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# *Minutes of the Borough Council Zelienople, PA*

10/8/2018

7:30 PM Council-Regular

MasterID:

632

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The October 8, 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, Mary Hess, Doug Foyle, Andrew Mathew III, Marietta Reeb and Gregg Semel. Mayor Thomas Oliverio was not present.

Borough Manager Don Pepe, Solicitor Bonnie Brimmeier, Shelly Kaltenbaugh Code Enforcement/Zoning Officer and Borough Engineer Tom Thompson were also present.

## PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Ralph Geis

## VISITORS

Henry Ziegler  
Marvin Aaron  
Pet Turner  
Dan Fritch

There were two persons unidentified that did not sign in.

Dan Fritch gave an update on the Gateway Sign Project.

Marvin Aaron had complaints regarding the Police Department

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## CONSENT AGENDA:

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

- Minutes of the September 24, 2018 Council Meeting
- Transfer Funds \$175,000 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 - OCTOBER 2018

A motion was made by Mr. Mathew, second by Mr. Foyle to approve the "Bills to be Paid" for the month of October 2018, totaling \$1,279,270.63.

Motion carried 7 - 0

CONSIDER THE 2018 REINDEER 5K & 1MILE RACE GET FIT FAMILIES EVENT

A motion was made by Mr. Mathew, second by Mr. Geis, to approve this yearly event planned for December 9, 2018. The 5k race will begin at 11:00 am and the 1 Mile race at 11:45 am., with post-race events ending at 1:30 pm. with the following conditions:

- It is their responsibility to coordinate the event with the Borough Street Department and all Emergency Services.
- Any signs must be small and not block views of traffic on any intersections. The sponsor must gain permission from all property owners to place these signs. They must also be removed as soon as the race is completed.
- Streets are not to be marked with paint of any kind.

Motion carried 7 - 0.

CONSIDER REQUEST OF THE BUSINESS ASSOCIATION - 2018 CHRISTMAS PARADE

A motion was made by Mr. Mathew, second by Mr. Semel, to approve the request of the Business Association to hold the Annual Christmas Parade on Saturday, November 24, 2018 @ 11:00 am, and that the Borough apply for a parade permit on their behalf.

Free parking will remain in effect with a Two (2) hour limit throughout the Borough lots and spaces as has been the borough policy. This "free parking" does not include spaces in the Municipal Building parking lot where restrictions remain as signed.

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It is also approved to allow The Salvation Army to reserve 2 - 3 parking spaces in the north municipal lot to be used by their canteen and parking for Santa's sleigh during the time of the event.

Motion carried 7-0

## CONSIDER AUTHORIZATION TO ADVERTISE PROPOSED ORDINANCE #862-18 - VACANT PROPERTY ORDINANCE

A motion was made by Mr. Mathew and seconded by Mrs. Hess to authorize to advertise the Proposed Ordinance # 862-18 for the purpose to regulate vacant ground floor commercial space either for rent or sale.

Motion carried 7 - 0.

## CONSIDER FOR APPROVAL THE PENNDOT TAP GRANT AGREEMENT AND PROPOSED RESOLUTION # 396-18 FOR THE ZELIENOPLE STREETScape PHASE 2 PROJECT

A motion was made by Mr. Mathew and seconded by Mr. Geis to approve the PennDOT Reimbursement Agreement to adopt Proposed Resolution # 396 noting those authorized to sign the agreement.

A full and true copy of Resolution #396-18 can be found in the Resolution Book.

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Borough Manager

Motion carried 7 - 0

## CONSIDERATION OF RESOLUTION #397-18, A RESOLUTION FOR THE DISTRIBUTION OF STATE AID FOR MUNICIPAL PENSION FUNDS

A motion was made by Mr. Geis and seconded by Mr. Semel to approve Proposed Resolution # 397-18 for the distribution of state aid as such would allocate \$74,950.24 to the Police Pension Plan and \$70,265.80 to the Non-Uniformed Plan.

A full and true copy of Resolution #397-18 can be found in the Resolution Book.

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Borough Manager

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Motion carried 7 - 0

## CONSIDERATION OF PROPOSED RESOLUTION #398-18 SETTING THE EMPLOYEE CONTRIBUTION RATE FOR THE POLICE PENSION PLAN

A motion was made by Mr. Mathew seconded by Mrs. Reeb to approve Proposed Resolution # 398-18 for the setting of an eight percent (8%) of compensation contribution rate for the calendar year of 2019 as per the Police Collective Bargaining Agreement.

A full and true copy of Resolution #398-18 can be found in the Resolution Book.

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Borough Manager

Motion carried 7 - 0

## CONSIDERATION FOR PAY ESTIMATE # 2 TO THE WINTER MATERIAL STORAGE BUILDING PROJECT

A motion was made by Mrs. Reeb, second by Mr. Semel, to approve Golon, Inc.'s Pay Requisition Estimate No. 2 for the Winter Materials Storage Building, in the amount of \$17,100.00.

Motion carried 7-0.

## CONSIDERATION FOR PAY ESTIMATE # 5 TO THE ZELIENOPLE COMMUNITY POOL RENOVATION PROJECT

A motion was made by Mr. Mathew, second by Mr. Semel, to approve Stoneridge Inc.'s Pay Requisition Estimate No. 5 for the Pool Renovation Project in the amount of \$63,868.50.

Motion carried 7 - 0.

## CONSIDERATION FOR PAY ESTIMATE # 8 (FINAL) - R & R CONSTRUCTION TO THE MAIN STREET REVITALIZATION KAUFMAN HOUSE EXTERIOR RENOVATION PROJECT

A motion was made by Mr. Mathew, second by Mr. Geis, to approve R & R Construction Company LLC Pay Requisition Estimate No. 8 (Final), in the amount of \$66,000.00.

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Motion carried 7 - 0.

## CONSIDERATION FOR CHANGE ORDER #3 TO THE ZELIENOPLE COMMUNITY POOL RENOVATION PROJECT

A motion was made by Mr. Semel, second by Mr. Foyle, to approve Stoneridge Inc.'s Change Order No. 3 in the amount of \$11,929.06.

Motion carried 7 - 0.

## CONSIDERATION FOR CHANGE ORDER #4 TO THE ZELIENOPLE COMMUNITY POOL RENOVATION PROJECT

A motion was made by Mr. Semel, second by Mrs. Reeb, to approve Stoneridge Inc.'s Change Order No. 4 in the amount of \$11,163.11.

Motion carried 7 - 0.

## AUTHORIZATION TO PAY INVOICE DOWNTOWN REDEVELOPMENT SERVICES

A motion was made by Mr. Semel, second by Mr. Foyle, to authorize the payment to Downtown Redevelopment Services, in the amount of \$819.00 for the payment of invoice #167 relating to the Main Street Revitalization - Streetscape.

Motion carried 7 - 0.

## AUTHORIZE DRAW ON GENERAL OBLIGATION NOTE (G.O.N.) - PAY REQUISITION #18

A motion was made by Mr. Mathew, second by Mrs. Hess, to approve Pay Requisition #18 in the amount of \$147,774.24 and is for payment of invoices relating to the pool construction (Stoneridge Inc.- Pay Req. #5 - \$63,868.50 ) and Main Street Revitalization related invoices.

Note: Following this draw on the loan, the remaining balance that will be left for the Borough to draw upon will be \$71,535.08. The original commitment to the Pool construction was \$700,000. With loan draw #18, we will have paid \$620,376.97 leaving a remaining commitment balance of \$79,723.03 towards the Pool construction.

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Motion carried 7 - 0.

OTHER BUSINESS:

Tom Thompson asked for an Executive Session for Contractual Matters

Mr. Ray Roccon has resigned his position on the WBCA board as the Borough representative effective December 2018. His term is open for another three (3) years and will need to be filled for 2019. Council accepted Ray's resignation with regrets and thanks for his service.

CONSIDER CHANGE IN EMPLOYEE CLASSIFICATION FOR RACHEL LEWIS

A motion was made by Mrs. Hess, Second by Mr. Geis, to promote Rachel Lewis due to her meeting the training requirements in her advancement plan. Currently Rachel is at in a Groundsman/Laborer classification at a grade 8 level. Her hourly pay rate as of 9-30-2018 is \$14.11. (\$29,348.80). Rachel is to be moved to the 3rd Class Lineman classification with the first grade level being 19. She should begin at the starting minimum grade in order to have room for step raises as she completes her progress to a full lineman status. The beginning of grade 19 would put her at an annual salary of \$38,516. (\$18.5173/hr.)

This classification change and change in pay rate is effective 10-1-18.

Motion carried 7-0.

The meeting was recessed at 8:20 PM and returned at 8:30 PM. Council went into executive session at 8:30PM. Council came out of executive session at 8:42 PM.

Being no further business President Bayer closed the meeting at 8:42 PM.

ATTEST:

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

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

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

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Mayor