

AGENDA
REGULAR MEETING OF COUNCIL
December 8, 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 CORRESPONDENCE RECEIVED FROM OECD EXECUTIVE DIRECTOR DATED NOVEMBER 25 AND NOVEMBER 30, 2020 REGARDING COVID-19 REIMBURSEMENTS THROUGH LACKAWANNA COUNTY CARES ACT FUNDING.

[Correspondence received from OECD dated November 25 & November 30, 2020 COVID-19.pdf](#)

- 3.B CHECK RECEIVED FROM LACKAWANNA COUNTY IN THE AMOUNT OF \$326,203.37 FOR COVID-19 RELIEF BLOCK GRANT REIMBURSEMENT.

[Check received from Lackawanna County COVID-19 Relief Block Grant Reimbursement.pdf](#)

- 3.C CORRESPONDENCE SENT TO MAYOR PAIGE G. COGNETTI DATED NOVEMBER 30, 2020 REGARDING ORDINANCE FOR ENGAGEMENT OF PORTNOFF LAW ASSOCIATES, LTD.

[Correspondence sent to Mayor Paige G. Cognetti re Portnoff Law Associates 11-30-2020.pdf](#)

- 3.D CORRESPONDENCE SENT TO MAYOR PAIGE G. COGNETTI DATED NOVEMBER 30, 2020 REGARDING CLOSING DISBURSEMENTS TAX AND REVENUE ANTICIPATION NOTE FOR 2021.

[Correspondence sent to Mayor Paige G. Cagnetti re Closing Disbursements TAN 2021.pdf](#)

- 3.E LACKAWANNA COUNTY COURT OF COMMON PLEAS ORDER DATED NOVEMBER 30, 2020 REGARDING CITY OF SCRANTON REQUEST TO TRANSITION TO PAYROLL PREPARATION TAX.

[Lackawanna County Court of Common Pleas 11-30-2020.pdf](#)

- 3.F SINGLE TAX OFFICE CITY FUNDS DISTRIBUTED COMPARISON REPORT YEAR TO DATE 2019-2020 NOVEMBER 30, 2020.

[Single Tax Office City Funds Distributed November 2019-2020.pdf](#)

- 3.G CITY OF SCRANTON 2021 OPERATING BUDGET SUMMARY OF NEW POSITIONS/JOB DESCRIPTIONS RECEIVED NOVEMBER 20, 2020.

[Summary of New Positions 2021 Operating Budget.pdf](#)

- 3.H MINUTES OF THE SCRANTON REDEVELOPMENT AUTHORITY MEETING HELD NOVEMBER 4, 2020.

[Scranton Redevelopment Authority Meeting Minutes 11-04-2020.pdf](#)

- 3.I FUEL CARD ANALYSIS RECEIVED FROM OFFICE OF THE CITY CONTROLLER FOR THE PERIOD OCTOBER 24 THROUGH NOVEMBER 23, 2020.

[Fuel Card Analysis received from City Controller dated 11-23-2020.pdf](#)

- 3.J MINUTES OF THE CIVIL SERVICE COMMISSION MEETING HELD NOVEMBER 5, 2020.

[Civil Service Commission Meeting Minutes 11-05-2020.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 FOR INTRODUCTION – A RESOLUTION – ACCEPTING A DONATION FROM BRAYER’S TOWING LOCATED AT 1013 FERDINAND STREET, SCRANTON, PA FOR THE USE OF A PORTABLE LIGHT STAND USED TO ILLUMINATE THE KEYSER VALLEY COMMUNITY CENTER PARKING LOT WHICH SERVED AS A POLLING LOCATION THE NIGHT OF NOVEMBER 3, 2020, ELECTION DAY.

[Resolution-2020 Donation from Brayer's Towing.pdf](#)

- 5.C FOR INTRODUCTION – A RESOLUTION – ACCEPTING DONATIONS PROVIDED TO THE CITY TO AID IN THE CITY’S RESPONSE TO ITS EFFORTS TO COMBAT THE COVID-19 OUTBREAK.

[Resolution-2020 Accepting Donations to Combat COVID-19 Outbreak.pdf](#)

- 5.D FOR INTRODUCTION – A RESOLUTION – AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS TO EXECUTE AND ENTER INTO A MASTER LEASE AGREEMENT BETWEEN THE CITY OF SCRANTON, HEREINAFTER DESIGNATED (“LESSOR”) AND CELLCO PARTNERSHIP D/B/A VERIZON WIRELESS, WITH ITS PRINCIPAL OFFICES AT ONE VERIZON WAY, MAIL STOP 4AW100, BASKING RIDGE, NEW JERSEY 07920

(“LESSEE”) TO LEASE SPACE TO LESSEE WITH RESPECT TO PARTICULAR SITES AT WHICH LESSEE WISHES TO INSTALL, MAINTAIN, AND OPERATE, SMALL CELL COMMUNICATIONS EQUIPMENT, AS WELL AS ANY AND ALL NECESSARY LEASE SUPPLEMENTS OUTLINED HEREIN.

[Resolution-2020 Master Lease Agreement with Verizon Wireless.pdf](#)

- 5.E FOR INTRODUCTION – A RESOLUTION – CEREMONIOUSLY DEDICATING “JOE BIDEN WAY” AT THE INTERSECTION OF NORTH WASHINGTON AVENUE AND FISK STREET IN HONOR OF PRESIDENT-ELECT JOE BIDEN.

[Resolution-2020 Dedicating Joe Biden Way N. Washington & Fisk.pdf](#)

- 5.F FOR INTRODUCTION – A RESOLUTION – APPOINTMENT OF JOHN JUDGE, 915 ELECTRIC STREET, SCRANTON, PENNSYLVANIA, 18509, TO THE POSITION OF SCRANTON FIRE CHIEF EFFECTIVE NOVEMBER 30, 2020.

[Resolution-2020 Appt. John Judge Scranton Fire Chief.pdf](#)

- 5.G FOR INTRODUCTION – A RESOLUTION – APPOINTMENT OF ALEX MOLFETAS, 119 PENN AVENUE, SCRANTON, PENNSYLVANIA, 18503, AS A MEMBER OF THE SCRANTON PARKING AUTHORITY EFFECTIVE NOVEMBER 24, 2020. ALEX MOLFETAS WILL BE REPLACING THOMAS TANSITS WHOSE TERM EXPIRED. ALEX MOLFETAS WILL BE APPOINTED TO A FIVE (5) YEAR TERM EFFECTIVE NOVEMBER 24, 2020 AND WILL EXPIRE ON JUNE 1, 2025.

[Resolution-2020 Appt. Alex Molfetas to Scranton Parking Authority.pdf](#)

- 5.H FOR INTRODUCTION – A RESOLUTION – AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS TO ACCEPT ON BEHALF OF THE CITY OF SCRANTON POLICE DEPARTMENT A GRANT FROM THE PNC FOUNDATION FOR FAIR AND IMPARTIAL POLICE TRAINING PROGRAM IN THE AMOUNT OF SEVEN THOUSAND FIVE HUNDRED (\$7,500.00) DOLLARS.

[Resolution-2020 Grant SPD from PNC Foundation \\$7500.00.pdf](#)

6. CONSIDERATION OF ORDINANCES - READING BY TITLE

- 6.A READING BY TITLE - FILE OF THE COUNCIL NO. 38, 2020 - AN ORDINANCE - AMENDING FILE OF THE COUNCIL NO. 6, 1976 ENTITLED "AN ORDINANCE (AS AMENDED) IMPOSING A TAX FOR GENERAL REVENUE PURPOSES ON THE TRANSFER OF REAL PROPERTY SITUATE WITHIN THE CITY OF SCRANTON; PRESCRIBING AND REGULATING THE METHOD OF EVIDENCING THE PAYMENT OF SUCH TAX; CONFERRING POWERS AND IMPOSING DUTIES UPON CERTAIN PERSONS, AND PROVIDING PENALTIES", BY IMPOSING THE RATE OF THE REALTY TRANSFER TAX AT TWO AND TWO TENTHS PERCENT (2.2%) FOR CALENDAR YEAR 2021 AND THE SAME SHALL REMAIN IN FULL FORCE AND EFFECT ANNUALLY THEREAFTER.

[Ordinance-2020 Realty Transfer Tax 2021.pdf](#)

- 6.B READING BY TITLE - FILE OF THE COUNCIL NO. 39, 2020 - AN ORDINANCE - AMENDING FILE OF THE COUNCIL NO. 148, 1986, ENTITLED "AN ORDINANCE AMENDING FILE OF THE COUNCIL NO. 98, 1976, AS AMENDED, AND IMPOSING A MERCANTILE LICENSE TAX OF 2 MILLS FOR THE YEAR 1987 AND ANNUALLY THEREAFTER UPON PERSONS ENGAGING IN CERTAIN OCCUPATIONS AND BUSINESSES THEREIN; PROVIDING FOR ITS LEVY AND COLLECTION AND FOR THE ISSUANCE OF MERCANTILE LICENSES; CONFERRING AND IMPOSING POWERS AND DUTIES UPON THE TAX COLLECTOR OF THE CITY OF SCRANTON; AND IMPOSING PENALTIES EFFECTIVE JANUARY 1, 1987", BY IMPOSING THE MERCANTILE LICENSE TAX AT ONE (1) MILL (.001) FOR CALENDAR YEAR 2021 AND THE SAME SHALL REMAIN IN FULL FORCE AND EFFECT ANNUALLY THEREAFTER.

[Ordinance-2020 Mercantile License Tax 2021.pdf](#)

- 6.C READING BY TITLE - FILE OF THE COUNCIL NO. 40, 2020 - AN ORDINANCE - AMENDING FILE OF THE COUNCIL NO. 147, 1986, ENTITLED "AN ORDINANCE PROVIDING FOR THE GENERAL REVENUE BY IMPOSING A TAX AT THE RATE OF TWO (2) MILLS UPON THE PRIVILEGE OF OPERATING OR CONDUCTING BUSINESS IN THE CITY OF SCRANTON AS MEASURED BY THE GROSS RECEIPTS THEREFROM; REQUIRING REGISTRATION AND PAYMENT OF THE TAX AS CONDITION TO THE CONDUCTING OF SUCH BUSINESS; PROVIDING FOR THE LEVY AND COLLECTION OF SUCH TAX; PRESCRIBING SUCH REQUIREMENTS FOR RETURNS AND RECORDS; CONFERRING POWERS AND DUTIES UPON THE TAX COLLECTOR; AND IMPOSING PENALTIES", BY IMPOSING THE BUSINESS PRIVILEGE TAX AT THE RATE OF ONE (1) MILL (.001) FOR CALENDAR

YEAR 2021 AND THE SAME SHALL REMAIN IN FULL FORCE AND EFFECT ANNUALLY THEREAFTER.

[Ordinance-2020 Business Privilege Tax 2021.pdf](#)

- 6.D READING BY TITLE - FILE OF THE COUNCIL NO. 41, 2020 - AN ORDINANCE - AMENDING FILE OF THE COUNCIL NO. 11, 1976, ENTITLED "AN ORDINANCE (AS AMENDED) ENACTING, IMPOSING A TAX FOR GENERAL REVENUE PURPOSES IN THE AMOUNT OF TWO PERCENT (2%) ON EARNED INCOME AND NET PROFITS ON PERSONS, INDIVIDUALS, ASSOCIATIONS AND BUSINESSES WHO ARE RESIDENTS OF THE CITY OF SCRANTON, OR NON-RESIDENTS OF THE CITY OF SCRANTON, FOR WORK DONE, SERVICES PERFORMED OR BUSINESS CONDUCTED WITHIN THE CITY OF SCRANTON, REQUIRING THE FILING OF RETURNS BY TAXPAYERS SUBJECT TO THE TAX; REQUIRING EMPLOYERS TO COLLECT THE TAX AT SOURCE; PROVIDING FOR THE ADMINISTRATION, COLLECTION AND ENFORCEMENT OF THE SAID TAX; AND IMPOSING PENALTIES FOR THE VIOLATIONS", BY RE-ENACTING THE IMPOSITION OF THE WAGE TAX AT TWO AND FOUR TENTHS (2.4%) PERCENT ON EARNED INCOME FOR RESIDENTS AND ONE (1%) PERCENT ON EARNED INCOME FOR NON-RESIDENTS OF THE CITY OF SCRANTON, FOR WORK DONE, SERVICES PERFORMED OR BUSINESS CONDUCTED WITHIN THE CITY OF SCRANTON FOR THE YEAR 2021 AND THE SAME SHALL REMAIN IN FULL FORCE AND EFFECT ANNUALLY THEREAFTER.

[Ordinance-2020 Earned Income Tax 2021.pdf](#)

- 6.E READING BY TITLE - FILE OF THE COUNCIL NO. 42, 2020 - AN ORDINANCE - AMENDING FILE OF THE COUNCIL NO. 100, 1976, ENTITLED "AN ORDINANCE (AS AMENDED) LEVYING GENERAL AND SPECIAL TAXES FOR THE FISCAL YEAR 1977", BY SETTING THE MILLAGE FOR THE YEAR 2021 AND THE SAME SHALL REMAIN IN FULL FORCE AND EFFECT ANNUALLY THEREAFTER.

[Ordinance-2020 Millage Tax Rate 2021.pdf](#)

7. FINAL READING OF RESOLUTIONS AND ORDINANCES

- 7.A FOR CONSIDERATION BY THE COMMITTEE ON COMMUNITY DEVELOPMENT - FOR ADOPTION - RESOLUTION NO. 102, 2020 - RATIFYING AND APPROVING OF THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON, ON BEHALF OF SCRANTON CULTURAL CENTER AT THE MASONIC TEMPLE TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE ACCOUNT GRANT, PURSUANT TO THE PA RACE HORSE DEVELOPMENT AND GAMING ACT IN THE AMOUNT OF \$95,928.00 FOR THE PROJECT TO BE KNOWN AS "COVID-19 PUBLIC HEALTH, SAFETY, AND SECURITY UPGRADE" LOCATED AT 420 N. WASHINGTON AVENUE, SCRANTON, PENNSYLVANIA, AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PENNSYLVANIA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$95,928.00 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT.

[Resolution-2020 LSA Grant Cultural Center at the Masonic Temple.pdf](#)

8. ADJOURNMENT



RECEIVED

NOV 25 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

Date: November 25, 2020

To: Members of
Scranton City Council

From: Eileen Cipriani
Executive Director

Re: Scranton, Pennsylvania
COVID -19 Reimbursements through Lackawanna County Cares Act Funding

In accordance with Resolution #50 passed by City Council on July 28, 2020, below please find a list of additional expenses incurred in the amount of \$132,605.80. We are submitting the following expenses to Lackawanna County for reimbursement.

- | | |
|---|--------------|
| • Upgrade Microsoft 365 to enable remote work for staff | \$127,430.80 |
| • Computer docking stations for remote work | \$4200 |
| • Keyboards | \$650 |
| • Computer mice | \$325 |

Total expenditures \$132,605.80

Sincerely

Eileen Cipriani



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DEC 01 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

Date: November 30, 2020

To: Members of
Scranton City Council

From: Eileen Cipriani
Executive Director

Re: Scranton, Pennsylvania
COVID -19 Reimbursements through Lackawanna County Cares Act Funding

In accordance with Resolution #50 passed by City Council on July 28, 2020, below please find a list of additional expenses incurred in the amount of \$31,858.50. We are submitting the following expenses to Lackawanna County for reimbursement.

• PPE – Facemasks 11-1-20	\$1200
• Cintas deep cleaning police dept	\$4907.80
• Fire Dept PPE 11-25-20	\$7594
• DPW PPE 11-16-20	\$9216.40
• Fire Dept Over time – COVID related	\$8940.30

Total expenditures \$31,858.50

Sincerely

Eileen Cipriani



DEPARTMENT OF BUSINESS ADMINISTRATION

CITY HALL • 340 NORTH WASHINGTON AVENUE • SCRANTON, PENNSYLVANIA 18503 • PHONE: 570-348-4118 • FAX: 570-348-4225

MEMORANDUM

RECEIVED
NOV 30 2020
OFFICE OF CITY
COUNCIL/CITY CLERK

DATE: November 30, 2020
TO: Mary Jo Sheridan, City Treasurer
FROM: Nancy Krake, Staff Accountant
RE: Check for Deposit

Enclosed kindly find the following check received from Lackawanna County, representing the Covid-19 Relief Block Grant Reimbursement. Invoice # 2020-01.

Lackawanna County

Ck. # 312759

\$326,203.37

This check is to be deposited into account # 01.350.35070 (Act 47 and Other Grants).

cc: John Murray, City Controller
Scranton City Council
Liz Callela, Program Monitor
Rebecca McMullen, Finance Manager
File

Lackawanna County Department of Planning & Econ

123 Wyoming Avenue 5th Floor
Scranton, PA 18503

Invoice

Date	Invoice #
11/5/2020	2020-01

RECEIVED
DEC 01 2020
OFFICE OF CITY
COUNCIL/CITY CLERK

Bill To
Covid Relief Block Grant Paid TO: City of Scranton 340 N Washington Ave Scranton, PA 18503

Project
Covid-19

Item	Description	Amount
PPE	James Doherty	9,437.00
PPE	Amazon	2,774.54
PPE	Arrowhead Scientific	3,602.90
PPE	American Janitor	5,558.20
PPE	S & S Tools	1,370.28
PPE	Dash Gloves	646.00
PPE	Cintas	7,986.50
PPE	G & S Carwash	500.00
PPE	Pest Practice	8,736.00
PPE	Cee Kay	293.78
PPE	Nunzi's Advertising	2,132.50
PPE	Mesko Glass	2,345.38
PPE	DePietro's Pharmacy	920.00
PPE	Granger	477.20
PPE	Fastenal	3,251.13
PPE	Sirchie	1,431.32
PPE	May Equipment	9,119.00
PPE	Stran	1,198.00
PPE	D.G. Nicholas	171.37
PPE	Dollar Tree	35.00
PPE	Various Vendors	44.85
PPE	Walmart	42.68
PPE	Epsco	103.33
PPE	Shermin Williams	15,802.33
PPE	ICU Surveillance	3,800.00
PPE	Gleco Paint	260.28
PPE	Galls	637.19
PPE	Subtotal PPE	\$82,676.76
Asst to Municipalities	CDW	243,270.00
Asst to Municipalities	Lackawanna Printing	62.50
Asst to Municipalities	S & S Tools	104.21
Asst to Municipalities	Nunzi's Advertising	89.90
Asst to Municipalities	Subtotal Asst to Municipalities	\$243,526.61
Total		\$326,203.37

COVID submissions to county

Date	submission	amount	notes
26-Jun-20	IT costs	\$211,595	(7800) zoom costs
6/26/2020	PPE	\$35,590.32	
6/26/2020	cleaning supplies	\$28,329.51	
6/26/2020	Serrenti	\$25,438	
8/5/2020	IT costs	\$37,420	
8/5/2020	PPE	\$32,547.93	
8/5/2020	cleaning supplies	\$3,926.24	submitted \$66,150 for Serrenti, but retracted
10/5/2020	IT costs	\$4,800	
10/5/2020	PPE	\$5,178.66	
10/5/2020	cleaning supplies	\$1,711.64	
10/16/2020	PPE	\$3,800	received \$326,203.37 (omitted Serrenti
10/19/2020	Recycling	\$3,997.20	message
10/20/2020	Recycling	\$6,190.80	IT
11/6/2020	Police OT	\$13,925.92	
11/6/2020	PPE	\$2,802.58	
11/6/2020	cleaning supplies	\$810.40	
11/9/2020	Fire Dept OT	\$42,139.44	
11/9/2020	UC Costs	\$275,859.65	
11/12/2020	Recycling	\$3,879.60	zoom
11/12/2020	IT costs	\$6,840.00	
11/17/2020	Fire Dept OT	\$2,290.88	
11/17/2020	PPE	\$9,216.40	
11/19/2020	Cultural Center	\$1,432.38	
11/24/2020	Website	\$28,000.00	
11/25/2020	IT costs	\$132,605.80	
11/30/2020	PPE/OT/cleaning	\$31,858.50	
		\$952,186.85	
total submitted			

RECEIVED

DEC 01 2020

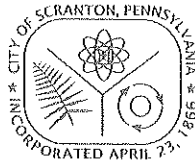
OFFICE OF CITY
COUNCIL/CITY CLERK

Council of the City of Scranton

340 No. Washington Avenue • Scranton, Pennsylvania 18503 • Telephone 570-348-4113 • Fax 570-348-4207

Lori Reed
City Clerk

Kevin C. Hayes, Esq.
Counsel



William Gaughan, President
Kyle Donahue, Vice President
Jessica Rothchild, PT, DPT
Mark McAndrew
Thomas S. Schuster

November 30, 2020

The Honorable Paige G. Cagnetti
Mayor of Scranton
City Hall
340 North Washington Avenue
Scranton, PA 18503

RE: Ordinance for Engagement of Portnoff Law Associates, Ltd.

Dear Mayor Cagnetti:

At Tuesday's public meeting, Council proceeded with its first reading of the Administration's proposed ordinance which would authorize the City to enter an agreement for collection for delinquent municipal claims with Portnoff Law Associates, Ltd. ("Portnoff"). While I strongly support your Administration's efforts to collect delinquent refuse fees, I feel it is my duty to scrutinize the proposed vendor and the terms of the contract in light of all the controversy surrounding the prior Administration's arrangement with Northeast Revenue Services.

My initial concern is that the ordinance and proposed agreement attached thereto allow for the engagement of Portnoff to collect all unpaid claims under the Municipal Claims and Tax Liens Act. Specifically, the Request for Proposal ("RFP") that was issued by the City was for the collection of delinquent refuse fees for years 2002 to 2020. As such, I think both the ordinance and the agreement need to be revised in order to limit the scope of this engagement to what was set forth in the RFP.

Also, with regard to the RFP, I would request that Council be provided with the bids that were submitted by all five (5) companies. We would also like the names of the seven (7) local municipalities who have engaged Portnoff to provide services similar to those which are sought by the City. In addition, Council will not be approving any agreement with a vendor who does not provide the political contributions disclosures, as have been provided for other vendors.

I would also be interested in amending the contract to set limitations on the amount of fees which can be accrued by Portnoff, so that the City will not be ultimately responsible for a large amount of outstanding fees incurred by Portnoff and other outside counsel identified by Portnoff. In other words, in the event the City wishes to terminate its contract with Portnoff, we do not want to be left with a large legal bill which the City would be responsible for satisfying. This would be similar to the situation that the City faced with regard to NRS.

Lastly, Councilman Donahue has requested that Portnoff come to a future work session of Council to review its strategies, fees and methods for collecting delinquent refuse fees. This presentation by Portnoff would have to take place prior to Council approving any contract.

I look forward to working with you to come up with a proposal which will address the City's need to collect these delinquent refuse fees.

Sincerely,

/s/ **BILL GAUGHAN**

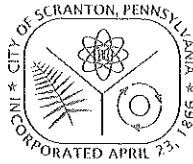
William Gaughan
Council President

Council of the City of Scranton

340 No. Washington Avenue • Scranton, Pennsylvania 18503 • Telephone 570-348-4113 • Fax 570-348-4207

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City Clerk

Kevin C. Hayes, Esq.
Counsel



William Gaughan, President
Kyle Donahue, Vice President
Jessica Rothchild, PT, DPT
Mark McAndrew
Thomas S. Schuster

November 30, 2020

The Honorable Paige G. Cognetti
Mayor of Scranton
City Hall
340 North Washington Avenue
Scranton, PA 18503

**RE: Closing Disbursements
Tax and Revenue Anticipated Note for 2021**

Dear Mayor Cognetti:

At last night's public meeting, Council considered the ordinance relating to the 2021 Tax Anticipation Note ("TAN"). I requested that the legislation be tabled so that I could obtain a further understanding as to why there were \$44,350.00 in closing costs associated with this TAN. Ultimately, the legislation passed because Council was concerned with losing the favorable interest rate; however, I have ongoing concerns regarding the costs and professional fees which are included in this legislation. I had raised the issue of these costs at the November 17, 2020 Council meeting and directed our solicitor to investigate them. He reported that he reached out to Jessica Eskra, but did not receive a response to this inquiry.

I am particularly concerned with the \$20,850.00 fee to "bond counsel". It is my understanding that Stevens & Lee has been identified as bond counsel. Initially, I did not understand why bond counsel would be necessary for a TAN. To that end, I directed our solicitor to explore these issues with the financial advisor from PFM who was present at last night's meeting. She reported to Council that the bond counsel had been requested not by the Webster Bank, but by your administration. It is my understanding that Stevens & Lee served as bond counsel for last year's TAN and throughout Bill Courtright's tenure as Mayor. Further, it is my understanding that for at least last year, Stevens & Lee's fee was \$20,850.00. I do not

November 30, 2020

believe that it is a coincidence that this fee is \$150.00 under the bidding threshold for professional services as set forth in the City's Administrative Code.

I am also concerned with the \$10,000.00 flat fee being paid to PFM. Specifically, I am concerned anytime there is a flat fee which is not based on the time expended by professionals. Council has no way of evaluating the time expended when it is possible that much of the documents are identical to those that were prepared last year.

When you and I served together on the Scranton School Board, these are the type of professional fees which we questioned. I would respectfully request that your administration avoid these past practices of just accepting flat fees from professionals who have not been vetted by Council. I will welcome any opportunity to discuss this issue further with you.

Sincerely,

/s/ THOMAS SCHUSTER

Thomas S. Schuster
Council Member

IN RE: CITY OF SCRANTON
REQUEST TO TRANSITION TO
PAYROLL PREPARATION TAX

IN THE COURT OF COMMON PLEAS
OF LACKAWANNA COUNTY

2020 CV 3260

ORDER

AND NOW, this 30th day of NOVEMBER 2020 upon consideration of the City of Scranton's Petition for Approval to Introduce Payroll Preparation Tax Ordinance and Approve Rate at Which Tax Will Be Levied, with no opposition filed thereto, and testimony having been heard on November 30, 2020, it is hereby **ORDERED** and **DECREED** that the City of Scranton's Petition is hereby **GRANTED**.

As stated by Petitioner, "[a]pproval of this petition would *not* implement the payroll preparation tax; rather, it would permit the City to introduce an ordinance for City Council's consideration that would transition the City from levying a business privilege tax and mercantile tax to a payroll preparation tax at the rate approved by this Honorable Court. (*see* Petition for Approval to Introduce Payroll Preparation Tax Ordinance and Approve Rate at Which Tax Will Be Levied at, ¶ 20) (*emphasis added*) Pursuant to the Municipalities Financial Recovery Act, 53 P.S. §110701.101 et seq., the City of Scranton, having duly obtained an order of court, may proceed by way of its executive and legislative authorities to introduce and publicly deliberate an ordinance that would see the City of Scranton switch to the Business Privilege Tax and Mercantile Tax to a Payroll Preparation Tax. If such a switch in taxing is implemented, the rate the Payroll Preparation Tax shall be .2787%.

BY THE COURT:


Hon. Thomas J. Munley J.

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NOV 30 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

**SINGLE TAX OFFICE
CITY FUNDS DISTRIBUTED
COMPARISON 2019 - 2020**

		<u>YTD</u> <u>11/30/2019</u>	<u>YTD</u> <u>11/30/2020</u>	<u>Increase</u> <u>(Decrease)</u>	<u>Increase</u> <u>(Decrease)</u>
Real Estate	\$	29,344,369.21	\$ 29,596,222.76	\$251,853.55	0.9%
Delinquent Real Estate	\$	1,528,745.35	\$ 1,379,654.77	(\$149,090.58)	-9.8%
LST/EMS	\$	4,914,583.19	\$ 4,624,194.59	(\$290,388.60)	-5.9%
Bus Priv/Merc	\$	2,560,237.90	\$ 2,507,818.51	(\$52,419.39)	-2.0%
TOTALS		\$38,347,935.65	\$ 38,107,890.63	(\$240,045.02)	

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DEC 01 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

CITY OF SCRANTON 2021 BUDGET - SUMMARY OF NEW POSITIONS 11-20-2020		
TITLE	DEPARTMENT	JOB DESCRIPTION
Chief of Staff	Mayor's Office	Chiefs of staff are integral to the productivity and effectiveness of large and complex organizations. They are multi-talented and have a wide range of responsibilities. The Chief of Staff will assist the Mayor and the Business Administrator with managing Scranton city government and its more than five hundred (500) employees. Assisting with the management duties will enable the Mayor and BA to better manage other priorities and initiatives. The Chief of Staff will assist with communications until a Communications Director can be hired in 2022.
Deputy Superintendent of Police	Police	The Scranton Police Department has 162 employees and runs a wide range of public safety and investigative bureaus. Under the administrative and technical supervision of the Superintendent of Police, the Deputy will be responsible for assisting in the overall planning, development, and implementation of internal policies and administration of this critical public safety department.
Project Manager	Business Administration	Report to the City's Business Administrator. Manages Capital and other large projects from RFP through to Completion. Supports department owners with the preparation of project schedules in line with the agreed budget or other committed funding. Participates in project related RFQ, RFP Bid selection and onboarding of vendors. Leads regular project reviews and provides updates to city stakeholders throughout the duration of the project, escalating issues that may delay, overspend or do not meet the RFP/Contracted requirements.
DPW Manager	Public Works	Reports to the Director of DPW - Supports the Director in the daily management of DPW departments focussed on Safety, Quality and efficiency. Also serves as the Emergency Management Coordinator - working with PD & Fire to ensure support for planned and unplanned events. Responsible for planning, organizing, directing and reviewing the work of employees engaged in public works construction and maintenance activities - ensuring resources are deployed efficiently. Captures key performance metrics. Works with supervisors & fleet manager to identify and implement improvement projects and the training and development of employees.
Engineering Project Manager	Public Works	Reports to The Director of Public Works. Represents the City for State and federal infrastructure projects. Provides civil engineering support to city projects as required for the design, construction and repairs of all city streets, bridges and drainage structures. Tracks project progress through onsite reviews, provides updates to city stakeholders and input to project sign off when completed. Supports budget & RFP preparation, grant applications, contract preparation & review.

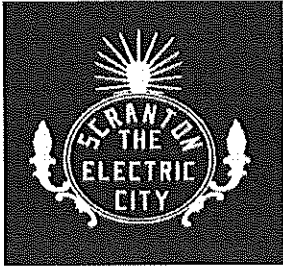
Confidential Admin Assistant	Human Resources	The Confidential Administrative Assistant serves as support staff to the Human Resources Director and the Human Resources Department. The Confidential Administrative Assistant performs a variety of secretarial and administrative duties. This type of work is performed under the general supervision of the Director.
Digital Transformation Specialist	Information Technology (New Title - Not new Hire)	The Digital Transformation Specialist will serve as a liaison between the Information Technology Department and all other departments for the City. This is administrative work. The employee oversees all aspects and functions of City departments and is responsible for tracking the processes, recording information and reporting to the Business Administration, as well as other City officials, in order to improve the day to day efficiency and progression of the City processes.

Systems Administrator	Information Technology	Reports to the Director of Information Technology. supports Day to day operations of the City of Scranton Website and public access information. works with department heads and IT users to maintain web based information, office hardware & software based on job specific needs. Problem solving, Help Desk support & User training. Data mining for specific projects as directed by the IT Director.
Network Systems Administrator	Information Technology	Reports to the Director of Information Technology. Manages the City's network and systems infrastructure. Maintains network uptime and security, manages hardware and software upgrades - coordinates with department managers to ensure work continuity. Monitors city cyber security, Information access based on job needs Problem solving and Help Desk support.
Public Safety Technician	Information Technology	Reports to the Director of Information Technology, Dedicated to installation and maintenance of Public Safety technology. Provide on site / Vehicle support public safety hardware and software are operating when needed. Includes problem solving for field issues and training for new employees or when technology changes are implemented. Scope of work includes city building security.
Tax Recovery Solicitor	Law Department	The administration will send an RFP for this position/service. This attorney will aggressively collect delinquent taxes, which will benefit both the City and Scranton School District (a "shared service"). Work will be performed under the general supervision of the City Solicitor and in collaboration with the Treasurer, Tax Solicitor, and Single Tax Office.
Director of Neighborhoods, Parks & Rec	Neighborhoods, Parks & Rec	The Director of Neighborhoods, Parks & Recreation (NPR) will oversee the department and direct neighborhood engagement, parks projects, and recreation programs. The Director will work with the NPR Manager and DPW Highways Supervisor to schedule parks maintenance and will partner with residents, volunteers, neighborhood groups, nonprofits, and businesses to better utilize Scranton's parks to create community, promote wellness, improve quality of life, and offer recreational programming for children and adults.
Neighborhoods, Parks & Rec Manager	Neighborhoods, Parks & Rec	The Neighborhoods, Parks & Recreation Manager will focus on project management in order to prioritize and implement the Parks Study currently underway to revitalize and rehabilitate Scranton's 32 parks. The Manager will coordinate parks maintenance in partnership with the DPW Highways Supervisor and the NPR Director in order to ready parks for large- and small-scale projects and enable recreational programming.

Assistant City Planner	Office of Community Development	Reports to the City planner Performs advanced technical and administrative work. Employee provides support and serves as a technical representative for the City planner on all phases of the planning process including management of assigned projects. A significant aspect of the work is contact with other agencies, groups and individuals.
------------------------	---------------------------------	--

Administrative Assistant	Office of Community Development	Reports to the City Planner . Employee uses administrative knowledges and skills in relieving Planner of a variety of administrative tasks in order to focus on technical and project work. Initiates measures to assist the department head with his/her administrative responsibilities.
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OFFICE OF CITY
COUNCIL/CITY CLERK



City of Scranton

Scranton Redevelopment Authority

340 N. Washington Avenue

Scranton, PA 18503

SOLICITOR: Paul A. Kelly, Esquire

Chairman: Robert Timlin

*Members of Authority: Mario Savinelli, Michael Cummings,
Michael Healey, Christina Manuel*

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DEC 02 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

Approved Minutes

Regular Meeting

Wednesday, November 4, 2020

McNulty Greenhouse, Nay Aug Park

12:15 P.M.

Olympus Digital Voice Recorder VN-7200, File A, Track 60

Chairman Timlin welcomed Christine Manuel to the Scranton Redevelopment Authority

Roll call:

Present: Mr. Savinelli, Mr. Cummings, Mr. Healey, Ms. Manuel, Chairman Timlin.

SRA Coordinator: Denise Nytech

Solicitor: Paul Kelly

I. Reading and approval of minutes:

October 7, 2020 minutes approved:

- Mr. Savinelli made the motion to approve the minutes.
- Mr. Cummings seconded.

Roll Call Vote

- o Mr. SavinelliYES
- o Mr. Cummings.....YES
- o Mr. Hanley.....YES
- o Ms. Manuel...YES
- o Mr. Timlin....YES

II. Bills and Communications:

Attorney Paul Kelly Legal Bills - \$1,092.50

Scranton Times Ad \$78.25

Chamber of Commerce Membership \$330.00 - Christine Manuel will serve as point of contact member for the Chamber of Commerce.

- Mr. Hanley made the motion to approve payment of all above invoices.
- Mr. Cummings seconded.

Roll Call Vote

- o Mr. SavinelliYES
- o Mr. Cummings.....YES
- o Mr. Hanley.....YES
- o Ms. Manuel...YES
- o Mr. Timlin....YES

III. Report of the Secretary:

Mr. Savinelli - No report.

IV. Reports of Committees:

Property Committee: - No report at this time.

Chairman Timlin asked Atty. Kelly about 1114 Lloyd Street that Angel Colon is encroaching on. This property is 50 x 50. The Authority asked Atty. Kelly to send a second letter to Mr. Colon and will carbon copy the City Tax Assessor's office – so that the Assessor's office will have their legal team – the issue for SRA is the liability for this property.

Audit Committee: Atty. Kelly was in contact with Murphy Dougherty to complete the Audit for last year. - No report at this time.

V. Financial Statements:

September financial statements approved.

Roll Call Vote

- o Mr. SavinelliYES
- o Mr. Cummings.....YES
- o Mr. Hanley.....YES
- o Ms. Manuel...YES
- o Mr. Timlin....YES

October 2020 statements to defer so that the SRA can review.

VI. New Business/Unfinished Business:

- a. Chairman Timlin will meet with Fidelity Bank regarding the SRA's 3 accounts, as the bank is charging a \$5.00 fee each month for accounts that have no activity. He will ask them to waive the monthly fee.
- b. Mayor Cagnetti asked Disha Patel to contact Atty. Kelly to update her on the SRA's accounts. Atty. Kelly prepared a letter dated October 19, 2020 listing each account and giving her an update on each.

Mr. Cummings requested that Disha send out the monthly statements to each member, and carbon copy Denise.

- c. Atty. Kelly requested Bi-Law's and Incorporation of the SRA. Bi-Law were not able to be found, however, Mr. Savinelli believes he may have a copy. Atty. Kelly sent a letter to PennCorp Servicegroup, Inc. in Harrisburg SRA Corporate status. They found and sent an Ordinance FOC 3 of 1953 incorporating the SRA. The next step is to ask if a renewal of the SRA Corporation. The SRA members approved Atty. Kelly to reach out to DCED to intercede on behalf of the SRA to help us out if they are able.
- d. A letter from Persun & Hamlin, PC dated October 23, 2020 stating they are in possession of cash in the amount of \$1,930.78. Atty. Kelly sent a letter to Patricia Gelbaugh at Persun & Hamlin on October 28, 2020 requesting the monies be sent to the SRA. She informed Atty. Kelly this was from a Tax Assessment Appeal. When the check is received Atty. Kelly will ask Disha Patel to deposit it in the General Operating Account.
- e. Regarding the Audit for 2019 – the Authority gave Atty. Kelly permission to draft answers to the Management's Discussion & Analysis portion of the Audit.
- f. Cooper's check #1465 in the amount of \$500.00 is assumed deposited.

VII. Public Participation

No public in attendance.

VIII. Adjournment:

Mr. Cummings made the motion to adjourn.
Mr. Hanley seconded.

Next meeting is scheduled for December 2, 2020 at 12:15pm

A special Thank you to the Scranton Municipal Recreation Authority for the use of the Greenhouse to hold our winter meeting due to COVID-19.

Roll Call Vote

- Mr. SavinelliYES
- Mr. Cummings.....YES
- Mr. Hanley.....YES
- Ms. Manuel...YES
- Mr. Timlin....YES

Office of the City Controller				
Fuel Card Analysis				
2020				
	DPW			
		Oct 24/Nov 23		
Card #	NAME/JOB TITLE	Dates	Units	Amount
1	C. Anzulewicz- Parts Mgr DPW		26.291	41.6
2	Coggins-Tire Repair DPW		0	0
5	J. Murphy-Mechanic DPW		29.196	45.84
7	G. Boyd- Mechanic DPW		0	0
8	M. Lynady- Mechanic DPW		12.473	20.09
9	D. Gallagher - Supervisor		0	0
11	T. Lynch - Recycling		0	0
26	T. Santoli - Tree Maint.		0	0
81	Flood Control		368.71	249.35
91	C. Jenkins - Supervisor		299.783	477.67
93	L. Wynne - Parks		94.37	152.19
94	Hillcoat - Parks Foreman		0	0
			830.823	986.74

Controllers Office				
Fuel Card Analysis				
2020				
	FIRE			
		Oct24/Nov23		
Card #	Issued	Dates	Units	Amount
18	DeSarno - Chief		0	0
19	Lucas-Dept. A/ Chief		0	0
20	Costa-Mechanic		0	0
21	S.Flynn-Fire Pervention		0	0
22	J. Joyce-Inspector		0	0
23	J. Lunney-Inspector		11.459	18.79
25	Car 22		0	0
90	Car 21		160.563	288.34
			172.022	307.13

Office of the City Controller				
Fuel Card Analysis				
2020				
	PARKS			
		Oct24/Nov 23		
Card #	Issued	Dates	Units	Amount
12	Fallon-Director		43.542	68.96
			43.542	68.96

Office of the City Controller				
Fuel Card Analysis				
2020				
	PERMITS			
		Oct24/Nov 23		
Card #	Issued	Dates	Units	Amount
15	O'Hara-Bldg Maint		0	0
17	Oleski-Act Director		13.179	20.96
			13.179	20.96

Office of the City Controller				
Fuel Card Analysis				
2020				
	POLICE			
		Oct24/Nov 23		
Card #	Issued	Dates	Units	Amount
71	Dombrowski		25.812	43.1
72	DET - Beahan		0	0
27	Graziano-Chief		0	0
28	Lieut.R.Martin		14.173	23.25
29	Brenzel-Lieut		37.289	60.9
30	Moran - SGT		86.356	139.7
31	Namiotka-Lieut		35.842	56.8
32	Parking 1		0	0
33	Parking 2		26.869	44.62
35	SID - Mayer		0	0
36	SID - McDonald		0	0
37	SID - Spathelf		0	0
39	SID- McIntyre		29.736	58.24
40	SID - P.Gerrity		0	0
41	SID - Hegedus		53.428	88.32
42	SID - Gula		30.935	54.8
43	DET - Spinosi		23.393	38.01
44	DET - McLane		24.829	41.46
45	DET - Castellano		42.58	69.3
46	DET - Jones		0	0
47	DET- Albanesi		16.565	28.16
48	DET - Forsette		21.117	34.01
49	DET - Pappas		27.089	43.94
50	DET - Mayo		12.267	19.26
51	DET - V. Uher		41.858	70.29
52	DET- J. Gerrity		0	0
53	DET - Gilroy		24.174	39.66
54	DET - Barrett		38.102	64.76
55	DET- Lafferty		14.449	22.69
56	DET - Fueshko		34.286	54.58
57	DET - Lukasewicz		21.275	34.26
58	DET- Gowarty		26.942	45.8
60	DET - Passmore		40.498	67.22
61	DET - K. Uher		14.236	23.34
62	DET - Denaples		13.331	21.86
70	T. Garvey		0	0
75	Turner		69.257	116.49
83	Celuck-Training		0	0
85	DET - Schultz		14.718	24.14
86	M. Phillips		0	0
88	B. Lynady		0	0
92	Monahan-Inspec		32.676	51.7
			894.082	1480.66

Office of the City Controller				
Fuel Card Analysis				
2020				
	UNASSIGNED			
		Oct24/Nov23		
Card #	Issued	Dates	Units	Amount
82	K. Neary - Anim ctrl		54.48	89.11
89	K. Eiden - Parks		0.00	0.00
64	551 Moosic (HOUSE CARD)		2,979.11	4,960.29
65	220 S 7th (HOUSE CARD)		1,148.58	1,822.16
67	1227 S Main (HOUSE CARD)		955.83	1,624.95
95	Ford Van - Fire Dept		120.116	222.98
96	C. Hallock - Police		47.127	83.6
97	B. Ritter -Parks		49.85	81.75
98	McMullen - DPW		0.00	0.00
99	Master Mechanic		53.65	85.29
100	D. Mitchell -Police		15.42	25.30
101	M. Schultz- Police		20.98	33.33
104	J. Hoban - Fire Dept		18.73	29.78
106	J. Weaver-Police		27.01	44.30
107	T.Premambo-DPW Direct.		12.24	19.71
108	D. Megotz -Fire		38.35	63.91
109	Car 5 Fire		35.02	57.43
110	S. Teaman-DPW		225.70	151.18
			5,802.19	9,395.07



REPORT FOR:
City of Scranton
0496-00-264494-6
OCT-24-2020 TO NOV-23-2020

PAGE 1

Financial Summary

ACCOUNT NUMBER	FLEET NAME
0496-00-264494-6	City of Scranton

0496-00-264494-6									
City of Brandon									
DEPARTMENT	DESCRIPTION	UNITS	COST OR FEE	TOTAL FEES	FUEL \$	OTHER \$	EXEMPTED TAX	NET \$	TOTAL FEES & PURCHASES
BUILDINGS	PERIOD YTD			0.00	0.00	0.00	0.00	0.00	0.00
	Unleaded Regular			0.00	196.62	0.00	0.00	-64.16	132.46
DET	PERIOD YTD	25.82	2,429	0.00	62.70	0.00	0.00	-19.60	43.10
	Unleaded Regular			0.00	62.70	0.00	0.00	-19.60	43.10
DPW	PERIOD YTD	619.38	2,351	0.00	1,362.55	0.00	0.00	-420.39	942.16
	Unleaded Regular			0.00	1,456.83	0.00	0.00	-470.09	986.74
FIRE	PERIOD YTD			0.00	1,456.83	0.00	0.00	-470.09	986.74
	Unleaded Regular			0.00	16,808.31	0.00	0.00	-5,363.04	11,445.27
JT	PERIOD YTD	96.11	2,898	0.00	278.63	0.00	0.00	-94.58	184.05
	Unleaded Regular	75.91	2,381	0.00	180.69	0.00	0.00	-57.61	123.08
PARKS	PERIOD YTD			0.00	459.32	0.00	0.00	-152.19	307.13
	Unleaded Regular			0.00	4,075.86	0.00	0.00	-1,233.84	2,842.02
PERMITS	PERIOD YTD	33.31	2,369	0.00	78.91	0.00	0.00	-25.29	53.62
	Unleaded Regular			0.00	78.91	0.00	0.00	-25.29	53.62
POLICE	PERIOD YTD	43.54	2,342	0.00	1,213.86	0.00	0.00	-365.57	828.29
	Unleaded Regular			0.00	102.01	0.00	0.00	-33.05	68.96
Unassigned	PERIOD YTD	13.18	2,349	0.00	102.01	0.00	0.00	-33.05	68.96
	Unleaded Regular			0.00	1,465.40	0.00	0.00	-466.65	998.75
POLICE	PERIOD YTD	19.53	2,849	0.00	30.96	0.00	0.00	-10.00	20.96
	Unleaded Regular	13.25	2,402	0.00	30.96	0.00	0.00	-10.00	20.96
Unassigned	PERIOD YTD	835.54	2,848	0.00	626.43	0.00	0.00	-195.59	430.84
	Unleaded 4			0.00	55.64	0.00	0.00	-19.22	36.42
POLICE	PERIOD YTD			0.00	41.06	0.00	0.00	-10.05	31.01
	Unleaded Regular			0.00	2,004.25	0.00	0.00	-634.12	1,370.13
Unassigned	PERIOD YTD			0.00	2,100.95	0.00	0.00	-663.39	1,437.56
	Unleaded Regular			0.00	24,896.95	0.00	0.00	-7,822.51	17,074.44
Unassigned	PERIOD YTD	120.12	2,848	0.00	341.17	0.00	0.00	-116.19	222.98
	Unleaded 4	60.07	3,122	0.00	190.63	0.00	0.00	-45.60	145.03
Unassigned	PERIOD YTD	14.00	2,449	0.00	34.29	0.00	0.00	-10.62	23.67
	Unleaded Plus			0.00	13,098.85	0.00	0.00	-4,142.78	8,956.07
Unassigned	PERIOD YTD	5,458.61	2,402	0.00	64.11	0.00	0.00	-16.79	47.32
	Unleaded Super	22.12	2,898	0.00	0.00	0.00	0.00	0.00	0.00
Unassigned	PERIOD YTD	7,450.17	0,050	-372.51	13,729.05	0.00	0.00	-4,333.98	9,395.07
	Unleaded Super			-3,957.86	147,947.69	0.00	0.00	-46,356.58	101,591.11
ACCOUNT TOTALS	PERIOD YTD	19.53	2,849	0.00	55.64	0.00	0.00	-19.22	36.42
	Unleaded Regular	216.23	5,747	0.00	619.80	0.00	0.00	-212.77	407.03



REPORT FOR:
City of Scranton
0496-00-264494-6
OCT-24-2020 TO NOV-23-2020

PAGE 2
END OF REPORT

Financial Summary

ACCOUNT NUMBER	FLEET NAME
0496-00-264494-6	City of Scranton

DEPARTMENT	DESCRIPTION	UNITS	COST OR FEE	TOTAL FEES	FUEL \$	OTHER \$	EXEMPTED TAX	NET \$	TOTAL FEES & PURCHASES
ACCOUNT TOTALS	Unleaded 4	73.32	6.220	0.00	231.69	0.00	-55.65	176.04	23.67
	Unleaded Plus	14.00	2.449	0.00	34.29	0.00	-10.62	23.67	23.67
	Unleaded Regular	7,105.29	19.024	0.00	17,015.20	0.00	-5,392.54	11,622.66	11,622.66
	Unleaded Super	22.12	2.898	0.00	64.11	0.00	-16.79	47.32	47.32
	Sunoco Volume Rebate	7,450.17	0.050	-372.51	0.00	0.00	0.00	0.00	0.00
PERIOD				-372.51	18,020.73	0.00	-5,707.59	12,313.14	11,940.63
YTD				-3,957.86	198,593.67	0.00	-62,308.33	136,285.34	132,327.48

ACCOUNTS RECEIVABLE SUMMARY - Invoice 68728622	
PREVIOUS BALANCE	12,493.21
PAYMENTS	-12,493.21
PURCHASES	12,313.14
DEBITS	0.00
CREDITS	-372.51
ANCILLARIES	0.00
AMOUNT DUE	11,940.63

CITY OF SCRANTON

276

VOUCHER NUMBER

Nov. 25, 2020

DATE

Public Works

DEPARTMENT

Garages

BUREAU OF

01.080.00085.4301

APPROPRIATION

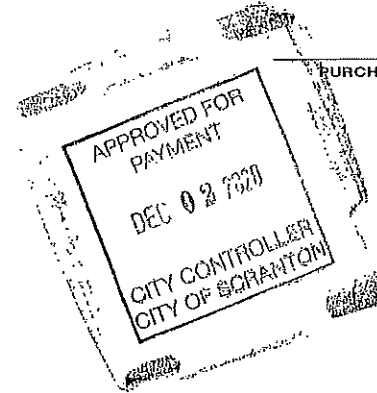
TO: DEPT. OF ADMINISTRATION

PAY TO Wex Bank

PURCHASE ORDER NO.

FOR:

Gas for period of Oct. 24 to Nov. 23, 2020



201130

[Signature]
APPROVED - BUREAU OF PURCHASING

[Signature]
APPROVED - DEPT. OF ADMINISTRATION

\$11,940.63

AMOUNT APPROVED

[Signature]
APPROVED - CITY CONTROLLER

TREASURER'S COPY



City of Scranton

Civil Service Commission

340 N. Washington Avenue

Scranton, PA 18503

SOLICITOR: Christian Owens, Esquire

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DEC 03 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

Minutes
November 5, 2020
Civil Service Meeting

I. Pledge of Allegiance
Completed.

II. Roll Call

Roll call was taken. Chairperson Kevin Morgan and Commissioner Elizabeth Garcia were present.

Solicitor Christian Owens, Esq. was present.

Civil Service Commission Coordinator, Denise Nytch, was present.

Absent: Commissioner Karen DeSandis

III. Approval of Minutes

- By way of motion by Chairperson Morgan and seconded by Commissioner Garcia Morgan, the Commission approved the minutes for October, 2020 – all in favor.

IV. Approval of Bills

- By way of motion by Commissioner Garcia and seconded by Chairperson Morgan, the Commission approval the legal bill from Solicitor Owens for the month of October in the amount of \$2,071.00- all in favor.
- By way of motion by Chairperson Morgan and seconded by Commissioner Garcia, the Commission approved the payment of the Scranton Time Invoices in the amount of \$64.60 and \$73.70- all in favor.
- By way of motion by Chairperson Morgan and seconded by Commissioner Garcia, the Commission approved the payment to Commissioner DeSandis for Supplies for SPD Entry Level Testing (pencils, etc.) the amount of \$10.60 - all in favor.

V. Unfinished Business

- Police Entry Exams Status: The written portion of the Police entry exam took place on October 31, 2020 at Montage mountain. The results should be received in seven to ten days. 88 individuals completed the test. There were only seven no shows. The Commission received confirmation that the agility exam will take place at Scranton

High School in December. The issue of the physical examination was also discussed because there is a physical/agility component to attend or as part of the Lackawanna policy academy. Outreach will be made to Lackawanna to determine if they will be duplicated or if they can be shared.

VI. New Business

- SPD Promotional Testing: The Commission will move forward with the postings/announcement for the lieutenant and detective test. Solicitor Owens will prepare the posting for approval. Since there is a 90 day study period, for each test, the announcement will be posted approximately 30 days apart in the event candidates wish to take both tests. Testing location will be determined at a later time.
- SFD Entry Level Testing: There are only three individuals left on the entry level list. The goal is to have the testing completed and the list certified by June 2021. The Mayor will provide the Commission with a formal request to move forward with the testing. Commissioner Garcia asked whether the outstanding issues related to the testing company had been resolved between the City and the Union, and if not, would they impact moving forward with the entry level testing. The Captain stated that the issues do not impact the entry testing, but needed to be resolved before any promotional testing was schedule.

VII. Communication and Reports/Public Comment

- None

VIII. Adjournment

- By way of motion by Chairperson Morgan and seconded by Commissioner Garcia, the Commission authorized the meeting to be adjourned; all in favor.

RESOLUTION NO. _____

2020

ACCEPTING A DONATION FROM BRAYER'S TOWING LOCATED AT 1013 FERDINAND STREET, SCRANTON, PA FOR THE USE OF A PORTABLE LIGHT STAND USED TO ILLUMINATE THE KEYSER VALLEY COMMUNITY CENTER PARKING LOT WHICH SERVED AS A POLLING LOCATION THE NIGHT OF NOVEMBER 3, 2020, ELECTION DAY.

WHEREAS, Brayer's Towing 1013 Ferdinand Street, Scranton, PA temporarily donated a portable light stand for the City of Scranton to use on November 3, 2020, Election Day, at the Keyser Valley Community Center while the center served as a polling location for the General Election, and;

WHEREAS, Brayer's Towing made the offer to the City of Scranton Police Department on November 2, 2020, and;

WHEREAS, the portable light stand was used and returned to Brayer's Towing when Keyser Valley Community Center ceased being used as a polling location for the 2020 General Election, and;

WHEREAS, it is in the best interest of the City to acknowledge, express its gratitude, and formally accept this donation that benefitted the City of Scranton.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SCRANTON that the donation of the temporary use of a portable light stand from Brayer's Towing is hereby accepted.

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.

ACCEPTING A DONATION FROM BRAYER'S TOWING LOCATED AT 1013 FERDINAND STREET, SCRANTON, PA FOR THE USE OF A PORTABLE LIGHT STAND USED TO ILLUMINATE THE KEYSER VALLEY COMMUNITY CENTER PARKING LOT WHICH SERVED AS A POLLING LOCATION THE NIGHT OF NOVEMBER 3, 2020, ELECTION DAY.

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

The City of Scranton Police Department originated the legislation after Chief of Police Leonard A. Namiotka received an offer from Brayer's Towing on November 2, 2020 to provide a portable light stand at the Keyser Valley Community Center to assist in illuminating the area to provide further safe guards for individuals exercising their right to vote on Election Day, November 3, 2020.

Summary and Facts of the legislation

Keyser Valley Community Center is a City owned property that Lackawanna County uses as a polling location during primary and general elections. The lighting in the parking lot is sufficient on most occasions to provide for safe passage from a vehicle into the center, however, with the larger than expected volume of visitors on the night of November 3, 2020, the offer to provide further illumination for those individuals using the center offered a chance to further ensure their safety. As such, the City temporarily used Brayer's Towing's portable light stand to illuminate the area. The offer was made November 2, 2020. As such, it was not feasible to present council with a formal request to accept the donation before its beneficial use would have expired.

Purpose – please include the following in the explanation:

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

The legislation acknowledges and formally accepts the temporary donation.

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

Benefit – Encourages further local entities to extend the use of their equipment to benefit the citizens of Scranton and brings the donation in line with any ethical requirements.

Downside - None

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

Although such legislation may seem trivial, the City feels that it is important to publicly acknowledge those entities and individuals that donate their time, equipment, or other resources to benefit Scranton residents. Further, the legislation furthers the City's priority of establishing transparency with its constituents.

Financial Impact - please include the following in the explanation:

Cost (initial and ongoing) - None

Benefits – Safety and welfare of public improved.

Funding Sources –N/A.

Priority Status/Deadlines – Low/No Deadline.

Why should the Council unanimously support this legislation?

There is no downside to acknowledging a Scranton business for offering to provide the City with equipment to improve its citizens' safety. Further, publicly adopting the resolution will allow for citizens to be aware that this entity provided a benefit to the City and better be able to safeguard against this business receiving beneficial treatment in the future simply because they donated said equipment.

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

ATTACHMENTS:

____ Legislation



DEPARTMENT OF LAW

City Hall | 340 North Washington Avenue | Scranton, PA 18503 | 570.348.4105

November 30, 2020

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

RECEIVED
NOV 30 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

Dear Honorable Council Members:

ATTACHED IS A RESOLUTION ACCEPTING A DONATION FROM
BRAYER'S TOWING LOCATED AT 1013 FERDINAND STREET, SCRANTON, PA
FOR THE USE FOR A PORTABLE LIGHT STAND USED TO ILLUMINATE THE
KEYSER VALLEY COMMUNITY CENTER PARKING LOT WHICH SERVED AS A
POLLING LOCATION THE NIGHT OF NOVEMBER 3, 2020, ELECTION DAY.

Very truly yours,

Joseph G. Price
Joseph G. Price, Esquire
Assistant City Solicitor

JGP/sl

RESOLUTION NO. _____

2020

**ACCEPTING DONATIONS PROVIDED TO THE CITY TO AID IN THE CITY'S
RESPONSE TO ITS EFFORTS TO COMBAT THE COVID-19 OUTBREAK.**

WHEREAS, beginning in late March and continuing to present day, various individuals and entities, some known and some unknown, have donated various items and services to the City of Scranton to aid it and its Departments in the City's fight to combat the COVID-19 Global pandemic, and;

WHEREAS, early in the COVID-19 battle, it became clear that individuals and entities would be selflessly offering their goods and services to the City, whereupon, in April of 2020 the City sought the guidance of the City's Board of Ethics to ensure that the City ethically accepting the aforementioned donations, and;

WHEREAS, on April 16, 2020, the City's Board of Ethics, through its Solicitor John M. Hart, III, Esq., provided the City with Advisory Opinion 2020-1, a copy of which is attached hereto as Exhibit "A", and;

WHEREAS, the City utilized its best efforts to adhere to the Board of Ethic's Opinion, directing individuals who sought to make donations that did not fall in line with the Board of Ethic's directions to donate their elected contributions to the public at large, and;

WHEREAS, on occasion, certain donations, such as food and water bottles, were left at various City Departments such as the Department of Public Works, Fire Department, Police Department, without the City's being provided with prior knowledge of the donations or the donator, and;

WHEREAS, many of the aforementioned donators remain anonymous to this date, and;

WHEREAS, the following donators of COVID-19 related items and services are known to the City and the City wishes to acknowledge, express our gratitude, and formally accept their donations at this time

1. Lamar Advertising Company, 5321 Corporate Blvd., Baton Rouge, LA 70808, donated billboard space to display Public Service Announcements that displayed information regarding the Center for Disease Control and other Government entities' recommendations to combat the COVID-19 pandemic. An example of the Public Service Announcement Billboard is attached hereto as Exhibit "B";

2. The Office of State Representative Marty Flynn, Jay's Commons, 409 N Main Ave, Scranton, PA 18504, donated masks and hand sanitizer to the City of Scranton's First Responders;
3. Lackawanna and Luzerne County Medical Societies, Masked Bandits Project, PO Box 203, Olyphant, PA 18447, donated handmade masks to the City of Scranton Fire Department;
4. Geisinger Health Systems, 100 North Academy Ave., Danville, PA 17822, donated their time and services to perform physical examinations for the newly hired Fire Fighters of the City of Scranton's Fire Department, estimated to be an in-kind donation of Three Thousand (\$3,000.00) Dollars.

WHEREAS, it is expected that this list will continue to grow as our communities continue to battle the COVID-19 pandemic, such that this list will likely grow in the upcoming months, and;

WHEREAS, the City of Scranton respectfully resolves and requests that any entity or individual(s) wishing to make a donation contact the City before doing so in order to ethically and properly accept all donations, and;

WHEREAS, it is in the best interest of the City to formally accept the above-referenced donations and publicly express our gratitude for the generosity of these individuals and entities.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SCRANTON that the above-referenced donations are hereby accepted.

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.

**ACCEPTING DONATIONS PROVIDED TO THE CITY TO AID IN THE CITY'S
RESPONSE TO ITS EFFORTS TO COMBAT THE COVID-19 OUTBREAK.**

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

The Office of the Mayor originated the legislation after deciding it would be in the City's best interests from a public policy and ethical stand point to publicly acknowledge those individuals and entities that donated services and items to help the City battle the COVID-19 pandemic. It is averred that the resolution will encourage individuals and entities to contact the City before donating items or services so that the City may best abide by the Board of Ethics Advisory Opinion 2020-1.

Summary and Facts of the legislation

Various individuals and entities have sought to donate goods and services to the City and its various Departments to aid in the City's battle against COVID-19. Early on in the battle, the City sought the opinion of the City's Board of Ethics regarding whether or not it would be proper for the City to accept food donations and other goods/services. The Board provided its opinion which is attached to the legislation as Exhibit "A". A specific example of how the City attempted to abide by the Board's opinion is when a local Subway hoagie shop called stating that an anonymous individual wanted to purchase a large amount of food for the City's Fire Department. The City learned that the individual in fact had already placed the order and purchased the food. The City informed Subway that the Fire Department could not accept the donations in light of the Board's opinion and that the anonymous donor should be advised to make the food available to those individuals in the community in need of a meal. Since then, anonymous deliveries of goods such as snacks and water bottles have been delivered to the Department of Public Waste, Fire Department, and Police Department. The City was unable to identify the source of the donations, but did its best to adhere to the Board's opinion making the goods available to the public if needed.

As we close the year, the City thought it prudent and ethically sound to publicly acknowledge those individuals and entities that donated goods and services to the City. We believe it is in line with the Board's opinion and also will foster a sense in the community that donations are accepted, however, it is requested that the City be contacted beforehand to determine whether the donation falls in line with the Board's opinion.

Purpose – please include the following in the explanation:

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

The legislation acknowledges and formally accepts the COVID-19 related donations, to encourage the community to contact the City prior to making donations so that all donations are in line with the Board of Ethics Advisory Opinion 2020-1

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

Benefit – Encourages further local entities to extend the use of their equipment to benefit the citizens of Scranton and brings the donation in line with any ethical requirements.

Downside - None

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

Although such legislation may seem trivial, the City feels that it is important to publicly acknowledge those entities and individuals that donate their time, equipment, or other resources to benefit Scranton residents. Further, the legislation furthers the City's priority of establishing transparency with its constituents.

Financial Impact - please include the following in the explanation:

Cost (initial and ongoing) - None

Benefits – Safety and welfare of public improved.

Funding Sources –N/A.

Priority Status/Deadlines – Low/No Deadline.

Why should the Council unanimously support this legislation?

There is no downside to acknowledging the various entities and individuals who have provided goods and services to City; goods and services that are aimed at improving the citizens of Scranton's quality overall wellbeing and safety. Further, publicly adopting the resolution will allow for citizens to be aware that this entity provided a benefit to the City and better be able to safeguard against this business receiving beneficial treatment in the future simply because they donated said equipment.

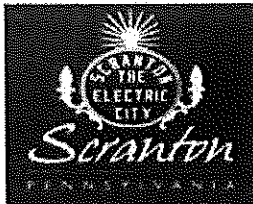
Include any other pertinent details and/or relevant information that the Council should be aware of:
N/A

ATTACHMENTS:

____ Legislation

____ Exhibit "A" – City of Scranton Board of Ethics Advisory Opinion 2020-1

____ Exhibit "B" – Photograph -Lamar Advertising's Billboard Space displaying Public Service Announcement



City of Scranton

Ethics Board

340 N. Washington Avenue
Scranton, PA 18503

Board Members: Andrew Heller, Carol Migliorino,
Bruce Reddock, Mary Jo Sheridan

Solicitor: John M. Hart, III

April 16, 2020
Via Electronic Mail

Joseph G. Price, Esq.
Assistant City Solicitor
Scranton Law Department
City Hall
340 N. Washington Avenue
Scranton, PA 18503
jprice@scrantonpa.gov

RE: Advisory Opinion 2020-1

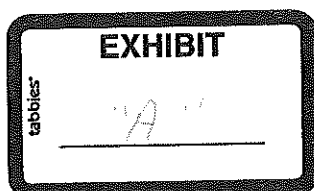
Dear Atty. Price:

Enclosed is a signed copy of Advisory Opinion 2020-1.

Be safe,

John M. Hart, III, Esq.

Enclosure



CITY OF SCRANTON – BOARD OF ETHICS
ADVISORY OPINION 2020-1

I. INTRODUCTION

The Board of Ethics (“Board”) received a letter dated April 13, 2020 from Joseph G. Price, Esquire, requesting an Advisory Opinion as to: (1) whether or not a temporary exemption may be made to enable the Mayor and City employees to assist in fundraising for non-profit entities which provide direct services – especially food - to Scranton residents in need, and (2) whether or not during a declared State of Emergency, City Employees, specifically First Responders and Department of Public Works Employees, would be in violation of the City’s Code of Ethics if they were to accept food donations from the public for their personal consumption.

II. AUTHORITY

Section 8 of the City of Scranton Code of Ethics provides that the Board may render advisory opinions concerning matters of governmental ethics, shall consider questions as to ethical conduct, conflicts of interest and application of ethical standards set forth in the Code of Ethics. The Board hereby decides, by the publication of this Advisory Opinion, that the request for advisory opinion is proper and that the request for an advisory opinion on the matters set forth within Attorney Price’s letter is within the scope of Section 8 of the Code of Ethics.

III. FACTS

Per the April 13, 2020, letter from Attorney Price, currently an Assistant City Solicitor for Mayor Paige Cagnetti, the Mayor’s office and City employees are desirous of offering assistance to entities that are providing direct services to Scranton residents during the current unprecedented times of the COVID-19 pandemic. For example, on Tuesday, April 7, 2020, the Friends of the Poor held a drive-through food giveaway that saw miles-long lines throughout the seven hours of the event. The need for food and other life-sustaining goods and services will only increase as the economic impact of the current pandemic worsens. This proposed fundraising assistance by the Mayor’s office and City employees would entail promoting direct donations to these entities and aiding in the collections of donations. To be clear, these donations would not be made to the public official or employee in their personal or professional capacity but would be made to the entities conducting the fundraiser and only using the public official or employee as courier or liaison on the entity.

Additionally, the Mayor’s office has received numerous inquiries from citizens and business owners who have expressed an interest in donating food and beverages to the City’s dedicated First Responders and Department of Public Works employees who are continuing to work during this pandemic to ensure that our City remains safe and clean during this declared state of emergency.

IV. ADVISORY OPINION

The Mayor’s office as well as all Employees of the City of Scranton are to be commended for requesting this advisory opinion from the Board of Ethics, especially during these troublesome and unprecedented times.

A. City Officials and City Employees' Aiding Separate Entity's Fundraisers

The first question this Board addresses is whether or not the Mayor's Office and other City Employees may provide assistance to entities in receiving donations from private individuals and/or businesses by promoting these fundraisers and receiving direct donations on behalf of these entities solely for the purpose of forwarding all proceeds to the entities themselves. The Board is appreciative of the cautious approach by the Mayor's office in handling these potential ethical dilemmas.

Section 3, Subsection (Q) provides a definition for "gifts", however, we need not delve into the legal definition of a gift for this question as the focus is not to be placed on what constitutes a gift or solicitation but rather on who the actual recipient of the gift or donation would be.

It is the City officials and City employees' intentions to promote and aid fundraisers created and operated by separate governmental entities. The City officials and/or employees will be aiding in their official capacity not as recipients of the gifts/donations but as courier(s) or liaison(s) of the separate entities. The donations are not being made to the City officials/employees for their own benefit. The donations are being made to the separate entities by way of City officials or City Employees.

Likewise, any promotion of these food drives or the like by City officials and/or City employees would not constitute solicitation as the promotion would not be made for [their] own benefit.

Accordingly, the aforementioned collections of donations and fundraising efforts by the Mayor's Office and City Employees to aid separate entities (Friends of the Poor, etc.) would not be considered "receipt of a gift" nor a "solicitation of a gift" pursuant and subject to the Scranton Code of Ethics

B. Donations of Food/Beverages to City's First Responders
and Department of Public Works Employees

The second question this Board addresses is whether or not City Employees, specifically First Responders and Department of Public Works Employees, would be in violation to the City's Code of Ethics if they were to accept food donations from the public.

The Board is of the opinion that Section 6.B. entitled "Prohibited Behaviors" applies to this situation. The section reads, in part, "Every City official and employee is a public servant. Public servants must treat members of the public fairly and equitably. Receipt of money, favors, gifts, gratuities, invitations, food, drink, loans, promises or other benefits (collectively and subsequently referred to in this section as "gifts") offered to a public servant because of that person's position, may create the appearance of a conflict interest, if not an actual conflict of interest. Similarly, solicitation of gifts by a public servant in that person's capacity as a public servant, for that person's own benefit, likely establishes a conflict of interest."

Section 3, Subsection (Q) provides a definition for "gifts" as follows:

1. The term "Gift" for the purpose so this Code shall mean: any gratuity, benefit, or any other thing of value, which is accepted by, paid for, or given to a City Employee or City Official, or by another Individual or Organization on behalf of a City Employee or City Official, either directly or indirectly, without consideration of equal or greater value.

This definition may include, by way of illustration and without limitation to, the following: ...(iii) food or beverage, other than that consumed at a single sitting or event[.]

It should be noted that Section 6 (B)(2) enumerates 10 exceptions to this general rule. Specifically, subsection (B)(2)(d) states:

Gifts of food (cookies, candy, etc.) received shall be made available for consumption on the premises to the public and employees when such offer may not be reasonably seen as seeking to influence the public servants or to induce more favorable treatment toward the donor.

While a donation of food to a First Responder of Department of Public Works employee may be acceptable under this exception, the execution of the donation in full compliance of the Ethics Code would be impossible in light of the current state of emergency of the city as the donation of food/drink would need to be made available to the public as well as the employee(s).

During this declared state of emergency, the City must be cognizant of promoting public safety first and foremost. In order to be in full compliance with the Code of Ethics, the donation/gift of food made to the City Employees would have to be made available to the public as well. An attempt to comply with the Code would be impracticable at this time as we are all asked to stay home and avoid any public places.

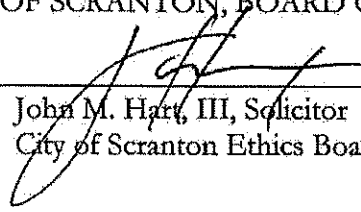
The Board of Ethics is not suggesting or implying that any City employee has solicited any gift or accepted any gift based on any understanding that his or her official actions or judgments would be influenced. To the contrary, there is no evidence to suggest or imply this, and the Board is extremely sympathetic and understanding as to why the public is expressing immense willingness to provide donations of food and beverages to its courageous public servants during these trying times. However, full compliance of the code would be impracticable at this time, and therefore, the Code of Ethics would cause such a presumption to be created which is why the acceptance of such donations by city employees is to be avoided in light of the COVID-19 pandemic.

V. CONCLUSION

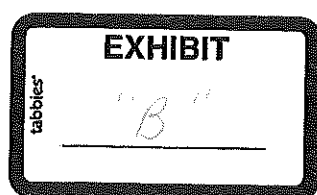
For the reasons set forth herein, it is the opinion of the Board of Ethics that the Mayor's Office and City Employees would not be prohibited by the provisions of the Code of Ethics from providing fundraising assistance to separate entities by acting as liaisons/couriers of the donations. Furthermore, it is the opinion of the Board of Ethics that the First Responders and Department of Public Works employees are to avoid accepting donations of food and beverages from the public at this time as it would be impracticable to do so in full compliance of the Code of Ethics by making the donations available to the public as well in light of the COVID-19 pandemic.

CITY OF SCRANTON, BOARD OF ETHICS

By: _____


John M. Hart, III, Solicitor
City of Scranton Ethics Board

Adopted: April 16, 2020





DEPARTMENT OF LAW

City Hall | 340 North Washington Avenue | Scranton, PA 18503 | 570.348.4105

November 30, 2020

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

RECEIVED
NOV 30 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

Dear Honorable Council Members:

ATTACHED IS A RESOLUTION ACCEPTING DONATIONS PROVIDED TO
THE CITY TO AID IN THE CITY'S RESPONSE TO ITS EFFORTS TO COMBAT
THE COVID-19 OUTBREAK.

Very truly yours,

Joseph G. Price (s)

Joseph G. Price, Esquire
Assistant City Solicitor

JAO/sl

RESOLUTION NO. _____

2020

AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS TO EXECUTE AND ENTER INTO A MASTER LEASE AGREEMENT BETWEEN THE CITY OF SCRANTON, HEREINAFTER DESIGNATED ("LESSOR") AND CELLCO PARTNERSHIP D/B/A VERIZON WIRELESS, WITH ITS PRINCIPAL OFFICES AT ONE VERIZON WAY, MAIL STOP 4AW100, BASKING RIDGE, NEW JERSEY 07920 ("LESSEE") TO LEASE SPACE TO LESSEE WITH RESPECT TO PARTICULAR SITES AT WHICH LESSEE WISHES TO INSTALL, MAINTAIN, AND OPERATE, SMALL CELL COMMUNICATIONS EQUIPMENT, AS WELL AS ANY AND ALL NECESSARY LEASE SUPPLEMENTS OUTLINED HEREIN.

WHEREAS, Lessor is the owner of or holds a leasehold interest in certain buildings, light poles, utility poles, traffic control poles, facilities, rights of way and/or real property which are located within the geographic area of a license to provide wireless services licensed by the Federal Communications Commission ("FCC") to Lessee; and

WHEREAS, Lessee desires to install, maintain, and operate small cell communications equipment in and/or upon certain of Lessor's buildings, light poles, utility poles, traffic control poles, facilities, rights of way and/or real property; and

WHEREAS, Lessor and Lessee desire to enter into this Agreement to define the general terms and conditions which would govern their relationship with respect to particular sites at which Lessor may wish to permit Lessee to install, maintain, and operate small cell communications equipment as herein after set forth; and

WHEREAS, Lessor and Lessee acknowledge that they will enter into a Lease Supplement ("Supplement") substantially in the form as attached to the Agreement as Exhibit "B". Lessee proposes to lease said space as outlined in Exhibit "B" attached 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 Master Lease Agreement between the City of Scranton (Lessor) and Cellco Partnership d/b/a Verizon Wireless (Lessee) to lease space to Lessee with respect to particular sites at which Lessee wishes to install, maintain, and operate small cell communications equipment as well as any and all Lease Supplements for the locations in Exhibit "B" attached hereto.

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

AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS TO EXECUTE AND ENTER INTO A MASTER LEASE AGREEMENT BETWEEN THE CITY OF SCRANTON, HEREINAFTER DESIGNATED (“LESSOR”) AND CELLCO PARTNERSHIP D/B/A VERIZON WIRELESS, WITH ITS PRINCIPAL OFFICES AT ONE VERIZON WAY, MAIL STOP 4AW100, BASKING RIDGE, NEW JERSEY 07920 (“LESSEE”) TO LEASE SPACE TO LESSEE WITH RESPECT TO PARTICULAR SITES AT WHICH LESSEE WISHES TO INSTALL, MAINTAIN, AND OPERATE, SMALL CELL COMMUNICATIONS EQUIPMENT, AS WELL AS ANY AND ALL NECESSARY LEASE SUPPLEMENTS OUTLINED HEREIN.

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

This legislation is a coordinated effort that the Department of Licensing, Inspections, and Permits along with the Business Administration Office undertook to best develop a Master Lease with Verizon Wireless that would allow Verizon to install and maintain Small Cell locations throughout the City.

Summary and Facts of the legislation

These Small Cells locations will be installed throughout various City sites. The Small Cells are necessary for the residents of the City of Scranton to receive 5G wireless signals; 5G technology representing the latest in wireless communication technology. The City has a similar agreement in place with AT&T regarding the installation and maintenance of Small Cell sites. The AT&T agreement has thus far proven to be mutually beneficial to the City and AT&T, therefore resulting in a benefit to the residents of the City. A main difference, however, in the agreements is that the City's agreement with AT&T was entered before the Federal Communications Commission adopted Declaratory Ruling and Third Report and Order entitled Accelerating Wireless Broadband Deployment by Removing Barriers to Infrastructure Investment, WT Dockets No. 17-79 and 17-84 on September 26, 2018. These FCC ruling control the fees that a municipality may charge communication providers, such as Verizon, for the use and installation of the Small Cell Towers that are the subject of this legislation. The proposed agreement represents the extent to which the City can lawfully charge Verizon for the installation of the Small Cell sites.

Purpose – please include the following in the explanation:

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

The legislation gives the City permission to enter into the attached Master Lease Agreement with Verizon wireless for the installation and maintenance of Small Cell towers thereby resulting in Verizon bringing 5G wireless technology to the City of Scranton.

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

Benefit – Brings Scranton's communication technologies in line with the most up-to-date technology available.

Downside - None

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

Having access to 5G technology will soon become essential to attracting businesses and residents alike to the City of Scranton. Current Scranton businesses will NOT remain on level ground with their competitors if they are not given access to 5G technology; this also applies to Scranton's residents, schools, hospitals, etc. In order for Scranton to continue to grow and increase its attractiveness to businesses and individuals seeking to relocate or start anew, it is essential that the City offer access to 5G technology.

Financial Impact - please include the following in the explanation:

Cost (initial and ongoing) - None

Benefits –

Funding Sources –N/A.

Priority Status/Deadlines – HIGH/No Deadline, but the City needs to gain access to 5G technology as soon as possible.

Why should the Council unanimously support this legislation?

To not pass the resolution would mean further delay in granting City residents, businesses, school, medical providers, etc. access to 5G technology thereby creating a competitive and social disadvantage with other municipalities' residents and entities. The FCC largely controls the parameters of the agreement and the agreement represents the extent to which we as a municipality can control the terms of the agreement.

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

ATTACHMENTS:

____ Legislation

____ Master Lease Agreement

**SMALL WIRELESS COMMUNICATIONS FACILITIES
MASTER LICENSE AGREEMENT**

THIS SMALL WIRELESS COMMUNICATIONS FACILITIES MASTER LICENSE AGREEMENT ("Agreement") is entered into this ____ day of _____, 20____ ("Effective Date"), by and between the **City of Scranton** ("City"), with its principal offices at 340 North Washington Avenue Scranton, Pennsylvania 18503 and **Cellico Partnership** d/b/a Verizon Wireless, with its principal offices at One Verizon Way, Mail Stop 4AW100, Basking Ridge, New Jersey 07920 ("Licensee"). City and Licensee are at times collectively referred to hereinafter as the "Parties" or individually as the "Party."

In consideration of the covenants of this Agreement and other good and valuable consideration, the receipt and sufficiency of which is acknowledged by the Parties, the Parties agree as follows:

1. Grant. Subject to Laws (defined in Section 15) and this Agreement, City grants Licensee a nonexclusive license to (i) access, use and occupy the City's ROW (as defined below) 7 days a week, 24 hours a day, for the installation, construction, use, maintenance, operation, repair, modification, replacement and upgrade of equipment, technologies, frequencies and related fiber and materials reasonable necessary to access, connect, operate and provide power to its equipment ("Equipment") that enables Licensee's wireless communications ("Licensee's Use"); (ii) use, install and/or replace City owned or controlled poles for Licensee's Use; and (iii) use, install and/or replace Licensee owned or third-party owned poles in the ROW for Licensee's Use. For purposes of this Agreement, the "ROW" means the public rights-of-way owned, managed or controlled by the City. Use of City poles Licensee shall, in accordance with Section 4, require the City's approval of a Pole License. Licensee's Use for attachments to support structures in the ROW owned by Licensee or by a third party shall not require a Pole License; however, upon request, Licensee shall provide the City a certification of authorization to attach to such third party structures. The City expressly reserves for itself the rights and uses of the ROW for its public purposes and for the public's health, safety and general welfare.

2. Term of Agreement. The term of this Agreement shall be for 15 years beginning on the Effective Date (the "Term"). Unless either Party provides written notice to the other Party at least ninety 90 days prior to expiration of the Term that such Party will not renew the Term, the Term will automatically renew for 1 additional 15 year period. After the expiration or earlier termination of this Agreement, it shall apply to all Pole Licenses entered into hereunder until the expiration or termination of such Pole Licenses.

3. Fees. Licensee shall pay to the City the Fees and costs set forth in the "Fee Schedule" attached hereto and made a part hereof as Exhibit A. Licensee shall pay the one-time application fee with submission of the City Pole Application. Licensee shall pay the initial recurring fee (if any) on or before the Commencement Date (defined in Section 4(e)) and pay subsequent recurring fees on or before each anniversary of the Commencement Date. Before any recurring fees are paid, City shall provide Licensee a

completed, current Internal Revenue Service Form W-9 and state and local withholding forms if required. Licensee may make payments by check made out to the order of the City of Scranton and sent to the following address or through electronic transfer subject to the City's approval and necessary bank routing instructions.

City of Scranton
Office of the Business Administrator
ATTN: Carl Deeley, Business Administrator
340 N. Washington Ave.
Scranton, PA 18503
[Att: (NAME/TITLE)]
[ADDRESS]

4. Pole License.

(a). Prior to installing any Equipment on a City owned or controlled pole, Licensee shall file a city pole application in the form attached hereto and made a part hereof as Exhibit B ("Pole Application") for one or more poles. Within 60 days of receipt, the City shall, in writing, approve or reject the Pole Application, otherwise the Pole Application shall be deemed approved. If the City timely rejects the Pole Application, the review period will be suspended until Licensee cures the non-compliance. Upon approval, a City Pole Application shall be deemed to be a city pole license ("Pole License").

(b). City may reject a Pole Application only for one or more of the following reasons, which must be specified with reasonable detail in the rejection: (i) concerns about structural capacity, safety, reliability, or generally applicable engineering practices; (ii) the Pole Application is incomplete; (iii) the proposed Equipment exceeds the height, dimension or other parameters for small wireless facilities under applicable Law ("Small Wireless Facilities"); (iv) the design documents attached to the Pole Application do not comply with this Agreement or with the City's pole attachment laws for traffic light poles, show interference with the City's public safety radio system, traffic signal light system, or other communications components, or do not comply with the Design Criteria; or (v) the Pole Application does not include a load bearing study.

(c). Any aesthetic or other design criteria for Small Wireless Facilities and poles upon which Small Wireless Facilities are attached (collectively, the "Design Criteria") which are adopted by the City shall only apply if the criteria are (i) reasonable, (ii) applied equally and in a non-discriminatory manner to other types of infrastructure deployments within the ROW, (iii) objective and published in advance of a Small Wireless Facility request/application submitted herein, and (iv) comply with applicable federal and state Laws. If pole reinforcement or replacement is necessary, Licensee shall provide engineering design and specification drawings demonstrating the proposed alteration to the pole. Changes made to the City's Design Criteria shall not be imposed or otherwise applied retroactively unless required by Laws.

(d). Licensee shall pay for any electricity service for Small Wireless Facilities. As permitted by the electric provider, Licensee may install an electric meter on the City pole or the ground adjacent to the City pole.

(e). The term of each Pole License shall be 10 years beginning on the first day of the month following the date that is 180 days from the date of the fully approved or fully executed (as applicable) Pole License ("Commencement Date"). Unless Licensee provides written notice to the City prior to the expiration of the then current term that Licensee will not renew any Pole License, each Pole License will automatically renew for 3 consecutive 5 year periods.

(f). A Pole License may be terminated prior to the expiration of its term: (i) by City upon written notice to Licensee, if Licensee fails to pay any amount when due and such failure continues for 30 days after Licensee's receipt of notice; (ii) by either Party upon written notice to the other Party, if such other Party fails to comply with this Agreement and the party has failed to initiate a cure within 60 days after receipt of written notice; (iii) by Licensee at any time for any reason or no reason; or (iv) by Licensee in the event that Licensee fails to timely obtain or maintain, or is not satisfied with any governmental approval applicable to Licensee.

(g). Following expiration or earlier termination of any Pole License, Licensee shall remove all Equipment from the City owned or controlled poles and, other than reasonable wear and tear, repair and restore the City owned or controlled poles and the ROW to its prior condition, unless the City authorized otherwise. In the event that Licensee removes any City poles pursuant to this Agreement, the City shall retain ownership of any poles Licensee or its contractor removes, and shall provide directions to Licensee for their reuse or disposal. Equipment installed pursuant to clauses (ii) or (iii) of Section 1 shall not be subject to removal under this Agreement but shall at all times remain subject to the Code (as defined below).

5. Permits/Municipal Code. While the requirements of the City's Code ("Code") are in addition to the requirements of this Agreement, Licensee shall be required to apply for and obtain only those permits that are required of other occupants of the ROW. City may only impose on the permit those conditions that are permitted by applicable Laws and necessary to protect structures in the ROW, to ensure the proper restoration of the ROW, to provide for protection and the continuity of pedestrian and vehicular traffic, and otherwise to protect the safety of the public's utilization of the ROW. Within 180 days after the Effective Date, City will consider revisions to the Code to conform with this Agreement and applicable Law.

6. Interference.

(a). Licensee will not cause interference to City traffic, public safety or other communications signal equipment in the ROW. City agrees that City will not cause interference to Licensee's Equipment or Licensee's Use.

(b). If interference occurs, the non-interfering Party shall notify the interfering Party via telephone to Licensee's Network Operations Center at (800) 621-2622) or to City at 570-348-4105(), and the parties shall work together to cure the interference as soon as commercially possible.

7. Maintenance, Repairs and Modifications.

(a). Equipment Maintenance, Repairs and Modifications. Licensee shall keep and maintain all Equipment in commercially reasonable condition and in accordance with any applicable and non-discriminatory maintenance requirements of City. Licensee may conduct testing and maintenance activities, and repair and replace damaged or malfunctioning Equipment at any time. Licensee may maintain, repair, replace and make like-kind modifications to any Small Wireless Facility that do not materially change the size, height and weight of the Small Wireless Facility or exceed the structural capacity of the supporting structure without requiring additional applications, permits or other City approval. Licensee shall obtain all required permits and prior approvals from the City for all other work subject to the terms of this Agreement.

(b). Pole Repairs and Replacements. If a City pole for which Licensee has a Pole License is in need of repair or replacement, the City shall promptly repair or replace such pole, unless otherwise agreed by the Parties in a Pole License. If City becomes aware of damage to a City pole that supports the Equipment, City shall notify Licensee's Emergency Contact as soon as practicable. The Parties will use reasonable efforts to coordinate any necessary responses. In the event of any damage to a pole that impacts Licensee's Use, Licensee may repair or replace the pole with a like-kind pole at its own expense. Licensee may reinstall its Equipment after a damaged pole has been repaired or replaced. Licensee may temporarily use an alternative pole or structure reasonably acceptable to the Parties during repair or restoration of a pole.

(c). Emergency Events. City reserves the right to take all reasonable actions in the case of an emergency to protect the public health and safety of its citizens, and to ensure the safe operation of its rights of way and public facilities. The Parties will use reasonable efforts to coordinate any emergency responses. In case of an emergency affecting the Equipment or Licensee's Use, Licensee may access the ROW and perform necessary repairs to its Equipment and to the pole, including the right to install a replacement pole, without first obtaining any otherwise necessary permit(s) or authorization(s). All emergency work in the ROW shall be conducted in a safe and good workmanlike manner and in accordance with Laws.

(d). Emergency Contacts. Licensee's network operations center may be reached 24/7 at (800) 621-2622. Licensor's 24/7 emergency contact information is 570-348-4141(). Each Party will maintain the emergency contact information current at all times with the other Party.

8. Removal and Relocation. No later than 180 days after receipt of written notice from City, Licensee shall remove and may relocate the Equipment to an alternative

location made available by City due to: (i) construction, expansion, repair, relocation, or maintenance of a street or other public improvement project; or (ii) maintenance, upgrade, expansion, replacement, or relocation of City traffic light poles and/or traffic signal light system; or (iii) permanent closure of a street or sale of City property. The City shall require removal or relocation only if necessary. If Licensee fails to remove or relocate any Equipment within 180 days, City shall be entitled to remove the Equipment at Licensee's expense. The Parties shall cooperate to the extent possible to assure continuity of service during any relocation. City shall use best efforts to provide a reasonably equivalent location that affords Licensee substantially similar engineering objectives.

9. Indemnity/Damages. Licensee shall indemnify, defend and hold the City, its employees, officers, elected officials, agents and contractors (the "Indemnified Parties") harmless from and against all injury, loss, damage, liability, costs or expenses arising from any third party claims resulting from Licensee's Use or Licensee's breach of this Agreement. Licensee's indemnity shall not apply to any liability resulting from the negligence or willful misconduct of the City or other Indemnified Party. The City shall give prompt written notice to Licensee of any claim for which the City seeks indemnification. Licensee shall have the right to investigate these claims. Licensee shall not settle any claim without reasonable consent of the City, unless the settlement (i) will be fully funded by Licensee, and (ii) does not contain an admission of liability or wrongdoing by any Indemnified Party. Neither party will be liable under this Agreement for consequential, special, punitive or indirect damages, whether under theory of contract, tort (including negligence), strict liability, or otherwise.

10. Insurance.

(a). Licensee and its subcontractors shall carry the following insurance: (i) commercial general liability insurance in an amount of \$3,000,000 per occurrence and \$4,000,000 general aggregate and which provides coverage for bodily injury, death, damage to or destruction of property of others, including loss of use thereof, and including products and completed operations; (ii) Workers' Compensation Insurance as required by law; and (iii) employers' liability insurance in an amount of \$500,000 bodily injury each accident, \$500,000 disease each employee, and \$500,000 disease policy limit.

(b). The insurance coverages identified in this Section: (i) except the workers' compensation insurance, shall include the City as an additional insured as their interests may appear under this Agreement; (ii) will be primary and non-contributory with respect to any self-insurance or other insurance maintained by the City; (iii) contain a waiver of subrogation for the City's benefit; and (iv) will be obtained from insurance carriers having an A.M Best rating of at least A-VII.

(c). If requested, Licensee shall provide the City with a Certificate of Insurance to provide evidence of insurance. Licensee will endeavor to provide the City with thirty (30) days prior written notice of cancellation upon receipt of notice thereof from its

insurer(s).

11. Assignment. Licensee may assign this Agreement, any City Pole License, and/or related permits to any entity which (i) is an affiliate, subsidiary or successor of Licensee; or (ii) that acquires all or substantially all of the Licensee's assets in the market. Licensee shall provide the City notice of any such assignment. Otherwise, Licensee shall not assign or transfer this Agreement or the rights granted hereunder without the City's consent.

12. Notices. Notices required by this Agreement may be given by registered or certified mail by depositing the same in the United States mail or with a commercial courier. Unless either party notifies the other of a change of address, notices shall be delivered as follows:

If to City:

With a copy to:

City of Scranton	City of Scranton
Licensing, Inceptions, & Permits	Law Department
340 N. Washington Ave.	340 N. Washington Ave.
Scranton, PA 18503	Scranton, PA 18503
Attn: Director	Attn: Solicitor City of Scranton
[ADDRESS]	[ADDRESS]
[ADDRESS]	[ADDRESS]
Attn: City Representative	Attn: City Clerk's Office

If to Licensee:

With a copy to:

Cellco Partnership	Cellco Partnership
d/b/a Verizon Wireless	d/b/a Verizon Wireless
180 Washington Valley Road	100 Southgate Parkway
Bedminster, New Jersey 07921	Morristown, New Jersey 07960
Attention: Network Real Estate	Attention: Market Legal Department

Notices shall be deemed effective upon delivery or refusal of delivery.

13. Change of Law. If any state or federal Law sets forth a term or provision that is inconsistent with or different than this Agreement, then the Parties agree to promptly amend the Agreement to effect the term or provision set forth under such Law.

14. Taxes. If City is required by Law to collect any federal, state, or local tax, fee, or other governmental imposition (each, a "Tax") from Licensee with respect to the transactions contemplated by this Agreement, then City shall bill such Tax to Licensee in the manner and for the amount required by Law. Licensee shall pay such billed amount of Tax to City, and City shall remit such Tax to the appropriate tax authorities as required by Law. Licensee shall have no obligation to pay any Tax for which Licensee is exempt. Otherwise, Licensee shall be responsible for paying all Taxes that are the legal responsibility of Licensee under Laws.

15. Laws. The Parties shall comply with applicable laws including, without limitation, regulations and judicial decisions, Federal Communications regulations and order [and, if applicable, insert the State Small Cell Law citation] ("Law" or "Laws"). Notwithstanding anything else in this Agreement, City shall treat Licensee in a manner that is competitively neutral, nondiscriminatory, consistent with all applicable Laws, and is no more burdensome than other users of the ROW or City poles.

16. Miscellaneous. This Agreement shall be governed by the laws of the State of Pennsylvania and all other applicable Laws. The provisions of this Agreement may be waived or modified only by written agreement signed by both parties. This Agreement may be executed in counterparts. A scanned or electronic copy shall have the same legal effect as an original signed version. If one or more provisions in this Agreement is found to be invalid, illegal or otherwise unenforceable, all other provisions will remain unaffected and shall be deemed to be in full force and effect and the Parties shall amend this Agreement, if needed to effect the original intent of the Parties. This Agreement shall be binding upon and shall inure to the benefit of the Parties hereto and their respective successors. Nothing in this Agreement shall be construed to grant Licensee an interest in the City's ROW or City assets located in the ROW. Neither Party shall be responsible for delays in the performance of its obligations caused by events beyond the Party's reasonable control. As to the subject matter hereof, this Agreement is the complete agreement of the Parties. The Parties represent and warrant that the individuals executing this Agreement are duly authorized.

[Remainder of page intentionally left blank; signature page to follow.]

EXHIBIT A
FEE SCHEDULE

One-Time Application Fee \$100.00

City-Pole Recurring Fee \$270.00 per City pole per year.

For purposes of determining the total annual fee applicable to a City Pole License for a partial calendar year in which the Commencement Date occurs in a month other than January, the total fee will be a pro-rated amount equal to the product obtained by multiplying 1/12th of the annual fee by the number of months remaining in such year.

Except as provided in this Fee Schedule, the City shall not require any other or additional recurring fees, costs, or charges of any kind.

EXHIBIT B
Form of Application for Pole License

Pole License Application No. ____
For Attachment of Wireless Communications Facilities

Applicant/Licensee: _____
Governing Agreement: Wireless Communications Facilities Master License Agreement
 dated _____ ("Master License Agreement")
 Date: _____

Applicant will own, install, maintain, repair and replace all Equipment identified in this application, as further provided in the Master License Agreement.

Check the appropriate box:

- ☐ City will own, maintain, repair and replace (as necessary) the pole(s) at the location(s) referenced in the following table. City will, at Applicant's expense, replace existing City pole(s) with new pole(s) if needed to support the initial attachment of the Equipment.

Pole Type	Verizon Site ID #	City Site ID #	Lat/Long Coordinates	General Equipment Description	Application Fee (per Pole)	Annual Fee (per Pole)
[Streetlight]					\$	\$
					\$	\$

*Application fee(s) and annual fee(s) to commence and be paid consistent with the terms of the Master License Agreement.

- ☐ Applicant will own, maintain, repair and replace (as necessary) the pole(s) at the location(s) referenced in the following table. Applicant will, at Applicant's expense, replace existing City pole(s) with new pole(s) to support the initial attachment of the Equipment.

Pole Type	Verizon Site ID #	City Site ID #	Lat/Long Coordinates	General Equipment Description	Application Fee (per Pole)
[Streetlight]					\$

*Application fee(s) to commence and be paid consistent with the terms of the Master License Agreement. Note: Attachment fees do not apply to poles owned by Applicant.

Comment [RE1]: DRAFTING NOTE: In the event that a ROW fee applies, it is okay to add a column to account for that so long as it is clear that the ROW fee is NOT a pole attachment fee.

If more than one (1) site is listed above, rejection of one (1) or more sites shall not constitute a rejection of all other acceptable sites.

APPLICANT SHALL PROVIDE THE FOLLOWING IF/AS APPLICABLE:

- Site plan and engineering design and specifications for installation of Equipment, including the location of radios, antenna facilities, transmitters, equipment shelters, cables, conduit, point of demarcation, transport solution, electrical distribution panel, electric meter, and electrical conduit and cabling. Where applicable, the design documents should include specifications on design, pole modification, and ADA compliance.
- Load bearing study that determines whether the City pole requires reinforcement or replacement in order to accommodate attachment of Equipment. If pole reinforcement or replacement is warranted, the design documents should include the proposed pole modification.
- If the proposed installation will require a new pole or reinforcement or replacement of an existing City pole, provide applicable design and specification drawings.
- The number, size, type and proximity to the facilities of all communications conduit(s) and cables to be installed.
- Description of the utility services required to support the facilities to be installed.
- All necessary permits and letters of authorization from all affected parties.
- List of the contractors and subcontractors, and their contact information, authorized to work on the project.

ATTACH CHECK OR MONEY ORDER IN AMOUNT OF APPROPRIATE APPLICATION FEE. THIS PROCESSING FEE IS NON-REFUNDABLE AND NON-TRANSFERABLE.

THE CITY WILL PROCESS THIS APPLICATION WITHIN 30 DAYS OF RECEIPT DATE, UNLESS AN AGREEMENT IS EXECUTED BY APPLICANT AND THE CITY TO EXTEND THE APPROVAL DATE.

APPLICANT SIGNATURE: _____
PRINTED NAME: _____
TITLE: _____

-----FOR CITY USE ONLY-----

RECEIPT DATE: _____ APPLICATION NO.: _____
APPROVED BY: _____
PRINT NAME: _____
TITLE: _____
CITY POLE LICENSE APPROVAL DATE: _____



DEPARTMENT OF LAW

City Hall | 340 North Washington Avenue | Scranton, PA 18503 | 570.348.4105

December 1, 2020

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

Dear Honorable Council Members:

ATTACHED IS A RESOLUTION AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS TO EXECUTE AND ENTER INTO A MASTER LEASE AGREEMENT BETWEEN THE CITY OF SCRANTON, HEREINAFTER DESIGNATED ("LESSOR") AND CELLCO PARTNERSHIP D/B/A VERIZON WIRELESS, WITH ITS PRINCIPAL OFFICES AT ONE VERIZON WAY, MAIL STOP 4AW100, BASKING RIDGE, NEW JERSEY 07920 ("LESSEE") TO LEASE SPACE TO LESSEE WITH RESPECT TO PARTICULAR SITES AT WHICH LESSEE WISHES TO INSTALL, MAINTAIN, AND OPERATE, SMALL CELL COMMUNICATIONS EQUIPMENT, AS WELL AS ANY AND ALL NECESSARY LEASE SUPPLEMENTS OUTLINED HEREIN.

Very truly yours,

Joseph G. Price, Esquire
Assistant City Solicitor

JAO/sl

RECEIVED

DEC 01 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

RESOLUTION NO. _____

2020

CEREMONIOUSLY DEDICATING "JOE BIDEN WAY" AT THE INTERSECTION OF NORTH WASHINGTON AVENUE AND FISK STREET IN HONOR OF PRESIDENT-ELECT JOE BIDEN.

WHEREAS, Joseph Robinette Biden Jr. was born November 20, 1942 at St. Mary's Hospital on Hickory Street in South Scranton to Joseph Robinette Biden Sr. and Catherine Eugenia Finnegan Biden; and

WHEREAS, Joe, the first of the couple's four children, grew up in the Green Ridge section of Scranton, where his family lived at 2446 N. Washington Ave. with his maternal grandparents, Ambrose J. and Geraldine Finnegan; and

WHEREAS, Joe Biden attended St. Paul's School located in Scranton; and

WHEREAS, the Biden family moved from Scranton to Claymont, Delaware, where his father hoped to find better work when young Joe Biden was in the fourth grade; and

WHEREAS, the family regularly returned to Scranton to visit relatives and friends; and

WHEREAS, at age 29, Joe Biden was one of the youngest persons ever elected to the U.S. Senate; and

WHEREAS, Joe Biden in 1972 suffered a terrible tragedy when, a week before Christmas, his wife, Neilia, and their infant daughter, Naomi, were killed in a car crash that critically injured their two young sons, Beau and Hunter; and

WHEREAS, Joe Biden skipped the 1972 swearing-in for new senators in Washington D.C. and took his oath of office at his sons' hospital bedsides in Delaware; and

WHEREAS, he started commuting from Wilmington, Delaware to Washington D.C. every day, first by car and then by train, in order to tuck his sons into bed at night and see them get up in the morning; and

WHEREAS, he continued the daily commute throughout his 36-year tenure in the Senate; and

WHEREAS, in 2008, then-Senator Barack Obama, selected Joe Biden as his vice presidential running mate; and

WHEREAS, Joe Biden was sworn in as the nation's 47th vice president by Supreme Court Justice John Paul Stevens in January 2009; and

WHEREAS, Joe Biden announced his candidacy for president in the spring of 2019; and

WHEREAS, Democrats selected Joe Biden as the presidential nominee during the August 2020 National Convention conducted virtually because of the COVID-19 pandemic; and

WHEREAS, Joe Biden was projected the winner over incumbent Republican President Donald Trump after the November 3, 2020 general election and will become the 46th president of the United States on January 20, 2021.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SCRANTON that we are proud to ceremoniously dedicate “Joe Biden Way” at the intersection of North Washington Avenue and Fisk Street in honor of President-Elect, Joe Biden.

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.

CEREMONIOUSLY DEDICATING “JOE BIDEN WAY” AT THE INTERSECTION OF NORTH WASHINGTON AVENUE AND FISK STREET IN HONOR OF PRESIDENT-ELECT JOE BIDEN.

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

Mayor's office

- *Summary and Facts of the legislation*

Joseph Robinette Biden Jr. was born Nov. 20 at St. Mary's Hospital on Hickory Street in South Scranton to Joseph Robinette Biden Sr. and Catherine Eugenia Finnegan Biden. He is the first of the couple's four children. Biden grew up in the Green Ridge section of Scranton, where his family lived at 2446 N. Washington Ave. with his maternal grandparents, Ambrose J. and Geraldine Finnegan. He attended St. Paul's School. When Biden was in the fourth grade, his parents move the family from Scranton to Claymont, Delaware, where his father hoped to find better work. In the years after, the family regularly returned to Scranton to visit relatives and friends.

At age 29, Biden was one of the youngest people ever elected to the U.S. Senate. A week before Christmas, Biden's wife, Neilia, and their infant daughter, Naomi, were killed in a car crash that critically injured their two young sons, Beau and Hunter. Biden skipped the swearing-in for new senators in Washington and took his oath of office at his sons' hospital bedsides in Delaware. He started commuting from Wilmington to Washington every day, first by car and then by train, in order to tuck his sons in bed at night and see them get up in the morning. He continued the daily commute throughout his 36-year tenure in the Senate.

Senator Barack Obama, selected Biden as his vice presidential running mate in 2008. Biden was sworn in as the nation's 47th vice president by Supreme Court Justice John Paul Stevens in January 2009.

Biden announced he will be a candidate for president in the spring of 2019. Democrats selected Biden as the presidential nominee during the August 2020 national convention conducted virtually because of the COVID-19 pandemic. Biden was projected the winner over incumbent Republican President Donald Trump after the November 3, 2020 general election and will be sworn in as the 46th president of the United States on January 20, 2021.

- *Purpose – please include the following in the explanation:*
 - *What does the legislation do – what are the specific goals/tasks the legislation seek to accomplish?*

The legislation recognizes our President Elect by dedicating the intersection of North Washington Avenue and Fisk Street as “Joe Biden Way” to commemorate the humble beginnings of the next United States President.

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

Benefits – This legislation helps acknowledge the achievements of the members (and former members) of our great City and to show the President-elect how we are proud and honored that he hails from the wonderful City of Scranton.

Note – Many voters did not choose Biden on November 3, however, honoring Biden as the 46th President of the United States is not a political statement, it is a tribute to what one can accomplish beginning with a childhood right here in Scranton.

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

By recognizing important people in our community, the City honors the important people who help make this City great.

● *Financial Impact – please include the following in the explanation:*

○ *Cost (initial and ongoing)*

Mayor Cognito paid for the materials and labor (\$103.83) out of her personal funds given current City budget constraints.

○ *Benefits (initial and ongoing)*

Tourist attraction/point of interest.

○ *Funding Sources – please include the following in the explanation:*

If transferring funds, please ensure specific accounts are noted; if appropriating funds from a grant, list the agency awarding the grant.

N/A

● *Priority Status/Deadlines, if any*

N/A

● *Why should the Council unanimously support this legislation?*

There is a clear benefit to tourism and civic pride, with no cost to the City.

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

None at this time.



DEPARTMENT OF LAW

City Hall | 340 North Washington Avenue | Scranton, PA 18503 | 570.348.4105

December 1, 2020

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

RECEIVED
DEC 01 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

Dear Honorable Council Members:

ATTACHED IS A RESOLUTION CEREMONIOUSLY DEDICATING "JOE BIDEN WAY" AT THE INTERSECTION OF NORTH WASHINGTON AVENUE AND FISK STREET IN HONOR OF PRESIDENT-ELECT JOE BIDEN.

Very truly yours,

Joseph A. O'Brien (S)
Joseph A. O'Brien, Esquire
City Solicitor

/pal

RESOLUTION NO. _____

2020

APPOINTMENT OF JOHN JUDGE, 915 ELECTRIC STREET, SCRANTON, PENNSYLVANIA, 18509, TO THE POSITION OF SCRANTON FIRE CHIEF EFFECTIVE NOVEMBER 30, 2020.

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

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

WHEREAS, John Judge has the experience, education and training necessary to act as the Fire Chief for the City of Scranton.

NOW, THEREFORE, BE IT RESOLVED that John Judge, 915 Electric Street, Scranton, Pennsylvania, is hereby appointed as the Fire Chief 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

November 27, 2020

Amber Viola
Human Resources Director
340 North Washington Ave
Scranton, PA 18503

Dear Ms. Viola:

I am pleased to let you know that I have appointed John Judge, 915 Electric Street, Scranton, PA 18509, as Superintendent of the Scranton Fire Department (Fire Chief), to start on November 30, 2020.

Chief Judge's salary will remain \$84,728.11 with benefits through December 31, 2020, after which the salary stated in the 2021 Budget will take effect.

Chief Judge has served the City well during these past months as Interim Fire Chief, and I look forward to his continued service.

Please adjust your records accordingly.

Thank you,

A handwritten signature in cursive script, reading "Paige G. Cignetti".

Paige G. Cignetti
Mayor, City of Scranton

CC: Carl Deeley, Business Administrator
Joe O'Brien, Esq., City Solicitor
John Murray, Controller
Deborah Torba, Benefits Coordinator
Lindsey Manley, Payroll Clerk



DEPARTMENT OF LAW

City Hall | 340 North Washington Avenue | Scranton, PA 18503 | 570.348.4105

December 1, 2020

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

Dear Honorable Council Members:

ATTACHED IS A RESOLUTION AUTHORIZING APPOINTMENT OF JOHN JUDGE, 915 ELECTRIC STREET, SCRANTON, PENNSYLVANIA, 18509, TO THE POSITION OF SCRANTON FIRE CHIEF EFFECTIVE NOVEMBER 30, 2020.

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

Respectfully,

Joseph A. O'Brien, Esquire
City Solicitor

JAO/sl

RECEIVED

DEC 01 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

RESOLUTION NO. _____

2020

APPOINTMENT OF ALEX MOLFETAS, 119 PENN AVENUE, SCRANTON, PENNSYLVANIA, 18503, AS A MEMBER OF THE SCRANTON PARKING AUTHORITY EFFECTIVE NOVEMBER 24, 2020. ALEX MOLFETAS WILL BE REPLACING THOMAS TANSITS WHOSE TERM EXPIRED. ALEX MOLFETAS WILL BE APPOINTED TO A FIVE (5) YEAR TERM EFFECTIVE NOVEMBER 24, 2020 AND WILL EXPIRE ON JUNE 1, 2025.

WHEREAS, Thomas Tansits' term as member of the Scranton Parking Authority expired; and

WHEREAS, the Mayor of the City of Scranton desires to appoint Alex Molfetas as a member of the Scranton Parking Authority effective November 24, 2020 to replace Thomas Tansits. Alex Molfetas' term will expire on June 1, 2025; and

WHEREAS, Alex Molfetas has the requisite, experience, education and training necessary to serve as a member of the Scranton Parking Authority.

NOW, THEREFORE, BE IT RESOLVED that Alex Molfetas, 119 Penn Avenue, Scranton, Pennsylvania is hereby appointed as a member of the Scranton Parking Authority Board effective as of November 24, 2020 and the term will expire on June 1, 2025.

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

December 1, 2020

Honorable Council of the City of Scranton
340 N. Washington Avenue
Scranton, PA 18503

RE: Scranton Parking Authority Appointment

Dear Council Members:

Please be advised that I am appointing Alex Molfetas, 119 Penn Avenue, Scranton, Pennsylvania, 18503 as a member of the Scranton Parking Authority effective November 24, 2020.

Mr. Molfetas will be replacing Thomas Tansits whose term expired June 1, 2020 and was held over.

Mr. Molfetas' five (5) year term is effective November 24, 2020 and will expire on June 1, 2025.

I respectfully request City Council's concurrence in this appointment.

Sincerely,

Paige G. Cognetti,

PGC/arc

cc: Scranton Parking Authority
Joseph O'Brien, Esq., City Solicitor
Carl Deeley, Business Administrator
Alex Molfetas

Alex Molfetas

119 Penn Ave, Scranton, PA 18503

CORE COMPETENCIES

Project Management - Cost Reduction - Budget Management - Team Development - Leadership -
Contract Negotiation - Public and Private Sector Relationship Development

EXPERIENCES AND ACHIEVEMENTS

Center City Print, Scranton, PA
Owner/CEO

6/18/2012 – Present

- Accountable for overall quality and timeliness of production.
- Managed aspects of daily print production schedule & billing.
- Managed office staff and production of internal print needs for two locations
- Contract management and item procurement
- Expense tracking and book keeping for entire company

Citigroup, New York, NY
International Equities-Foreign Trading

11/2007 – 03/2012

- Executed Foreign Currency Trades
- Provided Middle Office Support for trading desk
- Balanced daily client accounts for Smith Barney Clients
- Oversaw teams in the US as well as Ireland and UK

EDUCATION

AS-Media Studies-Media Technology,-Lackawanna College, Scranton, PA

Achievements:

Humanities Division Award-2006-Lackawanna College
Phi Theta Kappa Honors Society

BOARD MEMBERSHIPS

Dress for Success Lackawanna
Everhart Museum
The Anthony J Rinaldi Foundation For Children With Cancer
The Scranton Club
OECD Citizens Advisory Committee

Computer Skills:

Microsoft Word, Excel, Power Point, Outlook, Adobe Suite, G-Suite

Languages:

Fluent In Greek

Alex Molfetas

Owner, 119 Productions, Inc.

Owner, Center City Print Brand

Over the years, Alex has been actively engaged within the small business community throughout the region to help drive economic growth and progress for many new and longstanding businesses. While overseeing project budgets and strict deadlines, he is no stranger to the hard work and dedication it takes to successfully run a company.

He started his company, Center City Print/119 Productions, in the heart of downtown Scranton six years ago and has spent those years not only experiencing his own company growth but also helping other businesses and non-profit organizations expand in both size and revenue.

He moved to the Scranton area in 2004 to attend Lackawanna College and graduated in 2006 with a degree in Media Studies and Media Technology. He began his career in international finance for Citigroup in New York City in 2007. In 2011, he returned to the area to pursue a career in media design and media management, which led to the creation of his company.

Alex is very passionate about the growth and cultural enrichment of Scranton and the surrounding areas. Having volunteered much of his time and resources, and contributing to various business networks, his passion and drive is evident.

He actively sits on the board for: The Anthony J. Rinaldi Foundation for Children with Cancer, Dress For Success Lackawanna, American Advertising Federation, The Scranton Club, and the Everhart Museum Development Committee.



DEPARTMENT OF LAW

City Hall | 340 North Washington Avenue | Scranton, PA 18503 | 570.348.4105

December 1, 2020

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

RECEIVED
DEC 01 2020

Dear Honorable Council Members:

OFFICE OF CITY
COUNCIL/CITY CLERK

APPOINTMENT OF ALEX MOLFETAS, 119 PENN AVENUE, SCRANTON, PENNSYLVANIA, 18503, AS A MEMBER OF THE SCRANTON PARKING AUTHORITY EFFECTIVE NOVEMBER 24, 2020. ALEX MOLFETAS WILL BE REPLACING THOMAS TANSITS WHOSE TERM EXPIRED. ALEX MOLFETAS WILL BE APPOINTED TO A FIVE (5) YEAR TERM EFFECTIVE NOVEMBER 24, 2020 AND WILL EXPIRE ON JUNE 1, 2025.

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

Very truly yours,

A handwritten signature in cursive script that reads "Joseph A. O'Brien (S)".

Joseph A. O'Brien, Esquire
City Solicitor

JAO/sl

RESOLUTION NO. _____

2020

AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS TO ACCEPT ON BEHALF OF THE CITY OF SCRANTON POLICE DEPARTMENT A GRANT FROM THE PNC FOUNDATION FOR FAIR AND IMPARTIAL POLICE TRAINING PROGRAM IN THE AMOUNT OF SEVEN THOUSAND FIVE HUUNDRED (\$7,500.00) DOLLARS.

WHEREAS, the City of Scranton has been awarded grant funds from the PNC Foundation For Fair And Impartial Police Training in the amount of \$7,500.00. A copy of the grant application ("Grant Application") and supplemental items are attached hereto as Exhibit "A" and incorporated herein as if set forth at length; and

WHEREAS, the Scranton Police Department has submitted the necessary paperwork and has been awarded the \$7,500.00 grant; and

WHEREAS, the grant will be used to educate and train the Scranton Police Department and its employees in the best practices for effectively and safely policing the City of Scranton.

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 accept on behalf of the City of Scranton Police Department the grant funds received from the PNC Foundation for the Fair and Impartial Police Training Program in the amount of Seven Thousand Five Hundred (\$7,500.00) Dollars.

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

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

Summary and Facts of the legislation

- SPD was awarded a \$7,500 from the PNC Foundation for Fair and Impartial Police Training

Purpose – please include the following in the explanation:

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

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

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

- Legislation is required to execute grant funding

Financial Impact – please include the following in the explanation:

Cost (initial and ongoing)

Benefits (initial and ongoing)

- The total cost of the training is estimated to be \$20,000. The PNC Foundation grant will provide \$7,500 toward the training, the remaining will be taken from the police training budget.

Funding Sources – please include the following in the explanation:

If transferring funds, please ensure specific accounts are noted; if appropriating funds from a grant, list the agency awarding the grant.

- Please see above.

Priority Status/Deadlines, if any

- High priority

Why should the Council unanimously support this legislation?

- This training will help build trust and transparency between the Scranton Police Department and the community they serve.

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



PNC Foundation

[Logout](#)

Confirmation of Application Receipt:

Your proposal was successfully submitted to PNC. No further action on your part is required. Please understand that this process does take a period of time. Please be aware that we will reach out to you should we have questions and will make you aware of our ultimate decision. To print a copy of this completed application go to 'File', then 'Print' on your browser toolbar. Click here to [return to the homepage](#) when you are finished.

Contact Information

* Salutation Mrs

* First Name Maggie

* Middle Name A

* Last Name Perry

* Suffix

* Address 340 N. Washington Avenue

* City Scranton

* State Pennsylvania

* Zip 18503

* Telephone 5705588335

* E-mail Address mamclane@scrantonpa.gov

* Title Grant Manager

Organization Information

* Official Name

* Legal Name CITY OF SCRANTON

* Address 340 N. Washington Avenue

* City Scranton

* State Pennsylvania

* Zip 18503

* E-mail Address mamclane@scrantonpa.gov

* Website Address

* Telephone 570-348-4418

* Year Founded 1866

* Organization Mission To provide governmental and emergency services to the citizens of Scranton.

* Organization History Scranton was established as a municipal government in 1866. This government currently services to 77,182 residents. Scranton's demographics include 84% white, 10% Hispanic/Latino, 6% African American

* Organization Description The City of Scranton is made up of various departments including Business Administration, Office of Economic and Community Development, Police Department, Fire Department, Parks and Recreation, Public Works, City Treasurer and Office of Licensing, Inspections and Permits

* Organization Purpose The purpose of this government is provide emergency and governmental services to Scranton residents

EXHIBIT

"A"

Details of Tax Exempt Status

* IRS Letter of Determination

* PNC Foundation 8-8-2020.doc (216.5 K), uploaded by Cynthia Ransom on 08/17/2020

* 509(a)(3) Tax Status No

Geographic Area Served

* Primary State Served Pennsylvania

Primary Pennsylvania County Lackawanna

Do you serve additional locations other than the county listed above? No

Request Information

* Project Title Fair and Impartial Policing

* List of Highest Ranking Officers Paige Coggnett

Carl Graziano

* Board of Directors File

• Board of Directors file.docx (11.71 K), uploaded by Maggie Perry on 08/17/2020

* Addressing PNC Foundation's Funding Priorities

The City of Scranton provides both Economic Development Opportunities through the Office of Economic and Community Development. Some of these initiatives include: Community Development Block Grants and the Home Buyer Program. The Scranton Police Department also addresses both educational programs and economic development. The Scranton Police Department offers several educational programs from drug and alcohol programs, gun safety programs, Citizen Police Academy and the Children's Police Academy and Summer Camp

* Problem to be Addressed

The problem to be address is in regards to racial bias and de-escalation training for the Scranton Police Department. In light of recent events throughout the nation, it is a priority of the Scranton Police Department to make sure that all residents feel safe and trust police.

Note:

* Project/Program Description

The project would consist of provide training for Scranton Police Officers and key communities leaders in implicit bias and use-of-force training.

There are 3 levels of training.

1. All Patrol officers would receive 8 hours of training.

2. The entire Command Staff would receive 8 hours of training

3. Community Training the goal is to have a community training and discussion educating the public about the presence of implicit bias in policing, what our department is doing to prevent biased policing, discuss how community bias toward the police affects police officers and the community, and how all parties can reduce bias.

This training would be introduced in 2021 and then incorporated into the annual required training for Scranton Police officers.

* Evaluation

This project will be measured by the number of officers that complete the training as well as the number of community leaders that participate in the training.

* Low- to Moderate-Income (LMI)

Less than 51%

* Estimated Number of Individuals Served

N/A

* Sustainability

Funding through the generosity of the PNC Foundation will be used to purchase the training program to be implemented in 2021. The Scranton Police Department will then incorporate implicit bias and use-of-force training into the mandatory annual training of Scranton Police Officers.

* Community Involvement History

The Scranton Police Department has a long record of community involvement. In addition to partnering with Neighborhood Watch groups throughout the City, the Scranton Police Department provide Community Development Police Officers all year round. These officers are designated to low to moderate income areas throughout the City, their goal is to build relationships with residents in these areas as well as protect and serve.

* Fundraising Plan

The Scranton Police Department is requesting grant funding through the PNC Foundation for this project

Funding Information

* Requested Cash Amount

\$25,000.00

* Funding Category

Civic

* Years of Funding

1

Payment Requested for Year 1 \$25,000.00

For Programs Related to PNC Grow Up Great Only

Year 1

- Children (birth through age 5) 0.00
- Teachers 0.00
- Parents/Caregivers 0.00

Total 0.00

Total Children Served 0

Total Teachers Served 0

Total Parents/Caregivers Served 0

Attachments

* Project Schedule

- [Project Schedule.pdf \(24.06 K\)](#), uploaded by Maggie Perry on 08/17/2020

Project Budget

- [Project Budget.pdf \(134.35 K\)](#), uploaded by Maggie Perry on 08/17/2020

* Organization Budget

- [Org Budget.pdf \(17.69 K\)](#), uploaded by Maggie Perry on 08/17/2020

* Audited Financial Statements

- [2018 Audit Report.pdf \(710.44 K\)](#), uploaded by Maggie Perry on 08/17/2020

* Staff Resumes/Bios

- [Staff Resumes.pdf \(295 K\)](#), uploaded by Maggie Perry on 08/17/2020

* Strategic Plan

- [Strategic Plan.pdf \(22.44 K\)](#), uploaded by Maggie Perry on 08/17/2020

Additional Materials

- [Additional Materials.pdf \(868.99 K\)](#), uploaded by Maggie Perry on 08/17/2020

Verification of Good Legal Standing

* Has the entity or any Key Person been subject to any criminal legal proceedings involving a felony offense? No

* Has the entity been subject to any regulatory or governmental investigations, audits, or inquiries, whether resolved, pending, or threatened? No

* Has the entity or any Key Person been party to any resolved, pending, or threatened legal proceeding in which the entity or Key Person was either a party adverse to PNC, or in which the entity had a material interest adverse to PNC? No

* Authorized Electronic Signature Maggie Perry

Need Support?



ACCOUNT NUMBER	A/C NAME	DATE	CHECK NO	AMOUNT
21 10 001 XXX5807	PNC FOUNDATION	09/10/20	696729	7,500.00
DISTRIBUTED BY		DISTRIBUTION CODE		
RICHARD COCHRAN		50 52	P8-YB35-02-Z	P
PAYEE NAME AND ADDRESS		EXPLANATION		
CITY OF SCRANTON		PNC FOUNDATION/PENNSYLVANIA - NORTHEAST 64058519		

Please process this check within 90 days of its issuance. After that date, a stop payment may be placed on the check.

THIS CHECK IS VOID WITHOUT A COLORED BORDER AND BACKGROUND PLUS A WATERMARK - HOLD TO LIGHT TO VIEW WATERMARK



ACCOUNT NO. 21 10 001 XXX5807

PAY SEVEN THOUSAND FIVE HUNDRED DOLLARS AND ZERO CENTS

TO THE ORDER OF CITY OF SCRANTON

DATE
09/10/20

CHECK NO.
696729

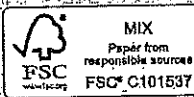
AMOUNT
7,500.00

PNC Bank, N.A.
Pittsburgh, PA

89
430

DOLLARS

L. Federman
AUTHORIZED SIGNATURE



⑈696729⑈ ⑆043000096⑆ 1014093644⑈

FORM 129440-0717

ENDORSE HERE

X

DO NOT WRITE, STAMP OR SIGN BELOW • RESERVED FOR FINANCIAL INSTITUTION USE



DEPARTMENT OF LAW

City Hall | 340 North Washington Avenue | Scranton, PA 18503 | 570.348.4105

December 2, 2020

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

Dear Honorable Council Members:

ATTACHED IS A RESOLUTION AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS TO ACCEPT ON BEHALF OF THE CITY OF SCRANTON POLICE DEPARTMENT A GRANT FROM THE PNC FOUNDATION FOR FAIR AND IMPARTIAL POLICE TRAINING PROGRAM IN THE AMOUNT OF SEVEN THOUSAND FIVE HUUNDRED (\$7,500.00) DOLLARS.

Very truly yours,

Joseph G. Price
Joseph G. Price, Esquire
Assistant City Solicitor

JGP/sl

RECEIVED

DEC 03 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

2020

AN ORDINANCE

AMENDING FILE OF THE COUNCIL NO. 6, 1976 ENTITLED "AN ORDINANCE (AS AMENDED) IMPOSING A TAX FOR GENERAL REVENUE PURPOSES ON THE TRANSFER OF REAL PROPERTY SITUATE WITHIN THE CITY OF SCRANTON; PRESCRIBING AND REGULATING THE METHOD OF EVIDENCING THE PAYMENT OF SUCH TAX; CONFERRING POWERS AND IMPOSING DUTIES UPON CERTAIN PERSONS, AND PROVIDING PENALTIES", BY IMPOSING THE RATE OF THE REALTY TRANSFER TAX AT TWO AND TWO TENTHS PERCENT (2.2%) FOR CALENDAR YEAR 2021 AND THE SAME SHALL REMAIN IN FULL FORCE AND EFFECT ANNUALLY THEREAFTER.

SECTION 1. Be it ordained by the Council of the City of Scranton that the following

Sections of File of the Council No. 6, 1976 shall be amended to read as follows:

- A. Section 2. IMPOSITION OF TAX. For calendar year 2021, the City of Scranton adopts the provisions of Article XI-D of the Tax Reform Code of 1971 and imposes a realty transfer tax as authorized under that Article subject to the rate limitations therein on each transfer of real property situate within the City of Scranton, or any interest therein, regardless of where the instruments making the transfers are made, executed or delivered, or where the actual settlements on such transfers take place. On and after the effective date of this Ordinance, every person who accepts delivery of any document or on whose behalf delivery of any document is accepted, shall be subject to pay a tax of 2.2 percentum of the value of the property represented by such documents which tax shall be payable at the time of the acceptance of delivery of the document. Where any document is delivered to the Commonwealth, to a political subdivision or to an authority created by the Commonwealth, or a political subdivision, the person by whom the document was made, executed, issued or delivered shall be subject to pay the tax, unless the transfer is between such governmental agencies, in which case no tax shall be paid. Where any lands, tenements or hereditament are situate partly within and partly without the boundaries of the City of Scranton, the tax shall be paid on the value of the portion of the lands, tenements or hereditament situate within the City of Scranton, the tax shall be paid on the value of the portion of the lands, tenements or hereditament situate within the City of Scranton."
- B. Section 6. INTEREST. Any tax under Section 2 that is not paid by the date the tax is due shall bear interest as prescribed for interest on delinquent municipal claims under the Act of May 16, 1923 (P.L. 207, No. 153) (53 P.S. Section 7101, et seq.) as amended, known as "The Municipal Claims and Tax Liens Act". The interest rate shall be the lesser of the interest rate imposed upon delinquent Commonwealth taxes as provided in Section 806 of the Act of April 9, 1929 (P.L. 343, No. 176) (72 P.S. S806), as amended, known as "The Fiscal Code", or the maximum interest rate permitted under the Municipal Claims and Tax Liens Act for tax claims.
- C. Section 11. EFFECTIVE DATE. The provisions of this ordinance shall become effective on and be applicable to any document made, executed, delivered, accepted or presented for recording on or after October 5, 2005 and shall be effective annually thereafter, without annual reenactment unless and until there is a change in the rate of taxation, pursuant to the Local Tax Enabling Act, 53 Pa. C.S. § 6924.306.



DEPARTMENT OF LAW

City Hall | 340 North Washington Avenue | Scranton, PA 18503 | 570.348.4105

November 23, 2020

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

RECEIVED
NOV 23 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

Dear Honorable Council Members:

ATTACHED IS AN ORDINANCE AMENDING FILE OF THE COUNCIL NO. 6, 1976 ENTITLED "AN ORDINANCE (AS AMENDED) IMPOSING A TAX FOR GENERAL REVENUE PURPOSES ON THE TRANSFER OF REAL PROPERTY SITUATE WITHIN THE CITY OF SCRANTON; PRESCRIBING AND REGULATING THE METHOD OF EVIDENCING THE PAYMENT OF SUCH TAX; CONFERRING POWERS AND IMPOSING DUTIES UPON CERTAIN PERSONS, AND PROVIDING PENALTIES", BY IMPOSING THE RATE OF THE REALTY TRANSFER TAX AT TWO AND TWO TENTHS PERCENT (2.2%) FOR CALENDAR YEAR 2021 AND THE SAME SHALL REMAIN IN FULL FORCE AND EFFECT ANNUALLY THEREAFTER.

Very truly yours,

Joseph A. O'Brien (S)
Joseph A. O'Brien, Esquire
City Solicitor

/pal

FILE OF THE COUNCIL NO. _____

2020

AN ORDINANCE

AMENDING FILE OF THE COUNCIL NO. 148, 1986, ENTITLED "AN ORDINANCE AMENDING FILE OF THE COUNCIL NO. 98, 1976, AS AMENDED, AND IMPOSING A MERCANTILE LICENSE TAX OF 2 MILLS FOR THE YEAR 1987 AND ANNUALLY THEREAFTER UPON PERSONS ENGAGING IN CERTAIN OCCUPATIONS AND BUSINESSES THEREIN; PROVIDING FOR ITS LEVY AND COLLECTION AND FOR THE ISSUANCE OF MERCANTILE LICENSES; CONFERRING AND IMPOSING POWERS AND DUTIES UPON THE TAX COLLECTOR OF THE CITY OF SCRANTON; AND IMPOSING PENALTIES EFFECTIVE JANUARY 1, 1987", BY IMPOSING THE MERCANTILE LICENSE TAX AT ONE (1) MILL (.001) FOR CALENDAR YEAR 2021 AND THE SAME SHALL REMAIN IN FULL FORCE AND EFFECT ANNUALLY THEREAFTER.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF SCRANTON, that

Section 4 of File of the Council No. 148, 1986 shall be amended to read as follows:

"Section 4. Imposition and rate of tax.

Every person engaging in any of the following occupations or businesses in the City shall pay a Mercantile License Tax for the year 2021 and annually thereafter at the rate set forth:

- (a) Wholesale vendors or dealers in goods, wares and merchandise, at the rate of one (1) mill (.001) on each dollar of the volume of the annual gross business transacted by them;
- (b) Retail vendors or dealers in goods, wares and merchandise, at the rate of one (1) mill (.001) on each dollar of the volume of annual gross business transacted by them;
- (c) All persons or entities engaged in conducting restaurants or other places where food, drink or refreshments are sold, whether or not the same be incidental to some other business or occupation, and all persons or entities conducting places of amusement or entertainment, whether or not the same be incidental to some other business or occupation, at the rate of one (1) mill (.001) on each dollar of the volume of the annual gross business transacted by them; and
- (d) The tax imposed by this Section shall not apply to the dollar volume of annual business covering the resale of goods, wares or merchandise taken by a dealer as a trade-in or part-payment for other goods or wares, except to the extent that the resale price exceeds the trade-in allowance."

SECTION 2. If any section, clause, provision or portion of this Ordinance 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 ordinance so long as it remains legally enforceable minus the invalid portion. The City reserves the right to amend this Ordinance or any portion thereof from time to time as it shall deem advisable in the best interests of the



DEPARTMENT OF LAW

City Hall | 340 North Washington Avenue | Scranton, PA 18503 | 570.348.4105

November 23, 2020

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

RECEIVED
NOV 23 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

Dear Honorable Council Members:

ATTACHED IS AN ORDINANCE AMENDING FILE OF THE COUNCIL NO. 148, 1986, ENTITLED "AN ORDINANCE AMENDING FILE OF THE COUNCIL NO. 98, 1976, AS AMENDED, AND IMPOSING A MERCANTILE LICENSE TAX OF 2 MILLS FOR THE YEAR 1987 AND ANNUALLY THEREAFTER UPON PERSONS ENGAGING IN CERTAIN OCCUPATIONS AND BUSINESSES THEREIN; PROVIDING FOR ITS LEVY AND COLLECTION AND FOR THE ISSUANCE OF MERCANTILE LICENSES; CONFERRING AND IMPOSING POWERS AND DUTIES UPON THE TAX COLLECTOR OF THE CITY OF SCRANTON; AND IMPOSING PENALTIES EFFECTIVE JANUARY 1, 1987", BY IMPOSING THE MERCANTILE LICENSE TAX AT ONE (1) MILL (.001) FOR CALENDAR YEAR 2021 AND THE SAME SHALL REMAIN IN FULL FORCE AND EFFECT ANNUALLY THEREAFTER.

Very truly yours,

Joseph A. O'Brien (S)
Joseph A. O'Brien, Esquire
City Solicitor

/pal

FILE OF THE COUNCIL NO. _____

2020
AN ORDINANCE

AMENDING FILE OF THE COUNCIL NO. 147, 1986, ENTITLED "AN ORDINANCE PROVIDING FOR THE GENERAL REVENUE BY IMPOSING A TAX AT THE RATE OF TWO (2) MILLS UPON THE PRIVILEGE OF OPERATING OR CONDUCTING BUSINESS IN THE CITY OF SCRANTON AS MEASURED BY THE GROSS RECEIPTS THEREFROM; REQUIRING REGISTRATION AND PAYMENT OF THE TAX AS CONDITION TO THE CONDUCTING OF SUCH BUSINESS; PROVIDING FOR THE LEVY AND COLLECTION OF SUCH TAX; PRESCRIBING SUCH REQUIREMENTS FOR RETURNS AND RECORDS; CONFERRING POWERS AND DUTIES UPON THE TAX COLLECTOR; AND IMPOSING PENALTIES", BY IMPOSING THE BUSINESS PRIVILEGE TAX AT THE RATE OF ONE (1) MILL (.001) FOR CALENDAR YEAR 2021 AND THE SAME SHALL REMAIN IN FULL FORCE AND EFFECT ANNUALLY THEREAFTER.

SECTION 1. Be it ordained by the Council of the City of Scranton that Section 3 of File of the Council No. 147, 1986 shall be amended to read as follows:

"Section 3. Imposition and rate of tax:

Beginning with the tax year 2021, and annually thereafter, every person engaging in any business in the City of Scranton shall pay an annual tax at the rate of one (1) mill (.001) on each dollar of volume of the gross annual receipts thereof."

SECTION 2. If any section, clause, provision or portion of this Ordinance 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 ordinance so long as it remains legally enforceable minus the invalid portion. The City reserves the right to amend this ordinance 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 ordinance, and the effective administration thereof.

SECTION 3. In all other respects, File of the Council No. 147, 1986 shall remain in full force and effect.

SECTION 4. This Ordinance shall become effective January 1, 2021.

SECTION 5. This Ordinance is enacted by the Council of the City of Scranton and said taxes are levied pursuant to the authority of the Act of the 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.

SECTION 6. The tax imposed herein is effective for calendar year 2021 and

shall remain in full force and effect annually thereafter, without annual reenactment unless and until there is a change in the rate of taxation.



DEPARTMENT OF LAW

City Hall | 340 North Washington Avenue | Scranton, PA 18503 | 570.348.4105

November 23, 2020

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

RECEIVED
NOV 23 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

Dear Honorable Council Members:

ATTACHED IS AN ORDINANCE AMENDING FILE OF THE COUNCIL NO. 147, 1986, ENTITLED "AN ORDINANCE PROVIDING FOR THE GENERAL REVENUE BY IMPOSING A TAX AT THE RATE OF TWO (2) MILLS UPON THE PRIVILEGE OF OPERATING OR CONDUCTING BUSINESS IN THE CITY OF SCRANTON AS MEASURED BY THE GROSS RECEIPTS THEREFROM; REQUIRING REGISTRATION AND PAYMENT OF THE TAX AS CONDITION TO THE CONDUCTING OF SUCH BUSINESS; PROVIDING FOR THE LEVY AND COLLECTION OF SUCH TAX; PRESCRIBING SUCH REQUIREMENTS FOR RETURNS AND RECORDS; CONFERRING POWERS AND DUTIES UPON THE TAX COLLECTOR; AND IMPOSING PENALTIES", BY IMPOSING THE BUSINESS PRIVILEGE TAX AT THE RATE OF ONE (1) MILL (.001) FOR CALENDAR YEAR 2021 AND THE SAME SHALL REMAIN IN FULL FORCE AND EFFECT ANNUALLY THEREAFTER.

Very truly yours,

Joseph A. O'Brien (S)
Joseph A. O'Brien, Esquire
City Solicitor

/pal

FILE OF THE COUNCIL NO. _____

2020

AN ORDINANCE

AMENDING FILE OF THE COUNCIL NO. 11, 1976, ENTITLED "AN ORDINANCE (AS AMENDED) ENACTING, IMPOSING A TAX FOR GENERAL REVENUE PURPOSES IN THE AMOUNT OF TWO PERCENT (2%) ON EARNED INCOME AND NET PROFITS ON PERSONS, INDIVIDUALS, ASSOCIATIONS AND BUSINESSES WHO ARE RESIDENTS OF THE CITY OF SCRANTON, OR NON-RESIDENTS OF THE CITY OF SCRANTON, FOR WORK DONE, SERVICES PERFORMED OR BUSINESS CONDUCTED WITHIN THE CITY OF SCRANTON, REQUIRING THE FILING OF RETURNS BY TAXPAYERS SUBJECT TO THE TAX; REQUIRING EMPLOYERS TO COLLECT THE TAX AT SOURCE; PROVIDING FOR THE ADMINISTRATION, COLLECTION AND ENFORCEMENT OF THE SAID TAX; AND IMPOSING PENALTIES FOR THE VIOLATIONS", BY RE-ENACTING THE IMPOSITION OF THE WAGE TAX AT TWO AND FOUR TENTHS (2.4%) PERCENT ON EARNED INCOME FOR RESIDENTS AND ONE (1%) PERCENT ON EARNED INCOME FOR NON-RESIDENTS OF THE CITY OF SCRANTON, FOR WORK DONE, SERVICES PERFORMED OR BUSINESS CONDUCTED WITHIN THE CITY OF SCRANTON FOR THE YEAR 2021 AND THE SAME SHALL REMAIN IN FULL FORCE AND EFFECT ANNUALLY THEREAFTER.

SECTION 1. BE IT ORDAINED BY THE COUNCIL OF THE CITY OF

SCRANTON, and it is hereby ordained that Part II of File of the Council No. 11, 1976 is hereby amended to read as follows:

"II. IMPOSITION OF TAX.

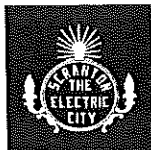
An annual tax for general revenue purposes of two and four tenths percent (2.4%) is hereby imposed on the earned income received and net profits earned in the period beginning January 1ST and ending December 31ST annually by all persons, individuals, associations, and businesses who are residents of the City of Scranton, and one percent (1%) on non-residents of the City of Scranton, for work done, services performed or businesses conducted within the City of Scranton."

SECTION 2. If any section, clause, provision or portion of this ordinance 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 ordinance so long as it remains legally enforceable minus the invalid portion. The City reserves the right to amend this ordinance 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 ordinance and the effective administration thereof.

SECTION 3. In all other respects, File of the Council No. 11, 1976 shall remain in full force and effect.

SECTION 4. This Ordinance shall become effective January 1, 2021.

SECTION 5. This Ordinance is enacted by the Council of the City of Scranton and said taxes are levied pursuant to the authority of the Act of the Legislature, April 13, 1972, Act No.



DEPARTMENT OF LAW

City Hall | 340 North Washington Avenue | Scranton, PA 18503 | 570.348.4105

November 23, 2020

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

RECEIVED
NOV 23 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

Dear Honorable Council Members:

ATTACHED IS AN ORDINANCE AMENDING FILE OF THE COUNCIL NO. 11, 1976, ENTITLED "AN ORDINANCE (AS AMENDED) ENACTING, IMPOSING A TAX FOR GENERAL REVENUE PURPOSES IN THE AMOUNT OF TWO PERCENT (2%) ON EARNED INCOME AND NET PROFITS ON PERSONS, INDIVIDUALS, ASSOCIATIONS AND BUSINESSES WHO ARE RESIDENTS OF THE CITY OF SCRANTON, OR NON-RESIDENTS OF THE CITY OF SCRANTON, FOR WORK DONE, SERVICES PERFORMED OR BUSINESS CONDUCTED WITHIN THE CITY OF SCRANTON, REQUIRING THE FILING OF RETURNS BY TAXPAYERS SUBJECT TO THE TAX; REQUIRING EMPLOYERS TO COLLECT THE TAX AT SOURCE; PROVIDING FOR THE ADMINISTRATION, COLLECTION AND ENFORCEMENT OF THE SAID TAX; AND IMPOSING PENALTIES FOR THE VIOLATIONS", BY RE-ENACTING THE IMPOSITION OF THE WAGE TAX AT TWO AND FOUR TENTHS (2.4%) PERCENT ON EARNED INCOME FOR RESIDENTS AND ONE (1%) PERCENT ON EARNED INCOME FOR NON-RESIDENTS OF THE CITY OF SCRANTON, FOR WORK DONE, SERVICES PERFORMED OR BUSINESS CONDUCTED WITHIN THE CITY OF SCRANTON FOR THE YEAR 2021 AND THE SAME SHALL REMAIN IN FULL FORCE AND EFFECT ANNUALLY THEREAFTER.

Very truly yours,

Joseph A. O'Brien (S)
Joseph A. O'Brien, Esquire
City Solicitor

/pal

FILE OF THE COUNCIL NO. _____

2020

AN ORDINANCE

AMENDING FILE OF THE COUNCIL NO. 100, 1976, ENTITLED "AN ORDINANCE (AS AMENDED) LEVYING GENERAL AND SPECIAL TAXES FOR THE FISCAL YEAR 1977", BY SETTING THE MILLAGE FOR THE YEAR 2021 AND THE SAME SHALL REMAIN IN FULL FORCE AND EFFECT ANNUALLY THEREAFTER.

SECTION 1. Be it ordained by the Council of the City of Scranton, that Section 1 of File of the Council No. 100, 1976 shall be amended to read as follows:

"The Council of the City of Scranton ordains that for the purpose of defraying the expense of the City of Scranton for the fiscal year commencing on the first day of January, 2020 and certain other deficiencies prior thereto, a tax is hereby levied on all real, personal and mixed property within the limits of the City of Scranton, Pennsylvania taxable according to the laws of the Commonwealth of Pennsylvania as follows:

To provide for the payment of general expenses and to provide for the various interest and sinking funds as required by law, there is hereby levied on each thousand dollar of valuation in the Scranton Twenty-Four Ward area:

For General Expense and Sinking Fund purposes:

Levy on all Land	.239521 millage rate
Levy on all buildings	.050564 millage rate

The total levy for general and special purpose is two hundred thirty nine dollars and .521 cents (\$239.521) on each one thousand dollars of said valuation of land, and fifty dollars and .564 cents (\$50.564) on each one thousand dollars of said valuation on all buildings."

The total levy remains unchanged from 2020 at 290.085 mills.

SECTION 2. Eliminating the dedicated millage for debt service and imbedding a dedicated percentage of revenues thereby meeting the intent of a segregated stream of revenues assigned to debt service. To address the continued dedication of real estate tax revenue, the Single Tax Office will be notified, and the amended legislation will certify, that 33% of real estate tax revenue on a current year basis will be remitted to the City's Single Point Paying Agent to meet the budgeted debt service requirement for the fiscal year.

SECTION 3. This Ordinance shall become effective January 1, 2021.

SECTION 4. In all other respects, File of the Council No. 100, 1976 shall remain in full force and effect.

SECTION 5. If any section, clause, provision or portion of this Ordinance 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 ordinance so long as it remains legally

enforceable minus the invalid portion. The City reserves the right to amend this ordinance 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 Ordinance and the effective administration thereof.

SECTION 6. The tax imposed herein is effective for calendar year 2021 and shall remain in full force and effect annually thereafter, without annual reenactment unless and until there is a change in the rate of taxation, pursuant to the Local Tax Enabling Act, 53 Pa. C.S. § 6924.306 and the Act of the Legislature, April 13, 1972, Act No. 62.

SECTION 7. This Ordinance is enacted by the Council of the City of Scranton under the authority of the Act of the 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.



DEPARTMENT OF LAW

City Hall | 340 North Washington Avenue | Scranton, PA 18503 | 570.348.4105

NOVEMBER 23, 2020

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

RECEIVED
NOV 24 2020

Dear Honorable Council Members:

OFFICE OF CITY
COUNCIL/CITY CLERK

ATTACHED IS AN ORDINANCE AMENDING FILE OF THE COUNCIL NO. 100, 1976, ENTITLED "AN ORDINANCE (AS AMENDED) LEVYING GENERAL AND SPECIAL TAXES FOR THE FISCAL YEAR 1977", BY SETTING THE MILLAGE FOR THE YEAR 2021 AND THE SAME SHALL REMAIN IN FULL FORCE AND EFFECT ANNUALLY THEREAFTER.

Very truly yours,

Joseph A. O'Brien (S)

Joseph A. O'Brien, Esquire
City Solicitor

JAO/sl

RESOLUTION NO. _____

2020

RATIFYING AND APPROVING OF THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON, ON BEHALF OF SCRANTON CULTURAL CENTER AT THE MASONIC TEMPLE TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE ACCOUNT GRANT, PURSUANT TO THE PA RACE HORSE DEVELOPMENT AND GAMING ACT IN THE AMOUNT OF \$95,928.00 FOR THE PROJECT TO BE KNOWN AS "COVID-19 PUBLIC HEALTH, SAFETY, AND SECURITY UPGRADE" LOCATED AT 420 N. WASHINGTON AVENUE, SCRANTON, PENNSYLVANIA, AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PENNSYLVANIA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$95,928.00 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT.

WHEREAS, the City of Scranton, through the Office of Economic and Community Development, will submit a grant application on behalf of Scranton Cultural Center at the Masonic Temple to the Commonwealth of Pennsylvania ("the Commonwealth") acting through the Commonwealth Financing Authority (the "Grantor") for a Local Share Account Grant, pursuant to the PA Race Horse Development and Gaming Act, for "COVID-19 public health, safety, and security upgrade" ("project") located at 420 n. Washington Avenue, Scranton, Pennsylvania. A copy of such Project details is attached hereto as Exhibit "A" and incorporated herein as if set forth at length; and

WHEREAS, the City of Scranton intends herein to ratify and approve the execution and submission of the Grant Application; and

WHEREAS, the Commonwealth of Pennsylvania will review the Grant Application for funding for the Local Share Account Grant in the amount of \$95,928.00 ("Grant") for the Project; and

WHEREAS, if the Grant Application is approved, the City of Scranton intends herein to authorize the execution of the Local Share Account Grant Contract and Commitment Letter, and the acceptance, disbursement, and utilization of the Grant for the Project.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SCRANTON that the execution and submission of the Grant Application is hereby ratified and if approved, the Mayor and other appropriate City Officials are hereby authorized to enter into and execute and submit any additional related paperwork for this Grant, and if

successful, to, accept the grant funds to be used for the Project as attached hereto. This approval anticipates and authorizes the execution of any and all related documentation necessary for the Grant or to accept, disburse, and utilize the Grant for the Project.

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 decisions 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 interest 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 the 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.

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

OECD

Local Share Account (LSA) of Monroe County

- ***Summary and Facts of the legislation***

A resolution ratifying and approving local share account (LSA) grant application on behalf of Scranton Cultural Center at the Masonic Temple for the \$95,928.00 for project COVID-19 public health, safety, and security upgrade.

- ***Purpose – please include the following in the explanation:***

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

The Resolution is a requirement within the guidelines for all LSA grants submissions and the City is the fiscal agent for this funding.

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

Benefits - Developers must work with the City, who is the fiscal agent for this funding. The City facilitates, while the project will provide increased public health, safety, and security for the Scranton Cultural Center at the Masonic Temple. This application is comprised of several projects that will provide an overall increase in protection for students, guests and clients attending this nationally recognized historic structure.

Downside – N/A.

- ***Financial Impact – please include the following in the explanation:***

- ***Cost (initial and ongoing)***

The grant request for \$95,928.00 will upgrade equipment for safety measures enhanced by COVID-19. There are no City funds being used for this grant. The City receives an administration fee for being the fiscal agent.

- ***Benefits (initial and ongoing)***

See above.

- ***Funding Sources – please include the following in the explanation:***

If transferring funds, please ensure specific accounts are noted; if appropriating funds from a grant, list the agency awarding the grant.

Local share account (LSA) of Monroe County commonwealth financing authority for a Local Share Account Grant, pursuant to the PA Race Horse Development and Gaming Act.

- ***Priority Status/Deadlines, if any***

Applications are due to the Commonwealth by November 30, 2020 and this resolution is to be included at such time.

- ***Why should the Council unanimously support this legislation?***

This legislation is a benefit for both the City and historic Cultural Center as they do business more efficiently and safely. As a regional economic driver generating more than \$6 million and up to 110 jobs annually in Lackawanna County, the Cultural Center strives to serve the community as best as possible.

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

None at this time.

EXHIBIT A

COVID-19 Public Health, Safety, and Security Upgrade Scranton Cultural Center at the Masonic Temple

Project Description

The project will provide increased public health, safety, and security for the Scranton Cultural Center at the Masonic Temple. This application is comprised of several projects that will provide an overall increase in protection for students, guests and clients attending this nationally recognized historic structure. The elements of this project include:

- Purchase and installation of baby changing stations in both male and female restrooms
- Purchase and installation of hand sanitizing stations in all restrooms, offices, dressing rooms, and other areas utilized by the public
- Purchase and installation of video monitoring systems for the SCC exterior and interior corridors to increase public and staff safety
- Purchase of 16 two-way radios and associated accessories for staff to better communicate throughout events and more quickly respond to emergency situations
- Purchase of intercom system base station and belt packs to allow for better communication for stage and ballroom events
- Purchase and installation of metal/temperature walk through detectors

All of these add to an increase in public safety in this era of COVID-19, allowing the Scranton Cultural Center to do business more efficiently and safely. This project increases public safety and security both in handling the daily operational communications as well as the needs of event staff and theatrical tours.

LSA Grant Request: \$95,928.00



DEPARTMENT OF LAW

City Hall | 340 North Washington Avenue | Scranton, PA 18503 | 570.348.4105

November 23, 2020

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Of the City of Scranton
Municipal Building
Scranton, PA 18503

RECEIVED
NOV 23 2020

OFFICE OF CITY
COUNCIL/CITY CLERK

Dear Honorable Council Members:

ATTACHED IS A RESOLUTION RATIFYING AND APPROVING OF THE EXECUTION AND SUBMISSION OF THE GRANT APPLICATION BY THE CITY OF SCRANTON, ON BEHALF OF SCRANTON CULTURAL CENTER AT THE MASONIC TEMPLE TO THE COMMONWEALTH OF PENNSYLVANIA ACTING THROUGH THE COMMONWEALTH FINANCING AUTHORITY FOR A LOCAL SHARE ACCOUNT GRANT, PURSUANT TO THE PA RACE HORSE DEVELOPMENT AND GAMING ACT IN THE AMOUNT OF \$95,928.00 FOR THE PROJECT TO BE KNOWN AS "COVID-19 PUBLIC HEALTH, SAFETY, AND SECURITY UPGRADE" LOCATED AT 420 N. WASHINGTON AVENUE, SCRANTON, PENNSYLVANIA, AND AUTHORIZING THE MAYOR AND OTHER APPROPRIATE CITY OFFICIALS OF THE CITY OF SCRANTON, PENNSYLVANIA, TO ACCEPT THE GRANT, IF SUCCESSFUL, AND EXECUTE AND ENTER INTO A LOCAL SHARE ACCOUNT GRANT CONTRACT AND COMMITMENT LETTER WITH THE COMMONWEALTH OF PENNSYLVANIA TO ACCEPT AND UTILIZE THE GRANT IN THE AMOUNT OF \$95,928.00 AWARDED BY THE COMMONWEALTH OF PENNSYLVANIA FOR SUCH PROJECT.

Very truly yours,

Joseph A. O'Brien (S)

Joseph A. O'Brien, Esquire
City Solicitor

/pal