
Minutes of the Borough Council Zelienople, PA

4/13/2020

7:30 PM Council-Regular

MasterID:

669

The April 13, 2020 Council Meeting of the Zelienople Borough Council was called to order at 7:30 PM by Council President Allen Bayer. This meeting was held remotely through the WebEx Technology to comply with the Governors order to not hold pubic meeting in person. It still complied with all rules of advertisement and the public had access to the meeting and able to participate. In attendance were Council members, Vice-President Andrew Mathew III, Marietta Reeb, Gregg Semel, Doug Foyle, Mary Hess, Ralph Geis and Mayor Thomas Oliverio.

Borough Manager Donald Pepe, Assistant Borough Manager/Finance Director Jill Stedina, Solicitor Bonnie Brimmeier, Police Chief James Miller, Zoning & Codes Officer Shelly Kaltenbaugh, Public Works Director Chad Garland, Parks and Recreation Director Joan Wolfe and Borough Engineer Tom Thompson were also present.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Councilman Foyle

VISITORS

Alex Weidenhof - Press

No other person identified themselves for the record of attendance.

CONSENT AGENDA:

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

- Minutes of the March 9, 2020 Council meeting
- Transfer of funds, \$200,000 from the Electric Fund to the General Fund if needed

Motion carried 7-0.

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OLD BUSINESS:

CONSIDER PROPOSED ORDINANCE #869-20 - REPEALING ORDINANCE NO. 848-16 ESTABLISHING AN INTERGOVERNMENTAL EMERGENCY MANAGEMENT PROGRAM AND ESTABLISHING A NEW INTERGOVERNMENTAL EMERGENCY MANAGEMENT AGENCY FOR THE BOROUGH OF ZELIENOPLE.

A motion was made by Mr. Semel, seconded by Mr. Geis to approve Proposed Ordinance # 869-20 Establishing a new Intergovernmental Emergency Management Agency and agreement.

Motion carried 7-0

CONSIDER AFFIRMATION OF RESOLUTION #433-20 – EMERGENCY DECLARATION FOR COVID-19

A motion was made by Mr. Semel, seconded by Mr. Geis to affirm Resolution #433-20- Emergency Declaration for COVID-19 purposes.

A full and true copy of Resolution #433-20 can be found in the Resolution Book.

Secretary / Manager

Motion carried 7-0

CONSIDER COMMUNITY PARK PAVING CONTRACT AND TRANSFER OF PARKS & RECREATION TAX FUNDS

A motion was made by Mr. Semel, seconded by Mr. Foyle to approve the release of funds, in the Capital Projects - Recreation Account, to the Park Board to pay for the paving contract from Roth Paving for \$28,052.00 based upon the information provided. This work would commence when the situation allows this to begin.

Motion carried 7-0

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NEW BUSINESS:

CONSIDER AUTHORIZATION OF THE BILLS TO BE PAID FOR MONTH OF APRIL 2020 IN THE AMOUNT OF \$ 600,280.16.

A motion was made by Mr. Geis, seconded by Mrs. Reeb to pay the April 2020 bills in the amount of \$ 600,280.16

Motion carried 7-0

CONSIDER REMOVAL FROM PROBATIONARY STATUS AND MOVE TO REGULAR FULL TIME STATUS FOR CURTIS BROWN

A motion was made by Mrs. Reeb, seconded by Mrs. Hess to place Mr. Brown on regular full-time status as he has successfully completed his probationary period effective April 22, 2020. This change in status does not change the pay rate for Mr. Brown, but he will become eligible for merit increases in 2020.

Motion carried 7-0

AUTHORIZATION TO PAY INVOICE DOWNTOWN REDEVELOPMENT SERVICES - ZELIE RACP INVOICE #338

A motion was made by Mr. Geis, seconded by Mr. Semel to authorize the payment to Downtown Redevelopment Services, in the amount of \$ 1607.50 for the payment of invoice #338 relating to - Zelie " RACP BP Prep".

Motion carried 7-0.

CONSIDERATION OF THE REQUEST BY THE SHU-BREW PUB FOR THE PLACEMENT OF OUTSIDE SEATING

A motion was made by Mrs. Hess and seconded by Mr. Foyle, to approve the request of Shu-Brew Pub with the following conditions:

- Only four (4) tables located directly outside the establishment in the sidewalk area, outside the front door entrance to the shop. This includes permission for up to two (2) chairs per table.

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- Placement of the tables & chairs will be maintained to ensure that they do not pose an impediment to pedestrians utilizing the sidewalk and the Borough will determine if there is any impediment. If so, then this approval can be revoked.
- The tables and chairs are to be placed inside when the business is closed.
- Tables will not be used for any full service, but rather for patrons to consume items purchased inside at the counter.
- This use is permitted from April 1, 2020 through November 30, 2020 weather permitting. Any snowy or icy road or street conditions will obviously require this use to be terminated for the year. A request for any additional time extension would need to be again submitted to the Council.
- A pop-up tent can be used as indicated in the attached letter.
- This request is for 2020 and must be requested annually prior to the intended start date.

Motion carried 7-0.

- IT IS IMPORTANT TO NOTE: This request is approved but the actual use of this seating must be delayed pending the Governor lifting of business restrictions concerning COVID-19.

CONSIDERATION OF THE AMERICAN LEGION REQUEST FOR THE MEMORIAL DAY SERVICE PARADE PERMIT

A motion was made by Mr. Geis, seconded by Mrs. Reeb to approve the American Legion request for the Memorial Day Service parade and to apply for the special events permit on their behalf and that the American Legion coordinate with the Police Department for the appropriate traffic control.

There is one important caveat to this approval. Although permission is granted for this event it is still contingent upon the limitations for group gatherings per the Governors Orders. This approval does not supersede any state orders concerning the COVID-19 restrictions. If these restrictions are not lifted or if PennDOT does not approve this event, then the Legion must plan for it to be canceled or postponed.

Motion carried 7-0.

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CONSIDER ADOPTING PROPOSED RESOLUTION #434-20 FOR THE PURPOSE TO ALLOW WORK IN LOCAL STREETS AND SIDEWALKS FOR THE ZELIENOPLE REVITALIZATION AND ECONOMIC DEVELOPMENT PROJECT

A motion was made by Mrs. Hess and seconded by Mr. Semel to adopt Proposed Resolution #434-20 for the purpose to allow work in local streets and sidewalks for the Zelienople Revitalization and economic development project.

A full and true copy of Resolution #434-20 can be found in the Resolution Book.

Secretary / Manager

Motion carried 7-0.

CONSIDER AFFIRMING GANNETT FLEMING AS THE FIRM TO PROVIDE THE BOROUGH WITH ENGINEERING SERVICES FOR THE NEW RACP GRANT AWARD FOR THE MAIN STREET PROJECT.

A motion was made by Mr. Geis, seconded by Mrs. Hess to approve Gannett Fleming Inc. for Engineering services for the New RACP grant award portion of the Main Street project, conditional upon Tom Thompson be the engineer for the project or it will be reconsidered.

Motion carried 7-0.

CONSIDER GANNETT FLEMING AS THE FIRM TO PROVIDE THE BOROUGH WITH ENGINEERING SERVICES FOR THE SCOPE OF SERVICES FOR PHASE III OF THE MAIN STREET REVITALIZATION PROJECT.

A motion was made by Mrs. Reeb, seconded by Mr. Mathew to approve the proposal for Gannett Fleming to provide Engineering services for the Scope of Services for Phase III of the Main Street Revitalization Project at a cost outlined at \$139,700.00.

Motion carried 7-0.

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CONSIDER THE APPROVAL TO PURCHASE SECLICKFIX CITIZEN REPORTING APP AND MANAGEMENT TOOL.

A motion was made by Mr. Semel, seconded by Mrs. Hess to accept the IT Committee recommendation and authorize the Borough Manager to purchase the SeeClickFix citizen reporting and management tool in the amount of \$4,250.

Motion carried 7-0.

OTHER BUSINESS:

CONFIRM BOROUGH MANAGER ACTIONS REGARDING UTILITY ACCOUNTS DURING THE COVID-19 SITUATION

A motion was made by Mr. Geis, seconded by Mr. Semel to affirm the actions and decisions of the Borough Manager regarding the suspension of utility account terminations until further notice and the waiver of utility late fees in March and April 2020.

Motion carried 7-0.

REPORTS:

None

Being no further business President Bayer closed the meeting at 8:27 pm.

ATTEST:

Borough Manager

Council President

Approved by me this _____ day of _____, 2020.

Mayor