

Lancaster City Council Committee Meetings, August 6, 2018, 6 p.m.

**COMMISSION ROOM, CITY HALL ANNEX
120 NORTH DUKE STREET**

CALLING ROLL OF MEMBERS

Present – Chris Ballentine, Faith Craig, Janet Diaz, John Graupera, Ismail Smith-Wade-El, Pete Soto and President James Reichenbach – 7

APPROVAL OF MINUTES

Minutes of the City Council committees for July 2, 2018 were approved by a roll-call vote.

PUBLIC SAFETY COMMITTEE

1. Chief of Police Jarrad Berkihsier updated Council members on revisions to the police civilian complaint form. No Council action taken.

Chief Berkihsier reported that City police received 28 complaints in 2017 from members of the public who submitted complaint forms. All complaints were investigated. Six investigations resulted in disciplinary action being taken against officers. Those investigations resulted from improper demeanor or the officers' use of inappropriate language.

Chief Berkihsier continued that the civilian complaint form has been revised to be more understandable. It will be available as a fillable pdf document on the police website and it will be available in English and Spanish. The printed form as available now. The website posting may be available by the end of the week.

Mayor Sorace noted that revisions to the form could still be made. The last time the form was revised was in 2006.

Chief Berkihsier said the content of the form stemmed from a 1970s court order regarding civilian complaints against Pennsylvania municipal police. Because of that court order, the form could not be significantly altered. One change that could be made was the removal of a requirement that the complainant have the form notarized.

Ms. Craig commented that the new form was easier to read. Mayor Sorace said additional comments and suggestions should be directed to Chief Berkihsier.

Responding to a question from Ms. Diaz, Chief Berkihsier said the police work with Church World Service to determine the need for translation services for languages other than English and Spanish. Police representatives meet with Church World Service every other month. CWS provides translation and works with the police to make other translators available. Additionally, with CWS, police are developing cards with commonly needed phrases translated into several languages.

Ms. Diaz cited a language application used by Lancaster General Hospital and proposed the City should also utilize the service. Mayor Sorace stated that application requires a costly subscription

and the City is considering several options for translation. Ms. Diaz said grants may be available for which the City could apply.

2. Administration Resolution No. 52-2018, requesting a grant from U.S. Justice Department FY 2018 Byrne Justice Assistance Grant Program. Mr. Soto made a motion to send the resolution to the full Council for consideration at the August 14 meeting. Ms. Craig seconded the motion and it was approved by the committee.

Mayor Sorace said the grant is one of two direct allocations to the City provided by the federal government each year. The \$44,943 being allocated this year follows a formula that sets the grant amount. The resolution is required by the application to receive those funds.

Chief Berkihiser said the Byne grant funds applied for in 2017 were recently received. That money is being used to replace failing interview room recording technology. The 2018 grant will be used for improving the camera network on the interior and exterior of the police station. That need was identified following the arson at City Hall.

Responding to a question from Mr. Soto, Mayor Sorace said several steps are being taken to improve security at City Hall, including installation of exterior cameras and cameras in building stairwells, the addition of key card access in the lower level and automatic closure of the half-door near the first-floor reception desk.

COMMUNITY DEVELOPMENT & PLANNING COMMITTEE

1. Administration Resolution No. 53-2018, authorizing waiver of City fees for permitting and inspections related to the SoWe porch light initiative. Mr. Soto made a motion to move the resolution to the full Council for consideration at the August 14 meeting. Ms. Craig seconded the motion and it was approved by the committee.

Matt Johnson, Chief of Staff for Mayor Sorace, said the southwest neighborhood group allocated money to fund the installation of porch lights on neighborhood homes. The program will provide high-efficiency LED lights to homes that do not have one in an effort to help with crime prevention and public safety. A major cost for the program is the City's \$65 per property permitting fee. Of that fee, \$61 covers City administrative and inspection costs, while \$4 is remitted to the state. This resolution will allow the waiver of the \$61 City portion. To ameliorate the City's costs, the permitting and inspections will be done for multiple properties at once.

Mayor Sorace noted that program contractors will be installing lights at multiple properties on a given day, making the process more efficient.

Responding to a question from Mr. Smith-Wade-El, Mr. Johnson said funding is available for as many as 200 homes. There have been 25-30 requests for lights.

Responding to Ms. Diaz, Mr. Johnson said SoWe representatives have gone door-to-door in the neighborhood to inform residents of the available lights.

President Reichenbach questioned whether the lights would require review by the Historical Architectural Review Board for those blocks within the HARB. Mr. Johnson said he would seek information about the implications of HARB regulations.

Mr. Smith-Wade-El noted that the text of the resolution allows as much as \$13,000 to be waived. Those funds can be considered matching funds contributed by the City to SoWe.

CLERK'S REPORT

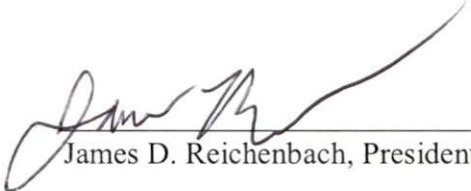
City Clerk Bernard Harris related to Council members some of the work he has done in the previous month, including:

- Researching civilian review boards and Grand Rapids, Michigan's rental housing application ordinance; information about the Rocky Springs Carousel; and providing a pre-2013 City fee schedule for street excavations.
- Working with the City's purchasing coordinator to facilitate the repair of Councilman Smith-Wade-El's tablet screen.
- Attending the monthly Lancaster Parking Authority board meeting and providing a summary of that meeting.
- Providing City directors with a quarterly review of members of the City's boards, commissions and authorities whose terms have expired or soon will expire.
- Sending to Council members information about the Pennsylvania Municipal League Summit and offering to register Council members interested in attending.
- Providing Council members with access to a New York Times' columnist's essay about Lancaster.
- Participating in meetings concerning the development of a new City website.
- Sitting for a photographic portrait as part of an exhibit of portraits of City employees.
- And, at the request of City staff, adding notes to the electronic City code linking supplemental documents.

The meeting was adjourned at 6:26 p.m.

Attest:


Bernard W. Harris Jr., City Clerk


James D. Reichenbach, President

Approved by Council: 9/4/2018