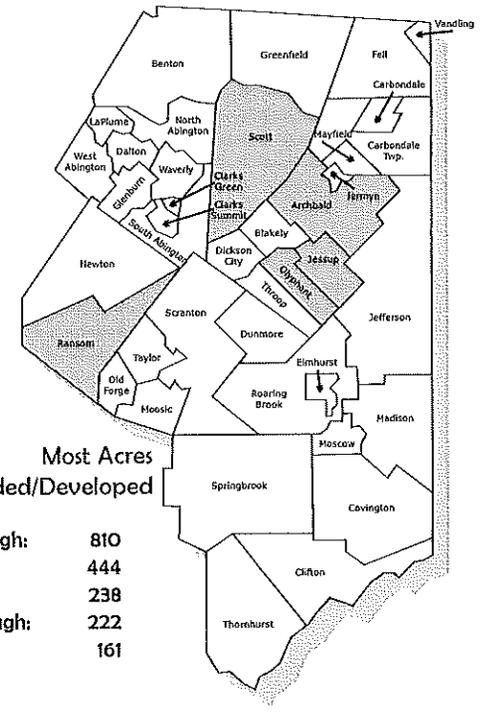
Most Submissions

- Scott Twp: 13
- Scranton City: 12
- Archbald Borough: 9
- Carbondale City: 9
- Jessup Borough: 8



Most Lots/Units Subdivided/Developed

- Scranton City: 180
- Archbald Borough: 174
- Jessup Borough: 154
- Scott Twp: 24
- Carbondale City: 14

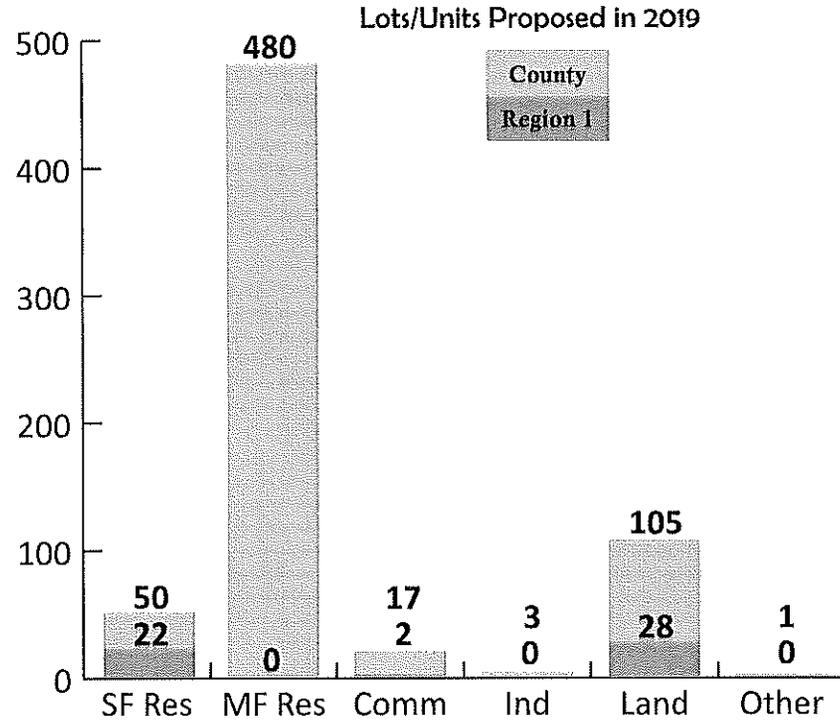
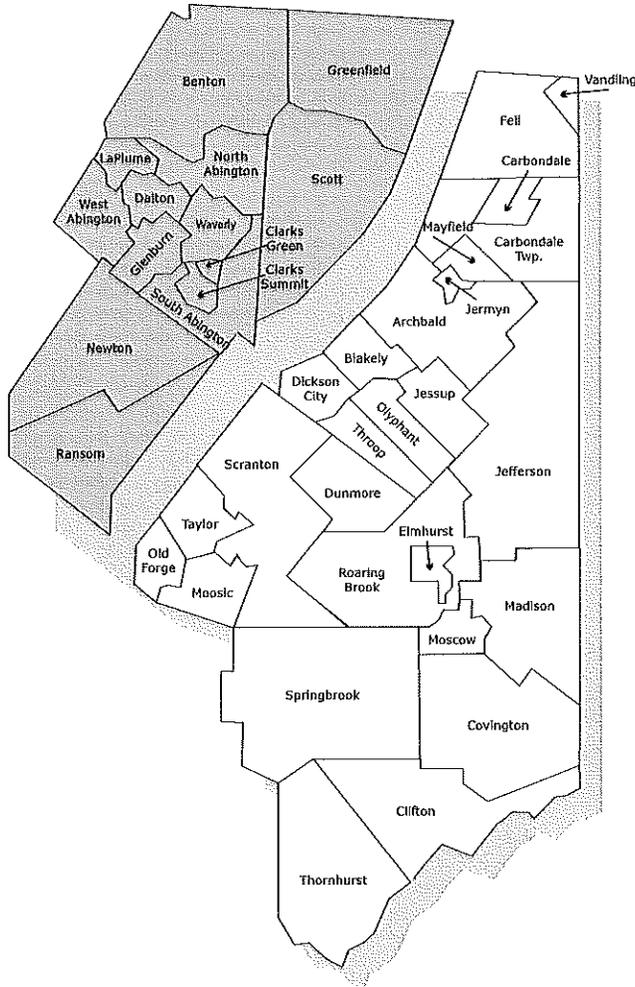


Most Acres Subdivided/Developed

- Archbald Borough: 810
- Ransom Twp: 444
- Jessup Borough: 238
- Olyphant Borough: 222
- Scott Twp: 161

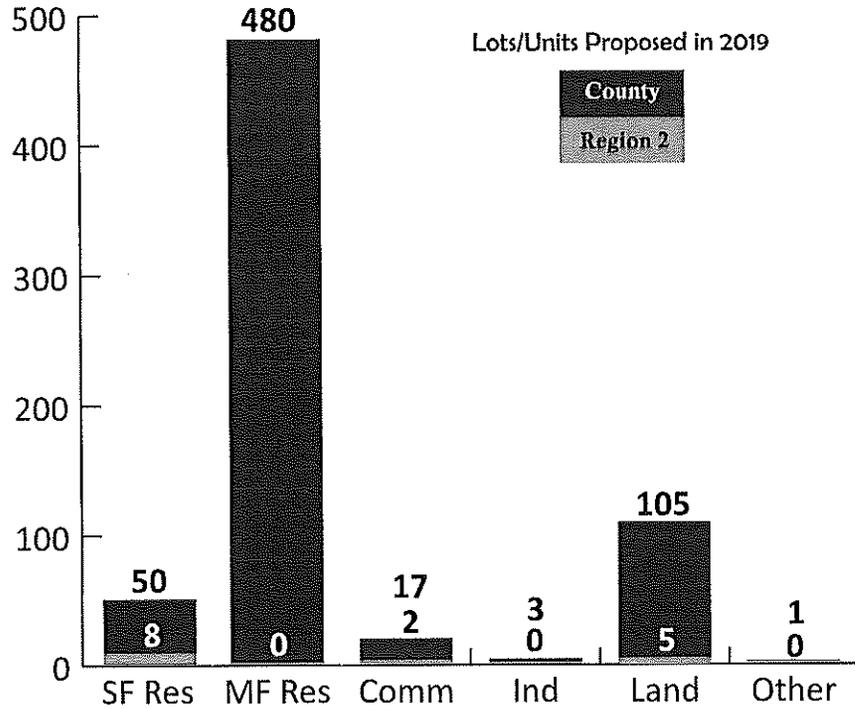
Region 1 - Abingtons

Total Reviews 28
 Lots Subdivided/Developed 53
 Acres Subdivided/Developed 754
 New Roads 0 miles

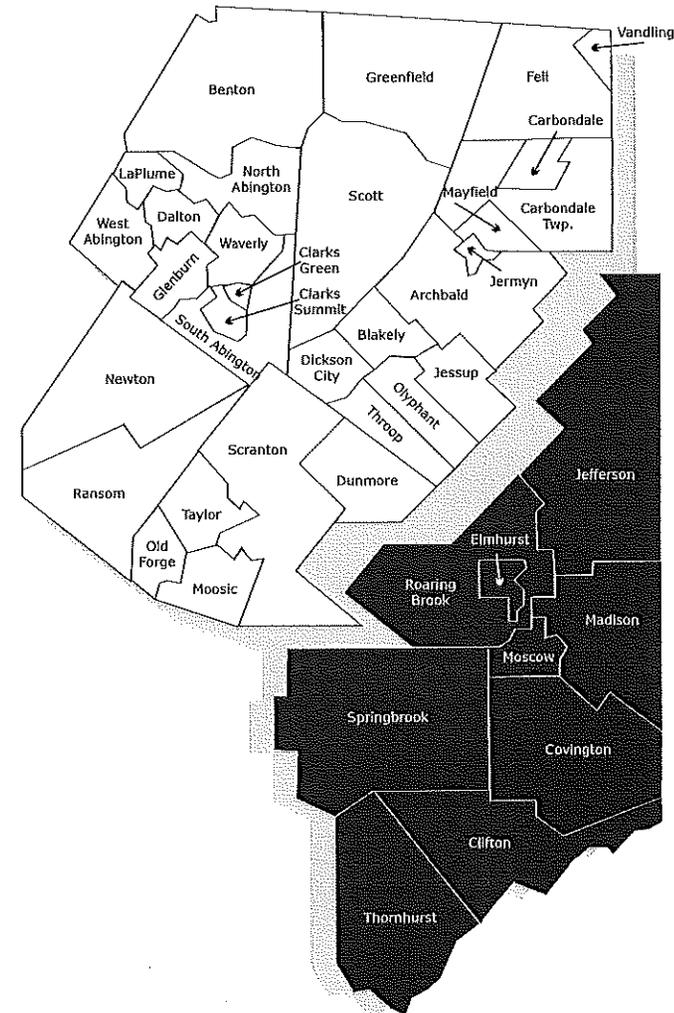


Township	Subs	Lots	Acres
Benton	3	7	69
Clarks Green	0	0	0
Clarks Summit	0	0	0
Dalton	0	0	0
Glenburn	0	0	0
Greenfield	3	3	2
LaPlume	0	0	0
Newton	1	2	89
North Abington	1	2	1
Ransom	2	10	444
Scott	13	24	161
South Abington	4	4	32
Waverly	1	1	7
West Abington	0	0	0
Total	28	53	754

Region 2 - North Pocono



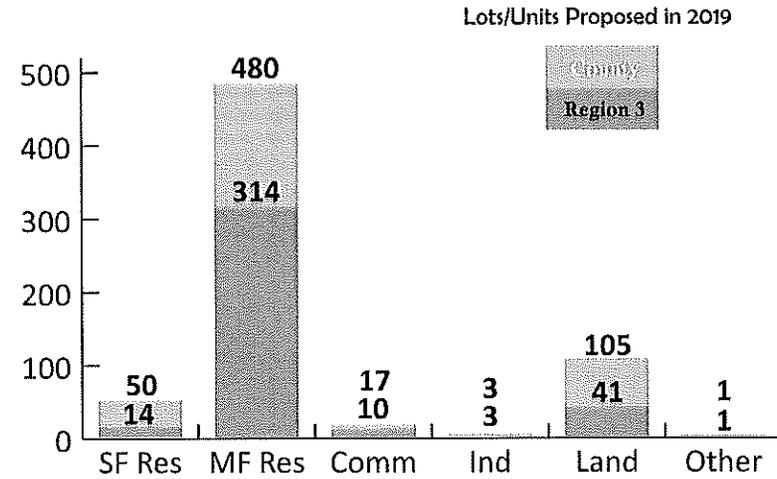
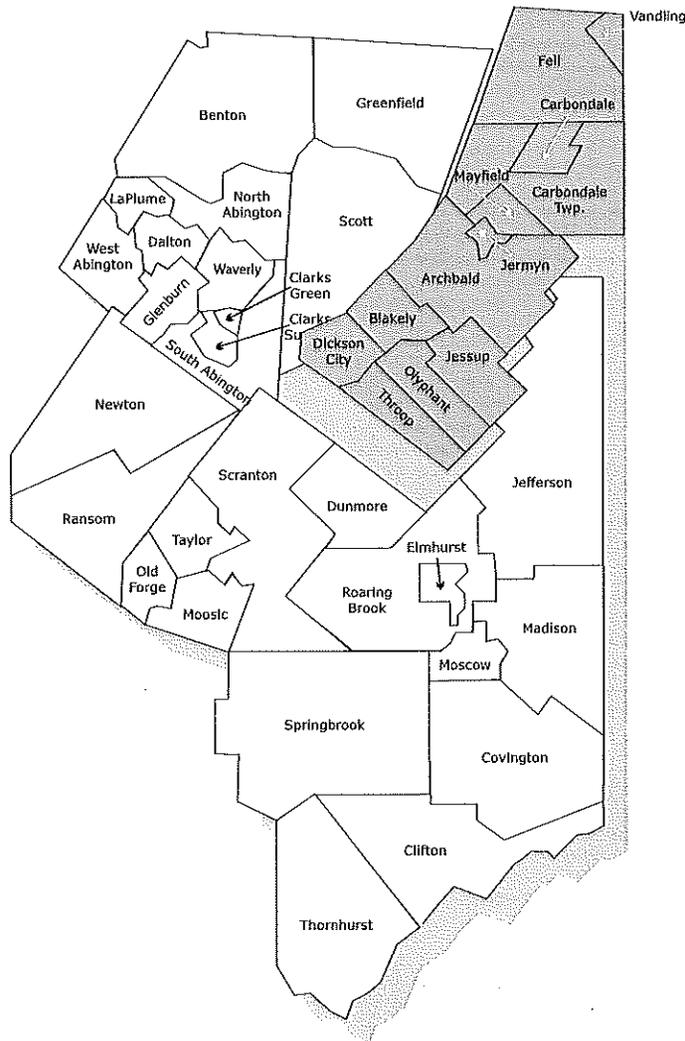
Total Reviews..... 9
 Lots Subdivided/Developed..... 15
 Acres Subdivided/Developed 76
 New Roads..... 0 miles



	Subs	Lots	Acres
Clifton	0	0	0
Covington	2	4	5
Elmhurst	0	0	0
Jefferson	2	3	2
Madison	0	0	0
Moscow	0	0	0
Roaring Brook	1	2	10
Spring Brook	4	6	58
Thornhurst	0	0	0
Totals	9	15	76

Region 3 - Mid & Up Valley

Total Reviews49
 Lots Subdivided/Developed.....382
 Acres Subdivided/Developed1447
 New Roads..... 2.2 miles

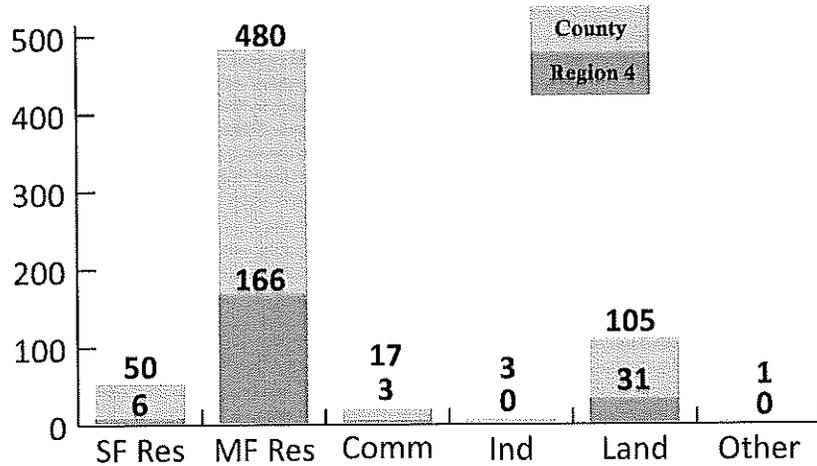


	Subs	Lots	Acres
Archbald	9	174	810
Blakely	6	10	3
Carbondale City	9	14	46
Carbondale Twp	3	10	110
Dickson City	2	2	4
Fell	3	6	13
Jermyn	0	0	0
Jessup	8	154	238
Mayfield	1	2	4
Olyphant	5	7	222
Throop	3	3	1
Vanding	0	0	0
Total	49	382	1447

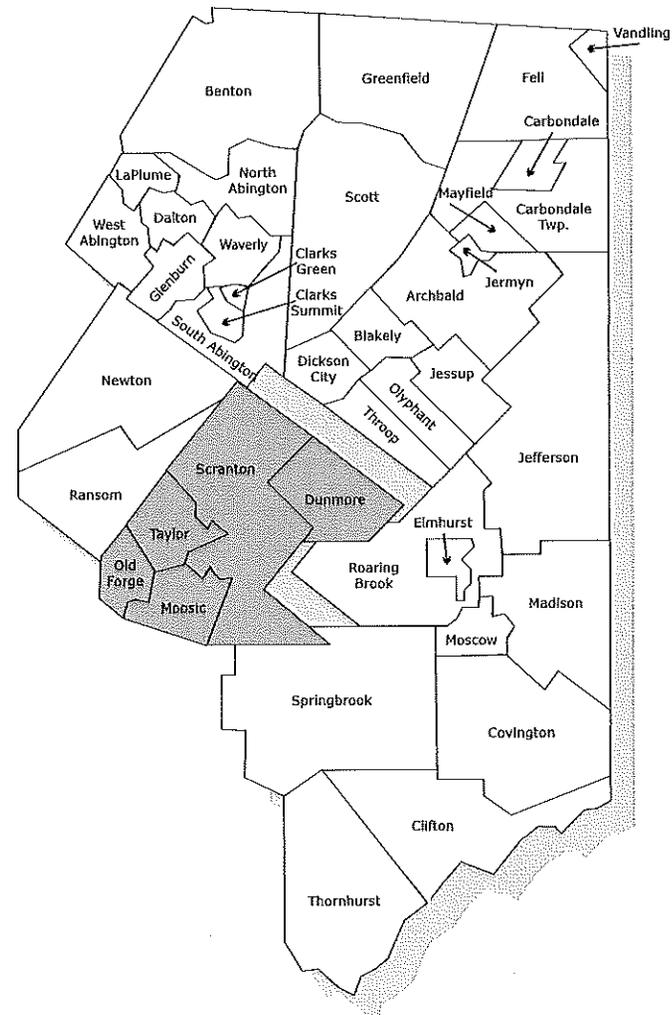
Region 4 - City & Down Valley

Total Reviews.....29
 Lots Subdivided/Developed..... 206
 Acres Subdivided/Developed 75
 New Roads..... 0 miles

Lots/Units Proposed in 2019

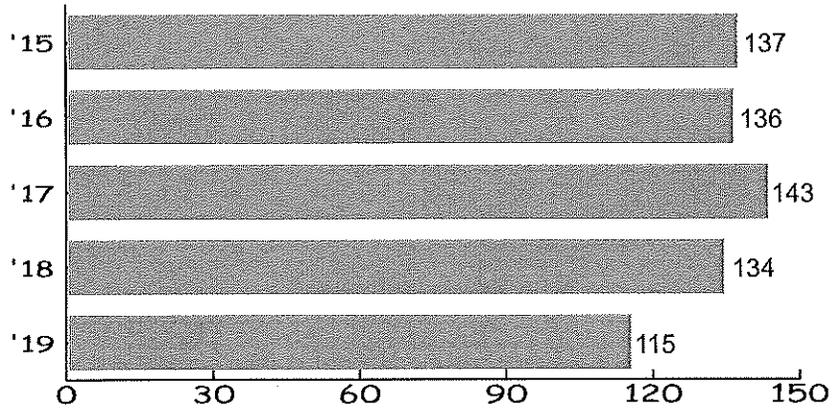


	Subs	Lots	Acres
Dunmore	2	3	<1
Moosic	6	8	17
Old Forge	4	7	6
Scranton	12	180	21
Taylor	5	8	31
Totals	29	206	75

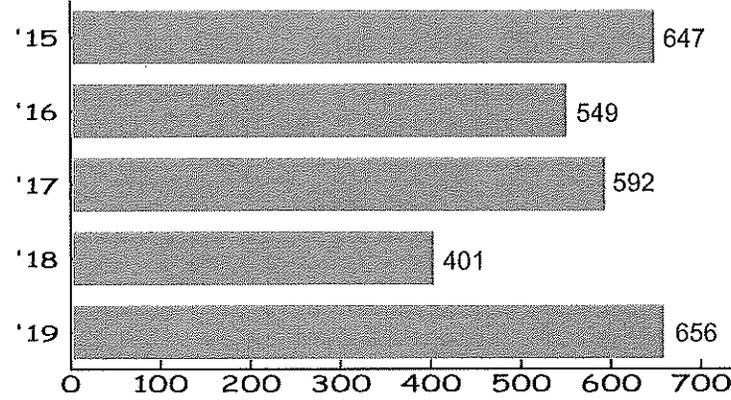


Five-Year Review Analysis

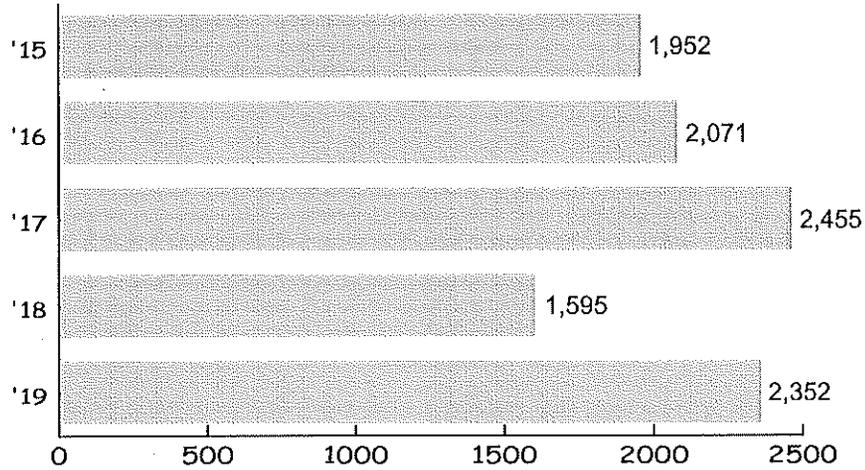
Submissions



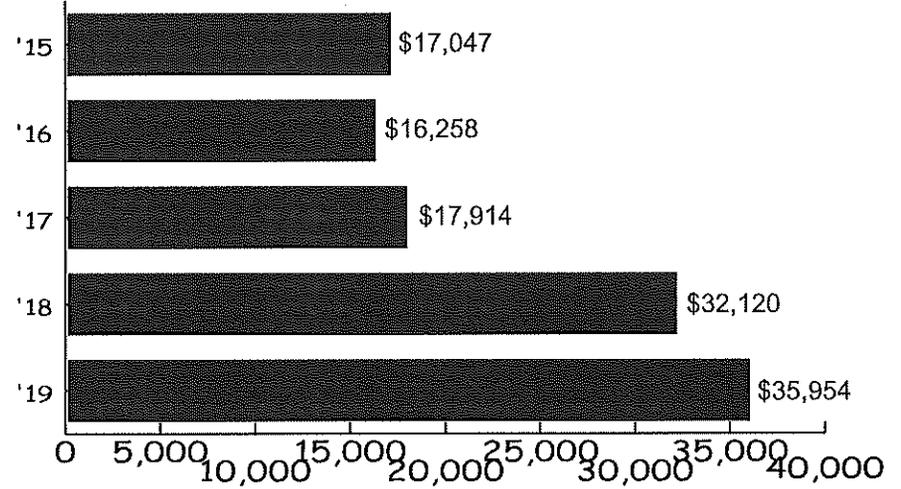
Lots/Units Proposed



Acres Affected



Review Fees



Ordinance Reviews

The Municipalities Planning Code (Act 247) mandates that municipalities submit any proposed comprehensive plan or land-use ordinance, including any amendments, to the county planning agency prior to the municipality holding a public hearing thereon.

The county planning agency has 45 days to review and comment on initial ordinances or comprehensive replacements, 30 days to review and comment on amendments.

Within 30 days of enactment of any

comprehensive plan or land-use ordinance, including amendments, the municipality must forward a certified copy of said plan, ordinance, or amendment to the county planning agency for public record.

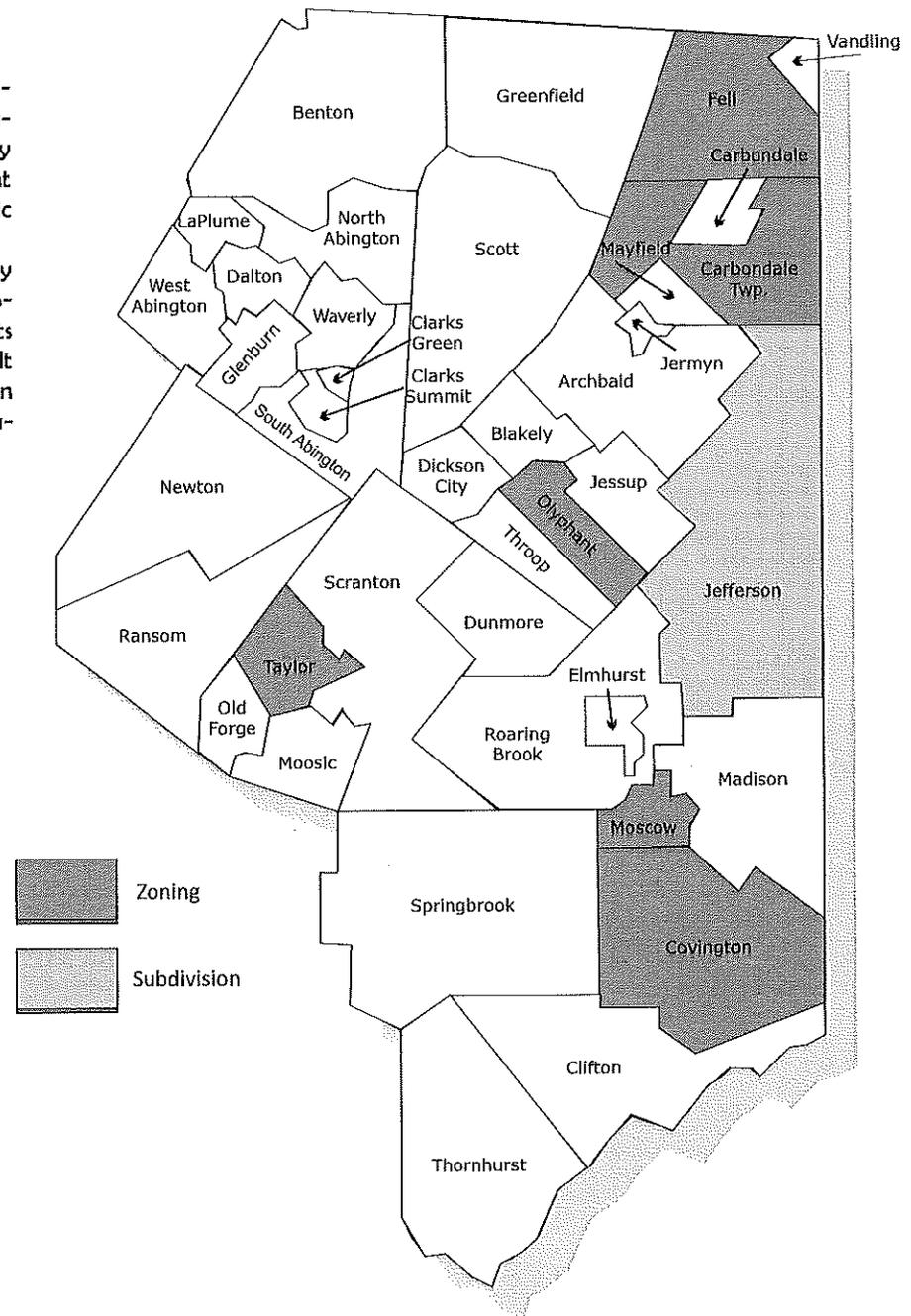
The MPC also mandates that county planning agencies offer mediation options to any municipality that believes its citizens will experience harm as a result of an ordinance or development plan in a contiguous municipality, if the contiguous municipality agrees.

ZONING ORDINANCES

- Carbondale Twp: amendment (Mar)
- Taylor: amendment (Apr)
- Covington: amendment (Jun)
- Olyphant: new ordinance (Oct)
- Moscow: amendment (Oct)

SUBDIVISION/LD ORDINANCES

- Jefferson: amendment (Nov)



HIGHWAYS

Unified Planning Work Program - The LCRPC, with Luzerne County Planning, has an on-going contract with the Pennsylvania Department of Transportation to conduct a planning program for highway, bridge and transit related projects in Lackawanna and Luzerne Counties. In 2019 the LCRPC completed a Highway Safety Audit looking at low cost solutions for intersections with high crash rates, began the update of the Highway Functional Classification Map and began the update of the Lackawanna Luzerne Long Range Transportation Plan. The staff also worked with PENNDOT District 4-0 staff in conducting PENNDOT Connects meetings in both counties and held a number of meetings with District 4-0 Permits staff to review subdivision and land development plans and highway occupancy permits. During 2019 the two commissions worked on changing the format of the UPWP to reflect guidance from the Federal Highway Administration and PennDOT to better reflect work undertaken by the Lackawanna and Luzerne County Planning Commissions that comprise the Lackawanna Luzerne Transportation Study Metropolitan Planning Organization.

TRANSIT

The staff has been working with NEPA Moves, formerly the Transit Equality Council, and other agencies, including the County of Lackawanna Transit System, in planning for and promoting mass transit in the county.

RAIL STUDY

In cooperation with the Northeast Pennsylvania Railroad Authority, the county planning commission contracted with Greenman-Pedersen to conduct studies of the Scranton to Hoboken rail system to determine if the route could be rehabilitated to carry passenger traffic. The Delaware River and Paulins Kill Viaducts, the Slateford Road Bridge and yards and the Delaware Water Gap station site were all studied and no fatal flaws were uncovered. Lackawanna and Monroe Counties each were awarded Local Share Account Grants through the Pennsylvania Department of Economic and Community Development for \$200,000 to continue the study. Three bi-state meetings of Federal, State and Local Officials were held, two in Pennsylvania and one in New Jersey attended by over fifty representatives. A larger in person meeting was to be held in New Jersey in 2020.

DOWNTOWN BICYCLE STUDY

Lackawanna and Luzerne Counties were awarded grants from the Pennsylvania Department of Conservation and Natural Resources and Department of Economic and Community Development to conduct a bicycle study for the downtowns of Scranton and Wilkes-Barre. The study began in late 2019 with an in-depth inventory and walking tour of both downtowns and determined preliminary routes and improvements that might be needed to connect the downtowns with surrounding points of interest and attractions. The study utilized Wiki mapping, an interactive planning tool, to find hazardous areas or areas of other impediments, routes currently used and places people need to travel to and from and other information. This was the first use of the planning tool by the counties and the number of replies was considered a successful way to get public input. A number of well attended stakeholder and public meetings were held in both counties and a preliminary draft is due in spring 2020.

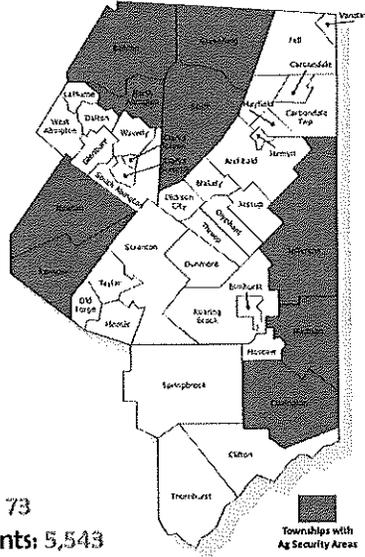


Environmental & Regional Planning

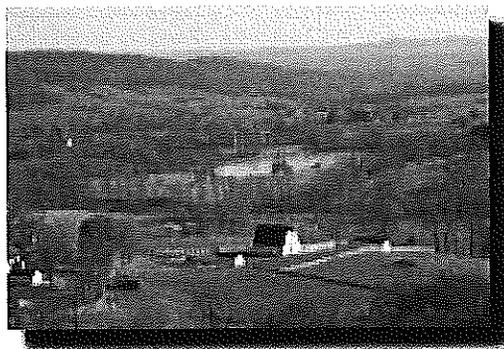
FARMLAND PRESERVATION

The LCRPC continued to support the Farmland Preservation Program in 2017 with printing and legal ad costs. Regional Planning Manager, Mary Liz Donato, continues to serve as Chairman of the five-member Farmland Preservation Board.

Acres in Ag Security	
Benton	5,949
Covington	1,525
Greenfield	2,198
Jefferson	4,217
Madison	2,602
Newton	4,275
North Abington	1,503
Ransom	2,191
Scott	3,762
Total Acres	28,222

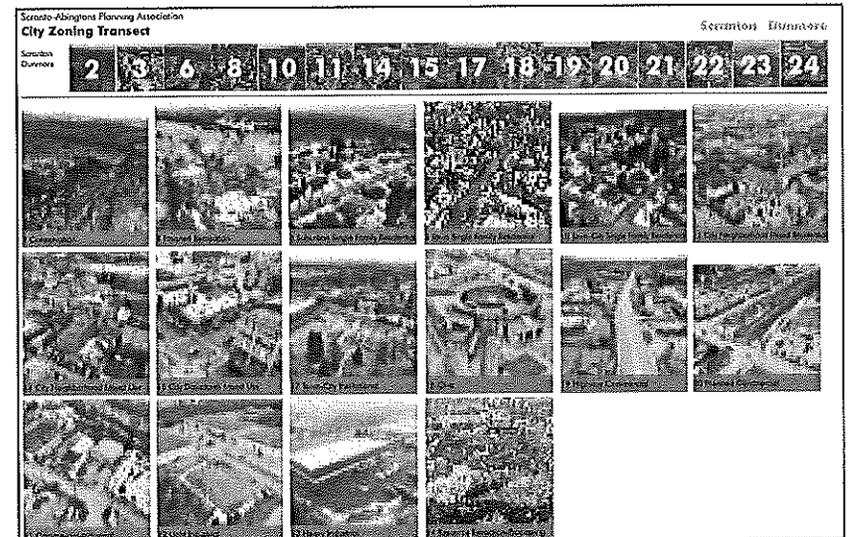


No. of Farms with Ag Easements: 73
 Total Acres Protected by Easements: 5,543
 Average Size of Protected Farm: 76 acres
 Average Cost/Acre for Easement Purchase: \$1,925
 Total Purchase Price for Ag Easements in Lackawanna County as of December 2019: \$10,083,536



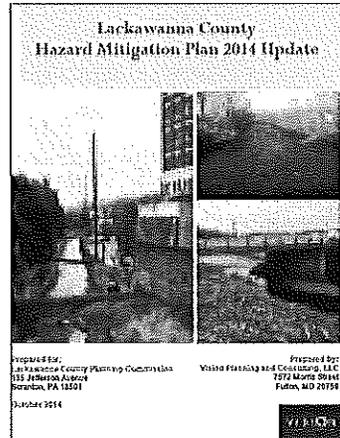
SAPA REGIONAL PLAN IMPLEMENTATION

The SAPA Regional Plan implementation project officially kicked-off in February 2019. The county planning staff and the nine SAPA municipalities undertaking the zoning updates worked throughout the year with planning consultant, Environmental Planning & Design, and DCED to develop zoning ordinances that provided for sharing of land-uses across a regional transect of 24 zone districts that were chosen by each municipality based upon their type of community (city, town, suburban, or rural) and tailored to their community goals and objectives. Internal drafts of the ordinances were under review by the end of 2019, with a target for adoption by June 30, 2020.



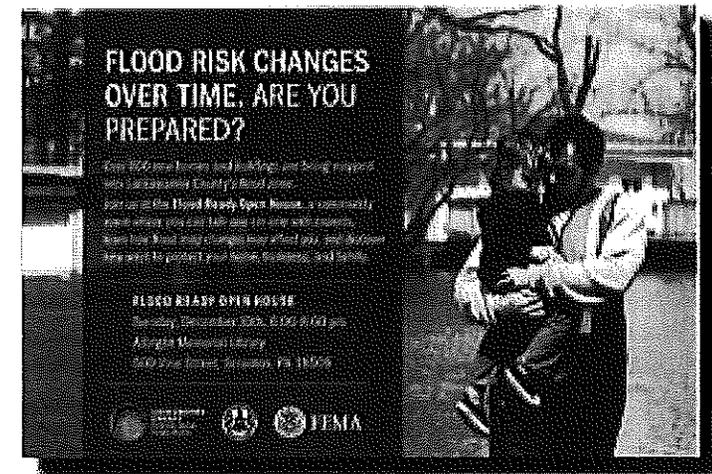
HAZARD MITIGATION PLAN

The planning staff successfully submitted an e-grant to FEMA/PEMA in December 2018 for the mandatory five-year update to the Lackawanna County Hazard Mitigation Plan. The current plan expires in July 2020. The total estimated cost for the update is \$52,000. FEMA will reimburse the county 75% or \$39,000. FEMA approved the grant in October 2019 and Vision Planning of Fulton, Maryland, was awarded the contract on December 18, 2019, after an RFP process. Work on the update began immediately after the contract was approved. Completion of the project is scheduled for July 30, 2020.



LACKAWANNA COUNTY FLOOD RISK COALITION NEW FEMA D-FIRM MAPS

The Lackawanna County Flood Risk Coalition convenes a group of influencers to help provide guidance in communicating the flood map changes as part of FEMA's Risk Mapping, Assessment, and Planning Program (RiskMAP). The Coalition is comprised of individuals from several county organizations and municipalities representing flood-plain management, insurance, surveyors/land development, community relations, county planning, and community preservation and conservation. The new FEMA D-FIRM maps will become effective August 5, 2020. The coalition aims to increase awareness about flood risk and the new maps to homeowners and municipal officials. New regulations will need to be in place to protect property and prosperity from natural disasters in the county. Several awareness events were held throughout 2019, including at the Lackawanna County Heritage Fair. A workshop for municipal officials was held the morning of December 10, 2019, and a public open house followed that evening at the Scranton Public Library. Information is also available on the county's website. www.lackawannacounty.org/floodrisk.



LACKAWANNA-LUZERNE REGIONAL PLAN UPDATE & LONG-RANGE TRANSPORTATION PLAN UPDATE

In the fall of 2019, the Lackawanna and Luzerne County Planning Commissions began work on the update of the Lackawanna-Luzerne Regional and the Long Range Transportation Plan Document. In 2009 the two commissions undertook a coordinated Regional, Transportation and Hazard Mitigation planning effort to produce one document. It was the first bi-county plan covering the three planning areas ever undertaken in the Commonwealth. The Hazard Mitigation Plans have since been updated separately. The Regional and Long Range Plans are being done concurrently and are scheduled to be completed in early 2021. The counties have hired Michael Baker for the Regional and Long Range Plans. DCED and PennDOT are providing funding for the projects.

GIS & County Lines

GEOGRAPHIC INFORMATION SYSTEMS

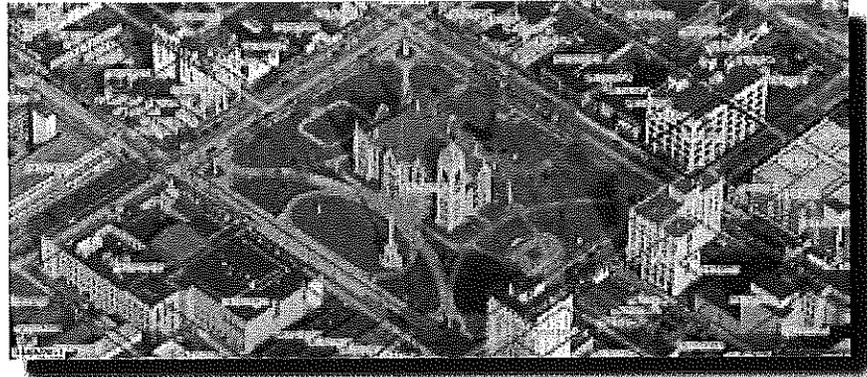
The planning commission maintains and updates GIS data for the county. In addition to parcel data, layer information include the following:

- State Senatorial and House District boundaries
- US Congressional District boundaries
- Voting Wards and District boundaries
- School District boundaries
- Municipal boundaries
- ZIP Code boundaries
- Hydrology (water bodies and water courses)
- Soils
- Building footprints
- Land-Use Classifications
- Street data (names and centerlines)
- County Road System
- County Bridges
- Recreational Facilities
- 100-year flood plain areas
- Topography - 2-ft. 10-ft. 20-ft. intervals
- Agricultural easements
- Land Bank properties
- Zoning (29 municipalities) (other 11 municipalities in progress)
- Aerial photography (2005, 2008 and 2017 flyovers)

GIS Coordinator, Steve Solon, develops and processes several requests for GIS data on a daily basis. In addition, he frequently prepares maps for the DA's office that are used for DUI checkpoints, other law enforcement efforts, and criminal prosecution. He also works with local fire departments to create grid maps for search and rescue operations.

The county was flown in April 2017 to update aerial photography. The contract with Eagle View/Pictometry provides a number of layers, including aerial and bird's eye view, 20-ft contour lines, parcel information, streetlines, and address identification.

Eagle View/Pictometry is currently comparing 2008 aeriels with the new 2017 photos to identify new structures build during the nine-year period. A new flyer over is anticipated in 2020.

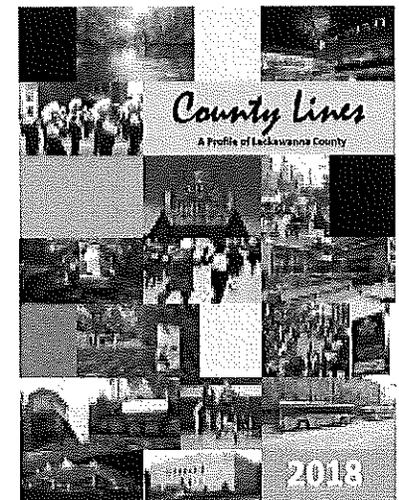


COUNTY LINES

County Lines provides information and statistics on the county, its 40 municipalities and 12 school districts. The planning commission has published the document since 1990.

The 2018 County Lines is available for viewing on the homepage of the county's website - www.lackawannacounty.org (See County Lines link)

A 2019 version was prepared for internal office use, but never made it online.



SBA FEE WAIVER PROGRAM

The County Commissioners established the Lackawanna County SBA Fee Waiver Program in 2013 to promote economic development, spur local economic growth, and encourage the private sector to create family-sustaining jobs in Lackawanna County. The County has allocated this job creation funding through 2019 for a Small Business Administration (“SBA”) fee waiver program to qualified businesses working with a qualified lender. A qualified business eligible for the County’s SBA Loan Fee Waiver Program is a business that meets the SBA 504 or 7(a) Loan Program requirements and all other SBA and lending institution requirements; deploys 100% of the SBA loan proceedings in Lackawanna County; and creates jobs or retains jobs in Lackawanna County. A qualified lender is a federal or state-chartered financial institution regulated by the Federal Deposit Insurance Corporation (FDIC) and a federal or state bank regulatory agency. To date, the commissioners have awarded \$972,289 in SBA fee waiver requests to 92 applicants. Funding is provided through the county’s economic development budget. The program is ongoing and will continue in 2020.

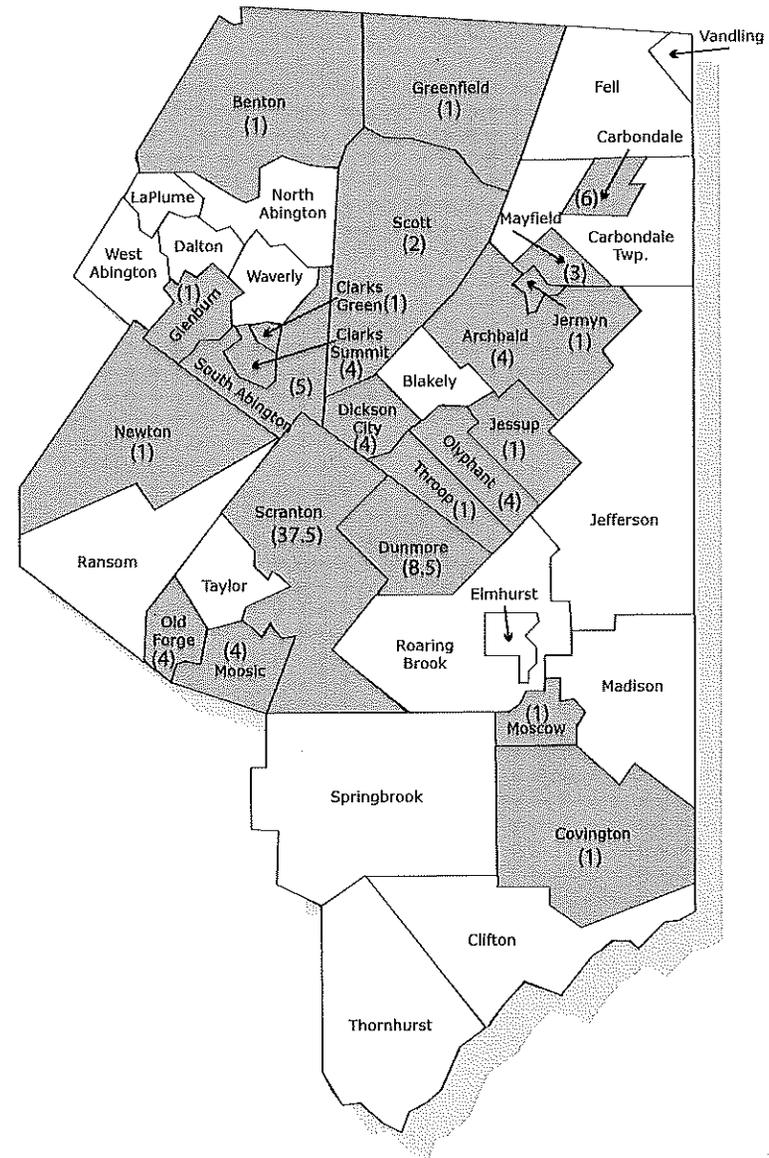
LAND DEVELOPMENT & CONSTRUCTION FEE WAIVER PROGRAM

The County Commissioners established the Lackawanna County Land Development and Construction Fee Waiver Program in 2013 to promote economic development, spur local economic growth, and encourage the private sector to create family-sustaining jobs in Lackawanna County. The County has allocated this job creation funding through 2019 for a fee waiver program to companies relocating or expanding in Lackawanna County. The program reimburses or waives permit and review fees associated with the development project. To date, the commissioners awarded \$40,000 in fee reimbursements to 4 applicants (Gibbons Ford, Dickson City; Dempsey Uniform, Jessup; PPS Academy, Moscow; Taylor 1 LLC, Taylor). Funding is provided through the economic development budget. The program is ongoing and will continue in 2020.

BUSINESS IMPROVEMENT GRANT (BIG)

The County Commissioners established the Business Improvement Grant program in 2016 to promote economic development by encouraging the private sector to pursue facade improvements or purchase/install new equipment or improvements on an existing facility. To date, the county has awarded \$161,472 to 33 recipients (max. \$5,000 each). Funding is provided through the economic development job creation budget. The program is ongoing and will continue in 2020.

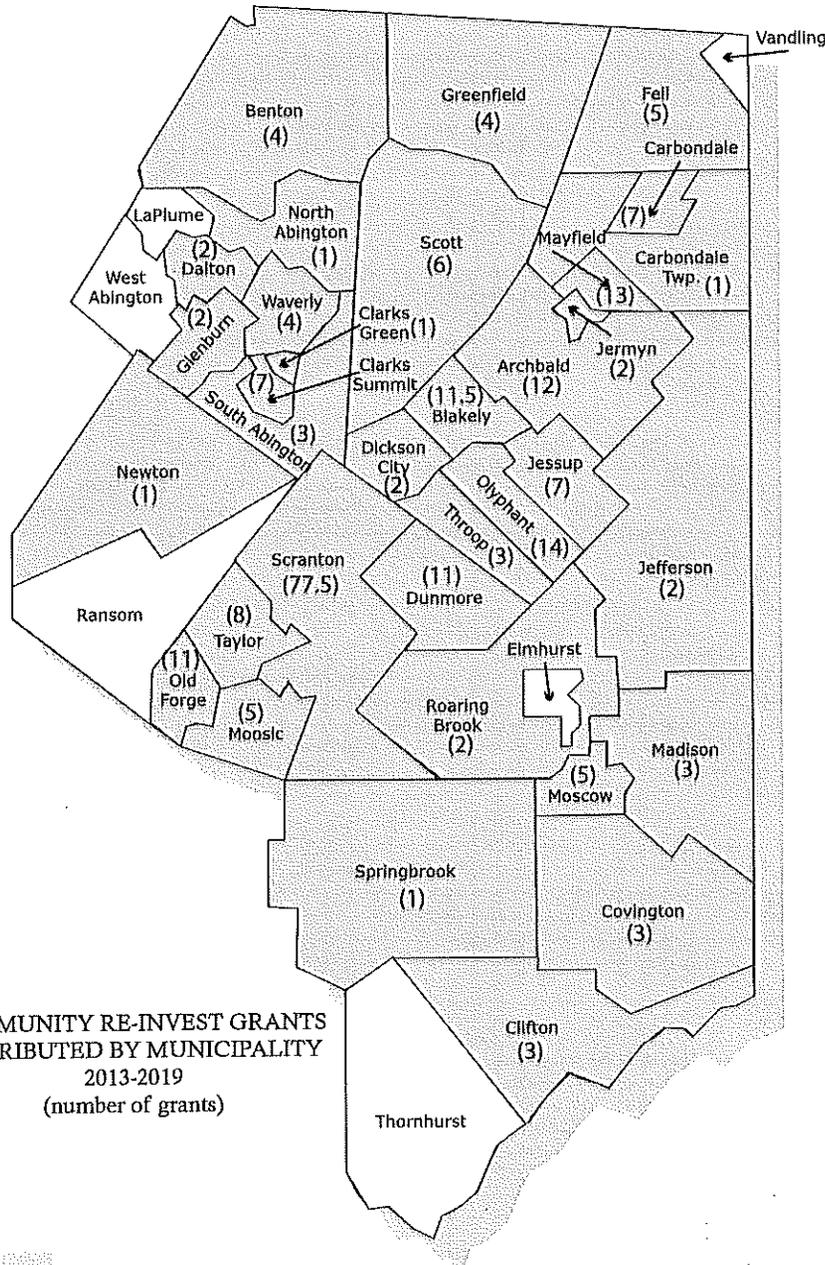
**SBA FEE WAIVER PROGRAM GRANTS
AWARDED BY MUNICIPALITY
2013-2019
(number of grants)**



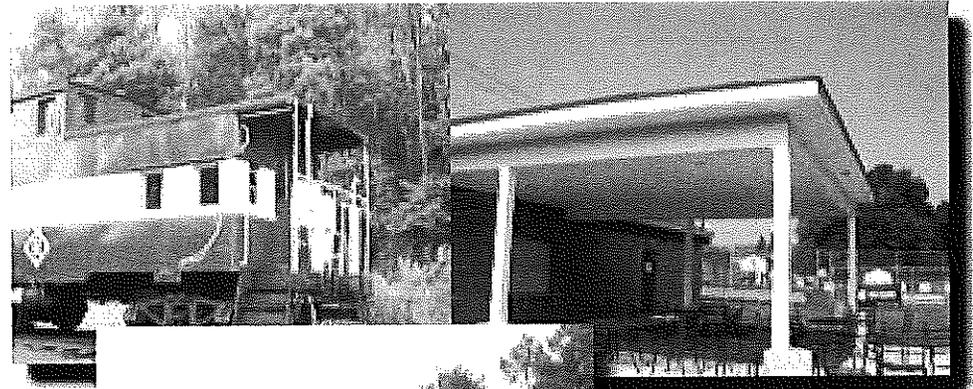
Economic Development Initiatives

COMMUNITY RE-INVEST PROGRAM

The County Commissioners established the Lackawanna County Community Re-invest Program in 2013 to assist local agencies in the revitalization of neighborhoods since they are the foundation for families and community values. Applicants are eligible for county grants for recreation and other community projects. The county monies may be used as a local match for state or federal grant applications. All Lackawanna County municipalities, municipal authorities, and tax-exempt, charitable and educational organizations are eligible to receive funds under this program. Community Re-invest funds may be used to assist local agencies to: acquire and preserve open space resources; acquire and construct greenways and trails; acquire, develop, or rehabilitate outdoor recreational facilities; improve or revitalize community services and/or quality of life; and, improve infrastructure. As of December 2019, the commissioners have awarded \$2.7 million in CRP grants to 247 applicants that have leveraged \$15.7 million in local investments. Funding is provided through the county's economic development budget. The program is ongoing and will continue in 2020, with an additional \$200,000.



COMMUNITY RE-INVEST GRANTS
DISTRIBUTED BY MUNICIPALITY
2013-2019
(number of grants)



A few of CRP projects completed to date: from top clockwise - Erie Lackawanna Caboose repainting (Glenburn); Dunmore Little League concession stand; Golden Park Pavilion (Moscow).

The planning staff issued the following letters of support during 2019:

- Carbondale Technology Transfer Center, DCED Keystone Communities grant for heating, cooling, and kitchen upgrades.
- Greenfield Township Sewer Authority, PENNVEST loan application for upgrades to the sewage treatment facility.
- Clifton Township, DCNR grant for Clifton Acres Park trail construction.
- NEP Sno-Trails Inc, DCNR grant for trail maintenance equipment for trail upkeep in Fell Twp and Vandling Borough.
- Lackawanna County Commissioners, DCNR and DCED grants for the North Pocono Trail project development and construction.
- Dickson City Borough, DCNR and DCED grants for land acquisition for a community park.
- Carbondale YMCA, DCNR grant for Zazzera Park Phase II development.
- Thornhurst Township, DCED grant for Riverfront Park Phase I development.
- Lackawanna Valley Conservancy, DCED grant for acquisition of land in the city of Scranton for trail completion.
- Throop Borough, DCED grant for levee certification at Bellman Street.
- Lackawanna Heritage Valley Authority, DCED grant for trail construction in the city of Scranton.
- Lackawanna County, US EPA Brownfields Grant for an assessment and inventory study for the county.
- Lackawanna County obo Lakeland School District, DCED grant for repairs and renovations to the high school track and baseball field.
- Spring Brook Township, DCED Multimodal grant and Monroe County LSA grant for Aston Mountain Road paving project.
- Covington Township, DCED Multimodal grant for Langan Road improvements project.
- Archbald Borough, DCED Multimodal grant for Route 6 site recovery.
- Moscow Borough, DCED grant for Scanlon Lane stream crossing reconstruction.
- Blakely Borough, DCED Multimodal grant for Main Street sidewalks project.
- Olyphant Borough, DCED Monroe County Local Share for Lackawanna Avenue and Delaware Street Business District improvements.
- South Abington Township, DCED Multimodal grant for Simerall Road paving project.
- Olyphant Borough, DCED Multimodal grant for Eddy Creek trail development project.
- City of Carbondale, DCED Multimodal grant for streetscape project.
- Roaring Brook Township, DCED Multimodal grant for Homestead Drive and McAndrew Road paving projects.
- City of Scranton, DCED Multimodal grant for Cliff Street Underpass project.
- Archbald Borough, DCED Multimodal grant for Main Street Streetscape project.
- Lackawanna Heritage Valley Authority, DCED Multimodal grant for Eddy Creek Trail project in Olyphant Borough.
- Clifton Township, DCED Monroe County Local Share for purchase of a backhoe.
- Elmhurst Township, DCED Monroe County Local Share for an addition to the township garage.
- Mayfield Borough, DCED Monroe County Local Share for construction of an equipment garage.
- Mayfield Borough, DCED Monroe County Local Share for purchase of a Ford 2020 Interceptor.
- Covington Township, DCED Monroe County Local Share for HVAC and outdoor lighting project at the Moffat Estate Pavilion.
- Glenburn Township, DCED Monroe County Local Share for purchase of a municipal support vehicle.
- Benton Township, DCED Monroe County Local Share for playground at Benton Civic Center.
- Old Forge Borough, DCED Monroe County Local Share for borough building and police station renovations.
- Blakely Borough, DCED Monroe County Local Share for DPW storage garage.
- Jefferson Township, DCED Monroe County Local Share and H2O grants for Jefferson Heights storm water improvement project.
- Lackawanna Heritage Valley Authority, DCED Monroe County Local Share for Nay Aug Avenue Natural Play Area Phase II.
- Lackawanna County obo Lackawanna Library System, DCED Monroe County Local Share for new technology purchase.
- Lackawanna County obo Throop Volunteer Hose Co, DCED Monroe County Local Share for station roof repair.
- Lackawanna County obo Dunmore Little League, DCED Monroe County Local Share for baseball field renovations.
- Lackawanna County obo Geisinger Community Medical Center, DCED Monroe County Local Share for purchase of labor and delivery medical equipment.
- Lackawanna County obo Jessup Hose Co. #2, DCED Monroe County Local Share for building expansion.
- Lackawanna County obo Indraloka Animal Sanctuary, DCED Monroe County Local Share for facility renovations and upgrades.

APA-PA Annual Conference

(Support Letters continued.)

- Lackawanna County obo Scranton Co-op Farmers' Market, DCED Monroe County Local Share for the upgrades and renovations.
- Lackawanna County obo Institute for Public Policy and Economic Development, DCED Monroe County Local Share.
- Lackawanna County obo Boy Scouts of America Troop 42, DCED Monroe County Local Share.
- Lackawanna County obo Discovery Pre-school, DCED Monroe County Local Share for building renovations.
- Lackawanna County obo Carbondale YMCA, DCED Monroe County Local Share for lower level building renovations.
- Lackawanna County obo Clarks Summit VFW Post 7069, DCED Monroe County Local Share for building renovations.
- Lackawanna County obo Greater Scranton YMCA, DCED Monroe County Local Share for boiler replacement.
- Lackawanna County obo Eynon VFW Post, DCED Monroe County Local Share for building renovations.
- Lackawanna County obo Women's Resource Center, DCED Monroe County Local Share for facility improvements.
- Lackawanna County obo Boys and Girls Club, DCED Monroe County Local Share for window replacements.
- Lackawanna County obo United Community Outreach Food Pantry, DCED Monroe County Local Share for sidewalk construction.
- Lackawanna County obo United Cerebral Palsy, DCED Monroe County Local Share for van purchase.
- Lackawanna County obo Wint VFW Post 25, DCED Monroe County Local Share for building renovations.
- Lackawanna County obo West Scranton Community Development, DCED Monroe County Local Share for building acquisition.
- Lackawanna County obo Kids' Corner Committee Jessup, DCED Monroe County Local Share for playground equipment replacement.
- City of Scranton, PennDOT Multimodal grant for Ash Street bridge replacement project.
- Dickson City Borough, DCED Monroe County Local Share for community center renovations.
- City of Scranton, DCED Monroe County Local Share for Nay Aug Park pool liners.

- City of Scranton, DEP Small Sewer and Water grant for Briggs Street storm water improvements.
- Dalton Sewer Authority, DEP Small Sewer and Water grant for pump station replacement.
- Moosic Borough, DEP Small Sewer and Water for borough sanitary sewer improvement projects.

APA-PA CHAPTER ANNUAL CONFERENCE 2019 DOUBLE TREE BY HILTON READING



Steve Pitoniak, Mary Liz Donato, and Matt Jones attended the annual APA-PA State Planning Conference on October 20-22. The Lehigh Valley Section hosted the 2019 event, which drew 350+ planners from across the Commonwealth to Berks County. The 2020 conference will be held in Scranton. See below.

APA-PA CHAPTER ANNUAL CONFERENCE 2020 HILTON SCRANTON & CONFERENCE CENTER

The Northeast Section will host the 2020 APA-PA Annual Conference at the Hilton Scranton & Conference Center on October 18-20. Steve Pitoniak and Mary Liz Donato are serving on the conference planning committee, which began preparations for the 2020 event in June 2019. The conference theme will be "On Track for a Bright Future" with the logo designed by graphic arts students from East Stroudsburg University.



2019 Subdivisions/Land Developments by Municipality

Municipality	Sub/Dev Name	Development Type	Lots/Units	Acreage	New Roads (lf)
Archbald					
	Chestnut Street- Revised	Commercial/Office	1	0.56	0
	Chieffalo, Picchini, and Picchini	Land Only	1	0.31	0
	D&L Realty Co. and Colachino	Single-Family Residential	1	31.63	0
	Francis Joyce	Land Only	1	0.22	0
	Golden Gate Circle Village	Multi-Family Residential	44	351	480
	Loftus and Durkin	Land Only	1	0.3	0
	North Clover Leaf- Revised	Multi-Family Residential	4	2.94	0
	NP Archbald LLC	Industrial	1	70.21	0
	White Birch Village	Multi-Family Residential	120	352.4	5620
Municipality Totals:			174	809.57	6100
Benton					
	Fitzsimmons Revised	Single-Family Residential	2	56.32	0
	Lands of Seamans	Land Only	2	4.32	0
	Skyline Holdings	Single-Family Residential	3	8	0
Municipality Totals:			7	68.64	0
Blakely					
	Denzal Construction Subdivision	Single-Family Residential	3	2	120
	Holley & Grandinetti	Land Only	1	0.49	0
	Kausmeyer	Land Only	1	0.18	0
	Lands of Matechak Jr.	Land Only	2	0.44	0
	Siesputowski	Land Only	1	0.15	0
	Williams to Troiani- Revised	Land Only	2	0.17	0
Municipality Totals:			10	3.43	120
Carbondale					
	Carbondale Dev Partners Sub	Land Only	2	1.09	0
	Carbondale Revitalization	Commercial/Office	1	0.55	0
	Dundaff Street Land Dev.	Commercial/Office	1	0.33	0
	Dundaff Street Lot Consolidation	Land Only	2	0.32	0
	Lands of D&L Realty/Brookside	Land Only	2	38.81	0
	Lands of Trichilo	Land Only	2	0.31	0
	Pioneer City Shop LLC	Land Only	2	3	0
	Tolerico Lot Consolidation	Land Only	1	0.26	0
	Wallis Electric Equipment Storage	Commercial/Office	1	1.24	0
Municipality Totals:			14	45.91	0
Carbondale Township					
	D&L Realty	Single-Family Residential		95.12	0

2019 Subdivisions/Land Developments by Municipality

Municipality	Sub/Dev Name	Development Type	Lots/Units	Acreage	New Roads (If)
	Lands of Mikloiche/Tolerico	Land Only	2	0.98	0
	Lands of Mroczka	Land Only	3	14.12	0
Municipality Totals:			10	110.22	0
Covington					
	JAC Realty	Land Only	2	2	0
	Lands of Wolfe	Land Only	2	3.44	0
Municipality Totals:			4	5.44	0
Dickson City					
	Chick-fil-A	Commercial/Office	1	2.01	0
	Commonwealth Charter Academy	Land Only	1	1.79	0
Municipality Totals:			2	3.8	0
Dunmore					
	Chaudhari	Land Only	2	0.22	0
	Riccardo	Land Only	1	0.04	0
Municipality Totals:			3	0.26	0
Fell					
	Grattan-Singer HC/Fell Twp	Land Only	2	0.69	0
	Lands of D&L Realty/Wilson	Single-Family Residential	2	11	0
	Turano Lot Improvement	Land Only	2	0.83	0
Municipality Totals:			6	12.52	0
Greenfield					
	Haley Properties Lot Cons.	Single-Family Residential	1	0.38	0
	JDT Realty/Tuzze Lot Cons.	Single-Family Residential	1	0.74	0
	LaPorta Lot Combination	Land Only	1	0.47	0
Municipality Totals:			3	1.59	0
Jefferson					
	Chorba	Single-Family Residential	2	1.04	0
	Sweeney Lot Consolidation	Land Only	1	0.91	0
Municipality Totals:			3	1.95	0
Jessup					
	BHR Distribution Center	Commercial/Office	1	64.66	0
	Emiliani Transport Expansion	Industrial	1	4.5	0
	Jessup Xing Sr Housing Rev	Multi-Family Residential	146	12.25	260
	Jessup Xings Lot Consolidation	Land Only	1	11.99	0
	Lands of Sebastianelli - 2nd Rev	Single-Family Residential	2	0.8	0
	Lot13 ValleyViewBizPk Revised	Commercial/Office	1	14.57	0

2019 Subdivisions/Land Developments by Municipality

Municipality	Sub/Dev Name	Development Type	Lots/Units	Acreage	New Roads (If)
	Ridgeline Distr Ctr Land Dev'	Commercial/Office	1	64.66	5050
	Ridgeline Distr Ctr Lot Consol'	Land Only	1	64.68	0
Municipality Totals:			154	238.11	5310
Mayfield					
	St John the Baptist RO Church	Land Only	2	0.34	0
Municipality Totals:			2	0.34	0
Moosic					
	3337 Pittston LLC	Land Only	1	0.87	0
	Diocese of Scranton Lot Cons	Land Only	1	6.15	0
	Five J Realty LLC	Commercial/Office	1	1	0
	Hill Lot Line Adjustment	Land Only	2	0.03	0
	Performance Kia Lot Consol'	Land Only	1	4.6	0
	Shoppes at Montage Lot 3	Land Only	2	4.04	0
Municipality Totals:			8	16.69	0
Newton					
	Miller	Land Only	2	39.36	0
Municipality Totals:			2	39.36	0
North Abington					
	Gonzalez-Cellier and Klimas	Land Only	2	1.2	0
Municipality Totals:			2	1.2	0
Old Forge					
	Birchwood Estates	Single-Family Residential	2	1.8	0
	MAG Realty LLC	Land Only	2	1	0
	St. Lawrence Lot Consolidation	Land Only	1	1.72	0
	St. Lawrence Subdivision	Land Only	2	1.72	0
Municipality Totals:			7	6.24	0
Olyphant					
	Bartkowski Lot Consolidation	Land Only	1	0.31	0
	D&L Realty and Carrier Coal	Land Only	3	110.08	0
	Fit	Land Only	1	0.41	0
	J Bar Realty Pole Building	Commercial/Office	1	1.24	0
	Langen Dev'l/ D&L Realty Lot1	Commercial/Office	1	110.08	0
Municipality Totals:			7	222.12	0
Ransom					
	Red Mill Holdings	Single-Family Residential	9	442.8	0
	Robert Clark	Single-Family Residential	1	0.89	0

2019 Subdivisions/Land Developments by Municipality

Municipality	Sub/Dev Name	Development Type	Lots/Units	Acreage	New Roads (If)
Municipality Totals:			10	443.69	0
Roaring Brook					
	H & P Partnership	Single-Family Residential	2	10.19	0
Municipality Totals:			2	10.19	0
Scott					
	Chapman Lake Estates Sub	Single-Family Residential	2	1.29	0
	Danziger and Chapman Lake...	Land Only	2	0	0
	Konosky	Land Only	2	1.79	0
	Lands of Duchnik	Land Only	4	11.02	0
	Marie Popovich Estate Lot Cons	Land Only	1	45.72	0
	Noldy and Noldy	Single-Family Residential	2	1	0
	Novitsky & Karosus Adjusts	Land Only	4	4.52	0
	Pharmacann Grower/Processor	Commercial/Office	1	18.28	0
	Scientific Living/Maid-Rite Cons.	Land Only	1	1.72	0
	SEOKOH Land Development	Industrial	1	36.57	0
	SEOKOH Lot Consolidation	Land Only	1	36.57	0
	Yarish Family Trust	Land Only	2	1.79	0
	Zielinski	Single-Family Residential	1	0.23	0
Municipality Totals:			24	160.5	0
Scranton					
	620 Wyoming Ave Land Dev	Multi-Family Residential	39	0.73	0
	620 Wyoming Ave Lot Consol'	Land Only	1	0.73	0
	Geisinger Clinic Lot Cons	Land Only	1	5.99	0
	Gomez Lot Consolidation	Land Only	1	0.19	0
	Karluk	Single-Family Residential	2	0.08	0
	Lace Village	Multi-Family Residential	127	10.69	0
	Lands of Cooper	Land Only	2	0.25	0
	Lands of Gallagher	Land Only	2	0.1	0
	Lands of Rita Fiore	Land Only	1	0.02	0
	May Brands, LLC	Commercial/Office	1	2	0
	Rosser- Revised	Single-Family Residential	2	0.02	0
	Sedelnick Realty	Land Only	1	0.21	0
Municipality Totals:			180	21.01	0
South Abington					
	3900 Corporation	Land Only	1	5.05	0
	Abington Executive Park	Land Only	1	14.82	0
	Shoppes @ S. Abington subdiv	Land Only	1	6.06	0

2019 Subdivisions/Land Developments by Municipality

Municipality	Sub/Dev Name	Development Type	Lots/Units	Acres	New Roads (lf)
	Shoppes@ S. Abington Revised	Commercial/Office	1	6.06	0
Municipality Totals:			4	31.99	0
Springbrook					
	Cherundolo Office & Storage	Commercial/Office	1	6.81	0
	Czulada	Single-Family Residential	2	20.87	0
	KGBT Apartment Management	Commercial/Office	1	2.9	0
	Lands of Slavinski/McAllister	Single-Family Residential	2	27.45	0
Municipality Totals:			6	58.03	0
Taylor					
	DABT-Strenkoski-Matthews	Land Only	2	1.96	0
	Gaughan	Land Only	1	1.24	0
	Lands of Kolis	Land Only	2	1.61	0
	Sheetz- Taylor	Commercial/Office	1	1.24	0
	Taylor Colliery Parcel1 Sub3	Land Only	2	25.04	0
Municipality Totals:			8	31.09	0
Throop					
	Lands of Fazio	Single-Family Residential	1	0.26	0
	Naro	Land Only	1	0.37	0
	Vets of Foreign Wars Post 7251	Other*	1	0.74	0
Municipality Totals:			3	1.37	0
Waverly					
	Healy & Gress	Land Only	1	6.7	0
Municipality Totals:			1	6.7	0
Annual Totals:			656	2351.96	11530

711 N Webster Ave
Scranton, PA
18150
USA

Carl Deeley Resume

A former Toyota Motor Corp. manager, Carl Deeley is a specialist in Business design and transformation with 20 years' experience across major industry groups on 4 continents.

Carl's career is centered on value creation and business synchronization, supporting a variety of businesses in both operational roles and consulting to build sustainable operating systems that embrace employee engagement and continuous improvement. His experience has been gained by adopting and promoting a hands on, 'learn by doing' approach. Leadership positions in Operations & project management, fifteen years of consulting partnerships with major brand companies & private equity put Carl in a unique position to help businesses develop and implement strategies for growth.

Professional Experience and Responsibilities

Ares- The AZEK Company. Chicago IL. US
Residential & Commercial building products
2018 – VP Lean Six Sigma

- Deploy Lean Operating Strategy across 5 sites
- Design & Integrate change management systems throughout operations – Linking strategic goals to department KPI's and incentives.
- Establish Governance process for Continuous Improvement – Targeted activities to improve product line performance & OEE.
- Executive Lean Leadership Training & Mentoring
- Build Internal Lean & Six sigma capability – Technical and training capacity supporting business owners, Training & mentoring for engineering and managers.
- Project mentor – Six Sigma projects & Major capital investments

Ares - City National Bank. Los Angeles CA. US
2016 –2018 SVP Enterprise Transformation

- Change management to support merger with RBC – Expand core client base through Digital services.
- Design & Implement Management processes to support digital banking.
- Digital engineering - Wealth management & Lending products lead time reduction utilizing Lean Agile change methodology.
- Technology vendor selection and management
- Pilot brick & mortar banking customer experience
- Build Internal change management process for digital products and compliance.

**Professional
Experience and
Responsibilities
Continued**

Ares Management. Los Angeles CA US

2013 – 2016 – VP Transformation

- Facilitate changes to transition from private to public enterprise
- Design & Implement Business processes focused on efficiency & compliance through business process Kaizen.
- Design & implement Fund creation & modeling process for US and EU operations.
- Business process lead-time reduction projects
- Build Internal change management team & governance process
- PE Fund operations Diligence team member

TBM Consulting Group, Inc. Durham US

1999 – 2013 – Director Consulting, Client Manager

- Lead Business development/client onboarding activities including;
- Develop client specific 'high value' consulting program and delivery framework.
- Manage consulting team structure with the capability to deliver program work-streams.
- Engage Client leadership & partners to monitor client/consulting work progress through regular onsite reviews and steering meetings.
- Point contact for Client/TBM business to business management
- Communicate consulting strategic intent & progress to TBM stakeholders (Vertical Lead, Consultants & Tier1 Management) –
- Participate in TBM strategy planning – Lead appropriate projects
- Onsite Consulting – Portfolio management, Product design, Supply Chain.

Sept 2008 – January 2011 – Director, TBM Consulting Australia

- Business Leader Australasia
- Strategy and Supply Chain leader for TBM Asia Pacific

(2006 – 2008) Partner Director, Practice Leader Lean Value Chain

- Budget & Growth responsibility
- World wide Consultant Training
- Consulting services training material development
- Global Account Management
- Consultant/Client field support
- Public workshop management
- Marketing support

(2004 – 2006) Director Consulting, Team Leader US

- Responsible for Budget & Growth US East Region
- Periodic client planning and reviews to determine program effectiveness and ensure client retention.
- Assesses consulting team performance and assists (coaching and mentoring) in their professional growth and development
- Work at various levels within client's organization (from the boardroom to the shop floor) nurturing key relationships between TBM and client managers.
- Client-company consulting – Strategic projects .

**Professional
Experience and
Responsibilities
Continued**

(2002 – 2004) Director, Lean Value Chain

- Start up of Lean Value Chain (LVC) product program.
- Direction of value chain industry research and product development for lean tools and management techniques. Including Beta site management and field trials.

TBM Consulting Group, Inc. Europe

(2000 – 2002) Director Business Development Europe

- Business development & Client onboarding.
- Consultant development & internal training
- Budgeting, Contracts review and approval.
- Manage the development & marketing of public events, Lead public workshops.
- Support public relations and client development activities

(1999 – 2000) Senior Management Consultant Europe

- Design & Implementation of Lean Manufacturing Systems
- 'Hands-on' consulting and client training.
- Client business diagnostic & Program development
- Member of TBM's Product Development Team

Toyota Motor Manufacturing Europe - UK , Turkey

(1995 - 1999) Specialist, Production Control –New Projects

- Sourcing diligence & product costing
- Supplier Development & New project support through onsite consulting
- New product & process development trainer/facilitator
- Product & Process improvement - Kaizen program Management

(1991 - 1995) Specialist, Production Control – Planning Group

- UK Car manufacturing and Engine plant start-up Supply chain design & Implementation
- Annual planning, monthly production plans and capacity planning. Creation of Master schedule, Managing New product introduction.
- Production Control Group IT systems management
- Engine export program manager, supply chain & contracts management
- CKD plant start-up Manager ToyotaSA Turkey
- Continuous Improvement management - Kaizen

Leyland DAF. Birmingham UK, Eindhoven NL

(1989 –1991) Planning & Logistics Manager

- S&OP Owner
- BOM / MRP manager

(1987 –1989) Engineering Manager

- Manager – Engineering change control
- Project manager for DAF/Renault Military program
- Manufacturing system improvement and capital program management

**Professional
Experience and
Responsibilities
Continued**

Newman Tonks Building Products Ltd. Birmingham UK

(1985 –1987) Quality manager Building Products

- Responsible for all aspects of Quality Engineering and Quality Assurance
- Supplier Qualification
- ISO Accreditation

GKN - Aerospace and Transmissions Division Aldridge UK

(1979 – Feb 1985) Methods Engineer

- Project Engineer
- Manufacturing Method & Process Design
- Materials Research & Testing

Education

5 year Technical Apprentice

1998 TBM Consulting Group Durham USA

Global Production System Consulting, 16 weeks

1991 - 1993 Toyota Management Program, Nishin Aichi, Japan.

**Toyota Production Systems – Supply Chain and Operations Management, Hos
Kanri, Sensei Mr. Haruaki Hoshino (President Toyota AL)
Business Planning, Product Management, Innovation & New Product Developm
Production and Inventory Control, Total Quality Management, Lean Supply Cha
Kaizen facilitation**

1979 - 1983) Mercia University College of Science and Technology

Staffordshire UK. - HND Degree - Mechanical Engineering, & Material science

**Other professional
activities**

Conference speaker AME, Kaizen Promotion Exchange, Lean Leaders and 2010
Australian Innovation conference.

Public Lean Sigma workshop facilitator

Publications in Industry Week, Food Magazine, Ethical Investor and Managing Times

RESOLUTION NO. _____

2020

AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS TO EXECUTE AND ENTER INTO A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF SCRANTON'S OFFICE OF ECONOMIC AND COMMUNITY DEVELOPMENT AND NEPA ALLIANCE TO ASSIST THE CITY OF SCRANTON IN PROVIDING CREDIT CHECKS ON APPLICATIONS FOR THE CITY'S SMALL BUSINESS RELIEF PROGRAM.

WHEREAS, the City of Scranton has applied for and received funds from the Economic Development Administration Revolving Loan Fund; and

WHEREAS, the City of Scranton is providing loans in the amount of \$3,000,00 to \$20,000.00 to small businesses in the City of Scranton as part of the City's Small Business Relief Program; and

WHEREAS, NEPA Alliance will assist the City of Scranton in providing credit checks on applicants seeking said loans; and

WHEREAS, a copy of the Memorandum of Understanding is attached hereto as Exhibit "A" and incorporated herein by reference hereto.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SCRANTON that the Mayor and other appropriate City officials are hereby authorized to execute and enter into the attached Memorandum of Understanding between the City of Scranton's Office of Economic and Community Development and NEPA Alliance to assist the City of Scranton in providing credit checks on applicants for the City's Small Business Relief Program.

SECTION 1. If any section, clause, provision or portion of this Resolution shall be held invalid or unconstitutional by any Court of competent jurisdiction, such decision shall not affect any other section, clause, provision or portion of this Resolution so long as it remains legally enforceable minus the invalid portion. The City reserves the right to amend this Resolution or any portion thereof from time to time as it shall deem advisable in the best interests of the promotion of the purposes and intent of this Resolution and the effective administration thereof.

SECTION 2. This Resolution shall become effective immediately upon approval.

SECTION 3. This Resolution is enacted by the Council of the City of Scranton under the authority of the Act of Legislature, April 13, 1972, Act No. 62, known as the "Home Rule Charter and Optional Plans Law", and any other applicable law arising under the laws of the State of Pennsylvania.

Legislative Cover Sheet - Scranton City Council

LEGISLATION AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS FOR THE CITY OF SCRANTON TO ENTER INTO AN AGREEMENT WITH NEPA ALLIANCE TO PROVIDE CREDIT CHECKS FOR APPLICANTS FOR THE CITY OF SCRANTON'S SMALL BUSINESS RELIEF LOAN PROGRAM FOR LOANS BETWEEN \$3,000.00 DOLLARS TO TWENTY THOUSAND (\$20,000.00) DOLLARS TO VARIOUS SMALL BUSINESS THROUGHOUT THE CITY OF SCRANTON AS PART OF THE CITY OF SCRANTON'S SMALL BUSINESS RELIEF LOAN PROGRAM DUE TO THE COVID-19 PANDEMIC.

What Department is this legislation originating from? Where did the initiative for this legislation originate?

OECD originated the legislation as part of the City of Scranton's Small Business Relief LOAN Program to assist small business in the City of Scranton recover from the devastating economic impact the COVID-19 pandemic has had on small business.

Summary and Facts of the legislation

OECD possesses Money from the Economic Development Administration Revolving Loan Fund Program. OECD has \$285,786.03 to distribute to loan applicants. NEPA ALLIANCE will provide credit checks to the City for the Loan Applicants.

The City will pay NEPA Alliance \$15.00 per applicant

Purpose – please include the following in the explanation:

What does the legislation do - what are the specific goals/tasks the legislation seek to accomplish?

Authorizes the City to enter into an Agreement with NEPA ALLIANCE to provide credit checks for Applicants seeking loans from City of Scranton Small Business Relief Loan Program.

What are the benefits of doing this/Down-side of doing this?

Benefit – Helps City Determine which small business will be viable and eligible for Small Business Relief Loan Program.

Downside- None

How does this legislation relate to the City's Vision/Mission/Priorities?

Helps City in providing business with money to offset severe financial from COVID-19.

Financial Impact - please include the following in the explanation:

Cost (initial and ongoing) - \$15.00 per applicant

Benefits – Help City Determine which small business will be viable and eligible for Loan Program

Funding Sources –Enterprise zone Fund

Priority Status/Deadlines – High – City would like to provide Loans to small business as soon as possible

Why should the Council unanimously support this legislation?

This will help City determine which businesses will be viable and eligible for Loan Program

Include any other pertinent details and/or relevant information that the Council should be aware of:

City will pay NEPA Alliance \$15.00 per approved applicant.

**MEMORANDUM OF UNDERSTANDING
BETWEEN
CITY OF SCRANTON'S OFFICE OF ECONOMIC AND COMMUNITY DEVELOPMENT
AND
NEPA ALLIANCE**

MOU-

This Memorandum of Understanding (hereinafter referred to as the "MOU") entered into as of the _____ day of _____, 2020 by and between the **CITY OF SCRANTON'S OFFICE OF COMMUNITY AND ECONOMIC DEVELOPMENT** located at the Municipal Building, 340 North Washington Avenue, Scranton, Pennsylvania 18503 (hereinafter referred to as the "OECD") is hereby made and entered into by and between **NEPA ALLIANCE** located at 1151 Oak Street, Pittston, Pennsylvania 18640

WHEREAS, the City of Scranton (hereinafter referred to as the "Grantee") has applied for and received funds from the Economic Development Administration Revolving Loan Fund; and

WHEREAS, the City of Scranton is providing loans in the amount of \$3,000.00 to \$20,000.00 to small businesses in the City of Scranton as part of the City's Small Business Relief Program; and

WHEREAS, NEPA Alliance will assist the City of Scranton in providing credit checks on applicants seeking said loans; and

WHEREAS, NEPA Alliance will received \$15.00 per application in order to provide credit checks on the applicants.

A. PURPOSE:

The foregoing recitals and all exhibits, if any, attached to this MOU are incorporated by reference into and made a part of this MOU.

The purpose of this MOU is for NEPA Alliance to assist the City of Scranton in providing Credit Checks on applicants for the City's Small Business Relief Program.

B. OECD / SCOPE OF WORK:

OECD will review all applications and draft all agreements and Loan documents as well as pay NEPA Alliance \$15.00 per application to provide credit checks on applicants.

C. NEPA Alliance / SCOPE OF WORK:

NEPA Alliance will provide credit checks on all applicants and will receive \$15.00 per application from the City.

IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:

1. MODIFICATION - Modifications to this MOU shall be made by mutual consent of the parties, by the issuance of a written modification, signed and dated by authorized officials, prior to any changes being performed.
2. PARTICIPATION IN SIMILAR ACTIVITIES. This MOU in no way restricts OECD or the Foundation from participating in similar activities with other public or private agencies, organizations, and individuals.
3. TERMINATION. This agreement shall not be terminated by either party in whole, or in part, at any time before the date of expiration.
4. COMMUNICATION and details concerning this MOU shall be directed to the following representatives:

OECD

Eileen Ciprianni
OECD Executive Director
340 North Washington Ave
Scranton, PA 18503
570-348-4216

NEPA Alliance

President & CEO
NEPA Alliance
1151 Oak St
Pittston, PA 185
570-655-5581

5. NON-FUND OBLIGATING DOCUMENT - This agreement is neither a fiscal nor a fund obligation document. Any endeavor or transfer of anything of value involving reimbursement or contribution of funds between the parties to this agreement will be handled in accordance with applicable laws, regulations, and procedures. Such endeavors will be outlined in separate agreements that shall be made in writing by representatives of the parties and shall be independently authorized by appropriate statutory authority. This agreement does not provide such authority.

Each party shall be fiscally responsible for their own portion of work performed under the MOU.

6. GRANT FUND COMPLIANCE – NEPA Alliance shall comply with all City Requirements concerning said loans.
7. CONFLICT OF INTEREST - This agreement is subject to the provisions of Federal Regulation (HUD) and the State of Pennsylvania may cancel this agreement if any person significantly involved in negotiating, drafting, securing or obtaining this agreement for or on behalf of OECD becomes an employee or a consultant to any other party with reference to the subject matter of this agreement while this agreement or any extension thereof is in effect.
8. COMPLIANCE - The parties agree to be bound by applicable state and federal rules governing Equal Employment Opportunity, Non-Discrimination and Immigration.
9. COMMENCEMENT/EXPIRATION DATE - This agreement is executed as of the date of last signature and is effective through **June 4, 2021** at which time it will expire unless extended.
10. LIABILITIES - It is understood that neither party to this Memorandum of Understanding (MOU) is the agent of the other and neither is liable for the wrongful acts or negligence of the other. Each party shall be responsible for its negligent acts or omissions and those of its officers, employees, agents or students (if applicable), howsoever caused, to the extent allowed by their respective state laws.

INTENTIONALLY LEFT BLANK

IN WITNESS WHEREOF the parties hereto have, in due form of law have caused this Memorandum of Understanding (MOU) to be executed by their duly authorized representatives of the last written date below.

CITY OF SCRANTON

Attesting to Signatures Only:

City Clerk

BY _____
Mayor, City of Scranton

Date

Date

BY _____
City Controller

Date

BY _____
Executive Director
Office of Economic and Community Development

Date

APPROVED AS TO FORM:

City Solicitor

Date

NEPA ALLIANCE

President/ CEO

Date



DEPARTMENT OF LAW

CITY HALL • 340 NORTH WASHINGTON AVENUE • SCRANTON, PENNSYLVANIA 18503 • PHONE: 570-348-4105 • FAX: 570-348-4263

To the Honorable Council
Of the City of Scranton
Municipal Building
Scranton, PA 18503

June 10, 2020

RECEIVED

JUN 10 2020

**OFFICE OF CITY
COUNCIL/CITY CLERK**

Dear Honorable Council Members:

ATTACHED IS A RESOLUTION AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS TO EXECUTE AND ENTER INTO A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF SCRANTON'S OFFICE OF ECONOMIC AND COMMUNITY DEVELOPMENT AND NEPA ALLIANCE TO ASSIST THE CITY OF SCRANTON IN PROVIDING CREDIT CHECKS ON APPLICATIONS FOR THE CITY'S SMALL BUSINESS RELIEF PROGRAM.

Respectfully,

Jessica Eskra (B)

Jessica L. Eskra, Esquire

City Solicitor

JLE/sl

RESOLUTION NO. _____

2020

APPOINTMENT OF CARL DEELEY, 711 NORTH WEBSTER AVENUE, SCRANTON, PENNSYLVANIA 18510 TO THE POSITION OF BUSINESS ADMINISTRATOR EFFECTIVE JUNE 1, 2020. MR. DEELEY WILL BE REPLACING PATRICK J. SHERIDAN.

WHEREAS, Paige G. Cagnetti was elected Mayor of the City of Scranton; and

WHEREAS, Mayor Cagnetti took office on January 6, 2020; and

WHEREAS, Carl Deeley has the experience, education and training necessary to act as Business Administrator for the City of Scranton.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SCRANTON that Carl Deeley, 711 North Webster Avenue, Scranton, Pennsylvania 18510, is hereby appointed as Business Administrator to serve at the will of the Mayor.

SECTION 1. If any section, clause, provision or portion of this Resolution shall be held invalid or unconstitutional by any Court of competent jurisdiction, such decision shall not affect any other section, clause, provision or portion of this Resolution so long as it remains legally enforceable minus the invalid portion. The City reserves the right to amend this Resolution or any portion thereof from time to time as it shall deem advisable in the best interests of the promotion of the purposes and intent of this Resolution and the effective administration thereof.

SECTION 2. This Resolution shall become effective immediately upon approval.

SECTION 3. This Resolution is enacted by the Council of the City of Scranton under the authority of the Act of Legislature, April 13, 1972, Act No. 62, known as the "Home Rule Charter and Optional Plans Law", and any other applicable law arising under the laws of the State of Pennsylvania.



OFFICE OF THE MAYOR

City Hall | 340 North Washington Avenue | Scranton, PA 18503 | 570.348.4101

May 28, 2020

By First Class Mail and E-mail: crdeeley@gmail.com

Carl Deeley
711 North Webster Avenue
Scranton, Pa 18150

Re: Appointment/Offer of Employment

Dear Mr. Deeley:

This confirms my offer to you for employment as Business Administrator in the Office of Business Administration in the City of Scranton, at an annual salary of \$95,000. Additional details pertaining to your employment, such as eligibility for benefits, if applicable, will be provided by our Human Resources Department.

Upon your acceptance of this offer, your start date will be June 1, 2020, or such later date as may be mutually agreeable. You can execute and return this Appointment/Offer of Employment now, or wait for the additional details from Human Resources. To accept, please sign and date below and scan your signed letter to Amber Viola, Director of Human Resources, at aviola@scrantonpa.gov. Feel free to call Ms. Viola at (570) 348-4232 with any questions.

I very much look forward to the opportunity to work with you. I know how much you care about this City, and you will make a significant contribution to our goals of improving quality of life for residents, changing how we do business in the City, and mapping out a brighter future.

Thank you,

Paige G. Cagnetti
Mayor, City of Scranton

Accepted:



Carl Deeley

5/28/2020
Date

Cc: Jessica Eskra, Esq., City Solicitor
Amber Viola, Human Resources Director



DEPARTMENT OF LAW

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June 10, 2020

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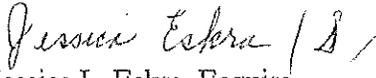
OFFICE OF CITY
COUNCIL/CITY CLERK

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THE ADMINISTRATION HAS VERIFIED THAT THE APPOINTEE HAS NO DELINQUENT CITY TAX OR REFUSE PAYMENTS DUE.

Respectfully,


Jessica L. Eskra, Esquire
City Solicitor

JLE/sl