

**REGULAR COUNCIL MEETING**  
**MONDAY, FEBRUARY 24, 2020**  
**COUNCIL CHAMBERS**  
[www.lackawannany.gov](http://www.lackawannany.gov)

Regular session of the Lackawanna City Council met in the Council Chambers, Council President Frederic J. Marrano presiding. The meeting was preceded by the Pledge of Allegiance led by Council President Frederic J. Marrano.

Meeting called to order

NB: Meeting being recorded

Roll Call: Council: Present: Ingram, Schultz, Moretti, Surdyke, Marrano

Dept. Heads: Present: Law, Comptroller, Recreation, Public Safety, Development, Public Works

**Approval of Minutes:** of regular meeting of February 6, 2020.

Moved by Marrano seconded by Schultz to adopt minutes of the regular meeting of February 6, 2020 as written.

Yeas: Ingram, Schultz, Moretti, Surdyke, Marrano

Carried 5-0

**Departmental Reports:**

1. **City Comptroller**- A/P Check Listing #28, dated January 30, 2020.
2. **City Comptroller**- A/P Check Listing #29, dated February 6, 2020.
3. **City Comptroller**- A/P Check Listing #30, dated February 13, 2020.
4. **City Treasurer** - Total receipts deposited into the General Fund Account for the month of January, 2020.
5. **City Clerk** – Monthly revenue report for January, 2020.

Moved by Marrano seconded by Schultz to receive and file departmental reports one through five.

Yeas: Ingram, Schultz, Moretti, Surdyke, Marrano

Carried 5-0

**Communication from the Council:**

6. To: City Council

I am requesting City Council approve the installation of four-way stop signs at the intersection of Newman Street and Victory Avenue.

Residents that reside in the area are complaining that when the firehouse on South Park turns the traffic signal red drivers turn down Gibbons Street to Newman Avenue and fly through the intersection.

It is the safety of the residents, particularly the children that reside and play in that area, as the justification for this request.

**RONALD SCHULTZ – SECOND WARD COUNCILMAN**

Moved by Marrano and seconded by Schultz to approve request, refer to Director of Public Safety, Law Department and DPW Commissioner.

Yeas: Ingram, Schultz, Moretti, Surdyke, Marrano

Carried 5-0

7. To: City Council

I would like to have Rebecca Riley from the Go Bikes organization speak to the Council on possible ways to help us with crosswalks as was done in the 1<sup>st</sup> Ward.

**JOHN INGRAM – FIRST WARD COUNCILMAN**

Moved by Schultz and seconded by Ingram to receive and file.

Yeas: Ingram, Schultz, Moretti, Surdyke, Marrano

Carried 5-0

**Communications from Division/Department Heads:**

**Request to Repeal Municipal Code Section 204 - Taxicabs**

8. To: City Clerk

Please see the attached City Charter provision governing the registration of taxicabs with the City of Lackawanna. As I recall years ago there were a number of cab companies operating in Lackawanna or within close proximity to the City. It was not uncommon to see taxi's traveling about the City on a regular basis. This statute was enacted to enable the City to regulate their use and to enable the City to have contacts within these various companies for whatever reasons the City deemed necessary, i.e. safety concerns, equipment violations, etc.

This statute is now outdated and probably should be repealed. Request is hereby made that your honorable body consider repealing this Chapter of the City Charter.

Full context of Chapter 204 deleted. Aforementioned Chapter 204 available for review in the City Clerk's office.

**RICHARD S. JUDA, JR., Esq., City Attorney**

Moved by Marrano and seconded by Moretti to approve request.

Yeas: Ingram, Schultz, Moretti, Surdyke, Marrano

Carried 5-0

**Request to attend NYCOM Meeting**

9. To: City Clerk

I am requesting Council approval to attend the NYCOM Annual Meeting May 3, 2020 through May 5, 2020 in Bolton Landing.

**RICHARD S. JUDA, JR., Esq., City Attorney**

Moved by Marrano and seconded by Schultz to approve request.

Yeas: Ingram, Schultz, Moretti, Surdyke, Marrano

Carried 5-0

**Request to approve the Soccer for Success Program to Utilize Victory Playground**

10. To: City Council

I am requesting your Honorable Body to authorize the Soccer for Success Program to utilize Victory Playground from April 20, 2020 to the end of September 2020 on the following days: Tuesday 6:30 pm – 8:00 pm, Wednesday 6:30 pm – 8:00 pm, Saturday 9:30 am – 11:00 am.

The Lackawanna Recreation Department has teamed with Soccer for Success on numerous occasions in the past to provide free soccer instruction to Lackawanna children from Grades K through 5, including a summer session last year at the Victory Playground location. Based on the popularity of last year's program, Soccer for Success wishes to expand the program to twice the length of last year. This program is of zero cost to the City of Lackawanna. Soccer for Success has provided proof of insurance for this program.

**BRIAN LAKSO, DIRECTOR OF PARKS AND RECREATION**

Moved by Marrano and seconded by Schultz to approve request.

Yeas: Ingram, Schultz, Moretti, Surdyke, Marrano

Carried 5-0

### **Request to approve the Lackawanna Sports Club to Utilize Victory Playground**

11. To: City Council

I am requesting your Honorable Body to authorize the Lackawanna Sports Club to utilize Victory Playground from April 20, 2020 to the end of June 25, 2020 on the following days: Monday 6:00 pm – 8:30 pm, Thursday 6:00 pm – 8:30 pm, Friday 6:00 pm – 8:30 pm.

The Lackawanna Recreation Department has teamed with the Lackawanna Sports Club numerous times in the past with great success. The Lackawanna Sports Club will provide proof of insurance covering April 25th to June 25, 2020 when it is available. Failure to do so will result in the suspension of the program until such time that proof of insurance is provided.

**BRIAN LAKSO, DIRECTOR OF PARKS AND RECREATION**

Moved by Marrano and seconded by Moretti to approve request pending proof of insurance.

Yeas: Ingram, Schultz, Moretti, Surdyke, Marrano

Carried 5-0

### **Retention of Bedford Business Partners, LLC for Strategic Marketing and Communication**

12. To: City Council

The City's contract with their current lobbyist group for \$3,000 per Month is scheduled to expire on March 1, 2020. We intend to work with our local legislative delegation directly in this next year and forego the retention of a lobbying firm.

The change in direction will free up \$36,000 Department of Development Budget Line A3620.469, which together with an additional \$4,000 from the same line we desire to redirect towards the retention of Bedford Business Partners, LLC (BBP llc.). Bedford Business Partners would be retained to develop and implement strategic marketing plan for the City's unique assets and opportunities. The scope of services to be provided is set forth in the attached.

We ask the Common Council to authorize the retention of BBP, llc., for an annual rate not to exceed \$40,000. The scope of the services are set forth in the greater detail in the attached correspondence. The final form of the contract will be subject to the written approval of the City Attorney.

**RICHARD E. STANTON, DIRECTOR OF DEVELOPMENT**

Dear Mr. Stanton,

As a follow-up to our February 18 conversation, below is an outline of the proposed consulting engagement between Bedford Business Partners, LLC and the City of Lackawanna, which reflects my ongoing discussions with Mayor Iafallo.

At a macro level, Bedford Business Partners, LLC welcomes the opportunity to serve as Lackawanna's marketing and communication partner – focusing on marketing strategies to advance various economic/community development initiatives, strategic communications to various stakeholders, and advising how to best manage other aspects of the City's public image.

This work falls under the following categories:

- *Marketing/Branding/Business Development*
  - Work with City leadership to identify/understand marketing opportunities and challenges
  - Leverage secondary marketing research (and primary research if needed) to inform and refine market/brand initiatives, including value proposition and target audiences
  - Develop and implement marketing strategies according to project objectives and budget
  - Advise on branding, positioning, communications, and related marketing matters
  - Prepare detailed marketing action plans
  - Develop relationships with City Hall staff (i.e. website and social media) and external partners (i.e. graphic designers, videographers, ad reps. etc.) based on project need

- Monitor progress relative to target metrics/goals
- Monitor emerging trends and share best practices knowledge and insights
- Write reports with suggestions for improvement and new ideas
- *Communications Management*
  - *Stakeholder information and engagement regarding City business:*
    - City residents, community organizations/partners, neighboring municipalities, and the media\* (\*includes managing all City press releases and media relations for town hall meetings, press conferences, interview requests and other related events)
    - City workforce...delivered centrally (from Mayor) or cascaded through department heads
    - Other government partners (federal, state, county)
  - *Executive Communications*
    - Speech writing and presentation development for the Mayor and other members of City leadership as appropriate.
  - *Crisis Communications*
    - Identifying and executing best practices for informing various stakeholder groups regarding crisis/disaster situations related to crisis situations, to include but not limited to weather, personnel, homeland security, other crisis situations requiring the utmost care and precision.
- *Project Management*
  - Providing support as needed for other high profile business projects – either led directly by the City of Lackawanna and/or in partnership with federal, state and/or county partners.

This engagement is initially for a period of one year commencing on March 1, 2020 compensated at an annual rate of \$40,000 payable monthly\*\* - with the opportunity for annual renewal based on performance and needs of the City.

\*\*This fee is for services provided by Bedford Business Partners, LLC only – any additional vendor partners needed to execute agreed upon marketing efforts, including graphics, videographer, photography, advertising placement, etc., will be subcontracted by Bedford Business Partners, LLC on a project basis at a cost to be paid by the City of Lackawanna.

- *No additional services/expenses will be incurred without prior written approval from the City of Lackawanna, and all such services/expenses will be in compliance with applicable laws.*

Once you've reviewed this communication please contact me discuss what additional information (if any) you need to finalize this proposal for presentation to the Lackawanna City Council on Monday, February 24, 2020.

Regards,

Charles D. Clark, President

Moved by Marrano and seconded by Surdyke to **TABLE** request pending additional information.

Yeas: Ingram, Schultz, Moretti, Surdyke, Marrano

Carried 5-0

### **Communications from Citizens:**

#### **Use of Senior Center**

13. To: City Council

On behalf of the Board of Education, I am asking if space could be made available for our upcoming May 19, 2020 School Board Election in hall/building. (Bocce/Senior Center)

The election will be held on Tuesday, May 19<sup>th</sup> between the hours of 12 noon and 9:00 p.m. Inspectors working would need access to said building/hall at 11:30 a.m.

I will confirm a date and time of delivery and pick up of voting machines as the date approaches and the School District will pay \$100.00 for the space being used.

**AMBER ILLG, LACKAWANNA BOARD OF EDUCATION**

Moved by Marrano and seconded by Surdyke to approve request, refer to DPW Commissioner.

Yeas: Ingram, Schultz, Moretti, Surdyke, Marrano

Carried 5-0

**Annual St. Patrick's Day Parade Amended to Tuesday, March 17, 2020**

14. To: Mayor Iafallo

The Limestone Hill Friends of St. Patrick are planning the annual St. Patrick's Day Parade and Festivities for St. Patrick's Day, Tuesday, March 17, 2020.

The Festivities will include the following:

12:10 pm Special Mass – Our Lady Of Victory Basilica

12:45 pm The Annual Shortest St. Patrick's Day parade (Parade Route: Our Lady of Victory Basilica to City Hall)

1:00 pm Raising of the Irish Flag commemorating St. Patrick's Day  
Guest Speakers: City of Lackawanna Mayor and Parade Representatives

1:30 pm Corned Beef and Cabbage Dinners/Sandwiches and Refreshments  
At the Col. Weber Post #898

On behalf of the many Irish American residents and members of the Limestone Hill Friends of St. Patrick, we respectfully request permission for:

Parade Permit

Raise Irish Flag next to the City's American Flag for the Day

A Podium for speakers near the flag

**Michael Cusack/Thomas McGowan, Co-Chairmen, Patriots Club/Col. Weber Post #898**

Moved by Marrano and seconded by Surdyke to approve request as amended, refer to Director of Public Safety and DPW Commissioner.

Yeas: Ingram, Schultz, Moretti, Surdyke, Marrano

Carried 5-0

**New Business Registration:**

Susan Jackson, dba Speedway LLC (Convenience Store/Gas Station) at the following locations:

2861 South Park Avenue

2530 Hamburg Turnpike

2080 Abbott Road

Moved by Marrano and seconded by Schultz to approve Business Registrations for the aforementioned locations.

Yeas: Ingram, Schultz, Moretti, Surdyke, Marrano

Carried 5-0

**Old Business: Item # 10 from January 6, 2020 agenda.**

**Council Member Ingram-** I am asking the Council to take back properties located at 149 Ingham and 163 Ingham from Mr. Abdul Noman for not fulfilling his obligation of building on the properties. Referred to Law Department.

**Council to address this issue at next scheduled meeting**

**Adjournment:**

Moved by Marrano and seconded by Ingram to adjourn meeting.

Yeas: Ingram, Schultz, Moretti, Surdyke, Marrano

Carried 5-0

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Frederic J. Marrano-Council President

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Jeffrey P. DePasquale - City Clerk