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# *Minutes of the Borough Council Zelienople, PA*

6/27/2022

7:30 PM Council-Regular

MasterID:

724

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The June 27, 2022, Council Meeting of the Zelienople Borough Council was called to order at 7:29 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, Gregg Semel, Marietta Reeb, Doug Foyle, Gregg Semel, and Mayor Thomas Oliverio. Council Member Ralph Geis attended remotely. Council Member Allen Bayer did not attend.

Also, in attendance were Borough Manager Don Pepe, Assistant Borough Manager Andrew Spencer, Zoning/Code Officer Jason Sarver, Police Chief James Miller, Borough Solicitor Bonnie Brimmeier. Public Works Director Chad Garland attended remotely.

#### PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Andrew Spencer.

#### VISITORS:

In Person: Jan Maharg, Jerry Maharg, Mike Sosak, Carol Sosak, Jim Hulings, Robert Vigue, Christine Patton, Kristen Hogan, and Erica Shumaker

Remotely: Some attended remotely, but they did not identify themselves.

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#### PUBLIC COMMENT:

Jim Hulings commented on the WBCA ACT 537  
Carol Sosak commended on the WBCA ACT 537

#### CONSENT AGENDA:

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

- Minutes of the June 13, 2022, Council Meeting.
- Transfer of Funds, \$150,000.00 from the Electric Fund to the General Fund, if needed.

Motion carried 6-0.

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## OLD BUSINESS:

### CONSIDERATION FOR APPROVING PROPOSED RESOLUTION #472-22 ACT 537 PLAN WESTERN BUTLER COUNTY AUTHORITY SEWAGE FACILITIES PLANT UPDATE

Administration recommended approval of Resolution #472-22 the Western Butler County Authority Act 537 Sewage Facilities Plan Update.

The Western Butler County Authority has prepared an Act 537 Plan for an upgrade to the sewage collection and treatment facilities for the sewage treatment plant. These improvements consist of construction of new facilities on the current site of Western Butler County Authority. A steering committee was formed from representation from Zelienople, Harmony, Jackson, and Lancaster, to review the plan with an independent consulting engineer (Larson Design Group) to determine if: 1.) the presented upgrade plan from WBCA was required, 2.) if the appropriate biological process was chosen, and 3.) if the authority is and can remain financially viable under these improvements. The steering committee has met and gone through these items to reach agreement to move forward on the updated Act 537 Plan. WBCA will submit the official plan to DEP for their approvals.

Item was tabled until the next July 11, 2022 meeting.

### CONSIDER APPROVAL TO SEND RESIDENTIAL DEVELOPMENT PROPOSED ORDINANCE #883-22 TO THE PLANNING COMMISSION FOR REVIEW

A motion was made by Mr. Mathew, seconded by Mr. Foyle, to approve sending the current draft of Proposed Ordinance #883-22 to the Planning Commission for review. The Planning Committee meeting is scheduled for July 20, 2022 at 7:00 PM.

The Residential Development Ordinance #883-22 is the final product of the Residential Ordinance Committee, which was formed in December 2021, with the purpose to create an ordinance that will be immediately applied to the development of the Glade Run property.

President Hess polled council for the vote as follows:

Mr. Semel – Nay  
Mr. Geis – Aye  
Mrs. Reeb – Aye  
Mr. Foyle – Aye  
Mr. Mathew – Aye  
Mrs. Hess – Aye

Motion carried 5-1.

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## NEW BUSINESS:

### CONSIDER SPECIAL EVENT PERMIT APPLICATION – E. NEW CASTLE STREET BLOCK PARTY

A motion was made by Mr. Reeb, seconded by Mr. Foyle, to approve the Special Event Permit Application – E. New Castle Street Block Party to be held on Saturday, July 23, 2022 from 1:00 pm to 6:00 pm on E. New Castle Street from S. High Street to N. Oliver Street 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 and with the following conditions:

- Sponsor must notify all affected neighbors of the road closure on E. New Castle Street from S. High Street to N. Oliver Street.
- The Borough is agreeing to close the road as stipulated for their event.
- Be responsive to complaints on noise.
- Should a second complaint be received all music will be shut down.
- 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. and must sign a release form for the use of such borough owned property.
- 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.

Motion carried 6-0.

### CONSIDER APPROVAL OF REQUEST FOR OUTDOOR TABLE AND CHAIRS

A motion was made by Mr. Semel, seconded by Mrs. Reeb, to approve outdoor table (1) and chairs (2) for Laska Lash Studio, 107 E. New Castle Street, at the right side of the entrance from May through November 2022.

No person shall place, set up, exhibit or display upon any sidewalk in the Borough of Zelienople any goods, wares or merchandise, nor shall any person set up and/or operate upon any such sidewalk any implements or fixtures used in connection with the display and/or sale of goods, wares or merchandise, except upon special permission by Borough Council.

All parties have agreed to adhere to the Boroughs requirements by providing a drawing of the layout of table and chairs on a separate sheet of paper, provided dimensions of furniture and sidewalk, and

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displaying the required 36 inch area of sidewalk clearance for handicap accessibility. All table and chairs are to be removed from sidewalk and placed inside when the business is closed.

Motion carried 6-0.

CONSIDER PROPOSED RESOLUTION #473-22 REQUEST FOR THE SIGNAGE AT THE GATEWAY LOCATIONS OF RT. 288 & 588 AND RT. 19 SOUTH AT THE EXXON STATION.

A motion was made by Mr. Mathew, seconded by Mrs. Reeb, to approve Resolution #473-22, a resolution to allow Glade Run Lutheran Services to erect two (2) 4 ft. X 4 ft. stand-alone signs on borough property to be placed at the Gateway locations at the intersection of Rt 288 and 588 near the Airport and the other is on Rt 19 near the Exxon Station from July 25, 2022, through August 15, 2022 to advertise their Non-Profit fund-raising Family Food Truck Festival on August 13, 2022. Glade Run is required to contact the police department to register the food trucks.

A full and true copy of Resolution #473-22 can be found in the Resolution Book.

  
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Borough Manager

Motion carried 6-0.

CONSIDER APPROVAL FOR THE EXTENSION OF THE PLANNING COMMISSION REVIEW PERIOD FOR THE LAND DEVELOPMENT OF THE FUTURE SITE OF THE HARMONY FIRE DISTRICT STATION

A motion was made by Mr. Reeb, seconded by Mr. Geis, to approve a 60 day extension so that necessary time is provided for the Planning Commission to review the land development plans of the future site of the Harmony Fire District Station. The time period expires June 22nd, a 60 day extension is needed for the review.

Motion carried 6-0.

CONSIDER APPROVAL FOR STAFF/COUNCIL ATTENDANCE AT THE 2022 PENNSYLVANIA MUNICIPAL ELECTRIC ASSOCIATION (PMEA) ANNUAL CONFERENCE

A motion was made by Mrs. Reeb, seconded by Mr. Semel, to authorize the Borough Manager, Assistant Borough Manager, the Finance Director, the Public Works Director, and any council person that wishes to participate to attend the Pennsylvania Municipal Electric Association (PMEA) annual conference on September 7, 2022 to September 9, 2022 at the Penn Stater Hotel and Conference center in State College, PA

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The dues for the Association pay for the registration so there are no conference registration fees needed. The Borough is responsible for the room costs (\$125 + tax per night), as well as travel and any meals not part of the conference. Car-pooling will be used to the best advantage. The Golf outing is paid for by the individual, if any desire to play.

The Borough remains a prime player in the PMEA organization.

Motion carried 6-0.

## CONSIDER REQUEST TO ADVERTISE ELECTRICAL CONTRACT RECONFIGURE 4.16KV AERIAL-LINE HARMONY-FIRE STATION S. MAIN STREET

A motion was made by Mr. Mathew, seconded by Mr. Geis, to authorize to advertise for bids RECONFIGURE 4.16KV AERIAL-LINE HARMONY-FIRE STATION S. MAIN STREET.

In coordination with the land development for the construction of the Harmony Fire Station at 424 S Main Street. Relocation of utility poles, primary electric, secondary electric and installation of wire and transformer will be included in this contract. The Borough will supply materials needed for the relocation of the aerial wireline.

Cost for the utility relocation will be recovered from the Harmony Fire District.

Motion carried 6-0.

## 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 6/23/2022 this includes any discussion and removal/addition of items from the previous month.

No action vote was taken.

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## REPORTS

### Committees Reports:

#### Mrs. Hess:

- Human Resources – Meetings start in September
- Parks & Recreation – Everyone's getting their feet under them
- Main St. Revit. Committee – no report
- Strategic Planning – no report

#### Mr. Semel:

- IT – no report
- Main St. Revit. Committee – no report
- COG – no report
- Airport Authority – no report

#### Mr. Geis:

- Electric – no report
- Bldg./Finance – Reported that refinance will not move forward
- Pension – no report
- Bond refinancing – no report

#### Mr. Foyle:

- Pension Committee – no report
- Library – Noted that more than 500 tickets were sold to the James Patterson event

#### Mrs. Reeb: No report

- Public Safety/Street/Sidewalk/Storm Water - no report
- Historical Society – Reminded council to attend as council lays first wreath at Tomb of the Unknown Soldier
- Shared Services Committee - no report

#### Mr. Mathew:

- Water – Beaver Falls flushing and Borough will be flushing hydrants
- Police Matters – no report
- EMA – No report
- Fire Dept. Liaison – Open House June 30th
- Shared Services - no report

Mayor: no report

Manager: no report

Assistant Manager: Noted AMP will be here for power supply meeting. Electric Committee to attend.

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Solicitor: no report

Engineer: Not present

Police Chief: no report

Public Works Director: M&B is waiting on materials and hoping to be here soon  
Curb construction is underway

Zoning/Code Officer: no report

Finance Director: Not present

Parks and Recreation Director: Not present

Being no further business, President Hess closed the meeting at 8:41 PM.

ATTEST:



Andrew C. Spencer  
Assistant Borough Manager



Mary E. Hess  
Council President

Approved by me this 11th day of July 2022.



Thomas M. Oliverio  
Mayor