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# *Minutes of the Borough Council Zelienople, PA*

11/28/2022

7:30 PM Council-Regular

MasterID:

735

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The November 28, 2022, Council Meeting of the Zelienople Borough Council was called to order at 7:30 PM by Council Vice President Andrew Mathew III 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 to comply with the safety of all concerned and to allow for offsite participation. 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 Andrew Mathew III, Gregg Semel, Marietta Reeb, Ralph Geis, Doug Foyle and Mayor Thomas Oliverio. Council Member Allen Bayer attended remotely. Council Member Mary Hess did not attend.

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

## PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Chief Miller

## VISITORS:

In Person: David Karns

Remotely: Mike Sosak

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## PUBLIC COMMENT

None

## CONSENT AGENDA:

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

- Minutes of the November 14, 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:

None

NEW BUSINESS:

CONSIDER RESOLUTION #483-22 AFFIRMING THE JUNIOR COUNCIL PERSON PROGRAM IN ZELIENOPLE BOROUGH

A motion was made by Mr. Geis, seconded by Mr. Semel, to approve and adopt Resolution #483-22, a resolution affirming the Junior Council Program in Zelienople Borough.

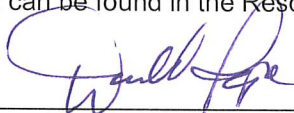
The Junior Council Person program is a successful program developed by the PA Boroughs Association (PSAB) and is available for use by Pennsylvania Boroughs. This program encourages high school students to become actively involved in their local municipal government and to help them learn the importance of local government in their lives.

The Borough of Zelienople has had this program in place since 2006 as approved through Resolution #110-06. Due to minor edits in the language for this program since that time, it is necessary to provide an updated Resolution to affirm this program within Zelienople Borough.

Proposed Resolution #483-22 was prepared for this purpose.

There is an interested student in this position for 2023-2024 and her application information has been provided to council for consideration soon.

A full and true copy of Resolution #483-22 can be found in the Resolution Book.

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

Motion carried 6-0.

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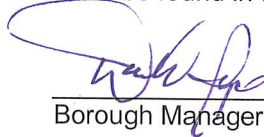
CONSIDER REQUEST TO APPROVE PROPOSED RESOLUTION #484-22 TO ALLOW THE ZELIENOPLE AREA BUSINESS ASSOCIATION TO ERECT A BANNER SIGN AT THE SW 4 CORNER PARK PROMOTING MIRACLE ON MAIN STREET

A motion was made by Mrs. Reeb, seconded by Mr. Foyle, to approve Resolution #484-22, authorizing the Zelienople Area Business Association to erect a 10-foot by 20-foot Banner Sign at Grandview Avenue and Main Street advertising Miracle on Main event on December 1, 2022.

The Zelienople Area Business Association requested that the Borough allow them to erect a 10-foot by 20-foot Banner Sign at the South West Corner Park at Grandview Avenue and Main Street advertising Miracle on Main Street event on December 1, 2022. This sign would remain from November 29, 2022, to be taken down on December 2, 2022.

Zoning Ordinance Section 902-1D requires such a request to be approved by Resolution. Proposed Resolution #484-22 was prepared for that purpose.

A full and true copy of Resolution #484-22 can be found in the Resolution Book.



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Borough Manager

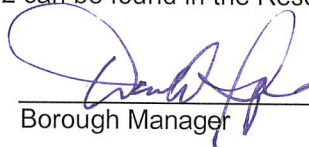
Motion carried 6-0.

CONSIDER ADOPTION OF PROPOSED RESOLUTION #485-22 – H2O PA PROGRAM GRANT

A motion was made by Mr. Foyle, seconded by Mr. Semel, to approve enactment of Proposed Resolution #485-22.

The Borough is seeking an H2O PA grant to address Transite (Asbestos-Cement) waterline within the Borough, mainly on McKim, Hazel and Pine Streets. The grant agency requires a resolution to designate the officials to execute all documents and agreements.

A full and true copy of Resolution #45-22 can be found in the Resolution Book.



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Borough Manager

Motion carried 6-0.

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## CONSIDER ADOPTION OF RESOLUTION #486-22 – PA SMALL WATER AND SEWER PROGRAM GRANT

A motion was made by Mrs. Reeb, seconded by Mr. Semel, to approve enactment of Resolution #486-22.

The Borough is seeking a PA Small Water and Sewer Program grant to address water quality issues within the Borough. The grant agency requires a resolution to designate the officials to execute all documents and agreements.

A full and true copy of Resolution #486-22 can be found in the Resolution Book.

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

Motion carried 6-0.

## CONSIDER AUTHORIZATION TO ADVERTISE PROPOSED ORDINANCE NO. #885-22, AN ORDINANCE SETTING THE LOCAL REAL ESTATE TAX RATE FOR 2023

A motion was made by Mr. Geis, seconded by Mr. Foyle, to authorize the advertisement of proposed Ordinance #885-22 setting the 2023 Real Estate Tax Millage Rates

To affect a real estate tax rate for 2023, 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 Library Tax millage rate does reflect a modest tax change of .57 mill increase for 2023 to assist the Library. Proposed Ordinance # 885-22 has been prepared for that purpose and reflects the proposed real estate tax rates for the Borough of Zelienople for the calendar year of 2023. 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:	1.57 mills
Total	7.38 mills

The Proposed 2023 Budget was prepared based upon this proposed Tax Ordinance.

Motion carried 6-0.



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## CONSIDER TENTATIVE ADOPTION OF PROPOSED 2023 OPERATING BUDGET AND CAPITAL IMPROVEMENTS PLAN

A motion was made by Mr. Geis, seconded by Mrs. Reeb, to tentatively adopt the proposed 2023 operating budget, totaling \$12,174,632, and corresponding Capital Improvements Plan and authorize the advertisement of it for public inspection.

The proposed 2023 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	\$3,810,033
Fire Fund	\$88,770
Park Fund	\$423,533
Library Fund	\$46,378
Water Fund	\$2,015,636
Electric Fund	\$5,465,282
Highway Aid Fund	\$325,000

Total \$12,174,632

The proposed budget shows a slight increase of approximately 3.22% from the 2022 Budget.

A tax increase of .57 mill is proposed in the Library Tax.

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, 2022. We will plan on the final adoption of the proposed budget at the December 12, 2022 meeting, unless another special meeting is proposed.

Motion carried 6-0.

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## OTHER BUSINESS:

### ADD JUNIOR COUNCIL PERSON APPOINTMENT TO THE AGENDA FOR CONSIDERATION

A motion was made by Mr. Semel, seconded by Mr. Geis, to add Junior Council Person appointment to the council agenda for consideration.

Motion carried 6-0.

### CONSIDER JUNIOR COUNCIL PERSON APPOINTMENT

A motion was made by Mr. Semel, seconded by Mr. Geis, to appoint Kyra Fazio as a Junior Council Person beginning January 1, 2023. Student Ms. Fazio expressed interest in the Junior Council Person position for 2023-2024.

Motion carried 6-0.

## COUNCIL REQUEST FOR INFORMATION

Council reviewed the monthly request for information spreadsheet and facilities management schedule with all the items updated as of 11/22/2022 this includes any discussion and removal/addition of items from the previous month.

No action vote was taken.

## REPORTS

### Committees Reports:

Mrs. Hess: Not present

Mr. Semel:

- IT: no report
- Main St. Revit. Committee: Noted his satisfaction with the Holiday lighting in the 4-corner park
- COG: no report
- Airport Authority: no report

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Mr. Geis:

- Electric: no report
- Bldg./Finance: Made 2023 budget comments
- Pension: No report
- Bond refinancing: no report

Mr. Foyle:

- Pension Committee: no report
- Library: Noted the hiring of the new Library Director. Her name is Nicole Sloka

Mrs. Reeb:

- Public Safety/Street/Sidewalk/Storm Water: no report
- Historical Society: Noted the 29th annual Christmas Home tour event.
- Shared Services Committee: no report

Mr. Mathew:

- Water: No report
- Police Matters: no report
- Fire Dept. Liaison: no report
- Shared Services: no report

Mayor: no report

Manager: no report

Solicitor: no report

Engineer: no report

Police Chief: Noted additional parking preparation for the Dec. 1 Miracle On Main Street event.

Public Works Director: no report

Zoning/Code Officer: Not present

Finance Director: Not present

Parks and Recreation Director: No report

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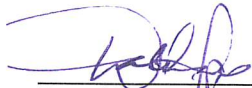
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Time of Break (if needed) Time: None


Executive Session (if needed) Time: None

Being no further business, Vice President Mathew closed the meeting at 8:05 PM.

ATTEST:



Donald C. Pepe  
Borough Manager



Andrew Mathew III  
Council Vice President

Approved by me this 12th day of December 2022.



Thomas M. Oliverio  
Mayor