

# Minutes of the Borough Council Zelienople, PA

12/9/2024

7:30 PM

Council-Regular

MasterID: 784

The December 9, 2024, Council Meeting of the Zelienople Borough Council was called to order at 7:30 PM by Council President Mary Hess in the Council Chambers located at 111 W. New Castle St., Zelienople, PA 16063. This meeting was held in an in-person environment as well as remotely through WebEx technology to allow for offsite participation. It still complied with all rules of advertisement and the public had access to the meeting and was able to participate. In-person attendants were Council Members Mary Hess, Andrew Mathew III, Doug Foyle, Steve Schoppe, Spencer Mathew, Dan Fritch, Gregg Semel, and Mayor Thomas Oliverio.

Borough Manager Andrew Spencer, Police Chief James Miller, Borough Solicitor Bonnie Brimmeier, and Borough Engineer Tom Thompson were also in attendance.

## **PLEDGE OF ALLEGIANCE:**

The Pledge of Allegiance was led by Mrs. Hess.

## **VISITORS:**

In Person: Tamara Randall and Karen Lyle

Others were in attendance, but they did not identify themselves

\*\*\*\*\*

## **PUBLIC COMMENT:**

none

## **CONSENT AGENDA:**

A motion was made by Mr. Mathew, seconded by Mr. Fritch, to approve:

- Minutes of November 25, 2024 Council Meeting
- Transfer of Funds, \$150,000 from the Electric Fund to the General Fund, if needed.
- Transfer of Funds, \$20,000 from the General Fund to the Park Fun, if needed.

Motion carried 7-0.

# Minutes of the Borough Council Zelienople, PA

12/9/2024

7:30 PM

Council-Regular

MasterID: 784

## OLD BUSINESS:

### CONSIDER ADOPTION OF PROPOSED 2025 OPERATING BUDGET AND CAPITAL IMPROVEMENTS PLAN

A motion was made by Mr. Mathew, seconded by Mr. Spencer Mathew, to adopt the proposed 2025 operating budget, totaling \$12,373,095 and corresponding Capital Improvements Plan.

The proposed 2025 Operating Budget and proposed Capital Improvements Plan has been prepared by staff and reviewed with the Finance Committee. A summary of the proposed budget, by Fund, is as follows:

General Fund	\$ 3,654,980
Fire Fund	\$ 88,918
Park Fund	\$ 373,029
Library Fund	\$ 46,503
Water Fund	\$ 1,978,204
Electric Fund	\$ 5,866,461
Highway Aid Fund	<u>\$ 365,000</u>
Total	\$ 12,373,095

The proposed budget shows a slight increase (approx.2%) from the 2024 Budget. The proposed budget was tentatively approved by Council on November 25, 2024 and duly advertised and open to public inspection according to law. Council must formally adopt the budget prior to December 31, 2024.

Motion carried 7-0.

### CONSIDER ADOPTION OF PROPOSED ORDINANCE #892-24, AN ORDINANCE SETTING THE LOCAL REAL ESTATE TAX RATE FOR 2025

A motion was made by Mr. Mathew, seconded by Mr. Fritch, to adopt proposed Ordinance #892-24 setting the 2025 Real Estate Tax Millage Rates.

The Parks & Recreation Tax millage rate reflects a modest tax change of a one (1) mill increase for 2025 to assist the parks department, but also to alleviate the burden on the electric rates and set the park up for future assessment value increases due to the Glade Run development. Since there is a modest proposed change in the tax millage, it is necessary to prepare, advertise and adopt an ordinance setting the real estate tax rate for the new fiscal year. Proposed Ordinance # 892-24 has been prepared for that purpose and reflects the proposed real estate tax rates for the Borough of Zelienople for the calendar year of 2025. All other tax rates remain the same.

# Minutes of the Borough Council Zelienople, PA

12/9/2024 7:30 PM

Council-Regular

MasterID: 784

The proposed complete rates are as follows:

Tax rate for General purposes	1.81 mills
Tax rate for Recreation purposes	2.00 mills
Tax rate for Fire Department purposes	3.00 mills
Tax rate for Library purposes	<u>1.57 mills</u>
Total	8.38 mills

The Proposed 2025 Budget was prepared based upon this proposed Tax Ordinance.

Motion carried 7-0.

## **CONSIDER APPROVAL OF THE LOT CONSOLIDATION PLAN FOR PROPERTIES LOCATED AT 227 AND 229 SOUTH HIGH STREET**

A motion was made by Mr. Foyle, seconded by Mr. Schoppe, to approve the Zelienople Area Public Library lot consolidation for properties located at 227 and 229 South High Street, Tax Map ID# 550-S2-BM15-0000 and 550-S2-BM15A-0000.

The consolidation would allow the Zelienople Area Public Library to construct a meeting house. The lots are in Zelienople's C-1 Central Business District and C-1 Central Business District Overlay Zones. This Plan has received the necessary review from the Butler County Planning Commission and Recommendation from Zelienople Borough Planning Commission at their November 20, 2024, meeting.

Motion carried 7-0.

## **NEW BUSINESS:**

### **BILLS TO BE PAID**

A motion was made by Mr. Spencer Mathew, seconded by Mr. Schoppe, to accept the "bills to be paid report" for December 9, 2024 totaling \$718,404.77.

Motion carried 7-0.

# Minutes of the Borough Council Zelienople, PA

12/9/2024

7:30 PM

Council-Regular

MasterID: 784

## **CONSIDER AUTHORIZE TO ADVERTISE ZELIENOPLE PASSAVANT SENIORLIFE CONDITIONAL USE PERMIT PUBLIC HEARING**

A motion was made by Mr. Mathew, seconded by Mr. Foyle, to authorize to advertise a Public Hearing on Monday, January 13, 2025 to take public comment on Passavant SeniorLife Conditional Use Permit.

Passavant Campus is in the Zelienople Borough, R-2, General Residential Zone. Passavant proposes to construct three duplex units within the 35.029-acre parcel on a portion of land located in the Northwest quadrant of the parcel. A Conditional Use Permit is required for a Group Residential Facility in the Borough's R-2 Zone. The Applicant is seeking a recommendation for a Conditional Use Permit.

Motion carried 7-0.

## **CONSIDERATION FOR ESTIMATE 4 TO THE CONSTRUCTION CONTRACT FOR THE STORMWATER IMPROVEMENTS PROJECT**

A motion was made by Mr. Fritch, seconded by Mr. Spencer Mathew, to approve Brex Enterprises Estimate No. 4 in the amount of \$65,482.04 for the Stormwater Improvements Project.

The work has been completed and reimbursement will be requested from the Butler County Infrastructure Program grant once paid by the Borough.

Motion carried 7-0

## **CONSIDERATION FOR PIATT COMPANIES RELEASE NO. 3 OF THEIR FINANCIAL GUARANTEE FOR GLADE RUN VILLAGE RESIDENTIAL DEVELOPMENT PHASES 1 & 2**

A motion was made by Mr. Spencer Mathew, seconded by Mr. Schoppe, to approve Piatt Companies Release No. 3 for materials installed on the Glade Run Village Residential Development in the amount of \$669,011.86.

Piatt Companies has submitted their first request for release for materials installed on the Glade Run Village Residential Development. Gannett Fleming has reviewed this request and confirmed that the materials have been installed.

Motion carried 7-0

# Minutes of the Borough Council Zelienople, PA

12/9/2024

7:30 PM

Council-Regular

MasterID: 784

## **CONSIDER CONTRACT WITH VOGEL DISPOSAL SERVICES**

A motion was made by Mr. Fritch, seconded by Mr. Schoppe, to accept the agreement with Vogel Disposal for trash collection services on Main Street twice a week.

Since 2000, Vogel Disposal has graciously been providing the trash removal for Main Street at no charge to the community. However, due to some personnel changes at Vogel as well as the increased usage of the service as activity has increased, they are no longer willing to provide this service for free. After some discussion, they have agreed to provide the service for \$388.50 per month, which is not the free it always was, but a little lower than what they initially threw at the Borough.

Motion carried 7-0.

## **CONSIDER THE CANCELLATION OF THE DECEMBER 30, 2024 (CHRISTMAS HOLIDAY) COUNCIL MEETING**

A motion was made by Mr. Mathew, seconded by Mr. Foyle, to approve the cancellation of the December 30, 2024 council meeting.

Historically, when the agenda schedule allows, the council meeting that falls around the Christmas holiday is cancelled.

Motion carried 7-0.

## **CONSIDER ANTICIPATED REQUEST FROM THE LIONS CLUB FOR ASSISTANCE IN CHRISTMAS TREE PICKUP**

A motion was made by Mr. Fritch, seconded by Mr. Schoppe, to approve assisting the Lions Club with Christmas Tree Collection and the use of a borough dump truck and a driver for an estimated three (3) hours.

Motion carried 7-0.

## **OTHER BUSINESS:**

There was a brief discussion on setting the meeting date and time for council meetings for 2025. Meetings will continue to be held on the second and last Monday of each month, yet the meeting time will change to 7:00 pm.

# Minutes of the Borough Council Zelienople, PA


12/9/2024 7:30 PM

Council-Regular

MasterID: 784

Being no further business, President Hess closed the meeting at 8:04 PM.

ATTEST:



Andrew C. Spencer  
Borough Manager



Mary E. Hess  
Council President

Approved by me on this 13<sup>th</sup> day of January 2024.



Thomas M. Oliverio  
Mayor