

# Minutes of the Borough Council Zelienople, PA

12/8/2025

7:00 PM

Council-Regular

MasterID: 807

The December 8, 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. In attendance were Council Members Gregg Semel, Andrew Mathew III, Steve Schoppe, Dan Fritch, and Karen Lyle. Doug Foyle, Spencer Mathew, and Mayor Thomas Oliverio did not attend.

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. Lyle.

## **VISITORS:**

Sandy Ferrainola and Bozarth

Trivia Question - What year was the Borough Municipal building constructed? 1931

Sandy Ferrainola commented on support for traffic study.

\*\*\*\*\*

## **CONSENT AGENDA:**

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

- Minutes of November 24, 2025 Council Meeting.
- Transfer of Funds, \$100,000 from the Electric Fund to the General Fund, if needed.
- Transfer of Funds, \$50,000 from the Water Fund to the General Fund, if needed.
- Transfer of Funds, \$10,000 from the General Fund to the Park Fund, if needed.

Motion carried 5-0.

# Minutes of the Borough Council Zelienople, PA

12/8/2025

7:00 PM

Council-Regular

MasterID: 807

## **OLD BUSINESS:**

### **CONSIDER ADOPTION OF PROPOSED 2026 OPERATING BUDGET AND CAPITAL IMPROVEMENTS PLAN**

A motion was made by Mr. Mathew, seconded by Mr. Fritch to adopt the proposed 2026 operating budget, totaling \$12,774,697 and corresponding Capital Improvements Plan. The proposed 2026 Operating Budget and Capital Improvements Plan was prepared by staff and reviewed with the Finance Committee. The total proposed budget is \$12,774,697 across all funds. The budget reflects an approximate 3% increase from 2025, was tentatively approved on November 24, 2025, and properly advertised for public inspection.

Motion carried 5-0.

### **CONSIDER ADOPTION OF PROPOSED ORDINANCE NO. 894-25, AN ORDINANCE SETTING THE LOCAL REAL ESTATE TAX RATE FOR 2026**

A motion was made by Mr. Mathew, seconded by Mr. Fritch to adopt Proposed Ordinance No. 894-25, establishing the 2026 real estate tax millage, including a 0.50 mill increase for EMS services. All other millage rates remain at existing levels, totaling 8.88 mills. The ordinance was properly advertised and prepared based on the proposed 2026 Budget.

Motion carried 5-0.

## **NEW BUSINESS:**

### **BILLS TO BE PAID**

A motion was made by Mr. Schoppe, seconded by Mr. Fritch, to accept the "bills to be paid report" for December 8, 2025, totaling \$458,248.85.

### **REQUEST AUTHORIZATION TO ADVERTISE AND HIRE REGULAR FULL-TIME ZONING OFFICER**

A motion was made by Mr. Mathew, seconded by Mrs. Lyle to authorize to advertise and hire a Zoning Officer to fill the current vacancy, with an anticipated salary range of \$55,000–\$60,000, commensurate with experience.

Motion carried 5-0.

### **CONSIDER EMPLOYEE MANUAL AMENDMENT REGARDING HOLIDAY LEAVE**

A motion was made by Mr. Mathew seconded by Mr. Schoppe to approve amending the Employee Manual regarding Holiday Leave, amending section IX Compensation – Leaves,

# Minutes of the Borough Council Zelienople, PA

12/8/2025

7:00 PM

Council-Regular

MasterID: 807

subsection L Holiday Leave granting Christmas Eve as an established paid holiday. This change will be incorporated into the Employee Personnel Manual.

Motion carried 5-0.

## CONSIDER TASER CONTRACT RENEWAL WITH AXON CORPORATION

A motion was made by Mr. Mathew, seconded by Mr. Fritch to approve the taser contract with AXON Corporation. AXON has proposed an upgrade to the Borough's TASER system, including virtual reality training modules and equipment necessary for the Borough to operate its own training program. The annual fee is a budgeted item.

Motion carried 5-0.

## CONSIDERATION FOR AWARDING THE 4 CORNERS MEMORIAL PARK ELECTRICAL CONTRACT 25-2

A motion was made by Mr. Fritch, seconded by Mrs. Lyle to award the 4 Corners Memorial Park Project to Slater Electric & Sons, Inc. and waive formalities to negotiating any cost savings with the contractor. One bid was received for Contract 25-2, with Slater Electric & Sons Inc. submitting the low bid of \$107,130.00.

Motion carried 5-0.

## CONSIDERATION FOR PIATT COMPANIES RELEASE NO. 4 OF THEIR FINANCIAL GUARANTEE FOR GLADE RUN VILLAGE RESIDENTIAL DEVELOPMENT PHASE 3B

A motion was made by Mr. Schoppe, seconded by Mrs. Lyle to approve Piatt Companies Release No. 4 for materials installed in Phase 3B, in the amount of \$624,859.68. GFT reviewed and confirmed installation.

Motion carried 5-0.

## CONSIDER THE CANCELLATION OF THE DECEMBER 29, 2025 COUNCIL MEETING

A motion was made by Mr. Mathew, seconded by Mr. Fritch to approve the cancellation of the December 29, 2025 Council Meeting. Historically, the Council cancels the meeting scheduled around the Christmas holiday when the agenda allows.

Motion carried 5-0.

# Minutes of the Borough Council Zelienople, PA

12/8/2025

7:00 PM

Council-Regular

MasterID: 807

## CONSIDER SETTING TIME ON JANUARY 5, 2026 FOR COUNCIL REORGANIZATION MEETING

A motion was made by Mrs. Lyle, seconded by Mr. Schoppe to hold a reorganization meeting on Monday, January 5, 2026 at 7:00 pm. The Borough must hold a reorganization meeting on Monday, January 5, 2026, pursuant to law.

Motion carried 5-0.

## OTHER BUSINESS:

Mr. Fritch had Mr. Thompson update on when Phase 3 will be bid, January is anticipated to bid out.

## REPORTS:

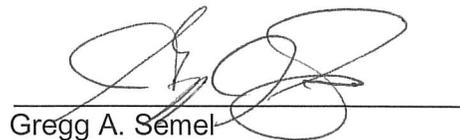
None as they are reserved for the last meeting of the month.

Being no further business, President Semel closed the meeting at 7:31 PM.

## ATTEST:



Andrew C. Spencer  
Borough Manager



Gregg A. Semel  
Council President

Approved by me on this 12<sup>th</sup> day of January 2025.



Thomas M. Oliverio  
Mayor