
Minutes of the Borough Council Zelienople, PA

7/12/2021

7:30 PM Council-Regular

MasterID:

699

The July 12, 2021, 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, Andrew Mathew III, Mary Hess, Gregg Semel, Marietta Reeb, Doug Foyle, Ralph Geis, and Mayor Tom Oliverio.

Also, in attendance were Borough Manager Donald Pepe, Police Chief James Miller, and Borough Engineer Tom Thompson. Attending remotely was Solicitor Bonnie Brimmeier.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Tom Thompson

PRESENTATION OF LINEMAN CERTIFICATION CERTIFICATE TO RACHEL LEWIS

VISITORS

Attending in person were Charlie Underwood and Nate Patterson.

Attending remotely wase Anthony Corridoni

PUBLIC COMMENT:

None

CONSENT AGENDA:

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

- Minutes of the June 28, 2021, Council Meeting
- Transfer of Funds, \$150,000.00 from the Electric Fund to the General Fund, if needed.

Motion carried 7-0.

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OLD BUSINESS:

None

NEW BUSINESS:

CONSIDER ACCEPTANCE OF THE BILLS TO BE PAID FOR THE MONTH OF JULY IN THE AMOUNT OF \$674,200.14

A motion was made by Mrs. Hess, seconded by Mr. Foyle to accept, and approve the "Bills to Be Paid" report for July in the amount of \$674,200.14.

Motion carried 7-0.

CONSIDER PROPOSED ORDINANCE #878-21 TO ESTABLISH A VILLAGE RESIDENTIAL ZONING DISTRICT

A motion was made by Mr. Geis, seconded by Mrs. Hess to authorize the Borough Manager to duly advertise Proposed Ordinance # 878-21 for the purpose of considering a Village Residential District to be included in the Zelienople Zoning Ordinance and to set a public hearing date to receive public comment. The Borough of Zelienople has been working on providing a workable and acceptable alternative to the PRD provision that was recently removed from the Zoning Ordinance. The Village Residential District was written and approved by the Planning Commission for council consideration. Administration is requesting council action to authorize the advertisement of Proposed Ordinance No. 878-21 for this purpose. Council also authorized the public hearing for August 9, 2021, at 6:30 pm in the council chambers.

Motion carried 7-0.

CONSIDERATION FOR PAY ESTIMATE #6 TO THE CONSTRUCTION CONTRACT FOR THE ZELIENOPLE BOROUGH REVITALIZATION ECONOMIC DEVELOPMENT PHASE 2 – ECMS PROJECT

A motion was made by Mrs. Hess, seconded by Mr. Semel to approve M and B Services LLC Pay Estimate No. 6 in the amount of \$61,134.27 for the Zelienople Borough Revitalization/Economic Development Phase 2 – ECMS Project. The work has been completed. The balance will be requested from the DCED grant once paid by the Borough.

Motion passed 7-0.

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CONSIDERATION FOR CHANGE ORDER NO. 3 TO THE STREETScape PROJECT PHASE 2 ELECTRIC UTILITY UNDERGROUND SERVICE WORK CONTRACT 20-02 PROJECT

A motion was made by Mr. Semel, seconded by Mrs. Reeb to approve M and B Services Change Order No. 3 in the amount of \$2,000. For an extra conduit for the Streetscape Project Phase 2, it is desirable to add a 1-inch conduit along the east side of Main Street for a future speaker wire.

Motion passed 7-0.

CONSIDERATION FOR SPECIAL EVENT PERMIT APPLICATION– FILMING FOR SHOWTIME SERIES, “AMERICAN RUST”

A motion was made by Mr. Mathew, seconded by Mr. Geis to approve Special Event Permit Application for Filming for Showtime Series, “American Rust” provided by Nate Patterson, representative on behalf of Fidelis Productions, LLC to be held on Monday, July 19, 2021 from 12:00 pm to 12:00 midnight on July 20, 2021 on S. High Street between E. Beaver and Terrace and E. Culvert Street between Main Street and S. Oliver Street and the Harmony-Zelienople United Methodist Church parking lot provided that they coordinate communications with and be responsive to the Chief of Police, Public Works Director, Harmony Fire District, and Harmony EMS as needed and comply with the Borough of Zelienople’s Special Event Rules, Code of Ordinances Chapter 174, Special Events and Alcoholic Beverages, Parades & Public Gatherings & all applicable Federal, State, and Local laws and with the following conditions:

- Responsible Party will notify all affected neighbors of the road closure on S. High Street between E. Beaver and Terrace and E. Culvert Street between Main Street and S. Oliver Street. As well as notify immediate neighbors of the filming project to allow for local traffic accessibility.
- The Borough is agreeing to close the road as stipulated for their event.
- The Borough Electric Department will assist with temporary Street light removal at this location from 8PM on the 19th to midnight on the 20th. With possible additional time as well. All costs for this work will be borne by the applicant. Billing will be made by the borough to the applicant.
- Be responsive to complaints on noise.
- They coordinate with the Street Department to obtain cones, barricades, and signs for street closure and coordinate with the Police Department for safety concerns, no later than Monday prior to the event.
- Responsible party is liable for the return of any Borough owned cones, barricades, signs, etc.
- They ensure that the area is cleaned of any trash and debris when the event is completed.
- This is not a Borough sanctioned or sponsored event, so they are solely responsible for adhering to all COVID-19 safety rules that apply at the time of the event.

Motion passed 7-0.

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CONSIDER APPROVING THE PURCHASE OF A BOX TYPE CARGO TRAILER FOR THE POLICE DEPARTMENT.

A motion was made by Mr. Semel, seconded by Mrs. Hess to approve the purchase of a box type utility trailer for the police department with the cost of the trailer not to exceed \$5,300.00 as recommended by the Police Matters Committee and Chief of Police. Since the elimination of the Special Fire Police Unit, the Police Department has assumed all traffic control duties for special events that take place in the Borough. Traffic control requires the use of traffic cones, traffic barriers and the installation of temporary traffic control signs. The Police Department has purchased several traffic cones and would like to purchase portable traffic control signs strictly for department use. The department currently does not have adequate storage space for this equipment. The traffic cones have been stored out behind the Borough Building. Several of the cones were borrowed without permission and were never returned. The PMC met and discussed this issue. Several solutions to the problem were reviewed by the PMC and Chief. It was decided that a box type utility trailer would be the most cost-effective way to protect the traffic control equipment and provide a way to transport the equipment when needed. It was determined by the Chief that a 6' by 12' box type trailer would be sufficient for our needs. The trailer cost is somewhere between \$4,200.00 and \$5,300.00. There are funds available in the police budget to cover this expense.

Motion passed 7-0.

OTHER BUSINESS:

CONSIDER MOTION TO APPOINT ADDITIONAL AUTHORIZED SIGNERS FOR BOROUGH UNIFORM AND NON-UNIFORM PENSION PLANS WITH PNC BANK

A motion was made by Mrs. Reeb and seconded by Mr. Geis to authorize the Borough Manager to add Assistant Borough Manager (Andrew Spencer), Finance Director (Erin Norton), and Assistant to the Borough Manager (Cindy Edwards) to the PNC Bank uniform and non-uniform pension plans as authorized signers.

Motion carried 7-0.

– Chief Miller noted that he participated in a Zoom meeting concerning the road closure of Rt 288 for 101 days beginning July 19, 2021.

– Drew Mathew noted he gave the borough check for \$30,000 to the Harmony Fire District to assist them in the construction project. Money came from the Cares Act funding.

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Borough Manager Pepe asked for an Executive session on a personnel matter.

The meeting was recessed at 8:05 PM and returned at 8:10 PM

Council went into executive session at 8:10 PM and returned to regular session at 8:20 PM.

The following action was taken:

MOTION TO ACCEPT SHELLY KALTENBAUGH SEPARATION FROM EMPLOYMENT AND RELEASE AGREEMENT

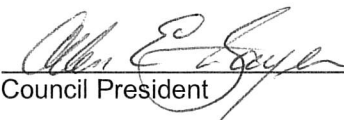
A motion was made by Mrs. Hess and seconded by Mr. Semel to approve the Separation and Release Agreement of Shelly Kaltenbaugh, former Zoning and Code Enforcement Officer. Shelly Kaltenbaugh separated from employment in April of this year and her last regular pay period ended May 9, 2021. Council authorized our Labor Attorney David Mitchell to negotiate a separation agreement which included Two (2) months' severance pay as well as unpaid accrued leave for two weeks (10 days) vacation and two (2) floating holidays.

Motion carried 7-0.

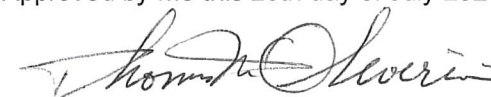
Being no further business or actions, President Bayer closed the meeting at 8:21 PM.

ATTEST:


Borough Manager


Council President

Approved by me this 26th day of July 2021.


Mayor