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# *Minutes of the Borough Council Zelienople, PA*

8/27/2018

7:30 PM Council-Workshop

MasterID:

629

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The August 27, 2018 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. In attendance were Council Members Ralph Geis, Doug Foyle, Gregg Semel, Andrew Mathew III, Marietta Reeb and Mayor Thomas Oliverio. Councilperson Mary Hess was not present.

Borough Manager Donald Pepe, Police Chief Jim Miller, Solicitor Bonnie Brimmeier, Public Works Director Chad Garland, Zoning and Codes Officer Shelly Kaltenbaugh and Borough Engineer Tom Thompson were also present.

## PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mr. Mathew

## VISITORS

Marla Bennett  
Steve Schoppe  
Margaret Brandt  
Kelly Carney  
Melinda Sanders  
Mark Harmonos  
J.W. Johnson, Cranberry Eagle.  
Henry Ziegler  
Dan Fritch

Dan Fritch gave a brief overview of the Business Assoc. Banner program concept.

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Shelly Kaltenbaugh, Code Enforcement / Zoning Officer made two presentations of \$500.00 each for the 2018 Borough Sign Grant program. Awards went to:

- Ms. Melinda Sanders for her business Ooh & Aah located at 133 S Main St., Zelienople, PA 16063
- Ms. Kelly Carney for her business Eva Bryn Shoetique located at 117 S. Main St., Zelienople, PA 16063.

## CONSENT AGENDA:

A motion was made by Mr. Mathew, second by Mr. Geis, to approve the following:

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- Consider Minutes of the August 13, 2018 Council Meeting

Motion carried 6-0.

OLD BUSINESS:

NONE

NEW BUSINESS:

## CONSIDER POLICE SERVICE CONTRACT WITH THE SENECA VALLEY SCHOOL DISTRICT

A motion was made by Mr. Geis, second by Mr. Semel, to approve the Police Service Agreement with the Seneca Valley School District that provides a dedicated police service to the CVE School during the 2018-2019, 2019-2020 and 2020-2021 school years at a cost of \$43.63 per hour. The service to the CVE will be staffed by on-duty officers. There will no overtime utilized to provide this service. Seneca Valley School District must approve the agreement during their next action meeting on September 4, 2018 for the agreement to be valid.

Motion carried 6 - 0.

Consider Request from the St. Gregory School PTG to hold Great Pumpkin 5K and 1 Mile Walk & Run Race

A motion was made by Mr. Mathew, second by Mrs. Reeb, to approve the request of St. Gregory School PTG to hold its 9th annual Great Pumpkin Race to benefit St. Gregory School PTG and Athletics, on Sunday, October 28, 2018. The race will consist of a 5K Run and a 1-mile Walk & Run. The race will commence at approximately 3:00 PM. and should be completed by 5:00 PM. The routes proposed for the run involve Borough streets but not State routes so a parade permit from the State would not be necessary. The route also involves the use of private property. (Zelienople Sportsman's Club). It is approved with the following conditions:

- It is their responsibility to coordinate the event with the Borough Street Department and all Emergency Services. Note there is no longer a Fire Police so all matters need to be addressed by the Police Dept.
- They must obtain permission from the Sportsman's Club to utilize their property
- Any signs must be small and not block views of traffic on any intersections. The sponsor must gain

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permission from all property owners to place these signs. They must also be removed as soon as the race is completed. Please contact all affected parties to notify them of the intended signs.

- Streets are not to be marked with paint of any kind in any manner.

Motion carried 6 - 0.

CONSIDER A REQUEST TO CLOSE PENNSYLVANIA AVENUE AT E. SPRING STREET AND E. BEAVER STREET FOR A BLOCK PARTY ON SATURDAY SEPTEMBER 8, 2018

A motion was made by Mr. Foyle; second by Mr. Geis to approve the request from Mary Kay Tappe to close Pennsylvania Ave. from E. Beaver Street to E. Spring Street from 1:00 pm to Midnight on Saturday, September 8, 2018, for a neighborhood block party. This approval is with the following conditions:

- For purposes of being clear the closure would be from 1:00 pm to Midnight
- Be responsive to complaints on noise
- Should a second complaint be received all music will be shut down
- They coordinate with the Street Department to obtain cones and barricades for street closure and take them down immediately after the event.
- They coordinate with the Police Department for safety concerns
- They insure that the area is cleaned of any trash and debris when the event is completed

Motion carried 6-0

CONSIDER A REQUEST TO CLOSE OAKDALE DRIVE FROM MAPLECREST DRIVE TO 175 OAKDALE DRIVE FOR A BLOCK PARTY ON SATURDAY SEPTEMBER 1, 2018

A motion was made by Mr. Semel; second by Mrs. Reeb to approve the request from Margaret Brandt of 175 Oakdale Drive to close Oakdale Drive from the intersection of Maplecrest Drive to 175 Oakdale from 4:00 pm to 11:00 pm Saturday, September 8, 2018, for a neighborhood block party. This approval comes with the following standard conditions:

- For purposes of being clear the closure would be from 4:00 pm to 11:00 pm
- Be responsive to complaints on noise

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- Should a second complaint be received all music will be shut down
- They coordinate with the Street Department to obtain cones and barricades for street closure and taking them down immediately after the event.
- They coordinate with the Police Department for safety concerns
- They insure that the area is cleaned of any trash and debris when the event is completed

Motion carried 6-0

## CONSIDER PROPOSED MATCHING FUNDS LETTER FOR THE MAIN STREET FAÇADE GRANT APPLICATION - DCED KEYSTONE COMMUNITIES PROGRAM

A motion was made by Mr. Mathew; second by Mr. Semel to approve the Matching Funds commitment letter for the Main Street Façade Grant Program application to DCED Keystone Communities Program. This is administered by Butler County as it is a multi-jurisdictional program.

Motion carried 6-0

## CONSIDER PROPOSED RESOLUTION # 392-18 MAIN STREET FAÇADE GRANT SIGNATURE AUTHORITY

A motion was made by Mr. Mathew, second by Mrs. Reeb to approve Proposed Resolution # 392-18 for Signature Authority for the Main Street Façade Grant program application.

A full and true copy of Resolution #392-18 can be found in the Resolution Book.

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Secretary / Manager

Motion carried 6 - 0

## CONSIDER MAIN STREET FAÇADE GRANT PROGRAM INDEMNIFICATION AGREEMENT

A motion was made by Mr. Semel; second by Mr. Foyle to approve the Indemnification Agreement for the Main Street Façade Grant Program contingent with a final review approval of our Solicitor.

Motion carried 6-0

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## CONSIDERATION OF APPROVAL OF A SPONSORSHIP FOR THE 2018 COUNTRY FALL FESTIVAL

A motion was made by Mr. Geis; second by Mr. Semel to approve a sponsorship of \$500.00, as given last year, for the 2018 Country Fall Festival. We cannot absorb their request of \$1,000 in our budget as they have requested this year.

Motion carried 6-0

## CONSIDERATION TO AWARD A CONTRACT TO CODE ENFORCEMENT AGENCY FOR THIRD PARTY BUILDING INSPECTION SERVICES

A motion was made by Mr. Mathew; second by Mr. Semel to Hire Code Enforcement Agency (CEA), complete the final negotiations and enter into a contract with Code Enforcement Agency (CEA) to act as the Certified Third Party Inspection Agency.

Motion carried 6-0

## CONSIDER EXTENSION OF SEASONAL EMPLOYEE INTO THE FALL

A motion was made by Mr. Semel; second by Mrs. Reeb to approve the extension of Charles Lisella's seasonal employment until December 31, 2018.

Motion carried 6-0

## CONSIDERATION FOR ADOPTING PROPOSED RESOLUTION # 393-18 FOR 50% REIMBURSEMENT FROM PENNDOT FOR THE ROUTE 68 ELECTRIC FACILITIES

A motion was made by Mr. Mathew, second by Mr. Semel to approve Proposed Resolution # 393-18 for Signature Authority to execute the PennDOT agreement for the work performed and receive the 50% reimbursement as a result of the relocation of our electric lines associated with PA DOT's Rte 68 Bridge Project.

A full and true copy of Resolution #393-18 can be found in the Resolution Book.

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Secretary / Manager

Motion carried 6 - 0

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CONSIDER PAY ESTIMATE #10 TO THE CONSTRUCTION CONTRACT FOR THE ZELIENOPLE BOROUGH REVITALIZATION STREETScape - WEST SIDE HOP (CONTRACT 16-04) PROJECT

A motion was made by Mrs. Reeb; second by Mr. Foyle to approve M and B Services LLC Pay Estimate No. 10 for Contract 16-04 in the amount of \$2,050.26.

Motion carried 6-0

CONSIDER PAY ESTIMATE 11 TO THE CONSTRUCTION CONTRACT FOR THE ZELIENOPLE BOROUGH REVITALIZATION STREETScape - ELECTRIC UTILITY (RE-BID) (CONTRACT 16-06A) PROJECT

A motion was made by Mrs. Reeb; second by Mr. Foyle to approve M and B Services LLC Pay Estimate No. 11 for Contract Re-bid 16-06A in the amount of \$8,100.00.

Motion carried 6-0

CONSIDER PAY ESTIMATE #3644 TO THE CONSTRUCTION CONTRACT FOR THE ZELIENOPLE BOROUGH REVITALIZATION STREETScape - ECMS PROJECT

A motion was made by Mr. Foyle; second by Mr. Geis to approve M and B Services LLC Pay Estimate No. 3644 for ECMS in the amount of \$5,322.00.

Motion carried 6-0

OTHER BUSINESS:

COUNCIL REQUEST FOR INFORMATION

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

MONTHLY COMMITTEE REPORTS

Mrs. Hess:

- Main St. Revitalization: No report

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Mr. Semel:

- COG: - No report
- Main St. Revitalization: no report
- Airport Authority - No report
- IT - Met to discuss GIS. Next meeting on 9/20/18 for GIS and Cyber Security matters.

Mr. Geis:

- Electric: - Meeting on 8/29/18
- Bldg. / Finance: - Budget prep time to begin in September
- Pension: - No report

Mr. Foyle:

- Pension Committee: - Meeting set for September 6, 2018
- Library: - Reported on employee resignation and vacancy

Mrs. Reeb:

Safety Committee: - Reported possible dangerous tree situation near Park Church. Staff will look into it.

Historical Society: - No report

Shared Services: - No report

Mr. Mathew:

Water Comm.: - No report

EMA: - No report

Fire Dept. Liaison: - No report

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Shared Services: - No report

Mr. Bayer:

- HRC: No meetings in the summer. Will pick up in September
- PMC: Will meet on September 10, 2018

Mr. Bayer requested and Executive session to discuss a personnel matter.

Mayor Oliverio:

- No report

Manager:

- No report but asked for Council consideration to retain one of the old police vehicles for Administrative use. Action on this item is noted below.

Chief Miller:

- Noted New Police Vehicles are in service and training is commencing on cameras for cars and body cameras.
- Noted the need to rebid one of the former Fire Police vehicles (2008 Police Interceptor). Action on this item is noted below.

Public Works Director:

- Noted the construction status of the new Salt Shed
- Noted completion of the Park stream renovation and pending Storm water project

Solicitor:

- No report

Engineer:



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- No report

Zoning & Codes Officer:

-No report

ADDITIONAL ACTIONS:

RETAIN ONE (1) FORMER 2013 POLICE VEHICLE FOR ADMINISTRATIVE USE AND AUTHORIZATION TO BID OUT FOR SALE TWO (2) OTHER 2013 POLICE VEHICLES.

A motion was made by Mr. Mathew; second by Mr. Geis to approve that we retain former one (1) police vehicle #112 (2013 Ford) for use by Borough Administration and to authorize the sale, through Municibid, of the other two (2) 2013 Police (2013 Ford) vehicles with a minimum bid of \$7,000.00 per vehicle.

Motion carried 6-0

AUTHORIZATION TO REBID THE SALE OF THE 2008 POLICE INTERCEPTOR VEHICLE #2FAFP71V8X155571 ON MUNICIBID.

A motion was made by Mr. Mathew; second by Mr. Semel to authorize the rebid of the 2008 Ford Interceptor Police Vehicle VIN# 2FAFP71V8X155571 (former Fire Police Vehicle) for sale on Municibid with a minimum price of \$ 1,500.00. This vehicle was previously bid once and its sale was awarded at the June 11, 2018 Council meeting but payment was never received from the successful bidder. This would constitute the second bidding of this vehicle.

Motion carried 6-0

Being no further business the meeting was adjourned at 8:35 PM by President Bayer.

ATTEST:

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

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

Approved by me this \_\_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Mayor