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# *Minutes of the Borough Council Zelienople, PA*

11/26/2018

7:30 PM Council-Workshop

MasterID:

635

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The November 26, 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 and Council Members, Ralph Geis, Mary Hess, Doug Foyle, Andrew Mathew III, Marietta Reeb and Mayor Thomas Oliverio. Council man Gregg Semel was not present.

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

## PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mary Hess

Don Pepe gave a note concerning the passing of Jeff Barkley who was President of the Park Board and a wonderful volunteer who gave his life to service. He also asked for a moment of silence in memory of Jeff.

## VISITORS

Dan Fritch  
Henry Ziegler  
J.W. Johnson, Press

There were other persons in attendance but they did not sign in to identify themselves.

Mr. Fritch spoke about the success and status of the Gateways Project

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## CONSENT AGENDA:

A motion was made by Mr. Geis, second by Mr. Mathew, to approve the Minutes of the November 12, 2018 Council Meeting

Motion carried 6-0.

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OLD BUSINESS:

## CONSIDER ADOPTION OF PROPOSED ORDINANCE #862-18 - GROUND LEVEL VACANT PROPERTY ORDINANCE

A motion was made by Mrs. Hess and seconded by Mrs. Reeb to adopt proposed Ordinance # 862-18, Ground Level Vacant Property Ordinance to take effect January 1, 2019.

Motion carried 6 - 0

## CONSIDER TENTATIVE ADOPTION OF PROPOSED 2019 OPERATING BUDGET AND CAPITAL IMPROVEMENTS PLAN

A motion was made by Mr. Geis and seconded by Mr. Foyle to tentatively adopt the proposed 2019 operating budget, totaling \$10,909,697, and corresponding Capital Improvements Plan and authorize the same for advertisement.

General Fund	\$ 2,921,868
Fire Fund	\$ 59,550
Library Fund	\$ 29,434
Water Fund	\$ 2,136,806
Electric Fund	\$ 5,612,039
Highway Aid Fund	\$ 150,000
Total	\$ 10,909,697

The proposed budget shows a slight increase of approximately 1.48% from the 2018 Budget. No tax increase is proposed.

Motion carried 6 - 0

## CONSIDER AUTHORIZATION TO ADVERTISE PROPOSED ORDINANCE NO. #864-18, AN ORDINANCE SETTING THE LOCAL REAL ESTATE TAX RATE FOR 2019

A motion was made by Mr. Geis and seconded by Mr. Mathew to authorize the advertisement of proposed Ordinance #864-18 setting the 2019 Tax Millage Rate.

These millage rates do not reflect any tax change in 2019 and are as follows:

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Tax rate for General purposes	1.81 mills
Tax rate for Recreation purposes	1.00 mills
Tax rate for Fire Department purposes	2.00 mills
Tax rate for Library purposes	1.00 mills
<b>Total</b>	<b>5.81 mills</b>

Motion carried 6 - 0

## CONSIDER COMMUNITY PARK HAYRIDE ROUTE REQUEST

A motion was made by Mr. Mathew and seconded by Mrs. Reeb to approve the request from the Community Park Board to have a Hayride Shuttle from the Main Street to the Community Park during the Miracle on Main Street event on December 6, 2018. The proposed route was presented and approved with the condition that it is acceptable to Chief Miller.

Motion carried 6 - 0

## CONSIDER PROMOTION WITHIN THE ZELIENOPLE POLICE DEPARTMENT

A motion was made by Mr. Geis and seconded by Mrs. Hess to promote Officer Kevin Mikulan to Sergeant in the Zelienople Police Department at new pay rate of \$37.9191 per hour, effective on December 10, 2018.

Motion carried 6 - 0

## CONSIDER PAY ESTIMATE #12 TO THE CONSTRUCTION CONTRACT FOR THE ZELIENOPLE BOROUGH REVITALIZATION STREETScape - ELECTRIC UTILITY (RE-BID) (CONTRACT 16-06A) PROJECT

A motion was made by Mr. Mathew and seconded by Mr. Foyle to approve the M and B Services LLC Pay Requisition Estimate No. 12 in the amount of \$37,170.00.

Motion carried 6 - 0

## CONSIDER PAY ESTIMATE #13 TO THE CONSTRUCTION CONTRACT FOR THE ZELIENOPLE BOROUGH REVITALIZATION STREETScape - ELECTRIC UTILITY (RE-BID) (CONTRACT 16-06A) PROJECT

A motion was made by Mr. Mathew and seconded by Mr. Foyle to approve the M and B Services LLC

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Pay Requisition Estimate No. 13 in the amount of \$19,309.04.

Motion carried 6 - 0

CONSIDER AN AMENDMENT TO THE GANNETT FLEMING ENGINEERING SERVICES AGREEMENT FOR COMPLETING A PHASE 1 ENVIRONMENTAL SITE ASSESSMENT FOR PHASE II OF THE STREETScape PROJECT.

A motion was made by Mr. Mathew and seconded by Mrs. Reeb to approve an amendment to the Gannett Fleming Engineering Services Agreement to provide a PennDOT required Phase 1 Environmental Site Assessment due to the potential environmental contamination issues and underground storage tanks in the Phase II project area. These services would be completed in accordance with PennDOT Publication 281 procedures. The cost of this amendment is \$18,400.

Motion carried 6 - 0

OTHER BUSINESS:

COUNCIL REQUEST FOR INFORMATION

Council reviewed the request for information list as provided in the agenda and updated items as deemed necessary.

CONSIDER EMPLOYEE HOLIDAY GIFT CARDS FOR ALL EMPLOYEES AND RETIREES

A motion was made by Mr. Mathew and seconded by Mr. Geis to approve purchase of \$25.00 gift cards for all employees and retirees for the holiday season.

Motion carried 6 - 0

CONSIDER CANCELLING THE DECEMBER 31, 2018 COUNCIL MEETING

A motion was made by Mr. Mathew and seconded by Mr. Geis to approve the canceling of the December 31, 2018 council meeting.

Motion carried 6 - 0

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## MONTHLY COMMITTEE REPORTS

Mrs. Hess:

- Main St. Revitalization: Noted there are plans for another fund raiser.
- There is also improvements to the Explore Zelig Website
- Continued work on the Façade Grant project

Mr. Semel:

- No reports - not present.

Mr. Geis:

- Electric: - No report
- Bldg. / Finance: - All budget meetings have been completed and the Tentative Budget approved for advertising at this meeting.
- Pension: - No report

Mr. Foyle:

- Pension Committee: - No report
- Library: - No report

Mrs. Reeb:

Safety Committee: - No report.

Historical Society: - No report

Shared Services: - No report

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Mr. Mathew:

Water Comm.: - No report

EMA: - No report

Fire Dept. Liaison: - No report

Shared Services: - No report

Mr. Bayer:

- HRC: Meeting to be held this Wednesday 11/28/18

- PMC: No report

Mayor Oliverio:

- No report

Borough Manager:

- Requested consideration of allowing for Holiday Gift cards for employees. Council agreed and took action noted above

Chief Miller:

- No report

Public Works Director:

- No report - Not Present

Solicitor:

- Requested an executive session on a contractual agreement matter

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Engineer:

- No report

Zoning & Codes Officer:

- No report

Council took a short break at 8:05 pm and Returned at 8:10 PM

Went into Executive Session at 8: 10 pm and returned at 8:23 PM

Being no further business President Bayer closed the meeting at 8:23 PM.

ATTEST:

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

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

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

\_\_\_\_\_  
Mayor