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# *Minutes of the Borough Council Zelienople, PA*

11/29/2021

7:30 PM Council-Regular

MasterID:

710

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The November 29, 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 an in-person environment as well as remotely through the WebEx technology due to the coronavirus pandemic situation and to comply with the safety of all concerned. 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, Doug Foyle, Gregg Semel, Marietta Reeb and Mayor Thomas Oliverio. Council Member Ralph Geis attended remotely.

Also, in attendance were Borough Manager Donald Pepe, Finance Director Erin Norton, Borough Solicitor Bonnie Brimmeier, Police Chief James Miller, and Borough Engineer Tom Thompson.

## PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Tom Thompson.

## VISITORS

In Person: David Williamson, Christine Patton, Carol Sosak, Cindy Mellenthin, and Zack Shumaker

Remotely: none

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## PUBLIC COMMENT:

-There was no public comment

## CONSENT AGENDA:

A motion was made by Mr. Mathew, seconded by Mr. Semel, to approve:

- Minutes of the November 8, 2021, Council Meeting with the addition of Chief Miller noted as attending this meeting as it was accidently omitted.

Motion carried 7-0.

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OLD BUSINESS:

None

NEW BUSINESS:

CONSIDER TENTATIVE ADOPTION OF PROPOSED 2022 OPERATING BUDGET AND CAPITAL IMPROVEMENTS PLAN

A motion was made by Mr. Geis, seconded by Mr. Foyle to tentatively adopt, and authorize to advertise the proposed 2022 operating budget, totaling \$11,794,949, and corresponding Capital Improvements Plan and authorize the advertisement of it for public inspection.

The proposed 2022 Operating Budget and proposed Capital Improvements Plan has been prepared by staff and reviewed with the Finance Committee. A summary of the proposed budget, by Fund, is as follows:

General Fund	\$ 4,000,343
Fire Fund	\$ 88,495
Library Fund	\$ 29,620
Water Fund	\$ 2,025,154
Electric Fund	\$ 5,326,337
Highway Aid Fund	<u>\$ 325,000</u>
Total	\$ 11,794,949

The proposed budget shows a modest increase of approximately 3.61% from the 2021 Budget.

A tax increase of one (1) mill is proposed in the Fire Tax category.

Following tentative adoption of the proposed budget an advertisement will be made noting its availability for public inspection for a ten-day period before Council can formally adopt the budget. The adoption must take place prior to December 31, 2021. We will plan on the final adoption of the proposed budget at the December 13, 2021, meeting, unless another special meeting is proposed.

Motion carried 7-0

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A motion was made by Mrs. Reeb, seconded by Mr. Mathew to authorize the advertisement of proposed Ordinance #879-21 setting the 2022 Real Estate Tax Millage Rates.

To affect a real estate tax rate for 2022, it is necessary to prepare, advertise and adopt an ordinance setting the real estate tax rate for the new fiscal year, since there is a modest proposed change in the tax millage . The Fire Tax millage rate does reflect a tax change of a one (1) mill increase for 2022 to assist the Fire District in building a new and much needed facility. Proposed Ordinance # 879-21 has been prepared for that purpose and reflects the proposed real estate tax rates for the Borough of Zelienople for the calendar year of 2022. All other tax rates remain level. The proposed complete rates are as follows:

Tax rate for General purposes	1.81 mills
Tax rate for Recreation purposes	1.00 mills
Tax rate for Fire Department purposes	3.00 mills
Tax rate for Library purposes	<u>1.00 mills</u>
Total	6.81 mills

The Proposed 2022 Budget was prepared based upon this proposed Tax Ordinance.

Motion carried 7-0

## CONSIDER SPECIAL EVENT PERMIT APPLICATION – NYE PARTY AT SHUBREW

Zachary Shumaker, representative on behalf of the ShuBrew, LLC, has requested a special event permit for the NYE Party at ShuBrew to be held on December 31, 2021, at 11:00 PM to January 1, 2022, at 12:15 AM on Main Street in front of ShuBrew/General Shu's.

There was no motion or second to approve so this item was not approved due to lack of support at this time.

## CONSIDERATION OF PROPOSED RESOLUTION #461-21 SETTING THE EMPLOYEE CONTRIBUTION RATE FOR THE POLICE PENSION PLAN

A motion was made by Mr. Mathew, seconded by Mrs. Hess to approve Resolution #461-21, setting the employee contribution rate for the police pension plan.

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The Police Pension Plan document requires that the Borough each year set the employee contribution rate for the Police Pension Plan. Failure to set this rate in the past has resulted in an audit finding by the Auditor General's Office.

Resolution #461-21, which is written to meet this requirement. It includes an eight percent (8%) of compensation contribution rate for the calendar year of 2022 as per the Police Collective Bargaining Agreement.

A full and true copy of Resolution #461-21 can be found in the Resolution Book.



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Borough Manager

Motion carried 7-0

## CONSIDER HOLIDAY GIFT CARDS FOR EMPLOYEES AND RETIREES

A motion was made by Mrs. Hess, seconded by Mr. Semel to approve the borough to provide a \$50.00 Holiday gift card to all borough employees and retired borough employees for 2021 to say thank you for your service.

Last year we purchased 43 \$50.00 gift cards totaling \$2,150.00 which would be the same for 2021. However, the Zelienople Area Business Association is currently running a BOGO and volume discount program so the total may be less, or a bonus amount may be given depending on what promotions are available at the time of purchase.

Motion carried 7-0

## OTHER BUSINESS:

None

## COUNCIL REQUEST FOR INFORMATION

Council reviewed the monthly request for information spreadsheet and facilities management schedule with all the items updated as of 11/23/2021 this includes any discussion and removal/



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addition of items from the previous month.

No action vote was taken.

## REPORTS

### Committees Reports:

Mrs. Hess:

- Main St. Revit. Committee – brief update on progress

Mr. Semel:

- COG – no report
- Main St. Revit. Committee – noted the borough received a grant award of \$400,000 for the 3rd phase of the main street project.
- Airport Authority – no report
- IT – reported his conversation with staff regarding the update needed on the website.

Mr. Geis:

- Electric – no report
- Bldg./Finance – Mentioned the meetings that occurred to produce the 2022 budget recommendations to council.
- Pension – no report

Mr. Foyle:

- Pension Committee – no report
- Library – no report

Mrs. Reeb:

- Public Safety/Street/Sidewalk/Storm Water – no report
- Historical Society – Noted the Thursday night Miracle on Main event relating to the Historical Society.
- Shared Services Committee – no report

Mr. Mathew:

- Water – no report
- EMA – no report
- Fire Dept. Liaison – Reported on the Fund Drive that exists for the Fire District building project.
- Shared Services – no report

Mr. Bayer:

- HRC – Meetings suspended until January 2022
- PMC – Upcoming meeting on Wednesday 12/1/21

Mayor: no report

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Manager: no report

Solicitor: no report

Engineer: no report

Police Chief: no report

Being no further business, President Bayer closed the meeting at 8:31 PM.

ATTEST:

  
Borough Manager

  
Council President

Approved by me this 13th day of December 2021.

  
Mayor