

# Minutes of the Borough Council Zelienople, PA

7/28/2025

7:00 PM

Council-Regular

MasterID: 799

The July 28, 2025, Council Meeting of the Zelienople Borough Council was called to order at 7:00 PM by Council President Gregg Semel 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 off-site 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 Gregg Semel, Andrew Mathew III, Doug Foyle, Steve Schoppe, Spencer Mathew, Dan Fritch, Mary Hess, and Mayor Thomas Oliverio.

Borough Manager Andrew Spencer, Public Works Director Chad Garland, Police Chief James Miller, and Borough Solicitor Bonnie Brimmeier were also in attendance.

## **PLEDGE OF ALLEGIANCE:**

The Pledge of Allegiance was led by Mr. Fritch

## **VISITORS:**

Sandy Ferrainola, Scott Eldridge, Jason Pepe, Pamela Curry, Bill Davis, Melinda Matthews, and Joel Grobe (ZABA)

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## **PUBLIC COMMENT:**

Trivia question by Council President: What is the 250 year anniversary of the United States most commonly referred to? 1) Sestercentennial, 2) Quarter Millennial, 3) Bisenquicentennial

Scott Eldridge asked questions about the stormwater authority

Joel Grobe gave a positive report on ZABA and the success of the Horse Trading Days

## **CONSENT AGENDA:**

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

- Minutes of July 14, 2025 Council Meeting
- Transfer of Funds, \$150,000 from the Electric Fund to the General Fund, if needed.

Motion carried 7-0.

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## **OLD BUSINESS:**

None

## **NEW BUSINESS:**

### **BILLS TO BE PAID**

A motion was made by Mr. Mathew, seconded by Mrs. Hess, to accept the "bills to be paid report" for July 28, 2025 totaling \$339,798.58.

Motion carried 7-0.

### **CONSIDER REQUEST FOR APPROVAL TO ATTEND THE 2025 AMERICAN MUNICIPAL POWER (AMP) ANNUAL CONFERENCE**

A motion was made by Mrs. Hess, seconded by Mr. Schoppe to approve the Borough Manager and Chair of the Utilities Committee to attend the American Municipal Power Conference for 2025.

Over the last several years, the Borough has gotten more involved and increased its presence with AMP and the Borough Manager was appointed to several Board of Trustees committees. The Borough is active in two major agencies regarding municipal electric, Pennsylvania Municipal Electric Association (PMEA) and American Municipal Power (AMP). This is the annual AMP conference, which is held in Columbus from September 22-24, 2025. The cost is \$300, plus room, food, and travel. Room rate is \$209 per night.

Motion carried 7-0.

### **CONSIDER APPROVAL OF ROADWAY LINE AND MARKING PAINTING ESTIMATE FOR THE SUMMER 2025**

A motion was made by Mrs. Hess, seconded by Mr. Foyle to approve the estimate to authorize the marking and painting of roadways and parking areas in the Borough.

The Director of Public Works and the Police Department have worked on identifying and securing an estimate from Sure Line Inc. for painting lines, parking spaces, as well as roadway markings in the Borough for a total of \$12,140. The Street Department along with the Police Department, will provide traffic control required for the work being done.

Motion carried 7-0.

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## **CONSIDERATION FOR SEALCOATING AND LINE PAINTING 4 PARKING LOTS**

A motion was made by Mr. Spencer Mathew, seconded by Mr. Fritch to award the sealcoating and line painting in four parking lots to Rob Cavalier Sealcoating in the amount of \$13,421.46.

Quotes have been received for the sealcoating and line painting in four parking lots, Town Center, Municipal Building, Northview Dr. (Leased) and Oliver Ave Parking Lots (Leased). Per our lease agreements, 2025 is scheduled for this maintenance. Rob Cavalier Sealcoating had the lowest quote of \$13,421.46. Monies for this maintenance have been budgeted for 2025.

Motion carried 7-0.

## **CONSIDERATION FOR ESTIMATE 8 TO THE CONSTRUCTION CONTRACT FOR THE ZELIENOPLE BOROUGH ELECTRIC UTILITY UNDERGROUND SERVICE WORK PROJECT – CONTRACT 20-02**

A motion was made by Mr. Mathew, seconded by Mr. Foyle to approve M and B Services LLC Contract 20-02 Estimate No. 8 for the Zelienople Borough Electric Utility Underground Service Work Project in the amount of \$29,104.00.

The work has been completed and reimbursement from the DCED grant will be requested once paid.

Motion carried 7-0.

## **CONSIDERATION FOR BIDDING THE 4 CORNERS MEMORIAL PARK CONTRACT**

A motion was made by Mr. Spencer Mathew, seconded by Mr. Mathew to approve bidding the 4 Corners Memorial Park Project.

The 4 Corners Park project received a Commonwealth Financing Authority (CFA) Local Share Account (LSA) grant. The first part of the project is improvements to the Memorial Park corner. The Borough has worked with the American Legion, Explore Zelig and private donors to develop a project to recreate the Memorial Park corner. Plans and a rendering were presented.

Motion carried 7-0.

## **OTHER BUSINESS:**

None



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## COUNCIL REQUEST FOR INFORMATION

The council did not review the monthly request for information spreadsheet and facilities management schedule with all the items updated as of 7/22/2025 which includes any discussion and removal/ addition of items from the previous month.

## REPORTS

### Committees Reports:

#### Mr. Semel

- Human Resources: meeting planned for late August
- Building & Finance: no report
- Police Matters: no report

#### Mr. Mathew

- Utilities: asked for a short executive session on legal/contractual matters pertaining to electric
- Police Matters: no report
- Fire Dept. Liaison: Department is in a transition phase with trucks as they sold a truck and have a temporary truck
- Shared Services Committee: no report

#### Mr. Foyle

- Public Safety/Steer/Sidewalk/Stormwater: no report
- Library: building project is moving forward and going well
- Pension Committee: no report
- Building & Finance: no report

#### Mr. Schoppe

- Parks & Recreation: noted events are still ongoing for the summer as well as the possibility of extending the pool season
- Utilities: no report

#### Mr. Mathew

- Building & Finance: no report
- IT: noted IT Committee working on an update to the website as well as pay online options for things other than utilities
- Police Matters: no report
- EMS Study: no report

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Mr. Fritch

- Community Revit. Committee: no report
- IT: noted IT Committee is working on an update to the website
- Public Safety/Steet/Sidewalk/Storm water: no report

Mrs. Hess:

- Community Revit. Committee: no report
- Human Resources: no report
- Southwest Butler County Stormwater Authority: no report

Mayor :

- Airport Authority – no report

Manager: no report

Solicitor: no report

Engineer: no report

Police Chief: noted to keep an eye out for burning restrictions due to dry weather

Public Works Director: no report

Parks Manager: no report

- The Council Vice President requested an executive session for legal/contractual matters

Time of Break 7:40 PM; Return 7:50 PM

Executive Session Time: 7:50 PM; Return 8:02 PM

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Being no further business, President Semel closed the meeting at 8:03 PM.

ATTEST:

  
\_\_\_\_\_  
Andrew C. Spencer  
Borough Manager  
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Gregg A. Semel  
Council President

Approved by me on this 11<sup>th</sup> day of August 2025.

  
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Thomas M. Oliverio  
Mayor