
Minutes of the Borough Council Zelienople, PA

11/30/2020

7:30 PM Council-Workshop

MasterID:

685

The November 30, 2020 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 a limited in-person environment as well as remotely through the WebEx technology due to the coronavirus pandemic situation and to comply with the Governors order to limit in person public meetings. 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, and Andrew Mathew III. Attending remotely was council members Mary Hess, Gregg Semel, Doug Foyle, Marietta Reeb, Ralph Geis, and Mayor Thomas Oliverio.

Also, in attendance were Borough Manager Donald Pepe. Attending remotely was Solicitor Bonnie Brimmeier, Police Chief James Miller, Borough Engineer Tom Thompson, Zoning and Codes Officer Shelly Kaltenbaugh, and Parks and Recreation Director Joan Wolfe.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mr. Mathew

VISITORS

Remotely:
Tom Nesbitt
Sue Casker
Tracey Zinn
Mark Matusiak
Bill Callahan
Alex Weidenhof – Press

PUBLIC COMMENT:

None

CONSENT AGENDA:

None

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CONSIDER AFFIRMING PROPOSED RESOLUTION #446-20 TO SUPPORT THE BUTLER COUNTY COMMISSIONERS REGIONAL EFFORT TO STOP THE SPREAD OF COVID-19

A motion was made by Mr. Mathew, seconded by Mr. Geis to affirm the approval of Proposed Resolution #446-20 to approve support of the Butler County Commissioners regional effort to stop the spread of COVID-19. On Friday November 13, 2020, the Butler County Commissioners held a county wide emergency Zoom meeting to discuss their position in halting the spread of COVID-19 and asked for municipal support of this effort. An email vote was taken to gain approval. Six (6) council members had voted to approve this resolution as of November 16, 2020.

A full and true copy of Resolution #446-20 can be found in the Resolution Book.

Secretary / Manager

Motion carried 7-0

CONSIDERATION FOR AFFIRMING PROPOSED RESOLUTION #447-20 TO AUTHORIZE STAFF TO SHARE CONFIDENTIAL TAX INFORMATION WITH THE BOROUGH FOR OFFICAL PURPOSES

A motion was made by Mr. Mathew, seconded by Mrs. Hess to affirm the approval of Proposed Resolution #447-20 to authorize staff to have access to Berkheimer confidential tax information with the borough for official purposes. A resolution is needed that allows staff (Cindy Edwards and Don Pepe) to have access to the Berkheimer tax collection reports for official borough purposes resulting from Jill's unexpected health situation. This is part of our process to take care of all borough matters that Jill was responsible for until her return. An email vote was taken on November 19, 2020 to gain approval. All council members voted to this resolution.

A full and true copy of Resolution #447-20 can be found in the Resolution Book.

Secretary / Manager

Motion carried 7-0.

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NEW BUSINESS:

CONSIDERATION FOR FINAL PAYMENT RELEASE TO STONERIDGE, INC. FOR THE ZELIENOPLE COMMUNITY POOL RENOVATION AND CONSTRUCTION PROJECT

A motion was made by Mr. Semel, seconded by Mrs. Hess to approve final payment release to Stoneridge, Inc. for the Zelienople Community Pool renovation and construction project in the amount of \$39,874.84 provided that all work is completed by December 1, 2020 and that the Borough Engineer Tom Thompson approves of the final inspection, or Stoneridge, Inc. will forfeit \$7,974.96 (20%) and receive payment of \$31,999.88.

For the Zelienople Community Pool Renovation Project, Stoneridge, Inc. has two outstanding items that have existed since mid-September 2020. The first item is a pressure gauge on the pool heater that is leaking, and needs replaced. The contractor has the new part. The second item is a leak in the main pool. It is not clear if the leak is in the concrete joints or in the substructure. The piping has been testing and is not a source for the leak.

The DCNR Grant requires that the project be finalized by December 31, 2020 and payment issued within 60 days thereafter.

The Borough had previously approved Stoneridge Inc.'s Estimate 15 on August 12, 2019 in the amount of \$39,874.84. This payment has been held until the punch list items were completed.

Motion carried 7-0

CONSIDER APPROVAL OF HISTORIC PRESERVATION ACTION PLAN PREPARED BY T&B PLANNING

A motion was made by Mrs. Hess, seconded by Mr. Semel to adopt the ZELIENOPLE HISTORIC PRESERVATION PLAN prepared by T&B Planning, and ask the Historical Preservation Plan Advisory Committee to provide Borough Council with the prioritization of recommendations from that plan and the identification of those groups able to carrying out those recommendations as soon as possible in 2021.

The Historic Preservation Advisory Committee was conceived, not only to provide the developmental History of Zelienople Borough, but most importantly provide recommendations to institute an effective historic preservation plan and identify local government and community groups responsible for instituting these recommendations.

Motion carried 7-0

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CONSIDER ACKNOWLEDGEMENT OF RECEIPT AND INTENT TO REVIEW, THE WESTERN BUTLER COUNTY AUTHORITY ACT 537 PLAN SPECIAL STUDY

A motion was made by Mr. Mathew, seconded by Mrs. Reeb to acknowledge receipt of the Western Butler County Authority (WBCA) ACT 537 Plan Special Study with the intent to allow for public comment.

The purpose of the Pennsylvania Sewage Facilities Act, Act 537 is to address existing sewage disposal needs or problems and to address future needs through the proper planning, permitting, and design of all types of sewage facilities. Each municipality is responsible for their own sewage disposal needs and has provided this responsibility to WBCA. The Act 537 plan must be reviewed by member municipalities and approved for adoption. If the plan is deemed to be ready to approve, then a Resolution by each municipality adopting the plan must be submitted when the review process is completed.

Motion carried 7-0

CONSIDER MEMORANDUM OF UNDERSTANDING BETWEEN ZELIENOPLE BOROUGH AND THE ZELIENOPLE WAGE AND POLICY UNIT TO ALLOW CARRY OVER OF VACATION TIME DUE TO SPECIAL COVID-19 PANDEMIC CIRCUMSTANCES

A motion was made by Mr. Mathew, seconded by Mr. Semel to approve the Memorandum of Understanding between Zelienople Borough and the Zelienople Wage and Policy Unit to allow carry over of vacation time due to special COVID-19 Pandemic circumstances.

Due to the COVID 19 pandemic emergency, it may not be possible to approve vacation days for officers due to scheduling and COVID issues. The labor agreement allows certain officers to sell back vacation days while others are prohibited from doing so. In order to prevent the officers who cannot sell back days from losing their vacation days, labor attorney Dave Mitchell suggested that we enter a memorandum of understanding with the Bargaining Unit which would allow the officers who cannot sell back vacation days to carry them over into the year 2021. The PMC was also contacted for their input.

Motion carried 7-0

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OTHER BUSINESS:

COUNCIL REQUEST FOR INFORMATION & FACILITY MAINTENANCE REPORT

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

MONTHLY COMMITTEE REPORTS:

Mrs. Hess:

- Main St. Revit. Committee -
 - Thanked Tom Thompson for his work on completing RACP Phase I project
 - Phase II contact with Business owners likely in the first quarter of 2021
 - Requested info if any grant deadlines need to be met.

Mr. Semel:

- COG: No report
- Main St. Revitalization Committee: No report
- Airport: Paving and stripping of runway is completed
- IT: Gave an update on the Zelie APP and See Click Fix

Mr. Geis:

- Electric – Update on AMP AMI project
- Building/Finance: Comment on the success of the 2021 budget process
- Pension: No report

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Mr. Foyle:

- Pension Committee: No report
- Library: Library has closed due to COVID-19 concerns until further notice

Mrs. Reeb

Safety Committee: No report

Historical Society: Pending receipt of \$ 10,000 in CARES Act funding anticipated for Non profit assistance.

Shared Services: No report

Mr. Mathew:

Water Comm.: No report

EMA: No report

Fire Dept. Liaison: No report

Shared Services: No report

Mr. Bayer:

- HRC: Meeting cancelled in November and December. Will resume in January 2021
- PMC: No report will refer to Chief Miller

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Mayor Oliverio:

- No report

Borough Manager:

- Noted receipt of State Police fines totaling \$ 928.01
- Asked if he could use the Borough mailing to send out 30 Connoquenessing Valley Community Chest fund raising letters since he is on the CVCC board.
- Requested Employee (active and retired) Christmas Gift cards to be given through the Yiftee Gift card program for \$50.00 value for each. Motion as follows:

PROVIDE EMPLOYEE, ACTIVE AND RETIRED, HOLIDAY GIFT CARD

A motion was made by Mrs. Hess, second by Mr. Geis, to give each current employee and retired employee a \$ 50.00 gift card through the Borough's Yiftee gift card program for 2020.

Motion carried 7-0.

Solicitor:

- Gave a report on Housing Authority letter she provided on Tax Exempt property status needed by Butler County

Engineer:

- No report

Chief Miller:

- Noted the PMC is planning for a Special Events procedure for 2021.

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Zoning & Codes Officer:

- Noted actions on 406 Mohr Street property status. The Borough has taken action for inspection and posting for an unsafe structure and anticipates a demolition permit application from the owner. This is not guaranteed at this point. CEA is handling this issue on behalf of the Borough.
- Discussed the need to provide Occupancy permits and assistance to property owners to submit for one and do the necessary calculations to do so.

Being no further business, President Bayer closed the meeting at 8:39 PM.

ATTEST:

Borough Manager

Council President

Approved by me this _____ day of _____, 2020.

Mayor