

Minutes of the Borough Council Zelienople, PA

5/8/2023 7:30 PM

Council-Regular

MasterID: 745

The May 8, 2023, 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 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 attendants were Council Members Mary Hess, Andrew Mathew III, Marietta Reeb, Doug Foyle, Ralph Geis, and Mayor Thomas Oliverio. Council Member Gregg Semel attended virtually. Council Member Allen Bayer did not attend. Junior Councilperson Kyra Fazio was also in attendance.

Borough Manager Andrew Spencer, Borough Solicitor Bonnie Brimmeier, and Borough Engineer Tom Thompson were also in attendance.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Mr. Mathew.

VISITORS:

In Person: Dan Fritch, Cathy Rape, Leslie Leopardi, Kevin Kaiser, Michael Bell, and Phil Damato

Remotely: Mike and Carol Sosak, Jan Maharg, Jim Hulings, and Gary (no last name provided)

PUBLIC COMMENT

Cathy Rape, Michael Beal, and Phil Damato commented on the drag show and type of lifestyle being promoted by one of the local businesses; not fitting for Borough.

Mrs. Hess spoke of a donation of \$495,753 from Joan Teichart's estate and how wonderful she was; the donation helped the Borough buy the Main Street parking lot.

CONSENT AGENDA:

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

- Minutes of the April 24, 2023, Council Meeting
- Transfer of Funds, \$150,000.00 from the Electric Fund to the General Fund
- Transfer of Funds, \$15,000 from the General Fund to the Parks and Recreation Fund

Motion carried 6-0.

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OLD BUSINESS:

None

NEW BUSINESS:

CONSIDER ACCEPTANCE OF THE BILLS TO BE PAID FOR THE MONTH OF MAY 2023 IN THE AMOUNT OF \$687,196.75.

A motion was made by Mr. Mathew, seconded by Mr. Geis to accept and approve the "Bills to Be Paid" report for May in the amount of \$687,196.75.

Motion carried 6-0.

CONSIDER SPECIAL EVENTS APPLICATION – GET FIT FAMILIES FIRECRACKER 5K

A motion was made by Mr. Geis, seconded by Mr. Foyle, to approve Special Event Permit Application – Get Fit Families Firecracker 5K to be held on July 4, 2023 from 7:30 am to 9:45 am at the Zelienople Community Park 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:

- It is their responsibility to coordinate the event with the Borough Street Department and all Emergency Services 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.
- Any signs must be small and not block views of traffic on any intersections. The sponsor must gain permission from all property owners to place these signs. They must also be removed as soon as the race is completed.
- They ensure that the area is cleaned of any trash and debris when the event is completed.
- Streets are not to be marked with paint of any kind.
- A Certificate of Insurance must be provided.

Motion carried 6-0.

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CONSIDER SPECIAL EVENTS APPLICATION – GET FIT FAMILIES FIRECRACKER 5K

A motion was made by Mrs. Reeb, seconded by Mr. Foyle, to approve Special Event Permit Application – Fourth of July Parade to be held on July 4, 2023 from 11:00 am to 1:00 pm on Main Street and parts of High Street, Grandview Avenue, and Beaver 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:

- Ensure that parade participants refrain from throwing candy to parade spectators. However, parade participants are welcome to walk along and hand out candy to spectators along the curb of the parade route.
- Coordinate all parade activities with the Police Chief and the Public Works Director.
- Ensure that all state requirements relating to public safety are enforced during the event. This includes all requirements established by PennDOT for permit approval.

Motion carried 6-0.

CONSIDER INCREASE FOR RETURNING SUMMER/SEASONAL HELP AND PART-TIME BOROUGH EMPLOYEES

A motion was made by Mr. Geis, seconded by Mr. Mathew, to approve a wage increase for returning summer/seasonal help and part-time Borough employees.

Every year, the Human Resources Committee (HRC) makes a recommendation to council to establish the annual non-uniformed employee merit wage pool through the evaluation process, but summer help and seasonal employees as well as part-time employees are not typically included in this since they are not part of the evaluation process. Historically, returning summer help was given an increase each year they returned to work for the Borough. This increase is consistent with what was done in the past.

This commensurate wage increase equates to \$.25/hr.-\$.50/hr. for returning summer/seasonal help and for part-time employees for 2023.

Motion carried 6-0.

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CONSIDER A MOTION ASKING THE ZELIENOPLE CIVIL SERVICE COMMISSION TO PROVIDE A CERTIFIED ELIGIBILITY LIST TO PROMOTE A PART TIME POLICE OFFICER TO FULL TIME POLICE OFFICER STATUS UNDER THE ZELIENOPLE BOROUGH CIVIL SERVICE REGULATIONS

A motion was made by Mr. Geis, seconded by Mr. Foyle, to approve asking the Zelienople Civil Service Commission to provide a certified eligibility list to promote a part-time police officer to full-time police officer status under the Zelienople Borough Civil Service Regulations.

In 2017 and 2023, the Zelienople Borough Civil Service Regulations were changed to hire part-time police officers under the Civil Service Regulations. This change also included the procedure for promoting a part-time officer who has a least three months of experience with the Zelienople Police Department to a full-time police officer position. In March of this year, Officer Petrie resigned to join the United States Army. Currently, the department has one part-time officer who would be eligible to be promoted to full-time status in late June of this year. The department has one full-time position open and will most likely have another position open due to a retirement in the near future. The process to promote will include written and verbal testing.

Motion carried 6-0.

OTHER BUSINESS:

Borough Manager Andrew Spencer and Borough Solicitor Bonnie Brimmeier requested an executive session.

Time of Break (if needed) Time: 7:50 PM; Return 8:00 PM

Executive Session (if needed) Time: 8:00 PM; Return: 8:19 PM

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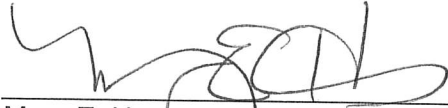
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Being no further business, President Hess closed the meeting at 8:19 PM.

ATTEST:



Andrew C. Spencer
Borough Manager



Mary E. Hess
Council President

Approved by me this 12th day of June 2023.



Thomas M. Oliverio
Mayor