
Minutes of the Borough Council Zelienople, PA

10/30/2017

7:30 PM Council-Workshop

MasterID:

607

The October 30, 2017 meeting of the Zelienople Borough Council was called to order at 7:30 PM by Council President Allen Bayer in the Council Chambers. In attendance were, Council Members, Ralph Geis, Gregg Semel, Andrew Mathew III, Mary Hess, Don Burgess and Mayor Thomas Oliverio. Councilwoman Marietta Reeb was absent.

Borough Manager Donald Pepe, Borough Engineer Tom Thompson, Public Works Director Chad Garland, Police Chief Jim Miller, Zoning & Codes Officer Shelly Kaltenbaugh and Solicitor Bonnie Brimmeier were present.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Don Pepe

VISITORS

Dan Fritch
Maggie Boylan

There were others at the meeting who did not sign in for identification in the minutes.

Maggie Boylan is the new librarian for the Zelienople Public Library and she gave an update and report on the library. Also, included financial information for the borough budget request.

CONSENT AGENDA:

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

-Minutes of the October 9, 2017 Council meeting

Motion carried 6-0.

OLD BUSINESS:

None

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NEW BUSINESS:

CONSIDER AWARDING CONTRACT TO T&B PLANNING TO COMPLETE A HISTORIC PRESERVATION ACTION PLAN (HPAP) FOR THE BOROUGH OF ZELIENOPLE

A motion was made by Mr. Geis, second by Mr. Burgess, to award the contract to complete the Historic Preservation Action Plan to T&B Planning of Murrysville, PA. at a cost not to exceed \$25,000 and to do so in an as quickly as possible time frame.

Motion carried 6-0.

CONSIDER TO AWARD A CONTRACT TO TOWN CENTER ASSOCIATES FOR BUSINESS DEVELOPMENT SERVICES FOR MAIN STREET

A motion was made by Mr. Geis, second by Mr. Burgess, to approve the recommendation from the ad hoc review committee to hire Town Center to provide Business Development Services for the Main Street area and to promote economic development and to enter into a contract at a cost of \$9,000 per year.

Motion carried 6-0.

CONSIDER AUTHORIZING TO ADVERTISE FOR BUILDING AND FIRE INSPECTION SERVICES BY THIRD PARTY AGENCY

A motion was made by Mr. Semel, second by Mr. Geis, to authorize the Borough Manager to advertise to seek proposals/bids for Plan Review, Permitting and Building and Fire Inspection Services by a Third Party Agency to the Borough of Zelienople.

Motion carried 6-0.

CONSIDER FOR PAY REQUISITION ESTIMATE #9 TO THE CONSTRUCTION CONTRACT FOR THE ZELIENOPLE BOROUGH REVITALIZATION STREETScape - ECMS PROJECT

A motion was made by Mr. Mathew, second by Mr. Semel, to approve M and B Services LLC Pay Requisition Estimate No. 9 in the amount of \$38,953.17.

Motion carried 6-0.

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CONSIDER RELEASING THE ZELIENOPLE COMMUNITY PARK FLOOD CONTROL PROJECT FOR BID

A motion was made by Mr. Mathew, second by Mrs. Hess, to authorize the Borough Manager to bid this project which consists of the installation of three earth filled berms in the Unnamed Tributary to the Connoquenessing Creek as a flood control measure for the community park.

Motion carried 6-0.

CONSIDER CHANGE ORDER #2 TO THE CONSTRUCTION CONTRACT FOR THE ZELIENOPLE BOROUGH REVITALIZATION STREETScape - WEST SIDE HOP (CONTRACT 16-04)

A motion was made by Mr. Mathew, second by Mr. Semel, to approve M and B Services LLC's Change Order No. 2 to Contract 16-04 in the amount of \$2,805.

Motion carried 6-0.

CONSIDERATION FOR RELEASE OF RETENTION TO THE CONSTRUCTION CONTRACT FOR THE CLAY STREET 4.16KV AERIAL LINE RECONSTRUCTION

A motion was made by Mr. Burgess, second by Mr. Mathew, to approve the Thayer Power and Communication, Release of Retention in the amount of \$6,408.60; invoice will come from available cash within the Electric Fund; this project was budgeted as a capital improvement project

Motion carried 6-0.

REQUEST TO SET MERIT SALARY INCREASE RESERVE POOL FOR 2018 FOR THE NON-UNIFORMED EMPLOYEES

A motion was made by Mr. Geis, second by Mrs. Hess, to adopt the HRC recommendation to approve a 2.75% merit increase pool of funds to be used in calculating the 2018 budget and for use to determine individual raises based on the employee merit evaluation system for the non-uniformed employees.

Motion carried 6-0.

REQUEST AUTHORIZATION TO ADVERTISE AND HIRE FOR FULL TIME LINEMAN POSITION

A motion was made by Mr. Geis, second by Mrs. Hess, to authorize the Public Works Director to advertise and hire for a full time lineman position and to accept applications through December 29, 2017 with the right to hire earlier if a qualified applicant is found. The Borough Manager may hire as he deems appropriate. Salary commensurate with experience based upon approved wage scale for job classification.

Motion carried 6-0.

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CONSIDERATION FOR APPROVING THE DEED OF CORRECTION FOR THE ZELIENOPLE COMMUNITY POOL RENOVATIONS

A motion was made by Mr. Semel, second by Mrs. Hess, to approve the correction of the Deed in order to comply with DCNR requirements for official designation of the 6(f) boundary through the use of a Deed of Correction for the use DCNR funding for the Pool Renovation Project.

Motion carried 6-0.

OTHER BUSINESS:

COUNCIL REQUEST FOR INFORMATION

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

CANCEL DECEMBER 25, 2017 COUNCIL MEETING

A motion was made by Mr. Mathew, second by Mr. Burgess, to cancel the December 25, 2017 council meeting because of the Christmas Holiday observance.

Motion carried 6-0.

MONTHLY COMMITTEE REPORTS

Mrs. Hess:

- Shared Services: No report
- Main St. Revitalization: Feedback on State DCED Sec. Davin visit

Mr. Semel:

- COG: - No report
- Library: - No report
- Airport Authority - No report
- Noted Main Street Phase II funding update

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- Noted Main Street Revitalization Committee Zelle Marketing efforts.

Mr. Geis:

- Electric; - Joint Electric & Water Committee meeting on Nov. 6th to discuss AMI project
- Finance: - No report

Mr. Burgess:

- IT - No report
-
- Employee Pension Committee - No report

Mrs. Reeb:

Safety Committee: - Mr. Burgess noted for Mrs. Reeb, since she was not able to be at the meeting, a raised up sidewalk safety issue at 305 Clay Street

Historical Society: - No report

Mr. Mathew:

- Water Comm.: - No report
- EMA: - No report.
- Fire Dept. Liaison: - No Report
- Mr. Mathew requested and Executive Session on property disposition matter

Mr. Bayer:

- HRC: Noted as meeting on Oct. 25th
- PMC: No Report

Mayor Oliverio:

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- No report

Manager:

- Town Clock Status report
- Note on Boards & Commissions vacancy letters

Chief Miller:

- Requested an Executive Session on personnel issues

Public Works Director:

- Gave Main Street construction update

Solicitor:

- Requested an executive session on Contractual items

Engineer:

- No report

Zoning & Codes Officer

- No report

Council took a short break at 8:58 PM and returned at 9:10 PM.

Council went into Executive Session at 9:10 PM and reconvened to regular session at 9:40 PM.

Being no further business the meeting was adjourned by Council President Bayer at 9:40 PM.

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ATTEST:

Borough Manager

Council President

Approved by me this _____ day of _____, 2017.

Mayor