

# Minutes of the Borough Council Zelienople, PA

1/13/2025

7:00 PM

Council-Regular

MasterID: 786

The January 13, 2025, Council Meeting of the Zelienople Borough Council was called to order at 7:22 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. Steve Schoppe did not attend.

Borough Manager Andrew Spencer, Police Chief James Miller, Public Works Director Chad Garland, Zoning & Code Officer Jason Sarver, Parks Manager Lyndsey Granata, 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: Laura Roy, Jack Peterson, Elizabeth Peterson Rick Drogulski, Danny Topok, Bill Mellenthin, Cindy Mellenthin, Jerry Maharg, Jan Maharg, Joy Ostrum, Matt Rosenfield, Jeremy Cherosky, Christine Patton, Donna Statzer, Bryan Branby, Don Williams, and Molly Williams

Others were in attendance, but they did not identify themselves

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## **PUBLIC COMMENT:**

Years of Service Award presented to Steve Gilbert, 5 years

Years of Service Award presented to Amy Ellis, 5 years

## **CONSIDER ADDING TO THE AGENDA TO APPOINT A COUNCIL PRESIDENT**

A motion was made by Mrs. Hess, seconded by Mr. Semel, to authorize adding to the agenda the consideration to appoint a Council President.

Motion carried: 6-0.

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## **CONSIDER THE APPOINTMENT OF GREGG SEMEL TO COUNCIL PRESIDENT**

A motion was made by Mrs. Hess, seconded by Mr. Mathew, to appoint Gregg Semel as Council President.

Motion carried: 6-0.

## **CONSENT AGENDA:**

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

- Minutes of December 9, 2024 Council Meeting
- Transfer of Funds, \$150,000 from the Electric Fund to the General Fund, if needed.

Motion carried 6-0.

## **OLD BUSINESS:**

### **CONSIDER CONDITIONAL USE PERMIT TO ZELIENOPLE PASSAVANT SENIORLIFE**

A motion was made by Mr. Mathew, seconded by Mr. Spencer Mathew to approve the Conditional Use Permit for Zelienople Passavant SeniorLife for the purpose of constructing three duplex units on the Residential Facility on the portion of land located in the Northwest quadrant of the parcel.

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

Motion carried 6-0.

### **CONSIDER LAND DEVELOPMENT FOR ZELIENOPLE PASSAVANT SENIORLIFE**

A motion was made by Mr. Mathew, seconded by Mr. Fritch to approve Land Development on the Zelienople Passavant Seniorlife for the purpose of constructing three duplex units on the Residential Facility on the portion of land located in the Northwest quadrant of the parcel

This Plan received Planning Commission Recommendation on November 20, 2024.

Motion carried 6-0.

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## **CONSIDER APPROVAL FOR CONDITIONAL USE PERMIT FOR ZELIENOPLE DOG PARK**

A motion was made by Mr. Mathew, seconded by Mrs. Hess to deny the proposal from the Zelienople Borough Community Park Committee and Advisory Board to develop a dog park on the Borough-owned property located at the corner of Hazel Street and Front Street. The Applicants received Planning Commission Recommendation at the October 16, 2024 meeting.

Motion defeated 6-0.

## **CONSIDER AUTHORIZATION TO ADVERTISE ZELIENOPLE HISTORIC DISTRICT OVERLAY PUBLIC HEARING**

A motion was made by Mr. Fritch, seconded by Mr. Mathew to authorize to advertise a Public Hearing on Monday, February 24, 2025 to take public comment and place the item on the Council Agenda of Monday, February 24, 2025, for action to Approve Ordinance #893-25, an ordinance to provide a Historic District Overlay within the Borough. The Ordinance also outlines the structure of a Historic District Advisory Board. On October 16, 2024, The Planning Commission reviewed and voted to recommend the proposed ordinance.

Motion carried 6-0.

## **NEW BUSINESS:**

### **BILLS TO BE PAID**

A motion was made by Mr. Foyle, seconded by Mrs. Hess, to accept the "bills to be paid report" for January 13, 2025 totaling \$855,617.23.

Motion carried 6-0.

## **CONSIDER RESOLUTION #532-25 TO APPOINT DAVID E. FOREMAN TO THE ZONING & HEARING BOARD (ZHB)**

A motion was made by Mr. Fritch, seconded by Mr. Spencer Mathew to approve Resolution #532-25 for the purpose of reappointing David Foreman to the Zoning Hearing Board (ZHB) for the term effective 1/1/2025 to 1/1/2028.

David Foreman's term on the ZHB expired on January 1, 2025. Mr. Foreman has indicated a desire to be reappointed for another three (3) year term. The MPC requires the formal appointment to be made by Resolution. Resolution #532-25 has been prepared for the purpose to reappoint Mr. Foreman to a new three (3) year term beginning 1/1/2025 through 1/1/2028.

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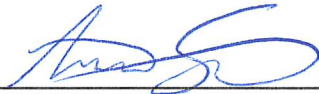
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A full and true copy of Resolution #532-25 can be found in the Resolution Book.

  
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Borough Manager


Motion carried 6-0.

## **CONSIDER RESOLUTION #533-25 TO APPOINT LARRY MEEDER TO THE ZONING & HEARING BOARD (ZHB)**

A motion was made by Mr. Foyle, seconded by Mrs. Hess to Resolution #533-25 for the purpose of reappointing Larry Meeder to the Zoning Hearing Board (ZHB) for the term effective 1/1/2025 to 1/1/2028.

Larry Meeder's term on the ZHB expired on January 1, 2025. Mr. Meeder has indicated a desire to be reappointed for another three (3) year term. The MPC requires the formal appointment to be made by Resolution. Resolution #533-25 has been prepared for the purpose to reappoint Mr. Meeder to a new three (3) year term beginning 1/1/2025 through 1/1/2028.

A full and true copy of Resolution #533-25 can be found in the Resolution Book.

  
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Borough Manager

Motion carried 6-0.

## **CONSIDER APPOINTMENT TO THE PLANNING COMMISSION**

A motion was made by Mr. Mathew, seconded by Mrs. Hess to reappoint Greg Young to another Four (4) year term on the Planning Commission from 1/1/2025 to 1/1/2029.

There is one pending vacancy effective 12/31/2024 currently held by Mr. Greg Young. Mr. Young has expressed his desire to seek another four (4) year term and has submitted an email to that effect.

Motion carried 6-0.

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## **CONSIDER ANNUAL CONSULTING AGREEMENT FOR ENGINEERING SERVICES**

A motion was made by Mr. Mathew, seconded by Mr. Foyle to approve the Engineering consulting agreement with Gannet Fleming to provide Borough Engineer services from Mr. Tom Thompson for 2025.

Motion carried 6-0.

## **CONSIDER REMOVAL FROM PROBATIONARY STATUS AND MOVE TO REGULAR FULL TIME STATUS FOR LYNDSEY GRANATA**

A motion was made by Mr. Mathew, seconded by Mr. Fritch to approve moving Lyndsey Granata to regular full-time status as she has successfully completed her probationary period.

Ms. Granata was put into the role of Park Manager for the Parks & Recreation Department in April 2024 on probationary full-time status. The probation period has been successfully completed. This change in status does not change the pay rate but will make her eligible for merit increases in 2025.

Motion carried 6-0.

## **CONSIDER PROPOSED RESOLUTION #534-25 TO APPROVE REVISIONS RELATING TO THE POWER SALES CONTRACT WITH AMERICAN MUNICIPAL POWER IN CONNECTION WITH PARTICIPATION IN THE AMP RTO R.I.C.E. PEAKING PROJECT**

A motion was made by Mr. Mathew, seconded by Mrs. Hess to adopt Proposed Resolution #534-25 to authorize increase shares in the power sales contract with American Municipal Power Inc. regarding participation in the AMP RTO R.I.C.E. peaking project.

When the Borough purchases electric, there are transmission and capacity costs included in the bill for the delivery of the electricity. The Borough has little control over these costs, but AMP (American Municipal Power) previously developed the R.I.C.E. project to help its member municipal electric utilities minimize these charges that occur during times of peak usage. The Borough participates in this program and due to changes in engine performance ratings by the manufacturer, the Borough is eligible for additional shares in the project to help offset capacity charges. Under the original project agreement, any changes in this requires legislative approval.

A full and true copy of Resolution #534-25 can be found in the Resolution Book.



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Borough Manager

Motion carried 6-0.

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## **CONSIDER AUTHORIZATION TO ADVERTISE FOR BIDS FOR THE CONSTRUCTION OF THE - WEST BEAVER ST. 4.16 KV FEEDER**

A motion was made by Mr. Mathew, seconded by Mrs. Hess to authorize bidding for the construction of the West Beaver Street 4.16 KV Feeder.

In coordination with the land development at Glade Run, the Borough has to extend a primary electric feeder out of our substation, across Route 68 to a point (approximately 150') in order to accommodate the future growth in the development. Bids will be received until and opened on February 5<sup>th</sup> at 11AM.

Motion carried 6-0.

## **AUTHORIZATION TO PAY INVOICE – REPLACE 4.16KV FEEDERS, ROSEWOOD SUBDIVISION**

A motion was made by Mrs. Hess, seconded by Mr. Mathew to authorize payment to Slater Electric and Sons in the amount of \$59,804.26 for work completed on contract: REPLACE 4.16KV FEEDERS, ROSEWOOD SUBDIVISION.

Slater Electric and Sons was awarded the contract: REPLACE 4.16KV FEEDERS, ROSEWOOD SUBDIVISION. for a project cost of \$375,888.09. Quad3 has reviewed this work and has approved the payment request, Pay requisition 3, \$59,804.26, for work completed from 11-19-2024 through 12-24-2024.

Motion carried 6-0.

## **CONSIDERATION FOR PIATT COMPANIES RELEASE NO. 4 OF THEIR FINANCIAL GUARANTEE FOR GLADE RUN VILLAGE RESIDENTIAL DEVELOPMENT PHASES 1 & 2**

A motion was made by Mr. Mathew, seconded by Mr. Spencer Mathew to approve Piatt Companies Release No. 4 in the amount of \$276,750.30.

Piatt Companies has submitted their 4<sup>th</sup> 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 and recommended approval of the release.

Motion carried 6-0.

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## **CONSIDERATION FOR ESTIMATE 5 TO THE CONSTRUCTION CONTRACT FOR THE STORMWATER IMPROVEMENTS PROJECT**

A motion was made by Mr. Mathew, seconded by Mr. Foyle to approve Brex Enterprises Estimate No. 5 in the amount of \$681.17 for the Stormwater Improvements Project.

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

Motion carried 6-0.

## **CONSIDERATION FOR AWARDING THE AMPHITHEATER SITE IMPROVEMENTS PROJECT**

A motion was made by Mrs. Hess, seconded by Mr. Mathew to award the Amphitheater Site Improvements Project to ATX Excavating, LLC for the Bid amount of \$93,823.71, subject to submission of adequate bonds, insurance certificates and references.

Five (5) bids were received for the Amphitheater Site Improvements Project with the low bidder being ATX Excavating, LLC. of Morrisdale, PA with a bid of \$93,823.71.

Motion carried 6-0.

## **OTHER BUSINESS:**

None

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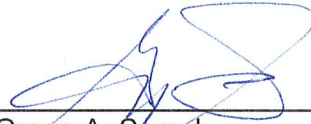
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Being no further business, President Hess closed the meeting at 7:54 PM.

ATTEST:




Andrew C. Spencer  
Borough Manager



Gregg A. Semel  
Council President

Approved by me on this 27<sup>th</sup> day of January 2024.



Thomas M. Oliverio  
Mayor