

---

# *Minutes of the Borough Council Zelienople, PA*

6/29/2020

7:30 PM Council-Workshop

MasterID:

673

---

The June 29, 2020 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. This meeting was held in a limited in-person environment as well as remotely through the WebEx technology due to the coronavirus pandemic situation and to comply with the Governors order to limit in person public meetings. It still complied with all rules of advertisement and the public had access to the meeting and was able to participate. In-person attendance were Council members, Allen Bayer, Mary Hess, and Gregg Semel. Attending remotely were Council members, Vice-President Andrew Mathew III, Marietta Reeb, Ralph Geis, and Mayor Thomas Oliverio. Councilman Doug Foyle was not in attendance.

In person attendance were Borough Manager Donald Pepe and Executive Assistant/Systems Administrator Cindy Edwards. Solicitor Bonnie Brimmeier, Police Chief James Miller, Zoning & Codes Officer Shelly Kaltenbaugh, and Borough Engineer Tom Thompson were present remotely.

## PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mr. Pepe

## VISITORS

Alex Weidenhof - Press (remotely)

Adele Fatur

Matthew Edwards

\*\*\*\*\*

## CONSENT AGENDA:

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

- Minutes of the June 8, 2020 Council meeting

Motion carried 6-0.

---

# *Minutes of the Borough Council Zelienople, PA*

6/29/2020

7:30 PM Council-Workshop

MasterID:

673

---

## OLD BUSINESS:

None

## NEW BUSINESS:

### CONSIDER REMOVING JOAN WOLFE FROM PROBATIONARY STATUS AND MOVE HER TO REGULAR FULL TIME STATUS

A motion was made by Mrs. Hess, seconded by Mr. Geis to place Parks and Recreation Manager Mrs. Joan Wolfe on regular full-time status. Mrs. Wolfe has successfully completed her probationary period effective June 30, 2020.

Motion carried 6-0

### CONSIDER APPROVAL OF BOROUGH SIGN GRANT AWARD TO SPRING AND MAIN CAFÉ AT 109 NORTH MAIN STREET

A motion was made by Mr. Semel, seconded by Mr. Geis to approve a 2020 sign grant award in the amount of \$500.00 to Dennis A. Detar, Spring and Main Café, as per the program guidelines established in 2017.

Motion carried 6-0

### CONSIDER AUTHORIZATION TO ADVERTISE PROPOSED ORDINANCE #873-20 TO PROHIBIT PARKING ON JEFFERSON STREET BETWEEN NEW CASTLE AND BEAVER STREETS AND PROHIBITING PARKING ON GREEN LANE BETWEEN BEAVER AND NEW CASTLE STREETS

A motion was made by Mr. Geis, seconded by Mr. Mathew to advertise proposed ordinance #873-20 prohibiting parking on Jefferson Street between New Castle and Beaver Street and prohibit parking on Green Lane between Beaver Street and New Castle Street.

Motion carried 6-0

## OTHER BUSINESS:

---

# *Minutes of the Borough Council Zelienople, PA*

6/29/2020

7:30 PM Council-Workshop

MasterID:

673

---

## COUNCIL REQUEST FOR INFORMATION & FACILITY MAINTENANCE REPORT

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

## APPROVAL TO PERMIT ZELIENOPE AREA BUSINESS ASSOCIATION TO ALLOW STREET VENDOR SETUP IN FRONT OF BUSINESSES ON MAIN STREET

A motion was made by Mrs. Hess, seconded by Mr. Semel to permit Zelienople Area Business Association (ZABA) to allow street vendors to set up tents in front of businesses on Main Street on Thursdays from 5:00 PM to 9:00 PM with the assumption that all State and Borough guidelines will be followed. ZABA will be the point of contact. The request will take effect immediately and will run through the end of October.

Motion carried 6-0.

## MONTHLY COMMITTEE REPORTS:

Mrs. Hess:

- Main St. Revitalization Committee: - Indicated that there is concern for pedestrian safety at the intersection of Spring Street and Main Street. It was recommended that pedestrian crossing lights are installed. PennDOT approval is required.

Mr. Semel:

- COG: - No report

- Main St. Revitalization Committee: - No report

- Airport: - Indicated that Russ Robertson has resigned from the Zelienople Airport Authority.

- IT: - Mr. Semel deferred to Ms. Edwards to give Project updates on the following 3 IT related items:

First, Mrs. Edwards gave an update on the status of the SeeClickFix citizen complaints and community app project. Staff has been practicing using the application and plan on going live and market it to the community on July 13, 2020.

Second, Mrs. Edwards gave an update on the status of the AMI project. AMP has been working with Edmunds/Logics and IP Keys with necessary programming for the AMI integration with the Logics utility billing system. Meters will be delivered on July 27, 2020. Training will begin sometime in

---

# *Minutes of the Borough Council Zelienople, PA*

6/29/2020

7:30 PM Council-Workshop

MasterID:

673

---

August.

Third, Mrs. Edwards gave a project update on cyber security improvement items. Ms. Edwards indicated that she is working on the essential cyber security improvement items that were identified during the cyber security site assessment with AMP.

Mr. Geis:

- Electric - Indicated that there will be a flyer and/or bill insert asking residents and businesses for authorization to enter their house to change out meters for the AMI project.
- Bldg. / Finance: - No report
- Pension: - No report

Mr. Foyle: Not present

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

Mrs. Reeb

Safety Committee: - Gave an update on the electric car charging stations

Historical Society: - No report

Shared Services: - No report

Mr. Mathew:

Water Comm.: -Gave an update on hydrant flushing

EMA: - No report

Fire Dept. Liaison: - No report

Shared Services: - No report

Mr. Bayer:

---

# *Minutes of the Borough Council Zelienople, PA*

6/29/2020

7:30 PM Council-Workshop

MasterID:

673

---

- HRC: Noted that the next HRC meeting is scheduled for July 8, 2020.

- PMC: No report

Mayor Oliverio:

- No report

Borough Manager:

- Stated that the Borough reopening plan has been developed and disseminated.

Solicitor:

- No report

Engineer:

- Gave an update on the stormwater project. The permit will be submitted soon.

Chief Miller:

- Indicated that there was a possible COVID-19 exposure of three Officers.

- Indicated that the installation of the live traffic cameras at the intersection of Main and New Castle Street has been completed.

Zoning/Codes Officer:

- Gave an update on the historical preservation plan.

Borough Solicitor Bonnie Brimmeier requested an Executive Session on a contractual issue.

The meeting was recessed at 8:28 PM.

Council went into executive session at 8:30 PM and returned at 9:02 PM.

---

*Minutes of the Borough Council  
Zelienople, PA*

6/29/2020

7:30 PM Council-Workshop

MasterID:

673

---

Being no further business, President Bayer closed the meeting at 9:02 PM.

ATTEST:

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

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

Approved by me this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Mayor