
Minutes of the Borough Council Zelienople, PA

7/31/2017

7:36 PM Council-Workshop

MasterID:

600

The July 31, 2017 meeting of the Zelienople Borough Council was called to order at 7:36 PM by Council President Allen Bayer in the Council Chambers. In attendance were, Council Members, Marietta Reeb, Ralph Geis, Gregg Semel, Andrew Mathew III, Mary Hess, Don Burgess, Junior Council Member Ethan Mooney and Mayor Thomas Oliverio.

Borough Manager Donald Pepe, Borough Engineer Tom Thompson, Public Works Director Chad Garland, Police Chief Jim Miller, Zoning & Codes Officer Shelly Kaltenbaugh and Solicitor Bonnie Brimmeier were present.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Boy Scout Troop #457

VISITORS

Marla Bennett
Henry Ziegler
Dan Fritch
Boy Scout Troop #457
Ben Levensger
Jeff Stegier

There were others at the meeting who did not sign in for identification in the minutes.

Ben Levensger gave a briefing on the status of funding for Phase II of the Main Street Revitalization project and introduced his colleague Jeff Stegier.

Dan Fritch gave an update report on the Gateway Signs project

Note:

Council met in Executive session at 6:00 pm prior to this regular Council meeting for contractual and land purposes.

CONSENT AGENDA:

A motion was made by Mr. Mathew, second by Mr. Semel, to approve the following:

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Motion carried 7 - 0

OLD BUSINESS:

CONSIDER RESIGNATION FROM THE BOROUGH CIVIL SERVICE COMMISSION.

A motion was made by Mr. Mathew, second by Mrs. Hess, to formally accept the resignation of Gregg Semel as an alternate member of the Borough Civil Service Commission.

Motion carried 7-0.

NEW BUSINESS:

CONSIDER REQUEST BY BOY SCOUT TROOP # 457 TO HOLD CHICKEN BBQ AT THE 4 CORNER PARK

A motion was made by Mr. Mathew, second by Mr. Geis, to approve the request of Troop #457 BSA to hold a chicken BBQ on September on September 16, 2017 at the four corner park located at Main St / Grandview Ave. The request is approved with the noted items for provision of additional insured, as well as giving them Water service only as requested and the use of trash receptacles and shelter/tent for the event.

Motion carried 7-0.

CONSIDER REQUEST FOR TWO (2) LITERATURE CARTS TO BE USED ON MAIN STREET

This item was tabled until the next council meeting on August 14, 2017 pending additional information from the Solicitor.

CONSIDERATION OF APPROVAL OF THE ZELIENOPLE-HARMONY BUSINESS ASSOCIATION 2017 COUNTRY FALL FESTIVAL AND APPROVE RESOLUTION #364-17 FOR A BANNER

A motion was made by Mr. Geis, second by Mrs. Reeb, for:

- Council to approve the request for the 2017 Country Fall Festival with conditions as Council has directed and are the typical ones noted each year.

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- Council to adopt proposed Resolution #364-17 for the requested erection of a banner to advertise the event.

A full and true copy of Resolutions #364-17 can be found in the Resolution Book.

Borough Manager

Motion carried 7-0.

CONSIDER PROPOSED RESOLUTION # 363-17 SUPPORT FOR A LOCAL ECONOMIC DEVELOPMENT LIQUOR LICENSE FOR THE KAUFMAN HOUSE

A motion was made by Mr. Burgess, second by Mr. Semel, to adopt proposed Resolution #363-17 for the purpose of supporting the application by Gaslight LLC and Patrick Boylan for a Local Economic Development Liquor License for the Kaufman House Restaurant.

A full and true copy of Resolutions #363-17 can be found in the Resolution Book.

Borough Manager

Motion carried 7-0.

CONSIDER FIRE DISTRICT REQUEST FOR STREET CLOSURE FOR TRAINING PURPOSES

A motion was made by Mrs. Hess, second by Mr. Geis, to affirm the Council email decision to approve the street closure request the Harmony Fire District has submitted to close following streets for about 2 ½ hours on Monday nights; 7/31,8/14, 8/21/ and 8/28, 2017. The streets are:

- Jefferson St. @ Culvert St.
- South Green Lane @ West Beaver St.
- South Green Lane @ Passavant Retirement Center

The street closing is approved with the following conditions:

- That a Swiftreach notice is sent out to the public to make them aware of the events
- That all traffic is adequately detoured and maintained as noted in the request letter of July 25, 2017

Motion carried 7-0.

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CONSIDER MUTUAL AID AGREEMENT WITH THE BUTLER COUNTY DISTRICT ATTORNEY AND THE BUTLER COUNTY EMERGENCY SERVICE UNIT

A motion was made by Mr. Semel, second by Mr. Burgess, to approve the Mutual Aid Agreement with the Butler County District Attorney and the Butler County Emergency Services Unit. The Butler DA's office will be covering the cost of all workers comp claims similar to the Butler County DA's drug task force operation.

Motion carried 7-0.

CONSIDER TO AUTHORIZE THE ADVERTISING OF PROPOSED ORDINANCE NO. 855-17 OF THE BOROUGH OF ZELIENOPLE, BUTLER COUNTY, PENNSYLVANIA, TO ADOPT THE 2015 EDITION OF THE INTERNATIONAL PROPERTY MAINTENANCE CODE.

A motion was made by Mrs. Hess, second by Mr. Mathew, to authorize the advertising of the Proposed Ordinance # 855-17 for adoption of the 2015 Edition of the International Property Maintenance Code.

Motion carried 7-0.

CONSIDER CURB CUT REQUEST FOR 116 N. GREEN LANE

A motion was made by Mr. Mathew, second by Mr. Burgess, to approve the request for a curb cut at 116 N Green Lane. The cost will be borne by the homeowner making the request.

Motion carried 7-0.

CONSIDER PAY REQUISITION ESTIMATE #3 TO THE CONSTRUCTION CONTRACT FOR THE ZELIENOPLE BOROUGH REVITALIZATION STREETScape - ECMS PROJECT

A motion was made by Mr. Mathew, second by Mrs. Hess, to approve the M & B Services LLC Estimate No. 3 - ECMS Project in the amount of \$17,855.59.

Motion carried 7-0.

107 E NEW CASTLE STREET CURB REIMBURSEMENT

A motion was made by Mr. Geis, second by Mrs. Reeb, to approve the curb reimbursement cost in the amount of \$437.50 for the owner of 107 E. New Castle Street.

Motion carried 7-0.

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AUTHORIZE DRAW ON GENERAL OBLIGATION NOTE (G.O.N.) - PAY REQUISITION #6

A motion was made by Mr. Mathew, second by Mr. Geis, to authorize Pay Req. #6 to WesBanco Bank for a draw against the loan. The amount of Pay Requisition #6 is for \$19,214.09 and is for payment of invoices relating to parking lot signage, façade program and contractor payments for Main St. contracts, all of which relate to the Main Street Revitalization Project.

Motion carried 7-0.

CONSIDER APPROVAL FOR STAFF/ AND COUNCIL ATTENDANCE AT THE 2017 PMEA ANNUAL CONFERENCE

A motion was made by Mr. Mathew, second by Mr. Semel, to authorize the Borough Manager, Assistant Borough Manager, the Assistant to the Borough Manager, the Public Works Director & the Electric Department Superintendent and any council person that wishes to participate to attend the PMEA conference on September 13th to September 15th, 2017 at the Nittany Lion Inn in State College, PA. The costs to be covered are travel expenses, Food and Lodging. The Conference registration is covered by PMEA.

Motion carried 7-0.

CONSIDERATION FOR AWARDING THE CLAY STREET CURB REPLACEMENT

Bids were received and opened, as advertised, for the 2017 Clay St. Curb Replacement Project. A tally of the bids received are as follows:

Bidder	Bid Amount
M&B Services	\$ 99,464
Mahoning Builders	\$ 81,300
Santamaria Landscape & Cement	\$ 74,250

All bids were accompanied by the appropriate bid security.

A motion was made by Mr. Semel, second by Mrs. Hess, to award the project to Santamaria Landscape & Cement Contractors, Inc. for the Bid amount of \$74,250.00, based upon their unit prices. Cost is \$45.00 / LF.

Motion carried 7-0.

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CONSIDERATION FOR AWARDING THE MAIN STREET REVITALIZATION -ELECTRIC MATERIALS QUOTE

Quotes were obtained from several contractors for the electric materials for the Main St. Project. A motion was made by Mr. Mathew, second by Mr. Burgess, to award the contract/quote for the Project materials to WESCO Distribution. Cost of material is quoted at \$6,236.25.

Motion carried 7-0.

CONSIDER THE REQUEST BY THE IRON CITY VAPOR LOUNGE AND CAFÉ

A motion was made by Mr. Mathew, second by Mrs. Hess, to approve the request of Iron City Vapor Lounge and Café with the following conditions:

- Only one (1) tables located directly outside the establishment in the sidewalk area; outside the front door entrance to the shop. .
- Placement of the table will be maintained to ensure that they do not pose an impediment to pedestrians utilizing the sidewalk and the Borough will determine if there is any impediment. If so then this approval can be revoked;
- The table is to be placed inside when the business is closed as indicated in the request letter;
- Table will not be used for any full service, but rather for patrons to consume items purchased inside at the counter.
- There is no calendar limitations noted in the letter.
- This request is for 2017 and must be requested annually prior to the intended start date.

Motion carried 7-0.

OTHER BUSINESS:

CONSIDER AUTHORIZING GANNETT FLEMING TO PREPARE REQUEST FOR QUALIFICATIONS FOR ENGINEERING FIRM AND ALLOW FOR ADMINISTRATIVE COST FOR PHASE II OF THE MAIN STREET REVITALIZATION PROJECT

A motion was made by Mrs. Hess, second by Mr. Geis, to authorize the borough engineer Tom Thompson of Gannett Fleming Inc., to prepare a Request for Qualifications to search for an engineering firm and allow for an Administrative cost of 2% to be assessed for this cost, for Phase II of the Main Street Revitalization Program.

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Motion carried 7-0.

DISPOSITION OF WATER PLANT PROPERTY

A motion was made by Mr. Mathew, second by Mr. Semel, to authorize the Borough Manager to proceed to dispose of the old Water Plant property and put it up for sale in a manner adhering to the Borough Code.

Motion carried 7-0.

OUTDOOR SEATING AND PLANTERS AT THE SPRING STREET CAFÉ

A motion was made by Mr. Mathew, second by Mrs. Reeb, to approve the use of outdoor seating and decorative planters for the Spring Street Café on Main, which is at 205 S. Main Street. With the following conditions:

- Only three (3), two (2) seat tables located outside the establishment in the sidewalk area; and two (2) decorative planters outside the front door entrance to the shop.
- Placement of the tables & chairs and decorative planters will be maintained to ensure that they do not pose an impediment to pedestrians utilizing the sidewalk and the Borough will determine if there is any impediment. If so then this approval can be revoked;
- The tables and chairs are to be placed inside when the business is closed;
- Tables will not be used for any full service, but rather for patrons to consume items purchased inside at the counter.
- This use is permitted from July 31, 2017 through September 29, 2017. This is an estimate since no specific time was requested therefore if there are needs for any additional time extension they must contact the Borough office.
- This request must be made on an annual basis.

Motion Carried 7-0.

CONSIDER NIGHT WORK ON MAIN STREET

A motion was made by Mr. Semel, second by Mrs. Reeb, to authorize M & B Services LLC to proceed with night work construction on the Main Street project due to PennDOT requirements for road work being done in nighttime hours. They are allowed to work between 8:00pm to 6:00am from Sunday through Thursday. This night work will commence on Sunday August 6, 2017 and continue for an unspecified period of time.

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Motion carried 7-0.

COUNCIL REQUEST FOR INFORMATION

Council reviewed the list as provided in the agenda and updated items as deemed necessary.

MONTHLY COMMITTEE REPORTS

Mrs. Hess:

- Shared Services: No report
- Main St. Revitalization: Working on the Kaufman House liquor license acquisition.

Mr. Semel:

- COG: - No report
- Library: - Summer reading program underway with 200 registrants.
- Airport Authority - Went to his first meeting as a Council representative

Mr. Geis:

- Electric; - Noted expected reimbursements coming to the Reserve Account
- Finance: - No report

Mr. Burgess:

No report

Mrs. Reeb:

Safety Committee: - No report.

Historical Society: - Encouraged all to visit the flower garden at the Gazebo

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Mr. Mathew:

- Water Comm.: - No report
- EMA: - No report.
- Fire Dept. Liaison: - No report

Mr. Bayer:

- HRC: No report for the summer
- PMC: No Report

Mr. Mooney: Junior Council Member:

- No report

Mayor Oliverio:

- Congratulated Mary Hess on her new business location on Main Street

Manager:

- Requested an Executive Session for Personnel matters

Chief Miller:

- Parking lot usage and enforcement update

Public Works Director:

- Noted both Jason Kratochvil and Kevin Jackson have completed their training at the Northwest Lineman College. Also Kevin has completed his AMP training as well.
- Requested an Executive Session for a Contractual matter.

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Solicitor:

- Requested an Executive Session on potential litigation items.

Engineer:

- Noted the final for the Park Parking Study
- Noted the need for M & B Services to begin night work to meet PennDOT requirements
- Noted the beginning to meet MS4 stormwater regulations

Zoning & Codes Officer

- Gave an update to the Zoning ordinance Curative Amendment process

Council took a short break at 9:39 PM and returned at 9:45 PM. Mr. Burgess left the meeting

Council went into Executive Session at 9:45 PM and reconvened to regular session at 11:00 PM.

CONSIDER ELECTRIC LOAD STUDY

A motion was made by Mrs. Hess, second by Mr. Semel, to authorize the Borough Manager to have conducted an Electric Power Load Study to best determine the ability to provide electric service to industrial customers in certain areas of the borough.

Motion carried 6-0.

Being no further business the meeting was adjourned by Council President Bayer at 11:00 PM.

ATTEST:

Borough Manager

Council President

Approved by me this _____ day of _____, 2017.

Mayor