
Minutes of the Borough Council Zelienople, PA

4/11/2022

7:30 PM Council-Regular

MasterID:

720

The April 11, 2022, Council Meeting of the Zelienople Borough Council was called to order at 7:30 PM by Council President Mary Hess 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 Mary Hess, Andrew Mathew III, Doug Foyle, Marietta Reeb, and Mayor Thomas Oliverio. Council Member Ralph Geis attended remotely. Council Member Gregg Semel and Allen Bayer did not attend.

Also, in attendance were Borough Manager Donald Pepe, Parks and Recreation Director Jason Mentel, Police Chief James Miller, Borough Engineer Thomas Thompson, and Borough Solicitor Bonnie Brimmeier. Public Works Director Chad Garland attended remotely.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Ms. Bonnie Brimmeier.

Don Pepe introduced the new Parks & Recreation Director Jason Mentel.

VISITORS:

In Person: Cindy Mellenthin, Dan Fritch, and Matthew Edwards

Remotely: Mike Sosak, Hunter, Jessica Mentel, and someone who identified themselves as M

PUBLIC COMMENT:

Cindy Mellenthin commented about yellow water in the Glade Run creek. It was determined as silt runoff from a development in Jackson Township. Staff is following up on this matter.

CONSENT AGENDA:

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

- Minutes of the March 28, 2022, Council Meeting.
- Transfer of Funds, \$150,000 from the Electric Fund to the General Fund, if needed.

Motion carried 5-0.

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OLD BUSINESS:

CONSIDER AMENDED SPECIAL EVENT PERMIT APPLICATION—OUTDOOR DINING TENTS

A motion was made by Mr. Mathew, seconded by Mr. Foyle to approve the amended Special Event Permit Application submitted by the Zelienople Area Business Association for Outdoor Dining Tents to erect two pop-up style tents at the Spring Street municipal parking lot each Thursday and taken down at the end of the Open Air Market from May 5, 2022 through October 27, 2022 and to contribute \$649 to the Zelienople Area Business to purchase one tent. Specifically, the approved request includes:

- Erect two lighter-duty pop-up style tents in the 5 parking spaces in the Spring Street Municipal Parking Lot during the day each Thursday and taken down at the end of the Market each Thursday.
- Tents would be secured by sand bags.
- Cones to be placed overnight each week between Wednesday and Thursday and for police to block the spaces to ensure space availability for tent setup on Thursday.
- Attach solar-powered string lights inside the tents which would be lit while the tents are erected each week.
- Storage of the materials behind the brick barrier to the parking lot near the electrical service panel.
- Borough will provide assistance to purchase materials for one tent in the amount of \$649 to accommodate the temporary structure plan required.

This request must adhere to Special Event Permit Application - Outdoor Dining Tents provided that the responsible party noted in the application coordinate communications with and be responsive to the Chief of Police and Public Works Director 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.

Motion carried 5-0

CONSIDER APPROVAL OF FEE AMOUNT FOR THE SAFETY INSPECTIONS FOR ALL COMMERCIAL AND RESIDENTIAL RENTAL PROPERTIES LOCATED IN ZELIENOPLE BOROUGH

A motion was made by Mr. Mathew, seconded by Mr. Foyle to approve a \$50 cost per inspection for Commercial and Residential Rentals required in proposed Ordinance #882-22 and Ordinance #881-22.

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These inspections would be conducted by Zelienople's Zoning/Code Officer. Every commercial and residential rental property would be subject to an inspection every two years. All inspections are based on adopted International Property Maintenance Code.

Cost to Borough:

\$50.00 Total Cost to the Borough for each Inspection

\$29.33 Hourly Rate/ 70 Minutes for each inspection, \$15.79 Program Administration Cost

20 Minutes to conduct inspection

5 Minutes of transportation

30 Minutes of Miscellaneous Administrative Duties (letters, permit, database tracking)

15 Minutes Scheduling

\$15.79 Program Administration (Program Maintenance/Support Staff etc.)

Motion carried 5-0

NEW BUSINESS:

CONSIDER ACCEPTANCE OF THE BILLS TO BE PAID FOR THE MONTH OF APRIL IN THE AMOUNT OF \$603,924.60

A motion was made by Mrs. Reeb, seconded by Mr. Mathew to accept, and approve the "Bills to Be Paid" report for April in the amount of \$603,924.60.

Motion carried 5-0

CONSIDERATION AUTHORIZATION FOR BIDDING THE STREETScape PHASE 3 PROJECT

A motion was made by Mr. Mathew, seconded by Mr. Geis to authorize for bidding the Phase 3 Streetscape Project which consists of Main Street from New Castle Street to Grandview Avenue. It will be broken into two segments due to funding requirements. The east side of Main Street is anticipated to be funded through the RACP grant. The balance will be funded through various sources. The funding breakdown for the project is as follows:

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RACP = \$350,000
DCED Multimodal = \$400,000
Keystone Communities = \$223,605
Anticipated balance = \$541,895 (Butler County Infrastructure Bank)

Motion carried 5-0

CONSIDER APPROVAL OF REQUEST FOR OUTDOOR TABLE AND CHAIRS

A motion was made by Mr. Foyle, seconded by Mrs. Reeb to approve the request for 3 outdoor tables and 12 chairs for Stony Run Winery @ Sapienza's on storefront property which will NOT be located on the public sidewalk from March through October 2022. All parties have agreed to adhere to the Boroughs requirements by providing a drawing of the layout of table and chairs, provided dimensions of furniture and sidewalk, and displaying the required 36-inch area of sidewalk clearance for handicap accessibility. All table and chairs are to be removed from the sidewalk and placed inside when the business is closed.

Motion carried 5-0

CONSIDERATION FOR ACCEPTING FIREWORKS DISPLAY CONTRACT WITH PEAK PYRO BY KELLNER'S FOR 4TH OF JULY FIREWORKS AT THE COMMUNITY PARK

A motion was made by Mr. Foyle, seconded by Mr. Mathew to accept the agreement with Peak Pyro by Kellner's LLC for the purchase of a July 4th fireworks display at the Zelienople Community Park in the amount of \$11,200.00 with a nonrefundable deposit of 50% of the contract due upon signing the display contract.

We have received a fireworks display contract from Peak Pyro by Kellner's LLC to provide and exhibit fireworks for a display on July 4, 2022, at the Zelienople Community Park in the amount of \$11,200.00. Payment requires 50% of the contract price nonrefundable deposit upon signing the contract. The balance is due 10 days after the event.

Peak Pyro by Kellner's will provide a valid certificate of insurance providing \$1,000,000.00 of liability insurance. The display contract is attached.

Motion carried 5-0

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CONSIDERATION FOR DESIGNATING A SPECIFIC SINGLE PROJECT FOR THE LSA GRANT APPLICATION

A motion was made by Mr. Mathew, seconded by Mr. Geis to pursuing the 4 Corners Park project for the LSA Statewide grant program. DCED is reviewing the LSA Statewide grant application. The original application included the 4 Corners Park Improvement Project (\$618,843) and the Park Flood Control Project (\$675,000) and have requested that the Borough select one of the projects to consider for funding.

Motion carried 5-0

OTHER BUSINESS:

Doug Foyle suggested that Zelienople Council gives recognition to the park board members for making the park transition over to the borough seamless and to thank them for their years of dedicated service to the Borough of Zelienople.

Being no further business, President Hess closed the meeting at 8:01 PM.

ATTEST:

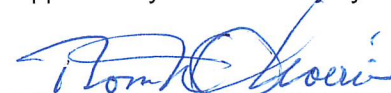


Donald C. Pepe
Borough Manager



Mary E. Hess
Council President

Approved by me this 25th day of April 2022.



Thomas M. Oliverio
Mayor