

Minutes of the Borough Council Zelienople, PA

8/28/2023

7:30 PM

Council-Regular

MasterID: 752

The August 28, 2023, Council Meeting of the Zelienople Borough Council was called to order at 7:37 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 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, Gregg Semel, Doug Foyle, and Ralph Geis. Junior Council Member Kyra Fazio was also present. Council Member Allen Bayer and Mayor Thomas M. Oliverio did not attend.

Borough Manager Andrew Spencer, Borough Solicitor Bonnie Brimmeier, Police Chief Jim Miller, and Borough Engineer Tom Thompson were also in attendance. Public Works Director Chad Garland attended virtually.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Mr. Foyle.

VISITORS:

In Person: Spencer Mathew and Dan Fritch

Remotely: Mike and Carol Sosak

PUBLIC COMMENT

Volunteer of the Year Award presented to Neal Jackson

CONSENT AGENDA:

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

- Minutes of August 14, 2023 Council Meeting.
- Transfer of Funds, \$150,000.00 from the Electric Fund to the General Fund, if needed.
- Transfer of Funds, \$20,000.00 from the General Fund to the Park Fund, if needed.

Motion carried 6-0.

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OLD BUSINESS:

CONSIDER ADOPTION OF PROPOSED ORDINANCE #887-23 TO INCUR LEASE RENTAL INDEBTEDNESS THROUGH GUARANTY AGREEMENT

A motion was made by Mr. Mathew, seconded by Mrs. Reeb, to adopt Proposed Ordinance #887-23 to incur lease rental indebtedness through guaranty agreement.

In working with the Harmony Fire District and the municipalities that receive fire protection services from the district, it was requested of the municipalities by the Fire District to provide financial support through interim financing for the completion of the fire station project. It is anticipated that there will be cash flow needs while waiting on grant funds to be processed and received. It was determined collectively by the municipalities in collaboration with the lender that a debt instrument in the form of a guaranty would be appropriate to assist the Harmony Fire District in the construction costs associated with the new fire station. The Harmony Fire District Fire Station Improvement Note Series of 2023 will be in the Fire District's name, and they will be responsible to pay down the debt service; however, this ordinance provides that the municipalities will act as the guarantors of the debt and in the event that the fire district ceased operations or ceased to exist, the municipalities would be liable for the debt service. The Borough's portion is \$562,200 of the \$2,811,100 principal amount, with the other municipalities bearing the burden of the balance.

Proposed Ordinance #887-23 was approved for advertising by Council on August 14, 2023 and has been duly advertised.

Motion carried 6-0.

NEW BUSINESS:

BILLS TO BE PAID

A motion was made by Mr. Mathew, seconded by Mrs. Reeb, to accept the "bills to be paid report" for August 28, 2023 totaling \$239,468.88.

Motion carried 6-0.

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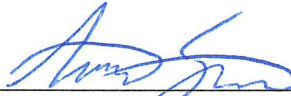
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CONSIDER PROPOSED RESOLUTION #503-23 FOR THE DISPOSAL OF SCRAP MATERIALS

A motion was made by Mr. Mathew, seconded by Mr. Geis, to approve Proposed Resolution #503-23 for the disposal of scrap materials.

Zelienople Public Works intends to dispose of unneeded miscellaneous scrap metals that have accumulated over several years. The scrap will be disposed of at a local salvage/recycling facility.

A full and true copy of Resolution #503-23 can be found in the Resolution Book.



Borough Manager

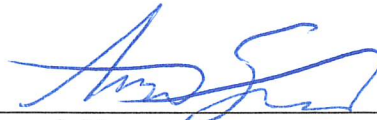
Motion carried 6-0.

CONSIDER PROPOSED RESOLUTION #504-23 FOR THE DISPOSAL OF POLICE TASERS TO BE DONATED TO THE BUTLER COUNTY EMERGENCY SERVICES UNIT

A motion was made by Mr. Geis, seconded by Mr. Foyle, to accept Proposed Resolution #504-23 for the disposal of police tasers to be donated to the Butler County Emergency Services Unit.

The police department recently replaced its X26P tasers with new Taser 7 models. The old tasers were over ten years old and out of warranty. A member of the Butler County ESU asked if the department would consider donating the old Tasers to the ESU. The old tasers are of no value to the department and cannot be sold to the public. Donating the tasers to the ESU would provide a safe way to dispose of them and assist the ESU.

A full and true copy of Resolution #504-23 can be found in the Resolution Book.



Borough Manager

Motion carried 6-0.

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CONSIDER PROPOSED RESOLUTION #505-23 FOR SIGNAGE AT THE GATEWAY LOCATIONS FOR THE GATHERING IN THE PARK EVENT

A motion was made by Mrs. Reeb, seconded by Mr. Geis, to accept Proposed Resolution #505-23 for signage at the gateway locations for the Gathering in the Park event.

John Hoogerbrugge requested that the Borough permit the area churches to place a 34" x 24" sign at four (4) borough gateway locations to help advertise their Gathering in the Park event on September 9, 2023. They are requesting that four (4) stand-alone signs are placed at the gateway at the following locations: Rt. 19 South at the Exxon Station, near the airport on Rt. 288 and 588, W. Beaver Street in front of Glade Run, E. Grandview Ave. near Division Street. The request is for the (4) temporary signs to remain from August 29, 2023 to no later than September 11, 2023.

Zoning Ordinance Section 902-1D requires such a request to be approved by Resolution.

A full and true copy of Resolution #505-23 can be found in the Resolution Book.



Borough Manager

Motion carried 6-0.

CONSIDER CANCELLATION OF SEPTEMBER 11, 2023 MEETING

A motion was made by Mrs. Reeb, seconded by Mr. Mathew, to approve the cancellation of the September 11, 2023 Council Meeting.

The Labor Day holiday and the Pennsylvania Municipal Electric Association (PMEA) falls on agenda week this year. The Borough office is closed for Labor Day on September 4th, and Borough staff (Andrew, Cindy, Erin, and Chad) will be in Bedford Springs for the Pennsylvania Municipal Electric Association (PMEA) conference September 6-8th.

Motion carried 6-0.

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CONSIDER SETTING TRICK OR TREAT TO BE ON TUESDAY, OCTOBER 31ST FROM 6PM TO 8PM

A motion was made by Mrs. Reeb, seconded by Mr. Foyle, to approve scheduling Trick-or-Treat for Tuesday, October 31, 2023 from 6pm-8pm.

Motion carried 6-0.

CONSIDER POLICE SERVICES CONTRACT WITH ST. GREGORY SCHOOL

A motion was made by Mr. Mathew, seconded by Mr. Foyle, to approve police services contract with St. Gregory School for the 2023-2024 school year.

Saint Gregory School expressed interest in renewing the police service contract with the Borough for the 2023-2024 school year. Other than a date change, the agreement is exactly the same as it was in the past agreements. The hourly rate charge increased to \$46.18 in accordance with the Police Bargaining Agreement increase for 2023.

Motion carried 6-0.

CONSIDER HIRING A FULL-TIME POLICE OFFICER

A motion was made by Mr. Geis, seconded by Mr. Semel, to approve hiring a full-time police officer.

On April 10, 2023, Council made a formal request asking the Civil Service Commission to provide council with a certified eligibility list to hire a full-time police officer. On August 2, 2023, a certified eligibility list to hire a full-time police officer was established. Borough Council interviewed eligible candidates prior to this council meeting. The new additional officer will allow the police department to provide a full-time officer to fill the School Resource Officer (SRO) position at Connoquenessing Valley Elementary (CVE) school.

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 8/22/2023. 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: noted the next meeting is in September
- Park and Recreation: noted there was a meeting to plan for the end of the year and pool closing
- Main Street Revit. (w/ Mr. Spencer and Mr. Semel): no report

Mr. Semel:

- IT: noted the server installation process is underway and discussed GIS
- Main St. Revit.: discussed East New Castle Street beautification project
- COG: no report

Mr. Geis:

- Electric: noted there was a meeting, gave updates on Main Street Phase 3, and discussed ordinance changes being researched
- Bldg./Finance: no report
- Pension: no report

Mr. Foyle:

- Pension: no report
- Library: noted that they are working on building projects at the Library as needs of the aging building are showing

Mrs. Reeb:

- Public Safety/Street/Sidewalk/Storm Water: no report
- Historical Society: noted the fish pond is being renovated – they found a frog in the pond and are selling stuffed frogs as a fundraiser for the pond project
- Shared Services Committee: no report

Mr. Mathew:

- Water: no report
- Police Matters: noted that an officer was hired
- EMA (w/ Mr. Spencer): no report
- Fire Dept. Liaison: noted the groundbreaking for the new HFD station is Thursday, August 31, 2023 at 3pm
- Shared Services: no report

Mayor:

- Airport Authority: not present

Manager: noted that several staff members will be away at the PMEA conference the first week of September

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Solicitor: no report

Engineer: no report

Police Chief: no report

Public Works Director: no report

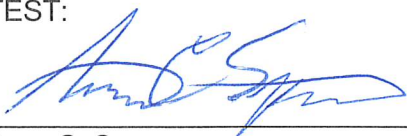
Zoning/Code Officer: not present

Finance Director: not present

Parks and Recreation Director: not present

Being no further business, President Hess closed the meeting at 8:35pm.

ATTEST:



Andrew C. Spencer
Borough Manager



Mary E. Hess
Council President

Approved by me this 25th day of September 2023.



Thomas M. Oliverio
Mayor