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# *Minutes of the Borough Council Zelienople, PA*

8/31/2020

7:30 PM Council-Workshop

MasterID:

678

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The August 31, 2020 Council Meeting of the Zelienople Borough Council was called to order at 7:30 PM by Council President Allen Bayer in the Council Chambers located at 111 W New Castle St., Zelienople PA 16063. This meeting was held in a limited in-person environment as well as remotely through the WebEx technology due to the coronavirus pandemic situation and to comply with the Governors order to limit in person public meetings. It still complied with all rules of advertisement and the public had access to the meeting and was able to participate. In-person attendance were council members, Allen Bayer, Andrew Mathew III, Mary Hess (arrived in person at 7:40 pm), Gregg Semel, Doug Foyle, and Mayor Thomas Oliverio. Attending remotely was council member Marietta Reeb. Councilman Ralph Geis was not in attendance.

Also, in attendance were Borough Manager Donald Pepe and Executive Assistant/Systems Administrator Cindy Edwards. Attending remotely was Solicitor Bonnie Brimmeier, Police Chief James Miller, and Borough Engineer Tom Thompson.

## PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mr. Bayer

## VISITORS

Dan Fritch, Zelienople Area Business Association

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## PUBLIC COMMENT:

Dan Fritch thanked the Borough on behalf of the Zelienople Area Business Association for sponsoring the tents throughout town and asked council to consider making the tent near ShuBrew more permanent. He also stated that he likes the new citizen request app SeeClickFix and wanted to verify that the email address for the revitalization project will still be used for phase II of the revitalization project.

## CONSENT AGENDA:

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A motion was made by Mr. Mathew, second by Mr. Semel to approve:

- Minutes of the July 13, 2020 Public Hearing Meeting
- Minutes of the August 10, 2020 Council Meeting

Motion carried 6-0.

OLD BUSINESS:

None

NEW BUSINESS:

CONSIDER APPROVING IRON MAN CLINIC RUN EVENT

A motion was made by Mr. Mathew, seconded by Mr. Foyle to approve the request from Get Fit Families to host an Iron Man Clinic Run event on Sunday, October 4, 2020. The event is being held on Borough streets and at the Community Park, with the following conditions:

-It is the sponsor's responsibility to coordinate the event with the Borough Public Works Department and all Emergency Services.

-Any signs must be small and not block views of traffic on any intersections. The sponsor must gain permission from all property owners to place these signs. They must also be removed as soon as the race is completed.

-Streets are not to be marked with paint or markers of any kind.

-The sponsor must get approval from Harmony Borough for the portion of the event in their jurisdiction.

-The sponsor must also get approval from the Community Park Board for this event.

-The sponsor must also provide all insurance certificate coverage to the borough(s) and the park as is normal procedure.

-The sponsor is also responsible to adhere to all state COVID-19 guidelines that are in place at the time of the event.

Motion carried 6-0

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## CONSIDERATION FOR CLOSING PENNSYLVANIA AVENUE BETWEEN EAST SPRING STREET AND BEAVER STREET FOR A NEIGHBORHOOD BLOCK PARTY ON OCTOBER 3, 2020

A motion was made by Mr. Semel, seconded by Mr. Mathew to approve the closure of Pennsylvania Avenue between East Spring Street and Beaver Street from 1:00 pm to 8:00 pm on October 3, 2020 for a neighborhood block party. This is not a Borough sanctioned or sponsored event, the Borough is only approving the road closure for this private event. The group must:

- Be responsible for complaints on noise.
- Should a second complaint be received, all music will be shut down.
- Must contact the Street Department to coordinate the obtaining of cones and barricades for street closure.
- Must coordinate with the Police Department for safety concerns.
- Ensure the area is cleaned of any trash and debris when the event is completed.
- Adhere to all COVID-19 safety rules that apply at the time of the event.
- The Borough is not responsible for insuring this event.

Motion carried 6-0.

## ACKNOWLEDGE RECEIPT OF THE 2021 MINIMUM MUNICIPAL OBLIGATION (MMO) FOR THE POLICE PENSION PLAN

A motion was made by Mr. Mathew, seconded by Mr. Semel to acknowledge receipt of the 2021 Minimum Municipal Obligation (MMO) for the Police Pension Plan in the amount of \$165,774.

Motion carried 6-0

## ACKNOWLEDGE RECEIPT OF THE 2021 MINIMUM MUNICIPAL OBLIGATION (MMO) FOR THE NON-UNIFORM PENSION PLAN

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A motion was made by Mr. Mathew, seconded by Mr. Foyle to acknowledge receipt of the 2021 Minimum Municipal Obligation (MMO) for the Non-Police Pension Plan in the amount of \$97,999.

Motion carried 6-0

CONSIDER RESOLUTION #438-20 AUTHORIZING THE COST SHARING REQUEST WITH THE PENNSYLVANIA DEPARTMENT OF TRANSPORTATION FOR THE ELECTRIC LINE RELOCATION DUE TO THE RT. 68 IMPROVEMENTS

A motion was made by Mrs. Reeb, seconded by Mr. Semel to adopt resolution #438-20 authorizing reimbursement from the Pennsylvania Department of Transportation (PennDOT) for electric utility relocation on Rt. 68 West (W. Beaver Street).

PennDOT will make a 50% contribution to the Borough for all costs to perform this utility relocation.

A full and true copy of Resolution #438-20 can be found in the Resolution Book.

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Secretary / Manager

Motion carried 6-0

CONSIDER RESOLUTION #440-20 AUTHORIZING THE COST SHARING REQUEST WITH THE PENNSYLVANIA DEPARTMENT OF TRANSPORTATION FOR THE WATERLINE RELOCATION DUE TO THE RT. 68 IMPROVEMENTS

A motion was made by Mrs. Reeb, seconded by Mr. Semel to adopt resolution #440-20 authorizing reimbursement from the Pennsylvania Department of Transportation (PennDOT) for water utility relocation on Rt. 68 West (W. Beaver Street)

PennDOT will make a 75% contribution to the Borough for all costs to perform this utility relocation. The scope is limited to the section of waterline between Jefferson Street and Clay Street.

A full and true copy of Resolution #440-20 can be found in the Resolution Book.

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Secretary / Manager

Motion carried 6-0

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## CONSIDER PROPOSED RESOLUTION #439-20 PENNSYLVANIA DEPARTMENT OF TRANSPORTATION WINTER MAINTENANCE AGREEMENT FOR 2020 TO 2025

A motion was made by Mr. Mathew, seconded by Mr. Semel to adopt proposed resolution #439-20 approving the 5-year Pennsylvania Department of Transportation (PennDOT) Winter Maintenance agreement for the winter seasons 2020-2021 through 2024-2025.

The current 5-year PennDOT/Zelienople winter maintenance agreement expires with the 2020 winter maintenance year. Proposed Resolution # 439-20 extends the agreement for another 5-year period beginning with the 2020-2021 winter season and ending with the 2024-2025 winter season. Winter season for purposes of this agreement shall be the period from October 15th to April 30th of each year. The estimated payments to be received over the five-year period total about \$66,667.95. The agreement reflects an approximate 2% increase each year.

A full and true copy of Resolution #439-20 can be found in the Resolution Book.

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Secretary / Manager

Motion carried 6-0

## CONSIDER CROWN CASTLE POLE ATTACHMENT AGREEMENT

A motion was made by Mr. Semel, seconded by Mr. Hess to approve the proposed Pole attachment Agreement with Crown Castle LLC. Crown Castle LLC corporation is requesting a renewal of their fiber and small cell network pole attachment agreement with the Borough. The agreement is for a five (5) year period beginning on the effective date of this agreement whenever executed.

Action on this item was tabled for 30 days until additional information is available.

## CONSIDER APPROVAL TO PURCHASE SEECLICKFIX CITIZEN REPORTING CUSTOM MARKETPLACE APP

A motion was made by Mrs. Hess seconded by Mr. Semel to approve the purchase of a SeeClickFix Marketplace Custom App in the amount of \$3,500.00. These costs are in addition to our annual SeeClickFix subscription fees of \$5,000. The total annual costs for SeeClickFix with this improvement will be \$8,500. It may be possible to prorate the annual \$3,500 cost for the marketplace app for the remainder of 2020.

Motion carried 6-0

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## CONSIDER APPROVAL TO PURCHASE AN ADDITIONAL SEECLICKFIX USER LICENSE

A motion was made by Mrs. Hess, seconded by Mr. Semel to approve the purchase an additional SeeClickFix user license for council use in the annual amount of \$500.00.

Motion carried 6-0

## OTHER BUSINESS:

## COUNCIL REQUEST FOR INFORMATION & FACILITY MAINTENANCE REPORT

Council reviewed the request for information list as provided in the agenda and updated items as deemed necessary.

## SET TRICK OR TREAT FOR HALLOWEEN

A motion was made by Mrs. Reeb, seconded by Mr. Mathew to set Halloween Trick or Treat on October 31, 2020 from 6:00 pm to 8:00 pm in a manner that is consistent with the COVID-19 pandemic restrictions. The approval is limited to individual and family Trick or Treating on Halloween only if there is adherence to all COVID-19 restrictions in place at that time.

Motion carried 6-0.

## HIRE DOWNTOWN REDEVELOPMENT SERVICES (BEN LEVINGER) FOR GRANTS FOR PHASE III REVITALIZATION PROJECT

A motion was made by Mr. Semel, seconded by Mrs. Hess to contract with Downtown Redevelopment Services (Ben Levinger) to acquire grant money for the Phase III Revitalization project, not to exceed the amount of \$14,000, to prepare the following grant applications including all coordination and preparatory work :

- PA DCED KCP
- PennDOT TAP.

Motion carried 6-0

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INCREASE HARMONY FIRE DISTRICT MILLAGE RATE BY ½ MILL OVER THE NEXT TWO FISCAL YEARS.

A motion was made by Mrs. Hess, seconded by Mr. Semel to go on record supporting a Fire Tax millage rate increase for the Harmony Fire District from the current 2 mills to 3 mills over the next two fiscal years (2021 & 2022) to allow for funding a needed new building for the Harmony Fire District. This support is contingent upon all four municipalities within the Harmony Fire District committing to increase their total millage rate to 3 mills commencing in FY 2021. The millage rate increase for Zelienople is anticipated to be raised over two-year period with a ½ mill increase for 2020 and another ½ mill increase for 2021.

This motion indicates Borough Council support to do so through the budget process.

Motion carried 6-0.

## MONTHLY COMMITTEE REPORTS:

Mrs. Hess:

- Main St. Revit. Committee - Noted that the committee had a discussion of the potential to get grant money for Phase III Revitalization.

Mr. Semel:

- COG: No report

- Main St. Revitalization Committee: Noted that there are four possible grants for the Phase III Revitalization project. Two that are recommended that the borough apply for.

- Airport: Indicated runaway repair will begin in October 2020

- IT: No report

Requested an Executive Session regarding contractual issues

Mr. Geis:

- No report (not in attendance)

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Mr. Foyle:

- Pension Committee: No report
- Library: Noted that the Library is having a non-Borough sponsored porch parade of 15-20 vintage cars across each decade on October 10, 2020 at 2pm. The event coordinator is aware that they cannot cross a state highway.

Mrs. Reeb

- Safety Committee: No report
- Historical Society: No report
- Shared Services: No report

Mr. Mathew:

- Water Comm.: No report
- EMA: No report
- Fire Dept. Liaison: No report
- Shared Services: No report

Mr. Bayer:

- HRC: Noted that there is an update to the employee personnel manual that will be distributed to non-uniformed staff shortly.
- PMC: No report
- Mr. Bayer brought up, for discussion, the Fire District tax millage question that is noted above.

Mayor Oliverio:

- No report

Borough Manager:



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- Noted that the 2019 Volunteer of the Year has been decided on and will be announced shortly.
- Indicated that a press release will go out on September 1, 2020 for utility disconnects and penalties resuming. They had been suspended beginning in March 2020 due to COVID-19.
- Noted that a press release will go out on September 1, 2020 for reopening the Borough building to the public beginning September 2, 2020. The building will be open to the public between the hours of 9:00 am and 3:00 pm and appointments can be scheduled between the hours of 8:00 am and 4:30 pm.

Solicitor:

- No report

Engineer:

- No report

Chief Miller:

- Indicated that there are safety issues with the Thursday evening sidewalk event.
- Noted that he is looking into requiring permits for dumpsters on the streets.

The meeting was recessed at 9:17 PM.

Councilwoman Reeb exited the meeting at 9:17 PM

Council went into executive session at 9:23 PM and returned at 10:15 PM.

## **E GIFT CARD STIMULUS**

A motion was made by Mr. Semel, second by Mrs. Hess, to authorize the use of either borough reserve or Electric Reserve funds whichever is more appropriate, to fund a one time stimulus package in the form of an Yiftee eGift Card that will go to all electric customer accounts in the amount of \$50.00 per card. The cost of this program will not exceed \$140,000, with the stipulation that that Zelienople Area Business Association will agree to be engaged and support this program going forward. Details on a start date with an anticipated six (6) month effective length of time. It is hopeful it can be in place for the fall and winter holiday seasons.

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Motion carried 5-0.

The Mayor noted he cannot cast a vote but wants to go on record in support of this program. Council member Reeb was not on the phone call at this time to cast a vote.

Being no further business, President Bayer closed the meeting at 10:23 PM.

ATTEST:

\_\_\_\_\_  
Borough Manager

\_\_\_\_\_  
Council President

Approved by me this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Mayor